**What is the proposed system to do?**

Search engineering supplier capabilities & products

**What are the problems with the current way of doing things?**

There is only a list of suppliers with no indication of what they do

**What data or information is recorded in the current system?**

Company name, address, telephone/fax number, email & contact details

**What data or information is to be recorded in the proposed system? How much data will the proposed system record?**

Main business of company, types of products/services, capabilities, restrictions

User comments/notes

Company name, address, telephone/fax number, email & contact details

**How frequently will the data need to be updated?**

As necessary on daily basis

**Will new records need to be added or old ones deleted? How often?**

Yes – about twice a week

**Will the changes come in batches or in ones and twos?**

Ones & twos

**How important is the data or information that is recorded?**

Not essential but very useful & timesaving

**What processes or functions are to be performed by the new system?**

Search for type of part, process or capability

**When should they be done and where?**

When required by Engineer from desktop

**Which processes should be executed manually?**

Search, edit, add, delete, comment

**What are the inputs to the current system?**

Company name, address, telephone/fax number, email & contact details

**What inputs are required for the proposed system?**

Main business of company, types of products/services, capabilities, restrictions

User comments/notes

Company name, address, telephone/fax number, email & contact details

**What outputs will be required from the proposed system?**

Search results & printability

**Are hard copies required?**

Yes

**How often will outputs be required?**

Daily

**What computing resources does the client possess?**

Multiple PC/Laptops, Keyboards & Displays - Intranet, server & network

**Is the client prepared to purchase hardware/software resources?**

Yes

**Is security an issues?**

Yes

**Should there be restricted access to particular areas?**

No

**How are exceptions and errors handled in the current system?**

Not – manual correction

**What errors and exceptions should be reported in the proposed system?**

Duplicate supplier data..etc

**How should they be reported?**

On screen during input

**Are there any constraints on hardware, software, data, methods of working, cost, time, etc.?**

No

**Does the user have a particular solution in mind?**

Data base program accessible to all engineers