

Name Edward Howells

Date 28/04/2022

*Title of your proposed project:* Suzanne Cory Digital Event Proposal

*Who will your Client be?* Ms. Nguyen

*Brief description of the Client's Information Needs:*

- Create a digital equivalent of the paper event proposal form that collects all of the data on that form
- There must be some way for the digital form to collect approval from different teachers/staff
- Create a review system that allows Ms. Nguyen to digitally review all of the event proposals including their dates, materials and financial requirements and show whether events have been approved or not
- The program must be able to check if a proposed event conflicts with another event on the school calendar
- The program must be able to add an approved event to a calendar and display it

*How will your software solution meet the Client's needs?*

I would make a web application with python and flask since requiring students to download a program to submit an event proposal would be too cumbersome. It would have a form to submit event proposals and store the submitted data in a database. There would be a page only accessible to teachers with a username and password to review the event proposals. There would be a place to upload a copy of the current school calendar in .docx format so that the program could automatically check for planning conflicts and a place to download a updated copy of the calendar in .docx format with newly approved events added.

*How will you ensure security of the client's data and that privacy requirements are met?*

I will ensure the security of the client's data by ensuring that event data can only be accessed by teachers with a username and password.

Approved: Yes: ☐ No: ☐

Teacher's signature: \_\_\_\_\_