**Post Defense Report IT Project 1**

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| **Project Title: human resource information system of department of interior and local government of the cordillera administrative region (dilg-car)** | |
| **Adviser: laurence balmeo** | **Defense Date: november 27, 2017** |
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**Group Members:**

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| Issues Raised | Group’s Plan of Action |
| 1. Did not create the correct folder structure | Follow the correct folder structure |
| 2. The attachments come before the references. | Revise the document to show that the references should come first before the attachments. |
| 3. "The HRIS create many different forms it makes the process organize. The system will arrange the file in a proper order"? It is not "easier", "easily". | Revise or rephrase the sentence. |
| 4. The Abstract should become more comprehensive, the entire project in a nutshell. | Revise the Abstract. |
| 5. In the Context of the Study, do not use “very important” and “typical” it is too broad. “A very important matter” can rephrase it like “it is an essential part in their function they include…” | Revise the Context of the Study. |
| 6. So many Appendices. All figures were not referenced. | Reference all the figures |
| 7. PDS has only 1 page in the document but it is stated that it has 4 pages. | Add the remaining 3 pages of the PDS in the document. |
| 8. What is 201 Report? It is not explained at there is no sample form. | Explain the 201 Report in the Background of the Study. |
| 9. In the Background of the Study, the organizational chart is pixelated. | Revise the organizational chart. |
| 10. The private information of one of the employee’s PDS was given as Miscellany folder without hiding his name. | Hide/cover the personal information of the employee |
| 11. In the page 4 of the document, the actual headers and the actual data in the Excel could be stated. | Add the actual headers and the actual data in the Excel files. |
| 12. The Leaves only talks about authorized leaves what if it is an unauthorized leave? It is not clear. | Add discussion about unauthorized leaves. |
| 13. How to know if it is kind of leave in the Leave Ledger Card? | Add discussion about the leave ledger card. |
| 14. It is suggested that we can use flowcharts or any diagrams in explaining the process of the DILG-CAR. | Input diagrams that explains the process of their system. |
| 15. In the Leave Ledger Card, they use this form for storing only? | Add discussion on how they use the form. |
| 16. Grammar correction, it is not “Deduct to” it should be “Deducted from”. | Correct the “Deduct to” into “Deducted from” |
| 17. In the terminologies, it is already “consumed” and it still uses the word “used”. | Revise the terminologies |
| 18. There is no “the leave credits are accumulated every year” in the document. | Add the sentence in the Background of the Study. |
| 19. In the Background of the Study, per process has only one paragraph. It should be divided by a paragraphs. | To improve the Background of the Study it is decided to use a diagram to show the current process of the DILG-CAR. |
| 20. When will the employee be informed about their NOSI and NOSA? There is no explanation in the document. | Add explanation in the Background of the Study |
| 21. There is no stated “Statement of the Problem” in the document. Statement of the Problems should come first before the solutions or the objectives. | Add Statement of the Problem in the document. |
| 22. Explain the result of the analysis. | Add the explanation of the result in the Analysis phase. |
| 23. “To automate the manual” and “to improve the system”. What are we trying to address in their problem? Address the problem before solutions. State the issues the they encountered. | State the problems first before the solutions and state the issues that they encountered in the Background of the Study. |
| 24. What is the Main Objective? | Is to come up with Web-based application/ |
| 25. Is only “to automate”? Where is the “Web-based Application”? | Add the goal of the project is to come up with a Web-based application. |
| 26. “The proposal of the project is to improve” is wrong grammar. | Rephrase the sentence. |
| 27. The Statement of the Objectives should be based from the Analysis Phase to the Deployment phase. Arrange it chronologically. | Revise the Statement of the Objectives or add the missing phases. |
| 28. In the Methodology, it looks like it is matched however the 2.7 and 2.8. | Match 2.7 and 2.8 in the table of contents |
| 29. In the Chapter 2, it should show that it is an iterative process. | Add the iterative process in the Chapter 2 to show that is an iterative process.. |
| 30. Evolutionary is a high risk because it is difficult to know when to stop. Explain properly. | Create a timeline for the project. |
| 31. ELOPDS was mentioned in the document but it is not explained in the Background of the Study. | Add the ELOPDS in the Background of the Study. |
| 32. In the Context of the Study, there is no “DILG already made towards in automation” because of the ELOPDS. | Add the suggested sentence and revise the Context of the Study. |
| 33. In the Chapter 1 where is the statistical data? The number of employees and how often they leave. | Add the statistical data in the chapter 1. |
| 34. In the System Architecture, what is the purpose of the diagram for the developer? And the words “agility” and “effectively” were also an issue. | Revise the system architecture |
