

WEEK 3 PROJECTS

- Corporate Equipment Allocation
- Event Management

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CASE STUDY

CORPORATE EQUIPMENT

ALLOCATION

To streamline the allocation and tracking
of shared office equipment.

OBJECTIVES AND KEY FEATURES

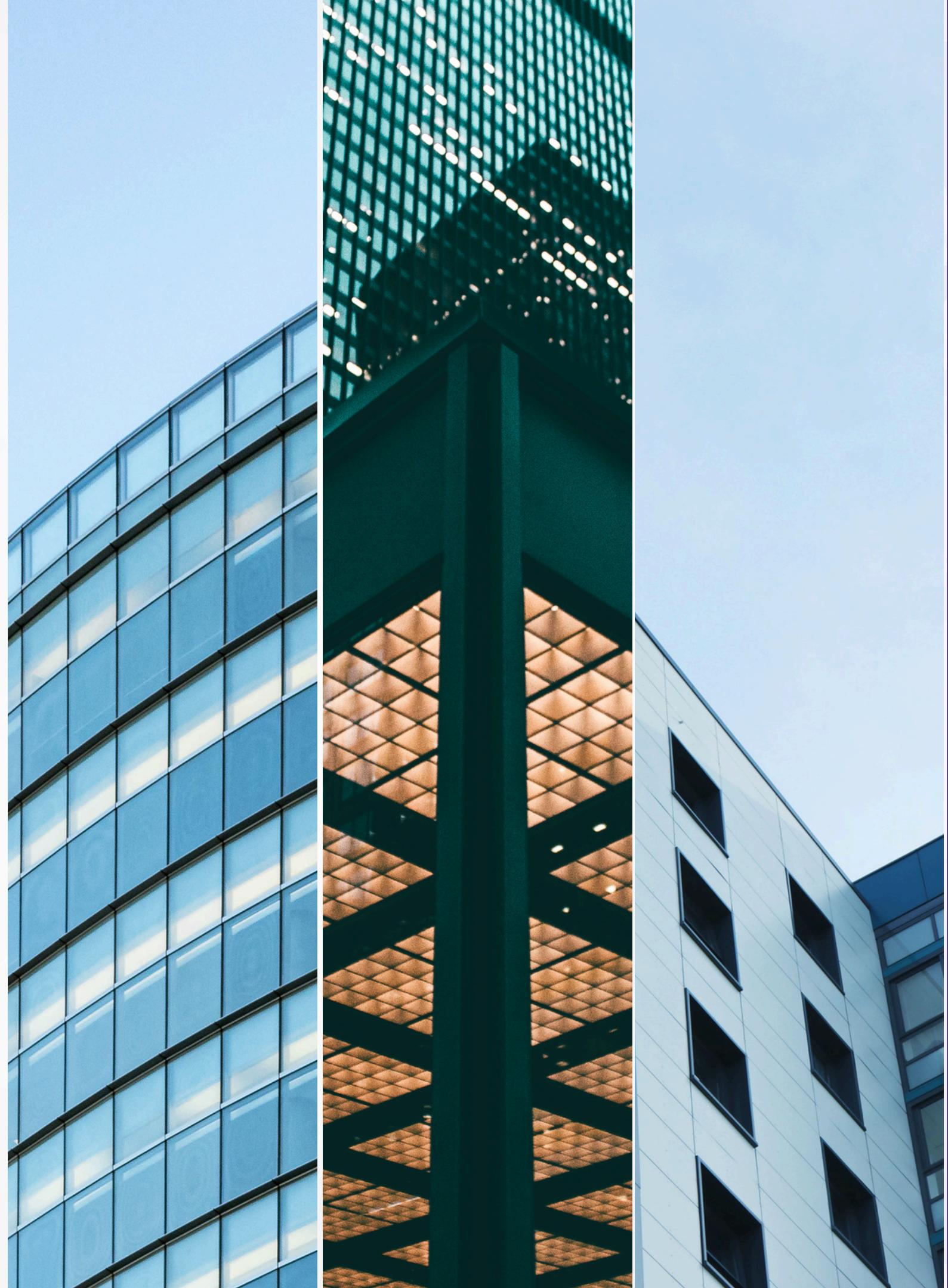
- Efficient management of equipment allocation and returns
- Real-time tracking of equipment status, availability, and condition.
- Automated notifications to improve communication and compliance.

