SLEEPOVERS FOR LIFE

Scope and Charter

University of British Columbia Okanagan
COSC 499: Capstone - Summer 2019
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1.0 Project Overview

For the Sleepovers project, our task is to develop a website that allows customers to purchase custom records and merchandise, provides local artists with a means to promote themselves in the community, and allows Sleepovers with a way to present their blog to their fanbase. The website will provide services to fans, venues, and artists by means of a secure account that will allow fans to purchase and stay informed about local artists and give artists/venues a way to request opening artists for shows and place orders for vinyls. The Sleepovers website will function to provide local musicians and venues with the means to improve the promotion of their brand and serve as a way to give fans a more enjoyable experience for discovering local artists in the BC area.

2.0 Scope

2.1 Included

1. We are going to build a platform/website where artists and venues can create and use secure logins to post music, tour schedules, request different artists for shows, and create orders for vinyl records.
2. We will allow users to create accounts in order to purchase mixtape vinyls, browse and listen to Sleepovers For Life artists, view schedules and calendars for events, receive notifications and access the Sleepovers For Life blog.
3. Artists' music will be stored on the website's database.
4. Our website will also host the company's blog, process orders, keep client and artist private information secure and sell merchandise from the company.
5. We will allow for later integration of payment processes (VISA,MC,Paypal,etc..).
6. We will deliver a fully functional product that will be ready for the client to deploy fully.

2.2 Not included

1. The website will not charge users to create accounts or access the website.
2. Our group will not continue to update/run the site after final product handover.
3. Customers and public users will not be able to post their own content for viewing or purchasing on the site.

3.0 Milestones

#	Milestone	Date
1	Charter, scope and requirements documentation completed	May 31, 2019

2	Design documentation and presentation	June 7, 2019
3	Database completed	June 14, 2019
4	Website structure complete, all functionality implemented	July 19, 2019
5	Website aesthetics implemented	July 26, 2019
6	Website functionality fully tested	August 2, 2019
7	Final prototype and presentation delivered	August 9, 2019

4.0 Workflow

The workflow that our group chose to use to develop this website is a combination of Scrumban and Extreme Programming. The proposed workflow makes use of the Scrumban method with regular group meetings and prioritizing the features that are most needed to be completed while also making use of pair programming provided by Extreme Programming. Trello was used to keep track of features to be implemented but we found that a majority of the tracking was done using our work breakdown structure.

5.0 Measures of Success

1. The website securely communicates with the backend database.
2. The website incorporated modern security standards for sensitive material.
3. The website incorporates a modern design that conforms with the clients vision of the project.
4. All functionality will be complete and tested.
5. The final product will be delivered to the client on August 9th, 2019 by the end of the day.

6.0 Requirements

6.1 Functional

1. The website will allow bands/artists to create a personal page to display their information to the public.
2. The artist page will allow bands/artists to upload their songs/albums for customers to listen to.
3. The artist page will provide a place for bands/artists to upload their schedule and availability.
4. The website will provide bands/artists with a way of ordering vinyl runs of their music.

5. The website will contain a public web store that allows customers to buy personalized Sleepovers vinyls and merchandise.
6. The order page for custom vinyls/mixtapes will provide a way for customers to upload their song list in [specified format TBD] format if the order permits.
7. The order page for custom vinyls/mixtapes will provide a way for customers to upload a custom image for an album cover if the order permits.
8. The website will contain a page where the Sleepovers blog with pictures/videos/text can be accessed and followed by users.
9. The website will include an about page where Sleepovers can post information about their business and contact information.
10. The website will include a simplistic home page that users can use to navigate to any other public page on the website.
11. The website will provide Sleepovers staff with an admin page to view and manage orders and payments as well as manage and delete user accounts.
12. The admin page will allow Sleepovers staff to view, add, edit, and delete products on the webstore.
13. The admin page will allow Sleepovers staff to view, add, edit, and search for blog posts.
14. Artists and Venues will be able to contact each other through automated email notifications.
15. The website will provide a way for users to sign up, log in, edit their accounts, recover forgotten passwords, and delete their account data.
16. The user account page will allow any user to sign up for or remove themselves from the Sleepovers newsletter.

6.2 Non-Functional

1. The artist page will use the backend database to allow artists to upload their music.
2. The website will provide a secure portal for users to sign up with their personal information and securely pay for products.
3. An external API will be used to handle automated email messages.
4. The website will run on common browsers: Google Chrome, Safari, Internet Explorer, Microsoft Edge, and Firefox.
5. An account password will be required to have at least 8 characters, 2 of which must be special characters or numbers.
6. Each Sleepovers blog post can contain a picture, text, date, and timestamp.

