



FEU INSTITUTE OF TECHNOLOGY

DOCUMENT MASTERLIST AND MONITORING APPLICATION FEU INSTITUTE OF TECHNOLOGY

I. Objective:

The project seeks to create an all-encompassing document management system for the Information Technology Service Office (ITSO). This system will function as the masterlist and monitoring tool for all documents handled by the department, covering student records, institutional files, and more. The goal is to enhance the organization, storage, retrieval, and tracking of documents, thereby boosting efficiency and accuracy in managing and accessing records as required.

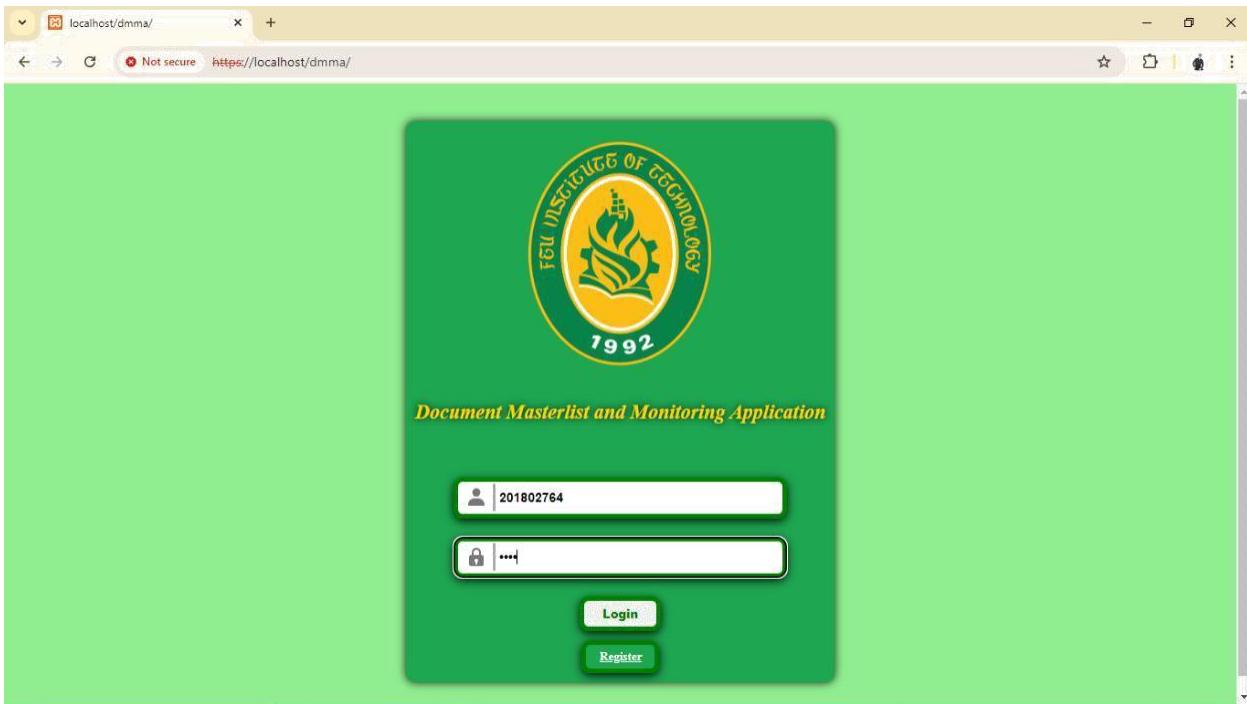
II. Skills Use

During the development of the Document Masterlist and Monitoring Application project, I utilized a broad range of technical skills and expertise. My proficiency in Code Igniter 3, PHP, HTML, CSS, and JavaScript was crucial in seamlessly integrating backend and frontend components, ensuring the application function efficiently and its user interface met the desired standards.

