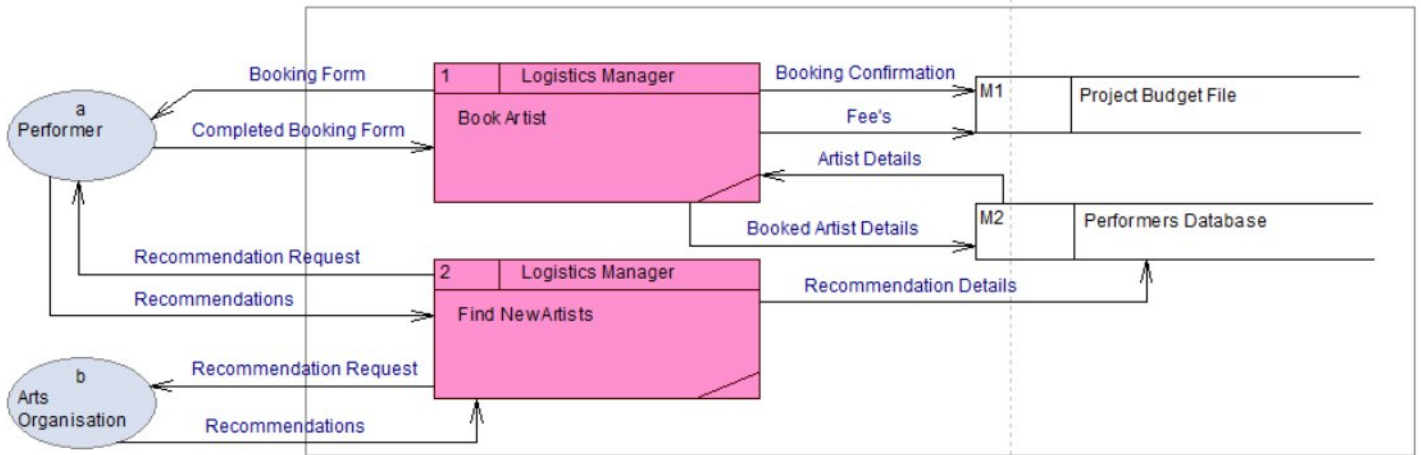




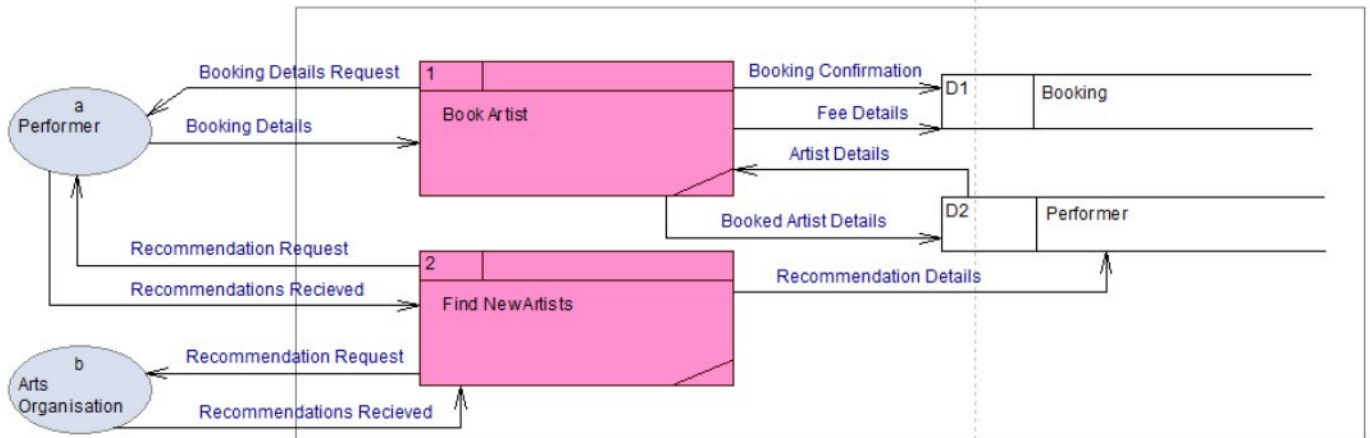
Leeds Beckett University
Faculty of Arts, Environment & Technology

*BSc (Hons) Computing
Academic Year 2012-2013
Joanne Kennedy C3369865
Systems Development*

