

# **Appendices**

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Mavs

July 8, 2019 – Aug 9, 2019



# **Appendix A: Email Logs**

# **EMAIL LOGS**

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| **ERD Walkthrough Draft** 2 messages |

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| --- | --- |
| **John Manzo**<jmanzo@unomaha.edu> | Mon, Jul 8, 2019 at 2:06 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Hi All,  The first draft of the ERD is attached (vsdx & pdf). I suspect multiple changes and corrections will be required, but the completeness of this draft should give us a good starting point in Tue’s walkthrough.  In case it is helpful, I’ll also bring in paper printouts.  John     |  |  | | --- | --- | | **2 attachments** | | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/pdf.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bd2fb5af5a5a97&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M5\_ERD\_v1.0.pdf** 408K | |  | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bd2fb5af5a5a97&attid=0.2&disp=attd&safe=1&zw) |  | **Mavs\_M5\_ERD\_v1.0.vsdx** 88K | |  | | | |

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| --- | --- |
| **John Manzo**<jmanzo@unomaha.edu> | Mon, Jul 8, 2019 at 3:13 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Just FYI: I made a few changes to the relations symbols, dependent entity shapes, and style-readability. ERD v1.1 (attached) is the draft I will present on Tue for review.  John  [Quoted text hidden]     |  |  | | --- | --- | | **2 attachments** | | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bd338e59d215d8&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M5\_ERD\_v1.1.vsdx** 89K | |  | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/pdf.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bd338e59d215d8&attid=0.2&disp=attd&safe=1&zw) |  | **Mavs\_M5\_ERD\_v1.1.pdf** 411K | |  | | | |
| **Narrowing Scope** 1 message | |

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| **John Manzo**<jmanzo@unomaha.edu> | Tue, Jul 9, 2019 at 6:04 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Just a thought: Walking through the ERD this morning might present our best opportunity to refine scope before moving forward.  The least valuable functions of the app for the Project Sponsor in inventory/equipment tracking and management (it’s a very small operation). At this stage, if you and Dr. Van Vliet find it permissible, I’m very open to dropping these functions (and the Inventory and Equipment tables) from our plans. We can discuss it further in class.  John | | |
| **RRM** 4 messages | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Mon, Jul 8, 2019 at 6:57 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Professor Van Vliet ,  Attached is the Mavs group's Roles and Responsibility Matrix for Milestone 5. Please let us know if it is approved by you.  Thank you  Shafiq    --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/)     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bd4052dbc85fa2&attid=0.1&disp=attd&realattid=f_jxv1otzc0&safe=1&zw) |  | **Mavs\_M5\_RRM\_v1.0.docx** 116K | | | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Tue, Jul 9, 2019 at 8:42 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Professor Van Vliet,  attached is the RRM with the changes. sorry i mistakenly had Joe as the milestone manager as well. I will be the project manager for milestone 5.  let me know if you have any questions  Thanks  On Tue, Jul 9, 2019 at 7:16 AM Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> wrote:  Shafiq,    Glad to see you work on this.  Now, a few things need fine-tuning.  First, both you and Joe are listed as milestone managers, which is probably not correct.  Also, make clear that all team members will (and should!) contribute to the ERD and FRDD, which are the key components of the milestone.     * PvV   [Quoted text hidden]  [Quoted text hidden] | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Tue, Jul 9, 2019 at 8:43 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | sorry, forgot to attach the document.  On Tue, Jul 9, 2019 at 7:16 AM Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> wrote:  Shafiq,    Glad to see you work on this.  Now, a few things need fine-tuning.  First, both you and Joe are listed as milestone managers, which is probably not correct.  Also, make clear that all team members will (and should!) contribute to the ERD and FRDD, which are the key components of the milestone.     * PvV     **From:** Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)>  **Sent:** Monday, July 08, 2019 6:57 PM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)> **Subject:** RRM    Professor Van Vliet ,  [Quoted text hidden]  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bd6fa067c98e84&attid=0.1&disp=attd&realattid=f_jxvv7xsb0&safe=1&zw) |  | **Mavs\_M5\_RRM\_v1.0.docx** 114K | | | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Tue, Jul 9, 2019 at 12:20 PM |
| To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Shafiq,  Just a heads up: Dr. Van Vliet mentioned below that all team members should be contributing to the ERD and FRDD. The FRDD is only assigned to me in your RRM.  John  [Quoted text hidden] | | |
| **ERD Feedback Request** 2 messages | |

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| **John Manzo**<jmanzo@unomaha.edu> | Tue, Jul 9, 2019 at 12:00 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hi All,  Does the attached ERD appear correct based on this morning walkthrough? Any feedback will be appreciated. Thanks…  John       |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/pdf.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bd7ad9ee503f88&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M5\_ERD\_v1.2.pdf** 412K | | | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Tue, Jul 9, 2019 at 1:01 PM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu> | |
| |  | | --- | | Looks good to me.  John, I will fix the RRM.  Thanks  [Quoted text hidden] | | |
| **Database Creation** 3 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Wed, Jul 10, 2019 at 9:17 PM |
| To: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello everyone,  I spent some time today getting the database to a comfortable spot with all of our tables created and linked together. This is the first draft and there will certainly be changes, I have a few things I will bring up tomorrow after class when we're working on things. Otherwise, feel free to check it out and let me know what you think. Tables are on the left, records will be added in each view you see under those. At the top under "Database Tools" > "Relationships" you can see the resulting relations with each primary and foreign key. The Gantt chart will get finalized tomorrow and we'll be in a good spot for the weekend.  See you tomorrow!  Cj     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bded22afc37eb6&attid=0.1&disp=attd&realattid=f_jxy1isak0&safe=1&zw) |  | **Martin Cleaners\_v1.0.accdb** 1044K | | | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Wed, Jul 10, 2019 at 9:50 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu> | |
| |  | | --- | | CJ,  thank you  where are you with the Gantt Chart? professor was asking about that today.  we can talk about it tomorrow.  [Quoted text hidden]  --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/) | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 11, 2019 at 6:12 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Thanks, Cj—this is a really good start. I’m hoping we can get everything approved by Fri at 10:30am (the end of Dr. van Vliet’s office hours), and it appears we’re in a position to do so.  John  [Quoted text hidden] | | |
| **Gantt Chart Review** 2 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Jul 11, 2019 at 12:01 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Professor Van Vliet,  I've made some good headway on the Gantt chart and have attached it for your review. I've kept formatting consistent with the layout of our previous Project Management files. Please let me know if any changes need to be made.  Thank you,  Cj     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16be1fb925e272dc&attid=0.1&disp=attd&realattid=f_jxyx3i9i0&safe=1&zw) |  | **Mavs\_M5\_Gantt\_v1.2.mpp** 364K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 11, 2019 at 1:31 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Chris,  First, let's talk duration.  MS Project considers a "day" to be 8 hours, no less. And so the roles & responsibility matrix you have in line 2 apparently took 2 hours to do. Is that really true?   You'll want to keep track of actual time spent on each task, and so the easiest way to do so is to add a column that YOU control in which you include the actual hours worked on each task.  (It'll be a great help at the end of the summer term when you need to account for actual hours worked on the project!)  Tasks 17 and 18 are actually one single document (Actual Hardware).  A BIG task is missing here: the actual application development.  This start after milestone 7 is done and runs parallel to milestone 8 until just before the end of the term.  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> **Sent:** Thursday, July 11, 2019 12:01 PM **To:** Paul Van Vliet **Cc:** Erik Eiler; Joe Cremeens; John Manzo; Shafiq Jahish **Subject:** Gantt Chart Review    [Quoted text hidden] | | |
| **Access Database Review** 3 messages | |

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| --- | --- |
| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 11, 2019 at 12:22 PM |
| To: "pvvliet@unomaha.edu" <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Dr. Van Vliet,  I’ve attached the Mav group’s Access file for your review. Our ERD is included for reference.  Thank you for your time.  John     |  |  | | --- | --- | | **2 attachments** | | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16be20efbb6b568f&attid=0.1&disp=attd&safe=1&zw) |  | **Martin Cleaners\_v1.1.accdb** 1044K | |  | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/pdf.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16be20efbb6b568f&attid=0.2&disp=attd&safe=1&zw) |  | **Mavs\_M5\_ERD\_v1.4.pdf** 408K | |  | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 11, 2019 at 1:36 PM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | John,  Your team's not slowing down, is it?  The Access file perfectly matches the ERD and has all the proper data types, input masks, and attribute descriptions. Nice work!  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Thursday, July 11, 2019 12:22 PM **To:** Paul Van Vliet **Cc:** Christopher Kozeny; Erik Eiler; Joe Cremeens; Shafiq Jahish **Subject:** Access Database Review    [Quoted text hidden] | | |

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| --- | --- |
| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 11, 2019 at 1:46 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Hi All,  I’ve moved v1.1 of the Access file to the Approved folder.  John    **From:**[Paul Van Vliet](mailto:pvvliet@unomaha.edu) **Sent:**Thursday, July 11, 2019 1:36 PM **To:**[John Manzo](mailto:jmanzo@unomaha.edu) **Cc:**[Christopher Kozeny](mailto:ckozeny@unomaha.edu); [Erik Eiler](mailto:eeiler@unomaha.edu); [Joe Cremeens](mailto:jcremeens@unomaha.edu); [Shafiq Jahish](mailto:sjahish@unomaha.edu) **Subject:**Re: Access Database Review    John,    Your team's not slowing down, is it?  The Access file perfectly matches the ERD and has all the proper data types, input masks, and attribute descriptions. Nice work!    - PvV    - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -    **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Thursday, July 11, 2019 12:22 PM **To:** Paul Van Vliet **Cc:** Christopher Kozeny; Erik Eiler; Joe Cremeens; Shafiq Jahish **Subject:** Access Database Review | | |
| **Heads Up** 2 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Jul 11, 2019 at 7:40 PM |
| To: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Hello team,  I just wanted to let everyone know that I will be heading out of town after class tomorrow. That being said, I won’t have Internet access after about 10 A.M.. My portion of the Milestone appears to be complete and approved. Let me know if there is anything that needs to be done on my end in terms of the Access database or the Project file and I will have it completed tonight. If I don’t hear anything back, I will assume all is well and I’m in the clear to leave tomorrow after class. Solid work this Milestone from everyone, and I’m looking forward to the next few and getting this knocked out.  Cj | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 11, 2019 at 7:51 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Hi Cj,  Please don’t worry about the Access file; it was approved earlier today.    John  [Quoted text hidden] | | |
| **Client Documents for The Mavs** 3 messages | |

