**A PROPOSED OFFERING OF EVENT VENUE BOOKING SYTEM FOR CITY OF DREAMS MANILA**

A Project Proposal Presented to the

Faculty of Datamex College of Saint Adeline, Inc.

In Partial Fulfillment of the Requirements for the  
Degree of Bachelor of Science in Information Technology

By:

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**PROJECT PROPOSAL**

**INTRODUCTION**

Effective event management depends on proper scheduling, smooth coordination, and clear communication among staff and clients. The demand for efficient booking systems in the event management industry keeps growing as organizations seek to improve service quality and make better use of their venues. Without a solid and dependable solution, organizations may struggle with scheduling conflicts, delays in updates, and inefficiencies. These issues can harm overall performance.

This modern digital solution offers a centralized platform for managing reservations and tracking venue usage. It includes real-time availability checks, a shared calendar for better coordination, and automated reporting tools to aid decision-making. These features boost staff collaboration, ensure quicker and more accurate booking processes, reduce conflicts, and provide reliable, client-focused service. Ultimately, with features like real-time availability checks, the system enhances operational performance while improving client satisfaction and organizational effectiveness.

**Project Objectives and Goals**

* Digitize venue booking processes to improve efficiency.
* Prevent double bookings and scheduling conflicts through effective management.
* Provide a centralized calendar for tracking and monitoring reservations.
* Improve staff coordination and increase client satisfaction.

**CLIENT INFORMATION**

Clients will use the Event Venue Booking System via a public booking form on the website. They do not need to create user accounts. Instead, clients enter their personal information (name, email, and contact number) along with booking details (event type, venue, date, and time). Once submitted, the system checks the request and saves it in the database with a status of “Pending.” The client receives an email notification once their booking has been approved, rejected, or updated by staff or an administrator.

**Organization:** City of Dreams Manila (Event Management Division).

City of Dreams Manila

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**Image 1: Client**

**Company Background**

City of Dreams Manila is a luxury integrated resort developed by a consortium led by Melco Resorts and Entertainment (Philippines) Corporation and SM Investments Corporation. It is a joint venture that includes Belle Corporation and Premium Leisure Amusement, Inc. The resort is managed and operated by Melco Resorts Leisure (PHP) Corporation, a subsidiary of Melco Resorts and Entertainment, and it opened in 2014-2015.

For general inquiries to City of Dreams Manila, call the main line at +632 8800 8080 or email guestservices@cod-manila.com. For media or public relations inquiries, the contact is Charisse Chuidian at +632 8691 8819. The physical address is City of Dreams Manila at Asean Avenue cor. Roxas Boulevard, Parañaque City, 1701, Philippines.

**General Inquiries**

* Phone: +632 8800 8080
* Email: guestservices@cod-manila.com

**Media & Public Relations**

* Contact: Charisse Chuidian, Vice President, Public Relations
* Phone: +632 8691 8819
* Email: CharisseChuidian@cod-manila.com

**Mailing Address**

* City of Dreams Manila
* Asean Avenue cor. Roxas Boulevard
* Parañaque City, 1701, Philippines

**PROJECT SCOPE**

**Deliverables and expected Outcomes**

The Event Venue Booking System includes a venue selection module equipped with real-time availability checks to ensure that double bookings are prevented. It also features a booking calendar accessible to both staff and admin, allowing them to view and manage scheduled events efficiently.

**Inclusions and Exclusions**

The system covers the core booking functionality that allows staff to manage and schedule event reservations efficiently. An admin dashboard will be available for staff use, providing a system controls. The system will also include basic reporting features to help monitor venue usage and generate simple summaries.

The exclusions for this phase of the project include payment gatewayintegration, which may be considered in a future update, and a public-facingclientportal, which is currently optional and not included in the initial scope of the system.

**Assumptions and Constraints**

The system assumes that staff members will be properly trained to operate and manage the platform effectively, ensuring smooth adoption and usage.

One of the main constraints is that the system will be limited to in-house event venues only, meaning it will not support or integrate with external venue partners at this stage.