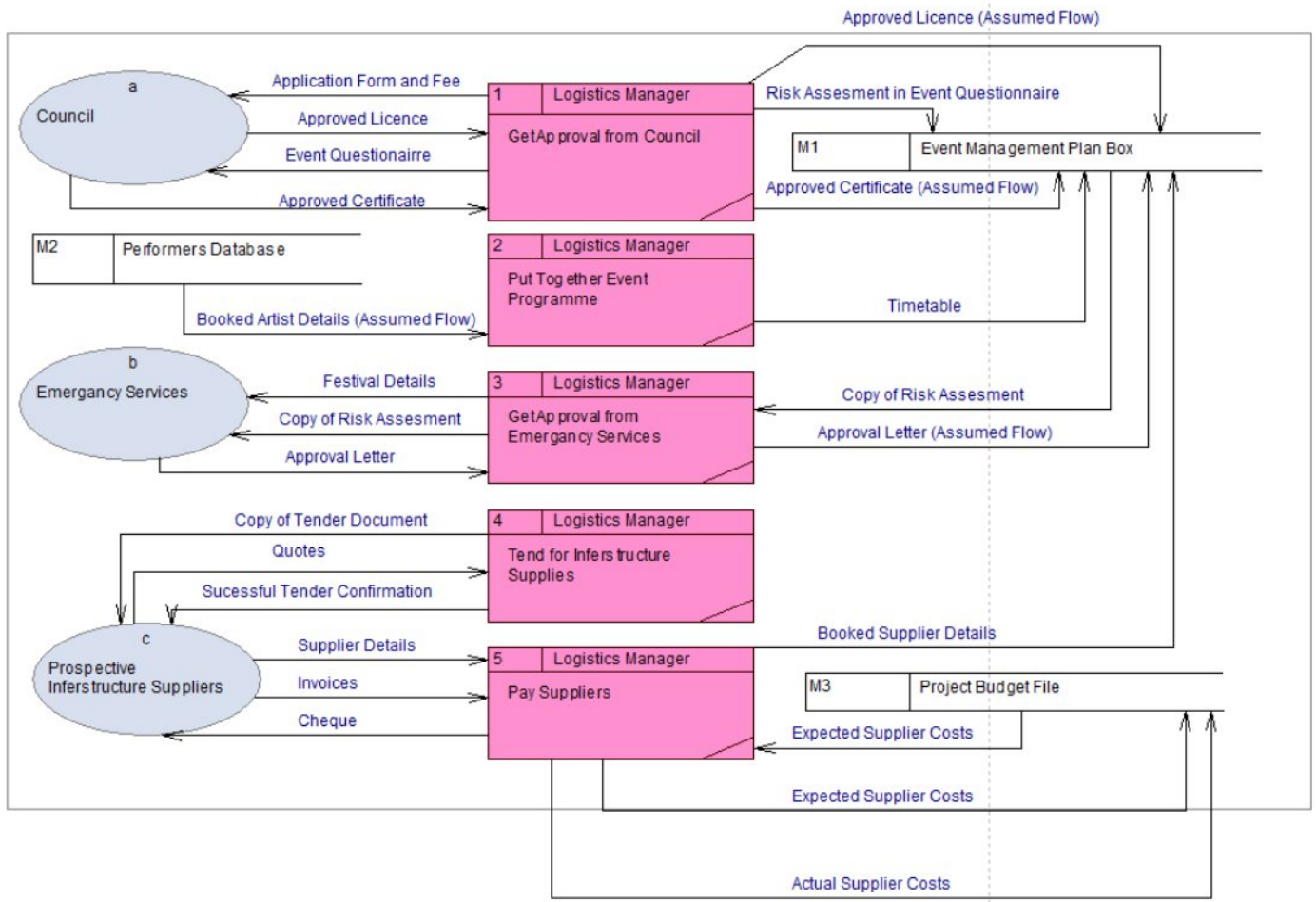
Booking Artists
Physical DFD
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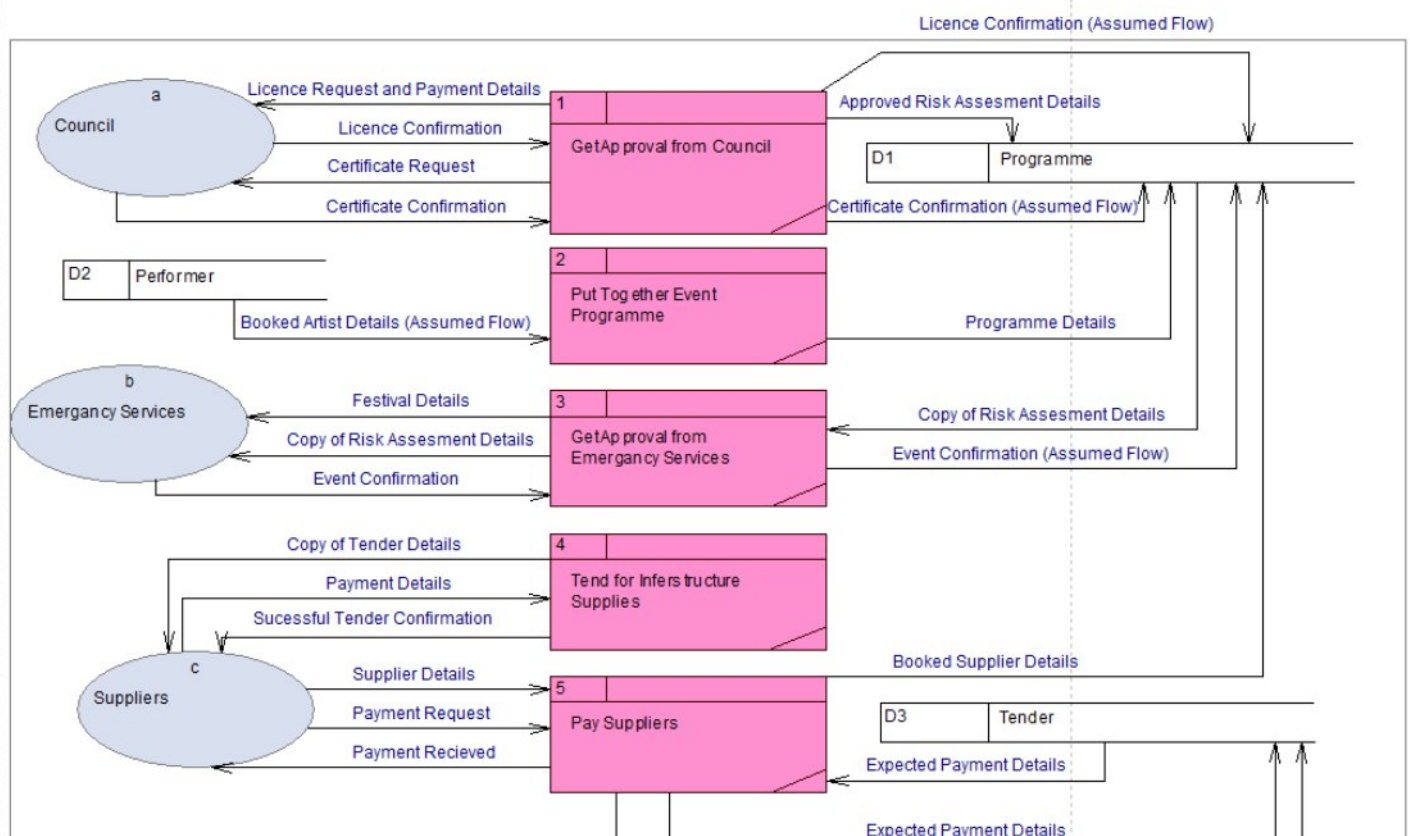
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Physical DFD
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Logical DFD
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Entity's & Attributes

