Director's Fee Database

Design Change Document
2.5.2 – Attendance Fee Reports

Version 1.1

Last Updated: 04/04/2008

DOCUMENT CHANGE RECORD

Date	Version	Updated by	Change Details
05/14/2008	1.0	CONJHK	Initial change specification
05/22/2008	1.1	CONJHK	Updated with the Messages table. New rules about the handling of the form of payment if none is supplied in the data.

APPROVAL RECORD

Name	Organization	Project Role	Signature	Date

An approval is required for compliance to provide evidence that design specifications (including appropriate application controls) and an appropriate development methodology were prepared and approved.

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INTRODUCTION

Purpose

This document provides a comprehensive architectural overview of the changes to be made to the Director's Fee Database system to implement the 2.5.2 functional requirements document.

Scope

The changes being made are limited to the Director's Fee Database application as detailed in this document.

Definitions, Acronyms, and Abbreviations

<<None>>

References

<<None>>

OVERVIEW

The functional requirements for DFD version 2.5.2 are summarized as requesting:

1. Creation of a new report to detail the Attendance Fees for Meetings and Retainers.
2. Creation of a new report to summarize(total) the data from the previous report.
3. Creation of a new form to access the reports and apply criteria to those reports.
4. Modification of the Menu form to provide access to the new report selection form.

Use Case Scenarios

The following Use Case Scenarios only cover scenarios affected by this change.

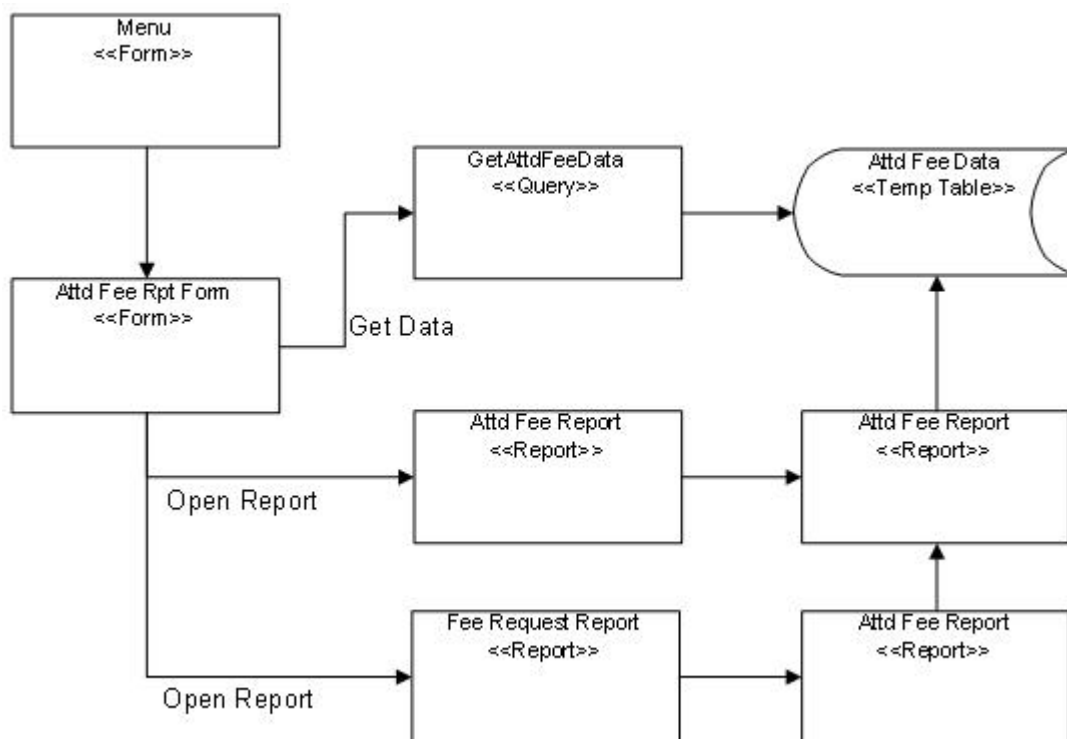| Scenario Name	Description
Open Selection Form	User opens the Attendance Fee Report Selection form
<Includes> -> Validate Input	Validates the options set on the selection form. Confirms that at least one option for fees is selected.
<Extends> -> View Fee Report	The Attendance Fee Report is opened in preview mode and is available for printing
<Extends> -> View Fee Request Report	The Fee Request Report is opened in preview mode and is available for printing

Object Changes

To support the request several objects will have to be created with special design decisions being made.

