**REQUIREMENTS SPECIFICATION DOCUMENT**

1. **Website Design**
2. Design samples: <https://billhub.io/> <https://www.gruveo.com/> <https://www.eventbrite.com>
3. Functionality samples: <https://welcome.mdlive.com/> <https://www.fiverr.com/>
4. Accessibility: Web version; with complete optimization for mobile viewing.
5. Updates: Build to allow easy modification to site content

* Website to have 4 pages for a start (Home, About, How It Works, and Contact); other pages can be added by the client
* Contact us page to have an online form that can be filled by users
* SEO Keywords (Starting a business; Get an expert for my business; Start-up business; Networking event; Funding for my startup; Crowdfunding)

1. **Web Development & Core Site Features**
2. Video Call Interface (3rd Party Integration)

* No download needed
* Must be embedded into the BuffPod portal
* No need to register or log in with the video call providers
* Currently considering <https://tokbox.com> but feel free to suggest a better one if you know of it.

1. Appointment Scheduling System (Custom Application Development)

* During sign up, the Consultant enters days and times he is available for consultation; as well as his hourly rate…These values can be edited in their Profile
* The available dates & times are displayed to the advice seeker
* The advice seeker selects a consultant for a meeting; Minimum notice period is 1 day
* He fills in the form: Date, Time, Form of Meeting (video or face-to-face), and Purpose of Meeting
* An email notification is sent to the consultant; with a link to Accept or Decline
* If the Consultant Accepts, the advice seeker is notified (via email) that the appointment has confirmed (and then the Consultant’s calendar appears busy for that time).
* If it is declined, the notification is sent to the Advice Seeker. But the Consultant’s calendar is left open since he did not accept.
* Include an option for cancelation
* Both parties can cancel the appointment (i.e. Consultant and Advice Seeker)
* Display Appointment Confirmation status (pending, confirmed, and canceled)

1. Electronic Payment Integration (3rd party)

* The Advice Seeker payment cards are debited but the Consultant is not credited until after the meeting
* Payments can be collected either in US Dollars, Nigerian Naira, or British Pounds
* Currently considering [www.stripe.com](http://www.stripe.com)

1. Profile Management (Sign Up and Log in)

* **Sign Up page**
* **Profile**: Name, Email, City, Location, Photo Upload, Password, Bio/Vita (Short description, maximum of 1500 characters)
* **Specialization**: Honors/Awards, Specialty (checkbox items; select maximum of 4; checkbox items are listed in part (v) below)
* **Availability**: Days of the week available, times available, Preferred meeting mode (i.e. Video, face-to-face, or both)
* **Financial details**: Hourly rate; Card details

1. Checkbox Items for Expert sign up
2. **Legal Consulting**

* Administrative law
* Advertising law
* Agency law
* Alternative dispute resolution
* Banking law
* Bankruptcy law
* Business law
* Consumer law
* Contract law
* Copyright law
* Corporate law
* Cyber law
* Employment law
* Entertainment law
* FDA law
* Financial services regulation law
* Gaming law
* Health and safety law
* Health law
* Immigration law
* Insurance law
* Intellectual property law
* International law
* Mergers & acquisitions law
* Patent law
* Privacy law
* Private equity law
* Real estate law
* Tax law
* Technology law
* Trademark law

**B. Programming and Tech**

* Mobile Apps & Web
* WordPress
* Web Programming
* Desktop applications
* Ecommerce
* Website Building & CMS
* Quality Assurance
* IT Support
* Data Analysis & Reports
* Databases
* Videos and Animation

**C. Graphics and Design**

**D. Marketing & Sales**

* Market Research
* Digital Marketing
* Product Sales
* Customer Service
* Exporting
* Importing

1. **Business Funding**

* Equity Funding
* Debt Funding
* Angel investors
* Crowdfunding
* Grants

**F. Advertisement**

* Website/App Promotion
* Banner Advertising
* Outdoor Advertising/ Billboards
* Flyers & Handouts
* Radio/TV

**G. Financial Management**

* Business/Corporate Planning
* Equity Release
* Insurance & Protection
* Investment
* Mortgages
* Offshore Investing
* Corporate Financial Planning
* Stock broking
* Taxation
* Risk Management

**H. Property and Space Leasing**