

CIS 250 – Final Project Draft 2: Project Scope Statement
Revised on 10-24-13

Background Information:

Martha's 'Mazin Catering is a local catering business of moderate renown. The business began 3 years ago with Martha in her kitchen. However, it has rapidly expanded from a hobby type business to a virtual brand-name enterprise with two full time employees and a cadre of part time staff. As the business has grown, their current methods of organization have not been able to meet their business needs.

Martha started out keeping track of events and food using a spiral notebook. The notebook made it difficult to find information about dishes she had prepared for previous events, and information about her customers. Her next tactic was to start keeping track of events, menu items, and customers using separate excel worksheets for each. While this was a moderate improvement over the notebook, Martha still has trouble finding the information she needs in a timely fashion.

System Requirements:

- **Problem:** Using separate spreadsheets to organize their data makes it difficult to find needed information.
- **People:** Martha and her employees are the primary stakeholders. They input data into the system, and receive output from the system. The customers are also stakeholders, because a quick response from Martha offers an improved level of customer service.
- **Current Processes:** When a new customer calls, they are located in Excel, by using the "Find" feature. Then the type of event/theme is given by the customer. Then the Location is provided by the customer. If the customer does not have a specific location requirement, one will be recommended, and a reservation is made if applicable. Then the event is assigned a name by Betty Booker, and entered into a spreadsheet. The customer, location, theme, date, time, number of guests, and any specific menu requests are also entered at this time. Then previous events at the location are researched, to identify any event requirements. Next Cherie, Martha, and Betty plan the menu based on the event's chosen theme. A list of menu items is created and sent to the customer for approval. Menu items are categorized according to whether it's kosher, vegetarian, or vegan. Then the price is calculated based on the menu item and the number of guests.
- **Strengths:**
 - The current employees are already familiar with the system.
 - The system is relatively inexpensive to maintain.
 - The system is easy to transport.

- **Weaknesses:**
 - There are no data standards, so information is inconsistent.
 - It is difficult to search for menu items related to a specific theme.
 - Difficult to keep track of the logistics and specific rules for multiple locations.
 - Searching for previous events by location is difficult.
- **Objectives:** The new system will be able to retrieve the information needed in a quick and efficient manner.
- **Benefits:** MMC can spend the time saved paying closer attention to event details, and provide a greater level of customer service.
- **Alternative Solutions:**
 - Train the employees to use Excel more efficiently.
 - Setup Data Validation boxes in Excel to ensure data is entered consistently.
 - Combine the separate worksheets to a single workbook, to make searching easier.
 - Reorganize the data in Excel, to make filtering and sorting more efficient.

Purpose & Scope

PURPOSE: The purpose of this project is to develop an centralized and AUTOMATED database that will track Martha's 'Mazin Caterings customers, events, and menu items, and make past event history readily available.

SCOPE: The scope of this project will involve/cover information about CUSTOMERS, EVENTS, MENU ITEMS, LOCATIONS, THEMES, & EMPLOYEES.

Out of scope: Recipes, Ingredients, payroll, and all financial activities and information is explicitly stated as out of scope.

Information Requirements

- Customer information
- Event Location
- Location Rules
- Location logistics
- Event theme
- Event name
- Date
- Time
- Number of Guests
- Specific Menu requirements
- Prices
- Kosher/Vegan/Vegetarian categorization
- Menu Items

Business Rules

- **Data**

- Customers can have multiple events.
- Each event has a unique name.
- Events have multiple dishes.
- Dishes are all categorized according to Kosher/Vegan/Vegetarian.
- Events must have themes and locations.
- Locations have rules/logistics.
- Locations can have multiple events.
- Number of guests is required to generate prices.
- Menu items can be related to multiple themes.
- Themes can be related to menu items.

- **Processes**

- Multiple users enter information.
- Customer information is verified each time an order is placed.
- Historical events are commonly referenced when selecting menu items for new events.
- Data is entered into a spreadsheet manually when a customer calls.
- The menu items for each event are selected manually.
- Dishes must be approved by the customer before pricing is generated.

Issues

- Will multiple users need to access the system simultaneously?
- What is the budget & timeline for the project?

Assumptions

None at this time.

