| | **PUP-UNIVERSITY RESEARCH ETHICS CENTER** | | |
|---|---|---|---|
| | **APPLICATION FOR ETHICS REVIEW OF A**<br><br>**NEW PROTOCOL** | UREC Form No. | 9 |
| | | Version No. | 1 |

*Instructions to the Researcher: Please accomplish this form and ensure that you have included in your submission the documents that you checked in Section 2 (Checklist of Documents).*

| 1. General Information | | | |
|---|---|---|---|
| *Title of Study | **PUP Parking Management System** | | |
| *UREC Code/REC Panel Code (To be provided by UREC/REC) | | *Study Site | |
| *Name of Researcher | Fidel, Diana Rose V.<br>Mingo, Ed Judah E.<br>Nabayra, James V.<br>Villamarzo, Kazel S. | Contact Information | *Tel No: |
| *Name of Co-researcher/ s (if any) | | | *Mobile No:<br>09109247321<br>09517775932<br>09945144239 |
| | | | *Email:<br>Fidel Diana Rose V.<br>edjudah.ej@gmail.com<br>james.nabayra029@gmail.com<br>kazelvillamarzo@gmail.com |
| *Institution/ College/ Department | **Polytechnic University of the Philippines – Taguig**<br><br>**Bachelor of Science in Information Technology** | | |
| *Address of Institution | **PUP Taguig Branch**<br><br>**Gen. Santos Ave., Lower Bicutan Taguig City , Philippines** | | |

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| *Field of Study (Please check one) | ☐ Education |
| --- | --- |
| | ☑ Computer Science, Information Systems, and Technology |
| | ☐ Engineering, Architecture, and Design |
| | ☐ Humanities, Language, and Communication |
| | ☐ Business |
| | ☐ Social Sciences |
| | ☐ Science, Mathematics, and Statistics |

| *Source of Funding (Please check one) | ☑ ✔ Self-funded |
| --- | --- |
| | Government-funded |
| | Scholarship/Research Grant |
| | Institution-funded |
| | Sponsored by a Pharmaceutical Company |
| | Others |

| *Duration of the Study: | Start Date:  End Date: **August 30, 2023** | No. of Participants: **4 Participants** |
| --- | --- | --- |

**2. Checklist of Documents**

| Basic Requirements : | ☐ ✔ Study Protocol Supplementary Requirements: <br><br> Informed Consent Form <br> ☐ ✔ English version <br> Filipino Version <br><br> Assent Form (If applicable) <br> English version | ☐ ✔ Co-authorship Agreement (For multiple Authorship) |
| --- | --- | --- |

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| | Filipino Version ☑✔ Research Questionnaire | Notice to Proceed/ Ethical Clearance (For external researchers or Non-PUPian) Others (Please specify) |
|---|---|---|

**Accomplished by:**

*As the researcher of this study, I hereby*

*confirm that the information stated above*

*is true. I understand that my study*

*protocol shall be reviewed by the*

*UREC/REC, and I shall abide by the rules*

*and regulations set forth by the*

*Polytechnic University of the Philippines.*

**Endorsed by:**

*As the Research Adviser/Program Chair/*

*Dean, I hereby confirm that I have read this*

*application and confirm to supervise the*

*conduct of this study. Further, I confirm that*

*the ethical standards set by the University*

*shall be followed.*

| **November 27, 2024** Date | *fidildianaµooi* **FIDEL, DIANA ROSE V.** Signature over Printed Name of Researcher | Signature over Printed Name of the Immediate Supervisor |
|---|---|---|

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| | NEW PROTOCOL | 1 |
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**MINGO, ED JUDAH E.**
Signature over Printed
Name of Researcher

**NABAYRA, JAMES V.**
Signature over Printed
Name of Researcher

**VILLAMARZO, KAZEL S.**
Signature over Printed
Name of Researcher

**To be filled out by the UREC**

| Completeness of Document | Complete | Remarks: |
|---|---|---|
| | Incomplete | |
| Received by: | | |
| Date Received: | | |

Approved for Ethical Review

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| Date | Research Management Office - University Research Ethics Center |
|------|----------------------------------------------------------------|
|      |                                                                |

| (1) Program / Project Title |
|-----------------------------|
| Developing A Faculty Academic Requirements Management System |
| **(2) Program/Project Proponent** |

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Project Leader: Nabayra, James V.

