**ALUMNI MANAGEMENT SYSTEM**

**ABSTRACT**

An alumni management system is a web-based platform to empower associations to keep in contact with their alumni. The system allows them to control and manage the information of their alumni and produce a copy of their data.

John Lenard Mangay-Ayam  
**Project Development Leader**  
lnardmangay-ayam@example.com

**Table of Contents**

1. Project Overview ………………………………………………………………………………………………………… 4
2. Obstacle …………………………………………………………………………………………………………………….. 5
3. Technical Obstacles …………………………………………………………………………………………………… 5
4. Budgetary Risk …………………………………………………………………………………………………………… 5
5. Technology Requirement ……………………………………………………………………………………………. 5
6. Milestone and Reporting …………………………………………….………………………………………………. 6
7. Deployment ………………………………………………………………………………………………………………… 7
8. Testing ………………………………………………………………………………………………………………………… 7
9. Documentation …………………………………………………………………………………………………………… 7
10. Warranty …………………………………………………………………………………………………………………….. 8
11. Support ……………………………………………………………………………………………………………………….. 8
12. Training ……………………………………………………………………………………………………………………….. 8
13. Pricing ………………………………………………………………………………………………………………………….. 8
14. Payment Terms …………………………………………………………………………………………………………… 8
15. Contact Us …………………………………………………………………………………………………………………… 9

**Executive Summary**

An alumnus/alumna is “a person who has attended or has graduated from a particular school, college, or university” (Cambridge University Press, 2017). Strong alumni relations can be of enormous value to a university. Alumni may assist the university from which they have graduated, resulting in non-monetary or monetary support. Therefore, they form an interesting and important group (Iskhakova et al. [2017](https://link.springer.com/article/10.1007/s11218-019-09488-4#ref-CR25)). Their involvement can contribute to current students’ higher educational experience, such as by their reflection on current curricula and future job opportunities (Ebert et al. [2015](https://link.springer.com/article/10.1007/s11218-019-09488-4#ref-CR12); Moore and Kuol [2007](https://link.springer.com/article/10.1007/s11218-019-09488-4#ref-CR33)). In addition, “engaging with higher education institutions in designing and delivering curriculum not only allows businesses to influence the education of the future workforce but to engage with prospective future employees throughout their educational experience” (Plewa et al. [2015](https://link.springer.com/article/10.1007/s11218-019-09488-4#ref-CR40), p. 36). Other examples of alumni support are, for instance, financial sponsorship, offering internships, giving guest lectures, and participation in advisory boards (Ebert et al. [2015](https://link.springer.com/article/10.1007/s11218-019-09488-4#ref-CR12); Moore and Kuol [2007](https://link.springer.com/article/10.1007/s11218-019-09488-4#ref-CR33)).

In University of Caloocan City (UCC), Computer Studies Department (CSD) under of College of Liberal Arts and Sciences (CLAS), some alumnus are offering there service and effort to teach the new batch of students on their program, not only in Computer Studies Department but also on other departments too. Since University of Caloocan City in 1971, known as Caloocan City Community College up to present there is huge numbers of graduated in this University.

Therefore our team would like to propose Alumni Management System (AMSV1.0) a web based management system for the alumnus of the university since 2000, the system will help the alumnus to acquired alumni t-shirts and other alumnus activities that the university will run in the future.

As accepted by Ms. Jean Carla

**1. Project Overview**

General Objective:

A Browser/Web Based alumni management system where user can fully check the records of alumni all its options and produce soft and hardcopies of the information filtered or sorted by authorized users only in the span of 6 months.

Specific Objectives:

1. Create database system to keep all the files of the alumni.
2. Accommodate and provide information sheet and registration for alumni.
3. Provide security to alumni users in terms of malign issues.
4. Provide accurate and relevant records of alumni that can be easily accessed.
5. Provide information board for all alumni.