Equipment Allocation and Return

- Reception staff manages requests, recording employee details and expected return dates.
- Each allocation creates a record including allocation date and employee information.
- Condition verification upon return with logging of return details and alerts for maintenance if needed.

Automated Notifications

- Manager Approval: Notify the manager for approval of equipment request.
- Overdue Reminder: Automated emails for overdue equipment.
- Maintenance Team Notification: Alerts for damaged equipment or servicing needs.
- Inventory Team Notification: Updates on equipment allocation and returns to maintain accurate inventory.

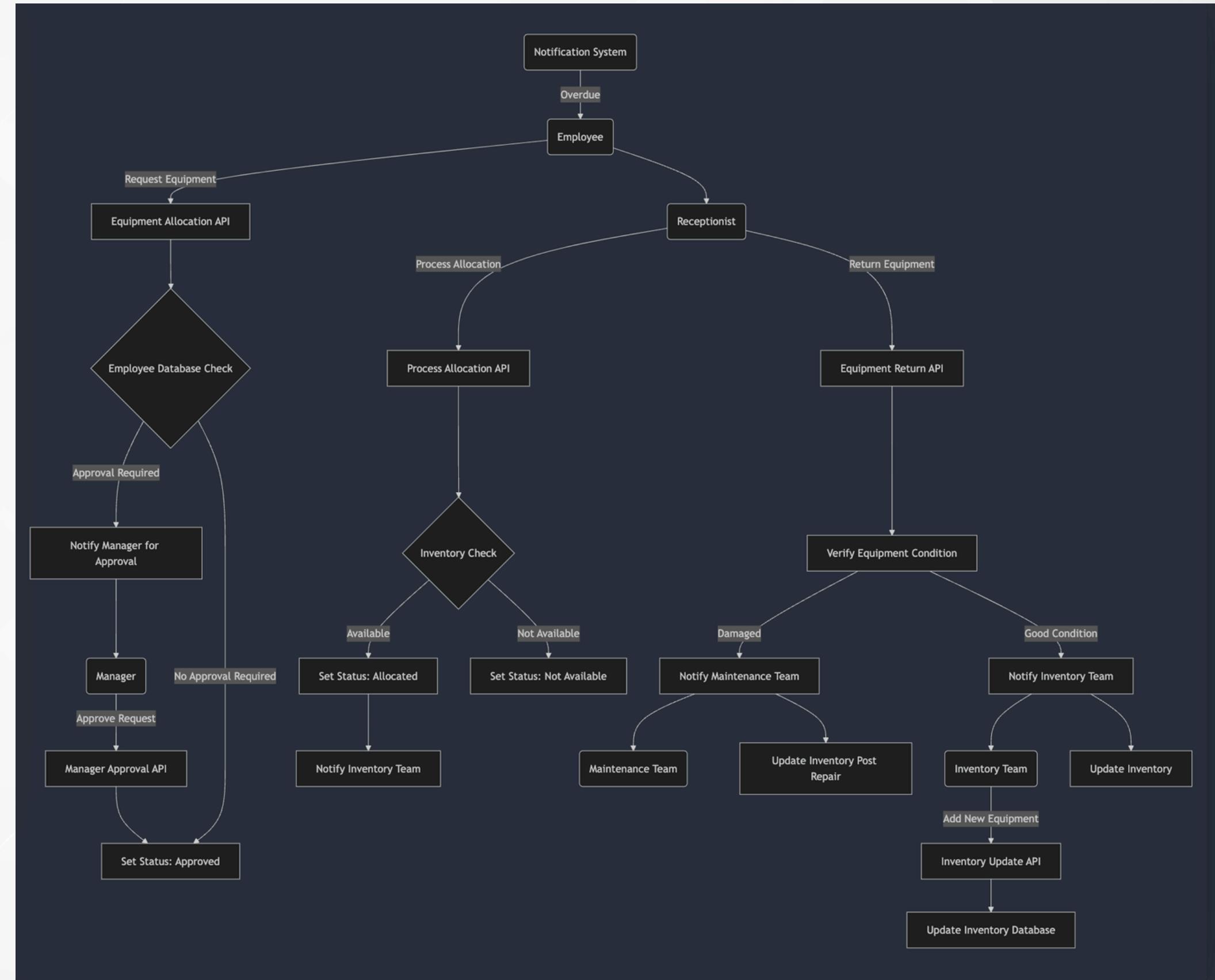


ACTORS INVOLVED?

