# **IEVOLVE EVENT MANAGEMENT SYSTEM - SOFTWARE REQUIREMENTS SPECIFICATION (SRS)**

**1. Introduction**

**1.1 Purpose**

The purpose of this document is to provide a complete and detailed specification of the requirements for the **Ievolve Event Management System**. This document will serve as a foundational reference for all stakeholders, including developers, testers, and project managers, to ensure a shared understanding of the system's functionalities.

**1.2 Scope**

The system will be a web-based platform designed to support Ievolve Events Company in managing key aspects of their events, with an initial focus on the **CM Trophy** event. The scope is limited to the core functionality of:

* **Accommodation Management:** Managing hotel and lodging options for event attendees, including players, team coaches, and officials.

Post-CM Trophy, the platform may be integrated into a permanent ACT (Accommodation, Catering, and Travel) Management solution, which is out of scope for this document.

**1.3 Definitions and Acronyms**

* **SRS:** Software Requirements Specification
* **API:** Application Programming Interface
* **UI:** User Interface
* **Ievolve Admin:** A high-level administrator employee of Ievolve.
* **Team Coach:** An individual responsible for leading a sports team.
* **Player:** An event attendee who is part of a team.
* **Official:** An event attendee who is an official.
* **OTP:** One-Time Password
* **InstanceID:** A unique identifier for a specific booking interval for a given hotel.

**1.4 Version History**

| **Version** | **Date** | **Author** | **Reviewer** | **Customer Reviewers** | **Description of Changes** |
| --- | --- | --- | --- | --- | --- |
| 1.0 | August 5, 2025 | Harini | Gunasekaran | Diwakar, AV Prashanth | Initial Draft of SRS. |
| 1.1 | August 12,  2025 | Surya | Gunasekaran | Diwakar, AV Prashanth | Added a new feature - Send notification to Transport POC on team coach check-in. A. Changed requirement ID **FR-1.1** B. Added a column in **Coach and Official Data Sheet Sample**  C.Added a new section - F.R 3.5 |

**2. Overall Description**

**2.1 Product Perspective**

The Ievolve Event Management System is a new, standalone web-based application. It will be accessible via a **web browser for all user types** and a **mobile browser for Team Coaches**. It is not dependent on any existing software or hardware systems.

**2.2 User Characteristics**

* **Ievolve Admins:** These are employees of Ievolve with full administrative rights. They are responsible for overall event management, including creating accommodation entries, managing check-in/check-out for transit bookings, and uploading bulk data sheets. The system will assume officials are checked in directly, but their information will be used for room planning and validation. Admins will use the system via a web browser. They will also capture and upload hotel inventory details, including for "ad-hoc" transit hotels. Admins are also responsible for managing hotel reassignment cases and communicating new booking reference codes directly to coaches.
* **Team Coaches:** These are team leaders who can access the portal via a web or mobile browser. Their user account is **automatically created** upon initial data upload and will not be duplicated for subsequent uploads. They log in with their registered mobile number and an OTP. Their primary responsibility is to initiate the check-in and checkout processes for their players on the portal. They will use the booking reference code provided to them for the physical check-in at the hotel. In cases of hotel reassignment, they will receive a new reference code directly from an Admin and will not use the portal for check-in/check-out tracking.
* **Officials:** These are event attendees whose accommodation check-in and check-out is assumed to be managed directly with the hotel and not through the system. Their data is included in the bulk upload for inventory planning and room allocation estimation.
* **Players:** These are event attendees whose accommodation check-in and check-out is managed by their respective Team Coach.

**2.3 Assumptions and Dependencies**

* **Assumption:** Team Coaches will be provided with instructions on how to access the portal and log in using their mobile number.
* **Assumption:** The system will have a unique user ID and authentication for each user.
* **Assumption:** Approvals for early check-in (D-1/D-2) and late check-out (D+1/D+2) are managed through an external, non-system process. The system's role is to track these approved exceptions.
* **Assumption:** In a hotel reassignment scenario, the Ievolve Admin will manually provide the new booking reference code to the Team Coach. Check-in and check-out for these reassigned groups will not be tracked or managed through the system portal.
* **Dependency:** The system relies on a stable internet connection.
* **Dependency:** The system relies on a third-party service for sending SMS OTPs.
* **Dependency:** The **Hotel Inventory Sheet** must be uploaded and validated successfully before the **Coach and Official Data Sheet** or **Player Data Sheet** can be uploaded.

