MarriottConnect: An Integrated Student Information System with Decision Support Analytics for Marriott School

A Capstone Project Proposal
Presented to the Faculty of the
Information and Communications Technology Program
STI College Muñoz - EDSA

In Partial Fulfilment
of the Requirements for the Degree
Bachelor of Science in Information Technology

Jade Michael D. Godalle
Edson John R. Solitario
Francis Jay D. Raagas
Laurence Emmanuel M. Supangan

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ENDORSEMENT FORM FOR PROPOSAL DEFENSE

TITLE OF RESEARCH: MarriottConnect: An Integrated Student Information System with Decision Support Analytics for Marriott School

NAME OF PROPONENTS: Jade Michael D. Godalle
Edson John R. Solitario
Francis Jay D. Raagas
Laurence Emmanuel M. Supangan

In Partial Fulfilment of the Requirements
for the degree Bachelor of Science in Information Technology
has been examined and is recommended for Proposal Defense.

ENDORSED BY:

Mr. John Ace C. Manlapat, MIT
Capstone Project Adviser

APPROVED FOR PROPOSAL DEFENSE:

Ms. Cristylen Q. Esporsado
Capstone Project Coordinator

NOTED BY:

Mr. Anthony F. Molacruz
Program Head

NOVEMBER, 2025

APPROVAL SHEET

This capstone project proposal titled **MarriottConnect: An Integrated Student Information System with Decision Support Analytics for Marriott School**, prepared and submitted by **Jade Michael D. Godalle, Edson John R. Solitario, Francis Jay D. Raagas**, and **Laurence Emmanuel M. Supangan**, in partial fulfillment of the requirements for the degree of Bachelor of Science in Information Technology, has been examined and is recommended for acceptance and approval.

Mr. John Ace C. Manlapat, MIT
Capstone Project Adviser

Accepted and approved by the Capstone Project Review Panel
in partial fulfillment of the requirements for the degree of
Bachelor of Science in Information Technology

Ms. Cristylen Q. Esporsado
Panel Member

Mr. Ramil Madriaga
Panel Member

Mrs. Marilyn F. Afable
Lead Panelist

Noted:

Ms. Cristylen Q. Esporsado
Capstone Project Coordinator

Mr. Anthony F. Molacruz
Program Head

November, 2025

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INTRODUCTION

Educational institutions increasingly rely on integrated information systems to maintain operational efficiency, data accuracy, and timely institutional decision-making. In school environments where administrative, academic, and financial processes are highly interdependent, the quality of day-to-day service delivery is directly influenced by the quality, consistency, and accessibility of information. When records are encoded once and reused correctly across offices, workflows become faster, reporting becomes more reliable, and stakeholders receive updates with greater confidence.

However, when school operations remain fragmented across separate spreadsheets, paper logs, and isolated department files, the institution becomes vulnerable to duplicate encoding, conflicting records, and delayed validation cycles. The value of management information systems has long been associated with reducing procedural burden and improving reporting quality in multi-office environments. In contrast, fragmented systems often make institutions data-heavy but insight-poor, because data exists in large volume yet remains difficult to consolidate into usable, decision-ready outputs.

In the Philippine education context, the need for integrated school operations is even more pronounced because compliance-driven reporting and routine internal processing must be performed simultaneously. For Marriott School, this dual demand exposes the limits of disconnected tools and manual reconciliation practices. In response, this study proposes MarriottConnect as an integrated student information system with decision support analytics, designed to centralize operational records, reduce repetitive encoding, and provide leadership with structured evidence for planning and continuous improvement.

Project Context

Marriott School operates within a DepEd-governed environment where learner identity and enrollment reporting must remain aligned with official standards, particularly through LIS-oriented practices. This context requires institutional systems to be both operationally practical and procedurally consistent, since registrar, finance, and academic teams must

work with the same learner records under different functional responsibilities.

Despite this institutional requirement, the current process landscape still reflects fragmented information handling across multiple standalone tools. Several functions depend on separately maintained files, office-specific trackers, and recurring manual verification, which increases the probability of mismatch between operational updates and reported totals.

The practical effect of this fragmentation is most visible during high-volume cycles such as enrollment, grade consolidation, and payment posting. Staff are required to cross-check details repeatedly before they can finalize outputs, and this verification burden lengthens turnaround times for both internal offices and external stakeholders.

From an administrative standpoint, this environment reduces process agility. Instead of using data primarily for planning and intervention, offices often spend substantial time validating whether records are complete, current, and mutually consistent across multiple files.

Registrar workflows are especially affected because enrollment intake, profile correction, and subsequent enrichment must be reconciled across timelines. Without a centralized sequence, staff are often forced to verify the same student details multiple times before records can be considered reliable for downstream use.

Finance workflows face related challenges. If posting logic and ledger visibility are not connected to a shared student record base, balance confirmation depends on additional manual checking, and communication of dues status can be delayed when multiple transactions are processed in close succession.

Academic operations also inherit the effects of disconnected records. Section coordination, class-list preparation, and grade-related data handling become more time-consuming when assignment details and student records must be validated from different sources before release.

These issues are not isolated technical inconveniences; they represent an operational design

problem where information flows are fragmented rather than structured. As a result, teams work harder to preserve accuracy, but the system itself does not actively support consistency by design.

Institutional interviews reinforce this diagnosis by consistently pointing to duplicate encoding, delayed reconciliation, and cross-office dependency as recurring bottlenecks. These findings indicate that the school's challenge is not the absence of effort or data, but the absence of an integrated process architecture.

For Marriott School, an effective solution therefore requires more than digitizing existing forms. It must define a clear data lifecycle where transactions from one office become validated inputs for another without repetitive manual reconstruction.

This requirement is particularly important because the school serves multiple user classes with different information needs: administrators need oversight and trend visibility, registrar and finance need operational control, teachers need grade workflow support, and students and parents need secure, role-specific access.

When these stakeholders rely on disconnected channels, information asymmetry grows. Offices may hold different versions of the same status at the same moment, and parents or students may receive updates that are not synchronized with the latest authorized record state.

A centralized platform addresses this by establishing one authoritative operational dataset and clearly defined role boundaries. Rather than treating enrollment, billing, and academic records as separate islands, the system treats them as connected processes within one institutional workflow model.

The core design constraint in this study is therefore to avoid duplicate encoding while preserving complete operational functionality. This principle is critical because it directly targets the source of delay, inconsistency, and verification overload observed during data gathering.

To satisfy this constraint, MarriottConnect follows a staged operating logic that reflects

real school office behavior and aligns with DepEd-related reporting realities.

First, the Registrar captures minimal but valid enrollment intake information needed to initiate the student workflow without forcing full-detail re-encoding at the earliest stage.

Second, the Finance office processes payment transactions through a structured cashier flow where posted entries immediately contribute to student ledger visibility and transaction history.

Third, the Registrar performs SF1 upload and learner enrichment activities so records can be validated and matched using LRN-centered identity handling.

Fourth, the system reconciles and aligns records so that updated learner details become reusable, authorized data for academic and reporting processes.

This staged model reduces front-loaded data burden while still maintaining procedural discipline. Offices can complete their responsibilities in sequence, and each completed step contributes directly to a cleaner downstream workflow.

Role-based module boundaries further support this structure. Super admin and admin roles focus on governance and academic planning controls, while registrar and finance roles manage transactional workflows tied to student record integrity.

Teacher-facing modules focus on instructional operations through schedule visibility and grading-sheet workflows, including rubric setup, activity creation, score entry, and quarter submission handling.

Student and parent modules provide secure visibility to authorized records, including schedules, grades, and billing information. This reduces reliance on informal update channels and improves transparency for families.

At the leadership level, role dashboards convert validated operational transactions into KPI cards, alert summaries, and trend views that support monitoring and planning discussions.

The dashboard contract in MarriottConnect is intentionally standardized so role pages can

consume consistent analytics payloads. This design improves comparability across modules and prevents reporting logic from becoming fragmented again.

Trend rendering supports line, bar, area, and pie visualizations, allowing the school to interpret enrollment movement, payment behavior, and operational indicators in formats that are easy to review during administrative meetings.

Security and access continuity are addressed through authentication, role middleware, and operational guards such as maintenance-mode restrictions and parent-portal toggles.

These controls ensure that transparency does not compromise confidentiality, and that institutional configuration decisions can be applied consistently across role routes and feature availability.

Routing strategy also reinforces role clarity by resolving dashboard entry by authenticated role while preserving shared platform consistency. Users enter through one system but receive a role-specific operational context.

From an end-to-end perspective, the enrollment-to-payment-to-enrichment flow creates a practical bridge between daily transactions and long-term record quality.

Similarly, the teaching-and-grading flow ensures that academic outputs are not treated as isolated spreadsheets but as structured records connected to class assignments and quarter timelines.

The billing and ledger flow provides finance and family-facing clarity by ensuring that posted transactions are reflected in history views and balance-related summaries without avoidable lag.

Collectively, these design directions position MarriottConnect as an operational integration effort rather than a standalone encoding tool. The intent is to reduce workflow friction while improving reliability of institutional outputs.

The current scope remains pragmatic: core modules are prioritized for active operations, while selected features are intentionally deferred to preserve implementation focus and

quality control.

Given this context, the study frames MarriottConnect as a system that converts fragmented office practices into a coherent, role-governed, and analytics-capable operational environment.

The following problem statements therefore focus on how this integrated model can be developed to address Marriott School's current constraints in enrollment management, finance posting, academic workflow consistency, and decision support readiness.

Statement of the Problem

This study identifies the critical operational issues faced by Marriott School in student information handling, financial posting, schedule coordination, and administrative decision support. Current tools are available but disconnected, resulting in repetitive encoding, delayed verification, and limited visibility for management.

General Problem:

How can MarriottConnect be developed as an integrated student information system with decision support analytics that streamlines enrollment, financial, and academic workflows for Marriott School?

Marriott School experiences process fragmentation because records are produced and updated by different offices using separate trackers. This setup increases administrative workload and makes report consolidation dependent on manual reconciliation.

The absence of a unified operational flow across registrar, finance, and academic functions weakens data consistency, slows turnaround time, and limits the institution's ability to act quickly on validated information.

Specific Problems:

- How can a centralized registrar workflow capture enrollment intake, support SF1 upload, and enrich learner records by LRN to reduce duplicate encoding?

  Registrar operations need an intake-to-enrichment model where data is encoded once, validated systematically, and reused by other authorized modules without manual re-entry.

- How can cashiering and billing workflows automate posting, update balances immediately, and keep ledgers and parent billing views synchronized?

  Finance operations require real-time posting and transparent ledger visibility so staff no longer rely on delayed cross-checking of separate records before releasing status updates.

