

# **EVSU IESMS: INTEGRATED EXTENSION SERVICES MANAGEMENT SYSTEM**

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Bachelor of Science in Information Technology

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## APPROVAL SHEET

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**GH. G.**

**CF. D. P.**

**HI. C. S.**

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## ABSTRACT

**Guino, Giovanni Hanz; Polinio, Catherine Faith; and Sablawon, Harold Ian “EVSU IESMS: Integrated Extension Services Management System” (Eastern Visayas State University, December 2024, Tacloban City)**

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This project was specifically planned and built for enhancing the management of extension services at Eastern Visayas State University (EVSU) through the Integrated Extension Services Management System (IESMS). The IESMS is a dynamic, web-based platform designed to improve the efficiency and effectiveness of managing extension activities. By addressing the inefficiencies associated with traditional manual methods, the system centralizes and streamlines the process of submitting, reviewing, and approving proposals. It connects faculty members, staff, students, and the director of extension, offering key features such as real-time document sharing, automated data collection, and enhanced communication. Developed using a qualitative and developmental research approach with the Agile methodology, IESMS meets both user and institutional requirements. Technologies such as XAMPP, Bootstrap, and Visual Studio Code (VSCode) were utilized to ensure a secure and reliable system. Early results indicate that the system significantly reduces proposal processing times, improves data accuracy, and increases stakeholder satisfaction by improving accessibility and communication. As part of EVSU's digital transformation, the IESMS offers a strategic solution for managing extension services more effectively, improving collaboration, and better serving the community through its extension programs.

*Keywords — Document Sharing, Extension Services, Web-based Management System, Integrated Extension Services Management System, EVSU IESMS*

## **Chapter I**

### **INTRODUCTION**

Educational institutions are faced with a pressing challenge in the digital age, where efficiency and accessibility are crucial for organizational success, which is the seamless management of document submissions and interdepartmental communications. Particularly, the process of handling and submitting documents across different departments and campuses within academic institutions often involves significant time and resource expenditures. This directive underscores the mission of educational institutions to improve the quality of life for Filipinos, adapt to evolving societal demands, and provide innovative solutions at local, regional, and national levels. Central to achieving these objectives is the modernization of administrative practices, particularly in the realm of document management and interdepartmental communication.

Managing the statuses of diverse programs, projects, and activities within universities presents a significant challenge for coordinators and administrators. This is particularly true at Eastern Visayas State University (EVSU), where current practices rely on manual methodologies. This fragmented approach not only causes inefficiencies but also delays updates and creates opportunities for miscommunication. Also, sending proposals, reviewing them, and getting approval is usually a time-consuming and inefficient process that relies on either manual, paper-based methods or a number of separate digital systems (Estrera, Fajardo, & Sermona, 2022). This not only slows down the decision-making process but also increases the risk of document loss or misplacement, potentially leading to discrepancies in the evaluation criteria. Furthermore, the physical submission of proposals such as project designs, activity plans, and program proposals introduces additional complexities. Individuals involved in extension activities frequently find themselves having to travel to confirm the approval status of their proposals, resulting in time waste

and inconvenience (Ayaz & Yanartaş, 2020). For instance, inconsistent reporting formats across different programs make it difficult to compare the effectiveness of interventions and identify best practices. This hinders the university's ability to replicate successful strategies and optimize its approach to community development. Furthermore, manual data entry and report storage methods are prone to errors and inconsistencies. This lack of reliable data makes it challenging to track the long-term impact of extension activities on the communities served by EVSU.

The limited access to documents and the challenging sharing process present significant obstacles to collaboration and knowledge transfer within EVSU. Manual methods often involve physical copies or separate digital files stored on individual computers. This fragmented approach makes it difficult for faculty and staff to access the latest versions of essential documents, hindering collaboration across departments and programs (Nizamuddin, Salah, Azad, & Arshad, 2019). Additionally, the time-consuming process of sharing updates or revised documents further obstructs knowledge transfer, creating difficulties for new team members and those involved in similar programs to benefit from past experiences and existing resources. This absence of a centralized and accessible document management system fundamentally restricts the university's ability to utilize its collective expertise and ensure consistency in the implementation of various initiatives (Pagayonan, 2022).

Using this method often leads to errors, delays, and inefficiencies. Studies indicate that the use of manual tools in project management usually results in misunderstandings, a higher likelihood of errors, and a breakdown in communication. These outcomes can hinder project completion and reduce team productivity (Fernandes, 2021). Furthermore, submitting, reviewing, and getting approval for proposals through paper-based methods can be time-consuming and inefficient. The use of manual procedures might impede decision-making processes, lead to misplaced records, and result in disparities in assessment criteria.

A central platform proposed by IESMS allows faculty and staff to submit electronically and track documents, eliminating the need for physical transportation (Elazhary & Hosny, 2023). By using digital technology, EVSU hopes to decrease administrative responsibilities, minimize environmental impact, and improve transparency and accountability in document management. In addition, the implementation of IESMS is in line with the institution's wider objectives of digital transformation and operational excellence, confirming EVSU's dedication to fulfilling the demands established by CHED in the year 2012.

The establishment and execution of an Integrated Extension services Management System (IESMS) within higher education institutions such as EVSU are essential for enhancing the efficiency and effectiveness of extension services. Research conducted by (Abbas, Kumari, & Al-Rahmi, 2021) underscores that a properly implemented Quality Management System (QMS) can substantially improve communication and collaboration among stakeholders. This improvement is vital for the successful planning, monitoring, evaluation, and reporting of projects, ultimately resulting in better resource allocation and more impactful community engagement initiatives.

Introducing EVSU IESMS: Integrated Extension Management System is rooted not only in technological advancement but also in aligning with the institution's commitment to operational excellence and responsiveness. By facilitating electronic document submission, providing forms and templates to generate into a document, online reviewing and printing out approved PPA, IESMS seeks to minimize administrative burdens, improve data accuracy, and enhance transparency and accountability in document management practices. Furthermore, the use of IESMS demonstrates Eastern Visayas State University's commitment to embracing digital transformation in educational administration, leading to a more adaptable and responsive organizational culture.

## **Objectives of the Project**

The goal of this project is to develop a web-based information system that optimizes the management of extension services at Eastern Visayas State University (EVSU), focusing on enhancing collaboration, improving data collection efficiency, and facilitating comprehensive reporting. The specific objectives are as follows:

1. Improved efficiency and transparency in proposal development, review, and approval processes.
2. Enabled real-time document sharing, discussions, and feedback mechanisms.
3. Automated data collection, analysis, and reporting processes.
4. Evaluated the system using ISO/IEC 9126.

## **Scope and Delimitations of the Project**

The project developed a web-based information system specifically designed for the Extension Services Office of Eastern Visayas State University (EVSU) in all campuses such as Burauen, Carigara, Dulag, Ormoc, Tanauan, and Tacloban Main Campus. This system catered to various users, including the Office of the Vice President for Research and Development and Extension (OVRDE), Director for Extension Services, Head for Knowledge Management and Assessment Unit, Head for Program Development and Linkaging Unit, Head for Technical Support Unit, Head for Research and Extension for each college in the main campus, Head for Extension Services for external campuses, and Extension Program Coordinator. The system facilitated the development, submission, review, and approval processes for proposals, the uploading and management of documents related to extension activities, and the monitoring of program implementation progress. To enhance communication and collaboration among user groups, the system incorporated features that support these interactions.

The project will not address functionalities related to financial management or budget allocation for extension programs. Additionally, mobile app development for the system was not covered.

### **Significance of the Project**

The development of a web-based information system for the Extension Services Office of Eastern Visayas State University (EVSU) is crucial for enhancing the management and delivery of extension programs. This project will streamline administrative processes, improve transparency, and foster effective communication among the following stakeholders:

**Office of Research Development and Extension Services.** This office will manage the alignment of research and extension activities, ensuring that the platform effectively supports both areas, thereby improving the overall impact and coordination of the institution's initiatives.

**Extension Office Director.** They will use the platform to monitor program implementation and review progress reports, helping them make informed decisions and improve service delivery.

**Department Heads.** They will monitor faculty involvement and performance in extension activities and use reports for departmental planning, aligning activities with academic goals and improving strategies.

**Faculty Members.** Primary users will benefit from functionalities for collaboration, resource sharing, and project management, including proposal development, document management, and progress monitoring.

**Researchers.** They will design, code, and deploy the system, ensuring it meets user needs and functions efficiently. The project provides them with valuable experience and a chance to contribute to an impactful project.

## Chapter II

### THEORETICAL FRAMEWORK

#### **Review of Related Literature**

This chapter outlines the relevant literature and studies on leveraging technology for effective engagement in Extension Services. The literature review will provide an understanding of the proposed project.

##### *Extension Services*

Spielman et al. (2021) explored the integration of Information and Communications Technology (ICT) with traditional extension services, emphasizing the enhancement in efficiency and expansion of reach that ICT can provide. This enhancement includes facilitating access to timely and relevant information through various digital platforms, including mobile phones, applications, and online portals. The objective of this integration is to overcome challenges related to limited access to extension agents, geographic constraints, and the requirement for current information regarding market prices, weather forecasts, and best agricultural practices.

Mtawa (2019) highlights that extension services, as part of community engagement, help bridge the gap between academic knowledge and practical application, fostering a two-way flow of information and resources. This engagement is seen as integral to developing a sense of citizenship among students and ensuring that higher education institutions contribute to the public good by addressing societal needs and fostering sustainable development.

##### *Document Sharing*

The application of the document-sharing system successfully addressed the challenges of managing version control, coordinating among multiple authors, and overcoming geographical

barriers. The system allowed for real-time collaboration, enabling multiple authors to edit documents simultaneously, thus eliminating confusion over different versions and ensuring document integrity. Immediate feedback and idea sharing were facilitated, which sped up the research process. Additionally, the integration of references and data was streamlined, significantly enhancing the overall productivity and inclusivity of the research efforts (Perkel, 2020).

Accessing and updating the most current version of a document at any time minimizes the risk of errors and saves time. This efficiency is crucial for meeting academic deadlines and effectively managing large-scale research projects (Clemente-Suárez, 2024). This streamlined approach ensures accuracy and facilitates more cohesive and productive faculty collaboration.

#### *Electronic Document Management System (EDMS)*

EDMS significantly aids researchers by providing a centralized, secure, and easily accessible digital repository for documents, which enhances collaboration and reduces the time spent on administrative tasks. EDMS protects sensitive data by ensuring robust security through encryption and access control. It also automates document management processes, including version control and workflow automation, allowing researchers to focus more on their core activities. Additionally, EDMS supports compliance with regulatory standards, reduces the need for physical storage, and offers advanced search and indexing features that facilitate efficient data retrieval and analysis, ultimately contributing to more effective and streamlined research operations (Putra & Yustisi, 2020).

In accordance with Mukred et al. (2019), EDMS helps in maintaining compliance with various regulatory requirements and standards by ensuring that documents are stored and managed according to predefined protocols. This is particularly important in fields where adherence to regulations is critical.

Moreover, EDMS supports the implementation of consistent document management practices across an organization, which is crucial for audit trails and transparency. The system provides detailed logs of document access and modifications, ensuring that there is a clear and traceable history of all document interactions. This transparency is essential for internal audits and external regulatory reviews, as it demonstrates the organization's commitment to maintaining compliance and adhering to best practices (Donmez-Turan , 2020).

#### *Feedback Mechanism*

Real-time communication and collaborative editing capabilities enable researchers to work together seamlessly. This immediate exchange of ideas helps refine concepts, improve document quality, and ensure all team members are aligned with the project's objectives. Platforms with collaborative tools, for example, facilitate continuous improvement and consensus-building among researchers, enhancing overall productivity (Kim & Jahan, 2021).

As stated by Coman et al. (2020), continuous feedback allows researchers to identify and correct errors, clarify misunderstandings, and refine their arguments. Detailed feedback can highlight specific areas for improvement, guiding researchers to produce higher-quality work. This iterative process of receiving and incorporating feedback leads to more robust and well-supported research outcomes.

Timely and constructive feedback can serve as a motivational tool, encouraging researchers to stay engaged and committed to their work. Positive reinforcement and recognition of contributions can boost morale and foster a sense of accomplishment, which is crucial for long-term engagement in research projects (Donmez-Turan, 2020).

Feedback mechanisms often include specific, actionable advice that helps researchers develop their skills over time. By learning from feedback, researchers can enhance their writing,

analytical, and methodological capabilities, leading to better research practices and outcomes in future projects (Kim & Jahan, 2021).

### *Approval Process*

As part of this digital shift, the online approval process enables stakeholders to access and approve documents from any location using any internet-connected device. This flexibility is especially beneficial for organizations with teams across various locations, enabling smooth collaboration regardless of physical distance. By facilitating real-time access and approvals, these systems ensure effective participation from all team members, improving overall efficiency and productivity. This capability is crucial for maintaining continuous workflow and timely decisions in a globalized work environment (European Commission, Directorate-General for Communication, & Leyen, 2020).

### *Web-Based System*

Attanayake and Thilanka (2021) conducted an in-depth study on designing and implementing a web-based management system to replace manual processes, focusing on enhancing operational efficiency and data accuracy. The author meticulously outlines the system architecture, development phases, and methodologies employed, showcasing substantial improvements in administrative workload reduction and data accessibility. Key implementation challenges such as technical issues, user training, and resistance to change are addressed, with recommendations for ongoing training, regular system updates, and continuous feedback mechanisms. This study underscores the transformative potential of web-based management systems in optimizing integration extension services.

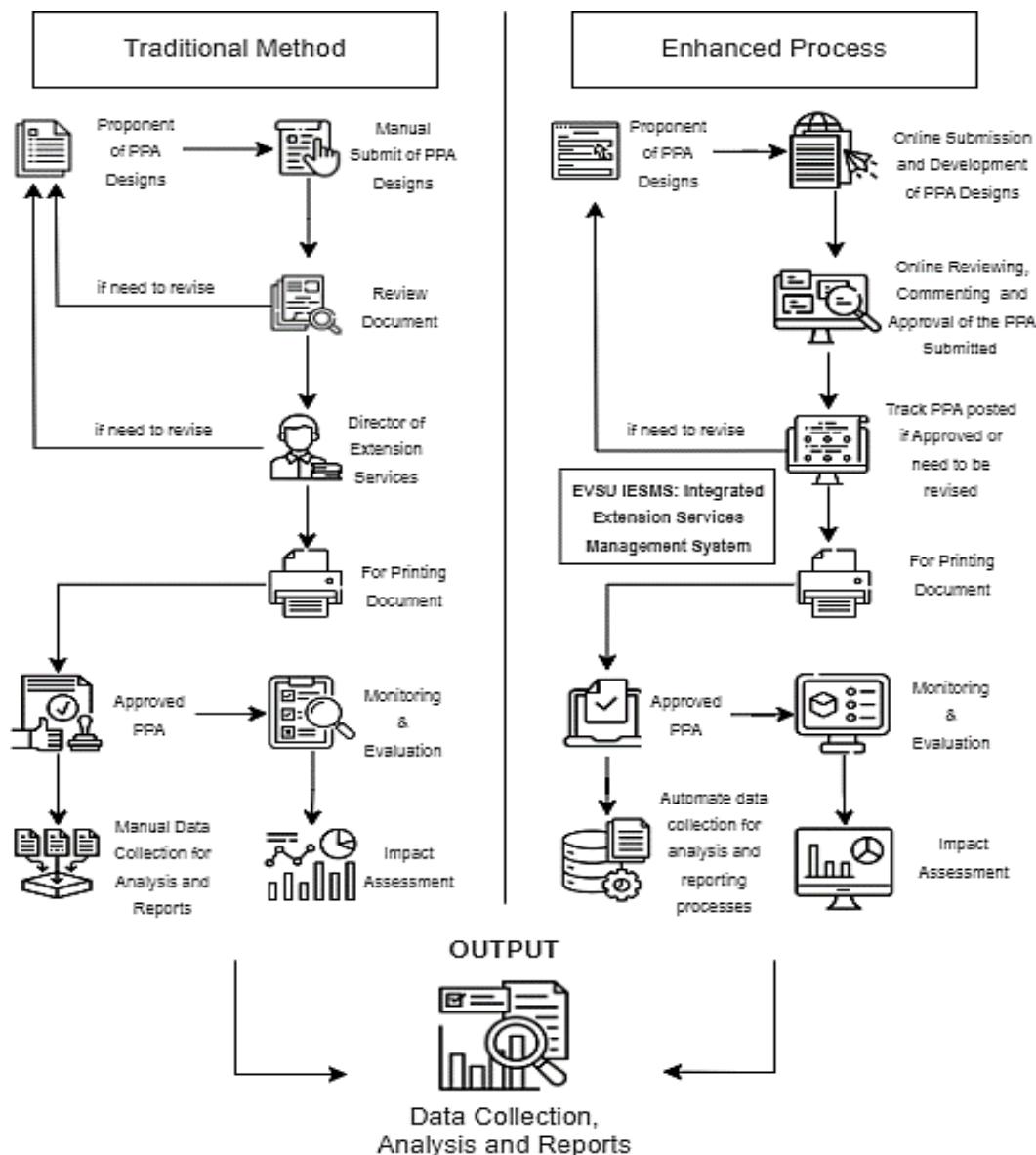
### *Role-Based Access Control (RBAC)*

In recent years, Role-Based Access Control (RBAC) has evolved to address the increasing complexity and security requirements in cloud computing environments. Gunjal and Sonawane (2023) have proposed a trust-oriented RBAC mechanism to enhance data integrity in the cloud. This model assigns access based on the user's trust level, determined by their history and interactions within the system. By incorporating trust as a parameter, this approach significantly improves data security and protection, ensuring that only trusted users can access sensitive information.

Uddin, Islam, and Al-Nemrat (2019) propose an advanced access control model that enhances traditional Role-Based Access Control (RBAC). Their model integrates RBAC with workflow authorization and task-specific roles to provide more detailed and context-aware access permissions. This dynamic approach allows permissions to be adjusted based on specific roles and tasks, significantly improving security and operational efficiency. The model addresses the challenges of managing access in complex, evolving environments, demonstrating its applicability in various organizational settings.

## Concept of the Study

The conceptual framework visually represents the interconnections and influences among various system components. Aligning purpose and structure clarifies system functionality and helps identify necessary research methods and statistical approaches. The framework supports effective data management, decision-making, and stakeholder collaboration in managing extension services.



**Figure 2-1.** Concept of the study

The traditional method involves manually submitting program, project, and activity designs for review. Documents are handed to the reviewing authority, initially assessed by the Head of Extension Services or College Coordinator, and then forwarded to the Head of Program Development. Approved documents are printed and marked as such, with data manually collected for analysis and reporting. If revisions are needed, documents are returned for changes.

In contrast, enhanced process begins with the submission of program, project, and activity designs using provided forms within the system. These designs are submitted online for review, where comments and digital approvals are provided. The system allows easy tracking of document status, indicating whether it is approved or needs revision. Approved documents are printed and marked accordingly, and can be shared online for discussions. It automates data collection for analysis and reporting, improving efficiency and accuracy. If revisions are needed, documents can be sent back for modifications online, making the process faster compared to traditional methods.

Traditional method, which relies on manual submission and review, typically takes 5 working days to evaluate PPA, with the process often slowed down by the need for physical handovers and manual data collection it takes 7 working days for approval. Enhanced method simplifies this workflow through automation, online submission, digital comments, and approvals, reducing the approval time dramatically. With just one click from the admins it takes 2 working days to evaluate PPA, documents can be approved for 4 working days or sent back for revision, significantly speeding up the process and allowing for easier tracking and sharing of information. This modernization enhances data accuracy, facilitates collaboration, and ultimately leads to a more efficient operation overall.

## Definition of Terms

The following terms are defined conceptually and operationally, aiding researchers in understanding the significance of the current study.

**Data Collection.** This involves choosing suitable methods, collecting data, and documenting the information in a format that allows for analysis (Taherdoost, 2021).

Systematically gathers and organizes extension service information electronically, including document uploads, progress reports, and participant data, as well as collecting specific data points through online forms.

**Document Sharing.** A process of multiple input documents uses a that encodes documents hierarchically, allowing the sharing of information rather than simply concatenating text spans and processing them as a flat sequence (Yang & Mirella, 2019).

Involves the secure electronic transfer of extension service documents among authorized users, facilitating collaboration with features like selective sharing and real-time editing.

**Extension Services.** Involves applying well-defined activities to provide knowledge, resources, and support to a specific audience (Shaner, Philipp, & Schmehl, 2019).

Encompass university-led activities that apply research and knowledge to address community needs through diverse programs aimed at improving lives, promoting sustainability, and engaging with stakeholders.

**Integrated Extension Services Management System (IESMS).** Empowering communities through a modern approach to extension services can simplify processes, enhance communication, and improve learning outcomes (Hamasalih & Layeq, 2023).

Enhances extension service management by automating document submission, tracking, data collection, and reporting, while fostering collaboration and transparency.

**Realtime.** Examines how these innovations are changing the way information is disseminated and giving the capacity to make data-driven decisions that will increase their output and sustainability (Arshad, et al., 2022).

Capabilities enable instant updates and access to extension service data, facilitating immediate collaboration and decision-making through live data processing and communication tools.

**Role-Based Access Control (RBAC).** Perform a vital supporting role in an IESMS (Integrated Extension Management System) framework, managing user access to technology platforms and resources (Uddin, Islam, & Al-Nemrat, 2019).

A security framework that defines and manages user access based on roles, ensuring that users have only the necessary permissions for their job functions to enhance security and operational efficiency.

**Version Control.** Helps to track various document versions, ensuring the users works with the latest version and reducing confusion (Malak, 2023).

Ensure that the documents being used by the organization are accurate and most up-to-date.

