Martial Arts Gym Information Tracking System (MAGITS)

Project Vision Document

Version 1.1

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Revision History

Revision	Date	Author	Reviewed By	Summary of Changes
1.1	10-09-2019	Maria Lilian Yang, Francis Victa	Francis Victa	Updated Scope of Project, added and updated definitions

Document Approval List

Version	Approved By	Signature	Date
1.1	Aldrin Jacildo		10-09-2019
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1.1	Maria Lilian Yang		10-09-2019
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Table of Contents

1   Introduction

This document outlines the vision for the Martial Arts Session Tracker Application. It will define the purpose, scope, business opportunities, problem statement, stakeholders, features and constraints of the project.

1.1   Purpose

The purposes of this document are to:

- Identify and agree on the problems faced by the client and the effects of those problems on productivity, efficiency and revenue loss
- Gather and describe customer requests for software features
- Propose a solution
- Identify any constraints to the proposed solution
- Identify stakeholders and users
- Identify the software development team

1.2   Scope

This section describes the scope of the Project: Martial Arts Gym Information Tracking App. The Project is limited to the coordination and facilitation of requests between the Client and the Team. The solution proposed is solely in focus to the tracking of sessions and its other functionalities.

1.2.1   In Scope:

- Course Management
      Admin's Course Management
      Add a member to a course by Instructor
- Membership Type Management
      Admin's Membership Type Management
- Instructor Management
      Admin's Instructor File Management
- Member Account Management
      Admin's Member Account Management
      Register to a course by an Instructor
      Online Registration for Non-members
      Account View
- Announcements Management
      Admin's Announcement Management
      Instructor's Announcement Management
      Receiving Announcement and Access

        Announcement Mailing Feature
- Session Management
    - Instructor's start/open a session
    - Instructor's Check-in a member to Session
    - Admin's View Attendees in a session
    - Admin's View Feedback
- Session Feedback Feature
    - Member Leave Feedback
- Login and Logout Feature

1.2.2   Out of Scope:
- Payment System
- Inventory Management
- Employee Management
- Social Messaging
- Payroll

1.3   Definitions, Acronyms, and Abbreviations

- **MAG** - Martial Arts Gym
- **MAGITS** - Martial Arts Gym Information and Tracking System
- **Course** - the type of martial arts class to be instructed within the sessions (eg. Taekwondo Level 1, Kickboxing Level 3, etc)
- **Session** - a single class or period where a martial art lesson is or will be conducted by an instructor to students
- **Member** - a user with a registered account in the system (but not necessarily enrolled in a course
- **Active Member** - a member that is currently enrolled in a course, whether a subscription membership or session-limited membership
- **Subscription Membership** - membership type where students pay a monthly subscription fee and can come in anytime during their scheduled session
- **Session-Limited Membership** - membership type where students pay a one-time fee and can only come in for a limited number of sessions (eg. 5 or 10 sessions maximum only). This also includes coupon purchases (eg. Groupon coupon for 10 sessions)
- **QR Code (Quick Response Code)** - a special type of barcode that will be utilized to record attendance in a session and also identify a Gym member.
- **Attendance** - an action of attending a certain session, event or place.
- **Client Profile** - a component of the web application that stores a client's information.

- **Instructor Profile** - a component of the web application that stores an instructor's information.

1.4   References

These are the references for the MAGITS Project.

Reference File Name	Version	Description
Project Summary	1.0	Summary of the whole project
High Level Requirements	1.0	High-level overview of the project

2   Positioning

2.1   Business Opportunity

There are a couple of business opportunities that have been identified. First, small gyms such as **Martial Arts Gyms (MAGs)** usually does not keep copies of digital records of its instructors, students and classes offered to students. The digital records include user profiles, membership types and other personal information. Second, the MAGs does not currently have a way to track a student's attendance, especially those with membership types that are Limited. Third, there is currently no platform for instructors to communicate to the students any kind of announcements such as cancellation of classes, etc.

2.2   Problem Statement

The problem of having session and attendance tracking done manually makes this system prone to errors, inconsistencies and loss of important information. Signing in requires users to look for their profile sheets and physically signing in with a pen. In regards with session-limited members, the number of sessions they are associated with are not being tracked accurately and can potentially affect the MAG's financial revenue. An automated information tracking system will lessen the manual workload and will increase staff's productivity while allowing data to be stored in a cloud based storage. There is also no way for instructors to make announcements to students.

The Problem of	manual information tracking, physical data storage and non-existent announcement platform
affects	Martial Arts Gym owners, instructors and students
the impact of which is	inconsistent records, loss of potential revenue, potential loss of important information, and students being unaware of gym announcements such as class cancellations
a successful solution would be	a system that records information on instructors, students, sessions. It also tracks sessions and attendance of students and instructors. The system will also be able to allow announcements from instructor to students. Key benefits include persistent digital records and automation of simple processes such as session tracking.

Table 1 Problem Statement

2.3   Product Position Statement

For the Martial Arts Gyms that still uses a paper based information tracking system, The Martial Arts Gym Information Tracking System is an automated solution that is reliable, consistent and faster unlike a traditional paper-based information system. It will accurately track session and attendance. It will also store other useful data such as session schedules, instructor's information, and client's information in a cloud database resulting in a much secure data storage and improved workflow.

For	Martial Arts Gym Owners
Who	Martial Arts Gyms that still uses a paper-based information tracking system
The <Martial Arts Gym Information Tracking System>	is an automated solution
That	will track data such as sessions and attendance accurately, the system will store useful data such as session schedules, instructor's information, client's information and many more
Unlike	a traditional paper-based information system
Our product	will improve the workflow of the Gym and will help increase its productivity.

