**CHAPTER II**

**REVIEW OF RELATED WORKS AND STUDIES**

After a comprehensive search done by the researchers for this study, this chapter presents the related literature and studies concerning asset management and reservation system. The review of the literature focuses on the importance, effectiveness and efficiency of asset management and reservation system implemented in an institution or business. In this review, the researchers examined the crucial relation between the related literatures and the research with regards to the implementation of the project, University of San Carlos Audio Visual Center Asset Management and Reservation System.

One of the most pronounced trends has been the establishment of audio-visual centers in many libraries.With the accrediting agencies requiring audio-visual instruction as part of the certification requirement, many colleges and universities are offering courses in the field (Quinly, 1977). The audio visual center as a part of the library has proved most successful in many large operations in an institution as emphasized in the book “The Selection, Acquisition, and Utilization of Audiovisual Materials”.

**Asset Management and Its Importance**

As one of the units of the library, the audio-visual center houses materials and equipments for audio-visual presentations. To optimize the sole function of an audio visual center, assets should be managed and maintained properly for long-time usage. In the journal “Choosing a Digital Asset Management System That’s Right for You”, it suggested that to manage assets, one will need both software and human solutions since the problems of preservation, organization, access of objects are extremely difficult to solve. Maintenance is a massive task that it requires both archival knowledge and technical knowledge for the system will not run or maintain itself, on either the technical side or the design side (Kaplan, 2009). Moreover, the management of assets depends on knowledge about the organization’s asset, in terms of both equipments, business role of the assets and future prospects according to the book entitled “Physical Asset Management”. Providing resources to support the acquisition, in service-support and disposal of the physical assets of the organization is the purpose of the asset management. A central management of assets is needed since facilities need to support assets throughout their life (Hastings, 2010).

Furthermore, facility management is an essential business function and a form of practicing management discipline that needs to be exercised by the organization. In the “Facility Management Handbook, Fourth Edition”, since Facility Management is evolving, it concerns to organizations which associate security to avoid potential risks. In today’s world, security plays a very important role throughout an organization. In this matter, security measures should be taken with regards to the facilities and equipments for its sustainability. With technology occurring in the picture, security can be properly implemented in the management of facilities. The book stated that the four principles of security, which are facility management, public safety, information technology and employees, must cooperate and collaborate. To eliminate or reduce thefts and losses of the organization’s equipments, then security through technology should be taken seriously (Roper and Payant, 2014). In the article “The Asset and Maintenance Management System (AMMS) Project”, it becomes necessary to manage assets efficiently and managing it the right way cuts down maintenance costs with the advent of ever evolving technology. Varieties of IT-maintenance software products exist in the market which can be used to manage equipments. With faster access to technology and reduced costs, resources can be managed efficiently. But often these softwares do not always fulfill the requirements of an organization (Khan, 2010).

**Reservation Systems**

All throughout these years, some institutions, companies, organization, etc. still continue to strive with the manual process of reservation of the facilities. To reduce the inconvenience, an automated process must be implemented. Having a manual process has many processes to undergo but if we do it in an automated process then the process will be shorten and become efficient. As stated in the Automated Construction of Web Accessibility Models from Transaction Click-streamsarticle, the application of automated process is for the people who prefer at-hand transactions. Their automated process is unique in which they combined multiple of functions of the manual process and enhanced it for the betterment of an organization’s operations (Mahmud, Borodin, Ramakrishnan, and Ramakrishnan, 2009). Constructing automated system can only be done with use of the technology.

Since the application of Internet has become a major trend in the business world, countless companies, institutions, etc made it as a channel to operate efficiently in a most convenient way through technology. In a world where technology is the center of the business, organizations associate business with technology strategy. In the article, “Aligning Business and Technology Strategy within the Airline Industry”, it shows how technology has emerged as a solver of complex and strategic issues in the business world. Nowadays, technology has become the driving force that creates change in any business that uses it. With the use of the technology, organizations become increasingly technology-dependent to improve their performance in order to be extremely flexible to their clients and meet their demands. Their research also explores the integration between technology strategy and business strategy in the airline industry through the development of a reservation system. They figured out that with the help of the system, it has become greatly beneficial to airline companies for business process has radically altered (Althonayan and Sharif, 2010).

Based on the article, The Impacts of the Online Reservation System in London City Hotels, it tells that by using the technology will make their business to be cost-effective. Having an online reservation is less time-consuming for their customers to book a room. The system is a very useful tool as a competitive profit strategy. The researchers investigate the implication of reservation systems and their impact in the business world. The results and findings have proved that the online system has positively affected the businesses (Lin and Lee, 2009). Meanwhile, computer programmers are continuously developing an online system application to better serve clients who are in the business field. According to a study, which is the Lan-Based Reservation System for Hacienda Gracia Resort and Hotel, the advent of new technology gave rise to easy and hassle-free interaction between and among humans. This is why most hotel and resorts prefer to employ computerization in their business. The researchers introduce a “LAN-Based Reservation with Billing System” to improve its reservation and billing system (Lagman, 2012).

Moreover, negotiation has been examined and used for years in business transactions. With the development of information and communication technology, Internet-based negotiations, or also referred to as online negotiations became popular in both academic and practice domains. This is according to a study, Reservation price reporting mechanisms for online negotiations. Although information technology caters convenient information exchange with less temporal and geographical restrictions, pure internet-based negotiation can be effectively implemented in real business practice. However it is believed that greater efficiency can be achieved when more information to participants is provided in online transaction by transformation systems (Barua et al., 1989). If online negotiation facilitates a better information exchange mechanism following which the participants may enjoy greater payoffs by sharing more information without damaging their own profits, pitfalls of online communication can be mitigated.

Although the literature presents the concepts in a variety of context with arguments supporting the concepts, the primary focus of the paper is to develop an Asset Management and Reservation System for the University of San Carlos Audio Visual Centers.

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