System Design for Blue Ribbon Sports Training and Practice

PRIME SYSTEMS SOLUTIONS

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Executive Summary

Focusing on the needs and requirements of Blue Ribbon Sports Training and Practice, Prime Systems Solutions has completed the design of a customized system to meet every need Blue Ribbon Sports Training and Practice first brought to our attention on January 27, 2014.

Blue Ribbon Sports Training and Practice specified a need to incorporate a computerized system to manage and maintain their daily business. The main areas of concern were scheduling services and facilities, maintaining detailed records on their clientele, whether individual or a team, ensuring fees are applied to cancellations, managing inventory, sales, and tracking coupons.

After observing the operations and personnel of Blue Ribbon Sports Training and Practice, the PIECES analysis framework was utilized to find the root causes of the issues in relationship to the areas and to recommend improvements. Prime Systems Solutions is proud to present a system design which will not only meet but exceed the expectations of Blue Ribbon Sports Training and Practice.

Along with the specific requested components of the system, Prime Systems Solutions found the need for a guest check-in and checkout system which has been included in the design of the system. This important program will provide Blue Ribbon Sports with a means of satisfying fire marshal building capacity laws and will provide assistance accounting for individuals in the event of an emergency evacuation.

Utilizing the input of Blue Ribbon Sports, not only were programs designed, but also, fully functional, dynamically generated reports have been included in the system. The reports will add the extra benefit of allowing Blue Ribbon Sports to keep a steady pulse on their business. This added ability enables Blue Ribbon Sports to recognize trends and meet the needs and desires of their customers.

With tomorrow in mind and not just the immediate needs of Blue Ribbon Sports Training and Practice, Prime Systems Solutions has designed a system that is robust and will continue to expand with the business of Blue Ribbon Sports Training and Practice for many years to come.

The Blue Ribbon Sports Training and Practice system design will lead the way in creating a more controllable and reliable system to track reservations inventory, vendors, and sales.

This system will enhance the vision and strategic goals of Blue Ribbon Sports Training and Practice. The system will improve the speed and ease of daily business transactions by 90%, in addition to alleviating man hours that can be allocated to other needs. Blue Ribbon Sports will see a return on investment in the first year of $58,300.00. The implementation phase will begin on April 2, 2014 and be completed by May 6, 2014.

The design of the system, to include, hierarchy charts, tables, reports, and screen views are included in this report.

Report Descriptions

1.1.1 Operations

1.1.1.1 Sales Revenue

Data is extracted from the Sales, Sales Detail and Product tables stored in the database. The common column to link the Sales and Sales Detail data is named Sale ID. From the Sales Details table, the data is extracted from columns named Product ID, Quantity, Unit Price, and Discount. The column Product ID is used to link the Sales table and the Product table in conjunction with the Sale ID from the Sales table. A formula is used to extract the sum of the Total Price of Sales per each product. The Product Description is retrieved from the Product table using the Product ID from the Sale Details table to join this data. This information is utilized to populate the Sales Revenue report.

1.1.1.2 View Reservations

Data is extracted from the Facility Reservation and Instructor Reservation tables stored in the database. From Facility Reservations the data is extracted from columns named Reservation ID, Date, Start Time, and End Time. A check for an Instructor ID is made in the Facility Reservation table indicating that an instructor has been reserved. If an Instructor ID is assigned then the Instructor ID is utilized to return the instructor reservation from the Instructor Reservation table. This information populates the View Reservations (by date) report.

1.1.1.3 Services Revenue

Data is extracted from Bill Details and Payment tables stored in the database. The common column in both tables used to link the data is named Bill ID. The data extracted from Bill Details columns are named Facility total and Instructor total. This information is utilized to populate the Services Revenue report.

1.1.2 Inventory

1.1.2.1 Inventory Levels

Data is extracted from the Products and Inventory tables stored in the database. The common column in both tables used to link the data is named Product ID. The data extracted from Inventory columns are named Product ID, Quantity On Hand, and Quantity On Order. The data pulled from the Products columns are named Description and Unit Cost. This information is utilized to populate the Inventory Levels report.

1.1.2.2 Outstanding Purchase Orders

The data used to populate the Outstanding Purchase Orders Report is extracted from the Products, Purchase Order and Purchase Order Details tables. The data is pulled from the Order ID, Order Date, and Total Price columns in the Purchase Order table. The Product Description is pulled from the Product table using the Product ID to link the Purchase Order Details and Products tables. The link for the Purchase Order and Purchase Order Details table is the Order ID column.

1.1.2.3 Inventory Analysis

The Inventory Analysis report displays the amount of each type of Product sold in the date range specified by the user. The data extracted to display this report comes from the Sales, Sale Details and the Products tables. The data from the Sales Details and Products tables is linked by the Product ID. The Quantity is a sum of all the quantity fields in the Sales Detail Table where the specified Product ID is found. The Description is pulled from the Products table and the Sale Date is pulled from the Sales Table.

1.1.3 Billing

1.1.3.1 Received Revenue

The Billing Received Revenue report displays the Bill ID, Bill Total, and Payment Date. This data is extracted from the Bill and Payments tables using the columns Bill ID and Bill Total. The Bill ID column is used to link the Payment Table to the Bill table and the Payment Date column is used to retrieve the date the bill was paid.

1.1.3.2 Outstanding Revenue

The Outstanding Revenue report reflects unpaid bills for facility and instructor services. The tables used to extract this data are Bill and Payments. The column name used to link the tables is Bill ID. From the Bill table the data from the columns named Bill ID, Due Date and Bill Total are extracted.The payments table will be check for the Bill ID to verify there is no corresponding payment.

1.1.3.3 Outstanding Special Orders

To populate the Outstanding Special Orders Report the data is extracted from the Sales table reflecting the data stored in the Sale ID, Client ID, Sale Date, and Total Price. A formula specifying that the Sale Fulfilled column does not have an entry is used to ensure that only the Sales that have not been filled are shown on the report.

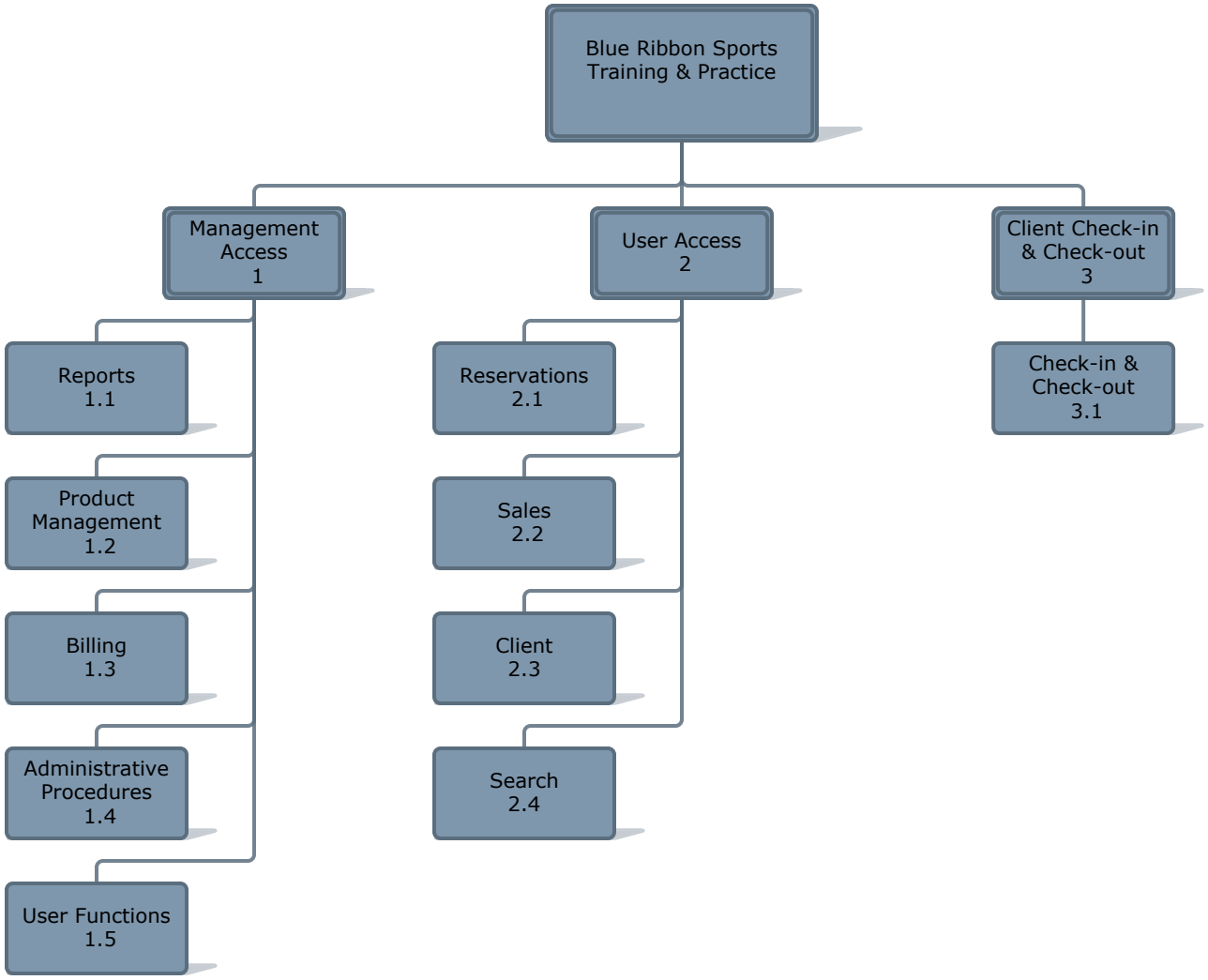
1.1.3.4 Past Due Accounts

The Past Due Accounts report displays all bills that are past due. The tables the data is extracted from are the Bill and Payments table. The column used to link the tables is Bill ID. Bill ID, Bill Due Date, and Bill Total are all pulled from the Bills Table.The system will cross check the Bill ID with the Payments Table to verify there is not payment with a corresponding Bill ID.