|  |  |
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| **Joe Cremeens**<jcremeens@unomaha.edu> | Wed, Jul 10, 2019 at 7:05 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  I've included the Client Documents for your approval.  Thank you,  Joe     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bde5a052d19eef&attid=0.1&disp=attd&realattid=f_jxxwvs5j0&safe=1&zw) |  | **Mavs\_M5\_CD\_v1.0.docx** 55K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Wed, Jul 10, 2019 at 7:20 PM |
| To: Joe Cremeens <jcremeens@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Joe,  Let's take a look after the already correct opening statement:  Executive Summary  Milestone 5 is the beginning of the final half of this project and provides the following documents: Entity-Relationship Diagram, Full Relational Database Design, Project Management Charts, Client Documents, and the Meeting Communications & Control Documents.  Milestone 5 documents include:  · Entity-Relationship Diagrams (ERD)  o A diagram that lays the base foundation for the database to be designed. Contains entities that encompass specific functions within the business (such as supply orders and purchases). A relationship is then derived between relevant entities.  -> Your client won't know what entities or relationships are. How about focusing on what data the client needs to manage her business and how that data is organized?  · Full Relational Database Design (FRDD)  o The FRDD expands on the ERD, and allows for attributes to be assigned to each entity that extrapolate on each entity’s function (for instance, a receipt entity would have a date, time, purchase amount, and ID attributes at a minimum, since that’s what a receipt represents). Each entity is assigned either a Primary Key or a Foreign Key, which allows that entity to be referenced within the database.  -> Entities, primary keys, foreign keys... does the client really need to know about these?  (Hint: probably not!)  What SHOULD the client understand about this part?  · Project Management Charts (PMC)  o Contains the technical aspects of all the milestones. What gets contained within this section will vary based on the current milestone.  -> This is an odd explanation of the PMC. The gantt chart is all about the tasks involved in the project, who is supposed to do them, and when they're supposed to happen!  · Client Documents (CD)  o The Client Documents are a summary of the project in the form of an opening statement, executive summary, implications for the client, and items for approval. The opening statement addresses the immediate concerns of the current milestone, while the executive summary goes into more detail about the specifics of this milestone. Implications for the client  are the details directly for the client, should they need to do anything on their end. Items for approval are items that require approval from the project manager.  -> You really don't have to summarize the client document INSIDE the client document.  · Meeting Communications & Control Documents  o Meeting Communications & Control Documents include any communications between team members, along with any changes that arise during the project through a Change Log. Our Roles & Responsibilities matrix is included as well, which details the specific responsibilities of every project member.  Implications for the Client  Milestone 5 has no additional implications for the client.  Items for Approval  Items for approval are:  · Entity-Relationship Diagrams  · Full Relational Database Design  · Project Management Charts  · Client Documents  · Meeting Communications & Control Documents  -> Actually, the client doesn't approve any of these; I do. keep this section for items the client really should approve of (such as a change in business procedures, an additional expense, etc.).  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)> **Sent:** Wednesday, July 10, 2019 7:05 PM **To:** Paul Van Vliet **Cc:** John Manzo; Shafiq Jahish; Christopher Kozeny; Erik Eiler **Subject:** Client Documents for The Mavs    [Quoted text hidden] | | |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Thu, Jul 11, 2019 at 9:46 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  Thank you for the critiques, I went ahead and made the appropriate changes to the Client Documents and revised it to 1.1. Please let me know if there are any further changes I can make.  Thank you,  Joe  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16be413c867c3ccc&attid=0.1&disp=attd&realattid=f_jxzi2n9w0&safe=1&zw) |  | **Mavs\_M5\_CD\_v1.1.docx** 55K | | | | |
| **Gantt chart** 4 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Jul 11, 2019 at 7:22 PM |
| To: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Hey team,  I’ve completed the Gantt Chart and it has been approved. Version 1.3 is the final version and can be included in the running document. I imagine just a screenshot is needed. Although I’m wondering, the version uploaded to Canvas has the current completion percentages for each document (Not all are at 100%). Should I update each task as being 100% completed to reflect our progress at the end of the milestone? Obviously if snapshots are taken now, it will show the current completion percentages, which are not all at 100%. Maybe this is a quick change whoever is making the Running Document can make before taking screenshots. Let me know what you think.  Cj | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Thu, Jul 11, 2019 at 7:51 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Cj  I think it would be better if you put them as 100% complete so that way while you are gone tomorrow we don't need to go back to the Gantt chart and make changes. We are going to complete all other documents by tomorrow anyways. I don't know what everybody else think but that's what I think.  Thanks  Shafiq  [Quoted text hidden] | | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Jul 11, 2019 at 7:55 PM |
| To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Thanks for the input Shafiq. I’ll update everything as 100% (as that is almost accurate at this point) and put a version 1.4 in the Approved documents folder as the final version. I will in fact be in class tomorrow, I’m just leaving town once I get home. Everything looks good though - we’ll go over small details in the morning.  Thanks  Cj  [Quoted text hidden] | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Thu, Jul 11, 2019 at 10:31 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Do we have class tomorrow?  [Quoted text hidden]  --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/) | | |
| **4110 Docs & Logo** 1 message | |

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| **John Manzo**<jmanzo@unomaha.edu> | Mon, Jul 15, 2019 at 9:09 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | The 4110 running doc, appendices, and logo variants are uploaded.  <https://unomaha.instructure.com/groups/16934/files/>  John | | |
| **RRM Review Request (Mavs)** 2 messages | |

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| **John Manzo**<jmanzo@unomaha.edu> | Mon, Jul 15, 2019 at 12:14 PM |
| To: "pvvliet@unomaha.edu" <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr. van Vliet,  I’ve attached the Mavs group’s RRM for your review.  As always, thank you for your time.  John     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16bf6a165a3d734c&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M6\_RRM\_v1.0.docx** 105K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Mon, Jul 15, 2019 at 12:36 PM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | John & all,  Looks good! Now execute this plan to perfection!   - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Monday, July 15, 2019 12:14 PM **To:** Paul Van Vliet **Cc:** Christopher Kozeny; Erik Eiler; Joe Cremeens; Shafiq Jahish **Subject:** RRM Review Request (Mavs)    [Quoted text hidden] | | |
| **My M6 Schedule** 1 message | |

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| **John Manzo**<jmanzo@unomaha.edu> | Tue, Jul 16, 2019 at 10:04 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Just FYI: I plan to have the RFP approved by the end of Wed. I will dedicate Thu to helping Erik refine the I/O & interfaces. I will compile the running doc on Fri.  Please email if you have any questions or concerns.  John | | |

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| **I/O Review** 3 messages |

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| **Erik Eiler**<eeiler@unomaha.edu> | Thu, Jul 18, 2019 at 9:31 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dear Dr. van Vliet,  I have attached the access file with changes suggested in class.  Summary of changes:   * Buttons on Report and Form to go back to the menu which prompt to save and close the form/report as it goes back to menu. * A New Record button added to the Form that clears combo box. * Purchase Report has the ID removed, description added with data entered. * Menu button on the report does not show on print just on report view.   Please let me know if anything else needs added or modified.  Thanks,  Erik Eiler     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c057ea03770ae4&attid=0.1&disp=attd&realattid=f_jy8rwh270&safe=1&zw) |  | **Martin\_Cleaners\_IO\_v1.1.accdb** 1856K | | | | |

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| **Erik Eiler**<eeiler@unomaha.edu> | Thu, Jul 18, 2019 at 9:33 AM |
| To: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | I forgot to CC the team, but it is sent to be reviewed.  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c05801b3c12797&attid=0.1&disp=attd&realattid=f_jy8rwh270&safe=1&zw) |  | **Martin\_Cleaners\_IO\_v1.1.accdb** 1856K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 18, 2019 at 10:00 AM |
| To: Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Erik,  These look good!  Ready for inclusion in the milestone.   * PVV   - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)> **Sent:** Thursday, July 18, 2019 9:31 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Subject:** I/O Review | | |
| **M6** 4 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Jul 18, 2019 at 9:08 AM |
| To: jmanzo@unomaha.edu, jcremeens@unomaha.edu, sjahish@unomaha.edu, eeiler@unomaha.edu | |
| |  | | --- | | Hey guys,  Sorry I couldn’t make it today. I’ve felt a bit off the last couple days and needed some rest. I will have a completed version of the Project Management and Architecture files submitted later today. We should be good to go by Friday morning once again. Looking good so far!  Cj | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 18, 2019 at 9:09 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, "jcremeens@unomaha.edu" <jcremeens@unomaha.edu>, "sjahish@unomaha.edu" <sjahish@unomaha.edu>, "eeiler@unomaha.edu" <eeiler@unomaha.edu> | |
| |  | | --- | | Sounds good—thanks, Cj.  John  [Quoted text hidden] | | |

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| **Erik Eiler**<eeiler@unomaha.edu> | Thu, Jul 18, 2019 at 10:28 AM |
| To: John Manzo <jmanzo@unomaha.edu> | |
| |  | | --- | | I got the I/O approved.  [Quoted text hidden] | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 18, 2019 at 10:29 AM |
| To: Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Great—nicely done, Erik.  [Quoted text hidden] | | |
| **RFP Review Request (Mavs)** 5 messages | |

