COLLEGE OF ENGINEERING AND INFORMATION TECHNOLOGY
Department of Information Technology

Methods of Research (DCIT 60)
Exercises Manual

Name:	Johnbert Christiene D. Tagle	Date:	
Course/Year/ Section:	BSIT 3-3	Score:	

Activity No. 5: Preparing Preliminary Bibliography

Learning Objectives:

At the end of this activity, the students will be able to:

1. draft their tentative bibliography for their study;
2. prepare topical outline for their study

Procedures:
1. Identify the keywords (start with your title) related to your topic.
2. Know what kind of material you need and where you can find it.
3. List the keywords in the table provided. (Reproduce the page if necessary).
4. List the relevant sources of information needed for your topic.
5. For each keyword, attach clippings (from article, journal, newspaper, books, theses, etc.) from where you will get your information.

LIST OF KEYWORDS (Group)

KEYWORDS	SOURCES OF INFORMATION
Alumni	Thesis, Journal, Electronic Source
Graduate	Thesis, Electronic Source
Career	Book
Achievement	Book
Employment	Thesis
Job	Thesis
Employment Status	Electronic Source
Graduate/Alumni Employment	Thesis, Journal, Electronic Source
Tracking	Electronic Source
Tracking System	Journal
Tracer Study	Thesis, Electronic Source
Alumni Tracking	Thesis, Journal, Electronic Source
Graduate Tracer Study	Thesis
Web-based	Electronic Source
Web application	Electronic Source
System	Electronic Source
System Development	Electronic Source
Technology in Education	Book
Job Placement	Journal, Electronic Source
Job Placement Unit	Book, Journal, Electronic Source
Data Management	Book, Electronic Source
Data	Book
Information	Book
Report	Book
Information System	Book
Management Information System	Book
Database	Book
Database Management	Electronic Source
Database Management System	Book, Electronic Source
Sublime Text	Electronic Source
PHP	Electronic Source
CSS	Electronic Source

MySQL	Electronic Source
HTML	Book, Electronic Source
JavaScript	Electronic Source
Random Sampling	Electronic Source
Scrum Methodology	Electronic Source
Functionality	Electronic Source
Usability	Electronic Source
Reliability	Electronic Source
ISO 25010	Electronic Source
Mean	Electronic Source
Standard Deviation	Electronic Source

LIST OF BOOKS (Individual)
(minimum of 10 books per member)

Surname	First Name	Middle Initial	Title of the Book	Copyright Year	Edition	Place of Publication	Publisher
Davis	Gordon	B	Management information systems : conceptual foundations, structure, and development	1974		New York	New York : McGraw-Hill
Lock	Robert	D	Taking Charge of Your Direction	1988	1st	Pacific Grove, California	Brooks/Cole Publishing Company
Ozakarahan	Esen		Database Management Concepts, Design and Practice	1990		Englewood Cliffs, New Jersey	Prentice Hall, Inc.
Hawryszkiewycz	Igor	T	Introduction to Systems Analysis and Design	1991	2nd	Australia	Prentice Hall of Australia Pty. Ltd.
Long	Larry		Introduction to Computers and Information Processing	1991	3rd	Englewood Cliffs, New Jersey	Prentice Hall, Inc.
Parker	Walter	C	Social Studies in Elementary Education	1997	10th	Upper Saddle River; New Jersey	Prentice Hall, Inc. Simon & Schuster/A Viacom Company
Jarolimek	John						
Treece	Malra		Successful Communication in Business Management	1998		Upper Saddle River, New Jersey	Prentice Hall Inc.
Kleen	Betty	A					

The header row "Author(s) Name" spans Surname, First Name, and Middle Initial columns.

Note: Attach necessary clippings corresponding to your listed sources.

Author(s) Name			Title of the Book	Copyright Year	Edition	Place of Publication	Publisher
Surname	First Name	Middle Initial					
Laudon	Kenneth	C	Essentials of Management Information Systems	1999	3rd	Upper Saddle River, New Jersey	Prentice Hall, Inc.
Laudon	Jane	P					
Lucas Jr.	Henry	C	Information Technology for Management	2000	7th	New York	The McGraw-Hill Companies, Inc.
Levitt	Julie	G	Your Career How to Make It Happen	2000	4th	Cincinnati, Ohio	South-Western Educational Publishing
Jessup	Leonard	M	Information Systems Today	2003		Upper Saddle River, New Jersey	Prentice Hall, Inc.
Valacich	Joseph	S					

Note: Attach necessary clippings corresponding to your listed sources.

LIST OF THESES (Individual)
(minimum of 10 books per member)

Author(s) Name			Title of Thesis	Degree Awarded	Date Granted	School / Institution	Location
Surname	**First Name**	**Middle Initial**					
Figueroa	Maynard	L	Development of an online graduate tracer study program for Cavite State University-Main Campus		2019	Cavite State University	Indang, Cavite
Collado	Rolando	C					
Del Mundo	Van Jester	M	Development of alumni portal for the Cavite State University Alumni Association		2019	Cavite State University	Indang, Cavite
Ersando	Rozelle Anne	H					
Mojica	Carlo Jay	C					
Serafin	Brian Kyle	B					
Thomas	Gastan Gaoudio		Graduate Tracer Study Design System Using Web-Based GPS (Case Study Universitas Advent Indonesia)		2019	Universitas Advent Indonesia	Bandung, Indonesia
Wagiu	Elmor						
Asroni	Titis		Implementing of Data Warehouse Data Alumni using the Single Dimensional Data Store method		2020	Universitas Muhammadiyah Yogyakarta	Yogyakarta, Indonesia
Arimbi	Bimbi						
Riyadi	Slamet						
Dionisio	Edlet Christine	S	Tracer study of Bachelor of Science in Medical Technology graduates of Cavite State University 2014-2018		2022	Cavite State University	Indang, Cavite
Gonzales	Jasmine Gayle						
Jocson	Aeries Daryll	C					
Laurezo	Ricci Anne	V					
Martinez	Princess Joy	A					

Note: Attach necessary clippings corresponding to your listed sources.

Author(s) Name			Title of Thesis	Degree Awarded	Date Granted	School / Institution	Location
Surname	First Name	Middle Initial					
Bacolod	Anne Corrine	L	Employability skills for industry 4.0 : a tracer study of Bachelor of Science in Accountancy graduates of Cavite State University		2022	Cavite State University	Indang, Cavite
Deuda	Leila Marie	C					
Lozada	Mary Grace	L					
Cortez	Maureen Ava	V	Factors influencing employability of BS Criminology graduates of Cavite State University - Main Campus batches 2015-2019		2022	Cavite State University	Indang, Cavite
Rocolcol	Jessamie	B					
Romero	Hanna Mariz	D					
Anglo	Mark Angelleus	M	A Graduate tracer survey of the College of Criminal Justice, Bachelor of Science in Criminology Batches 2010 to 2019, Cavite State University Indang, Cavite : a follow-up study		2022	Cavite State University	Indang, Cavite
Balasabas	John Roy Smith						
Cuadra	Lee Marithe	A					
Pradana	Hengki Hendra		Building Organizational Citizenship Behavior Through College Alumni Relationship Management		2022	Islamic Psychology,Nahdlatul Ulama University Blitar	Indonesia
Sadi			Designing Mobile Alumni Tracer Study System Using Waterfall Method: an Android Based		2023	Universitas Pembangunan Nasional Veteran Yogyakarta	Depok, Indonesia
Lucitasari	Dyah	R					
Khannan	Muhammad Shofiq	A					

LIST OF JOURNALS AND OTHER PUBLICATIONS (Individual)2022
(minimum of 10 books per member)

Author(s) Name			Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Surname	**First Name**	**Middle Initial**						
Inceoglu	Ilke		(How) Do work placements work? Scrutinizing the quantitative evidence for a theory-driven future research agenda	Journal of Vocational Behavior	110	February 2019	Elsevier Inc.	
Selenko	Eva							
McDowall	Almuth							
Schlachter	Svenja							
Quitevis	Corazon	Q	Tracking the Alumni of the Graduate School in a Philippine Higher Education Institution	Asia Pacific Journal of Multidisciplinary Research	7	August 2019	APJMR	
Lopez	Francisco	D						
Binay-an	Imelda							
Herbert	Ian	P	Graduate employability, employment prospects and work-readiness in the changing field of professional work	The International Journal of Management Education	18	July 2020	Elsevier	
Rothwell	Andrew	T						
Glover	Jane	L						
Lambert	Stephanie	A						
Norazmi	Nurul Shafiqah Binti		Web-Based Application System for Monitoring	International Journal of Engineering	9	December 2020	IJERT	
Ahmad	Adi Affandi							

Note: Attach necessary clippings corresponding to your listed sources

Author(s) Name			Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Surname	First Name	Middle Initial						
			Alumni Active Status on Social Media	Research & Technology				
Deblois	Evan Carlo	B	The Employment Profile of Graduates in a State University in Bicol Region, Philippines	Journal of Education Management and Development Studies	1	June 2021	JEMDS	
Mangiduyos	Gladys	P	Twenty-First (21st) Century Skills of College of Education Alumni	Open Journal of Social Sciences	9	September 2021	Scientific Research Publishing Inc.	
Subia	Gener	S						
Shinde	Rugved		Alumni Database Management System	International Journal of Engineering Research & Technology	10	December 2021	IJERT	
Kakad	Makarand							
Ghodke	Shitai							
Dodake	Prajkta							
Pico-Saltos	Roberto		Role of Alumni Program in the Prediction of Career Success in an Ecuadorian Public University	Applied Sciences	12	2022	Molecular Diversity Preservation International	Basel, Switzerland
Garzás	Javier							
Redchuk	Andrés							
Escandón-Pachana	Paulo							
Morante-Carballo	Fernando							

