



**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**

<b>Student Name</b>	<b>Student ID</b>
TAI ZHI XUAN	1211109038
HAZIM ELAMIN MOHAMED ALI MUSA	241UC2400P
IZZA NELLY BINTI MOHD NASIR	1211111583
SAY SI TING	1211108625

**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:**

The scope of the Student Club Management System with Budget and Venue Integration includes developing a centralized digital platform to streamline the management of student clubs and societies within the university environment. The system covers essential operational areas, such as club registrations, membership handling, event lifecycle management, budgeting, financial tracking, and venue booking processes. It aims to integrate seamlessly with existing university systems, specifically the campus financial management system and the venue reservation database, using secure APIs and real-time data synchronization.

The intended users of this system primarily consist of undergraduate and postgraduate students (typically aged between 18 to 25 years) actively participating in university-recognized clubs, as well as administrative personnel from the Student Affairs, Finance, and Facilities Management departments.

The system's development and deployment will adhere strictly to the university's existing financial, operational, and data-handling policies. Constraints include compliance with institutional rules, integration limitations posed by existing legacy software systems, and adherence to data privacy standards. The platform will be mobile-responsive and accessible across major web browsers, ensuring ease of access and user engagement. Additionally, detailed reporting tools and interactive dashboards will be provided to facilitate informed decision-making for both club leaders and university administrators.

## **Project Goals:**

### **1. Operational Efficiency**

#### **1.1 Simplify Event Approval Workflow**

- **1.1.1** Reduce the number of steps required to organize and approve events.
- **1.1.2** Automate notifications and provide real-time status updates throughout the event lifecycle.

#### **1.2 Streamline Budget Approval Workflow**

- **1.2.1** Provide clubs with easy-to-use, clear forms and guidelines for submitting budget requests.
- **1.2.2** Equip reviewers with an intuitive, streamlined interface for evaluating and approving budget proposals efficiently.

#### **1.3 Clear and Intuitive User Interface (UI)**

- **1.3.1** Design an interface that minimizes confusion, reduces user errors, and enhances ease-of-use.
- **1.3.2** Ensure a consistent layout and navigation scheme across all user workflows.
- **1.3.3** Optimize the user interface for seamless usage on both desktop and mobile devices.

### **2. Financial Transparency**

#### **2.1 Provide Real-Time Budget Status**

- **2.1.1** Clearly display the current budget balances for each club.
- **2.1.2** Show detailed status of pending and approved expenditures.

#### **2.2 Maintain Comprehensive Expense History**

- **2.2.1** Archive transaction records, ensuring detailed financial histories are easily accessible.
- **2.2.2** Allow clubs and administrators to generate and export detailed financial reports.

## **2.3 Support Auditable Financial Trails**

- **2.3.1** Maintain detailed logs of all budget modifications, including timestamps and user identifiers.
- **2.3.2** Provide administrators with accessible audit records for easy review and compliance checks.

## **3. Space Utilisation**

### **3.1 Provide Real-Time Venue Availability**

- **3.1.1** Integrate the system directly with the university's existing venue scheduling database to obtain live availability data.
- **3.1.2** Offer a user-friendly calendar view clearly showing available and booked slots.

### **3.2 Ensure Robust Conflict Detection and Resolution**

- **3.2.1** Implement automated conflict detection prior to booking submissions, preventing double bookings.
- **3.2.2** Provide alternative venue or time recommendations when conflicts occur.

### **3.3 Simplify the Venue Booking Workflow**

- **3.3.1** Streamline booking forms to include only essential, relevant inputs, ensuring efficiency in the booking process.

## **4. User Engagement**

### **4.1 Offer Mobile-Responsive Design**

- **4.1.1** Develop fully responsive, uncluttered interfaces optimized for smartphones and tablets.
- **4.1.2** Minimize load times and enhance usability, especially on low-bandwidth connections.

### **4.2 Deliver Automated Notifications and Reminders**

- **4.2.1** Generate timely email and push notifications covering registrations, approvals, deadlines, and upcoming events.
- **4.2.2** Allow user customization of notification types and frequencies to enhance user satisfaction.

#### **4.3 Provide Member Participation Tools**

- **4.3.1** Include interactive tools such as polls and event feedback mechanisms.
- **4.3.2** Present personalized dashboards enabling users to track their events, tasks, and notifications efficiently.

### **5. Administrative Load Reduction**

#### **5.1 Eliminate Redundant Data Entry**

- **5.1.1** Automate data synchronization between the student club management platform and the university's financial management system.
- **5.1.2** Automate venue booking workflows, seamlessly integrating with the university's space reservation database.
- **5.1.3** Ensure real-time data synchronization across integrated systems to prevent scheduling conflicts or data discrepancies.

### **6. Policy Compliance**

- **6.1** Embed configurable approval workflows aligned strictly with university policies, ensuring all events and budget requests comply fully with institutional regulations.

### **7. Data-Driven Decisions**

- **7.1** Provide robust dashboards and analytical reporting tools to help administrators identify and analyze trends in club funding, member engagement, and venue utilization, thereby guiding informed resource allocation and policy decisions.

## **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 Recording link: [meeting\\_ProjectPreliminary.mp4](#)

Transcript:

### 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.