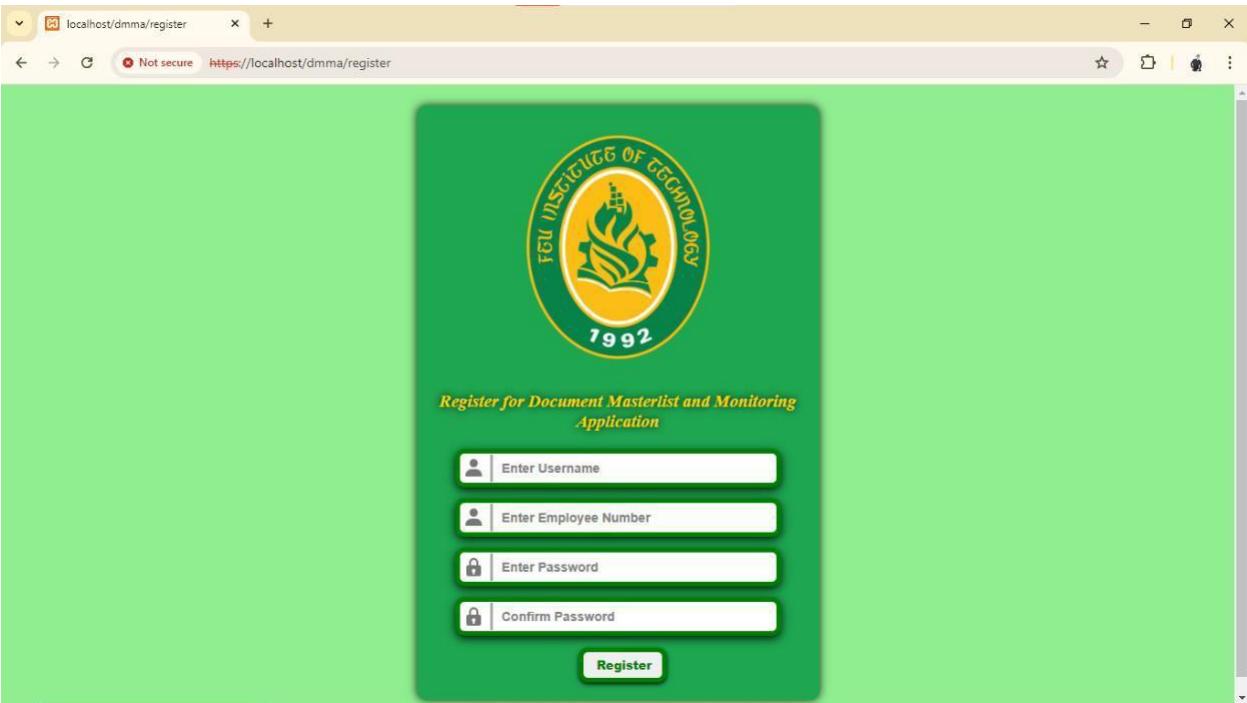
Creating mockup designs and prototypes greatly facilitated the development process, providing clear visualization and implementation of the system's features. Additionally, my role included database management tasks, demonstrating my expertise in systems like MySQL for efficiency.

My Project in FEU TECH-(ITSO)

Login Page



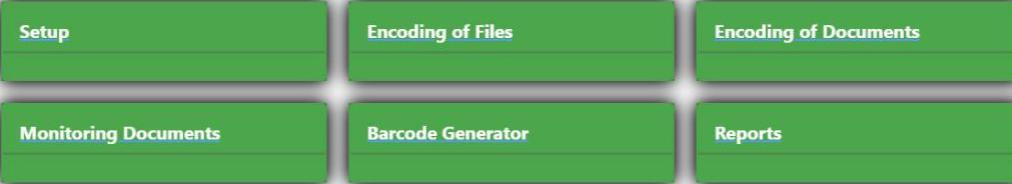
Register Page



Dashboard page

The screenshot shows a web browser window for 'FEU TECH- DMMA' at the URL <https://localhost/dmma/home>. The title bar reads 'DOCUMENT MASTERLIST & MONITORING APPLICATION'. A 'Logout' button is visible in the top right. The main content area displays a green header 'Welcome to Dashboard,ALNG'. Below it are six green rectangular buttons arranged in two rows of three: 'Setup', 'Encoding of Files', 'Encoding of Documents' in the top row; and 'Monitoring Documents', 'Barcode Generator', 'Reports' in the bottom row.