## JAMES V. NABAYRA
Blk-24 Lot-107 Darimbang Street, Maharlika Village, Taguig City
09389706412
james.nabayra029@gmail.com

**PERSONAL INFORMATION:**

AGE: 18 y/o
BIRTHDATE: June 29, 2002
BIRTHPLACE: Taguig City
SEX: Male
CIVIL STATUS: Single
CITIZENSHIP: Filipino
RELIGION: Catholic
HEIGHT: 5'4
WEIGHT: 58.2 kg
Father's Name: Gerondio Nabayra
Occupation: Carpenter
Mother's Name: Nelia Nabayra
Occupation: Street Sweeper

**SKILLS:**
- Communication skills in both English and Filipino
- Ability to prioritize, organize and work under pressure
- Ability to communicate to a lot of people
- Leadership
- Ability to work in a team
- Ability to adapt changing situation and environment

**ACHIEVEMENTS:**
PH-US Embassy ACCESS Scholar
(American Funded Scholarship)
2017-2019

MAINTAINING WITH HONORS
Grades 8-Grade 11

**OBJECTIVES:**

- To showcase an aspiring position in growth oriented company, where individual contribution, hard work, dedication, loyalty are recognized and value.
- To work in a company where there is an opportunity to develop and utilize the skills and knowledge that I acquired.

**EDUCATIONAL ATTAINMENT:**

**SENIOR HIGH SCHOOL:**
TAGUIG NATIONAL HIGH SCHOOL
2019-NOW

**JUNIOR HIGH SCHOOL:**
TAGUIG NATIONAL HIGH SCHOOL
2015-2019

**ELEMENTARY:**
MAHARLIKA ELEMEMTARY SCHOOL
2009-2015

**INTERN/WORK EXPERIENCE:**
Special Program for Employment of Students
Maharlika Health Center (20 Days)
Brgy. Maharlika Village, Taguig City
April 27-May 16, 2019

**CHARACTER REFERENCES:**

Kristel V. Flores
Administrative Staff
09397127507

Joan V. Platino
Accounting Staff
09099959626

*I hereby certify that the facts contained in this resume are true and complete to the best of my knowledge.*

NABAYRA, JAMES V.
Applicant's Signature

---

## (3) Program/Project Co-proponent and Research Assistant/s

Fidel, Diana Rose V.
Mingo, Ed Judah E.
Villamarzo, Kazel S.

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| **(4) Program/Project Proponent's Department/College/Office** |
|---|
| Polytechnic University of the Philippines – Taguig<br>Bachelor of Science in Information Technology |

## (5) Background and Significance

Managing academic requirements efficiently is critical for fostering an organized and productive learning environment. At the Polytechnic University of the Philippines (PUP) Taguig, the traditional methods of handling faculty academic requirements often lead to delays, inefficiencies, and challenges in accessing essential documents. To address these issues, the Faculty Academic Requirements Management System was conceptualized as a digital solution aimed at streamlining these processes.

The system's development is not only a response to modernizing administrative tasks but also a step toward enhancing the academic experience for faculty and administrative staff. By digitizing the management of academic requirements, the system promises improved accessibility, reduced workload, and increased accuracy in document handling. This innovation is significant in ensuring the institution's operational efficiency, aligning with its goals of fostering academic excellence and leveraging technology for sustainable development. Ultimately, the system seeks to contribute meaningfully to the overall quality of education and institutional growth at PUP Taguig.

## (6) Objectives and Research Questions

### General Objective

To develop a comprehensive Faculty Academic Requirements Management System that enhances efficiency, ensures data integrity, and improves the overall process of managing academic requirements at the Polytechnic University of the Philippines Taguig.

### Specific Objectives

- Automate and streamline the tracking and reporting of faculty academic requirements:
    - Develop a system to track submission statuses efficiently, replacing manual methods.
    - Implement automated reminders and notifications for deadlines and submissions.
    - Ensure accurate file categorization to reduce administrative workload and

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errors.

- Enhance the integrity of academic requirement files:
  - Implement robust access controls to restrict unauthorized uploading, downloading, or deletion of files.
  - Safeguard the confidentiality and reliability of academic records.
- Improve storage capacity and digital infrastructure:
  - Maintain system reliability and performance to meet institutional demands.

