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Preface

This document contains the requirements for Version 1.0 of our Software & System Design project, which is to help the Mayor's Office of Gambier streamline village council meetings. This document is intended to be read by the Mayor's Office, our team, and Professor Skon.

1.0 Introduction

1.1 Purpose

This document exits to detail the system of document collection and collation which will be provided to the mayor's office of gambier. Additionally, hardware advice and user assistance will be included.

1.2 Scope of Project

This aim of this project is to provide the Mayor's office of gambier with a system capable of collecting the necessary documents needed to run a paperless meeting, and then deliver those documents in a manageable form.

The system will supply a centralized location for the storage and dissemination of data and documentation, and subsequently facilitate communication and sharing among the village council.

Glossary

Term	Definition
Collate	Collect and combine

User Requirements Definition

An online, paperless method for collating and distributing the necessary documents for the Village Council and Committee meetings. The relevant documents will mainly be text documents and spreadsheets, in PDF form.

System Architecture

The anticipated system architecture will primarily be provided by Google Drive and its subsets Google Docs and Google Sheets to assemble all of the Village Council documents in the necessary order.We also plan to assist them both in the purchasing hardware necessary to view these documents, as well as the setup that this hardware will require.

System requirements specification

The system must provide a centralized location of documentation, then deliver these documents in a format capable of replacing the paper packets of information currently used in order to run paperless meetings.