

181 North Place Residences: Automated Monitoring System

An IT Project Presented to
The Faculty of the School of Computing and Information Sciences
Saint Louis University, Baguio City

In Partial Fulfillment
Of the Requirements for
IT Project 2

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May 2015



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ACCEPTANCE SHEET

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ACKNOWLEDGEMENT

Our Special thanks to 181 North Place Residences for allowing us to create a system for their company and for giving us information about the company. To Ms. Camille Angela Dela Pena and to Ms. Regina Alabanza thank you for their patience, motivation, enthusiasm, and immense knowledge.

Also we are thanking our adviser Ms. Ria Andrea Nana for helping us throughout the project, for her guidance helped us in all the time of research in writing and creating this IT Project. We could not have imagined this IT Project to be possible without her. To our panels Mr. Benedick Bacani and Mr. Dalos Miguel for the suggestions and critics on how to improve our project.

To Mr. Jason Paolo R. Telles for helping us on our documentation, especially on proof reading and copy reading.

To our parents for guiding, providing us our financial needs, supporting us in every step of our project and not giving up on us in our rough times.

Lastly, to God for giving us strength, courage, knowledge and patience for this project to be a success.

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Chapter 1: Introduction

Abstract

The management of 181 North Place Residences uses a paper based system in their reservation, registration, and billing and compiles the forms of the residents and transients using folders and organizer. The Building Administrator manually checks the logbook to know which resident exceeded the curfew hours, then will manually send a text message to the parent or guardian of the late resident. The management uses Excel spread sheet in computing the monthly fees of the residents and the transients. With the current situation of the 181 North Place Residences, the management spends hours in checking the late tenant in the logbook and sending text messages to the parents or guardians. Since their current business system is paper based, many problems are encountered, such as the difficulty of editing information, inconsistent and inaccurate data, slow access to information, lost and missing documents, storage location, and security.

“181 North Place Residences: Automated Monitoring System” is an automated monitoring system that uses a biometric device for the time logs. It has a database for keeping records and sends important notifications through text messaging and e-mail, which may contain the resident’s violations of the curfew and other house rules, special announcements, new roommates, visitors, balances and payments due. In creating the project, the proponents used the Incremental Process Model. By using the process model, the proponents achieved their objectives in creating an automated monitoring system that uses a biometric device for the time-in and time-out of the residents.

The project helps 181 North Place Residences improve their monitoring operations because of the reduction of time-consuming tasks. The project also allows the management to store the information in the database in case they need them for verification purposes. The automated monitoring system augments the security and safety of the residents through the biometric device. The automated system would be a beneficial tool for the dormitory on their daily operations as well as their future development.

Context of the Study

“The automation of the monitoring system facilitates the process of routinely gathering of information through the use of finger print verification as the input. Automatic attendance system uses fingerprint verification technique where in a fingerprint is captured by user interface, which is likely to be an optical solid state or an ultrasound sensor. Generally, there are two approaches used for fingerprint verification system. Among them are Minutiae-based technique, where in minutiae is represented by ending termination and bifurcations, and image-based method or matching pattern of the fingerprint that was registered. (Rao & Satoa, 2013)”

“The finger print verification for the automated monitoring system uses a biometrics technology to validate the input with the image based method or matching pattern. Biometric technologies are defined as automated methods of identifying or verifying the identity of a living person based on unique biological (anatomical or physiological) or behavioural characteristics. Biometrics can provide very secure and convenient verification or identification of an individual since they cannot be stolen or forgotten and are very difficult to forge (Smart Card Alliance, 2011).”

“In order to support the automated monitoring process of ensuring safety and security, with the validation of the gathered biometrics input, notifications are sent to targets through email and Short Message Service (SMS) text messaging. The U.are.U 4500 Reader utilizes optical fingerprint scanning technology for superior image quality and product reliability. The combination of the U.are.U 4500 Fingerprint Reader with the FingerJet matching engine produces an unmatched ability to recognize even the most difficult fingerprints.(USB Fingerprint Reader U.are.U 4500 Reader Crossmatch, 2014).” A notification is an official announcement about something that has happened or will happen. (Macmillian Dictionary, 2015). “The sending of email uses Simple Mail Transfer Protocol (SMTP) which is an application layer protocol for email communication. Another is the sending of notifications though SMS text messaging. SMS technology evolved out of Global System for Mobile Communications standard, an internationally accepted cell phone network specification that the European Telecommunications Standards Institute created. The sending of messages to end devices have a maximum payload of 140 octets (Brown, Shipman, and Vetter, 2007).” “FOWiz dashboard provides real-time notification on all call and messages received. All call and text messages initiated from FOWiz Cloud are sent to your device via messages and are processed by FOWiz on a FIFO model (FOWiz - Free Missed Call Setup, SMS Integration, Desktop , 2002).” “Adobe Acrobat is a family of application software

and Web services developed by Adobe Systems to view, create, manipulate, print and manage files in Portable Document Format (PDF). The family comprises Acrobat Reader, Acrobat (formerly Acrobat Exchange) and Acrobat.com. The freeware Acrobat Reader, available for several desktop and mobile platforms, can view, print and annotate PDF files. (Adobe Acrobat - Wikipedia, the free encyclopedia, 2003)." "Microsoft Excel has the basic features of all spreadsheets, using a grid of cells arranged in numbered rows and letter-named columns to organize data manipulations like arithmetic operations. It has a battery of supplied functions to answer statistical, engineering and financial needs. In addition, it can display data as line graphs, histograms and charts, and with a very limited three-dimensional graphical display. It allows sectioning of data to view its dependencies on various factors for different perspectives (Microsoft Excel - Wikipedia, the free encyclopedia, 2003)." "HTML (the Hypertext Markup Language) and CSS (Cascading Style Sheets) are two of the core technologies for building Web pages. HTML provides the structure of the page, CSS the (visual and aural) layout, for a variety of devices. Along with graphics and scripting, HTML and CSS are the basis of building Web pages and Web Applications. HTML is the language for describing the structure of Web pages. CSS is the language for describing the presentation of Web pages, including colors, layout, and fonts. It allows one to adapt the presentation to different types of devices, such as large screens, small screens, or printers (HTML & CSS - W3C, 2009)."

Background of the Study

181 North Place Residences is a dormitory that started on August 2014. It offers safety, security and comfortable accommodation for residents and transients.

Currently, the operations of 181 North Place Residences are guided by the following:

- Registration is through paper based forms, which are kept in folders, organizers, and filing cabinets.
- The reservations are done through Facebook page or walk in transactions and processed manually by filling out the reservation forms.
- The management monitors each resident's time-in and time-out through the logbook. They send text messages through a mobile device and/or e-mail to resident's parent or guardian about the curfew violation.
- The computation of fees and balances are done through Microsoft Excel 2007.
- 181 North Place Residences are currently using two (2) laptops for the transactions. The gate keeper checks the time-in and the time-out of each resident in the lobby using the logbook.
- The management puts a sticky note on the logbook for special announcements for specific residents.

A person who wants to stay at 181 North Place Residences is categorized as a resident or a transient. A transient can only stay for one (1) day to two (2) weeks. When a transient exceeds his or her two-week stay, he or she will already be considered as a resident. A resident is required to log in the logbook for their attendance in the dormitory.

The table below shows the types of the dormitory.

The table below shows the types of the dormitory.

DORM	ROOM TYPES				TOTAL NUMBER OF ROOMS	TOTAL CAPACITY OF RESIDENTS OR TRANSIENTS (excluding master suit room)
	Single Rooms	Double Rooms	Triple Rooms	Master Suite		
1	2	5	7	1	15	33
2	2	5	7	1	15	33
3	2	0	12	1	15	38

Table 1: Types of Dormitory

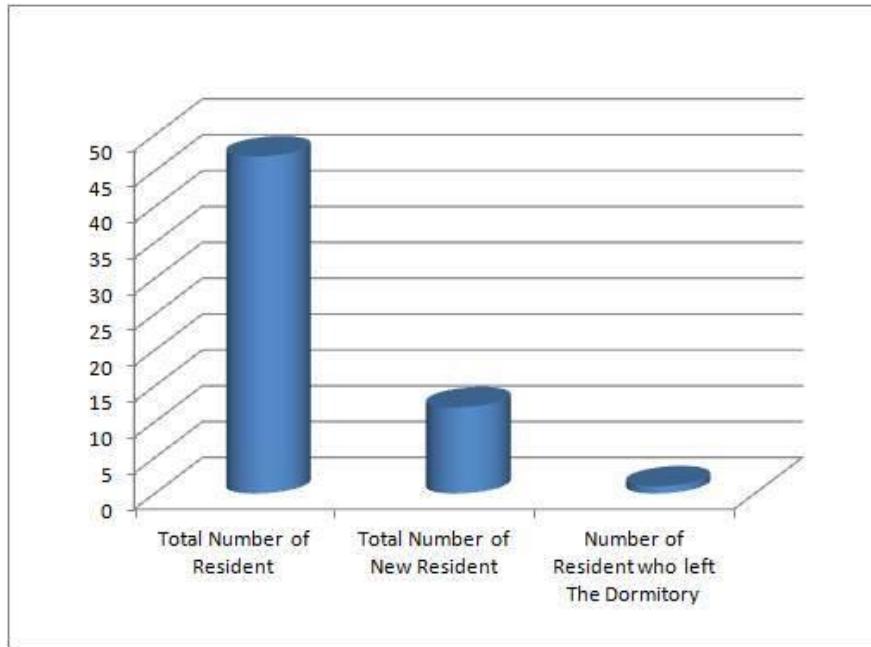


Figure 1: Number of Residents as of March 2015

Stakeholders

- Ms. Camille G. Dela Pena - Building Administrator
- Ms. Ma. Regina P. Alabanza - Staff Administrator
- Karina G. Dela Pena – Manager
- Security Personnel
- Residents and transients

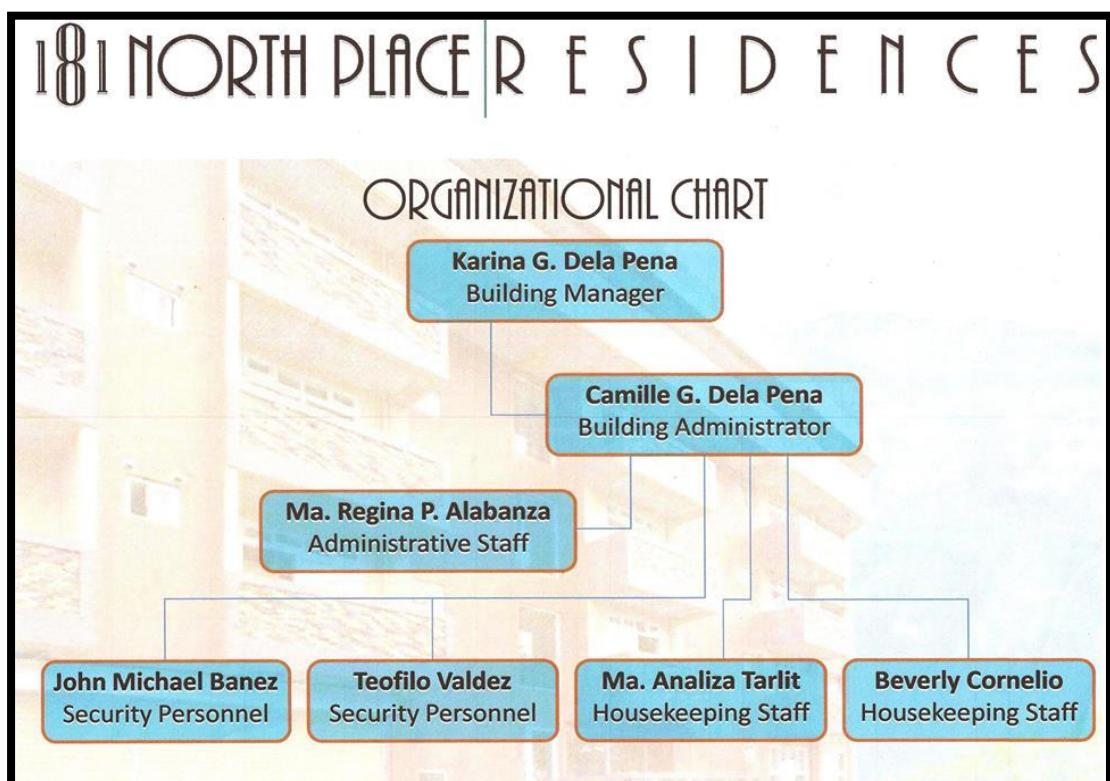


Figure 2: Organizational Chart of 181 North Place Residences

Current Operation

ENTRANCE/ EXIT CONTROL FOR RESIDENTS

RESIDENT LOG-IN/ LOG-OUT

Before entering and leaving 181 North Place Residences, each resident must log-in/log-out via biometric scan at the Lobby.



**RESIDENT LOG-IN/ LOG-OUT
DATABASE**

Once resident logs in/out, the name, time and date of the log in/out will be sent to a database that records each entry and exit of the resident each day at 181 North Place Residences.



DAILY AUTO MESSAGING

At 2200H (10:00 PM) everyday, a text message informing the parent or guardian that the resident has not yet arrived and logged in at 181 North Place Residences will be sent.

Figure 3: Proposal System of the Management of 181 North Place Residence

LEGEND:

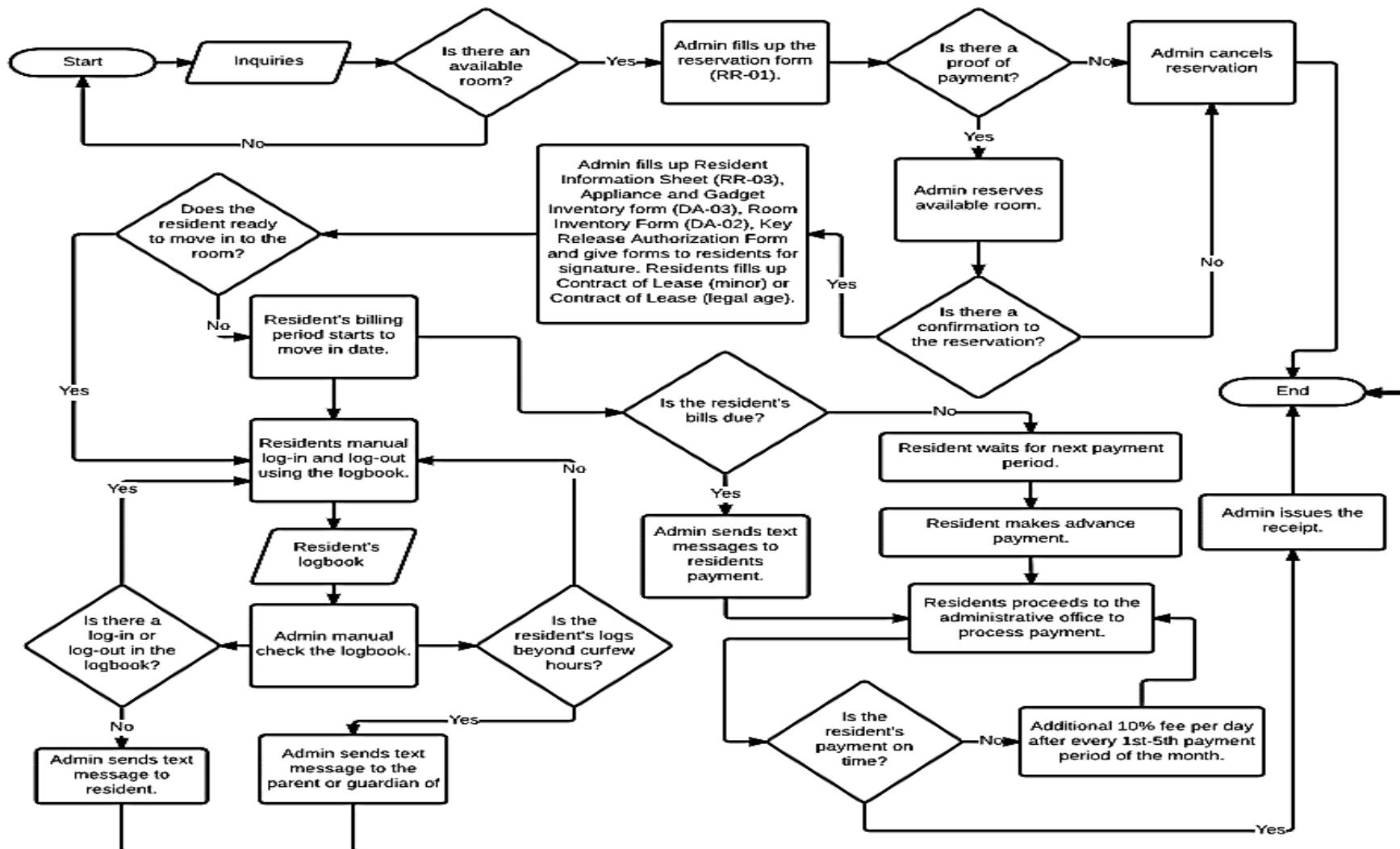
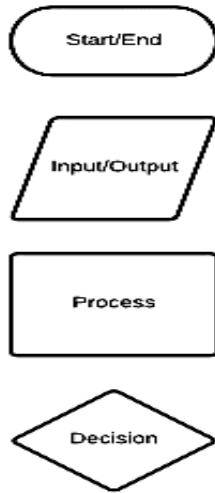


Figure 4: Flow chart of the Current Operation of 181 North Place Residence

1.1 Statement of the Problem

The project intends to investigate the benefits of an automated monitoring system to a commercial dormitory, particularly in the 181 North Place Residence. Specifically, the project proponents aim to improve the current system of 181 North Place Residences. Also, the project intends to answer the following problems:

- What are the specific business processes of the dormitory that will be automated?
- What are the functional requirements that are necessary in order for the system to function?
- What are the hardware and software requirements that are needed for the implementation of the “181 North Place Residences: Automated Monitoring System”?
- What feature of the system can facilitate maintenance for the security of “181 North Place Residences: Automated Monitoring System”?

1.2 Scope of the Project

This project covered the operations of 181 North Place Residences, which are mainly the admin module, reservation, registration, activation, notification, time-in and time-out, billing, report generation, backup and recovery and the help module. This project proposed and developed an Automated System that:

- Protects the database against data loss and reconstructs the database after any kind of data loss.
- Records each resident's and transient's balance, advance payments and other additional services acquired. The breakdown of payments can also be generated.
- Computes and breaks down the billing of the transients and residents. For the resident billing, it is automatic, but for the transient billing, it will be used as a guide.
- Includes the registration of different users such as residents, transients and management and registration of the resident's fingerprints using a biometric device.
- Allows the management to select a resident's account for enabling a resident to access the time-in and time-out using the biometric device and if the resident will leave the dormitory.
- Sends important notifications to targets especially to parents and guardians via text messaging and or e-mail to further ensure safety and security of the residents.

- Monitors each time-in and time-out of a resident for the dormitory attendance and resident's late logs in real time to notify parents and or guardian of the curfew notice.
- Views the summary of transactions to help the management in decision making and also printing of documents is included.
- Aids in the easy reservation of available rooms using the iFloorPlan, an informative interface that the management uses to display room availability and status, the number of rooms available and occupied, the residents or transients occupying the room, and the list of gadgets and furniture inside the room.
- Monitors the transients' stay inside the dormitory if the transient wants to extend its stay on the dormitory.
- Has the power to control all the modules to be used by the management
- Monitors visitors through the information entered in the lobby unit
- Assists the management on how to use the system with the different modules.

Limitations:

Registration:

- Maximum of two (2) contact numbers and e-mail address is recorded

Time-in and Time-out Module:

- Malfunction of text messaging (keeps on saying message failed although the message has been sent)
- No time-in and time-out for transient

Notification Module:

- The text messaging only supports 160 characters
- The system will not receive text messages from residents, guardians and parents
- Transients are not included in the notifications of late curfew
- No call via landline numbers

Billing Module:

- The system does not cover the computation of losses
- Computation of refunds requested by a resident and transient
- Termination of the contracts, resident should consult the management
- Security deposit on the transient will not be monitored
- The payment of the laundry and catering are not included in the computation.

Database:

- The purging of information of residents and transients will be decided by the management.

1.3 Statement of Objectives

The main purpose of the project is to build and deploy an automated monitoring system that is used by the stakeholders. Thus, the project intends to achieve the following:

- To automate the specific business processes of 181 North Place Residences
- To develop a computer-based system with functional requirements
- To define and integrate the tools and technologies for the development and implementation of the monitoring system of the 181 North Place Residences
- To create a login feature that will secure the monitoring system of the 181 North Place Residences

1.4 Significance of the Study

Residents and Transients:

The project is significant and beneficial to the residents and transients of 181 North Place Residences in terms of time management, safety, and security because the system provides a systematic order in the tracking of data associated with fingerprint verification capabilities and notifications sent as informative approach on each resident's current activities in the dormitory and of the billing. The resident can track the balances easily.

Management:

The project helps the management in processing operations effectively and efficiently with the help of the automation of manual processes. The system also helps the management through easy computation of the bills of the residents. Reports and analysis provides better understanding in the monitoring of the residents.

Project Proponent:

It gives opportunities to the project proponents to better understand the monitoring system of time-ins and time-outs of the residents with the use of the biometric device. This project served as a training ground for the proponents to equip themselves in creating systems for their future jobs in businesses in the corporate world.

Chapter 2: Methodology

The project proponents used the Incremental model of Mr. Winston W. Royce in developing the system to include clients or customer involvement on the developing stages and increments.

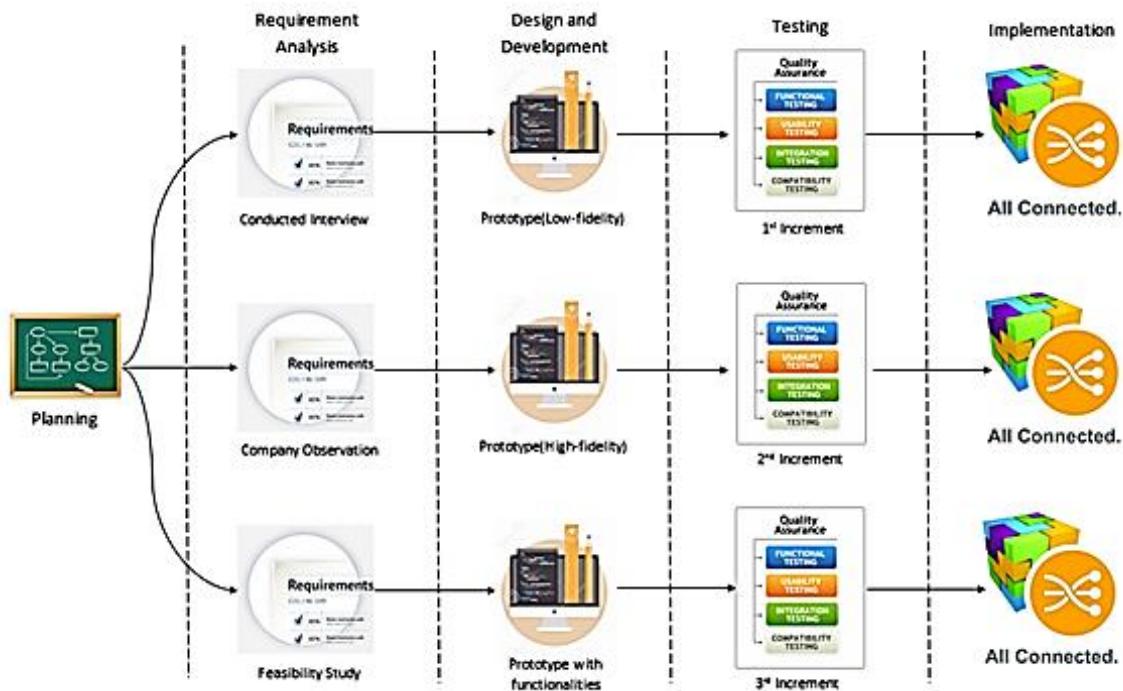


Figure 5: Incremental Process Model

PLANNING PHASE

The project proponents conducted a series of interviews, researches, and consultations with professionals, and understand the business process and policies of the monitoring system of the 181 North Place Residences to gather information that served as the fountain in the development of the monitoring system.

