

CICT Research Capsule Review System

Background:

Research Capsule is the Form that a faculty member submits to the research coordinator when proposing a new research project to the University. This form will need to undergo a blind review by the selected faculty members before being submitted to the Research Office of the University.

User Levels:

1. Admin (CICT Research Coordinator)
2. Reviewer (Selected Faculty by the Coordinator)
3. Faculty Members

Functional Requirements:

1. Registration and Login System:
 - a. Faculty can register into the system.
 - b. Faculty and Admin can log in into the system.
 - c. Forget password in faculty account.
 - d. Reset the password of the research coordinator.
2. Profile Management:
 - a. Users must provide proper information.
 - b. Allows the faculty to update their information.
3. Account Management (Admin):
 - a. Registered faculty must be approved first by the coordinator.
 - b. Admin can assign a faculty as a reviewer.
4. Research Capsule Management:
 - a. (Faculty) Allows faculty to submit research capsules into the system.
 - i. Uploads capsule file.
 - ii. File format (docs or pdf)
 - iii. Re-upload returned capsule file.
 - b. (Admin) Admin can see all the submitted research capsules.
 - i. Research capsules have different statuses:
 1. Unassigned
 2. Assigned
 3. Under Revision
 4. Completed
 - ii. Admin can assign submitted capsules to the selected reviewers.
 - iii. Admin can see the computed grade and comments provided by the reviewers per title.
 - c. (Reviewer) Reviewers can view assigned capsules for them to review.
 - i. Reviewers can give grades and comments to the capsules assigned.
 - ii. Reviewers can view the uploaded capsule form file.

5. Report Generation:
 - a. (Admin) The system can produce a summary of submitted capsules of faculty members:
 - i. Can be printed/downloaded
 - ii. Should have a filter for a date, and faculty member.
6. Dashboard and Visualization:
 - a. (Admin) It should have a dashboard where the system shows an overview of the data within the system.
 - b. Must have different graphs to represent an overview of historical data.
7. Content Management:
 - a. The ability to manage and update website content, including text, images (logo), and themes (colors).

CICT Capstone Titles Evaluation System

Background:

In the Capstone Project Pre-proposal stage, the students must submit a capstone title justification form to their capstone coordinator. This form contains the details of the title that they want to propose. These forms will then be given to the selected panels and advisers by the coordinator. The panels and adviser will then give a grade and comments for each title the group submitted. This will then be the basis of what title the group will pursue.

User Levels:

1. Admin (Department head, Area chairs)
2. Capstone Coordinators (Faculty)
3. Faculty Members (As panels and advisers)
4. Capstone Group (Students)

Functional Requirements:

1. Registration and Login System:
 - a. Faculty and Capstone Group can register into the system.
 - i. Capstone Group must identify its section upon registration.
 - b. Faculty, Capstone Group, and Admin can log in into the system.
 - c. Forget password in faculty and capstone group account.
 - d. Reset the password for the Admin.
2. Profile Management:
 - a. Users must provide proper information.
 - b. Allows the faculty and Capstone Group to update their information.
3. Account Management (Admin):
 - a. Registered faculty must be approved first by the coordinator.
 - b. Admin must assign Capstone Coordinator per section.
 - c. Capstone Group must be approved first by the Capstone Coordinator.
4. Capstone Title and Adviser/Panel Management: (pinag sama na sa explanation pero dapat magkahiwalay na module)
 - a. (Capstone Group) Allows the group to submit three (3) capstone titles into the system.
 - i. Uploads 3 Capstone Title Justification Forms.
 - ii. File format (docs or pdf)
 - iii. Re-upload returned to form.
 - iv. Will be able to see the title with the highest grade.
 - v. Will be able to see the comments per title.
 - b. Panels and Adviser:
 - i. Will be able to see the title justification forms assigned to them by the capstone coordinator.
 - ii. Allows to give grades and comments per title using title assessment.
(attach form here)

- iii. Can see the title with the highest rating and comment after being evaluated by the other panels.
 - c. Capstone Coordinators:
 - i. Allows to select panels from the faculty.
 - 1. Panels must confirm or refuse the role if there are any conflicts.
 - 2. The maximum number of groups a faculty member can panel with is 10 semesters.
 - 3. If there is no identified adviser yet, coordinators can select 4 panels per group.
 - 4. Panels can request to be an adviser per group.
 - 5. The coordinator must accept the request for an adviser.
 - 6. The maximum number of groups a faculty member can advise is 5 per semester.
 - ii. Allows to select advisers from the faculty.
 - iii. Can see and manage the uploaded title justification form of the student.
 - iv. Can see the result of each title.
 - d. (Admin) Admin can see all the submitted title justification forms.
 - i. Admin can assign a coordinator per section.
 - ii. Can see all assigned panels and advisers.
 - iii. Can see the selected title per group.
5. Report Generation:
 - a. (Admin, Capstone Coordinator) The system can produce the following:
 - i. Summary of Capstone title Justification Form.
 - ii. Summary of the selected title.
 - iii. Summary of panels.
 - iv. Summary of advisers.
 - v. Can be printed/downloaded
 - vi. It should have a filter for a date and section.
6. Dashboard and Visualization:
 - a. (Admin) It should have a dashboard where the system shows an overview of the data within the system.
 - b. Must have different graphs to represent an overview of historical data.
7. Content Management:
 - a. The ability to manage and update website content, including text, images (logo), and themes (colors).
 - b. School Year Management.
 - c. Section Management per school year.

CICT Class Monitoring and Key Inventory System

Background:

With the return of F2F in the CICT, classes are now being performed in the selected rooms of the CICT building.

