

A DIGITAL ADMINISTRATION SYSTEM FOR OFFICE AFFAIRS

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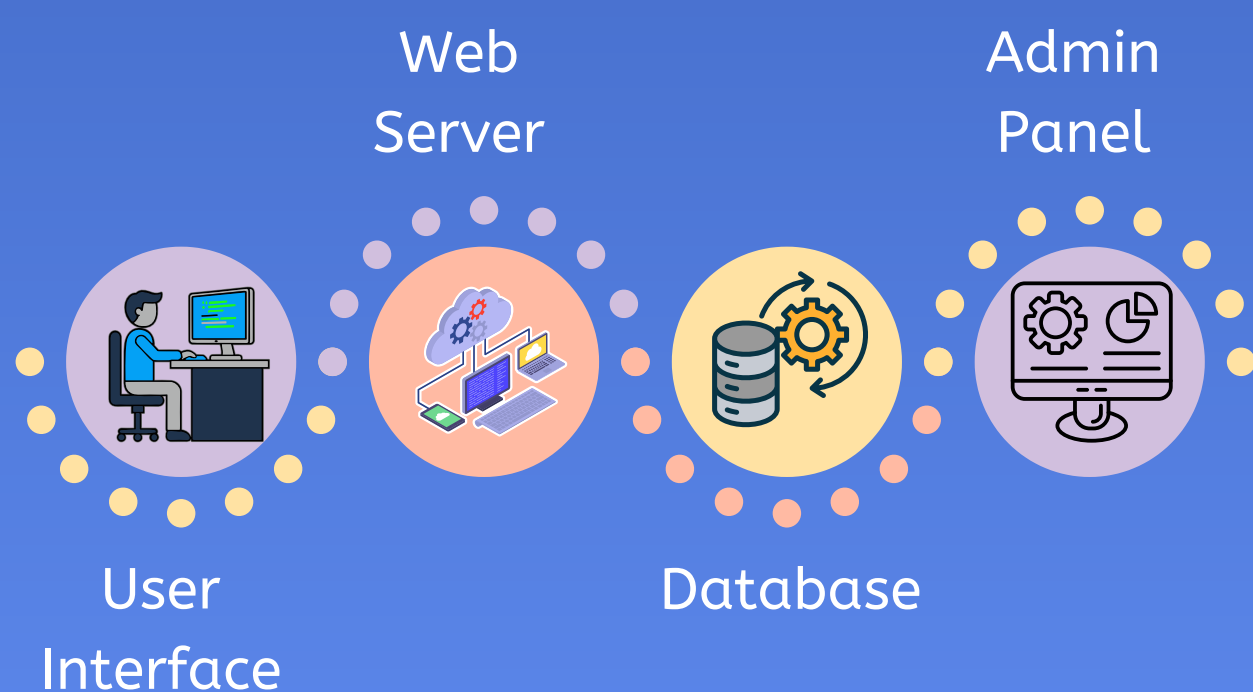
Background

Transitioning from conventional paper-based logs to a digital system. Manual methods often lead to messy records, data redundancy, and slow retrieval of visitor information.

Objectives

- To provide an efficient web-based platform for visitor registration.
- To centralize visitor data for better administrative management.
- To simplify the reporting process for the Office Affairs department.

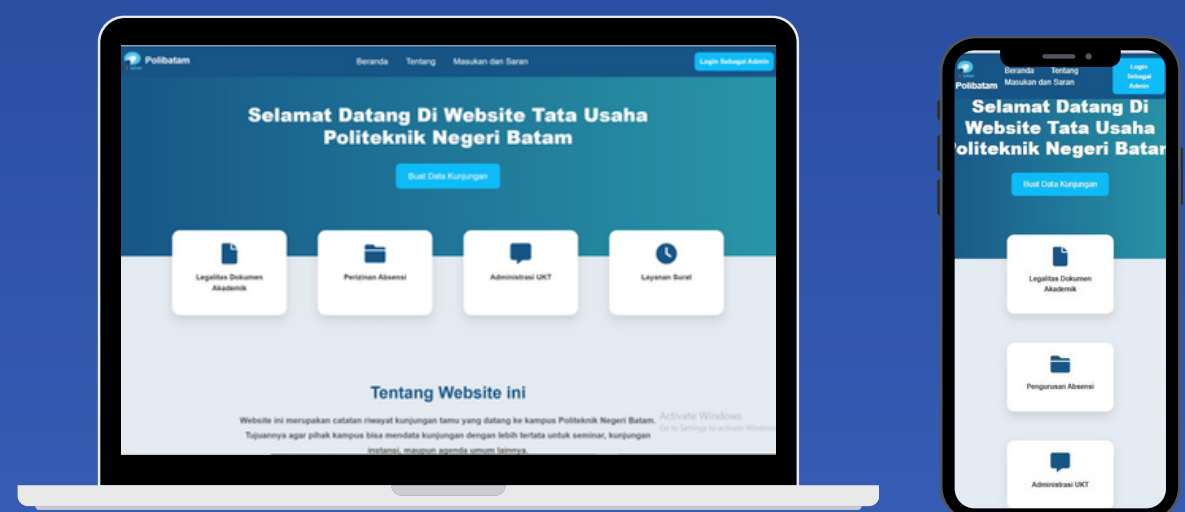
System Architecture



Main Features

- Manual Time & Data Selection
- Real-time Dashboard
- Automated Reporting
- Quick Search Filter
- Secure Data Storage

Interface



This web-based guestbook system replaces manual paper logs with a streamlined digital process. By allowing precise input of visit details and providing instant reporting capabilities, it enhances the efficiency and organization of Office Affairs' visitor management.

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