Author(s) Name			Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Surname	First Name	Middle Initial						
Fasse	Felicia Bosede	K	Preparation for Career among Office Technology and Management (OTM) Students of College of Education, Ikere-Ekiti, Nigeria	European Journal of Science, Innovation and Technology	2	2022	EJSIT	
Malwadkar	Aniket		Alumni Tracking System	International Journal of Research Publication and Reviews	3	November 2022	IJERT	
Mane	Amol							
Chikane	Tejas							
Pawar	Gaurav							
Okolie	Ugochukwu	C	Special issue: Work placement learning – exploring self-employment and paid employment behaviour in higher education	Industry and Higher Education	36	December 2022	Sage Journals	
Igwe	Paul	A						
Madichie	Nnamdi	O						

LIST OF ELECTRONIC SOURCES (Individual)
(Website, online magazine, ebook, online databases, blog, online newsletter, online article, online forum)
(minimum of 10 books per member)

Author(s) Name			Title	Full URL	DOI (Digital Object Identifier)	Publication Date	Date of Access
Surname	First Name	Middle Initial					
Krosel	Amber		FAQ: What Is Job Placement? (Plus Types and Benefits)	https://www.indeed.com/career-advice/career-development/what-is-job-placement		June 25, 2022	December 29, 2023
Eads	Audrey						
Sherman	Catherine						
Birt	Jamie						
Murray	Herrity						
Gafner	Jocelyne						
Garcia	Russ						
peopleHum			Employment status	https://www.peoplehum.com/glossary/employment-status		n.d.	December 29, 2023
Masters	Terry		What Is the Importance of Tracking College Alumni?	https://www.wisegeek.net/what-is-the-importance-of-tracking-college-alumni.htm#google_vignette		2023	December 29, 2023
Practera			What is graduate employability?	https://practera.com/graduate-employability/		February 1, 2022	December 29, 2023
Stedman	Craig		What is data management and	https://www.techtarget.com/searchdatamanagement/definition/data-management		2022	December 29, 2023
Vaughan	Jack						

Author(s) Name			Title	Full URL	DOI (Digital Object Identifier)	Publication Date	Date of Access
Surname	First Name	Middle Initial					
			why is it important?				
Romadlon Arifin	Farid Noor Muhammad		Improving Graduate Profiles Through Tracer Studies at University	https://knepublishing.com/index.php/KnE-Social/article/view/9317/15601	10.18502/kss.v5i7.9317	2021	January 1, 2024
Jaradwiwat	Sirawan		Tracer Study of Graduates of the Bachelor of Education in Early Childhood Education Programme in Lao PDR: A Synthesis Report	https://unesdoc.unesco.org/ark:/48223/pf0000383194		2022	January 1, 2024
Top4u			What is System ?	Meaning, Definition, Element & Types of System	https://www.toppers4u.com/2021/12/what-is-system-meaning-definition.html		2021	January 1, 2024

Author(s) Name			Title	Full URL	DOI (Digital Object Identifier)	Publication Date	Date of Access
Surname	First Name	Middle Initial					
Definitions			Definitions for tracking	https://www.definitions.net/definition/tracking		n.d.	January 1, 2024
Computer Hope			System development	https://www.computerhope.com/jargon/s/systdeve.htm		2022	January 1, 2024
Knight	Michelle		What Is Database Management?	https://www.dataversity.net/what-is-database-management/		February 17, 2022	January 1, 2024
Manaher	Shawn		Alumni vs Graduate: When To Use Each One In Writing?	https://thecontentauthority.com/blog/alumni-vs-graduate		n.d.	January 1, 2024
Dunmore	Jamie		HTML VS CSS VS JAVASCRIPT EXPLAINED	https://blog.boot.dev/javascript/html-css-javascript/		September 27, 2021	January 5, 2024
California Institute of Arts & Technology			What is PHP, SQL, and MySQL?	https://www.ciat.edu/blog/php-sql-mysql/		n.d.	January 5, 2024
Britton	Jill		What Is ISO 25010?	https://www.perforce.com/blog/qac/what-is-iso-25010#use		May 6, 2021	January 5, 2024

Author(s) Name			Title	Full URL	DOI (Digital Object Identifier)	Publication Date	Date of Access
Surname	First Name	Middle Initial					
Tutorials Point	,		Sublime Text Tutorial	https://www.tutorialspoint.com/sublime_text/index.htm		n.d.	January 7, 2024
S	Bhaskar		What Is Scrum Methodology? & Scrum Project Management	https://www.nimblework.com/agile/scrum-methodology/		n.d.	January 7, 2024
BYJU's	,		Random Sampling	https://byjus.com/maths/random-sampling/		n.d.	January 7, 2024
Te Kete Ipurangi	,		Mean, median, and standard deviation	https://assessment.tki.org.nz/Using-evidence-for-learning/Working-with-data/Concepts/Mean-median-and-standard-deviation		n.d.	January 7, 2024
Rouse	Margaret		Web-Based Application	https://www.techopedia.com/definition/26002/web-based-application		October 16, 2023	January 7, 2024

Note: Attach necessary clippings corresponding to your listed sources.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Davis	Gordon	B

Title: Database Management Concepts, Design and Practice

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
1974	New York : McGraw-Hill	1974	

Type / write the original article or write up (or part of the article or write up) here:

Chapter 14, page 318: Information systems can vary in complexity from a data-processing facility of a simple application system running on a personal computer to the management information system (MIS) of a large organization. The information system referred to as MIS exists to support the operations, management, and decision functions of an organization.

page 319: Management control. Managers require information to measure performance, take control actions, allocate resources, and formulate decision protocols. The database for management control consists of the database used for operational control and plans, standards, budgets, and outside data.

page 322: The main purpose of information-system design is to identify functional subsystems of the enterprise, describe their information structure and operations, and finally map and integrate these in a conceptual schema.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Lock	Robert	D

Title: Taking Charge of Your Direction

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Brooks/Cole Publishing Company	1988	1st

Type / write the original article or write up (or part of the article or write up) here:

Chapter 1, page 2: A career is generally thought of as one's life work.

Career Information System starts with the Quest unit, a 25-item survey on your physical limitations, geographical preferences, expected level of education, self-estimated aptitudes, interests, and desired beginning wage.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Ozakarahan	Esen	

Title: Database Management Concepts, Design and Practice

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Prentice Hall, Inc.	1990	

Type / write the original article or write up (or part of the article or write up) here:

Chapter 1 page 1: Databases came to existence to overcome the limitations of file systems and to reduce the burden to programmers and users. A database contains a pool of structured data that can be shared by multiple users.

Chapter 2 page 13-14: Database Management Systems (DBMS) are introduced to alleviate the data-dependency problem and also to remove unnecessary burdens from rh application programmer. An application programmer should be able to concentrate on application programming and let utilities take care of data modeling and data-language support.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Hawryszkiewycz	Igor	T

Title: Introduction to Systems Analysis and Design

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Prentice Hall of Australia Pty. Ltd.	1991	2nd

Type / write the original article or write up (or part of the article or write up) here:

Chapter 1, page 8

The information systems or IS department is important because it usually controls a scarce resource, namely computers and the people who develop systems for them.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Long	Larry	

Title: Introduction to Computers and Information Processing

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Prentice Hall, Inc.	1991	3rd

Type / write the original article or write up (or part of the article or write up) here:

Chapter 1, page 5

The driving force behind our transition into an information society is the computer. The computer and the emerging information society are having a profound impact on the business community.

page 8: The timeliness of information is critical in today's fast-paced business world. Managers cannot wait for the information they need. They want it now, not next week or next month. In response to managers' requests for more timely information, computer systems are now designed to be interactive. Interactive computer systems eliminate the need to do through an intermediary (the computer professional) and permit users to communicate directly with the computer system.

page 9: Today computers and software are being designed to be user-friendly. Being user-friendly means that someone with a fundamental knowledge of and exposure to computers can make effective use of the computer and its software.

Most companies have a computer center and the personnel to support their information systems. An information system is a computer-based system that provides data processing capability and information for making decisions. This combination of computing equipment (called hardware), the software that tells the computers what to do, and the people who run the computers and develop the software is often referred to as the information services department or the data processing (DP) department.

The information services department handles the organization's information needs in the same way that the finance department handles the organization's money needs. The department provides data processing and information-related services to virtually every business area.

page 11: Data are the raw material from the raw material from which information is derived. Information is data that have been collected and processed into a meaningful form.

page 23: Computers can interact with students to enhance the learning process.

Computer-based education will not replace teachers and books, but educators are in agreement that computer-based training (CBT) is having a profound impact on traditional modes of education.

page 27: How do we use computers? Information systems/data processing: The computer is used to process data and produce business information

Chapter 10, page 266: Data management encompasses the storage, retrieval, and manipulation of data.

page 273: What's to be gained from a Data Base Environment? Greater access to information. Most organizations have accumulated a wealth of data, but translating these days into meaningful information has, at times, proved difficult, especially in a traditional file environment. The structure of an integrated database provides enormous flexibility in the types of reports that can be generated and the types of online inquiries that can be made.

Less Data Redundancy. A database management system minimizes data redundancy through advanced data structure, or the manner in which the data elements and records are related to each other.

Software Development Made Easier. The programming task if simplified with a database management system because data are more readily available.

Chapter 14, page 370: The data are supplied by the various user groups. In return, the information services department provides the software and operational support needed to produce information. The basic responsibility of an information services department is to be responsive to the organization's information processing needs.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Parker	Walter	C
Jarolimek	John	

Title: Social Studies in Elementary Education

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Prentice Hall, Inc. Simon & Schuster/A Viacom Company	1997	10th

Type / write the original article or write up (or part of the article or write up) here:

Chapter page 215: The use of computers in education has been promoted so vigorously that it is estimated that, by the end of this decade, microcomputers will be a part of the instructional media of almost all schools.