**(7) Materials and Methods**

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**A. Study Design**

This study employs a quantitative research design to evaluate the effectiveness of the proposed Faculty Academic Requirements Management System at the Polytechnic University of the Philippines Taguig. The research focuses on systematically gathering and analyzing numerical data to assess system performance, user satisfaction, and operational efficiency. Data collection methods include survey questionnaires distributed to faculty members and administrative staff. The analysis involves the use of statistical techniques, such as measures of central tendency and inferential statistics, to identify trends and draw conclusions. By utilizing a structured methodology, the study aims to provide actionable insights into the system's impact, while ensuring the credibility and validity of the findings.

**B.Study Population**

The study population comprises faculty members and administrative staff at the Polytechnic University of the Philippines Taguig. Faculty members include full-time and part-time instructors directly involved in curriculum delivery and academic requirements management. Administrative staff members are responsible for supporting and maintaining institutional processes. These groups were chosen as they are the primary stakeholders and end-users of the Faculty Academic Requirements Management System. Their feedback provides critical insights into the system's usability, functionality, and overall effectiveness. A diverse representation from both groups ensures a comprehensive evaluation of the system's impact on academic operations.

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**F. Data Analysis**

**● Sample Size Considerations**

▪ The study on the development of the Developing Faculty AcademicRequirements Management System

System employed purposive sampling. Participants, including the All Faculty and administrative staff in PUP Taguig were informed that they were selected as the beneficiaries of the study.

**● Statistical Methodology**

The system's operations and transactions have been meticulously structured in line with the Quality Management Plan for the Developing A Faculty Academic Requirements Management System to ensure its quality. The project team executed the following activities to verify that the system meets the client's quality expectations:

- Document Review - to assess the alignment between documents and the system, and vice versa.

- Code Review - to validate the precision of the code and identify and rectify any errors overlooked during system development.

- System Review - to confirm that the system adequately complies with the specified requirements.

Furthermore, ISO 25010 is employed for the evaluation of software, encompassing quality characteristics such as Functional Suitability, Reliability, Portability, Usability, Performance Efficiency, Security, Compatibility, and Maintainability. These quality attributes establish a standardized terminology for the identification, analysis, and assessment of the quality of software and systems.

**(8) Safety and Monitoring Plan**

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Responses to the Google Forms questionnaire will be meticulously preserved in an email account specifically designated by the researchers. It is imperative for PUP Parking Management System to diligently complete the form, documenting their experiences with the system during the Testing Phase. This process is conducted in strict compliance with RA 10173, more commonly known as The Data Privacy Act of 2012. All collected information will be treated with utmost confidentiality. Personal details will be anonymized, prioritizing your privacy for research purposes. The gathered data will be accessible to the institution and retained unless the participant opts out of the subscription plan. Ultimately, participants can anticipate the presentation of study results through a paper presentation. The evaluation will particularly focus on the web-based system's usability, functionality, security, compatibility, and reliability.

**(9) Limitations**

While the Faculty Academic Requirements Management System offers significant advancements in streamlining processes and improving efficiency, several limitations were identified during the study. First, the reliance on survey data introduces potential biases, as responses are subject to participants' personal experiences and perceptions, which may not fully represent the entire faculty and administrative population.

Second, the system's implementation and evaluation are limited to the Polytechnic University of the Philippines Taguig campus, potentially reducing the generalizability of the findings to other campuses or institutions with different requirements and infrastructures.

Third, technical constraints, such as internet connectivity issues and varying levels of digital literacy among users, may affect the system's adoption and functionality. Lastly, the system's effectiveness relies heavily on consistent user engagement and accurate data input, which may not always be guaranteed.

Addressing these limitations in future iterations, such as expanding the study scope, incorporating more advanced training modules, and enhancing system adaptability, will further strengthen its overall utility and impact.

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## (10) Ethical Considerations

### A. Informed Consent

For the Faculty Academic Requirements Management System study, participants—faculty members and administrative staff—are given an informed consent document before their participation. The document clearly outlines the purpose of the research, the procedures involved, and the voluntary nature of the study. Participants are informed that they have the right to withdraw from the study at any time, without facing any negative consequences. This ensures transparency and guarantees that participants are fully aware of their rights and the study's objectives. By signing the informed consent, participants acknowledge their understanding of the research and provide their consent to participate.