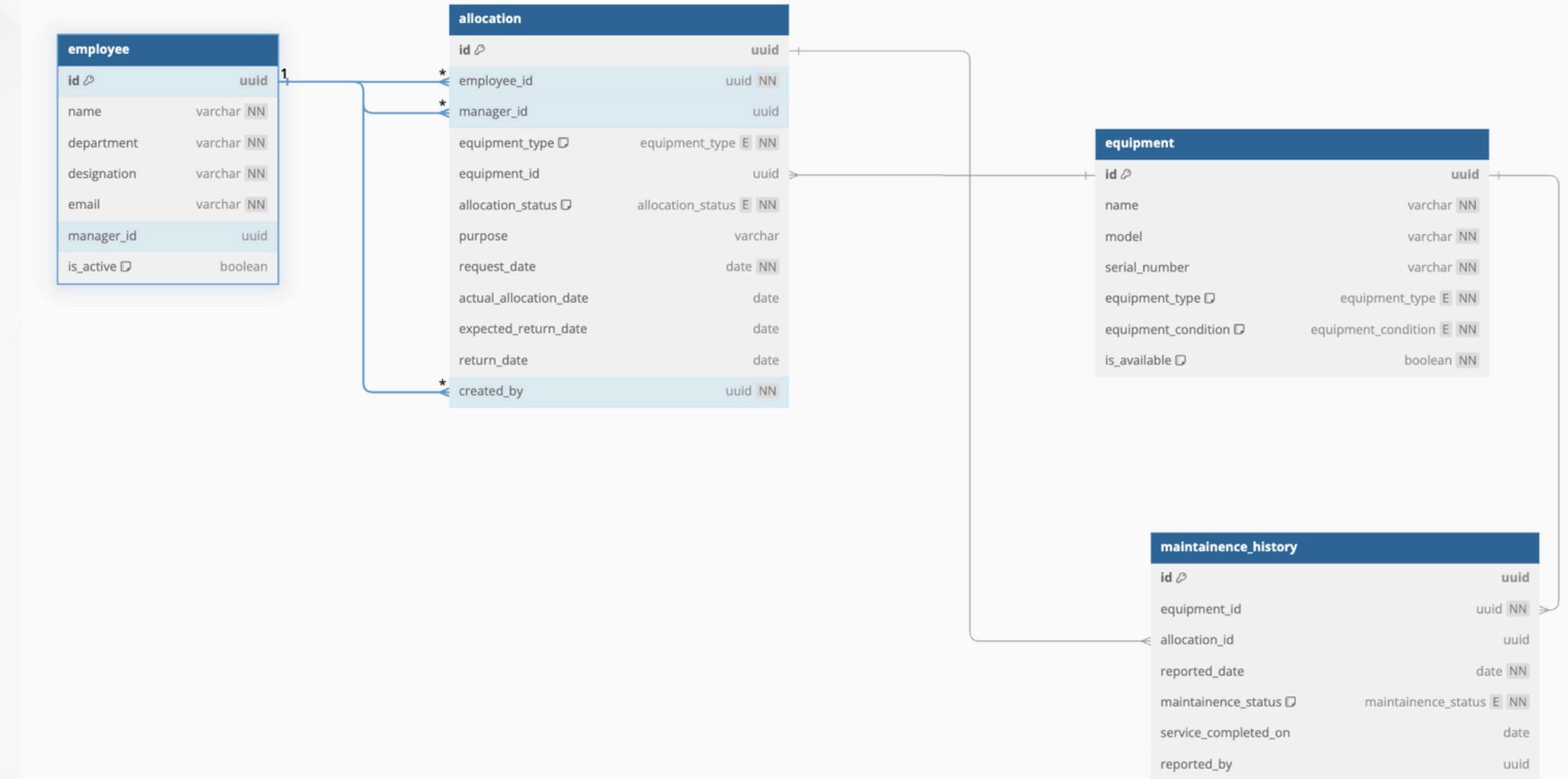
- **Employees:** Request equipment allocation and receive notifications. If Manager, approve or reject the allocation request.
- **Reception Staff:** Manage allocation requests, process and verify equipment availability. Process return equipment requests.
- **Maintenance Team:** Inspect and service returned equipment as necessary.
- **Inventory Team:** Maintain records of available equipment and update inventory status.



