Minutes of Meeting: Client Discussion on Asset Management System

Date: March 17, 2025

Subject: Feature Requirements for Release 1 (R1) and Release 2 (R2)

Agenda

Discussion of feature requirements for the Asset Management System's upcoming releases.

Discussion Points

Release 1 (R1) Requirements (To be added)

1. Asset Page Enhancements

- **Vendor Details**
  - Name
  - Location
  - Contact information
- **Purchase Information**
  - Date of purchase
  - Warranty details (if applicable)
  - Option to upload warranty documentation
- **Asset Details**
  - Brand name
  - Quantity (to avoid manual addition of redundant items)

2. Category Management

- Add "Expected Life Span" field for asset categories

3 Improve search feature for view users

- Implement search feature based on name

Release 2 (R2) Requirements

1. Superuser Functionality

- Database backup capabilities

2. Admin Alerts

- Notifications for:
  - Approaching project deadlines
  - Warranty expiration
  - Insurance expiration for specific assets

3. Asset History Tracking(Optional)-

- Give the entire history of all the possessions of that asset.