Data Dictionary

Address Format = [(Sub-Premise) + Address Number | Address Number + (Sub-Premise)] + Street Name + Suburb + City/Town + (Sub Administrative Area) + Administrative Area + Post Code + Country

Residential Address = Address Format

Address Format Data Table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Element | Description | Data Type | Length/Format | Example Data |
| Sub-Premise | Specific identifier for townhouses and apartments | String |  | B (23-B), 2 (102-2), Building 1 |
| Address Number | Numeric identifier of donor’s residence | String |  | 23 102 |
| Street Name | Donor’s street name and street type | String |  | Kirinari St. (Aus) Fifth Avenue (Manhattan, US) |
| Suburb | City district | String |  | Bruce |
| City/Town | City or town donor is from | String |  | Canberra London |
| Sub Administrative Area | Donor’s county, or district | String |  | Cheshire (England) San Diego County (US) |
| Administrative Area | Donor’s state, province, or region | String |  | NSW ACT |
| Postal Code | Donor’s postal code or zip code | String |  | 2601 (Australia) M3B 3S2 (Canada) |
| Country | Nation where donor resides | String |  | Australia  England |

Postal Address = [Address Format | PO Box Address]

PO Box Address = First Name + Last Name + (Company/Organization) + PO Box Number + City/Town + Administrative Area + Country + Postal Code

PO Box Address Data Table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Element | Description | Data Type | Length/Format | Example Data |
| First Name | Person’s given name | String |  | Bob Shalissa |
| Last Name | Person’s surname | String |  | Jones Smith |
| Company/ Organization | Company name if being sent to one | String |  | ACME Innovations Inc. |
| PO Box Number | Number of the post office box that the mail is being sent to | String |  | PO Box 1033 |
| City/Town | City or town donor is from | String |  | Canberra London |
| Administrative Area | Donor’s state, province, or region | String |  | NSW ACT |
| Country | Nation where donor resides | String |  | Australia  England |
| Postal Code | Donor’s postal code or zip code | String |  | 2601 (Australia) M3B 3S2 (Canada) |

Donor Info = Donor Title + First Name + Last Name + Email + (Secondary Email) + 1{Phone Numbers}\* + Residential Address + Postal Address

Donation Information Data Table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Element | Description | Data Type | Length/Format | Example Data |
| Title | Form of addressing donor | String | 10 Characters | Mr. Mrs. |
| First Name | Person’s given name | String | 20 Characters | Bob Shalissa |
| Last Name | Person’s surname | String | 30 Characters | Jones Smith |
| Email | Unique identifier for an email account | String | 320 Characters | johnsmith@gmail.com |
| Secondary Email | Second email for security reasons | String | 320 Characters | Johnsmith2@gmail.com |
| Phone Number | Phone number including country and area code | String | +###-###-###-#### | +49-89-636-48018 |
| Residential Address | Where donor is currently living | Data Table |  | 74 Chandler St, Belconnen Canberra ACT 2617, Australia |
| Postal Address | Where donor’s mail goes | Data Table |  | Building 1, 11 Kirinari St, Bruce, Canberra ACT 2617, Australia |

Registration Information = Username + Password + Donor Info

Log-In Details = Username + Password

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Element | Description | Data Type | Length/Format | Example Data |
| Username | Identification used for donors | String |  | JohnSmith13 |
| Password | String of characters required to access system | String |  | Password123 |

Card Payment = Card Holder Name + Card Number + Date of Expiration + CVV

Direct Debit = Card Holder Name + Card Number + Date of Expiration + CVV

Payment Information = [Card Payment | Direct Debit]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Element | Description | Data Type | Length/Format | Example Data |
| Card Holder Name | Who owns the card | String |  | Mr John Smith |
| Card Number | Number that identified card owners account | Integer | 12-19 digits | 5555 1234 5678 9000 |
| Date of Expiration | When card expires | String | ##/## | 12/20 |
| CVV | Card’s security code | Integer | ### | 123 |

Donation Choice = 1{Donation Amount + [(Merchant Fee | Merchant Fee] + (Administrative Fee) + Program Choice + Region Choice + (Recurring Donation)}\*

Donation Choice Data Table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Element | Description | Data Type | Length/Format | Example Data |
| Donation Amount | Donor can choose from pre-set amounts or a custom amount |  |  | $10, $20, $50, $100, $1000, $75.25 |
| Merchant Fee | An optional or required processing fee depending on the card company |  |  | $5, $0.50 |
| Administrative Fee | An optional fee used to cover admin costs. |  |  | $5, $0.50 |
| Program Choice | The donor can choose from a list of programs to pledge |  |  | Emergency Relief, Orphan Aid |
| Region Choice | The donor can choose from a list of regions to where the program donation will go to |  |  | Syria, Ethiopia, Fiji |
| Recurring Donation | The donor can choose if their donation will be recurring and if so, if it will recur monthly or yearly |  |  | One-Off, Monthly, Yearly |

Required Info = [Registration Info | Log-In Details] + Donation Choice + Payment Information

Invoice = Unique Invoice Number + Donor Details + Date of Invoice + List of Each Individual Donations + Donation Total

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Data Element | Description | Data Type | Length/Format | Example Data |
| Unique Invoice Number | A number that uniquely identifies each invoice |  |  | No.398523 |
| Donor Details | Prefills the donor details required for the invoice |  |  | Mr John Smith |
| Date of Invoice | The date of which the invoice was sent | Date | YYYY-MM-DD | 2020-04-10 |
| List of Each Individual Donations | Lists all the Individual Donations which the donor made including the Program, Region, Donation Amount, and Recurrence |  |  | Emergency Relief, Syria, $10, Monthly  Orphan Aid, Ethiopia, $20, One-Off |
| Donation Total | Sum of all the individual donations which the donor made |  |  | $30 2020-04-10 $10 2020-05-10 |