Final Table List

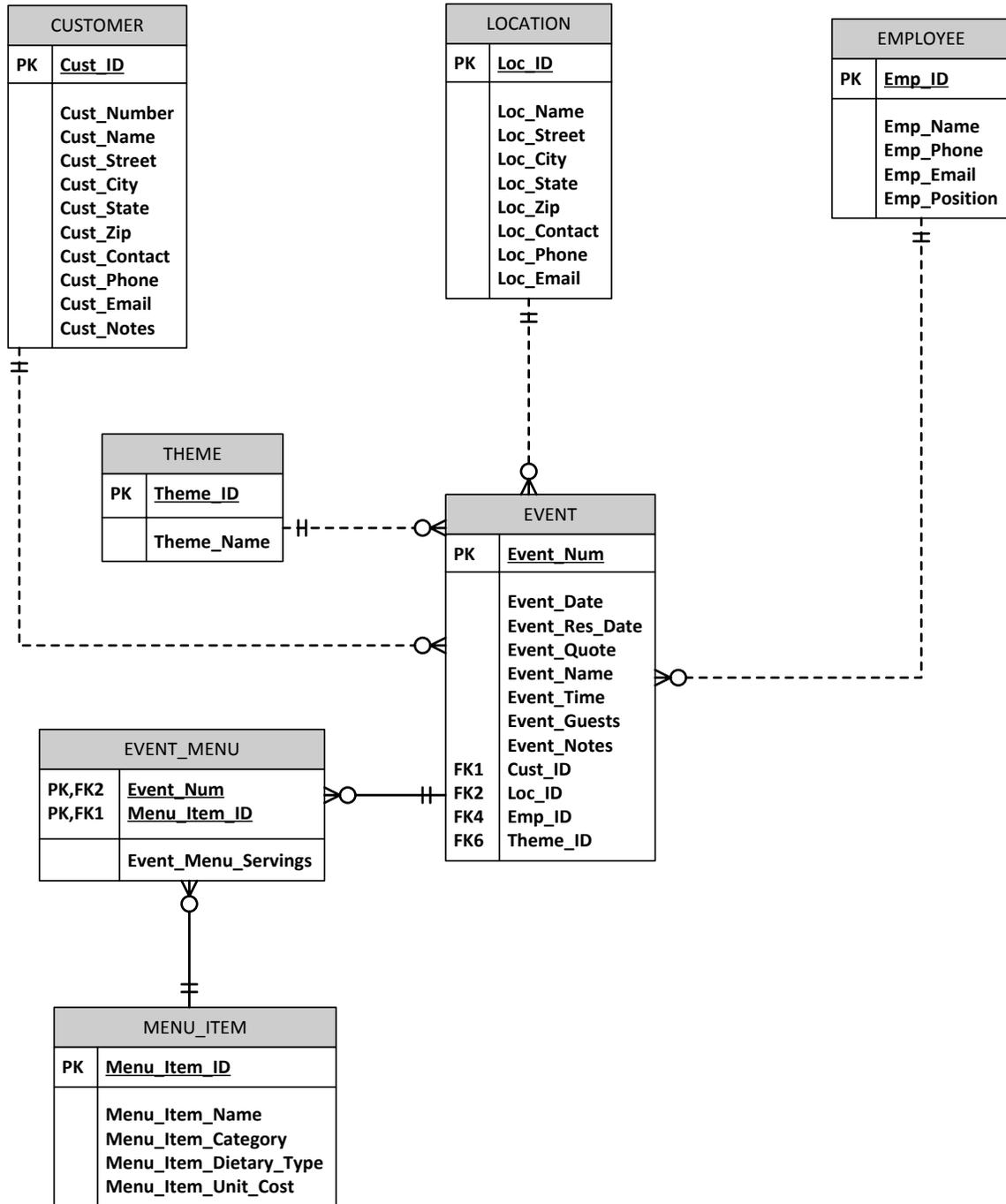
Name	Type	Description
Customer	Data	Individuals and organizations that use Martha's services. Customer information is vital because customers are the primary means of revenue for Martha's Mazin' Catering.
Employee	Data	Employees are individuals that perform the catering services. Each employee has a different set of responsibilities that contribute to successfully catering events.
Event	Data	Events are unique occurrences that Martha's provides catering for. Food & other billable series are provided for each event.
Event Menu	Linking	Event menus are all the menu items for a catering event. The event menu is important because it keeps the food for an event organized, and the events food generates a large portion of the revenue for the business.
Location	Data	The physical location where a catering event takes place. Locations are important because every event must have a location, and each location has unique requirements that must be met, to ensure customer satisfaction.
Menu Item	Data	Menu items are food dishes. Menu items are often dictated by the theme that the customer provided. They are important because they help meet customer expectations, which directly contributes to the success of a catering event.
Theme	Validation	Themes are the "subject matter" for the customers' events. Successfully fulfilling the requirements dictated by the theme directly contributes to the success of a catering event and impact customer satisfaction.

ERD Model Assertions

1. A Customer may be related to zero or more events AND an event must be related to one and only one Customer.
2. A Location may be related to zero or more events AND an event must be related to one and only one location.
3. An Employee may be related to zero or more events AND an event must be related to one and only one employee.
4. A theme may be related to zero or more events AND an event must be related to one and only one theme.
5. An event may be related to zero or more event menus AND an event menu must be related to one and only one event.
6. A menu item may be related to zero or more event menus AND an event menu must be related to only one menu items.

