# **Updated System Request & Project Documentation (One-Page Proposal)**

1. **Team**: Sun Tzu
2. **Team Members**:
   1. Team Leader: William (Nick) Weikel
   2. Harmit Chima
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3. **Problem Owner**: Thai Nguyen, [tnguyen8848@sdsu.edu](mailto:tnguyen8848@sdsu.edu), +1.951.376.9416
4. **Organization Name**: Instructional Technology Services (SDSU) Learning Spaces Team
5. **Project Statement**: Team Sun Tzu proposes to reduce costs, duplicate stock, and turnaround time along with increasing employee efficiency and maintaining quality of work by incorporating a database system to assist with inventory management and operational planning.
6. **Business Needs (noted in blue)**:
   1. Lack of consumables and tools decrease employee efficiency.
   2. No current tracking system for consumables and tools in the workshop increases the turnaround time.
   3. Duplicate purchasing from no tracking system increases operating costs.
   4. Extra tools and consumables limit work space, decreasing employee efficiency.
   5. Inability to meet customer timeframe due to limited work space, increases turnaround times.
7. **Business Requirements/Activities (noted in red)**:
   1. Tools and consumables are purchased from vendors (**BN(d)**).
   2. Vendors provide ITS SDSU with itemized shipping manifest (**BN(c)**).
   3. Employees adjust tools and consumable inventory that were purchased from vendors (**BN(e)**).
   4. Employees check out these tools and consumables (**BN(a)**).
   5. Employees log tools and consumables that are checked out, used and returned (**BN(b)**).
8. **Business Value**:
   1. Knowing what current tools and consumables are on hand reduces reactivity time to start projects and increases production rates (**BR(c))**, **BN(a)**).
   2. Preventing duplicate purchases from vendors reduces waste and cost, and increases physical working space, which increases potential total production (**BR(a)**, **(BR(b)**, **BN(c)**, **BN(d**)).
   3. Faster turnaround times increases employee efficiency, potentially decreasing costs and increases the number of projects completed (**BR(d)**, **BR(e)**, **BN(b)**, **BN(e)**).
9. **Constraints**:
   1. Must follow the RACI model for assigning accountability of action items and people.
   2. Should be implemented in the “off-season” period, such as a summer or winter break.
   3. No one tool can be checked out to more than one person.
   4. Call sign may be NULL if employee no longer works there.