## Introduction

## System Analysis

Will include:  
- problem definition  
- current system description (+diagram of current system)  
--- advantages and disadvantages  
- proposed system description (+diagram of proposed system)  
--- objectives  
--- scope  
-------- tables in database (+descriptions)  
--- advantages and disadvantages  
--- feasibility  
------ technical  
------ schedule  
------ fiscal?  
- fact finding report  
--- how did we get the information about the system?  
----- e.g. observation, interview, questionnaire

## System Design

Will include:  
- system data flow diagram  
- system flow chart  
- file data fields  
--- detailed tables of database tables : field name, data type, description  
- output design  
--- detailed tables with example data for output of the system  
- input design  
--- detailed example of forms used in system

## Storage Design

Will include:  
- files used  
- file organization methods  
- storage devices  
--- processing requirements  
--- type of devices  
--- OS  
--- data processing modes?   
--- networking requirements  
--- min hardware requirements  
- System controls, backup & security  
--- virus protection  
--- data security measures  
--- audit trial  
--- log files  
--- policies  
- Normalization  
--- detailed normalized database tables

## System Construction

Will include:  
**- tables  
-- list of tables  
- queries  
--- list of queries organized by type (select, update, delete)  
- forms  
--- list of forms  
- reports  
--- list of reports  
- macros  
--- any macros used for database operations  
- Codes  
--- error codes etc**

## System Testing and Debugging

Will include:  
- inputs used for testing  
--- normal data, exceptional data, extreme data  
- example screen cap with form details entered for each type of input

## System Implementation

Will include:  
- analysis of how to switch from previous method to proposed method

## User Manual

Will include:  
- installation requirements  
- loading procedure  
- navigation guide?   
- report generation procedure

## Conclusion

## Recommendations

Will include:  
- summary of recommendations from previous sections regarding:  
--- network security  
--- other security measures  
--- other recommendations

## Glossary

Will include:  
- list of abbreviations used in documentation and their definitions

## Bibliography

Will include:  
- any references to documentation used in the project  
- any books used as resources  
- etc.

## Appendices

Will include:  
- all screen shots used in this document