REQUIREMENTS ANALYSIS PHASE

After gathering information, the project proponents found necessary resources that helped in designing and developing the monitoring system. The project proponent used the Data Flow Diagram (DFD) (see Figure 9) as a tool to present and picture the business processes of the monitoring system. The project proponent used storyboard (see Figure 3) to present the proposed system of the management of 181 North Place Residences and flowchart (see Figure 4) to show the current action process of the 181 North Place Residences and easily identify the marks of process development.

DESIGN AND DEVELOPMENT PHASE

In the design and development stage, the project proponents used wireframes as the initial step in designing the user interfaces. In the

development of the high fidelity user interfaces (UIs) of the system, the project proponents used Integrated Development Environment (IDE) Netbeans 8.0.1., phpMyAdmin and MySQLWorkbench for the Database management.

Netbeans 8.0.1 supports Java ME where it can be used in integrating the hardware devices like biometric. Java 8 package is also available in Netbeans 8.0.1. phpMyAdmin was used for the creation of the database and MySQLWorkbench for the viewing of the database done in the phpMyAdmin.

The project proponents included a picture of the building and the logo of the company to be part of the user interfaces and created logos and icons that are appropriate as a trademark of the system of 181 North Place Residences. The project proponents asked the clients approval. After a review and revision process, a final design direction is selected, and prototypes were built. In designing the database, the project proponents first created an initial database and while every module is created and programmed, the project proponents adds tables, rows and columns to the database. Since 181 North Place Residences offers security and safety to its residents, the project proponents designed the system that is for the management to see and monitor its residents with the help of the system. The management will only be the one who can use the system.

TESTING PHASE

After the generation of codes, unit testing was performed to each module by a member of the team. After the unit testing, the integration of the modules was performed and the integration testing was done. Version one of the system was tested by the management of 181 North Place Residences. After testing, revisions and suggestions were given. The project proponent then made the necessary revisions. After that, unit and integration testing were performed again.

IMPLEMENTATION PHASE

In the implementation phase, the project proponents conducted a deployment for every module done and suggestions from the management were raised. And for every revision done based from the suggestions of the management, a new version of the module was deployed. The project proponents continued to develop and deploy the system until the management was satisfied with the monitoring system and had signed the acceptance letter.

Chapter 3: Outcomes and Results

The system of 181 North Place Residences uses paper based forms. The management compiles the forms of the residents and transients using folders and organizers. By automating the current system, the time of the management in filing and organizing each forms of a resident and a transient and the cost in consuming papers were lessened.

The management currently uses manual text messaging in sending notifications to the residents or transients of 181 North Place Residences. One of the capabilities of the system is to inform the residents and transients by means of a notification through text messaging and e-mail regarding the resident's or transient's violations, billing, announcements by the management, visitors, and a new roommate.

Excel spreadsheets were used by the management in computing each resident's monthly fee and each transient's daily fee. The new system computes the bill by providing the breakdown of the monthly fee including the resident's additional services such as the shuttle, catering, and the use of electricity because of additional gadgets or appliances.

Each resident's time-in and time-out were recorded using the logbook. The management monitored the logbook daily to check violations of the curfew. The new system uses a biometric device for the time-in and time-out of each resident and captures the residents ID, date, time, and status. The iLogbook allows the management to see the residents who did not comply with the curfew hour and chooses who to send a notification. The iLogbook is designed to facilitate the control and power of the administrator or the management in the monitoring of residents.

The new system report generation helps the management in viewing the activities such as the history of the residents time-in and time-out, curfew, resident's payments, list of visitors, and other violations of a resident and transient, prints the records of each residents and transients. However, the records will only be printed as requested.

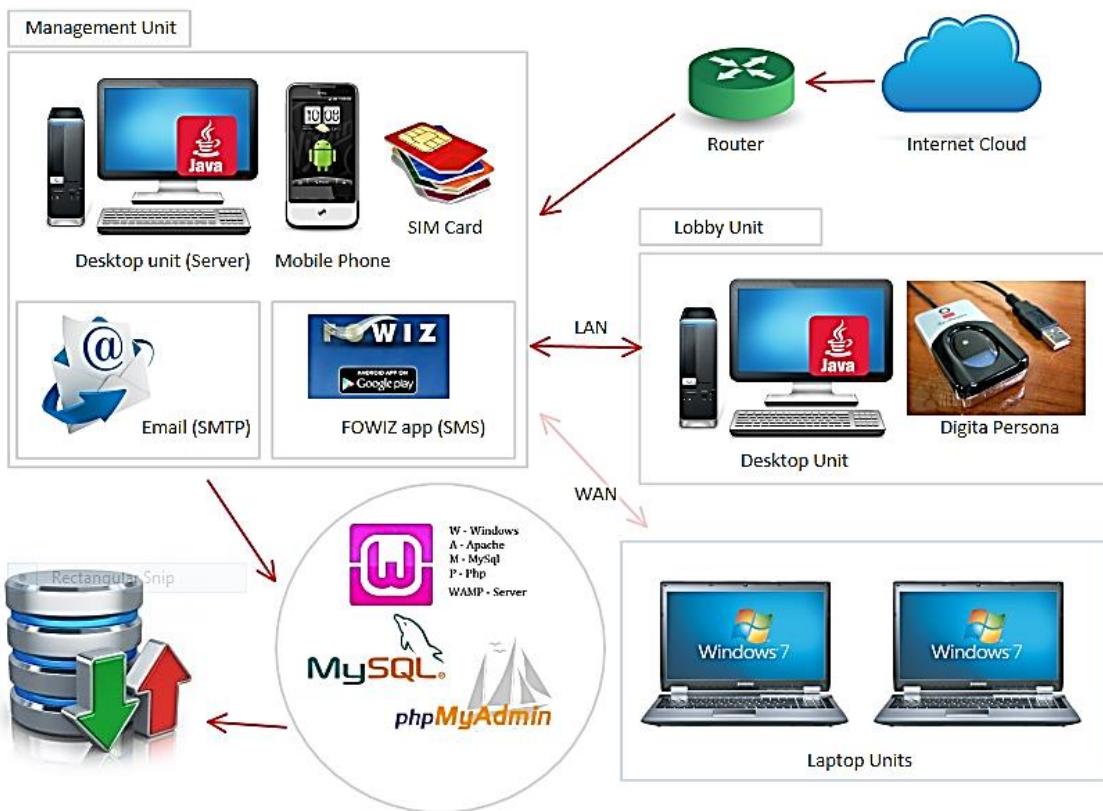


Figure 6: System Architecture

The figure above shows the system architecture of 181 North Place Residences Automated Monitoring System. The system architecture is comprised of two major components to execute the business processes of the automated monitoring system.

COMPONENTS:

Management Unit:

The management unit is a component that performs as the server for the system. The management unit is a desktop unit connected with fiber-optic internet connection. An android mobile phone with a SIM card subscribed to a post-paid bill, preferably only for texting, is also connected to the management unit for the sending of text messages. The email sending will be done through SMTP protocol. The android mobile phone is installed with FOWiz application downloaded at Google Play Store for free. The android mobile phone is connected to the internet.

Lobby Unit

The lobby unit is a component to serve as the data entry for the system. The lobby unit is a desktop unit connected to the biometric device for the time-in and time-out module. The data entered in the lobby unit will be displayed in the management unit. The connection to the server will be through Wide Area Network.

Laptop Unit

Laptop units can also be connected to the server wirelessly or with physical connection to facilitate the automated monitoring system. The same application of the management unit will be installed in the laptops. The laptop connection to the server will only be for the management. The connection to the server will be through Wide Area Network.

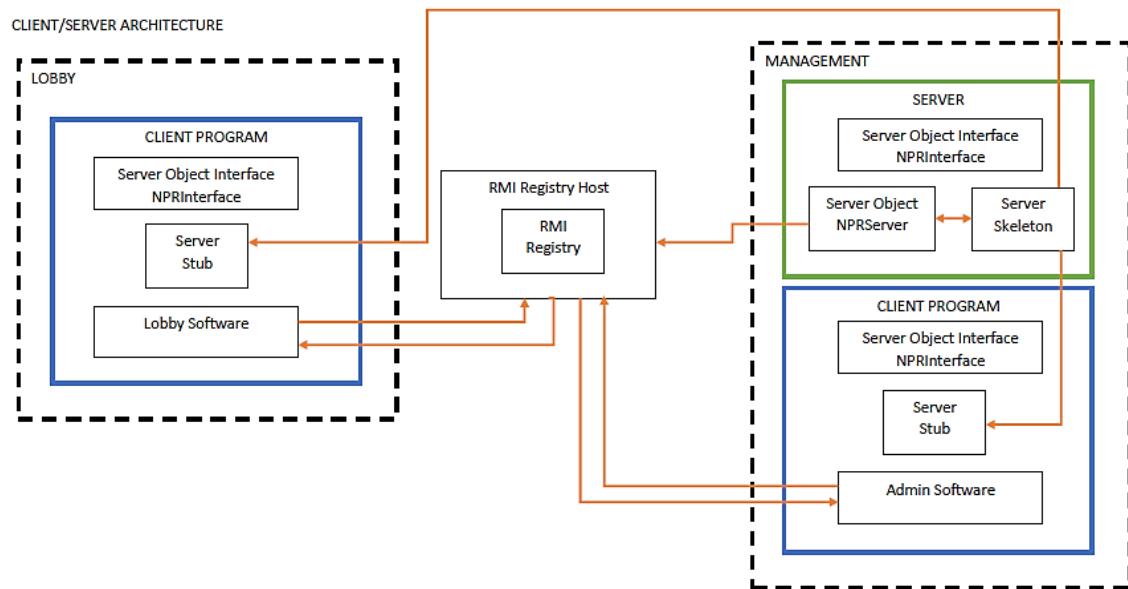


Figure 7: Client/Server Architecture

The figure above shows the client/server architecture of the automated monitoring system. The architecture is implemented in Java Remote Method Invocation (Java RMI).

Analysis

The functional requirements that are implemented in the 181 North Place Residences: Automated Monitoring System are:

- Reservation of inquiries with the use of iFloorPlan
- Registration of the inquirer who confirmed the reservation
- Activation or deactivation of each resident in using the biometric device and checkout of each transient
- Management-based decision on who to notify by text message or e-mail
- Keeping time records of a resident or a transient
- Breakdown of rental fee and other additional fee of a resident or transient
- To report generation and printing of documents into different format

Minimum Hardware Requirements

- Automatic Voltage Regulator(AVR) – at least 500W
- CPU Processor – Intel/AMD Dual Core or higher
- Random Access Memory(RAM) – at least 4GB DDR3
- DVD/CD Drive
- Hard Disk Drive – at least 500GB
- Motherboard
- USB Mouse
- USB Keyboard
- Printer
- Router
- Biometric device
- Android Phone with SIM card
- Scanner
- Back up battery/Uninterruptible Power Supply (UPS)

Minimum Software Requirements

- Windows 7 to 8.1
- FOWiz Application
- WAMP Server
- Microsoft Office
- Adobe Reader
- Biometric Software

With the use of the hardware and software requirements listed above, the functional requirements that are implemented are the reservation, registration, activation, notification, time-in and time-out, billing and report generation modules. To secure the system, a log-in feature is implemented.

Design Specifications

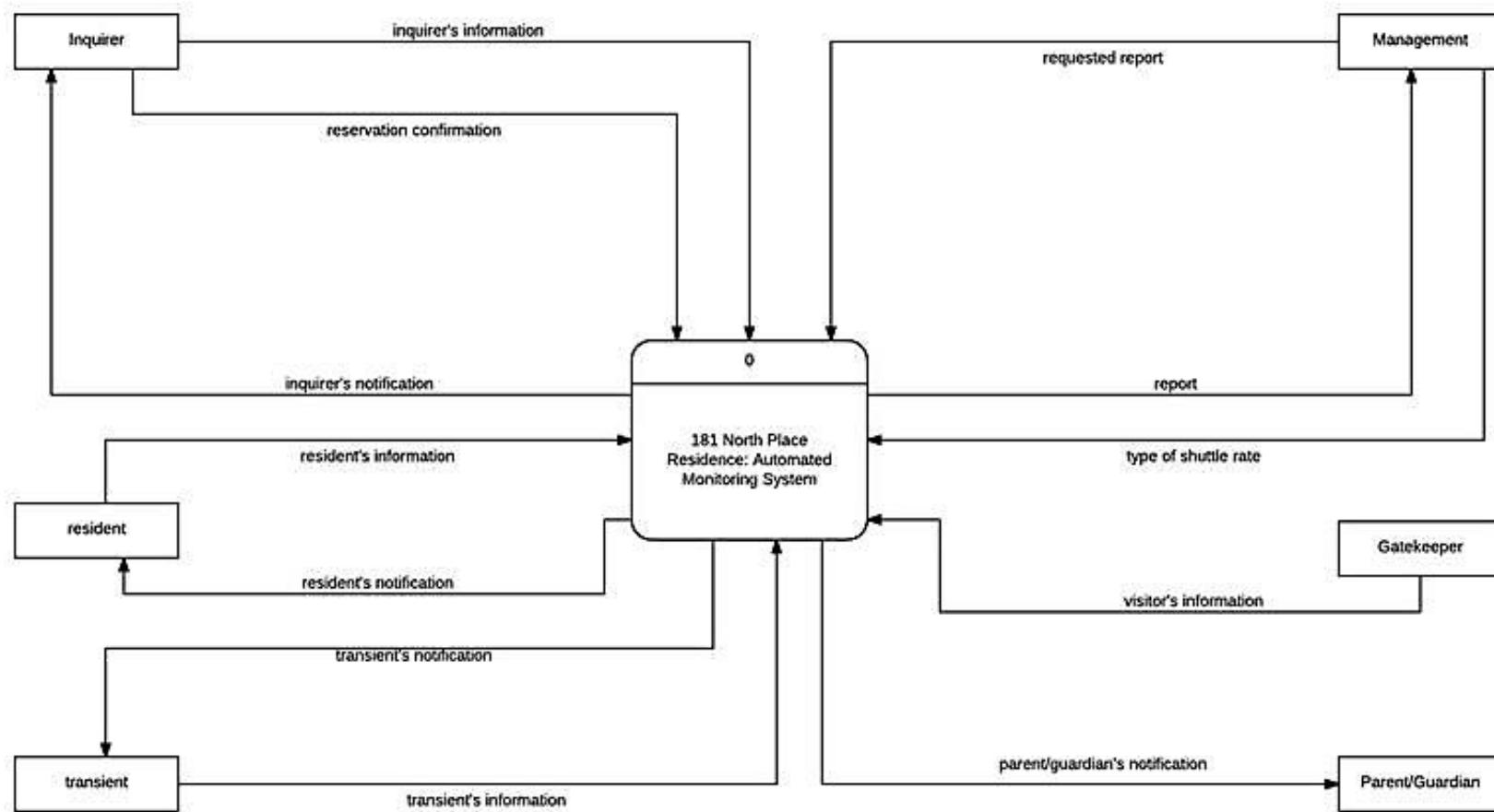


Figure 8: Context Diagram of 181 North Place Residences: Automated Monitoring System

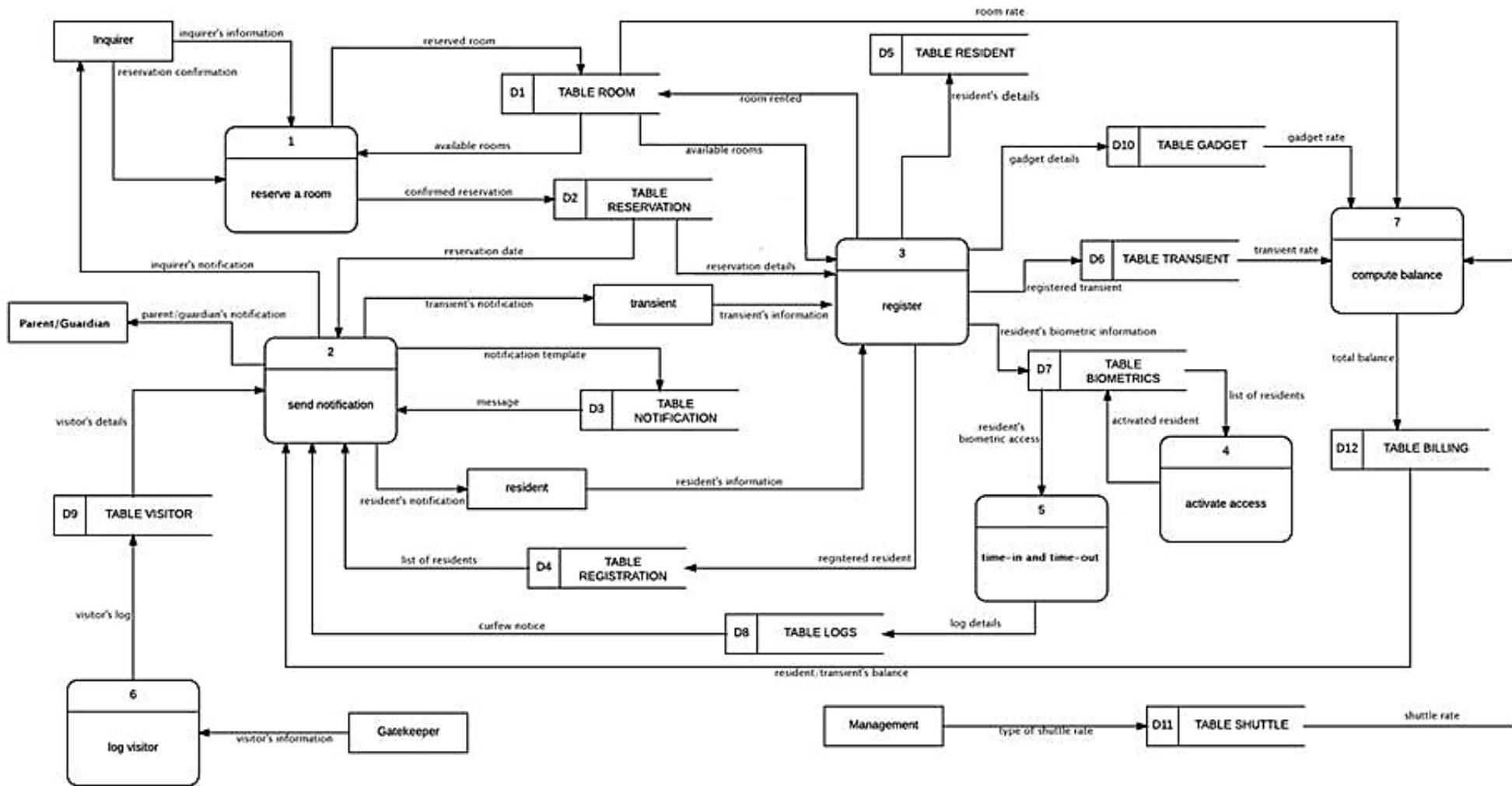


Figure 9: Level 1 Data Flow Diagram of 181 North Place Residences: Automated Monitoring System