1.1.4 Marketing

1.1.4.1 Coupon Analysis

This report extracts data from the Coupon, Coupon Description, and the Sale Details tables. The column used to link the data from the Coupon and Coupon Description tables is the Description Code. The link between the Coupon and Sale Details table is established using the column named Coupon ID. From the Coupon table the data is extracted from the Coupon ID. The Description and Discount Percent columns are retrieved from the Coupon Description table. The data in the quantity field will contain a count of the number of times the specified Coupon ID appears in a Reservation or Bill Detail.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Client Check-in & Check-out 3
Reports 1.1
Product Management 1.2
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Administrative Procedures 1.4
User Functions 1.5
Reservations 2.1
Sales 2.2
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Search 2.4
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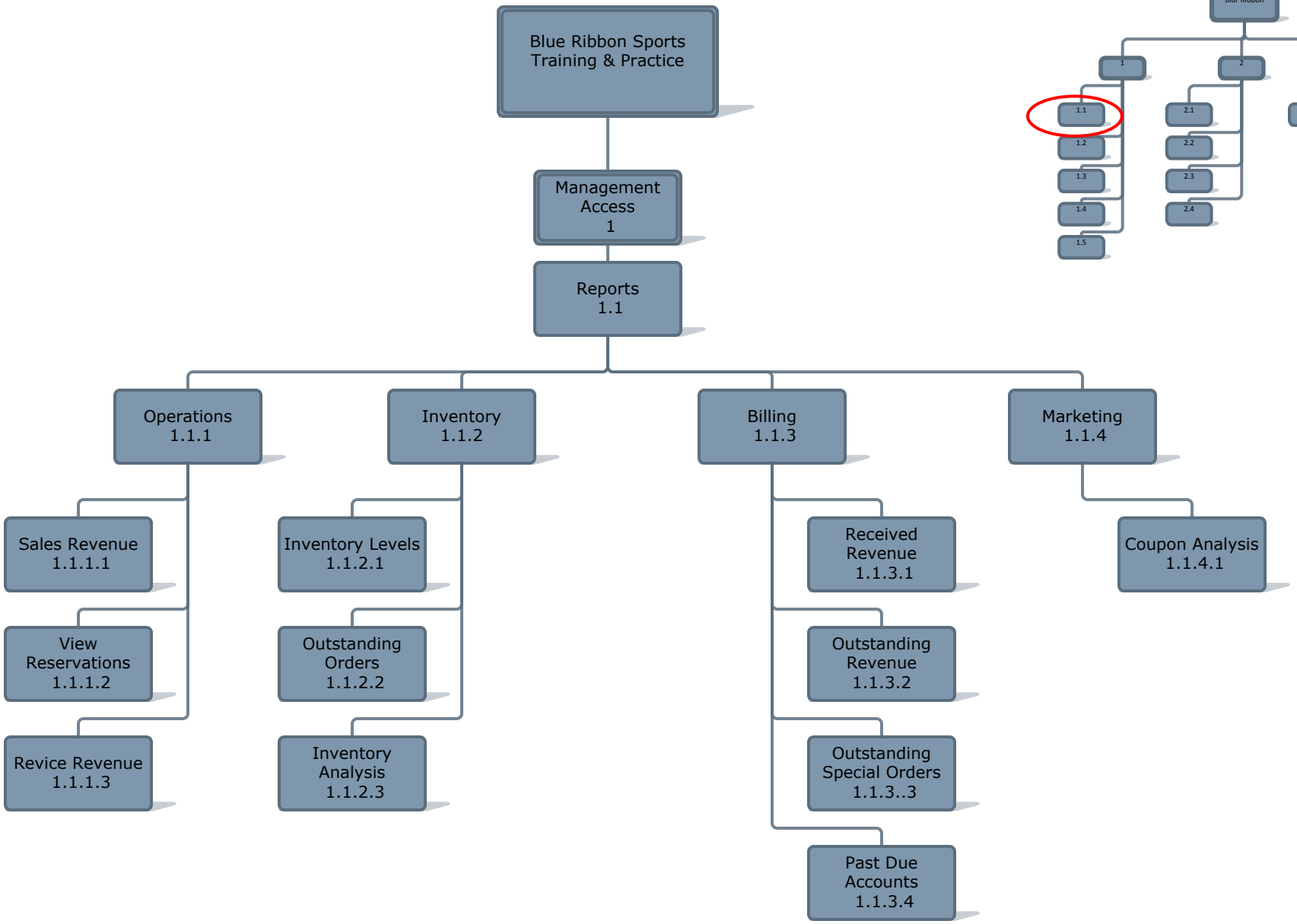
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Operations 1.1.1
Inventory 1.1.2
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Marketing 1.1.4
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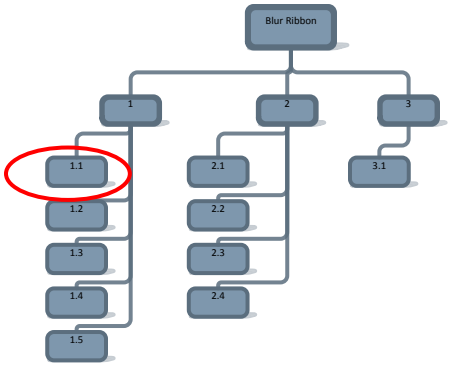
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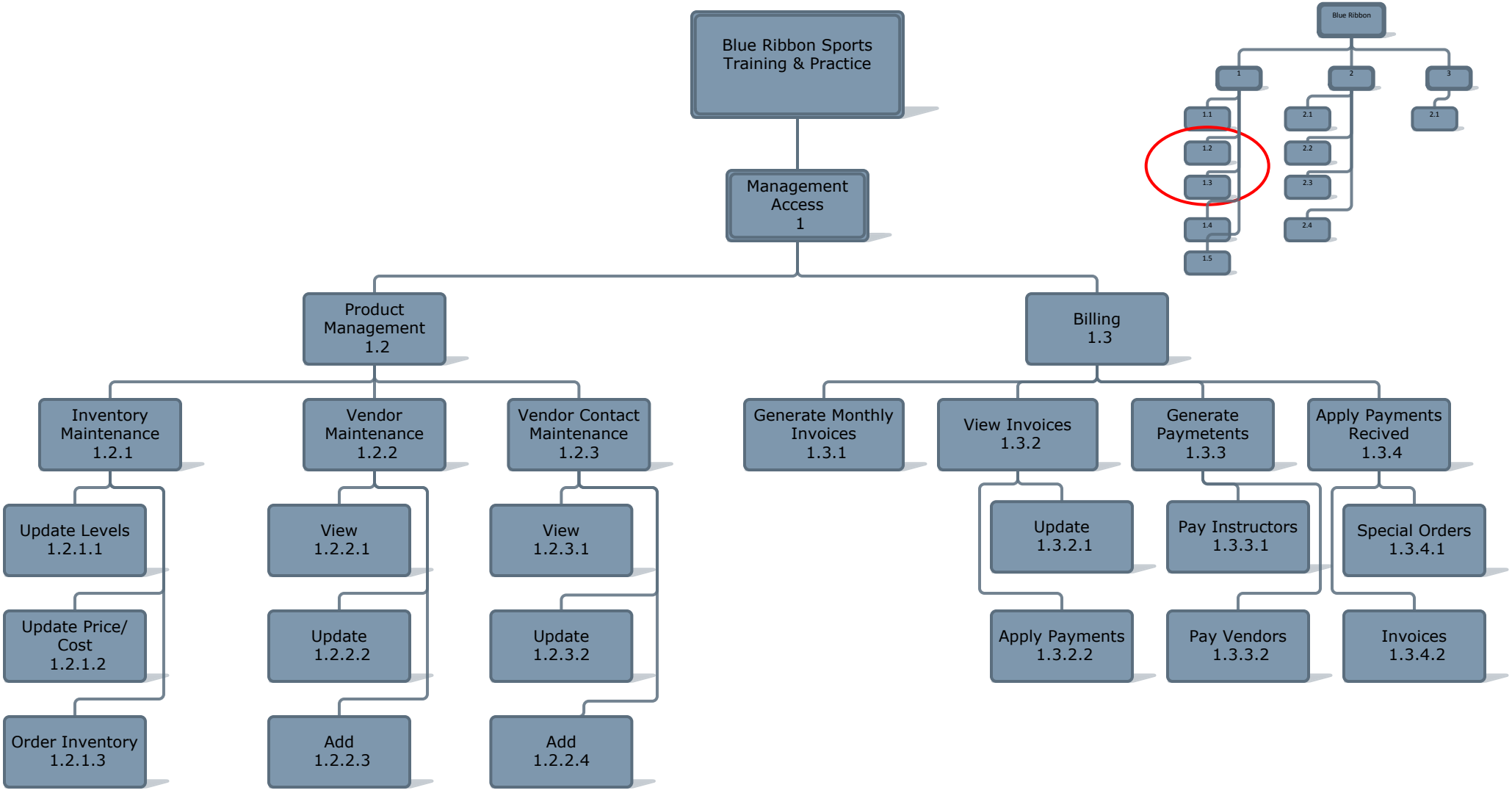
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Product Management 1.2
Billing 1.3
Inventory Maintenance 1.2.1
Vendor Maintenance 1.2.2
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Generate Monthly Invoices 1.3.1
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Update Levels 1.2.1.1
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Update 1.2.2.2
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Update 1.2.3.2
Add 1.2.2.4
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Apply Payments 1.3.2.2
Pay Instructors 1.3.3.1
Pay Vendors 1.3.3.2
Special Orders 1.3.4.1
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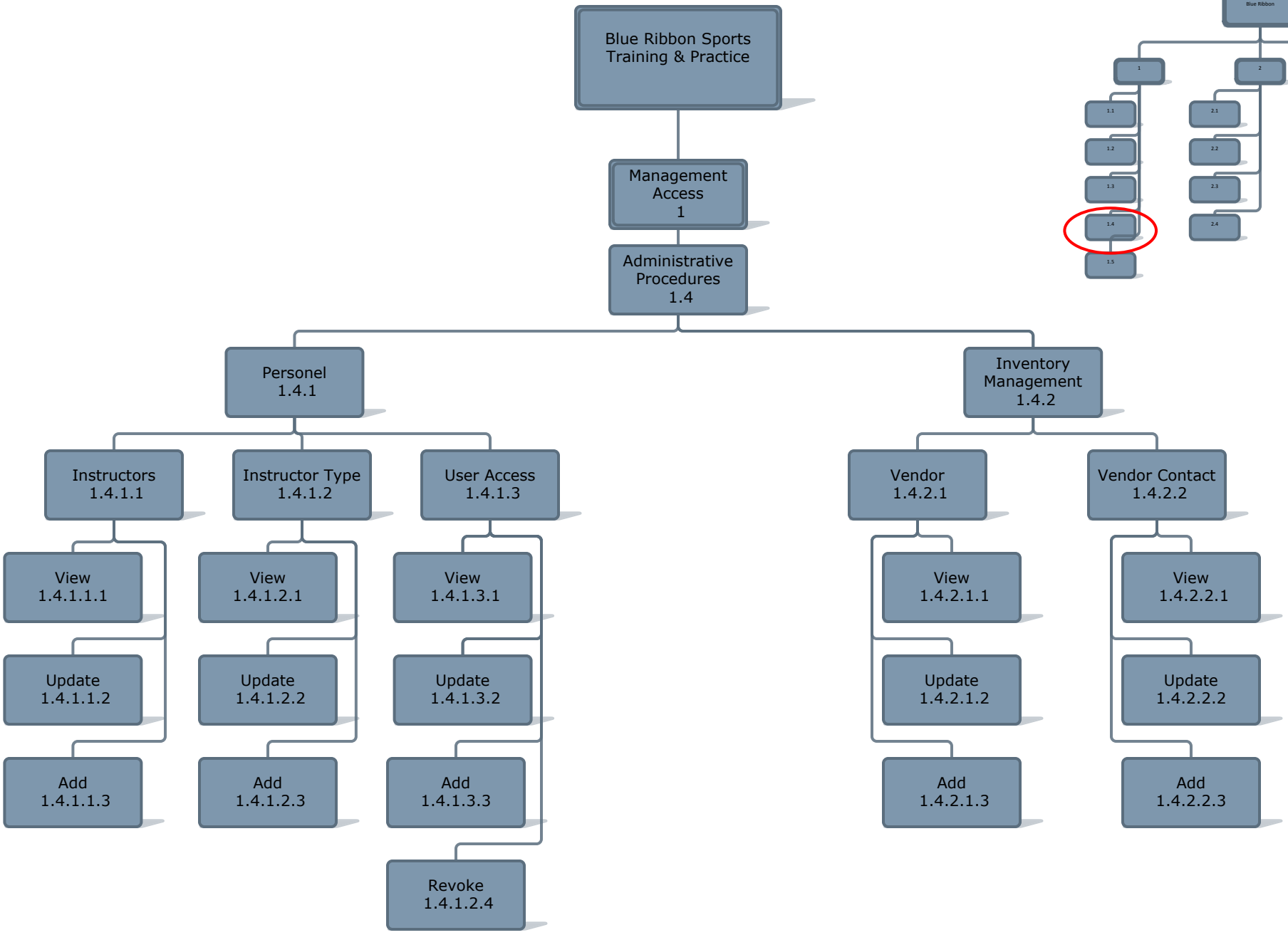
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Instructor Type 1.4.1.2
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Update 1.4.1.2.2
Add 1.4.1.2.3
View 1.4.1.3.1
Update 1.4.1.3.2
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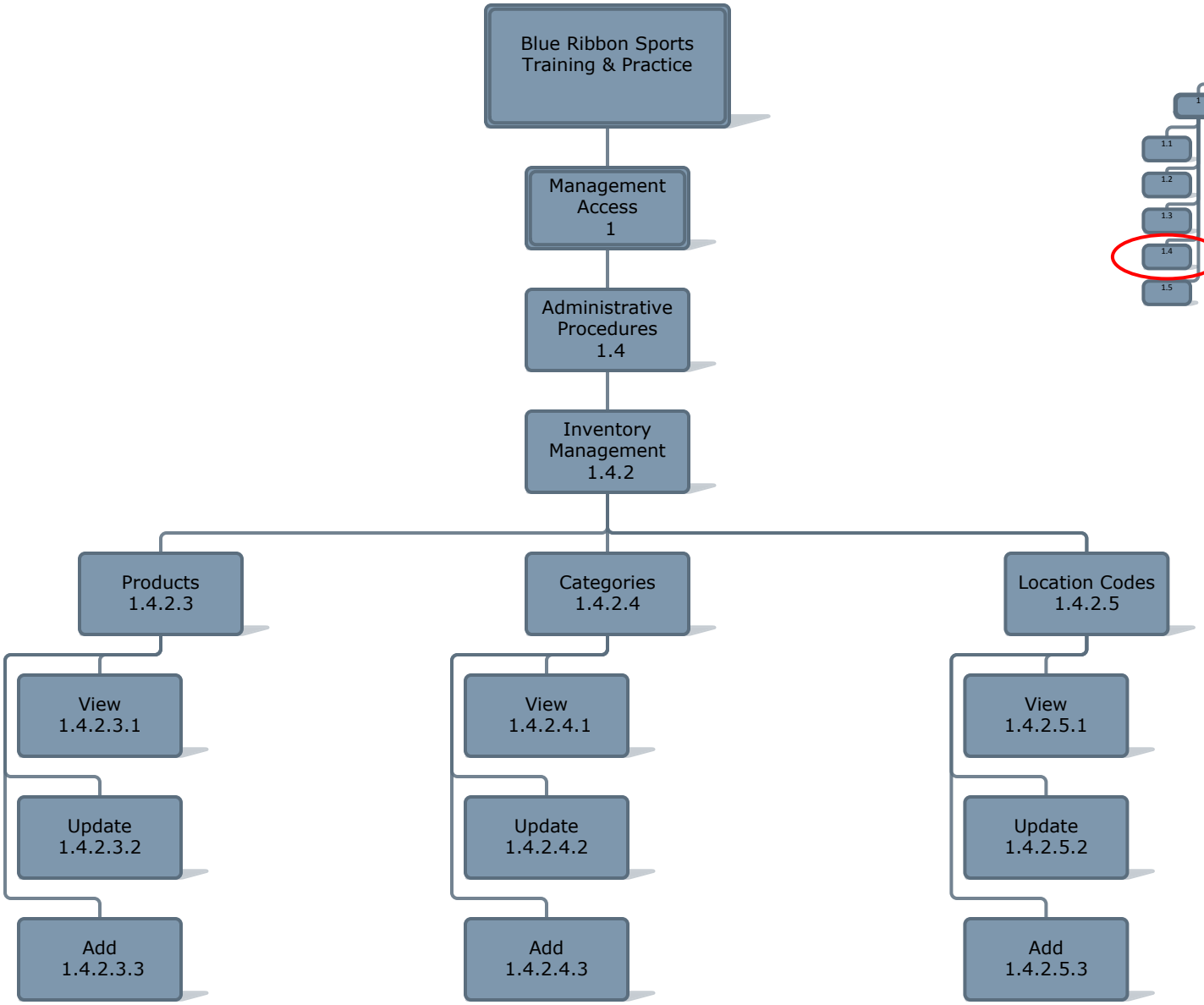
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Inventory Management 1.4.2
Products 1.4.2.3
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Location Codes 1.4.2.5
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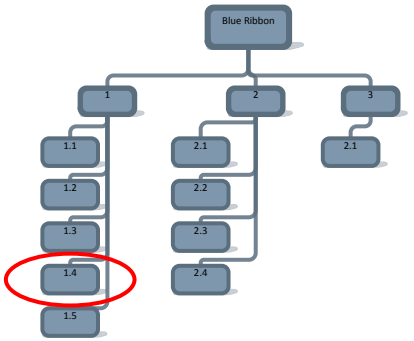
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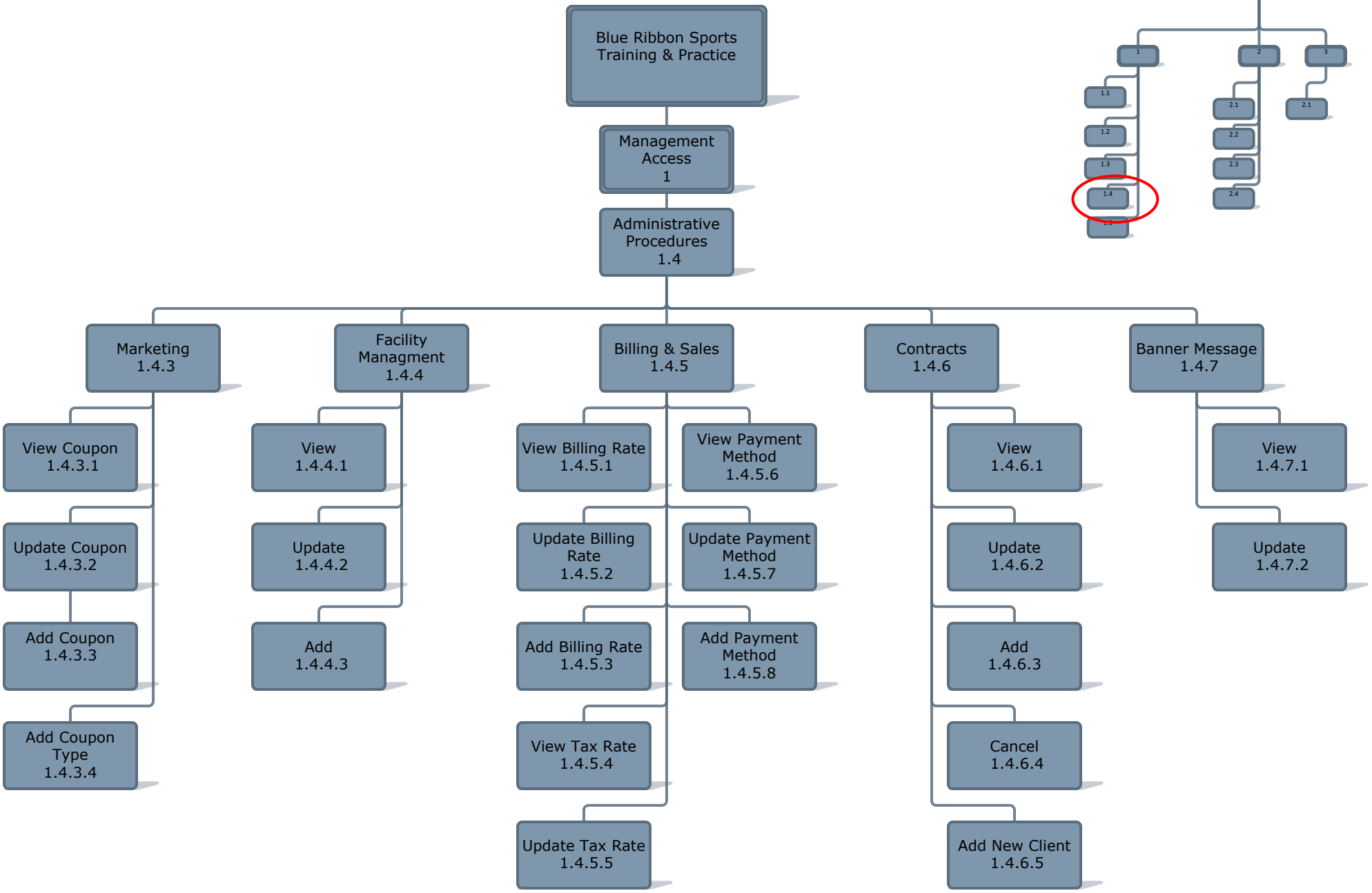
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Administrative Procedures 1.4
Marketing 1.4.3
Facility Managment 1.4.4
Billing & Sales 1.4.5
Contracts 1.4.6
Banner Message 1.4.7
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Add Coupon 1.4.3.3
Add Coupon Type 1.4.3.4
View 1.4.4.1
Update 1.4.4.2
Add 1.4.4.3
View Billing Rate 1.4.5.1
View Payment Method 1.4.5.6
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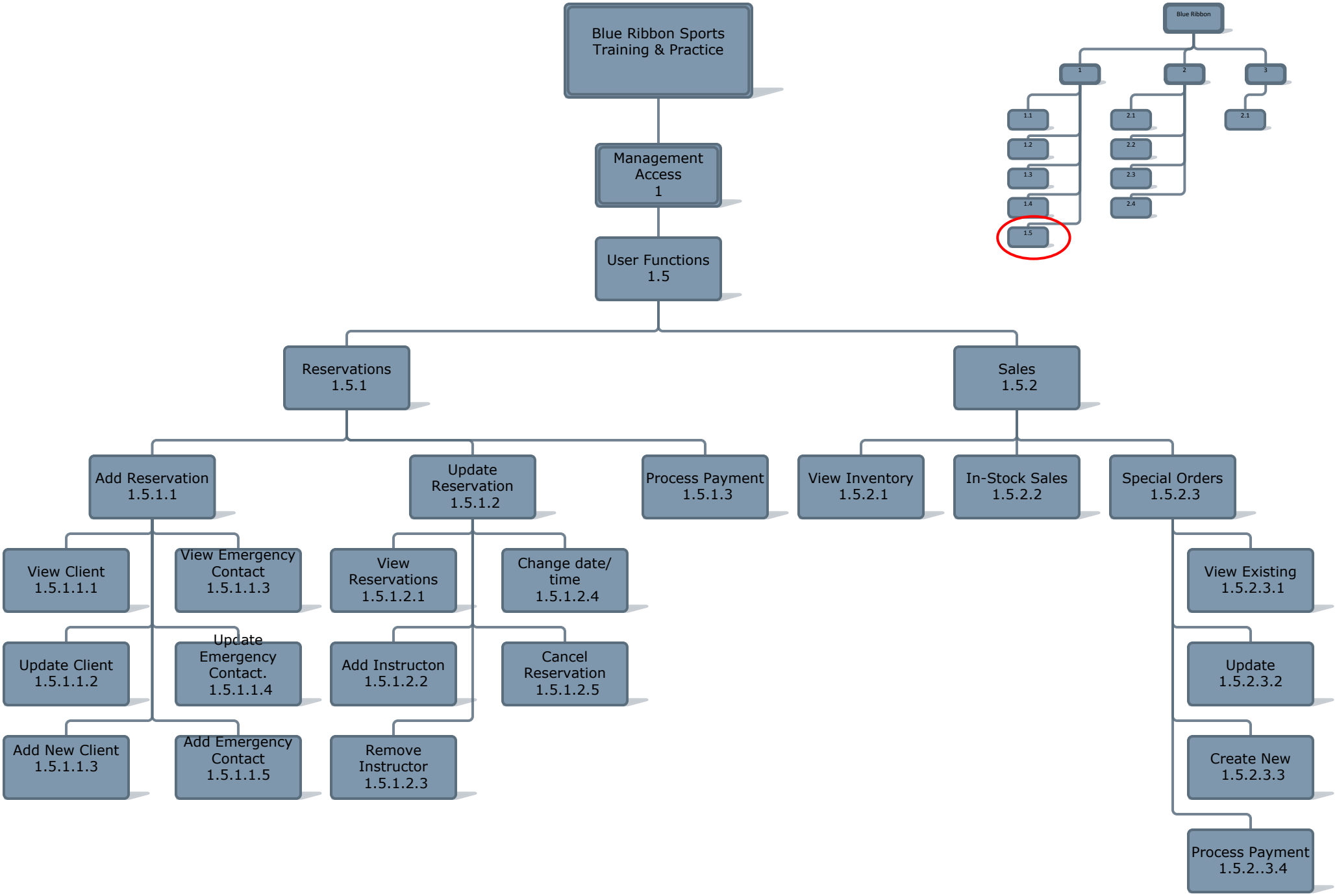
Update Payment Method 1.4.5.7
Add Billing Rate 1.4.5.3
Add Payment Method 1.4.5.8
View Tax Rate 1.4.5.4
Update Tax Rate 1.4.5.5
View 1.4.6.1
Update 1.4.6.2
Add 1.4.6.3
Cancel 1.4.6.4
Add New Client 1.4.6.5
View 1.4.7.1
Update 1.4.7.2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User Functions 1.5
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Cancel Reservation 1.5.1.2.5
Remove Instructor 1.5.1.2.3
View Existing 1.5.2.3.1
Update 1.5.2.3.2
Create New 1.5.2.3.3
Process Payment 1.5.2..3.4