Booking Artist DFD

Performer – name, D.O.B, act, address, contact no, fee

Arts Organisation – company name, company no, artist name, artist D.O.B, act, artist address, artist contact no, artist fee, company fee

Recommendations – source, artist name, artist contact no, artist address, artist fee, company fee, artist D.O.B

Booking – booking ID, Booking date, payment, artist name, artist no

Arranging the Logistics DFD

Council – department, contact no, location,

Emergency services – department, contact no, location,

Suppliers – product id, quantity, address, name, contact no, courier,

Courier – expected delivery date, expected delivery time, name, contact no, delivery address, billing address,

Tender – invoice, quotes, supplier name, supplier no, address,

Risk assessment – risk ID, risk, description, solution, confirmation,

Programme – location, date, time, artist name, act, certificate, licence, approval letter

Licence Application – licence no, event, date of event, date issued, expiry date, fee, approval

Event questionnaire – location, time, date

Performer – name, D.O.B, act, address, contact no, fee

Requirements Catalogue Entry	
Requirement Number	1
Requirement Name	Report
Description	When recruiting, a regular report must be made to see how many artists are booked of the same type of act.
Priority	Essential
Source	Logistics Manager, Performer's Database
Owner	Logistics Manager
Issues and Outstanding Questions	
Comments/Suggested Solutions	Once a month produce a report in order to see how the event is going, how many artists are booked of the same type of act and what type of acts are still needed.
Benefits	Will allow for a wide range of acts to be booked in order to benefit the audience and provide a good family day out.
Related Documents	Performer's Database
Resolution	(see description)