One of the major differences between the computer and other instructional media is that the computer has the capacity to interact with the student.

page 216: Using the computer to gather and organize information needed to build and test important ideas. There is a growing number of electronic collections of information known as databases, many of which are related to social studies.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Treece	Malra	
Kleen	Betty	A

Title: Successful Communication in Business Management

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Prentice Hall Inc.	1998	

Type / write the original article or write up (or part of the article or write up) here:

Chapter 3, page 64

The term electronic mail typically refers to messages sent from computer to computer through local area networks (used for internal mail), or wide area networks and the Internet.

Electronic mail is sent from one computer screen to another. The receiver of the message may be next door or thousands of miles away. Messages are composed on a computer screen, as in word processing, and sent to the "mailbox address" of the receiver until he or she can conveniently pick them up.

page 75: Collecting data for reports and other business purposes has been greatly simplified with the advent of electronic (computerized) databases.

page 77: Web materials are created using hypertext markup language (HTML), which allows designers to plan links to other documents and Web sites.

Chapter 10, page 301

Activities, Achievements, and Personal Characteristics

As you continue with your self-analysis, make a note of all special accomplishments, such as exceeding a sales quota, earning a promotion, or a receiving certificate of recognition for unusual achievement. List extracurricular activities: social and professional organizations, including membership and offices held; and any other meaningful activity or accomplishment. Include honors, awards, publications, and other recognitions.

Work Experience

Work experience is ordinarily one of the two most important elements of career preparation, although some college students complete degrees with no work experience whatsoever.

Chapter 10, page 293: Your school placement center is almost certain to be able to help you in finding career employment. Register with your placement office early in your senior year or

even before. You will need to know how they will work with you and, even more important, how you can work with them.

Ordinarily, announcements of interviewers scheduled to come to the campus will be posted on bulletin boards, provided to department heads or available in the placement center, which you should visit often.

In addition to interviewer information and scheduling, placement offices provide brochures and other information about various companies and government agencies. This information is helpful to job seekers when planning a campaign of unsolicited applications.

Your placement center may help you develop an employment packet that contains your resume, transcript, letters of recommendation, letters of commendation or lists of awards, and any other material that may be beneficial to you. Placement centers also sponsor seminars and workshops on resume preparation and interviewing.

Placement officers can advise you about the various means of "surfing the net" to find employment opportunities.

page 295: Many firms are using the Internet for broad-based hiring, storing resumes received through online services.

page 303: A market analysis is the next step in your job-seeking process. You must know your employer and the job's requirements in order to show that your qualifications meet the employer's needs. Although many items of information cannot be obtained until the interview, or perhaps not until you actually begin work or have worked for a considerable time, much information will be available if you diligently look for it.

Chapter 12, 371

Form reports may be completed by filling in data on a preprinted, standardized form.

page 373: Informational reports simply present information, with no attempt to analyze or interpret the meaning of the data pr to make recommendations for action.

Analytical reports also provide information and in addition include analysis and interpretation.

Book: ✓　　　　Thesis Manuscript: _____　　　　Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Laudon	Kenneth	C
Laudon	Jane	P

Title: Essentials of Management Information Systems

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Prentice Hall, Inc.	1999	3rd

Type / write the original article or write up (or part of the article or write up) here:

Chapter 1, page 7

What is an Information System? An information system can be defined technically as a set of interrelated components that connect (or retrieve), process, store, and distribute information to support decision making, coordination, and control, information systems may also help managers and workers analyze problems, visualize complex subjects, and create new products.

Information System - Interrelated components working together to collect, process, store, and disseminate information to support decision making coordination, control, analysis and visualization in an organization.

page 12: Information systems are a part of organizations. Indeed, for some companies, such as credit reporting firms, without the system there would be no business. The key elements of an organization are a part of organization are its people, structure and operating procedures, politics, and culture.

page 40: Management-level systems - Information systems that support the monitoring, controlling, decision-making, and administrative activities of middle managers.

page 46: MIS - Information systems at the management level of an organization that serve the functions of planning, controlling, and decision making by providing routine summary and exception reports.

Chapter 3, 206: DBMS - Special software to create and maintain a database and enable individual business applications to extract the data they need without having to create separate files or data definitions in their computer programs.

Database - A collection of data organized to service many applications at the same time by storing and managing data so that they appear to be in one location.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Lucas Jr.	Henry	C

Title: Information Technology for Management

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	The McGraw-Hill Companies, Inc.	2000	7th

Type / write the original article or write up (or part of the article or write up) here:

Chapter 1, page 10: Information systems execute organized procedures that process and/or communicate information.

We define information as a tangible or intangible entity that serves to reduce uncertainty about some state of event.

Chapter 10, page 234-235: DBMS
These examples of systems software automate many of the tasks associated with using direct-access files. A DBMS has to provide: a method for defining the contents of the database. A way to describe relationship among data elements and records. A mechanism to set up the database in the first place. Ways to manipulate the data including updating, using complex criteria to retrieve selected data.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Levitt	Julie	G

Title: Your Career How to Make It Happen

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	South-Western Educational Publishing	2000	4th

Type / write the original article or write up (or part of the article or write up) here:

Chapter 6, page 85: Career fairs are good sources of job leads and employer information; they are beneficial to both employers and job seekers because they provide opportunities to explore employment matches in a relaxed, face-to-face format. These fairs are efficient ways to contact many employers in one day.

page 88: Major job market trends favor health care and fitness, information processing, electronics, computerization, robotics, energy development, and services to the elderly, to name a few.

Chapter 8, page 110
As noted earlier, career fairs offered by communities and schools and on the Internet are remarkable sources of employment information. It would take hundreds of hours to reach the number of companies individually that you can access in one career fair days.

Book: ✓   Thesis Manuscript: _____   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Jessup	Leonard	M
Valacich	Joseph	S

Title: Information Systems Today

Details for Book:

Publication Date	Publisher	Copyright Year	Edition
	Prentice Hall, Inc.	2003	

Type / write the original article or write up (or part of the article or write up) here:

Chapter 1, page 4

Information system, such as the online ticket service in the opening scenario, are combinations of hardware, software, and telecommunications networks that people build and use to collect, create, and distribute useful data, typically in organizational settings.

Chapter 3, page 71

DBMS is a software application with which you create, store, organize, and retrieve data from a single database or several databases.

page 76: A report is a compilation of data from the database that is organized and produced in printed format. Reports are typically produced on paper, but they can be presented to users on-screen as well.

Report generators retrieve data from the database and manipulate (aggregate, transform, or group) and display it in a useful format.

Chapter 4, page 120

The Web also introduced the Hypertext Markup Language, or HTML, is the standard method of specifying the format of Web pages. Specific content within each Web page is enclosed within codes, or markup tags, which stipulate how the content should appear to the user.

NOTE: Clippings are either print, photocopy or cutout of the article from book, journal, magazine, and other sources of information. Use the following template (one entry only; reproduce for other clipping) in the case of thesis manuscript and/or other source of information that cannot be photocopied nor cut.

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Figueroa	Maynard	L
Collado	Rolando	C

Title: Development of an online graduate tracer study program for Cavite State University-Main Campus

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Cavite State University	Indang, Cavite		2019

Type / write the original article or write up (or part of the article or write up) here:

Cavite State University is known as the premiere university in historic Cavite prides itself in producing globally competitive and morally upright individuals, the school offers a lot of different range of courses from agricultural, accountancy, business management, information technology etc. and also the school produces graduates equipped with the knowledge and professionalism.

One of the main factors in determining the efficiency of a certain school by its employment rate and employability, the quality of graduates is very much a function of quality instruction and facilities because this will help ensure that graduates are equipped with the knowledge, skills and values that will enable them to work in their respected fields.

The Old Graduate Tracer Study Program is all about tracing the graduates to determine their present employment status and also if they have their works inclined based on their degrees. The process of the system is to have the students update their previous data that they give through the survey.

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
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Mojica	Carlo Jay	C
Serafin	Brian Kyle	B

Title: Development of alumni portal for the Cavite State University Alumni Association

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Cavite State University	Indang, Cavite		2019

Type / write the original article or write up (or part of the article or write up) here:

Currently where technology is omnipresent and become an integral part of a companies and organizations, web applications are necessary to have. Most of the companies today are using web-based applications to enhance the process of various transactions and services in every department. Websites have been very helpful in the transactional process of different fields, whether industry or academe. It makes the transaction and services accurate, fast, and convenient.

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Thomas	Gastan Gaoudio	
Wagiu	Elmor	

Title: Graduate Tracer Study Design System Using Web-Based GPS (Case Study Universitas Advent Indonesia)

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Universitas Advent Indonesia	Bandung, Indonesia		2019

Type / write the original article or write up (or part of the article or write up) here:

Graduates is one of the important support in the development of a university. Graduates have a role to assist universities in developing the university into the community through collaboration in academic terms.

One of the factors supporting a university quality can be seen through graduate or graduates. Due to the graduates is a product of an educational institution that directly interact with the people in the working world. Graduates also have an important role in developing educational institutions, due to the graduate can become an example in the public how the quality of the graduates of educational institutions. By knowing how their story in the community, the university will get the information, feedback and motivation to further develop the performance, so as to maximize future graduates to be able to adapt to the needs and demands of society in the future. Therefore, the information from graduates to support the advancement of education in the university.

Tracer study can facilitate information to the university like to know how long it takes graduates to get a job after graduation, can determine the activities to be initiated by graduates on campus UNAI, and can also be an opportunity to work together as a job, funding, and cooperation in terms of information.

