SPES ONLINE APPLICATION SYSTEM

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INTRODUCTION

Significance of the Study

In today's generation more students focused on their skills and competence. Supporting these views of the students is essential for them to enhance and develop their skill that will serve as their steppingstone to success in their chosen careers. Finishing their studies brings more opportunities and bringing them to enhance and competent skill will surely bring them to successful career that will make them more marketable and competitive in the labor market and a great help in the economic development of country.

Local Government Unit (LGU)- Special Program for Employment of Students (SPES) specifically in Municipality of Pikit aims to help students who wants to enhance their skills in technology, management, and interpersonal skill. In this program the beneficiaries are being paid for the work and services they have rendered for temporary employment, in partnership with the beneficiaries are paid with the participating establishments, whether private or public. Their salaries or wage in the area or applicable hiring rate, are subsidized and paid by the government through the Department of Labor and Employment (DOLE). The LGU of Pikit offers 60% wage and 40% in DOLE XII.

LGU-SPES PIKIT deals with the problem of sorting documents, time consuming and delays in checking student's documents, losing of student's documents, duplication of student's documents and causes crowd in passing the application requirements.

Having an LGU- Online Application System this will make work easier and save time for the staff and can focus on the assigning and assessing the students in their field of assignments and help to avoid face to face transaction to ensure the applicants are safe during this pandemic.

Objectives of the Study

This study generally aims to develop a web-based system for the LGU-SPES applicant in the Municipality of PIKIT. Specifically, the study aims to create a system that would:

- allows the student applicants of the LGU-SPES to access and register in the system;
- 2. allows the applicants to attach / submit requirements needed;
- 3. notify students on their application status;
- 4. help the admin easily manage the SPES grantees documents.
- 5. evaluate the system in terms of functionality and accuracy.

Statement of The Problem

This study aims to design and develop an SPES Online Application System for LGU-PESO Pikit. Use of descriptive method to evaluate the system's accuracy and functionality and able to solve the problems encountered by the student's applicant and the administration. And seek to answer the following problems: sorting documents; time consuming and delays in checking student's documents; losing of student's documents; duplication of student's documents and causes crowd in passing the application requirements.

Expected Outputs of the Study

The expected output of the system is to create a system that will allow students to register online for SPES, a system that is accessible to all students where they can update and receive notifications on the results of their application and a system that provides accurate record of the student applicants.

Operational Definition of Terms

Administration- the persons who will evaluate and process the data of the student's applicants.

Application- is the process of applying into a summer job.

Database- it is the student's applicant's information, records collected by the system.

LGU- the Local Government Unit that will pay 60% of the SPES beneficiaries in exchange of their services in the community.

Online- it is the process where the student applicants will use internet connection to log in into the system and fill in the needed documents.

Spes- is the program created to help the students financially and also be able to learn skill they will possibly need in their job.

System – a well created program that will enhance and give a lot more accessible type of program.

Conceptual Framework

Figure 1 shows the conceptual framework of the propose project system. The user's will enter the data that will be validated and evaluated by the system. The student's applicant data will be created and the admin can manage their data.

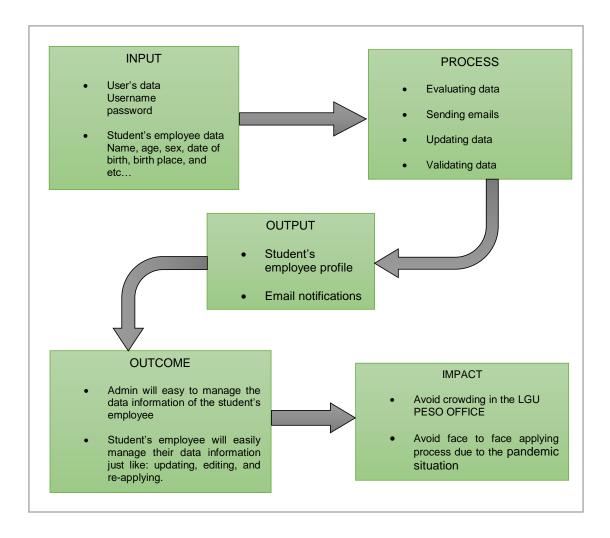


Fig.1. Conceptual Framework process system

Limitations of the Study

The study will be limited only to the Municipality of Pikit specifically in PESO SPES-LGU. This will focus on creating an SPES Online Application System that will enable the student's applicants to access the system, fill up the forms provided, upload the needed requirements and documents then the admin will evaluate their application and after that they will give feedback of their

applications then the students will receive a notification and view the status of their application if it is approved or disapproved. This system will capture all application process done face to face. The role of the SPES Online Application System is to aid in easier application process of Dole in applying to the PESO SPES-LGU. The system will not include the process of deploying the SPES grantees into their assign areas and monitoring their performance, checking of attendance and releasing of salary.

REVIEW OF RELATED LITERATURE

The Philippines has been one of the most dynamic economies in Asia over the past decades, posting an annual growth rate of 6.9 per cent for 2016 (World Bank 2016).

