Requirements Document Austin Community Family Center

IT 278 Community Based Technology

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Introduction

Purpose

The purpose of this document is to outline the functional and nonfunctional features of the Austin Community Family Center website. By doing so, we will have a solid idea of where to commence with the website, and what this project needs to be completed. This outline will serve as a blueprint for the website content and structure.

Intended Audience

The intended audience for this Requirements Document includes the ACFC and partnerships stakeholders. This document is also for the review of the designers and developers in the ACFC project team along with the instructor of the class. In addition, the intended audience for the ACFC website include:

- The ACFC staff that will update the website with new information, events, announcements.
- Austin Community that will be able to check for information, events, announcements throughout the website.
- Potential partnerships that will also be able to view the website for projects, information, and contact information for the ACFC.

Product Scope

The product scope for this project will include things like design, development, and integrated solutions to solving some of our client's needs and wants. To complete this project, we are looking to create a website that will help excel our client's current management process and to provide web based solutions for many of their outdated methods of workflow . Ultimately, with a newly designed website, we hope to enhance the overall business that the ACFC receives and to set them up with a modern way of establishing their organization.

Functional Requirements

The following is a list of functional requirements needed for the website.

Title :	**Contact Forms**
Description of Requirement:	A form that users of the website will use to contact the ACFC via email.
Person recording Requirement:	Connor Bolin
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is needed so that people who are interested in the ACFC can contact them without having to call.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Top Priority

Title :	**About Page**
Description of Requirement:	A webpage that describes what the ACFC does (Mission Statement/ goals).
Person recording Requirement:	Evelyn Flores
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is needed to let the visitors on the website know the services that ACFC provides to their community.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.

Desired Priority:	Top Priority

Title :	**Event Page(with Calendar)**
Description of Requirement:	A web application within the Event Page which informs the public of upcoming events at the center.
Person recording Requirement:	Nancy Vallejo
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	It is vital for participants to oversee upcoming events in order to remain informed and increase participation from the neighborhood.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Top Priority

Title :	**Volunteer Form (Background Check)**
Description of Requirement:	A form that would allow the organization to collect data from volunteers so they can get a background check done.
Person recording Requirement:	Paul O'Brien
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is needed to help the organization keep track of the volunteers that are working there and to make sure every volunteer has a background check.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.

Desired Priority:	Top Priority

Title :	**Organizations/partnerships page**
Description of Requirement:	A section of the website will be dedicated to the different Organizations and Partnerships with ACFC.
Person recording Requirement:	Paul O'Brien
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is a very important part of the website, it allows for the public to know what the ACFC can offer to the community.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Top Priority

Title :	**Event rental inquiry (contact info)**
Description of Requirement:	Providing contact information on the ACFC website to allow users to express interest in renting ACFC services, as well as showcasing events and rentals on the website
Person recording Requirement:	Kyle Burger
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is a primary functional feature of the website, as it gives users the opportunity to inquire the ACFC directly regarding their services
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.

Desired Priority:	Top Priority

Title :	**Board Members Page**
Description of Requirement:	A page that will display all executive members of the ACFC.
Person recording Requirement:	Connor Bolin
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is needed so that people visiting the site, can find contact info on specific members of the executive board.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Top Priority

Title :	**Have audio, videos, and pictures featured in the website**
Description of Requirement:	Showing users what happens at the ACFC with real video and pictures
Person recording Requirement:	Kyle Burger
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This will give users insight to what the ACFC does. It will help anyone who is unfamiliar with their services get an idea of what the ACFC has to offer
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.