- How can schedule and class-list workflows support academic planning while minimizing timetable conflicts and repetitive manual verification?

  Academic planning needs structured section, subject, and assignment coordination so schedules can be finalized efficiently and displayed consistently across role portals.

- How can secure student and parent portals provide authorized visibility to schedules, grades, and billing information?

  Stakeholder access must be role-scoped, reliable, and immediately informative so families receive transparent updates without depending on ad hoc messaging channels.

- How can role dashboards produce actionable indicators for enrollment trends, payment behavior, and operational risk monitoring?

  Administration requires dashboard-level visibility derived from validated transactions so strategic planning can move from reactive reporting to data-informed decision support.

Objectives

The objectives of this study define the development direction of MarriottConnect as a centralized, role-based, and analytics-enabled school information system for Marriott School.

General Objective:

To develop MarriottConnect, an integrated student information system with decision support analytics that streamlines enrollment, finance, scheduling, and academic record workflows for Marriott School.

This objective directly addresses the school's fragmented processing model by establishing a unified platform where records are encoded once, shared through authorized modules, and converted into reliable operational intelligence.

Specific Objectives:

- To implement role-based modules for super admin, admin, registrar, finance, teacher, student, and parent users.

  This objective ensures that each office and stakeholder group works within clear access boundaries aligned with real institutional responsibilities.

- To centralize enrollment workflows through intake recording, SF1 upload support, and learner enrichment by LRN.

  This objective reduces duplicate encoding and strengthens alignment between local operations and DepEd LIS-oriented learner identity handling.

- To automate cashiering and ledger workflows so posted transactions immediately reflect in student balances and history.

  This objective improves financial transparency, speeds reconciliation, and supports timely communication of dues status to authorized users.

- To provide secure student and parent portals for schedules, grades, and billing visibility together with role dashboards for operational monitoring.

  This objective improves stakeholder transparency while preserving access control, enabling families and staff to rely on one authoritative source of school records.

- To deliver governance and decision support features through audit visibility, settings control, KPI monitoring, alerts, and trend analytics.

  This objective positions the system as both an operational platform and a planning tool for school leadership.

Scope

The proposed system covers seven core roles: super admin, admin, registrar, finance, teacher, student, and parent. Each role has defined module access based on institutional responsibility.

The scope prioritizes operational centralization from enrollment intake to financial posting and grading, with analytics and governance features layered on top of validated transactions.

The Registrar can access the following:

- Student Directory Module - Maintain searchable learner records and profile details.
- Enrollment Queue Module - Create, update, and remove enrollment intake entries.
- SF1 Upload Support - Upload records for learner enrichment and reconciliation by LRN.
- Remedial Entry Module - Record remedial grade-related updates and corrections.
- Enrollment Workflow Tracking - Monitor intake progress from creation to payment-linked completion.
- Deferred Registrar Features - Permanent records, batch promotion, and student departure remain outside active implementation scope.

The Finance Officer can access the following:

- Cashier Panel - Process and post student payments through a one-page

transaction workflow.

- Student Ledgers - Track debit-credit movement and learner-level balance history.
- Transaction History - Review posted payments and reconciliation-relevant entries.
- Fee Structure - Configure fee definitions used during assessment and posting.

Discount and Inventory Modules - Maintain discount rules and finance-related item catalogs.

- Daily Reports - Review operational finance summaries and posting activity.
- Billing Visibility Integration - Ensure parent billing views reflect authorized ledger outcomes.
- Deferred Finance Enhancements - Advanced print and export refinements are intentionally deferred.
- The Teachers can access the following:
- Teacher Dashboard - View role-specific KPIs, alerts, and teaching workflow status.

Schedule Module - View assigned class schedules and teaching allocations.

- Grading Sheet Module - Configure rubrics, activities, and score entry by quarter.
- Score Processing Flow - Save draft grades and submit finalized quarter entries.
- Advisory Board Module - Perform advisory-related class monitoring tasks.
- Instructional Monitoring View - Track completion context tied to grading cycles.
- The Parents can access the following:
- Parent Dashboard - View child context, due-risk indicators, and payment trend summaries.

Grades Module - View authorized child academic performance records.

- Schedule Module - View child class schedules and related timetable context.
- Billing Information Module - View dues schedules, balances, and payment history snapshots.
- Portal Access Guarding - Parent access remains controllable through system-level portal settings.

The Students can access the following:

- Student Dashboard - View personal academic indicators relevant to student learning.
    - Grades Module - View own quarter and final grade records.
    - Schedule Module - View own class schedule and timing context.
    - Academic Visibility Only - Student views are role-limited to personal records.
- The School Administrators (Academic Head/Principal) can access the following:
- Academic Controls - Manage school year lifecycle and implementation settings.
- Curriculum and Section Management - Maintain subjects, section structure, and adviser mapping.
- Schedule Builder and Class Lists - Coordinate class planning and roster visibility.
- Role Dashboard Oversight - Review operational metrics, trend cards, and alert summaries.
- Deferred Admin Features - DepEd reports and SF9 generation pages are present but deferred.

The Super Admin (IT Personnel) can access the following:

- User Management - Create accounts, assign roles, manage status, and support

credential controls.

- Governance Controls - Access audit logs, permission matrix views, and announcement management.
- System Settings - Configure maintenance mode, parent portal status, and institutional preferences.
- Note: Super Admin focuses on governance and system integrity controls rather than day-to-day transactional encoding.

Review of Related Literature/Studies/Systems

The development of MarriottConnect necessitates a robust theoretical foundation built upon successful practices in centralized data management, financial automation, automated scheduling, and predictive analytics. This chapter presents comprehensive literature and studies, both local and foreign, that support the project's goal of rectifying operational deficiencies such as data inconsistency, scheduling conflicts, and delayed reporting while enhancing strategic decision-making at Marriott School.

Local

Efficient Student Monitoring and Data Tracking System

Navarra and Antonio have developed and tested a new way for tracking student achievement electronically via their web-based Student Monitoring System. Navarra and Antonio's research shows that prior to implementing the web-based student monitoring system, teachers used traditional (manual) methods of keeping track of student performance using paper-based logbooks. As a direct result of using traditional methods, student performance logs were subject to many clerical errors because they were often maintained by teachers or school criminal justice officers; thus, students' parents frequently received delayed notifications of their child's performance and safety. Their findings support that digitizing student performance records such as grades and attendance improves a school's ability to quickly and efficiently intervene on behalf of students.

The findings of Navarra and Antonio (2025) serve as a critical reference for the Stakeholder Portal of MarriottConnect. Marriott School currently suffers from a communication gap where 80% of parents report receiving inconsistent updates. By adopting the web-based monitoring approach validated in this study, MarriottConnect can provide parents with a secure, real-time platform to view their child’s academic standing and attendance history, thereby fostering transparency and accountability between the institution and the home.

Optimizing Student Information Management: A Holistic Examination of Implementation Strategies

Nitron (2024) emphasized the necessity of a holistic approach to Student Information and Accounting Systems (SIAS) in Philippine universities. Her study highlighted that utilizing a "tailored accounting system" integrated with intelligent technologies is critical for improving educational operations, particularly in financial management. She argued that manual financial tracking is insufficient for modern institutions and that data-driven strategies are essential to align with quality education standards and improve overall academic performance.

This study directly supports the Cashiering and Assessment Module of MarriottConnect. Currently, the Marriott Finance Office relies on manual cross-referencing of ledgers to determine tuition balances, a process Nitron identifies as inefficient. By implementing the "tailored accounting" approach suggested by Nitron (2024), MarriottConnect will automate the assessment of fees and the tracking of payments, ensuring that financial data is accurate, integrated with student records, and readily available for administrative decision-making.

Designing and Implementing e-School Systems: An Information Systems Approach to School Management of a Community College in Northern Mindanao, Philippines

Grepon, Gumonan, Baran, and Lacsa (2021) designed a functional electronic school management system that successfully unified academic and administrative functions to support the daily operations of a community college. The paper provided deep insight into how the adoption of a centralized network infrastructure could automate complex, repetitive tasks that were originally performed manually across multiple departments. The system successfully eliminated common organizational issues such as data duplication and slow retrieval times.

The insights from Grepon et al. (2021) validate the fundamental architectural goal of MarriottConnect: Data Centralization. Marriott School currently struggles with disparate Excel files and Google Forms, leading to redundancy. Following the model presented by Grepon et al., MarriottConnect will transition the school from standalone files to a centralized database ecosystem, ensuring that data entered by the Registrar is immediately accessible to Finance and Faculty, thus eliminating the "siloed" operations identified in the problem statement.

Building a Framework for the Integration of School Management Systems (BFISMS)

Balcita and Palaoag (2020) offered a powerful framework demonstrating how various school management systems can achieve better efficiency through deep integration. The authors explicitly detailed that when administrative systems are fragmented when departments operate using disconnected tools schools inevitably face data inconsistencies. Their proposed framework suggests that successful systems must offer seamless interoperation between core modules like Admission, Fees, and Academics.

Balcita and Palaoag's (2020) study provides the theoretical justification for the "Integrated" aspect of MarriottConnect. It argues that Enrollment and Cashiering cannot exist as separate entities; they must be linked. This supports the proposed system logic where a student's enrollment in the Registrar module automatically triggers the creation of their financial assessment in the Cashiering module, ensuring data consistency across the institution.

Adoption and Implementation of Automated Class and Teacher Scheduler (ACTS)

The Department of Education (DepEd) Panabo City has implemented an automatic scheduling system for local school divisions. Before implementing this system, there was significant effort and time required by school administrators for them to manually plot their classroom schedules. The process of creating a schedule often caused confusion due to overlapping assignments between teachers and classrooms and would take an extensive amount of time each week to resolve. The use of algorithms in the automated scheduling system drastically reduced the time it took to create classroom schedules and helped reduce the incidence of errors in scheduling, such as teachers being double booked or classroom assignments overlapping.

This report is highly relevant to the Automated Scheduling Module of MarriottConnect. The Registrar at Marriott School described the current manual scheduling process as "challenging" and prone to conflicts. By adopting the automated logic validated in the Panabo City (2025) implementation, MarriottConnect will utilize a constraint-based algorithm to generate conflict-free schedules, thereby optimizing resource utilization and

reducing the administrative burden on the Academic Head.

Foreign Studies

Designing Decision Support System for Midwifery Students' Tuition Fees Problem

Wulandari and Pinandito (2021) focused on the development of a Decision Support System (DSS) to address financial delinquency in an educational setting. Their research utilized decision tables to identify students who were "in arrears" (delinquent) and provided management with data-driven recommendations, such as restricting exam permits or offering installment restructuring. The study proved that a DSS could significantly improve collection efficiency by automating the identification of problematic accounts.

