### Requirement Gathering

**Date:** 06/08/2024

1. **Project Overview:**

**Dream Knot** is a web application designed to simplify and improve the wedding planning process for couples, wedding planners, and vendors. The project focuses on solving common problems such as budget management, task tracking, guest list organization, and vendor sourcing. By providing a comprehensive platform, the application aims to provide a seamless and stress-free planning experience.

1. **System Scope:**

This system is proposed for large-scale deployment, for wedding planning couples, wedding planners and various wedding service providers. The system is designed to be scalable and adaptable to different sizes and complexities of weddings.

1. **Target Audience:**

* **Couples**: People or partners who are planning their wedding.
* **Wedding Planners**: Professionals responsible for planning and coordinating weddings.
* **Vendors**: Companies that provide wedding-related services, such as reception venues, catering, makeup artists, decorators, etc.
* **Administrators**: System administrators responsible for maintaining the platform.

1. **Modules:**
2. **User Management**:
   * Registration and authentication for all user roles.
   * Profile management for couples, planners, and vendors.
3. **Wedding Planning**:
   * Manage tasks with status tracking.
   * Monitor budgets with expense details.
4. **Vendor Coordination**:
   * List vendors with service details.
   * Book vendors and monitor availability.
5. **Guest Management**:
   * Create guest lists and track RSVPs..
   * Plan seating arrangements..
6. **Communication**:
   * Integrated messaging between couples, planners, and vendors.
   * Notifications and reminders for tasks and appointments.
7. **Image Management**:
   * Upload and manage images for vendors, venues, catering, couples, and planners.
   * Manage metadata for images..
8. **Review System**:
   * User reviews and ratings for vendors.
   * Feedback collection for continuous improvement.
9. **E-Invites**:
   * Create and manage digital invitations.
   * Track sent invitations and responses..
10. **User Roles:**

* **Couple**:
  + Plan and manage their wedding details.
  + View and book vendors.
  + Manage guest lists and send e-invites.
* **Wedding Planner**:
  + Manage multiple weddings and clients.
  + Coordinate with vendors.
  + Help couples plan and manage tasks.
* **Vendor**:
  + List and manage their services.
  + Track bookings and availability.
  + Receive and respond to reviews.
* **Administrator**:
  + Monitor the platform and its functions.
  + Manage user roles and permissions.
  + Ensure system security and data integrity.

1. **System Ownership:**

The system is owned by the development organization responsible for creating and maintaining it. This could be a software development company specializing in event management solutions.

1. **Industry/Domain:**

The system is related to the event management and wedding planning industry.

1. **Data Collection Contacts:**

* **Muhammed Riyas**
  + **Role**: Wedding Planner
  + **Contact**: muhammedriyas@gmail.com, 9744685133
* **Shameer Noushad**
  + **Role**: Vendor (Catering)
  + **Contact**: shameer765@gmail.com, 9496937354

1. **Questionnaire for Data Collection:**

**Questions:**

1. How do you prioritize tasks during wedding planning?

Answer: We use a detailed task management system to categorize tasks by priority (high, medium, low) and deadline. Regular meetings with the couple ensure that their most important needs are met first.Managing

1. What strategies do you use to manage multiple marriages at once?

Answer: We use project management software that allows us to create separate projects for each wedding. This helps to track progress, assign tasks, and ensure no detail is overlooked. It is also essential to assign responsibilities to team members based on their expertise

1. How do you ensure effective communication between the couple, vendors, and planners?

Answer: We use a built-in messaging system in our scheduling software to centralize all communications. Regular updates and scheduled check-ins with couples and vendors help keep communication clear and consistent.

1. What are the key metrics you track to measure the success of a wedding event?

Answer: Key metrics include client satisfaction scores, budget adherence, timely completion of tasks, and vendor performance. Post-event client feedback is also a key metric.

1. How do you handle last-minute changes or emergencies during wedding events?

We have a contingency plan for each event, including backup vendors and flexible scheduling. Effective communication and a calm, proactive approach help to resolve last-minute issues smoothly.

1. What is your approach to budgeting and managing wedding expenses?

Answer: We use budget tracking software to monitor expenses in real-time. This includes setting budget limits for different categories and tracking actual spending against the planned budget. Regular financial reviews with our spouse help to control spending.

1. How do you select and evaluate wedding vendors?

Answer: Suppliers are selected based on reputation, past performance and customer reviews. We conduct thorough assessments, including site visits and sample reviews, to ensure they meet our standards.

1. What tools or software do you currently use for wedding planning?

Answer: We currently use a combination of project management tools (like Trello or Asana), budget tracking software (like Excel or dedicated wedding planning apps), and communication platforms (like Slack or integrated messaging systems).

1. How do you manage the expectations and preferences of the couple and their families?

Answer: It is essential to understand the couple's vision and preferences. We conduct a detailed initial consultation and create a mood board or concept presentation to match expectations. Regular updates and flexibility in adapting to changes also help manage expectations

1. What feedback mechanisms have you implemented to improve your wedding planning services?.

Answer:Post-event surveys and feedback are sent to customers to gather their opinions. We also hold debriefing sessions with our team to discuss what went well and what could be improved. Continuous feedback loops help us improve our service..