

**SYS
DEV**

SAMAHAN
SYSTEMS
DEVELOPMENT

SYSDEV

Code. Create. Collaborate

SYSDEV Starter Book



ABOUT US

As per SAMAHAN Administrative Code 2023-2024 (Art. III, Sec. X): This department is in charge of designing and developing software and digital systems to make SAMAHAN more efficient through technology. SAMAHAN Systems Development is a dedicated team that designs and develops software and digital systems to enhance SAMAHAN'S efficiency. Our goal is to use technology for positive community impact. Joining our team means gaining practical experience and applying your tech skills in real-life situations. We create systems that benefit everyone, and we invite you to join us on this journey. Meet the friendly and supportive SYSDEV 2023-2024 team, who are eager to help you enhance your skills and build a foundation for your future career. Let's Code, Create, and Collaborate on an exciting software development adventure together!

<h1>VISION</h1>	To be the leading provider of innovative digital solutions that empower students and enhance their university experience.			
The SAMAHAN Department of Systems Development (SysDev) is dedicated to creating and developing modern digital systems. We strive to provide accessible outlets and digital information spaces for students, enriching their university experience throughout the academic year. Through our innovative solutions, we aim to foster engagement, connectivity, and convenience for the student body.	<h1>MISSION</h1>			
<h1>GOALS</h1>				
To develop and maintain user-friendly digital platforms that facilitate seamless access to information, resources, and services for students				
	To enhance student engagement and involvement that encourages active participation, collaboration, and meaningful connections among students			
To continuously innovate and improve our digital solutions, staying abreast to technological advancements and emerging trends to ensure they remain relevant and valuable to the evolving needs of the student community				
	To foster collaboration and partnerships with other departments and organizations, to leverage synergies, and jointly develop digital initiatives that benefit the university community as a whole.			

EXECUTIVE BOARD



Jiyo Seth Valmoria
Director



Arabella Grace Mejorada
Deputy Director



Mariel Mabano
Secretary-General



Aaron Justin Macias
Treasurer



Isabelle Faith Labuguen
Auditor



Jan Patrick Matayabas
External Affairs Head



Ivan Sam Wabina
Back End Head



Paolo Luis Ramirez
Front End Head



Maverick Pigao
UI/UX Head



Mark Lyod Carin
Creatives Head

DUTIES & RESPONSIBILITIES



Jiyo Seth Valmoria
Director

As per SAMAHAN Administrative Code 2024-2025 (Art. III, Sec. XI)

- Leads and supervises the activities and initiatives of the department
- Mandated to attend official SAMAHAN meetings if directed by the president or by the SAMAHAN CIP
- Reports to the Secretary-General about the developments and conditions of the department
- Requests and receives the budget for the department
- Signs all department-related documents and agreements
- May be granted special tasks by the Secretary-General



Arabella Grace Mejorada
Deputy Director

As per SAMAHAN Administrative Code 2024-2025 (Art. III, Sec. XII):

- Shares the mandate to lead and supervise the department
- Mandated to attend official SAMAHAN meetings if directed by the president or by the SAMAHAN CIP
- Requests and receives the budget for the department in the absence of the director
- Signs all department-related documents and agreements in the absence of the director
- May be granted special tasks by the Secretary-General



Mariel Mabano
Secretary-General

- Document all department meetings
- Be the custodian of all officers and members of the department
- Keep a directory of all officers and members of the department
- Receive and file all corresponding documents submitted to the department for consideration/action
- Prepare room reservation letters and except papers for the activities and meetings of the department
- Perform other responsibilities as the Director or Deputy Director may so direct

DUTIES & RESPONSIBILITIES

**Aaron Justin Macias**

Treasurer

- Act as custodian of the department's treasury
- Keep an account of all receipts and disbursements thereof
- Render to the department a monthly and semester report on the financial status of the department
- Prepare the budget proposals and financial statements to be submitted to the SAMAHAN Central Board
- Perform other responsibilities as the Director or Deputy Director may so direct

**Isabelle Faith Labuguen**

Auditor

- Check the financial statements made by the treasurer
- Prepare the liquidation reports to be submitted to the SAMAHAN Central Board
- Perform other responsibilities as the Director or Deputy Director may so direct

**Jan Patrick Matayabas**

External Affairs Head

- Oversees external relations such as sponsorships, and partnerships
- Assumes the duties of the Director in his and the Deputy Director's absence
- Perform other responsibilities as the Director or Deputy Director may so direct

DUTIES & RESPONSIBILITIES

**Ivan Sam Wabina**

Back End Development Head

- Leads and supervises the members of the SysDev Front-End Department
- Delegates and manages tasks or activities concerning front-end work in the department
- Perform other responsibilities as the Director or Deputy Director may so direct

**Paolo Luis Ramirez**

Front End Development Head

- Check the financial statements made by the treasurer
- Prepare the liquidation reports to be submitted to the SAMAHAN Central Board
- Perform other responsibilities as the Director or Deputy Director may so direct

**Maverick Pigao**

UI/UX Design Head

- Oversees external relations such as sponsorships, and partnerships
- Assumes the duties of the Director in his and the Deputy Director's absence
- Perform other responsibilities as the Director or Deputy Director may so direct

**Mark Lyod Carin**

Creatives Head

- Oversees external relations such as sponsorships, and partnerships
- Assumes the duties of the Director in his and the Deputy Director's absence
- Perform other responsibilities as the Director or Deputy Director may so direct



GENERAL ROLES OF SYSDEV

All members of SAMAHAN Systems Development are delegated roles in which they have applied for during the recruitment week of the first or second semester of the school year. These roles are separated into 3 categories, developer roles, non-developer roles, and creative role.