**3. Specific Requirements**

**3.1 Functional Requirements (Phase 1 – CM Trophy)**

**3.1.1 Data Management Module**

* **FR-1.1:** The system shall allow an **Ievolve Admin** to upload a **Coach and Official Data Sheet** containing ROLE, COACH\_id/OFFICIAL\_id, Name, Mobile\_Number, Discipline, Hotel\_ID, Hotel\_Name, Stadium, Booking\_Start\_Date, Booking\_End\_Date and ***Transport POC***. The Booking\_Reference\_Number for coaches and officials, if applicable, will also be included in this sheet, prefixed with R\_, TPRE\_, or TPRO\_. This action shall automatically create user accounts for Team Coaches based on their mobile number, but will not create duplicates if an account already exists.
* **FR-1.2:** The system shall allow an **Ievolve Admin** to upload a **Player Data Sheet** containing COACH\_ID, PlayerID, Player\_Name, Mobilenumber, Discipline, District, Team\_Name, Location, HOTEL\_id, BOOKING\_REFERENCE, Booking\_Start\_Date, and Booking\_End\_Date. The BOOKING\_REFERENCE for players will be prefixed with R\_, TPRE\_, or TPRO\_.
* **FR-1.3:** The system shall support multiple uploads of the **Coach and Official Data Sheet** and **Player Data Sheet**, where each upload adds new records. The system shall **not** update existing records via the bulk upload process.
* **FR-1.4:** The system shall provide a separate user interface for **Ievolve Admins** to view, edit, and delete existing records.
* **FR-1.5:** The system shall allow an **Ievolve Admin** to upload a **Hotel Inventory Sheet** provided by the field team to maintain a real-time inventory database. The inventory data sheet must include the following columns: HotelID, InstanceCode, HotelName, Location, District, Address, Pincode, StartDate, EndDate, TotalRooms, OccupiedRooms, and AvailableRooms. The system shall support the creation of ad-hoc hotels with a trans\_ prefix in the HotelID. The combination of HotelID and InstanceCode must be unique for each entry in the hotel inventory.
* **FR-1.6:** When uploading the **Hotel Inventory Sheet**, the system shall validate that for a given HotelID, the date range (StartDate and EndDate) is unique and does not overlap with any existing date ranges for that same hotel.
* **FR-1.7:** The system shall consider the combination of HotelID and InstanceCode as the unique identifier for a specific hotel booking interval.
* **FR-1.8:** The system shall **validate the HotelID** in both the **Coach and Official Data Sheet** and the **Player Data Sheet** against the uploaded **Hotel Inventory Sheet**. The system shall return an error if a HotelID provided in these data sheets does not exist in the hotel inventory.
* **FR-1.9:** The system shall **validate the schedule dates** in both the **Coach and Official Data Sheet** and the **Player Data Sheet** to ensure a minimum stay of 3 days. The system shall return an error if a booking is for less than the minimum stay duration.
* **FR-1.10:** The system shall create a booking record for each official, team coach, and player, based on the **Coach and Official Data Sheet** and **Player Data Sheet**. The system shall **assume that officials are checked in** at the time of data upload for the purpose of room availability calculation.

**3.1.1.1 Data Sheet Formats**

This section provides a sample of the expected column headers and data for each bulk upload sheet.

**Hotel Inventory Sheet Sample:**

| **HotelID** | **InstanceCode** | **HotelName** | **Location** | **District** | **Address** | **Pincode** | **StartDate** | **EndDate** | **TotalRooms** | **OccupiedRooms** | **AvailableRooms** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| CHN001 | 1 | GreenLeaf Residency | T Nagar | Chennai | 12 Bazullah Rd | 600017 | 7/3/2025 | 7/10/2025 | 96 | 0 | 96 |
| CHN001 | 2 | GreenLeaf Residency | T Nagar | Chennai | 12 Bazullah Rd | 600017 | 7/15/2025 | 7/20/2025 | 35 | 0 | 35 |
| MDU005 | 1 | Banyan Boutique | Adyar | Chennai | 42 LB Rd | 600020 | 7/3/2025 | 7/10/2025 | 96 | 0 | 96 |
| MDU005 | 2 | Banyan Boutique | Adyar | Chennai | 42 LB Rd | 600020 | 7/15/2025 | 7/20/2025 | 35 | 0 | 35 |
| MDU005 | 3 | Banyan Boutique | Adyar | Chennai | 42 LB Rd | 600020 | 7/25/2025 | 7/30/2025 | 35 | 0 | 35 |