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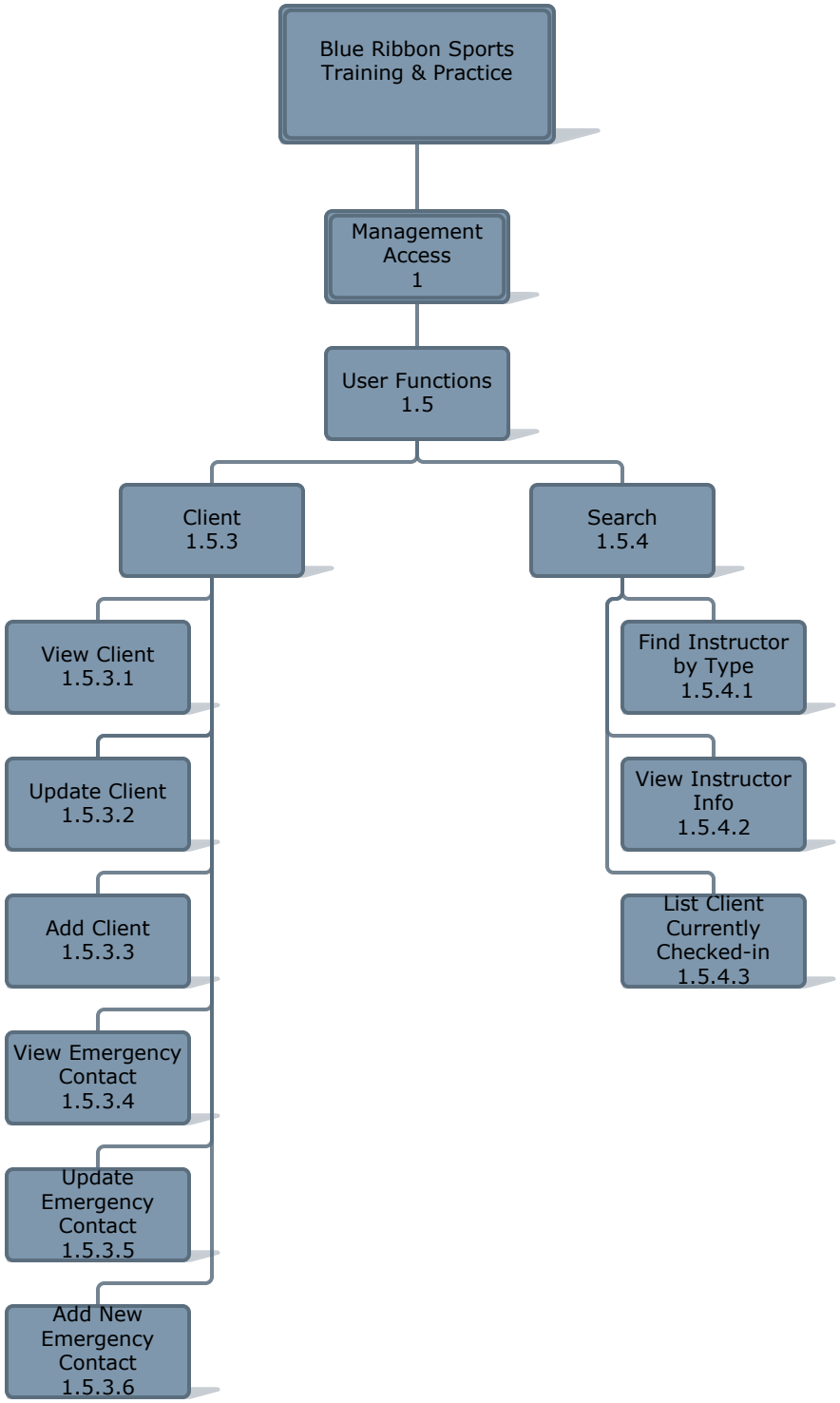
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User Functions 1.5
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View Client 1.5.3.1
Update Client 1.5.3.2
Add Client 1.5.3.3
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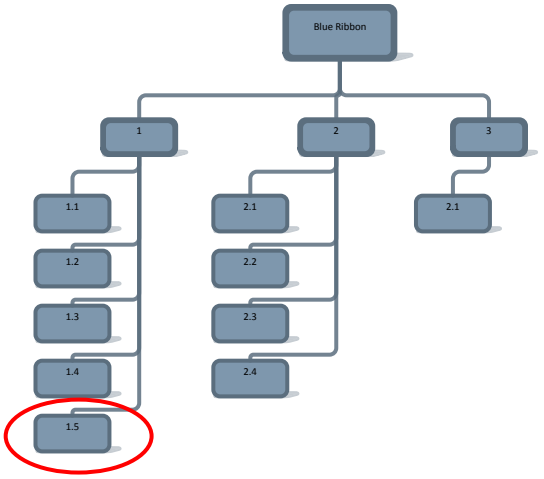
View Instructor Info 1.5.4.2
List Client Currently Checked-in 1.5.4.3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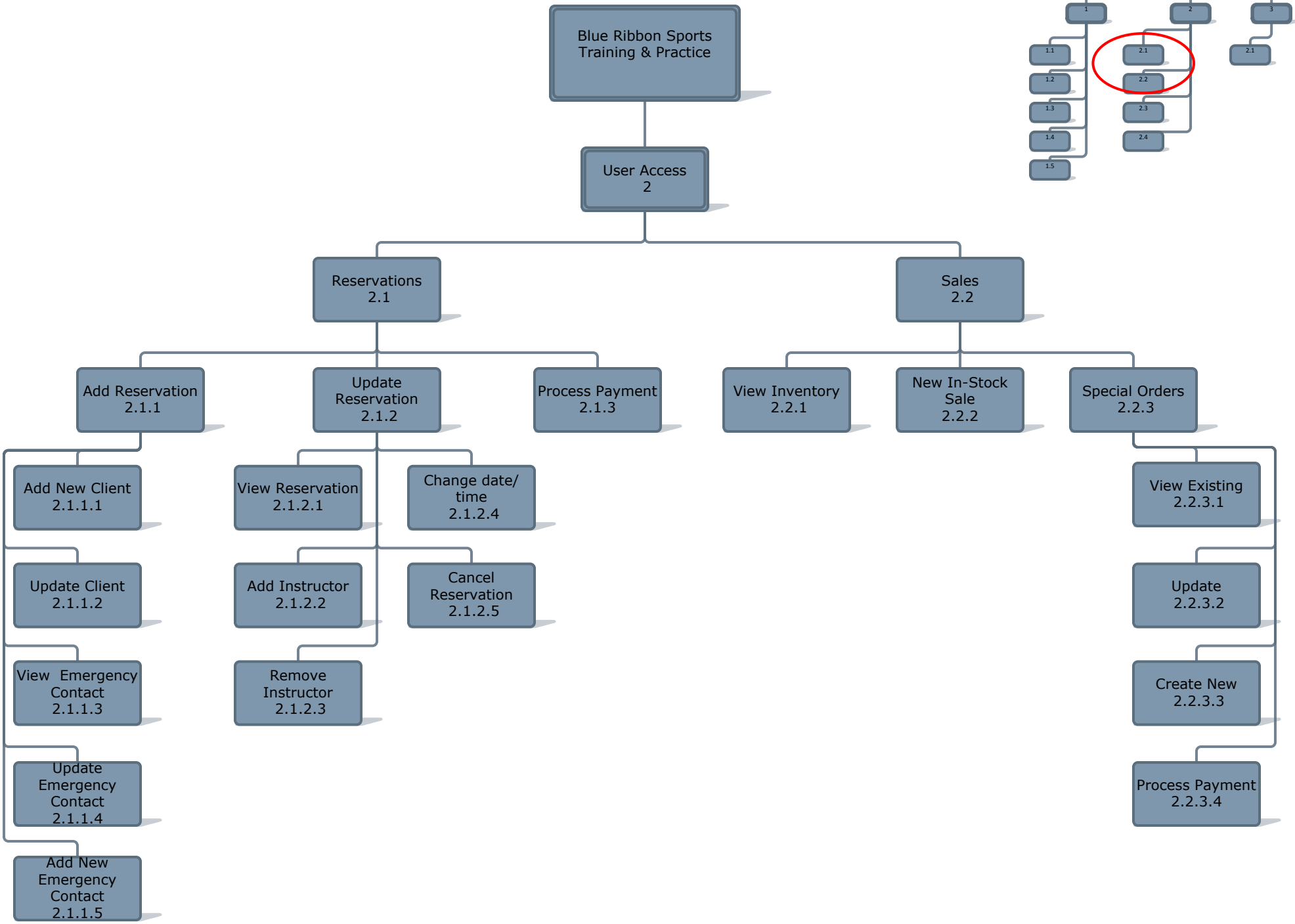
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Reservations 2.1
Sales 2.2
Add Reservation 2.1.1
Update Reservation 2.1.2
Process Payment 2.1.3
View Inventory 2.2.1
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Remove Instructor 2.1.2.3
Change date/ time 2.1.2.4
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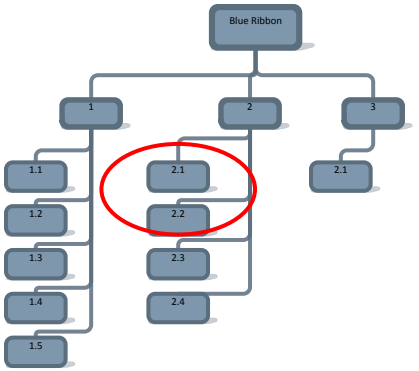
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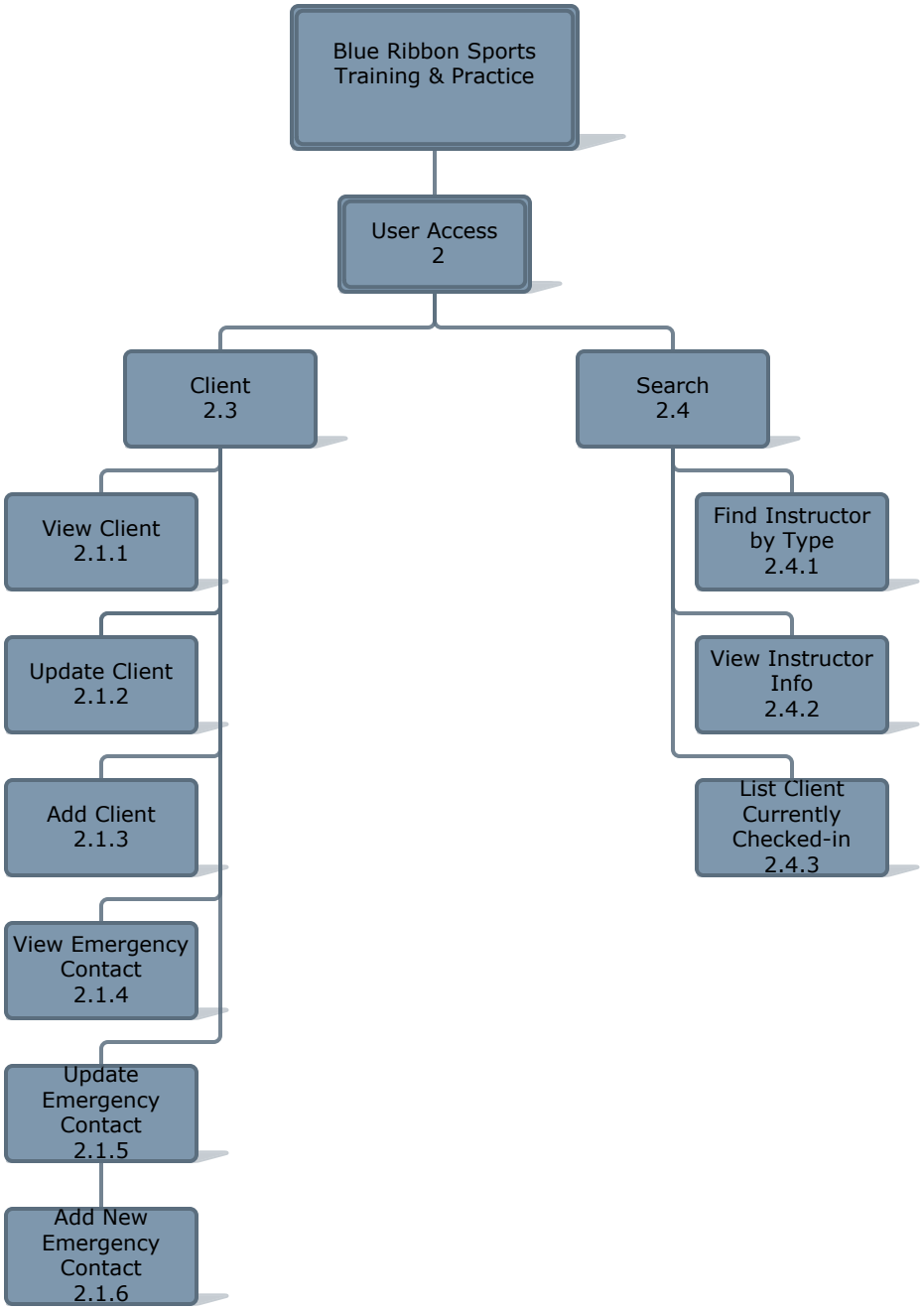
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Client 2.3
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View Emergency Contact 2.1.4
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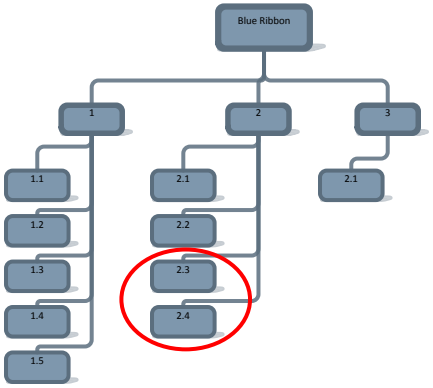
Find Instructor by Type 2.4.1
View Instructor Info 2.4.2
List Client Currently Checked-in 2.4.3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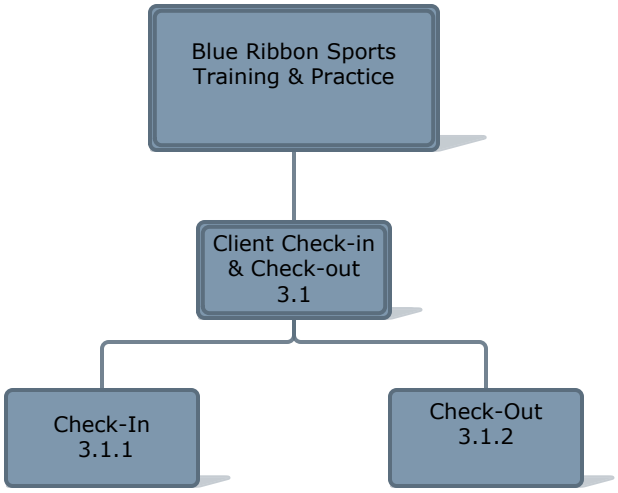
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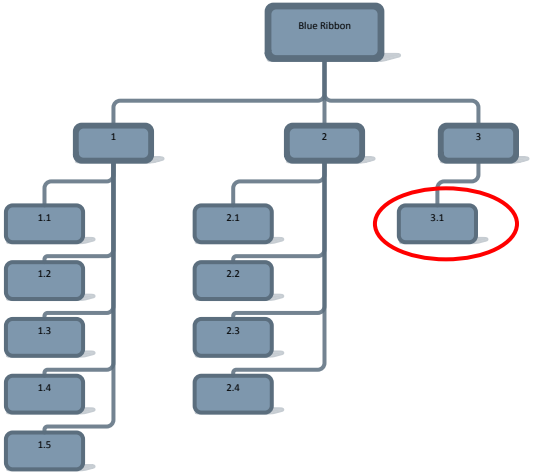
Check-In 3.1.1
Check-Out 3.1.2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Detailed Table Description

The Instructor table will hold all pertinent personal information regarding each instructor. Each Instructor will be identified by a unique ID. Each record in the table will include the instructors ID, name, address, phone number, pay rate and status.

The Instructor Type table will list the training speciality or sport instruction is available for. Each specialty or sport will be identified by a unique ID. Each record in the table will contain the Instructor Type ID and the sport or trainings specialty.

The Instructor Detail table will link an instructor ID to each training specialty or sport in which they are proficient. Each record will be identified by the unique combination of an Instructor ID and an Instructor and will contain the Instructor ID and Instructor Type ID.

The Client table will hold all pertinent personal information for every client. Each client will be identified by a unique ID. Each record in the table will contain the Client ID, name, address, phone number and up to two emergency contacts.

The Client Type table will assign a unique ID to each type of client i.e. individual or team. Each record in the table will contain Client Type ID and the type of client.

The Contract table will hold the detail of contracts. Each contract will be assigned a identified by a unique ID number. Each record in the table will contain the Contract ID, contract type, a description of the contract, a start date, end date (if applicable) and the Client ID of the client the contract is associated with.

The Emergency Contact table contain the details of an emergency contact for a client. Each contact will be assigned a unique ID that will be linked to the appropriate client(s) in the client table. Each record in the table will contain the Contact ID, name and phone number.

The Facility table holds the details about each facility. Each facility will be identified by a unique ID. Each record in the table will contain the Facility ID, facility type and rate code.

The Rate table will list the billing rates used for facilities and instructors. Each rate will identified by a unique ID. Each record in the table will contain a Rate Code(ID) and the rate of pay.

The Facility reservation table will contain the details of a reservation.. Each reservation will be assigned a unique ID. Each record in the table will contain a Reservation ID, Client ID, Facility ID, Employee ID and date, start and end time. If a applicable the table will also contain a Coupon ID.

The Instructor reservation table will link an instructor to a facility reservation if an instructor has also been reserved. Each record will be identifiable by the unique combination of the Instructor ID and Reservation ID. Each record in the table This table will the Instructor ID, Reservation ID, start and end time.

The Client Check-In table will provide a record of who is currently on the premises at any point in time. Each Client Check-in will be assigned a unique ID. Each record in the table will contain a Client ID, the chick -in time time, number of people in the part and a check-out time (once they have checked out).

The Coupon table will provide details of each coupon that is created. Each coupon will be assigned a unique Id. Each record in the table will contain the date of issue, expiration date and a Coupon Description ID.

The Coupon Description Table allows for the same discount to be used on multiple coupons with different dates and coupon code. To facilitate tracking the most effective advertising locations. Each Coupon Description will be identified by a unique ID. Each record in the table will contain a Description Code(ID), discount percent, maximum discount and a description. A discount percent is option dependant on the description i.e. 25% discount vs. buy an hour get an hour free.

The Bill table will provide a record of each bill sent to a client. Each bill will be identified by a unique ID. Each record in the table will contain the BIll ID, date the bill was printed, a date due and total amount due.

The Bill Details table contains the itemization for every bill. This will allow a bill to contain more than one reservation, allowing a client will receive one consolidated bill with all services provided during a billing period instead of one bill for each reservation. Each itemization will be identifiable by the unique combination of a Bill ID and Reservation ID. Each record in the table will contain a Bill ID, Reservation ID, billing rate for the facility and total for facility. If applicable it will also contain and instructor billing rate, and total for the instructor.

The Inventory table contains information about inventory items. Each item will be identifiable by a unique ID. Each record in the table will contain an Inventory ID, Product ID, Location Code, quantity on hand, quantity on order, reorder level, target level and retail price.

The Location table lists the locations inventory is located. Each location will be identified by have a unique ID. Each record in the table will contain a Location Code(ID) and the location.

The Products table contains details about products. Each product will be identifiable by a unique ID. Each record in the table will contain a Product ID, Vendor ID, Category ID, description of the product, unit of measure and wholesale cost.

The Vendor table contains a information about the vendors products are purchased from. Each vendor will be identified with a unique ID.Each record in the table will contain a Vendor ID, Company Contact ID, and the name, address and phone number for the company.