Book: _____   Thesis Manuscript: ✓   Others: _____

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Riyadi	Slamet	

Title:

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Universitas Muhammadiyah Yogyakarta	Yogyakarta, Indonesia		2020

Type / write the original article or write up (or part of the article or write up) here:

Data is Information that has not been processed or manipulated, which is not enough for some users. So that the info is useful, the data needs to be prepared and integrated first to become Information. Universitas Muhammadiyah Yogyakarta has a tool to monitor data on Alumni, namely Tracer Study. The data currently available is still not integrated and processed correctly. Now there is a solution for processing data and data by making base data. The purpose of creating this database is to facilitate users in checking data, data that will be stored neatly and integrated into the computer.

Information system in the form of Tracer Study is designed to facilitate universities in managing Alumni data. This information system can also be used for various purposes, such as alumni search, activity information, and alumni job news. With so many alumni data going into this Study, Tracer can create opportunities to build a database. Before using the database, the existing data is only stored without any further management. This makes it difficult to get information about the alumni performance from year to year [2].

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
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Laurezo	Ricci Anne	V
Martinez	Princess Joy	A

Title: Tracer study of Bachelor of Science in Medical Technology graduates of Cavite State University 2014-2018

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Cavite State University	Indang, Cavite		2022

Type / write the original article or write up (or part of the article or write up) here:

University Graduate Tracer Studies (GTS) are becoming a recognizable academic practice worldwide as it provides an assessment among graduates of the higher educational institution (HEI) after finishing a degree (Schomburg, as cited in Badiru & Wahome, 2016). GTS involves the perceptions of the graduates about their college and post-graduate experiences. According to Mendez (2014), the significant role of academic institutions does not stop after imparting knowledge and skills to their students. The HEIs are still responsible for their graduates' proper social recognition and an established place in their profession. Hence, the employability status of the graduates highly reflects the success and quality of an institution.

Overall, the results showed that predominantly, the participants were highly satisfied with their job; and the knowledge and skills they acquired from the program were distinctly useful to their current jobs. Competencies of CVSU were highly perceived by the respondents except for the laboratory resources. There has been a high employment rate for the graduates, as mostly were able to pass their licensure exam on first attempt. Majority of the participants were employed to the profession aligned with BSMT, with their monthly salary categorized under the low middle class. This study revealed that there was a significant association between the participants' demographic profile and their employability. Also, significant relationship was established on the employability of the graduates and their perceived personal and professional growth. Lastly, significant relationship was also found on the good employability of the participants and to their high perceptions on the competency of CvSU in offering the BSMT program.

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Bacolod	Anne Corrine	L
Deuda	Leila Marie	C
Lozada	Mary Grace	L

Title: Employability skills for industry 4.0 : a tracer study of Bachelor of Science in Accountancy graduates of Cavite State University

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Cavite State University	Indang, Cavite		2022

Type / write the original article or write up (or part of the article or write up) here:

As emerging evolutionary developments in Industry are continuously occurring as Industry 4.0 takes over old practice styles. There are lots of innovations to help people work efficiently and effectively with the use of digital technologies. Therefore, Accounting Industry has made a lot of changes from traditional methods to digital one. In order to produce globally competitive accountants, they must undergo training and programs that are in accordance to the demand of Industry 4.0. Thenceforth, this study examined the employability of Accountancy graduates in Cavite State University specifically to describe the level of usefulness, relevance, significance of competency skills earned by graduates through Cavite State University education towards the improvement of course curriculum in response to Industry 4.0, and to recommend improvement needed to produce employable graduates. Hence, data collected through survey questionnaires were statistically analyzed with the use of descriptive statistics. Thus, it was found that competency skills are all significant, relevant, and useful to boost employability skills of future graduates. Specifically, in taking into consideration the integration of more accounting technology skills to train students and be inclined with recent developments in Industry 4.0. and be more employable in the future.

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
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Rocolcol	Jessamie	B
Romero	Hanna Mariz	D

Title: Factors influencing employability of BS Criminology graduates of Cavite State University - Main Campus batches 2015-2019

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Cavite State University	Indang, Cavite		2022

Type / write the original article or write up (or part of the article or write up) here:

This study aimed to determine the factors influencing employability of Bachelor of Science (BS) Criminology graduates batches 2015-2019 of Cavite State University College of Criminal Justice, Main Campus. Specifically, this aimed to:1) identify the employment data of the participants in terms of employment status, present occupation and years of service; 2) assess the factors that can affect the employability of criminology graduates in terms of communication skills, entrepreneurial skills, problem-solving skills, human relation skills, information technology skills, critical thinking skills, leadership skills, adaptive skills and teamwork skills; 3) determine the significant relationship between the employment data and the factors that can affect the employability of criminology graduates; and 4) determine the significant difference between the employment data and the factors that can affect the employability of criminology graduates.

It is a reality that almost every year graduates produced by higher education institutions are growing at a tremendous rate but there is also an increase in the number of unemployed individuals.

Graduate employability, as defined by Coetzee and Schreuder (2017) is an Individual's capacity and willingness to become and remain attractive in the labour market. It is becoming a major concern for governments, development-oriented organisations and higher learning institutions both in developed and developing countries including Philippines.

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Pradana	Hengki Hendra	

Title: Building Organizational Citizenship Behavior Through College Alumni Relationship Management

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Nahdlatul Ulama University Blitar	Indonesia		2022

Type / write the original article or write up (or part of the article or write up) here:

Universities have a very large role and contribution in improving the quality of human resources (HR) in a country. Thus, it is very clear that higher education is an educational institution that organizes education levels with clear and firm goals, both in the academic and professional spheres that can work or work at the local, regional, national and international levels.

Alumni Relationship Management (ARM) is an approach which means that alumni are partners of the University and the progress of a University is also supported by the role of alumni, so that both parties manage their relationship effectively. Alumni Relationship Management (AMR), which aims to increase the long-term growth of the University's profitability. Relations with alumni (Alumni relations), where this includes activities carried out by the University such as providing information to alumni, explaining procedures, procedures, and timing of events. So that the University maintains good ties with alumni. In achieving the goals of universities and organizations, the role of human resources isno less important. The role of alumni who are loyal to the organization will make the organization continue to grow, so that it is reflected in the work environment occupied by the alumni. The positive behavior of alumni or members of the organization cansupport individual performance and also organizational performance for better organizational development. Organizational Citizenship Behavior (OCB) is a form of individual voluntary behavior that does not expect a form of reward, but sees how effective the performance is for the organization. OCB is very effective for an organization, because it includes a form of doing things that are not in accordance with their work without asking for anything in return or doing something sincerely. Organizational Citizenship Behavior is very important to help support the effectiveness of the organization in the long term. Here the role of alumni is as old customers who have proven the quality of education in an organization or at a university, so that the organization or university makes partners and maintains good communication and relationships then has been released and socialized in

the community, indirectly the community will see the quality of the alumni who have studied in an organization or college, so that the alumni are marketing and become sample materials that are seen by others.

The current condition is that the University still cannot focus on hegemony all alumni who have graduated, only alumni only those who have emotional closeness to the academic community who still play a role and communicate well, for example BEM members whoare still actively communicating with their seniors, so that students can ask for help from alumni who feel they have basics needed to provide studies. studies for students and alumni often refuse the rewards given by students who have been given education

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
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Balasabas	John Roy Smith	
Cuadra	Lee Marithe	A

Title: A Graduate tracer survey of the College of Criminal Justice, Bachelor of Science in Criminology Batches 2010 to 2019, Cavite State University Indang, Cavite : a follow-up study

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Cavite State University	Indang, Cavite		2022

Type / write the original article or write up (or part of the article or write up) here:

The study aimed to determine the demographic profile, educational background, employment data, competencies learned of the Bachelor of Science in Criminology graduates from batches 2010-2019, and suggestion to improve the course. It also aimed to know if there is a significant relationship between educational background and employment data of the graduates.

When it comes to employment data, all of the graduates (78) are employed. The majority of them earn between 10,000 and 25,000 pesos per month. As a result, the graduates demonstrate their aptitude, skill, knowledge, and dedication by locating a job that suits their sector while also meeting their families and personal needs. Communication skills, which were taught in college, were very valuable to the graduates in terms of competencies learned. In terms of course curriculum suggestion, specialized teachers to the significant subjects and adjust their practice based on observation and knowledge of the students to strengthen the competency of all graduates so that they may succeed in their chosen profession. There is a significant relationship between reasons for pursuing training/advanced studies of the respondents to their current/present job position level and to their initial gross monthly income on their first job. There is a relationship between competencies learned of graduates from the program and their current/present job position level and to their initial gross monthly income on their first job.

Book: _____   Thesis Manuscript: ✓   Others: _____

Author(s) Details:

Last Name	First Name	Middle Initial
Sadi		
Lucitasari	Dyah	R
Khannan	Muhammad Shofiq	A

Title: Designing Mobile Alumni Tracer Study System Using Waterfall Method: an Android Based

Details for Thesis:

Name School / Institution	Location	Degree Award	Date Granted
Universitas Pembangunan Nasional Veteran Yogyakarta	Depok, Indonesia		2023

Type / write the original article or write up (or part of the article or write up) here:

A study program must pay attention to the strategic role of the the alumni. Alumni become one of the elements that can play a role in helping Progress of study programs. On various occasions, the role of alumni in advancing the quality of a study program is often forgotten. In fact, alumni is an important asset that must be embraced, developed and managed with well. Not all universities are aware of the strategic role of the alumni have not optimally managed the data related to the progress of the study program at the college.