The Municipality of Pikit aims to helps students to gain benefit from this DOLE-SPES program done every summer and Christmas vacation. Prioritizing those poor and deserving students. DOLE's work appreciation program established under the R.A 9547. DOLE's bureau of local employment administers the SPES. The number of student's applicants of PIKIT last 2020 summer vacation ranges from 1,000 and above and there are 200 slots given by the LGU-PIKIT. The beneficiaries will engage on the average of 20-30 days' summer work in different work station under the LGU-PIKIT. They were engaged to various summer work that will enhance their capacity and skills.

Base on the study of Alikira Richard (2010), the online application system web application operates on a server running the latest versions of Apache. The Apache HTTP Server, commonly referred to as Apache, is a web server software notable for playing a key role in the initial growth of the World Wide Web. In 2009 it became the first web server software to surpass the 100 million website milestone. Apache was the first viable alternative to the Netscape Communications Corporation web server (currently named Oracle iPlanet Web Server), and since has evolved to rival other web servers in terms

of functionality and performance. Typically, Apache is run on a Unix-like operating system (Apache Software Foundation, 2009).

Alison Doyle (2021) state that when you're looking for a new job, many of your applications will be completed online either directly on an employer website or via a job board. Before you start job searching, you should first prepare to complete online job applications. It requires gathering all the information you'll need to apply. It will be easier to get your applications in if you have all the employment information employers want on hand.

Online Application Submission (OAS) is the solution to every community's application submission efficiency needs. Any community, whether large or small, that still uses paper-based applications as the only option, is missing an opportunity for significantly improved efficiency that expedites projects and saves money. OAS, provides citizens with access to a jurisdiction's web portal that allows them to submit permit and plan review applications. OAS works seamlessly with ProjectDox but provides customers with an applicant-facing interface that is easy to use and eliminates the guesswork for an applicant (Avolve Software, 2021).

According to Jessica LaFever-Smith (2021), online applications are helping municipalities to accumulate a more qualified talent pool while improving the overall candidate experience. Under this mutually beneficial arrangement municipality are more quickly and cost-effectively identifying and hiring serviceminded candidates prepared and committed to serve their communities. In

return, candidates are experiencing a more convenient and efficient application process.

Lopez (2005) agreed that registration system helps and provides efficient and reliable services to the students, personnel and administration. This system improved the process of enrollment in terms of searching, retrieving documents.

Web application is simply an application which works over a web browser. All the applications here run on a web server instead of a local server.

Due to the popularity of the internet there is a rise in the development of web apps in the recent years. Especially, businesses are finding web apps as the most convenient way for their employees to work flexibly. Irrespective of the location, the web apps allow staffs to carry out their works (Mishal Roomi, 2021).

Philip Cleave (2016) state that, internet connectivity has exposed light to every dark corner of the world. This increased online accessibility has meant the collection and analysis of market research data has soared. At some stage during the day you will more than likely be asked to complete an online form, whether it is an application for something, an event sign up, or even a subscription. Here we take an in-depth look at why the ability to capture data is essential for many organizations...

An online form can be used to gather a wide range of data for multiple purposes, they are part of everyday life! A form might be used for a personal application or to take customer details for an account setup. Online forms

provide you with an easy to implement, secure solution to gather the data you need in a consistent automated manner.

With the right online form creation tool, you can quickly produce fully responsive forms that will capture and store data instantly. User-friendly, clear and instantly editable, web forms mean you can make the move to a paperless environment in a few easy steps.

According to Zach DiSchiano (2016), the days of sorting through paper job applications on a desk already swarming with files and documents may be over, but the novelty of collecting all submissions through the Internet also comes with its own challenges.

Technology is moving forward rapidly, and it's tough to keep up with the latest trends and best practices for online application administration, distribution, and management.

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METHODOLOGY

Research Design

This study will use descriptive research design to determine the functionality of the SPES Online Application System of the LGU-PESO PIKIT. Collecting of data will be use in evaluating each function of the system.

Role of the Researcher

The role of the researcher is to gather information, secure the private information of the respondents and convey the result of the research clearly and unbiased.

Research Participants and Materials

The research participants are the LGU-SPES staff and the chosen student's applicants of the Municipality of Pikit. The materials that will be use in the study is an adoptive questionnaire. Total population sampling is use in LGU-SPES staff (10) respondent while simple random sampling strategy will be use in selecting student (20) respondents.

Data Collection

Initially, a letter asking for permission to conduct the study will be given to the office of PESO-PIKIT. Series of interviews will be conducted. The following procedure will be observed in gathering data needed for the study. An adapted questionnaire will be given to the respondent to gather their perception regarding the system.

- 1. The researcher will conduct an interview with the staff and student applicants
- 2. The researcher will observe the state of the organization current system
- 3. The data gathered during the interview will be analyzed
- 4. Interpretation and conclusion will be drawn from the result of the data

Data Analysis

Data analysis and interpretation will be done using descriptive statistic to present and summarize data. The verbal description will be based on the following range values shown in the Table 1.

Table 1. Statistical analysis table

	NUMERICAL VALUE	DESCRIPTION	WEIGHTED AVERAGE
1		Strongly Disagree	1.00-1.99
2		Disagree	2.00-2.99
3		Neither Agree or Disagree	3.00-3.99
4		Agree	4.00- 4.99
5		Strongly Agree	4.00-5.00

Validity

The researcher will use a survey questionnaire to gather the data based on the objectives of the study. Data form the finish system assessment will be use in giving the survey questionnaire. The system functionality will be test by the researcher to see if the result meet the objectives of the study.