The Company Contacts table contains details pertaining to the contact person for a vendor. Each contact will be identified by a unique ID. Each record in the table will contain a Company Contact ID, name and phone number.

The Category table identifies the categories products belong to i.e adult shirt, youth hat.Each category will be identifiable by a unique ID. Each record in the table will contain a Category ID and name.

The Tax table hold tax rates needed for billing and sales. Each rate will be identified by a unique ID. Each record in the table will contain a Tax ID and rate.

The Sales table will provide a record of every retail sale. Each sale will be assigned a unique ID. Each record in the table will include a Sales ID, Client ID, Tax ID, total price, date of sale and date of completion. For retail sales the date competition will be be the same as the date of sale. If the sale is a special order the date of completion will be empty until the order has been filled.

The Sales Detail table will contain the itemization for each sale. This will allow for multiple items to be associated with a single transaction. Each itemization will be identifiable by the unique combination of a Sales ID and Product ID.The sales details will contain a Sale ID, Product ID, unit price, and quantity. If applicable, it will contain a Coupon ID or discount

amount.

The Purchase Order table will identity each order placed with a vendor. Each order will be assign a unique ID. Each record in the table will contain an Order ID, Vendor ID, Tax ID, total price, date ordered, and date received. While an order is outstanding the date received will be empty.

The Purchase Order Details table will contain the itemization for each order placed. This allows for more than one item per order. Each itemisation will be identified by the unique combination of an Order ID and Product ID. Each record in the table will contain an Order ID, Product ID, unit cost and quantity.

The Payments table will link payments to bills and sales. Each payment will be assigned a unique ID. Each record in the table will contain a Payment ID, a Bill ID, OR Sales ID, Method of Payment and date of payment. If applicable a credit card receipt number will also be included.

The Payment Method table will list the types of payments accepted i.e. cash, check, or charge. Each method will be identified by a unique ID number. Each record in the table will contain a Payment Method ID and a type.

The Employee Access table be used to determine which portions of the system a user can access. Every employee will be identifiable by a unique ID. Each record in the table will contain an Employee ID, employee name, password and user type.

The Notice table will contain the data for the message of the day. This will be used to display a changeable message on the main login screen to the system. The message will be identified by a unique ID. Each record in the table will contain a Notice ID and the message.

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Services Revenue

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Vendor Contacts
Update Inventory Levels
Update Price/Cost
Order Inventory

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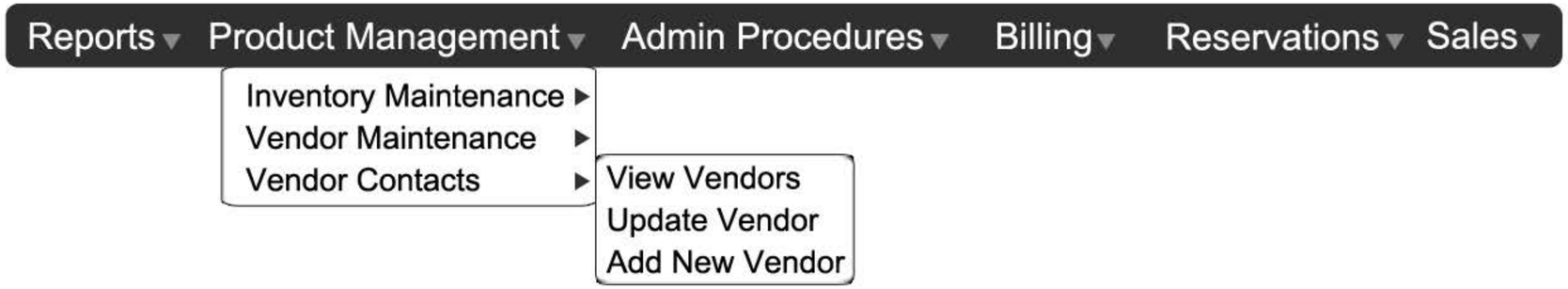
Inventory Maintenance
Vendor Maintenance
Vendor Contacts
View Vendors
Update Vendor
Add New Vendor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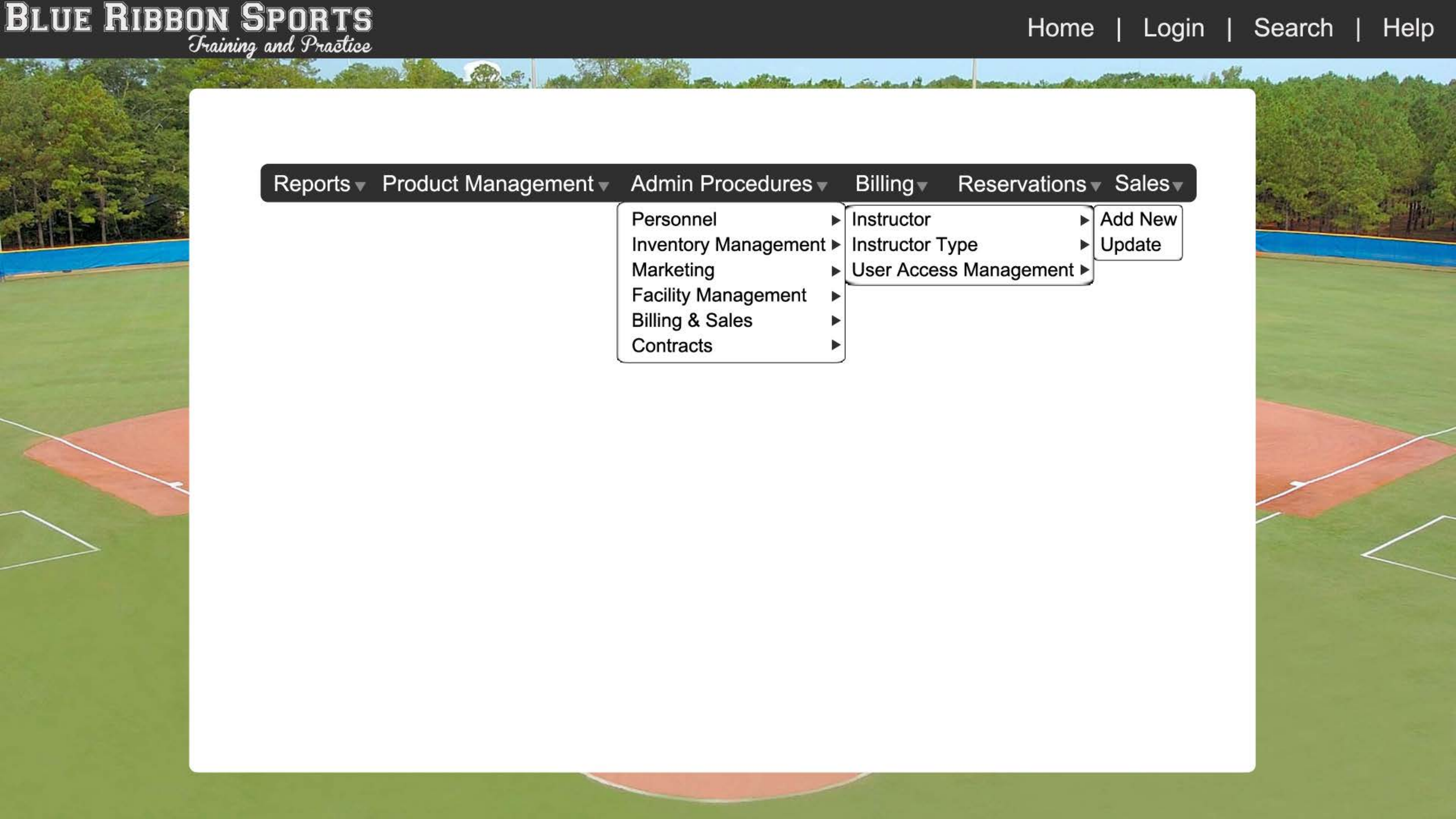
Update Vendor
Add New Vendor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Training and Practice
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Inventory Management
Marketing
Facility Management
Billing & Sales
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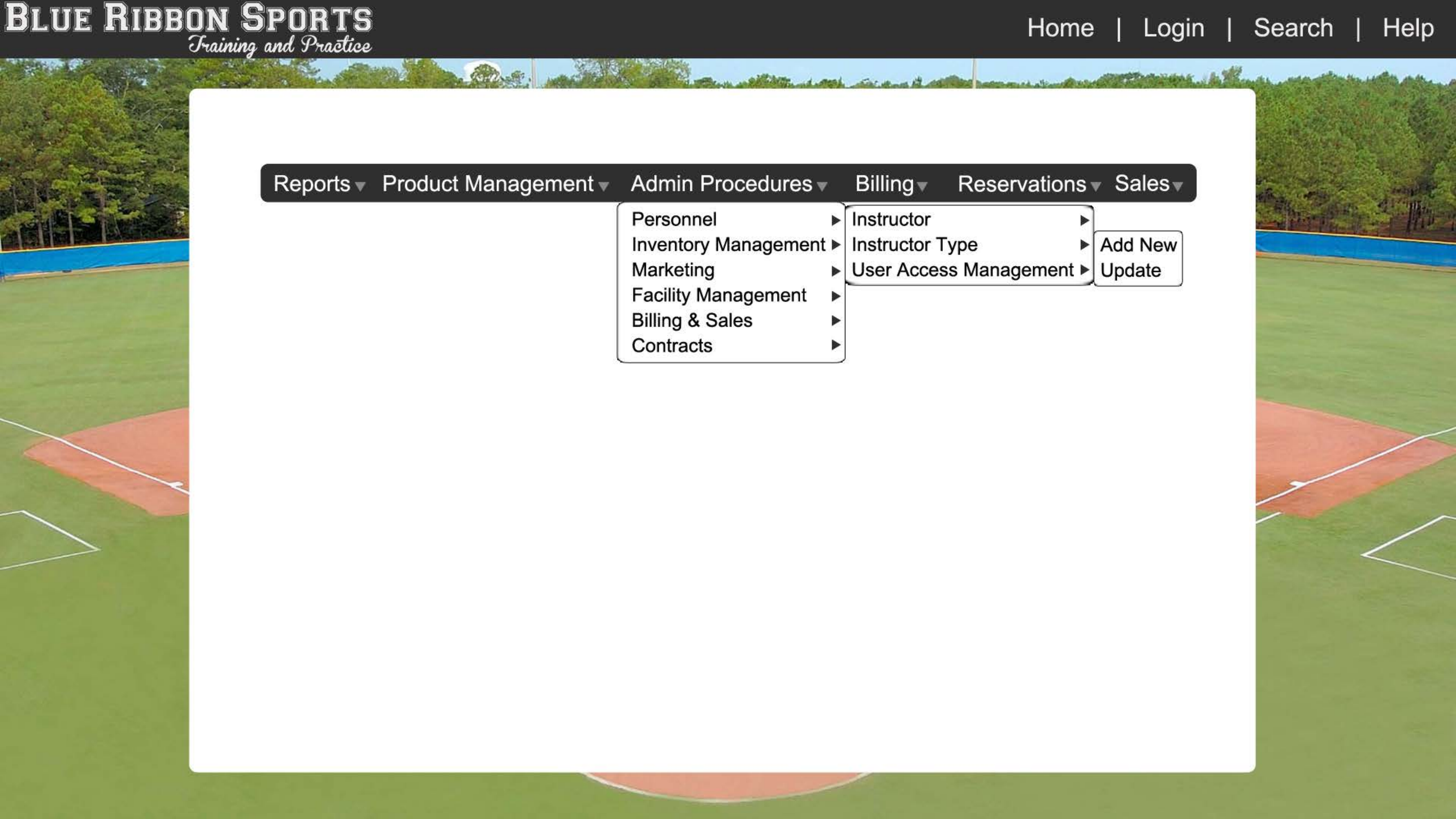
Instructor
Instructor Type
User Access Management
Add New
Update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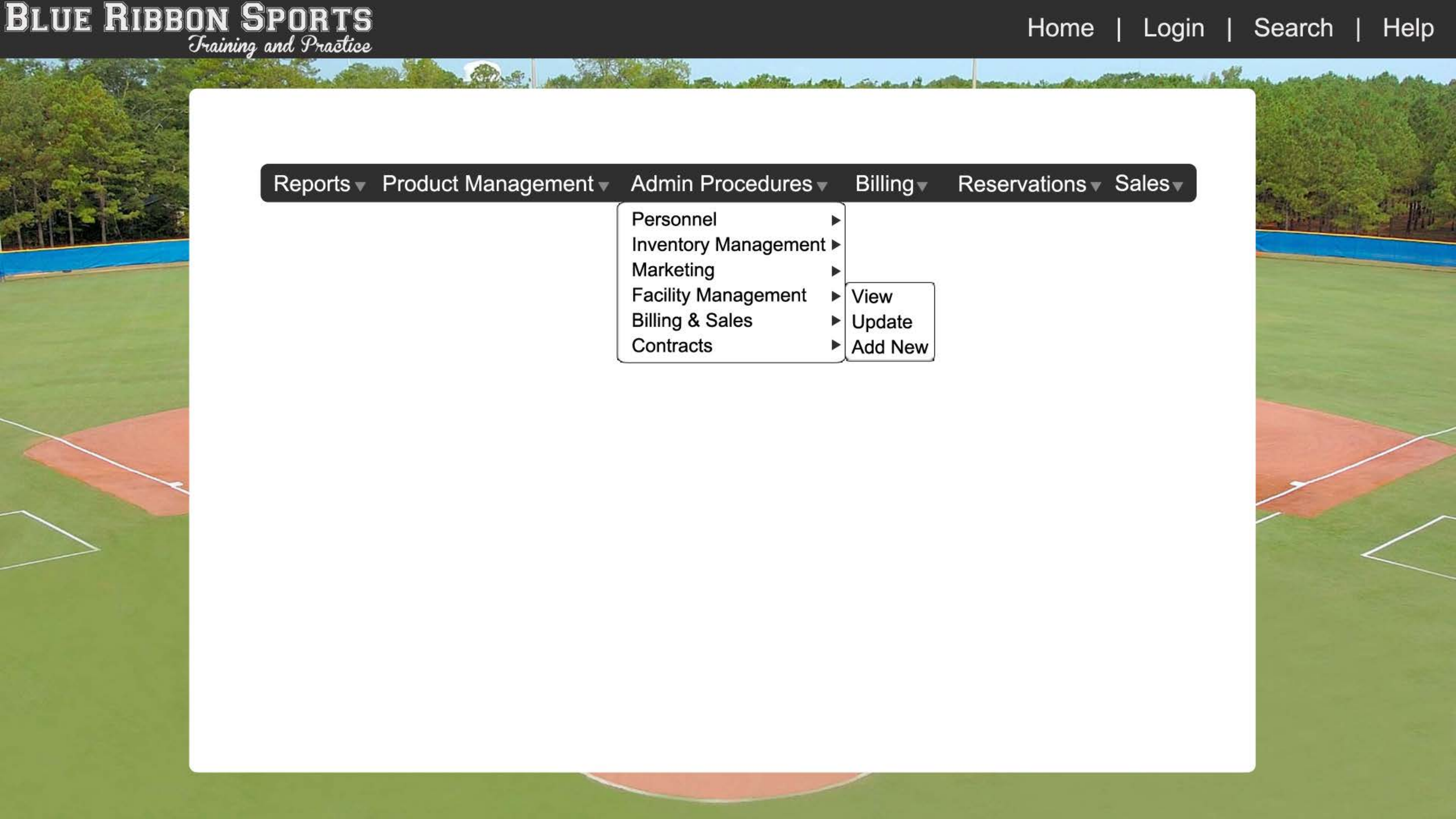
Add New Description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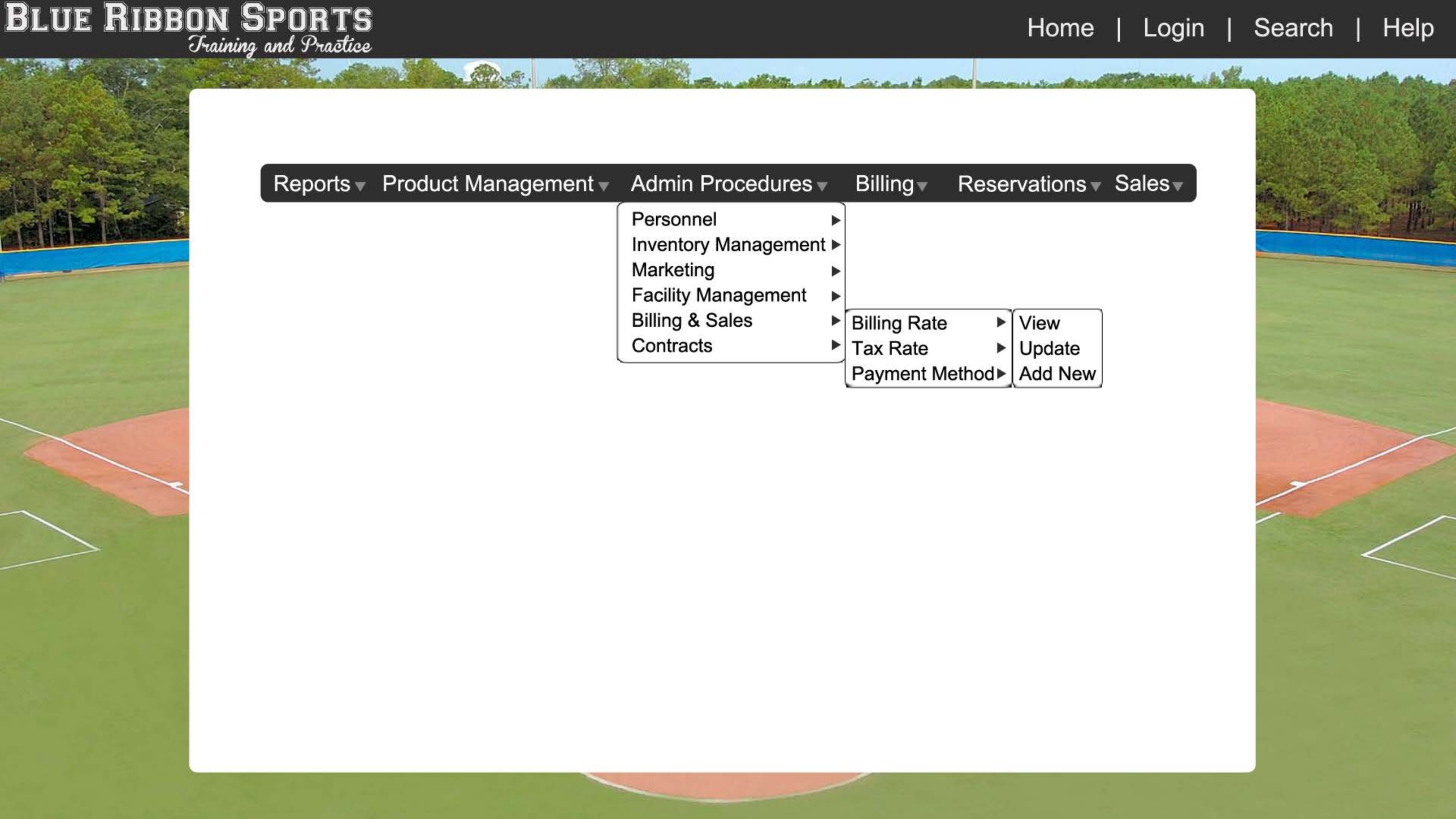
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Tax Rate
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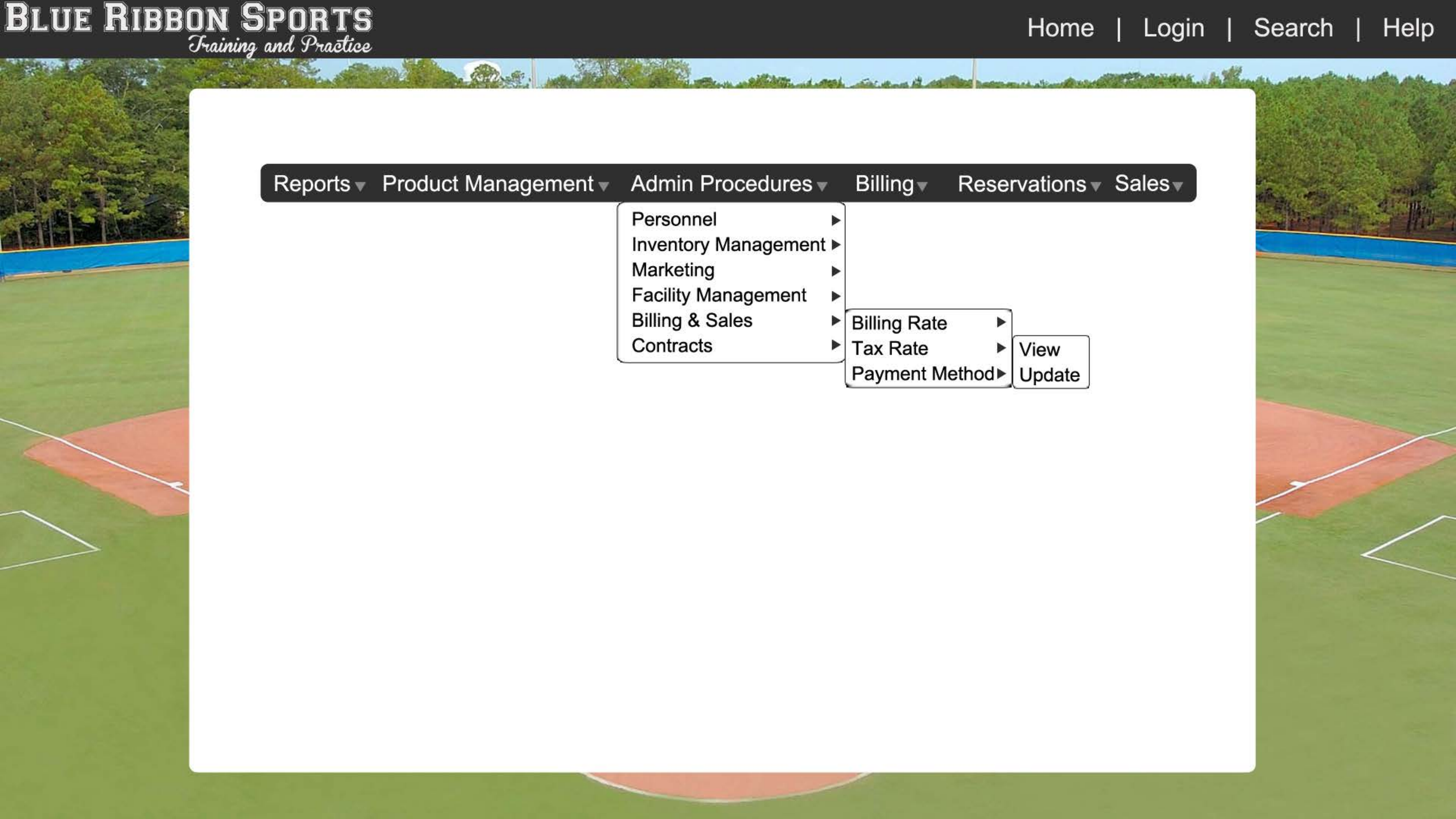
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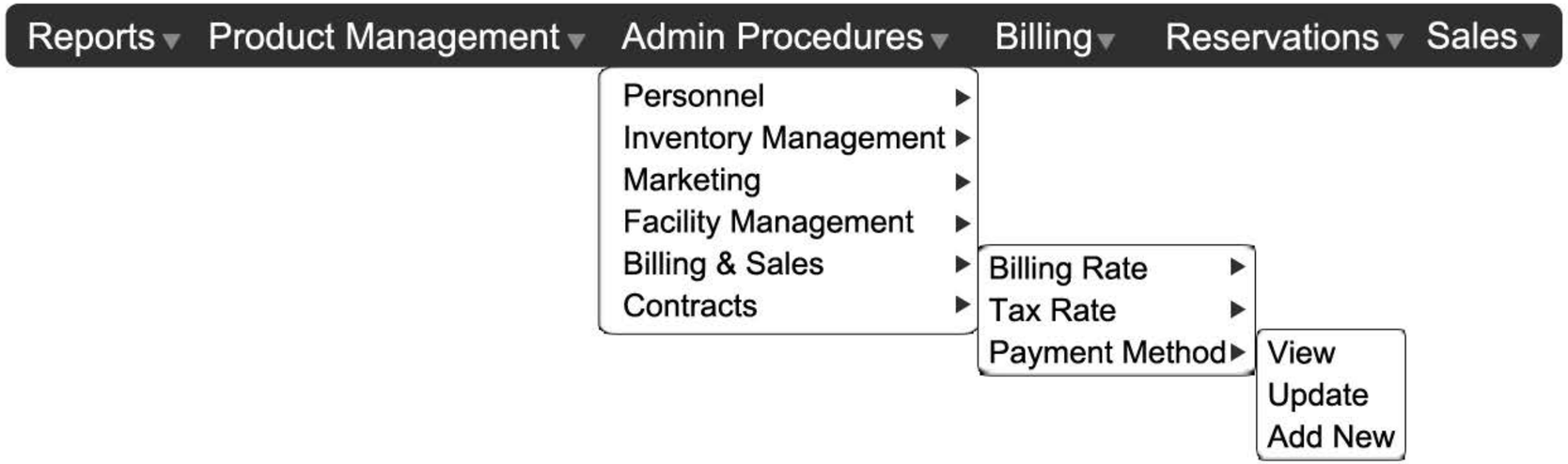
Reports
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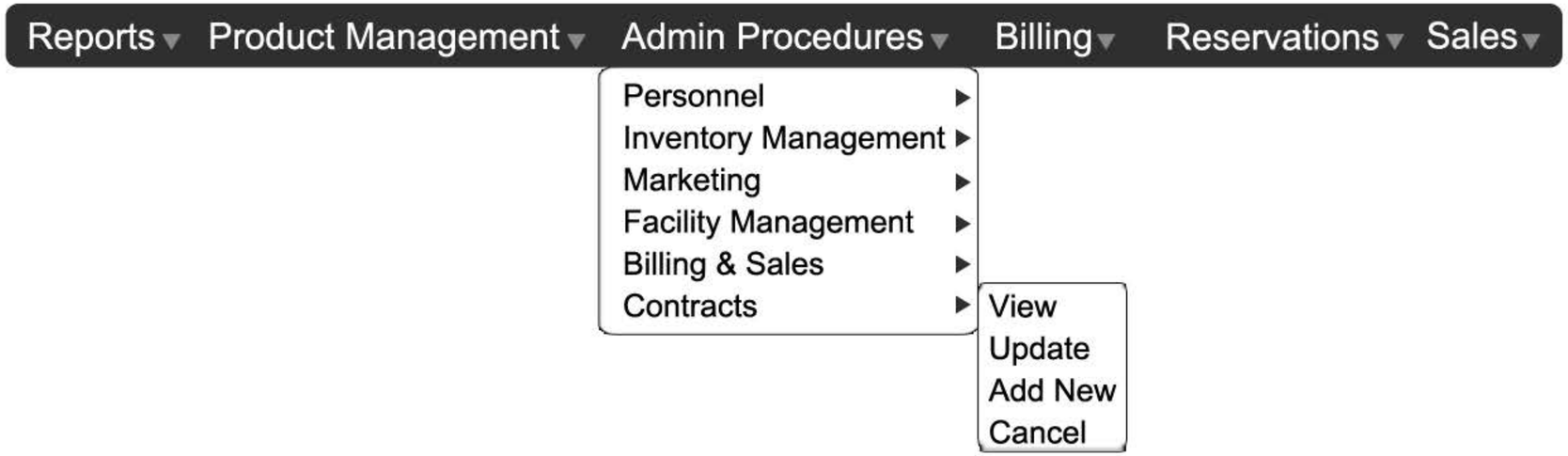
Reports
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Billing & Sales
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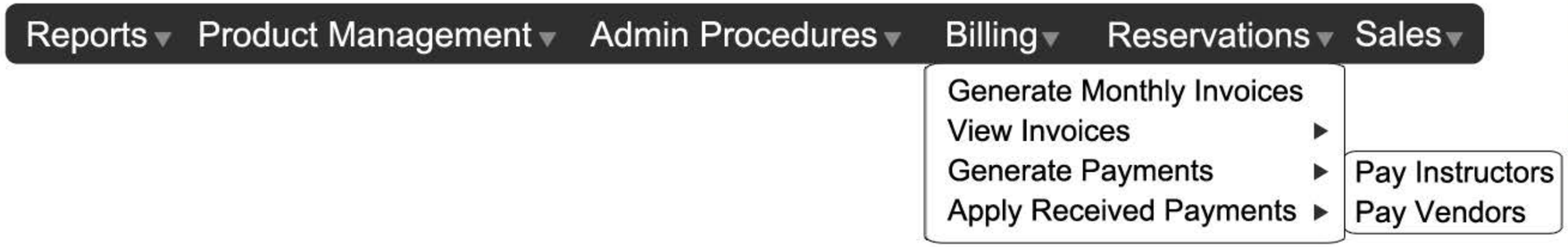
Update
Add New
Cancel