### B. Risks and Side Effects

The potential risks associated with participating in this study are minimal. The primary commitment involves completing surveys or interviews, which may require time that could slightly impact participants' schedules. The researchers are mindful of this and aim to limit the time commitment as much as possible. Additionally, because the study relies on digital tools and platforms, participants may experience minor technical issues with devices or software. The research team will provide necessary support to resolve any issues and ensure a smooth process.

### C. Benefits to Subjects

Participating in the Faculty Academic Requirements Management System study offers faculty and administrative staff the opportunity to influence the development of a system designed to improve the management of academic requirements. Their feedback will directly impact the system's design, ensuring it meets the needs of all stakeholders. Additionally, participants contribute to the advancement of knowledge in this area, which may lead to more efficient administrative practices. In the context of the university, participation could foster improvements in the academic environment that benefit all members.

### D. Costs to Subject

There are no financial costs for participants in this research study. All involvement, including the completion of surveys and interviews, will incur no charges. While participants may need internet access to complete surveys, they will not be required to purchase any materials or pay for services related to the study. The researchers ensure

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that the costs related to participation are minimal and not burdensome.

**E. Compensation to Subject**

This research study does not provide financial compensation to participants. However, the contribution of their time and feedback is highly valued and appreciated. The researchers express gratitude for their voluntary participation, as it will help improve the Faculty Academic Requirements Management System and contribute to institutional efficiency.

**F. Provisions for Vulnerable Subjects**

The study does not specifically target vulnerable populations. However, if any participant is considered vulnerable or experiences any discomfort during the research process, appropriate accommodations will be made. The research team is committed to ensuring that all participants, regardless of their position or background, can contribute to the study safely and without undue pressure. Vulnerable individuals will be provided with additional support to ensure their full understanding and comfort throughout the study.

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**PWD and Senior Citizens**

For individuals requiring additional attention, researchers will carefully weigh the potential benefits of the research against the individual's health status and prioritize comfort to minimize additional burdens. Additionally, the researchers will consider cognitive decline and adjust communication strategies for elderly participants. Immediate attention must be given to address their physical and emotional vulnerabilities.

**Minor Participants**

The study does not cover any minor participants.

## G. Subject Privacy and Data Confidentiality

**Privacy of Participants**

Responses will be kept confidential and used exclusively for this study, in compliance with the Philippines Data Privacy Act of 2012 (RA 10173) **Confidentiality of Data**

Rest assured that throughout this study, all collected information will be treated with utmost confidentiality. Personal details will be anonymized, prioritizing your privacy for research purposes. The gathered data will be accessible to the institution and retained unless the participant opts out of the subscription plan. Ultimately, participants can anticipate the presentation of study results through a paper presentation.

## (11) Plan for Dissemination of Findings

After completing the Capstone Paper, the findings will be presented and defended to a panel and audience, providing a chance for questions and feedback. To make the research permanently available, the entire content will be revised and published in a book or journal for wider access and reference by the academic community and others interested in the subject.

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**(12) References**

- Al-Abdullatif, A. M., & Gameil, A. A. (2021, June 4). The Effect of Digital Technology Integration on Students' Academic Performance through ProjectBased Learning in an E-learning Environment. International Journal of Emerging Technologies in Learning (Ijet). https://doi.org/10.3991/ijet.v16i11.19421

• Davies, R. S., & West, R. (2014, January 1). Technology Integration in Schools. ResearchGate. https://www.researchgate.net/publication/313191395_Technology_Integration_in_Schools

• De Guzman, R., & Fernando, M. (2018). Efficiency improvements through centralized academic management systems. Philippine Journal of Higher Education, 15(1), 89-105.

• Fearnley, M. R., & Amora, J. T. (2020). Learning Management System Adoption in Higher Education Using the Extended Technology Acceptance Model. IAFOR Journal of Education, 8(2), 89-106.

• Paguirigan, J. (2023). Customized learning management system for the students and teachers of Isabela State University-Ilagan Campus, Philippines. JETT, 14(1), 302-313.

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# Appendix A. Research Gathering Instrument

## USER ACCEPTANCE FORM

System Name: **PUP Parking Management System**

Faculty-in-charge: **Prof. Gecilie Almirañez**

### Respondent's Profile

Name:

Age: Sex: ☐ Male ☐ Female

Email Address:

Contact Number:

**Description**: We are a group of four BSIT students named 'The Farmers' from Polytechnic University of the Philippines – Taguig Branch. We are currently developing a system titled '**PUPT Faculty Academic Requirements Management System or PUPT FARMS**'. PUPT FARMS is a state-of-the-art system developed exclusively for PUP-Taguig faculty members. Designed to streamline the process of managing academic requirements, PUPT FARMS ensures that faculty can focus on what matters most: delivering quality education. Our mission is to simplify administrative tasks, improve efficiency, and enhance collaboration within the academic community.