Requirements Catalogue Entry	
Requirement Number	2
Requirement Name	Activity Code
Description	Each act must be given a code in order to work out cost per activity.
Priority	Essential
Source	Logistics Manager, Performer's Database,
Owner	Logistics Manager
Issues and Outstanding Questions	How will the activity code be created? with the type of act plus act number?
Comments/Suggested Solutions	Create a list of types of acts and generate a code for each artist by using the type of act plus the act number and then insert into the performer's database in order to work out the total cost per act.
Benefits	This will be beneficial because it will help to work out whether a sufficient amount has been spent on each act, it will also to help to stay on track with the budget provided.
Related Documents	Performer's Database,
Resolution	(see description)

Requirements Catalogue Entry	
Requirement Number	3
Requirement Name	Send Reminder's
Description	If popular acts haven't booked we need to send them a reminder.
Priority	Essential
Source	Logistics Manager, Performer's Database
Owner	Logistics Manager
Issues and Outstanding Questions	Will this be sent online via email? Social media? Not all artists will have online access? Could this be via post? contact number?
Comments/Suggested Solutions	Send a reminder for the event via postal address provided and online via email address provided.
Benefits	Would make the festival better if the acts that were popular in previous years were returning.
Related Documents	Performer's Database
Resolution	(see description)

Requirements Catalogue Entry	
Requirement Number	4
Requirement Name	Online Booking
Description	Allow artists to book online, although not all artists can do this so must continue with original booking form as well.
Priority	Desirable
Source	Logistics Manager, Performer's Database
Owner	Logistics Manager
Issues and Outstanding Questions	Will a notification of the online booking process be sent to artists?
Comments/Suggested Solutions	Create a booking form on the website which allows artists to book online for ease of access, send artists an email informing them of the new booking process, as well as sending them via post.
Benefits	Ease of access for the artist, rather than to fill out a form and post back which can be time consuming and may put artists off booking for the event.
Related Documents	Performer's Database
Resolution	Create a booking form on the website which allows artists to book online for ease of access.

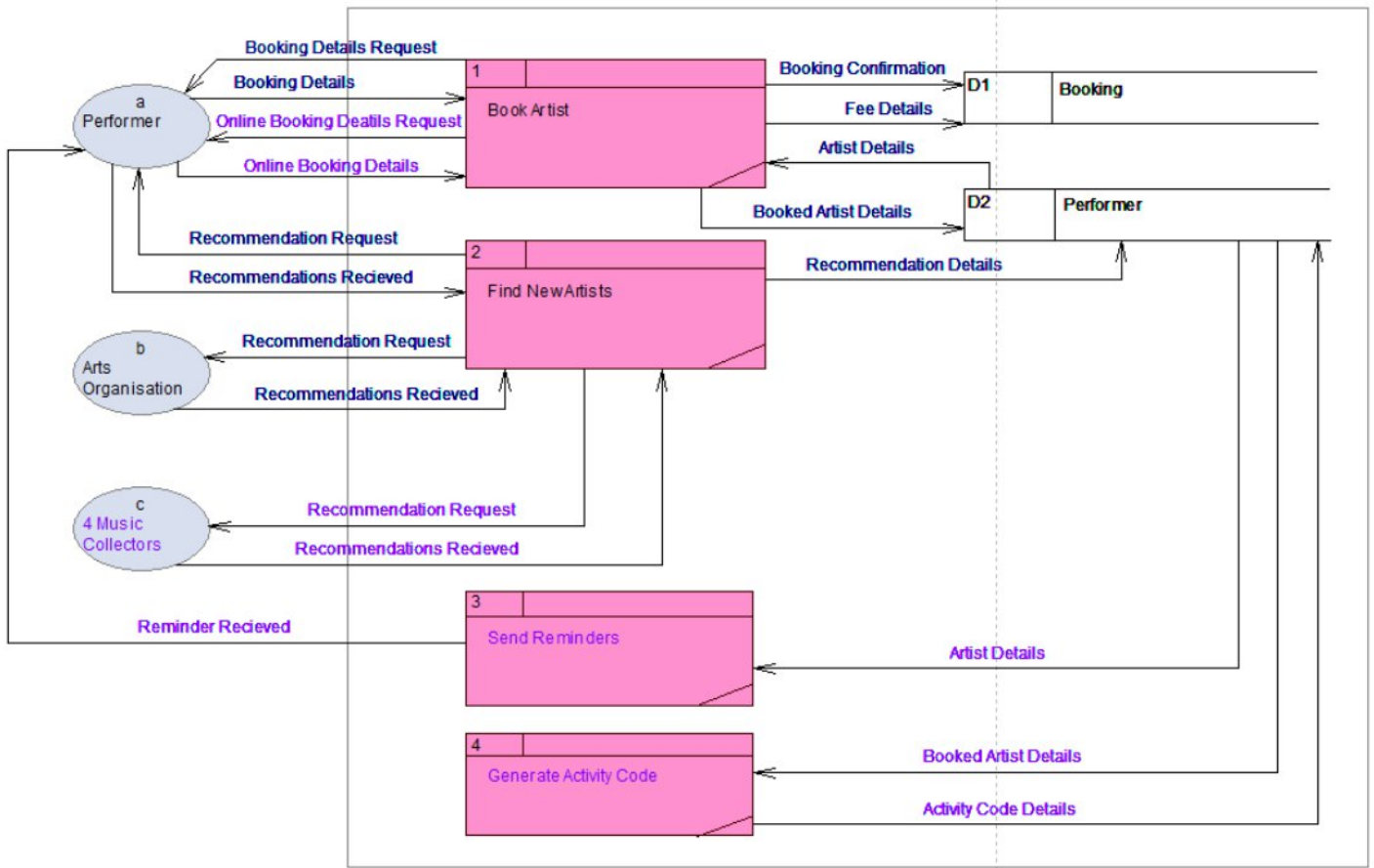
Requirements Catalogue Entry	
Requirement Number	5
Requirement Name	Recommendations
Description	Seek recommendations from 4 different music collectors in order to get a wider range of acts and artists.
Priority	Desirable
Source	Logistics Manager, Music Collectors
Owner	Logistics Manager
Issues and Outstanding Questions	Will these be local music collectors? How will we decide what collectors to choose from?
Comments/Suggested Solutions	Find local music collectors for ease and request recommendations from them.
Benefits	This will be beneficial for future events and festivals as it will provide a wider range of acts and artists.
Related Documents	Performer's Database
Resolution	(see description)