Ethical Consideration

Considering ethical aspect of research enough time is given to the respondents of the study so that they can depict their true views on research questions. Primary and secondary data will be used in the study. Consent from the respondents will be taken and appropriate permission will also be ensured privacy of their data. The disclosure of respondent identity will not be exhibited. Beyond that fact, usage of any secondary data from any source will be acknowledge with appropriate reference. Hence, the aspect of research will be followed very strictly in this research.

System Development Methodology

Figure 2 shows the Rapid Application Development. The researcher will use this model to easy understand the process of creating the system. In the Requirements Planning, the researcher will gather the information, researching the current problem and defining the requirements of the project. In the Design phase, the researcher will choose what is the best suitable design for the system. By the third phase or Construction, the researcher will use HTML, CSS, JavaScript and PHP MySQL for creating the database of the system. The last phase or Cutover, the researcher will be testing the system to ensure that the end-user will found it acceptable. In this phase, if the final changes will be done the researcher will still look for bugs in the system.

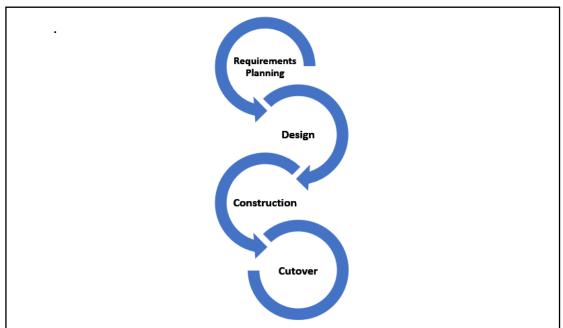


Fig. 2. Rapid Application Development

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System Requirements Specification

Functional Requirements

1. Creating account

Input: First name, last name, middle name, age, student ID number,

birthday, birth place

Process: The system will verify the information

Output: New account created

2. System Log in

Input: Enter username and password

Process: The system verifies the input of the user and if valid, the log is

done. Otherwise, the user will be asked to re-enter the username and

password

Output: System's home page interface

3. Filling up the form

Input: Enter complete name, sex, address, birth date, birth place and

etc...

Process: The system will check the answered form, and if its correct, the

profile information interface. Otherwise, the system will be back to the

filling form to re-enter the information needed.

Output: Students' profile data interface

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4. Viewing filled up form

Input: Select students' name into the list of names

Process: The system will ask if the name that you selected is correct,

and if it's correct, the system will display the data of the students with

their application form and if it's not, the system will ask to re-select the

student's name.

Output: The data of the students with their application form interface.

5. Sending email

Input: Select email account into the list of accounts

Process: The system will ask if the email account that you selected is

correct, and if not correct, the system will ask to re-select email account

and if its correct, the system will open the email selected. The admin can

now send email to the students.

Output: Successfully sent

6. Changing user password

Input: Enter the old password and new password

Process: The system verifies the old password of the user and if valid,

the password will be changed and if not, the user will be asked to re-

enter the old password.

Output: Changed password successfully

7. Updating profile data

Input: Enter username and password/Enter ID number or name

Process: The system checks and upload the data that you changed or

add.

Output: Profile data interface

8. Viewing the students' access to the system

Input: Enter the ID number or name

Process: The system will find the result of the ID number or name that

you entered

Output: The system will display students' data

9. Viewing control number

Input: Enter ID number or name

Process: The system will show the result of the ID number or name that

you entered

Output: Control number display

10. Viewing amount salary

Input: Enter ID number or name

Process: The system will show the result of the ID number or name that

you entered

Output: The salary amount number will display

11. Managing student's applicant account

Input: select name into the list of names

Process: The system will ask if the name that you selected is correct, and if it's correct, the system will display the data of the students' and if it's not, the system will ask to re-select the students' name.

Output: Display student's profile data interface

12. System log out

Input: Click the logout button

Process: The system will logout the user's account

Output: Display login interface

Software Requirements Specification

Table 2 shows the software requirements specification of the system.

The table displays the minimum and recommended software requirements.

Table 2. Developer's software requirements specification.

		1
SOFTWARE	MINIMUM	RECOMMENDED
Operating System	Microsoft Windows 2007	Microsoft Windows 8.1
Database	XAMPP PHP MyAdmin	XAMPP PHP MyAdmin
Design	PHP, XAMPP, Dreamweaver	PHP, XAMPP,
· ·		Dreamweaver

Hardware Requirements Specification

Table 3 shows the hardware requirements specification of the system.

The table displays the minimum and recommended hardware requirements.

Table 3. Developer's hardware requirement specification.

SOFTWARE	MINIMUM	RECOMMENDED
Processor	AMD E-450 APU	Intel Core i3
RAM	2.00 GB	4.00 GB
Hard drive	2.50 GB	300 GB
Connectivity	Internet	Internet

Entity Relationship Diagram

Figure 3 shows the relationship between of the database. Each table is connected to others table. The diagram shows the ERD of the system and the diagram has 5 entities which are the Admin, User, Student employee, Email notification and Payroll. The Admin is connected to the email notification because one admin can send the students of many notification, admin is connected to the account because one admin can access of many account, admin is connected to the payroll because one admin can send many payroll to the student, student's employee is connected to the email notification because one student can receive many notification, account is connected to the student's employee because only one account can be used by one student, payroll is connected to the student's employee because only one payroll can receive by one student and the account is connected to the email notification because one account can receive many notification.