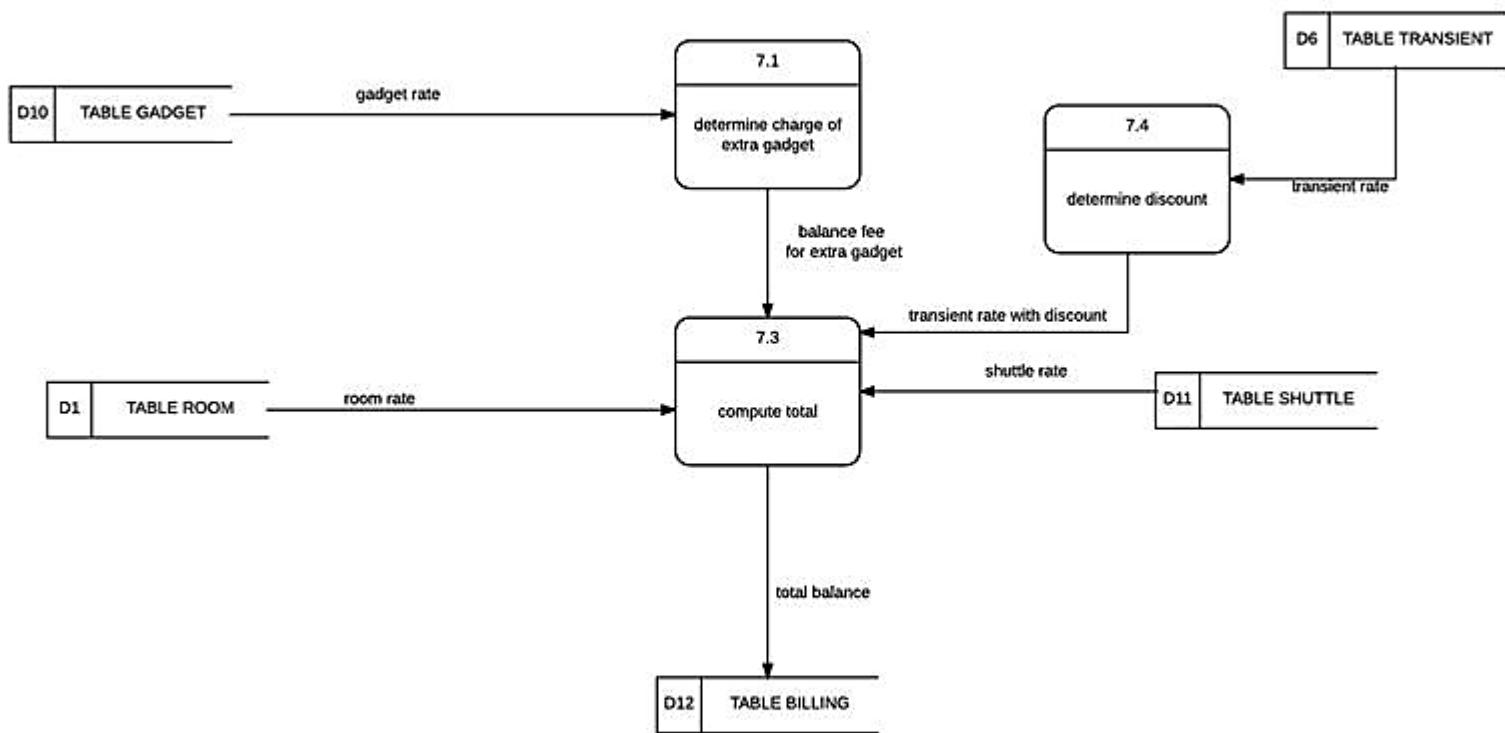


Figure 10: Level 2 Data Flow Diagram of Billing Module

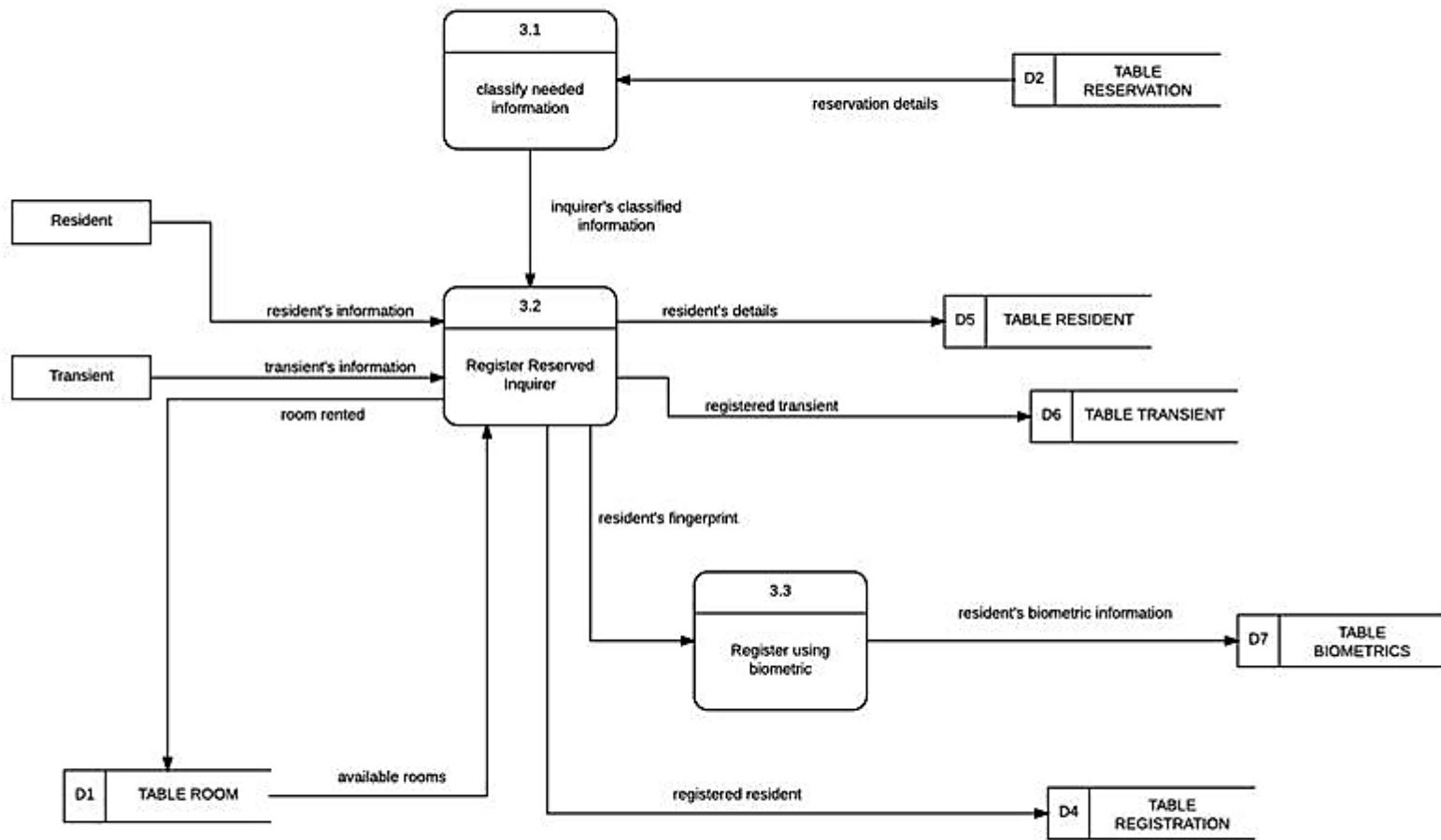


Figure 11: Level 2 Data Flow Diagram of Registration Module

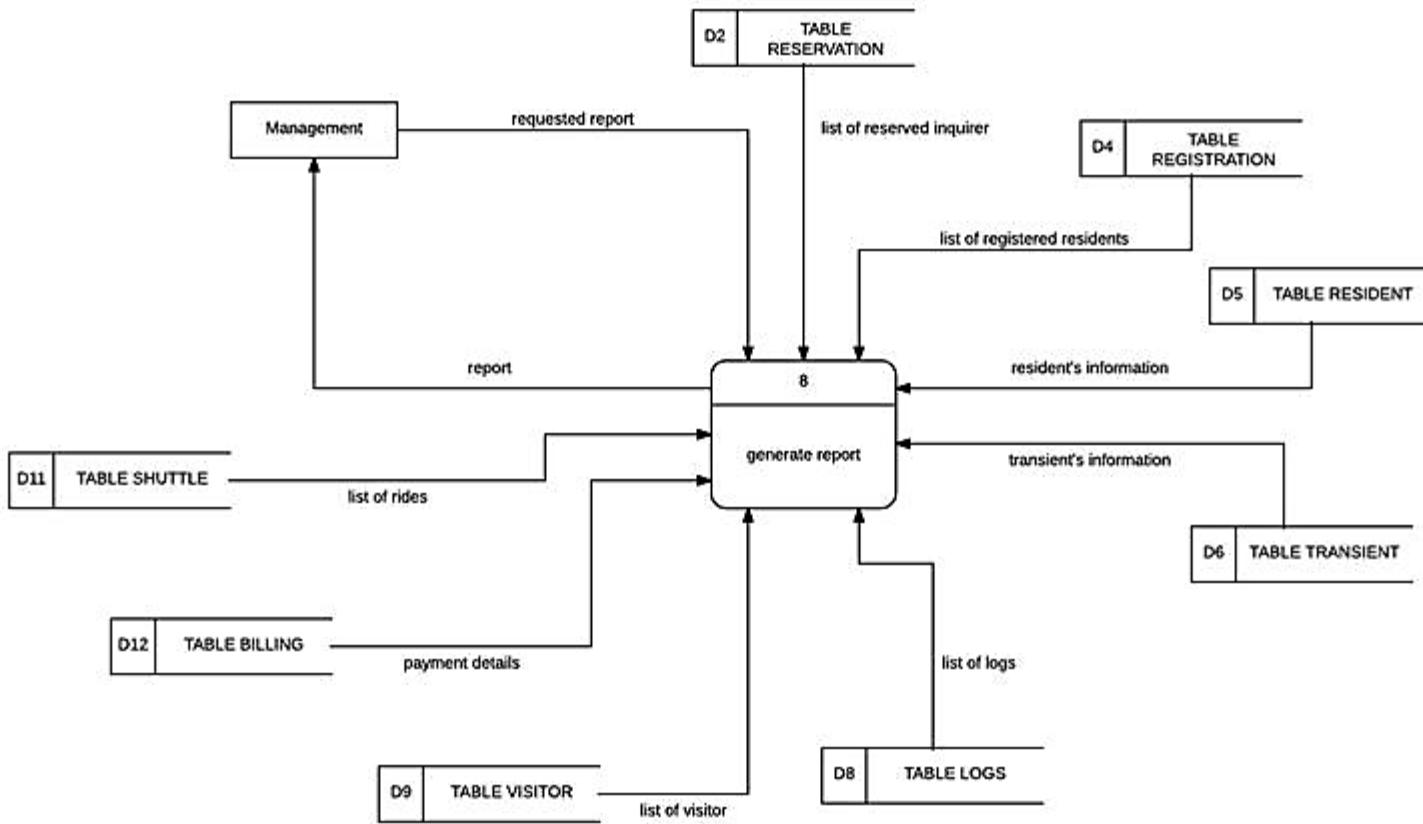


Figure 12: Level 2 Data Flow Diagram of Report Generation Module

Data Dictionary

Column	Type
emailAccount	varchar(100)
emailPassword	varchar(50)
emailPort	varchar(10)
fowizUsername	varchar(100)
fowizPasscode	varchar(50)
reservationDefault	varchar(200)
registrationDefault	varchar(200)
furnitureDefault	varchar(200)
gadgetDefault	varchar(200)
transientDefault	varchar(200)
biometric	enum('Yes', 'No')
transientBillingDefault	varchar(200)
statementOfAccountDefault	varchar(200)
paymentRemittanceDefault	varchar(200)
curfew	time

Table 2: Account Table

Column	Type
adminIdnum	int(8)
adminFname	varchar(100)
adminMname	varchar(100)
adminLname	varchar(100)
adminGender	enum('Male', 'Female', "", "")
adminBirthdate	Date
adminEmail	varchar(100)
adminPicture	Mediumblob

Table 3: Admin Table

Column	Type
billingIdnum	int(8)
billingDatePaid	Date
billingDatein	Date
billingDateout	Date
billingRateType	enum('Monthly', 'Daily')
billingNoofdays	int(20)
billingRoomrate	decimal(10,2)
billingShuttleRatetype	enum('Monthly', 'Daily')
billingShuttleRate	decimal(10,2)
billingGadgetRate	decimal(10,2)
billingRemarks	varchar(500)
billingTotalRoomrate	decimal(10,2)
billingTotalShuttlerate	decimal(10,2)
billingTotalGadgetrate	decimal(10,2)
billingAdditionalfee	decimal(10,2)
billingTotalAmount	decimal(10,2)
billingAmountPaid	decimal(10,2)
billingBalance	decimal(10,2)
billingStatus	enum('Paid', 'Unpaid', 'Replaced')
residentIdnum	int(8)
roomIdnum	int(8)
adminIdnum	int(8)
billingModeOfPayment	enum('cash', 'cheque', 'bd')

Table 4: Billing Table

Column	Type
billingIdnum	int(8)
gadgetIdnum	int(8)
isChecked	tinyint(1)

Table 5: Billinggadget Table

Column	Type
biometricsIdnum	int(10)
fingerprintData1	Longtext
fingerprintData2	Longtext
Status	enum('active', 'not active')
residentIdnum	int(8)

Table 6: Biometrics Table

Column	Type
controlNumber	int(6)
type	enum('resident', 'transient')
id	int(8)

Table 7: Controlnumber Table

Column	Type
adminIdnum	int(8)
adminUsername	varchar(100)
adminPassword	longtext

Table 8: Credentials Table

Column	Type
residentIdnum	int(8)
resident_fullname	varchar(201)
fingerprintData1	Longtext
fingerprintData2	Longtext
Status	enum('Not Active', 'Active', 'Leave')

Table 9: Fingerprintowner Table (View)

Column	Type
furnitureIdnum	int(8)
furnitureControlNo	varchar(100)
furnitureColor	varchar(100)
furnitureBrand	varchar(100)

furniturePurchasedate	Date
furnitureItemName	varchar(100)
residentIdnum	int(8)
transientIdnum	int(8)
roomIdnum	int(8)
furnitureStatus	enum('Available', 'Taken', 'Defective')

Table 10: Furniture Table

Column	Type
gadgetIdnum	int(8)
gadgetItemName	varchar(50)
gadgetDescription	varchar(100)
gadgetSerialNo	varchar(45)
gadgetVoltage	varchar(50)
gadgetWattage	varchar(50)
gadgetRate	decimal(10,2)
residentIdnum	int(8)

Table 11: Gadget Table

Column	Type
residentIdnum	int(8)
visitorsStartDate	Date
visitorsTimein	Time
visitorsTimeout	Time
visitorsArea	varchar(100)
visitorCount	bigint(21)

Table 12: Groupvisitcount Table (View)

Column	Type
logsIdnum	int(8)
logsDate	Date
logsTime	Time

logsStatus	varchar(5)
residentIdnum	int(8)

Table 13: Logs Table

Column	Type
reservation7days	varchar(160)
reservation3days	varchar(160)
successfulRegistration	varchar(160)
visitorInform	varchar(160)
rentDueDate	varchar(160)
balanceAmount	varchar(160)
newRoommate	varchar(160)
curfewNotice	varchar(160)

Table 14: Messagetemplate Table

Column	Type
notificationIdnum	int(8)
notificationTime	Time
notificationDate	Date
notificationMessage	varchar(150)
notificationType	enum('Violations', 'Balance', 'Reservation Update', 'Successful Registration', 'Visitor', 'Due Date', 'New Roommate', 'Others')
notificationContact	varchar(100)
notificationMethod	enum('email', 'text')
residentIdnum	int(8)
notificationTable	enum('resident', 'reservation', 'transient')

Table 15: Notification Table

Column	Type
roomIdnum	int(8)
roomNumber	varchar(3)
numberOfResident	bigint(21)

Table 16: Personperroom Table (View)

Column	Type
rentRoomSingleSharing	decimal(10,2)
rentRoomDoubleSharing	decimal(10,2)
rentRoomTripleSharing	decimal(10,2)
rentRoomMasterSuite	decimal(10,2)
shuttleRateMonthly	decimal(10,2)
shuttleRateDaily	decimal(10,2)

Table 17: Rate Table

Column	Type
registrationIdnum	int(8)
registrationResidentCollege	varchar(100)
registrationResidentCourse	varchar(100)
registrationResidentYear	varchar(4)
registrationResidentDept	varchar(100)
registrationResidentBirthdate	Date
registrationResidentGender	enum('Male', 'Female', ' ', '')
registrationResidentMobileNo	varchar(50)
registrationResidentMobileNo2	varchar(50)
registrationFatherName	varchar(100)
registrationFatherLandline	varchar(50)
registrationFatherMobileNo	varchar(50)
registrationFatherEmail	varchar(100)
registrationMotherName	varchar(100)
registrationMotherLandline	varchar(50)
registrationMotherMobileNo	varchar(50)
registrationMotherEmail	varchar(100)
registrationGuardianName	varchar(100)
registrationGuardianAddress	varchar(100)
registrationGuardianMobileNo	varchar(50)

registrationGuardianRelation	varchar(30)
registrationPicture	Mediumblob
registrationStatus	enum('Not Active', 'Active', "", "")
roomIdnum	int(8)
reservationIdnum	int(8)
registrationDate	Date

Table 18: Registratin Table

Column	Type
rentId	int(11)
rentStartDate	Date
rentEndDate	Date
rentRateType	enum('Monthly', 'Daily')
rentRoomRate	decimal(10,2)
roomIdnum	int(8)

Table 19: Rentedroom Table

Column	Type
reservationIdnum	int(8)
reservationLname	varchar(100)
reservationFname	varchar(100)
reservationMname	varchar(100)
reservationHomeaddress	varchar(255)
reservationZipCode	varchar(10)
reservationMobileNo	varchar(11)
reservationSchoolTerm	enum('First Semester', 'Second Semester', 'Summer Term', "")
reservationEmail	varchar(100)
reservationAyFrom	year(4)
reservationAyTo	year(4)
reservationOthers	varchar(100)
reservationDatePaid	Date
reservationStatus	enum('Cancel', 'Registered', 'Pending')
roomIdnum	int(8)

Table 20: Reservation Table

Column	Type
residentIdnum	int(8)
residentFname	varchar(100)
residentMname	varchar(100)
residentLname	varchar(100)
residentGender	enum('Male', 'Female', ' ', '')
residentZipCode	varchar(10)
residentMobileNo	varchar(11)
residentEmail	varchar(100)
residentBirthdate	Date
residentHomeAddress	varchar(100)
picture	Mediumblob
status	enum('Not Active', 'Active', 'Leave')
dateLeft	Date
registrationIdnum	int(8)
roomIdnum	int(8)

Table 21: Resident Table

Column	Type
residentNames	varchar(201)

Table 22: Residentnames Table (View)

Column	Type
roomIdnum	int(8)
roomNumber	varchar(3)
roomStatus	enum('not available', 'fully occupied', 'partially occupied', 'unoccupied')
roomType	enum('S', 'D', 'T', 'SU')
roomDorm	varchar(4)

Table 23: Room Table

Column	Type
shuttleDate	varchar(100)
shuttleNoRides	decimal(10,2)
shuttleRate	decimal(10,2)
shuttleRateType	enum('Monthly', 'Rides')
shuttleId	int(10)

Table 24: Shuttle Table

Column	Type
transientIdnum	int(8)
transientLname	varchar(100)
transientFname	varchar(100)
transientMobileno	varchar(45)
transientAddress	varchar(100)
transientEmail	varchar(100)
transientDateEntered	date
transientRelation	enum('Mother', 'Father', 'Brother', 'Sister', 'Grandmother', 'Grandfather', 'Aunt', 'Uncle', 'Other')
transientTotalAmount	decimal(10,2)
transientAmountpaid	decimal(10,2)
transientBalance	decimal(10,2)
transientNoreservedRoom	int(10)
transientReservedRoomNo	varchar(50)
transientArrival	date
transientDeparture	date
transientTotalNoDays	int(10)
transientNoAdditionalGuest	int(10)
transientNamesAdditionalGuest	varchar(500)
transientNoExtraBed	int(10)
transientBedcharge	decimal(10,2)
transientChargePerPerson	decimal(10,2)

transientStatus	enum('Checkout', 'Extend', 'Active')
residentIdnum	int(8)
transientControlNumber	int(6)
transientRemarks	varchar(200)
transientModeOfPayment	enum('cash', 'cheque', 'bd')
adminIdnum	int(8)
transientDiscount	decimal(10,2)

Table 25: Transient Table

Column	Type
transientRegularRate	decimal(10,2)
transientFamilyRate	decimal(10,2)
transientRExtraBed	decimal(10,2)
transientFExtraBedRate	decimal(10,2)
transientPrivateSuite	decimal(10,2)
transientPrivateExtraRate	decimal(10,2)

Table 26: Transientrate Table

Column	Type
visitorsIdnum	int(8)
visitorsName	varchar(100)
visitorsDate	Date
visitorsTimein	Time
visitorsTimeout	Time
visitorsPurpose	enum('Inquire', 'Visit', 'School works', 'Personal Business', 'Others')
residentIdnum	int(8)
visitorTable	enum('resident', 'administrator', 'transient')
visitorsValidId	varchar(100)
visitorsArea	varchar(100)
visitorsStartDate	Date

Table 27: Visitors Table

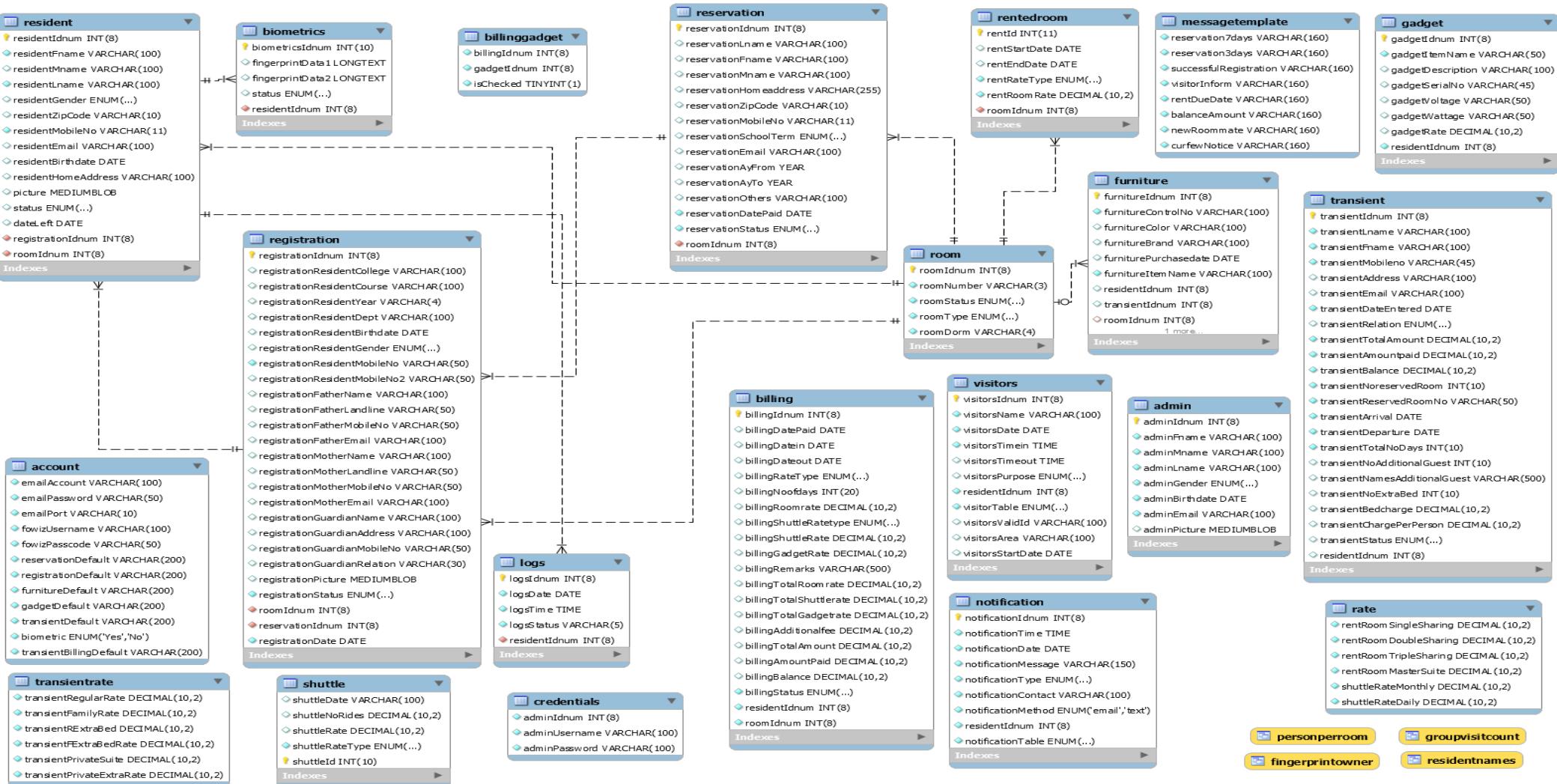


Figure 13: Relationship of 181 North Place Residences Database

User Interfaces



Figure 14: Login

Figure 14 lets only the management to login.

The image displays the 'iLOGBOOK' application interface. At the top, there is a header bar with a user profile icon, a welcome message ('Welcome Camille G. dela Pena!'), and a help icon. On the right side of the header, the date ('Apr 21, 2015 Tuesday 10:34 PM') and a house icon are shown. Below the header, there is a search bar with the placeholder 'Search' and a date input field ('Date: 04 21, 15'). A 'Save to PDF' button is located at the bottom left of the main content area. The main content area is a table with columns labeled 'ID', 'NAME', 'TIME', and 'STATUS'. The table body is currently empty.

Figure 15: iLogBook

Figure 15 lets only the management to see the logs of the residents. It can also save the log of the residents on a PDF format depending on the date selected by the management.



Figure 16: Home Page (Management)

Figure 16 shows all the operations the management can do.



Figure 17: Registration Menu

Figure 17 enables the management to choose who to register, a transient or a new administrator.

Transient's Information

*Last Name: Dela Cruz
 *First Name: Juan
 *Mobile Number: 09123456789
 Home Address:
 E-mail:

Resident's Name:
 Relation to Resident: Other
 Same room with resident

Total Amount

Total Amount	500.00
Amount Paid	0.00
Balance	500.00

Stay Information

Number of Reserved Rooms: 1
 *Reserved Room Number/s: 208
 *Date of Arrival: 04/20/15
 *Date of Checkout: 04/20/15

Total Number of Days: 1 day/s
 No. of Additional Guest/s: 0 guest/s

Names of Additional Guest/s:

Guest Name:

Guest(s) Charge: 0.00
 No. of Extra Bed/s: 0
 Bed Charge: 0.00

NOTE: Private Suite Rate
 Regular Rate (2 pax): 1750.00
 Additional Guest(s): 1500.00

*** Required Fields**

Clear Save Back

Figure 18: Registration (Transient)

Figure 18 lets the management to enter the information of the transient

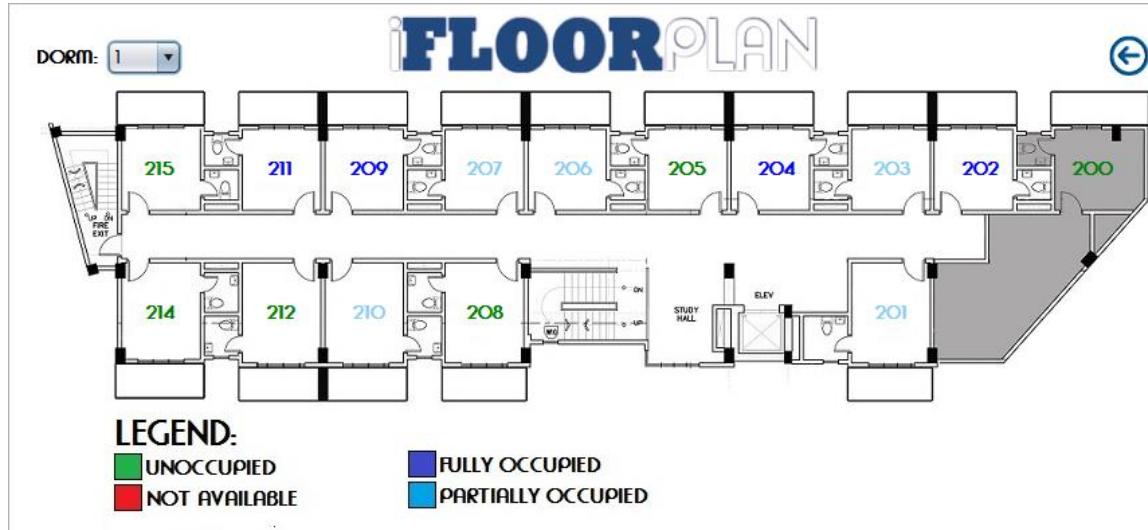


Figure 19: iFloorPlan (Transient)

Figure 19 lets the management to choose the room available for transient.