One of the points assessed at the time of accreditation is the role of alumni and data on alumni related to the length of time they get a job, first salary obtained, and alumni user satisfaction. The classic obstacle faced by the drafting of accreditation documents in the study program is when the period is about to expire applicable accreditation decree issued by the National Accreditation Board (BAN) the manager of the new study program moves to search for data. Because the deadline limited then the data collected is not optimal and the benefits of the data is not optimal as well.

The non-optimal collection of alumni data above shows the need for a systematic system for tracing alumni. As is a system that is specifically managed to trace alumni data It is expected that alumni data can be significant amount according to the number graduates who have been produced by the Industrial Engineering study program.

Alumni tracer study is one of the strategic things that must be done by every educational institution. There are at least three benefits that can be obtained from the implementation of this activity, namely: 1) Knowing stakeholder satisfaction, in this case graduates, related to the learning experiences they experience, to be used as an evaluator tool for institutional performance. 2) Obtain relevant input as a foundation for institutional development,

related to the competitiveness, quality, and working experiences of graduates that can be used to seize opportunities and overcome future threats. 3) Improve the relationship of graduates and alma mater, because when viewed from the experience of well-known educational institutions, strong ties of graduates and alma mater will bring many benefits to the alma mater along with the recognition of the gait of graduates in the community

NOTE: Clippings are either print, photocopy or cutout of the article from book, journal, magazine, and other sources of information. Use the following template (one entry only; reproduce for other clipping) in the case of thesis manuscript and/or other source of information that cannot be photocopied nor cut.

Book: _____   Thesis Manuscript: _____   Others: <u>Journal</u>

Author(s) Details:

Last Name	First Name	Middle Initial
Inceoglu	Ilke	
Selenko	Eva	
McDowall	Almuth	
Schlachter	Svenja	

Title: <u>(How) Do work placements work? Scrutinizing the quantitative evidence for a theory-driven future research agenda</u>

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
(How) Do work placements work? Scrutinizing the quantitative evidence for a theory-driven future research agenda	Journal of Vocational Behavior	110	February 2019	Elsevier Inc.	

Type / write the original article or write up (or part of the article or write up) here:

<u>Work placements improve employment prospects, but evidence on subjective career outcomes is mixed.</u>

<u>Placements can be viewed as career transition events which lead to identity construction in the work context.</u>

<u>Work placements or internships provide opportunities for 'trial transitions' to the world of work, given their structured and educationally embedded set up.</u>

<u>The focus and implementation of work placements varied considerably as evident in the terminology which refers to internships (15), cooperative education (12), placement or work placement (10), work integrated learning (2), professional training year (1) or practicum (1); some studies used a combination of terms. The level of integration of placements into</u>

academic study varied. Programs of cooperative education interspersed weeks of blocked teaching with weeks of one or more industry placements. Where reported, placements lasted between 10 weeks and 16 months. In so-called sandwich degree courses students embarked on a placement year returning to full-time study afterwards. Finally, there were work placements running in parallel to the academic education, such as professional internships, for example taking place each week for a certain amount of hours over the duration of a year. Where such information was available, internship placements lasted between 2 and 12 weeks (median: 12 weeks). The majority of reviewed studies (22) did not include any information about the nature, duration, or frequency of the placement experience; only two primary studies provided context beyond the duration and general organization in relation to the overall educational program.

Placements appear to have overall positive effects on academic achievement, subjective (how satisfied graduates were with their job or careers) as well as objective career-related outcomes (e.g., time it takes to find employment, time to advance in one's job, first salary earnings). Results were not consistent, however, pointing to possible contextual factors and methodological weaknesses in the study designs.

Although the value of work placements for career success is seemingly taken for granted as a valuable 'trial transition', our review paints a more complex picture. Overall, placements seem to affect objective career outcomes positively: the evidence for placements leading to better graduate employment prospects is consistent – even if effects are small to medium and graduates do not necessarily earn higher wages. There is some (albeit mixed) evidence that participating in a placement is also beneficial for academic achievement.

Book: _____   Thesis Manuscript: _____   Others: Journal

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Binay-an	Imelda	

Title: Tracking the Alumni of the Graduate School in a Philippine Higher Education Institution

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Tracking the Alumni of the Graduate School in a Philippine Higher Education Institution	Asia Pacific Journal of Multidisciplinary Research	7	August 2019	APJMR	

Type / write the original article or write up (or part of the article or write up) here:

The alumni with their peers and supervisors perceived that the different skills they acquired are very much useful in their present jobs. It is further noted that problem solving skills is the topmost useful among all the other skills they have acquired because most of the time they are exposed to problem solving and decision-making situations.

In the graduate school, extension programs are being implemented to the communities. In so doing, managerial/administrative skill is imperative because extension activities require management processes like planning, directing, coordinating, monitoring and evaluating. And in dealing with the people in the communities, human relation skills are important to be able to gain the interest among extension beneficiaries.

The relationship between program delivery and implementation along physical facilities and human relation skills is highly significant. The physical facilities of any institution are very vital in developing skills of students. This would mean that when students are provided with substantial and satisfying physical facilities, they will enjoy the learning environment and will create an atmosphere of pleasant human relationships.

Book: _____   Thesis Manuscript: _____   Others: <u>Journal</u>

Author(s) Details:

Last Name	First Name	Middle Initial
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Glover	Jane	L
Lambert	Stephanie	A

Title: <u>Graduate employability, employment prospects and work-readiness in the changing field of professional work</u>

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Graduate employability, employment prospects and work-readiness in the changing field of professional work	The International Journal of Management Education	18	July 2020	Elsevier	

Type / write the original article or write up (or part of the article or write up) here:

In the light of emerging challenges to traditional employment patterns, not least, global competition for 'location free' professional work, the Higher Education sector is facing increasing demands for graduates to transition more effectively from education to work. Accordingly, the paper draws on Bourdieu's account of practice and the process of 'culturing' to explore the application of those personal behaviours and dispositions that go beyond the observable knowledge and employability credentials that, typically, are conferred by a university degree. Of particular concern is the role of the shared service centre model in the elimination, automation and offshoring of those entry-level tasks that, traditionally, have provided routes into professional careers. Empirical findings suggest that the *process* of culturing could provide a game playing advantage in securing graduate employment through the projection of work-readiness. A call is made for management educators, employers, government and professional bodies to think more creatively in fostering student behaviours and dispositions in work-based learning alongside, rather than at the expense of, developing intellectual skills and subject knowledge.

Our initial concern in preparing this paper was in response to Anderson et al. (2018) to answer the call: *"as educators, what should we be doing, and helping future managers learn how to do, to deal with turbulent times"* (p. 7). We have suggested what universities are not doing: that traditional models of management education lack contemporary relevance, do not necessarily address employers' requirements for skills and personal behaviour/dispositions and thus, do not sufficiently support…

Book: _____   Thesis Manuscript: _____   Others: Journal

Author(s) Details:

Last Name	First Name	Middle Initial
Norazmi	Nurul Shafiqah Binti	
Ahmad	Adi Affandi	

Title: Web-Based Application System for Monitoring Alumni Active Status on Social Media

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Web-Based Application System for Monitoring Alumni Active Status on Social Media	International Journal of Engineering Research & Technology	9	December 2020	IJERT	

Type / write the original article or write up (or part of the article or write up) here:

Alumni are graduate from a college or university. Every university wants to stay in touch with all their alumni. Contact information is usually provided by alumni during graduation. After getting a job, alumni usually move from family home to a location near the workplace. Alumni contact information such as new addresses and phone numbers are usually not updated by alumni. However, after graduation, alumni are usually still using the same social media account used during the study. The university can use social media to communicate with their alumni. Alumni status in social media should be active in order to be contacted by the university.

Book: _____   Thesis Manuscript: _____   Others: Journal

Author(s) Details:

Last Name	First Name	Middle Initial
Deblois	Evan Carlo	B

Title: The Employment Profile of Graduates in a State University in Bicol Region, Philippines

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
The Employment Profile of Graduates in a State University in Bicol Region, Philippines	Journal of Education Management and Development Studies	1	June 2021	JEMDS	

Type / write the original article or write up (or part of the article or write up) here:

There should be a conduct of a regular review of the curriculum objectives, activities, and assessment of outputs to ensure that the competencies in the different course programs will be developed by the graduates. The placement function of the Guidance program must be more aggressive in assisting the graduates in their job applications. The campus should link and coordinate with potential agencies and employers to determine their skill requirement among graduates hence, providing bigger potentials for their graduates to be employed. Graduates have given value to their degree sought and work in line with their passion which was apparent to the congruence of their degree to the type of employment. Their employers showed satisfaction with the quality of the graduates though some rooms for improvement must be take into consideration. The college/university must still take measures to improve the skills of the graduates. Graduate tracer studies like this should be conducted regularly at least every other year covering wider scope in terms of graduates in previous years to establish more robust data that reflects the employability of the graduates. Other variables related to graduates' employability may be explored like effects to the graduates of being unemployed, number of times the respondents changed job, number of respondents with regular employment status whose jobs are either related or not related to their course, job satisfaction and promotion, congruence between curriculum and skills that industry expects from would-be employees, among others.

Book: _____ Thesis Manuscript: _____ Others: Journal

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Title: Twenty-First (21st) Century Skills of College of Education Alumni

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Twenty-First (21st) Century Skills of College of Education Alumni	Open Journal of Social Sciences	9	September 2021	Scientific Research Publishing Inc.	

Type / write the original article or write up (or part of the article or write up) here:

The nature of the alumni's jobs corresponded to their areas of expertise. Their time at the College of Education prepared them for work in the real world. The most significant 21st-century attributes needed in their current profession were judged to be interpersonal, collaboration, communication, and problem-solving skills. To increase the market competitiveness of WUP education graduates, all college disciplines should focus on developing and gaining various 21st skills, particularly those that will be utilized and needed in the workplace. Similarly, WUP's administration should persevere and make attempts to maintain its independent position and seek higher accreditation levels, as they aid university graduates in finding work.

