

## Requirements

### Requirement 1: Customer check in

1. The system shall check the customer's UserID to determine if they have an active membership
2. If they have an active membership, they shall be allowed in
3. If they do not have an active membership, they shall be prompted to renew their membership

### Requirement 2: Logging Visits

1. The system shall keep track of each customer's visits, keeping a list of when they have visited

### Requirement 3: Membership length

1. The system shall keep track of the length of a customer's membership, including the day on which it started

### Requirement 4: Monthly renewal notices

1. The system shall prompt the desk receptionist to send an auto generated renewal notice to members whose membership has expired
2. This notice shall prompt the customer to renew their membership of the same length and rate as the original

### Requirement 5: Report generation

1. The system shall generate reports upon request of the following
  - a. Which customers have not used the club in the last 30 days
  - b. A searchable list of members
  - c. A list of most frequent club customers

### Requirement 6: Customer data retention

1. The data stored about the customer, including but not limited to number of visits, UserID, and name, shall be retained indefinitely, even after the customer's membership has expired

### Requirement 7: Role separation

1. Only management can modify data, but any staff member can generate reports and read the data

### Requirement 8: Employee log in

1. The system shall not be accessed without logging in
2. Staff and management shall have separate logins for the system

## Glossary

- *Customer* refers to anyone who currently has a membership at the health club or once had a membership at the health club
- *UserID* refers to the unique identifying number associated with each customer
- *Active membership* refers to a membership that has not expired
- A *visit* is any time that the customer uses their UserID to enter to health club
- *Staff* refers to anyone employed by the health club
- *Management* refers to the branch managers and higher up managers of the company
- *Employee* refers to both staff and management