The screenshot shows a web-based management system for 181 North Place Residences. At the top, there's a logo with the text "181 NORTH PLACE RESIDENCES" and a tagline "Follow North, it will lead you HOME." Below the logo is a search bar with a dropdown menu set to "All Transient". A table lists a single transient entry:

Name	Date In	Date Out	No. of Days	Balance	Status
Dela Cruz, Juan	2015-04-20	2015-04-20	1	500.00	Active

A context menu is open over the transient's name, containing options: "Checkout" and "Extend / Add Guest".

Figure 20: List of Transients

Figure 20 lets the management to see the list of transients with the corresponding balance. The management can also extend the transient's stay or check out the transient by right clicking the transient's name.



Figure 21: Administrators

Figure 21 lets the management to see the following options on the picture at the upper left-hand corner: List of Admins, Edit Profile, Change Password and Logout

The screenshot shows a user interface titled "LIST OF ADMINISTRATORS". At the top right is a blue circular icon with a house symbol. Below it is a dropdown menu labeled "Administrator Name" with "Camille G. Dela Pena" selected. To the left of the dropdown is a link "Add Administrator". The main area displays a list of administrator details in a grid format:

	Last Name	First Name	Middle Name	Email
	Dela Pena	Camille	Gonzales	

At the bottom right are "CLEAR" and "Add Administrator" buttons. A red circle highlights the "Add Administrator" button.

Figure 22: List of Administrators

Figure 22 lets the management to see the Administrator's information. The 'Add Administrator' can also be clicked from this user interface.

The screenshot shows a modal dialog for "Add Administrator". It contains the following fields:

Name:	Last Name	First Name	Middle Name
Gender:	<input type="radio"/> Male	<input type="radio"/> Female	Username:
Birthday:	Jan 1, 1990	Password:	Confirm Password:
Email:	picture.jpg Upload Picture		

At the bottom are "Save" and "Cancel" buttons.

Figure 23: Add Administrator

Figure 23 lets the management to add a new administrator.

EDIT PROFILE

Profile Picture



Change

Personal Information

Last Name	Dela Pena
First Name	Camille
Middle Name	Gonzales
Gender	Female
Birthdate	Oct 6, 1988 <input type="button" value=""/>
Email	<input type="text"/>

Figure 24: Edit Profile (Administrator)

Figure 24 lets the management to edit an administrator's information.

Change Password

Current

Password

New

Password

Confirm

Figure 25: Change Password (Administrator)

Figure 25 lets the management to change an administrator's password.

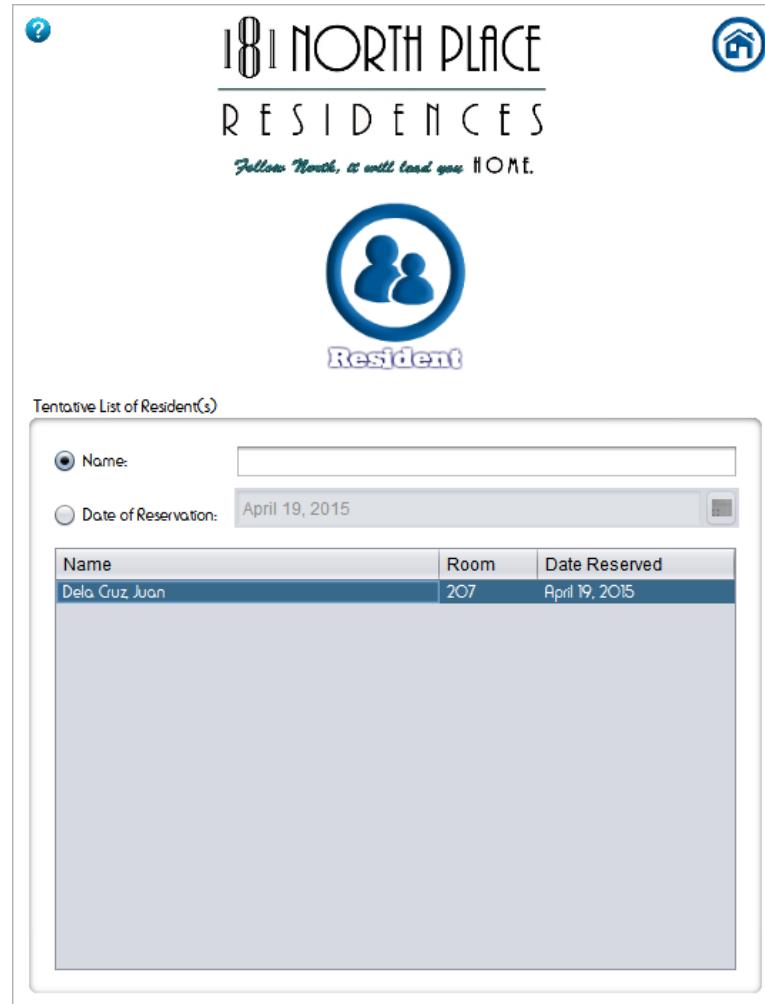


Figure 26: Menu for Reservation

Figure 26 lets the management to choose if the inquirer is resident or transient.

The tentative list of residents is the list of the names of the person which are currently reserved.

Personal Information

Name:

* Last Name * First Name Middle Name

* Address:

* Mobile Number: Zip Code:

Email:

Reservation Detail


iFloorPlan

* Room Number: Room Type: Double Sharing Room

School Term: Academic Year: to

Others:

* Required Fields

Figure 27: Reservation (Resident)

Figure 27 lets the management fill in information of the inquirer.

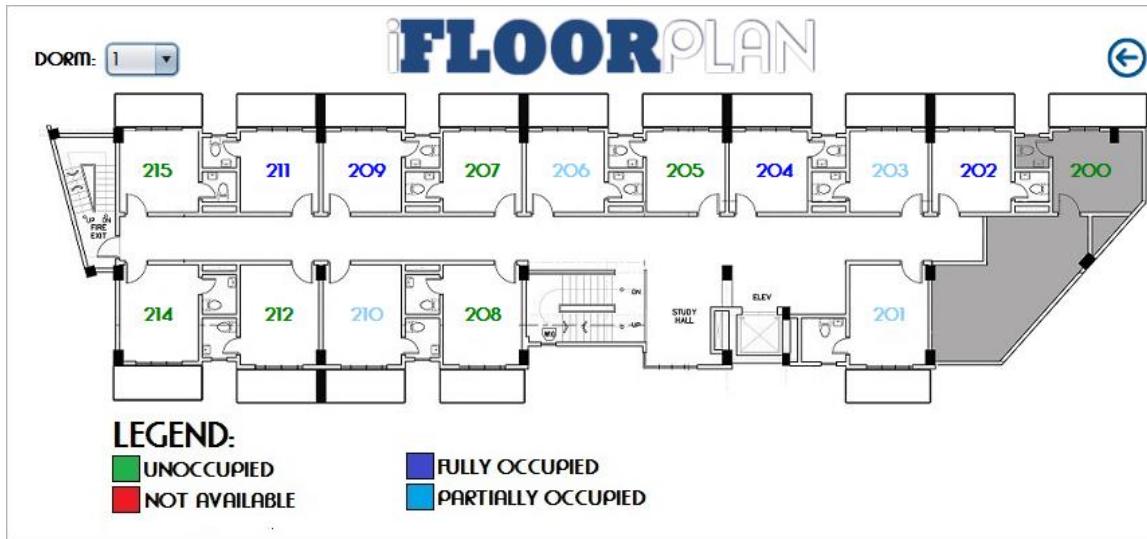


Figure 28: iFloorplan (Resident Reservation)

When the management will click the iFloorPlan Logo in the reservation form, the management may choose which room is available for renting.

The registration form is divided into several sections:

- Basic Information:** Fields include Name (Last Name: Dela Guz, First Name: Juan, Middle Name:), College/University Attending, School/Department, Course, Year, Birth date (January 1, 1995), Gender (Male), Home Address (Baguio City), and a file upload field for a picture (picture.jpg).
- Contact Details:** Fields for Father's Name, Landline, Area Code, Phone No., Mother's Name, Landline, Area Code, Phone No., and Emergency Contacts (Guardian Name, Relation to Guardian, Contact Number, Address).
- Others:** A logo for 'iFloorPlan' is displayed, along with Room Number (207), Room Type (Double Sharing Room), and a button for Inventory Form.

At the bottom, there is a note: *** Required Fields**.

Figure 29: Registration (Resident)

Figure 29 lets the management fill in information of the person who reserved.

Inventory Form																																															
Name: Dela Cruz Juan																																															
Room No.: 207																																															
Room Type: Double Sharing Room																																															
Room Inventory:																																															
<table border="1"><thead><tr><th>Item Name</th><th>Control Number</th><th>Furniture Id</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></tbody></table>						Item Name	Control Number	Furniture Id																																							
Item Name	Control Number	Furniture Id																																													
Appliance and Gadget Inventory:																																															
Number of Gadgets/Appliance: <input type="text" value="0"/> <input type="button" value="▼"/>																																															
<table border="1"><thead><tr><th>Item Name</th><th>Description</th><th>Serial Number</th><th>Voltage</th><th>Wattage</th><th>Monthly Charge</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></tbody></table>						Item Name	Description	Serial Number	Voltage	Wattage	Monthly Charge																																				
Item Name	Description	Serial Number	Voltage	Wattage	Monthly Charge																																										
<input type="button" value="Save as PDF (Furniture)"/> <input type="button" value="Save"/> <input type="button" value="Back"/>																																															

Figure 30: Inventory Form (Resident)

Figure 30 lets the management fill in list of gadgets and see the list of furniture to be designated to them after selecting furniture in “Room Inventory”.

The screenshot shows a software interface titled "List of Furniture". It consists of two side-by-side tables and a set of navigation buttons between them.

Item Name	Control Number	Furniture ID
Dorm Bed	DBO13	00000007
Dorm Bed	DBO39	00000384
Mattress	MTO76	00000388
Mattress	MTO77	00000387
Mirror	MRO23	00000385
Mirror	MRO23	00000386
Router	RTO12	00000390
Router	RTO12	00000389
Storage Cabinet	SGOO6	00000136
Storage Cabinet	SGOO7	00000137
Study Chair	SCO60	00000391
Study Chair	SCO59	00000367
Study Desk	SDO13	00000110
Study Desk	SDO54	00000210
Study Desk	SDO54	00000131

> <

Item Name	Control Number	Furniture ID

Figure 31: List of Furniture (Registration Resident)

Figure 31 lets the management choose the furniture to be designated to the resident.

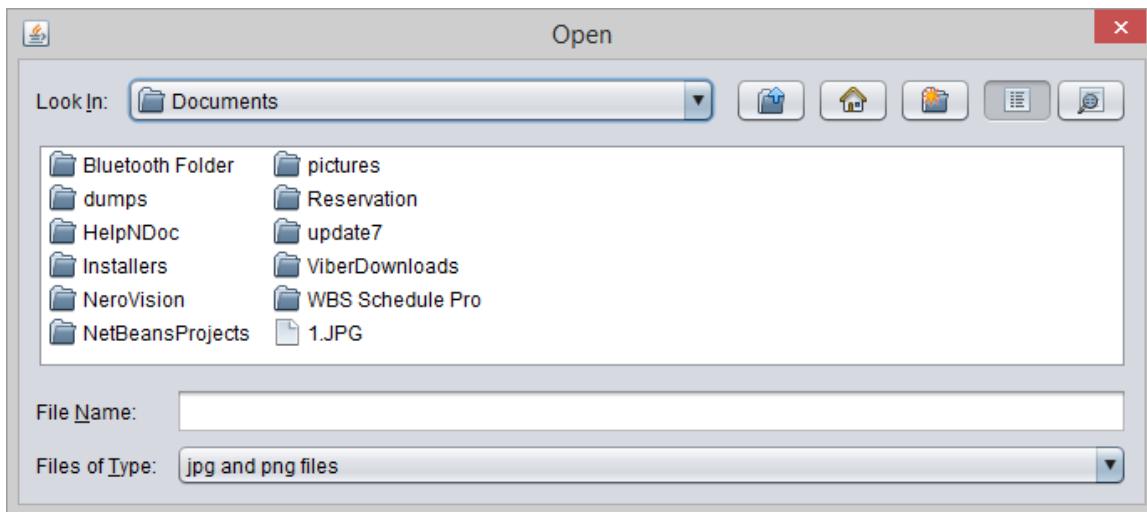


Figure 32: Upload Picture (Registration Resident)

Figure 32 lets the management choose the picture of the resident.

181 NORTH PLACE
RESIDENCES

Follow North, it will lead you HOME.

Filter by: All Resident ▾ Search:

Name	Status
Abagat, Bernadette	Not Active
Arellano, Arvin King	Not Active
Ballesteros, Allen Dave	Not Active
Ballesteros, Lenie Dana	Not Active
Bandilla, Paola	Not Active
Baturi, Oliver John	Not Active
Bautista, Wendilyn	Not Active
Budhirman, Medericus Ian	Not Active
Bumagat, Jaymark	Not Active
Cabute, Lara Antonette	Not Active
Cariaga, Joseph	Not Active
Cortez, John Carl	Not Active
Cortez, Quiche Mae	Not Active
Cruz, Carl Joshua	Not Active
De Vera, Allen Rey	Not Active
Delos Reyes, Sheila Marie	Not Active
Dizon, Renz Aaron	Not Active
Eden, Patrick Gil	Not Active

Figure 33: Resident Menu

The figure shows the list of the resident in the dormitory. The management can search the names of the resident and can be filtered to *Active* or *Not Active*.

The screenshot shows a web application interface for managing residents at 181 North Place Residences. At the top, there is a logo with a question mark icon, the text "181 NORTH PLACE RESIDENCES", and a tagline "Follow North, it will lead you HOME." Below this is a navigation bar with a search bar and a dropdown menu set to "All Resident".

Name	Status
Abagat, Bernadette	Not Active
Arellano, Arvin K	Activate Biometric
Ballesteros, Alle	Deactivate Biometric
Ballesteros, Ler	
Bandilla, Paola	
Baturi, Oliver Jo	
Bautista, Wendi	
Budhiman, Medericus Ian	
Bumagat, Jaymark	
Cabute, Lara Antonnette	
Cariaga, Joseph	
Cortez, John Carl	
Cortez, Quiche Mae	
Cruz, Carl Joshua	
De Vera, Allen Rey	
Delos Reyes, Sheila Marie	
Dizon, Renz Aaron	
Eden, Patrick Gil	

A context menu is open over the first few rows of the table, listing options: "Activate Biometric", "Deactivate Biometric", "View Profile", "Change Room", and "Leave Dorm".

Figure 34: Options (Resident Menu)

The management can activate and deactivate the use of the biometric to the resident. They can also view and edit the profile of the resident. The management can also change the room of the resident and can select the *Leave Dormitory* if the resident will no longer avail the services of the dormitory.

The screenshot shows a web-based profile editor for a resident. At the top, there are navigation links: 'Profile' (selected), 'Furniture and Gadgets' (with a gear icon), and a close button 'X'. The main header reads '181 NORTH PLACE RESIDENCES' with the tagline 'Follow North, it will lead you HOME.' Below this, the 'Profile' section contains a placeholder for a 'Profile Picture' showing a young woman, with 'Change' and 'Edit' buttons below it. There is also a 'Save' button. To the right, under 'Address', the text '□42 Salumague Paniqui, Tarlac' is entered. Under 'Zip-code', '2307' is entered. The 'Parents and Guardian Contact Info' section is divided into three parts: 'Father Contact Info' (name: Bernardo Abagat Jr.), 'Mother Contact Info' (name: Gemma Abagat), and 'Guardian Info' (name: blank). Each contact section includes fields for 'Mobile Number', 'Email', and 'Landline'. The 'Guardian Info' section also includes fields for 'Address', 'Mobile Number', and 'Relation'.

Figure 35: View Profile

The figure shows the basic information of the resident and resident's guardian and parent.

The screenshot shows a web-based profile editing interface for a resident. At the top, there are navigation links for 'Profile' and 'Furniture and Gadgets'. The main header features the logo '181 NORTH PLACE RESIDENCES' with the tagline 'Follow North, it will lead you HOME.' Below this, there's a section titled 'Edit Profile' with a 'Profile Picture' placeholder containing a photo of a young woman. Buttons for 'Change', 'Cancel', and 'Save' are located below the picture. To the right, there are several input fields for address and zip code, and sections for 'Parents and Guardian Contact Info' (with fields for Father, Mother, and Guardian contact details) and 'Guardian Info' (with fields for Name, Address, Mobile Number, and Relation). A scroll bar on the right indicates more content is available.

Address	<input type="text" value="42 Salumague Paniqui, Tarlac"/>
Zip-code	<input type="text" value="2307"/>
Parents and Guardian Contact Info	
Father Contact Info:	Bernardo Abagat Jr.
Mobile Number:	<input type="text"/>
Email:	<input type="text"/>
Landline:	<input type="text"/>
Mother Contact Info:	Gemma Abagat
Mobile Number:	<input type="text"/>
Email:	<input type="text" value="bernadette2123931@yahoo.com"/>
Landline:	<input type="text"/>
Guardian Info:	
Name:	<input type="text"/>
Address	<input type="text"/>
Mobile Number:	<input type="text"/>
Relation:	<input type="text"/>

Figure 36: Edit Profile

After Clicking the *Edit* button, the management can edit the information of the resident and resident's guardian and parents.

The screenshot shows a software interface for managing resident possessions. At the top, there are navigation links: 'Profile' and 'Furniture and Gadgets'. Below that, the resident's name is listed: Bernadette Abagat.

Gadget List

Item Name	Description	Serial Number	Voltage	Wattage	Monthly Charge
Cellphone	Black Sony Xperia	43II7IPTPCLH	42	56	<input type="radio"/>
Cellphone	Black Sony Xperia	43II7IPTPCLH	42	56	<input type="radio"/>

Buttons at the bottom of the Gadget List panel: Cancel, Edit, Add, Delete.

Furniture List

Room Furniture List

Item Name	Control Number	Furniture ID
Dorm Bed	DBO69	00000348
Double Storage	DSO1A	00000346
Mattress	MTO18	00000564
Mirror	MRO15	00000349
Mirror	MRO15	00000559
Router	RTO46	00000563
Router	RTO46	00000351
Study Chair	SCO22	00000095
Study Desk	SDO80	00000347
Trash Bin	TBO47	00000561
Trash Bin	TBO47	00000350

Resident Furniture List

Item Name	Control Number	Furniture ID
Dorm Bed	DBO68	00000558
Double Storage	DSO1B	00000554
Mattress	MTO17	00000557
Mirror	MRO15	00000039
Router	RTO46	00000562
Study Chair	SCO35	00000556
Study Desk	SDO77	00000555
Trash Bin	TBO47	00000560

Sync buttons between the two lists: < and >.

Figure 37: Edit Furniture and Gadget

The figure allows the management to add, edit and delete a gadget that is owned by the resident. It also allows the management to assign and remove furniture to the resident.

181 NORTH PLACE

R E S I D E N C E S

Follow North, it will lead you HOME.

Name: Bernadette Abaga

Resident's Previous Room Details

Room Number:	409
Room Type:	Triple Sharing Room
Dorm Number:	3

Resident's New Room Details

Room Number:	201
Room Type:	Double Sharing Room
Dorm Number:	1

 iFloorPlan

Figure 38: Change Room

The figure allows the management to change the room of a resident if the resident wishes to.

181 NORTH PLACE

RESIDENCES



Follow North, it will lead you HOME.



Accounts



Manage
Furniture



Room Rate



Shuttle Rate



Transient Rate

Figure 39: Menu for Admin Privileges

The figure shows some of the privileges given to the Management.

The screenshot shows a web-based management interface for shuttle rates. At the top, the logo "181 NORTH PLACE" is displayed above "RESIDENCES". Below the logo is a tagline "Follow North, it will lead you HOME." A blue circular arrow icon is positioned to the right of the logo. The main content area is titled "Change Shuttle Rate". It contains two sections: "Current Shuttle Rate" and "New Shuttle Rate". In the "Current Shuttle Rate" section, the daily rate is listed as "Daily: 20.0" and the monthly rate as "Monthly: 300.0". In the "New Shuttle Rate" section, there are input fields for "Daily" and "Monthly" rates, both currently empty. A "Save" button is located at the bottom right of the form.

Figure 40: Shuttle Rate

The Management is given the privilege to change the Shuttle rate. In the figure the Management can change the Daily rate and Monthly rate of the Shuttle.

The screenshot shows a web-based management interface for default accounts. At the top, the logo "181 NORTH PLACE" is displayed above "RESIDENCES". Below the logo is a tagline "Follow North, it will lead you HOME." A blue circular arrow icon is positioned to the right of the logo. The main content area is titled "Default Accounts". It contains several input fields for account details: Email (181npr@gmail.com), Email Password (automatedmonitoringsystem), Email Port (587), Fowiz Username (181NPR), Fowiz Passcode (morefunat181), and Biometrics (Yes). Below these fields are four spinners for setting a curfew: hours (10), minutes (0), seconds (0), and time zone (PM). An "Update" button is located at the bottom right of the form.

Figure 41: Default Accounts

The system is capable of sending email and text messages. It is also capable to save form as PDF file. In the figure the Management can change their email account, password, email port, the username and password of Fowiz, can disable and enable the use of the Biometrics.

181 NORTH PLACE
RESIDENCES
Follow North, it will lead you HOME.

Item Name: All Search:

<input type="checkbox"/>	Item Name	Control Number	Purchase Date	Brand	Room	Resident
<input type="checkbox"/>	Mattress	MTC063	July 1, 2014	Uratex	201	Jeremiel Nuqui
<input type="checkbox"/>	Dorm Bed	DB022	July 1, 2014	Christine	201	Jeremiel Nuqui
<input type="checkbox"/>	Study Desk	SD001	July 1, 2014	Custom-Made	201	
<input type="checkbox"/>	Mattress	MTC005	July 1, 2014	Uratex	201	
<input type="checkbox"/>	Study Chair	SC051	July 1, 2014		201	Jeremiel Nuqui
<input type="checkbox"/>	Storage Cabinet	SG013	July 1, 2014	Custom-Made	201	Jeremiel Nuqui
<input type="checkbox"/>	Mirror	MRO17	August 1, 2014	Custom-Made	201	Jeremiel Nuqui
<input type="checkbox"/>	Study Desk	SD022	July 1, 2014	Custom-Made	201	Jeremiel Nuqui
<input type="checkbox"/>	Router	RTO07	August 1, 2014	D-Link	201	Jeremiel Nuqui
<input type="checkbox"/>	Trash Bin	TBO20	July 1, 2014	Go Green	201	Jeremiel Nuqui
<input type="checkbox"/>	Dorm Bed	DB021	July 1, 2014	Christine	201	Jeremiel Nuqui
<input type="checkbox"/>	Study Chair	SC048	July 1, 2014		202	Medericus Ian Budhi...
<input type="checkbox"/>	Double Storage	DS0018	July 1, 2014	Custom-Made	202	Medericus Ian Budhi...
<input type="checkbox"/>	Study Desk	SD021	July 1, 2014	Custom-Made	202	Medericus Ian Budhi...
<input type="checkbox"/>	Mirror	MRO01	July 1, 2014	Homeworld	202	Medericus Ian Budhi...
<input type="checkbox"/>	Double Storage	DS0019	July 1, 2014	Custom-Made	202	Medericus Ian Budhi...

Add Edit Delete

Figure 42: Manage Furniture

In the figure the Management is given the privilege to add, edit and delete furniture information.

The screenshot shows a web page titled "181 NORTH PLACE RESIDENCES" with a tagline "Follow North, it will lead you HOME." A blue circular arrow icon is in the top right corner. The main content is a form titled "Change Room Rate". It has a dropdown menu set to "Single Room". Under "Current Room Rate", it shows "Room Rate 9000.0". Under "New Room Rate", there is an input field for "Room Rate" which is currently empty. A "Save" button is at the bottom right.

Change Room Rate

Room Type Single Room

Current Room Rate

Room Rate 9000.0

New Room Rate

Room Rate

Save

Figure 43: Room Rate

The Management is given the privilege to change the Room rate. In the figure the Management can change the rate of a room, Single Room, Double Room, Triple Room and the Master Suite.

The screenshot shows a mobile application interface for managing room rates. At the top, the logo "181 NORTH PLACE RESIDENCES" is displayed above the tagline "Follow North, it will lead you HOME." To the right is a blue circular arrow icon.

