Vision and Scope Document

for

Registrar Service System

Version 1.0 approved

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Revision History

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| --- | --- | --- | --- |
| **Name** | **Date** | **Reason For Changes** | **Version** |
| Neil Cueto | 10/12/16 | Document created | 1.0 |
| Jonathan Abalon | 10/12/16 | Update first part | 1.1 |

# Business Requirements

## Background

This project aims to design and develop a system for Registrar of Ville St. John Academy which is located in Paranaque City. As of now, Ville St. John Academy mainly it’s Registrar is still using a manual method for processing the students’ information during enrollment and submission of students grades. The proposed project will focus on building a computerized enrollment and grading system that will enhance or improve the capabilities of the Registrar in processing the students’ information in a much efficient and faster way. It will also be beneficial to teachers to ease the struggles of teachers in submitting student’s grades.

## Business Opportunity

Nowadays, most of schools or universities are able to utilize the use of technology in providing a faster and effective services to its organizations. Most of them are now implementing an online enrollment and grading system that provide a big help in processing a lot of confidential data or information continuously and accessing it instantly. Flavio system of Asia Pacific College is one of the basis of this project that made this project be possible to develop. Basically, one of the problem for schools having manual methods for enrollment are keeping their employees or student’s information secured and well protected against its environment like natural disasters or other forms of threat. Having a manual method can also be a hard time in accessing a certain information or in teachers’ part when submitting grades manually. Which is why this project can be very helpful for Ville St. John Academy to deliver their services well to their organizations. It will also give them a business advantage against other schools.

## Business Objectives and Success Criteria

This project aims to optimized the system of the school mainly the enrollment procedure and the way teachers submit student’s grades. The school is currently using manual methods during enrollment procedures, submitting and releasing student’s grades. The objective of the project is to fasten these processes. The team handling the project aims to quicken these processes to acquire more information to be processed as quickly as possible.

## Customer or Market Needs

The principal of Ville St. John Academy requires the team members of the project to keep the gathered information confidential regarding the processes that the school are currently using and that must follow their policies regarding their processes that the team or the project must operate. The project that will improve the school’s processes mainly their Registrar in handling student’s information and that requires extreme focus in planning, developing and implementing the said project. The project will enhance to processes of the Registrar and will boost its productivity and the teachers when submitting student’s grades. The proposed system will help the department head of each subjects in assigning their available teachers to a particular subject without having conflicts with other subjects. Teachers will not be stressful grading their students card as the proposed system will automatically display the students that belong to a particular class for an easy way grading.

## Business Risks

The stakeholders might experience difficulties on using and adapting the proposed intranet system. They may also find the implementation of the system costly since they did not have any servers as of now, so they will need to purchase all the requirements for implementing the system.

# Vision of the Solution

The Registrar Service System can acquire or store employees and student’s information and function continuously for up to 4 years and depending on the technical requirements that is applied on the project, it can expand more years.

## Vision Statement

“The team intend to provide our client an integrated system that will make your processes be more reliable in providing quality services in your organizations. With the help of Registrar Service System, manual methods no more! The system will bring innovation in your organization having an easy to understand procedures, clear and effective methods that will enhance and maximize the use of technology. The system will easily provide faster enrollment procedures and granting quicker access to the information with an efficient and secured way. This project aims to provide its users a competitive advantage by applying the technology in their organization."

## Major Features

This project obtains to provide an easy to understand system processes for its users to effectively adapt to the system. This also includes a permission control to limit the access of a certain information to unauthorized users since the focus of this project is on the Registrar Department which process confidential information of students.

## Assumptions and Dependencies

This project will be integrated to the Registrar of Ville St. John Academy which contains student records, transcripts, subjects’ offerings.

# Scope and Limitations

The project will focus on the Registrar Department mainly the enrollment procedure and submission of grades. Based on the initial findings of the panelists during System Analysis and Design, the project can be partially focus on the HR Department mainly the addition of employees specifically teachers to the school which will be needed by the subject’s department head in assigning teachers to subjects. Unfortunately, the project will not focus on other departments like Accounting Department, etc.

## Scope of Initial Release

The major features of the application is that the users are able to execute tasks like Create, Read, Update and Delete the information on the system depending on the permission being given.

## Scope of Subsequent Releases

<If a staged evolution of the product is envisioned over time, indicate which major features will be deferred to later releases.>

## Limitations and Exclusions

The project is limited to the Registrar Department including its major processes like enrollment procedure. The project can also be implemented partially to the HR Department.

# Business Context

## Stakeholder Profiles

Ville St. John Academy

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Stakeholder** | **Major Value** | **Attitudes** | **Major Interests** | **Constraints** |
| Principal/Accounting | increased expenses | see product as avenue to 25% increase in market share | Will provide maximum service compare to the current system | No budget for system’s technical needs. |
| Registrar | Students information | Strict in giving such confidential information | ease of use, reliable and effective | Compatibility, user skills |
| HR department | Teachers information | Strict in giving such confidential information | ability to handle and secured the given information; easy to learn | User acceptance |

## Project Priorities

<Describe the priorities among the project’s requirements, schedule, and budget. The table below may be helpful in identifying the parameters around the project’s key drivers (top priority objectives), constraints to work within, and dimensions that can be balanced against each other to achieve the drivers within the known constraints. For more information, see chapter 2 of Creating a Software Engineering Culture by Karl E. Wiegers (Dorset House, 1996). Examples:>

|  |  |  |  |
| --- | --- | --- | --- |
| **Dimension** | **Driver (state objective)** | **Constraint (state limits)** | **Degree of Freedom (state allowable range)** |
| Schedule | release 1.0 to be available by 10/1, release 1.1 by 12/1 | Short time period |  |
| Features |  |  | 70-80% of high priority features must be included in release 1.0 |
| Quality |  |  | 90-95% of user acceptance tests must pass for release 1.0, 95-98% for release 1.1 |
| Staff |  | maximum team size is 6 developers + 4 testers |  |
| Cost | Small budget |  | budget overrun up to 15% acceptable without executive review |

## Operating Environment

<Describe the environment in which the system will be used and define the major availability, reliability, performance, and integrity requirements. This information will significantly influence the definition of the system’s architecture. Consider questions such as:

* *What access security controls and data protection requirements are needed?*

The proposed system will apply permission control over unauthorized users to prevent data loss, corruption or exploiting of confidential information stored in the system.

* *Can the users tolerate service interruptions or is continuous access to the system critical for the operation of their business?*

The users cannot tolerate service interruptions most especially during enrollment period or grades submission as it requires to be fully functional during those processes.