ORG module

As an admin, I must be able to set up the configuration

As OSAS Head, I must be able to enter my username and password so that I can access the system

As OSAS head, I have the rights to set a requirements for the accreditation of an org.

As OSAS head, I must be able to create an account for a specific organization

As OSAS head, I must be able to know the details of every org once I visit on their pages.

As OSAS head, I must be able to activate or deactivate the account of an organization.

As OSAS head, I must be able to receive file from an organization for requesting an accreditation for their organization

As OSAS head, I must be able to send message to the organization to inform if they requirements for accreditation are incomplete.

As OSAS head, I must be able to send a notification or certificate to the organization regarding that they organization are accredited.

As OSAS head, I must be able to receive file from an organization about a concept paper for their upcoming events.

As OSAS head, I must be able to send message to the organization.

As OSAS head, I must be able to send file to the organization.

As OSAS head, I must be able to receive file from an organization about the accomplishment report of their events.

As OSAS head, I must be able to receive file from the student or classroom about a concept paper requesting for an event.

As OSAS head, I must be able to send message to the student/ classroom.

As OSAS head, I must be able to send file to the student/ classroom.

As OSAS head, I must be able to monitor if what orgs are validated or accredited according to requirements.

As OSAS head, I must be able to generate reports based on the events of the organization requested.

As OSAS head, I must be able to generate reports based on the events of the students or classroom requested.

As OSAS head, I must be able to view the total amount of cash that the organization or student have in OSAS.

As OSAS head, I must be able to filter Search each organization.

As OSAS head, I must be able to filter each event of the organizations to generate report.

As OSAS head, I must be able to search the events of an organization to know the details about the said events.

As OSAS head, I must be able to view the transaction of money of every organization in OSAS. There should be a date regarding the cash flow of money. And there should be a proof about the vouchering of money in OSAS. And so that I could generate a report about the cash on hand of each organization

As OSAS head, I must be able to view the transaction of money of every classroom in OSAS. There should be a date regarding the cash flow of money. And there should be a proof about the vouchering of money in OSAS, and so that I could generate a report about the cash on hand of each org or classroom.

As OSAS head, I must be able to print each reports.

(NOTE: SEE THE FILE OF MAAM DEM HAD SENT. FOR A REFERENCE OF WHAT SHOULD IT LOOKS LIKE FOR PRINTING EACH REPORTS).

