

CALENDAR AND MESSAGING
SYSTEM

Project Report Submitted By

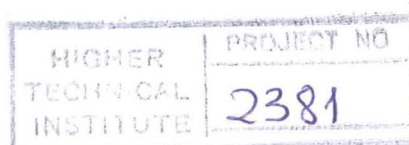
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In part satisfaction of the
Award of diploma in Computer
Studies of the Higher Technical
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June 1995



1.0 INTRODUCTION.

The Calendar And Messaging project is an Office Automation system. This concept is new to many people but it is of great importance. The need for office automation came up this last few years along with the introduction of Data Communication.

Data Communication is the newest concept in business computing in our time. The need to communicate was firstly seen with the introduction of the telephone and then, when documents were to be sent the telegram was used. The latest example of equipment introduced is the Fax. This is widely used today for sending and receiving documents. Now Data Communication will try to offer more than the oldest technology equipment were able to offer.

But why do we need to have Data Communication?

Communication between the users is established between a network. This facility helps us to send and receive documents much more efficiently and with better speed than the old equipment. Flexibility is another advantage that Data Communication has to offer, meaning that documents and messages can travel to any destination we want. The information is always on time and under your fingertips to work with because this new technology is based on the evolution that is taking place not only in computer but also in networking technology. Not only documents can be exchanged with the network but we can have actual communication between two users. This means that a user B that has recently received a document from user A can send him a message that he agrees or not with the document, or any comments he has. A saying that is widely known says that "Time is Money" and it is Data Communications that make this saying come true every time. Data communication has become a part of our

TABLE OF CONTENTS

	PAGE
ACKNOWLEDGEMENTS	1
INTRODUCTION	2
1. INVESTIGATION PHASE	5
1.1 INITIAL INVESTIGATION	5
1.1.1 INFORMATION ABOUT THE OFFICE	
1.1.2 INFORMATION ABOUT THE PEOPLE	
1.1.3 INFORMATION ABOUT THE ENVIRONMENT	
1.1.4 INFORMATION ABOUT THE WORK	
1.1.5 PROBLEMS OF THE EXISTING SYSTEM	
1.1.6 RECOMMENDATIONS	
1.1.7 CONCLUSION - SOLUTION	
1.2 FEASIBILITY STUDY	9
1.2.1 PURPOSE AND SCOPE OF THE SYSTEM	
1.2.2 OPERATIONAL FEASIBILITY	
1.2.3 HUMAN FACTORS FEASIBILITY	
1.2.4 TECHNICAL FEASIBILITY	
1.2.5 SCHEDULE FEASIBILITY	
1.2.6 FINANCIAL FEASIBILITY	
1.2.7 PROJECT FEASIBILITY	
2. ANALYSIS AND GENERAL DESIGN PHASE	18
2.1 EXISTING SYSTEM REVIEW	18
2.2 NEW SYSTEM REQUIREMENTS	18
2.3 NEW SYSTEM DESIGN	28
2.4 IMPLEMENTATION AND INSTALLATION PLANNING	31
3. DETAILED DESIGN AND IMPLEMENTATION PHASE	32
3.1 TECHNICAL DESIGN	32
4. CONCLUSION	34

5.	APPENDICES	35
	APPENDIX A	35
	APPENDIX B	38
	PROCESSES	39
	INPUTS	50
	DATA STORES	62
	DATA STRUCTURES	73
	DATA ELEMENTS	84
	APPENDIX C	146
	APPENDIX D	156
6.	GLOSSARY	167