## Chapter III

### OPERATIONAL FRAMEWORK

This chapter presents a structured approach to enhance accountability in managing EVSU's extension services. It provides clear, practical steps for using the Integrated Extension Services Management System (IESMS) to improve transparency and responsiveness across faculty, staff, and the community. By implementing EVSU IESMS aims to better align its services with community needs, strengthen trust among stakeholders, and achieve more effective and efficient program outcomes.

#### **Materials**

The materials utilized for the development of the system include software, hardware, data, and the systems environment, which are detailed below.

#### **Software**

The following table presents the software that will be used to develop a system.

**Table 3-1.** Software Development Tools

Software	Version	Description
Xampp	8.2.12	A comprehensive local development environment essential for building and testing the system's web-based components, including the user interface and backend functionality.

Bootstrap	v5.1.0	A responsive front-end framework that provides a foundation for creating the system's user interface, ensuring consistent layout, design, and functionality across different devices and screen sizes.
VScode	1.19.1	An advanced code editor supports multiple programming languages for system development and includes essential features like syntax highlighting, debugging, version control, and task automation to enhance efficiency.

## Hardware

To develop the system, a computer hardware component will be utilized. The table below details the specifications of these component.

**Table 3-2.** Hardware Development Tools

Hardware Used	Specifications
	Windows 11 Pro
Computer	Ryzen 5 4500 6cores 12 threads
	RX 6600 8gb
	256 SSD Storage & 1TB HDD
	16gb Ram

Data

The proponents gathered information from the Office of Extension Services through an interview that asked a variety of questions to acquire direct responses from the target users. This approach enables the proponents to assess the significance of advancing the proposed project.

## System Environment

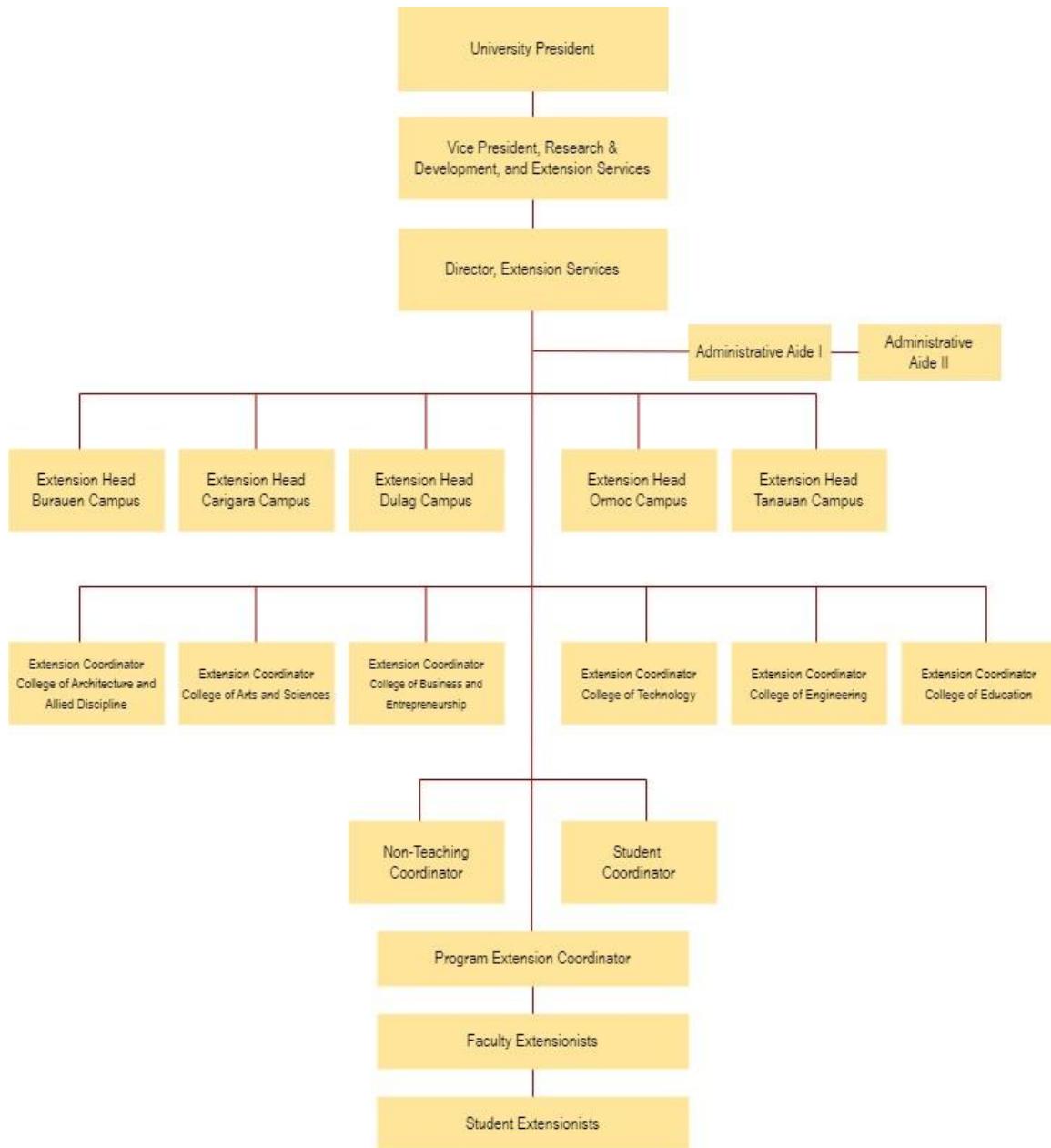
**Locale.** This is where a specified area or subject is being studied in a project. It is where the study is conducted, how far or what place will it cover, and where it will be used.



**Figure 3-1.** Map of EVSU Campuses

Figure 3-1 displays the EVSU campuses where the project implemented, covering Dulag, Cariqara, Ormoc, Burauen, Tanauan, and the main campus in Tacloban.

## Organizational Chart



**Figure 3-2.** Organizational Chart

The organizational flowchart of the Office of Extension Services at EVSU presents a well-defined and systematic structure designed to enhance operational efficiency and optimize the management of extension services. By clearly outlining roles and responsibilities, the flowchart

facilitates effective communication and collaboration throughout the organization. This structured hierarchy underscores EVSU's commitment to proficiently coordinating and delivering comprehensive extension services to the community.

### **Population of the Project**

The study population includes a current total of 1,550 faculty and staff and 20,644 students across all six campuses. The study aims to ensure a comprehensive understanding of the campus extension services by targeting individuals from various campuses.

### **Description of the Present System**

The Office of Extension Services at Eastern Visayas State University (EVSU) has operated under a manual system since its inception, relying on structured processes and committed personnel to fulfill its mandate. Established to bridge the university with its surrounding communities, the manual system initially involved a hierarchical organizational structure under the oversight of the University President through the Vice President for Research, Development, and Extension Services. The system included various units and heads responsible for different facets of extension activities, from program development to technical support and research coordination across multiple campuses.

In its early years, the manual system primarily adhered to legal foundations such as the 1987 Philippine Constitution, Republic Act No. 8292, and other relevant policies, ensuring that all extension efforts aligned with national development goals and educational mandates. These legal frameworks provided the framework for engagement and governance, emphasizing the role of the university in community development, education, and empowerment.

As the university evolved, so did its extension programs, structured around key pillars like Community Continuing Education, Partnership Programs, and Capability Building. These programs

were designed to address diverse community needs, leveraging the expertise of faculty and resources of the institution to foster sustainable development and social progress. Over time, the manual system became known for its rigorous project evaluation and approval processes, requiring extensive documentation and stakeholder engagement before any extension initiative could commence.

Through decades of operation, the manual system saw enhancements in its operational guidelines, continually adapting to emerging challenges and opportunities in the region. It fostered a culture of collaboration with local governments, NGOs, and other stakeholders, enhancing the reach and impact of EVSU's extension efforts beyond its immediate campuses.

Today, despite the advent of digital tools and technological advancements in administrative processes, the manual system remains integral to EVSU's extension framework. It symbolizes a legacy of commitment to community service, educational excellence, and sustainable development, reflecting the university's ongoing dedication to enriching the lives of those it serves.

### **Limitations/Drawbacks of the Present System**

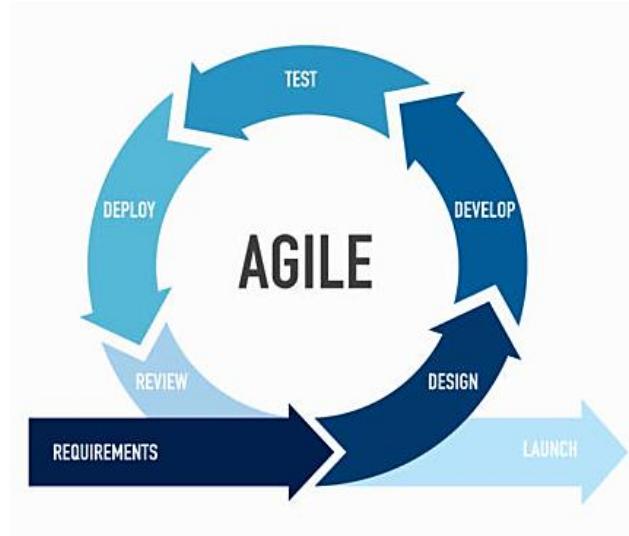
The traditional manual system at Eastern Visayas State University's Office of Extension Services, while foundational, has notable drawbacks. Relying on paper-based processes leads to delays and errors in handling project documentation and approvals. The hierarchical layers in decision-making can slow responsiveness and innovation. Scaling operations across campuses becomes challenging due to logistical complexities and administrative costs. Additionally, physical record-keeping poses risks to data security and accessibility. These limitations highlight the necessity for digital transformation to improve efficiency, scalability, and data management in supporting the university's extension goals.

## Methods

A qualitative and descriptive research design was employed to evaluate the impact of the Integrated Extension Management System (IESMS) at Eastern Visayas State University (EVSU), focusing on collecting data to assess key metrics, including efficiency, accuracy, and user satisfaction. The qualitative approach involved collecting information from research respondents through interviews and focus group discussions. Meanwhile, the descriptive component provided a detailed overview of the existing processes before and after the project's implementation (Urmeneta & de los Santos, 2021). This examination focused on factors such as processing times, error rates, and system performance.

The project utilizes descriptive analysis providing insights into participation in extension services at EVSU by summarizing and interpreting key statistics such as counts and distributions. Utilizing a count algorithm, it employs bar graphs that utilize frequency analysis to display the distribution of students and faculty involved in extension services across various programs and colleges, highlighting areas with higher engagement (Sermona, Talili, Enguito, & Salvador, 2020). Pie charts use proportional analysis to illustrate the percentage distribution of staff involvement by offices, showcasing each office's contribution to extension initiatives. For these visualizations, implementing *ApexCharts.js* enhances the overall data presentation. These visualizations facilitate informed decision-making, enabling the administrator to monitor engagement levels and identify areas that may require increased involvement or resources.

The study utilizes the Agile model to align the project, ensuring flexibility, iterative progress, and continuous improvement throughout the development process (*Make Computer Science Great Again*, 2024). This approach allows for frequent feedback, enabling the proponents to make necessary adjustments and improvements promptly.



**Figure 3-3. Agile Model**

Agile's incremental deployment strategy reduces risks associated with large-scale implementations by breaking the project into smaller components, thereby maintaining system quality and adaptability (Omonije, 2024). This makes Agile an ideal framework for developing a responsive and effective IESMS.

### **Procedures for the different phases**

#### **Planning & Requirements**

In this process, it is essential to organize stakeholder needs and ensure a clear understanding. The project proponents worked closely with the organization to identify essential system requirements, ensuring accurate system development through ongoing client communication. System analysis clarified data organization and processes, while diagrams and flowcharts helped to understand system operations comprehensively.

#### **Design**

In this stage, the gathered requirements are analyzed and transformed into a system design. This includes creating user interfaces, defining data structures, and outlining the

system's architecture. The design process is iterative, meaning it can be refined and adjusted based on feedback and further requirements gathering.

### **Develop**

This is where the actual development of the IESMS takes place. Proponents write the code, build the system's components, and integrate them into a functional system. Agile emphasizes iterative development, meaning the system is built in incremental stages, allowing for continuous testing and feedback incorporation.

### **Testing**

Throughout the development process, testing is crucial to ensure the system functions as intended and meets the specified requirements.

### **Deploy**

Once the system is thoroughly tested and deemed ready for use, it is deployed into the production environment. This may involve installing the system on servers, configuring network settings, and providing user access.

### **Review**

After deployment, the system's performance and user feedback are evaluated. This review helps identify areas for improvement, gather insights for future updates, and ensure the system continues to meet the evolving needs of its users.

## Gantt Chart

This Gantt chart shows the length of activities set during the proposed system development. This progress will help in estimating the required project timeline and determining necessary resources.

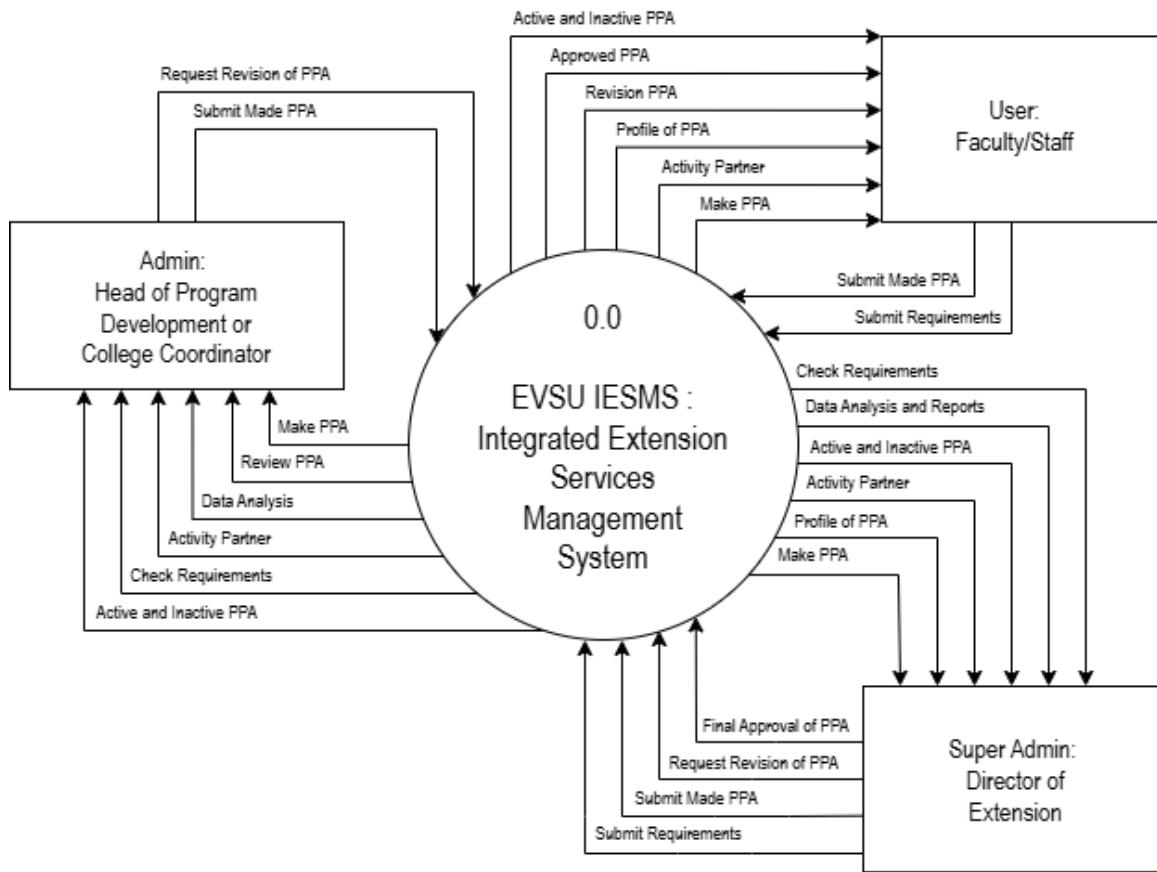
**Table 3-3.** Gantt Chart

ACTIVITIES	2024											
	July		August		September		October		November		December	
<b>Requirements</b>												
• Requirements Gathering												
• Data Gathering												
<b>Design</b>												
• Design Interface												
<b>Development</b>												
• Implement Features												
<b>Testing</b>												
• Evaluation												
<b>Deployment</b>												
<b>Review</b>												

Table 3-3 outlines the planned durations for activities in the proposed system development. This phase serves as a roadmap for the proponents' activities across requirements gathering, design, development, testing, and deployment stages.

## Data and Process Modeling

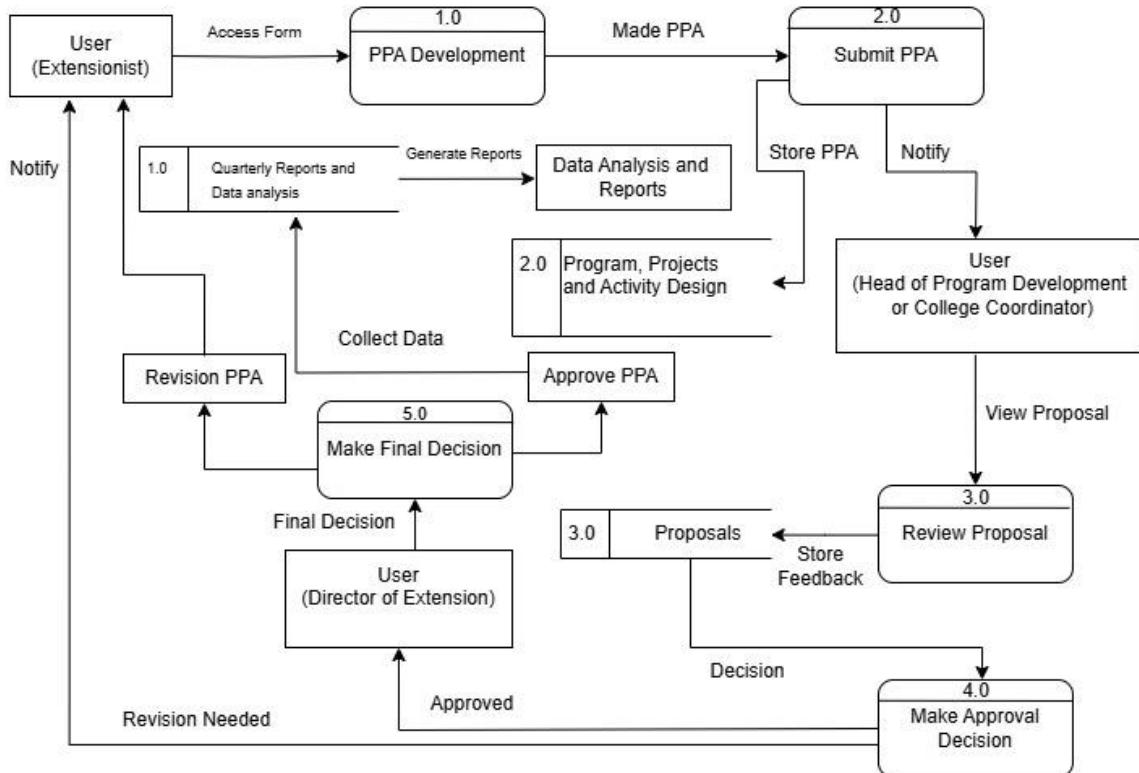
**Context Diagram.** A Context Diagram depicts how a system interacts with external entities, defining its boundary and illustrating interactions with users, other systems, and data sources. It clarifies the system's scope and integration within its environment, guiding effective design and development.



**Figure 3-4.** Context Diagram

Figure 3-4 illustrates the workflow and interactions within the EVSU Integrated Extension Services Management System. It highlights the exchange of information and requests between users and the system to manage and approve extension activities effectively.

**Data Flow Diagram (DFD).** The Data Flow Diagram outlines the processes and data interactions within the EVSU Integrated Extension Services Management System. It illustrates how data flows between users and various system components during the development, submission, review, and approval of Program Proposals/Activities (PPAs).



**Figure 3-5. Data Flow Diagram**

Figure 3-5 illustrates how users develop and submit a Program Proposal Activity (PPA), which is then reviewed by the head of program development or college coordinator. The proposal is either approved or requires revisions, with the final decision made by the Director of Extension. Approved and for revision PPAs are documented and analyzed, generating reports. Users are notified of the outcomes, ensuring efficient management and approval of extension activities.

**System Flowchart.** A system flowchart shows the sequence of activities and data flow within a system, demonstrating how inputs are processed, and outputs are generated. It helps in understanding the logical flow and interactions among the system's many components.