**Report :**

**MONITORING AND OVERALL SUPERVISION OF STUDENT COUNCIL/ORGANIZATION/PUBLICATION**

**JUNE – DECEMBER 2019**

|  |  |  |  |
| --- | --- | --- | --- |
| **ACTIVITY TITLE** | **ORANIZATION** | **DATE PROPOSED** | **DATE CONDUCTED** |
| Campus Journalism: In the age of Critical Thinking | VOX NOVA | September 27, 2019 | October 2, 2019 |
| DO-IT-YOURSELF: A Personality Develoment Seminar | FBTO |  | November 29, 2019 |
| COL Meeting with Admin- Minutes of Meeting | COL |  | August 14, 2019 |
| Entrepreneurs Exhibit 2019: “Idea Generation to Innovation 4.0” | YES | August 31, 2019 | September 9, 2019 |
| General Assembly “Team IT to WIN IT” | CommITS | August 14, 2019 | August 16, 2019 |
| PUPQC ART FESTIVAL 2019: “ LSS” Likha, Sining, Salita | SSC/COL | September 13, 2019 | September 18, 2019 |
| Technical Writing Seminar “Enhancing Writing Skills Towards Progress” | CommITS | September 11, 2019 | October 14, 2019 |
| Blockchain Seminar 2019 “Advancing the Knowledge in Information Technology with Blockchain” | CommITS | September 11, 2019 | September 30, 2019 |
| “BIG THANKS for BIG Ideas: Faculty Appreciation 2019” | FBTO | September 9, 2019 | September 20, 2019 |
| Semester’s Journalist Conference “ Campus Journalism: In the Age of Critical Thinking Repression” | VOX NOVA | September 27, 2019 | October 2, 2019 |
| “ENTREPRENEURSHIP AS A MOVEMENT” | YES | September 12, 2019 | September 20, 2019 |
| CommITS Booth and Stall | CommITS | September 11, 2019 | September 20, 2019 |
| FBTO Booth: “Innovative Product Launching” | FBTO | September 16, 2019 | September 19, 2019 |
| DOMT.Cs: “Pinoy Perya 2019” | DOMT.Cs | September 16, 2019 | September 20, 2019 |
| DAMLAY Booth | DAMLAY | September 13, 2019 | September 20, 2019 |
| MUSA Booth | MUSA | September 12, 2019 | September 20, 2019 |
| Freshmen Orientation: “Entreprenews” | YES |  | July 8, 2019 |
| YES General Assembly 2019: “A Raindrop of Ideas: Turns into a Waves of Change and an Ocean of Oppotunities | YES |  | August 16, 2019 |
| FBTO General Assembly 2019: “Focused and Driven: Future Educators Working Together to Achieve Success” | FBTO |  | July 15, 2019 |
| Technolympics 2019 | FBTO |  | August 15, 2019 |
| Teacher,s Tribute | FBTO |  | September 20, 2019 |
| DAMLAY BUWAN NG WIKA: “PRE-COMP” | DAMLAY |  | August 29, 2019 |
| BUWAN NG WIKA | DAMLAY |  | September 2, 2019 |
| BEST PRACTICES SHARING IN HR WORLD 2019 | CHRS |  | October 7, 2019 |
| CHRS General Assembly | CHRS |  | July 29, 2019 |
| CHRS Extension Program | CHRS |  | October 14-19, 2019 |

Prepared by:

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*Head, Office of the Student Affairs and Services*

Noted:

Prof. Edgardo S. Delmo

Director

**REPORT: ( courses or classes or individuals/group activities)**

**FACILITATION OF STUDENTS’ CO-CURRICULAR & EXTRA-CURRICULAR ACTIVITIES**

**January – June 2019**

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME OF ORGANIZATION** | **ACTIVITY** | **DATE PROPOSED** | **DATE CONDUCTED** |
| **BBTE 3-1** | Universal Health Care Campaign Tax Tabacco to the Max Campaign National Polytechnic Campaign | January 30, 2019 | January 31, 2019 |

As an Organization, I must be able to enter my username and password so that I can access the system.

As an Organization, I must be able to apply for an accreditation of my organization.

As an Organization, I must be able to send file for the requirements of accreditation to the OSAS.

As an Organization, I must be able to save the file of my requirements for accreditation if it still not complete it, before I send it to the OSAS.

As an Organization, I must be able send a message to the OSAS.

As an Organization, I must be able to receive a message to the OSAS.

As an Organization, I must be able to send file of concept paper regarding requesting of an event to the OSAS.

As an Organization, I must be able to send file of accomplishment report regarding the event I have been requested to the OSAS.

As an Organization, I must be able to receive file from the OSAS

As an Organization, I must be able to view my cash on hand in OSAS.

As an Organization, I must be able to the transactions I’ve done to the OSAS

As an Organization, I must be able to organize my account, so that I can input the details of my org.

As an Organization, I must be able to filter my file about concept paper to view the details of it

As an Organization, I must be able to filter my file about accomplishment reports to view the details of it.

( NOTE: SSC DON’T NEED TO APPLY FOR AN ACCREDITATION)

As a Student, I must be have a default account for inquiring to the OSAS.

As a Student, I must be able to send a file of concept paper to the OSAS requesting for an event.

As a Student I must be able send a message to the OSAS.

As a Student, I must be able to receive a message to the OSAS.

As a Student, I must be able to receive file from the OSAS

As a Student, I must be able to view the classroom cash on hand in OSAS.

As a student, I must be able to view the transactions I’ve done to the OSAS