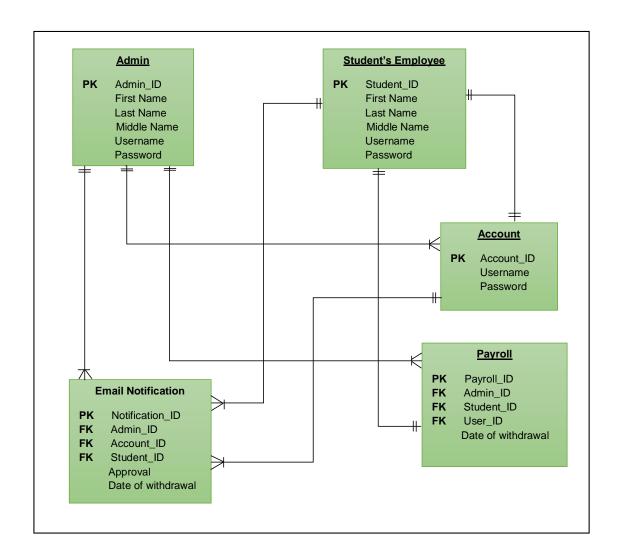


Fig. 3. Entity relationship diagram of the SPES Online Application System

Use case diagram

Figure 4 shows the Use Case Diagram of the system. The diagram illustrates the activities that actors can do. The admin can login to the system, admin can manage student's employee account including view control number, view amount salary, change user password, update profile information, and view students' to the system. The admin can also logout to the system. Student employee can create the account, login and fill up the form. Student employee can view transaction including view control number, view amount salary, change password, and update profile information. Student employee can also logout the system.

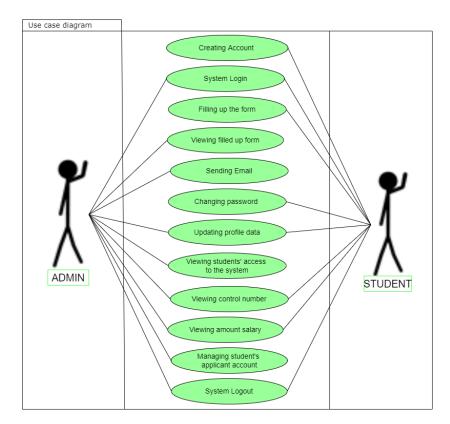


Fig. 4. Use Case Diagram of the SPES Online Application System

Class diagram

Figure 5 shows the class diagram of the system. The diagram illustrates the association between classes. The Admin is connected to the email notification with one (1) or many to one (1) relationship, admin is connected to the account with one (1) or many to one (1) relationship, admin is connected to the payroll with one (1) or many to one (1) relationship. While the student's employee is connected to the email notification with one (1) or many to one (1) relationship, account is connected to the student's employee with one (1) to one (1) relationship, payroll is connected to the student's employee with one (1) to one (1) relationship. The account is connected to the email notification with one (1) or many to one (1) relationship.

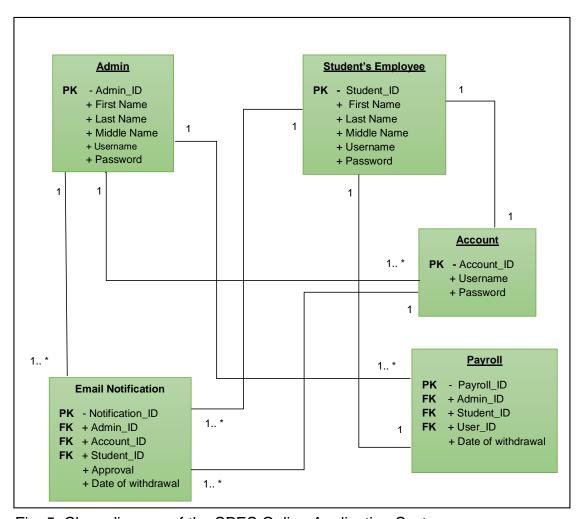


Fig. 5. Class diagram of the SPES Online Application System

Activity Diagram

Figure 6 shows the activity diagram for creating account into the system. The diagram illustrates the process of user that will creating account. The user will click the create account and enter information which will be validated by the system.

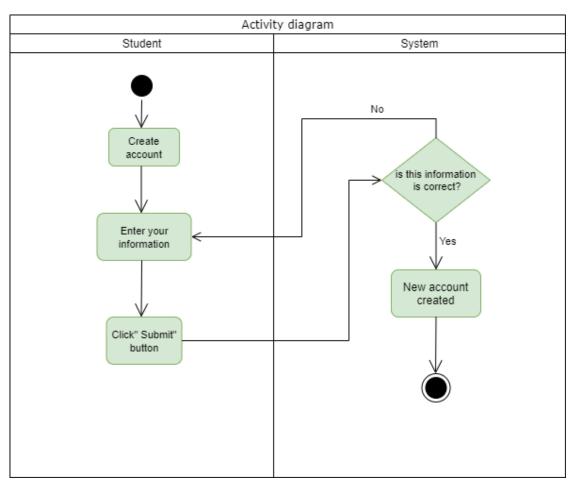


Figure 6 Activity diagram for creating account to the system of SPES Online Application System

Figure 7 shows the activity diagram for logging in to the system. The diagram illustrates the process of user log in. The user will enter their username and password which will be validated by the system. If validated, the system will display home page interface and if not, the system will ask to re-enter the username and password.

