**Minimum Requirements**

* Assign users’ different permissions depending on their role (i.e. visitor, college personnel, health and safety department)
* Track the payment of fines
* Issue and record citations for parking and health violations
* Receive, record and update reports of health and safety risks
* Record requests for parking permits
* Issue parking permits
* Information updated in real time
* System is easy to use/user friendly
* Reduce human error

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| Story Ref # | Feature | Story Title | As a(n) | I want to | So that | MOSCOW | AC |
| 1 |  |  | Visitor | Notify the department I am visiting | They can organise a parking permit on my behalf | C |  |
| 2 | Notification rather than report |  | College personnel | Report others smoking at the university | The patrol officers can issue vio | W |  |
| 3 |  |  | Patrol officer | Complete the citation and fine with the required details | I can issue them correctly | M |  |
| 4 |  |  | Health and safety department employee | Track the current status of fine payment | I can mark the payment as completed if is paid on time | M |  |
| 5 | Awareness of policy and intention |  | Health and safety department employee | Liaise with patrol officers | The zero-smoking policy is being enforced | W |  |
| 6 |  |  | College personnel | Complete my parking permit application with all the required details | It can be approved or rejected promptly | M | The form cannot be submitted unless all required details are completed |
| 7 |  |  | College personnel | Pay for my parking permit online | I do not have to have to attend university during business hours | M | The form will support a number of payment options (mastercard, visa, direct transfer) |
| 8 |  |  | Patrol officer | Immediately check the status of parking permits | I can issue parking violations if and when required | M | Can search the database for current violations |
| 9 |  |  | Health and safety department employee | Prevent incomplete applications being submitted | I can streamline the approval/rejection process | M | The form cannot be completed unless all the required details are entered correctly |
| 10 |  |  | College personnel | Check the status of my parking permit | Update my permit if necessary | M | Can view expiry date and current status of permit. Can change the details of their permit (car type, etc.) |
| 11 |  |  | College personnel | Be notified about any fines or violations via the email linked to my account | I can pay them prior to the due date | C | A summary of the violation is sent to the violators email address and a notification displayed on their profile |
| 12 |  |  | Visitor | Access an interactive parking map | Park in the correct spot, without receiving a fine | W |  |
| 13 |  |  | Health and safety department employee | Be aware of the exact number of parking permits currently active | I can ensure there are enough parking spaces within the college | W |  |
| 14 |  |  | Patrol officer | Reduce human error currently surrounding violations | Fines and violations are correctly handed out and will be paid by the due date | S |  |
| 15 + 11 |  |  | Health and safety department employee | Contact the violator if their fine has not been paid or has been incorrectly paid within the week of receiving the fine | The fine can be paid correctly | S |  |
| 16 |  |  | College personnel, Visitor, Patrol officer, Health and safety department employee | The solution to only show me the relevant information that I would need | I don’t waste my time trying to navigate a tricky solution trying to find the information I need | S |  |
| 17 |  |  | College personnel | Be made aware if there are any rule changes to my parking permit | I don’t receive a fine or violation | M |  |
| 18 |  |  | Patrol officer | Be made aware if there are any rule changes | I can give out the correct fines for the violations | M |  |
| 19 |  |  | College personnel, Visitor | Have an easy gateway to pay fines | Pay fines easily and quickly without issues | M |  |
| 20 |  |  | Health and safety department employee | Be made aware if there are any general health and safety issues at the college | Handle and rectify general issues | M |  |
| 21 |  |  |  |  |  |  |  |
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