

Requirements Analysis Document

Project: WAMSI Marine Science Database – Group 29

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1. Introduction

1.1 Purpose

- Purpose of the Project: To update and migrate the existing database to a system that is more compatible with SharePoint.

1.2 Scope

- New Database: Will be more user-friendly for access on SharePoint and will include enhanced functionalities for ease of use.

2. Milestones

Sprint 1

- For Sprint One, the objective was to gather all the necessary knowledge to fulfill the project requirements.
- Comprehensive documentation was undertaken to ensure all information was recorded.

Sprint 2

- For Sprint Two, the aim is to migrate the "dummy" database and make sure it runs properly before conducting work on the real data.
- Testing will be conducted to identify possible issues, with measures taken to minimize any associated risks.

Sprint 3

- For Sprint Three, the focus is on finalizing the project.
- Efforts will be made to incorporate all functionalities required by the client.
- A thorough cleanup will be conducted to ensure everything is in order.

3. Stakeholder Analysis

3.1 Client

Ms. Trish Wells: trish.wells@wamsi.org.au

Dr. Luke Twomey: luke.twomey@wamsi.org.au

3.2 Team

1. Sultan Alqemzi (22880665)
2. Geraldine Chin (22972043)
3. Finn O'Callaghan (22975893)
4. Ann Roy (23132836)
5. Charles So (23199336)
6. Tyson Tran (22834433)

4. Existing Database Analysis

- Usage: Utilized for meetings, workshops, and events.
- Current State: Contains 3,550 contacts; redundant data exists.
- Location: Hosted at WAMSI, available in MS Access, and accessible via SharePoint.
- Limitations: Users must manually verify each contact detail for attendees.
- Issues: Potential existence of duplicate contacts.

5. New Database Requirements

5.1 Data Structure

- The data structure will be aligned with the chosen CRM.
- Confirmation with the client will be required, along with access to the real database.

5.2 Functional Requirements

- Response Selection: Ability to mark as attended or unattended.
- Availability Timing: Scheduling and timing options.
- Report Production Capability: Includes features for generating detailed reports.
- Contact-Specific Notes: Allows for the inclusion of specific notes for individual contacts.

5.3 Accessibility

- WAMSI's Team: Comprised of 8 members.
- User Interaction with Database: Users will engage with the database to ensure that all future conference goals are met.

6. Migration Strategy

- Dummy Database Creation: A dummy database will be created in MS Access to simulate the existing data, ensuring that the migration process proceeds smoothly.
- Flagging System: This system will assist the client in identifying the information that requires cleaning or updating.

7. Security Requirements

- Data Security: Data will be handled securely by allowing only one team member to have a copy on their device for trial database migration.
- Risk Register: More detailed information regarding potential risks and mitigations is provided in the risk register document.

8. Performance Requirements

8.1 Response Times

- Queries must return results within 2 seconds for up to 3000 records.
- Updating a record must complete within 1 second.

8.2 Concurrency Support

- The system must support at least 8 concurrent users.
- Locking mechanisms must be implemented to prevent conflicting updates.

8.3 Scalability

- The system must handle a 50% increase in user volume over the next two years.
- The database must support the growth of up to 1TB of data without performance issues.

9. Scenarios

1. As a WAMSI project manager, I want to effectively manage and track interactions with project contacts.
2. As a WAMSI system administrator, I want to ensure that only authorized members can access and view sensitive project contact information.
3. As a WAMSI project manager, I want to create and manage events within the CRM SharePoint Database, so that I can organize and track various business activities.
4. As a WAMSI member, I want to schedule appointments with clients through the CRM SharePoint Database, to manage my meetings efficiently.
5. As a WAMSI project manager, I want to analyze the event and appointment data in the CRM SharePoint Database, to make informed decisions.

10. Constraints and Assumptions

- Seeking a CRM funded by the university will influence the overall cost of the project.
- It should be noted that the new cloud-based CRM may not have the functionalities required by the client.

11. Approval

- Per the client's request, approval will be sought only when necessary. Meetings will be conducted via Teams, and the team leader is responsible for contacting the client.

Appendices (if applicable)

- Include any supplementary material, such as diagrams or references.

Revision History

- V1.0 - Date: 2023-08-14, 19:15
- Note: Initial version created.
- V2.0 - Date and Time: 2023-08-15 12:00
- Note: This is the finalized version after the group meeting.
- V3.0 – Date: 2023-08-15 14:45
- Note: Turned into PDF