WORKFLOW DIAGRAM



DATABASE SCHEMA



CASE STUDY

EVENT MANAGEMENT

To assist event managers in organizing
and coordinating tasks for various events

OBJECTIVES AND KEY FEATURES

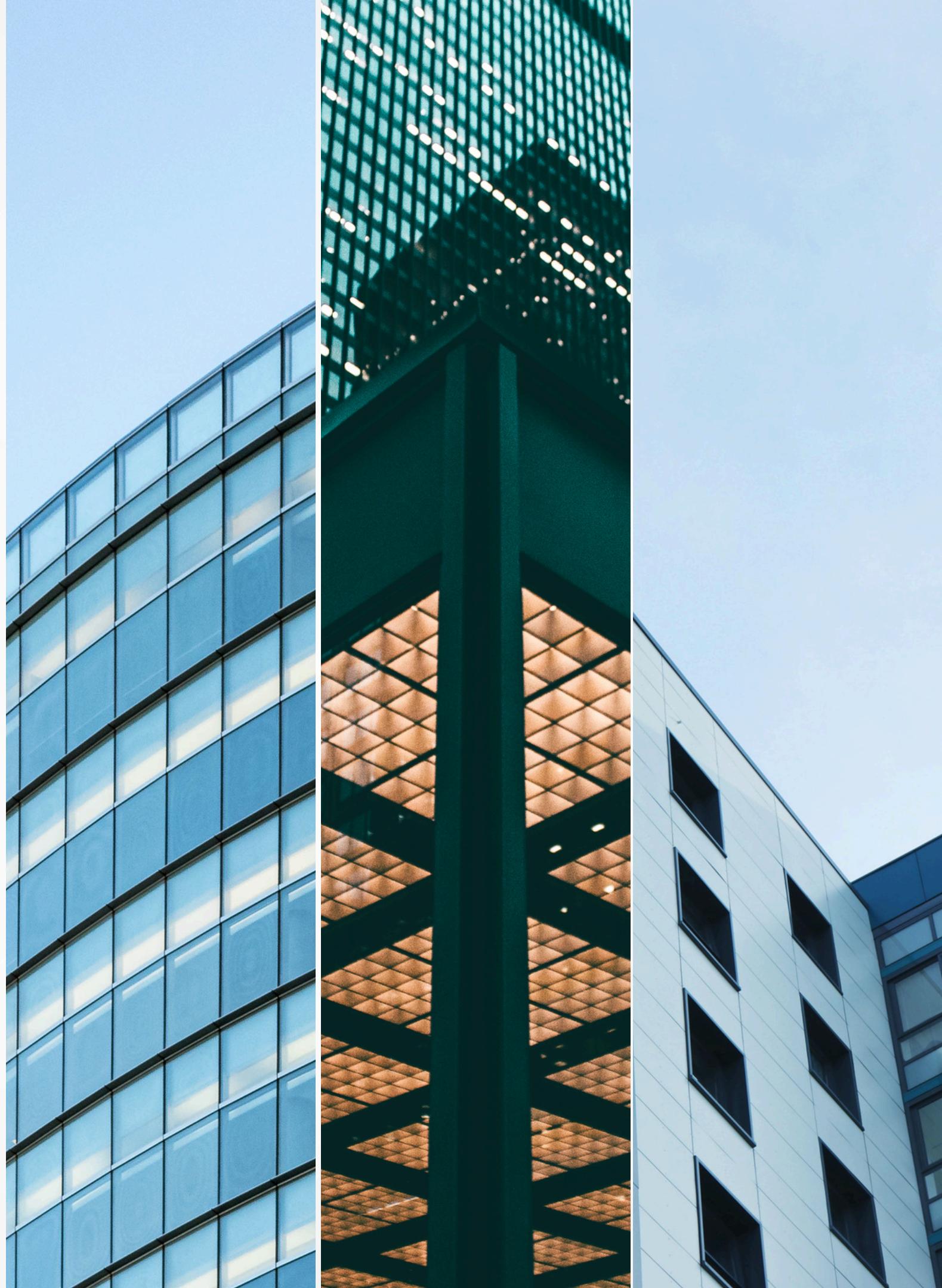
- Efficient task assignment and tracking for service teams.
- Real-time notifications and reminders to enhance coordination.
- Monitoring progress to ensure timely completion of tasks.