This research serves as the "Hero Source" for the Delinquency Tracker and Financial Strategy Analytics of MarriottConnect. As of now, the Finance Office is performing a manual review of three ledgers to establish who has not made a payment. If the system were to include the logic in Wulandari and Pinandito's (2021) proposal, then the system would automatically identify delinquent accounts and show trends of payments made by customers. By using this automated process, the administration can make better financial-based decisions, rather than relying on manual data mining to find this information.

Student Information Management System for Baghdad College of Economic Sciences University (SIMS-BC): A Case Study

Kanona (2022) developed a comprehensive student information management system that fully automated data handling processes across a university environment. The study highlighted the flaws of manual information management, describing it as suffering from "low efficiency, poor security, and inconvenient search." Kanona demonstrated that transitioning to an SQL-based database system ensured that student information was secure, accurate, and retrievable in seconds rather than hours.

Kanona (2022) supports the Database Design and Security aspects of MarriottConnect. The study emphasizes that manual files (like the Excel sheets used by Marriott School) are insecure and inefficient. MarriottConnect will adopt the SQL-based architecture

recommended by Kanona to provide a secure, role-based environment where student records are protected from unauthorized access and data loss.

Bright Kids Tuition Centre Management Information System

Chai and Mostafa (2021) developed a web-based information system for a private tuition center to manage financial records, student enrollments, and staff employment history electronically. The system was designed to resolve issues related to "record duplication" and "data inconsistency" caused by manual filing systems. Their study showed that a web-based platform allowed for the seamless sharing of records between branch managers, staff, and parents.

This study validates the Web-Based Architecture of MarriottConnect. Since Marriott School operates similarly to a private institution with a need for efficient record sharing between departments, the success of Chai and Mostafa's (2021) system in reducing redundancy and improving data accessibility supports the proposal to move Marriott's operations to a responsive web platform accessible to all stakeholders.

Student Gross Enrolment Ratio Forecasting: A Comparative Study Using Statistical Method and Machine Learning

According to Hussain, Rosangliana & Vanlalruata (2023), When making predictions about student enrollment ratios, there are two types of statistical methods available. Using historical enrollment figures is an important predictor for future student populations. Using this knowledge, administrators can make informed decisions about the distribution of their workforce and space, along with hiring new teachers and opening new classrooms.

Hussain et al.'s (2023) research is a basis for the Scientific Enrolment Forecasting feature for Decision Support Systems. As of currently, the Academic Head of the Marriott School does not have any tools available to them to see the trends that may occur. Utilizing the statistical methods outlined in Hussain et al. (2023), MarriottConnect can utilize historical data to create actionable forecasts that will support their future strategy.

Timetable Generator For Educational Institution

The author and his co-authors created a timetable generator for schools and universities automatically (Mittal et al., 2023). This paper focused on introducing the difficulties that many schools face with traditional manual timetables and noted that it is classified as "NP-Hard" and subject to human-altering errors. They proposed a system that uses algorithms to create "conflict-free" schedules by considering parameters like teacher availability, subject load, and room capacity, replacing the tedious manual plotting method.

Mittal et al. (2023) directly support the technical logic of the Automated Scheduling Module. Their findings confirm that manual scheduling is obsolete and inefficient for growing institutions. MarriottConnect will implement the algorithmic approach advocated by Mittal et al. to ensure that the generated class and teacher schedules are optimized and free of conflicts.

Synthesis

The reviewed literature establishes a robust consensus on the necessity of digital transformation in educational settings, positioning MarriottConnect as a critical solution to systemic inefficiencies. The convergence of findings from both local and foreign research validates the system's core architecture.

Local studies by Balcita and Palaoag (2020) and Grepon et al. (2021) confirm the debilitating effects of fragmented systems, mirroring Marriott School's reliance on

disconnected Excel files. These studies provide the architectural mandate for a unified platform to create a "single source of truth." Furthermore, Navarra and Antonio (2025) and Nitron (2024) validate the specific needs for a Stakeholder Portal and Tailored Cashiering System, proving that real-time transparency and financial automation are essential for modern Philippine schools.

Complementing this, foreign literature provides the technical depth for advanced modules. Wulandari and Pinandito (2021) and Hussain et al. (2023) justify the inclusion of the Decision Support System, demonstrating that analytics for delinquency and enrollment forecasting are vital for strategic management. Finally, Mittal et al. (2023) and DepEd Panabo (2025) confirm that Automated Scheduling is the industry standard for resolving the resource conflicts currently faced by Marriott School. Collectively, these studies guarantee that MarriottConnect will transition the school from manual, inefficient processes to a fully integrated, data-driven environment.

TECHNICAL BACKGROUND

Overview of Current Technologies to be Used in the System

MarriottConnect will be developed as a modern web-based school information system designed for centralized records, role-based workflows, and analytics-ready operations.

For backend implementation, the project uses Laravel 12 on PHP 8 with PostgreSQL as the primary relational database. Authentication and secure access flow are managed through Laravel Fortify, while route bindings to the frontend are supported by Wayfinder.

For frontend implementation, the project uses Inertia.js v2 with React 19 and TypeScript. Tailwind CSS v4 and Shadcn-based component patterns are used to maintain consistent and productivity-focused interfaces across role pages.

For reporting and analytics views, shared chart wrappers support line, bar, area, and pie visualizations so dashboard trends remain readable and role-contextualized for decision support.

Prototyping Model

The proponents adopt an iterative prototyping model to ensure that the developed system continuously reflects validated workflow requirements from registrar, finance, academic, and governance users.

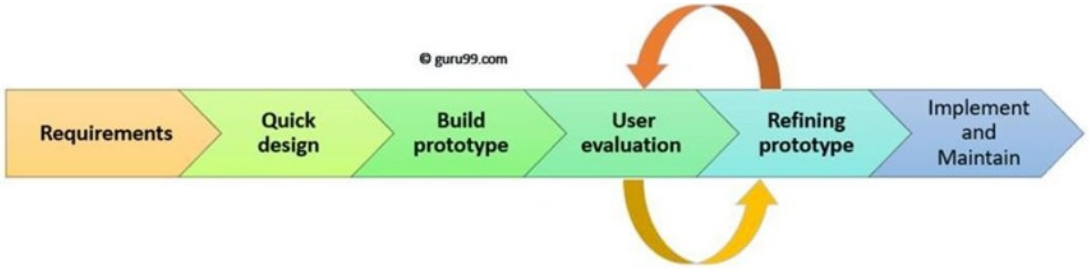

Figure 1. Prototype Model

Reference model: iterative prototyping cycle for requirement-to-validation development.

The model includes the following stages, ensuring a controlled and user-centered development process:

1. Requirements Gathering and Analysis

   Interviews, workflow mapping, and role-task validation are conducted to identify bottlenecks in enrollment, finance posting, scheduling, and grading.

2. Quick Design

   Initial page flow, data mapping, and module interaction designs are prepared based on validated role responsibilities and system boundaries.

3. Build Prototype

   A working prototype is implemented for core modules including registrar intake, cashier posting, teacher grading workflows, and role dashboards.

4. Initial User Evaluation

   Key school stakeholders evaluate behavior, usability, and data consistency to confirm whether outputs match real operational needs.

5. Refining Prototype

   Feedback is applied iteratively to improve accuracy, workflow speed, and interface clarity until the solution satisfies acceptance conditions.

6. Implement and Maintain

   Once validated, the solution proceeds to controlled implementation, user orientation, and maintenance planning for sustained operational use.

Calendar of Activities

August - Initial data gathering, role discovery, and baseline workflow documentation were completed to frame the problem context.

September - Scope boundaries and chapter drafting were refined while requirements were aligned to observed institutional operations.

October - Module architecture and functional design were revised based on consolidated interview findings and updated workflow assumptions.

November - Final validation inputs were integrated, and technical-functional chapters were revised to reflect current implementation direction.

Gantt's Chart of Activity

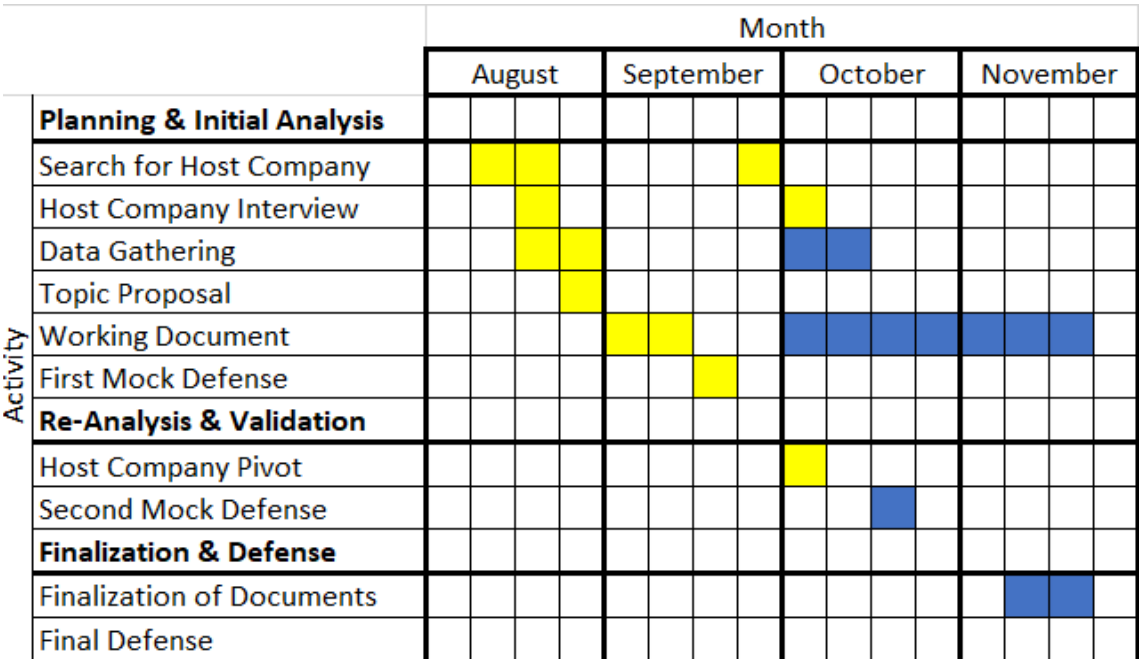

Figure 2: Gantt's Chart of Activity

Resources

Hardware Requirements

The following resources are required to host, access, and operate MarriottConnect reliably across school offices and stakeholder portals.

