

CELCAT® Software Integration Plugin Data Requirements

Introduction

The CELCAT *Timetabler* 6 software provides a mechanism for integrating data from existing management systems. This is achieved using bespoke 'plugins' that are written by CELCAT to a customer's specification.

You have received this document because you have requested the development of a bespoke plugin to transfer data from one of your software systems into CELCAT *Timetabler* and/or vice-versa. This document is designed to assist us in creating high-level requirements for the data transfer, and when you've answered the questions below it will give us a broad understanding of what you'd like the plugin to do.

Please read the document, answer the appropriate questions and then return to CELCAT. Don't hesitate to contact us if anything is unclear.

For the latest version of this document see:

<http://www.celcat.com/forms/CT6PluginDataReq.pdf>

Other related documents:

CELCAT Plugin Proforma <http://www.celcat.com/forms/CT6PluginProforma.pdf>

CELCAT Plugin fact Sheet <http://www.celcat.com/forms/CT6PluginFactSheet.pdf>

Data Definitions

Please ignore this section if you are familiar with CELCAT *Timetabler* data.

CELCAT *Timetabler* uses the following major data definitions. You may need to refer to these definitions when deciding which elements of your MIS data should be transferred into *Timetabler*:

Event:	An activity associated with one or more resources, occurring at a specified time and day and occurring in one or more weeks of the timetable
Module:	The subject or purpose of the activity. Can be attached to an event
Room:	The location of an events. Can be attached to an event
Equipment:	Mobile equipment can be anything that does not form part of a room's fixtures and fittings. Can be attached to an event.
Staff:	The person teaching or leading the activity. Can be attached to an event
Team:	A group of staff. Can be attached to an event
Student:	Can be attached to an event
Group:	A group of students. Groups can have a membership, for example: group A can have groups A1 and A2 as members and groups A1 and A2 can have members of their own. In this example group A is a parent to group A1 and A2, and groups A1 and A2 can be described as children of group A. Group membership can also incorporate individual students. Can be attached to an event

There are also several classification types that may participate in plugin data transfer:

Department:	Owner of a resources or event
Event Category:	Simple categorisation of an event, e.g. lecture, tutorial, seminar, etc
Site:	Location of a room

Questions for You!

Please answer the following questions regarding the proposed Software Plugin to transfer data between CELCAT *Timetabler* and another of your software systems (we'll refer to it as "MIS" below):

1. In which direction(s) should data be transferred (tick applicable boxes)?

MIS → CELCAT

CELCAT → MIS

2. Please describe what data should be involved in the transfer process and the names of the relevant tables/fields in your MIS if possible (continue on a separate sheet if required):

3. When data is transferred between systems it is effectively duplicated, and you may wish to establish which set of data should be considered the 'master'. For example, in some plugins, students are transferred from the MIS into *Timetabler*. The student records in the MIS are considered the master data and any changes to students in the MIS are reflected in CELCAT *Timetabler*. If you want to establish any such precedence please provide details:

What Happens Now?

When we receive your completed Data Requirements document, we will contact you to request further specific information or perhaps arrange a meeting with one of our analysts to finalise detailed requirements. From experience we have found it best to work together on the requirements phase to jointly produce an agreed Requirements Document. As these requirements will be unique to your business we will ask you to formally sign off the document before design begins. This 'requirements' stage of the process can take about 8 weeks to complete depending on the complexity of the project, your availability, and the speed of response to any technical questions that may arise.

Examples of typical Requirements specifications can be downloaded from:

http://www.celcat.com/services/bspoke_solutions/bspoke_plugins.html

The latest version of our Requirements sign-off form can be found at:

<http://www.celcat.com/forms/CT6PluginReqSignOff.pdf>