User Levels:

1. Admin (Clerk)
2. Attendance Checker
3. Faculty

Functional Requirements:

1. Registration and Login System:
 - a. Admin can create an account for Attendance Checker and Faculty.
 - b. Admin and Attendance Checker and Faculty can log in into the system.
 - c. Admin can reset the password of the Attendance Checker and Faculty.
2. Faculty and Schedule Management:
 - a. Admin can manage the faculty in the system (CRUD).
 - b. Admin can view the attendance record of the faculty.
 - i. Per semester.
 - c. Admin can input the schedule of the faculty (per semester).
 - i. Subjects
 - ii. Sections
 - iii. Day and Time
 - iv. Room
3. Attendance Module:
 - a. It must be in mobile view.
 - b. Tabs for AM, PM, and Active schedules per day.
 - i. Show schedules per room.
 - c. Active attendance can be clicked to see the details.
 - d. Inside the details, there is a button to confirm if the faculty is present in the given room at the given time.
 - e. There should also be a button to confirm if the faculty is absent on the given schedule.
 - f. The attendance status of faculty will be marked as not visited when there is no action taken (present or absent) made in the system that day.
 - g. The attendance Checker can leave comments per the active schedule if needed.
4. Key Inventory Module:
 - a. Admin and Attendance Checker can view the inventory of the keys.
 - b. Visual presentation of keys. (**Attach picture**)
 - i. Must visually show if the key is present at the office or not.
 - c. Faculty can borrow keys per room.
 - i. Log when keys borrowed and when keys returned.

- ii. Include the time and names of faculty members.
- 5. Faculty Module:
 - a. Faculty can view their attendance record.
 - b. Faculty can view their schedule visually (**Attached image**).
- 6. Report Generation:
 - a. (Admin) The system can produce the following:
 - i. Summary of faculty attendance.
 - ii. Summary of borrowing logs of the key.
 - iii. Can be printed/downloaded
 - iv. It should have a filter for a date, faculty, section, rooms, etc.
- 7. Dashboard and Visualization:
 - a. (Admin) It should have a dashboard where the system shows an overview of the data within the system.
 - b. Must have different graphs to represent an overview of historical data.
- 8. Content Management:
 - a. The ability to manage and update website content, including text, images (logo), and themes (colors).
 - b. Semester Management.
 - c. Section Management per semester.
 - d. Subject Management per semester.
 - e. Room Management per semester.
 - f. Key Management per semester.

CICT Curriculum Management System

Background:

Curriculum revision is one of the key factors for a program's success. Curriculum revisions undergo different stages for it to be effective. The processes include creating a committee,

User Levels:

1. Admin (Dean)
2. Committee Chair (Department Head)
3. Committee Members (Program Chairs, Faculty)
4. Stakeholders (Industry Partners, Review Committee)

Functional Requirements:

1. Registration and Login System:
 - a. Admin can create the accounts Committee Chairs, Members, and Stakeholders.
 - i. Provide random or default passwords.
 - b. Committee Chairs, Members, Stakeholders, and admins can log in into the system.
 - c. Forget password.
 - d. Reset the password for the Admin.
2. Profile Management:
 - a. Users must provide proper information.
 - b. Allows the users to update their information.
3. Account Management (Admin):
 - a. Users can change their info and login credentials.
4. Curriculum Management Module:
 - a. (Chair) Create a new version of the Curriculum for a department or can select an existing curriculum to edit.
 - i. If editing the curriculum, save a new version so that changes can be tracked.
 - b. (Chair) Select subjects from the specific semester.
 - i. Validate if the subject was selected already.
 1. Select a prerequisite subject.
 2. Select a corequisite subject
 3. Assign Lab and Lecture units per subject (Max of 5 total)
 4. Assign Hours per week.
 - c. (Chair) Submit curriculum.
5. Curriculum Feedback Module:
 - a. The submitted Curriculum can be viewed by the Stakeholders.
 - b. Stakeholders give a comment on the created or edited curriculum.
6. Report Generation:
 - a. (Admin, Committee Chair)

- i. Developed Curriculum
 - ii. Can be printed/downloaded
 - iii. It should have a filter for a date, and section.
- 7. Dashboard and Visualization:
 - a. (Admin) It should have a dashboard where the system shows an overview of the data within the system.
 - b. Must have different graphs to represent an overview of historical data.
- 8. Content Management:
 - a. The ability to manage and update website content, including text, images (logo), and themes (colors).
 - b. Subject Management (CRUD)
 - i. Upload the syllabus file of the subject.
 - c. Colleges Management (CRUD)
 - d. Department Management (CRUD)

CICT - Extension Office Management System

Background:

The extension is one of the key offices in the college. It focuses on projects and activities of the college for the extension partners. [To be updated]

User Levels:

1. Admin (Extension Head)
2. Faculty

Functional Requirements:

1. Registration and Login System:
 - a. Faculty can register into the system.
 - b. Faculty and Admin can log in to the system.
 - c. Forget password.
 - d. Reset the password for the Admin.
2. Profile Management:
 - a. Users must provide proper information.
 - b. Allows the users to update their information.
3. Account Management (Admin):
 - a. Users can change their info and login credentials.
4. Program Management:
 - a. (Admin) Can create different extension programs.
 - i. Provide program details
 - ii. Program Title
 - iii. Date
 - iv. Members
 - v. Participants
5. Report Generation:
 - a. (Admin and Faculty)
 - i. Terminal report
 - ii. Accomplishment report
 - iii. Can be printed/downloaded
 - iv. It should have a filter for a date and section.
6. Dashboard and Visualization:
 - a. (Admin) It should have a dashboard where the system shows an overview of the data within the system.
 - b. Must have different graphs to represent an overview of historical data.
7. Content Management:
 - a. The ability to manage and update website content, including text, images (logo), and themes (colors).

