

# Meeting summary

## Quick recap

Dr. Fry and Anastasia discussed scheduling and peer evaluation matters before reviewing the alpha version of an RV park reservation system. They explored various system functionalities including site searching, reservation management, and occupancy reporting, while discussing improvements to the interface and user experience. The conversation ended with a review of refund processes and system requirements, including the need for military integration and payment collection, with the project scheduled for completion by December 6th.

## Next steps

- Anastasia/Team: Implement login/registration functionality for customers, including collection of DoD affiliation, branch, rank, number of adults, number of pets, and pet breed disclaimer, for final presentation.
- Anastasia/Team: Ensure check-in date cannot be prior to today and checkout date cannot be before check-in date in reservation interface.
- Anastasia/Team: Demonstrate in final presentation that reserved sites are not available for overlapping dates by other users.
- Anastasia/Team: Implement edit reservation functionality, ensuring that date changes trigger new availability checks and correct recalculation of payments/refunds.
- Anastasia/Team: Implement cancellation functionality with correct fee logic (e.g., \$10 admin fee, additional night fee if within 48 hours), and ensure refund transactions are recorded in the database.
- Anastasia/Team: Demonstrate 48-hour cancellation policy in final presentation.
- Anastasia/Team: Enhance daily/occupancy reports to show status of all sites (including unoccupied), current and next check-in dates, and use dashes for empty fields as appropriate.
- Anastasia/Team: Create an availability report for walk-in guests, showing vacant sites, duration of vacancy, and rig size accommodation, for admin use.
- Anastasia/Team: Separate admin and customer portals/experiences; restrict occupancy and availability reports to admin login.
- Anastasia/Team: Implement admin functionality to create/edit accounts and make reservations for customers (including lookup for existing customers), and simulate manual credit card entry with transaction approval ID input.

- Anastasia/Team: Implement basic admin CRUD (Create, Read, Update, Disable/Archive) for site data (prices, types, descriptions), ensuring sites are not hard-deleted to avoid orphaned reservations.
- Anastasia/Team: Add functionality/report to track walk-in reservations that have not yet been paid, for admin follow-up.
- Anastasia: Distribute meeting recording, AI notes, and professor's notes to the rest of the team when received.
- Anastasia/Team: Consider splitting employee and admin roles/functions as discussed, and implement as appropriate.
- Anastasia/Team: Polish user experience with a home screen, reservation flow, and required disclaimers (e.g., base access confirmation).
- Anastasia/Team: Schedule and coordinate final presentation with full team and professor, ensuring all team members can attend.

## **Summary**

### **Team Evaluation and Scheduling Review**

Dr. Fry and Anastasia discussed office hours and scheduling for a team meeting. Dr. Fry clarified that Anastasia represented her entire team. They then focused on reviewing the team's application progress, with Dr. Fry taking notes for future feedback.

### **RV Park Reservation System Demo**

Anastasia presented the alpha version of an RV park reservation system, focusing on the main features of site searching, reservation management, and occupancy reports. She demonstrated the basic functionality of the system, including the ability to search for sites based on dates and rig length, and to create, confirm, and cancel reservations. Dr. Fry confirmed that office hours are typically posted a week in advance and will send the presentation notes and video to Anastasia's team for review.

### **Reservation System Interface Improvements**

Dr. Fry and Anastasia discussed improvements to a reservation system interface. Dr. Fry noted that check-in dates should only be set for future dates and suggested adding enforcement to prevent check-out dates from being earlier than check-in dates. They agreed that while the current beta version allows browsing without registration, the final version should require account creation with DoD affiliation, rank, and other details before checkout. Anastasia acknowledged that the login and registration system was not fully developed for the current version but would be addressed in the final project phase.

### **Reservation System Development Process**

Dr. Fry and Anastasia discussed the process of creating and managing reservations for a project. They reviewed the steps for users to log in, reserve sites, and make payments, noting that direct integration with Stripe is not required. Dr. Fry emphasized the importance of scoping the project to major tasks within the given time constraints and suggested demonstrating payment confirmation without necessarily involving third-party APIs. They also touched on the need for users to log in to cancel reservations and the possibility of sending email confirmations.

### **Reservation System Management Discussion**

Dr. Fry and Anastasia discussed the functionality of a reservation system, focusing on the ability to edit and cancel reservations. Dr. Fry emphasized the importance of a dashboard for users to manage their reservations and requested a demonstration to ensure that reserved sites are not available for new bookings. They also discussed the need for the system to automatically check availability when editing reservations to ensure users get the best site for their new dates.

### **RV Reservation Cancellation Process**

Dr. Fry explained to Anastasia the complexities of editing and canceling RV reservations, emphasizing the need to verify site availability, calculate price adjustments, and account for cancellation fees. He clarified that a \$10 administrative fee applies regardless of the cancellation timeline, with an additional one night's fee for cancellations made within 48 hours of arrival. Anastasia confirmed her understanding and demonstrated the process of simulating a refund, which Dr. Fry requested be recorded in the database to complete the transaction.

### **Occupancy Reports and Refund Review**

Dr. Fry and Anastasia discussed the refund of \$185 to Anastasia's credit card and reviewed two types of occupancy reports. They clarified that the daily report should show all sites with their current occupancy status, including unoccupied sites and future check-in dates. Dr. Fry explained the purpose of the availability report, which Scott runs over the weekend to show which sites are available for walk-in guests after hours.

### **Military RV Park Reservation System**

Dr. Fry discussed the development of a reservation system for an RV park on a military base. He outlined requirements for the system, including self-service booking, integration with military branches, and collection of customer information. Dr. Fry emphasized the need for a polished user interface, separate admin and customer portals, and basic CRUD functionality for admins. He also mentioned the importance of capturing walk-in reservations and payment information. The team is on track to complete the project by December 6th, with flexibility to extend the deadline if needed. Dr. Fry will send meeting notes and a recording to the team for further development.