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| **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 17, 2019 at 11:31 PM |
| To: "pvvliet@unomaha.edu" <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr. van Vliet,  I’ve attached the Mavs group’s RFP for your review. Given the late hour, I will also bring both electronic and hard copies to class on Thu.  As always, thank you for your time.  John     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c0359c699aac89&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M6\_RFP\_v1.0.docx** 47K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 18, 2019 at 7:08 AM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | John,    Let's take a look:      Martin Cleaners  Request for Proposal  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Introduction    Martin Cleaners (“The Client”) is a commercial and residential cleaning service based in Omaha, Nebraska. The Client is preparing to implement a database management system (DBMS) application to manage all facets of their daily operations and permanently store their business data. The Client’s operational needs include tracking customer, service appointment, inventory, receivables and payables, and vendor information. Additionally, the Client will periodically generate a variety of reports to gauge their performance over time.    -> Missing here is the role your team plays in building the database application, and in acting as a liaison between the client and the vendors.      This Request for Proposal (RFP) document is an invention to submit a bid to the Client’s Project Manager with the intent to enter into a contract with Client for providing a hardware system and an ongoing support/service solution capable of meeting their processing, storage, usage, and communications demands and accommodating anticipated annual growth throughout the proposed system’s lifecycle.    The subsequent sections of this RFP detail the client’s timetable, proposal ground rules, technical and service requirements, the bid evaluation process, and proposal submission instructions.    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Standards and Instructions    The schedule of events leading to a contract with the client is as follows:    RFP Date of Issue:                                            20 July 2019  Vendor Bid Deadline:                                     27 July 2019  Contract Award Date:                     03 August 2019  Date of System Implementation:              10 August 2019    Prior to the vendor bid deadline, vendors may contact the client’s Project Manager, Dr. Paul J.A. van Vliet, with any questions specific to this project. Dr. van Vlient may be reached by email at [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) or by telephone at 402-554-2814 on weekdays from 9-10:30am CST.    -> How about having a team contact here instead.  (My fees for dealing with vendors are astronomical!)    The client only assumes financial responsibility for any hardware and support/service agreement cost associated with this RFP. The bidding vendor assumes all other costs, including but not limited to, proposal preparation, system demonstrations, and bid overruns exceeding 10 percent of the bid estimate.    Vendor proposals will be accepted in PDF format by the Project Manager via email. Proposals must include itemized pricing, hardware brand names and model numbers, the expected system lifecycle (in years), annual pricing for ongoing hardware support and service, and a payment schedule for the Client. Vendors may submit multiple bids.    Vendors may offer a demonstration of their proposed system(s) in their proposals. The Client and Project Manager do not require a demonstration, but bids containing a vendor-paid-for demonstration may receive preferential concertation.    -> You'll want to be clearer on the demonstrations: either require them or don't have them.That way you have a level playing field.      The vendor whose bid is selected is expected to enter into a binding contract with Client. The terms of the contract will include vendor delivery on all agreed to hardware and services, payment terms to be honored by the Client, and will initially extend for six months (until 03 February 2020) before being considered for renewal.    Vendors must include no fewer than three references, with phone and email contact information, from customers they have serviced in the past six months. Vendor references should comprise customers that have entered into similar agreements as the one they are proposing to the Client. Vendors should expect the Project Manager to contact these references. Proposals which do not include references will not receive consideration.    Additionally, any products the Client purchases must be accompanied by their respective OEM user and technical manuals.    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Requirements and Features    Proposed hardware solution(s) must meet the following criteria:    Processing Volume  The Client conducts an average of 10 DBMS transactions per eight-hour workday and anticipates a 10% annual growth rate each year for the next three years.    Storage Volume  The Client currently requires 100 KB of raw data storage and anticipates an annual growth rate of 110% each year for the next three years.    -> Just for my curiosity, how did you arrive at 100 Kb?    Usage Volume  The proposed system needs to support a one user at a time.    Communications Volume  The Client’s DBMS application generates an average of four 50 KB email communications per eight-hour workday.    Software Compatibly  The proposed system must be compatible with 64-bit versions of Microsoft Windows 10 Home Edition and Microsoft Access 2019.  Services  The proposed system must include a 30-day vendor return policy and one-year manufacture (or vendor) warranties for all components. Acceptable ongoing system support methods should include phone, email, and remote desktop access. Any system service or repairs must be conducted at the Client’s workplace in Omaha, Nebraska.    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Bid Evaluation    Vendor bids will be evaluated using the following criteria:    Technical Evaluation  A proposed system must be capable of responding to transaction requests in 0.1 seconds of less. The system must be able to backup all Client’s data externally each day. The Client must be furnished with step-by-step data backup and recovery instructions. The system’s anticipated lifespan should be no less than three years. In addition to meeting the software compatibility needs detailed in the previous section, the system should also accommodate word processing, spreadsheet, and web browsing functions, with negligible performance lag, while the Client’s DBMS application is simultaneously running.    Vendor Evaluation  The vendor must be physically located in the Greater Omaha, Nebraska metropolitan area, been in business for a minimum of three years, and have an A+ rating from the Better Business Bureau. On-going support and service agreements, if outsourced, must be though organizations that meet those same requirements. Though not required for this specific proposal, it is preferable the vendor offers certified Microsoft Windows and Office (including Access) live training. Vendor bids will also receive favorable consideration if they offer return policies and and product warranties exceeding the minimum lengths specified in the previous section.    -> You didn't ask for training in the Services section, so you shouldn't introduce it here. Either ask for it or do not. That way you get bids that can more effectively be compared.    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Conclusion / Call for Action    Vendors are invited to bid any time between the receipt of this RFP and the bidding deadline. Bids received after 27 July 2019 will not receive consideration.    Bids are to be sent via email to the Project Manager, Dr. Paul J.A. van Vliet, in PDF form. Dr. Vliet’s email address is [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu).    -> Overall this is quite well written!  Just some details to attend to.    - PvV  [Quoted text hidden] | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 18, 2019 at 7:25 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Thank you for the notes, Dr. Vliet. I’ll show you the spreadsheet I used to arrive at 100 KB today in class and email you a revised RFP later this morning.  John  [Quoted text hidden] | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 18, 2019 at 10:13 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr. van Vliet,  Per your guidance, I’ve modified the group’s RFP and attached the document for your review.  John    **From:**[Paul Van Vliet](mailto:pvvliet@unomaha.edu) **Sent:**Thursday, July 18, 2019 7:08 AM **To:**[John Manzo](mailto:jmanzo@unomaha.edu) **Cc:**[Christopher Kozeny](mailto:ckozeny@unomaha.edu); [Erik Eiler](mailto:eeiler@unomaha.edu); [Joe Cremeens](mailto:jcremeens@unomaha.edu); [Shafiq Jahish](mailto:sjahish@unomaha.edu) **Subject:**RE: RFP Review Request (Mavs)    John,  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c05a5a3bd17ce9&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M6\_RFP\_v1.1.docx** 47K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 18, 2019 at 10:33 AM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | John,  Nicely updated! This document is now done!   * PvV   - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Thursday, July 18, 2019 10:13 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)>  [Quoted text hidden]    [Quoted text hidden] | | |
| **Document Review** 2 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Jul 18, 2019 at 2:47 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Professor Van Vliet,  Hello again! I have a couple documents here that I've updated and want you to have a look at before being added to our running document. Project Management file has been edited to reflect full completion of the Milestone (which will be correct once these and a couple random items are finished), and the Actual Architecture is a first draft. Let me know if there are any revisions to be made.  Cj     |  |  | | --- | --- | | **2 attachments** | | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c06a06ac9c04fc&attid=0.1&disp=attd&realattid=f_jy935l730&safe=1&zw) |  | **Mavs\_M6\_ActualArch\_v1.0.docx** 55K | |  | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/generic.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c06a06ac9c04fc&attid=0.2&disp=attd&realattid=f_jy935p161&safe=1&zw) |  | **Mavs\_M5\_Gantt\_v1.6.mpp** 365K | |  | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 18, 2019 at 2:54 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Chris,  The actual hardware document looks good!  Congrats on the hole-in-one!  The Gantt chart looks fine so far. Update it with actual time spent and completion dates as the team finishes the milestone.   * PvV   - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> **Sent:** Thursday, July 18, 2019 2:47 PM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Subject:** Document Review    [Quoted text hidden] | | |
| **Help with Control Plan** 2 messages | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Thu, Jul 18, 2019 at 3:45 PM |
| To: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | good afternoon,  I have a couple questions that were raised by Dr. Van Vliet.  1- in my database controls i mentioned that in addition to the password there will be a process to encrypt data to make sure they are secure? he asked if this will really happen? so are going to have process to encrypt the data?  Do you know if we will have any specific antivirus and firewall installed for Sheri? or does she already have something in place?  Thanks    --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/) | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 18, 2019 at 5:45 PM |
| To: Shafiq Jahish <sjahish@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | I have no data encryption plans as of now. Sherri’s router has a NAT firewall (like all do), beyond that she just user Widows Firewall and Windows Defender.  John  [Quoted text hidden] | | |
| **Client Docs for milestone 6** 4 messages | |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Wed, Jul 17, 2019 at 7:56 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  I've included the Client Documents for milestone 6 for your review. Please let me know if there are any additional critiques or adjustments I can make.  Thank you,  Joe     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c0294de04efc3c&attid=0.1&disp=attd&realattid=f_jy7yrnu90&safe=1&zw) |  | **Mavs\_M6\_CD\_v1.0.docx** 55K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 18, 2019 at 6:58 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Joe,    Let's see here:    Opening Statement    Milestone 6 for Martin Cleaners Database Management System has been completed. The systems development project continues to remain on time and on budget.    Executive Summary    Milestone 6 is the second part of the final half of this project and consists of the following parts: Updated Project Management Chart, Computer Architecture Design, Comprehensive System Controls Plan, Input/Output and Interface Design, and the Meeting Communications & Control Documents.    Milestone 6 documents include:  •             Project Management Charts (PMC)  o             Contains the Gantt Chart, which shows the tasks to be completed and the estimated time of completion. The Tracking Gantt Chart tracks guestimate timeframes (“a best guess start” with “a best guess” finish) and actual timeframes (the actual start and finish times), along with detailing the differences between them (otherwise known as the variance) and who is responsible for each item within a given timeframe. Updated tasks and estimates are provided for milestone 6.  •             Computer Architecture Design (CAD)  o             The CAD phase includes the Request for Proposal (RFP) for vendors and the process of procuring the client’s hardware for the system’s architecture. The RFP includes asking for vendor bids proposing configurations or products which match a specified need. The system architecture is the environment in which the system will run, in this case a personal computer.    -> You are mixing up the two architecture documents which makes the explanation confusing. How about discussing one at a time?  Also target the RFP description more clearly towards your project rather than a generic definition.  •             Comprehensive System Controls Plan (CSCP)  o             The CSCP is an outline that details various contingencies that the system might run into, including software threats, access threats, and hardware threats.    -> This is incomplete; the threats are matched with controls aimed at dealing with them.  Also, the term "contingencies" is rather vague here.    •             Input/Output and Interface Design (I/O & ID)  o             The I/O & ID is the interface for the system, that takes in information from the user and outputs any relevant information back to the user. The interface will be designed in such a way that the user shouldn’t have any issues operating it, while being able to perform any needed operations that the system has to offer.    -> Explain more clearly why the user interface design is included here.    •             Meeting Communications & Control Documents  o             Meeting Communications & Control Documents include any communications between team members, along with any changes that arise during the project through a Change Log. Our Roles & Responsibilities matrix is included as well, which details the specific responsibilities of every project member.    Implications for the Client    Milestone 6 has no additional implications for the client.    Items for Approval    Items for approval are:    •             Computer Architecture Design    -> The user would only need to approve this if you are asking them to acquire new hardware.    -> Ask for feedback (not final approval) on the interface design.    - PvV  [Quoted text hidden] | | |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Thu, Jul 18, 2019 at 8:52 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Thanks for the feedback!  I've went ahead and updated the Client Documents with those critiques you listed. Let me know if this looks any better.  Thank you,  Joe  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c07ee5828a8786&attid=0.1&disp=attd&realattid=f_jy9g7g250&safe=1&zw) |  | **Mavs\_M6\_CD\_v1.1.docx** 56K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Fri, Jul 19, 2019 at 7:01 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Joe,    Nicely updated!  [Quoted text hidden] | | |
| **Control Plan** 5 messages | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Thu, Jul 18, 2019 at 10:43 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr Van Vliet,  attached is the control plan for your review. I appreciate your time and feedback.  Thanks  Shafiq  --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/)     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c05c0e974a7c41&attid=0.1&disp=attd&realattid=f_jy8uff3x0&safe=1&zw) |  | **Mavs\_M5\_Control\_Plan.docx** 25K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 18, 2019 at 11:07 AM |
| To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Shafiq,  Let's take a look:  • Introduction  o Purpose of control plan is having a quality product that will meet the end user needs and requirements. This control plan will explain different threats that the user of the application might face and the plan will explain different ways of how to control these threats.  A threat is any type of activity or incident that leads to data loss through disruption of normal business operations. In the next sections we will explain common threats such as data entry threats, output threats, database threats, access threats, software threats, hardware threats, and the control plans for these threats.  • Data Entry Controls  o Data entry is an important part of every organization. One of the biggest threats that data entry can face is typo. We all sometimes have those fat fingers that make mistakes while entering data.  o Typos happen when employees are overloaded and there are long and complex words so we can have drop downs for common data entry options. Before processing the data, make sure you double check the data to see that they are accurate.  -> You can use drop-downs ONLY for the selection of data that is already in the database (such as looking up an existing customer or ordering a product from inventory).  -> What about using data types and input masks to reduce data entry errors?  o Another data entry threat is skipping a required field. We are always in a hurry when entering data or completing a form.  o Associated data entry control. Put requirements on the fields that needed to be completed. Make sure that users can’t submit their forms unless all fields are complete.  • Output Controls  o Output threat is who has access to the output. For example where are the printouts laying? These printouts might be an invoice, or payment receipt that will contain and individual or business personal information such name, address, phone number, credit card number, etc. Your computer screen is also a threat so make sure you don’t let anyone look at it.  o Associated output control is that we have to make sure that the printers are located in a secure place so that customers or other individuals don’t walk by them and have access to them. Since Martin cleaner is a one person business, make sure the printer and all printed paperwork is located near the owner so that she is the only person that can access them. Computer screens can be protecting by where you set in the office. Make sure that the screen is facing the wall and there is no window behind you.  o Another output threat is the large number of printouts that organization needs to send them out. For example Martin Cleaners would be printing large number of invoices every two weeks or at the end of the month.  o Associated output control. These printouts have to be stored in locked cabinets and if there are printouts that are no longer needed, we would need to shred them. Make sure you don’t through invoices and other papers with personal information into the trash can, because there are people who come around and collect your trash in order to acquire personal information and use them for identity theft and wrong doing purposes.  • Database Controls  o Database threat. These days having a password is not enough to protect the data from hackers. We need to have extra ways to protect the data.  o Associated database control for this threat will be to have encryption for the data. Even though that every time we access the database, it has to decrypt the data which will take some time, but encryption will help to protect the data even if the organization loses the hardware.  -> Did you discuss this with the team?  After all, they will have to implement this.  o Another database threat is what if a security threat hits the system or if someone steals the computer or the building is on fire so there will be a data loss? We should have a plan B to make sure we have the data.  o Associated database control for this threat will to regularly backup data. Backup can be done on daily basis if there are many transactions every day or you can backup your data on weekly basis if there are only a few transactions every week. The backup data must be stored in a separate place away from where the database is located, because if the building burns down, you should have another way to recover the data from where the backup is.  -> This is a good argument, but now you need to translate this into specific instructions.  Who will back up the data? Exactly how often? Where exactly will the backup be kept?  • Access Controls  o Access threat is someone unauthorized gets access to the system.  o Associated access control for this threat will be for user to have log in to access the computer and the database. This will be two layers of authentication to have separate log in for the computer and user ID and password to access the database. They would need to pick a strong password and change it regularly.  o Another access threat is that who can have access to the database system.  o Associated access control this will be that since Martin Cleaner has is a standalone business and will be run by one person, so access to the database has to be granted to one person.  -> How does this second access control differ from the first?  It appears to be the same thing.  • Software Controls  o One of the biggest threats facing software these days is hacking. We all could see that there is new hacking news every day. You might be thinking that hackers are after big companies, but there are small hackers that target small businesses such as Martin Cleaners.  o In order to control this threat, you would need to update the software regularly to make sure the software patches are updated and there are no vulnerabilities in the software. Be aware of these threats and don’t fall in for the scammers that would want to get access to your system.  o Software can be target for all types of malicious actions. For example virus, worm, Trojan horse, malware, spyware, etc. These might happen to you by installing malicious software from the internet. You might be thinking that I have this free software and I should install, but be careful with it.  o Associated software control for these threats will be to have an updated antivirus, firewall is set up to block any cyber security attacks, and make computer is regularly scanned for these threats. Make sure you don’t install free software that you don’t know where they come from.  -> What specific firewall and anti-virus software does the team plan to install?  • Hardware Controls  o Hardware incompatibility is a major threat and this happens when you don’t have a compatible hardware that can run the software.  o Associated hardware control is to have a computer that would be able to process as many transactions as you would need for your business. You have to know how much storage you would need for your data, how many transaction should the hardware process at the same time, what software you would need to be run in the hardware, etc. based on these specification, you can buy a hardware so that it will be compatible for your business needs.  -> This is a bit silly, to be honest.  You'd know when installing the software whether or not it is compatible with the hardware. This is not a control you would have to deal with.  o Another hardware threat is a malicious or careless damage. This happens when someone accidently or deliberately delete or change a file on your PC when you are not around. You might not notice what have changed in your computer while you were gone and it might be unintentional by someone close to you that didn’t mean to do so.  o Associated hardware control is to lock your computer in a safe room so that no one can use it while you are not there. If you are the administrator user, never run a guest account in that same computer. Make sure that computer is only used for your business purposes.  • (Include additional sections if needed.)  -> No additional sections here.  • Disaster Recovery  Sections:  o Contention plan is what to do as the disaster happens. Sheri Martin has a laptop that she will be using for her business. In addition to having a backup, she can take the laptop with her and run away if a disaster happens and she is able to reach to her laptop. If it is impossible to get your laptop, you don’t have to worry about it because you will backup of your database.  -> Slight grammar error here: "you will have a backup of your database."  o Contingency plan is what to do while the system is not available. Sheri has been doing her business without the database management system for a few years now, so she has a clear understanding of what to do when the system is unavailable. She can manually write or type data and enter them to system once it is available.  o Recovery plan: In our database control section of this plan we talked about backing up data. If data is backed up on daily or weekly basis than there won’t be any issue to bring the business back to normal if a disaster hits the organization. The easy for now will be to take a copy of the database at the end of the day and save it to a hard drive. Since Martin Cleaners is not a huge business, they can copy the database to thumb drive and keep it away from where the laptop is. Make sure that the hard drive or the thumb drive is password protected so in case you lose it.  -> This backup procedure should not be here but in the Database Controls section.  Also, is a thumb drive the best medium for a backup? What if it's in the same building as the laptop and the building burns down?   Thumbdrives are also easily lost, which can lead to even bigger problems.   After the disaster, you can easily connect your hard drive to another computer and would be able to access your data. Finding the software such as Access 2016 is not an issue if we have the database in hand.  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Sent:** Thursday, July 18, 2019 10:43 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> **Subject:** Control Plan    [Quoted text hidden] | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Thu, Jul 18, 2019 at 9:02 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr. Van Vliet,  Please find the attached control plan and let me know of any changes that need to be made.  Thank you for your time.  Shafiq  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c07f7bf2b2cb6a&attid=0.1&disp=attd&realattid=f_jy9gl0gy0&safe=1&zw) |  | **Mavs\_M5\_Control\_Plan\_v1.2.docx** 26K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Fri, Jul 19, 2019 at 7:28 AM |
| To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Shafiq,  In the database controls section, explain more clearly where the backup is to be kept. Remember our talk about off-site backups.  The rest looks good!   PvV  [Quoted text hidden] | | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Fri, Jul 19, 2019 at 8:01 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr. Van Vliet,  Attached is the control plan with the updates made to the control plan.  Thanks for your time.  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c0a52aedb79d91&attid=0.1&disp=attd&realattid=f_jya43h4e0&safe=1&zw) |  | **Mavs\_M5\_Control\_Plan\_v1.3.docx** 27K | | | | |