6.3 Technical

1. The website will be coded with HTML5, Javascript (ECMAScript 3), and PHP (7.3).
2. The website will be run on a free cloud server for the purpose of testing and development, but will be ready for deployment on a commercial server once delivered.
3. The backend database will be run on a separate, dedicated, 3rd party server with SQL.
4. All orders, user accounts, admin accounts, products, and related media will be stored on the backend database.

5. The webstore will provide the means for a payment gateway to be easily implemented after the project is delivered.
6. The Sleepovers blog will be stored on the backend database.
7. MailChimp will be used to sign up users for the Sleepovers newsletter.

6.4 User

1. Users, Artists, and Venues can sign up and log into the website with a personal account and manage their account details on an account page.
2. Users, Artists, and Venues will have their email accounts verified before the account is created.
3. Users, Artists, and Venues will be able to recover their forgotten password for their account.
4. Users, Artists, and Venues can delete their accounts from their account page (with proper warning).
5. Artists can edit their personal public page with their information, schedule, profile image, band image, genre, band size, and streamable songs.
6. Artists must agree to the legal terms specified by Sleepovers for Life before uploading their music to the database.
7. Venues can edit their personal page with their information, schedule, profile picture, location, and upcoming events.
8. Artists and Venues will be able to select days on other Artist's/Venue's calendars and send an email notification to them to communicate that they are interested in booking/being booked for that date.
9. Customers can browse and add items to their cart and check out when they are done shopping.
10. Customers can search for specific items or artists with a search bar.
11. Artists and Venues will be listed in alphabetical order on two separate pages where users will have the option to filter by category or availability.
12. Customers will be recommended similar products and artists while viewing a product/artist.
13. Admin accounts will be able to delete accounts.
14. Admin accounts will be able to add, edit, and delete products from the webstore.
15. Admin accounts will be able to manage and accept/decline orders.
16. Admin accounts will be able to view, add, edit, and delete blog posts.
17. Any user will prompted to opt-in to the Sleepovers newsletter on account creation.

7.0 Environmental Constraints

- Time constraints
  - We have 13 weeks until final deliverable product must be ready (August 9th, 2019)

- Knowledge constraints
  - All developers must have knowledge of languages and software utilized
  - Client has knowledge of programming languages used, therefore no content management systems need to be implemented for the client to make changes
- Communication constraints
  - Absent developers/client
- Environment constraints
  - The product must run on any major web browser before final deliverable

8.0 Stakeholders

- The University of British Columbia Okanagan
- Sleepovers Company
- Sleepovers Staff
- Angie Pinchbeck
- Development team
- Customers
- Artists/Bands in Kelowna
- Venues in Kelowna

9.0 User Groups

- Public users: People that want to discover local artists and music, as well as have the opportunity to purchase vinyls and merchandise
- Artists: Musicians and bands that can use the website as a way to gain exposure
- Venues: Locations in and around Kelowna that will book artists to perform
- Administrators/Staff: Employees of Sleepovers that will control and manage the website

10.0 Work Breakdown Structure

Phase	No.	Task Description	Estimated Hours			
			Everton	Joshua	Trevor	Average
Initialization						
	1.0	**Discuss project with project sponsor**	7	7	7	7.0
Planning						
	2.0	**Scope and Charter**	6.5	6.5	6.5	6.5
	2.1	Meet with client to review the requirements for the project	3	3	3	3.0
	2.2	Revise requirements to client specifications	2	2	2	2.0
	2.3	Final review of scope and charter	1.5	1.5	1.5	1.5
Milestone 1 - Scope, charter and requirements document completed						
	3.0	**Design Document**	11.5	14.5	13.5	13.2
	3.1	Detailed project description		2		2.0
	3.2	User groups	3			3.0
	3.3	ER diagram			4	4.0
	3.4	DFD diagram		4		4.0
	3.5	UI mockups	3	3	3	3.0
	3.6	Detailed technical description			1	1.0
	3.7	Detailed testing plan	1.5	1.5	1.5	1.5
	3.8	Review final design document	3	3	3	3.0
	3.9	Design document presentation	1	1	1	1.0
Milestone 2 - Design documentation and presentation complete						

Phase	No.	Task Description	Everton	Joshua	Trevor	Average
Development						
	4.0	**Database**	16	12	11	13
	4.1	Set up SQL server	10	2	2	4.7
	4.2	Calculate relational model of database			4	4.0
	4.3	Create tables in the database	6			6.0
	4.4	Implement queries to add information or get information from database		5		5.0
	4.5	Database testing and review		5	5	5.0
Milestone 3 - Database completed						