- Generate Monthly Invoices
- View Invoices ▸
  - Update Invoices
  - Apply Payment
- Generate Payments ▸
- Apply Received Payments ▸


Reports
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Generate Monthly Invoices
View Invoices
Generate Payments
Apply Received Payments
Pay Instructors
Pay Vendors

Reports
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View Invoices
Generate Payments
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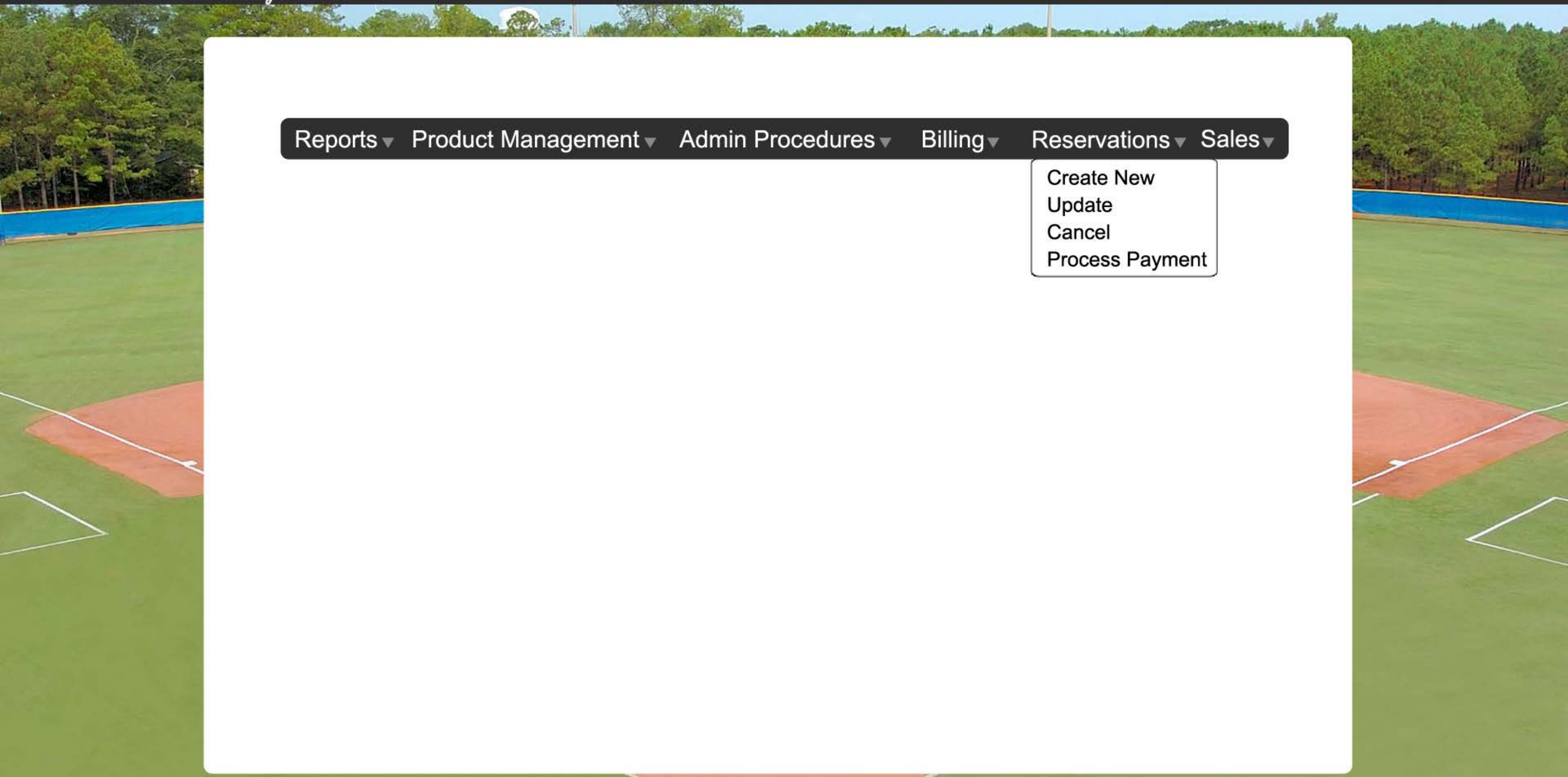
Reports
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Create New
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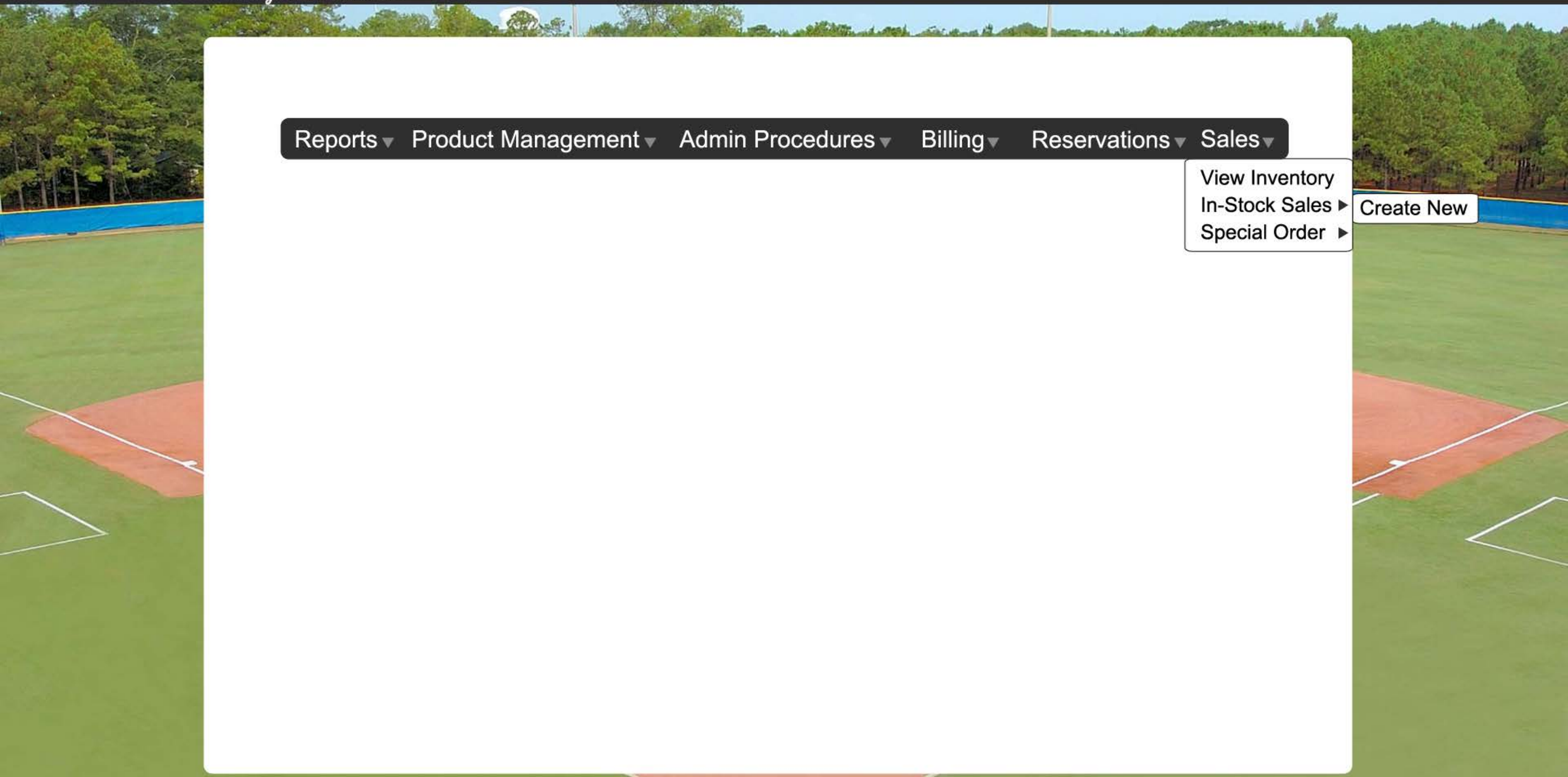
Process Payment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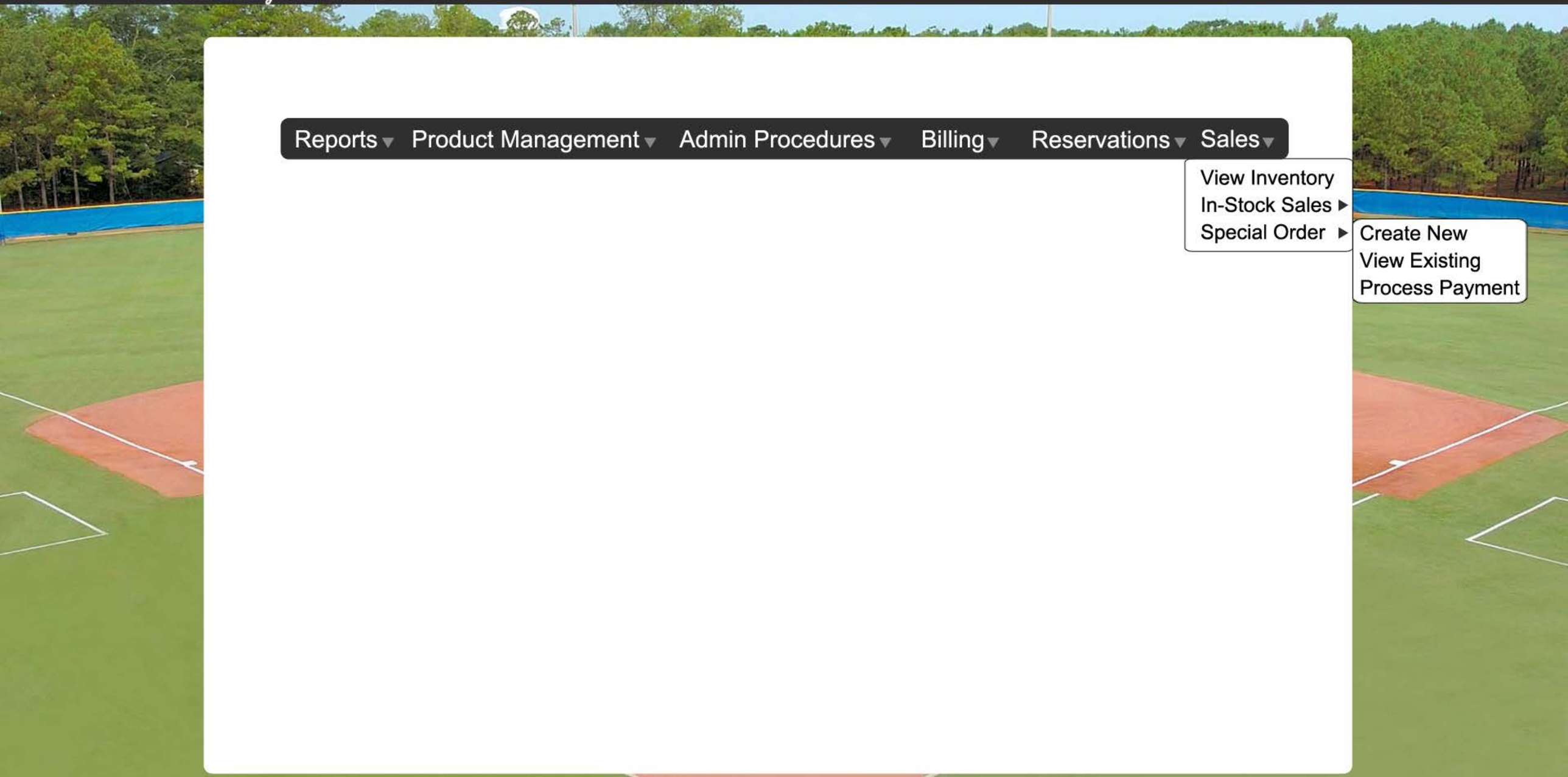
Reports
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View Existing
Process Payment