DEVELOPER ROLES

- Frontend Developer
- Backend Developer
- Full stack Developer
- UI/UX Developer
- DevOps Engineer (New)

NON-DEVELOPER ROLES

- Graphic Designers
- Quality Assurance Specialist (New)
- Project Manager (New)



DEVELOPER ROLES

Developer roles comprise of technical roles that are necessary to ensure that all our systems and websites are delivered through digital means. Each role has their unique specialties and skills that work hand-in-hand.

FRONTEND DEVELOPER

Frontend Developers focuses building the User Interface and User Experience of web applications, by ensuring that the design of the UI/UX Developer is followed and implemented following web design principles. Frontend Developers composes a majority of the Developer roles, as most project requires Frontend developers.

BACKEND DEVELOPER

Backend Developers focuses works on the server-side logic and application logic, ensuring that data is served from the database to the client in a functional, secure, and effective manner. Most projects of SysDev are frontend-centric, which is why Backend Developers are limited in quantity. Regardless their value is still immeasurable for projects utilizing server-logic.

UI/UX DESIGNER

UI/UX Developers focuses on designing, wireframing and developing layouts for SysDev projects. They utilize available assets and content given by the client to design and layout the look and feel of a project based on the branding of the client. The design process is a very crucial part of the project lifecycle, which is why the design process must be timely and meets all requirements, only then will the development team be able to start.



NON DEVELOPER ROLES

Non-developer roles comprise of non-technical roles that focuses more on ensuring that SysDev projects are delivered in a timely, meets requirements, and of high quality. This is a new category added, as the growing demands of SysDev requires non-technical people who are skilled on communication and handling projects are more important than ever.

FULL STACK DEVELOPER

Fullstack Developers combines Frontend and Backend capable of integrating client-side and server-side functionalities. This role is significantly harder to apply for, but expect that once accepted, the flexibility of this role ensures that you can be assigned on either Frontend or Backend projects.

DEVOPS ENGINEER (NEW)

DevOps Engineers focuses on ensuring that SysDev projects are deployed to production as soon as the project is in a deployable state. SysDev follows a Develop-Deploy-Test cycle as soon as the automated deployment workflow is setup. This is a new role, as such, no technical assessments are done to garner interest.



NON DEVELOPER ROLES

Non-developer roles comprise of non-technical roles that focuses more on ensuring that SysDev projects are delivered in a timely, meets requirements, and of high quality. This is a new category added, as the growing demands of SysDev requires non-technical people who are skilled on communication and handling projects are more important than ever.

QUALITY ASSURANCE SPECIALIST (NEW)

Quality Assurance Specialists ensures that quality is maintained in a project before the public even sees it. They utilize various screen sizes to ensure that the project is viewable, accessible, and functional on all major devices such as Laptops and Desktop, tablets, and mobile phones.

PROJECT MANAGER (NEW)

Project Managers are the core of all SysDev projects. Whenever a project is accepted by SysDev, they ensure that the project is delivered right from the start of the project, to the end of project. They handle client communications, gathering requirements and information from the client, to then be communicated to the SysDev team assigned to handle that project. Project Managers also ensures that the project is being worked on at a consistent pace, resolving issues and problems when they come.



CREATIVES

Creatives comprise of technical roles that focuses more on delivering quality publication materials such as announcements, and project reels that shows different SysDev projects to the public.

GRAPHICS DESIGNER

Graphics designers focuses on creating assets and publication materials for SysDev. They may also be tasked to create merchandise and create showcase reels for the finished projects of SysDev.

MOTION GRAPHICS DESIGNER

Motion Graphics designers focuses on making SysDev publications come to life through animations, be it 2D or 3D. They also specialize in making showcase reels for the finished projects of SysDev.



MEMBERSHIP

The department is open to all bona fide Ateneo de Davao University undergraduates whose technical skills and aspirations align with those of SAMAHAN Systems Development.

QUALIFICATIONS

Any student who meets the following qualifications shall be eligible to become a member:

- A bona fide undergraduate of Ateneo de Davao University with a QPI of at least 2.0
- Must not have violated any minor and major offenses within the university
- Has strong interest and drive to learn about the technical and non-technical skills used in department and in the industry

DUTIES & RESPONSIBILITIES

Every member shall:

- Attend required meetings unless there is a valid reason
- Observe proper order and decorum during meeting
- Participate in activities, projects and events
- Perform tasks, even outside of designation, as directed by the Department Director

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