Your responses will be kept confidential and used solely for this study, following the Philippines Data Privacy Act of 2012 (RA 10173). The collected data will only be presented as a summary or collective report. Thank you for your cooperation.

**Instruction:** Using the 5-point scoring below, please indicate the level of your satisfaction and dissatisfaction by the system by placing a check (✓) mark on the appropriate column. Rate the following statements by choosing the corresponding rating.

**5 - Strongly Agree (SA)**
**4 – Agree (A)**
**3 – Neutral (N)**
**2 – Disagree (D)**
**1 - Strongly Disagree (SD)**

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| A. FUNCTIONAL SUSTAINABILITY | | | | | | |
|---|---|---|---|---|---|---|
| **Indicators** | | 1 | 2 | 3 | 4 | 5 |
| **Completeness** | *PUPT FARMS meets all specified task and user objective* <br> *(Natutugunan ng PUPT FARMS ang lahat ng tinutukoy na mga gawain at mga layunin ng gumagamit.)* | | | | | |
| **Correctness** | *PUPT FARMS provides the correct results with the needed level of precision.* <br> *(Nagbibigay ang PUPT FARMS ng tamang resulta sa bawat aksyon na ginagawa ng gumagamit.)* | | | | | |
| **Appropriateness** | *PUPT FARMS facilitates the accomplishment of specified tasks and objectives.* <br> *(Napapadali ng PUPT FARMS ang pagkamit ng bawat gawain ng gumagamit.)* | | | | | |

| B. PERFORMANCE EFFICIENCY | | | | | | |
|---|---|---|---|---|---|---|
| **Indicators** | | 1 | 2 | 3 | 4 | 5 |
| **Time Behavior** | *When performing its functions, PUPT FARMS meets the requirements of the response, processing times.* <br> *(Kapag isinasagawa ang gawain, natutugunan ng PUPT FARMS ang mga kinakailangan ng mga oras ng pagtugon at pagproseso.)* | | | | | |

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| Resource Utilization | When performing its functions, PUPT FARMS meets the requirements of the amount types of resource used. (Kapag isinasagawa ang gawain, natutugunan ng PUPT FARMS ang mga kinakailangan ng mga halaga at uri ng mga mapagkukunan na gamit.) | | | | | |
|---|---|---|---|---|---|---|
| Capacity | PUPT FARMS parameter limit meets the requirements. (Ang limitasyong parameter ng PUPT FARMS ay nakakatugon sa mga kinakailangan.) | | | | | |

| C. COMPATIBILITY | | | | | | |
|---|---|---|---|---|---|---|
| **Indicators** | | 1 | 2 | 3 | 4 | 5 |
| Co-existence | PUPT FARMS can perform its required functions efficiently while sharing common environment and resources without detrimental impact. (Nagagawa pa rin ng maayos ng PUPT FARMS ang mga tungkulin nito kahit na may pagbabahagi ng nagaganap sa iba't ibang environment at mapagkukunan ng walang masamang epekto.) | | | | | |
| Interoperability | PUPT FARMS can exchange information and use the information that has been exchanged. (May kakayahan ang PUPT FARMS na makipag palit ng impormasyon at gamitin ang mga impormasyon pinagpalit.) | | | | | |

| D. USABILITY | | | | | | |
|---|---|---|---|---|---|---|
| **Indicators** | | 1 | 2 | 3 | 4 | 5 |
| Appropriateness Recognizability | Users can recognize whether the PUPT FARMS is appropriate for their needs. (Malalaman ng mga gumagamit kung ang PUPT FARMS ay angkop para sa kanilang mga pangangailangan.) | | | | | |