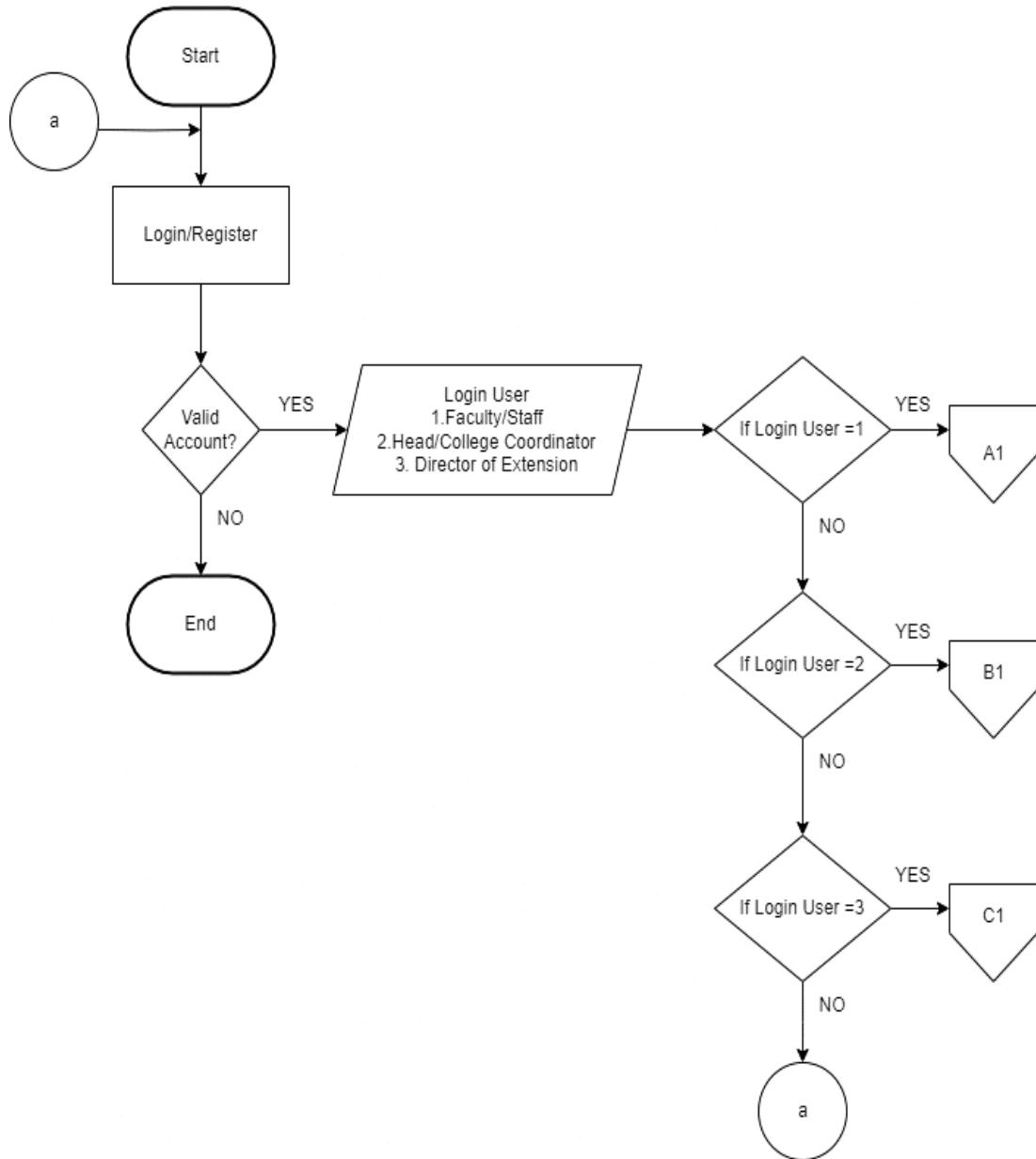
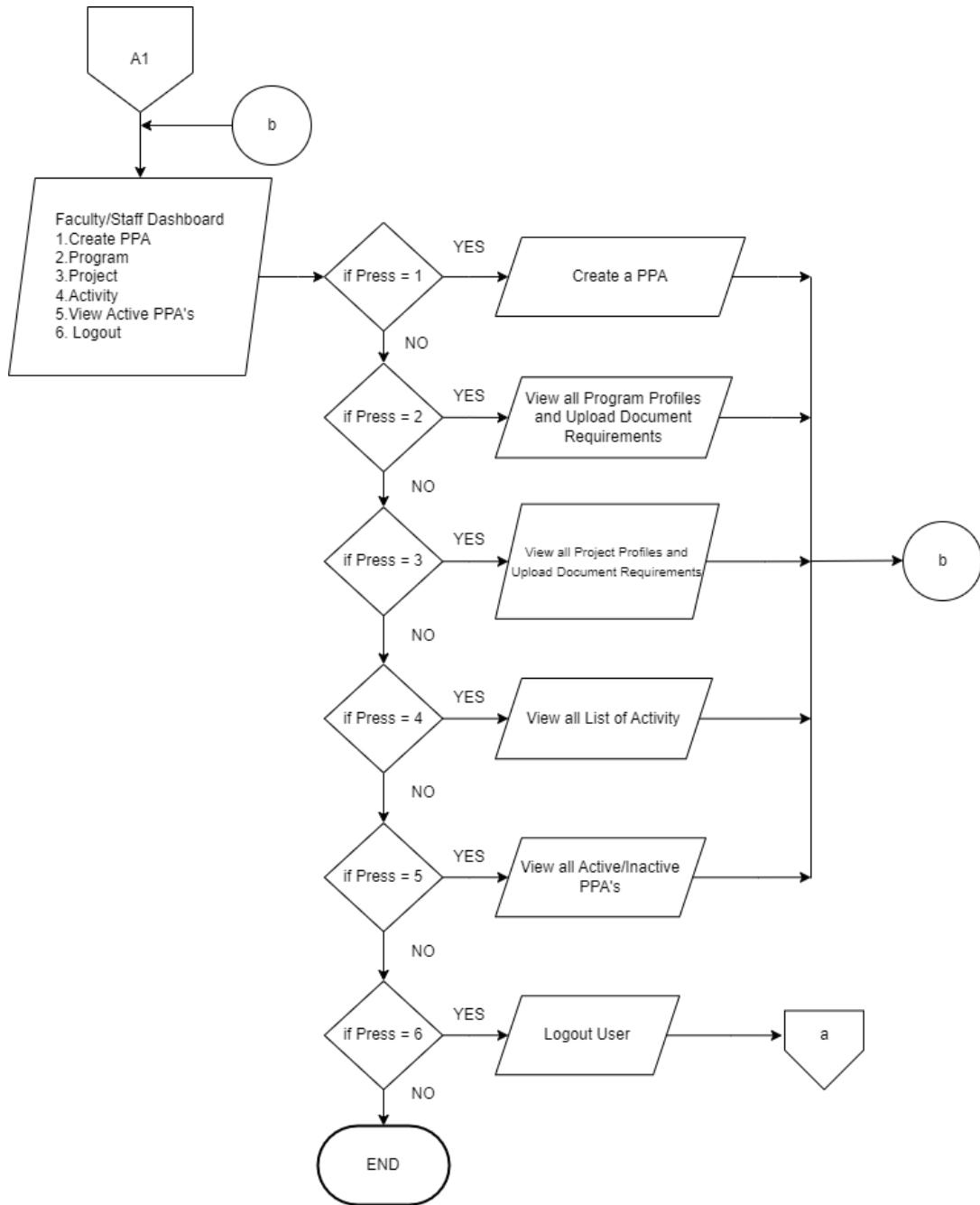


Figure 3-6. System Flowchart

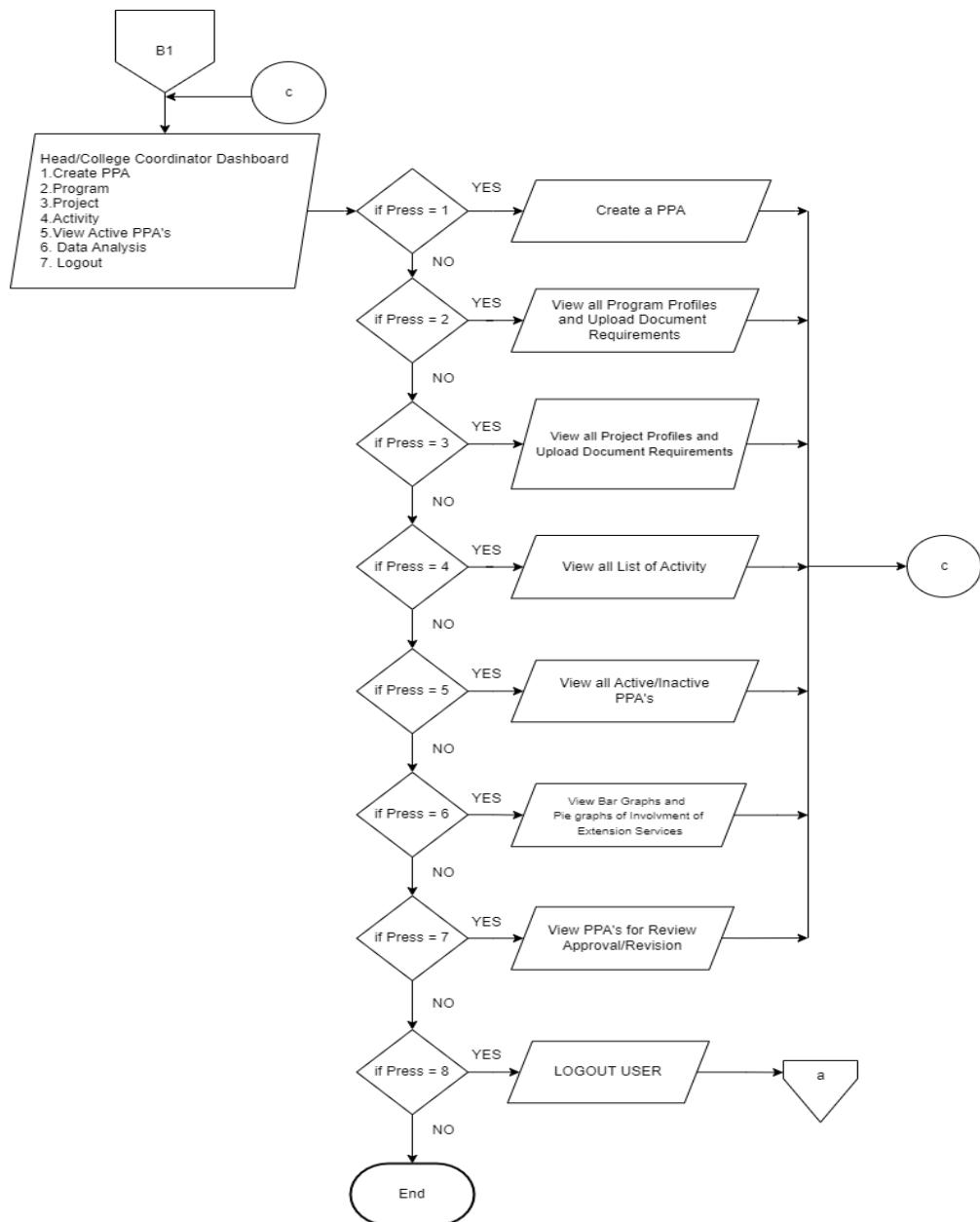
Figure 3-6 outlines a login process, validating user accounts and directing users to different paths based on their roles: Faculty/Staff, Head/College Coordinator, or Director of Extension.

**Program Flowchart.** A program flowchart visually represents the workflow of extension service processes, ensuring systematic and efficient management.

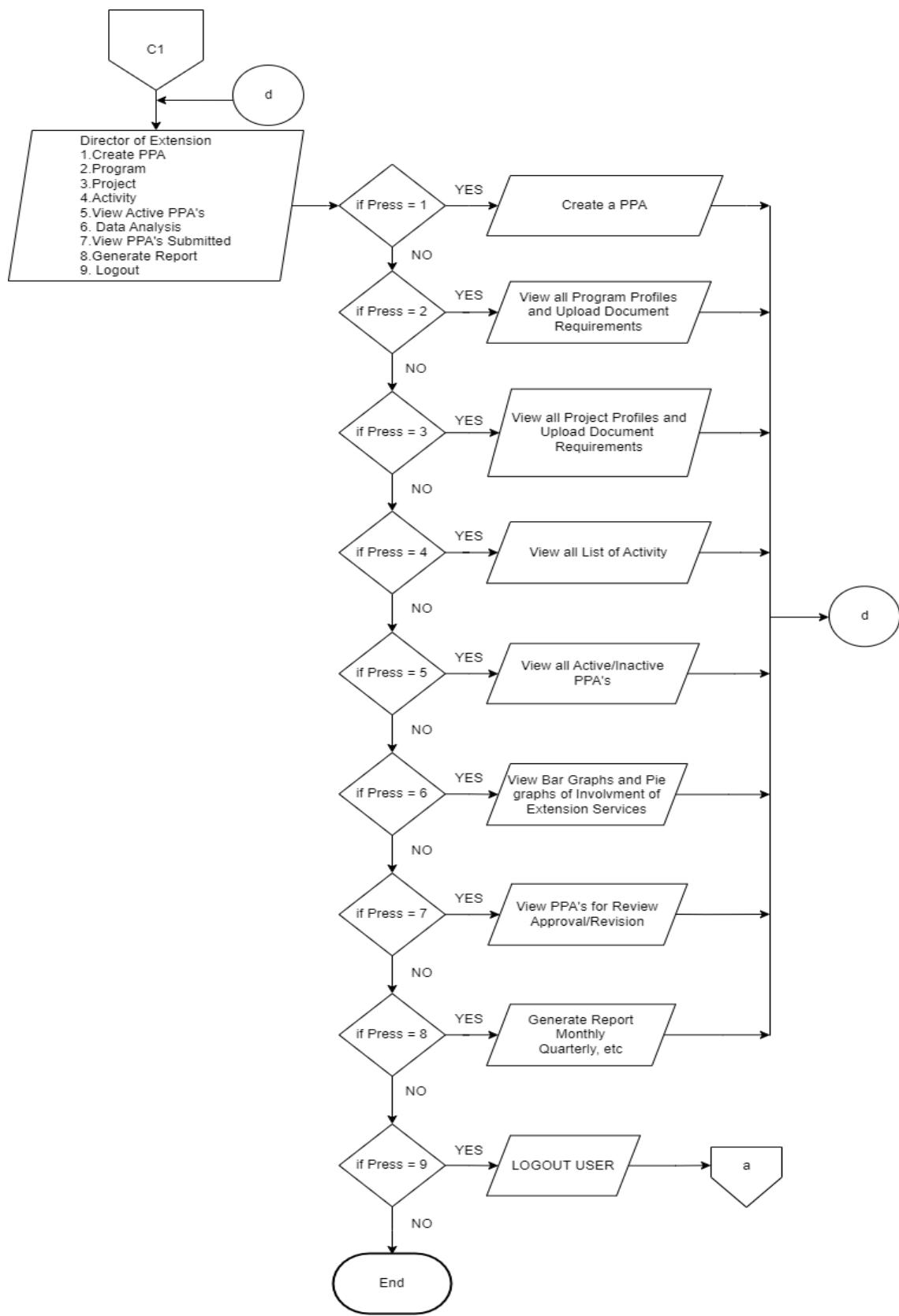


**Figure 3-7. Faculty/Staff User Flowchart**

Figure 3-7 outlines the functions of a Faculty/Staff Dashboard. Users can primarily create, view, and manage Programs, Projects, and Activities, collectively referred to as PPAs. The dashboard allows for creating new PPAs, viewing active and inactive PPAs, and accessing specific details or uploading documents for Programs and Projects. Additionally, users can view a list of all Activities. Once finished, users can log out of the system.



**Figure 3-8.** Head/College Coordinator User Flowchart



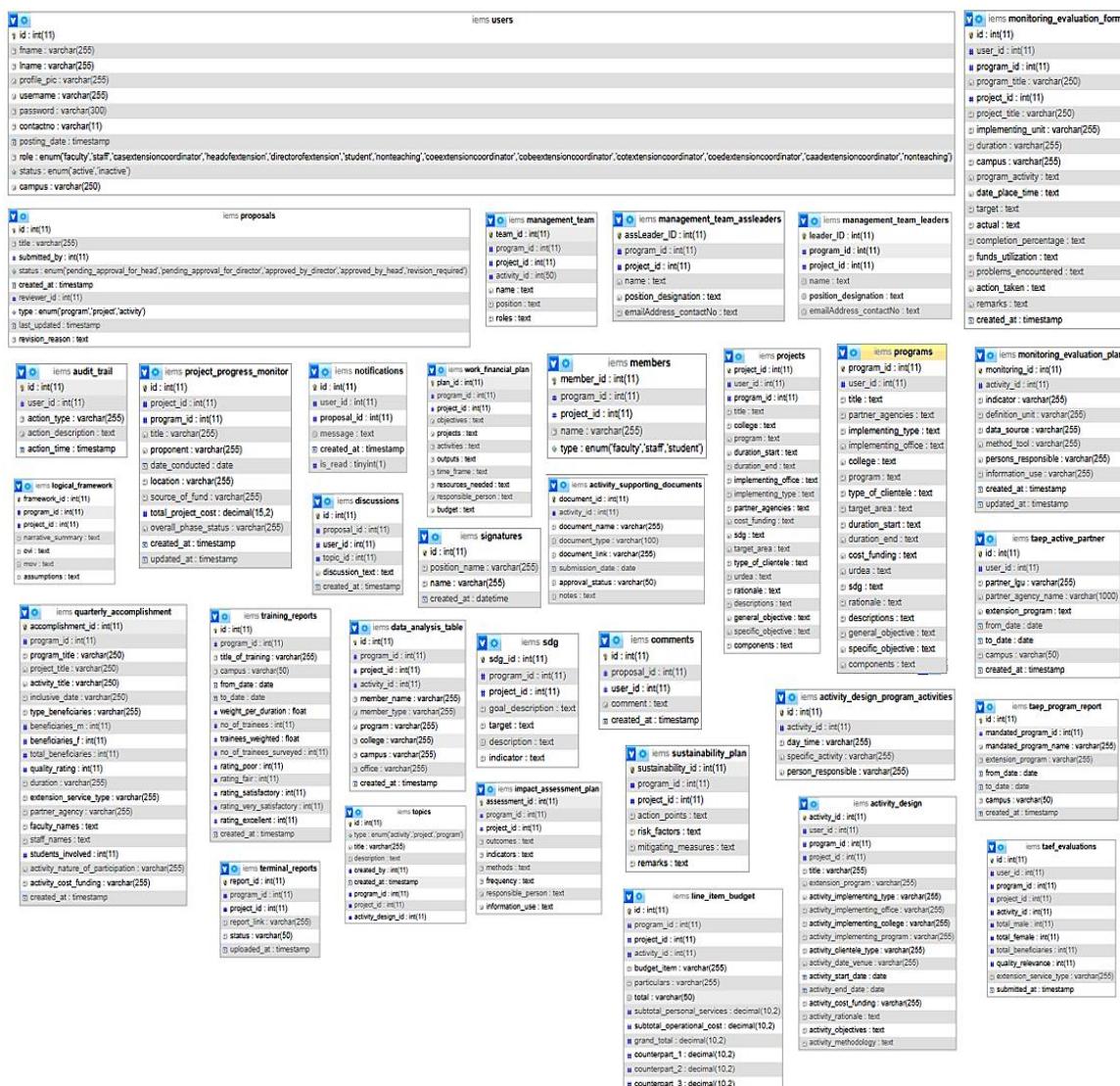
**Figure 3-9.** Director of Extension User Flowchart

# Design

This system design outlines the architecture and methods used to tackle the problem while detailing the stakeholders involved and their specific roles.

**Database Schema.** The database schema structures and manages data for EVSU IEMS,

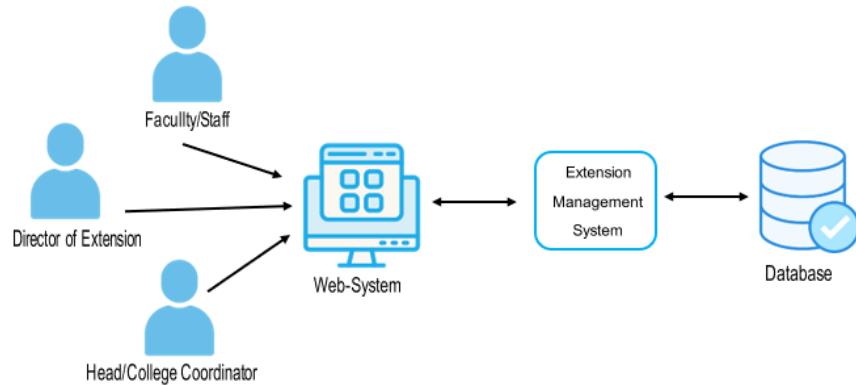
covering quarterly reports, data analysis, program, project, and activity design and proposals to ensure efficient operation.



**Figure 3-10.** Database Schema

Figure 3-10 shows the database schema that efficiently manages users, programs, projects, activities, and reports to enhance extension services. It includes user and role management, program and project tracking, proposal submissions with approval workflows, and monitoring and evaluation for progress assessment. Financial management ensures proper budgeting, while audit logs maintain transparency. Additionally, sustainability planning and impact assessment link initiatives to Sustainable Development Goals (SDGs). This structured design enhances data integrity, efficiency, and collaboration across extension activities.

**System Architecture.** This system architecture comprised the system components, the expand system developed, that work together to implement the overall system.



**Figure 3-11. System Architecture**

Figure 3-5 depicts a user interacting with a web-based application. This diagram illustrates a standard web application structure, highlighting the interaction between the user interface, a management system, and a backend database.

**Output and User-Interface Design.** The result of creating efficient software system interfaces is that users with no prior experience can quickly learn how to use the system.