5. Screens

1. This field connects to the EmployeeID field of the EmployeeAccess table.
2. This field connects to the Password field of the EmployeeAccess table.

The user will be required to provide credentials before login. These credentials will then be checked against existing employee records. If the employee exists, their user type is read and they are sent to the relevant User or Admin control panel with the appropriate level of access.

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Login

Username:

Password:

Sign in

1. This connects to the NoticeContent field of the Notice table.
2. This accepts an ID field from any of the fields available in the dropdown below.
3. This dropdown lists accessible tables within which a search can be made, such as Product or Inventory.

Message of the Day:

Search

Search for:

by:

Search

1. This connects to the NoticeContent field of the Notice table.
2. This accepts an ID field from any of the fields available in the dropdown below.
3. This dropdown lists accessible tables within which a search can be made, such as Product or Inventory.

Message of the Day:

Search

Search for:

by:

Search

1. This will display the relevant ID (ProductID for Products, ClientID for Clients) that was searched for, sorted by order of relevance.
2. This button will provide the ability to go straight to the View option for the relevant ID's type.
3. This button will provide the ability to go straight to an Update option for the relevant ID's type.

The Search Results page will dynamically determine which type of ID the user was searching for based on their selection on the Search page and select the most relevant results from the database and display them on this results page.

Search Results

ID	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update

1. This will display the relevant ID (ProductID for Products, ClientID for Clients) that was searched for, sorted by order of relevance.
2. This button will provide the ability to go straight to the View option for the relevant ID's type.
3. This button will provide the ability to go straight to an Update option for the relevant ID's type.

The Search Results page will dynamically determine which type of ID the user was searching for based on their selection on the Search page and select the most relevant results from the database and display them on this results page.

Search Results

ID	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update
	View	Update

1.1 Reports

1. This contains a drop down menu to select the report to run
2. A start and end date are entered by the user. This date range is used to determine what data is selected for the report.

Reports

Select a Report:

Enter a Date Range:

Start Date

End Date

Submit

1.1.1.1 Sales Revenue

1. This field pulls the Product ID from the Sales Details Table.
2. This field pulls the Quantity from the Sale Details Table.
3. This field pulls the Unit Price from the Sale Details Table.
4. This field pulls the product Description from the Products Table.
5. This field pulls the Discount from the Sale Details Table.
6. The field calculates the Total Sales of each Product less any discounts. (Sum of Quantity * Unit Price - discount(s) = Total Sales. This is calculated individually for each Product ID.

Sales Revenue

Date Range: 3-01-2014 - 3-15-2014

Date: 3-15-2014

Product ID	Quantity	Unit Price	Description	Discount	Total Sales
101	54	$20	WMNS T	($100)	$620
102	10	$15	MENS T	($120)	$430
103	15	$10	CAP	($50)	$120
104	22	$10	BASBALL	--	$100
105	17	$20	BAT	--	$160
106	0	$18	SHORTS	($80)	$360

Print Report

Previous Screen

1.1.1.2 View Reservation

1. This field pulls the Reservation ID from the Facility Reservation Table.
2. This field pulls the Instructor ID from the Instructor Reservation Table.
3. This field pulls the Reservation Date from the Facility Reservation Table.
4. This field pulls the Start Time from the Facility Reservation Table.
5. This field pulls the End Time from the Facility Reservation Table.

Reservations

Date: 3-15-2014

Reservation ID	Instructor ID	Reservation Date	Start Time	End Time
1001	303	3-30-2014	1:00PM	2:00PM
1005	---	4-02-2014	12:00PM	1:30PM
1025	---	4-05-2014	11:00AM	12:00PM
1026	312	5-04-2014	3:00PM	4:00PM

Print Report

Previous Screen

1.1.1.3 Services Revenue

1. This field pulls the Bill Total from the Bill Table.
2. This field pulls the Facility Total from the Bill Details Table.
3. This field calculates the Instructor Totals by subtracting the Bill Total from the Facility Total.

Date Range: 3-01-2014 - 3-15-2014

Services Revenue

Date: 3-15-2014

Bill Total	Facility Total	Instructor Totals
$1200	$800	$400
$1375	$750	$625
$1600	$980	$620

Print Report

Previous Screen

1.1.2.1 Inventory Levels

1. This field pulls the Product ID from the Products Table.
2. This field pulls the Description from the Products Table.
3. This field pulls the Quantity on Hand from the Inventory Table.
4. This field pulls the Quantity on Order from the Inventory Table.
5. This field pulls the Unit Price from the Products Table.

Inventory Levels

Date: 3-15-2014

Product ID	Description	Quantity On Hand	Quantity On Order	Unit Price
101	WMNS T	54	10	$20
102	MENS T	10	8	$15
103	CAP	15	0	$10
104	BASEBALL	22	8	$10

Print Report

Previous Screen

1.1.2.2 Outstanding Orders

1. This field pulls the Order ID from the Purchase Orders Table.
2. This field pulls the Order Date from the Purchase Orders Table.
3. This pulls the Total Price from the Purchase Orders Table. Only those orders that do not have a date in the Order Received field of the Purchase Order table will be displayed.

Outstanding Orders

Date: 3-15-2014

Order ID	Order Date	Total Price
O105	02-06-2014	$54.67
O108	02-08-2014	$101.78
O110	03-01-2014	$13.44

Print Report

Previous Screen

1.1.2.3 Inventory Analysis

1. This field pulls the Product ID from the Products Table.
2. This field contains a sum of all the quantity's from the quantity field of the Sales Detail Table were the Product ID matches the Product ID in field 1.
3. This field pulls the Description from the Products Table.
4. This field pulls the Sale Date from the Sale Table.

Date Range: 3-01-2014 - 3-15-2014

Inventory Analysis

Date: 3-15-2014

Product ID	Quantity	Description	Sale Date
101	30	WMNS T	03-10-14
103	10	CAP	03-12-14
104	12	BASEBALL	03-13-14

Print Report

Previous Screen

1.1.3.1 Received Revenue

1. This field pulls the Bill ID from the Bill Table.
2. This field pulls the Bill Total from the Bill Table.
3. This field pulls the Payment Date from the Payments Table.

Date Range: 3-01-2014 - 3-15-2014

Received Revenue

Date: 3-15-2014

Bill ID	Bill Total	Payment Date
B101	$225.56	04-05-2014
B102	$105.78	04-06-2014
B103	$98.66	03-28-2014

Print Report

Previous Screen

1.1.3.2 Outstanding Revenue

1. This field pulls the Bill ID from the Bill Table.
2. This field pulls the Bill Total from the Bill Table.
3. This field pulls the Payment Due Date from the Bills Table. Only Bill ID's that do not have a corresponding Payment ID in the payments table will appear.

Outstanding Revenue

Date: 3-15-2014

Bill ID	Bill Total	Due Date
B101	$225.56	04-05-2014
B102	$105.78	04-06-2014
B103	$98.66	03-28-2014

Print Report

Previous Screen

1.1.3.3 Outstanding Special Orders

1. This field pulls the Sale ID from the Sales Table.
2. This field pulls the Client ID from the Sales Table.
3. This field pulls the Sale Date from the Sales Table.
4. This field pulls the Total Price from the Sales Table. Only Sales ID's that do not have a date in the Sales Fulfilled column of the Sales Table will appear.

Outstanding Special Orders

Date: 3-15-2014

Sale ID	Client ID	Sale Date	Total Price
S103	C100	03-12-2014	$256.98
S106	C112	03-15-2014	$300.00
S108	C113	03-25-2014	$100.54

Print Report

Previous Screen

1.1.3.4 Past Due Accounts

1. This field pulls the Bill ID from the Bill Table.
2. This field pulls the Due Date from the Bill Table.
3. This field pulls the Bill Total from the Bill Table. The system will cross check the Bill ID with the Payments Table to verify there is not payment with a corresponding Bill ID.

Past Due Accounts

Date: 3-15-2014

Bill ID	Due Date	Bill Total
B103	03-12-2014	$75.85
B108	03-15-2014	$60.86
B109	03-20-2014	$25.65

Print Report

Previous Screen

1.1.4.1 Coupon Analysis

1. This field pulls the Coupon ID from the Coupon Table.
2. This field pulls the Description from the Coupon Description Table.
3. This field pulls the Discount Percent from the Coupon Description Table.
4. This field will contain a count of the number of times the Coupon ID from field 1 appears in a Reservation or the Sales Detail Table.

Date Range: 3-01-2014 - 3-15-2014

Coupon Analysis

Date: 3-15-2014

Coupon ID	Description	Discount	Quantity
CP100	FACILITIES	15%	3
CP101	ALLMERCH	10%	10
CP102	SNACKS	10%	20

Print Report

Previous Screen

1.2.1.1 Update Inventory Levels

1. This field connects the Inventory ID field of the Inventory table.
2. This field connects the Qty On Hand field of the Inventory table.
3. This field connects the Qty On Order field of the Inventory table.
4. This field connects the Reorder Level field of the Inventory table.
5. This field connects the Target Level field of the Inventory table.

When submitted, this form updates the entries matching each inventoryID in the Inventory table using the associated information provided.

Update Inventory Levels

Inventory ID	Qty On Hand	Qty On Order	Reorder Level	Target Level

1.2.1.2 Update Prices and Costs

1. This field connects the Inventory ID field of the Inventory table.
2. This field connects the Product ID field of the Inventory table.
3. This field connects the Qty Per Unit field of the Inventory table.
4. This field connects the Unit Cost field of the Inventory table.
5. This field connects the Retail Price field of the Inventory table.

When submitted, this form updates the entry matching each InventoryID in the Inventory table using the associated information provided.

Update Prices and Costs

Inventory ID	Product ID	Qty Per Unit	Unit Cost	Retail Price

1.2.3.1 View Vendor Contact

1. This field connects to the ContactID field of the CompanyContact table.
2. This field connects to the CCName field of the CompanyContact table.
3. This field connects to the CCPhone1 field of the CompanyContact table.

This selects and displays the information about a particular ContactID.

View Vendor Contact

Contact ID:

Contact Name:

Contact Phone:

1.2.3.2 Update Vendor Contact

1. This field connects to the CompanyContactID field of the CompanyContact table.
2. This field connects to the CCName field of the CompanyContact table.
3. This field connects to the CCPhone field of the CompanyContact table.

When submitted, this will update the entry matching the CompanyContactID with the information provided.

Update Vendor Contact

Contact ID:

Contact Name:

Contact Phone:

Update Contact

1.2.3.3 Add Vendor Contact

1. This field connects to the CompanyContactID field of the CompanyContact table.
2. This field connects to the CCName field of the CompanyContact table.
3. This field connects to the CCPhone field of the CompanyContact table.

When submitted, this inserts a new entry into the CompanyContact table using the information provided.

Add Vendor Contact

Contact ID:

Contact Name:

Contact Phone:

Add Contact

1.3.2.1 Update Invoice

1. This field connects the Bill ID field of the Bill table.
2. This field connects the Bill Date field of the Bill table.
3. This field connects the Due Date field of the Bill table.
4. This field connects the Bill Total fieldof the Bill table.
5. This field connects the Facility Rate of the Bill Details table.
6. This field connects the Facility Total field of the Bill Details table.
7. This field connects the Instructor Rate field of the Bill Details table.
8. This field connects the Instructor Total field of the Bill Details table.

When submitted, this form updates the entry matching the InvoiceID in the Bill and BillDetails tables using the information provided.

Update Invoice

Bill ID:

Bill Date:

Due Date:

Bill Total:

Facility Rate:

Facility Total:

Instructor Rate:

Instructor Total:

Update Invoice

1.3.2.2 Apply Payment

1. This field connects the PaymentID field of the Payment table.
2. This field connects the BillID field of the Payment table.
3. This field connects the SaleID field of the Payment table.
4. This field connects the PayMethod field of the Payment table.
5. This field connects the CreditReciptNum field of the Payment table.
6. This field connects the PaymentDate field of the Payment table.

When submitted, this form inserts a new entry in the Payments table using the information provided.

Apply Payment

Payment ID:

Bill ID:

Sale ID:

Pay Method:

Credit Receipt #:

Payment Date:

Apply Payment

1.3.2 View Invoice

1. This field connects the BillID field of the Bill table.
2. This field connects the BillDate field of the Bill table.
3. This field connects the DueDate field of the Bill table.
4. This field connects the BillTotal field of the Bill table.
5. This field connects the FacilityRate field of the Facilities table.
6. This field connects the FacilityTotal field of the Bill Details table.
7. This field connects the InstructorRate field of the Bill Details table.
8. This field connects the InstructorTotal field of the Bill Details table.

This form selects and displays the entry matching the BillID in the Bill and BillDetails tables.

View Invoice

Bill ID:

Bill Date:

Due Date:

Bill Total:

Facility Rate:

Facility Total:

Instructor Rate:

Instructor Total:

1.3.3.1 Generate Instructor Payments

1. This column connects to the InstructorID field of the Instructor table.
2. This column indicates the number of times an InstructorID appears in the InstructorReservation table for a set of dates.
3. This column connects to the Rate field of the Rate table, connecting to each Instructor by way of the RateCode field in the Instructor and Rate tables.
4. This column displays the total amount owed to the Instructor by calculating the number of hours worked, determined by subtracting the StartTime from the EndTime of each InstructorReservation entry, multiplied by the instructor's rate as found in the Rate field of the Rate table, connected to the Instructor by way of the RateCode field in the Instructor and Rate tables.

Generate Instructor Payments

Instructor ID	# of Sessions	Rate	Total Amt Owed

1.3.3.2 Generate Vendor Payments

1. This columns connects to the VendorID field of the PurchaseOrders table.
2. This column shows the total number of OrderIDs associated with the VendorID, both in the PurchaseOrders table.
3. This column displays the TaxRate field from the Tax table, connected to the PurchaseOrders table by way of the TaxID field.
4. This columns displays the total amount owed to each VendorID by calculating the sum of all TotalPrice fields for OrderIDs associated with the VendorID.

Generate Vendor Payments

Vendor ID	# of Orders	Tax Rate	Total Amt Owed

1.4.1.1.2 Update Instructor

1. This field connects the InstructorID field of the Instructor table.
2. This field connects the InstructorFName field of the Instructor table.
3. This field connects the InstructorLName field of the Instructor table.
4. This field connects the InstructorSport field of the Instructor table.
5. This field connects the InstructorAddress field of the Instructor table.
6. This field connects the InstructorCity field of the Instructor table.
7. This field connects the InstructorState field of the Instructor table.
8. This field connects the InstructorZip field of the Instructor table.
9. This field connects the InstructorPhone field of the Instructor table.
10. This field connects the RateCode field of the Instructor table.

When submitted, this form updates the entry matching the InstructorID in the Instructor table using the information provided.

