

Requirement Review Meeting: Thursday October 16, 2014, 10:15-11:15am
Attendees: Anna Grant, Salvatore Baisley, Roberta Sandler, and Mary Partridge-Brown

Notes

1. discussed the incoming product process:

when a donation is made they either request a receipt or they do not if they want a receipt:

- need date, name, address, email, number of bags, estimated monetary value, weight and itemized receipt
- receipt should follow template (to be sent to us from Roberta)
- donation items sorted.. what gets kept for the store goes to inventory*

if they do not want a receipt:

- need date, number of bags, weight and monetary value
- donation items sorted.. what gets kept for the store goes to inventory*

*Inventory needs more work to understand exactly what needs to be stored...some sort of categories such as general size/gender/item to keep track of quantities...main purpose is to be able to track how much has come in vs gone out, and how much is in stock.

- the bag count, weight and monetary values will be kept track of on a per month basis for records, this will be kept track of regardless of a request for a receipt
- the receipt will have some automated information like the header, but the actual itemized part may be an open field since it has so many variables
- will store all donors who give information in a database for contact reasons

2. discussed the multiple user accounts

- volunteer account with individualized names and passwords to keep track of who was on making a transaction
- be able to add more volunteer accounts
- a single director account to be able to edit/delete existing data
- customer history/profiles can be deleted after a year of inactivity, if they end up coming back can create a new account

Next Steps:

- We will edit our software plan and requirements to fit the donation process, and represent in the next meeting to make sure it meets expectations.
- Roberta will send us an example of a receipt to see as a template for automatically creating receipt in our program.
- Keep in mind the possibility of community member "buy-in" in the store.
- October 28 & 30th 8-10am are in-class presentations