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| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Learnability** | ***PUPT FARMS can be used by specific users to achieve specific goals of learning to use the application with effectiveness, efficiency, freedom from risk and satisfaction in a specified context of use.*** *(Ang PUPT FARMS ay maaaring gamitin ng mga partikular na user upang makamit ang mga partikular na layunin ng pag-aaral na gamitin ang application ng may bisa, kahusayan sa kalayaan mula sa panganib at kaluguran sa isang partikular na konteksto ng paggamit.)* | | | | | | | |
| **Operability** | ***PUPT FARMS has attributes that make it easy to operate and control.*** *(Ang PUPT FARMS ay may katangian na nagpapadali sa pagpapatakbo at pagkontrol.)* | | | | | | | |
| **User Error Protection** | ***Protects users against making errors.*** *(Tinutulungan ang mga users sa mga maaaring magawang mali.)* | | | | | | | |
| **User Interface Aesthetics** | ***The user interface of PUPT FARMS enables pleasing and satisfying interaction for the user.*** *(Ang user interface ng PUPT FARMS ay nagbibigay daan sa kasiya-siya at kalugod lugod na pakikipag-ugnayan para sa user.)* | | | | | | | |
| **Accessibility** | ***PUPT FARMS can be used by people with the widest range of characteristics and capabilities to achieve a specified goal in a specified context of use.*** *(Ang PUPT FARMS ay maaaring gamitin ng mga taong may pinakamalawak na hanay ng mga katangian at kakayahan upang makamit ang tinutukoy na layunin sa isang tinutukoy na konteksto ng paggamit.)* | | | | | | | |

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| E. RELIABILITY | | | | | | |
|---|---|---|---|---|---|---|
| **Indicators** | | **1** | **2** | **3** | **4** | **5** |
| **Maturity** | *PUPT FARMS meets the needs for reliability under normal operation.* (Natutugunan ng PUPT FARMS ang mga pangangailangan para sa pagiging maaasahan sa ilalim ng normal na operasyon.) | | | | | |
| **Availability** | *PUPT FARMS is operational and accessible when required for use.* (Ang PUPT FARMS ay gumagana at nagagamit kapag kinakailangan gamitin.) | | | | | |
| **Fault Tolerance** | *PUPT FARMS operates as intended despite the presence of hardware or software faults.* (Gumagana ang PUPT FARMS ayon sa layunin sa kabila ng pagkakaroon ng mga pagkakamali sa hardware o software.) | | | | | |
| **Recoverability** | *PUPT FARMS, in the event of an interruption or failure, can recover the data directly affected and re-establish the desired state of the system.* (Ang PUPT FARMS, kaganapan ng pagkaantala o pagkabigo, ay maaaring mabawi ang datos na direktang apektado at muling itatag ang nais na estado ng system.) | | | | | |

| F. SECURITY | | | | | | |
|---|---|---|---|---|---|---|
| **Indicators** | | **1** | **2** | **3** | **4** | **5** |
| **Confidentiality** | *PUPT FARMS ensures that data are accessible only to those authorized to have access.* (Tinitiyak ng PUPT FARMS na ang datos ay magagamit lamang ng mga awtorisadong tao.) | | | | | |

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| Integrity | PUP-T FARMS stops unauthorized users from accessing or changing computer programs or data. (Hinahadlangan ng PUP-T FARMS ang hindi awtorisadong paggamit o pagbabago ng mga computer program o datos.) | | | | | |
|---|---|---|---|---|---|---|
| Non-repudiation | PUP-T FARMS can be used to demonstrate its validity, preventing a later rejection of the activities or occurrences. (Ang PUP-T FARMS ay maaaring gamitin upang ipakita ang pagka-epektibo nito at maiwasan ang rejection sa mga aktibidad o mga pangyayari.) | | | | | |

| G. MAINTAINABILITY | | | | | | |
|---|---|---|---|---|---|---|
| **Indicators** | | 1 | 2 | 3 | 4 | 5 |
| Modularity | PUP-T FARMS can be improved without producing faults or decreasing the quality of the result. (Ang PUP-T FARMS ay maaaring mapabuti nang walang pagkakamali o pagbabawas sa kalidad ng resulta.) | | | | | |
| Modifiability | PUP-T FARMS can change one element while having little impact on the other elements. (Ang PUP-T FARMS ay maaaring mag-bago ng isang elemento nang hindi nakakaimpluwensya sa iba pang mga elemento sa system.) | | | | | |

| H. PORTABILITY | | | | | | |
|---|---|---|---|---|---|---|
| | **Indicators 1** | 1 | 2 | 3 | 4 | 5 |
| Adaptability | The PUP Parking Management System can be moved to other environments. (Ang PUP Parking Management System ay maaaring ilipat sa ibang mga lugar.) | | | | | |
| Replaceability | PUP Parking Management System can replace another specified product for the same purpose in the same environment. (Ang PUP Parking Management System ay may kakayahang palitan ang ibang produkto na mayroong parehong layunin sa parehong lugar.) | | | | | |