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| **Class attendance tomorrow** 1 message |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Tue, Jul 23, 2019 at 11:24 AM |
| To: Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>  Cc: Paul Van Vliet <pvvliet@unomaha.edu> | |
| |  | | --- | | Hey guys,  Something at work came up today and I'll most likely have to miss class tomorrow morning. Work on the Client Doc won't be affected, I'll just have to head to work a little earlier than usual this one time, but going forward it won't be an issue. I'll be at my email all day tomorrow so if anything comes up or if any of you need to get a hold of me, it won't take long for me to respond back.  Thanks guys,  Joe | | |
| **M7 Updates** 4 messages | |

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| **Erik Eiler**<eeiler@unomaha.edu> | Wed, Jul 24, 2019 at 8:13 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Hey team,  Since two are missing today, I am letting everyone know where we are at. I have the Commercial Software Component approved. CJ said the RRM is approved. John has the Structure Chart in review.  If anyone needs help with their document, just communicate with the team.  Thanks,  Erik | | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Wed, Jul 24, 2019 at 8:17 AM |
| To: Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Hey guys.   Unfortunately I’ve been attending to some family matters yesterday and today. RRM is completed and the Gantt Chart is in progress. I’m updating the running doc as I receive documents and I will update the file. If any of you would like to have a Zoom meeting or have any other questions or needs feel free to reach out.    Cj  [Quoted text hidden] | | |

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| **Erik Eiler**<eeiler@unomaha.edu> | Wed, Jul 24, 2019 at 8:35 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Hey CJ,  I believe you had the members, tasks, and approach part of the PSC. Tasks include design, coding, testing, and documentation. Approach is a structure top down. So he said just list the members and tasks they are doing. Very simple document.  Also, you may want to let the teacher if you will be absent more or just communicate with him and us your schedule.  Hope all is well.  Thanks  [Quoted text hidden] | | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Wed, Jul 24, 2019 at 8:39 AM |
| To: Erik Eiler <eeiler@unomaha.edu>  Cc: jmanzo@unomaha.edu, jcremeens@unomaha.edu, sjahish@unomaha.edu | |
| |  | | --- | | Erik,  That is correct, I see it in my notebook now - I’ll get it taken care of. I’ve contacted him regarding the situation, and I will be back in class tomorrow morning. I took a glance at the structure chart just uploaded and it looks great. Thanks, John.  Cj  [Quoted text hidden] | | |
| **Structure Chart** 5 messages | |

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| **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 24, 2019 at 8:57 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | A PDF of the approved structure chart (v1.1) is attached. The Visio file is in the Approved folder.  John     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/pdf.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c2445c70661e01&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M7\_SC\_v1.1.pdf** 203K | | | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 24, 2019 at 9:09 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Please reference this PDF instead; it exactly reflects the Visio diagram. There no real changes—just a couple box shape tweaks.  John  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/pdf.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c245159bd25297&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M7\_SC\_v1.1.pdf** 203K | | | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 24, 2019 at 12:17 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Please forgive the multiple emails; here’s my last word on the structure chart: Both the Visio file *and* a PDF of the chart are now in the Approved folder.  John | | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Wed, Jul 24, 2019 at 1:27 PM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Thank you for the clarification. I’ve sent a portion of the PSC document to PvV to review, and updated the Gantt chart to so far reflect our progress and resources. I’ll start updating the Running Document with approved files soon. Good work so far everyone - I apologize for my recent absence. We can review material and the plan going forward tomorrow morning.  Thanks!  Cj    On Jul 24, 2019, at 12:17 PM, John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> wrote:  Please forgive the multiple emails; here’s my last word on the structure chart: Both the Visio file *and*a PDF of the chart are now in the Approved folder.  John | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 24, 2019 at 1:38 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Thanks, Cj. It seems we’re on pace for another full-points Fri submission—pretty good for what was termed the toughest milestone.  John  [Quoted text hidden] | | |
| **PSC: Members, Tasks and Approach** 2 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Wed, Jul 24, 2019 at 1:24 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Professor Van Vliet,  I’ve been tasked with a portion of the PSC for this milestone. Below I’ve included a file outlining the members, tasks and approach to the system development. Take a look and let me know of any changes that need to be made.   Thank you! Cj     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c253a23e60b817&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M7\_MTaA\_v1.0.docx** 56K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Wed, Jul 24, 2019 at 2:19 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | CJ,  This is a nice narrative, but a few pieces are missing. The Tasks section should focus on the software design, coding, testing and documentation tasks.  The Approach section should describe the software development approach chosen (most likely top-down/structured design) and explain why it was chosen and how it will lead to a successful development effort.   * PVV   - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> **Sent:** Wednesday, July 24, 2019 1:24 PM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)> **Subject:** PSC: Members, Tasks and Approach    [Quoted text hidden] | | |
| **Runsheet** 2 messages | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Wed, Jul 24, 2019 at 2:34 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Good afternoon Dr. Van Vliet,  Attached is my first Runsheet and I am really looking forward to your feedback to see how I did this and to finish the remaining three.  Would you like a separate document for each or put all together in one document?  Thank you  --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/)     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c257a3aff051aa&attid=0.1&disp=attd&realattid=f_jyhnbxf20&safe=1&zw) |  | **Mavs\_M7\_RS\_Client Form.docx** 17K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Wed, Jul 24, 2019 at 3:01 PM |
| To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Shafiq,  It's perfectly fine to put the run sheets together into the running document.   Let's see what you wrote:  Course:  Document: ISQA 4120 – System Design & Implementation  Program/Module Runsheet  Module Name: Client Form  Location: Development Environment  Programmer(s): Erik  Date Completed: July 24, 2019  Project Name: Martin Cleaners  Client: Sheri Martins  Module Objectives: Look up client  Edit Client Record Create Client Record  Manual Input: User Enters Client Information  User Edits Client information  Files/Tables Used: Client: read & Write  Fields Used: Client.ClientID: read Only  -> Actually, this is read & write as well. After all, when you create a new client record, this field is written to. It's read afterwards.  Client.CompanyName: read & Write Client.FirstName: read & Write  Client.Middle Initial: read & Write  Client.LastName: read & write  Client.Address1: read & write  Client.Address2: read & write  Client.City: read & write  Client.State: read & write  Client.ZipCode: read & write  Client.PhoneNumber: read & write  Client.Email: read & write  Client.SMS Text: read & write  Output: New records added to Client table  Records Updated in Client Table  Hardware  Requirements: Requires at least 145 kb for execution for each client  -> This should match the actual hardware that the team listed in milestone 6.  Program  Messages: There is a save prompt upon exit to menu  Controls: Mandatory Fields  Client ID is unique  -> There are also data types and input masks that are part of the data entry controls.  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Sent:** Wednesday, July 24, 2019 2:34 PM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> **Subject:** Runsheet | | |
| **CRUD Table Review Request (Mavs)** 5 messages | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 25, 2019 at 11:46 AM |
| To: "pvvliet@unomaha.edu" <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Dr. van Vliet,  I’ve attached my first attempt at our CRUD table and included our structure chart for your convivence.  I confess to being unsure how best to handle super and subtype tables (Inventory -> Supplies; Equipment). Also, if there are simply too many issues for an email review, I’ll understand and have the document ready for an in-class walkthrough on Fri.  As always, thank you for your time.  John     |  |  | | --- | --- | | **2 attachments** | | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/pdf.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c2a071def1018f&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M7\_SC\_v1.1.pdf** 203K | |  | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c2a071def1018f&attid=0.2&disp=attd&safe=1&zw) |  | **Mavs\_M7\_CT\_v1.0.docx** 23K | |  | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 25, 2019 at 3:30 PM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | John,  Quite a few good things here, but some items to fix as well.  In the row for USAGE LINE SUBFORM, you have CR, which is impossible; you probably meant CU. (The R is always by itself, remember?)  The INVENTORY QUERY is a bit simpler than you have here. You simply must identify a specific item to purchase or use, so the purchase line table is not involved.  The APPOINTMENT SUBMIT QUERY does NOT update the appointment table, it merely reads it. Also, does it update the Equipment table? After all, only the SUPPLIES table has a quantity in it, the other does not.  Same goes for the PURCHASE SUBMIT QUERY: probably only the SUPPLIES table is updated, others are merely read.  Not sure why you are reading the Vendor table here.  Now, the SUPPLIES FORM and the EQUIPMENT FORM both work the same way: the top form addresses the INVENTORY table, the subform the respective SUPPLIES or EQUIMENT table. The subforms do NOT read the INVENTORY table.  For the INVOICE QUERY, shouldn't you be reading a few more tables in order to create invoices? (Or do the invoices not list supplies/equipment used?)  So, a good first effort, but a few things to fix.  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Thursday, July 25, 2019 11:46 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Subject:** CRUD Table Review Request (Mavs)    [Quoted text hidden] | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 25, 2019 at 3:54 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Thank you very much, Dr. van Vliet. I’ve made the corrections (attached) and have a better understanding of the material. Regarding the INVOICE QUERY: Invoices do not contain supplies or equipment used—instead of itemizing, Martin Cleaners uses the Description from the Appointment table (supplies/equipment are not part of her costing).  John  [Quoted text hidden]  [Quoted text hidden]    **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Thursday, July 25, 2019 11:46 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Subject:** CRUD Table Review Request (Mavs)    [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c2aea17bfa50a3&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M7\_CT\_v1.1.docx** 23K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 25, 2019 at 4:02 PM |
| To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | John,  The PURCHASE SUBMIT QUERY omits reading the PURCHASE LINE records; this one's vital to link the purchase to the inventory.  Other than that, this looks good!  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Thursday, July 25, 2019 3:54 PM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Subject:** RE: CRUD Table Review Request (Mavs)    [Quoted text hidden] | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Thu, Jul 25, 2019 at 4:08 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | I made that last fix, Dr. van Vliet (that one should have been obvious to me… it is now). Thanks again.  TEAM: v1.2 is in the Approved folder.  John    **From:**[Paul Van Vliet](mailto:pvvliet@unomaha.edu) **Sent:**Thursday, July 25, 2019 4:02 PM **To:**[John Manzo](mailto:jmanzo@unomaha.edu) **Cc:**[Christopher Kozeny](mailto:ckozeny@unomaha.edu); [Erik Eiler](mailto:eeiler@unomaha.edu); [Joe Cremeens](mailto:jcremeens@unomaha.edu); [Shafiq Jahish](mailto:sjahish@unomaha.edu) **Subject:**Re: CRUD Table Review Request (Mavs)    John,    The PURCHASE SUBMIT QUERY omits reading the PURCHASE LINE records; this one's vital to link the purchase to the inventory.    Other than that, this looks good!    - PvV    - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -    [Quoted text hidden]  [Quoted text hidden]  [Quoted text hidden]    **From:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)> **Sent:** Thursday, July 25, 2019 11:46 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Subject:** CRUD Table Review Request (Mavs)    [Quoted text hidden]         |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | |  |  | **E44E5839965F488CB8E2A915D55E0AFB.png** 1K | | | | |
| **Milestone 7** 1 message | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Jul 25, 2019 at 5:41 PM |
| To: Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu> | |
| |  | | --- | | Hello everyone,   I have the running document updated with everyone’s approved files. I am currently waiting on the Client Document and the Run Sheets. I have the Project Management file almost completed, this and the meeting communications will of course come once all documents are submitted. No rush - I have everything about ready to go besides dropping in those two documents. I’ll upload the current version of the Running Doc for reference.  Cj | | |
| **Runsheet** 2 messages | |