Table 2 Product Position Statement

3 Stakeholder and User Descriptions

3.1 Stakeholder Summary

Stakeholder Name	Represents	Role
Course Professor	The Course Professor represents as the initiator and guide of the project.	This stakeholder specifies sprint dates for the project team. She also needs to be kept informed about the project, in order for her to advise the project team more accurately.
Project Sponsor (Primary Sponsor)	The Project Sponsor stands for the development of the project. The main client of the project. In this case, our Project Sponsor is the Martial Arts Gym owner.	The Project Sponsor's role is to secure the resources needed for the project. He will assist the Project Team on planning, issues and system verification. He is also responsible for defining the requirements for this project.
Product Owner (Key Sponsor)	This stakeholder holds the ultimate authority of the project in terms of feature checking.	This stakeholder is responsible with connecting with the client needs to the team. He/she is responsible in making sure the team is on track with the project features. He/she is also expected to do the final verification and quality checks of the project.
Project Team (Internal Stakeholder)	The team that will develop the project.	This stakeholder is responsible for planning and completing the project. They would need to ensure that all the requirements are met, and deliver all deliverables punctually and precisely.

Table 3 Stakeholder Summary

3.2   User Summary

User Name	Description	Responsibilities	Stakeholder
Administrator	User with the highest access level in the system. The admin will be able to set up the other users in the system as well as manage the sessions and membership types for the members.	● Add/Edit/Remove Instructors ● Add/Edit/Remove Session ● Manage Announcements ● Manage Members ● View Session Attendees ● Add/Enroll or Remove members to Courses. ● Delete members from the System	Project Sponsor, Product Owner
Instructors	The end user that will activate a session alerting Gym members that a session has commenced. A QR code is also associated with the session.	● Activate a session that will scan a member's QR code to register their attendance. ● Manage announcements ● View/Edit profile ● Add/Register a new member's account ● Add/Enroll or Remove members to Courses.	Product Owner
Members	The end user that will primarily use the system to track information such as session schedules, registered sessions, attendance, etc. He/she also uses the system to register their attendance within a session via QR code scanning.	● View course ● Register to a course ● View member QR code identifier ● View Announcements ● View/Edit profile	Product Owner

		Send Session Review or Feedback	

Table 4 User Summary

4   Stakeholder Requirements

Notes:

- In a requirement or feature statement,
  - "must" means the requirement is mandatory
  - "should" means that the requirement is optional
- In an ID cell for the stakeholder requirements table,
  - "RA" means that is a Requirement for Administrator User.
  - "RI" means that is a Requirement for Instructor User.
  - "RM" means that is a Requirement for Member User.

ID	Requirement	Stakeholder
RA_01	The system administrator must be able to **add, view, edit and delete courses.**	Product Owner, Project Sponsor
RA_02	The system administrator must be able to **add, view, edit and delete instructors.**	Product Owner, Project Sponsor
RA_03	The system administrator must be able to **add, view, edit and delete member accounts.**	Product Owner, Project Sponsor
RA_04	The system administrator must be able to **add, view, edit and delete announcements.**	Product Owner, Project Sponsor

RA_05	The system administrator must be able to **add, view, edit and delete membership types** within courses.	Product Owner, Project Sponsor
RA_06	The system administrator must be able to **view session attendance summary.**	Product Owner, Project Sponsor
RA_07	The system administrator must be able to **enrol and remove instructors and member accounts to or from courses.**	Product Owner, Project Sponsor
RI_01	The instructor must be able to **activate a session** for the members to attend.	Product Owner
RI_02	The instructor must be able to **scan a member's identification** (QR code) to add them to a session.	Product Owner
RI_03	The instructor must be able to **add, view, edit and delete announcements**.	Product Owner
RI_04	The instructor must be able to **view course schedule.**	Product Owner
RI_05	The instructor must be able to **create a new member account.**	Product Owner

RI_06	The system instructors must be able to **enroll or remove member accounts to or from courses.**	Product Owner
RM_01	A user must be able to **create a new account.**	Product Owner
RM_02	The member must be able to **view and enroll in a Course.**	Product Owner
RM_03	The member must be able to **view announcements** posted regarding the session.	Product Owner
RM_04	The member must be able to **receive email announcements** from the system.	Product Owner
RM_05	The member should be able to **send session review / feedback.**	Product Owner
RM_06	The member must be able to **view and edit** their **user profile**.	Product Owner

Table 5 Stakeholder Requirements

5   System Features

These are the features that the stakeholders deem beneficial to the project.

ID	Feature	Stakeholder Requirement ID
F01	The system must have a scanner module to identify the QR code to associate it with attendance and member.	RI_02, RM_03
F02	The system must have a user homepage where a user can access information pertaining to their account.	RI_03, RI_04, RI_05, RM_02, RM_03, RM_04, RM_06, RM_07
F03	The system must have an announcement feature that will broadcast to students' email and homepage to notify members about events and promotions.	RA_04, RI_03, RM_04
F04	The system must be able to handle online course registrations.	RM_01
F05	The system must be able to run on mobile devices.	N/A
F06	The system must be able to show the session attendance summary.	RA_06

Table 6 System Features

6   Assumptions

These are the assumptions that are based on the scope, requirements, business processes and stakeholders.

1. The system is for small businesses, which is defined as privately owned corporations, partnerships, or sole proprietorships that have fewer employees and/or less annual revenue than a regular-sized business or corporation.
2. Every session will have less than 50 members participating at any given day.
3. The MAG staff are computer literate.
4. The gym member always carries a device or a card that has their QR code for the session check-in.

7   Constraints

These are the processes and external constraints that will hinder the system from running.

1. The system will only work with an internet connection.
2. There is a downtime on the cloud service.
3. The business should have a machine where the web application will run.
4. The machine requires a camera to scan QR codes.