**Scope Statement (Version 2)**

|  |
| --- |
| **Project Title: Room Booking System Prototype**  **Date:** 13 April 2020 **Prepared by:** Covid - 05 |
| **Product Characteristics and Requirements: (users requirement stated in the specs)**  1. Creating a working prototype of a room booking system  2. Staffs user able to create and manage rooms  3. Staff user able to adjust prices, date/time availability and capacities of  the room and create promotional codes for discounts  4. Super user able to perform administrative operations  5. Super user have to approve all newly created rooms before students can book rooms.  6. Super user able to view current status of a room  7. Super user able to view usage of a specific room based on selected date range.  8. Student user able to view list of rooms  9. Student user able to choose a specific date/time for a room  10. Student user able to cancel or modify an existing booking |
| **Product User Acceptance Criteria:**   1. Project runs within the proposed budget 2. Project is completed within deadline 3. Meets all requirements stated by the CIO 4. Users are able to easily navigate around the system and use its functions without requiring assistance   **Summary of Project Deliverables**  **Project management-related deliverables:**  Project planning   1. Project charter ✓ 2. Team contract ✓ 3. Organisational chart ✓ 4. Scope statement ✓ 5. Cost management plan 6. Human Resource plan 7. Project schedule 8. WBS 9. Cost baseline 10. Human resource allocation 11. Change request by CIO   Project Execution   1. Meeting Minutes 2. Progress Report 3. Risk forecast 4. Issue Log 5. Final project presentation 6. Lesson-learnt Report   **Product-related deliverables:**   1. Final report 2. System prototype 3. Software code (HTML) 4. Database system (PHP) |