- Application/Database Server: Dedicated or virtual infrastructure with sufficient CPU, memory, and storage for concurrent transactions and dashboard queries.
- Client Devices (Mobile): Smartphones or tablets for parent and student access to role-specific portals and updates.
- Client Devices (Web): Desktop or laptop devices with modern browsers for registrar, finance, admin, and teacher operations.

Software Requirements

- Server Runtime: PHP 8 and Laravel 12 with environment configuration for secure web and queue execution.
- Database Management: PostgreSQL as the relational engine for centralized and consistent institutional records.
- Backend Framework Components: Laravel Fortify for authentication and role-guarded route handling.
- Frontend Stack: Inertia.js v2, React 19, and TypeScript for structured SPA-like user workflows.
- Interface Framework: Tailwind CSS v4 with Shadcn component patterns for consistent UI implementation.
- Development Environment: Composer, Node.js tooling, Vite, and Visual Studio Code for implementation and integration.
- Design and Quality Tools: Figma for interface planning, with Pest, PHPUnit, Pint, ESLint, and Prettier for quality assurance.

Requirements Analysis

This section defines the requirements needed to address Marriott School's operational constraints through MarriottConnect, focusing on centralized data handling, role-based process control, and decision-support visibility.

A. Requirement

Marriott School requires one integrated platform that captures enrollment intake, supports finance posting, enables grading workflows, and delivers role-scoped dashboards while maintaining LIS-aligned learner record processing.

B. Business / User Requirement

The system must eliminate repetitive encoding and reduce manual reconciliation by ensuring that validated records flow across registrar, finance, teacher, student, and parent modules under controlled permissions.

System Integration for Student Information and Operations

1. The system must allow registrar intake data to become reusable input for finance and academic workflows.
2. The system should support staged enrichment through SF1 upload and learner matching by LRN.
3. The system must synchronize balances, schedules, and grade visibility across

authorized role portals.

4. The system should provide audit-aware and role-scoped access to protect sensitive transactions and records.

Web-Based Admin Dashboard

1. Administrators and authorized staff must manage academic controls, sections, schedules, and class visibility through one secure interface.

2. Administrative users must be able to review KPI cards, alerts, and trends that summarize operational conditions.

3. Administrative outputs should support decision-making for school-year planning, staffing, and workflow correction.

C. System Requirements

Major System Capabilities

- Major System Capabilities

- The system will operate as a role-based web platform accessible through modern desktop and mobile browsers.

- The system will centralize learner, enrollment, grading, and finance records under one validated data model.

- The system will enforce role-based access for super admin, admin, registrar, finance, teacher, student, and parent users.

- The system will support registrar intake, student directory maintenance, and SF1 upload processing.

- The system will support finance cashiering, ledger updates, fee management, and transaction history views.

- The system will support teacher grading workflows including rubric setup,

score entry, and quarter submission.

- The system will provide dashboard analytics through KPI cards, alerts, and trend visualizations.
- The system will preserve governance through settings control, audit logging, and permission visibility.

Major System Conditions

- Each user must authenticate using valid credentials tied to an authorized role.
- Internet connectivity must be available for synchronized updates and dashboard refresh cycles.
- Registrar intake and finance posting must complete before downstream reporting and enrichment workflows finalize.

D. System User Characteristics

- Super Admin and Admin users manage governance, configuration, curriculum context, and planning controls.
- Registrar users handle learner intake, enrollment queue processing, and student record enrichment.
- Finance users handle cashier transactions, ledger movement, billing visibility, and daily reporting.
- Teacher users handle instructional scheduling visibility and grading-related transactions.
- Student users access personal academic records such as schedule and grades under restricted permissions.
- Parent users access child-related schedule, grades, and billing information through secure portal controls.

E. Functional Requirements

1. Manage Student Records
    1.1. The Registrar shall create and maintain learner profiles and enrollment queue records.
    1.2. The system shall support SF1-driven record enrichment and LRN-based matching logic.
2. Manage Cashiering & Assessment
    2.1. Finance users shall post cashier transactions and maintain learner-level ledger entries.
    2.2. The system shall update outstanding balances immediately after valid posting events.
    2.3. The system shall support fee, discount, and inventory-linked assessment definitions.
3. Manage Grades
    3.1. Teachers shall configure rubrics and encode graded activities by section, subject, and quarter.
    3.2. The system shall compute weighted outputs and retain draft and submission states.
    3.3. The system shall allow authorized review flow for quarter completion and submission status.
4. Manage Schedule Visibility
    4.1. Authorized users shall view role-specific class schedules generated from maintained academic assignments.
    4.2. Schedule views shall remain consistent across teacher, student, and parent role contexts.
5. Automated Scheduling
    5.1. Admin users shall configure planning inputs through sections, subjects, and faculty assignment context.
    5.2. The system shall support conflict-minimizing schedule preparation and class-list verification workflows.
6. Decision Support System

6.1. The system shall process operational metrics for enrollment, financial behavior, and risk-oriented monitoring.

6.2. The system shall visualize trends using standardized chart-ready payloads for management decisions.

7. Generate Reports

7.1. The system shall provide structured outputs for operational summaries across enrollment, finance, and academic records.

7.2. Reports shall follow institutional formatting and remain consistent with authorized data sources.

F. Non-Functional Requirements

1. Operational Requirements

1.1. The system must remain accessible through supported web clients for office and stakeholder usage.

1.2. The system requires stable connectivity to ensure synchronized transactions and dashboard updates.

2. Performance Requirements

2.1. Posting and grade-related updates must reflect promptly after validated submissions.

2.2. The platform should maintain reliable responsiveness during normal school-hour usage.

3. Security Requirements

3.1. Credentials must be protected through secure authentication handling and password hashing.

3.2. Authorization rules must prevent cross-role access to restricted modules and records.

3.3. Governance-relevant actions must be traceable through audit-ready logging mechanisms.

4. Usability Requirements

4.1. Interfaces must present clear task flows aligned with each role's routine operational needs.

4.2. Pages must maintain readability and consistency across desktop and

mobile screen contexts.

5. Maintainability Requirements

5.1. The system must support controlled updates to school-year settings, fee structures, and role configurations.

5.2. Core modules must remain maintainable so deferred features can be integrated without destabilizing existing workflows.

Requirements Documentation

The MarriottConnect system is composed of integrated modules that operate on shared records to support registrar, finance, academic, governance, and stakeholder workflows in one centralized environment.

The Registry and Enrollment module captures intake entries, maintains student directory records, and supports SF1 upload for learner enrichment and LIS-aligned reconciliation.

The Cashiering and Finance module handles payment posting, ledger movement, transaction history, and billing visibility through configurable fee and discount structures.

The Academic Planning module supports school-year controls, curriculum context, section management, schedule preparation, and class list coordination.

The Teacher module provides grading workflows for rubric design, graded activity setup, score encoding, draft preservation, and quarter submission.

The Student module provides secure personal access to schedule and grade information derived from authorized records.

The Parent module provides child-focused visibility to schedules, grades, billing information, and payment behavior context.

The Dashboard layer standardizes KPI cards, alert lists, trend cards, and action links for each role-facing workspace.

Trend rendering supports line, bar, area, and pie chart views using normalized analytics payloads.

Governance features include user management, permissions visibility, audit logging, announcements, and system setting controls.

Through these integrated modules, MarriottConnect delivers a practical, centralized, and decision-ready platform for Marriott School operations.

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APPENDICES

APPENDIX A. RESOURCE PERSONS

MR. ALEXANDER F AVELLANOSA

ACADEMIC HEAD

MARRIOTT SCHOOL

MRS. JOCELYN M. CLEOFE

REGISTRAR'S OFFICE

MARRIOTT SCHOOL

MRS. CORRINE P. AVELLANOSA

FINANCE OFFICE

MARRIOTT SCHOOL

MRS. FE MERCEDES M. CAVITT

TEACHER

MARRIOTT SCHOOL

MR. DAVEY

GUARD

MARRIOTT SCHOOL

APPENDIX B. TRANSCRIPT OF INTERVIEWS

B.1 Academic Head

Interviewer: Jade Michael D. Godalle
Interviewee: Mr. Alexander F. Avellanosa

Interviewer: Good afternoon po, Sir Alex. I'm Jade po ulit. Nandito po ulit kami para sa interview. Sir, diba yung previous natin, gumagamit po kayo ng Excel or manual files. Bakit po sir, hanggang ngayon gumagamit pa rin po kayo ng Excel?

Interviewee: Actually, i-clarify ko lang. Excel na nasa G-Drive po 'yan. So, manual siya, pero nasa cloud, naka-share. Alam mo yun, parang okay na rin siya sa simula, kasi lahat makakakita, makaka-access, pero mahirap i-manage. Kasi ang dami-dami ng files, bawat department may kanya-kanyang Excel, at minsan kailangan i-compare manually. Kahit nasa cloud, kung sabay-sabay nagta-trabaho, hindi mo na talaga ma-track kung sino nag-edit, paano nag-change yung data. Talagang hassle. Kaya nga kahit may Excel, hindi pa rin siya ganap na efficient.

Interviewer: Sir, yung mga nag-offer sa inyo, nag-offer ng ano? Alam po ba nila yung problem kaya nag-offer sila ng ganong system sa inyo?

Interviewee: Ah, yun. Dami nag-offer sa amin ng enrollment systems or iba pang system. Pero honestly, di namin sigurado kung fully nila naintindihan yung ganyang specific problems namin. Kasi ang hirap talaga, iba-iba yung situation namin. Yung mga ino-offer nila, parang standard package lang sa ibang schools. Hindi naman sila talaga fit sa workflow namin. Kaya kung gagamitin namin yun, baka mas magulo pa. Talagang kailangan namin maintindihan muna bago i-adopt.

Interviewer: Sir, ano po ang mahirap na naranasan kapag sabay-sabay na nag-edit o nag-access ng parehong file ang iba't iba?

Interviewee: Oo, tama. Mahirap talaga. Halimbawa, sabay nag-e-edit si Finance at si Registrar sa parehong Excel file sa Google Drive. Pag may mali, kailangan i-trace kung sino nag-edit, ano yung nagbago, saan nagkamali. Parang, ini-examine

mo isa-isa yung cells. Ang hirap talaga kasi minsan nawala yung data o may nag-change na hindi mo alam. Kailangan balik-balikan, i-check ang history ng bawat entry. Nakakapagod talaga sa oras at effort.

Interviewer: Yes, sir.

Interviewee: Kaya nga minsan, kahit may Excel, parang manual pa rin kasi kailangan pa rin ng constant monitoring, checking, at coordination. Hindi siya automatic na nag-a-update o nagma-manage ng conflicts.

Interviewer: Sir, gaano kadalas nagkakaroon ng error or inconsistency sa student records?