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| **Shafiq Jahish**<sjahish@unomaha.edu> | Fri, Jul 26, 2019 at 7:18 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Good morning Professor,  please find the attached Runsheet. I may have a lot to correct with the last one.  your time is greatly appreciated.  Thank you  Shafiq  --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/)     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c2e3811373cab3&attid=0.1&disp=attd&realattid=f_jyk2n9tv0&safe=1&zw) |  | **Mavs\_M7\_RS\_v1.0.docx** 21K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Fri, Jul 26, 2019 at 7:31 AM |
| To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Shafiq,    Let's take a look:    Course:  Document:         ISQA 4120 – System Design & Implementation                  Program/Module Runsheet    Module Name:  Client Form      -> The first one is done!        Module Name:  Profit/Loss Report  Location:              Development Environment  Programmer(s): Erik  Date Completed:             July 24, 2019  Project Name:   Martin Cleaners  Client:   Sheri Martins    Module Objectives:        Generate Profit/Loss Report    Manual Input:   None    Files/Tables Used:           Appointment Form  Purchase Form    -> First, these forms aren't database tables.  Second, the REPORT modules do NOT touch the tables; the queries below them do. So no tables used here.      Fields Used:       Client.ClientID: Read & Write  Appointment.ServiceDate: Read & Write  Appointment.StartTime: Read & Write  Appointment.EndTime: Read & Write  Appointment.Cost: Read & Write    -> And so no attributes used here either.      Output: Profit/Loss Report    Hardware  Requirements:  1 workstation, 1.6 GHz, 2-Core Processor, 4 GB RAM, 4 GB Internal Storage, 1TB External Storage, Display Resolution of 1280X768.    Program  Messages:          There is a save prompt upon exit to menu  Controls:              None                              Module Name:  Main Menu  Location:              Development Environment      -> This one is done too!                            Module Name:  Client Query  Location:              Development Environment  Programmer(s): Erik  Date Completed:             July 24, 2019  Project Name:   Martin Cleaners  Client:   Sheri Martins    Module Objectives:        Reads Client  Edit Client  Create New Client    -> The query only reads!      Manual Input:  Files/Tables Used:           Client: Read  Fields Used:       Client.ClientID: Read  Client.CompanyName: Read  Client.FirstName: Read  Client.Middle Initial: Read  Client.LastName: Read  Client.Address1: Read  Client.Address2: Read  Client.City: Read  Client.State: Read  Client.ZipCode: Read  Client.PhoneNumber: Read  Client.Email: Read  Client.SMS Text: Read      -> This query fill sin a combo box on the form so that you can identify a customer and select their record.  You would only show two or three attributes at the most, NOT the entire record.      Output:  Hardware  Requirements:  1 workstation, 1.6 GHz, 2-Core Processor, 4 GB RAM, 4 GB Internal Storage, 1TB External Storage, Display Resolution of 1280X768.    Program  Messages:          There is a save prompt upon exit to menu    -> Not in a query.    Controls:              Mandatory Fields  Client ID is unique  Data Types  Input Masks    -> These apply to a form, not a query.      - PvV  [Quoted text hidden] | | |
| **Client Docs for Milestone 7** 6 messages | |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Wed, Jul 24, 2019 at 7:19 PM |
| To: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Paul Van Vliet <pvvliet@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  Here's the Client Doc for milestone 7. Please let me know if you have any critiques for me.  Thank you,  Joe     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c267f4a43bebc9&attid=0.1&disp=attd&realattid=f_jyhxipm80&safe=1&zw) |  | **Mavs\_M7\_CD\_v1.0.docx** 56K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Jul 25, 2019 at 6:49 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Joe,    Let's see here:    Opening Statement    Milestone 7 for Martin Cleaners Database Management System has been completed. The systems development project continues to remain on time and on budget.    Executive Summary    Milestone 7 is the third part of the final half of this project and consists of the following parts: Updated Project Management Chart, Commercial Software Component, Proprietary Software Component, and the Meeting Communications & Control Documents.    Milestone 6 documents include:  •             Project Management Charts (PMC)  o             Contains the Gantt Chart, which shows the tasks to be completed and the estimated time of completion. The Tracking Gantt Chart tracks guestimate timeframes (“a best guess start” with “a best guess” finish) and actual timeframes (the actual start and finish times), along with detailing the differences between them (otherwise known as the variance) and who is responsible for each item within a given timeframe. Updated tasks and estimates are provided for milestone 7.  •             Commercial Software Component (CSC)  o             The commercial software components of this project include Windows Home 64bit and Microsoft Access 2019. Windows Home 64bit is the operating system for which the Access 2019 system will run. Any updated versions of Access 2019 post-production should be tested for use by professionals, as there could potentially be incompatibilities with the system that’s currently being developed.  •             Proprietary Software Component (PSC)  o             The PSC encompasses the following: Structure Chart, CRUD Table, and the Members, Tasks, & Approach of Software Design Team.    -> You will want to list and explain these items in the proper order, whicm means the members/tasks/approach comes first.  That way you can explain structured development BEFORE you get to the documents that follow, which should help the user understand things.   (Also, you skip the run sheets.)    ♣             Structure Chart  •             The Structure Chart is a diagram that breaks down abstract tasks into a structured format, and the processes involved in completing those tasks.    -> This is quite vague.    Structure Charts are composed of the following: Modules (represented as squares), Invocations (represented as lines with arrows), Data Couples (represented as lines with arrows on one end and a clear circle on the other), and Control Couples (represented as lines with arrows on one end and a dark circle on the other).    -> Teaching the diagramming technique to the user is not really needed.  Also, the client won't know what modules, invocations, control couples, and data couples are.  They probably don't NEED to know.      The Module contains within it, the name of the task to be performed. Modules are then connected through Invocations, which is when one module calls another. Modules communicate to each other through the two couples, Data Couples and Control Couples. The Data Couple controls the exchange of actual data between modules, such as data in a database. The Control Couple is when modules send signals to each other, not data, but rather errors or confirmations of some sort.    -> Overall this is quite abstract and not helpful for the client to explain what it is you and your team have been doing.      -> You're skipping the run sheets here.      ♣             CRUD Table  •             CRUD stands for Create, Read, Update, Delete. The CRUD Table categorizes each process of the system (such as customer queries or inventory queries) and record type (such as inventory or order) with a specific CRUD function, such as whether that combination of process and record type either Create, Read, Update, or Delete, or possibly a combination of those. Ideally, because data should always be kept for historical purposes, there will never be a time when something is categorized as Delete.    -> Using examples is a much more effective way to explain yourself, but don't get too technical.    -> So what is the purpose of this table?      ♣             Members, Tasks, & Approach of Software Design Team  •             This document entails who the members of the project are, the tasks that each of us are primarily responsible for, and the approach that we will take to hande these tasks.  •             Meeting Communications & Control Documents  o             Meeting Communications & Control Documents include any communications between team members, along with any changes that arise during the project through a Change Log. Our Roles & Responsibilities matrix is included as well, which details the specific responsibilities of every project member.    Implications for the Client    Milestone 7 has no additional implications for the client.    Items for Approval    Items for approval are:    •             No items require the client’s approval during this milestone.    - PvV  [Quoted text hidden] | | |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Thu, Jul 25, 2019 at 8:17 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  Thank you for the feedback, I've gone ahead and made some changes. Please let me know if this requires any additional critiques.  Thank you,  Joe  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c2bdb1f9c4eede&attid=0.1&disp=attd&realattid=f_jyjf1qzc0&safe=1&zw) |  | **Mavs\_M7\_CD\_v1.1.docx** 57K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Fri, Jul 26, 2019 at 6:57 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Joe,    Let's look at the core of the document:    ♣             Members, Tasks, & Approach of Software Design Team  •             This document entails who the members of the project are, the tasks that each of us are primarily responsible for, and the approach that we will take to handle these tasks.    -> So what approach are you taking?  Describing it here will make the documents below a bit easier to comprehend.    ♣             Structure Chart  •             The Structure Chart is a diagram that breaks down the tasks that the system is intended to perform into a structured format (separating all the tasks into their own modules)    -> This is quite abstract.  How should the client interpret "structured format" or "their own modules"?    , starting from the main menu of the system, and the steps involved to complete those tasks.    -> You have tasks, modules, and steps, but you don't explain any of them.  This can be done better.    ♣             4 Run Sheets for Individual Modules  •             The 4 run sheets will identify the functions of 4 specific modules from the Structure Chart, and go into explicit detail as to what their purpose is and what tasks they’re attempting to accomplish, along with if they require any input from the user, if they provide any output to the user, what fields are involved in that module, and more. An example would be the Client Form, which reads and writes customer information. Reading and writing are only two of four overall functions that make up the system, with the other two expanded on in the CRUD Table.    -> You start out okay (if the above were a bit clearer), and the use of an example is fine, but then you get quite technical. At this point, don't refer to the CRUD table functions, instead describe the purpose of the run sheets.      ♣             CRUD Table  •             CRUD stands for Create, Read, Update, Delete. The CRUD Table categorizes each process of the system (such as customer queries or inventory queries) and record type (such as inventory or order)    -> What are processes?  (You switched terms on the client here!)   And what are record types? (Jargon alert!)      with a specific CRUD function, such as whether that combination of process and record type either Create, Read, Update, or Delete, or possibly a combination of those. Ideally, because data should always be kept for historical purposes, there will never be a time when something is categorized as Delete. For instance, you will need to create and read appointment information. The purpose of this table is to help identify which processes are responsible for what, or what a specific process can do (is it capable of creating, reading, updating, and/or deleting data from the system).    -> You can probably leave out the deletion-discussion to simplify the discussion. You overlook the maintenance use of the CRUD table.  [Quoted text hidden] | | |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Fri, Jul 26, 2019 at 8:42 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  I've made some changes to the Client Doc. Let me know if this is any better.  Thank you,  Joe  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c2e852c532d2b0&attid=0.1&disp=attd&realattid=f_jyk5nwcj0&safe=1&zw) |  | **Mavs\_M7\_CD\_v1.2.docx** 57K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Fri, Jul 26, 2019 at 8:47 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | |
| |  | | --- | | Much improved! This is now DONE! Yay!  [Quoted text hidden] | | |
| **Running Doc + Appendices** 4 messages | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Fri, Jul 26, 2019 at 11:38 AM |
| To: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Hello everyone,   The running document is completed and ready for a review from PvV. I’m just waiting on an update to the Appendices and I’m touching up the Project Management file now. I imagine things will be packaged up and submitted by mid-afternoon.   Thank you! Cj | | |

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| **Erik Eiler**<eeiler@unomaha.edu> | Fri, Jul 26, 2019 at 11:39 AM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | I should have my stuff done by 6pm.  [Quoted text hidden] | | |

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| **Christopher Kozeny**<ckozeny@unomaha.edu> | Fri, Jul 26, 2019 at 11:40 AM |
| To: Erik Eiler <eeiler@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Sounds good, I’ll keep an eye on my email for updates.  Cj  [Quoted text hidden] | | |