**Coach and Official Data Sheet Sample:**

| **ROLE** | **COACH\_id** | **Name** | **Mobile\_Number** | **Discipline** | **Hotel\_ID** | **Hotel\_Name** | **Stadium** | **Booking\_Start\_Date** | **Booking\_End\_Date** | **Booking\_Reference\_Number** | **Transport POC** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| COACH | COA\_001 | Raman Krishnan | 9123456780 | Football | CHN001 | ITC Grand Chola | Jawaharlal Nehru Stadium, Chennai | 05/08/2025 | 15/08/2025 | R\_COA\_001\_BOOKING | +91 ABCDE FGHIJ |
| OFFICIAL | OFC\_001 | Gopal Raj | 9892345670 | Football | CHN001 | ITC Grand Chola | Jawaharlal Nehru Stadium, Chennai | 05/08/2025 | 15/08/2025 | R\_OFC\_001\_BOOKING | +91 ABCDE FGHIK |
| COACH | COA\_002 | Suresh Kumar | 9123456781 | Athletics | CHN002 | The Leela Palace | Nehru Indoor Stadium, Chennai | 04/08/2025 | 07/08/2025 | TPRE\_COA\_002\_TRANSIT | +91 ABCDE FGHIL |

**Player Data Sheet Sample:**

| **COACH\_ID** | **PlayerID** | **Player\_Name** | **Mobilenumber (Not Mandatory)** |  |  |  |  | **HOTEL\_id** | **BOOKING\_REFERENCE** |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| COA\_001 | PLA\_001 | Ravi Kumar | 9123456780 |  |  |  |  | CHN001 | R\_PLA\_001\_BOOKING |  |  |
| COA\_001 | PLA\_002 | Suresh Patel | 9234567810 |  |  |  |  | CHN001 | R\_PLA\_002\_BOOKING |  |  |
| COA\_002 | PLA\_003 | Anjali Devi | 9345678920 |  |  |  |  | CHN002 | TPRE\_PLA\_003\_TRANSIT |  |  |

**3.1.2 Check-in/Check-out and Accommodation Module**

* **FR-2.1:** The system shall allow a **Team Coach** to view a list of players under their management.
* **FR-2.2:** The system shall allow a **Team Coach** to initiate a check-in for their players for a specific booking (regular, pre-event, or post-event). Upon successful initiation, the system shall provide the coach with the corresponding BOOKING\_REFERENCE\_NUMBER from the uploaded data. The coach will use this code for the physical check-in at the hotel.-
* **FR-2.3:** The system shall allow a **Team Coach** to perform an early checkout for their players by selecting a new checkout date and time. The system shall validate that this new checkout date is not after the originally allotted end date. This action will update the vacant room count on the Admin dashboard.
* **FR-2.4:** The system shall allow an **Ievolve Admin** to manage the check-in and check-out of all transit bookings (pre-event and post-event stays).
* **FR-2.5:** The system shall record and track early check-in (D-1/D-2) and late check-out (D+1/D+2) instances to inform the department of any additional days utilized.
* **FR-2.6:** The system shall allow an **Ievolve Admin** to create, view, edit, or delete existing accommodation entries.
* **FR-2.7:** The system shall allow an **Ievolve Admin** to initiate an early checkout for a selected team by specifying a new checkout date.
* **FR-2.8:** The system shall track the check-in and check-out times and the number of individuals checked in/out.
* **FR-2.9:** The system shall calculate estimated room requirements and track usage based on the following ratios: **1 room per 3 players, 1 room per 2 team coaches, and 1 room per 1 official**. This calculation is for administrative tracking only and does not represent actual hotel room assignments.
* **FR-2.10:** The system shall support hotel reassignment, where an **Ievolve Admin** can create a new booking record for a reassigned group. This new record shall include a new booking reference code provided by the Admin, which is formed by prefixing the original booking reference code with R\_. This new record shall also include a link to the original booking record to maintain an audit trail.
* **FR-2.11:** The system shall not track check-in/check-out for reassigned bookings. The Ievolve Admin will manually provide the new reference code to the Team Coach.

**3.1.3 Notification and Reporting Module**

* **FR-3.1:** The system shall provide a dashboard for Ievolve Admins to monitor daily vacant rooms, check-in status, and times to identify operational gaps.
* **FR-3.2:** Upon an Admin initiating an early checkout for a team, the system shall trigger an automated notification (e.g., SMS/message) to the Team Coach and any players with a registered mobile number, informing them of the updated checkout date.
* **FR-3.3:** The system shall provide a dashboard for Team Coaches to view the Players under their supervision and their assigned accommodations, along with the booking reference code.
* **FR-3.4:** The system shall provide an admin dashboard with a tabular view of all booking and participant data. The dashboard shall include filtering options by Team, Player Name, Mobile Number, Location, District, Discipline, and Date. It shall also provide an option to export the displayed data to a CSV file.
* **FR-3.5:** Upon a **Team Coach** initiating a check-in for their players, the system shall trigger an automated SMS notification to the Transport POC. The SMS content shall include the Team Coach's ID, the number of players checked-in under that Team Coach and the check-in time.