

Deliverable 1 (AT1): Week 1 - Revision Plan Document Template

Document Title: OSAD Digital Hub: OSAD SmartServe - Revision Plan

Team Name: Group 4

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Version: 1.0

1. Introduction

The OSAD online system streamlines the management of student concerns and facility reservations across two campuses, Father Selga Street (Main) and Bonifacio. It centralizes submissions, request tracking, and report generation, while enabling real-time notifications and secure access to student records. By digitizing manual processes, the system enhances efficiency, transparency, and data accuracy for the Office of Student Affairs and Discipline.

The revisions were made to address comments from the panel and improve the clarity and functionality of the OSAD SmartServe system. Redundant phrases were removed, especially repeated mentions of the Office of Student Affairs and Discipline. Sections such as the PIECES Framework were enhanced to clearly explain student-related concerns, performance issues, and alignment with the Laudato Si' goals. The ERD was corrected based on feedback, and interviews were conducted for accurate system requirements. The prototype was updated to include essential features like a calendar view, detailed booking records, and trend reports, while the messaging feature was removed.

Key Revisions:

- Removed redundancy and improved clarity
- Expanded and refined PIECES Framework
- Fixed ERD structure and relationships
- Collected system data via interviews and forms
- Updated prototype with requested features
- Removed the messaging feature.

2. Project Review Summary

Organization Analysis & Current System Operations: Redundancy in mentioning the Office of Student Affairs and Discipline needed to be minimized for clarity. Manual processes were highlighted as inefficient and in need of a concise description.

Problem Definition (PIECES Framework): Revisions were requested to provide specific time estimates (e.g., delays in manual booking), clarify economic and control issues, and add more student-related concerns.

Initial Requirements: The system was advised to include trend tracking, detailed booking modules, and user personalization features such as updating passwords and profiles.

DFDs and ERDs: Misaligned or missing foreign keys were identified in the ERD, and improvements were needed to ensure all entities and relationships were properly defined and connected.

Major areas that require revisions:

1. Content Clarity and Redundancy
 - Remove repetitive phrases (e.g., repeated mentions of OSAD) and simplify descriptions for better readability.
2. PIECES Framework
 - Expand on each category with specific, measurable issues (e.g., estimated delays, economic impacts, student concerns).
 - Clearly distinguish between information and control-related problems.
3. Entity Relationship Diagram (ERD) Corrections
 - Fix missing or misaligned foreign keys.
 - Ensure proper relationships between tables for accurate data modeling.
4. Prototype Improvements
 - Add functional features like calendar views (daily/weekly/monthly), booking history, and trend reports.
 - Allow user personalization (e.g., password changes, profile updates).
 - Remove non-essential features such as the internal messaging system.

3. Revision Scope Definition

* Clearly define what will be revised and what will remain unchanged **from the SAD deliverables.**

SAD Documentation:

- Revise sections of the System Requirements Specification (SRS) to reflect improved clarity, reduced redundancy, and expanded PIECES analysis.
- Update the System Design Document (SDD) to correct ERD relationships and include enhanced descriptions of system modules and functionalities.
- Modify the DFDs to align with changes in system flow and user interactions.

1. System Features to Be Modified or Added:

- Add: Calendar views (daily/weekly/monthly), booking history logs, trend tracking (most booked facilities, common concerns), and user profile customization.

- Modify: Facility booking module to include start and end times, approval reasons, and categorized request views (pending, approved, declined).
- Remove: Internal messaging feature, as advised by the panel.

2. Unchanged Components:

- The core purpose and scope of the OSAD SmartServe system remain the same.
- User roles (Admin, Student, Disciplinarian) and their basic functions are retained.

4. Detailed Revision Tasks & Breakdown

Task ID	Task Description	Assigned To	Estimated Effort	Status	Notes
RP-001	Revise the paper and avoid redundancy	Dianito	2 hours	Done	Based on Mr. Bolo's feedback, avoid redundancy for clarity and straight-forwardness, which was revised already.
RP-002	Revise the prototype	All members	168 hours	Done	The current wireframe has missing parts and still incomplete.
RP-003	Add more student related concerns in PIECES framework	Calago	1 hour	Done	As per Mr. Bolo's remark, the PIECES focuses more on facility booking.
RP-004	Specify the duration of each processes in the Performance Section in the PIECES Framework	Dianito	2 hours	Done	Mr. Benablo emphasized the importance of the duration of each process.

RP-005	Review the ERD	Guides	4 hours	Done	Mr. Benablo said that foreign keys are missing but certain tables are connected.
RP-006	Remove the messaging feature from the wireframe	All Members	6 hours	Done	Mr. Benablo said that there are existing applications/software for that and no need to compete.
RP-007	Request a copy of the current facility booking form to use as reference	Calago	1 hour	Done	Both panelists implied that there might be a specific format that must be followed.
RP-008	Conduct an interview with OSAD	All members	2 hours	Done	Members should verify if there is a specific time limit in retaining a pending request before being discarded.

5. Project Management Tool Setup & Usage

Link to Project Management Board:

[https://www.notion.so/OSAD-Digital-Hub-OSAD-SmartServe-233a33d4be46801ea28bdbd98a86ce4d?source=copy_link]

Notion helps the team effectively manage the tasks due to its accessible resources and the range that it covers in managing a project, such as progress, page linked to that task, comments relating to a specific task.

* Explain the chosen workflow (e.g., columns for To Do, In Progress, Done).

6. Git Repository Initialization

* **Link to Git Repository:** [<https://github.com/gwnzasha/OSAD-Digital-Hub-OSAD-SmartServe>]

The repository is organized to separate concerns between documentation, system source code, UI design files, and supporting assets. Below is the structure and description of each main directory:

/OSAD_SS

 /docs

 SRS.md - Software Requirements Specification document

 SDD.md - Software Design Document

 RoutingForm.ppdf - Final panel-reviewed Routing Form

 RevisionPlan.docx - Current revision plan document for SE course

 /src

 /backend - Server-side application code (e.g. Laravel or
Node.js)

 /frontend - Client-side interface (HTML, CSS, JavaScript)

7. Revision Timeline (Optional but Recommended)

* High-level timeline for major revision milestones.

8. Conclusion

* Summary of the plan and commitment to its execution.

Attachment: [Routing Form](#), [Revised Document](#)