ERD

Martha's Mazin' Catering Entity Relationship Diagram CIS_250F_Fall_2013_



MetaData Dictionary

ENTITY	ATTRIBUTE	DEFINITION	DOMAIN	REFERENTIAL INTEGRITY
CUSTOMER	Customer_ID	The unique identifier for each Customer.	System Assigned. Unique. Numeric (10)	PK (Primary Key)
	Cust_Number	Primary contact telephone number for Customer	Required. Non-unique Input Mask: Phone(###)-###-####	
	Cust_Name	Name of Customer	Required. Non-unique Char (40)	
	Cust_Street	Primary Street Address of the Customer	Required. Non-unique. Char (15)	
	Cust_City	City Where Customer lives	Required. Non-unique Char (25)	
	Cust_State	State in which customer lives	Required. Non-unique Lookup: State = AL, AK, CA, etc.	
	Cust_Zip	Zip code for Customer address	Required. Non-unique Numeric (5)	
	Cust_Contact	Name of the person designated as the primary contact for the Customer	Required. Non-unique Char (40)	
	Cust_Email	Primary	Required. Non-	

		contact email for Customer	unique. Char (40)	
	Cust_Notes	A description of any additional customer requirements	Optional. Notes field. Null VarChar (1000)	
EMPLOYEE	Emp_ID	The unique identifier for each Customer.	System Assigned. Unique. Numeric (10)	PK (Primary Key)
	Emp_Name	Name of Employee	Required. Non-unique Char (40)	
	Emp_Phone	Primary contact telephone number for Employee	Required. Non-unique Input Mask: Phone(###)-###-####	
	Emp_Email	Primary contact email for Employee	Required. Non-unique. Char (40)	
	Emp_Position	The employee's job title	Required, Non-Unique Char (20) Lookup: valid values = "Server", "Prep Cook", "Event Planner" etc.	
EVENT	Event_Num	The unique identifier for each Event	System Assigned. Unique. Numeric (10)	PK (Primary Key)
	Event_Date	Date of the Event to be catered	Required. Non-unique Input Mask: Date mm/dd/yyyy	

	Event_Res_Date	Date the reservation was made	Required. Non-unique Input Mask: Date mm/dd/yyyy	
	Event_Quote	Estimated cost of the event	Optional Non-Unique Numeric (6). Values USD	
	Event_Name	Name of the Event	Required. Non-unique Char (40)	
	Event_Time	Time of day the event occurs	Required. Non-unique Input Mask: Time hh:mm a/p	
	Event_Notes	A description of any additional event requirements	Optional. Notes field. Null VarChar (1000)	
	Cust_ID	The unique identifier for each Customer.	Required. Non-Unique FK. (CUSTOMER)	An EVENT cannot exist with having a related CUSTOMER record.
	Loc_ID	The unique identifier for each Location	Required. Non-Unique FK. (LOCATION)	An EVENT cannot exist with having a related LOCATION record.
	Emp_ID	The unique identifier for each Customer.	Required. Non-Unique FK. (EMPLOYEE)	An EVENT cannot exist with having a related EMPLOYEE record.
	Theme_ID	name of the theme	Required. Non-Unique FK. (THEME)	An EVENT cannot exist with having a

				related THEME record.
EVENT_MENU	Event_Number	The unique identifier for each Event Menu	System Assigned. Unique. Numeric (10)	PK (Primary Key)
	Menu_Item_ID	The unique identifier for each Menu Item	Required. Non-unique FK (MENU_ITEM)	CPK (Composite Primary Key) An Event_Menu cannot exist with having a related MENU_ITEM record.
	Event_Menu_Servings	The number of people to be served at the event.	Required. Non-unique. Numeric (4)	
LOCATION	Loc_ID	The unique identifier for each Location	System Assigned. Unique. Numeric (10)	PK (Primary Key)
	Loc_Name	Name of the location	Required. Non-unique. Char (15)	
	Loc_Street	Primary Street Address of the Location	Required. Non-unique. Char (15)	
	Loc_City	City of the Location	Required. Non-unique Char (25)	
	Loc_State	State of the Location	Required. Non-unique Lookup: State = AL, AK, CA, etc.	

	Loc_Zip	Zip code for location address	Required. Non-unique Numeric (5)	
	Loc_Contact	Name of the person designated as the primary contact for the location	Required. Non-unique Char (40)	
	Loc_Phone	Primary contact telephone number for the location	Required. Non-unique Input Mask: Phone(###)-###-####	
	Loc_Email	Primary contact email for the location	Required. Non-unique. Char (40)	
MENU_ITEM	Menu_Item_ID	The unique identifier for each Menu Item	System Assigned. Unique. Numeric (10)	PK (Primary Key)
	Menu_Item_Name	The name of the menu item	Required. Non-unique VarChar (40)	
	Menu_Item_Category	The broad course type category the menu item belongs to.	Required, Non-Unique Char (20) Lookup: valid values = "Appetizer", "Main Course", "Dessert" etc.	
	Menu_Item_Dietary_Type	The dietary restriction category the menu item belongs to.	Required, Non-Unique Char (20) Lookup: valid values = "Kosher", "Vegan",	

			"Vegetarian" etc.	
	Menu_Item_Unit_Cost	The cost per person for a menu item	Optional Non-Unique Numeric (6). Values USD	
THEME	Theme_ID	The unique identifier for each Menu Item	System Assigned. Unique. Numeric (10)	PK (Primary Key)
	Theme_Name	The name of the theme	Required, Non-Unique Char (20) Lookup: valid values = "Wedding", "Birthday", "Bar Mitzvah" etc.	