**PROJECT APPROACH**

This project will be developed individually using an Agile methodologies inspired personal workflow. As a solo developer I will take full responsibility for all stages of the system development lifecycle, including requirement gathering, UI/UX design, backend and frontend coding, testing, and final deployment.

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| --- | --- | --- |
| **Phase** | **Timeline** | **Key Activities** |
| Phase 1 | Week 1-2 | Define system requirements design the booking interface and database structure. |
| Phase 2 | Week 3-4 | Build the front-end and back-end, implement booking features, calendar integration, and reporting functions. |
| Phase 3 | Week 5-6 | Check system functions, fix errors, and ensure reliability, usability, and data accuracy. |
| Phase 4 | Week 7-8 | Launch the system, train staff, and gather feedback for improvements. |

**Table 1: System Work Flow**

**PROJECT TIMELINE**

The creation of the Event Venue Booking System is almost 2 Months. Here is the timeline of the development schedule

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| --- | --- | --- | --- |
| **Phase** | **Timeline** | **Key Milestones & Deliverables** | **Dependencies** |
| Phase 1 | Week 1–2 | Requirements gathering  system design and wireframes |  |
| Phase 2 | Week 3-6 | Front-end & back-end coding and booking features and calendar | Dependent on approved design |
| Phase 3 | Week 7 | Bug fixing, functionality and usability testing | Requires completed development |
| Phase 4 | Week 8 | System launch and Final bug fixes | Requires successful testing |

**Table 2: Timeline Table**

**PROJECT RESOURCES**

**Software**

The system will be developed as a web application using HTML, CSS, and JavaScript for the client-side interface. The backend will be built with Node.js for server-side processing, and Microsoft SQL Server will be used as the database management system. This technology stack ensures scalability, maintainability, and compatibility with modern web hosting environments.

**Tools**: Visual Studio Code, FullCalendar Js

**Hardware Requirement**

* **Processor:** Intel Core i3
* **Memory (RAM):** 4GB minimum (8GB recommended)
* **Storage:** At least 500GB HDD or 256GB SSD
* **Operating System:** Windows 10 or higher
* **Device:** Laptop or Desktop Computer

**Software and Tools**

* **Code Editor:** Visual Studio Code
* **Version Control:** Git and GitHub
* **Database:** SSMS

**Programming Language**

* JavaScript
* Css
* Html
* NodeJs

**RISK MANAGEMENT**

**Identification of potential risks**

The project may face several potential risks that could impact its success. One possible risk is double booking caused by input errors or system glitches, which can lead to scheduling conflicts, operational issues, and client dissatisfaction. Another risk is miscommunication among staff, which may result in uncoordinated event setups or incorrect scheduling, affecting service quality and efficiency. There is also the possibility of system downtime or data loss, which could disrupt operations during peak booking periods and cause the loss of important reservation records, resulting in financial and reputational damage.

**Mitigation strategies**

To address these risks, the system will incorporate a real-time availability checker that automatically detects and flags booking conflicts before they are finalized. A centralized booking calendar with automated status updates will be used to keep all staff informed and minimize communication errors. In addition, regular data backups and routine system testing will be implemented to reduce downtime, protect reservation records, and ensure the overall reliability and stability of the system.

**PROJECT GOVERNANCE**

Project Owner: Albania, John Maverick B.

Responsible for all technical, managerial, and documentation tasks

**APPENDIX**

This appendix includes supporting materials and references that were consulted or developed throughout the planning of the Event Venue Booking System. These documents provide additional context, inspiration, and technical reference to ensure that the system design aligns with real-world practices.

**Included in the appendix are:**

* A sample database **s**chema outlining the structure of tables such as venues and event bookings, which support the system's core functionality.
* Wireframe sketches and layout concepts for the reservation form, booking calendar, and admin dashboard, serving as the visual guide for system interface design.
* Reference materials from existing event booking systems and academic articles on scheduling conflict prevention, user interface design, and agile methodology.
* A summary of feedback and requirements gathered from the client’s perspective, used as the basis for defining system features and limitations.

These supporting resources serve as valuable tools in guiding the development process and ensuring that the proposed system is both functional and aligned with the client’s goals.