

Project Proposal: Enhancing the Internship Management System for SLT Digital Lab.

1. Introduction

This project proposes the enhancement of SLT Digital Lab's existing Internship Management System (IMS) to address identified weaknesses. The current IMS faces issues related to the allocation of supervisors to interns and email functionality. These issues have a significant impact on the efficiency and effectiveness of our internship program. By addressing these weaknesses, I aim to improve the overall functionality and usability of the IMS.

2. Background

Our current IMS, while serving as a valuable tool for managing internships, has notable weaknesses:

- Supervisor Assignment: The system allows not only coordinators but also all supervisors to assign themselves to an intern, causing confusion and a lack of clear oversight.
- Email System: The email functionality within the IMS is not functioning properly, hampering communication between interns, supervisors, and coordinators.

The proposed project seeks to resolve these issues and enhance the IMS to better serve our internship program.

3.Objectives

- Restructure the supervisor assignment system to ensure that only coordinators have the authority to assign supervisors to interns.
- Repair and optimize the email functionality within the IMS to facilitate effective communication.
- Improve the overall efficiency of the IMS to streamline internship management processes.

4. Supervisor Assignment Enhancement

Redesign the system to restrict the assignment of supervisors to interns to only coordinators, ensuring clear accountability and oversight.

5. Scope of Work

- I. **Supervisor Assignment Enhancement:** Redesign the system to restrict the assignment of supervisors to interns to only coordinators, ensuring clear accountability and oversight.
- II. **Email System Optimization:** Identify and resolve the issues affecting the email system within the IMS to enable seamless communication.
- III. **Usability Improvements:** Conduct a usability assessment and make necessary improvements to enhance user experience.
- IV. **Testing and Quality Assurance:** Thoroughly test the system to ensure that the issues have been successfully resolved, and there are no unintended consequences.

6. Benefits

- Clear assignment of supervisors to interns, reducing confusion and improving oversight.
- Restriction of supervisor assignment authority to coordinators, ensuring a controlled and organized process.
- Reliable email functionality, facilitating seamless communication among all stakeholders.
- Enhanced usability, resulting in a more user-friendly IMS.
- Increased efficiency in managing internships, improving the overall internship program.

7. Conclusion

By addressing the weaknesses in our existing Internship Management System, we aim to create a more efficient and effective system that better supports my internship program.