* **Who is the solution for?**
  + **Who is the client/end user?**
    - Rachele Pelosi
  + **What is their business**
    - Blue Dog Cafe
* **What is the outline of the solution to be produced?**
  + Roster system for managing staff shifts
  + **REQUIREMENTS?**
    - **What does it need to do?**
    - With ease match staff to availabilities
    - Tally up the hours each individual per week
    - List of shift windows (eg 8-3, 9-3)
    - Notified of shifts. (email?)
    - Keep past rosters as a record in database (can expire after 6 months?)
    - Staff can enter actual worked hours at end of shift
    - Search past records by name or date
    - (Calculate pay from hours worked)
      * **WHAT DATA IS GATHERED?**
      * Names, email/contact, employee’s availability, shift availability
        + **How is it used?**
        + Weekly/fortnightly, data typed into solution
        + **By whom?**
        + Just Rachele
        + **What info is the solution producing?**
        + Names of employees and the times they are working
        + **How should the system react to bad data?**

REFUSE THE DATA

* + - **FUNCTIONAL?**
    - **NONFUNCTIONAL?**
  + **COSTRAINTS?**
    - **Processing speed? Legalities? Security? Validation? Compatibility? Staff expertise?**
    - Password protected
    - calculates in seconds
    - validate names, and overlapping shifts
    - no staff expertise
  + **SCOPE?**
    - **Boundaries… what will the solution do and what wont it do?**
    - **Benefit to users? Stated in terms of efficiency and effectiveness…**
      * **EFFICIENCY? (Time, cost, effort)**
      * Less time
      * **EFFECTIVENESS? (accuracy of solution?)**
* **What do they currently have in place?**
  + **How do they currently do what they're asking you to create?**
  + Paper roster done weekly/fortnightly, photographed and uploaded to a employee facebook group
* **Why is the solution needed?**
  + **Is it replacing an existing system or is it a need required by your client?**
  + Replacing existing solution, too cumbersome