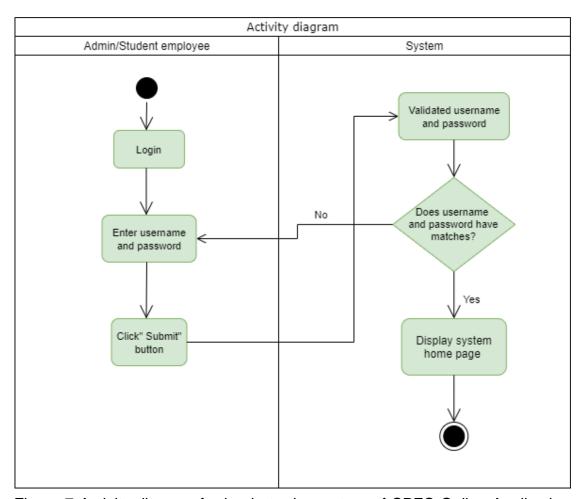


Figure 7 Activity diagram for log in to the system of SPES Online Application System

Figure 8 shows the activity diagram for filling up the form and attaching requirements in to the system. The diagram illustrates the process of user filling up the form. The user will enter complete name, sex, address, birth date, birth place, and etc...which will be validated by the system. If validated, the students' profile data interface and if not, the system bill be back to the filling form to reenter the information needed.

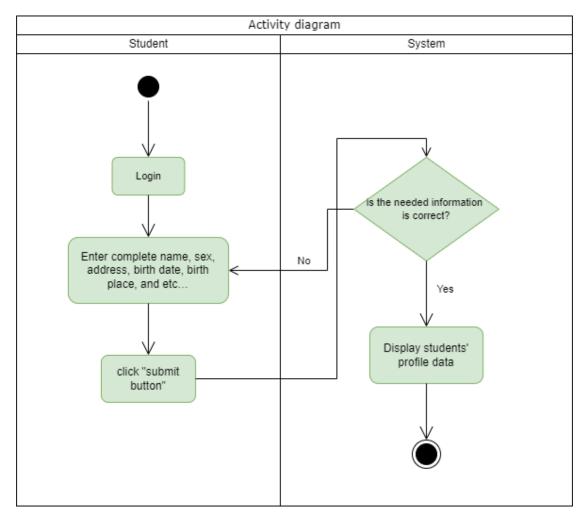


Figure 8 Activity diagram for filling up the form and attaching requirements in to the system of SPES Online Application System

Figure 9 shows the activity diagram for viewing filled up form in to the system. The diagram illustrates the process of user viewing filled up form. The user will select students' name into the list of names which will be verify by the system. If verified, the students' data with their application form will interface and if not, the system will ask to re-select the name.

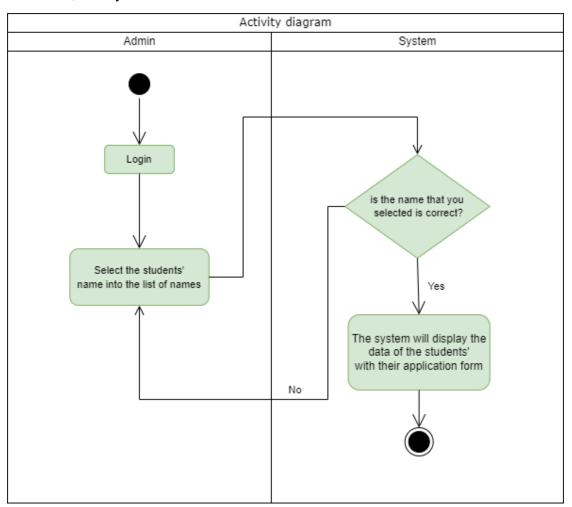


Figure 9 Activity diagram for viewing filled up form in to the system of SPES Online Application System

Figure 10 shows the activity diagram for sending email. The diagram illustrates the process of user sending email. The user will select email account into the list of accounts which will be verify by the system. If not verified, the system will ask to re-select email account and if it's verified, the system will open the email account selected and the user can now send email.

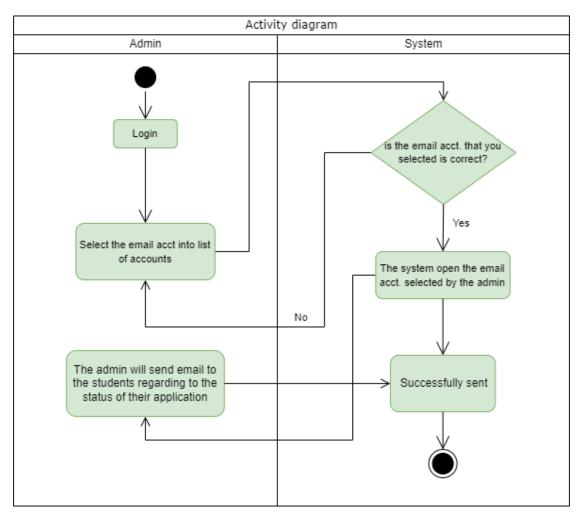


Figure 10 Activity diagram for sending email of SPES Online Application System

Figure 11 shows the activity diagram for changing password. The diagram illustrates the process of changing the user password. The user will click the change password and enter the old password which validated by the system. If the password is not valid, the system will ask to re-enter the old password and if the password is correct the system will ask the user to enter new password and the system will display changed password successfully.