Event Setup and Task Assignment

- Event manager creates detailed event plans
- Tasks assigned to service teams (Catering, Decorations, Entertainment, Logistics) with specific instructions and deadlines.

Automated Notifications and Reminders

- Task Assignment Notifications: Alerts teams when tasks are assigned.
- Preparation Reminders: Notifications sent before setup times to ensure readiness.
- Progress Check-Ins: Regular reminders for teams to update task statuses.
- Event Day Alerts: Final notifications on the event day to confirm completion of tasks.
- Issue Alerts: Immediate notifications for any reported delays or issues

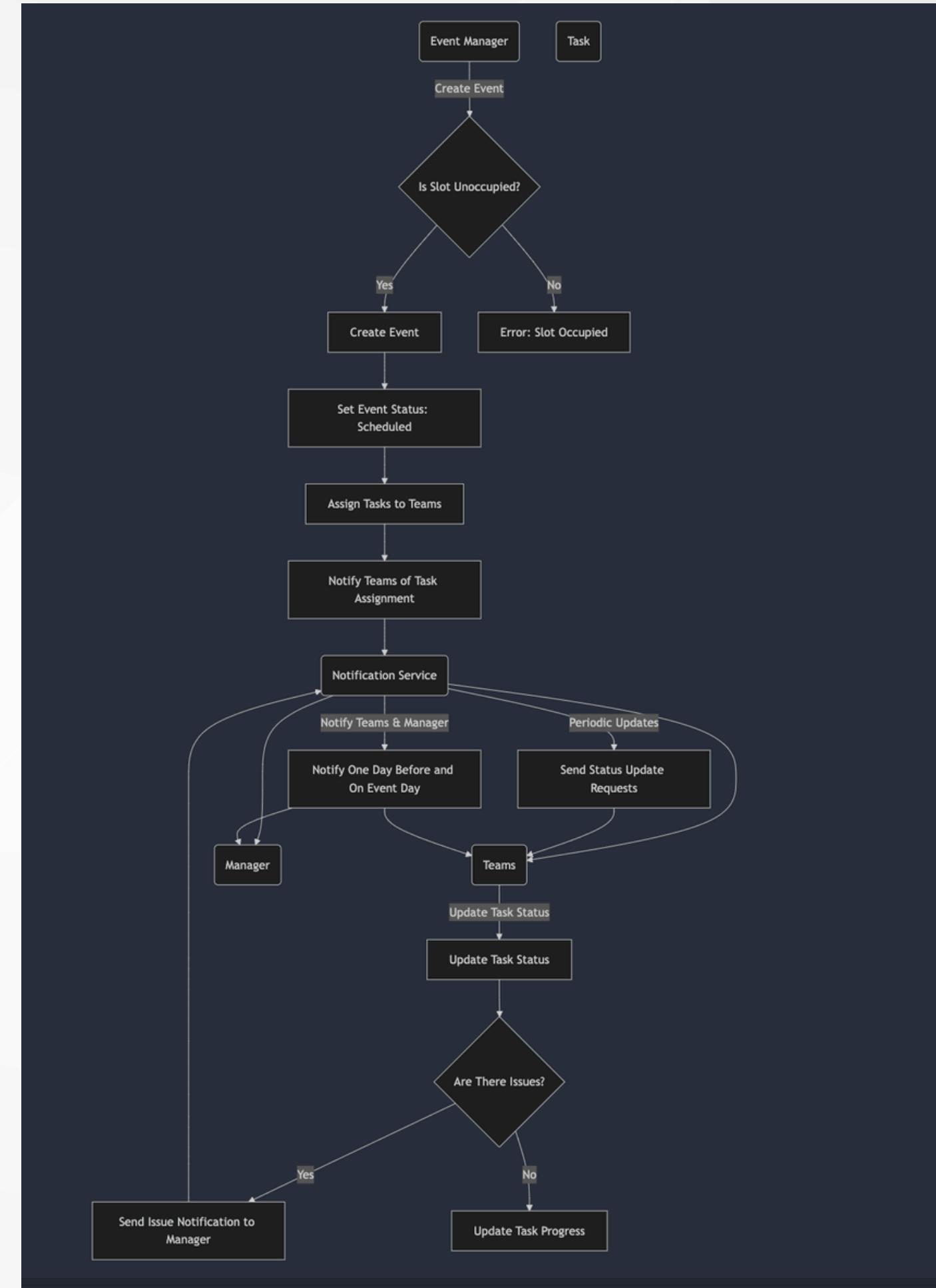


ACTORS INVOLVED?