| 35. In the heading in Chapter 3, it should correlate in the Statement of the Objectives the same with the Results. | Relate the Statement of Objectives and Results in Chapter 3 |
| 36. In the functional requirements, there is already “can input” and then there is also a “can file”. | Revise the Functional Requirements |
| 37. In the Functional Requirements, it is only stated “Personal Sheet” rather than “Personal Data Sheet”. | We will be using the acronym PDS because it is already introduced in the Background of the PDS. |
| 38. For the automation of processing of PDS of the employees rather than using Facebook-like registration. It is suggested that in the filing of PDS, the filer should become an employee first to file a PDS. The employee should pass their PDS first in a manual form and then the HRRS will be inputting the employee’s information. If the employee wants to update their PDS, the edits should pass through the HRRS. | Suggestion. The group will further work on it. |
| 39. “Notice of Salary Increments (NOSI)”, “Notice of Salary Adjustment (NOSA)” and “Personal Data Sheet (PDS)” were mentioned repeatedly rather than using “NOSI”, “NOSA” and “PDS” because those acronyms were already introduced in the Background of the Study. | Revise the whole document to get rid of the repeatedly introduced acronyms. |
| 40. In the Functional Requirements, the predicate “The employee will be able…” is repeated. | Revise the sentences in the Functional Requirements |
| 41. It shows in the System Architecture that we have only one user in the proposed system. | Add the other user of the system in the System Architecture. |
| 42. In the System Architecture, HTML and CSS for logic? | Revise the System Architecture. |
| 43. The Use Case Diagram is very flat because there is no “include” in the diagram. | Revise the Use Case Diagram. Add necessary information. |
| 44. It is suggested that it is better to use a Site-Map of the proposed system rather than using a Use Case Diagram. | Suggestion. The group will further work on it. |
| 45. ER diagram is too small. | The ER diagram will be divided in to two parts. |
| 46. There is no primary key in the Relational Database Schema. | Add the primary keys in the Relational Database Schema. |
| 47. ApplicationForLeave table in Relational Database Schema, the emp\_id is an alternate key which means the employee can only file for a leave once. | Revise the Relational Database Schema |
| 48. State the process of automatic deletion of the declined Application for Leave after several hours or days. | Add the process |
| 49. Show the workflow if the system will be automated. | Add diagrams/graphical representation to further explain the flow of the automated system. |
| 50. Leave credits is issue on how to update the employees’ leave credits. |  |
| 51. In the page 14, aside from that technologies that will be going to use. The testing, repository and frameworks that will be going to use for the developed of the project were not mentioned. | Add the technologies that will be going to use for testing, repository and frameworks. |
| 52. Instead the Admin can see the employees’ passwords. It is suggested that the Admin could have a “reset employee’s password” feature where the Admin can reset the password of their employees. The process of that is the employee can request to the Admin that he needs to reset his password and then the Admin may give a random generated password. The employee can change his password for a given minute. | Suggestion. The group will further work on it. |
| 53. The Certificate of Employment was mentioned but it was not introduced in the Background of the Study. | Introduce Certificate of Employment in the Background of the Study |
| 54. How is the “promotion” and “archiving” process in the UI incase that the employee will retire. | Add necessary information in the HR UI |
| 55. How is the verification of the trainings of the employees? |  |
| 56. In the Background of the Study, where is the IT infrastructure of the DILG-CAR? How many PCs do they have? Is there an internet in the company? | Add the IT Infrastructure of the DILG-CAR in the Background of the Study. |
| 57. In the UI, the Civil Status is checkbox. | Edit the employees’ civil status UI |
| 58. Blurred scanned documents. | Re-scan the documents. |
| 59. Timeline is needed in methodology | Create a timeline |
| 60. What is ELOPDS? | Discuss it in introduction |
| 61. What is the exact number of employee in the office? | Go to DILG-CAR office and ask the exact number of employees |
| 62. In Database Schema, Primary key should underline | Underline all Primary key in the Database Schema |
| 63. Mention all the tools that can use in developing the system | Add all the tools in the System Architecture |
| 64. Sign up should remove because HR will be creating PDS for employees. | Remove Sign up UI |
| 65. DTR in scope of the project? | Add explanation |
| 66. No visual in the video, lacking of textual content | Input textual content. Re-edit. |
| 67. Leave forms what will happen to those forms when it is accepted and rejected? | Add explanation |
| 68. Streamlining of the new system | Add data flow for the new system. |
| 69. A lot of mistake in video presentation, lacking of eye contact | Re-edit the video |

Prepared by:

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Noted by:

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