Welcome to Dashboard,ALNG



The screenshot shows the same web browser window as above, but with a vertical sidebar menu on the left. The sidebar includes icons and labels for 'Home', 'Setup', 'Encoding of Files', 'Encoding of Documents', 'Barcode Generator', 'Report' (with a dropdown arrow), 'Quality Records Masterlist Files', and 'Quality Records Masterlist Documents'. The main content area is identical to the first screenshot, showing the 'Welcome to Dashboard,ALNG' message and the six green buttons.

Setup Page

The screenshot shows the 'DOCUMENT MASTERLIST & MONITORING APPLICATION' setup page. The interface is divided into several sections:

- SETUP ENCODING OF FILE**: This section contains six sub-sections arranged in a 2x3 grid:
 - FORM**: Contains fields for 'Add New Option' and 'Delete'.
 - TYPE**: Contains fields for 'Add New Option' and 'Delete'.
 - USER**: Contains fields for 'Add New Option' and 'Delete'.
 - FILING SYSTEM**: Contains fields for 'Add New Option' and 'Delete'.
 - STORAGE EQUIPMENT**: Contains fields for 'Add New Option' and 'Delete'.
 - LOCATION**: Contains fields for 'Add New Option' and 'Delete'.
- FREQUENCY USE**: Contains fields for 'Add New Option' and 'Delete'.
- TYPE OF DISPOSITION**: Contains fields for 'Add New Option' and 'Delete'.
- SETUP ENCODING OF DOCUMENTS**: This section contains three sub-sections:
 - DOCUMENT OWNER**: Contains fields for 'Add New Option' and 'Delete'.
 - TYPES**: Contains fields for 'Add New Option' and 'Delete'.
 - STATUS**: Contains fields for 'Add New Option' and 'Delete'.

The top navigation bar includes the 'FEU TECH' logo, a 'Logout' button, and a 'Logout' link in the address bar. The address bar also indicates 'Not secure' and the URL 'https://localhost/dmma/setup'.

Encoding of Files Page

The screenshot shows a web application for document management. At the top, a green header bar displays the title "DOCUMENT MASTERLIST & MONITORING APPLICATION" and the FEU TECH logo. A "Logout" button is located in the top right corner. The main content area is divided into two main sections: "GENERAL INFORMATION" and "RECORDS RETENTION SCHEDULE".

GENERAL INFORMATION

- RECORD TITLE ***: Enter Title Record
- FORM ***: -- Select Option --
- TYPE ***: -- Select Option --
- USER ***: -- Select Option --

FILING INFORMATION

- FILING SYSTEM ***: -- Select Option --
- LOCATION ***: -- Select Option --
- STORAGE EQUIPMENT ***: -- Select Option --
- FREQUENCY USE ***: -- Select Option --

RECORDS RETENTION SCHEDULE

- ACTIVE DATE ***: MM-DD-YYYY
- ARCHIVING DATE**: MM-DD-YYYY
- INACTIVE DATE**: MM-DD-YYYY
- DISPOSAL DATE**: MM-DD-YYYY
- TYPE OF DISPOSITION**: -- Select Option --
- RESPONSIBLE**: Enter Responsible

At the bottom of the page, there are "VIEW" and "SUBMIT" buttons.

Encoding of Documents Page

The screenshot shows a web application for document management. At the top, a green header bar displays the title "DOCUMENT MASTERLIST & MONITORING APPLICATION" and the FEU TECH logo. A "Logout" button is located in the top right corner. The main content area is divided into one main section: "ENCODING OF DOCUMENTS".

ENCODING OF DOCUMENTS

CONTROL NUMBER * : 0000994	TYPES * : -- Select Option --
DESCRIPTION * : Enter Description	DATE CREATED * : MM-DD-YYYY
DOCUMENT CODE * : Enter Document Code	NUMBER OF COPY * : Enter Number of Copy
DOCUMENT OWNER * : -- Select Option --	STATUS * : -- Select Option --

At the bottom of the page, there are "VIEW" and "Submit" buttons.

