



## **ViewTeam**

### **FUNCTIONAL CAPABILITIES**

#### ***DATA GATHERING***

ViewTeam will handle the following functions:

- Loading of personal details
- Loading of Sports Specific Information (Weight/Height etc)
- Assigns unique number to each record
- Stores biographical information
- Stores role specific details
- Supports manually keyed information and does not require mouse for screen entry
- Supports Web Based Registration
- Identifies Duplicate Entries
- Allows capture/storage of photos

#### ***SPORT ENTRIES REGISTRATION SYSTEM***

ViewTeam will handle the following functions:

- Provide entry form processing for sport entry
- Process combined accreditation/sport entry
- Provides a full data definition of venues/events/dates/disciplines etc.
- Capture Details of Rankings/Best Times etc.
- Supports Web Based Entry though individual or manager.
- Athlete Bio Capture and Medical Information



## ***DATA MANAGEMENT***

### **System will capture:**

- Personal Information as detailed in the Scope of Works
- Province
- Photo
- Info for 100 Point Check or Security Check if Needed
- Team/Organization
- Sport/Discipline/Event
- Contact Info

### **Additionally the system will:**

- Provide data security through Log-on profiles
- Allow online changes
- Support batch updates from external systems
- Maintain audit trails
- Provide mass update function of privileges/etc.
- Provide data export function
- Create data structures relating to a record

## ***IMAGE CAPTURE***

Images for badges can be obtained in the following ways:

- Upload through online registration system.
- Email or Capture on FTP/Disk
- Scanned pictures
- Digital camera capture at events such as Volunteer Orientation etc.
- Web Camera capture for “live image capture”

Images can be stored with any tag, but typically images are stored as jpeg files with accreditation number as file name.



## ***ACCREDITATION MANAGEMENT***

### **Privilege Planning and Zone Management**

#### **ViewTeam will:**

- Support construction of Games Zoning Model/Privileges Matrix
- Allocation of privileges to individuals/groups
- Production of badges and passes
- There is no limit of venues/and functions (Zones are limited to 20 - using the IOC model). ViewTeam fully supports a client staff function model allowing staff/volunteers/contractors etc. to be assigned to roles, divisions, departments, companies etc. and zones and privileges defined by task.
- ViewTeam supports the inclusion of any graphic mark/file (ie ICONS for Venues/Zones). These “marks” can be printed out on reports, as well as on Badges.
- Default zone rights can be assigned per role and then overridden as required for individuals.
- The system displays a privilege matrix as part of the process of assigning rights to groups or individuals. A standard privilege matrix report can be generated.
- Data Structures will support:
  - Zones/Venues displayed graphically (ie ICONS)
  - Allocation of Catering/Transport Rights
  - Allocation of Event Rights

## ***ACCREDITATION ASSIGNMENT***

#### **ViewTeam will:**

- Allocate privileges to Registered Person
- Process batches of badges
- Perform badging in real time
- Process Upgrades request



- Process Day Pass and Visitor Pass Functions

### ***PASS PRODUCTION***

#### **ViewTeam will:**

- Allow user to design appearance of badge
- Produce replacement pass (and track replacements)
- Produce near photo quality photos
- Print Bar Code on Pass
- Produce different forms of passes (format the same but the information output can be altered)
- Support Batch Printing
- Produce Badge on Demand
- ViewTeam allows the image to be captured (or displayed) and shown to the accreditee prior to printing if this is required.
- ViewTeam allows the production of replacement passes, and tracks every single issue of a badge, or a change in rights/privileges.
- The badges can either have the Unique ID pre-printed on the Badge, or the ID can be generated in from the system, and if required the Unique ID and the Accreditation number can be generated in bar code form.
- The application will support printing of photo quality pictures on a pass.
- The application can support printing of standard statements and disclaimers on Passes.
- The application supports batch printing - The system can produce batches of passes with selection criteria defined by the client for each batch run (ie by Province/Sport/Company etc.)

### ***PASS DISTRIBUTION***

#### **ViewTeam will:**

- Support batch production
- Allow user to verify appearance against photo prior to printing
- Support correction of details at point of distribution



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- Validate and Record issue of badge

### ***ACCOMMODATION***

- Allow development of room listing for Dormitories for Athletes
- Allow loading and management of hotel room blocks with check-in/out lists and room sharing

### ***ARRIVALS AND DEPARTURES***

- Assignment of one or more registrants to a particular flight - including connections for both inbound and outbound
- Will provide reporting of individual flights per person/team group or by Flight
- Assignment of special notes per person to reflect critical/important information

### ***VOLUNTEER MANAGEMENT***

#### **ViewTeam provides:**

- Online Registration
- Selection of choices for volunteer areas (up to a maximum of 6)
- Assignment to multiple tasks
- Complete Organizational structure mapping
- Detailed Shifting and Scheduling
- Tracking of Correspondence etc./scheduling of training
- Ease of Email generation

### **RESULTS**

- Results capture for any sport or competition
- Provides ability to display any secondary information (ie Heat sheets from Meet Manager) as part of each result
- Allows links to other scoring and results systems
- Web portal with full search capability.



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## ***REPORTING***

The reporting module for ViewTeam provides approx 120 “canned reports” that can be filtered on a number of selection criteria. All reports can be generated to Spreadsheets (Excel or Microsoft Word) for further analysis. The ability to create and store SQL query strings exists in the system to generate information and if required a third party tool such as Crystal Reports can be implemented.

## ***TECHNICAL OVERVIEW***

- The ViewTeam system runs on a Windows Network environment.
- The application is Client Server, built on SQL Server server application with a 32 bit front end application.
- Visual Basic, VB Script, Microsoft Access Data Access Project
- Web based Self Service application is Microsoft .net (1.1), XLM, VB
- XML, SQL interface
- ViewTeam will support all types of replication that are supported through SQL Server 2005 including Merge, transaction and snapshot
  
- The system is extremely flexible and adaptable. Fields and forms can be turned on and off, menus re-arranged and grouped in client preference, field names renamed, and all data tables defined by the client. The unique template management system allows the client to add functions “on the fly” without any additional programming.
  
- The system has a great deal of built in “data integrity checks”. Ensuring that records are processed correctly and that records cannot be deleted if for instance an assignment exists, or badge issued, means that there are certain procedural processes that must be implemented to ensure successful operation of the system.

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