System Features:

1. **Job Boards and Online Forums.** Alumni can use these online forums to post opportunities or request help from other alumni in the same domain and build their professional networks, including through integrations with social media platforms.
2. **Event Management.** Alumni events are key to a successful alumni engagement plan. An effective event planning process can go a long way towards building a powerful alumni community.
3. **Alumni Data Management.** Help managers assemble key data about alumni, such as contact information, career history, membership status, and donation patterns.
4. **Requesting for T-shirt and Id.** Alumni can request for their Alumni T-shirt and ID.
5. **Checking Alumni Clearance.** The Admin can check if the alumni still has account receivable.

**2. Obstacles**

The project aims to replace the paper work used in storing the information of the college graduates and to have a proper system for checking the requirements needed by the alumni before signing their clearance. Also, to have a way to communicate with the alumni of the University of Caloocan City (UCC). These are the challenges that the initiative aims to overcome.

**3. Technical Obstacles**

We will use a web based application to create the system in order for the alumni to access the system anywhere.

**4. Budgetary Risk**

Since we will be doing a web application, this software will require you to purchase a web hosting and domain name which you will need to pay yearly.

**5. Technology Requirement**

|  |  |  |
| --- | --- | --- |
| **Hardware Requirement** |  |  |
|  | **Desktop Computer** | **Laptop** |
| Monitor | *No minimum specs required* | *No minimum specs required* |
| Operating System | *Any(Windows/Mac/Linux)* | *Any(Windows/Mac/Linux)* |
| RAM | *2gb (minimum)* | *2gb (minimum)* |

**Software Requirement**

- Any Operating System with a browser

- Firefox / Google Chrome / Microsoft Edge

**6. Milestone and Reporting**

| **Milestone** | **Tasks** | **Reporting** | **Hours** | **Date** |
| --- | --- | --- | --- | --- |
| Analysis | * Gather information to learn problem domain * Define system requirements * Build prototypes for discovery of requirements * Prioritize requirements * Generate and evaluate alternatives * Review recommendations with management | *To-be-agreed upon* | 324 hours | *To-be-agreed upon* |
| Development | * Design and integrate the network * Design the application architecture * Design the user interfaces * Design the system interfaces * Design and integrate the database * Prototype for design details * Design and integrate system controls * Construct software components |  | 842 hours |  |
| Testing | * Verify and test * Load limited data for sampling |  | 324 hours |  |
| Deployment | * Convert data * Train users and document the system * Install the system * Maintain system * Small patches, repairs, and updates * Enhance system * Small upgrades or enhancements to expand system capabilities * Larger enhancements may require separate development project |  | 497 hours |  |
| Training | * Personal training of users * Support |  | 173 hours |  |
|  |  |  | 2160 hours |  |

**7. Deployment**

The software will be deployed over the internet using a third-party web hosting in order for it to be used anywhere using web browser.

**8. Testing**

The testing process shall be as follows:

- White box testing after 50% completion

- Beta testing before release

**9. Documentation**

The document provided will be as follows:

* Software Development Proposal
* Project Manual

**10. Warranty**

Project is inclusive of 2 years warranty. Identified functions will be maintained for the time being.

**11. Support**

Project is inclusive of 2 months support and oversees on the first full implementation.

**12. Training**

15 hours personal training will be provided from the environment familiarization up to actual usage and control.

**13. Pricing**

Our fee for seeing the project through from start to completion will be Php606, 000.00 for 6 months.

* + - Software Engineer 17, 000.00 /month
    - Programmers (7) 12, 000.00 /month

**14. Payment Terms**

We propose the following terms:

25% (25%)

Paid on acceptance of this proposal and signing of our software development agreement.

25% (50%)

Paid at completion of Milestone 1.

25% (75%)   
Paid at completion of Milestone 2.

15% (90%)   
Paid at completion of Milestone 3.

10% (100%)   
Paid at completion of Milestone 4.

**15. Contact Us**

You can get in touch with us in any of the below ways:

By Phone

09384379875

By Email

lenard.mangayayam@gmail.com

If you would like to proceed with our proposal then you can sign the first page and return a copy to us by fax, email or post.

In any case please feel free to call us to discuss the quote, request more information or for any other reason.

We look forward to hearing from you soon!