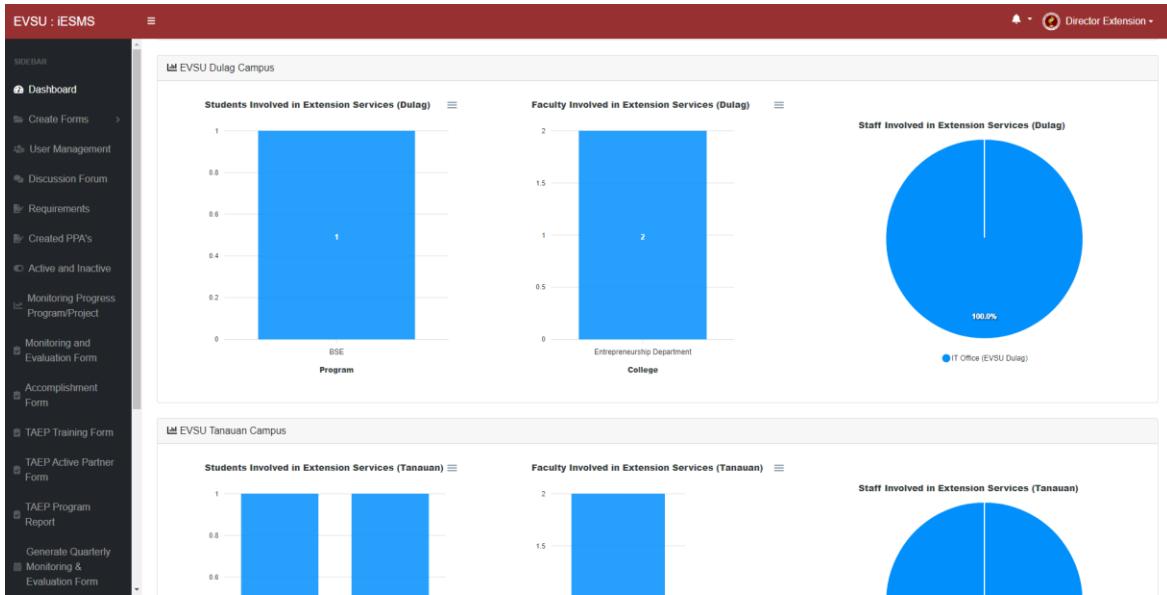
**Figure 3-12.** Login

Figure 3-11 shows the login page of the Integrated Extension Services Management System (IESMS), where users can enter their credentials to access the system.

A screenshot of a web-based registration form titled 'Sign Up' in white at the top. Below it, the text 'Create Account' is centered in white. The form consists of several input fields: 'First name' and 'Last name' in separate boxes; 'Username'; 'Contact Number'; 'Role' with a dropdown menu 'Select Role'; 'Campus' with a dropdown menu 'Select Campus'; 'Password' and 'Confirm Password' in separate boxes; and a large red 'Create Account' button at the bottom. At the very bottom of the form, there are two small links: 'Have an account? Go to login' and 'Back to Home'.

**Figure 3-13.** Registration Form

The registration form allows new users to create an account by providing required information such as username, password, and other personal details.



**Figure 3-14. Dashboard**

The dashboard displays key data collection, analysis, and reporting features of the system. It provides an overview of ongoing projects, programs, and performance metrics, allowing users to quickly access essential data for decision-making and reporting.

The figure shows the 'Extension Project Design Form' page. The left sidebar is identical to the dashboard, listing various administrative forms. The main form has a title 'Extension Project Design Form' and is divided into several sections with input fields:

- Project Information**
  - Umbrella Program (if Project):
  - Select Program:
  - Proponent:
  - Partner Agencies/Industry/Community:
    - Enter partner agencies:
    - Implementing College/Campus/Office:
    - Select Implementing Type:
  - Type of Clientele:
  - Target Area:
  - Start Date:
  - End Date:

**Extension Program Design Form**

**Program Information**

- Title: Enter program title
- Proponent: Implementing College/Campus/Office: Select Implementing Type
- Partner Agencies/Industry/Community: Enter partner agencies
- Type of Clientele: Enter type of clientele
- Target Area: Enter target area
- Start Date: Select start date
- End Date: Select end date

I. Sustainable Development Goals (SDG)

**Extension Activity Design Form**

**Executive Summary**

- Title: Enter project title
- Select Program or Project: Select Program or Project
- Extension Program/Project: Enter extension program/project
- Implementing Type: Enter implementing type
- Implementing Campus/Office: Enter implementing office
- Implementing College: Enter implementing college
- Implementing Program: Enter implementing college
- Type and Number of Clientele: Enter type and number of clientele
- Date and Venue: Enter date and venue
- Start Date: Select start date
- End Date: Select end date

**Figure 3-15. PPA Design Forms**

The forms in figure 3-14 is used for creating and submitting Project Proposal Activities (PPA), allowing users to input relevant project details and design specifics.

**TAEP Training Report Form**

**Select Program**  
Select Program

**Title of Training**  
Enter the title of training

**Inclusive Dates**  
mm/dd/yyyy mm/dd/yyyy

**Weight Per Duration**  
Less than 6 hours

**Number of Trainees**  
Enter the number of trainees

**Trainees Weighted by Length of Training**  
Enter the weighted number of trainees

**Number of Trainees Surveyed**  
Enter the number of trainees surveyed

**Quality and Relevance Rating**

Poor	Fair	Satisfactory	Very Satisfactory	Excellent
P	F	S	VS	E

**Submit Report**

**Figure 3-16. TAEP Training Report Form**

Figure 3-15 captures and manages details related to the training programs, providing structured fields for submitting training data and outcomes.

**Monitoring and Evaluation Form**

**Program Information**

Program:  
Select Program

Projects:

Implementing College/Department/Unit:  
Enter Implementing Unit

Duration:  
Enter Duration

Campus:  
Enter Campus

**Monitoring and Evaluation**

Program/Project/Activity	Date/Place/Time	Target	Actual	% Completion (Cumulative)	Funds Utilization	Problems Encountered	Action Taken	Remarks
Enter activity	Select date	Enter	Enter	%	Enter fu	Enter prob	Enter	Enter n

**Add Row** **Remove**

**Figure 3-17. Monitoring and Evaluation Form**

Figure 3-16 shows the form used for monitoring and evaluating various projects or programs, allowing users to track progress and outcomes against predefined metrics.

First Name	Last Name	Username	Contact No	Role	Status	Actions
Faculty Member	of ITB	coe_facultymember_ofitb	4231412341	faculty	Active	
Extension	Coordinator	coe_coordinator_e	1213131313	extensioncoordinator	Active	
Director	Extension	coe_director_extension	2132131231	directorofextension	Active	
Faculty	Member	coe_faculty_member	9513663264	faculty	Active	
Head	Ormoc	coe_head_ormoc	9999999999	headofextension	Active	
Vann	Rosales	coe_vann_rosales	0957890230	faculty	Active	
Staff	IT	coe_staff_it	0957890230	staff	Active	
Head	Burauen	coe_head_burauen	9513663264	headofextension	Active	
Extension	Coordinator	cobe_coordinator_e	9513663264	extensioncoordinator	Active	

**Figure 3-18. User Management**

The user management interface enables administrators to oversee and manage user accounts, roles, and permissions within the system for efficient access control.

## Programming Development

Programming development encompasses the systematic approach to creating and refining programs. This section of the paper addresses the programming environment relevant to the study's system development.

### Programming Environment

The system was developed using PHP, a programming language well-suited for creating dynamic and interactive web applications. PHP was selected for its powerful features and its compatibility with various web technologies. The development process was conducted within the Visual Studio Code environment, a highly efficient and user-friendly code editor that supports debugging, syntax highlighting, and extension integrations. This

combination provided an optimal framework for building and maintaining the system, ensuring scalability, reliability, and ease of development.

### **Web-Based**

#### **Frontend**

For the development of the frontend of the web-based system, the proponents utilized Bootstrap, a popular HTML, CSS, and JavaScript framework. Bootstrap enabled the creation of a responsive and visually appealing user interface, ensuring the system could adapt seamlessly to various screen sizes and devices. This approach enhances accessibility and user experience, making the platform intuitive and easy to navigate for users across the university's departments and campuses.

#### **Backend**

The backend of the system was developed using PHP as the server-side scripting language, which efficiently handles the application's logic and processes. To manage and store the system's data, MySQL was employed as the database management system, providing a robust and secure solution for data storage and retrieval.

### **Testing**

The system underwent comprehensive testing to ensure adherence to established requirements and to evaluate its efficiency and functionality. This process involved assessing the system's performance for both administrative users and the general public, thereby ensuring that it satisfactorily met user needs and operated reliably.

## Test Plan

The proponents conducted testing of the proposed system with its users to ensure optimal performance. The stakeholders involved in the testing identified flaws and errors in the system and provided comprehensive feedback.

**Table 3-4.** Test Plan for Director of Extension (Super Admin)

Step	Description	Executed	Error	Remarks
<b>Login</b>	Super Admin logs to the system.	100%	0%	Success
<b>Craft PPA</b>	Super Admin can craft PPA	100%	0%	Success
<b>Review &amp; Approval</b>	Super Admin can review and approve PPAs	100%	0%	Success
<b>Feedback</b>	Super Admin can comment feedbacks	100%	0%	Success
<b>Receive Notifications</b>	Super Admin can receive notification from the system	100%	0%	Success
<b>User Management</b>	Super Admin can manage users	100%	0%	Success

<b>Print</b>	Super Admin can export printable file	100%	0%	Success
<b>Monitor Progress</b>	Super Admin can monitor the progress of PPAs	100%	0%	Success
<b>TAEP Report</b>	Super Admin can generate TAEP reports	100%	0%	Success

**Table 3-5.** Test Plan for Extension Head and Coordinator (Admin)

Step	Description	Executed	Error	Remarks
<b>Login</b>	Admin logins to the system.	100%	0%	Success
<b>Craft PPA</b>	Admin can craft PPAs	100%	0%	Success
<b>Review &amp; Approval</b>	Admin can review and approve PPAs	100%	0%	Success
<b>Feedback</b>	Admin can comment feedbacks	100%	0%	Success

<b>Receive Notifications</b>	Admin can receive notification from the system	100%	0%	Success
<b>TAEP Report</b>	Admin can generate TAEP reports	100%	0%	Success

**Table 3-6.** Test Plan for User

Step	Description	Executed	Error	Remarks
<b>Register</b>	The user register to create an account.	100%	0%	Success
<b>Login</b>	The user can now login.	100%	0%	Success
<b>Craft PPA</b>	User can craft PPA	100%	0%	Success
<b>Feedback</b>	Users can comment feedbacks	100%	0%	Success
<b>Receive Notifications</b>	Users can receive notification from the system	100%	0%	Success

## Evaluate

The system was thoroughly evaluated following the testing phase to assess its overall quality and adherence to established standards.

**User Acceptability** testing was conducted to ensure that the software effectively addressed real-world tasks. A beta test, which is a type of acceptance testing, was performed to identify any potential issues before the system's full deployment. This test involved a selected group of end users and focused on evaluating the software's functionality and usability in practical scenarios. Since it took place later in the development process, this phase is known as beta testing.

**Software Quality Assurance (SQA)** is designed to enhance both the efficiency and effectiveness of the development process while ensuring compliance with established quality standards. To align with the project's goals and objectives, the team has adopted the ISO 9126 standard, providing a comprehensive framework for the assessment and enhancement of the system's quality throughout the development lifecycle.

**Table 3-7- Five-Point Likert Scale**

Scale	Rating Scale	Qualitative Description
4.21 – 5.00	5	Strongly Agree
3.4 – 4.20	4	Agree
2.61 – 3.40	3	Neutral
1.81 – 2.60	2	Disagree
1.00 – 1.80	1	Strongly Disagree

Table 4-1 shows the five-point Likert scale, which was used to interpret the system evaluation's mean average into a qualitative description.

## Deployment

### Simulation

This section examines the deployment process of the web-based system, evaluating the readiness, functionality, and effectiveness of the platform to ensure its suitability for real-world application. The simulation process verifies that the system operates as intended and meets the necessary performance standards in an operational environment, allowing for any final adjustments before full-scale deployment.

The steps the proponents followed to set up and deploy the EVSU Integrated Extension Services Management System.

1. Approach to Deploying the Web-Based System to the Client.
  - The proponents coordinated effectively with the Office of Extension to facilitate the deployment of the web-based system, ensuring a seamless installation and configuration process.
  - A collaborative simulation was conducted between the proponents and the client to assess the system's functionality and performance. This process enabled thorough testing of key features and provided an opportunity to resolve any issues that emerged.
2. Analysis Output from web-based Extension Services Management System
  - The proponents evaluated different facets of the system, such as its functionality, reliability, usability, efficiency, maintainability, and portability.
3. Report on Findings.
  - Comprehensive data was collected from the simulation and evaluation stages for further analysis. This report aims to provide a clear understanding of the system's capabilities and areas for enhancement.

## Chapter IV

### RESULTS AND DISCUSSIONS

This chapter shows the results of the project's objectives and how implementing a web-based extension services for Eastern Visayas State University (EVSU) has significantly improved financial management and transparency within the universities.

**Proposal Review and Approval Process.** The director/head can choose to **Approve**, **Request Revision**, or **View Profile** for more information. This feature enhances decision-making, promotes transparency, and enables direct feedback for necessary improvements. By providing reviewers with access to author details, it supports well-informed evaluations, ensuring higher accuracy and quality in submitted proposals.

The screenshot shows the 'Create PPA' section of the EVSU iESMS system. On the left sidebar, there are various menu items like Dashboard, Created PPA's, Active and Inactive, Create Forms, Discussion Forum, Monitoring and Evaluation Form, Monitoring Progress Program/Project, Accomplishment Form, Generate Quarterly Monitoring Report, Generate Quarterly Monitoring & Evaluation Form, and Generate Quarterly Accomplishment Report. The main content area displays a proposal for 'TEST BUREAU FACULTY'. The proposal details are: Type: Program, Status: Pending Approval For Head (highlighted in yellow), College: Agricultural Department, Duration: 2024-10-29 to 2024-10-31, and Implementing Office: EVSU Burauen. Below these details is a red-bordered box containing three buttons: 'Approve' (green), 'Request Revision' (yellow), and 'View Profile' (blue). A text input field labeled 'Enter reason for revision (optional)' is located below the buttons. Further down, there are fields for 'Submitted by:' (Faculty Burauen (Faculty)) and 'Comments:', with a 'Comment' button at the bottom. At the very bottom of the page, there is a footer with links to 'Home', 'About', 'Contact', and 'Help'.

**Figure 4-1.** Proposal Review and Approval Process

Figure 4-1 presents the **Proposal Review and Approval Process** within the IESMS at Eastern Visayas State University (EVSU). This process facilitates decision-making by providing options such as "Approve," "Request Revision," and "View Profile." Essential details, including

program type, status, and the responsible office, are included to ensure informed and effective reviews. With **role-based access control**, users can upload, access, and review files while ensuring that only authorized personnel can modify or approve documents. This enhances transparency and workflow efficiency, streamlining the review and approval process.

**Pending for Approval.** The status indicates that a submitted proposal is under review by the director or head. During this stage, the proposal is assessed for compliance, relevance, and quality before a decision is made. This status ensures transparency in the approval process, allowing users to track progress and make necessary revisions if required.

The screenshot shows the EVSU : iESMS application interface. The top navigation bar includes 'Create PPA', 'Create Project Design', 'Create Activity Design', and 'Head Burauen'. The left sidebar lists various administrative tasks: Dashboard, Created PPA's, Active and Inactive, Create Forms, Discussion Forum, Monitoring and Evaluation Form, Monitoring Progress Program/Project, Accomplishment Form, Generate Quarterly Monitoring Report, Generate Quarterly Monitoring & Evaluation Form, and Generate Quarterly Accomplishment Report. The main content area is titled 'TEST BURAUEN FACULTY' and shows a proposal for 'Type: Program'. The proposal details include 'Status: Pending Approval for Head' (highlighted with a red box), 'College: Agricultural Department', 'Duration: 2024-10-29 to 2024-10-31', and 'Implementing Office: EVSU Burauen'. Below these details are three buttons: 'Approve', 'Request Revision' (highlighted with a blue box), and 'View Profile'. A text input field for 'Enter reason for revision (optional)' is present. At the bottom, there are fields for 'Submitted by:' (Faculty Burauen (Faculty)), 'Comments:', and a 'Comment' button.

**Figure 4-2. Pending for Approval**

Figure above shows the status "Pending for Approval" when the PPA is either under review or has not yet been approved by the director and head.

**Approved and Print.** The Director and Head have the authority to review and approve PPAs. Once approved, the author gains access to export or print the document for official use, ensuring it is ready for distribution or submission in a formal capacity.

The screenshot shows the 'Programs, Projects, and Activities' page in the EVSU iESMS system. On the left sidebar, there are several menu items under 'Created PPA's': Dashboard, Create Forms, User Management, Discussion Forum, Requirements, Monitoring Progress Program/Project, Monitoring and Evaluation Form, Accomplishment Form, TAEPE Training Form, TAEPE Active Partner Form, and TAEPE Program. The main content area displays three program cards:

- TEST BURAUEN FACULTY**: Approved By Director ✓. Start Date: 2024-10-29. End Date: 2024-10-31. Buttons: View Details, Delete, Export to PDF, TAEPE Evaluation Form.
- TEST BURAUEN ACCOMPLISHMENT REPORT**: Approved By Director ✓. Start Date: 2024-10-21. End Date: 2024-10-26. Buttons: View Details, Delete, Export to PDF, TAEPE Evaluation Form.
- TEST DULAG FACULTY PROGRAM TEST**: Approved By Director ✓. Start Date: 2024-10-30. Buttons: View Details, Delete, Export to PDF, TAEPE Evaluation Form.

**Figure 4-3. Approved PPA**

Figure 4-3 indicates the approved status, signifying that the document has been thoroughly reviewed and authorized, and is now ready for export and official use.

The screenshot shows a PDF document titled "generate\_pdf\_program.php". The header contains the logo of Eastern Visayas State University and the following information:

EASTERN VISAYAS STATE UNIVERSITY Tacloban City	
Title of Form: EXTENSION ACTIVITY DESIGN	Control No.: EVSU-ORDEExS-F-XXX
Revision No.: 01	Effectivity Date: February 20, 2024

The main content of the PDF is the "EXTENSION ACTIVITY DESIGN" section, which includes:

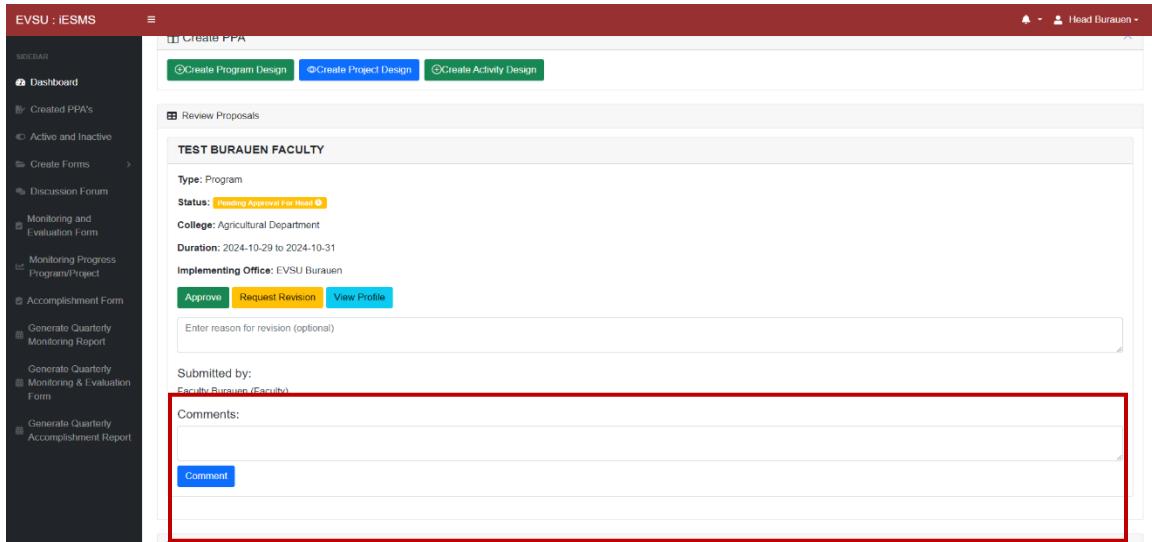
- Executive Summary**
  - Title: TEST ACTIVITY WITH PROJECT
  - Extension Program/Project: TEST PROJECT WITH PROGRAM
  - Proponents:
    - Implementing College/Campus/Office: EVSU Tacloban
    - Partner Agencies/Industry/Community: Bachelor of Science in Economics, Bachelor of Arts in English Language (BAEL), Bachelor of Science in Mathematics (BSMath)
  - Type and Number of Clientele: TEST
  - Date and Venue: TEST
  - Duration:
    - Start Date: 2024-03-28
    - End Date: 2024-03-29
  - Cost and Funding Source: TEST
  - Rationale:

**Figure 4-4. Generated PDF for Printing**

Figure 4-3 displays the generated PDF, which has been formatted for printing. This version of the document is finalized, ensuring it meets all requirements for official use and is now ready for distribution in its printed form.

**Document sharing and real-time feedback** through a centralized repository with role-based access. A comment section allows users to provide threaded feedback tied to specific document versions, ensuring clarity.

