1. Need an administrator account which can only create by another administrator.

- Create an account by email another administrator, Susan.

- Maybe manager will ask another administrator to create one before.

1. The administrator role is responsible for creating/modifying all the data for the city.

* Start to creating/modifying all the data for the Institutes in city.
* Include name, address, phone, departments and email address

1. (a) Data for colleges, industries, libraries and hotels is separate from city information.

(b) City information consists of data for parks, zoos, museums, malls, restaurants and city map.

- Collect the data from previous data record of city, and send the email or call to ask new information in require form for updating.

- Or if there is no existing data, the administrator must build from zero. Collect the information about what are in city from google map.

- If the database and its manage system can do the collecting mentioned above automatically (with administrators’ allowance), it will be a big help.