

VSCC communication platform requirements

At the VSCC Committee Meeting on 3 September 2020 we agreed the following to be our requirements for our communication platform:

MUST

- A. Be a single platform to satisfy all requirements (so members don't need multiple logins)
- B. Have a low management overhead (i.e. less than or equal to Facebook)
- C. Provide different collections of people, some you can see that you can request to join, some that you only see if you're a member (e.g. Facebook Private Groups, Hidden/Visible)
- D. Allow any member of a collection can post to that collection
- E. Give the ability to contact any member in your collection, or group of members, directly through the platform (e.g. Facebook Messenger)
- F. Enable new collections to be created easily
- G. Provide somewhere to post rides, safety information, general information, ride reports, social events etc.
- H. Give the ability to make some posts 'sticky' to appear separate / at the top of the list (e.g. Facebook announcements)
- I. Allow us to schedule rides for a single ride leader (e.g. Saturday Saunters) or group of ride leaders (e.g. Whooshes and Wiggles), with description and photo, and be able to see who is planning to attend to monitor numbers
- J. Be able to run polls (e.g. SOTF)
- K. Allow ability to include photos, files in posts
- L. Be accessible on the web and from iOS and Android apps
- M. Allow posts and events to be referenced from our newsletter.

SHOULD

- A. Help rider leader with their ride reports by being able to pick/copy and paste user names from the event list
- B. Have the ability to put a limit on the number of people attending an event and automatically maintain a wait list
- C. Make it easy to communicate with other cycling groups via their social media (e.g. Facebook)

A quick analysis of our current platform (Facebook) indicates that it satisfies all 13 of the MUSTs and 2 out of 3 of the SHOULDs, so any competing platform would need to satisfy all criteria to be considered.