The data for both of the reports are logically derived from the same dataset. The Fee Request Report is a summarization of the records in the Attendance Fee Report. It is necessary for this data to be synchronized. A race condition for these reports exists in which data entry may cause differences in the datasets. To prevent this issue, data will be first extracted and stored into a temporary table thereby causing a static dataset. The reports will then be based upon the data stored in the temporary table.

Additionally, a separate message logging subsystem will be created to log and report messages related to the validity of the data used for the Attendance Fee and Fee Request Reports. Messages will be created in a message table using queries which perform checks on the data in the temporary table.
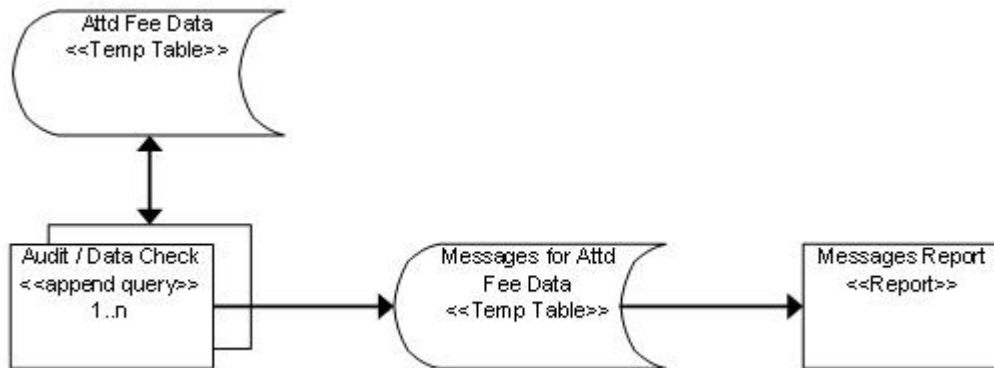
Diagram: Object Model – Main Subsystem

A high level view of the object model for the main subsystem, can be seen in the following diagram. This subsystem directly addresses the functional requirements.

Diagram: Object Model – Messaging Subsystem

A high level view of the object model for the messaging subsystem, can be seen in the following diagram. The requirement for this subsystem was discovered during the technical design phase.

```
   ┌──────────────────┐
   │  Attd Fee Data   │
   │  <<Temp Table>>  │
   └──────────────────┘
            ▲
            │
            ▼
┌──────────────────┐      ┌──────────────────┐      ┌──────────────────┐
│ Audit / Data Check│─────▶│ Messages for Attd│─────▶│ Messages Report  │
│ <<append query>> │      │     Fee Data     │      │   <<Report>>     │
│      1..n        │      │  <<Temp Table>>  │      │                  │
└──────────────────┘      └──────────────────┘      └──────────────────┘
```

Form: Menu Form (Switchboard: Print)

This existing form will be modified by adding a new button which opens the new form.

Type:	Command Button
Name:	AttdFeeReports_BTN
Caption:	Attendance Fee Reports
Default Value:	N/A
Usage	Opens the new form Attendance Fee Reports Form (frmAttdFeeReports)

Form: frmAttdFeeReports

New form used to set the criteria and open the reports.

Form

Type:	Form
Name:	frmAttdFeeReports
Caption:	Attendance Fee Reports
RecordSource:	None (Unbound)
Usage	Accepts criteria used to retrieve data for the reports. Retrieves the data and appends it to a temporary table.

This form will contain fields as detailed in the Functional Requirements document. The following additional information applies to the button CreateReports_BTN.