Desired Priority:	Medium Priority

Title :	**Future & Potential Projects Page**
Description of Requirement:	A webpage that describes and lists potential projects or future projects that the ACFC is interested in developing.
Person recording Requirement:	Evelyn Flores
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is needed to let other organizations and possible partners be aware of the various projects that the ACFC is striving to accomplish.
Stakeholders (affected by this requirement):	The ACFC, Austin Community, Board Members, Partnerships.
Desired Priority:	Top Priority

Title :	**Donations Section**
Description of Requirement:	A section that allows someone to make a charitable donation to the ACFC.
Person recording Requirement:	Alex Alvarez
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is needed so that people who wish to make a contribution to the ACFC are able to do so.
Stakeholders (affected by this requirement):	The Austin Community and ACFC sponsors.
Desired Priority:	Medium-High Priority

Title :	**Programs Page**
Description of Requirement:	A standalone page which details the specific programs along with descriptions of these programs offered by the ACFC.
Person recording Requirement:	Alex Alvarez
Source of Requirement (a scenario, user story, project proposal, interview):	User Story
Rationale (why is this requirement necessary):	The purpose of this is crucial because it gives viewers insight as to the types of services offered by the ACFC.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	High Priority

Non-Functional Requirements

The following is a list of non-functional requirements needed for the website.

Title :	**A family friendly/ professional/ website + Overall site structure and mobile interface**
Description of Requirement:	The ACFC wants a website that feels user friendly, professional, and modern. They also want it to appeal to their target demographic, which is kids and families of the Austin community. In order to accomplish this, we want to construct the site for both mobile and desktop interfaces with a predetermined color pallet and layout. Prototyping will need to be done.
Person recording Requirement:	Kyle Burger
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This will help the ACFC gain exposure in the Austin community and keep site visitors
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Top Priority

Title :	**Logo**
Description of Requirement:	A logo that represents the ACFC for the entire website.
Person recording Requirement:	Evelyn Flores
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is needed to promote the uniqueness and public recognition of the ACFC in the Austin community and Chicago.
Stakeholders (affected by this requirement):	The ACFC, Austin Community, Board Members, Partnerships.
Desired Priority:	Medium Priority

Title :	**Colors (Red/Blue)**
Description of Requirement:	They want family friendly colors. Specifically mentioned were red and blue
Person recording Requirement:	Paul O'Brien
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	The colors will promote a friendly environment that will support the community.
Stakeholders (affected by this requirement):	The ACFC, Austin Community, Board Members, Partnerships.
Desired Priority:	Medium Priority

Technical Requirements

The following is a list of technical requirements needed for the website.

Title :	**Donation Page Plugins**
Description of Requirement:	A plugin enables the client to customized a donation page with extensions to different resources.
Person recording Requirement:	Nancy Vallejo
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	A plugin within this page will bring awareness to donors, investors, and help improve the infrastructure of the center not solely financially but morally as well.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Top Priority

Title :	**Error Prevention (Forms)**
Description of Requirement:	Proofing user submitted forms via validation
Person recording Requirement:	Alex Alvarez
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	Having this error prevention in place will ensure only valid information gets sent, as well as ensuring legitimate requests.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Medium Priority

Documentation Requirements

The following is a list of documentation requirements needed for the website.

Title :	**User Manual**
Description of Requirement:	An user manual will demonstrate the history of the center, how the it coordinates this daily activities, and future projects waiting to begin.
Person recording Requirement:	Nancy Vallejo
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is vital since it will provide a rundown of the facility and a quick summary of what they offer to potential members.
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Medium Priority

Title :	**User Videos**
Description of Requirement:	Videos that will show activities that the center offers
Person recording Requirement:	Connor Bolin
Source of Requirement (a scenario, user story, project proposal, interview):	Interview
Rationale (why is this requirement necessary):	This is important so that the community members know what the center offers and to help bring more kids in
Stakeholders (affected by this requirement):	The ACFC and the Austin Community.
Desired Priority:	Medium Priority

Assumptions and Constraints

Assumptions
- ACFC will provide its own logo design.
- ACFC will provide information on other organizations they are partnered with.
- ACFC will provide media files needed for the website.
- ACFC will provide contact information of their board members.
- ACFC will be able to reference training documentation provided by the team in order to train new administrators.

Constraints
- The ability and level of skills set of a designer can constrain the design process.
- Every decision made constrains future choices without a blueprint from ACFC.
- If allowed too much freedom in designing, then exploring different concepts will result in a negative design.
- Usage of appropriate materials relating to the organization.
- The website must be accessible to the ACFC administrators without the need of leaving the site for further resources.
- Private pages won't be developed for admin users (ACFC staff/stakeholders).
- Multiple views cannot be accessed on a single page.