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| I. OVERALL | | | | | |
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| **Questions 5** | **1** | **2** | **3** | **4** | **5** |
| *I am satisfied with the performance of the PUP-T FARMS.* <br> *(Ako ay kuntento sa performance ng PUP-T FARMS.)* | | | | ✓ | |
| *The PUP-T FARMS helped eliminate problems that are caused by long lines and extended hours or days of document processing, making it a good replacement for manual processing.* <br> *(Ang PUP-T FARMS ay nakatulong na maalis ang mga problema na dulot ng mahabang pila at matagal na oras o araw ng pagproseso ng mga dokumento, kaya't ito ay isang magandang pamalit sa kasalukuyang sistema.)* | | | | | |

Comments/Suggestions:

_____
_____
_____
_____
_____

| (14) Prepared by | (15) Endorsed by |
|---|---|

| Name of proponent | designation /Position | Date/Signature |
|---|---|---|
| Fidel, Diana Rose V. | QA/Developer | 11/27/2024 <br><br> *fidildiangrove* |
| Mingo, Ed Judah E. | Technical lead/Developer | |
| Nabayra, James V. | Project Manager/Developer | |
| Villamarzo, Kazel S. | Document Analyst/Developer | |

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| **Title of the Research Study** | PUP Parking Management System | |
|---|---|---|
| **Researcher/s** | 1. Fidel, Diana Rose V. | |
| | 2. Mingo, Ed Judah E. | |
| | 3. Nabayra, James V. | |
| | 4. Villamarzo, Kazel S. | |
| **Contact Information of the Researcher/s** | | |
| **Cell Phone number** | *09109247321, 0951 777 5932, 09945144239* | |
| **Email address** | <u>Fidel Diana Rose V.</u><br><u>edjudah.ej@gmail.com</u><br><u>james.nabayra029@gmail.com</u><br><u>kazelvillamarzo@gmail.com</u> | |
| **Background** | **Background:**<br><br>The Faculty Academic Requirements Management System is being developed by a team of four BSIT students from the Polytechnic University of the Philippines – Taguig Branch as part of their academic project. The primary goal of this system is to improve the efficiency and effectiveness of managing faculty academic requirements. Currently, the manual processes of tracking submissions, managing academic files, and ensuring deadlines are met are burdensome and prone to errors. This system aims to automate the tracking and reporting of faculty academic requirements, including submitting, categorizing, and organizing documents, while enhancing data security and accessibility. By streamlining these processes, the system will reduce administrative workload, improve storage capacity, and ensure that only authorized personnel have access to academic records. The system is designed to be secure, | |

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| | reliable, and user-friendly, benefiting both faculty and administrative staff by improving overall efficiency in managing academic documentation. This research focuses on creating a practical solution that will address these challenges and enhance the management of academic requirements at the university. |
| **Purpose of the Study** | The purpose of this study is to develop a Faculty Academic Requirements Management System that aims to enhance the efficiency and effectiveness of managing academic requirements at the Polytechnic University of the Philippines – Taguig Branch. The system is designed to automate the tracking and reporting of faculty submissions, improve the integrity of academic files, and expand the storage capacity for academic documents. By streamlining these processes, the system seeks to reduce the administrative burden on staff, minimize errors, and ensure timely submissions of academic requirements. Additionally, it aims to provide a secure platform with controlled access, ensuring that only authorized personnel can modify or delete sensitive academic records. The ultimate goal of this system is to improve the overall management of academic requirements, enhancing operational efficiency and supporting the needs of faculty and administrative staff at the university. The data gathered through this study will provide insights into system performance, user satisfaction, and opportunities for further improvements. |
| **Procedures of the Study** | The procedures for conducting the study on the *Developing a Faculty Academic Requirements Management System* involve a systematic approach to data collection and analysis. Initially, the research team will design and distribute survey questionnaires to faculty members and administrative staff at the Polytechnic University of the Philippines – Taguig Branch. These questionnaires will assess the current system's performance, identify areas for improvement, and gather user feedback on the functionality and efficiency of the new |