Book: _____   Thesis Manuscript: _____   Others: Journal

Author(s) Details:

Last Name	First Name	Middle Initial
Shinde	Rugved	
Kakad	Makarand	
Ghodke	Shitai	
Dodake	Prajkta	

Title: Alumni Database Management System

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Alumni Database Management System	International Journal of Engineering Research & Technology	10	December 2021	IJERT	

Type / write the original article or write up (or part of the article or write up) here:

The greatest asset any institution can have is the Alumni system. Alumni are the people who represent the institution in the real world. Alumni website is created for the students that have graduated from the institution. This is an online website that allows former students to take advantage of the benefits and services that an institution offers after graduation.

The alumni network is becoming important in the development of the institution because of their vast potential that benefits both the institution and the students. There are many benefits for being an alumni member of a college or institution. Some of these benefits are: keeping a person informed on the events that are organized by the institution, and when some important events are going to be held in the institution. Another benefit is that the information concerning a former student can easily be received and other members of the alumni community can be located without much stress. The student and alumni can communicate with each other. Reduces manual work. It is time saving. Efficient way of managing the Alumni data. No need of paperwork as everything is online.

Book: _____   Thesis Manuscript: _____   Others: Journal

Author(s) Details:

Last Name	First Name	Middle Initial
Pico-Saltos	Roberto	
Garzás	Javier	
Redchuk	Andrés	
Escandón-Pachana	Paulo	

Title: Role of Alumni Program in the Prediction of Career Success in an Ecuadorian Public University

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Role of Alumni Program in the Prediction of Career Success in an Ecuadorian Public University	Applied Sciences	12	2022	Molecular Diversity Preservation International	Basel, Switzerland

Type / write the original article or write up (or part of the article or write up) here:

Alumni tracking studies at the local, regional and global levels provide quality and efficiency measurement parameters in higher education institutions and project improvements in the quality of professionals. However, there is a gap between alumni tracking and the measurement of career

Based on the application of a genetic algorithm, this study could be replicated based on the correlated variables. In addition, the reality of other higher education institutions must be considered to complement the analysis, including the increase in the population to a more significant number of generations, to obtain reliable results in predicting professional success. Therefore, the authors recommend that higher education institutions implement a robust monitoring system for their graduates based on the analysis of their realities, their environment and the following policies:

- Continuous training strategies as an opportunity to interact with professionals.
- Follow-up of graduates for the objective and subjective measurement of job satisfaction.
- Improve formal and informal communication policies that promote interaction and benefits with professionals as a digital employment exchange.
- Involve professionals in research projects and link society developed in universities.

Book: _____   Thesis Manuscript: _____   Others: <u>Journal</u>

Author(s) Details:

Last Name	First Name	Middle Initial
Fasse	Felicia Bosede	K

Title: <u>Preparation for Career among Office Technology and Management (OTM) Students of College of Education, Ikere-Ekiti, Nigeria</u>

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Preparation for Career among Office Technology and Management (OTM) Students of College of Education, Ikere-Ekiti, Nigeria	European Journal of Science, Innovation and Technology	2	2022	EJSIT	

Type / write the original article or write up (or part of the article or write up) here:

research questions and t-test statistics for testing the hypotheses at 0.05 level of significance. The study revealed that students have adequate knowledge of office career skills and also possess the required skills for the world of work. Based on the findings of this study, it was concluded that knowledge of essential career skills and possessing the skills are vital index for preparing for career as lack or inadequate preparation will lead to unemployability. It was recommended, among others, that institution-industry collaboration should be enhanced in order to fix up well-informed and equipped students for employment after graduation; students should be encouraged and motivated to develop positive attitude towards self-employment rather than waiting for the non-existent while collar jobs.

Based on the findings of this study, it was concluded that knowledge of essential career skills and possessing the skills are vital index for preparing for career. Lack or inadequate preparation for the world of work will lead to unemployability. Office technology and management programme is practical oriented programme that equips its recipients with practical skills, attitudes, understanding and knowledge relating to occupations in various sectors of economic and social life.

It was recommended that:
1. Institution-industry collaboration should be enhanced in order to fix up well-informed and equipped students for employment after graduation.
2. Students should be encouraged and motivated to develop positive attitude towards self-employment rather than waiting for the non-existent while collar jobs.
3. Candidates seeking for admission into the tertiary institutions should be encouraged to offer Office Technology and Management course in order to avoid being unemployed after graduation.
4. Institutions should be on the lookout for new training equipment and technological changes in order to adapt and adopt them.
5. OTM curriculum should be further enriched to cater for new changes that may come up in the ever changing society.
6. Handling of SIWES should be strengthened by institutions and industries to ensure that students gain relevant knowledge in their fields.

Book: _____   Thesis Manuscript: _____   Others: Journal

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Title: Alumni Tracking System

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Alumni Tracking System	International Journal of Research Publication and Reviews	3	November 2022	IJERT	

Type / write the original article or write up (or part of the article or write up) here:

Alumni Tracking System is an online-based application that helps to tracking of college graduates. The project aims to improve current tracking procedure of college graduate and providing alumni data to college faculties. It aims to developing a web portal which will be useful for the college to monitor the alumni and for the alumni to update their current status about the college activities. The proposed of this system is to provide an optimized solution for collecting and managing the alumni data. The system will be an all-in-one place to handle alumni data, to enable communication between alumni and the institution and provides great flexible features to keep track of the data. The user can update their information by simply filling the forms and uploading their file. One more advantage of the proposed system is that, generally alumni forum will be managed by group of alumni which would be an overhead to them, this system is automated hence does not require maintenance effort from the alumni side.

The Communication between graduates and the institution can be very beneficial in many situations. For instance, the institution may be interested in extending an invitation for a guest lecture to one of its alumni who is a very successful entrepreneur now. But without having proper contact, the institution will have to spend time tracing the contact. Thus, maintaining consistent data goes hand-in-hand with establishing proper communication. The proposed of this system is to help in accomplishing this, where alumni can communicate among themselves, with their juniors and with the organization. This way they can build a strong network of professionals. This system proves to be beneficial to the current students of the institution since they get the contacts of their seniors from whom they can seek for

opportunities and guidance. The admin can communicate with the alumni as well and be notified of any update made by the users to their profile through weekly reports. Apart from communication and admin report, the system also allows users to create events. The upcoming events would be displayed in the home page; thus, the user would be reminded of the events to be happening so that they would not miss out any important event.

Each year many students graduated from their respective universities or colleges. It's is very hard for the colleges and universities to maintain their comprehensive data and result in lack of communication between alumni and their alma mater. Even if we have to invite any alumni for meeting or events it will be very difficult for colleges or universities to contact them. Many of alumni will start their venture after graduation, for colleges to make sure that this alumnus takes best of mind from their college it is necessary to have a relationship with those alumni. More and more colleges and universities focus on how to effectively develop and use alumni resources. Combining the problems of alumni management in "Internet+" era, this paper presents an integrated intelligent alumni information management system that implements three breakthroughs. Firstly, build a dedicated communication social networking platform for alumni to increase the communication between alumni, teachers and students and promote the combination of industry, university and research. Next, through the intelligent technology of data acquisition and storage, the system achieves the effective collection of mass alumni data based on "multi-platform", the optimization of alumni management process and the extension of alumni information collection channels. In short, colleges and universities should fully mine and use alumni resources to maximize its function through the integrated intelligence alumni information management system.

Book: _____   Thesis Manuscript: _____   Others: <u>Journal</u>

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Title: <u>Special issue: Work placement learning – exploring self-employment and paid employment behaviour in higher education</u>

Details for Journal and Other Publications (Newspaper, Magazine, etc.)

Title of Publication / Article	Title of Journal / Magazine / Publication	Vol. No.	Date of Issue	Publisher	Place of Publication
Special issue: Work placement learning – exploring self-employment and paid employment behaviour in higher education	Industry and Higher Education	36	December 2022	Sage Journals	

Type / write the original article or write up (or part of the article or write up) here:

<u>Since a majority of the stakeholders (i.e. students, academics, higher education administrators, national policymakers and employers) have vested interests in this employability skills development component of higher education, our inquiry is best located within an exploration of the nature of work placement learning and how it might influence students' self-employment and paid employment preparatory behaviours.</u>

<u>This special issue makes a fresh contribution to the literature through its specific focus on exploring the work placement learning, self-employment and paid employment nexus. We are privileged to present eight peer-reviewed papers. These contributions cut across themes such as self-employment preparatory behaviours, work placement learning instructional methods, adapted work placement delivery methods during the COVID-19 pandemic, work placement learning and student employability, the students' work placement learning and employability nexus, embedding real-life industry practice into the virtual learning environment, the experience of students with disabilities and, a fitting case study with which to conclude, the "eportfolio" as a curated digital narrative.</u>

What is job placement?

Job placement is a service that connects employers and employees. Also known as a recruitment agency, executive search or staffing agency, job placement services have an important role in helping individuals find work. They can place individuals directly with an employer, help students find internships, support former military members in finding civilian work and offer educational services that help clients develop professional skills. For example, a recent graduate might go to a job placement agency to practice interviewing and learn how to write a resume so they can prepare for the job search process.

Figure 1. Screenshot from "FAQ: What Is Job Placement? (Plus Types and Benefits)" electronic source

What is an Employment status?

An employment status refers to the rights and protections that employees are entitled to at work. The employment status determines the responsibilities that an employer owes to the employee. Whenever an employer hires new personnel, it is up to them to decide what type of employment status they are hiring under.

