# Project Management

## Project Team

|  |  |  |
| --- | --- | --- |
| **Role** | **Responsibilities** | **Name** |
| Project Management | Project Plan, Project Meeting | Alan JI |
| Business User | Provide requirement | Pastor Lenny |
| UI Design | User Interface Design | Frank FENG |
| Coder | Code development |  |
| Testing | Testing |  |
| Database | DBA, create, stored-procedure |  |

## Projects

|  |  |  |
| --- | --- | --- |
| **Name** | **Description** | **Due Date** |
| CEIMS phase 1 | Church Electronic Information Management System:  Member Management, Group Management, Event Management | Sep 2012 |
| Mission Center Website | Client facing Window | Sep 2012 |
| CEIMS phase 2 | Church Electronic Information Management System:  Asset Management, Finance Management, Mission Center | Dec 2012 |
| Revise Church Website | Add English Version  Re-Design Website and adding modules: Group Module, Event Module, Apply online, Survey, Pray Station, Mission Station etc | Jun 2013 |
| Mobile Website | Mobilize CEIMS | Dec 2013 |

## Project Milestones

|  |  |  |
| --- | --- | --- |
| **Release** | **Date Period** | **Project** |
| 1.0 | Jun 1 2012 ~ Aug 31 2012 | CEIMS phase 1  Mission Center website |
| 1.1 | Sep 1 2012 ~ Dec 31 2012 | CEIMS phase 2 |
| 2.0 | Jan 1 2013 ~ Jun 30 2013 | Church Website Phase 2 |
| 3.0 | Jul 1 2013 ~ Dec 31 2013 | Mobile Module |

## Work Timelines

|  |  |
| --- | --- |
| **Date Period** | **Task** |
|  | **Team**: Form a team and assign roles  **Team Management:** Meetings, Shared point  **Technology**: Pick up development technologies, setup workstation and initialize standard, source control  **Resource:** hardware and software |
|  | **Project Plan**:  Requirement Stage  POC  Database Design  Architecture Design  Detailed Design  Coding  Testing  Deployment  Maintenance |

# Business Requirement

## Business Summary

### CEIMS: Church Electronic Information Management System

Information Management System for church daily transaction, including member management module, group management module, event management module, assets management modules, finance management module, message management module etc. System targets to make church management more effective and faster, which will become a web-based end accessible to any authorized users in different modules. And it is also extensible to be used across churches, which will help collaborations, data sharing and mission activities. It will organize people, resources and become one new branch of mission for god on the earth.

**Current Scenario**

### Mission Center Website

Portal website for Mission Center, center information, publishing ad and event calendar, providing the feature for online information and application

### Church Website Phase 2

Re-Design the Church Portal, including English version and adding social factors. Based on CEIMS, provide online system to share information and application.

### Mobile Church

Mobilize church information management system, making it more flexible and accessible.

## Existing Systems Comparison in Market

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Acts** | [**啟創 Web Office**](http://www.almega.com.hk/) | [**CIS**](http://www.itchurch.hk/product.php?pkey=11) | [**成都 智能**](http://www.zn98.com/productinfo/detail_4_53_114.aspx) | [**Deacon**](http://www.softking.com.tw/soft/clickcount.asp?fid3=16629) | [**普大**](http://www.pota.com.tw/ls_cgi.phpx?cfile=rf70.htm) | [**Church Ledger**](http://www.churchledger.com/) | [**Church Info**](http://www.churchdb.org/) | [**kOOL**](http://www.churchtool.org/) |
| 版本 | 1.1.0 | \* | \* | 9.92 | 2.0.5 | RF70 | \* | 1.2.12 | R42 |
| 多機共用 | 支援 | 支援 | 支援 | 支援 | 無 | 無 | 支援 | 支援 | 支援 |
| Web-based | 部分 | 支援 | 支援 | 無 | 無 | 無 | 支援 | 支援 | 支援 |
| 免費使用 | 是 | 否 | 否 | 否 | 否 | 否 | 否 | 是 | 是 |
| 開放程式碼 | 是 | 否 | 否 | 否 | 否 | 否 | 是 | 是 | 是 |
| 中文界面 | 繁/簡 | 繁體 | 繁體 | 簡體 | 繁體 | 繁體 | 英文 | 英文 | 英文 |
| 教友資料 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 |
| 聚會出席點名 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 |
| 場地設施借用 | 支援 | 支援 | 支援 | 無 | 無 | 無 | 無 | 無 | 支援 |
| 會計 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 無 | 無 | 無 |
| 奉獻紀錄 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 | 支援 |
| 資產設施管理 | 無 | 支援 | 無 | 支援 | 支援 | 無 | 無 | 無 | 無 |
| 圖書館 | 無 | 支援 | 支援 | 支援 | 無 | 無 | 支援 | 無 | 無 |
| 主日學 | 無 | 支援 | 支援 | 支援 | 無 | 無 | 無 | 支援 | 無 |
| 行事曆 | 無 | 支援 | 無 | 支援 | 無 | 無 | 支援 | 無 | 支援 |
| 人事管理 | 無 | 無 | 無 | 無 | 支援 | 無 | 無 | 無 | 無 |
| 探訪 | 無 | 支援 | 支援 | 無 | 支援 | 無 | 無 | 無 | 無 |
| 網上服務# | 支援 | 無 | 支援 | 無 | 無 | 無 | 無 | 無 | 無 |