The main content area contains three sections for rate changes:

- Change Transient Rate** (Left Column):

Current Transient Rate	
Family Rate:	500.0
Regular Rate:	350.0

New Transient Rate	
Family Rate:	<input type="text"/>
Regular Rate:	<input type="text"/>
- Change Extra Beddings Rate** (Middle Column):

Current Extra Beddings Rate	
Family Rate:	300.0
Regular Rate:	200.0

New Extra Beddings Rate	
Family Rate:	<input type="text"/>
Regular Rate:	<input type="text"/>
- Change Private Suite Rate** (Right Column):

Current Private Suite Rate	
Family Rate:	1500.0
Regular Rate:	1750.0

New Private Suite Rate	
Family Rate:	<input type="text"/>
Regular Rate:	<input type="text"/>

A central "Save" button is located at the bottom of the form.

Figure 44: Transient Rate

The Management is given the privilege to change the Transient rate, Extra bedding rate and the Private suite rate. The management can enter two different rates, for Family rate and for Regular rate.

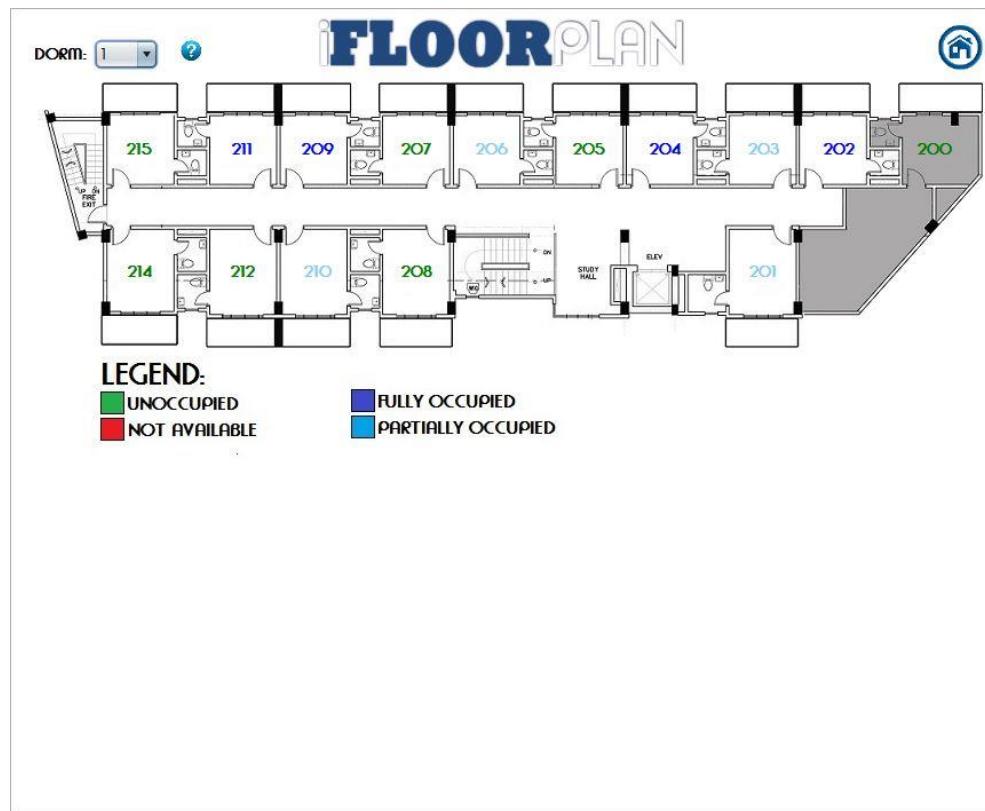


Figure 45: iFloorPlan (Continued)

The figure shows the floor plan of 181 North Place Residence together with the status of the room, unoccupied, not available, fully occupied and partially occupied.

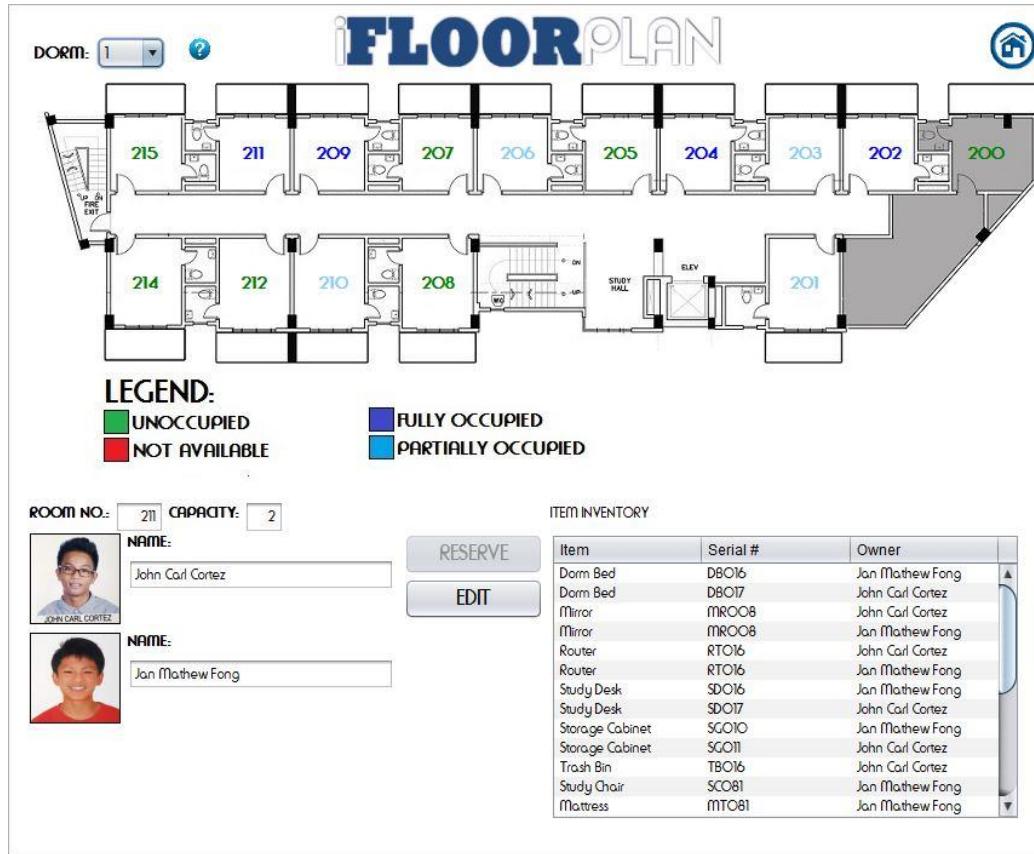


Figure 46: iFloorplan

When the management clicked a room number, the occupant/s of the room will be shown together with the list of furniture designated to the resident.

EDIT ROOM

Room Number: 211
Room Dorm: 1

From:
Room Type: Double Sharing Room
Room Status: fully occupied

To:
Room Type: Double Sharing Room
Room Status: Unoccupied

CANCEL **SAVE**

Figure 47: Edit Room

The figure allows the management to edit the room type.

The screenshot shows a software application window titled "Notification". At the top right, the date is listed as "Apr 22, 2015", "Wednesday", and "01:54 AM". On the left, there's a "SENT BOX" icon and a question mark icon. Below the title, there are search fields for "Date" (set to "Apr 21, 2015") and "Search". Underneath these, there are two tabs: "Residents" (which is selected) and "Transients & Reservations". A large table follows, displaying a list of 18 residents with columns for ID, Name, Date, Time-out, Time-in, and Remarks. The "Remarks" column indicates all entries are "Late". At the bottom left is a "Check All" checkbox, and at the bottom right are "Send TEXT" and "Send EMAIL" buttons.

ID	Name	Date	Time-out	Time-in	Remarks
00000001	Bernadette Abaga	2015-04-21	10:38 PM		Late
00000002	Lenie Dana Ballesteros	2015-04-21			Late
00000003	Paola Bandilla	2015-04-21			Late
00000004	Wendilyn Bautista	2015-04-21			Late
00000005	Lara Antonette Cabute	2015-04-21			Late
00000006	Quiche Mae Cortez	2015-04-21			Late
00000007	Sheila Marie Delos Reyes	2015-04-21			Late
00000008	Danica Mae Garcia	2015-04-21			Late
00000009	Janna Martha Lopez	2015-04-21			Late
00000010	Lorraine Macadangdang	2015-04-21			Late
00000011	Paulene Marave	2015-04-21			Late
00000012	Mareah Kristelle Pascual	2015-04-21			Late
00000013	Raquel Racraquin	2015-04-21			Late
00000014	Ivan Verna Ramos	2015-04-21			Late
00000015	Genel Rebaya	2015-04-21			Late
00000016	Darelle Selina Rivera	2015-04-21			Late
00000017	Patricia Rae Sampol	2015-04-21			Late
00000018	Alyzza Marie Santiago	2015-04-21			Late
00000019		2015-04-21			

Check All

Figure 48: Notification Module

The notification module allows the management to notify residents, resident's parents or guardian, transients and reserved inquirer by sending a text message or email.

The screenshot shows the 'SENT BOX' software interface with the title 'Notification' at the top right, displaying the date 'Apr 22, 2015', day 'Wednesday', and time '08:47 PM'. On the left, there's a small icon of a house with a blue circle and a question mark icon. Below the title, there are buttons for 'Date' (set to 'Apr 21, 2015'), 'Search' (with a search bar), and tabs for 'Residents' (selected) and 'Transients & Reservations'. The main area is divided into two sections: 'Transient' and 'Reservation'.
Transient: A table with columns 'Name', 'Days Left', and 'Remarks'. One entry is shown: 'Alimorong, Kenneth Van' with 'Days Left' 1 and 'Remarks' 'Due Date'. Buttons below the table include 'Check All', 'Send TEXT', and 'Send EMAIL'.
Reservation: A table with columns 'Name', 'Days Left', and 'Remarks'. One entry is shown: 'Sabado, Frances Mae' with 'Days Left' 13 and 'Remarks' 'Pending'. Buttons below the table include 'Check All', 'Send TEXT', and 'Send EMAIL'.
At the bottom right of the main window is an 'OK' button.

Figure 50: Transients and Reservations

The management can send a text message or email to the transients and to the reserved inquirer on the 7th and 11th day of their reservation for confirmation.

This is a 'CONTACT PERSONS' dialog box. It contains five sections: Resident, Father, Mother, Guardian, and Custom. Each section has a radio button next to a phone number input field.
Resident: Radio button selected, value '09277245023'.
Father: Radio button unselected, value '09276508656'.
Mother: Radio button unselected, value '09178667486'.
Guardian: Radio button unselected, value '09178667486'.
Custom: Radio button unselected, value is a blank input field.
At the bottom right is an 'OK' button.

Figure 51: Contact Persons for text messages

The management can choose a number between the resident, resident's parents or guardian for sending a text messages. The management can also input a contact number by clicking the "Custom" radio button if the desired recipient's number does not exist in the contact persons.



Figure 52: Contact Persons for sending an Email

The management can choose an email address between the resident, resident's parents or guardian for sending an email. The management can also input an email address by clicking the "Custom" radio button if the desired recipient's email address does not exist in the contact persons.

ID	Name	Mobile No
00000001	Bernadette Abagat	09326299149
00000002	Lenie Dana Ballesteros	09168582208
00000003	Paola Bandilla	09292586443
00000004	Wendlyn Bautista	09126601443
00000005	Lara Antonette Cabute	09173616067
00000006	Quiche Mae Cortez	09995941488

Template: Curfew

Message:

We would like to inform you that your child/ward residentName was not able to come in the dorm premises before the 10:00PM curfew last date.

Characters: 16

ID	Name	Mobile No
00000001	Bernadette Abagat	09326299149

Template: Successful Registration

Message:

You are now successfully registered and already part of the residence. Please proceed to the admin office for other concerns. Thank you!

Characters: 24

Figure 53: Send Text Message

The management can send a text message to a resident/s or resident's parents or guardian for notification.

Send Email		
ID	Name	Email
00000001	Bernadette Abagat	bernadette212393@yahoo.com

Subject: Due Date of Payment

Template: Payment Due Date

Message:

DUE: We would like to inform you that the due date of the rent is 5 days from now. Kindly pay on or before the due date. Thank you!

Send Email		
ID	Name	Email
00000001	Bernadette Abagat	bernadette212393@yahoo.com
00000002	Lenie Dana Ballesteros	ballesterosleniedana@gmail.com
00000003	Paola Bandilla	
00000004	Wendlyn Bautista	wendlyn_lopes2@yahoo.com
00000005	Lara Antonette Cabute	cabutelara@yahoo.com
00000006	Quiche Mae Cortez	qchimatz@yahoo.com

Subject: Curfew

Template: Curfew

Message:

We would like to inform you that your child/ward ResidentName was not able to come in the dorm premises before the 10:00PM curfew last date.

Figure 54: Send Email

The management can send an email to a resident/s or resident's parents or guardian for notification.

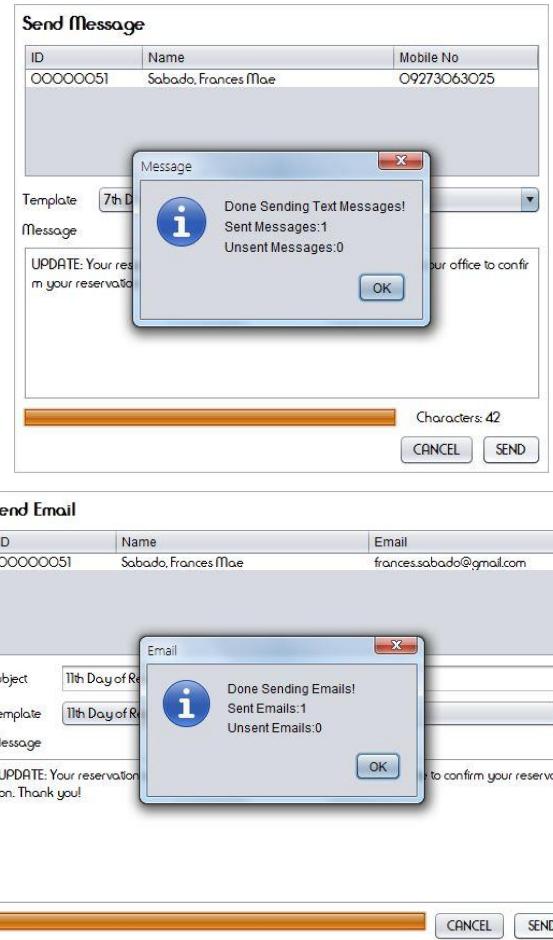


Figure 55: Sending Text Messages and Emails

A dialog box will prompt upon sending of text messages and emails. It will indicate numbers of sent and unsent messages or emails.

SENT BOX				
Apr 22, 2015				
Time	Name	Comm	Type	Table
08:50:00 PM	Frances Mae Sabado	email	Reservation Update	reservation
08:49:36 PM	Frances Mae Sabado	email	Reservation Update	reservation
08:48:33 PM	Frances Mae Sabado	text	Reservation Update	reservation
08:36:59 PM	Bernadette Abagat	email	Balance	resident
08:33:03 PM	Bernadette Abagat	text	Balance	resident

Figure 56: Sent box

The messages sent to the residents and resident's parent or guardian will be saved in the Sent box.

MESSAGE DETAILS

X

Message ID:	00000003
Table:	reservation
Name:	Frances Mae Sabado
Contact:	09273063025
Date:	Apr 22, 2015
Time:	08:48:33 PM
Message	
UPDATE: Your reservation is due 7 days from now. Kindly drop by at our office to confirm your reservation. Thank you!	

Figure 57: Sent Box Message Details

Specific messages in the sent box can be viewed by the management. Message ID, table, name and contact number of the recipient, date and time sent, and the sent message are shown in the message details.

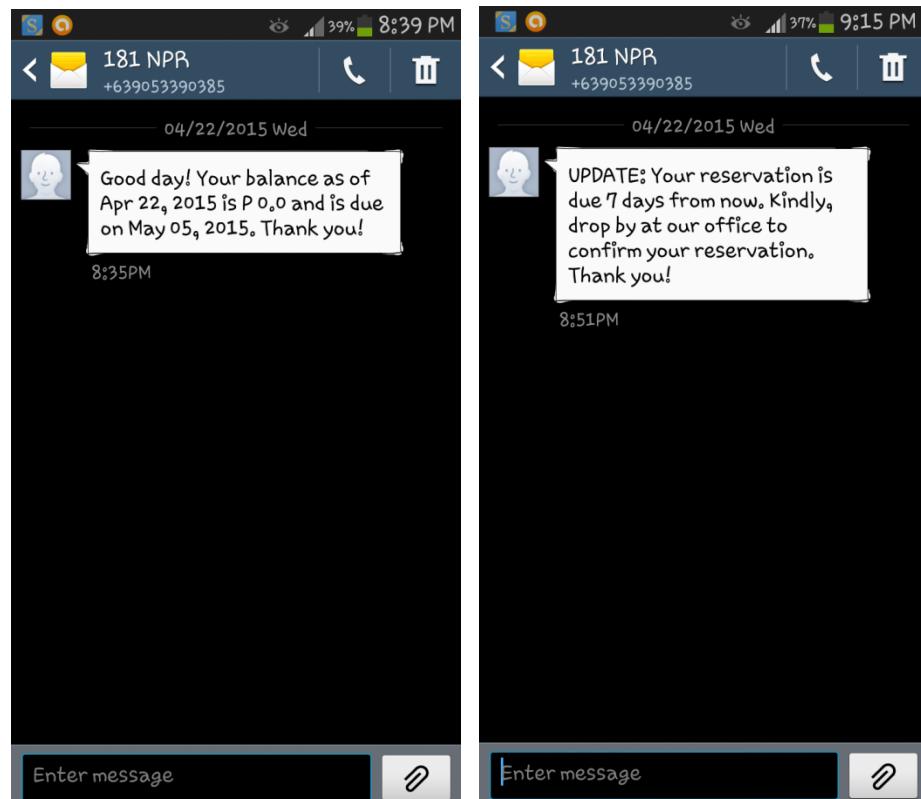


Figure 58: Received Messages

The recipient will receive messages for notification from 181 North Place Residence

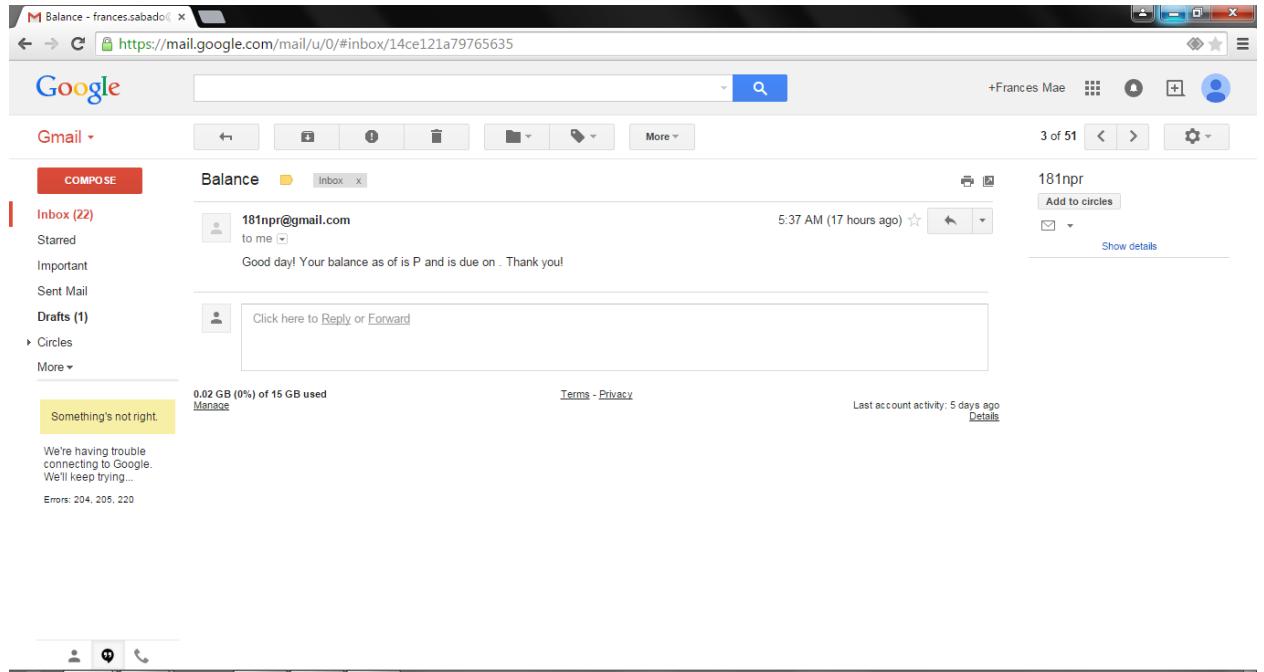


Figure 59: Received Email

The recipient will receive emails for notification from 181 North Place Residence

Billing Module

181 NORTH PLACE RESIDENCES			
<i>Fellow North, it will lead you HOME.</i>			
Resident	Registration date	Balance	Last Date Paid
Ribogat Bernadette	2013-08-01	0.00	2015-04-22
Mendoza.Jonsen Owen	2013-08-01	0.00	2015-04-01
Urbano Leo.Jessica	2013-08-01	0.00	2015-04-01
Garcia.Joel John	2013-08-01	0.00	2015-04-01
Lopez.Janna Martha	2013-08-01	0.00	2015-04-01
Maubog.Ivan Nichole	2013-08-01	0.00	2015-04-01
Dizon.Renzaron	2013-08-01	0.00	2015-04-01
Pascual.Marech Kristelle	2013-08-01	0.00	2015-04-01
Cortez.John Carl	2013-08-01	0.00	2015-04-01
Radaza.Aldwin John	2013-08-01	0.00	2015-04-01
Budhiman.Medericus Ion	2013-08-01	0.00	2015-04-01
Ballesteros.Allen Dove	2013-08-01	0.00	2015-04-01
Bautista.Wendlyn	2013-08-01	0.00	2015-04-01
Tan.Hannah Patricia	2013-08-01	0.00	2015-04-01
Fong.Jon Mathew	2013-08-01	0.00	2015-04-01
Rivera.Dorelle Selina	2013-08-01	0.00	2015-04-01
Ramos.Ivan Verna	2013-08-01	0.00	2015-04-01
Magnia.Ron Kevin	2013-08-01	0.00	2015-04-01
Morave.Paulene	2013-08-01	0.00	2015-04-01
Alimorong.Kenneth	2013-08-01	0.00	2015-04-01

181 NORTH PLACE RESIDENCES			
<i>Fellow North, it will lead you HOME.</i>			
Resident	Registration date	Balance	Last Date Paid
Alimorong.Kenneth	2015-05-21	1833.33	2015-05-21
Abogat.Bernadette		0.00	2015-04-22
Cortez.John Carl		0.00	2015-04-01
Maubog.Ivan Nichole		0.00	2015-04-01
Macadangdang.Lorraine	2014-08-01	0.00	2015-04-01
Pascual.Marech Kristelle	2014-08-01	0.00	2015-04-01
Rivera.Dorelle Selina	2014-08-01	0.00	2015-04-01
Cruz.Carl Joshua	2014-08-01	0.00	2015-04-01
Nuqui.Jeremiel	2014-08-01	0.00	2015-04-01
Morave.Paulene	2014-08-01	0.00	2015-04-01
Bondilla.Paula	2014-08-01	0.00	2015-04-01
Sampal.Patricia.Rae	2014-08-01	0.00	2015-04-01
De Vera.Allen Rey	2014-08-01	0.00	2015-04-01
Radaza.Aldwin John	2014-08-01	0.00	2015-04-01
Bautista.Oliver John	2014-08-01	0.00	2015-04-01
Bautista.Wendlyn	2014-08-01	0.00	2015-04-01
Santiago.Alyzza.Marie	2014-08-01	0.00	2015-04-01
Dizon.Renzaron	2014-08-01	0.00	2015-04-01
Suntay.Carlo Antonio	2014-08-01	0.00	2015-04-01
Audhiman.Medericus.Ian	2014-08-01	0.00	2015-04-01

Figure 60: Billing of Residence

The Billing is for the computation for the payment of the residents.