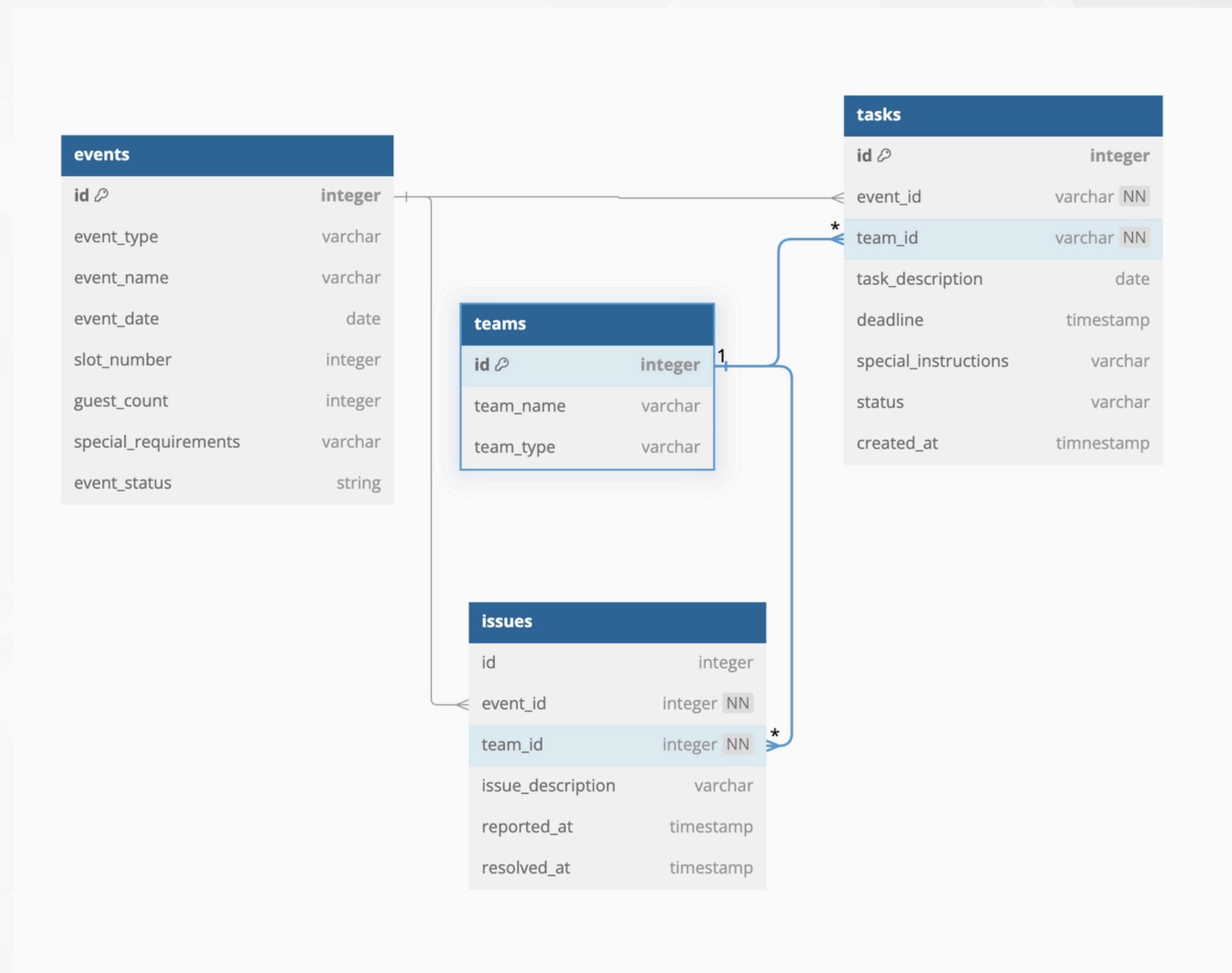
- **Event Manager:** Coordinates event planning, assigns tasks, and monitors progress.
- **Service Teams:** Receives tasks, reports issues or delays, update task progress.



WORKFLOW DIAGRAM



DATABASE SCHEMA





THANK YOU
