

1. Web Flow (User)
  - a. Landing Page. Log-In User (User Name Default Plantilla ID.) (Default Password 1234)
    - i. Home Page
      1. Basic Self Information one table cards(User)
        - a. Plantilla ID
        - b. Name
        - c. Job Description (Text)
        - d. Salary Grade Classification
        - e. User Status (For Admin Later)
        - f. Update (Button Only Name, Birthday)
        - g. Print (PDF)
      2. Nav. Bar drop down
        - a. Divisions (Drop Down)
          - i. Deputy Director for Administration (Drop Down)
            1. Plantilla (cards)
              - a. Status (Active/Retired) (w/cards)
              - b. Remarks(Filled in/ Vacant) (w/cards)
          - ii. Deputy Director for IT Matters (Drop Down)
            1. Plantilla (cards)
              - a. Status (Active/Retired) (w/cards)
              - b. Remarks(Filled in/ Vacant) (w/cards)
          - iii. Chief of Staff (Drop down)
            1. Plantilla (cards)
              - a. Status (Active/Retired)(w/cards)
              - b. Remarks(Filled in/ Vacant)(w/cards)
          - iv. Administrative and Resource Management Division (ARMD) (Drop Down)
            1. Plantilla (cards)
              - a. Status (Active/Retired)(w/cards)
              - b. Remarks(Filled in/ Vacant)(w/cards)
          - v. System Management Division (SMD) (Drop Down)
            1. Plantilla (cards)
              - a. Status (Active/Retired)(w/cards)
              - b. Remarks(Filled in/ Vacant)(w/cards)
          - vi. Information Technical Support Division (ITSD) (Drop Down)
            1. Plantilla (cards)
              - a. Status (Active/Retired)(w/cards)
              - b. Remarks(Filled in/ Vacant)(w/cards)
          - vii. Information Systems Security Division (ISSD) (Drop Down)
            1. Plantilla (cards)

- a. Status (Active/Retired)(w/cards)
    - b. Remarks(Filled in/ Vacant)(w/cards)
  - viii. Plans and Training Division (PTD) (Drop Down)
    - 1. Plantilla (cards)
      - a. Status (Active/Retired)(w/cards)
      - b. Remarks(Filled in/ Vacant)(w/cards)
  - ix. Data Management Division (DMD) (Drop Down)
    - 1. Plantilla (cards)
      - a. Status (Active/Retired)(w/cards)
      - b. Remarks(Filled in/ Vacant)(w/cards)
  - x. IT Program ManagementT Division (ITPMD) (Drop Down)
    - 1. Plantilla (cards)
      - a. Status (Active/Retired)(w/cards)
      - b. Remarks(Filled in/ Vacant)(w/cards)
- b. Salary Grades (Drop Down)
  - i. 1st level (Drop Down)
    - 1. Job Descriptions (cards)
  - ii. 2nd level (Drop Down)
    - 1. Job Descriptions (cards)
  - iii. 3rd level (Drop Down)
    - 1. Job Descriptions (cards)
  - iv. 4th level (Drop Down)
    - 1. Job Descriptions (cards)
- c. Remarks/Available Positions(Cards)
  - i. Divisions
    - 1. Plantilla
      - a. Salary Grade
- d. User History (Cards)
  - i. Previous Cards (Print Authority Letter Order)
  - ii. Current

## 2. Web Flow (Admin.)

- a. Landing Page. Log-In Admin (User name: ADMIN Password: ADMIN)
  - i. Home Page
    - 1. Registration for Data Input (Cards)
      - a. Plantilla ID (Number)
      - b. Name
      - c. Date of Birth
      - d. Position (Drop down)
      - e. Division

- f. Salary Grade Classification
  - g. History (Put NA if not applicable)
  - h. Status
    - i. Active
    - ii. Resigned
    - iii. Retired
    - iv. Terminated
- 2. Output Personal Profile(Cards)
  - a. Plantilla ID (Number)
  - b. Name
  - c. Date of Birth
  - d. Position (Drop down)
  - e. Division
  - f. Salary Grade Classification
  - g. Previous History (Put NA if not applicable)
  - h. Status
    - i. Active
    - ii. Resigned
    - iii. Retired
    - iv. Terminated
  - i. Update Button
    - i. Change to Other Plantilla (Promotion).
      - 1. Division
      - 2. Plantilla Position
      - 3. Salary grade classification
    - ii. Update Basic Information.
      - 1. Plantilla ID (Number)
      - 2. Name
      - 3. Date of Birth
    - iii. Change Active Status.
      - 1. Active
      - 2. Resigned
      - 3. Retired
      - 4. Terminated
- 3. Nav Bar Drop Down
  - a. Divisions (Drop Down)
    - i. Deputy Director for Administration (Drop Down)
      - 1. Plantilla (cards)
        - a. Designated Person Description
        - b. Status (Active/Retired) (w/cards)
        - c. Remarks(Filled in/ Vacant) (w/cards)
        - d. History
    - ii. Deputy Director for IT Matters (Drop Down)
      - 1. Plantilla (cards)