Resident Information			
Name: Bernadette Abagat			
Address: #42 Salumague Paniqui, Tarlac			
Room Rate			
Room Number: 409			
Room Type: Triple-Sharing Room			
Room Rate: 4500.00			
Start Date: 2015-03-01 End Date: 2015-03-31			
Monthly Rate: <input type="text" value="4500.00"/> *Room rate / 30 days <input type="text" value="30"/> No. of Days:			
Remarks			
Other Rate			
<input type="checkbox"/> Shuttle Rate No. of Rides: <input type="text"/> Rate Type <input type="radio"/> Monthly Date/s Availed <input type="radio"/> Rides Shuttle Rate: <input type="text" value="0.00"/>			
Item Rate			
<table border="1"><tr><td><input type="checkbox"/> Cellphone</td><td>0.00</td></tr></table>		<input type="checkbox"/> Cellphone	0.00
<input type="checkbox"/> Cellphone	0.00		
Gadget Rate: <input type="text" value="0.00"/>			
Total Amount: <input type="text" value="4500.00"/>	Save As PDF		
<input type="button" value="Clear"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/>			

Figure 61: Statement of Accounts for Resident

The management will fill out necessary information about the payment of a resident for the computation and printing of Statement of Accounts to be given to the resident upon paying. It also allows the management to save the statement of accounts as PDF. The management can also type the monthly rate, Gadget rate, shuttle rate, and the total amount manually in case of error in computation of the system.

Resident Information Name: Bernadette Abagat Address: #42 Salumague Paniqui, Tarlac					
Room Rate Room Number: 409 Room Type: Triple-Sharing Room Room Rate: 4500.00 Start Date: 2015-03-01 End Date: 2015-03-31 Monthly Rate: <input type="text" value="4500.00"/> <small>Room rate /30 days</small> <input type="text" value="30"/> No. of Days	Other Rate <input checked="" type="checkbox"/> Shuttle Rate <input type="text" value="No. of Rides"/> <small>Date/s Availed</small> Rate Type <input checked="" type="radio"/> Monthly <input type="radio"/> Rides Shuttle Rate: <input type="text" value="300.0"/> <table border="1"> <thead> <tr> <th>Item</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>Cellphone</td> <td>0.00</td> </tr> </tbody> </table> Gadget Rate: <input type="text" value="0.00"/>	Item	Rate	Cellphone	0.00
Item	Rate				
Cellphone	0.00				
Remarks 					
Total Amount <input type="text" value="4800.00"/>	<input type="button" value="Save As PDF"/> <input type="button" value="Clear"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/>				

Resident Information Name: Bernadette Abagat Address: #42 Salumague Paniqui, Tarlac					
Room Rate Room Number: 409 Room Type: Triple-Sharing Room Room Rate: 4500.00 Start Date: 2015-03-01 End Date: 2015-03-31 Monthly Rate: <input type="text" value="4500.00"/> <small>Room rate /30 days</small> <input type="text" value="30"/> No. of Days	Other Rate <input checked="" type="checkbox"/> Shuttle Rate <input type="text" value="No. of Rides"/> <small>Date/s Availed</small> Rate Type <input checked="" type="radio"/> Monthly <input type="radio"/> Rides Shuttle Rate: <input type="text" value="0.00"/> <table border="1"> <thead> <tr> <th>Item</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>Cellphone</td> <td>0.00</td> </tr> </tbody> </table> Gadget Rate: <input type="text" value="0.00"/>	Item	Rate	Cellphone	0.00
Item	Rate				
Cellphone	0.00				
Remarks 					
Total Amount <input type="text" value="4500.00"/>	<input type="button" value="Save As PDF"/> <input type="button" value="Clear"/> <input type="button" value="Save"/> <input type="button" value="Cancel"/>				

Figure 62: Shuttle Rate

The management will choose whether the resident rides shuttle monthly or occasionally for additional payment of the resident.

SHUTTLE RIDE	
Date	Number of Rides
Apr 01, 2015	
Apr 02, 2015	
Apr 03, 2015	
Apr 04, 2015	
Apr 05, 2015	
Apr 06, 2015	
Apr 07, 2015	
Apr 08, 2015	
Apr 09, 2015	
Apr 10, 2015	1
Apr 11, 2015	
Apr 12, 2015	
Apr 13, 2015	
Apr 14, 2015	2
Apr 15, 2015	
Apr 16, 2015	
Apr 17, 2015	
Apr 18, 2015	
Apr 19, 2015	
Apr 20, 2015	
Apr 21, 2015	
Apr 22, 2015	
Apr 23, 2015	2
Apr 24, 2015	
Apr 25, 2015	
Apr 26, 2015	
Apr 27, 2015	
Apr 28, 2015	1
Apr 29, 2015	
Apr 30, 2015	

Total Number of Rides:

Figure 63: Shuttle Ride

When the “shuttle” radio button in the shuttle rate is clicked, the shuttle ride will appear which contains dates. The management can add numbers of rides by clicking the “number of ride” and this will reflect to the resident’s balance.

181 NORTH PLACE

Bakakeng Road, Baguio City

Statement of Accounts

Resident Info. Month: March

Name: Bernadette Abagat

Room No. 409

Breakdown of fees

Monthly Rate ₱ 4500.00

Shuttle Rate 0.00

Gadget Rate 0.00

*Additional 10%: 0.00

Total Amount ₱ 4500.0

Due Date: 04/05/2015

Prepared by:

181 Administrator Staff

Figure 64: Statement of Accounts

Statement of accounts contains the breakdown of fees, total amount and due date of the payment of the resident to be given by the management.

Resident Information Name: Bernadette Abagat Address: #42 Salumague Paniqui, Tarlac		Date 04/24/2015				
<input checked="" type="checkbox"/> Room Rate Room Number: 409 Room Type: Triple-Sharing Room Room Rate: 4500.00 Start Date: 03/01/2015 End Date: 03/31/2015 Monthly Rate: <input type="text" value="4500.00"/> Room rate / 30 days <input type="text" value="31"/> No. of Days:						
Other Rate <input type="checkbox"/> Shuttle Service Rate Type <input checked="" type="radio"/> Monthly No. of Rides: <input type="text"/> <input type="radio"/> Rides Date/s Availed Shuttle Rate: <input type="text" value="300.0"/>						
<input checked="" type="checkbox"/> Additional Appliance/Gadget <table border="1"> <thead> <tr> <th>Item</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td colspan="2"> </td> </tr> </tbody> </table> Gadget Rate: <input type="text" value="0.00"/>			Item	Rate		
Item	Rate					
Total Amount Room Rate: <input type="text" value="4500.00"/> Shuttle Rate: <input type="text" value="300.00"/> Gadget Rate: <input type="text" value="0.00"/> <input type="checkbox"/> Additional 10%: <input type="text" value="0.00"/> Last month balance: <input type="text" value="0.00"/> Total amount: <input type="text" value="4800.00"/> Amount paid: <input type="text"/> Balance: <input type="text" value="4800.00"/>						
Remarks <div style="border: 1px solid black; height: 100px; width: 100%;"></div>						
<input type="button" value="Payment Remittance"/> <input type="button" value="Update"/> <input type="button" value="Cancel"/>						

Figure 65: Monthly Billing

The management will fill out necessary information about the payment of a resident for the computation and printing of Payment Remittance to be given to the resident upon paying. It also allows the management to save the Payment Remittance as PDF. The management can also type in the text boxes in case of changes.

181 NORTH PLACE RESIDENCES

Payment Remittance

Resident/ Client: Bernadette Abagat	Date: 04/24/2015
Purpose of Payment Monthly Bill	Mode of Payment <input type="checkbox"/> Cash
Room Details: 409: Triple-Sharing Room	<input type="checkbox"/> Cheque
Amount: _____	<input type="checkbox"/> Bank Deposit
Received by: Camille Dela Pena	Remarks: _____

Figure 66: Payment remittance

Payment Remittance contains the amount, mode of Payment, and purpose of payment of the resident, to be given by the management.

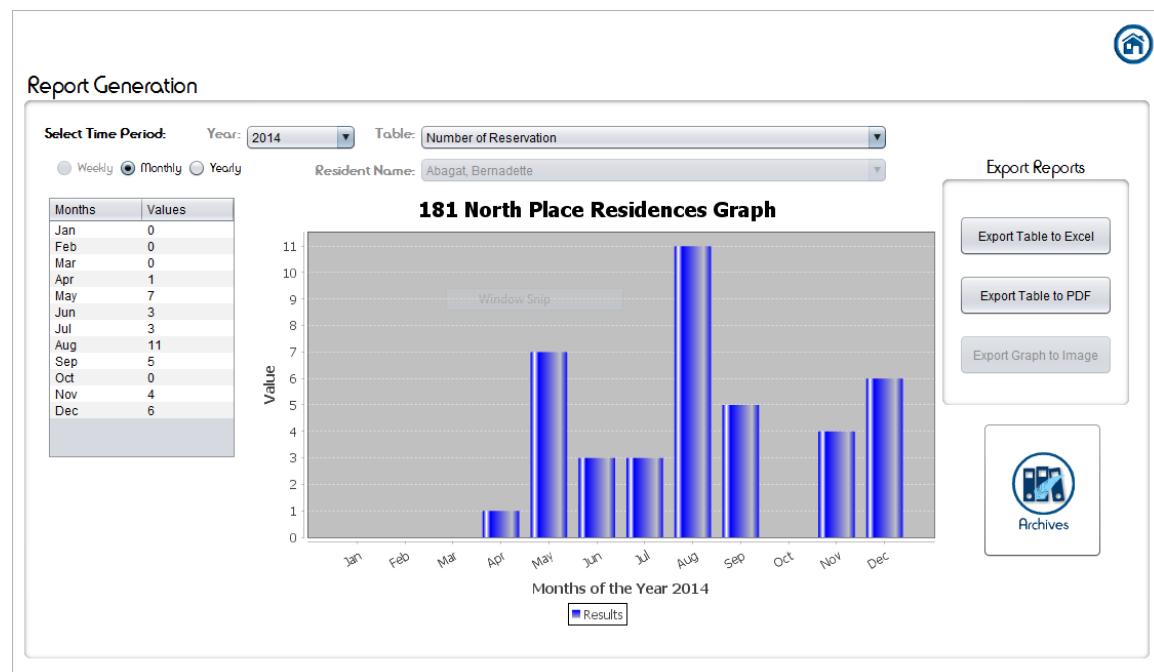


Figure 67: Report Generation

The Report Generation shows the summary of transaction to help the management for decision making. This contains graphs which represent the summary report for weekly, monthly and yearly number of reservation, registration, late residents, and late payers. The report generation also includes archives. The report generation can be exported as Excel, PDF, and Image.



Figure 68: Archive

Archives included summary of information of all resident, transient, visitors, admin, registration, reservation, Time IN/OUT, billing, and resident who left the dormitory.



Resident Archive

Resident ID	Full Name	Gender	Birthdate
00000001	Bernadette Cruz Abagat	Female	
00000002	Lenie Dana Lomague Ballesteros	Female	
00000003	Paola Paliza Bandilla	Female	
00000004	Wendilyn null Bautista	Female	
00000005	Lara Antonette Andres Cabute	Female	
00000006	Quiche Mae Bautista Cortez	Female	
00000007	Sheila Marie Boquiren Delos Reyes	Female	
00000008	Danica Mae Lugtu Garcia	Female	
00000009	Janna Martha Olivar Lopez	Female	
00000010	Larmaine Papa Macadangdang	Female	
00000011	Paulene Concepcion Marave	Female	
00000012	Mareah Kristelle Pabustan Pascual	Female	
00000013	Raquel Espanol Racraquin	Female	
00000014	Ivan Verna Bustamante Ramos	Female	
00000015	Genel Padilla Rebaya	Female	
00000016	Darelle Selina Roxas Rivera	Female	
00000017	Patricia Rae Suba Sampol	Female	
00000018	Alyza Marie Baybayan Santiago	Female	
00000019	Hannah Patricia Uy Tan	Female	

Figure 69: Resident Archive

Resident Archive shows the personal information, contact information, address, and status of all the residents. All the information can be saved as PDF and Excel.

The screenshot displays a software interface titled "Transient Archive". At the top left is the logo "18 NORTH PLACE RESIDENCES". On the top right is a blue circular arrow icon. The main title "Transient Archive" is centered above a table. Below the table are two download icons: "PDF" (red) and "Excel" (green).

Transient ID	Full Name	Mobile No.	Email	Address	Room
00000001	gggggggggggg gggggg...	09876543212			212

Figure 70: Transient Archive

Transient Archive shows all the personal information, check-in details and guests of the transient. All the information can be saved as PDF and Excel.

Date	Visitors ID	Full Name	Time In	Time Out	Purpose	Resident

Figure 71: Visitors Archive

Visitors Archive shows visitors information: date visited, visitor's ID, full name, time in, time out, purpose of visiting, and the resident whom the visitor will visit. All the information can be saved as PDF and Excel.

Full Name	Gender	Birthdate	Email
Administrator	Male	1900-01-01	
CamilleDela Pena	Female	1988-10-06	
Ma. ReginaAlabanza	Female	1988-06-17	
Ralph DapheneBangsail	Male	1989-01-09	rdbangsail@gmail.com

Figure 72: Admin Archive

Admin Archive shows information about the management or the admin's full name, gender, birthdate and Email. All the information can be saved as PDF and Excel.



Room Archive

Dorm	Room ID	Number	Type	Status
1	00000001	200	SU	unoccupied
1	00000002	201	D	fully occupied
1	00000003	202	S	fully occupied
1	00000004	203	T	partially occupied
1	00000005	204	T	fully occupied
1	00000006	205	D	unoccupied
1	00000007	206	T	partially occupied
1	00000008	207	D	unoccupied
1	00000009	208	S	unoccupied
1	00000010	209	D	fully occupied
1	00000011	210	T	partially occupied
1	00000012	211	D	fully occupied
1	00000013	212	D	unoccupied
1	00000014	214	T	unoccupied
1	00000015	215	S	unoccupied
2	00000016	300	SU	unoccupied
2	00000017	301	D	unoccupied
2	00000018	302	D	partially occupied
2	00000019	303	T	unoccupied
2	00000020	304	T	fully occupied
2	00000021	305	D	fully occupied
2	00000022	306	D	fully occupied
2	00000023	307	S	unoccupied
2	00000024	308	D	unoccupied



Figure 73: Room Archive

Room Archive shows all the information about the rooms in the dormitory: Dorm number, room ID, room number, and room type. All the information can be saved as PDF and Excel.



Furniture Archive

Item Name	Control #	Color	Brand	Purchase Date
Dorm Bed	DB001	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB002	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB003	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB010	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB011	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB012	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB013	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB014	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB015	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB016	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB017	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB022	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB026	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB029	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB032	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB033	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB034	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB035	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB036	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB041	Pale Brown	Christine	July 01, 2014
Dorm Bed	DB042	Pale Brown	Christine	July 01, 2014
Double Storage	DS001A	Brown	Custom-Made	July 01, 2014
Double Storage	DS001B	Brown	Custom-Made	July 01, 2014
Double Storage	DS002A	Brown	Custom-Made	July 01, 2014
Double Storage	DS004A	Brown	Custom-Made	July 01, 2014



Figure 74: Furniture Archive

Furniture Archive shows the furniture's item name, control number, color, brand and the date when the furniture was purchased. All the information can be saved as PDF and Excel.



←

Registration Archive

Personal Information						
REG ID	Full Name	Birthdate	Gender	College	Course & Year	Department
00000001	Bernadette Cruz Ab...	1993-11-02	Female	Saint Louis Univer...	BS Entrepreneur 4	SABM
00000002	Lenie Dana Lomag...	1994-07-08	Female	Saint Louis Univer...	BSMA 4	SABM
00000003	Paola Paliza Bandil...	1995-01-01	Female	UP	MBA null	Social Sciences
00000004	Wendilyn Bautista	1996-01-10	Female	Saint Louis Univer...	BSCA 3	SABM
00000005	Lara Antoinette An...	1995-01-01	Female	Saint Louis Univer...	BSCA 1	SABM
00000006	Quiche Mae Bautist...	1996-07-04	Female	SLU	Financial Manage...	SABM
00000007	Sheila Marie Boqui...	1988-08-26	Female	null null	null null	
00000008	Danica Mae Lugtu ...	1994-09-15	Female	SLU	BSMA 4	SABM
00000009	Janna Martha Oliva...	1995-01-01	Female	UP	BS Management E...	
00000010	Larmaine Papa Ma...	1995-01-01	Female	SLU	BSAC 2	SABM
00000011	Paulene Concepcion...	1997-08-13	Female	SLU	BSHTMTTM 1	SABM
00000012	Mareah Kristelle P...	1994-07-16	Female	SLU	BS Accountancy 4	SABM
00000013	Raquel Espanol R...	1995-01-01	Female	SLU	BSBA-HRDM 1	
00000014	Ivan Verna Bustam...	1995-01-01	Female	UP	B.S. Social Science...	
00000015	Genel Padilla Reb...	1998-07-10	Female	SLU	BSHTMTTM 1	SABM
00000016	Darelle Selina Rox...	1995-01-01	Female	University of the Ph...	BA Comm. 1	
00000017	Patricia Rae Suba ...	1998-01-22	Female	University of the Ph...	BA Soc An 1	
00000018	Alyzza Marie Bayba...	1994-09-15	Female	SLU	BSMA 4	SABM
00000019	Hannah Patricia Uy...	1995-01-01	Female	SLU	BSBA-HRDM 1	SABM
00000020	Lea Jessica Ferrer ...	1995-01-01	Female	SLU	BS Entrep 3	SABM
00000021	Arvin King D Arellano	1995-12-02	Male	UB	BS HRM 3	
00000022	Allen Dave Lomag...	1995-08-13	Male	SLU	BSBA 4	SABM
00000023	Oliver John Ramos	1996-06-03	Male	SLU	BSHTMTTM null	SABM

Figure 75: Registration Archive

Registration Archive shows the personal information, contact information, father's information, mother's information, guardian's information, and guardian's address of the registered residents. All the information can be saved as PDF and Excel.

Reservation Archive

RES ID	Full Name	School Term.	From	To
00000001	Bernadette Cruz Abagat	First Semester	2014-01-01	2015-01-01
00000002	Lenie Dana Lomague Balle...	Second Semester	2014-01-01	2015-01-01
00000003	Paola Paliza Bandilla	First Semester	2014-01-01	2015-01-01
00000004	Wendilyn Bautista	Second Semester	2014-01-01	2015-01-01
00000005	Lara Antonnette Andres Cab...	First Semester	2014-01-01	2015-01-01
00000006	Quiche Mae Bautista Cortez	First Semester	2014-01-01	2015-01-01
00000007	Sheila Marie Boquiren Delo...	First Semester	0001-01-01	0001-01-01
00000008	Danica Mae Lugtu Garcia	Second Semester	2014-01-01	2015-01-01
00000009	Janna Martha Olivar Lopez	First Semester	2014-01-01	2015-01-01
00000010	Larmaine Papa Macadangd...	First Semester	2014-01-01	2015-01-01
00000011	Paulene Concepcion Marave	First Semester	2014-01-01	2015-01-01
00000012	Mareah Kristelle Pabustan P...	Second Semester	2014-01-01	2015-01-01
00000013	Raquel Espanol Racraquin	First Semester	2014-01-01	2015-01-01
00000014	Ivan Verna Bustamante Ra...	First Semester	2014-01-01	2015-01-01
00000015	Genel Padilla Rebaya	First Semester	2014-01-01	2015-01-01
00000016	Darelle Selina Roxas Rivera	First Semester	2014-01-01	2015-01-01
00000017	Patricia Rae Suba Sampol	First Semester	2014-01-01	2015-01-01
00000018	Alyzza Marie Baybayan Santi...	First Semester	2014-01-01	2015-01-01
00000019	Hannah Patricia Uy Tan	First Semester	2014-01-01	2015-01-01
00000020	Lea Jessica Ferrer Urbano	First Semester	2014-01-01	2015-01-01
00000021	Arvin King D Arellano	First Semester	2014-01-01	2015-01-01
00000022	Allen Dave Lomague Ballest...	Second Semester	2014-01-01	2015-01-01
00000023	Oliver John Ramos Baturi	Second Semester	2014-01-01	2015-01-01

Figure 76: Reservation Archive

Reservation Archive shows the personal information, contact information, address, and reservation status of the reserved inquirer whether the reservations are already registered, pending or canceled. All the information can be saved as PDF and Excel.

The screenshot shows a software application window titled "Logs Archive". At the top left is the logo "18 NORTH PLACE RESIDENCES". At the top right is a blue circular arrow icon. The main area contains a table with four columns: "Date", "Full Name", "Time", and "Status". Below the table are two buttons: a red one labeled "PDF" and a green one labeled "Excel".

Date	Full Name	Time	Status

Figure 77: Logs Archive

Logs Archive shows the logs of the residents, the date, full name of the resident, time when they logged in or out, their status whether they are in or out of the dormitory. All the information can be saved as PDF and Excel.

Search:

Billing Archive

[Account Summary](#) [Transient](#) [Resident](#)

Full Name	Type	Received By	Amount Paid
Abagat, Bernadette	resident	Camille Dela Pena	4800.00
Ballesteros, Lenie Dana	resident	Camille Dela Pena	4500.00
Bandilla, Paola	resident	Camille Dela Pena	4500.00
Bautista, Wendilyn	resident	Camille Dela Pena	4500.00
Cabute, Lara Antonnette	resident	Camille Dela Pena	9000.00
Contez, Quiche Mae	resident	Camille Dela Pena	6500.00
Delos Reyes, Sheila Marie	resident	Camille Dela Pena	9000.00
Garcia, Danica Mae	resident	Camille Dela Pena	6500.00
Lopez, Janna Martha	resident	Camille Dela Pena	4500.00
Macadangdang, Larmaine	resident	Camille Dela Pena	6500.00
Marave, Paulene	resident	Camille Dela Pena	6500.00
Pascual, Mareah Kristelle	resident	Camille Dela Pena	6500.00
Racraquin, Raquel	resident	Camille Dela Pena	4500.00
Ramos, Ivan Verna	resident	Camille Dela Pena	4500.00
Rebaya, Genel	resident	Camille Dela Pena	4500.00
Rivera, Darelle Selina	resident	Camille Dela Pena	6500.00
Sampol, Patricia Rae	resident	Camille Dela Pena	4500.00
Santiago, Alyzza Marie	resident	Camille Dela Pena	9000.00
Tan, Hannah Patricia	resident	Camille Dela Pena	6500.00

Total Amount:

0.0



Figure 78: Billing Archive

Billing Archive shows the account summary of the resident and transient. It includes the date paid, transient and resident's name and amount paid by the residents and transients.

The screenshot shows a web-based application titled "Leaved Resident Archive". At the top left is the logo "18 NORTH PLACE RESIDENCES". On the top right is a blue circular arrow icon. Below the title is a search bar with the placeholder "Search: |". The main title "Leaved Resident Archive" is centered above a grid of four tabs: "Personal Information", "Contact Information", "Address", and "Status". The "Personal Information" tab is selected and highlighted in blue. Below the tabs is a table with four columns: "Resident ID", "Full Name", "Gender", and "Birthdate". The entire table is currently empty, showing only the column headers. At the bottom left of the interface are two icons: a red square labeled "PDF" and a green square labeled "Excel", which likely represent download options for the resident data.

Figure 79: Leaved Resident Archive

Leaved Resident Archive shows the personal information, contact information address and status of the resident who already left the dormitory. All the information can be saved as PDF and Excel.