Update Instructor

Instructor ID:

First Name:

Last Name:

Sport ID:

Address:

City:

State:

Zip:

Phone:

Rate Code:

Update Instructor

1.4.1.1.3 Add New Instructor

1. This field connects the InstructorID field of the Instructor table.
2. This field connects the InstructorFName field of the Instructor table.
3. This field connects the InstructorLName field of the Instructor table.
4. This field connects the InstructorSport field of the Instructor table.
5. This field connects the InstructorAddress field of the Instructor table.
6. This field connects the InstructorCity field of the Instructor table.
7. This field connects the InstructorState field of the Instructor table.
8. This field connects the InstructorZip field of the Instructor table.
9. This field connects the InstructorPhone field of the Instructor table.
10. This field connects the RateCode field of the Instructor table.

When submitted, this form inserts a new entry in the Instructor table using the information provided.

Add New Instructor

Instructor ID:

First Name:

Last Name:

Sport ID:

Address:

City:

State:

Zip:

Phone:

Rate Code:

Add Instructor

1.4.1.2.1 View Instructor Type

1. This field connects to the TypeID field of the Instructor Type table.
2. This field connects to the TypeName field of the Instructor Type.

This screen selects and displays the two fields from the Instructor Type table for a specific entry.

View Instructor Type

Type ID:

Type Name:

1.4.1.2.2 Update Instructor Type

1. This field connects to the TypeID field of the InstructorType table.
2. This field connects to the Sport field of the InstructorType table.

When submitted, this will update the entry matching the TypeID with the information provided.

Update Instructor Type

Type ID:

Type Name:

Update Type

1.4.1.2.3 Add Instructor Type

1. This field connects to the TypeID field of the InstructorType table.
2. This field connects to the Sport field of the InstructorType table.

When submitted, this form inserts a new entry into the InstructorType table using the information provided.

Add Instructor Type

Type ID:

Type Name:

Add Type

1.4.1.3.2 Update User

1. This field connects the EmployeeID field of the EmployeeAccess table.
2. This field connects the EmployeeName field of the EmployeeAccess table.
3. This field connects the EmployeeType field of the EmployeeAccess table.

When submitted, this form updates the entry matching the EmployeeID in the EmployeeAccess table using the information provided.

Update User

Employee ID:

Employee Name:

Employee Type:

Update User

1.4.1.3.3 Add User

1. This field connects the EmployeeID field of the EmployeeAccess table.
2. This field connects the EmployeeName field of the EmployeeAccess table.
3. This field connects the TypeUser field of the EmployeeAccess table.

When submitted, this form inserts a new entry in the EmployeeAccess table using the information provided.

Add User

Employee ID:

Employee Name:

Employee Type:

Add User

1.4.2.1.2 Update Vendor

1. This field connects the VendorID field of the Vendor table.
2. This field connects the ContactID field of the Vendor table.
3. This field connects the CompanyName field of the Vendor table.
4. This field connects the Phone field of the Vendor table.
5.This field connects the Address field of the Vendor table.
6. This field connects the City field of the Vendor table.
7. This field connects the State field of the Vendor table.
8. This field connects the Zip field of the Vendor table.

When submitted, this form updates the entry matching the VendorID in the Vendor table using the information provided.

Update Vendor

Vendor ID:

Contact Person:

Company Name:

Phone:

Address:

City:

State:

Zip:

Update Vendor

1.4.2.1.3 Add New Vendor

1. This field connects the VendorID field of the Vendor table.
2. This field connects the CompanyContact field of the Vendor table.
3. This field connects the CompanyName field of the Vendor table.
4. This field connects the CompanyPhone field of the Vendor table.
5. This field connects the CompanyAddress field of the Vendor table.
6. This field connects the CompanyCity field of the Vendor table.
7. This field connects the CompanyState field of the Vendor table.
8. This field connects the CompanyZip field of the Vendor table.

When submitted, this form inserts a new entry in the Vendor table using the information provided.

Add New Vendor

Vendor ID:

Contact Person:

Company Name:

Phone:

Address:

City:

State:

Zip:

Add Vendor

1.4.2.3.2 Update Product

1. This field connects the ProductID field of the Products table.
2. This field connects the VendorID field of the Products table.
3. This field connects the CategoryID field of the Products table.
4. This field connects the Description field of the Products table.
5. This field connects the UnitMeasure field of the Products table.
6. This field connects the UnitCost field of the Products table.

When submitted, this form updates the entry matching the ProductID in the Products table using the information provided.

Update Product

Product ID:

Vendor ID:

Category ID:

Description:

Units/Qty:

Unit Cost:

Update Product

1.4.2.3.3 Add Product

1. This field connects the ProductID field of the Products table.
2. This field connects the VendorID field of the Products table.
3. This field connects the CategoryID field of the Products table.
4. This field connects the Description field of the Products table.
5. This field connects the UnitsMeasure field of the Products table.
6. This field connects the UnitCost field of the Products table.

When submitted, this form inserts a new entry in the Product table using the information provided.

Add Product

Product ID:

Vendor ID:

Category ID:

Description:

Units/Qty:

Unit Cost:

Add Product

1.4.2.4.2 Update Category

1. This field connects the CategoryID field of the Category table.
2. This field connects the Categoryname field of the Category table.

When submitted, this form updates the entry matching the CategoryID in the Category table using the information provided.

Update Category

Category ID:

Category Name:

Update Category

1.4.2.4.3 Add Category

1. This field connects the CategoryID field of the Category table.
2. This field connects the Categoryname field of the Category table.

When submitted, this form inserts a new entry in the Category table using the information provided.

Add Category

Category ID:

Category Name:

Add Category

1.4.2.5.1 View Location Code

1. This field connects to the LocationCode field of the Location table.
2. This field connects to the LocationName field of the Location table.

This screen selects and displays the two fields from the Location table for a specific entry.

View Location Code

Location Code:

Location Name:

1.4.2.5.2 Update Location Code

1. This field connects to the LocationCode field in the Location table.
2. This field connects to the LocationName field in the Location table.

When submitted, this updates the entry identified by the LocationCode field with the values submitted.

Update Location Code

Location Code:

Location Name:

Update Location

1.4.2.5.3 Add Location Code

1. This field connects to the LocationCode field of the Location table.
2. This field connects to the LocationName field of the Location table.

When submitted, this form inserts a new entry into the Location table using the information provided.

Add Location Code

Location Code:

Location Name:

Add Location

1.4.3.2 Update Coupon

1. This field connects the CouponID field of the Coupon table.
2. This field connects the IssueDate field of the Coupon table.
3. This field connects the ExpDate field of the Coupon table.
4. This field connects the DescCode field of the Coupon table.

When submitted, this form updates the entry matching the CouponID in the Coupon table using the information provided.

Update Coupon

Coupon ID:

Issue Date:

Expiration Date:

Coupon Code:

Update Coupon

1.4.3.3 Add Coupon

1. This field connects the CouponID field of the Coupon table.
2. This field connects the IssueDate field of the Coupon table.
3. This field connects the ExpDate field of the Coupon table.
4. This field connects the DescCode field of the Coupon table.

When submitted, this form inserts a new entry in the Coupon table using the information provided.

Add Coupon

Coupon ID:

Issue Date:

Expiration Date:

Coupon Code:

Add Coupon

1.4.3.4 Add Coupon Description

1. This field connects the DescCode field of the CouponDescription table.
2. This field connects the DiscPercent field of the CouponDescription table.
3. This field connects the MaxDisc field of the CouponDescription table.
4. This field connects the Description field of the CouponDescription table.

When submitted, this form inserts a new entry in the CouponDescription table using the information provided.

Add Coupon Description

Description Code:

Discount Percent:

Max Discount:

Description:

Add Description

1.4.4.2 Update Facility

1. This field connects the FacilityID field of the Facilities table.
2. This field connects the FacilityType field of the Facilities table.
3. This field connects the RateCode field of the Facilities table.

When submitted, this form updates the entry matching the FacilityID in the Facilities table using the information provided.

Update Facility

Facility ID:

Facility Type:

Rate Code:

Update Facility

1.4.4.3 Add Facility

1. This field connects the FacilityID field of the Facilities table.
2. This field connects the FacilityType field of the Facilities table.
3. This field connects the RateCode field of the Facilities table.

When submitted, this form inserts a new entry in the Facilities table using the information provided.

Add Facility

Facility ID:

Facility Type:

Rate Code:

Add Facility

1.4.5.2 Update Rate Code

1. This field connects the RateCode field of the Rate table.
2. This field connects the Rate field of the Rate table.

When submitted, this form updates the entry matching the RateCode in the Rate table using the information provided.

Update Rate Code

Rate Code:

Hourly Rate:

Update Rate Code

1.4.5.3 Add Rate Code

1. This field connects the RateCode field of the Rate table.
2. This field connects the Rate field of the Rate table.

When submitted, this form inserts a new entry in the Rate table using the information provided.

Add Rate Code

Rate Code:

Hourly Rate:

Add Rate Code

1.4.5.4 View Tax Rate

1. This field connects to the TaxRate field of the Tax table.

This selects and displays the current TaxRate field from the Tax table.

View Tax Rate

Tax Rate (in %):

1.4.5.5 Update Tax Rate

1. This field connects to the TaxRate field of the Tax table.

When submitted, this will update the TaxRate field in the Tax table to the new value.

Update Tax Rate

Tax Rate (in %):

Update Tax Rate

1.4.5.6 View Payment Method

1. This field connects to the PayMethod field of the PaymentMethod table.
2. This field connects to the PayType field of the PaymentMethod table.

This selects and displays the PayType for a given PayMethod.

View Payment Method

Method ID:

Payment Type:

1.4.5.7 Update Payment Method

1. This field connects to the PayMethod field of the PaymentMethod table.
2. This field connects to the PayType field of the PaymentMethod table.

When submitted, this updates the PayType field of the entry indicated by the PayMethod field with the information provided.

Update Payment Method

Method ID:

Payment Type:

Update Payment Method

1.4.5.8 Add Payment Method

1. This field connects to the PayMethod field of the PaymentMethod table.
2. This field connects to the PayType field of the PaymentMethod table.

When submitted, this inserts a new entry into the PaymentMethod table using the information provided.

Add Payment Method

Method ID:

Payment Type:

Add Payment Method

1.4.6.2 Update Contract

1. This field connects the ContractID field of the Contract table.
2. This field connects the ContractType field of the Contract table.
3. This field connects the ContractDesc field of the Contract table.
4. This field connects the ContractStartDate field of the Contract table.
5. This field connects the ContractEndDate field of the Contract table.
6. This field connects the ClientID field of the Contract table.

When submitted, this form updates the entry matching the ContractID in the Contract table using the information provided.

Update Contract

Contract ID:

Type:

Description:

Start Date:

End Date:

Client ID:

Update Contract

1.4.6.3 Add Contract

1. This field connects the ContractID field of the Contract table.
2. This field connects the ContractType field of the Contract table.
3. This field connects the ContractDesc field of the Contract table.
4. This field connects the ContractStartDate field of the Contract table.
5. This field connects the ContractEndDate field of the Contract table.
6. This field connects the ClientID field of the Contract table.

When submitted, this form inserts a new entry in the Contract table using the information provided.

Add Contract

Contract ID:

Type:

Description:

Start Date:

End Date:

Client ID: Add...

Add Contract

1.4.6.4 Cancel Contract

1. This field connects to the ContractID field of the Contract table.
2. This field connects to the ContractEndDate field of the Contract table.

When submitted, this updates the ContractEndDate field of the ContractID specified with the value provided.

Cancel Contract

Contract ID:

Effective End Date:

Cancel Contract

1.4.7.1 View Message of the Day

1. This field connects to the NoticeContent field of the Notice table.

This selects and displays the NoticeContent field of the Notice table.

View Message of the Day

Message of the Day (Blank = None):

1.4.7.2 Update Message of the Day

1. This field connects to the NoticeContent field of the Notice table.

When submitted, this updates the NoticeContent field with the value submitted, left blank if the notice is not to be displayed.

Update Message of the Day

Message of the Day (Blank for None):

Update MOTD

1.5.1.1.4 View Emergency Contact

1. This field connects to the ContactID field of the EmergencyContact table.
2. This field connects to the ContactName field of the EmergencyContact table.
3. This field connects to the ContactPhone1 field of the EmergencyContact table.

This page selects and displays the information related to a specific ContactID.

View Emergency Contact

Contact ID:

Contact Name:

Contact Phone:

1.5.1.1.5 Update Emergency Contact

1. This field connects to the ContactID field in the EmergencyContact table.
2. This field connects to the ContactName field in the EmergencyContact table
3. This field connects to the ContactPhone1 field in the EmergencyContact table.

When submitted, this form updates the entry matching the ContactID in the EmergencyContact table using the information provided.

Update Emergency Contact

Contact ID:

Contact Name:

Contact Phone:

Update Contact

1.5.1.1.6 Add Emergency Contact

1. This field connects to the ContactID field of the EmergencyContact table.
2. This field connects to the ContactName field of the EmergencyContact table.
3. This field connects to the ContactPhone1 field of the EmergencyContact table.

When submitted, this form inserts a new entry in the database in the EmergencyContact table using the values provided.

Add Emergency Contact

Contact ID:

Contact Name:

Contact Phone:

Add Contact

1.4.1.1.3 Add New Reservation

1. This field connects the ReservationID field of the FacilityReservation table.
2. This field connects the ClientID field of the FacilityReservation table.
3. This field connects the FacilityID field of the FacilityReservation table.
4. This field connects the InstructorID field of the InstructorReservation table.
5. This field connects the Date field of the FacilityReservation table.
6. This field connects the StartTime field of the FacilityReservation table.
7. This field connects the EndTime field of the FacilityReservation table.
8. This field connects the CouponID field of the FacilityReservation table.
9. This field connects the EmployeeID field of the FacilityReservation table.

When submitted, this form inserts a new entry in the FacilityReservation table using the information provided.

Add New Reservation

Res. ID:

Client ID: Add...

Facility ID:

Instructor ID:

Date:

Start Time:

End Time:

Coupon ID:

Employee ID:

Add Reservation

1.5.1.2.5 Cancel Reservation

1. This field is connects to the ReservationID of the Reservation table.
2. This field connects to the Facility total of the BillDetails table.

When submitted, this form cancels the reservation associated with the ReservationID provided. If the System Date minus the reservation date is less than 48 hours a cancellation fee of $75.00 will be inserted into facility total of the BillDetails table when bills are generated. Otherwise the amount will be zero and no bill will be generated. Any amount centered int field 2 will override the system and insert this amount into the Facility total of the BillsDetail table.

Cancel Reservation

Reservation ID:

Waive Cancellation Fee?:

Cancel Reservation

1.5.1.2 Update Reservation

1. This field connects the ReservationID field of the FacilityReservation table.
2. This field connects the ClientID field of the Client table.
3. This field connects the FacilityID field of the Facilities table.
4. This field connects the InstructorID field of the Instructor Reservation table.
5. This field connects the Date field of the FacilityReservation table.
6. This field connects the StartTime field of the FacilityReservation table.
7. This field connects the EndTime field of the FacilityReservation table.
8. This field connects the CouponID field of the FacilityReservation table.
9. This field connects the EmployeeID field of the FacilityReservation table.

When submitted, this form updates the entry matching the ReservationID in the FacilityReservation table using the information provided.

Update Reservation

Res. ID:

Client ID: Add...

Facility ID:

Instructor ID:

Date:

Start Time:

End Time:

Coupon ID:

Employee ID:

Update Reservation

1.5.2.1 Inventory

1. This field connects the InventoryID field of the Inventory table.
2. This field connects the ProductID field of the Inventory table.
3. This field connects the LocationCode field of the Inventory table.
4. This field connects the QtyOnHand field of the Inventory table.
5. This field connects the QtyOnOrder field of the Inventory table.
6. This field connects the RetailPrice field of the Inventory table.

When submitted, this form updates the entry matching each InventoryID in the Inventory table using the associated information provided.

Inventory

Inventory ID	Product ID	Location Code	On Hand	On Order	Cost	Retail

1.5.2.2 In-Stock Sale

1. This field connects the SalesID field of the Sales table.
2. This field connects the ClientID field of the Sales table.
3. This field connects the SaleDate field of the Sales table.
4. This field connects the SaleFulfilled field of the Sales table.
5. This field connects the ProductID field of the SaleDetails table.
6. This field connects the Quantity field of the SaleDetails table.
7. This field connects the TaxRate field of the Tax table.
8. This field connects the TotalPrice field of the Sale table.

When submitted, this inserts new entries into the Sales and SaleDetails tables using the information provided.

In-Stock Sale

Order ID:

Client ID:

Order Date:

Fulfilled:

	Product ID	Qty
1:		
2:		
3:		

Add more...

Tax Percent: x.x%

Total Price:

Submit Sale

1.5.2.3.1 View Special Order

1. This field connects the Sales ID field of the Sales table.
2. This field connects the Client ID field of the Client table.
3. This field connects the Sales Date field of the Sales table.
4. This field connects the Fulfilled field of the Sales table.
5. This field connects the Product ID field of the Sales Details table.
6. This field connects the Qty field of the Sales Details table.
7. This field connects the Tax Percent field of the Tax table.
8. This field connects the Total Price field of the Sales table.

This form selects and displays the entry matching the SaleID from the Sale table.

View Special Order

Sale ID:

Client ID:

Order Date:

Fulfilled:

	Product ID	Qty
1:		
2:		
3:		

Tax Percent: x.x%

Total Price:

1.5.2.3.3 Special Order Sale

1. This field connects the SalesID field of the Sales table.
2. This field connects the ClientID field of the Sales table.
3. This field connects the SaleDate field of the Sales table.
4. This field connects the SaleFulfilled field of the Sales table.
5. This field connects the ProductID field of the SaleDetails table.
6. This field connects the Quantity field of the SaleDetails table.
7. This field connects the TaxRate field of the Tax table.
8. This field connects the TotalPrice field of the Sale table.

When submitted, this inserts new entries into the Sales and SaleDetails tables using the information provided.

Special Order Sale

Sale ID:

Client ID:

Order Date:

Fulfilled:

	Product ID	Qty
1:		
2:		
3:		

Add more...

Tax Percent: x.x%

Total Price:

Submit Sale

1.5.3.2 Update Client

1. This field connects the ClientID field of the Client table.
2. This field connects the ClientName field of the Client table.
3. This field connects the ClientType field of the Client table.
4. This field connects the ClientPhone field of the Client table.
5. This field connects the ClientAddress field of the Client table.
6. This field connects the ClientCity field of the Client table.
7. This field connects the ClientState field of the Client table.
8. This field connects the ClientZip field of the Client table.
9. This field connects the EmergencyContact1 field of the Client table.
10. This field connects the EmergencyContact2 field of the Client table.

When submitted, this form updates the entry matching the ClientID in the Client table using the information provided.

