



Facility Booking Management System Overview

This section provides a high level description of the Facility Booking Management System (FBMS) including its definition, primary business goal, business objectives, context, and capabilities.

Definition

The Facility Booking Management System will be an internal Web-based management system bringing together the staffs and management to collaborate with each other to work out a systematic approach on reservation for facility booking provision to internal clients.

Business Goal

The business goal of the Facility Booking Management System is to take advantage of the Intranet and Internet to radically improve the way staffs and management organize facilities booking.

Business Objectives

The objectives of the FBMS are to provide the following business benefits to its staffs and management team:

Management Benefits

The FBMS will provide:

- Help manage resource allocation
- Help manage facilities' status
- Analytical information to help inventory development

Staff Benefits

The FBMS will provide:

- Electronic bookkeeping information
- Systematic approach to manage facilities
- Tracking information of borrowers loan history
- Understanding of facilities' usage status
- Simplified approval process
- Manage circulation process
- Tracking item flow
- Team collaboration



Borrower Benefits

The FBMS will provide:

- Access to facilities' status
- Access to available inventory
- Simplified procedures to loan items
- Quick access to approval status of loan request

Context of the system

This subsection documents the context of the FBMS in terms of all the system users(actors) that it interacts with. As illustrated in the following context diagram, the FBMS interfaces with several internal actor roles:

- The browser users are employees or students who are eligible to make loan request to the system.
- Approvers are staff users who are responsible for approval of loan requests, as well as developing system inventory available for booking. They can retrieve a limited set of reports in their department scope.
- Operators are staff users who are responsible for oversees the circulation of the facilities. Every borrower collects or returns an item, an operator must be involved in the handling process in order to keep inventory manageable.
- System Administrators are responsible for the operations and maintenance of the whole system

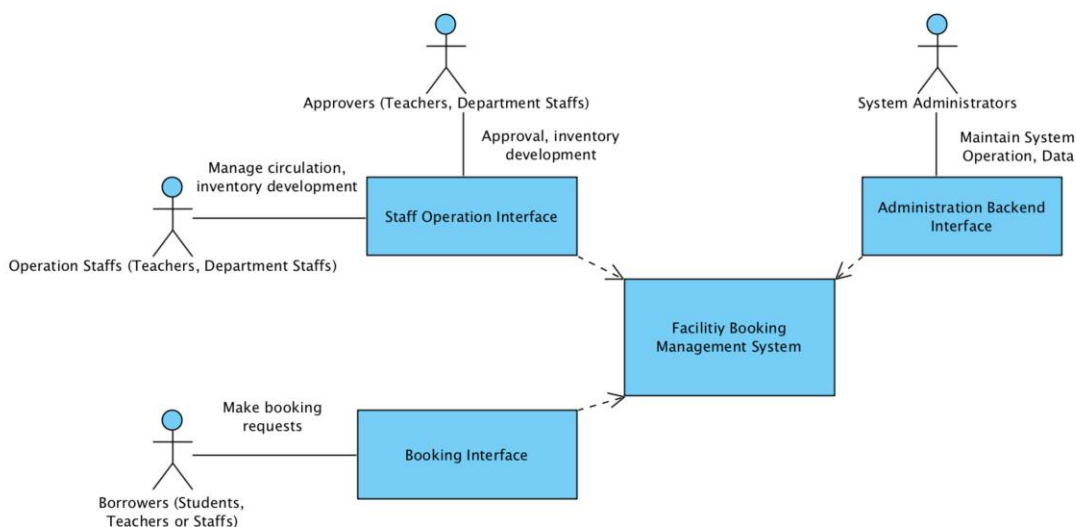


Figure 1 Facility Booking Management System Context Diagram



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Summary of System Capabilities

Borrower Capabilities

- Creating booking requests
- Checking booking request approval status
- Searching inventory
- Retrieval of loan transaction history
- Modify own account profile
- Password management (changing and recovery)
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Approver Capabilities

- Approving booking requests
- Checking inventory status
- Checking Journal of loan and approval activities
- All capabilities that operation staffs possessed
- Reading lending statistics
- Printing reports
- Modifying own account profile
- Password management (changing and recovery)
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Operation Staff Capabilities

- Maintaining inventory of their own scope (department)
- Facility circulation process: handling and signing collection/return of items
- Keep track of overdue items
- User database maintenance
- Fixed assets code setup
- Inventory maintenance
- Barcode printing (Bartender software)
- Modifying own account profile
- Password management (changing and recovery)
- Printing reports
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System Administrator Capabilities

- Performing system maintenance operations and data management
- All functional capabilities
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Functional Requirements

This section specifies the functional requirements of the FBMS in terms of use cases and their associated user case paths. The use case model is primarily organized in terms of the users that benefit from the use cases.

Summary of Loan Request State

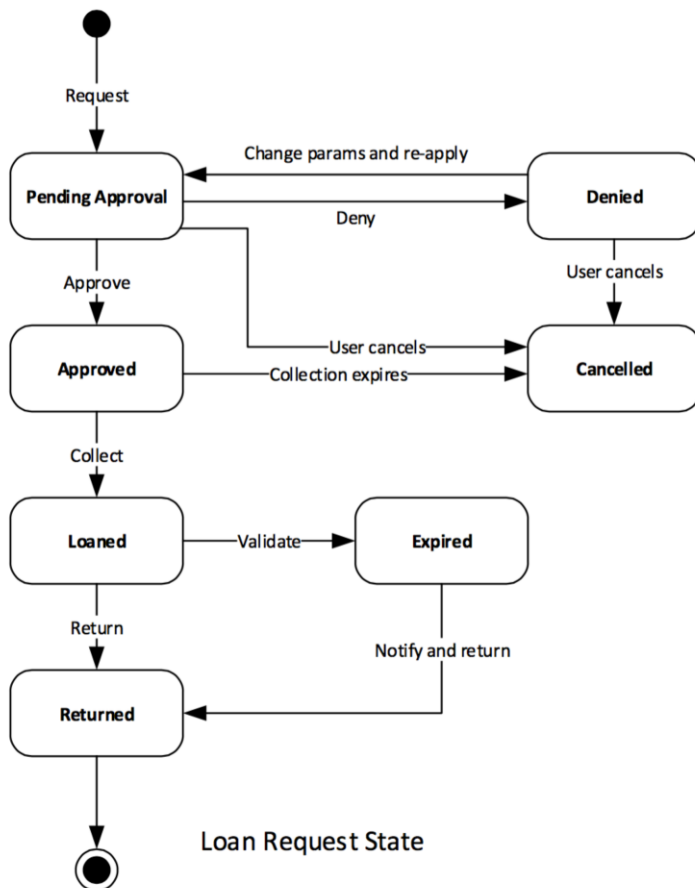


Figure 2 illustrates the states of a loan request

Use Case by Roles

Borrower

This section specifies the functional requirements primarily associated with borrowers

Definition

A borrower is the role played by users who performs loan request making using FBMS.

Responsibilities

- Select a valid date from calendar loan request creation



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- Ensuring input information is correct for submission

Required Capabilities

- No special skills is required to operate the loan request functions of FBMS, except for using an industry standard internet browser and knowledge of using a computer to log onto and navigate the FBMS user interface.

Use Cases

- Creates new loan request
- Search/Filter inventory items
- Check transaction history
- Delete a pending request under approval

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