Resident ID	Full Name	Gender	Birthdate
00000001	Bernadette Cruz Abagat	Female	-
00000002	Lenie Dana Lomague Ballesteros	Female	-
00000003	Paola Paliza Bandilla	Female	-
00000004	Wendilyn null Bautista	Female	-
00000005	Lara Antonnette Andres Cabute	Female	-
00000006	Quiche Mae Bautista Cortez	Female	-
00000007	Sheila Marie Biquieren Delos Reves	Female	-
00000008	Danica Mae Lugtu Garcia	Female	-
00000009	Janna Martha Olivar Lopez	Female	-
00000010	Lorraine Papa Macadangdang	Female	-
00000011	Pauline Concepcion Marave	Female	-
00000012	Mareah Kristelle Pabustan Pascual	Female	-
00000013	Raquel Espanol Racraquin	Female	-
00000014	Ivan Verna Bustamante Ramos	Female	-
00000015	Genel Padilla Rebaya	Female	-
00000016	Darelle Selina Roxas Rivera	Female	-
00000017	Patricia Rae Suba Sampol	Female	-
00000018	Alyzza Marie Baybayan Santiago	Female	-
00000019	Hannah Patricia Uy Tan	Female	-
00000020	Lea Jessica Ferrer Urbano	Female	-
00000021	Arvin King D Arellano	Male	-
00000022	Allen Dave Lomague Ballesteros	Male	-
00000023	Oliver John Ramos Baturi	Male	-

Figure 80: Sample PDF

All Information in the archives can be save as PDF

	Full name	Mobile No	Email
1	Full name		
2	Bernadette Cruz Abagat	093262991	bernadette2123931@yahoo.com
3	Lenie Dana Lomague Ballesteros	091685822	leniedana@gmail.com
4	Paola Paliza Bandilla	092925864-	
5	Wendilyn null Bautista	091266014	wendilyn_lopes2@yahoo.com
6	Lara Antonnette Andres Cabute	09173616C	cabutelara@yahoo.com
7	Quiche Mae Bautista Cortez	099959414	chmcortz@yahoo.com
8	Sheila Marie Biquieren Delos Reves	090648401s	dreyes88@gmail.com
9	Danica Mae Biquieren Delos Reves	090622237	danicagarcia015@yahoo.com
10	Janna Marie Bautista	094789392-	
11	Lorraine Papa Macadangdang	099831918	mlaromaine@gmail.com
12	Pauline Concepcion Marave	09192155f	paulinemarave@yahoo.com
13	Mareah Kristelle Pabustan Pascual	090530584	mea_kristelle@yahoo.com
14	Raquel Es	092920922	raquel_ms@yahoo.com
15	Ivan Verna Bustamante Ramos	091557102	ryaramos015@yahoo.com.ph
16	Genel Padilla Rebaya	093610465	giirebaya2@gmail.com
17	Darelle Selina Roxas Rivera	091763189	redivira96@gmail.com
18	Patricia Rae Suba Sampol	091754647	sampol@yahoo.com
19	Alyzza Marie Baybayan Santiago	090644895	ambash915@gmail.com
20	Hannah Pr	091746399	neverstopdreaming@yahoo.com
21	Lea Jessie Arellano	091636665	eal_beauty196@yahoo.com
22	Arvin King D Arellano	091654067	jaszdot01@yahoo.com
23	Allen Dave Lomague Ballesteros	093589178	allen_dave05@yahoo.com
24	Oliver John Ramos Baturi	090585116	jhae@yahoo.com
25	Medenicus	092754295	langaneedio@yahoo.com
26	Jaymarie	091032292	jaymark_kram@yahoo.com
27	Joseph Mc	090894236	josephcariaqa26@yahoo.com
28	John Carl	094995244	dark_johncarl_123@yahoo.com
29	Carl Joshu	093943957	carljoshuacruz@yahoo.com
30	Allen Rev	092772450	lendeleyera_1524@gmail.com

Figure 81: Sample Excel
All Information in the archives can be save as Excel.



Figure 82: Main Menu (Lobby)
Figure 82 shows all the operations in the lobby, lets the guard select what to do. And also allows each resident to time-in or time-out.

181 NORTH PLACE
RESIDENCES

RESIDENT TIME-IN/OUT

Apr 21, 2015
10:24 PM

Name

Status

Register Fingerprint

FINGER PRINT SCANNER CONNECTED

Figure 83: Time In/Out

Figures 83 let the residents to time-in or time-out or register the fingerprint of a resident.

LIST OF RESIDENTS			
ID	Name	Finger 1	Finger 2
00000001	Bernadette Abaga	<input type="checkbox"/>	<input type="checkbox"/>
00000002	Lenie Dana Balles	<input type="checkbox"/>	<input type="checkbox"/>
00000003	Paola Bandilla	<input type="checkbox"/>	<input type="checkbox"/>
00000004	Wendilyn Bautista	<input type="checkbox"/>	<input type="checkbox"/>
00000005	Lara Antonnette Cabute	<input type="checkbox"/>	<input type="checkbox"/>
00000006	Quiche Mae Cortez	<input type="checkbox"/>	<input type="checkbox"/>
00000007	Sheila Marie Delos Reyes	<input type="checkbox"/>	<input type="checkbox"/>
00000008	Danica Mae Garcia	<input type="checkbox"/>	<input type="checkbox"/>
00000009	Janna Martha Lopez	<input type="checkbox"/>	<input type="checkbox"/>
00000010	Larmaine Macadangdang	<input type="checkbox"/>	<input type="checkbox"/>
00000011	Paulene Marave	<input type="checkbox"/>	<input type="checkbox"/>
00000012	Mareah Kristelle Pascual	<input type="checkbox"/>	<input type="checkbox"/>
00000013	Raquel Racraquin	<input type="checkbox"/>	<input type="checkbox"/>
00000014	Ivan Verna Ramos	<input type="checkbox"/>	<input type="checkbox"/>
00000015	Genel Rebaya	<input type="checkbox"/>	<input type="checkbox"/>
00000016	Darelle Selina Rivera	<input type="checkbox"/>	<input type="checkbox"/>
00000017	Patricia Rae Sampol	<input type="checkbox"/>	<input type="checkbox"/>
00000018	Alyzza Marie Santiago	<input type="checkbox"/>	<input type="checkbox"/>
00000019	Hannah Patricia Tan	<input type="checkbox"/>	<input type="checkbox"/>
00000020		<input type="checkbox"/>	<input type="checkbox"/>

Figure 84: List of Residents (Register Fingerprint)

Figure 84 shows the list of residents, lets the management to register the fingerprint of a resident.



Figure 85: Register Fingerprint

Figure 85 lets the management to register and validate the resident's fingerprint.



Figure 86: Fingerprint Scan

Figure 86 shows the prompt message “scanning” if a resident placed his/her finger on the fingerprint scanner.



RESIDENT SEARCH

RESIDENT'S NAME

Name	Status
Aldwin John Radaza	
Allen Dave Ballesteros	
Allen Rey De Vera	
Alvin Kristian Maubog	
Alyzza Marie Santiago	
Arvin King Arellano	
Bernadette Abagat	IN
Carl Joshua Cruz	
Carlo Antonio Suntay	
Danica Mae Garda	
Darelle Selina Rivera	
Genel Rebaya	
Hannah Patricia Tan	
Ivan Nichole Maubog	
Ivan Verna Ramos	
Jan Mathew Fong	

Figure 87: Resident Search

Figure 87 lists the resident with status whether the resident is logged in or logged out.

The form is titled "181 NORTH PLACE RESIDENCES". It features a "VISITOR LOGIN" button and a "VISITOR LOGOUT" button. Below these are three dropdown menus: "NAME" (Juan Dela Cruz), "RESIDENT NAME" (Administrator), and "REASON" (Personal Business). There is also a checkbox labeled "Inform Resident". At the bottom left is a link "Permit to use Building Premises", and at the bottom right are "CLEAR" and "SUBMIT" buttons.

Figure 88: Visitor Login

Figure 88 lets the security personnel to enter the name of the visitor, selects the resident's name or administrator, and the reason to visit the dormitory.

The form is titled "PERMIT TO USE BUILDING PREMISES" and includes a timestamp "Apr 21, 2015 Tuesday 10:52 PM". It has fields for "Name" (Bernadette Abagat), "No. Of Guest" (3), "Reserved Area" (radio buttons for MEZZANINE HALL, FITNESS CENTER, and OTHERS selected to CANTEEN), "Date Of Use" (Apr 21, 2015), "Time START" (9:30 AM), and "Time END" (4:30 PM). Below this is a table showing "Name Of Guests" (Alicia Locks, Whitney Sigeipay, Celine July) and "Valid ID Number" (2154834, 9021123, 1922562). On the right are "TERMS & CONDITIONS" and "SUBMIT" buttons, and a back arrow icon at the bottom right.

Figure 89: Permit to Use Building Premises

Figure 89 lets the guard enter the visitor's name in group. To conforme, the resident must place his/her finger on the fingerprint scanner.

The screenshot shows a mobile application interface. At the top, it displays the address "181 NORTH PLACE" and "RESIDENCES". On the right side, there is a circular icon with a blue arrow pointing left. Below the address, the resident's name is listed as "Resident Name: Bernadette Abagat". Underneath, the start time is "Start: 09:00 AM" and the end time is "End: 04:00 PM". The area is specified as "Area: CANTEEN" and the date is "Date: Apr 22, 2015". A table follows, showing a list of visitors:

Name	Valid Id
Alicia Locks	2154834
Whitney Sigeipay	9021123
Celine July	1922562

The bottom half of the screen is a large, solid grey rectangular area, likely a placeholder for more information or a list of visitors.

Figure 90: List of Visitors (Use of Building Premises)

Figure 90 lets the guard see the list of visitors who use the building premise

**181 NORTH PLACE
RESIDENCES**

VISITOR LOGIN **VISITOR LOGOUT**

VISITOR NAME

Visitor's Name	Resident's Name	Login Time
Juan Dela Cruz	Administrator	10:47 PM
Marcel Soriano	Patricia Rae Sampol	10:47 PM

LOGOUT

GROUP VISIT

Resident's Name	# of Visitors	Area	Start	End
Bernadette Abagat	3	CANTEEN	09:00 AM	04:00 PM

Figure 91: Visitor Logout

Figure 91 shows the list of the current visitor's logged in in the dormitory. It allows the security personnel to log out a visitor.

Chapter 4: Conclusions and Recommendations

Conclusion

The project proponents helped the 181 North Place Residences in terms of automating the system with the following modules: Server, Reservation, Registration, Notification, Time-in and Time-out, Activation, Billing, Report Generation, Help, Back-up and Recovery, and Admin module. The system reduced the numbers of papers in the filing cabinets at the administration office, monitors real time login and logout of the resident who arrived beyond the curfew hour, notifies the parents and or guardians of the residents, easy computation of the balances of each and every resident. The work of the management becomes faster and efficient.

Recommendation

The project proponents would recommend that 181 North Place Residences should implement the monitoring system for them to reduce the number of papers used, the time spent in organizing the files, the cost of the papers, the space where the files are stored, have an online reservation and registration for the renting of a room, a payroll system, and a monitoring system for the daily logs of the employees.

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Appendix A

Text Message Template

UPDATE: Your reservation is due 7 days from now. Kindly, drop by at our office to confirm your reservation. Thank you!

Characters: 120

UPDATE: Your reservation is due 3 days from now. Kindly, drop by at our office to confirm your reservation. Thank you!

Characters: 120

You are now successfully registered and already part of the residence. Please proceed to the admin office for other concerns. Thank you!

Characters: 136

We would like to inform you that you have a visitor whose name is <insertnamehere>.

Characters: 71

DUE: We would like to inform you that the due date of the rent is 5 days from now. Kindly, pay on or before the due date. Thank you!

Characters: 137

Good day! Your balance as of <datetoday> is P <balance> and is due on <duedate>. Thank you!

Characters: 96

Good day! We would like to inform you that your new roommate will be moving in not later than <date>.

Characters: 73

We would like to inform you that your child/ward <residentName> was not able to come in the dorm premises before the 10:00PM curfew last <date>

Characters: 109

Appendix B

Interview 1

An interview was conducted by the fourth year IT students of Saint Louis University for their IT project, at 181 North Place Residences, 69 Bakakeng Road, Baguio City, on August 29, 2014 at around 10:38 am, with the following as interviewer:

Project Manager: Ralph Daphene B. Bangsail

Assistant Project Manager: Kathleen Ann G. Silen

Group Members:

Jefren R. Aguilar

Kenneth Van L. Alimorong,

Mark Herbert D. Cabuang

Helga Denise B. Galo

Frances Mae N. Sabado

Jaqueline L. Torres

and Ms. Regina P. Alabanza the administrative staff as the interviewee. The following questions were asked to the interviewee.

1. Where did the name of “181 North Place Residences” came from?

Ans. The number in the company name came from: The number 8 representing the number of grandchildren in the family and 11 which represents the number of siblings including their spouses. 8 being in the middle of 11 is symbolic of how the immediate family holds the bond together.

2. Is the dormitory exclusive for the students only?

Ans. Since 181 North Place Residences is not yet well known, we also accept working professionals who are willing to comply in the rules and regulations, aside from taking students as regular residents.

3. As a student, if I avail one of the rooms in the dormitory what are the things provided, and charges to be paid?

Ans. 181 North Place Residences, is a fully-fitted dormitory, every resident gets to have their own bed with mattresses, study desk, study chair are also provided, cabinets, window and shower curtains, a mirror and drying racks in the room, etc. The resident also gets to enjoy their own toilet and bath, making them feel as if they are living in their bedroom inside their homes.

4. Are the rooms connected to the Internet?

Ans. Each room has its own router which uses fiber optics in the network, the speed of 25 MBPS. Especially caters to the needs of the student for their school works.

5. How do the tenants reserve a room and pay the bills?

Ans. We are flexible in terms of payments. First if a tenant inquires and expresses intention to reserve a room he/she will choose a room and pay the reservation fee which is 2,000 pesos but not refundable, upon confirmation of his/her reservation after two weeks, the paid reservation fee will be deducted to the bill of the tenant. The tenant will then have to make a 1 month advance payment. When the tenant moves in to the dormitory he/she is required to pay a 2 months security deposit, which will be returned to them provided that there are no damages in the room and payment is paid on a timely basis.

6. What is the mode of payment?

Ans. Mode of payments can be thru bank, cash or check. But in the future, we would like to make online payment possible.

7. What are the technological facilities you use?

Ans. We use laptops in the office, and an ID printer. There are glass enclosures in the main entrances in each dorm floors and elevator ports which are properly secured with biometric scanner for access. Surveillance cameras, smoke detectors and sprinkler systems are installed all throughout the building for added security.

8. What is the most need for creating a system?

Ans. They want a system that can be used in implementing the curfew better; the system would send an e-mail/sms to the parent/ guardian of the tenant who failed to enter the building premises before 10:00 PM.

9. Are there other branches of 181 North Place Residence?

Ans. There are no other branches of 181 North Place Residence. The building in all transactions and processes are done in the building here in Bakakeng.

10. Do you want to track the history of the confirmation message?

Ans. At some point we would like to track the history of the confirmation message so that during a worst case scenario, we have backups or hard evidence to prove that we have sent a notification to the parent/guardian.

11. Who are the possible end users of the system?

Ans. Possible end users are the administrative staff and building administrator.

12. Is there a consequence if the student did not comply with the rules and regulation of the dormitory?

Ans. Since 181 North Place Residence is a commercial dormitory, we do not apply any sanction as regards arriving beyond the curfew, disciplinary action come from the parent/guardian if need be.

13. How many employees are there in the dormitory?

Ans. 181 North Place Residences has a building manager, building administrator, administrative staff, 2 housekeeping, 1 in personnel, maintenance staff, 2 security guards.

14. Is the biometrics only for login and logout purposes?

Ans. The biometrics is only intended for login and logout. The biometric machine at the lobby is intended for the login and log out of both the residents and personnel other biometrics installed in the elevators and dorm entrances are used for exclusive access.

15. Do you already have a database?

Ans. We have no significant database at the moment.

Some topics discussed during the interview:

Online Inquiry:

Since 181 North Place Residence does not have a website they use Facebook as their online inquiry, it is where a tenant can inquire about the dormitory and make transaction. The payment is made through bank.

*All transactions are manually made.

*the salary depends on the position of the employee

Approved by:

Ms. Regina P. Alabanza

Administrative Staff

Interview 2

An interview was conducted by the fourth year IT students of Saint Louis University for their IT project, at 181 North Place Residences, 69 Bakakeng Road, Baguio City, on September 5, 2014 at around 8:00 am, with the following interviewers:

Project Manager: Ralph Daphene B. Bangsail

Assistant Project Manager: Kathleen Ann G. Silen

Group Members:

Jefren R. Aguilar

Kenneth Van L. Alimorong,

Mark Herbert D. Cabuang

Helga Denise B. Galo

Frances Mae N. Sabado

Jaqueline L. Torres

and Ms. Camille G. Dela Pena the Building administrator as the interviewee.

The following questions were asked during the interview.

1. How do you compute for the salary of an employee?

Ans. There are about 60 people currently employed by the 181 North Place Residences. As of the moment, we are using Excel to compute for the salary of the personnel based on weekly, bi-monthly and end of the month computations.

2. Do you employ both contractual and regular employees?

Ans. Since building has just begun its operation, the housekeeping personnel are on probationary status. Only the administrative staff are hired as regular employees. During the hiring process, the payroll has

already been classified as weekly, bi-monthly or end-of-month compensation. We do not hire contractual employees as of the moment.

3. Do you have any payroll forms?

Ans. Each employee is hand out a payslip every pay day which reflects the days and hours of work, deductions if any, net income and other pertinent details.

4. How do employees receive their salary? Is it through cash, bank transaction or given as check?

Ans. The payroll is released thru cash basis attached with the payslip to see the breakdown of the computations.

5. How about the deductions?

Ans. The deductions are included in the computation however we deduct on the 30th of the month including the cash advances, government contribution, tax, etc.

6. Who computes and releases the payslip?

Ans. The building administrator has the sole right to administer this process. During her absence, the building manager takes charge of the task.

7. How will the tenants know when to pay the bill?

Ans. Payments are always due from the 1st through 5th day of the month. They are given a notification via text message at least 1 week before the collection of dues.

8. What are the billing needs of the dorm?

Ans. What we need for billing system is a statement of account reflecting the charges due for the current month. For transparency purposes, the

statement must contain the amount for the monthly rent and other additional charges like electrical consumption and other services that the tenants did not pre-avail at the beginning of the previous month. This is applicable for our Shuttle Service where the residents have the option to avail of the service when necessary at a rate of Php 20.00 per ride.

9. How will you monitor if the residents who avail of the Shuttle Service?

Ans. We have a log sheet under the care of the driver where they register their names to avail of the service. Instead of paying Php 20.00 per use, they will be charged with the total number of rides at the beginning of the succeeding month. This is applicable for residents who did not avail of the special monthly rate of the Shuttle Service use.

10. How much will the monthly registration cost to avail for the Shuttle Service?

Ans. When a tenant avails the Shuttle Service, the monthly rate is much cheaper at Php 300.00 or roughly 10 Pesos per da, already good for a multiple number of trips, as compared to a walk-in basis at the rate of Php 20.00 a ride.

11. How can they pay for their monthly dues and charges?

Ans. The residents can pay thru cash basis, cheque or via bank transaction.

12. What are the consequences if they did not pay on time?

Ans. Once the deadline of payment lapses, there is an additional 10% surcharge to be collected on top of the total amount due. For example, if the monthly rent amounts to Php 5,000.00, they have to pay an additional of Php 500.00 as 10% penalty for late payment.

13. Who collects the payments?

Ans. All the fees are paid in the Administrative Office. Other personnel are not allowed to collect any fees. When availing for the Laundry and/or

the Catering Service however, the resident is responsible to make the necessary transaction to the service provider concerned.

14. Do you give receipts within the payment?

Ans. Yes, but as of the moment we issue Memorandum Receipt for each transaction as official receipts are still under process with the BIR. Once the Official Receipt has been released, all Memorandum Receipts will be replaced for transparency purposes.

15. Where do store the data for payroll?

Ans. For the housekeeping personnel who are compensated weekly, they are given a Daily Time Record (DTR) where they log down their tasks per day. The DTR which is submitted weekly also reflects the time-in and time-out of the personnel. The Administrative Staff will compute via Microsoft Excel the total compensation for the week where the minimum requirement for work is 8 hours per day and hours exceeding which is considered and duly compensated as Over Time Work.

16. Who installed the biometrics per floor?

Ans. The Resident Electrician is responsible for the installation of the stand-alone biometric units and upkeep and maintenance is supervised by the Administrative Staff.

17. Where will the biometrics be placed to monitor if residents adhere to the curfew?

Ans. It will be placed solely at the lobby entrance for proper monitoring since the biometric units installed per floor are only used to access inside the dormitory area.

18.What if they log-in in the main entrance at the lobby but left the building using another exit point?

Ans. We have our security personnel to facilitate the coming in and out of all guests and residents in the building. Beginning 7:30 pm daily, the only access in and out the building is via the main entrance at the lobby. As far as management is concerned, we have provided all the necessary measures to ensure the accord to our safety measures and their non-compliance to this particular protocol of logging out in the biometric unit is no longer our responsibility.

19.What if the other exit doors like in the elevator and basement were open?

Ans. Once basement access is already open, residents are still mandated to pass through the lobby since it is the building policy. However, since we are a commercial dorm and not a school dorm, their non-compliance to this policy have no sanctions.

20.Are there forms that the residents need to fill-up?

Ans. First, the client needs to fill-out a reservation form. This form is for the purpose of reserving the room or their choice for a period of 2 weeks in case they have not made a final decision in moving-in the building. Once they have arrived at a decision of transferring their things or what we call Confirmation of the room, they need to fill-out a number of other forms. One of which is the Contract of Lease where the first type is for the minor clients and the second type is for legal-age clients. Another form is the Resident Information Sheet, where we get the basic personal information of the resident like their name, contact number, guardian's details and parent's information and checklist of all the pre-required forms. We also have them sign the House Rules and Regulations for their agreement, both resident and legal guardian is required to sign this document. The resident is also given a Key Release Form, indicating their responsibility in the proper use and safe-keep thereof. We also have them fill-out the Room Inventory Form, which enlists the building property endorsed to their care like the bed, trash can, cabinet, mattress,

mirrors and the like. The Appliance and Gadgets Inventory Form, is accomplished to monitor the number of items which consume energy that are in their possession. Each resident is allowed up to three (3) electronic items which they may use without charge. If they exceed this allowed number of items, they will have to pay an additional charge in accordance to the wattage and voltage of the extra gadget on a monthly basis. Other forms include the Transient Reservation Form for guests and/or immediate family of the resident for filing.

21. How do you do the Room Reservations?

Ans. We accept Reservations made online. When this happens we just get the pertinent information and fill-out the Forms ourselves. After which, the client is required to make a bank deposit corresponding to the total amount due. We confirm the transaction by having the client send us an image of the deposit slip or call the bank where they made the payment.

22. Are the Resident allowed to bring in visitors?

Ans. Yes, outsiders are welcome in the common areas such as the Lobby, Gym and Mezzanine Hall. However, they are not allowed access inside the Dormitory floors for security purposes.

23. How will the guard identify if the person is a Resident or a Visitor?

Ans. We issue all residents their own IDs once they move in. This has its own control number and must be shown to the Security Personnel whenever necessary.

24. Do visitors have curfews?

Ans. Outsiders are only allowed inside the building premises up to 9:00 pm.

25. Are the residents allowed to keep their IDs?

Ans. Yes, but all fingerprint data and access inside the building will be deleted from the biometrics when the Contract of Lease has expired.

26. When will they register their finger on the biometrics?

Ans. Once they have fully-paid 1 month Advance Payment and required Security Deposit, we immediately enroll them in the system.

27. When I leave the dorm, will my data be retained?

Ans. The retention of Resident Records and other pertinent documents is good for a period of 5 years. But once the Contract of Lease has ended all data with the biometric scanners will be deleted.

28. How many rooms are there per dorm?

Ans. We have 14 dormitory rooms or regular rooms, and 1 private suite per floor which makes 15 rooms in total.

29. How many single, double and triple rooms?

Ans. In the current set-up of both Dorm 1 and Dorm 2, there are 5 Single rooms, 12 Double-Sharing Rooms and all the rest are Triple-Sharing Rooms. In the Dorm 3, there are 2 single rooms and the rest are set up as Triple-Sharing Rooms.

30. How do you monitor if a Room is occupied?

Ans. We keep a list of all rooms which are occupied both in soft copy and hard copy. And we also have a floor plan of the entire Dorm where we indicate occupied rooms, reserved rooms and vacant rooms.

31. Do you have an Inventory of the building properties?

Ans. Yes, keep a record of all building equipment by assigning control numbers to the items.