Interviewee: Student records? Dito, medyo old school talaga. Talagang handwritten ang initial input, tapos i-encode pa sa Excel. Hindi naman madalas mag-error technically, kasi careful kami sa pag-check, pero ang problema, sobrang tagal i-verify. Ang workflow, kailangan mo i-double check, i-compare ang entries, minsan printed copy, minsan digital copy. Nakakapagod. Kapag may sabay-sabay na nag-update, may mga points na parang nawawala o hindi aligned agad.

Interviewer: So, sir, sabi niyo po old school yung process niyo. May nangyayari po ba na duplicate ng student records?

Interviewee: Ah, yung present students? Hindi naman technically duplicate, pero minsan may confusion sa data integrity. Halimbawa, minsan hindi ka sigurado kung ang grade na na-encode na ba or hindi pa. Parang, “San ko na ba nilagay yun?” o kaya “Na-print ko ba ito?” Kaya kailangan ulit i-check manually. Nakakapagod talaga.

Interviewer: Sir, paano naapektuhan ng errors and delays na ito ang operational supervision ng school sa mga students?

Interviewee: Talagang sobra ang oras na binibigay namin para maiwasan ang delay. Halimbawa, pag may problem sa grade or enrollment, nire-recall namin ang student or teacher para i-verify. Kung hindi ganito, aabutin ng delay ang students sa card release or sa enrollment confirmation. Talagang nakakapagod ang manual management.

Interviewer: Like, paano po yun sir ngayon? Di ba sir, kuhaan po ng card ngayon, then di nakuha ng students, bukas po pwede silang bumalik?

Interviewee: Next week na yun. Kasi may rules na dapat parent ang kukuha ng card sa first quarter. Kung wala yung parent, hindi makukuha ng student. Kaya minsan may delay talaga. Kahit ganoon, kailangan ng effort para masigurong updated at verified lahat ng records bago ibigay sa students.

Interviewer: Sir, sa experience niyo, madalas ba kayong makaranas ng delays or errors sa communication between registrar, teachers, and finance?

Interviewee: Oo, sobrang common. Kasi lahat manual. Minsan, nagbayad na yung student, pero hindi pa na-update sa Excel ng registrar. Minsan, nagpalit ng section ang student, late na na-inform ang teacher. Kaya kailangan pa rin ng extra coordination at checking.

Interviewer: So, sir, paano niyo hinahandle yung ganung instances kapag may miscommunication?

Interviewee: Usually, pinapatawag namin yung involved departments. Halimbawa, may mismatch sa payment o grades, pinapa-verify, tapos pinapapirmahan para documented. Pero minsan, ang effort talaga malaki kasi need mo pa rin manually i-check lahat ng files at records.

Interviewer: Sir, ano ang mga challenges kapag kinokolekta ang attendance mula sa iba't ibang klase o section?

Interviewee: Ah, isa sa pinaka-problema namin ay manual talaga. May attendance si teacher, may attendance ang class president, tapos kailangan i-compare. Kaya minsan, hindi pareho ang record. Halimbawa, isang araw may na-miss ang teacher mag-record, tapos may na-record yung student officer. Pag kinokolekta mo ulit, kailangan i-check isa-isa, i-verify kung sino ang tama. Nakakapagod at prone sa delay.

Interviewer: Sa anong katagal bago makonsolidate ang attendance data para sa reports?

Interviewee: Usually, weekly. Lahat ng teachers at officers magkocollect mula Monday to Friday. Pagkatapos, nire-review at kino-consolidate para sa monthly report. Nakakapanood ka na lang minsan, tapos ayun, i-check mo ulit kung may kulang or mali. Talagang time-consuming.

Interviewer: Sir, may mga pagkakataon bang kulang o mali ang attendance records?

Interviewee: Oo, kadalasan dahil sa rushed yung teachers. Minsan nagtuturo pa sila, tapos nakakalimutan mag-check ng attendance. Kaya kailangan i-recall the next day or follow-up manually. Kung minsan, hindi na maalala kung sino talaga ang present nung araw na yun. Kahit may manual record ang student, kailangan pa rin i-double check.

Interviewer: Laiway po ba yung parents para mag-update ng attendance ng anak nila?

Interviewee: Meron. Pero mostly, nakikipag-communicate kami sa parents kapag may problema. Halimbawa, absent ng dalawang araw, tinatawagan namin para malaman kung okay lang ba yung student o may kailangan ba. Talagang close ang relationship namin sa parents at students, para informed sila. Hindi namin basta pinapalampas.

Interviewer: Ah, so tatawagan niyo po yung parents?

Interviewee: Oo, usually kinabukasan kung may absence. Pero karamihan ng parents, sila rin ang nagre-report agad kung absent ang anak. Dapat nga, close ang communication para maiwasan ang gap sa information.

Interviewer: Sir, paano ina-update ng teacher staff yung mga errors sa attendance?

Interviewee: Usually, tinatawagan muna yung involved teacher or student officer. Kung kayang i-adjust agad, ginagawa namin bago pa ma-finalize ang report. Talagang manual process pero kailangan matapos bago ma-print yung final attendance card. Kung hindi, baka hindi aligned yung data, tapos magkakaroon ng confusion sa student or parent.

Interviewer: Sir, paano nabe-verify ng school kung present o absent ang student sa mismong araw?

Interviewee: Meron silang manual record. Teacher records, student records, tapos may Blackboard updates na nakalagay kung sino ang absent or late. Halos lahat ng info need i-verify sa dalawang sources. Nakakapagod, kasi kung may missing entry, kailangan i-follow up.

Interviewer: Sir, ano ang epekto kapag na-delay o mali ang attendance?

Interviewee: Mostly, nagkakaroon ng concern ang parents, nagfe-feedback kung hindi accurate. Pero, since mabilis naming na-verify at na-update, rarely maabot sa parents ang error. Pero effort talaga, marami kaming kailangan gawin para maiwasan yung discrepancy.

Interviewer: Sir, sa palagay niyo ba makakatulong ang RFID-based attendance system para mapabuti ang process nito?

Interviewee: Oo, definitely. Kasi automatic yung logging. Halimbawa, pumasok na yung student, maitatala agad sa record. Parents automatically makakatanggap ng notification. Mas mabilis, mas efficient. Pero kahit maliit lang yung loophole, halimbawa nagpasok pero hindi talaga pumapasok sa class, iikot pa rin kami para ma-monitor. Pero overall, malaking tulong sa speed at accuracy ng tracking.

Interviewer: Sir, ano ang mahirap kapag kailangan kontakin ang mga magulang lalo na sa emergency o absences?

Interviewee: Pag nahihirapan kaming kontakin, kailangan dumaan sa phone, landline, o messenger. Minsan, kailangan puntahan personally sa bahay. Pero most of the time, okay lang kasi close ang relationship namin sa parents. Malalapit lang naman sila, kaya reachable.

Interviewer: Sir, paano naapektohan ng delay sa communication ang tiwala ng mga magulang sa school?

Interviewee: Mostly okay lang. Medyo flexible ang parents kasi alam nilang gagawin namin ang effort para ma-update sila. May mga ways kami na reachable sa kanila: e-mail, cellphone, Facebook Messenger, kahit Facebook page namin. So kahit may delay, aware sila at nagtitiwala sa communication process namin.

Interviewer: So sir, sa palagay nyo po, bakit makakatulong ang automatic notification para sa mga clients?

Interviewee: Oo, malaking tulong. Automatic eh, diba? Immediate na yung info sa parents kung pumasok o hindi ang anak. Mas iwas human delay o human error. Halimbawa, RFID tap lang, automatic na naitatala at natutext yung parent.

Interviewer: Sir, di naman po kayo gumagamit ng spreadsheet o manual computation para sa tuition po, no sir?

Interviewee: Hindi, hindi naman po. Ang ginagamit namin, Excel pa rin pero naka-Google Drive. So may automatic na computation doon, pero mostly still manual pa rin sa pag-check.

Interviewer: Sir, paano po ninyo titiyak na accurate at updated ang tuition records?

Interviewee: Ah, dito kami very careful. Marami nagche-check. May cashier, may finance head, at ako rin minsan tumitingin para ma-monitor. Yung mga resibo, naka-save sa Google Drive, so kahit may errors, mabilis ma-verify. Kailangan lang talaga constant monitoring.

Interviewer: Sir, paano naapektohan ang manual na computation ng workload ng accounting office?

Interviewee: Siyempre, mas matagal. Kasi one by one yung check, tapos may manual adjustments pa. Mas marami ang trabaho, mas matagal bago matapos. Kung automated, mas mabilis, pero since manual, kailangan talagang tutukan ng staff.

Interviewer: Sir, bakit minsan hirap ang mga magulang o estudyante na makita ang kanilang payment status?

Interviewee: Siguro dahil nasa iba't ibang sources pa yung data. May naka-Excel, may naka-email, tapos may hard copy. Kaya minsan, kailangan nila mag-follow up para makumpirma. Kung centralized man, mabilis na makita, pero ngayon, medyo fragmented pa yung info.

Interviewer: Sir, bakit patuloy pa rin gumagamit ng magkakaibang tools sa bawat department?

Interviewee: Kasi, hindi naman lahat nakasama sa same workflow. Halimbawa, registrar may Excel, finance may iba, at teachers may sariling records. Kaya, bawat department may sariling tool, kasi need nila immediate access sa sariling data. Hindi kasi one-size-fits-all yung workflow nila.

Interviewer: Bakit sa tingin nyo, sir, ay risky ang pag-store ng student data sa shared folders?

Interviewee: Oo, risky kasi maraming nakakakita, maraming nakaka-access. Kahit na may permissions, minsan may editing conflicts, tapos may chance na ma-misplace or ma-overwrite yung data. Kailangan laging ma-monitor at i-double check.

Interviewer: May mga pagkakataon bang nawala o nangbura ang files?

Interviewee: Meron, pero bihira. Usually dahil may nag-edit na hindi napansin o na-misplace lang. Kapag ganun, babalik ulit sa process, i-verify ulit, at i-reprint kung necessary. Kaya nakakapagod talaga minsan, kasi isa-isa kailangan i-check.

Interviewer: Paano nyo pinipigilan ang unauthorized access sa files?

Interviewee: Sa Google Drive, nakaset kung sino lang ang pwedeng mag-view o mag-edit. Tinitiyak naming limited lang yung access, at sino ang editor, sino ang viewer. So may kontrol pero kailangan palaging bantayan.

Interviewer: Bakit mahalaga magkaroon ng secure password-protected system para dito?

Interviewee: Para ma-minimize yung risk na may makaka-access ng data na hindi dapat. Importante na alam namin sino lang ang may right mag-edit o mag-view ng file.