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| **John Manzo**<jmanzo@unomaha.edu> | Fri, Jul 26, 2019 at 12:04 PM |
| To: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | |
| |  | | --- | | Thanks much, Cj—looks good. Just one big issue: The run sheet tables fell out of vertical alignment—easiest fix is likely just copying and pasting the doc in again. Also, the tabs are off on the Commercial Software Components paragraphs.  TEAM: I’m still a little concerned about how different the CRUD Table styling (namely color) is compared to other running doc elements. Do others have an opinion?  Just say the word if you need anything, Cj. Thanks again.  John  [Quoted text hidden] | | |

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| **Client Documents for M8** 4 messages |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Mon, Jul 29, 2019 at 7:32 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, John Manzo <jmanzo@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  Here's the first draft for the Milestone 8 Client Docs. Please let me know if there are any changes that I can make.  Thank you,  Joe     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c404b2c3548987&attid=0.1&disp=attd&realattid=f_jyp36zy40&safe=1&zw) |  | **Mavs\_M8\_CD\_v1.0.docx** 56K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Tue, Jul 30, 2019 at 7:20 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, John Manzo <jmanzo@unomaha.edu> | |
| |  | | --- | | Joe,    Let's take a look:    Martin Cleaners Database Management System  Client Documents    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Opening Statement    Milestone 8 for Martin Cleaners Database Management System has been completed. The systems development project continues to remain on time and on budget.    Executive Summary    Milestone 8 is the fourth and final part this project and consists of the following: Updated Project Management Chart, Software Testing Plan, Implementation Plan, Maintenance Plan, and the Meeting Communications & Control Documents.    Milestone 6 documents include:  •             Project Management Charts (PMC)  o             Contains the Gantt Chart, which shows the tasks to be completed and the estimated time of completion. The Tracking Gantt Chart tracks guestimate timeframes (“a best guess start” with “a best guess” finish) and actual timeframes (the actual start and finish times), along with detailing the differences between them (otherwise known as the variance) and who is responsible for each item within a given timeframe. Updated tasks and estimates are provided for milestone 8.  •             Software Testing Plan (STP)  o             The STP is the testing phase of the software process, where we test for as many contingencies within the system as we foreseeably can.    -> Contingencies is a rather vague term; what are you really talking about here?    This is the point where we make sure that every part of the system is working as correctly as possible before moving into the Implementation Plan.    •             Implementation Plan (IP)  o             The IP is the plan of implementing the system within the current organization/business,    -> So... implementation is about implementing.  You can explain this better.    which includes the training needed in order to operate the system, the time period for when the system will be implemented into the organization/business, and how the system will be implemented through a series of tasks. Each task is given a unique ID with a brief description of the task to be completed, with a date and timestamp, an implementer responsible for the task, and additional notes, if any.  •             Maintenance Plan (MP)  o             The MP is the plan for maintaining the system after it has been implemented within the organization/business. As described in the STP, not all problems can be caught before the system is implemented, and the MP ensures that if at any point issues do arise, they will be fixed. In addition, the MP can also be responsible for the inclusion of additional features down the line, should the needs of the organization/business call for it.  •             Meeting Communications & Control Documents  o             Meeting Communications & Control Documents include any communications between team members, along with any changes that arise during the project through a Change Log. Our Roles & Responsibilities matrix is included as well, which details the specific responsibilities of every project member.    Implications for the Client    Milestone 8 has no additional implications for the client.    -> I'd think that implementation has BIG implications for the client's business processes.      Items for Approval    Items for approval are:    •             Acceptance testing feedback required from the client.    -> Also, the testing and implementation plans will have dates on which client participation is required. Once those plans are done, list those dates here and ask for client approval for them.    - PvV  [Quoted text hidden] | | |

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| **Joe Cremeens**<jcremeens@unomaha.edu> | Wed, Jul 31, 2019 at 8:02 PM |
| To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, John Manzo <jmanzo@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Hello professor!  Thank you for the feedback. I've made the requested changes to the Client Doc, and added some additional information with the approval of the STP. There's still work to be done, as the IP and MP have yet to be approved, but until then, please let me know if there are any additional changes/improvements I can make.  Thank you,  Joe  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c4ab3374a6ed12&attid=0.1&disp=attd&realattid=f_jyrz4vgu0&safe=1&zw) |  | **Mavs\_M8\_CD\_v1.1.docx** 56K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Aug 1, 2019 at 6:58 AM |
| To: Joe Cremeens <jcremeens@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, John Manzo <jmanzo@unomaha.edu> | |
| |  | | --- | | Joe,    On the items for approval, make clear that the client’s participation is required on specific dates.  They’re not approving your plan per se (after all, the client doesn’t know HOW to implement an information system), but rather okay their availability on certain dates.    Otherwise, this looks good. | | |
| **RRM - M8** 2 messages | |

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| **Erik Eiler**<eeiler@unomaha.edu> | Tue, Jul 30, 2019 at 7:29 AM |
| To: Paul Van Vliet <pvvliet@unomaha.edu> | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dear Professor van Vliet,  I have attached the RRM for review for Milestone 8.  Thanks,  Erik Eiler     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c42da6b08243e9&attid=0.1&disp=attd&realattid=f_jypssyot0&safe=1&zw) |  | **Mavs\_M8\_RRM\_v1.0.docx** 105K | | | | |