- a. Designated Person Description
  - b. Status (Active/Retired) (w/cards)
  - c. Remarks(Filled in/ Vacant) (w/cards)
  - d. History
- iii. Chief of Staff (Drop down)
  - 1. Plantilla (cards)
    - a. Designated Person Description
    - b. Status (Active/Retired)(w/cards)
    - c. Remarks(Filled in/ Vacant)(w/cards)
    - d. History
- iv. Administrative and Resource Management Division (ARMD) (Drop Down)
  - 1. Plantilla (cards)
    - a. Designated Person Description
    - b. Status (Active/Retired)(w/cards)
    - c. Remarks(Filled in/ Vacant)(w/cards)
    - d. History
- v. System Management Division (SMD) (Drop Down)
  - 1. Plantilla (cards)
    - a. Designated Person Description
    - b. Status (Active/Retired)(w/cards)
    - c. Remarks(Filled in/ Vacant)(w/cards)
    - d. History
- vi. Information Technical Support Division (ITSD) (Drop Down)
  - 1. Plantilla (cards)
    - a. Designated Person Description
    - b. Status (Active/Retired)(w/cards)
    - c. Remarks(Filled in/ Vacant)(w/cards)
    - d. History
- vii. Information Systems Security Division (ISSD) (Drop Down)
  - 1. Plantilla (cards)
    - a. Designated Person Description
    - b. Status (Active/Retired)(w/cards)
    - c. Remarks(Filled in/ Vacant)(w/cards)
    - d. History
- viii. Plans and Training Division (PTD) (Drop Down)
  - 1. Plantilla (cards)
    - a. Designated Person Description
    - b. Status (Active/Retired)(w/cards)
    - c. Remarks(Filled in/ Vacant)(w/cards)
    - d. History
- ix. Data Management Division (DMD) (Drop Down)

1. Plantilla (cards)
  - a. Designated Person Description
  - b. Status (Active/Retired)(w/cards)
  - c. Remarks(Filled in/ Vacant)(w/cards)
  - d. History
- x. IT Program ManagementT Division (ITPMD) (Drop Down)
  1. Plantilla (cards)
    - a. Designated Person Description
    - b. Status (Active/Retired)(w/cards)
    - c. Remarks(Filled in/ Vacant)(w/cards)
    - d. History
  - b. History (Filter By)
    - i. Plantilla ID
    - ii. Name
    - iii. Salary Grade Classification
  - c. Vacancies
    - i. Plantilla ID
    - ii. Division
    - iii. Salary Grade
  - d. NUP information

#### Employees:

- EmployeeID (Primary Key)
- FirstName
- LastName
- ContactInfo
- JobTitle
- DepartmentID (Foreign Key)
- StartDate
- Status (e.g., Active, Inactive, On Leave, Retired, Terminated)

#### Positions:

- PositionID (Primary Key)
- Title
- DepartmentID (Foreign Key)
- SalaryGradeID (Foreign Key)
- Status (e.g., Occupied, Vacant)

#### Promotions:

- PromotionID (Primary Key)

- EmployeeID (Foreign Key)
- PreviousPositionID (Foreign Key)
- NewPositionID (Foreign Key)
- PromotionDate

Departments:

- DepartmentID (Primary Key)
- DepartmentName
- Location

SalaryGrades:

- GradeID (Primary Key)
- MinSalary
- MaxSalary

HistoryLogs:

- LogID (Primary Key)
- EventType (e.g., Promotion, Transfer, Update)
- EmployeeID (Foreign Key)
- PositionID (Foreign Key)
- Date
- Details

Deputy Director for Administration

Deputy Director for IT Matters

Chief of Staff

(ARMD) Administrative and Resource Management Division

(SMD) System Management Division

(ITSD) Information Technical Support Division

(ISSD) Information Systems Security Division

(PTD) Plans and Training Division

(DMD) Data Management Division

(ITPMD) IT Program ManagementT Division