Report Page

localhost/dmma/report/view/file

Not secure https://localhost/dmma/report/view/file

Logout

FEU TECH DOCUMENT MASTERLIST & MONITORING APPLICATION

QUALITY MASTERLIST FILE

EXPORT TO EXCEL BACK

ID	Record Title	Form	Type	User	Filing System	Storage Equipment	Location	Frequency Use	Active Date	Inactive Date	Archiving Date	Disposal Date	Type of Disposition	Responsible
878	Document	Set of File	Electronic	ITSO Director	Alphanumeric	File Cabinet	Directors Cabinet	Daily	2024-08-28				Deletion	Daniel Joseph Alvarez
877	daniel			ITSO Director	Alphabetical	Cabinet	Directors Cabinet	Annually	2024-08-19					
876	Daniel		Electronic	ITSO Director	Alphanumeric	Cabinet		Daily	2024-08-27		2024-08-18			
875	Daniel		Electronic	Faculty	Alphanumeric			Annually	2024-08-20					
874		File												
873	Files			Staff	Alphabetical			Daily	2024-08-27					
872	21321312			Faculty	Alphanumeric		Office	Monthly	2024-08-21		2024-09-04			
871	Daniel			Faculty	Alphabetical	Cabinet		Daily	2024-08-13		2024-08-12			
870	Document			Staff	Alphabetical			Annually	2024-08-20					
869	Files				Alphabetical		Office	Daily	1970-01-01					
868	Files		Electronic	Faculty	Alphabetical	Drawer	Office Area	Annually	2024-07-17	2024-07-03	2024-08-01	2024-08-10	Disposal	Daniel Alvarez
867	Daniel			Faculty	Chronological			Annually	2024-07-31					

localhost/dmma/report/view/document

Not secure https://localhost/dmma/report/view/document

Logout

FEU TECH DOCUMENT MASTERLIST & MONITORING APPLICATION

QUALITY MASTERLIST DOCUMENT RECORD

EXPORT TO EXCEL BACK

Control Number	Description	Document Code	Document Owner	Types	Date Created	Number Copy	Status
993	Gatepass Form Printer - 1 Epson L565	3	AO	BID TABULATION	2024-07-23	164	COMPLETED
992	Gatepass	1113	AERO	BID TABULATION	2024-07-31	16	COMPLETED
991	Gatepass	445	AQ	BID TABULATION	2024-08-06	16	
990	Gatepass Form Printer - 1 Epson L565fdfd	555	AERO	BID TABULATION	2024-08-06	344	COMPLETED
989	Gatepass Form Printer - 1 Epson L565	13213	AO	BID TABULATION	2024-07-23	3	COMPLETED
988	Gatepass Form Printer - 1 Epson L565fdfd	10023	ACCOUNTING	FATF	2018-03-07	2	COMPLETED
987	danieljosh	11134	AERO	BID TABULATION	2024-08-07	3	CANCELLED
986	Gatepass Form Printer - 1	13213	ACCOUNTING	FATF	2024-07-23	3	COMPLETED
985	Gatepass	4	AO	FATF	2024-07-30	3	
984	Gatepass Form Printer - 1 Epson L565	13213	AQ	FATF	2024-08-07	344	CANCELLED
983	Gatepass Form Printer - 1 Epson L565	13213	AQ	BID TABULATION	2024-08-05	34	CANCELLED
982	Pauleen	13213	AQ	CRF	2024-07-23	147	CANCELLED
981	Gatepass Form Printer - 1 Epson L565fdfd	13213	ACCOUNTING	BID TABULATION	2024-07-23	3	CANCELLED
974	Gatepass Form Printer - 1 Epson L565	0	AERO	BID TABULATION	2024-07-30	1	CANCELLED
973	Gatepass Form Printer - 1	13213	AERO	BID TABULATION	2024-07-30	3	COMPLETED