## Other Famous Foreign Church Management System

* [Church 360](http://www.church360.org/)
* [IgniteCRM](http://www.ignitecrm.org/)
* [ACS](http://www.acstechnologies.com/)
* [Logos CMS](http://logoscms.com/)

# Functional Requirement

Modules:

1. Member Management
   1. Add member
      1. General information

|  |  |
| --- | --- |
| **Field** | **Description** |
| Name | Chinese Name or English Name |
| Gender | F or M |
| Age | Optional |
| DOB | MM/DD |
| Address | Separate table ( address, city, state, country, zip ) |
| Phone | Cell phone, work phone, home phone |
| Email | Primary email |
| Description | Comments |
| Picture | Profile image |
| Status | Christian, Un-baptized, New Comer |
| Baptize Information | Separate table ( Baptize Date, Church, Place) |
|  |  |

Hidden fields: ID, Active Flag, Created Date, Latest Update Date, Latest Update User

* + 1. Group information

Assign the new member into groups in different category

**(Please refer group module for more details)**

|  |  |
| --- | --- |
| **Group** | **Description** |
| Family | People under the same household |
| Cell Group | Cell group belong to |
| Service Group | Worship Group, Finance Group, Pray Group etc. |
| Admin Group | Pastor Group, Committee Group etc. |
| Social Group | Friends Circle, Origin Group etc. |
| Event Group | Retreat Group, Couple Group etc. |
| Church | Member of church |

* + 1. Event information

Link to event page, assign to any active events

* 1. Update member
     1. General information

Update old data

* + 1. Group information

Remove or add into any active groups

* + 1. Event information

Link to event page

* 1. Delete member
     1. General information

Change active flag, Keep data in database

* + 1. Group information

Detach links by changing linking active flag, Keep data in database

* + 1. Event information

Detach links by changing linking active flag, Keep data in database

Has permanent delete option

* 1. View member
     1. General information

View general information

* + 1. Group information

View all groups he is assigned to

* + 1. Link to Event Page

View all events he is participated and more details, like attendances and results

1. Group Management
   1. Add Group
      1. General Information

|  |  |
| --- | --- |
| **Field** | **Description** |
| Name | Group Name |
| Category | Family, Cell, Service, Admin, Social, Event etc |
| Address | Primary Address information |
| Householder | Householder |
| Description | Description |
| Picture | Group Picture |

Hidden fields: ID, Active Flag, Created Date, Latest Update Date, Latest Update User

**Church is a special group**

* + 1. Add members

Search and assign active members to group

* 1. Update Group
     1. Update general information
     2. Remove or Add members
  2. Delete Group
     1. General information

Set active flag, keep data in database

* + 1. Member information

Detach relation by in-active flag

* 1. View Group
     1. General information
     2. Member List
     3. Event History

1. Event Management
   1. Add Event
      1. General Information

|  |  |
| --- | --- |
| **Field** | **Description** |
| Name | Event Name |
| Category | Service, Pray, Retreat, Sunday School, Chinese School etc. |
| Address | Address information |
| Host | Hosting Group / Member |
| Description | Description |
| Picture | Group Picture |
| Start Date | Event start date |
| End Date | Event end date |

Hidden fields: ID, Active Flag, Created Date, Latest Update Date, Latest Update User

Event links to Calendar Module

* + 1. Group / Member Information

Assign groups / members to the events

* 1. Update Event
     1. General information
     2. Group / Member Information

Remove links between group, member and events

* 1. Delete Event
     1. General information

In-Active flag or permanent delete

* + 1. Group / Member Information

In-Active flag

* 1. View Event
     1. General Information
     2. Group / Member Information
     3. Event Information
        1. Attendance Report
        2. Summary Report
        3. Result Report

1. Assets Management
2. Finance Management
3. Message Management

# High Level Design

# Data Model Design

# Detailed Design