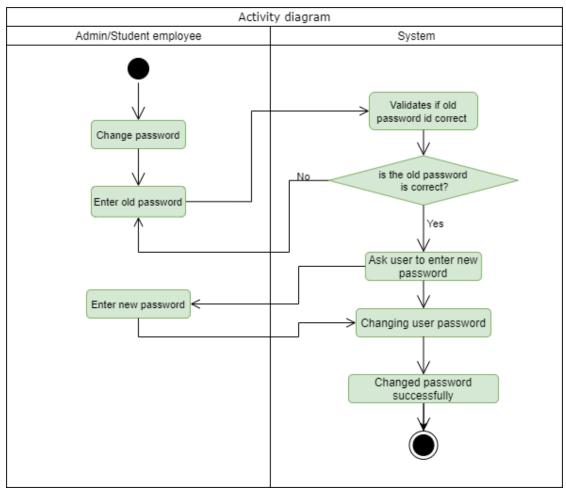


Figure 11 Activity diagram for changing password to the system of SPES Online Application System

Figure 12 shows the activity diagram for updating profile data. The diagram illustrates the process of updating users' profile data. The user will enter username and password/enter id number or name which will be validated by the system. The system will display the students' applicant profile data and the user can now edit, change, and add data. The system will ask the user if they are finished or otherwise, the system will display the updated profile data.

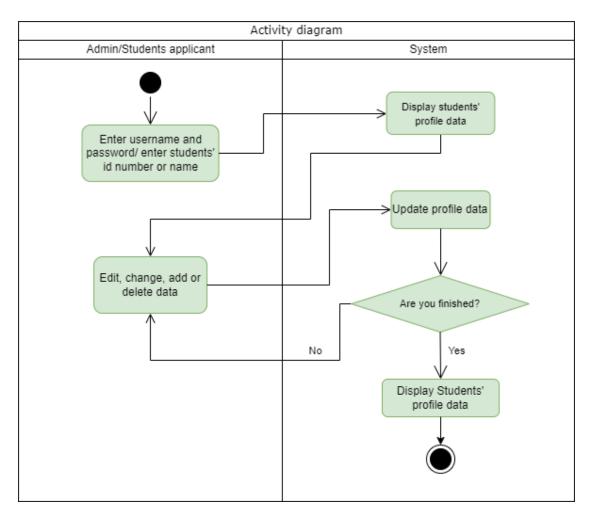


Figure 12 Activity diagram for updating profile data to the system of SPES Online Application System

Figure 13 shows the activity diagram for viewing student's access to the system. The diagram illustrates the process of viewing student's access to the system. The admin will input the ID number or name which will be validated by the system, if not validated the system will ask the admin to re-input the student's id number or name. Otherwise, the system will display student's

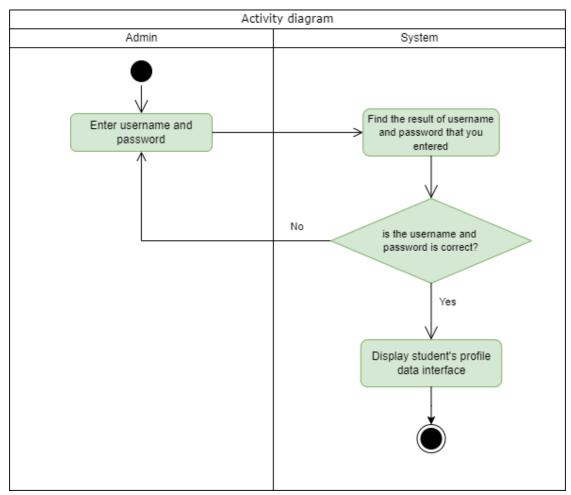


Figure 13 Activity diagram for viewing student's access to the system of SPES Online Application System

Figure 14 shows the activity diagram for viewing control number. The system illustrates the process of viewing control number. The user will enter ID number or name which validated by the system, if not validated the system will ask the user's to re-enter the student's id number or name. Otherwise, the system will display control number.

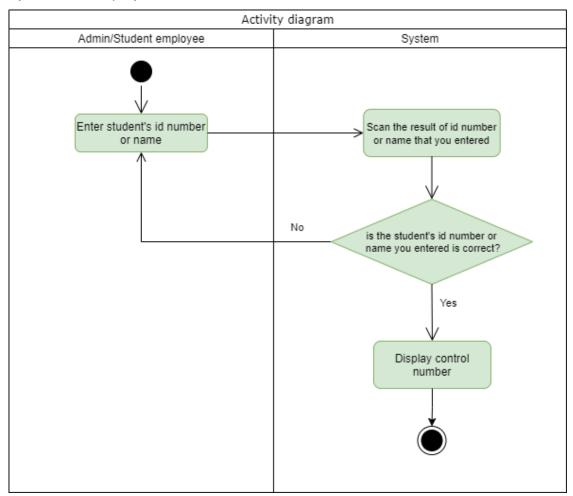


Figure 14 Activity diagram for viewing control number to the system of SPES Online Application System

Figure 15 shows the activity diagram for viewing amount salary. The system illustrates the process of viewing amount salary. The user will enter ID number or name which validated by the system, if not validated the system will ask the user's to re-enter the student's id number or name. Otherwise, the system will display amount salary.