Update Client

Client ID:

Client Name:

Type:

Phone:

Address:

City:

State:

Zip:

Emergency Contact 1:

Emergency Contact 2:

Update Client

1.5.3.3 Add New Client

1. This field connects the ClientID field of the Client table.
2. This field connects the ClientName field of the Client table.
3. This field connects the ClientType field of the Client table.
4. This field connects the ClientPhone field of the Client table.
5. This field connects the ClientAddress field of the Client table.
6. This field connects the ClientCity field of the Client table.
7. This field connects the ClientState field of the Client table.
8. This field connects the ClientZip field of the Client table.
9. This field connects the EmergencyContact1 field of the Client table.
10. This field connects the EmergencyContact2 field of the Client table.

When submitted, this form inserts a new entry in the Client table using the information provided.

Add New Client

Client ID:

Client Name:

Type:

Phone:

Address:

City:

State:

Zip:

Emergency Contact 1:

Emergency Contact 2:

Add Client

2.1.1 Add New Reservation

1. This field connects the ReservationID field of the FacilityReservation table.
2. This field connects the ClientID field of the FacilityReservation table.
3. This field connects the FacilityID field of the FacilityReservation table.
4. This field connects the InstructorID field of the InstructorReservation table.
5. This field connects the Date field of the FacilityReservation table.
6. This field connects the StartTime field of the FacilityReservation table.
7. This field connects the EndTime field of the FacilityReservation table.
8. This field connects the CouponID field of the FacilityReservation table.
9. This field connects the EmployeeID field of the FacilityReservation table.

When submitted, this form inserts a new entry in the FacilityReservation table using the information provided.

Add New Reservation

Res. ID:

Client ID: Add...

Facility ID:

Instructor ID:

Date:

Start Time:

End Time:

Coupon ID:

Employee ID:

Add Reservation

2.1.1.2 Update Client

1. This field connects the ClientID field of the Client table.
2. This field connects the ClientName field of the Client table.
3. This field connects the ClientType field of the Client table.
4. This field connects the ClientPhone field of the Client table.
5. This field connects the ClientAddress field of the Client table.
6. This field connects the ClientCity field of the Client table.
7. This field connects the ClientState field of the Client table.
8. This field connects the ClientZip field of the Client table.
9. This field connects the EmergencyContact1 field of the Client table.
10. This field connects the EmergencyContact2 field of the Client table.

When submitted, this form updates the entry matching the ClientID in the Client table using the information provided.

Update Client

Client ID:

Client Name:

Type:

Phone:

Address:

City:

State:

Zip:

Emergency Contact 1:

Emergency Contact 2:

Update Client

2.3.1.3 Add New Client

1. This field connects the ClientID field of the Client table.
2. This field connects the ClientName field of the Client table.
3. This field connects the ClientType field of the Client table.
4. This field connects the ClientPhone field of the Client table.
5. This field connects the ClientAddress field of the Client table.
6. This field connects the ClientCity field of the Client table.
7. This field connects the ClientState field of the Client table.
8. This field connects the ClientZip field of the Client table.
9. This field connects the EmergencyContact1 field of the Client table.
10. This field connects the EmergencyContact2 field of the Client table.

When submitted, this form inserts a new entry in the Client table using the information provided.

Add New Client

Client ID:

Client Name:

Type:

Phone:

Address:

City:

State:

Zip:

Emergency Contact 1:

Emergency Contact 2:

Add Client

2.1.1.4 View Emergency Contact

1. This field connects to the ContactID field of the EmergencyContact table.
2. This field connects to the ContactName field of the EmergencyContact table.
3. This field connects to the ContactPhone1 field of the EmergencyContact table.

This page selects and displays the information related to a specific ContactID.

View Emergency Contact

Contact ID:

Contact Name:

Contact Phone:

2.1.1.5 Update Emergency Contact

1. This field connects to the ContactID field in the EmergencyContact table.
2. This field connects to the ContactName field in the EmergencyContact table
3. This field connects to the ContactPhone1 field in the EmergencyContact table.

When submitted, this form updates the entry matching the ContactID in the EmergencyContact table using the information provided.

Update Emergency Contact

Contact ID:

Contact Name:

Contact Phone:

Update Contact

2.1.1.6 Add Emergency Contact

1. This field connects to the ContactID field of the EmergencyContact table.
2. This field connects to the ContactName field of the EmergencyContact table.
3. This field connects to the ContactPhone1 field of the EmergencyContact table.

When submitted, this form inserts a new entry in the database in the EmergencyContact table using the values provided.

Add Emergency Contact

Contact ID:

Contact Name:

Contact Phone:

Add Contact

2.1.2 Update Reservation

1. This field connects the ReservationID field of the FacilityReservation table.
2. This field connects the ClientID field of the Client table.
3. This field connects the FacilityID field of the Facilities table.
4. This field connects the InstructorID field of the Instructor Reservation table.
5. This field connects the Date field of the FacilityReservation table.
6. This field connects the StartTime field of the FacilityReservation table.
7. This field connects the EndTime field of the FacilityReservation table.
8. This field connects the CouponID field of the FacilityReservation table.
9. This field connects the EmployeeID field of the FacilityReservation table.

When submitted, this form updates the entry matching the ReservationID in the FacilityReservation table using the information provided.

Update Reservation

Res. ID:

Client ID: Add...

Facility ID:

Instructor ID:

Date:

Start Time:

End Time:

Coupon ID:

Employee ID:

Update Reservation

2.1.2.5 Cancel Reservation

1. This field is connects to the ReservationID of the Reservation table.

When submitted, this form cancels the reservation associated with the ReservationID provided. If the System Date minus the reservation date is less than 48 hours a cancellation fee of $75.00 will be inserted into facility total of the BillDetails table when bills are generated. Otherwise the amount will be zero and no bill will be generated.

Cancel Reservation

Reservation ID:

Cancel Reservation

2.2.1 Inventory

1. This field connects the InventoryID field of the Inventory table.
2. This field connects the ProductID field of the Inventory table.
3. This field connects the LocationCode field of the Inventory table.
4. This field connects the QtyOnHand field of the Inventory table.
5. This field connects the QtyOnOrder field of the Inventory table.
6. This field connects the RetailPrice field of the Inventory table.

When submitted, this form updates the entry matching each InventoryID in the Inventory table using the associated information provided.

Inventory

Inventory ID	Product ID	Location Code	On Hand	On Order	Retail Price

2.2.2 In-Stock Sale

1. This field connects the SalesID field of the Sales table.
2. This field connects the ClientID field of the Sales table.
3. This field connects the SaleDate field of the Sales table.
4. This field connects the SaleFulfilled field of the Sales table.
5. This field connects the ProductID field of the SaleDetails table.
6. This field connects the Quantity field of the SaleDetails table.
7. This field connects the TaxRate field of the Tax table.
8. This field connects the TotalPrice field of the Sale table.

When submitted, this inserts new entries into the Sales and SaleDetails tables using the information provided.

In-Stock Sale

Order ID:

Client ID:

Order Date:

Fulfilled:

	Product ID	Qty
1:		
2:		
3:		

Add more...

Tax Percent: x.x%

Total Price:

Submit Sale

2.2.3.3 Special Order Sale

1. This field connects the SalesID field of the Sales table.
2. This field connects the ClientID field of the Sales table.
3. This field connects the SaleDate field of the Sales table.
4. This field connects the SaleFulfilled field of the Sales table.
5. This field connects the ProductID field of the SaleDetails table.
6. This field connects the Quantity field of the SaleDetails table.
7. This field connects the TaxRate field of the Tax table.
8. This field connects the TotalPrice field of the Sale table.

When submitted, this inserts new entries into the Sales and SaleDetails tables using the information provided.

Special Order Sale

Sale ID:

Client ID:

Order Date:

Fulfilled:

	Product ID	Qty
1:		
2:		
3:		

Add more...

Tax Percent: x.x%

Total Price:

Submit Sale

2.2.3.4 Apply Payment

1. This field connects the PaymentID field of the Payment table.
2. This field connects the BillID field of the Payment table.
3. This field connects the SaleID field of the Payment table.
4. This field connects the PayMethod field of the Payment table.
5. This field connects the CreditReciptNum field of the Payment table.
6. This field connects the PaymentDate field of the Payment table.

When submitted, this form inserts a new entry in the Payments table using the information provided.

Apply Payment

Payment ID:

Bill ID:

Sale ID:

Pay Method:

Credit Receipt #:

Payment Date:

Apply Payment

3 Client Check-in/Check-out

1. This field connects to the ClientID field of the CheckIn table.
2. This button creates a new CheckInID and adds the ClientID provided to the ClientID and the current time as the TimeIn, both in the CheckIn table.
3. This button searches for the current CheckInID for the ClientID provided and adds the current time as the TimeOut field of the CheckIn table.

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Client ID:

Check in

Check out

Division of Labor - Implementation Phase

The labor will be divided into two categories, PHP and SQL. Scott Shumate and Christopher Hodge will be primarily responsible for PHP implementation. D'lynn Simmonds and Vickie Gilliam will be primarily responsible SQL implementations. Whomever is responsible for each section is noted below.

1. Management Access-Chris/D'lynn

1.1 Reports - Chris/D'lynn

1.1.1 Operations - Chris/D'lynn

1.1.1.1 Sales Revenue - Chris/D'lynn
1.1.1.2 View Reservations - Chris/D'lynn
1.1.1.3 Services Revenue - Chris/D'lynn

1.1.2 Inventory - Chris/D'lynn

1.1.2.1 Inventory Levels - Chris/D'lynn
1.1.2.2 Outstanding Orders - Chris/D'lynn
1.1.2.3 Inventory Analysis - Chris/D'lynn

1.1.3 Billing - Chris/Vickie

1.1.3.1 Received Revenue - Chris/Vickie
1.1.3.2 Outstanding Revenue - Chris/VIckie
1.1.3.3 Outstanding Special Orders - Chris/Vickie
1.1.3.4 Past Due Accounts - Chris/Vickie

1.1.4 Marketing - Chris/Vickie

1.1.4.1 Coupon Analysis - Chris/Vickie

1.2 Product Management -Scott/Vickie

1.2.1 Inventory Maintenance - Scott/D'lynn

1.2.1.1 Update Inventory levels - Scott/D'lynn
1.2.1.2 Update Price/Cost -Scott/D'lynn
1.2.1.3 Order Inventory -Scott/D'lynn

1.2.2 Vendor Maintenance - Scott/D'lynn

1.2.2.1 View - Scott/D'lynn
1.2.2.2 Update - Scott/D'lynn
1.2.2.3 Add New -Scott/D'lynn

1.2.3 Vendor Contact Maintenance -Scott/D'lynn
1.2.3.1 View - Scott/D'lynn
1.2.3.2 Update -Scott/D'lynn
1.2.3.3 Add new - Scott/D'lynn

1.3 Billing -Scott/Vickie

1.3.1 Generate Monthly Invoices - Scott/Vickie

1.3.2 View Invoices - Scott/Vickie
1.3.2.1 Update - Scott/Vickie
1.3.2.2 Apply payment - Scott/Vickie

1.3.3 Generate Payments - Scott/Vickie
1.3.3.1 Pay Instructors - Scott/Vickie
1.3.3.2 Pay Vendors - Scott/VIckie

1.3.4 Apply Received Payments -Scott/Vickie
1.3.4.1 Special Orders - Scott/Vickie
1.3.4.2 Invoices - Scott/Vickie

1.4 Administrative Procedures -Scott/Vickie

1.4.1 Personnel - Scott/Vickie

1.4.1.1 Instructor - Scott/Vickie
1.4.1.1.1 View -Scott/Vickie
1.4.1.1.2 Update - Scott/Vickie
1.4.1.1.3 Add - Scott/Vickie

1.4.1.2 Instructor Type - Scott/Vickie
1.4.1.2.1 View Scott/Vickie
1.4.1.2.2 Update Scott/Vickie
1.4.1.2.3 Add Scott/Vickie

1.4.1.3 User Access
1.4.1.3.1 View - Scott/Vickie
1.4.1.3.2 Update - Scott/Vickie
1.4.1.3.3 Add - Scott/Vickie
1.4.1.3.4 Revoke - Scott/Vickie

1.4.2 Inventory Management -Chris/D'lynn

1.4.2.1 Vendor -Chris/D'lynn
1.4.2.1.1 View -Chris/D'lynn
1.4.2.1.2 Update - Chris/D'lynn
1.4.2.1.3 Add - Chris/D'lynn

1.4.2.2 Vendor Contact - Chris/D'lynn
1.4.2.2.1 View - Chris/D'lynn
1.4.2.2.2 Update - Chris/D'lynn
1.4.2.2.3 Add - Chris/D'lynn

1.4.2.3 Products - Chris/D'lynn
1.4.2.3.1 View - Chris/D'lynn
1.4.2.3.2 Update - Chris/D'lynn
1.4.2.3.3 Add - Chris/D'lynn

1.4.2.4 Categories - Chris/D'lynn
1.4.2.4.1 View - Chris/D'lynn
1.4.2.4.2 Update - Chris/D'lynn
1.4.2.4.3 Add - Chris/D'lynn

1.4.2.5 Location Codes - Chris/D'lynn
1.4.2.5.1 View - Chris/D'lynn
1.4.2.5.2 Update - Chris/D'lynn
1.4.2.5.3 Add - Chris/D'lynn

1.4.3 Marketing - Scott/D'lynn

1.4.3.1 View Coupon -Scott/D'lynn
1.4.3.2 Update Coupon - Scott/D'lynn
1.4.3.3 Add Coupon - Scott/D'lynn
1.4.3.4 New Coupon Type -Scott/D'lynn

1.4.4 Facility Management - Scott/D'lynn

1.4.4.1 View - Scott/D'lynn
1.4.4.2 Update - Scott/D'lynn
1.4.4.3 Add - Scott/D'lynn

1.4.5 Billing & Sales - Scott/Vickie

1.4.5.1 View Billing Rate - Scott/Vickie
1.4.5.2 Update Billing Rate - Scott/Vickie

1.4.5.3 Add Billing Rate - Scott/Vickie
1.4.5.4 View Tax Rate - Scott/Vickie
1.4.5.5 Updated Tax Rate - Scott/Vickie
1.4.5.6 View Payment Method - Scott/Vickie
1.4.5.7 Update Payment Method - Scott/Vickie
1.4.5.8 Add Payment Method - Scott/Vickie

1.4.6 Contracts -Scott/Vickie

1.4.6.1 View - Chris/D'lynn
1.4.6.2 Update - Chris/D'lynn
1.4.6.3 Add - Chris/D'lynn
1.4.6.4 Cancel - Chris/D'lynn
1.4.6.5 Add New Client - Chris/D'lynn

1.4.7 Banner Message-Scott/Vickie

1.4.7.1 View - Chris/D'lynn
1.4.7.2 Update - Chris/D'lynn

1.5 User Functions -Scott/Vickie

1.5.1 Reservations -Scott/Vickie

1.5.1.1 Add Reservation -Scott/Vickie
1.5.1.1.1 View Client -Scott/Vickie
1.5.1.1.2 Update Client -Scott/Vickie
1.5.1.1.3 Add New Client -Scott/Vickie
1.5.1.1.4 View Emergency Contact -Scott/Vickie
1.5.1.1.5 Update Emergency Contact -Scott/Vickie
1.5.1.1.6 Add New Emergency Contact -Scott/Vickie

1.5.1.2 Update Reservation -Scott/Vickie
1.5.1.2.1 View reservation -Scott/Vickie
1.5.1.2.2 Add Instructor -Scott/Vickie
1.5.1.2.3 Remove Instructor -Scott/Vickie
1.5.1.2.4 Change date/date -Scott/Vickie
1.5.1.2.5 Cancel Reservation -Scott/Vickie

1.5.1.3 Process Payment -Scott/Vickie

1.5.2 Sales -Chris/D'lynn

1.5.2.1 View Inventory -Chris/D'lynn
1.5.2.2 New In-Stock Sale -Chris/D'lynn
1.5.2.3 Special Orders -Chris/D'lynn
1.5.2.3.1 View Existing -Chris/D'lynn
1.5.2.3.2 Update -Chris/D'lynn
1.5.2.3.3 Create New -Chris/D'lynn
1.5.2.3.4 Process Payment -Chris/D'lynn

1.5.3 Client -Chris/D'lynn
1.5.3.1 View Client -Chris/D'lynn
1.5.3.2 Update Client -Chris/D'lynn
1.5.3.3 Add New Client -Chris/D'lynn
1.5.3.4 View Emergency Contact -Chris/D'lynn
1.5.3.5 Update Emergency Contact -Chris/D'lynn
1.5.3.6 Add New Emergency Contact -Chris/D'lynn

1.5.4 Search --Scott/Vickie
1.5.4.1 Find Instructor by instruction type -Scott/Vickie
1.5.4.2 View Instructor Info -Scott/Vickie
1.5.4.3 List clients Currently Checked in-Scott/Vickie

2 User Access - Chris/D'lynn

2.1 Reservations -Chris/D'lynn

2.1.1 Add Reservation -Scott/Vickie
2.1.1.1 View Client -Scott/Vickie
2.1.1.2 Update Client -Scott/Vickie
2.1.1.3 Add New Client -Scott/Vickie
2.1.1.4 View Emergency Contact -Scott/Vickie
2.1.1.5 Update Emergency Contact -Scott/Vickie
2.1.1.6 Add New Emergency Contact -Scott/Vickie

2.1.2 Update Reservation -Scott/Vickie
2.1.2.1 View Reservation -Scott/Vickie
2.1.2.2 Add Instructor -Scott/Vickie
2.1.2.3 Remove Instructor -Scott/Vickie
2.1.2.4 Change date/time -Scott/Vickie

2.1.2.5 Cancel Reservation -Scott/Vickie

2.1.3 Process Payment -Scott/Vickie

2.2 Sales -Chris/D'lynn

2.2.1 View Inventory -Chris/D'lynn
2.2.2 New In-Stock Sale -Chris/D'lynn
2.2.3 Special Orders -Chris/D'lynn
2.2.3.1 View Existing -Chris/D'lynn
2.2.3.2 Update -Chris/D'lynn
2.2.3.3 Create New -Chris/D'lynn
2.2.3.4 Process Payment -Chris/D'lynn

2.3 Client -Chris/D'lynn

2.3.1.1 View Client -Chris/D'lynn
2.3.1.2 Update Client -Chris/D'lynn
2.3.1.3 Add New Client -Chris/D'lynn
2.3.1.4 View Emergency Contact -Chris/D'lynn
2.3.1.5 Update Emergency Contact -Chris/D'lynn
2.3.1.6 Add New Emergency Contact -Chris/D'lynn

2.4 Search-Scott/Vickie

2.4.1 Find Instructor by instruction type-Scott/Vickie
2.4.2 View Instructor Info-Scott/Vickie
2.4.3 List clients Currently Checked in-Scott/Vickie

3 Client Check In - Scott/D'lynn

3.1 Check in - Scott/D'lynn
3.2 Check out - Scott/D'lynn