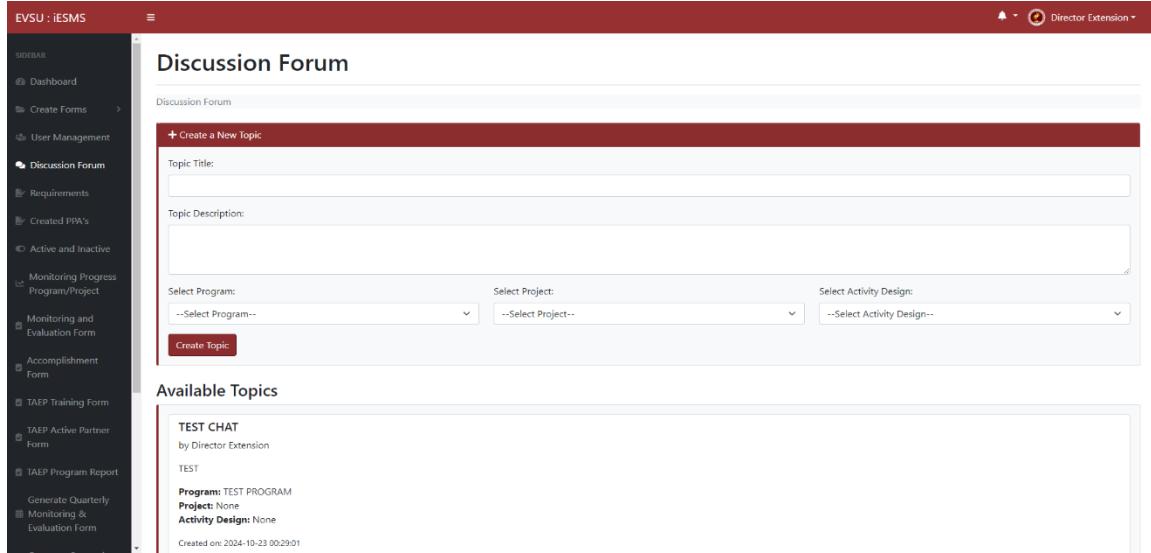
The system features a **real-time interactive comment section**, enabling users to discuss updates, and collaborate effectively on proposals and reports.



**Figure 4-5. Real-Time Interactive Comment Section**

The figure illustrates the comments section, where users can provide feedback and specify revisions required for the document.

**Discussion Forum.** The discussion forum allows users to create and manage topics, including setting a title, providing a description, and linking the relevant proposal. This platform facilitates in-depth discussions and collaboration on the selected topic.

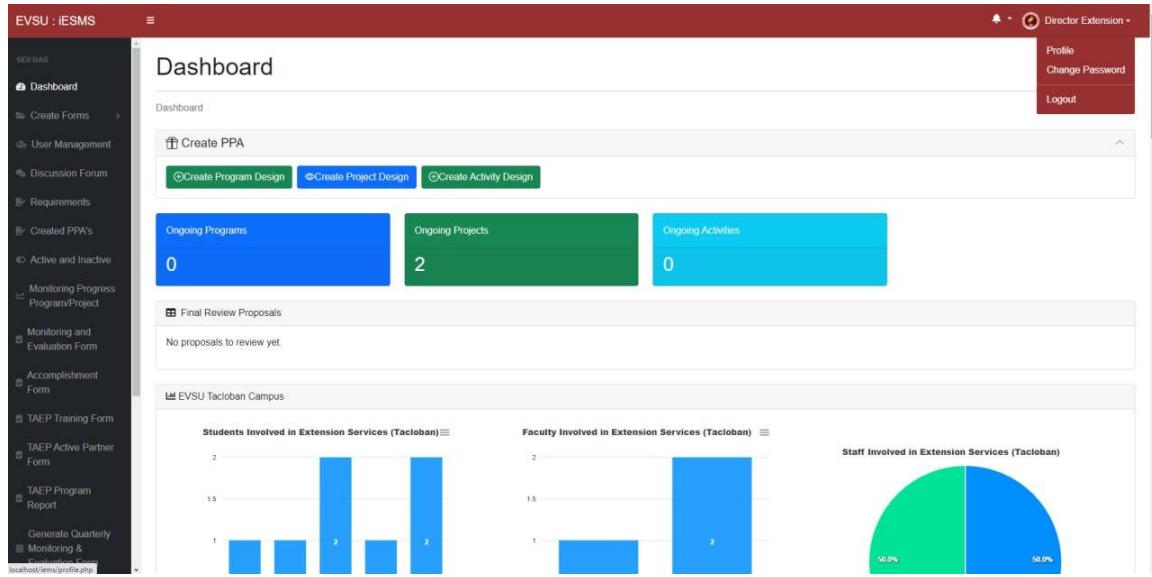


**Figure 4-6.** Discussion Forum

The figure illustrates the discussion forum, where users can create their own topics, share them with others, and engage in collaborative discussions.

**Automated data collection, analysis, and reporting processes.** The system automates data collection, analysis, and reporting, streamlining the process for efficient decision-making. Data is automatically gathered and presented through visual tools like bar and pie charts, offering an overview of participation metrics by campus and department. Users can navigate through specific sections for more detailed insights, such as campus-based involvement statistics. Additionally, the system generates quarterly report forms, summarizing key data and trends for further review and analysis.

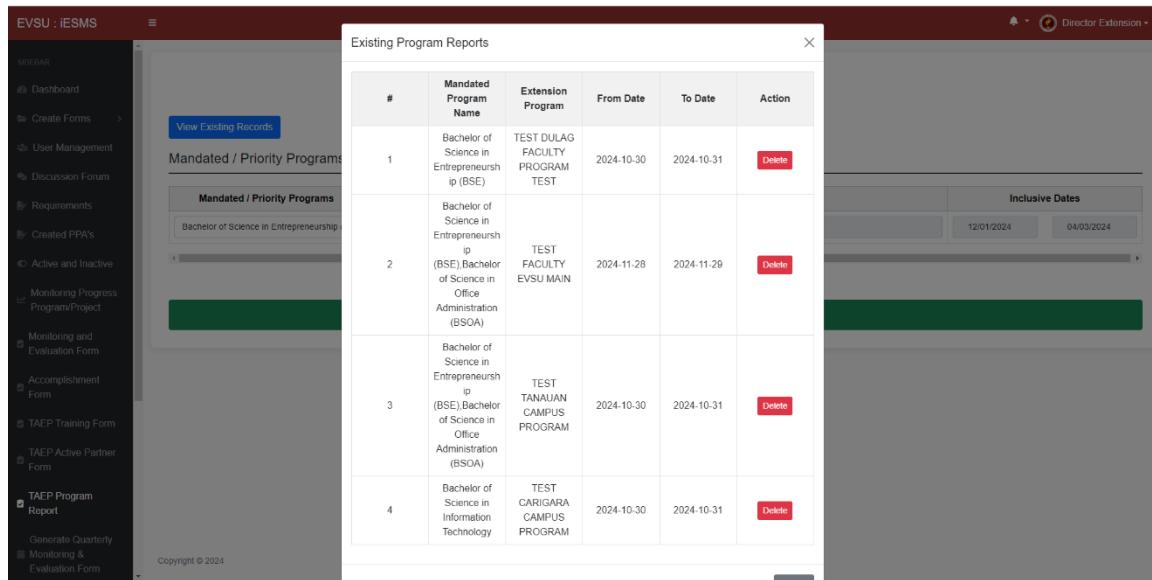
The system automates data collection, analysis, and reporting by consolidating participation metrics into visual **dashboards**. It provides real-time updates, reducing manual effort and errors. Charts offer clear insights into student, faculty, and staff involvement, while automated reporting streamlines the presentation of trends and gaps. Additionally, the system allows users to export reports into Excel format, enabling further analysis and easy sharing.



**Figure 4-7.** Dashboard

The figure shows the dashboard, displaying key metrics and visual tools for data analysis and reporting.

The system allows for the generation of various **reports**, including quarterly monitoring reports, program reports, training reports, and TAEP reports. These reports can be exported as PDF files, ready for printing and official use.



EVSU : iESMS

Existing Training Reports

Program #	ID	Title of Training	From Date	To Date	Number of Trainees	Weighted Trainees	Action
1	121	TEST PROGRAM	2024-12-01	2024-04-03	50	50	<button>Delete</button>
2	132	TEST FACULTY EVSU MAIN	2024-11-28	2024-11-29	100	100	<button>Delete</button>
3	121	TEST PROGRAM	2024-12-01	2024-04-03	100	100	<button>Delete</button>

**Weight Per Duration**  
Less than 8 hours

**Number of Trainees**  
Enter the number of trainees

**Trainees Weighted by Length of Training**  
Enter the weighted number of trainees

**Number of Trainees Surveyed**  
Enter the number of trainees surveyed

**Quality and Relevance Rating**

Poor	Fair	Satisfactory	Very Satisfactory	Excellent
P	F	S	VS	E

**Submit Report**

generate\_monitoring\_report.php

EASTERN VISAYAS STATE UNIVERSITY  
Tacloban City

	Title of Form: Quarterly Monitoring Report Control No.: EVSU-OPRDEX-F-028 Revision No.: 01 Effectivity Date: November 06, 2019
---	---

COLLEGE/DEPARTMENT: Business, Entrepreneurship, and Management Department  
 CAMPUS: EVSU Bureauen  
 PERIOD COVERED: October 01, 2024 to December 31, 2024

NAME/TITLE OF PROJECT	Propositors	Date Conducted	Location	Source of Fund	Total Project Cost	Status of the Project
TEST BUREAUN TWO PROJECT WITH PROGRAM	EVSU Bureauen Business, Entrepreneurship, and Management Department Bachelor of Science in Office Administration,Bachelor of Science in Entrepreneurship	2024-10-29	TEST	TEST	1000.00	Phase 2: Early Project Implementation

Prepared by: \_\_\_\_\_  
 Extension Coordinator \_\_\_\_\_

Noted by: \_\_\_\_\_  
 Campus Director/Dean \_\_\_\_\_

Approved: \_\_\_\_\_  
 VP for OPRDEXS \_\_\_\_\_

Page 1

generate\_taepl\_trainees\_report.php

EASTERN VISAYAS STATE UNIVERSITY  
Tacloban City

	Title of Form: TAEPL Trainees Report Form Control No.: EVSU-OPRDEX-S-F-078 Revision No.: 02
---	---

Title of Training	No. of Trainees	Start Date	End Date	Weight per Duration	Trainees Weighted By The Length of Training	Surveyed	Quality of Relevance
TEST PROGRAM	50	2024-12-01	2024-04-03	2	50	50	P F S VS E
TEST FACULTY EVSU MAIN	100	2024-11-28	2024-11-29	2	100	100	0 0 0 50 20 30
TEST PROGRAM	100	2024-12-01	2024-04-03	2	100	100	0 0 0 100 0 0

Prepared by: \_\_\_\_\_  
 Head, Extension Services \_\_\_\_\_ Date \_\_\_\_\_

Approved by: \_\_\_\_\_  
 Office-in-Charge \_\_\_\_\_ Date \_\_\_\_\_

Director, Extension Services \_\_\_\_\_ Date \_\_\_\_\_

Page 1

The screenshot shows a web-based report generation interface. At the top, it says "generate\_accomplishment\_report.php". The main title is "EASTERN VISAYAS STATE UNIVERSITY Tacloban City". Below this is a table with columns for Control No., Revision No., and Effectivity Date. The table shows data for two rows: one for a TEST PROGRAM and another for a TEST PROJECT. Both rows include columns for Inclusive Dates, Program Title, Project Title, Activity Title, Beneficiaries Male, Beneficiaries Female, Total of Beneficiaries, Quality Rating, Duration (days/hrs), Service Type, Partner Agency, Faculty, Staff, Students Involved, Nature of Participation, and Funding Source. At the bottom, there are four signature fields for Prepared by, Checked and Verified, Noted, and Approved, each with a date field below it.

Control No.	EVSU-ORDEExS-F-027														
Revision No.	03														
Effectivity Date	February 20, 2024														
<b>COLLEGE/CAMPUS:</b>	<b>EVSU Tacloban</b>	<b>PERIOD COVERED:</b>	<b>January 01, 2024 to March 31, 2024</b>												
<b>INCLUSIVE DATES</b>	<b>PROGRAM TITLE</b>	<b>PROJECT TITLE</b>	<b>ACTIVITY TITLE</b>	<b>BENEFICIARIES MALE</b>	<b>BENEFICIARIES FEMALE</b>	<b>TOTAL OF BENEFICIARIES</b>	<b>QUALITY RATING</b>	<b>DURATION (days/hrs)</b>	<b>SERVICE TYPE</b>	<b>PARTNER AGENCY</b>	<b>FACULTY</b>	<b>STAFF</b>	<b>STUDENTS INVOLVED</b>	<b>NATURE OF PARTICIPATION</b>	<b>FUNDING SOURCE</b>
03/01/2024 - 03/29/2024	TEST PROGRAM	TEST PROJECT WITH PROGRAM	TEST ACTIVITY WITH PROJECT	100	100	200	6	2 days	TEST	TEST	TEST	TEST	3	TEST (TEST)	TEST
03/01/2024 - 03/29/2024	TEST PROGRAM	TEST PROJECT WITH PROGRAM	TEST ACTIVITY WITH PROJECT	100	100	200	1	2 days	TEST	TEST	TEST	TEST	2	TEST (TEST)	TEST

Prepared by: \_\_\_\_\_ Checked and Verified: \_\_\_\_\_ Noted: \_\_\_\_\_ Approved: \_\_\_\_\_  
 Preponent: \_\_\_\_\_ Date: \_\_\_\_\_ College Extension Coordinator/Head: \_\_\_\_\_ Date: \_\_\_\_\_  
 College Dean/ Campus Director: \_\_\_\_\_ Date: \_\_\_\_\_ Director, OES: \_\_\_\_\_ Date: \_\_\_\_\_

**Figure 4-8.** Generated Reports

The figures above show the generated reports, showcasing various types such as quarterly monitoring, program, training, and TAEP reports, all exported and ready for printing.

**System Evaluation using ISO/IEC 9126.** This evaluation result assessed the system's functionality, dependability, usefulness, efficiency, maintainability, and portability by ISO/IEC 9126.

Testing is essential for ensuring the success and quality of software. The primary goal of software testing is to identify defects, enhance overall quality, reliability, and performance, and confirm that the application functions as intended based on its requirements. In this project, Beta Testing was conducted to evaluate the system's usability, functionality and reliability. During this phase, end users thoroughly tested the system in real-world scenarios to identify any potential issues. Usability was assessed to ensure the system is intuitive and user-friendly, while functionality was evaluated to confirm that all features work as intended. Reliability was tested to verify that the system operates consistently without errors. Feedback gathered during Beta Testing allowed for

necessary refinements before full deployment, ensuring the system meets the required standards in all areas.

The project involved 50 respondents selected using stratified sampling, which divided the faculty population based on College, Department, and Campus to ensure representation from various academic disciplines. This approach was chosen to ensure that each subgroup within the faculty population was adequately represented, allowing for a more comprehensive and accurate assessment of the system's performance across different academic areas. Stratified sampling reduces sampling bias by ensuring that key groups are included in the sample, providing a more balanced view of faculty experiences and feedback. This method enhances the reliability and validity of the results, ensuring that the findings reflect the diverse perspectives within the faculty population.

**Table 4-2.** ISO/IEC 9126 Evaluation Result

ISO Characteristics	Mean	Qualitative Description
<b>Functionality</b>	4.49	Strongly Agree
<b>Reliability</b>	4.37	Strongly Agree
<b>Usability</b>	4.53	Strongly Agree
<b>Efficiency</b>	4.49	Strongly Agree
<b>Maintainability</b>	4.40	Strongly Agree
<b>Portability</b>	4.65	Strongly Agree
<b>OVERALL GRAND MEAN:</b>	4.45	Strongly Agree

Table 4-2 shows the evaluation result based on the interpretation from Table 1. The evaluation results suggest that the proponents have effectively fulfilled the specific objectives outlined in the study.

## **Chapter V**

### **SUMMARY, CONCLUSIONS, AND RECOMMENDATIONS**

This chapter presents the summary of findings based on the analysis of data, the conclusions drawn from these findings, and actionable recommendations to address the identified issues or enhance future practices. It aims to encapsulate the overall insights gained from the study while providing guidance for stakeholders and future research directions.

#### **Summary**

The Integrated Extension Services Management System (IESMS) was developed for Eastern Visayas State University (EVSU) to enhance the management of extension services and improve collaboration among departments. Traditional manual methods of document submission and interdepartmental communication have often resulted in inefficiencies, delays, and miscommunication, thereby impeding the university's ability to effectively address community needs. The implementation of IESMS addresses these challenges by providing a centralized platform that promotes transparency and improves data accuracy. The project was executed using the Agile model, allowing for iterative development and continuous feedback from users throughout the process. This approach facilitated adaptability and responsiveness to changing requirements. Additionally, rigorous quality assessment was conducted using the ISO 9126 criteria, which evaluates software performance across various dimensions, including usability and reliability. Upon completion, the Office of Extension at EVSU affirmed that the EVSU IESMS significantly benefited the university community by streamlining extension service management. In conclusion, the successful implementation of IESMS represents a pivotal advancement in EVSU's capability to respond effectively to the needs of its community.

## Conclusions

The proponents have successfully created an efficient and highly functional web-based system that provides valuable support to Eastern Visayas State University (EVSU). The Integrated Extension Services Management System (IESMS) offers a centralized platform that streamlines document submissions and enhances collaboration among faculty and staff. This project significantly improves operational efficiency by enabling real-time tracking, feedback, and automated reporting.

Stakeholders can submit proposals electronically and track their progress in real-time, eliminating the need for constant follow-ups. This speeds up approvals and ensures a smoother, more transparent process, saving users time and reducing frustration.

The system allows users to instantly share documents, provide feedback, and engage in discussions. This improves communication and coordination, ensuring that teams are always aligned and working with the latest information, ultimately increasing productivity.

Stakeholders benefit from automated data collection and reporting, which reduces manual administrative tasks and improves accuracy. This makes it easier to generate reliable reports and frees up users' time for more strategic work, such as program planning and evaluation.

## Recommendations

For future researchers who will conduct this type of study and are seeking to enhance and advance the system, the recommendations listed below are provided:

1. Enhance Data Security Measures: Implement strong security features, such as data encryption, secure user authentication, and regular security audits.
2. Event Management Capabilities: Include features for managing extension-related events.
3. Automated SMS Notifications and Reminders: Implement automated SMS notifications to alert users about proposal submissions, review deadlines, and required actions.

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## APPENDIX A

### Letter Request to the Client



Republic of the Philippines  
**EASTERN VISAYAS STATE UNIVERSITY**  
 Tacloban City  
 COLLEGE OF ENGINEERING



June 24, 2024

**Rustom D. Clemente, MSIT**  
 Director, Extension Services  
 Eastern Visayas State University  
 Tacloban City

Dear Sir Clemente,

We are writing to seek formal permission from your office to carry out a survey and gather data for our capstone project, titled "*EVSU iESMS: Integrated Extension Services Management System.*"

The aim of this survey and data collection is to obtain valuable feedback and insights that will inform and guide us in the project's development and improvement.

*EVSU iESMS* aims to provide a web-based platform to streamline the management of extension programs, projects, and activities at EVSU. The system offers various features to enhance efficiency, transparency, and collaboration within the extension unit. Here are the key functionalities of EVSU *iESMS*:

- **Streamlined Proposal Process:** The system facilitates web-based proposal submission, review, and approval, expediting the proposal process.
- **Real-time Status Tracking:** EVSU *iESMS* provides a system for tracking the progress of programs, projects, and activities, allowing coordinators and heads to monitor their status in real-time.
- **Automated Report Generation:** The system generates reports automatically, saving time and effort for coordinators and heads.
- **Automated Data Collection and Reporting:** EVSU *iESMS* automatically collects data from proposals, reports, and activity updates. It also offers reporting tools with data visualization and statistical analysis capabilities for informed decision-making.
- **Integrated Commenting and Version Control:** The system allows users to provide comments and suggestions on proposals, facilitating feedback and discussion. Additionally, version control keeps track of revisions and approvals made to proposals.

We kindly request your approval to proceed with the data gathering and survey for our capstone project, titled "*EVSU iESMS: Integrated Extension Services Management System.*" We believe that this effort will significantly improve our extension services management processes, leading to increased efficiency and reliability.

We assure you that all activities will be conducted in strict compliance with the Non-Disclosure Agreement (NDA) and Republic Act 10173, the Data Privacy Act of 2012. All documents will remain within the scope of our capstone project, and only the assigned office and the client will have access to information regarding the extension services.



*"Building Globally Competitive Professionals"*  
 ARCHBISHOP LINO R. GONZAGA AVENUE, TACLOBAN CITY, 6500 PHILIPPINES  
 Email: ramon.lim@evsu.edu.ph | website: www.evsu.edu.ph



Republic of the Philippines  
**EASTERN VISAYAS STATE UNIVERSITY**  
 Tacloban City

COLLEGE OF ENGINEERING



Thank you for considering our request. Should you have any questions or require further information, please do not hesitate to contact us at 09380381276 or catherinefaithd.polinio@evsu.edu.ph

Sincerely,

**GIOVANNITANZ GUINO**

**CATHERINE FAITH POLINIO**

**HAROLDIAN SABLAWON**

Noted:

**JUDE ALLAN A. URMENETA, MSIT**  
 Capstone Project 1 Adviser

**JESSIE R. PARAGAS, DIT**  
 Head, Information Technology  
 Department



*"Building Globally Competitive Professionals"*

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## APPENDIX B

### Letter of Request to Conduct a Pilot Testing



Republic of the Philippines  
**EASTERN VISAYAS STATE UNIVERSITY**  
 Tacloban City  
 COLLEGE OF ENGINEERING



November 10, 2024

**Jude Allan A. Urmeneta, MSIT**  
 ICT Director  
 Eastern Visayas State University  
 Tacloban City

Dear Mr. Urmeneta,

We are thrilled to share some exciting news regarding the progress of our project—the completion of the EVSU IESMS: Integrated Extension Services Management System. This achievement marks a significant milestone in our journey, and we want to express our deep gratitude for the continued support and valuable insights you have provided throughout the development process. Your input has been pivotal in helping us achieve this milestone.

As we move forward, we would like to formally invite you to participate in the upcoming testing phases of the system. Your participation will be crucial in refining the EVSU IESMS: Integrated Extension Services Management System to ensure it meets the highest standards on ISO 9126 of functionality, usability, and efficiency. The alpha testing is currently scheduled on \_\_\_\_\_. However, we are flexible with the time and dates and would be happy to adjust to your convenience, should a different time work better for you.