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| **Paul Van Vliet**<pvvliet@unomaha.edu> | Tue, Jul 30, 2019 at 7:31 AM |
| To: Erik Eiler <eeiler@unomaha.edu> | |
| |  | | --- | | Looks good!  Now execute this to perfection!     * PvV | | **Absent Today** 3 messages |  |  |  | | --- | --- | | **Erik Eiler**<eeiler@unomaha.edu> | Wed, Jul 31, 2019 at 7:08 AM | | To: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | | | |  | | --- | | Hey team,  I am not feeling well today and not in a great condition to drive. I'm going to be missing class today. Let me know if you need anything from me. Also, if someone can send a few quick notes on what we go over that would be great.  Apologies,  Erik | | |  |  |  | | --- | --- | | **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 31, 2019 at 8:19 AM | | To: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | | | |  | | --- | | Hi Erik,  The in-class lecture was a recap on data conversion in the context of Implementation Plans. Dr. van Vliet also re-stressed that those not working on milestone docs should be making headway on the app this week.  Hope you feel better.  John  [Quoted text hidden] | | |  |  |  | | --- | --- | | **Shafiq Jahish**<sjahish@unomaha.edu> | Wed, Jul 31, 2019 at 8:23 AM | | To: John Manzo <jmanzo@unomaha.edu>  Cc: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | | | |  | | --- | | Hi Erik,  Hope you feel better.  Dr. Van Vliet reviewed the partial Implementation Plan and gave us his feedback. He said after the system is done, we have to at least set up a time with Sheri Martin to install the system and have a training for her. | | | | **Software Testing Plan Review Request (Mavs)** 4 messages | |  |  |  | | --- | --- | | **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 31, 2019 at 3:15 AM | | To: "pvvliet@unomaha.edu" <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr. van Vliet,  My first attempt at our group’s Software Testing Plan is attached for your review.  As always, thank you for your time.  John     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c47191a9071e26&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M8\_STP\_v1.0.docx** 50K | | | | |  |  |  | | --- | --- | | **Paul Van Vliet**<pvvliet@unomaha.edu> | Wed, Jul 31, 2019 at 7:07 AM | | To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | | | |  | | --- | | John,    3:15 a.m.... You keep odd hours!  Somehow that produced good results.  Just a few comments:      System Test One: Recovery  Recovery testing ensures the system can be restored to the working state it was in at the time of its latest backup. This type of testing accounts for software and hardware failures, data corruption and anomalies, and the reliability of system backup routines. This test will employ simulated test data with records populating all database tables.    To satisfy the recovery testing objectives, it must be demonstrated off-site data backups are correct and can be swiftly accessed and applied. Error-free reinstallation of MS Access 2019 on the system must also be verified.    -> Explain HOW you would do this. What is the testing procedure?      Mav Group members Erik Eiler, Christopher Kozeny, and John Manzo will conduct system recovery testing on August 5, 2019.      System Test Two: Security  Security testing ensures the system is protected from threats and risks posed by external actors and erroneous system usage as specified in the Comprehensive Systems Control Plan (pp. 24-27)    These tests will try the input-masks, primary key generation, and non-null constrains built into the DBMS application to ensure data input is of the proper type, correctly formatted, records contain all mandatory values, and primary keys correctly auto-increment.    Additionally, protection against external threats will by assessed by verifying the presence, always-on status, and auto-update settings of the Windows Defender (anti-malware) and Windows Firewall (unauthorized network access) programs on the Windows 10 system running the DBMS application. Password-protected access to the operating system, application, and off-site backup location must also be verified.    Mav Group members Erik Eiler, Christopher Kozeny, and John Manzo will conduct system security testing on August 5, 2019.    System Test Three: Procedure and Human Factors  The final system tests verify the usefulness of end-user documentation. Because the system will operate in an environment without on-site technical support personnel, it is imperative the application’s user manual contains plain-language, easy-to-comprehend instructions for proper application usage, backup and recovery routines, and troubleshooting steps for common hardware and software failures.    Additionally, the scope of these test must include an evaluation—from the perspective of an end-user—of interface design and layout quality, usage intuitiveness, and how well the system addresses the Project Sponsor’s information and business needs. The results of these tests will determine if the system is ready to be presented as finished product in the next testing phase.    -> Again, describe the testing procedure rather than just the goals.    The Mav Group’s Project Manager (or proxy) proxy and the Project Sponsor (or proxy) will execute these tests, while group members Erik Eiler, Christopher Kozeny, and John Manzo gather their feedback to inform any needed documentation or application changes. System procedure and human factors testing will occur on August 6, 2019.    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Acceptance Testing    [...]    Mav Group members Erik Eiler and John Manzo will conduct the acceptance testing demonstration and gather feedback generated from Project Sponsor’s (or proxy’s) system interactions. The rest of Mav Group members, Christopher Kozeny, Joe Cremeens, and Shafiq Jahish will join Eiler and Manzo to identify and resolve any pre-implementation closure items. Acceptance testing will run from August 7, 2019 to August 8, 2019.    -> It's best to have this be a single event so as to minimize the demands on the client's time.    - PvV  [Quoted text hidden] | | |  |  |  | | --- | --- | | **John Manzo**<jmanzo@unomaha.edu> | Wed, Jul 31, 2019 at 4:59 PM | | To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Dr. van Vliet,  Per your feedback, I’ve added “how-tos” to the Recovery and Procedure/Human Factors subsections and reduced the duration of the acceptance testing to one day. The updated document is attached for your review.  Thank you for your time.  John  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c4a0b4d6379a35&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M8\_STP\_v1.1.docx** 51K | | | | |  |  |  | | --- | --- | | **Paul Van Vliet**<pvvliet@unomaha.edu> | Wed, Jul 31, 2019 at 5:11 PM | | To: John Manzo <jmanzo@unomaha.edu>  Cc: Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu> | | | |  | | --- | | John,  Nice updates! This one's done!   * PvV | | | | **Implementation Plan** 4 messages | |  |  |  | | --- | --- | | **Shafiq Jahish**<sjahish@unomaha.edu> | Wed, Jul 31, 2019 at 1:28 PM | | To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Good afternoon Dr. Van Vlient  please find the attached Implementation Plan for your review.  your feedback is highly appreciated.  thank you  Shafiq  --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/)     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c494a820446e99&attid=0.1&disp=attd&realattid=f_jyrl2hvs0&safe=1&zw) |  | **Mavs\_M8\_IP\_v1.0.docx** 39K | | | | |  |  |  | | --- | --- | | **Paul Van Vliet**<pvvliet@unomaha.edu> | Wed, Jul 31, 2019 at 3:06 PM | | To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  | | --- | | Shafiq,  Let's take a look:  [...]  Summary of Task  Hardware Requirements  Sheri Martin is currently using MS Word to manually enter clients’ data and  generate invoices for them. She already has a computer that can be used for the  new system. The task here will be to check the current computer and make sure it  properly works to support the system. Sheri will also need to purchase a 2 TB  external hard desk.  Task: Ensure that the current computer supports the system  Responsible Person: John Manzo  When: 8/12/2019  -> It's probably best to ensure this a day or two earlier so that any fixes can be made before the implementation date.  Software Installation  For our system we have decided to use MS Access 2019. Sheri Martin would need  to purchase a copy of the Office 2016 that contains Access 2919 to use for the  database.  Task: Install Office 2016 with Access 2019.  Responsible Person: John Manzo  When: 8/12/2019  -> Put the training here, as it's clear it happens before data entry.  Data Entry  Data conversion will be a big part of this project. Sheri Martin has been manually  entering data and most of the data she has is hard copy. We will be using the direct  data conversion method to enter all data to the new system.  -> Direct conversion is a SYSTEM CONVERSION type. It's not a data conversion type. Explain more clearly what data is to be entered here.  Task: Data Entry to the database  Responsible Person: Sheri Martin  When: After the training is completed.  Training  Training will be major part of our project. We want to make sure that the end user  knows how to properly utilize the new system. For this reason we will have a  training session for Sheri Martin to train her about the system and data conversion.  -> What topics will the training cover?  Task: Train the user  Responsible Person: John Manzo  When: 8/12/2019.  Document Handover  Documentation was a huge task through out the two sessions for this class. We  have generated large volume of very helpful documentation that would be very  beneficial to our client. We will be handing these documents that include the  running docs, appendices and the user manual to the client.  Task: Handover documents  Responsible Person: John Manzo  When: 8/12/2019.  -> Insert a time and date of the handover point here.  Post Implementation Overview  After the implementation is completed we would like to know how the system is  working and whether our client has any issues or questions so for that reason a  follow communication will be made with the client to have a post implementation  overview.  -> Explain more clearly what information will be gathered here.  What questions will be asked?  Task: post implementation overview  Responsible Person: John Manzo  When: 8/19/2019.  -> Post implementation reviews usually happen a month after implementation, not just a week.  - PvV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)> **Sent:** Wednesday, July 31, 2019 1:28 PM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)> **Subject:** Implementation Plan    [Quoted text hidden] | | |  |  |  | | --- | --- | | **Shafiq Jahish**<sjahish@unomaha.edu> | Thu, Aug 1, 2019 at 6:36 AM | | To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Good morning Professor,  Attached is the IP with the suggested changes.  Let me know what you think.  Thanks  Shafiq  [Quoted text hidden]     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c4cf839c3b2ea2&attid=0.1&disp=attd&realattid=f_jysltbuj0&safe=1&zw) |  | **Mavs\_M8\_IP\_v1.1.docx** 40K | | | | |  |  |  | | --- | --- | | **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Aug 1, 2019 at 7:13 AM | | To: Shafiq Jahish <sjahish@unomaha.edu>  Cc: Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  | | --- | | Shafiq,    Nice updates.  This plan is now DONE!     * PvV | | | | **Maintenance Plan** 6 messages | |  |  |  | | --- | --- | | **Christopher Kozeny**<ckozeny@unomaha.edu> | Wed, Jul 31, 2019 at 9:24 PM | | To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Professor Van Vliet,  I’ve attached my current revision of the Maintenance Plan for you to review. I’m not sure if you’re looking for a certain layout or format of information, but I figured this was a good start. Let me know what you think.  Cj     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c4afe37fa9f411&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M8\_MPlan\_v1.1.docx** 54K | | | | |  |  |  | | --- | --- | | **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Aug 1, 2019 at 7:06 AM | | To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  | | --- | | Cj,  Let's take a look:        Martin Cleaners Database Management System MAINTENANCE PLAN  -> Start with an introduction which describes the purpose of this plan.   Corrective Maintenance Corrective maintenance will be completed as errors arise or are found by the end user. Errors will be found and fixed through the firefighting method.   -> Explain this approach.  With a small, one user database the firefighting method is the most appropriate. If Martin Cleaners runs into a system problem, this can be relayed to the original Development Team and can be quarantined and fixed immediately and dynamically.  -> Explain the process in more detail. How does the client contact the team? (Hint: maintenance work order form!)  What is the follow-up.  Also make clear this is covered under the original SSR and so doesn't require a new contract.   Adaptive Maintenance  -> First explain what this type of maintenance is all about.  Adaptive maintenance will be on an as-needed basis. In the case of new regulations, new products or new reporting, adaptive maintenance can be performed by a trained technician in order to better fit the changing needs of the business. In the case that a new feature is to be added or a significant change is to be made, this can be sent as a Service Request to the development team to review and act on.   -> What happens after the service request is sent? (Hint: this is new work and requires a new contract.)  Describe the entire process from start to finish.  Preventive Maintenance Preventive Maintenance will be fulfilled by frequent technician visits to Martin Cleaners. Twice yearly, a Database Analyst will review the database and ensure that operational efficiency and operability has been maintained. Separately, 4 times yearly, a technician will visit the site to do a review of the system itself. This visit will be related to usability concerns, general system maintenance and the overall health of the system.   -> Keep in mind this is NOT just about inspecting the system. It's also about looking ahead at upcoming changes to the system.  Perfective Maintenance Perfective Maintenance will not be included in the ongoing, continuous maintenance plan. Perfective Maintenance will be bundled into any Adaptive Maintenance needed by Martin Cleaners.   -> Here's the thing: perfective is NOT the same thing as adaptive and requires a much, much stronger cost-benefit analysis before it's performed.   As changes are needed, GUI’s can be updated, storage devices can be changed and any other usability concerns that may arise can then be addressed. With such a small, specific system, the need for continual Perfective Maintenance is not necessary and can be included in the quarterly technician visits.  -> Perfective maintenance could be requested, rather than be part of these visits.   -> Finally, don't forget to develop a maintenance work order form.  - PvV  [Quoted text hidden] | | |  |  |  | | --- | --- | | **Christopher Kozeny**<ckozeny@unomaha.edu> | Thu, Aug 1, 2019 at 10:45 AM | | To: Paul Van Vliet <pvvliet@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Professor Van Vliet,  I’ve made some changes and additions to the Maintenance Plan and it feels a bit more complete. I’ve included the Maintenance Work Order Form as well near the bottom. Let me know what you think.  Cj     > On Jul 31, 2019, at 9:24 PM, Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> wrote: >  > <Mavs\_M8\_MPlan\_v1.1.docx>     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c4ddc04d47da5f&attid=0.1&disp=attd&safe=1&zw) |  | **Mavs\_M8\_MPlan\_v1.2.docx** 57K | | | | |  |  |  | | --- | --- | | **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Aug 1, 2019 at 10:52 AM | | To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  | | --- | | Cj,  Let's see here:   Martin Cleaners Database Management System  MAINTENANCE PLAN  Introduction  The maintenance procedures described below will be adhered to on a yearround basis. Martin Cleaners will need to ensure that the provided Database  Management System is properly maintained and optimized throughout it’s  useful life. Using the methods outlined below, it can be ensured that the  system will remain operable and profitable for the longest possible time  period.  Corrective Maintenance  Corrective maintenance will be completed as errors arise or are found by the  end user. Errors will be found and fixed through the firefighting method. In  the case of a system error or system failure, a Maintenance Work Order  Form can be submitted. Following this, the work order will be reviewed by  the development team and acted upon in a timely fashion. Depending on the  severity of the corrective maintenance, this issue can be addressed within a  timeframe that will minimally affect the operations of Martin Cleaners. Once  the work order has been fulfilled, the development team will follow up with  Martin Cleaners to ensure that full functionality has been restored.  -> Mention here that following the update, all relevant documentation will be updated as well.  Corrective maintenance is included with the original System Service  Request.  Adaptive Maintenance  Adaptive maintenance refers to tweaking or updating the system as the  environment around it changes. In the case of new regulations, new  products or new reporting, adaptive maintenance can be performed by a  trained technician in order to better fit the changing needs of the business.  In the case that a new feature is to be added or a significant change is to be  made, this can be sent as a Maintenance Work Order Form to the  development team. The work order will be reviewed by the development  team and acted upon in a timely fashion. Depending on the complexity of  the adaptive maintenance, this issue can be addressed within a timeframe  that will minimally affect the operations of Martin Cleaners. Once the work  order has been fulfilled, the development team will follow up with Martin  Cleaners. Adaptive maintenance will be performed on an as-needed basis.  -> This is new work, and so after the review of the work order form, the team would submit a bid for the work to be done. If accepted and once a new contract is signed, the work would be performed, the updated application will be installed, and updated documentation will be provided.  Preventive Maintenance  Preventive Maintenance will be fulfilled by frequent technician visits to Martin  Cleaners. Twice yearly, a Database Analyst will review the database and  ensure that operational efficiency and operability has been maintained.  Separately, 4 times yearly, a technician will visit the site to do a review of  the system itself. This visit will be related to usability concerns, general  system maintenance and the overall health of the system – both in the  present and the future. This technician will be in charge of anticipating and  forecasting additional future changes to be made to the system. Any major  design change or expansion expected by this technician can be relayed to  the development team for consultation.  Perfective Maintenance  Perfective Maintenance will not be included in the ongoing, continuous  maintenance plan. As Martin Cleaners finds that changes are needed, GUI’s  can be updated, storage devices can be changed and any other usability  concerns that may arise can then be addressed. With such a small, specific  system, the need for continual Perfective Maintenance is not necessary,  though it can be requested by Martin Cleaners through the submission of a  Maintenance Work Order Form using the process outlined above.  -> You contradict yourself here: the "operational efficiency and operability" you refer to in the previous section is a clear example of perfective maintenance.   Martin Cleaners Database Management System  Maintenance Work Order Form  REQUESTED BY: Martin Cleaners   DATE:   DEPARTMENT:  LOCATION:   CONTACT:  Type of Maintenance Request:  [ ] Corrective Maintenance  [ ] Adaptive Maintenance  [ ] Preventive Maintenance  [ ] Perfective Maintenance  -> The client may be confused by these terms; the team should determine the type from the request itself.  Urgency:  [ ] Immediate, Operations  are impaired or opportunity  lost  [ ] Problems exist, but can be  worked around  [ ] Business losses can be  tolerated until new  maintenance can be performed  [ ] Other  Problem Description:  -> Simply leaving a blank space to fill in won't help you gather good information. Ask clear questions that will provide you with richer info to help you plan ahead.  -> Don't omit the follow-up section that the maintainers would fill in.  - PVV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> **Sent:** Thursday, August 1, 2019 10:45 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)> **Subject:** Re: Maintenance Plan    Professor Van Vliet,  I’ve made some changes and additions to the Maintenance Plan and it feels a bit more complete. 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Cj    On Aug 1, 2019, at 10:52 AM, Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> wrote:  Cj,  Let's see here:   Martin Cleaners Database Management System  MAINTENANCE PLAN  Introduction  The maintenance procedures described below will be adhered to on a yearround basis. Martin Cleaners will need to ensure that the provided Database  Management System is properly maintained and optimized throughout it’s  useful life. Using the methods outlined below, it can be ensured that the  system will remain operable and profitable for the longest possible time  period.  Corrective Maintenance  Corrective maintenance will be completed as errors arise or are found by the  end user. Errors will be found and fixed through the firefighting method. In  the case of a system error or system failure, a Maintenance Work Order  Form can be submitted. Following this, the work order will be reviewed by  the development team and acted upon in a timely fashion. 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Urgency:  [ ] Immediate, Operations  are impaired or opportunity  lost  [ ] Problems exist, but can be  worked around  [ ] Business losses can be  tolerated until new  maintenance can be performed  [ ] Other  Problem Description:  -> Simply leaving a blank space to fill in won't help you gather good information. Ask clear questions that will provide you with richer info to help you plan ahead.  -> Don't omit the follow-up section that the maintainers would fill in.  - PVV  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - Dr. Paul J.A. van Vliet Information Systems & Quantitative Analysis College of Information Science & Technology University of Nebraska at Omaha Omaha, NE 68182  Phone: (402) 554-2814 e-mail: [pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu) homepage: <http://faculty.ist.unomaha.edu/vanvliet/index.htm>  - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - If the only prayer you say in your life is thank you, that would suffice. - Meister Eckhart - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -  **From:** Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> **Sent:** Thursday, August 1, 2019 10:45 AM **To:** Paul Van Vliet <[pvvliet@unomaha.edu](mailto:pvvliet@unomaha.edu)> **Cc:** John Manzo <[jmanzo@unomaha.edu](mailto:jmanzo@unomaha.edu)>; Joe Cremeens <[jcremeens@unomaha.edu](mailto:jcremeens@unomaha.edu)>; Shafiq Jahish <[sjahish@unomaha.edu](mailto:sjahish@unomaha.edu)>; Erik Eiler <[eeiler@unomaha.edu](mailto:eeiler@unomaha.edu)> **Subject:** Re: Maintenance Plan    Professor Van Vliet,  I’ve made some changes and additions to the Maintenance Plan and it feels a bit more complete. I’ve included the Maintenance Work Order Form as well near the bottom. Let me know what you think.  Cj  > On Jul 31, 2019, at 9:24 PM, Christopher Kozeny <[ckozeny@unomaha.edu](mailto:ckozeny@unomaha.edu)> wrote: >  > <Mavs\_M8\_MPlan\_v1.1.docx>     |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | [https://ssl.gstatic.com/ui/v1/icons/mail/images/doc.gif](https://mail.google.com/mail/u/1?ui=2&ik=3d2458175b&view=att&th=16c4df97a646f05c&attid=0.1.1&disp=attd&safe=1&zw) |  | **Mavs\_M8\_MPlan\_v1.3.docx** 59K | | | | |  |  |  | | --- | --- | | **Paul Van Vliet**<pvvliet@unomaha.edu> | Thu, Aug 1, 2019 at 11:24 AM | | To: Christopher Kozeny <ckozeny@unomaha.edu>  Cc: John Manzo <jmanzo@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu> | | | |  | | --- | | Cj,  Let's check out the update:  [...]  Corrective Maintenance  Corrective maintenance will be completed as errors arise or are found by the  end user. Errors will be found and fixed through the firefighting method. In  the case of a system error or system failure, a Maintenance Work Order  Form can be submitted. Following this, the work order will be reviewed by  the development team and a bid will be provided in a timely fashion. Martin  Cleaners chooses to accept this bid, a resulting contract will be agreed upon  and signed. Depending on the severity of the corrective maintenance, this  issue can be addressed within a timeframe that will minimally affect the  operations of Martin Cleaners. Updates will be implemented, and  Documentation will be updated following the maintenance procedure. Once  the work order has been fulfilled, the development team will follow up with  Martin Cleaners to ensure that full functionality has been restored.  -> There is NO bid for corrective maintenance. As you correctly stated last time, this is covered under the original SSR and contract.  -> The rest looks good!  - PVV  P.S. I'll be AFK for a few hours to deal with a Dutch invasion.  I'll be back at my post as soon as I can. | | | | **Access Database** 2 messages | |  |  |  | | --- | --- | | **Shafiq Jahish**<sjahish@unomaha.edu> | Thu, Aug 1, 2019 at 7:44 PM | | To: Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, John Manzo <jmanzo@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | | | |  | | --- | | Hi guys,  would you please send me the updated Access database? the only one we have in canvas is from Milestone 6. I don't know if we have updated that since then.  Thanks  Shafiq  --  *Thank you Shafiq Jahish* *Management Information System*  *College of IS&T UNO (402) 321-7078* [*sjahish@*](mailto:sjahish@lfsneb.org)[*unomaha.edu*](http://unomaha.edu/) | | |  |  |  | | --- | --- | | **John Manzo**<jmanzo@unomaha.edu> | Fri, Aug 2, 2019 at 10:56 AM | | To: Shafiq Jahish <sjahish@unomaha.edu>, Erik Eiler <eeiler@unomaha.edu>, Joe Cremeens <jcremeens@unomaha.edu>, Christopher Kozeny <ckozeny@unomaha.edu> | | | |  | | --- | | v1.1 in Canvas is the latest version, Shafiq.  John | | | | |



