MIS 302 – Team Project

Objectives

This project will provide students with the opportunity to

- research and document a business problem and propose a data management system as a solution to the problem,
- model the business processes of a client using Entity-Relationship and Relational data models,
- use a commercial database management system (Oracle) to implement their data models,
- develop a user interface using MS Access,
- justify the value of the database project through demonstration of its information processing capabilities,
- write technical material to a client in non-technical language, and
- hone their team interaction and presentation skills.

Assessment

- Satisfactory performance in each phase is required before going on to the next phase.
- Teams that do not meet the minimum requirements for satisfactory work will be required to revise their work before moving on to the next phase.
- Unless each team member contributes equally to the project throughout the semester, members will receive different grades. Grades will be adjusted on an individual basis based on the input received from the meeting minutes. *Non-contributing students will receive a 0 on the project.*

Meeting Minutes

- Meeting minutes should be recorded and submitted weekly to the instructor. The minutes must include the following information:
    - Date, time, and attendance for each meeting.
    - What did each member do during a particular week that was helpful for the team?
    - What will each member do next week?
    - The percentage of work accomplished by each team member that week.

Documentation end of each phase

- Phase Check-list and Sign-off Sheet

Technical and written deliverables are required so that constructive feedback can be provided to the team. Each team member is required to sign a cover sheet validating that they have reviewed the contents of the deliverable.

Important: Always submit previously graded documents in an Appendix with the deliverables of each phase so that I can effectively monitor your progress.

Specific Deliverables for each Phase

Phase 1

- Submit a project proposal for approval. The proposal should include a separate cover page indicating the title of your project, the full names of the team members (with e-mail), the course number and course section, and a table of contents with page number references.
- The Client: Clearly explain your client's general operating environment and its mission within that environment. Write a narrative description of the client for which the database application is being developed. Include relevant background information for your client. What is the core business of your client? Does it have a physical location? Who are the competitors (if any)? How is your client different from other similar companies/organizations? What is the client's organizational structure?
- The Business Problem and the Context: In bulleted points, list and describe the business processes and identify information needs of your client that arise from those processes. Relevant processes include all the transactions (events) that will be recorded in the database. For example, if the client is a student organization, one process is scheduling and organizing events. Describe how business processes are currently performed (who does it and how, what information/resources are needed, etc.) within the organization. What data needs to be recorded about these operations in a database? What information would help solve the business problem(s) or allow the client to take advantage of the opportunity? Who needs what information, in what form, and when? What is the management purpose of the forms and reports that you foresee designing?
- Objectives and Scope: What are your objectives as a team (in general and specific to processes)? What will be the system's extent (scope)? What operational areas will be covered by the system?
- Processing Needs: Identify an initial list of reports and forms, and indicate who would use them. This should come naturally from the above discussions. See the example list of reports on the next page.
- Contact Person: Identify, contact, and interview an individual who is knowledgeable with the processes and information needs of the client. You will interview this individual further (possibly a number of times) during the semester.

The rubric that I will use for grading is provided on the third page.

NUMBER	REPORT	DESCRIPTION	USERS
1	Inventory movements	Inventory movements by date and type	CLD, CLS
2	Inventory	Inventory by inventory type	CLD, CLS
3	Location inventory	Inventory of items by location	CLD, CLS
4	Orders	Orders by date, vendor, and status	Dean, CLD
5	Open orders	Open orders by date and vendor	Dean, CLD
6	Orders payable	Orders received but not paid	Dean, CLD
7	Payment history	Orders paid by date and vendor	Dean, CLD
8	Maintenance	Maintenance history by date and item	CLD, GA, LA
9	Check-out	Items checked out by date and user	CLD, CLS
10	LA schedule	Lab assistants' schedule	CLD, CLS, GA, LA
11	LA hours worked	Hours worked by lab assistants	CLD, CLS, GA, LA
12	Reservation schedule	Reservations by date and user	CLD, CLS, LA
13	UCL usage statistics	Computer Lab usage statistics	Dean, CLD, chairs

Sample list of reports