During these testing phases, your feedback will be invaluable in identifying any potential issues or areas of improvement. Our primary goal is to create a seamless and efficient experience for all users of the system, and your insights will help us achieve that. We are committed to delivering a high-quality platform that effectively enhances communication, event tracking. Your expert perspective will be instrumental in ensuring the system fulfills its objectives and serves its users well.



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Republic of the Philippines  
**EASTERN VISAYAS STATE UNIVERSITY**  
Tacloban City

COLLEGE OF ENGINEERING



We deeply appreciate your continued collaboration and support as we enter this critical stage of development. Your involvement has been, and continues to be, a cornerstone of the project's success, and we are confident that your feedback will help us further refine and improve the system.

Once again, thank you for your unwavering partnership and dedication to this project. We are eager to embark on this next phase with you and are looking forward to receiving your valuable feedback during the testing process.

Sincerely,

GIOVANNI HENZ GUINO

CATHERINE MATH D. POLINIO

HAROLDIAN C. SABLAWON

We look forward to a positive response regarding this request.

Thank you sincerely, and may God bless you!

Noted:

JUDE ALLAN A. URMENETA, MSIT  
Capstone Project and Research 2 Adviser

JESSIE R. PARAGAS, DIT  
Head, Information Technology  
Department



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## APPENDIX C

### EVALUATION TOOL

#### **SURVEY QUESTIONNAIRE** (BASED ON ISO 9126 SOFTWARE QUALITY STANDARD)

**Title of System: EVSU IESMS: Integrated Extension Services Management System**

**Name** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 (Optional): \_\_\_\_\_  
**Designation:** \_\_\_\_\_

Direction: Please put check (**✓**) on the Rating Scale on every statement with the most appropriate response.

5 – Very satisfied, 4 – Satisfied, 3 – Neutral, 2 – Dissatisfied, 1 – Very dissatisfied

\*4.21 – 5.0 Very satisfied, 3.41 – 4.20 Satisfied, 2.61 – 3.40 Neutral, 1.81 – 2.60 Dissatisfied, 1.0 – 1.80 Very dissatisfied

<b>FUNCTIONALITY</b>	<b>Rating Scale</b>				
	5	4	3	2	1
1. The system allows seamless submission, review, and approval of proposals without missing key steps.					
2. The data (proposals, reports, and documents) submitted and retrieved are accurate and complete.					
3. The system appropriately restricts access based on roles (e.g., administrators, coordinators, faculty).					
4. The system complies with the reporting formats and procedures established by EVSU's Extension Services Office.					

<b>RELIABILITY</b>	<b>Rating Scale</b>				
	5	4	3	2	1
1. The system is reliable in terms of availability (e.g., no downtime, always accessible).					
2. The system recovers effectively after unexpected shutdowns or failures.					
3. Encountering bugs or errors when using the system is rare.					

<b>USABILITY</b>	<b>Rating Scale</b>				
	5	4	3	2	1
1. It is easy to use the system for submitting, reviewing, and approving proposals.					
2. Learning to use the system was easy.					
3. The user interface is intuitive in terms of navigation and layout.					

<b>EFFICIENCY</b>	<b>Rating Scale</b>				
	5	4	3	2	1
1. The system's speed in processing tasks (e.g., document submission, generating reports) is fast.					
2. The system performs efficiently when multiple users are accessing it simultaneously.					
3. The system provides real-time analytics dashboards that enable users to monitor project statuses and performance metrics instantly, aiding in timely decision-making.					

<b>MAINTAINABILITY</b>	<b>Rating Scale</b>				
	5	4	3	2	1
1. The system can be updated or modified easily to accommodate new requirements.					
2. Errors or issues are addressed quickly when reported.					
3. A dedicated support team addresses user inquiries and issues promptly, minimizing disruptions.					

<b>PORTABILITY</b>	<b>Rating Scale</b>				
	5	4	3	2	1
1. The system works well across different platforms (e.g., operating systems or browsers).					
2. The software adapts well to different screen sizes and resolution.					

**THANK YOU!**

## APPENDIX D

### EVALUATION RESULT

<b>FUNCTIONALITY</b>	<b>Mean</b>	<b>Qualitative Description</b>
1. The system allows seamless submission, review, and approval of proposals without missing key steps.	4.60	Strongly Agree
2. The data (proposals, reports, and documents) submitted and retrieved are accurate and complete.	4.40	Strongly Agree
3. The system appropriately restricts access based on roles (e.g., administrators, coordinators, faculty).	4.50	Strongly Agree
4. The system complies with the reporting formats and procedures established by EVSU's Extension Services Office.	4.45	Strongly Agree
<b>Grand Mean</b>	4.49	Strongly Agree

<b>RELIABILITY</b>	<b>Mean</b>	<b>Qualitative Description</b>
1. The system is reliable in terms of availability (e.g., no downtime, always accessible).	4.50	Strongly Agree
2. The system recovers effectively after unexpected shutdowns or failures.	4.25	Strongly Agree
3. Encountering bugs or errors when using the system is rare.	4.35	Strongly Agree
<b>Grand Mean</b>	4.37	Strongly Agree

The functionality of the system has a total weighted mean of 4.65 or "Strongly Agree" based on the results. In this project, the mobile application proved that the required functions are available in the software.

The reliability of the system achieved a total weighted mean of 4.55, interpreted as "Strongly Agree," based on the evaluation results. This confirms that the system consistently performed as expected, ensuring dependable operation throughout the project.

<b>USABILITY</b>	<b>Mean</b>	<b>Qualitative Description</b>
1. The system is reliable in terms of availability (e.g., no downtime, always accessible).	4.55	Strongly Agree
1. It is easy to use the system for submitting, reviewing, and approving proposals.	4.60	Strongly Agree
2. Learning to use the system was easy.	4.45	Strongly Agree
<b>Grand Mean</b>	4.53	Strongly Agree

<b>EFFICIENCY</b>	<b>Mean</b>	<b>Qualitative Description</b>
1. The system's speed in processing tasks (e.g., document submission, generating reports) is fast.	4.55	Strongly Agree
2. The system performs efficiently when multiple users are accessing it simultaneously.	4.55	Strongly Agree
3. The system provides real-time analytics dashboards that enable users to monitor project statuses and performance metrics instantly, aiding in timely decision-making.	4.35	Strongly Agree
<b>Grand Mean</b>	4.49	Strongly Agree

The usability of the system achieved a total weighted mean of 4.51, interpreted as "Strongly Agree," based on the evaluation results. This indicates that the system is user-friendly, intuitive, and meets the needs of its users effectively throughout the project.

The efficiency of the system attained a total weighted mean of 4.52, categorized as "Strongly Agree," based on the evaluation results. This demonstrates that the system performs tasks effectively, optimizes resource usage, and delivers results promptly throughout the project.

MAINTAINABILITY	Mean	Qualitative Description
1. The system is reliable in terms of availability (e.g., no downtime, always accessible).	4.50	Strongly Agree
1. The system can be updated or modified easily to accommodate new requirements.	4.30	Strongly Agree
2. Errors or issues are addressed quickly when reported.	4.40	Strongly Agree
<b>Grand Mean</b>	4.40	Strongly Agree

PORTABILITY	Mean	Qualitative Description
1. The system is reliable in terms of availability (e.g., no downtime, always accessible).	4.70	Strongly Agree
1. The system works well across different platforms (e.g., operating systems or browsers).	4.60	Strongly Agree
<b>Grand Mean</b>	4.65	Strongly Agree

The maintainability of the system achieved a total weighted mean of 4.52, classified as "Strongly Agree," based on the results. This indicates that the system is designed to be easily modifiable, allowing for efficient updates and improvements to meet future needs.

The portability of the system achieved a total weighted mean of 4.62, categorized as "Strongly Agree," based on the results. This demonstrates that the system is designed to be easily transferable to different environments, ensuring adaptability and compatibility across various platforms.

## APPENDIX E

### Acceptance Sheet



Republic of the Philippines  
**EASTERN VISAYAS STATE UNIVERSITY**  
 Tacloban City

COLLEGE OF ENGINEERING

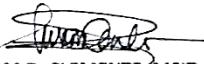


**BACOMG PILIPINAS**

#### CERTIFICATE OF ACCEPTANCE

**THIS IS TO CERTIFY** that the thesis entitled, "**EVSU IESMS: INTEGRATED EXTENSION SERVICES MANAGEMENT SYSTEM**," a web-based system developed by Giovanni Hanz Guino, Catherine Faith D. Polinio, Harold Ian C. Sablawon, 4th year BS Information Technology students, has been tested, evaluated, and examined and therefore accepted by **RUSTOM D. CLEMENTE**.

Approved by:

  
RUSTOM D. CLEMENTE, MSIT

Director, Extension Services

Office



*"Building Globally Competitive Professionals"*

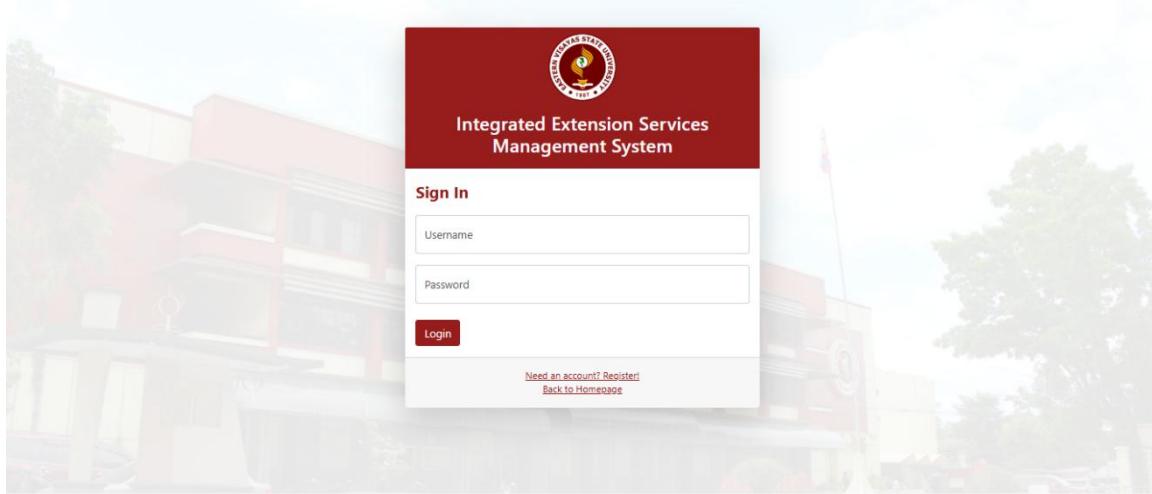
ARCHBISHOP LINO R. GONZAGA AVENUE, TACLOBAN CITY 6500 PHILIPPINES  
 Email: ramon.lim@evsu.edu.ph | website: www.evsu.edu.ph

## APPENDIX F

### User Manual/Guide

#### DIRECTOR OF EXTENSION (Super Admin)

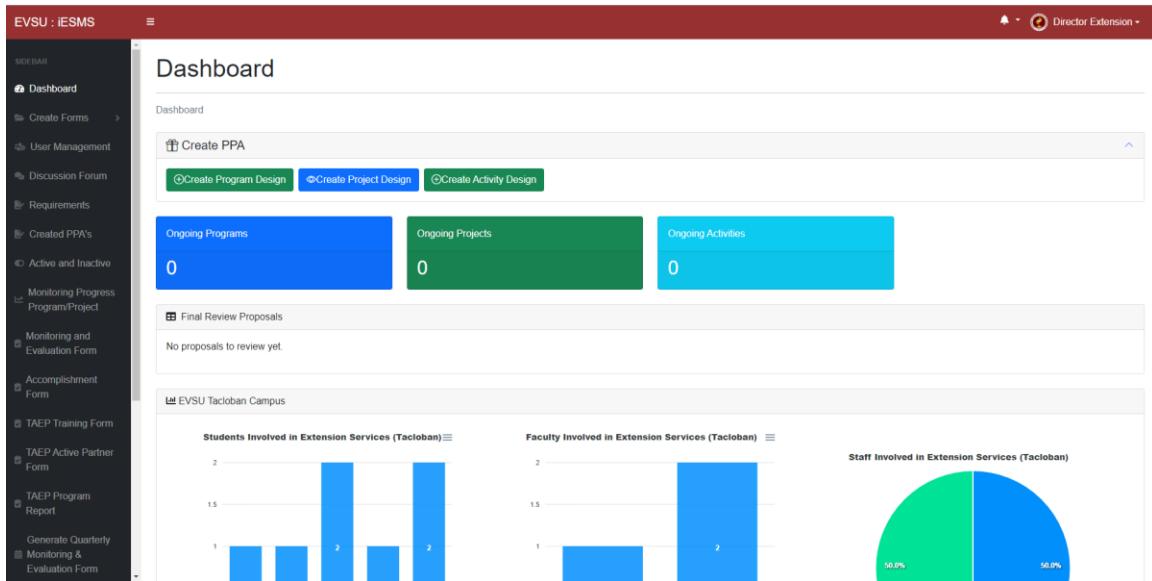
##### Login



Copyright © 2024

Input assigned email address and password.

##### Dashboard



Dashboard provides the overview of ongoing Programs, Projects, and Activities (PPAs), displaying real-time progress and updates. It includes charts that visualize the number of active and inactive students, faculty, and staff across different campuses.

## User Management

ID	Name	Username	Contact No	Role	Status	Actions
1	Faculty Member of ITB	coe_facultymember_ofitb	4231412341	Faculty	Active	
2	Extension Coordinator	coe_extensionCoordinator_e	1213131313	Extensioncoordinator	Active	
3	Director Extension	coe_director_extension	2132131231	Directorofextension	Active	
5	Faculty Member	coe_faculty_member	9513663264	Faculty	Active	
6	Head Ormoc	coe_head_ormoc	9999999999	Headofextension	Active	
7	Vann Rosales	coe_vann_rosales	0957890230	Faculty	Active	
8	Staff IT	coe_staff_it	0957890230	Staff	Active	
10	Head Burauen	coe_head_burauen	9513663264	Headofextension	Active	
11	Extension Coordinator	coe_extensionCoordinator_e	9513663264	Extensioncoordinator	Active	
12	Faculty Burauen	itd_faculty_burauen	9513663264	Faculty	Active	
13	faculty dulag	td_faculty_dulag	9513663264	Faculty	Active	
14	head dulag	oes_head_dulag	9513663264	Headofextension	Active	

Super Admin can add, edit, or remove user accounts, assign roles, and control what features or sections each user can access based on their role.

## Requirements

Program	Start Date	End Date	Terminal Report
TEST BURAUEN ACCOMPLISHMENT REPORT	2024-10-21	2024-10-26	<a href="#">View Link</a>
TEST PROGRAM	2024-12-01	2024-04-03	<a href="#">View Link</a>
TEST BURAUEN FACULTY	2024-10-29	2024-10-31	<a href="#">View Link</a>
TEST DULAG FACULTY PROGRAM TEST	2024-10-30	2024-10-31	<a href="#">View Link</a>

Director can manage terminal reports, which summarize completed Programs, Projects, and Activities (PPAs).

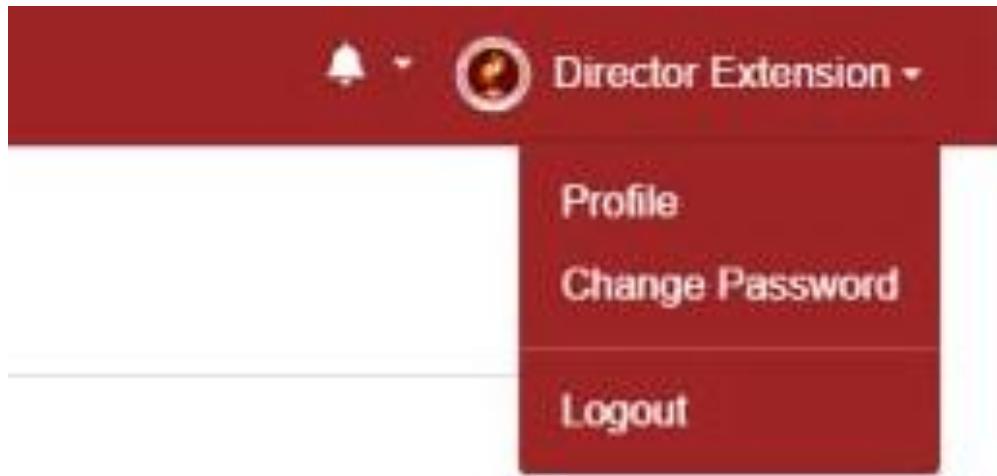
## Report Form

Super admin can create TAEP training report form to document and submit training program details, participant data, and performance ratings for institutional monitoring and evaluation.

## Approval and Revision

Super Admin has the authority to review submitted proposals, approve them if they meet the required standards, or request revisions to ensure they align with the guidelines.

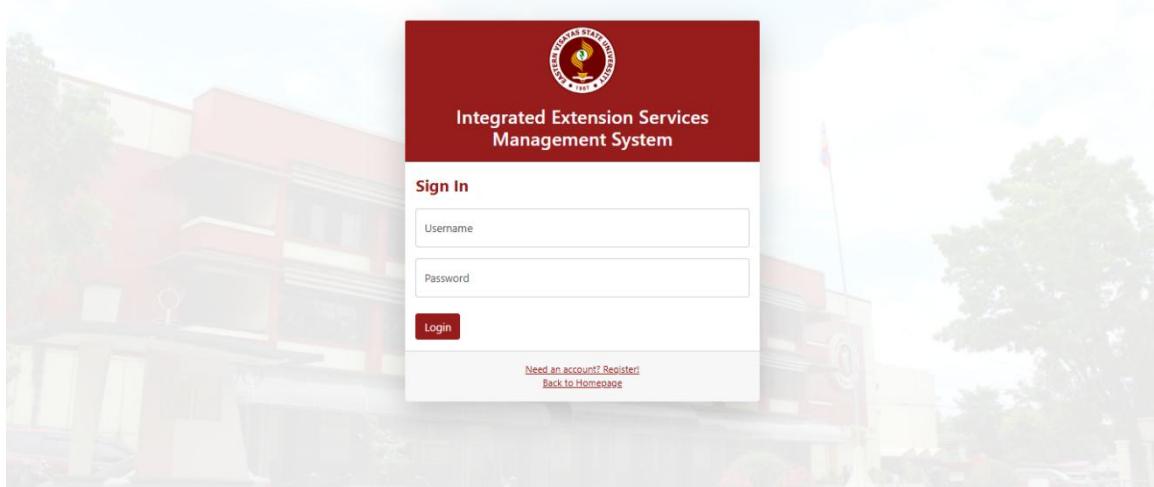
### Account Settings



Super admin can view and manage their profile details, including the option to update their personal information. Additionally, users have the ability to change their password for account security. A logout option is also available, allowing users to securely exit the system when they're done.

## ADMIN

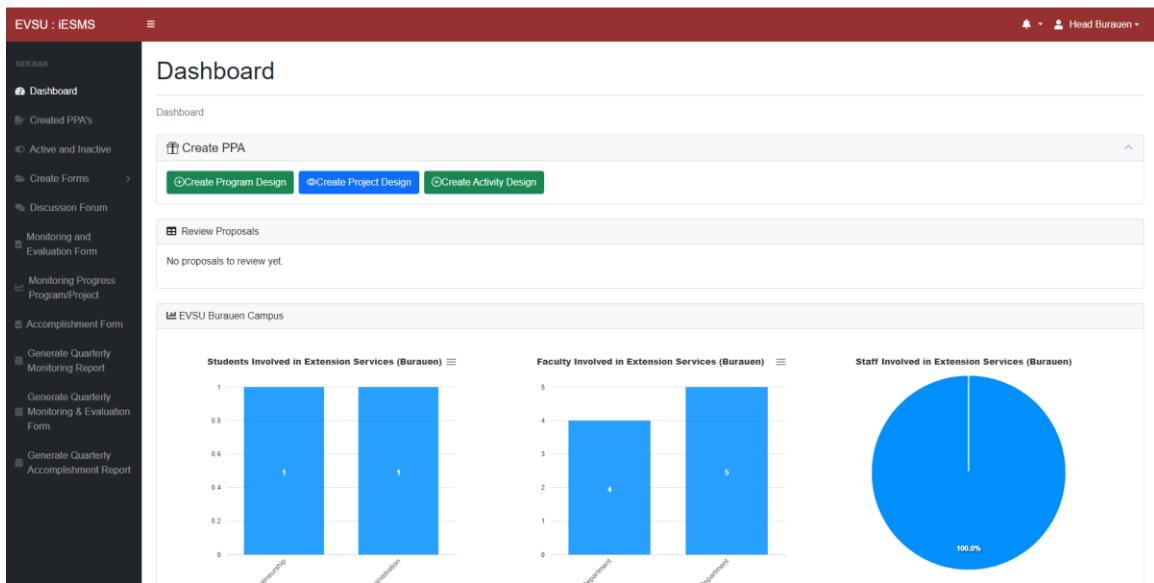
### Login



Copyright © 2024

Input assigned email address and password.

### Admin Dashboard



Dashboard provides charts that visualize the number of active and inactive students, faculty, and staff across different campuses.

## Programs, Projects, and Activities (PPAs) Forms

**Programs, Projects, and Activities**

Search programs, projects, or activities.