# **Appendix B: Meeting Minutes**

|  |  |
| --- | --- |
| **Date:** | 7/8/19 |
| **Time:** | 9:00-9:15 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Christopher Kozeny, Shafiq Jahish |
| **Absent:** | None |
| **Subject:** | Delegation of duties for Milestone 5 |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Delegate duties | Team | 7/8/19 | Listed below |
| Choose milestone managers | Team | 7/8/19 | Listed below |
|  |  |  |  |
|  |  |  |  |

**HANDOUTS**

No handouts were given at this meeting.

**DISCUSSION**

Delegation

Everyone will participate in the ERD and FRDD, but team members will lead the work as to keep the tasks on track.

CJ: Gantt Chart, FRDD lead

John: ERD head lead

Joe: Client Documents

Erik: Change Log and Meeting Communications

Shafiq: Running Document

Milestone managers

5. Shafiq

6. John

7. Erik

8. CJ

Team project (last week) – Joe

|  |  |
| --- | --- |
| **Date:** | 7/10/19 |
| **Time:** | 8:45-9:30 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish |
| **Absent:** | Christopher Kozeny |
| **Subject:** | Progress updates and finalizing of ERD |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress updates | Team | 7/10/19 | Joe – in progress, Shafiq – in progress, Erik & John – finishing ERD |
| Finalizing ERD | Erik & John | 7/10/19 | Met with Dr. van Vliet and got ERD approved |
|  |  |  |  |
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**HANDOUTS**

A copy of the ERD

**DISCUSSION**

After discussion with Dr. van Vliet, two entities, Account Payable and Account Receivable, were removed as they were not needed. The entities of Usage Line and Purchase Line were added to the ERD.

|  |  |
| --- | --- |
| **Date:** | 7/11/19 |
| **Time:** | 8:30-8:45 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Progress updates and first draft of FRDD |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress updates | Team | 7/11/19 | Listed below |
| FRDD review | CJ | 7/11/19 |  |
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**HANDOUTS**

A copy of the ERD

**DISCUSSION**

The ERD had one small change of an inventory type attribute needing to be added to the Inventory entity.

Progress

Joe – in correction after review

Shafiq – in progress

Erik – in progress change log and meeting comms

John – adding descriptions and correcting data types in the FRDD

CJ – in progress Gantt chart

|  |  |
| --- | --- |
| **Date:** | 7/12/19 |
| **Time:** | 8:00-8:30 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish |
| **Absent:** | Christopher Kozeny |
| **Subject:** | Finalizing Milestone 5 |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Client Document | Joe | 7/12/19 | Approved at end of meeting |
| Format check for EL and MM | Erik | 7/12/19 | Approved |
|  |  |  |  |
|  |  |  |  |
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**HANDOUTS**

None

**DISCUSSION**

The team agreed to aim for everything turned in by tonight at 5pm.

|  |  |
| --- | --- |
| **Date:** | 7/15/19 |
| **Time:** | 9:00-9:15 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Delegation of duties |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Delegate | Team | 7/15/19 | Listed below |
|  |  |  |  |
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**HANDOUTS**

None

**DISCUSSION**

Duties

Joe – Client Document

Shafiq – Control Plan

Erik – Change Log and Meeting Comms

John – RRM, Running Document, and RFP

CJ – Gantt chart and Computer Architecture

|  |  |
| --- | --- |
| **Date:** | 7/17/19 |
| **Time:** | 8:30-8:45 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Progress updates |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress updates | Team | 7/17/19 | Listed below |
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**HANDOUTS**

None

**DISCUSSION**

Progress

Joe – starting tonight

Shafiq – in progress

Erik – I/O reviewed at meeting

John – in progress

CJ – in progress Gantt chart

|  |  |
| --- | --- |
| **Date:** | 7/18/19 |
| **Time:** | 8:20-8:45 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish |
| **Absent:** | Christopher Kozeny |
| **Subject:** | Progress updates |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress updates | Team | 7/18/19 | Listed below |
| I/O Review | Erik | 7/20/19 | Comments below |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**HANDOUTS**

None

**DISCUSSION**

Progress

Joe – in review

Shafiq – in review

Erik – I/O reviewed at meeting

John – in review

CJ – in progress

I/O Review:

Menu approved

Form needs buttons to go to menu and close form when doing so

Needs new record button

Report needs menu button

|  |  |
| --- | --- |
| **Date:** | 7/19/19 |
| **Time:** | 8:00-8:10 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Progress updates |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress updates | Team | 7/19/19 | Listed below |
|  |  |  |  |
|  |  |  |  |
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**HANDOUTS**

None

**DISCUSSION**

Progress

Joe – approved

Shafiq – approved

Erik – Change Log and Meeting Comms start | I/O approved

John – RFP approved | working on Running Document

CJ – Comp Arch approved | updating times on Gantt chart

|  |  |
| --- | --- |
| **Date:** | 7/22/19 |
| **Time:** | 8:00-8:10 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Delegation of duties |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Delegate Duties | Team | 7/22/19 | Listed below |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**HANDOUTS**

None

**DISCUSSION**

Duties

Joe – Client Documents

Shafiq – Runsheets

Erik – Change Log, Meeting Comms, CSC

John – PSC(Structure Chart)

CJ – RRM, Gantt, PSC (members, tasks, and approach), Running Document

|  |  |
| --- | --- |
| **Date:** | 7/23/19 |
| **Time:** | 8:00-8:10 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | Christopher Kozeny |
| **Subject:** | Structure Chart ans CSC |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| CSC | Erik | 7/24/19 | Windows 10 Home, Microsoft Access |
| Structure Chart | John | 7/26/19 | Figured out scope of chart |
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**HANDOUTS**

None

**DISCUSSION**

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| --- | --- |
| **Date:** | 7/24/19 |
| **Time:** | 8:00-8:10 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | Christopher Kozeny, Joe Cremeens |
| **Subject:** | Structure Chart and CSC |

**ACTION ITEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| CSC | Erik | 7/24/19 | Approved |
| Structure Chart | John | 7/26/19 | Was reviewed |
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**HANDOUTS**

None

**DISCUSSION**

The structure chart was incorrect for the inventory, equipment, and supplies forms.

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| --- | --- |
| **Date:** | 7/25/19 |
| **Time:** | 8:00-8:10 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Progress updates |

**ACTION ITEMS**

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| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress Updates | Team | 7/25/19 | Listed Below |
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**HANDOUTS**

None

**DISCUSSION**

Progress

Joe – Client Documents - in revision

Shafiq – Runsheets – in progress

Erik – Change Log and Meeting Comms – not started | CSC - approved

John – PSC(Structure Chart) - approved

CJ – RRM – approved | Gantt – not started | PSC (members, tasks, and approach) - in revision

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| --- | --- |
| **Date:** | 7/26/19 |
| **Time:** | 8:00-8:10 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Progress updates |

**ACTION ITEMS**

|  |  |  |  |
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| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress Updates | Team | 7/26/19 | Listed Below |
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**HANDOUTS**

None

**DISCUSSION**

Progress

Joe – Client Documents - revising

Shafiq – Runsheets – approved

Erik – Change Log and Meeting Comms – in progress | CSC - approved

John – PSC(Structure Chart) - approved

CJ – RRM – approved | Gantt – in progress | PSC (members, tasks, and approach) – approved

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| --- | --- |
| **Date:** | 7/29/19 |
| **Time:** | 8:25-8:40 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Delegation of duties |

**ACTION ITEMS**

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| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Delegate | Team | 7/29/19 | Listed below |
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**HANDOUTS**

None

**DISCUSSION**

Duties

Joe – Client Document

Shafiq – Implementation Plan

Erik – RRM, Running Document, Change Log, and Meeting Comms, Application Development

John – Software Testing Plan

CJ – Gantt chart and Maintenance Plan

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| --- | --- |
| **Date:** | 8/1/19 |
| **Time:** | 8:10-8:20 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Progress Updates |

**ACTION ITEMS**

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| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress updates | Team | 8/1/19 | Listed below |
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**HANDOUTS**

None

**DISCUSSION**

Progress

Joe – in revision

Shafiq – approved

Erik – RRM approved | Running Document, Change Log, and Meeting Comms – not started | Application Development - in progress

John – approved

CJ – Maintenance Plan in revision | Gantt – not started

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| --- | --- |
| **Date:** | 8/2/19 |
| **Time:** | 9:00-9:30 |
| **Location:** | PKI 274 |
| **Present:** | Joe Cremeens, John Manzo, Erik Eiler, Shafiq Jahish, Christopher Kozeny |
| **Absent:** | None |
| **Subject:** | Progress Updates and Weekend Work |

**ACTION ITEMS**

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| --- | --- | --- | --- |
| ***Item*** | ***Responsible Party*** | ***Due Date*** | ***Comments*** |
| Progress updates | Team | 8/2/19 | Listed below |
| Weekend Work | Team | 8/5/19 | Forms – Shafiq, CJ, Joe  Queries – John, Erik |
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**HANDOUTS**

None

**DISCUSSION**

Progress

Joe – small revision

Shafiq – approved

Erik – RRM approved | Running Document, Change Log, and Meeting Comms – in progress

John – approved

CJ – Maintenance Plan approved | Gantt – in progress



# **Appendix C: ERD**

Please refer to File name: Mavs\_M5\_ERD\_v1.4.vsdx in the submitted zip folder



# **Appendix D: Access Database**

Please refer to file name: Mavs\_M7\_Martin Cleaners\_v1.1.accdb in the submitted zip folder



# **Appendix E: Tracking Gantt Chart**

Please refer to file name: Mavs\_Final\_Gantt\_v1.1.mpp in the submitted zip folder



# **Appendix F: Structure Chart**

Please refer to file name: Mavs\_M7\_SC\_v1.2.vsdx in the submitted zip folder