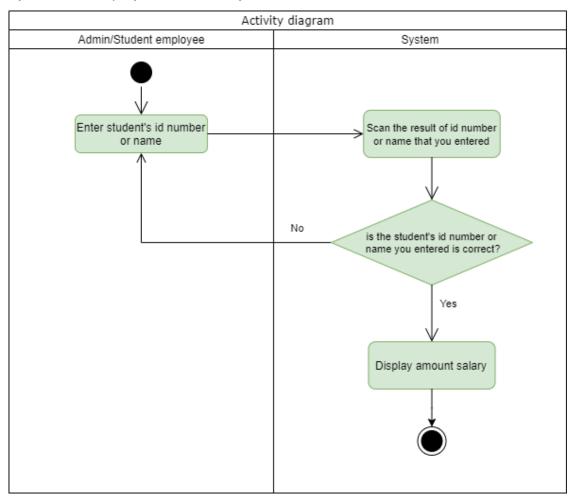


Figure 15 Activity diagram for viewing amount salary to the system of SPES Online Application System

Figure 16 shows the activity diagram for managing students' applicant account. The system illustrates the process of managing students' applicant account. The admin will select the name into the list of names which will be verify by the system, if not verify the system will ask the admin to re-select the name. Otherwise, the system will display students' profile data interface.

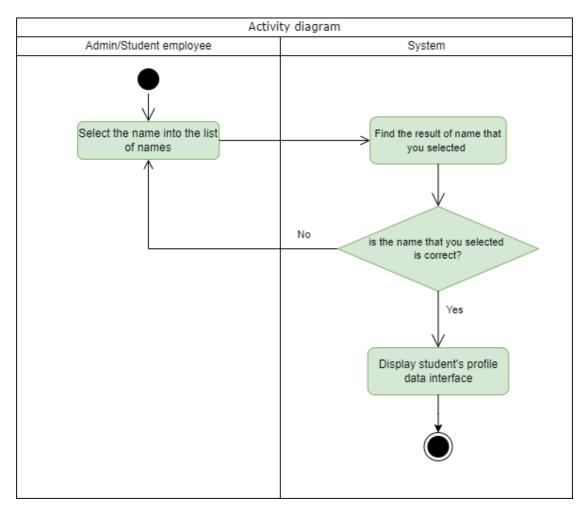


Figure 16 Activity diagram for managing student's employee account to the system of SPES Online Application System

Figure 17 shows the activity diagram for logging out from the system. The system illustrates the process of user logout from the system. The user will click the "logout" and the system terminate the user's access and the system display login interface.

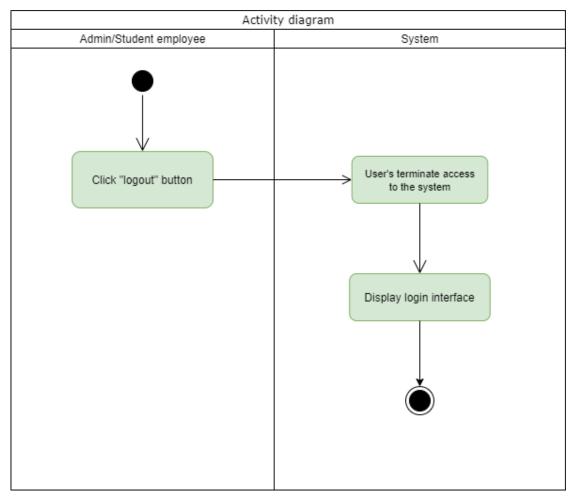


Figure 17 Activity diagram for logging out to the system of SPES Online Application System

Project Cost Estimate

Table 3 shows the budgetary requirements intended for the development of the project. This includes planning to implementation phases.

Table 3. Project cost estimate.

	ITEMS	ESTIMATED COST (Php)
1. Internet		5,500.00
2. Travel		1,500.00
3 Planning Phase		
i.	Define business problem and scope	200.00
ii.	Produce detailed project schedule	200.00
4. Analysis Phase		
i.	Gather information	350.00
ii.	Define system requirements	250.00
iii.	Prioritize requirements	250.00
5. Design Phase		
i.	Design and integrate the network	1,000.00
ii.	Design the application structure	500.00
iii.	Design the user interfaces	500.00
iv.	Design and integrate database	500.00
٧.	Design and integrate system controls	500.00
6. Implementation Phase		
i.	Construct software components	500.00
ii.	Verify and test	500.00
iii.	Install the system	500.00
TOTAL 12,750.00		

Gantt Chart

Figure 18 shows the Gantt chart for developing of the system which is divided into four phases: Requirements planning phase, User design phase, Construction phase and Cutover phase. Each phase will have its sub tasks that needs to be complete before proceeding to the next activities and each activity will have its schedule date. The starting point of developing this system is on April 1, 2021 and it will end on May 2022.

