**LAB Management System**

**Scenario**

There is a requirement for an Automated Lab Tracking tool at SLW where a huge amount of training activity takes place throughout the year. There are a large number of labs of various capacities where associates undergo training on various streams. These training labs are present in Hyderabad, Pune, Chennai, Bangalore, and Bhubaneswar in rest of India, and also in On-site locations like Malaysia, China and Egypt. Hence, the requirement is to have a tool that automates the Associate- to-system mapping process.

The system need to allow dynamic updates that reflect changes that occur such as a user releases a lab after training completion and the same is allocated to another user**.**

Business rules

* Labs across all MSAT locations are maintained by the Operation Team Head, those having admin rights to add lab, deactivate lab.
* Lab allocation / releasing can be done by Operation Team members (OTM).
* Lab Request / Extension/ Release should be done by Learning Officers (LO).
* Before the commencement of training, a Learning officer sends a request to block a lab; the request would be then processed by operation team members. After checking availabity/suitability of lab for the training, OTM can block the lab in LO’s name.  In case the LO needs to extend the duration of lab occupancy, a request must be sent by the LO before end date of training. After checking availability of lab, OTM can extend the lab in LO name.
* Booking/Extending a lab can be made for 9 Business hours, that is, from 9.00am to 6pm. (for an entire day). Partime request not possible.
* Before end date of training, a LO needs to raise a request to release that lab by mentioning date of release. After checking the lab for damages / missing systems / mouse /mouse balls etc... OTM can release the lab on mentioned date . If some issues are encountered, OTM forwards the request to the OTH. OTH, after verification, can take action on the issue and update status of the lab.
* Status of the lab could be “Available (If not occupied) / de-activated (if the lab is handed over to CS) / If some Maintenance work in progress)/ Not Available (If Occupied by somebody).
* OTM can see the status of all labs, in all locations of a city. Status is green if the  lab is free, else red if occupied.
* LO/OTM can see details of all labs  like capacity, type(auditorium type/normal type, location, number of systems, projector , VC facility, phone facility, number of white boards, mike capacity, sound system etc..
* OTM/OTH can update details about lab. For example, If VC (Video conference Facility currently installed a lab, need to update details about the lab.
* OTH can add a lab with all details. For example: In China, MSLW started a training location with help of corporate . OTH, need to add new lab details. Similarly, if any lab having g some issue like Power Leakage / Construction problem / Frequent AC Maintenance Issue he can deactivate a lab
* OTH/OTM can get a report “Lab occupancy %” details in a city week/month/selected lab.

Scope

This case includes only the lab management and below interfaces is expected to be delivered.

* Lab Add – For admin to add a new lab, with facilities.
* Lab Deactivate – To Admin to deactivate
* Lab Info – to LO/OTM/OTH to view general info about all labs in a location
* Lab Occupancy details – to generate report about lab occupancy for a month, per lab.
* Lab search – search for a lab with following criteria (For OTH/OTM)
  + Available labs in a city in a location on a particular date.
  + Name(atleast 3 letter)
  + capacity

Note: For successful search, if result carries more than 5 labs, display lab info in table with following links at the bottom of the table. Per page 5 rows  
|<<previous page | | <first page >| | <next page>| |last Page>>|