



Republic of the Philippines
DAVAO ORIENTAL STATE UNIVERSITY
Faculty of Computing, Data Science, Engineering, and Technology
Guang-guang, Dahican, 8200, City of Mati, Davao Oriental

June 11, 2024

Subject: User Testing and System Evaluation for Document Management Information System

Good day!

As one of the major requirements for the subject ITP 140 – Capstone Project and Research 2, our team is currently working on a project entitled *“DOCUTRACKER: A Web Based Document Management Information System for Davao Oriental State University”*. This project aims to help reduce time and effort spent locating documents, provides awareness of the whereabouts of documents. As this project focuses on your organization, we humbly ask your consent to conduct user testing in your office, involving your office admin for our developed project at your convenience.

This will serve as historical data that will guide us for the website’s future development to improve document processes. Furthermore, such data will help us complete our major project this semester. With adherence to the Data Privacy Act of 2012 (RA 10173), we will keep your information with the utmost confidentiality. Please do not hesitate to contact us if you require any further information.

Thank you, and God bless.

Respectfully yours,

CLEO KHAYE MARIE E. MAROHOM
Researcher

IVAN P. DAWANG
Researcher

PATRICK GERALD W. HEYRES
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Noted by:

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