*AttendTrack*

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**Executive Summary:** *This project streamlines the process for organizations to track the attendance of their members at events, removing the need for a cumbersome Excel spreadsheet. Users will be able to log onto the website and “check in” events that they are at, and administrators will be able to track the attendance of all organization members. This makes it easier for an organization to hold their members accountable when to comes to going to events.*

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# Introduction

This project is to make a solution for organizations to track attendance of their members at events. In my experience, school organizations use Excel spreadsheets which are not ideal and can be cumbersome. My plan is to make a website where members can check into an event, and administrators can track attendance.

## Project Background

I am in a fraternity at CNU and one of my positions involved taking attendance of members at events. To accomplish this, I used an excel spreadsheet. The problem with this was that the burden of tracking attendance fell entirely on one person. If I was not able to attend the event, then someone else would have to use the spreadsheet to track attendance, which meant they would have had to understand how to use Excel. My goal is for any user to be able to easily use this application and to streamline the process for organizations to track attendance.

## Project Description

This would be a web application. Members of an organization would be able to log in and check into events for attendance. Depending on their position in the organization, they would also be able to look at the attendance records of every other member, as well as override records. While I am unsure as to what the full capability of the project will be due to time constraints, I intend for there to be an opportunity for data analytics, such as the percentage of events the user attended, as well as notifications if a member is absent or tardy from too many events.

# Proposed Solution

## Development Approach

I plan on taking an agile approach as it is more flexible, which is ideal as I am still unsure as to what the full functionality of the project will be and how long these features will take to develop.

## High Level Plan

I am unsure how the framework for the project will specifically work. As for the website, it will most likely utilize HTML and PHP for itself and for interacting with the database. I plan on using one of the database services offered by AWS. I plan on using a tool such as Balsamiq to make the front end mockup, and MySQL Workbench to design the database as well as the diagrams.

# Project Schedule

## Work Breakdown Structure

1. Website Design (1-2 weeks)
2. Website Construction (2-3 weeks)
3. Database design (2-3 weeks)
4. Database implementation (1-2 weeks)
5. AWS set up (1-2 weeks)
6. AWS implementation (1-2 weeks)
7. Testing (1 weeks)

## Project Calendar

### Intermediate Milestones

#### 

#### Intermediate Milestone #1

* Website front end significantly completed

#### Intermediate Milestone #2

* Database work significantly completed

### Weekly Updates

#### 

#### Weekly Update #1

* Website front end mockup (2 hours)

#### Weekly Update #2

* Database design (2 hours)
* Website Construction (1 hour)

#### Weekly Update #3

* Website Construction (3 hours)
* Database Design (1 hours)

#### Weekly Update #4

* Website Front-end Construction (2 hours)
* Database Design (1 hour)

#### Weekly Update #5

* Database Implementation (3 hours)

#### Weekly Update #6

* AWS Server Set up (2 hours)

#### Weekly Update #7

* AWS Implementation (2 hours)

#### Weekly Update #8

* Final implementation of all elements (2 hours)

#### Weekly Update #9

* Testing (2 hours)

# Project Deliverables

*Documentation*

* *System Vision Document*
* *Stakeholder Identification*
* *Database Entity Relationship Diagrams created by MySQL Workbench*
* *GUI Mockups: initial graphical representations of the graphical user interface to be developed by either Balsamiq or similar tool*

*Technical Deliverables*

* *Link to website*
* *Instructions/readme document*
* *Raw code for website*

*Final Presentation Deliverables*

* *Demonstration of website*

# Conclusion

The goal of this project is to make it easier for organization leaders to track event attendance of their members and to hold them accountable. I expect this project to take up the entirety of this semester. Concerns that I have include the uncertainty of what exact frameworks I will be using, as well as how I will be able to implement the website, database, and AWS together.