

# Business Analysis

## Need



### What is need?

“Need” is defined by BABOK as: A problem, opportunity or constraint with potential value to a stakeholder(s).

There is a need to improve the management, accessibility, and scheduling of the Physical Education (PE) program and facilities at the School of Business.

#### Problem Summary:

**Inefficient inventory management:** Sports equipment is often lost, misplaced, or unavailable. There is no reliable system for tracking check-out, condition, or location of items, leading to frequent shortages and wasted time.

**Poor facility and equipment placement:** Storage areas are disorganized and inaccessible. Equipment is not stored logically or safely, creating clutter, safety hazards, and difficulty in setting up for activities.

**Impractical and rigid scheduling:** The schedule for using facilities and completing tasks (e.g., assessments, equipment return) is unrealistic and overcrowded. This creates conflicts, limits access for many students, and rushes activities, compromising safety and quality.

**Inconsistent student experience:** Access to functional equipment and desirable time slots is unequal, leading to frustration and reduced participation in physical activities.

**High operational burden:** Staff spend excessive time managing logistics and searching for equipment instead of focusing on instruction and safety.

## **Business Need Definition**

The School of Business requires a well-organized, transparent, and efficient Physical Education system that ensures reliable access to equipment, optimized use of facilities, and a practical schedule. This will enhance student engagement, ensure safety, improve operational efficiency, and support the institution's commitment to holistic student development.

## **Root Causes (identified or hypothesized)**

- Lack of a modern, digital inventory tracking and management system.
- Poorly designed storage spaces without clear zoning or labeling.
- Inadequate investment in storage solutions and equipment maintenance.
- Scheduling based on outdated methods without considering real-time demand or resource constraints.
- Absence of clear procedures for equipment handling, check-in/check-out, and loss prevention.
- Insufficient communication channels between stakeholders (students, staff, administration) regarding availability and scheduling.