Requirements Catalogue Entry	
Requirement Number	6
Requirement Name	Visitor Review
Description	Get attendees to complete an evaluation form in order to see who would be appropriate to book for next year, and to find out if any improvements could be made for future festivals. A sample of (200) would be appropriate. From the evaluation forms find out the popularity rating of acts and include this as a percentage in the performer's database.
Priority	Essential
Source	Logistics Manager, Performer's Database, Public
Owner	Logistics Manager
Issues and Outstanding Questions	What questions would need to be asked? Would these be emailed to attendees? If so how would we get their email addresses? Would they be handed out on the day of the event? If so when would they be collected back in etc?
Comments/Suggested Solutions	Hand out review forms on the day of the event and ask attendees to post in a comment box which we could have available at the event by the exit. Also allow form's to be completed online via the website, this can then be filed and stored for future events. Once we have received evaluation forms we can use a database to find the popularity percentage of an act
Benefits	Will be beneficial for future events and festivals.
Related Documents	Performer's Database
Resolution	(see description)

Requirements Catalogue Entry	
Requirement Number	7
Requirement Name	Programme
Description	Send out a programme to all the booked artist's, so they know what time they will be performing and who else will be taking part in the festival.
Priority	Desirable
Source	Logistics Manager, Performer's Database
Owner	Logistics Manager
Issues and Outstanding Questions	
Comments/Suggested Solutions	Once the programme is created we could also upload it to the website allowing artists to go and check the programme in order to save time and resources.
Benefits	Will be beneficial for the artists.
Related Documents	Performer's Database
Resolution	Send out a programme either online in order to save resources or via post when an artist has confirmed a booking, also put it onto the website.

Requirements Catalogue Entry	
Requirement Number	8
Requirement Name	Time Sheet File
Description	Create a time sheet file so we can see what time artist's sign in and out, how long they are performing for and how long they are on a break for.
Priority	Essential
Source	Logistics Manager, Performer's Database
Owner	Logistics Manager
Issues and Outstanding Questions	Will the time sheet use the artist's names? Activity codes?
Comments/Suggested Solutions	Use the Performer's Database to create a time sheet file.
Benefits	Will be beneficial for future events and festivals to see what artists are doing most of the day, as it will help when selecting artists next time round.
Related Documents	Performer's Database
Resolution	(see description)

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