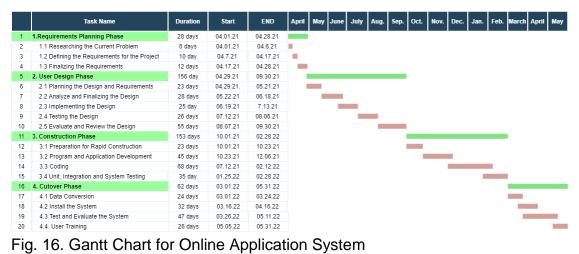


Fig. 16. Gantt Chart for Online Application System

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APPENDICES

Appendix A. Application for Research Adviser



UNIVERSITY OF SOUTHERN MINDANAO Kabacan, Cotabato Philippines



APPLICATION FOR RESEARCH ADVISER

Date **April 19, 2021**

ELIZABETH R. GENOTIVA

Department of Computing and Library Information Science College of Engineering and Information System USM, Kabacan, Cotabato

Sir / Madam:

I would like to request that you will be my Research adviser effective 2nd semester, SY 2021-2022 I intend to work on **SPES ONLINE APPLICATION SYSTEM**.

I am hoping for your most favorable approval on this request. Thank you very much.

Very truly yours,

BENJAMIN S. NAGLE

Printed Name and Signature of Student

RECOMMENDING APPROVAL	NOTED	
CATHERINE C. DAFFON Department Research Coordinator	ELIZABETH R. GENOTIVA Department Chairperson	
<u>April 19, 2021</u> Date	<u>April 19, 2021</u> Date	
APPROVED		
ELIZABETH R. SENOTIVA Adviser April 19, 2021 Date		

Appendix B. Application for Research Title



UNIVERSITY OF SOUTHERN MINDANAO

Kabacan, Cotabato Philippines



APPLICATION FOR RESEARCH TITLE

Date: **April 19, 2021**

ELIZABETH R. GENOTIVA

Chairperson, Department of Computing and Library Information Science

SIR/MADAM:

I would like to request your office to allow me to research on the study entitled "SPES ONLINE APPLICATION SYSTEM."

The study has the following objectives:

- 1. Allows the applicants to attach / submit requirements needed;
- 2. Notify students on their application status;
- 3. To avoid face to face transaction to ensure the applicants are safe during this pandemic.

Very truly yours,

BENJAMIN S. NAGLE

Printed Name and Signature of Student

NOTED		
ELIZABETH R. GENOTIVA Adviser	2021.04.19 Date	
CATHERINE C. DAFFON Department Research Coordinator	2021.04.19 Date	
MARILYN S. PAINAGAN College Research Coordinator REMARKS:	2021.04.19 Date	
APPROVED		
ELIZABETH R. GENOTIVA Department Chairperson	2021.04.19 Date	

Appendix C. Estimated Budget of the Research



UNIVERSITY OF SOUTHERN MINDANAO

Kabacan, Cotabato Philippines



ESTIMATED BUDGET OF THE RESEARCH

Title of Study SPES ONLINE APPLICATION SYSTEM

ITEMS/DESCRIPTION	ESTIMATED COST
1. Internet	5,500.00
2. Travel	1,500,00
3 Planning Phase	400.00
4. Analysis Phase	850.00
5. Design Phase	3,000.00
6. Implementation Phase	1,500.00
Grand Total	12,750

Prepared and submitted by:

BENJAMIN S. NAGLE

Printed Name and Signature of the Student

NOTED	
ELIZABETH R. GENOTIVA Adviser	2021.04.19 Date
CATHERINE C. DAFFON Department Research Coordinator	2021.04.19 Date
ELIZABETH R. GENOTIVA Department Chairperson	2021.04.19 Date

USM-EDR-Fo6-Rev.3.2020.02.24

Appendix D. Application for Thesis Outline Defense



UNIVERSITY OF SOUTHERN MINDANAO

Kabacan, Cotabato Philippines



APPLICATION FOR THESIS OUTLINE DEFENSE

Name	BENJAMIN S. NAGLE		
Degree/Major	BACHELOR OF SCIENCE IN INFORMATION SYSTEMS		
Thesis Title	SPES ONLINE APPLICATION SYSTEM		
Date of Examination			
Time			
Place			
	MEMBERS OF THE EXAMINING COMMITTEE		
Name	Signature Date		
DANILYN A. FLORES	Landy low 2004 44 25		
NOR-AINE M. CORPUZ	2021.11.25 2021.11.25		
NELSON G. BALNEG	Thelage 2021.11.25		
	NG APPROVAL:		
	Colon 1		
	ETHR. GENOTIVA		
- 1	Adviser Co-Adviser (Optional) APPROVED:		
	CATHERINE C. DAFFON		
College	Statistician Department Research Coordinator		
(Op	otional)		
	ELIZABETH R. GENOTIVA		
	Department Chairperson		
	REPORT ON THE RESULT OF EXAMINATION		
Name	Signature Remarks		
DANILYN A. FLORES			
NOR-AINE M. CORPUZ			
NELSON G. BALNEG			
	APPROVED:		

APPROVED:

CATHERINE C. DAFFON

Department Research Coordinator

______ Date

USM-EDR-F07-Rev.3.2020.02.24