Type:	Command Button
Name:	CreateReports_BTN
Caption:	Create Reports
Usage	When this button is clicked the following actions will be taken. 1. The temporary table ttmpAttdFeeReports will be emptied 2. The temporary table ttmpAttdFeeReports will be populated 3. The report rptAttdFee will be opened in print preview mode 4. The report rptAttdFee_FeeRequest will be opened in preview mode

Query: qapdTempAttdFee_GetData

This query will append data into the temporary table tmpAttdFeeReport. It will accept several parameters which are used to filter the records that are appended.

Parameters:

- parmBeginDate (Date) – Earliest date of period which MeetingDate must be in

- parmEndDate (Date) – Latest date of period which MeetingDate must be in

- parmInclMeetFees (Boolean) – flag for including Meeting Fees

- parmInclRetFees (Boolean) – flag for including Retainer Fees

- parmFundInitials (Text) – Fund Initials

- parmDirector (Text) – Director Name

Rules:

- Only one

Query: qrptAttdFee

Used by the report rptAttdFee (Attendance Fee Report). The query which retrieves data from the temporary table (tmpAttdFeeReport)

Query: qrptAttdFee_FeeRequest

Used by the report rptAttdFee_FeeRequest (Fee Request). This query summarizes data from the query qrptAttdFee.

Report: rptAttdFee (Attendance Fee Report)

Provides detailed fee information per Director, per Fund. Layout and formulas are detailed in the Functional Requirements document.

Report: rptAttdFee_FeeRequest

Provides totals by Director of the same data found in the report rptAttdFee (Attendance Fee Report). Layout and formulas are detailed in the Functional Requirements document.

Table: ttmpAttdFeeReports (Temporary Table)

This is a table used to temporarily store the data used for the Attendance Fee Reports. See the Data Model section for details.

Rules

<<No Changes>>

Component Model

<<No Changes>>

Data Model

Table: ttmpAttdFeeReports (Temporary Table)

This is a table used to temporarily store the data used for the Attendance Fee Reports.

Field List

Name	Data Type	Size	Source	Description
RecordID	Long	8	Autonumber	Record ID
Crit_DateTimeRun	Date	8	System	Date/Time dataset was created
Crit_BeginDate	Date	8	Attendance Fee Report Form	Criteria: Begin Date used to filter the dataset
Crit_EndDate	Date	8	Attendance Fee Report Form	Criteria: End Date used to filter the dataset
Crit_Fund	Text	10	Attendance Fee Report Form	Criteria: Fund code used to filter the dataset
Crit_DirectorName	Text	50	Attendance Fee Report Form	Criteria: Director Name used to filter the dataset
DirectorName	Text	50	Meetings2.[Attendee Name]	Name of Director that attended the meeting
FundNumber	Integer	2	Meetings1.[Fund Number]	Record ID for the current record's Fund Code
FundInitials	Text	12	[Fund Name].[Fund Initials]	Fund Code/Initials
MeetingType	Text		Meetings1.[Type of Meeting]	Meeting Type
MeetingDate	Date	8	Meetings1.[Date of Meeting]	Meeting Date
MeetingLocation	Text	30	Meetings1.[Location of Meeting]	Meeting Location
MeetingUS	Yes/No	1	Meetings1.[US Meeting]	Meeting is in the US
MeetingFee	Currency	8	Meetings2.[Meeting Fee]	Fee amount for this meeting
MeetingFeeDeferred	Currency	8	Meetings2.[Deferred Meeting Fees]	Amount of the MeetingFee that is deferred
Withholding_CA	Currency	8	Meetings2.[CA Withholding]	Amount of to withhold from the MeetingFee for CA Withholding
Withholding_Fed	Currency	8	Meetings2.[FedWithholding]	Amount of to withhold from the MeetingFee for Federal Withholding

Name	Data Type	Size	Source	Description
Payment_CheckAmt	Currency	8	Meetings2.[CheckAmt]	Amount of the Fees being paid by check
Payment_DirectDepositAmt	Currency	8	Meetings2.[DirectDepositAmt]	Amount of the Fees being paid by direct deposit
Payment_WireAmt	Currency	8	Meetings2.[WireFeesAmt]	Amount of the Fees being paid by wireless transfer

Security

<<No Change>>