# Goal

Create a database for recording session attendance of students and booking sessions.

# Rule of business

* Students should be attending a minimum of two sessions per week, but they can attend as often as they can.
* Students cannot attend more than the allocated number of classes – unless by arrangement with the Team Leader. Provision needs to be made for Team Leaders to over-ride the maximum number of allocated sessions.
* Students need to complete their course within the allocated number of weeks – unless by arrangement with the Team Leader. Provision needs to be made for Team Leaders to over-ride the maximum number of allocated sessions.
* Students can attend more than one branch. E.g. student X may attend Bishopdale on a Tuesday and Hornby on a Friday.
* Each class is two hours long and starts on the hour e.g. 10am to 12pm. If a student turns up late or leaves early this is still counted as one class.
* Students can attend more than one session on one day.
* Students do turn up early to classes. Anyone attending 10 minutes before a class needs to be counted in the next class.
* CFF students currently do not have Ara ID cards. In the ideal case they would be able to use their ID card. In the short term, they may need to be provided with an RFID tag/card that does not have their student ID number as the code number for the card.

# Column header

* ID Number
* First Name
* Last Name
* Course
* PROG
* Start Date
* End Date
* Number of days attended
* Number of days
* Withdrawal point
* Last Withdrawal Date
* Attended past last withdrawal date?
* Date Last Attended
* Last Active Moodle
* Future Bookings
* Weeks Left
* Completed
* Notes
* Monday, 8 January 2018 (date and time)

# Process

1. Reading the instruction and the rule of business and highlight all nouns.
2. List all column headers in the spreadsheet provided.
3. Generalise above nouns and column headers to entities.

# Decision issues

* How to record session time for each branch