**System: C.A.R.**

**Requirements List**

**REQ 1.1:** CREATE AND LOGIN

Customer must be able to create and log into account in system.

**REQ 1.2:** CATALOG

Customer must be able to view car catalog. The customer must be able to search for cars within the catalog and view any specific car.

**REQ 1.3:** RENT

Customer must be able to request rental car. This car must then be reserved for the customer on the dates of their choosing and at the specified location at that time.

**REQ 1.4:** PAYMENT

Customer must be able to pay for rental through payment system.

**REQ 1.5:** CANCELLATION

Customer must be able to cancel reservation. Customer should receive reimbursement for canceled service.

**REQ 1.6:** INSURANCE

Customer must be able to obtain insurance for rental.

**REQ 1.7:** ASSISTANCE

Customer must be able to submit questions or requests for assistance through email.

**REQ 2.1:** UPDATE CATALOG

System administrator must be able to update catalog. This includes adding and deleting cars and editing car specs.

**REQ 2.2:** BILLING

System administrator must be able to manage billing. This includes payment for rental cars, and additional fees and payment for damages to car. This also includes any reimbursement customers receive.

**REQ 2.3:** PERSONNEL

System administrator must be able to manage personnel – representatives, subcontractors and system administrator(s) – and customers stored in database.

**REQ 2.4:** PAYROLL

System administrator must be able to manage payroll for all employees of the company.

**REQ 2.5:** SUBCONTRACTING

System administrator must be able to manage subcontractors and subcontracting companies.

**REQ 3.1:** PICKUP

Representative must be able to log rental pickup when customer obtains car.

**REQ 3.2:** RETURN

Representative must be able to log rental return. This begins the turnover process.

**REQ 3.3:** INSPECTION

Representative must be able to log inspection results.

**REQ 3.4:** SALE

Representative must be able to conduct sale of car.

**REQ 3.5:** WALK-IN

Representative must be able to handle walk-in rental request. This includes booking a request, and entering license and insurance into the system.

**REQ 3.6:** CUSTOMER ASSISTANCE

Representative must be able to answer “Need Help?” emails. This includes viewing the email and responding as a customer service representative.

**REQ 3.7:** REPRESENTATIVE HOURS

Representative must be able to clock in/out to record hours worked. This is used in the payroll process.

**REQ 4.1:** SUBCONTRACTOR HOURS

Subcontractors must be able to clock in/out to record hours worked. This data is sent to the subcontracted company.