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| | system. |
| | Data will be collected through Google Forms, ensuring ease of access and confidentiality. Participants will have a two-week response window, with reminder emails sent halfway through. After the data collection phase, the survey responses will be processed and analyzed using statistical methods, such as measures of central tendency and dispersion, to identify trends and patterns. |
| | The collected data will provide insights into the system's impact on the management of faculty academic requirements, and help refine the system to meet user needs more effectively. Ethical considerations, including informed consent and confidentiality, will be strictly observed throughout the study to ensure participant privacy and voluntary involvement. The study aims to enhance the system's efficiency, security, and overall user satisfaction. |

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| **Benefits** | The **benefits** of the *Faculty Academic Requirements Management System* are numerous for both faculty members and administrative staff at the Polytechnic University of the Philippines – Taguig Branch. By automating processes such as tracking submission statuses and sending reminders, the system reduces administrative burdens, making it easier for |

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| | faculty to meet deadlines and for staff to manage academic records. The system's robust access control ensures that only authorized personnel can modify or delete academic files, maintaining data integrity and confidentiality. Additionally, the scalable storage solution allows for better organization, retrieval, and backup of academic documents, ensuring long-term accessibility and security of records. Through improved efficiency, the system not only saves time and minimizes errors but also enhances the overall user experience, benefiting both faculty and administrative staff. Finally, the feedback provided by users during the survey phase will guide further improvements to the system, ensuring it meets the evolving needs of the academic community at PUP Taguig. |
| **Risks** | The primary risks involved in participating in the study related to the *Developing A Faculty Academic Requirements Management System* are minimal. However, participants may experience a slight time commitment when completing surveys or questionnaires. The study may also require participants to interact with the system, which could present minor challenges related to the use of technology. These challenges could include technical issues, such as difficulty accessing the survey platform or system-related errors. However, the research team is committed to providing support to address any technical difficulties promptly. Participants are encouraged to report any issues encountered during the process, and the team will ensure that any problems are addressed to minimize inconvenience. Furthermore, as the study deals with the development of a system designed to streamline academic requirements, there is no direct risk to personal data, as all information will be handled in accordance with the Philippines Data Privacy Act of 2012 (RA 10173). |

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| Cost of Participation | Participants in this study, including faculty members and administrative staff, will not incur any financial costs associated with their involvement. The survey participation is entirely voluntary, and there are no fees or expenses required to take part in the research. The only potential cost to participants may be the time spent completing the survey, which is expected to be minimal. The research team values participants' time and aims to ensure that the process is as efficient as possible. There are no additional financial obligations, such as internet load or other costs, unless the participant chooses to use personal resources for survey completion. |
|---|---|
| Payment or Remuneration | This research study does not offer any financial compensation for participants. The participant's voluntary contribution is appreciated. |
| Confidentiality | Rest assured that throughout this study, all collected information will be treated with utmost confidentiality. |

| | Personal details will be anonymized, prioritizing your privacy for research purposes. The gathered data will be accessible to the institution and retained unless the participant opts out of the subscription plan. Ultimately, participants can anticipate the presentation of study results through a paper presentation. |
|---|---|
| Voluntary Participation | It's crucial to highlight that participation in this study is voluntary. Individuals have the right to decline or withdraw from the study at any point, and their decision will not affect their relationship with the institution. |

**Contact Information:**

If you have questions about this research study, or you experience adverse effects because of participating in this study, you may contact the researcher/s whose contact information is provided on the first page.

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The plan for this research study has been reviewed by the PUP Research Ethics Committee (PUP-REC). If you have questions regarding your rights as a research participant, or if problems arise that you do not feel you can discuss with the researcher/s, please call us at (02) 5335-1787 local 235.

**Consent Statement:**

I have read and understood the provided information and have had the opportunity to ask questions. I understand that my participation is voluntary and that I am free to withdraw at any time, without giving a reason and without cost. I understand that I will be given a copy of this consent form. I voluntarily agree to take part in this study.

_____ _____ Signature over Printed Name


Participant Date




Signature over Printed Name of Researcher Date


November 27, 2024


**FIDEL, DIANA ROSE V.**                                          **MINGO, ED JUDAH E.**



**NABAYRA, JAMES V.**                                          **VILLAMARZO, KAZEL S.**

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