Interviewer: Paano naapektohan ng manual process ang productivity ng teachers at staff?

Interviewee: Medyo mabagal talaga, kasi one by one ang process. Mas maraming steps, mas matagal matapos. Pero sa kabilang banda, mas mabusisi. Nakikita mo lahat ng details. Pero kung mas mabilis at organized, mas maraming nagagawa sa parehong oras.

Interviewer: Gaano kayo nakakaranas ng delay sa paggawa ng reports dahil sa disorganized data?

Interviewee: Hindi naman totally disorganized kasi may sariling process kami. Pero syempre, kapag manual, mas matagal ang reporting. Kailangan i-verify lahat ng data bago i-finalize. Kaya minsan, may delays kahit planado ang workflow.

Interviewer: Paano naapektohan ng kakulangan ng automation ang accuracy at timeliness ng data?

Interviewee: Dito nakakaapekto sa speed at accuracy. Kadalasan, mas matagal mag-update, mas prone sa delay, kasi manual pa rin. Kailangan i-double check, i-

verify, tapos maayos bago ma-release. Kung automated, mas mabilis at mas ma-track.

Interviewer: Sir, sa inyong palagay, ano ang pinakamalaking challenge sa kasalukuyang sistema ng school?

Interviewee: Marami. Pero ang pinakamalaking problema, talaga, yung kahirapan sa coordination ng iba't ibang departments. Halimbawa, kung enrollment, finance, at teachers, bawat isa may sariling paraan, tapos need i-merge manually. Minsan, nagka-conflict yung numbers student count, tuition payment, attendance. Kailangan mag-check isa-isa para ma-align.

Interviewer: Paano nito naapektohan ang trabaho ninyo at ang students?

Interviewee: Mas maraming oras ang nauubos sa pag-verify ng data kaysa sa actual na tasks. Teachers at staff, kailangan mag-double check ng entries, kaya delay sa reporting. Students, minsan natatambakan ng late updates sa grades, attendance, at payments. Ang stress, hindi sa work lang, pati sa operations ng school.

Interviewer: Sir, bakit sa tingin nyo nanatili pa rin ang mga problema na ito hanggang ngayon?

Interviewee: Siguro kasi complex ang system namin. Maraming tools at manual processes. Lahat connected sa ibang tasks. Wala pang streamlined workflow na madaling ma-access ng lahat. Kaya hanggang ngayon, ganito pa rin.

Interviewer: Ano ang tingin nyo na solusyon para maayos ang mga problemang ito?

Interviewee: Siguro, kailangan ng mas malinaw at standardized workflow. Halimbawa, kung paano kino-collect at chine-check ang attendance, paano nagha-

handle ng tuition, paano nagva-verify ng student records. Kasi kapag consistent ang process, mas mabilis maayos ang error, mas mabilis ma-access ang info, at mas maiiwasan ang conflicts sa data. Mas mapapabilis ang trabaho at maiiwasan ang hassle sa lahat.

B.2 Registrar's Office

Interviewer: Jade Michael D. Godalle
Interviewee: Mrs. Jocelyn M. Cleofe

Interviewer: Paano niyo po mini-maintain at ina-update ng records ng mga students ninyo?

Interviewee: Sa ngayon, manual pa rin kami sa Google Sheets at Excel. Kailangan namin i-update isa-isa ang bawat record, tsaka i-double check rin para siguradong tama ang lahat ng details. Kapag maraming students, tumatagal ang proseso kasi may sections na nagkaka-overlap, kailangan i-verify ang bawat entry at minsan kailangang i-crosscheck sa ibang forms.

Interviewer: Madalas ba kayong makaranas ng errors o data inconsistency sa records ng students?

Interviewee: Oo, minsan may inconsistency sa data lalo na kapag maraming updates sa parehong oras. Kadalasan, kailangan i-compare ang entries sa Excel at Google Sheets, tapos siguraduhin na parehong information ang nakalagay sa lahat ng files. Hindi ito agad naayos, kaya minsan tumatagal bago maging final.
Interviewer: Included po ba dito yung duplicated entries, late submissions, o miscommunications, ma'am?

Interviewee: Oo, minsan may overlapping entries, tapos minsan late rin ang submission ng requirements. Halimbawa, yung enrollment forms o proof of residency, minsan dumarating lang after deadline. Kaya minsan delayed din ang pag-update ng records, tapos kailangan i-follow up sa parents at teachers.

Interviewer: Pero ma'am, may instance na po ba na nag-duplicate yung record?

Interviewee: May pagkakataon, lalo na kapag maraming information ang naipapasa sa parehong oras at sa parehong files. Kailangan talaga naming i-verify bawat entry para siguradong hindi mag-overlap. Minsan tumatagal ang verification kasi hindi lahat ng data ay available sa iisang lugar.

Interviewer: Gaano katagal bago niyo ma-verify o ma-update ang record ng isang estudyante kapag may concern?

Interviewee: Depende sa dami ng students at dami ng information na kailangang i-check. Kung maraming forms at kailangan i-verify sa ibang files, minsan umaabot ng ilang araw bago ma-finalize ang record. Kailangan din i-review ang bawat section para siguradong consistent ang lahat.

Interviewer: Paano po kayo nakikipag-coordinate sa accounting office at mga guro tungkol sa student data?

Interviewee: Kadalasan, manual ang coordination. Kapag may issue, tatawag kami sa teacher o staff, minsan kailangan i-email o i-meet para klaruhin ang information. Kailangan pang i-follow up kung may kulang o inconsistent, at minsan kailangan ulitin ang process hanggang sa kumpleto ang data.

Interviewer: Madalas ba magkaroon ng delay sa pagkuha o pagpapasa ng data like grades, tuition info, enrollment list, etc.?

Interviewee: Oo, minsan may delay kasi naghihintay kami sa kumpletong forms o approvals mula sa iba’t ibang departments. Kadalasan, kailangan i-double check bago ma-finalize, kaya minsan natatagal ang proseso ng isa o dalawang linggo depende sa dami ng students.

Interviewer: Ano yung pinakamahirap na process ng coordination sa ibang department?

Interviewee: Minsan mahirap i-track kung updated na ba ang data ng bawat department, lalo na kapag may pinapasa-pasang forms o schedules. Kailangan i-verify sa bawat step bago ma-finalize ang record. Halimbawa, pag nag-e-encode ng grades, kailangan siguraduhin na kumpleto ang forms at na-review ng teachers bago ma-final.

Interviewer: Paano po yun ma’am? Kunyari sa teachers po, parang may head po sila, tapos bago yung papasa sa registrar office, parang ganun po ba?

Interviewee: Oo, may hierarchy pa rin. Pero kahit na na-review na ng principal, kailangan pa rin namin i-check ang bawat entry sa registrar office bago ma-finalize. Minsan, kailangan i-crosscheck ang forms sa manual files, kaya tumatagal ang proseso lalo kapag maraming students.

Interviewer: Paano niyo dinidistribute ang class schedules?

Interviewee: Ngayon, manual pa rin. Kailangan i-check ang schedule ng bawat teacher para siguradong walang conflict sa oras at subjects. Kung may conflict, kailangan i-adjust isa-isa, tapos i-inform lahat ng teachers at principals. Kapag maraming subjects at sections, challenging talaga ang process at tumatagal ang finalization.

Interviewer: Manual po ba yun?

Interviewee: Oo, mahirap at time-consuming. Kailangan i-review bawat schedule, i-compare sa bawat teacher at section, tapos siguraduhin na walang overlap. Kahit maliit na pagbabago, kailangan i-adjust ang buong schedule para consistent sa lahat.

Interviewer: May mga chance po ba na nalilito o nadedelay ang mga studyante o guro dahil sa schedule updates?

Interviewee: Oo, minsan nagkakalituhan lalo kapag may pagbabago sa schedule. Kailangan i-update at ipaalam sa lahat ng teachers at students, tapos i-double check para siguradong consistent sa bawat section. Kapag hindi na-update agad, nagkakaroon ng confusion at delay sa klase.

Interviewer: Gaano katagal kayong gumagawa ng reports tulad ng enrollment, summer grades, report, or class list?

Interviewee: Sa grades, karaniwan 3-4 days para ma-encode lahat, tapos may additional time pa para i-review at i-verify ang bawat entry. Kapag maraming students, minsan mas matagal kasi kailangan siguraduhin na consistent at kumpleto ang data bago i-release.

Interviewer: Yung pwede na pong i-distribute?

Interviewee: Mga 3-4 weeks bago ma-release kasi kailangan pang i-review ng lahat ng teachers at principal ang final data. Lahat ng tests, quizzes, at exams ay i-encode muna, tapos tinitingnan ulit bago gawing final.

Interviewer: Sa enrollment summary?

Interviewee: Weekly namin kino-check at manu-manong nirerecord kung sino ang nag-enroll at nagpa-reserve sa isang linggo. Kailangan i-update bawat list para siguradong accurate, at minsan tumatagal lalo kapag maraming students ang nag-enroll sabay-sabay.
Interviewer: Sa class list naman?

Interviewee: Dinidiretso manually. Kapag nag-enroll na ang student, saka lang nilalagay sa section. Kailangan siguraduhin na tama ang lahat ng information at consistent sa records, kaya minsan tumatagal lalo kapag maraming students.

Interviewer: Balik po tayo sa grade reports sa releasing of grades, manual po ba yan o online?

Interviewee: Manual pa rin. Pupunta ang parents dito para kunin ang card. Kailangan i-check muna ang lahat ng files bago ibigay para siguradong updated at complete ang record ng student.

Interviewer: Wala po kayong soft copy?

Interviewee: Meron during pandemic sa Google Classroom, pero ngayon, hard copy talaga ang ginagamit. Kailangan i-prepare isa-isa at siguraduhing consistent sa lahat ng records.

Interviewer: So yung parents lang po ang may access sa grades?

Interviewee: Oo, parents lang. Guardian pwede rin kung mas matanda. Hindi binibigyan ang students ng access para i-maintain ang consistency at privacy ng records.

Interviewer: Ano po ang pinaka-challenge sa sistema ng record management sa registrar office?

Interviewee: Pinakamahirap ay ang manual na pag-track at pag-update ng lahat ng student information. Kailangan i-check sa maraming files bago maging final, lalo na kapag maraming students at sections. Lahat ng entries ay mano-manong nirereview para siguradong consistent at kumpleto.

Interviewer: How about sa pag-distribute?

Interviewee: Hindi mahirap sa konting students, pero kapag marami, challenging talaga. Kailangan i-prepare at i-review isa-isa para siguradong consistent sa lahat ng sections at teachers.