Is determining employment status important?

The employment status an employer chooses will determine their relationship with their employee. They must choose one that will best describe the manner in which they are going to work together.

Choosing the wrong type of employment status may lead to problems further in the future. For instance, if a small business offers more employment security than it can afford, the business may find itself with fewer hands at critical moments because employers won't be able to rely on the team when they need them.

Figure 2. Screenshots from "Employment status" electronic source

What Is the Importance of Tracking College Alumni?

Terry Masters
Last Modified Date: January 04, 2024

An educational institution's alumni are often its most important constituency. Schools rely on relationships with various groups of people to raise money and promote the school's interests. They track alumni because it is harder to develop the interest of an unassociated person than it is to simply continue a relationship that has already been established with a prior student. **College alumni** have invested time and money in the school and have experiences and relationships that make them particularly receptive to appeals by their alma mater.

Colleges track their graduates because they need them to continue to show interest. Not only are college alumni a pool of potential individual donors, they are also a testament to the value of a continued association with the school. When students apply to college, they often evaluate alumni participation and accessibility. The alumni network is considered a valuable component of a school's total educational offering that can justify a higher tuition and a better ranking as compared to other schools.

Alumni relationships have not always been a priority for colleges. Historically, it was not easy to keep track of students once they graduated. Schools often had to rely on graduates getting in touch with them when they wanted to engage. With the development of the Internet and social networking, it became a simple matter for students to maintain relationships with their classmates, even as they dispersed across the globe. Alumni relationship offices were able to capitalize on this trend, until alumni tracking became an industry of its own.

The bottom line is that colleges track graduates now because they can. It is the single most important thing they can do to preserve the future of the institution, because it is hard to find a constituency more interested in the reputation and prospects of an institution than the college alumni who may have spent a whole lot of money and the best years of their lives engaged with the school.

Figure 3. Screenshots from "What Is the Importance of Tracking College Alumni?" electronic source

What is graduate employability?

Graduate employability is the ability of a student to find a job following graduation. More specifically, it is the degree to which students can use their skills and knowledge to find work.

A range of factors can affect graduate employability rates, including economic conditions, cost of living, job availability, graduates career prospects, and university prestige.

So, how can universities help students find employment after graduation with all these factors to consider? And at the same time, what can students do to improve their chances at securing work?
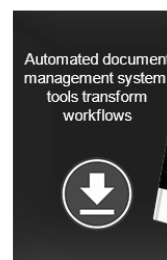
It's all about *employability skills*.

With relevant skills, knowledge, and experience under their belt, students are well-equipped for finding work after graduation.

Figure 4. Screenshot from "What is graduate employability?" electronic source

What is data management and why is it important?

By **Craig Stedman**, Industry Editor | **Jack Vaughan**

Data management is the process of ingesting, storing, organizing and maintaining the data created and collected by an organization. Effective data management is a crucial piece of deploying the IT systems that run business applications and provide analytical information to help drive operational decision-making and strategic planning by corporate executives, business managers and other end users.

Automated document management system tools transform workflows

The data management process includes a combination of different functions that collectively aim to make sure the data in corporate systems is accurate, available and accessible. Most of the required work is done by IT and data management teams, but business users typically also participate in some parts of the process to ensure that the data meets their needs and to get them on board with policies governing its use.

The primary technology used to deploy and administer databases is a database management system (DBMS), which is software that acts as an interface between the databases it controls and the database administrators (DBAs), end users and applications that access them. Alternative data platforms to databases include file systems and cloud object storage services, which store data in less structured ways than mainstream databases do, offering more flexibility on the types of data that can be stored and how the data is formatted. As a result, though, they aren't a good fit for transactional applications.

Database management systems. The most prevalent type of DBMS is the relational database management system. Relational databases organize data into tables with rows and columns that contain database records. Related records in different tables can be connected through the use of primary and foreign keys, avoiding the need to create duplicate data entries. Relational databases are built around the SQL programming language and a rigid data model best suited to structured transaction data. That and their support for the ACID transaction properties -- atomicity, consistency, isolation and durability — have made them the top database choice for transaction processing applications.

■ Benefits of good data management

A well-executed data management strategy can benefit organizations in various ways:

- It can help companies gain potential competitive advantages over their business rivals, both by improving operational effectiveness and enabling better decision-making.
- Organizations with well-managed data can become more agile, making it possible to spot market trends and move to take advantage of new business opportunities more quickly.
- Effective data management can also help companies avoid data breaches, data collection missteps and other data security and privacy issues that could damage their reputation, add unexpected costs and put them in legal jeopardy.
- Ultimately, a solid approach to data management can provide better business performance by helping to improve business strategies and processes.

Figure 5. Screenshots from "What is data management and why is it important?" electronic source

tracking

Tracking refers to the process of observing and monitoring a person, object or trend over time, typically through the use of different technologies or methods. This can be applied to a variety of contexts such as tracking a package during shipment, tracking a person's location through GPS, tracking the progress of a project, or even tracking behavioral patterns for research purposes. The main objective of tracking is to gather data and information for analysis and decision-making.

Figure 6. Screenshot from "Tracking" electronic source

Universities are encouraging efforts to improve their overall quality, including their graduates' profiles. The absorptivity of graduates in industries or users has become one of the indicators of graduates' profile quality. This tracer study aimed to get data from graduates dealing with compatibility of knowledge and skills acquired with their job. This program was carried out with the awareness of the university for the graduates' empowerment. Some of the common problems found in conducting this program were collecting data from graduation books (making the data is less accurate), many telephone numbers could not be contacted or were not active, the time required by respondents while answering questionnaires over calls, and the total number of respondents being less than the expected target. This is because the processes used in the tracer study can be tedious for the respondents (alumni), and they lose interest. The method used in tracer study consists of four stages: (1) preparation, (2) implementation, (3) analysis, and (4) evaluation of results. The preparation stage covers updating graduate data, developing questionnaires, and arranging for and training invited surveyors. The implementation phase consists of deployment, monitoring, and the remaining processes, while the analysis stage is the process of analyzing and recapitulating the questionnaire. The final evaluation phase is the overall reporting and assessment stage of the program. All graduates are expected to be able to be tracked through this method.

The study of graduates of higher education providers is a tracer study [1]. Tracer studies can provide information for the purpose of evaluating higher education outcomes to be used as material for improvement and quality assurance of the higher education institutions concerned [2,3,4,5,6,7]. In the tracer study there is valuable information regarding the relationship between higher education and the world of professional work, assessing the relevance of higher education, information for stakeholders, and completeness of requirements for higher education accreditation. Currently tracer is one of the requirements for completing accreditation in Indonesia by the National Accreditation Board for Higher Education [8]. Analyzing the results of the tracer

Career Center in Higher Education

A measure of the success of a higher institution can be seen one of them by the quality of graduates received in work. In order to know where the graduates work, universities need to record and trace the alumni after graduating for two years. All things become easy in the era of advanced technology. By knowing the alumni data, especially the telephone number and e-mail address of students who have graduated, the data can be traced.

Figure 7. Screenshots from "What is data management and why is it important?" electronic source

Tracer studies can be defined as retrospective analyses of graduates through a standardized survey, which take place sometime after graduation (normally between six months and three years). Tracer studies are also known as graduate surveys, alumni surveys, or graduate tracking. Normally, the target population is a homogenous group of student teachers who finished their studies at the same time (generation or graduation cohort). The general objective is to evaluate the medium to long-term impact of education programmes.

Figure 8. Screenshot from "Tracer Study of Graduates of the Bachelor of Education in Early Childhood Education Programme in Lao PDR: A Synthesis Report" electronic source

What is System ?

The Greek word 'systema' is the origin of the word 'system'. System is a group of resources which work collectively in order to produce desired output from given inputs. It receives input and produces the output. The components of the systems are interconnected and work together to achieve a common objective.

Meaning of System

Modern technology, human society, and physical and biological sciences include of systems such as, the biological system of the human body, the socio-economic system of a business organisation, the technological system of an oil refinery, and the physical system of the sun and its planets.

Systems can also be defined as, "An association of elements or components, organised for a common goal. In other words, "group of elements which are organised for a common objective is known as a 'system'.

Figure 9. Screenshots from "What is System ? | Meaning, Definition, Element & Types of System" electronic source

System development

Updated: 12/31/2022 by Computer Hope

System development is the overall process of designing, building, or programming, and completing a product. This process applies to developing a computer, hardware, or software.

Figure 10. Screenshot from "System development" electronic source

Database Management allows a person to organize, store, and retrieve data from a computer. Database Management can also describe the data storage, operations, and security practices of a database administrator (DBA) throughout the life cycle of the data. Managing a database involves designing, implementing, and supporting stored data to maximize its value. Database Management Systems, according to the DAMA DMBoK , include various types:

- **Centralized**: all the data lives in one system in one place. All users come to that one system to access the data.
- **Distributed**: Data resides over a variety of nodes, making quick access possible. "Rather than rely on hardware to deliver high-availability, the Database Management software...is designed to replicate data amongst the servers" allowing it to detect and handle failures.
- **Federated**: Provisions data without additional persistence or duplication of source data. It maps multiple autonomous databases into one large object. This kind of database architecture is best for heterogenous and distributed integration projects. Federated databases can be categorized as:
    - **Loosely Coupled:** Component databases construct their own federated schema and typically requires accessing other component database systems through a multi-database language.
    - **Tightly Coupled**: Component systems use independent processes to construct and publish into an integrated federal schema.
- Blockchain: A type of federated database system used to securely manage financial and other types of transactions.