**Programs**

**TEST BURAUEN ACCOMPLISHMENT REPORT**

Approved By Director ✓  
Start Date: 2024-10-21  
End Date: 2024-10-26

**View Details** **Delete** **Export to PDF** **Evaluation Form**  
**View Report**

[https://drive.google.com/drive/u/1/folders/1k43wE1n4HVLsUw5S\\_3BH\\_SgY6uS3Df\\_?fbclid=IwY2xjewGmbwhiteHRuA2FbQlxMAABHQjASuzM\\_5KA/rR/TPX18BO38cLRoet5NzloH2tqf7f2mXa3gwKpuJaw\\_aem\\_Tx7X2\\_](https://drive.google.com/drive/u/1/folders/1k43wE1n4HVLsUw5S_3BH_SgY6uS3Df_?fbclid=IwY2xjewGmbwhiteHRuA2FbQlxMAABHQjASuzM_5KA/rR/TPX18BO38cLRoet5NzloH2tqf7f2mXa3gwKpuJaw_aem_Tx7X2_)

**Terminal Report:** **Edit Report**

**Projects**

**TEST BURAUEN ACCOMPLISHMENT FORM PROJECT**

Approved By Director ✓  
Start Date: 2024-10-22  
End Date: 2024-10-27

Admin can create and manage PPAs.

## Monitoring Reports

**EVSU : iESMS**

SIDE BAR

- Dashboard
- Created PPAs
- Active and Inactive
- Create Forms
- Discussion Forum
- Monitoring and Evaluation Form
- Monitoring Progress Program/Project
- Accomplishment Form
- Generate Quarterly Monitoring Report
- Generate Quarterly Monitoring & Evaluation Form
- Generate Quarterly Accomplishment Report

**Select Quarter for Monitoring Report**

Select Quarter

Select Quarter:  
Quarter 4 (October - December)

**Generate Report**

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Admin can generate quarterly monitoring reports and accomplishment reports. This function allows the admin to create detailed reports based on the performance and progress of various PPAs.

## Approval and Revision

The screenshot shows the 'Final Review Proposals' section of the EVSU : iESMS application. On the left, a sidebar lists navigation options: Dashboard, Reviewed Proposals, Created PPA's, Create Program Design, Create Project Design, and Create Activity Design. The main content area displays a proposal titled 'TEST PROGRAM'. The proposal details are: Type: Program, Status: Pending Approval of Director (highlighted in yellow), College: College of Arts and Sciences, Duration: 2024-11-08 to 2024-11-09, and Implementing Office: EVSU Tacloban. Below these details are three buttons: 'Approve and Print' (green), 'Request Revision' (yellow), and 'View Profile' (blue). A text input field labeled 'Enter reason for revision (optional)' is present. Underneath, it says 'Submitted by: Vann Rosales (Faculty)'. There is also a 'Comments:' section with a 'Comment' button. At the bottom, there are three horizontal bar charts: 'Students Involved in Extension Services' (Count: 40), 'Faculty Involved in Extension Services' (Count: 30), and 'Staff Involved in Extension Services' (Count: 94). The staff chart includes a legend: ICT (blue), OR (green), and EVSU Registrar (teal).

Admin has the authority to review submitted proposals, approve them if they meet the required standards, or request revisions to ensure they align with the guidelines.

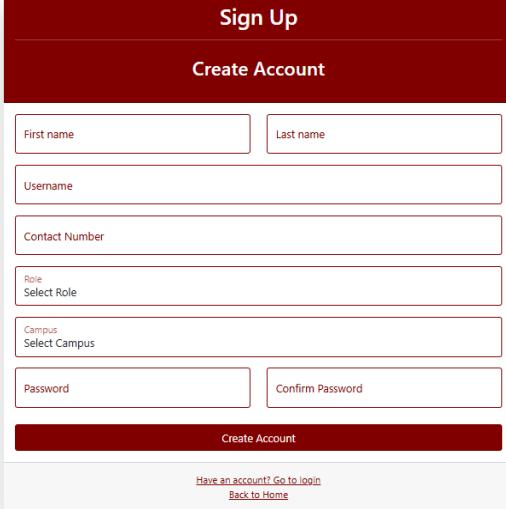
## Account Settings

The screenshot shows a dropdown menu from a user profile icon. The profile information is 'Head Burauen'. The menu items are: 'Profile' (selected), 'Change Password', and 'Logout'.

Admin can view and manage their profile details, including the option to update their personal information. Additionally, admin have the ability to change their password for account security. A logout option is also available, allowing users to securely exit the system when they are done.

## USER

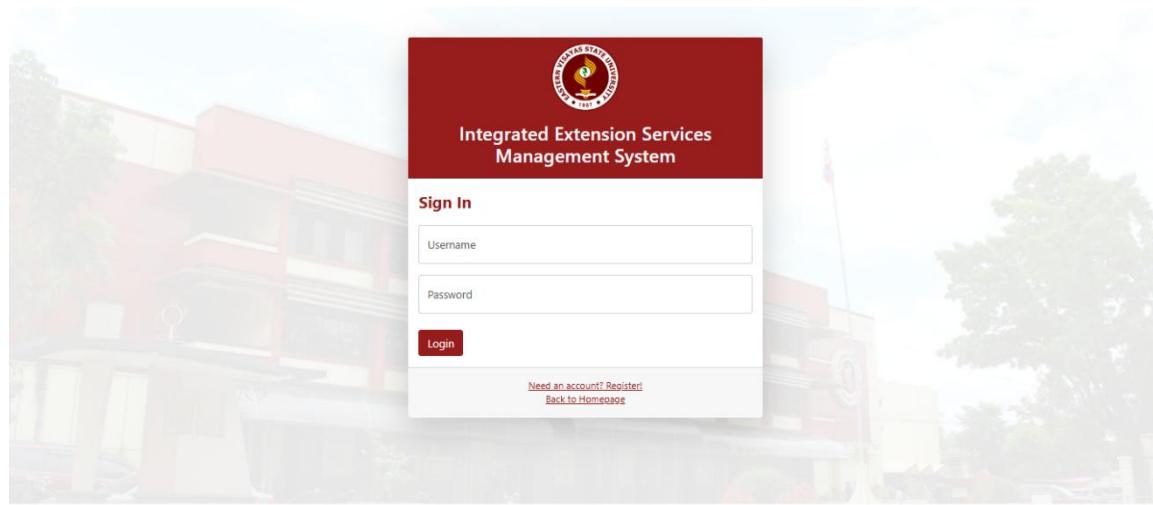
### Sign up to Register



The screenshot shows a registration form titled "Sign Up" with a dark red header and a white body. The header includes the title "Sign Up" and a sub-section "Create Account". The body contains several input fields: "First name" and "Last name" in separate boxes, followed by "Username", "Contact Number", and "Role" (with a dropdown menu "Select Role"). Below these are two more input fields for "Password" and "Confirm Password". At the bottom of the form is a large red "Create Account" button. Below the button, there are two small links: "Have an account? Go to login" and "Back to Home".

The sign-up process allows new users to create an account by providing basic information.

### Login



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Login process requires users to enter their registered username and password to access the system.

## Dashboard

The dashboard offers an overview of the ongoing Programs, Projects, and Activities (PPAs), to easily monitor user's status.

## User Profile

The user profile section allows users to view and update their personal information.

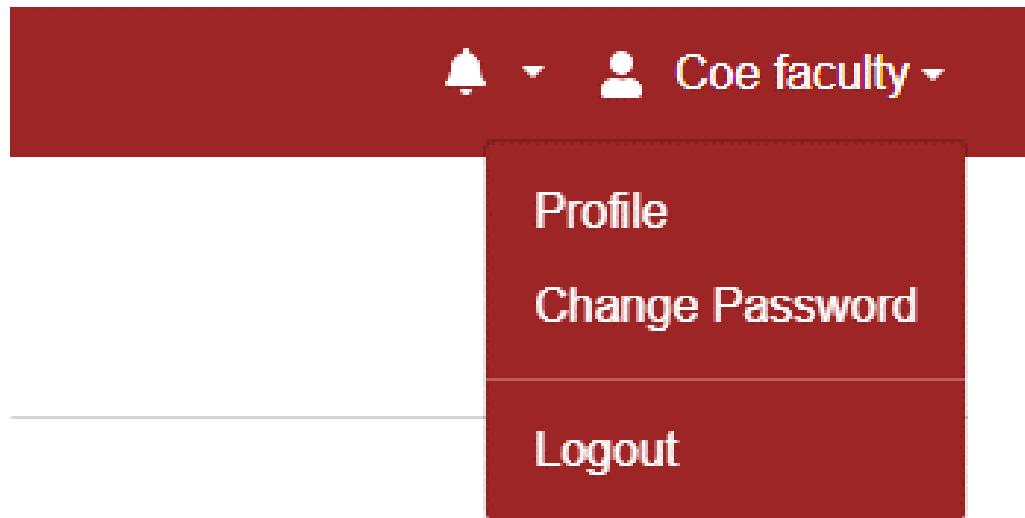
## PPA Forms

The screenshot shows a web-based application titled "Extension Program Design Form". At the top left is the header "EVSU : iESMS". On the right, there's a user profile icon labeled "User Polino". A sidebar on the left is titled "SIDEBAR" and includes links for "Dashboard", "Created PPA's", "Discussion Forum", and "Create Forms". The main content area is titled "Extension Program Design Form" and contains several input fields for program information:

- Title:** Enter program title
- Proponent:** (empty field)
- Implementing College/Campus/Office:** Select Implementing Type
- Partner Agencies/Industry/Community:** Enter partner agencies
- Type of Clientele:** Enter type of clientele
- Target Area:** Enter target area
- Start Date:** Select start date

The PPA (Programs, Projects, and Activities) forms allow users to create, submit, and manage extension proposals within the system.

## Account Settings

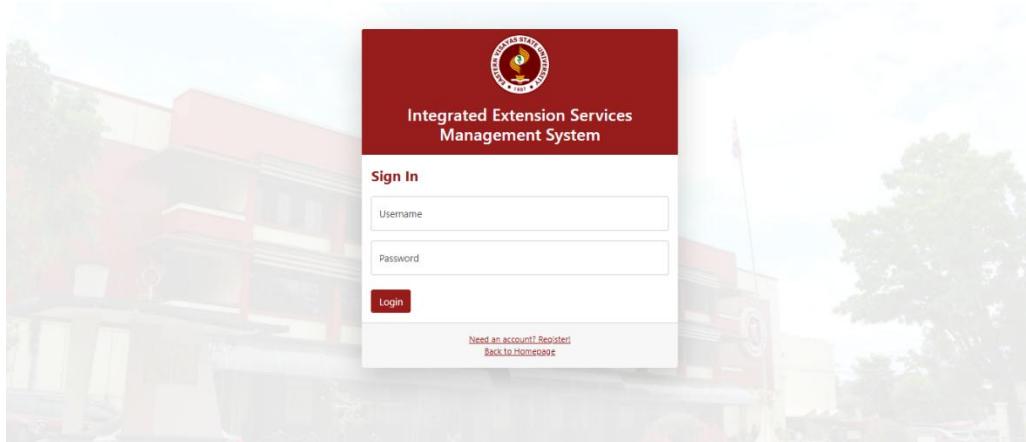


Users can view and manage their profile details, including the option to update their personal information. Additionally, users have the ability to change their password for account security. A logout option is also available, allowing users to securely exit the system when they are done.

## APPENDIX G

### SAMPLE INPUT/OUTPUT/REPORTS

#### SUPER ADMIN



**EVSU : iESMS**

**Monitoring and Evaluation Form**

Program Information						
Program:						
TEST PROGRAM						
Projects:						
<input checked="" type="checkbox"/> TEST PROJECT WITH PROGRAM						
Implementing College/Department/Unit:						
College of Business and Entrepreneurship, Bachelor of Science in Entrepreneurship (BSE), Bachelor of Science in Office Administration (BSOA)						
Duration:						
2024-12-01 to 2024-04-03						
Campus:						
EVSU Tacloban						
Monitoring and Evaluation						
Program/Project/Activity	Date/Place/Time	Target	Actual	% Completion (Cumulative)	Funds Utilization	Problems Encountered
TEST PROJECT WITH	Select date	Ente	Ente	%	Enter ful	Enter prob
						Enter n
						Remove
<a href="#">Add Row</a>						

**EVSU : iESMS**

**Discussion Forum**

**+ Create a New Topic**

**Topic Title:**

**Topic Description:**

**Select Program:**  **Select Project:**  **Select Activity Design:**

**Create Topic**

**Available Topics**

<b>TEST CHAT</b> by Director Extension
<b>TEST</b>
<b>PROGRAM: TEST PROGRAM</b> <b>Project: None</b> <b>Activity Design: None</b>
Created on 2024-10-23 09:29:01

**EVSU : iESMS**

SIDE BAR

- Dashboard
- Create Forms >
- User Management
- Discussion Forum
- Requirements
- Created PPAs
- Active and Inactive
- Monitoring Progress Program/Project
- Monitoring and Evaluation Form
- Accomplishment Form**
- TAEP Training Form
- TAEP Active Partner Form
- TAEP Program Report
- Generate Quarterly
- Monitoring & Evaluation Form

**Accomplishment Form**

Select Program  
TEST PROGRAM

**Project Information**

Inclusive Dates  
03/28/2024 - 03/29/2024

Program Title  
TEST PROGRAM

Project Title  
TEST PROJECT WITH PROGRAM

Activity Title  
TEST ACTIVITY WITH PROJECT

Type of Beneficiaries  
TEST

**Beneficiary and Activity Details**

Number of Beneficiaries (Male)  
150

Number of Beneficiaries (Female)  
100

**EVSU : iESMS**

SIDE BAR

- Dashboard
- Create Forms >
- User Management
- Discussion Forum
- Requirements
- Created PPAs
- Active and Inactive
- Monitoring Progress Program/Project
- Monitoring and Evaluation Form
- Accomplishment Form
- TAEP Training Form**
- TAEP Active Partner Form
- TAEP Program Report
- Generate Quarterly
- Monitoring & Evaluation Form

**TAEP Training Report Form**

**Select Program**  
TEST BURAUEN FACULTY

Title of Training  
TEST BURAUEN FACULTY

Inclusive Dates  
10/29/2024 - 10/31/2024

Weight Per Duration  
Less than 8 hours

Number of Trainees  
Enter the number of trainees

Trainees Weighted by Length of Training  
Enter the weighted number of trainees

Number of Trainees Surveyed  
Enter the number of trainees surveyed

Quality and Relevance Rating

Poor	Fair	Satisfactory	Very Satisfactory	Excellent
P	F	S	VS	E

**Submit Report**

**EVSU : iESMS**

SIDE BAR

- Dashboard
- Create Forms >
- User Management
- Discussion Forum
- Requirements
- Created PPAs
- Active and Inactive
- Monitoring Progress Program/Project
- Monitoring and Evaluation Form
- Accomplishment Form
- TAEP Training Form
- TAEP Active Partner Form**
- TAEP Program Report
- Generate Quarterly
- Monitoring & Evaluation Form

**TAEP Active Partnerships Form**

**Select Program**  
TEST PROGRAM

Partner LGU/Community/Industry/SMEs/Private or Public Agencies/NGOs  
BIRGY 109-A V and G Subdivision

Extension Program/Activities  
TEST PROGRAM

Date Conducted

From	To
12/01/2024	04/03/2024

**Submit**

generate\_accomplishment\_report.php

EASTERN VISAYAS STATE UNIVERSITY Tacloban City														
Title of Form: Quarterly Accomplishment Report								Control No.	EVSU-ORD015-F-027					
								Revision No.	03					
								Effectivity Date	February 20, 2024					
COLLEGE/CAMPUS: EVSU Tacloban				PERIOD COVERED: January 01, 2024 to March 31, 2024										
Inclusive Dates	Program Title	Project Title	Activity Title	Beneficiaries Male	Beneficiaries Female	Total Beneficiaries	Quality Rating	Duration (Days/Months)	Service Type	Partner Agency	Faculty Staff	Students Involved	Nature of Participation	Funding Source
02/01/2024 - 03/31/2024	TEST PROGRAM	TEST PROJECT WITH PROGRAM	TEST ACTIVITY WITH PROJECT	100	100	200	5	2 days	TEST	TEST	TEST	3	TEST (TEST)	TEST
02/01/2024 - 03/31/2024	TEST PROGRAM	TEST PROJECT WITH PROGRAM	TEST ACTIVITY WITH PROJECT	100	100	200	1	2 days	TEST	TEST	TEST	3	TEST (TEST)	TEST

Prepared by: \_\_\_\_\_ Checked and Verified: \_\_\_\_\_ Noted: \_\_\_\_\_ Approved: \_\_\_\_\_

Proposed: \_\_\_\_\_ College Extension Coordinator/Head \_\_\_\_\_ College Dean/Campus Director \_\_\_\_\_ Director, OES \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

Page 1

generate\_tesp\_trainees\_report.php

EASTERN VISAYAS STATE UNIVERSITY Tacloban City												
Title of Form: TAEP Trainees Report Form								Control No.	EVSU-ORD015-F-028			
								Revision No.	02			
Title of Training	No. of Trainees	Start Date	End Date	Weight per Duration	Trainees Weighted By The Length of Training		Surveyed	Quality of Relevance				
TEST PROGRAM	50	2024-12-01	2024-04-03	2	50		50	P	F	S	VS	E
TEST FACULTY EVSU MAIN	100	2024-11-28	2024-11-29	2	100		100	0	0	50	20	30
TEST PROGRAM	100	2024-12-01	2024-04-03	2	100		100	0	0	100	0	0

Prepared by: \_\_\_\_\_ Head, Extension Services \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Office-In-Charge \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Director, Extension Services \_\_\_\_\_ Date: \_\_\_\_\_

Page 1

generate\_monitoring\_evaluation\_form\_report.php

EASTERN VISAYAS STATE UNIVERSITY Tacloban City											
Title of Form: Monitoring and Evaluation Form Extension PPAs								Control No.	EVSU-ORD015-F-029		
								Revision No.	02		
Program Title:	TEST PROGRAM										
Implementing Unit:	College of Business and Entrepreneurship, Bachelor of Science in Entrepreneurship (BSE), Bachelor of Science in Office Administration (BSOA)										
Duration:	2024-01-25 to 2024-03-02										
Campus:	EVSU Tacloban										
Quarter:	Quarter 1 (January 01 - March 31)										
Program Title	Project Title	Activity	Date/Place/Time	Target	Actual	% Completion	Funds Utilized	Problems Encountered	Action Taken	Remarks	
TEST PROGRAM	TEST PROJECT WITH PROGRAM	TEST	2024-02-06	TEST	TEST	TEST	TEST	TEST	TEST	TEST	

Prepared by: \_\_\_\_\_ Corname: \_\_\_\_\_ Attested: \_\_\_\_\_ Approved: \_\_\_\_\_

OES Monitoring Personnel \_\_\_\_\_ Project Leader \_\_\_\_\_ Head/Authorized Representative \_\_\_\_\_ Director, OES \_\_\_\_\_

Page 1

**EVSU : iESMS**

## Dashboard

**Create PPA**

**Ongoing Programs**: 0    **Ongoing Projects**: 0    **Ongoing Activities**: 0

**Final Review Proposals**: No proposals to review yet.

**EVSU Tacloban Campus**

Category	Count
Students Involved in Extension Services (Tacloban)	2
Faculty Involved in Extension Services (Tacloban)	2
Staff Involved in Extension Services (Tacloban)	2

**EVSU : iESMS**

## Programs, Projects, and Activities

Search programs, projects, or activities...