Interviewer: Sa pag-e-encode, na-aaccess po ba ng ibang teachers yung files o kayo lang?

Interviewee: Office lang ang may access. Dalawa lang kami, at kailangan i-review lahat ng steps bago ma-finalize ang record. Kailangan i-check bawat entry para siguradong consistent sa lahat ng files.

Interviewer: Hindi po kayo sabay?

Interviewee: Hindi. Isa-isa kami nag-e-encode at nag-aayos, tapos saka ipapasa para sa printing. Kailangan maayos at kumpleto bago ma-finalize, kaya tumatagal talaga.

Interviewer: Yun lang po Ma'am. Thank you po!

Interviewee: Thank you rin!

B.3 Finance Office

Interviewer: Jade Michael D. Godalle
Interviewee: Mrs. Corrine P. Avellanosa

Interviewer: Paano niyo po nirerecord ang mga tuition at balances sa mga students?

Interviewee: Sa ngayon, manual pa rin kami gamit ang Excel. Lahat ng student balances at payments, nakalagay sa spreadsheet, tapos ini-store namin sa Google Drive para centralized sa amin. Dito nakikita ang lahat ng student data enrollment,

payment mode, at balance. Kapag may nag-enroll, ini-encode namin ang details sa sheet, tapos automatic nagkakalculate yung running balance at total enrollment. Sa parehong sheet, nakikita rin namin ang total payment. Kasi connected sa Drive, kahit sino sa finance team na may access, makikita rin agad. Pero kasi manual pa rin lahat, kailangan i-verify at i-update isa-isa, kaya minsan tumatagal lalo kapag maraming students.

Interviewer: Ah, okay po. Parang centralized na siya sa registrar, cashier, at financier?

Interviewee: Oo, tatlo kami ang directly nagma-manage nito, tapos meron din kaming external accountant. So apat ang nakaka-access sa Drive. Pero kahit centralized, manually pa rin i-update at i-check bawat record para siguradong consistent ang lahat.

Interviewer: Tatlo po?

Interviewee: Oo. Dalawa sa amin nagre-record, tapos ang accountant nagdo-double check ng summary. Pero lahat ng data manually pa rin pinapasa at i-verify.

Interviewer: Then, ma’am, madalas po ba kayong makaranas ng errors o delay sa pag-update ng payment record?

Interviewee: Oo, may delay minsan kasi manual ang proseso. Kapag may online payment or on-site payment, kailangan i-update isa-isa sa sheet. Kapag maraming payments sabay-sabay, may delay bago makita sa system ang updated balance ng student. Kadalasan, may time gap sa pag-record ng transaction at sa availability ng data sa spreadsheet.

Interviewer: Ay ma'am, paano po ma-determine na hindi na-update?

Interviewee: Usually, nakikita namin sa statement of account. May mga different modes of payment GCash, BDO, on-site. Pag hindi pa na-update ang payment sa sheet, hindi pa rin reflected sa statement ng student. Minsan tumatagal bago marecord, depende sa processing at pag-update sa Google Drive. Kaya may time lag sa availability ng complete data.

Interviewer: May mga errors po. Ma'am, ano po yung karaniwang dahilan ng discrepancy o pagkakaiba ng records?

Interviewee: Ang common issue talaga ay timing ng pag-update. Kapag may multiple payments sa parehong araw, minsan hindi agad na-update sa sheet ang lahat. Kailangan pa i-crosscheck sa sequence ng transactions. Isa pa, may mga manual checks sa series ng ORs at transactions para siguradong kumpleto ang data. So minsan delayed ang reflection sa summary hanggang ma-verify.

Interviewer: Then ma'am, gano'ng katagal ma-update ang balance ng estudyante pagkatapos mabayad?

Interviewee: Yung on-site payments, usually agad na-update sa same day kasi dito mismo sa office binabayad. Sa online transactions naman, depende sa processing ng bank, usually maximum three days bago fully ma-update sa spreadsheet at statement. Kailangan rin i-verify ang details bago ma-finalize para consistent sa lahat ng reports.

Interviewer: Ay ma'am, paano po yan? Kunyari gusto ng parents makita ulit yung binayaran nila at yung balance nila, papunta pa ba sila dito?

Interviewee: Pwede naman. May monthly statement of account na ibinibigay sa kanila. Nakikita nila doon lahat ng payments at balances. Kapag may discrepancy,

puwede silang mag-email o tumawag para ma-clarify agad. Pero kailangan pa rin i-verify sa records namin bago ma-update ang statement.

Interviewer: May POS po ba kayo, ma'am?

Interviewee: Wala, Excel-based talaga lahat. Walang point-of-sale system ngayon, kaya manual pa rin ang recording at updating ng payments.

Interviewer: So, ma'am, parang anytime, makikita ng parents ang status nila?

Interviewee: Hindi agad. May monthly schedule kami ng statement updates. Kaya kadalasan, nag-aantay muna sila ng monthly statement para makita ang current balance at payments.

Interviewer: Gano'ng kadalas nagtatanong ang mga magulang at estudyante tungkol sa tuition balance o payment status?

Interviewee: Mostly monthly, kapag may statement of account. May mga parents rin na mas proactive, nagche-check ng payment online, pero karamihan naghihintay muna ng official statement para makita ang full details.

Interviewer: Ano ang karaniwang paraan ng pagbibigay nyo ng updates, text, printed statements, or in-person?

Interviewee: May messaging system kami para automatic makapag-notify kapag may statement. Pero may printed statement din na ibinibigay monthly. Lalo na sa mga parents na mas comfortable sa printed copy, parang mas madaling ma-verify nila. May iba rin pumupunta para personal check.
Interviewer: I-email lang po talaga? Wala po kayong messenger?

Interviewee: May email at messaging, pero mas madalas na-print out. Kasi dati,

email lang, minsan hindi nababasa ng parents, lalo na yung lola't lolo. Kaya mas maayos na may physical copy.

Interviewer: Ma'am, may mga pagkakataon ang updates kaya nagkakaroon ng misunderstanding sa payment?

Interviewee: Oo, minsan may confusion. Pag may transactions na hindi pa fully na-update sa sheet, may parents na nagtatanong kung na-record na. Kailangan naming i-verify ang data sa spreadsheet bago ma-finalize.

Interviewer: Anong klaseng errors po yung nae-encounter niyo, ma'am?

Interviewee: Yung mga delay sa pag-record ng payments at hindi agad na-update sa statement. Pag automatic at real-time, agad lalabas ang updated balance at transaction history.

Interviewer: Paano niyo po ginagawa mga financial reports tulad ng payment summaries, outstandings, balances?

Interviewee: Excel-based din. May Statement of Account kami, balance sheets, at summary per section at grade level. Ina-update daily ang payments, tapos may outstanding balances na nakalista. Binibigyan rin ng copy ang teachers para makatulong sa follow-up. May external accountant din na nag-summarize ng total financial statement, pero manual pa rin ang proseso.

Interviewer: Gano'n po katagal yan, ma'am? Estimated lang po.

Interviewee: Daily kami nag-uupdate. May weekly summary, tapos monthly reports. So araw-araw may review at update, tapos weekly at monthly check sa external accountant. Pero bawat step, manual pa rin, kaya time-consuming.

Interviewer: Ma'am, paano po kayo nakipag-coordinate sa registrar o admin kapag may updates sa enrollment or payment data?

Interviewee: Google Drive ang ginagamit namin. Pwede agad makita ng registrar ang total balances. Lalo na kapag exam at may card release, kailangan ma-check kung may outstanding payments bago ma-release. Kung hindi updated, puwedeng ma-delay yung card release.

Interviewer: May tanong po pala ako sa grades, pag release po ba ng card, required na bayad na yung estudyante?

Interviewee: Oo, required na bayad bago ma-release ang card. Ito ang pang-hold ng school.

Interviewer: May mga chance bang nagkakaroon ng problema sa synchronization ng data sa ibang department?

Interviewee: Wala naman major, kasi centralized sa akin lahat ng payments. Pero minsan, kapag may delay sa update, puwedeng magkaroon ng problema sa registrar, halimbawa, hindi updated ang balance sa card release.
Interviewer: Then ma'am, last question po. Ano ang mga challenges na gusto niyong mawala kung magkakaroon ng automated financial system?

Interviewee: Madami. Gusto ko maiwasan ang delays sa pag-update, magkaroon ng transparency sa parents, at ma-monitor agad ang payments. Lalo na kapag marami na kaming students 500 plus na ngayon. Kasama rin yung books, uniforms, supplies. Iba’t ibang payment modes. Kung automated, mabilis na makaka-generate ng reports, maayos ang tracking ng enrollment count at payments, at mas efficient ang daily work ko.

Interviewer: Like, ma'am, iisa-isa yun yung hahanapin pa?

Interviewee: Oo, isa-isa. Kaya sobrang busy kapag enrollment. Kapag automated, immediate na lalabas lahat ng details, ORs, history ng payments, previous year info, delinquent or not. Mas madali at mas efficient.

Interviewer: Okay na po, ma'am. Thank you.

B.4 Teacher

Interviewer: Jade Michael D. Godalle
Interviewee: Mrs. Fe Mercedes M. Cavitt

Interviewer: Paano ninyo kasalukuyang nirerecord ang attendance ng mga estudyante?

Interviewee: Ah, ngayon po, manual pa rin talaga. Gumagamit kami ng attendance sheets na printed. Kada pasok sa classroom, dala namin yung sheet tapos isa-isa naming tine-tick kung sino ang present. Medyo matrabaho lalo na sa unang period kasi kailangan talagang i-check. Minsan inaabot pa bago makumpleto, lalo na kapag may mga late.
Interviewer: Ah okay, manual po?

Interviewee: Oo, manual talaga. At dahil papel, kailangan pang ilipat-lipat minsan nasa classroom, minsan naiipon sa adviser's table bago ma-process.

Interviewer: May times po ba na nagkakaroon ng errors or delays sa pag-submit ng attendance?

Interviewee: Nagkakaroon ng delay kapag maraming klase sa isang araw. Yung attendance sheet kasi kailangan pang i-collect at i-review, lalo na kung may excused o may follow-up. Dahil hiwa-hiwalay yung sheets per section, medyo tumatagal

bago ma-compile. Hindi naman malaki ang delay, pero mabagal yung flow dahil bawat update nililipat pa sa ibang record.

Interviewer: Ma'am, ano ang mga dahilan kung bakit minsan naging mahirap i-manage ang attendance logs?

Interviewee: Mahirap siya kapag marami kang hawak na klase. Kahit familiar ka na sa students, kailangan mo pa ring isa-isahin lalo na pag may absent o bagong transfer. Tapos dahil papel lahat, kailangan mo pang i-store nang maayos. Kapag may hinahanap na past attendance, babalikan mo pa yung lumang sheets, kaya natatagalan talaga.

