

**Description**

Za Warudo is a company that provides services like organizing and managing employees' schedules and attendance for smaller companies that lacks manpower and money.

**Team**

CEO (President): Charles Joshua C. Tacda

* CEOs are responsible for managing a company's overall operations. This may include delegating and directing agendas, driving profitability, managing company organizational structure, strategy, and communicating with the board.

Sales Manager: Joshua Moises Bay

* Sales managers are responsible for leading sales teams to reach sales targets. Sales managers are primarily tasked with hiring and training team members, setting quotas, evaluating, and adjusting performance, and developing processes that drive sales.

Accounting Manager: Deanne Marjorie Bautista

* Oversees preparation of business activity reports, financial forecasts, and annual budgets. Oversees the production of periodic financial reports; ensures that the reported results comply with generally accepted accounting principles or financial reporting standards.

Technical Support Manager: Myka Factolerin

* Technical Support Manager manages technical service-related operations for an organization. Oversees the work of engineering, IT, or maintenance staff to ensure that all jobs are completed on time, within budget, and to customer specifications.

Software Development Manager: Hanna Panganiban

* A software development manager plans, directs, and coordinates all activities related to writing software programs. He is also in charge of managing the activities of the software developing team of a company or specific project.

Cloud Administrator: Stephen Dan Francis Moral

* A cloud systems administrator develops, maintains, and troubleshoots the network connections of cloud computing resources. They administrate the cloud system through patches, permissions, and service deployments.

Database Administrator: Allen Rae Patawaran

* Database administrators are responsible for accurately and securely using, maintaining, and developing computerized databases within a wide range of public and private sector organizations.

Admin: Charles Jansid Dela Viña

* An Administrator provides office support to either an individual or team and is vital for the smooth-running of a business. Their duties may include fielding telephone calls, receiving and directing visitors, word processing, creating spreadsheets and presentations, and filing.

Marketing Manager:

* A marketing manager is responsible for managing the promotion and positioning of a brand or the products and services that a company sells. Typically marketing managers are employed to attract more customers to buy from the company and to raise brand awareness through the creation of marketing campaigns.

**Location**

**Main Branch:** Cavite, Dasmariñas

**Local Branches:** Bacoor, Cavite City, Dasmariñas, General Trias, Imus, Tagaytay, Trece Martires

**International Branches:** New Zealand, United States, Canada, Australia, Singapore, China, United Kingdom, Ireland, Denmark, Iceland

**Company Size and Departments**

* Accounting Department
* Human Resource Department
* Customer Service Department
* Security Department
* Marketing and Sales Department

**Simple System**

**Time Tracking System**

* The function of our system is to manage and organize other company's timesheet for their employees. The records include Employee's ID, name, company, department, date, time in, and time out.
* This system is the source of income for our company. It allows us to give service to smaller companies that don't have enough income or employees to work on their timesheets.
* This system belongs to the IT Department as they are the ones who monitor and modify every record in the database.

**Generated Reports**

**Database**

**IT Department**

Cloud Administrator

**IT Infrastructure**

* Firewall, Router, Internet, Cloud
* Networks
* Hardware and Software
* Communication Device
* Backup Devices
* Security
* Wired and Wireless Devices
* Database

**Hardware**

1. **Hardware Capacities:**

**RAM:** Kingston

**Hard Drive:** Kingston

**Monitor:** Apple

1. **Required Software:**

**OS:** Mac

**Office:** Microsoft Office

**Database:** MySQL Workbench

1. **Software Levels:**

**Browser: OS:** Chrome

1. **Virus Protection:**

**Antivirus:** Norton, Bitdefender

**Anti-malware:** Malwarebytes

**Networks**

**Printers**

**Communication Device**

**ER Diagram**

**Model Diagram**

**Generated Report**

**System Presentation**