Figure 11. Screenshot from "What Is Database Management?" electronic source

proper, but they have distinct meanings. "Alumni" refers to individuals who have completed a course of study at a particular institution, while "graduate" specifically denotes someone who has received a degree or diploma. Now, let's delve deeper

Define Alumni

Alumni, derived from the Latin word "alumnus" meaning "nourished" or "fostered," refers to individuals who have successfully completed a course of study or graduated from a particular educational institution. These individuals share a common bond with the institution they attended, forming a network of former students who have moved on to various endeavors in their professional and personal lives. Alumni can be seen as ambassadors of their alma mater, representing its values and achievements.

Alumni status is not limited to those who have obtained a degree; it encompasses anyone who has completed a program or course of study offered by an educational institution. Therefore, alumni can include individuals who have earned diplomas, certificates, or even participated in short-term courses or workshops.

Being an alumnus or alumna grants individuals access to a wide range of benefits and opportunities. These may include networking events, career services, mentorship programs, lifelong learning opportunities, and a sense of belonging to a community of like-minded individuals who share an educational background.

Define Graduate

The term "graduate" refers specifically to individuals who have successfully completed a program of study and obtained a degree from an educational institution. This term is often associated with the attainment of a bachelor's, master's, or doctoral degree, indicating a higher level of academic achievement.

Graduation marks the culmination of one's educational journey, symbolizing the acquisition of knowledge, skills, and expertise within a particular field of study. It represents a significant milestone in an individual's life, signifying their readiness to enter the professional world or pursue further education.

Unlike the broader term "alumni," which encompasses all individuals who have completed a course of study, being a graduate specifically denotes the attainment of a degree. Graduates often have a deep sense of pride in their educational accomplishments and are recognized for their specialized knowledge and expertise within their chosen field.

It is worth noting that while all graduates are alumni, not all alumni are graduates. This distinction emphasizes the importance of recognizing the diverse educational paths individuals may take and the varying levels of academic achievement they may reach.

Figure 12. Screenshot from "Alumni vs Graduate: When To Use Each One In Writing?"
electronic source

🖉 HTML

HTML makes up this web page's skeleton and structure, and almost every other web page you'll ever visit. It's a markup language that "marks up" and forms the backbone to online content, putting the site structure in place for the web browser to understand.

HTML, or Hypertext Markup Language, was first proposed and published in 1993, though its roots trace back to proposals by Sir Tim Berners-Lee in 1989 for an internet hypertext system. It's developed by WHATWG, with the latest version, HTML5, currently in place.

🖉 CSS

Whereas HTML makes up the structure, or bones, of the site, CSS adds the skin - the aesthetics you see and navigate. The CSS on a webpage designs it and makes it look more attractive for the visitor reading the page.

CSS, or Cascading Style Sheets, shape the HTML and affects how it's displayed to the website visitor. These forms of styling include font color, background color, border-radius (rounded corners on boxes), the position of columns, hue, opacity, and separation. New CSS features even allow for animations, flexbox gaps, and much more responsive design.

Figure 13. Screenshot from "HTML VS CSS VS JAVASCRIPT EXPLAINED" electronic source

PHP, SQL, & MySQL

PHP (or "Personal Home Page") is the most popular scripting language for the web. Nowadays, it is used as an alternative to Microsoft's ASP ("Active Server Pages") technology. It is free, open source, and server-side (which means that the code is executed on the server), used to make dynamic web pages. **MySQL** is a Relational Database Management System, or RDBMS (which is software that is used to store, manage, query, and retrieve data in a relational database), that uses what's called Structured Query Language (SQL). **SQL** is also open source, and is the most popular language for compiling, retrieving, and managing data in a database. It is known for it's accessibility, speed, reliability, flexibility, and ease of use. Just about every open source PHP application uses **MySQL** to function, and the PHP language provides functions that make communicating with MySQL extremely simple. **The PHP functions are used to send SQL queries to the database**. Since the PHP handles the details, you'll only need to know the SQL queries and how to use the PHP functions.

Figure 14. Screenshot from "What is PHP, SQL, and MySQL?" electronic source

What Is ISO 25010?

ISO 25010, titled "Systems and software engineering – Systems and software Quality Requirements and Evaluation (SQuaRE) – System and software quality models", is a software quality standard. It describes the models, consisting of characteristics and sub-characteristics, for both software product quality, and software quality in use together with practical guidance on the use of the quality models.

ISO 25010 Standard Overview

ISO25010 describes two quality models:

1. The quality in use model composed of five characteristics (some of which are further sub-divided into sub-characteristics) that relate to the outcome of interaction when a product is used in a particular context of use.
2. A product quality model composed of eight characteristics (which are further sub-divided into sub-characteristics) that relate to static properties of software and dynamic properties of the computer system.

Functional Suitability

Functional Suitability refers to how well a product or system is able to provide functions that meet the stated and implied needs.

- **Functional Completeness:** Refers to the set of functions that covers all of the specified tasks and user objectives.
- **Functional Correctness:** Refers to how well a product or system provides the correct results with the needed degree of precision.
- **Functional Appropriateness:** Refers to how well functions are able to accomplish specified tasks and objectives.

Reliability

Reliability refers to how well a system, product, or component performs specified functions under specified conditions.

- **Maturity:** Refers to how well a system, product, or component is able to meet your needs for reliability.
- **Availability:** Refers to whether a system, product, or component is operational and accessible.
- **Fault Tolerance:** Refers to how well a system, product, or component operates despite hardware and/or software faults.
- **Recoverability:** Refers to how well a product or system can recover data in the event of an interruption or failure.

Usability

Usability refers to how well a product or system can be used to achieve specified goals effectively, efficiently, and satisfactorily.

- **Appropriateness Recognizability:** Refers to how well you can recognize whether a product or system is appropriate for your needs.
- **Learnability:** Refers to how easy it is to learn how to use a product or system.
- **Operability:** Refers to whether a product or system has attributes that make it easy to operate and control.
- **User Error Protection:** Refers to how well a system protects users against making errors.
- **User Interface Aesthetics:** Refers to whether a user interface is pleasing.
- **Accessibility:** Refers to how well a product or system can be used with the widest range of characteristics and capabilities.

Figure 15. Screenshot from "What Is ISO 25010?" electronic source

Sublime Text editor is a sophisticated text editor which is widely used among developers. It includes wide features such as Syntax Highlight, Auto Indentation, File Type Recognition, Sidebar, Macros, Plug-in and Packages that make it easy for working with code base. This tutorial gives you a comprehensive coverage of concepts of Sublime Text and makes you comfortable to use it in your software development projects.

Figure 16. Screenshot from "Sublime Text Tutorial" electronic source

What is Scrum?

Scrum is an agile development framework that streamlines software development through iterative and incremental processes. Scrum offers adaptability, agility, and efficiency to ensure a continuous flow of value to clients throughout project development.

Figure 17. Screenshot from "What Is Scrum Methodology? & Scrum Project Management" electronic source

Simple random sampling

In this sampling method, each item in the population has an equal and likely possibility of getting selected in the sample (for example, each member in a group is marked with a specific number). Since the selection of item completely depends on the possibility, therefore this method is called **"Method of chance Selection"**. Also, the sample size is large, and the item is selected randomly. Thus it is known as **"Representative Sampling"**.

Figure 18. Screenshot from "Random Sampling" electronic source

Mean and median

The mean and the median are both measures of central tendency that give an indication of the average value of a distribution of figures.

The mean is the average of a group of scores. The scores added up and divided by the number of scores. The mean is sensitive to extreme scores when population samples are small. For example, for a class of 20 students, if there were two students who scored well above the others, the mean will be skewed higher than the rest of the scores might indicate. Means are better used with larger sample sizes.

The median is the point at which half the scores are above and half the scores are below. Medians are less sensitive to extreme scores and are probably a better indicator generally of where the middle of the class is achieving, especially for smaller sample sizes.

The larger the population sample (number of scores) the closer mean and median become. In fact, in a perfect bell curve, the mean and median are identical.

Standard deviation

Standard deviation (SD) is a widely used measurement of variability used in statistics. It shows how much variation there is from the average (mean). A low SD indicates that the data points tend to be close to the mean, whereas a high SD indicates that the data are spread out over a large range of values.

Figure 19. Screenshot from "Mean, median, and standard deviation" electronic source

What Does Web-Based Application Mean?

A web-based application is any program that is accessed over a network connection using HTTP, rather than existing within a device's memory. Web-based applications often run inside a web browser. However, web-based applications also may be client-based, where a small part of the program is downloaded to a user's desktop, but processing is done over the internet on an external server.

Figure 20. Screenshot from "Web-Based Application" electronic source

TOPICAL OUTLINE (Individual)

Title of the Study: Development of Web-based Alumni Employment Status Tracking

System for the College of Education Job Placement Unit

I. Definition of Alumni
   a. Graduate
   b. Career
   c. Achievement
II. Definition of Employment
   a. Job
   b. Employment Status
   c. Graduate/Alumni Employment
III. Definition of Tracking
   a. Alumni Tracking
   b. Tracking System
   c. Tracer Study
   d. Graduate Tracer Study
IV. Definition of Web-based
   a. Web application
V. Definition of System
   a. System Development
VI. Technology in Education
VII. Definition of Job Placement
   a. Job Placement Unit
VIII. Definition of Data Management
   a. Data
   b. Information
   c. Report
   d. Information System
   e. Management Information System
IX. Definition of Database
   a. Database Management
   b. Database Management System
X. Software, Tools, and Methodology
   a. Sublime Text
   b. PHP
   c. CSS
   d. MySQL
   e. HTML
   f. JavaScript
   g. Random Sampling
   h. Extreme Programming
XI. Software Testing
   a. Functionality
   b. Usability
   c. Reliability
XII. Software Evaluation
   a. ISO 25010
   b. Mean
   c. Standard Deviation