Interviewer: Ma'am, gaano po kahalaga sa inyo na real-time makita ng school at ng magulang ang attendance ng bata?

Interviewee: Importante po, lalo na para sa parents. May mga bata kasi na pumapasok pero hindi agad nalalaman ng magulang kung anong oras sila dumating. At may mga students din na minsan lumiliban. Kung real-time, mas mabilis yung coordination, at mas nakakatulong siya sa safety ng bata.

Interviewer: Ma'am, paano niyo po karaniwang sinasubmit ang grades sa registrar?

Interviewee: May deadlines po kami. Pero bago ma-submit, dadaan pa sa encoding, checking, at computation. Yung grades kasi nakahiwalay written works, performance tasks, exams kaya kailangan pang pagsama-samahin. Kapag maraming students, tumatagal talaga bago maging final yung records.

Interviewer: Gumagamit po ba kayo ng tools tulad ng Excel para isubmit sa registrar?

Interviewee: Oo, gumagamit kami ng Excel. Pero hindi lahat agad na-eencode kasi hindi naman kami laging nasa computer. Madalas sinusulat muna sa papel habang nasa classroom, tapos lumilipat na lang sa Excel kapag nasa faculty na. Kaya parang doble trabaho pa rin.

Interviewer: So ma'am, wala pong case na na-delay yung paper submission sa registrar?

Interviewee: Meron pa rin minsan, lalo na kapag may revisions o may kulang pa sa requirements. Hindi naman sobrang late pero naaapektuhan yung bilis ng finalization kasi kailangan munang kompletuhin lahat bago isumite.

Interviewer: Paano po kung late na talaga ang submission?

Interviewee: Kapag late, mas maraming naaapektuhan kasi naka-depende yung reports ng admin sa grades namin. Sa deliberation pa lang, matagal na ang checking. Pag marami yung students, mas matagal pa bago matapos kaya may mga pagkakataon na halos dikit sa deadline yung submission.

Interviewer: Ma'am, nahihirapan ba kayo mag-update ng student records kapag nagkakaroon ng revisions?

Interviewee: Oo, lalo na kung revisions galing sa FAPE o admin. Maraming kailangan i-update names, sections, requirements. Dahil hiwa-hiwalay yung copies sa adviser, subject teachers, at registrar, isa-isang ina-adjust para pare-pareho. Kapag may kulang pang dokumento, balik na naman sa manual checking.

Interviewer: Paano po kayo karaniwang nakikipag-ugnayan sa mga magulang tungkol sa performance ng estudyante?

Interviewee: Mostly sa PTA or conferences. Pero kung may urgent, tinatawagan namin. Ang challenge lang, minsan matagal bago maiparating yung information dahil sa schedules ng parents at teachers.

Interviewer: Ano sa palagay nyo ang pinaka-challenges sa current system ng record keeping?

Interviewee: Sa ngayon, yung dami ng papeles at records talaga ang mabigat. Iba-iba ang documents attendance, grades, requirements, behavior notes. Pag may kailangan ang admin o parent, hahanapin mo pa kung nasaan yung specific file. Minsan nasa classroom, minsan nasa faculty. At kapag marami kang sections, mas matagal yung paghanap at pag-ayos ng data. Hindi naman dahil may maling ginawa, pero dahil sa dami ng hawak na records, mabigat talaga sa oras at proseso.

B.5 Security Guard

Interviewer: Jade Michael D. Godalle

Interviewee: Mr. Davey

Interviewer: Paano niyo nalalaman kung sino na ang mga estudyante sa school, lalo na sa umaga, at kung sino ang wala pa?

Interviewee: Nakikita ko lang sila sa gate habang pumapasok. Isa-isa ko tinitingnan kung sino ang andun na at sino pa yung wala. Minsan, kapag marami, medyo mahirap i-track lahat agad kasi sabay-sabay din pumapasok yung iba.

Interviewer: May record ba kayo kung anong oras pumasok ang isang estudyante, o naka-base lang kayo sa obserbasyon?

Interviewee: Observation lang talaga. Wala kaming exact record ng oras, kaya minsan nakadepende lang sa mata ko kung sino ang dumating. Kung gusto ko i-note, kailangan ko pang isulat manually sa notebook, pero kapag busy sa gate, kadalasan hindi ko na agad nasusulat.

Interviewer: Kapag dumating ang mga service gaya ng tricycle o school van, paano niyo tinitiyak na tama ang mga batang sinasakay nila, lalo na kapag sabay-sabay?

Interviewee: Tatanungin ko muna yung driver at iche-check kung tama yung pangalan ng bata sa listahan. Kapag sabay-sabay ang mga service, medyo nagkakagulo, kaya pinapila ko sila at tinatawag isa-isa yung bata para siguradong tama.

Interviewer: Kapag may bagong driver o pinalitang service, paano niyo chine-check kung authorized silang kumuha ng bata?

Interviewee: Tinitignan ko muna sa list sa admin kung nakalista sila. Kung wala, hindi ko pinapayagang sumakay yung bata. Kailangan talaga ma-verify para maiwasan yung problema sa parents o sa school.

Interviewer: Paano niyo nalalaman kung nakauwi na o na-pick up na ang bata, at paano niyo pinapaalam sa admin o teacher?

Interviewee: Tinitingnan ko kung sumakay na yung bata sa tricycle o van. Kapag marami sabay-sabay, minsan medyo nakakalito, kaya kailangan ko i-check isa-isa. Pagkatapos, sinasabi ko sa admin o teacher kung sino na ang nakalabas o nasundo, minsan nililista rin sa logbook para may reference.

Interviewer: May mga pagkakataon ba na nag-aalala ang magulang kung nakauwi na ang bata, at madali ba silang ma-update?

Interviewee: Oo, madalas tumatawag o nagte-text sila para siguraduhin na safe yung anak nila. Kadalasan kailangan ko pang hanapin sa logbook at sabihin sa kanila isa-isa kasi walang ibang record na mabilis makita.

Interviewer: Kapag may event o emergency, paano niyo nalalaman kung sino pa ang nasa loob ng school?

Interviewee: Kailangan ko i-check isa-isa yung mga bata para malaman kung sino ang andun at sino ang wala. Medyo matagal minsan kasi maraming bata at maraming service ang sabay-sabay dumating.

Interviewer: Sa tingin niyo, ano ang pinakamalaking dahilan kung bakit minsan matagal ang dismissal process, at paano niyo gustong ma-improve ang sistema?

Interviewee: Minsan, dahil sabay-sabay dumadating ang mga service at manual pa rin ang pag-check ng bawat bata, natatagal ang proseso. Siguro mas maayos kung mas maayos yung coordination sa gate at may paraan para mas malinaw kung sino ang sinundo na at sino pa ang naghihintay.

APPENDIX C.

Curriculum Vitae of

Jade Michael D. Godalle

28 Sitio Barimbao, Tandang Sora, Quezon City, Metro Manila, Philippines
godallejade69@gmail.com
09637425619

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	September 2022 - Present	STI College Munoz-EDSA
Vocational/Technical	N/A	
High School	June 2016 - March 2022	Bulan National High School
Elementary	June 2010 - March 2016	Bulan North Central School - B

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
N/A	N/A	N/A

Listed in reverse chronological order (most recent first).

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
N/A	N/A	N/A

Listed in reverse chronological order (most recent first).

SKILLS

SKILLS	Level of Competency	Date Acquired
Basic Programming	Conscious Competence	Year 2022

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
Year 2025	Beyond Firewalls: Strengthening People and Systems for a Secured Digital Future
Year 2023	Tagisan ng Taleno - Codefest

Curriculum Vitae of

Edson John R. Solitario

34 Union Ext., Barangay Culiat, Quezon City, Metro Manila, Philippines
edsonsolitario246@gmail.com
09951648943

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	September 2022 - Present	STI College Munoz-EDSA
Vocational/Technical	N/A	
High School	June 2013 - March 2022	STI College of Ormoc
Elementary	June 2007 - March 2013	New Era Elementary School

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
N/A	N/A	N/A

Listed in reverse chronological order (most recent first).

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
N/A	N/A	N/A

Listed in reverse chronological order (most recent first).

SKILLS

SKILLS	Level of Competency	Date Acquired
Preventive Maintenance	Conscious Competence	Year 2022

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
Year 2025	Beyond Firewalls: Strengthening People and Systems for a Secured Digital Future

Curriculum Vitae of

Francis Jay D. Raagas

370 Lucas Cuadra, Caloocan City, Metro Manila, Philippines
francisraagas44@gmail.com
09614066285

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	September 2022 - Present	STI College Munoz-EDSA
Vocational/Technical	N/A	
High School	June -2016 - March 2022	Ismael Mathay Senior High School
Elementary	June 2010 - March 2016	Sta. Quiteria Elementary School

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
N/A	N/A	N/A

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
N/A	N/A	N/A

Listed in reverse chronological order (most recent first).

SKILLS

SKILLS	Level of Competency	Date Acquired
Basic Programming	Conscious Competence	Year 2022
		month year
		month year

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
Year 2025	Beyond Firewalls: Strengthening People and Systems for a Secured Digital Future

Curriculum Vitae of

Laurence Emmanuel M. Supangan

38 San Jose, Barangay San Antonio, S.F.D.M, Quezon City, Metro Manila, Philippines
laurencesupangan@gmail.com
09217871567

EDUCATIONAL BACKGROUND

Level	Inclusive Dates	Name of school/ Institution
Tertiary	September 2022 - Present	STI College Munoz-EDSA
Vocational/Technical	N/A	
High School	June 2016 - March 2022	San Francisco High School
Elementary	June 2010 - March 2016	Esteban Abada Elementary School

PROFESSIONAL OR VOLUNTEER EXPERIENCE

Inclusive Dates	Nature of Experience/ Job Title	Name and Address of Company or Organization
Year 2021	Social Media Manager	Barangay San Antonio Hall

AFFILIATIONS

Inclusive Dates	Name of Organization	Position
N/A	N/A	N/A

SKILLS

SKILLS	Level of Competency	Date Acquired
Basic Programming	Conscious Competence	Year 2022
Photo Editing	Conscious Competence	Year 2022
Video Editing	Conscious Competence	Year 2022

TRAININGS, SEMINARS, OR WORKSHOPS ATTENDED

Inclusive Dates	Title of Training, Seminar, or Workshop
Year 2025	Beyond Firewalls: Strengthening People and Systems for a Secured Digital Future
Year 2025	Catholic Youth Leaders Conference
Year 2024	Catholic Social Teachings