### Programs

**TEST PROGRAM** Approved by Director ✓

Start Date: 2024-12-01  
End Date: 2024-04-03

[View Details](#) [Delete](#) [Export to PDF](#) [Evaluation Form](#)

Terminal Report: [View Report](#)

[https://drive.google.com/drive/u/1/folders/1k43wE1nHIVLstUh5S\\_3BH\\_SgY6uS3Df?fbclid=IwY2xjewGmbwhleRwA2fIbQixMAABHQjASz2M\\_5KAfRrTPX18B038clRoeT5NzfH2kqf7f2mXa3gwKpuHaw.aem\\_Tx7X2](https://drive.google.com/drive/u/1/folders/1k43wE1nHIVLstUh5S_3BH_SgY6uS3Df?fbclid=IwY2xjewGmbwhleRwA2fIbQixMAABHQjASz2M_5KAfRrTPX18B038clRoeT5NzfH2kqf7f2mXa3gwKpuHaw.aem_Tx7X2)

[Edit Report](#)

**TEST BURAEN FACULTY** Approved by Director ✓

Start Date: 2024-10-29  
End Date: 2024-10-31

[View Details](#) [Delete](#) [Export to PDF](#) [Evaluation Form](#)

**TEST BURAEN ACCOMPLISHMENT REPORT**

Approved by Director ✓

**EVSU : iESMS**

## User Management

[Add New User](#)

ID	Name	Username	Contact No	Role	Status	Actions
1	Faculty Member of ITB	coe_faculty_member_itib	4201412341	Faculty	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
2	Extension Coordinator	coe_extensionCoordinator_e	1213131313	ExtensionCoordinator	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
3	Director Extension	coe_director_extension	2132131231	DirectorExtension	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
5	Faculty Member	coe_faculty_member	9513663264	Faculty	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
6	Head Ommoc	coe_head_ommoc	9999999999	HeadOfExtension	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
7	Vann Rosales	coe_vann_rosales	0957890230	Faculty	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
8	Staff IT	coe_staff_it	0957890230	Staff	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
10	Head Buraen	coe_head_buraen	9513663264	HeadOfExtension	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
11	Extension Coordinator	coe_extensionCoordinator_e	9513663264	ExtensionCoordinator	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
12	Faculty Buraen	itd_faculty_buraen	9513663264	Faculty	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
13	faculty dulag	itd_faculty_dulag	9513663264	Faculty	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>
14	head dulag	oes_head_dulag	9513663264	HeadOfExtension	Active	<a href="#">Edit</a> <a href="#">Delete</a> <a href="#">Ban</a>

**EVSU : iESMS**

**Existing Program Reports**

#	Mandated Program Name	Extension Program	From Date	To Date	Action
1	Bachelor of Science in Entrepreneurship (BSE)	TEST DULAG FACULTY PROGRAM TEST	2024-10-30	2024-10-31	<button>Delete</button>
2	Bachelor of Science in Entrepreneurship (BSE); Bachelor of Science in Office Administration (BSOA)	TEST FACULTY EVSU MAIN	2024-11-28	2024-11-29	<button>Delete</button>
3	Bachelor of Science in Entrepreneurship (BSE); Bachelor of Science in Office Administration (BSOA)	TEST TANAUAN CAMPUS PROGRAM	2024-10-30	2024-10-31	<button>Delete</button>
4	Bachelor of Science in Information Technology	TEST CARIGARA CAMPUS PROGRAM	2024-10-30	2024-10-31	<button>Delete</button>

Inclusive Dates: 12/01/2024 - 04/03/2024

**EVSU : iESMS**

**Existing Training Reports**

#	Program ID	Title of Training	From Date	To Date	Number of Trainees	Weighted Trainees	Action
1	121	TEST PROGRAM	2024-12-01	2024-04-03	50	50	<button>Delete</button>
2	132	TEST FACULTY EVSU MAIN	2024-11-28	2024-11-29	100	100	<button>Delete</button>
3	121	TEST PROGRAM	2024-12-01	2024-04-03	100	100	<button>Delete</button>

**Weight Per Duration**  
Less than 8 hours

**Number of Trainees**  
Enter the number of trainees

**Trainees Weighted by Length of Training**  
Enter the weighted number of trainees

**Number of Trainees Surveyed**  
Enter the number of trainees surveyed

**Quality and Relevance Rating**

Poor	Fair	Satisfactory	Very Satisfactory	Excellent
P	F	S	VS	E

**Submit Report**

**EVSU : iESMS**

**Existing Active Partnerships**

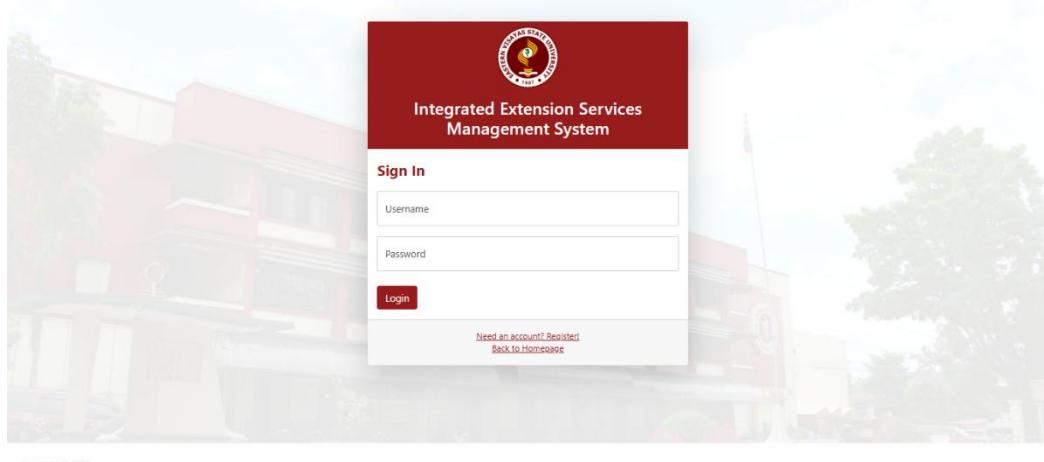
#	Partner Agency	Extension Program	Date From	Date To	Action
1	BRGY 109-A V and G Subdivision	TEST PROGRAM	2024-12-01	2024-04-03	<button>Delete</button>
2	TEST	TEST BUREAUN ACCOMPLISHMENT REPORT	2024-10-21	2024-10-26	<button>Delete</button>

**Date Conducted**

From: 12/01/2024 To: 04/03/2024

**Submit**

## ADMIN



**EVSU : iESMS**

SIDE BAR

- Dashboard
- Created PPAs
- Active and Inactive
- Create Forms
- Discussion Forum
- Monitoring and Evaluation Form
- Monitoring Progress Program/Project
- Accomplishment Form**
  - Generate Quarterly Monitoring Report
  - Generate Quarterly Monitoring & Evaluation Form
  - Generate Quarterly Accomplishment Report

**Accomplishment Form**

Select Program  
TEST BURAEN FACULTY

**Project Information**

Inclusive Dates  
10/30/2024 - 10/31/2024

Program Title  
TEST BURAEN FACULTY

Project Title  
TEST THREE BURAEN PROJECT

Activity Title  
TEST ACTIVITY UPDATESSSS

Type of Beneficiaries  
TESTTEST

**Beneficiary and Activity Details**

Number of Beneficiaries (Male)  
399

Number of Beneficiaries (Female)  
399

**EVSU : iESMS**

SIDE BAR

- Dashboard
- Created PPAs
- Active and Inactive
- Create Forms
- Discussion Forum
- Monitoring and Evaluation Form**
  - Monitoring Progress Program/Project
  - Accomplishment Form**
    - Generate Quarterly Monitoring Report
    - Generate Quarterly Monitoring & Evaluation Form
    - Generate Quarterly Accomplishment Report

**Monitoring and Evaluation Form**

**Program Information**

Program:  
TEST BURAEN FACULTY

Projects:  
 TEST BURAEN TWO PROJECT WITH PROGRAM  
 TEST THREE BURAEN PROJECT

Implementing College/Department/Unit:  
Agricultural Department, BACHELOR OF SCIENCE IN AGRICULTURE (BSAgri)MAJOR IN AGRICULTURAL EXTENSION

Duration:  
2024-10-29 to 2024-10-31

Campus:  
EVSU Buraen

**Monitoring and Evaluation**

Program/Project/Activity	Date/Place/Time	Target	Actual	% Completion (Cumulative)	Funds Utilization	Problems Encountered	Action Taken	Remarks	
TEST BURAEN TWO	Select date	Ente	Ente	%	Enter fu	Enter prob	Ente	Enter n	<b>Remove</b>
TEST THREE BURAEN	Select date	Ente	Ente	%	Enter fu	Enter prob	Ente	Enter n	<b>Remove</b>

**EASTERN VISAYAS STATE UNIVERSITY**  
Tacloban City

		Title of Form: Quarterly Accomplishment		Control No.	EVSU-OPRDEX-F-027
		Report		Revision No.	03
				Effectivity Date	February 20, 2024

**COLLEGE/CAMPUS:** EVSU Bureau  
**PERIOD COVERED:** October 01, 2024 to December 31, 2024

Inclusive Dates	Program Title	Project Title	Activity Title	Beneficiaries Male	Beneficiaries Female	Total of Beneficiaries	Quality Rating	Duration (days)	Service Type	Partner Agency	Faculty	Staff	Students Involved	Nature of Participation	Funding Source
10/01/2024 - 10/31/2024	TEST BUREAUEN ACCOMPLISHMENT REPORT	TEST ACTIVITY WITH FORM PROJECT	TEST ACTIVITY WITH REPORT ACCOM	10	30	40	5	3 days	BUREAUEN	TEST TEST TEST TEST	TEST TEST TEST TEST	TEST TEST TEST TEST	0	TEST (TEST)	TEST
10/30/2024 - 10/31/2024	TEST BUREAUEN FACULTY	TEST THREE BUREAUEN PROJECT	TEST ACTIVITY WITH UPDATESSSS	300	300	700	1	2 days	academic	TEST TEST TEST TEST	TEST TEST TEST TEST	TEST TEST TEST TEST	1	TEST (TEST)	TESTTEST

Prepared by: \_\_\_\_\_ Checked and Verified: \_\_\_\_\_ Noted: \_\_\_\_\_ Approved: \_\_\_\_\_  
 Proprietary: \_\_\_\_\_ College Extension Coordinator Head: \_\_\_\_\_ College Dean Campus Director: \_\_\_\_\_ Director, OES: \_\_\_\_\_  
 Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

Page 1

**EASTERN VISAYAS STATE UNIVERSITY**  
Tacloban City

		Title of Form: Quarterly Monitoring Report		Control No.	EVSU-OPRDEX-F-028
				Revision No.	01
				Effectivity Date	November 06, 2019

**COLLEGE/DEPARTMENT:** Business, Entrepreneurship, and Management Department  
**CAMPUS:** EVSU Bureau  
**PERIOD COVERED:** October 01, 2024 to December 31, 2024

Name/Title of Project	Proprietary	Date Conducted	Location	Source of Fund	Total Project Cost	Status of the Project
TEST BUREAUEN TWO PROJECT WITHIN PROGRAM	EVSU Bureau Business, Entrepreneurship, and Management Department Bachelor of Science in Office Administration,Bachelor of Science in Entrepreneurship	2024-10-29	TEST	TEST	1000.00	Phase 2: Early Project Implementation

Prepared by: \_\_\_\_\_ Noted by: \_\_\_\_\_ Approved: \_\_\_\_\_  
 Extension Coordinator: \_\_\_\_\_ Campus Director/Dean: \_\_\_\_\_ VIP for OPRDEX: \_\_\_\_\_

Page 1

**EASTERN VISAYAS STATE UNIVERSITY**  
Tacloban City

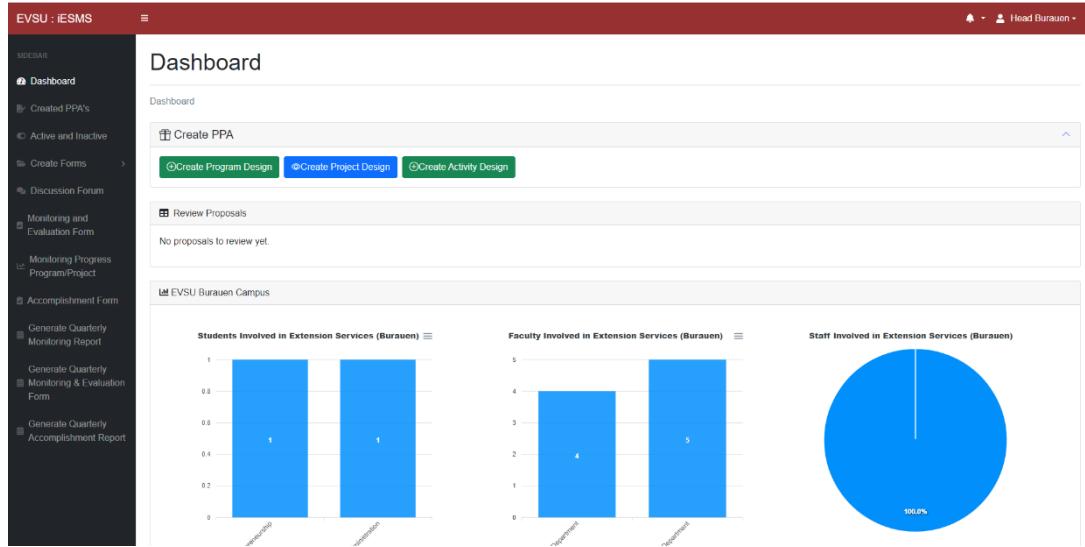
		Title of Form: Monitoring and Evaluation Form		Control No.	EVSU-OPRDEX-G-076
		Extension PPAs		Revision No.	02

**Program Title:** TEST BUREAUEN FACULTY  
**Implementing Unit:** Agricultural Department, BACHELOR OF SCIENCE IN AGRICULTURE (BSAgr) MAJOR IN AGRICULTURAL EXTENSION  
**Duration:** 2024-10-29 to 2024-10-31  
**Campus:** EVSU Bureau  
**Quarter:** Quarter 4 (October 01 - December 31)

Program Title	Project Title	Activity	Date/Place/Time	Target	Actual	% Completion	Funds Utilized	Problems Encountered	Action Taken	Remarks
TEST BUREAUEN FACULTY TWO PROJECT WITHIN PROGRAM	TEST PROJECT FACULTY BUREAUEN	TEST	2024-10-29	TEST	TEST	TEST	TEST	TEST	TEST	TEST
TEST BUREAUEN FACULTY TWO PROJECT WITHIN PROGRAM	TEST PROJECT FACULTY BUREAUEN	TEST	2024-10-29	TEST	TEST	TEST	TEST	TEST	TEST	TEST
TEST BUREAUEN FACULTY TWO PROJECT WITHIN PROGRAM	TEST PROJECT FACULTY BUREAUEN	TEST	2024-11-29	TEST	TEST	TEST	TEST	TEST	TEST	TEST
TEST BUREAUEN FACULTY TEST THREE BUREAUEN PROJECT	TEST PROJECT BUREAUEN	TEST	2024-11-29	TEST	TEST	TEST	TEST	TEST	TEST	TEST

Page 1

**EASTERN VISAYAS STATE UNIVERSITY**



## USER

**Sign Up**

**Create Account**

First name  Last name

Username

Contact Number

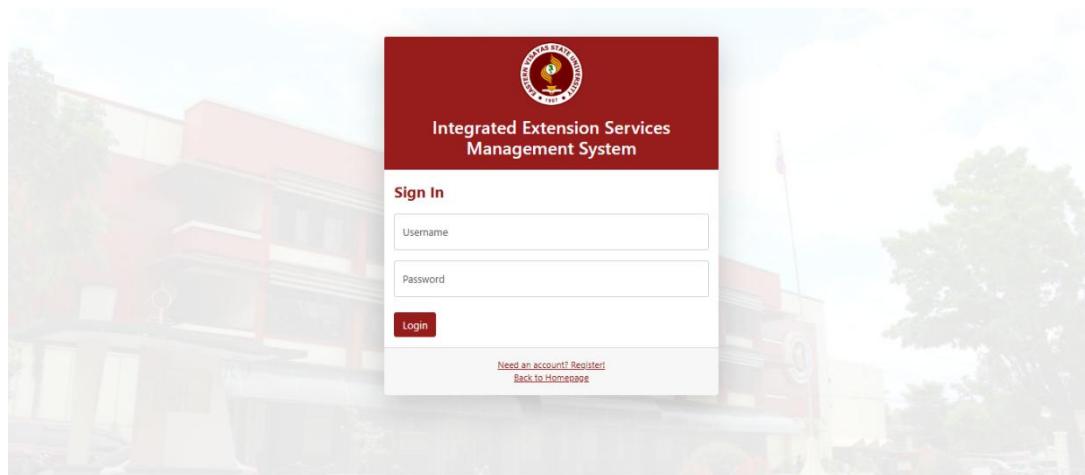
Role  Select Role

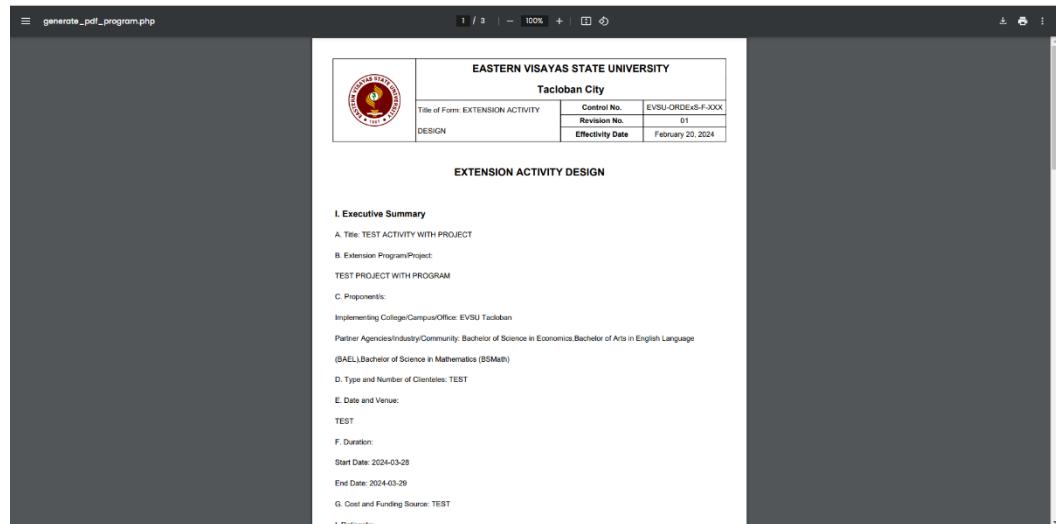
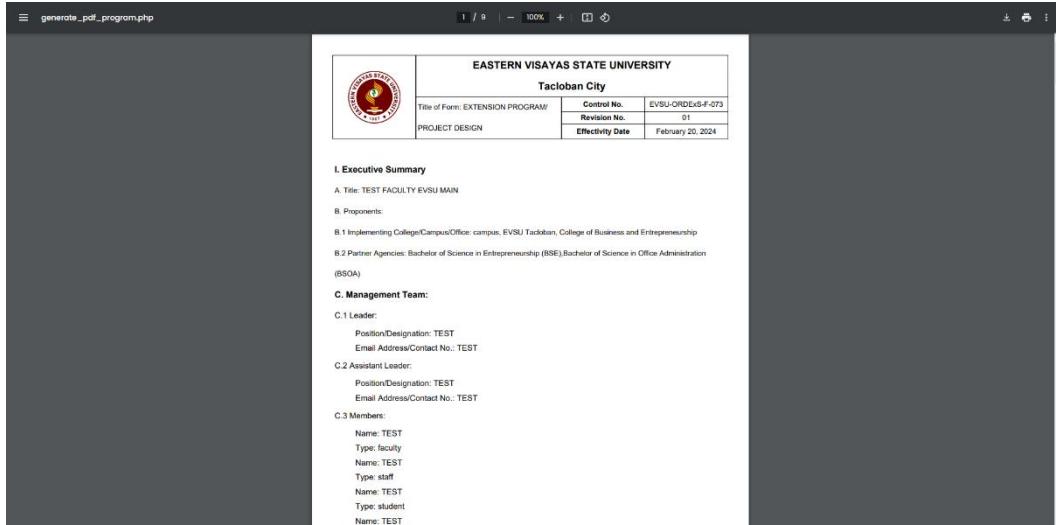
Campus  Select Campus

Password  Confirm Password

**Create Account**

Have an account? Go to [Login](#)  
Back to Home





**EVSU :iESMS**

- Dashboard
- Created PPAs
- Discussion Forum
- Create Forms >

**Notifications**

Your proposal has been approved by director.  
Your proposal has been approved by head.  
Your proposal has been approved by director.  
Your proposal has been approved by director.  
Your proposal has been approved by director.  
Your proposal has been approved by head.  
Your proposal has been revision requested.

**View all notifications**

**Dashboard**

**Create PPA**

**Ongoing Programs**: 0

**Ongoing Projects**: 0

**Ongoing Activities**: 0

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localhost/iesms/dashboard.php

## APPENDIX H

### TURNITIN CERTIFICATE



Republic of the Philippines  
**EASTERN VISAYAS STATE UNIVERSITY**  
 Tacloban City

---

#### INFORMATION TECHNOLOGY DEPARTMENT

#### Certificate of Similarity Index

This is to certify that the Capstone Project entitled:

#### **EVSU IESMS: INTEGRATED EXTENSION SERVICES MANAGEMENT SYSTEM**

authored by:

**Giovanni Hanz Guino  
Catherine Faith D. Polonio  
Harold Ian C. Sablawon**

*Bachelor of Science in Information Technology*  
 has been subjected to similarity check on December 1, 2024  
 with a generated Similarity Index of 3 %

Certified true and correct:

**Jude Allan A. Urmeneta, MSIT**  
 Capstone Project Adviser

Noted:

**Lyra K. Nuevas, PhD**  
 Capstone Project Instructor

## CURRICULUM VITAE

### GIOVANNI HANZ GUINO

Address: V and G Sunrise Ville Subdivision, Tacloban City

Contact No.: 09513663264

E-mail Address: giovannihanz.guino@evsu.edu.ph



#### PERSONAL DATA

Birthdate: November 08, 2002

Age: 22

Sex: Male

Religion: Roman Catholic

Civil Status: Single

#### SKILLS

- HTML CSS
- PHP & C#

#### EDUCATIONAL BACKGROUND

**TERTIARY** Eastern Visayas State University

Tacloban City

Bachelor of Science in Information Technology

**SECONDARY** ACLC College

Tacloban City

**PRIMARY** Marasbaras National High School

Tacloban City, Leyte

## CURRICULUM VITAE

### CATHERINE FAITH D. POLINIO

Address: Poblacion, Leyte, Leyte

Contact No.: 09380381276

E-mail Address: catherinefaithd.polinio@evsu.edu.ph



#### PERSONAL DATA

Birthdate: January 21, 2002

Age: 22

Sex: Female

Religion: Roman Catholic

Civil Status: Single

#### SKILLS

- HTML CSS
- PHP
- MULTIMEDIA

#### EDUCATIONAL BACKGROUND

**TERTIARY** Eastern Visayas State University

Tacloban City

Bachelor of Science in Information Technology

**SECONDARY** ACLC College

Ormoc City

**PRIMARY** Leyte Central School

Leyte, Leyte

## CURRICULUM VITAE

### HAROLD IAN C. SABLAWON

Address: Brgy. Calingonan, Calbiga, Samar

Contact No.: 09261916985

E-mail Address: haroldian.sablawon@evsu.edu.ph



#### PERSONAL DATA

Birthdate: September 05, 2002

Age: 22

Sex: Male

Religion: Roman Catholic

Civil Status: Single

#### SKILLS

- HTML CSS
- PHP & JAVASCRIPT

#### EDUCATIONAL BACKGROUND

**TERTIARY** Eastern Visayas State University

Tacloban City

Bachelor of Science in Information Technology

**SECONDARY** Calbiga National High School

Calbiga, Samar

**PRIMARY** Calingonan Elementary School

Calbiga, Samar