Appendix A: Correspondence with Client

Initial Discussion:

FROM: <Candidate>
TO: <Client>

Dear <Client>,

I was thinking about our discussion the other day regarding the upcoming mock MUN conference and how you said it is time-consuming to teach new Chairs how to keep track of conferences, when the time could instead be spent on practicing their skills. Like you asked, I have looked at some of the existing MUN Conference Management applications, but most of them are quite outdated or require a paid subscription. However, I believe I might be able to come up with a solution. Since I am a computer science student as well, I can use the skills I have gained to create an application that best suits our needs. I have already attached a document outlining the design of this application. I would appreciate if you could look and let me know what you think of my idea.

Sincerely,

<Candidate>.

FROM: <Client>
TO: <Candidate>

Dear <Candidate>,

Interesting idea. I have looked at the document you sent. If you believe you are up to this task, then we can discuss the design in more detail during our next MUN club meeting; there are several details and requirements I would like you to consider.

Best regards,

<Client>

Feedback from client during development:

FROM: <Candidate>
TO: <Client>

Dear <Client>,

I am still developing the MUN conference management application. Much of the front-end design is already finished, and some of the back-end logic as well. I have added some of the basic and core functionality. I was hoping you could look and provide some feedback?

Sincerely,

<Candidate>

FROM: <Client>
TO: <Candidate>

Dear <Candidate>,

The product looks good so far. I do have some suggestions about the layout of the Conference page, and how the new delegates are added to the Committees. Is it possible to let the user choose the delegation from a list of countries? It would be much more convenient for Chairs. I can explain my suggestions for this in our next meeting, if you like.

Best regards,

<Client>

Final feedback:

FROM: <Candidate>
TO: <Client>

Dear <Client>,

I made the changes you suggested and have finished developing the product. I have uploaded the product along with instructions on how to install and run it. Please let me know what you think of it.

Thank you.

<Candidate>

FROM: <Client>
TO: <Candidate>

Dear <Candidate>,

Thank you very much! I am glad I entrusted this task to you. I was able to successfully install and run the application. It takes quite some time to start up at first, but the rest is quite smooth and user-friendly. I am impressed you were able to meet all the requirements; this will certainly be useful for our MUN conferences. I think we can introduce it to our new committee chairs in the upcoming MUN meeting and have them familiarize themselves with it.

Best regards,

<Client>