**NOTICE OF TITLE ACCEPTANCE**

**C E R T I FI C A T I O N**

The undersigned members comprising the panel for oral examination hereby approve the Research Project entitled **E-Recruit: An Online Recruitment System for Insurance and Investment Agency in MIMAROPA** including its team members composed of Lester M. Caibal, Jandel L. Escalera, Jef Ramos.

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| EPIE F. CUSTODIO, *PhD* | |
| **IT Research Methods, *Instructor*** | |
| FIDEL C. ROMASANTA, MIT | KRISTIANNE ALEZA MARIE L. JAVIER, MSIT |
| **Panelist** | **Panelist** |
|  | |
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| EPIE F. CUSTODIO, *DIT* | |
| **Program Chair, BSIT** | |
| LEONEL C. MENDOZA | |
| **Coordinator for Research, MinSU Calapan Campus** | |
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| JOHN EDGAR S. ANTHONY, *MSIT* | |
| **Dean, College of Computer Studies** | |

**MAJOR FEATURES:**

* **Recruitment Management**

- Document Upload and Download

- Communication History with Applicant

- Messaging and Notifications

- Shared User Feedback

- Responsive Web Portal

* **Applicant and Agent Management**

- Manage and store Applicant Information

- Manage and store Agent Information

- Application Status Tracking

- Applicant Evaluation and Assessment

- Ranking

- Referral

- Meeting Schedule

* **Reporting and Data Analytics**

- Generate Recruitment Reports

- Recruiting Analytics

- Applicant and Agent Source Tracking

- Applicant Data Export

* **Compliance and Documentation**

- Data Privacy Compliance (Consent)

- Document Storage and Management

- Compliance Reporting

- Application Form

- Built-In E-Signing

* **Communication and Notification**

- Automated Email Response

- Status Updates to Applicants

- Email and SMS Communication

- User Email Notification

- User Communication (Internal Chat)

* **Portal for Users**

- User-Friendly Application Process

- Search and Filtering

- Application Tracking for Applicant and Agent

- User Accounts for Agent and Applicants

* **Insurance Plan Management**

- User Registration and Authentication

- Plan Selection and Purchase

- Plan Details

- Due Date Display

- Payment History

- Customer Support

- Cancellation and Refunds

**FUNCTIONAL REQUIREMENTS:**

* **ADMIN**  
  - Authentication  
  - Password Management  
  - Dashboard  
  - Agents and Applicant Management  
  - Data Review  
  - Confirmation  
  - Analytics and Reporting  
  - Document Download  
  - Notification System

-Account Restriction  
- Search and Filter

* **AGENTS**  
  - Agents Authentication  
  - Agent's Log In  
  - Dashboard and Recruitment Matrix  
  - Application Data Access  
  - Message System  
  - Agents Account Management  
  - Notification System  
  - Search and Filter

- E-Sign  
- Ranking

* **APPLICANT**

- Users Registration  
- User Authentication  
- Application Form  
- Document Upload  
- Financial Adviser Selection  
- Application Modification  
- Message System  
- Application Submission  
- Notification System

* **CLIENT**  
  - Users Registration  
  - User Authentication  
  - Plan Selection

- Plan Details  
- Due Date Display  
- Payment History  
- Cancellation and Refunds

**PANEL’S SUGGESTIONS:**

* **SIR JOHN EDGAR S. ANTHONY**
* Qr code, data visualization, feedback, chatbot, real time commutation, SMS/email, and Sentiment Analysis.

**SIR JOHN EDGAR S. ANTHONY – Dean of CCS**

*(Leave this part for the comments and suggestions of our dean)*

**SIR LEONEL C. MENDOZA – Coordinator for Research, MinSU-Calapan**

*(Leave this part for the comments and suggestions of our coordinator for research)*