



CSE 6224 Software Requirements Engineering

Trimester 2510

Project Vision

Project title:

Student Club Management System with Budget and Venue Integration

Tutorial Section:

TT5L

Group Name:

TT5L_G1

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Project title:

Student Club Management System with Budget and Venue Integration

Project Vision (System Overview):

This project involves creating a comprehensive platform for student clubs and organizations that integrates with the university's financial management system and campus space reservation database. The system will streamline club operations by connecting membership management, event planning, budget tracking, and venue booking into a single unified platform.

Project Scope:

- 1. Club Registration & Profile Management** – Create, edit, deactivate student clubs with approval workflow by Student Affairs.
- 2. Membership Management** – Self-service join/leave requests, bulk import, role assignment (President, Vice-President, Treasurer, Secretary, Committee) and roster export.
- 3. Event Lifecycle Management** – Propose, review, approve, schedule, publish and archive club events including attachment of risk assessments and publicity materials.
- 4. Budget & Expenditure Management** – Prepare budget proposals, multi-level approvals, disbursement tracking, receipt upload, real-time account balance enquiry.
- 5. Financial System Integration** – Secure API integration to post approved expenditures and retrieve ledger balances.
- 6. Venue Search & Booking** – Real-time search of campus rooms, availability calendar, conflict detection, reservation creation, modification and cancellation linked to the Space Reservation database.
- 7. Notification & Reminder Service** – Automated in-app alerts for approvals, upcoming deadlines and booking confirmations.

8. **Dashboards & Reporting** – Interactive dashboards for clubs and administrators showing budget vs spend, upcoming events, membership trends; exportable PDF/CSV reports.

Project Goals:

1. **Operational Efficiency** – Streamline event and budget approval workflows so that clubs and administrators can complete tasks noticeably faster and with fewer steps.
2. **Financial Transparency** – Give clubs a clear, real-time view of their budget status and expenditure history, supported by an auditable trail.
3. **Space Utilisation** – Improve the accuracy and success rate of venue bookings through conflict detection and real-time availability information.
4. **User Engagement** – Provide an intuitive, mobile-responsive interface and automatic reminders that encourage members to participate actively in club events and governance.
5. **Administrative Load Reduction** – Eliminate redundant data entry by integrating the system with university finance and venue databases, reducing manual work for Student Affairs staff.
6. **Policy Compliance** – Embed university policies in configurable approval workflows to ensure all events and budgets adhere to regulations.
7. **Data-Driven Decisions** – Deliver dashboards and reports that help administrators identify trends in funding, membership, and venue usage to guide resource allocation.

Primary Users:

- Club Officers (President, Secretary, Treasurer)
- General Club Members
- Student Affairs Department
- Finance Office Personnel
- Campus Venue Management Staff

System Integrations:

- **University Financial System:** For budget proposals, approvals, and expenditure tracking.
- **Campus Venue Reservation System:** For checking and booking event spaces.

Team Meeting Log

Platform Used: Microsoft Teams

Meeting link: [meeting_ProjectPreliminary.mp4](#)

Transcript:

meeting-20250424_204114-Meeting Recording

0:05

Hi everyone! Let's start finalizing our project scope.

0:09

What features do you think are essential?

0:13

Definitely membership management and dashboards.

0:15

Clubs need to manage members and see reports easily.

0:22

Agree.

0:23

We also need event life cycle management like submittingapproving and scheduling events.

0:31

OK, but just don't forget budget tracking. Most clubs struggle with submitting proposals and getting them approved.

0:44

I also think venue booking is important.

0:47

Let's include an integration with the campus booking system. Can we add a notification feature too?

0:55

Alerts for approvals, deadlines, etc.

0:59

Yeah, that will help club leaders stay updated.

1:05

Yeah, then I will, I will list out the scope in the doc based on our points.

1:12

Now moving on to the goal, what are we trying to achieve overall?

1:18

We need to improve transparency.

1:20

Clubs should always know their financial status.

1:25

I think efficiency the system should reduce manual work, OK.

1:32

Let's also highlight engagement — a friendly UI with reminders can increase participation.

1:43

Great.

1:43

I will summarize all these in the goal section, OK.