	5.0	Website Structure	115.5	121	126.5	121.0
	5.1	About page	4.5	9	0	4.5
	5.1.1	Company description	2.5	5		3.8
	5.1.2	Staff members	2	4		3.0
	5.2	Store page	18	36	0	18.0
	5.2.1	List items for sale	5	10		7.5
	5.2.2	User can sort items for sale in the store	4	8		6.0
	5.2.3	User can add items to their cart	4	8		6.0
	5.2.4	Users can view and change items in their cart in a seperate page	5	10		7.5
	5.3	Login page	13	0	6.5	6.5
	5.3.1	User can log in	8		4	6.0
	5.3.2	User can recover their password	5		2.5	3.8
	5.4	Profile page	57	0	28.5	28.5
	5.4.1	User can change their profile picture	6		3	4.5
	5.4.2	User can change their personal information (Name, Address)	6		3	4.5
	5.4.3	User can change their password	6		3	4.5
	5.4.4	User can delete their account	6		3	4.5
	5.4.5	Artists can upload their songs	6		3	4.5
	5.4.6	Venues can post their events	6		3	4.5
	5.4.7	Artists and Venues can post their shedules	8		4	6.0
	5.4.8	Artists and Venues can send bump notifications to request bookings from other Artists/Venues	8		4	6.0
	5.4.9	User can sign up for or remove themself from the newsletter	5		2.5	3.8
	5.5	Venues page	0	13	26	13.0
	5.5.1	List venues in the area		3	6	4.5
	5.5.2	User can sort venues based on different criteria		5	10	7.5
	5.5.3	Users can search for Venues with a search bar		5	10	7.5
	5.6	Artists page	0	5.5	11	5.5
	5.6.1	List Sleepover artists		1	2	1.5
	5.6.2	User can sort artist based on different criteria		2.5	5	3.8
	5.6.3	User can search for Artists with a search bar		2	4	3.0
	5.7	Welcome page	2.5	5	0	2.5
	5.7.1	Display navigation to other areas of the site	2.5	5		3.8
	5.8	Admin page	0	22	44	22.0
	5.8.1	Staff can view, manage, and delete orders		6	12	9.0
	5.8.2	Staff can view, approve, and delete user accounts		3	6	4.5
	5.8.3	Staff can view, edit, add, and delete products from the webstore		5	10	7.5
	5.8.4	Owner can give or remove staff permissions from user accounts		3	6	4.5
	5.8.5	Staff can view, edit, add, and delete blog posts		5	10	7.5
	5.9	Blog page	9	4.5	0	4.5
	5.9.1	Users can view the Sleepovers Blog	5	2.5		3.8
	5.9.2	Users can see a list of previous blog posts and sort them by date.	4	2		3.0
	5.10	Sign-up page	0	9	4.5	4.5
	5.10.1	User can sign up for an account with their information		6	3	4.5
	5.10.2	User can choose to be added to the mail list for Sleepover's newsletter		3	1.5	2.3
	5.11	Cart page	3	6	0	3
	5.11.1	User can add, remove, and change quantity of items in cart	3	6		4.5
	5.12	Checkout page	2.5	5	0	2.5
	5.12.1	User can view the total price and the page is ready for checkout implementation with the vendors of the client's choice	2.5	5		3.75
	5.12	Website structure review	6	6	6	6.0
Milestone 4 - Website structure complete, all functionality implemented						

	6.0	Design website asthetics	20	24	23	22.3
	6.1	Implement color scheme and logos	6	6	7	6.3
	6.2	Place artistic images	6	10	6	7.3
	6.3	Add style to buttons, forms, and menus	8	8	10	8.7
Milestone 5 - Website aesthetics implemented						
Testing						
	7.0	Run tests on database with website communication	14	18	14	15.3
	8.0	Run unit tests on website scripting	14	8	6	9.3
	9.0	Run User tests on website	12	12	12	12.0
	10.0	Review testing and document results	6	6	6	6.0
Milestone 6 - Website functionality fully tested						
Closing						
	11.0	Deliver final product	2	2	2	2.0
	12.0	Final presentation and sign off	2	2	2	2.0
Milestone 7 - Final prototype and presentation delivered						
Total Hours:			221	227	224	223.7
Average Hours per Week:			17.0	17.5	17.2	17.2

11.0 Risks

1. Web server and database crashes.
2. Attacks on site exposing private information.
3. Project not completed by the due date.
4. Unresolved conflicts resulting in delays.
5. Missing required knowledge to develop final product.
6. Scheduling conflicts leading to lack of structured scheduled meetings.
7. Poor team and client communication.
8. Team member becomes ill.

12.0 Assumptions

1. Website will not have high traffic.
2. Sleepovers For Life will verify their artists and venues.
3. Development team knows and understands required programming languages.
4. Project will be completed in full by the designated completion date.
5. Website will be live 99% of the time.
6. Database will hold all user/venue/artist login information.
7. Estimations are correct or are within reasonable error.

13.0 Approvals

_____   _____   _____

Project Sponsor   Signature   Date

_____   _____   _____

Project Manager   Signature   Date