32. Do the Commercial Spaces also follow the building Curfew?

Ans. Not necessarily. The Commercial Space Tenants have the freedom to open and close shop at their perusal since the electricity consumption

and the like are charged to their account. The business hours of the Cafeteria begin at 6:30am and end at 7:30 pm. And the Convenience Stores is open up until 10:00 pm. We do not hold the Tenants responsible for the hours that they conduct business.

33. Do they also have a Contract of Lease?

Ans. Yes, our Commercial Tenants have a Term or Lease for a period of 2 years.

34. How do you often check the Resident Log Book?

Ans. The Security Personnel monitor the the ingress and egress of residents daily and they make the necessary reports for residents who did not comply with the curfew on a daily basis.

35. Who are the personnel allowed to have access the Biometric Scanners?

Ans. Only the Administrative Staff are allowed access to the units.

36. What time is your Office open?

Ans. Our business hours are from 8:00 am up to 7:00 pm

37. How will you notify the parents or guardian of the Resident if they arrive after the curfew?

Ans. We send a notification via text message or e-mail if the parent or guardian is out of the country.

38. Are you willing to pay for the telecommunication to finance this process?

Ans. Yes. We allot a certain amount per month to accomplish this process.

39. What time is the curfew set at?

Ans. We set the curfew at 10:00 pm. When the resident comes in after that period, that is the time we send out the notification

40. Will there be a difference in fees charged if the Resident leaves the Dorm for a vacation?

Ans. No, they still have to pay the total monthly due indicated in the contract as long as their personal belongings are inside the Rooms or building premises.

Approved by:

Ms. Camille G. Dela Pena
Building Administrator

Interview 3

An interview was conducted by the fourth year IT students of Saint Louis University for their IT project, at 181 North Place Residences, 69 Bakakeng Road, Baguio City, on September 9, 2014 at around 1:30 pm, with the following as interviewers:

Project Manager: Ralph Daphene B. Bangsail

Assistant Project Manager: Kathleen Ann G. Silen

Group Members:

Jefren R. Aguilar

Kenneth Van L. Alimorong,

Mark Herbert D. Cabuang

Helga Denise B. Galo

Frances Mae N. Sabado

Jaqueline L. Torres

and Ms. Camille G. Dela Pena the Building Administrator as the interviewee. The following questions were asked to the interviewee:

Notification via sms or e-mail

What are the instances that would require sending a notification to the resident?

- The successful registration as New Resident.
- Reminders for completion of requirements such as 2 pcs. ID photo, copy of their current class schedule, payment details etc prior to moving-in.
- Visiting guests in the building and/or advice regarding having a new roommate.

- Total amount due for rent and additional charges at the end of the month.
- Violations and/or incident report.

Activation and deactivation of account

What will happen to the Resident's data once their Contract of Lease expires?

- As long as there is a file to pull out (report generation), there is no problem in deleting files. The data will have a maximum of five (5) year-retention period beginning after the expiration of the contract.

"Would you be able to indicate how many terms the resident rendered?"

- The records are with us but it is currently stored and archived.

Log Details

Why is it needed to capture or monitor the log details of the resident?

- It is to keep the parent or guardian informed of the correct time of entry of their child and/or departure from the building premises. This is also an accurate tool to identify whether an untoward incident happened to the resident within or outside the building premises.

Report Generation

- The report will be generated daily, weekly, monthly and yearly.
- For the residents, the generated report will reflect their log details, violations committed, visiting guests, observance of the curfew, payments due and outstanding balances.

Questions:

1. If for any reason the system implementation might affect the current operations, will the Administration be willing to make changes with the building policy?
 - If it will help improve our business operations, we welcome the necessary changes if need be.
2. Who will maintain the system?

- An IT Technician duly authorized by the Administration shall man the process.
- 3. Is it okay to use at least two biometric scanners?
 - It will prove costly to use two biometric scanners. But if needed, one unit will be used for to monitor time-in and another unit will be for the monitoring of time-out.”

The following inclusions were specially requested by Management:

- Notice for violations incurred as a Warning or subject for filing a Memo for any succeeding offense thereafter.
- Alert residents to visit the administration office via note in interface
- General Reminders, birthday greetings, and special announcements concerning the residents.
- Inform the resident for delayed payments, penalties and surcharges accordingly.
- Reminder to the Administration prior to the expiration of the 2-week Reservation made by the probable resident.
- Notification informing the probable resident 1 week prior to the expiration of the 2-week Reservation window.

Approved by:

Ms. Camille G. Dela Pena
Building Administrator

Interview 4

An interview was conducted by the fourth year IT students of Saint Louis University for their IT project, at 181 North Place Residences, 69 Bakakeng Road, Baguio City, on January 22, 2015 at around 2:15 pm, with the following as interviewer:

Project Manager: Ralph Daphene B. Bangsail

Assistant Project Manager: Kathleen Ann G. Silen

Group Members:

Jefren R. Aguilar

Kenneth Van L. Alimorong,

Mark Herbert D. Cabuang

Helga Denise B. Galo

Frances Mae N. Sabado

Jaqueline L. Torres

and Ms. Camille G. Dela Pena the Building Administrator as the interviewee. The following questions were asked to the interviewee.

1. Are you willing to show the breakdown of monthly fees of residents?

Ans. The 181 North Place Residences data that are the confidential can be shared to the group but with proper handling of the documents inputted.

2. Is it important to show the breakdown of monthly fees?

Ans. The Administration can avail in the breakdown of monthly fee depends on the item to be showed.

3. Do transients have to pay the down payment?

Ans. The company is requiring paying in full payment from the transients.

4. Do transients have to reserve a room?

Ans. The Administration allows the transient to reserve a room but they should pay the full payment.

5. Even the resident have a contract, can they still change rooms?

Ans. The resident cannot change room until the said contract, however the resident can change rooms in special case like the loss of money in their respective rooms and it has to be discussed. The resident can upgrade the room but cannot downgrade during the term, if there are events of changing rooms and switching of rooms it will be reflected in the amendment of contract.

6. What if the resident wants to leave the dormitory but the resident has a contract, will the resident still pay the full 5 months or the availed months only?

Ans. The resident can leave if they want but the security deposit will not be given back and like in the abnormal termination of contract.

7. How is your billing for your bringing in gadgets, you said that three (3) gadgets are only allowed to bring in the dormitory, do the residents have the right to pick what gadgets will they pay if they exceeded the three (3) gadgets in terms of wattage and voltage?

Ans. The registered three (3) gadgets are the only allowed free for the resident as appliance in the room. There will be extra charges of any gadgets added aside from the three (3) gadgets.

8. If the security fee in the reservation will be deducted in your first month or is the security fee an another fee and you still pay for your full monthly fee? How is the security fee deducted to the due balance of the resident?

Ans. Resident will pay 1 month advance and 2 months deposit. Security fee t will be deducted to the resident's 1 month advance. If there are any damages or any instances to be deducted using the security deposit, this will be deducted on the next two (2) months deposit.

9. Do you have maximum usage for water or electricity?

Ans. There are no bills for the the water only for the electricity.

Some topics discussed during the interview:

- Additional services
- Contract
- Registering of a resident at the middle of the month

Approved by:

Ms. Camille G. Dela Pena
Building Administrator

Appendix C

181 NORTH PLACE		RESERVATION FORM	
69 Bakakeng Road, Baguio City Tel. No: (074) 423 0623 Email: 181northplaceresidences@gmail.com			
Form No.		Date:	
PERSONAL INFORMATION			
FULL NAME			
HOME ADDRESS			
POSTAL ZIP CODE			
MOBILE NUMBER			
EMAIL ADDRESS			
RESERVATION REQUEST CRITERIA:			
• Payment: A non-refundable payment of P2,000.00 will be made upon reservation. This amount will form part of the advanced payment upon confirmation.			
• Policy for confirmation: Confirmation through contract signing and payment of corresponding fees (2 months deposit and 1 month advanced payment), must be made within 2 weeks.			
• Policy for cancellation: If no confirmation has been made after 2 weeks, reservation will be cancelled and slot will be given to other applicants.			
RESERVATION OF BEDSPACE FOR:			
Room & Bed No.:	TRIPLE-SHARING ROOM DOUBLE-SHARING ROOM SINGLE ROOM		
	FIRST SEMESTER	AY:	_____
	SECOND SEMESTER	AY:	_____
	SUMMER TERM	AY:	_____
	OTHERS:	_____	
CATERING REQUEST			
BREAKFAST, LUNCH, AND DINNER			
SIGNATURE OF APPLICANT			
DATE OF REQUEST			
	www.facebook.com/181northplace		

Figure 92: Reservation Form for Resident

181 NORTH PLACE RESIDENCES
TRANSIENT RESERVATION FORM

RR-04

NAME/S: _____

DATE: _____

NAME OF RESIDENT: _____

RELATION TO RESIDENT: _____

CONTACT DETAILS:

MOBILE NO.: _____

EMAIL: _____

COMPLETE ADDRESS: _____

RESERVATION DETAILS

RESERVED ROOM: _____

DATE OF DEPARTURE: _____

DATE OF ARRIVAL: _____

NO. OF ADDITIONAL GUESTS: _____

COMPLETE NAMES OF ALL ADDITIONAL GUESTS:

RENTAL AGREEMENT

The parties agree to the terms, rules and regulations of this Short Term Rental Agreement, as evidenced by the signatures set forth below:

1. Drinking of alcoholic beverages, and bringing in of any dangerous articles or controlled substances (e.g. firearms, prohibited drugs, etc.) are strictly not allowed within the premises of 181 North Place Residences. Smoking is not allowed inside the building. This facility is equipped with a smoke alarm system.
2. Only registered guests are allowed access to the rented room. Please entertain your visitors at the Lobby area at the Ground Floor.

3. The management is not responsible for any accidents, injuries or illness that occurs while on the premises or its facilities or for any loss of personal belongings or valuables of the guest.
4. Keep the property and all furnishings in good order.
5. Cooking is not allowed in the room. You may use the appliances and utensils provided to reheat and prepare your food.
6. Pets are NOT allowed.
7. Parking is limited to one (1) vehicle only and are allowed to park in designated parking areas only.

CONFORME:

Name and signature of Guest/s:

ACKNOWLEDGEMENT:

181 North Place Residences Administration Staff

REMARKS:

Figure 93: Reservation Form for Transient

RR-03

181 NORTH PLACE

RESIDENT INFORMATION SHEET



Basic information:

Complete name: _____
Last name _____ First name _____ Middle name _____
College/university attending: _____
Course & year: _____ School/Dept: _____
Birth date: _____
Sex: _____ male _____ female
Home address: _____

Contact details: please provide information accurately

Student's mobile number/s: _____ student's email: _____

Father's Name: _____ Landline: _____ Mobile No.: _____
Email: _____ Area Code _____ Phone No. _____

Mother's Name: _____ Landline: _____ Mobile No.: _____
Email: _____ Area Code _____ Phone No. _____

In case of Emergency, Please Contact:

Guardian's Name: _____ Contact Number/s: _____
Address: _____
Relation to guardian: _____

Attachments:

- RR-01 Reservation Form
- RR-02 Contract of Lease
(Signed by parents & student on each page)
- RR-05 House Rules
(Signed by parents & student)
- DA-01 Key Release Form
- DA-02 Room Inventory Form
- DA-03 Appliance and Gadget Inventory Form
- Copy of Schedule of Classes For the current term
- Two (2) 2x2 pictures with name tag
- Copy of receipt for payment of Security Deposit
- Copy of receipt for one (1) month Advanced Rental

ACCOMMODATION DETAILS:

- Triple Sharing room: _____
- Double Sharing room: _____
- Single room: _____

OTHER REQUESTS:

- Monthly Laundry Allowance
- Breakfast, Lunch, and Dinner
- Shuttle Service

DO NOT FILL UP: For Residence Administration and Management only.

Figure 94: Resident Information Sheet

181 NORTH PLACE RESIDENCES				
ROOM INVENTORY FORM DA - 02				
NAME:				
ROOM NO.:				
ROOM TYPE:				
ITEM	CONTROL NO.	DATE RECEIVED	SIGNATURE	RELEASED BY
REMARKS: (To be filled-up by Administration only)				

Figure 95: Room Inventory Form

181 NORTH PLACE RESIDENCES		APPLIANCE AND GADGET INVENTORY FORM			
		DA-03			
RESIDENT NAME:	<hr/>		DATE:	<hr/>	
ROOM NUMBER:	<hr/>		AY:	<hr/>	
ROOM TYPE:	<hr/>				
ITEM	COLOR / DESCRIPTION	SERIAL NUMBER	VOLTAGE	WATTAGE	MONTHLY CHARGE
TOTAL MONTHLY APPLIANCE CHARGE					<hr/>
APPROVED BY:			CONFORME:		
181 NORTH PLACE ADMINISTRATION			RESIDENT'S NAME AND SIGNATURE		

Figure 96: Appliance and Gadget Inventory Form

181 NORTH PLACE RESIDENCES

KEY RELEASE AUTHORIZATION FORM

RESIDENT'S NAME: _____

DORM ROOM: _____

ROOM TYPE: _____

This Authorization is valid for only the effective term indicated below:

START DATE: _____ END DATE: _____

STATEMENT OF UNDERSTANDING:

I fully understand that I take the utmost responsibility of the room key released to me. I rightfully assure that it will only be used for my personal access to my dormitory room and will not be lent, transferred, or duplicated for any other purpose. In case of loss, I must immediately report the incident to the building administration and I will accept the implications of shouldering the cost for replacing the doorknob set.

Resident's Signature: _____ Date: _____

KEY ISSUED (date):	KEY RETURNED (date):
_____ Released by: _____	_____ Released by: _____
_____ Received by: _____	_____ Received by: _____

Figure 97: Key Release Authorization Form

181 NORTH PLACE RESIDENCES

CONTRACT OF LEASE

KNOW ALL MEN BY THESE PRESENTS THAT:

This lease, entered into by and between, 181 NORTH PLACE RESIDENCES, represented by CAMILLE ANGELA G. DELA PEÑA, of legal age, single, Filipino, and a resident of No. 1 Purok 7 Bakakeng Norte, Baguio City, Philippines, hereinafter known as the "LESSOR";

- And -

_____, minor, single, Filipino, and a resident of _____, hereinafter referred to as the "DEPENDENT"

Represented by:

_____, of legal age, married, Filipino, and a resident of _____, hereinafter referred to as the "LESSEE" --

WITNESSETH THAT:

The LESSEE hereby leases from the LESSOR, and the LESSOR hereby leases unto the LESSEE one bed space, and all amenities appurtenant thereto, in the aforesaid building, under the following terms and conditions:

1. REPRESENTATION: The DEPENDENT is represented by and is the sole responsibility of the LESSEE. The LESSEE will be accountable for all the actions of the DEPENDENT. The DEPENDENT in the list which is represented by the LESSEE cannot be replaced by another person. If one or more of the DEPENDENT(s) was evicted by the LESSOR due to violation of the terms and conditions of this contract, the LESSEE will still pay for the whole amount agreed below without the right to replace the person evicted.
2. TERM OF LEASE: The term of lease will start from either the first (1st) if the LESSEE starts before the fifteenth of the month or the fifteenth (15th) if the LESSEE starts after the fifteenth of the month. In accordance to the rules, the lease shall have a term of five (5) months starting on the ___ of _____ to the ___ of _____, renewable for the same or different duration, at the option of the LESSOR.
3. RENTAL RATE: The parties agree that the monthly payment for the rental of _____ will be in the amount of _____ PESOS (Php ____). Said monthly rental shall be payable within the first five (5) days of every month to which it pertains, at the office of the LESSEE or such other place as the LESSOR may otherwise designate, without the necessity of any previous demand or notice, it may be understood that in case of default, any amount due shall automatically bear penalty of ten percent (10%) per month computed from due date until fully paid and rounded-off to the nearest peso.

Furthermore, the LESSOR may terminate this contract and eject the LESSEE as hereinafter set forth in the event LESSEE incurs any delay in the payment of rentals for a period of sixty (60) days from the date the rentals become due. In such case, the LESSEE hereby binds his/herself to vacate the premises without need of demand of court order, and he/she shall forfeit his/her entire security deposit. Should the LESSEE fail or refuse to voluntarily vacate the premises, the LESSOR is hereby authorized to remove the LESSEE and his/her belongings from the leased premises, at the latter's expense.

Figure 98: Contract of Lease for Minor (page 1)

4. ONE MONTH ADVANCED RENTAL: The LESSEE, upon signing of the Lease Contract, shall pay the LESSOR an amount equivalent to one (1) month advance rental amounting to _____ Pesos (Pph _____). The advance rentals shall be applied for the first month of the lease term from the 1st to the 31st of _____, 20_____. After which, the LESSEE shall pay the rental for the upcoming month within the first five (5) days of each month.

5. DEPOSIT: Upon moving into the Leased Premises, the LESSEE shall give a Security Deposit in an amount equivalent to two (2) months worth of rent. The deposit shall cover any damage that may be caused by the LESSEE on the leased premises and the contents thereof during the duration of the lease but discovered only upon its termination. Any excess in the security deposit, after deducting all expenses incurred in restoring the leased premises, shall be reimbursed to the LESSEE at the end of the lease.

For this purpose, the amount to be deducted from the security deposit shall be the restoration cost of any removed or destroyed furniture, appliance, fixture, or any part of the leased premises. Should the security deposit not be sufficient to cover the expenses for the full restoration caused by damages made by the LESSEE, the LESSEE shall pay for the difference.

The LESSEE hereby agrees to the following additional deductions from the security deposit: Forfeited amount in case of failure to pay the rent on the designated date; cash penalty/ies for violation of dorm rules where the rules shall be made known to the LESSEE at the beginning of this lease, and shall be subject to change, as the need therefore arises; penalty for unregistered or unreported electronic device/equipment; any other deduction that the LESSOR may deem necessary for the orderly operation of the leased premises.

These deductions shall be made as soon as the penalty or forfeiture is incurred. The LESSEE thereafter is required to replenish the security deposit and restore it to its original amount, within fifteen days from the date of the deduction. Failure to replenish the security deposit shall be grounds for the termination of this contract.

6. THE USE OF PREMISES: The leased premises shall only be used directly by the LESSEE for the sole purpose of residence and shall not be modified and/or changed to any other use and/or purpose without proper notice to the LESSOR and the corresponding written approval of the latter. During the term of this lease, the LESSEE shall have possession of and right to use and maintain the PREMISES in accordance with the terms and conditions of this Agreement and in strict conformity with all the laws, ordinances and regulations applicable thereto, including the rules regulations prescribed by the LESSOR.

The LESSEE shall not use or permit the PREMISES to be used for unlawful purposes or for purposes not permitted under this agreement. The LESSEE shall reimburse the LESSOR for any damages sustained by the LESSOR resulting from any misuse of the PREMISES, including the payment of any fine which may be imposed on the LESSOR in relation thereto. In addition to and notwithstanding its right to reimbursement, the LESSOR may, in the event of any violation of this provision, cancel this agreement. The LESSEE shall not keep, store, or deposit in the PREMISES gasoline, explosives, or combustible materials or any other materials prohibited by and/or contrary to existing laws and ordinances on that matter or which may prejudice in whole or in part any policy or insurance covering the premises.

The LESSEE shall not assign or sub-lease any part of the PREMISES. The LESSEE shall maintain and keep the PREMISES in good and tenantable condition at all times during the term of this agreement. The LESSEE, shall, at its sole expense, secure the leased premises and maintain the same in a first class condition, free from obnoxious odours, disturbing noises and other nuisances except as is consistent with the conduct of its business.

a. LESSEE'S INSPECTION: the LESSEE shall inspect the PREMISES within five (5) days after occupancy thereof. Unless the LESSEE gives written notice to the LESSOR specifying any defect in or other proper objection to the PREMISES within the same period, it shall be conclusively presumed, as between the LESSOR and the LESSEE, that the LESSEE has fully inspected the PREMISES and acknowledged that the same was in good condition.

Figure 99: Contract of Lease for Minor (page 2)

The LESSEE shall also be responsible in reporting any building defects that may cause or effect damage to property or injury to persons beyond their control or capacity to prevent such probable damages.

- b. LESSOR'S INSPECTION: The LESSOR shall, at any and all times during reasonable hours and upon notice to the LESSEE, have the right to check/visit the PREMISES for the purpose of inspecting the same or observing its use. Upon recommendation of the LESSOR thru its building management, the LESSEE shall comply with required unit modifications for safety purposes and/or standard requirements, whenever deemed necessary.
- c. ALTERATIONS: Without the prior written consent of the LESSOR, the LESSEE shall not make any alterations, additions or improvements of whatever kind or nature to the PREMISES. Any such authorized improvements made upon the PREMISES shall belong to and become part of the PREMISES of the LESSOR upon the expiration or earlier termination of this Agreement without any right of the LESSEE to claim reimbursement on the cost or value thereof.
- d. LESSOR'S EXEMPTION FROM LIABILITY: The LESSOR shall not be liable, and the LESSEE shall make no claim against the LESSOR, for any loss, damage, or inconvenience that may be sustained by the LESSEE, her representatives, or guests due to any cause whatsoever including the following:
 - d.1) Leakage of, or defects in any, water, electrical, or plumbing installation or facilities in or around the PREMISES;
 - d.2) Absence or insufficiency of water or electricity service;
 - d.3) Presence of bugs, ants, termites, insects, or rodents, if any, in the PREMISES;
 - d.4) Fault or negligence of the LESSEE, her representatives or guests or any other reason;
 - d.5) Water or rain, which may come into, or flow from any part of the PREMISES;
 - d.6) Loss of any object including those delivered, left, or brought in the LEASED PREMISES;
 - d.7) Fire or fortuitous events, theft, robbery, or other crimes or misdemeanors.

7. ELECTRICITY, WATER, AND OTHER FACILITIES: Electricity and water shall be provided for free. However, the LESSEE is prohibited from cooking, ironing, and the like in the rooms. For such purposes, except cooking, there are designated locations that may be availed of by the LESSEE.

Approved appliances and electronic devices should be registered at the administrative office. The LESSEE shall be billed for the use of high wattage appliances and electronic devices, when allowed by the LESSOR. A corresponding cash penalty shall be imposed for the use of any unregistered electronic device or appliance, which amount shall be determined by the LESSOR and shall be deducted from the security deposit.

8. SECURITY, MAINTENANCE AND UPKEEP: The LESSEE shall maintain proper sanitation and cleanliness in the leased premises and its environs. Identification cards will be issued to the LESSEE for security purposes. Other measures, rules and regulations are already in place to ensure sanitation and security inside the dormitory. The LESSEE hereby commits to abide by such rules and regulations, a list of which is attached hereto as part of this contract.

Any malfunctioning furniture, appliance, or fixture should be reported by the LESSEE to the LESSOR immediately upon discovery thereof. Failure to report such malfunctions upon discovery thereof, shall make the LESSEE responsible for the replacement of the defective furniture, appliance or fixture. The LESSOR may cause its repair upon determining that the defect is due to normal use. Should it be established that the defect is due to misuse, the LESSOR shall cause its repair at the expense of the LESSEE.

Figure 100: Contract of Lease for Minor (page 3)

9. FIRE HAZARDS AND OBNOXIOUS SUBSTANCES: The LESSEE is strictly prohibited from cooking with any device, electronic or otherwise, inside the rooms. Ironing clothes inside the rooms is likewise prohibited. The LESSEE is likewise prohibited from storing obnoxious and foul-smelling substances inside the room.
10. THIRD PARTY LIABILITY: The LESSEE, during his/her occupancy of the leased premises, shall hold the LESSOR free from any damage, liability or responsibility to any person or property arising out of, or as a consequence of the use of the leased premises by the LESSEE or his/her guests.
11. RULES AND REGULATIONS: The LESSEE shall comply with all rules and regulations currently in effect, those that may hereafter be formulated by the LESSOR for the safety, care and orderly operation of the premises and for the benefit and comfort of other tenants.
12. ENTIRE AGREEMENT: The parties acknowledge that they read and understood the terms of this Lease. This Lease contains the entire agreement and understanding between the parties regarding the Premises and is subject to no agreements, conditions or representations that are not expressly set forth herein.
13. VENUE OF ACTION : Any action in this contract of lease may be brought only in any competent court in Baguio City, exclusively.
14. SEPARABILITY CLAUSE: In the event any clause, provision or stipulation found in this Agreement should be declared to be inoperative or without effect, by a court of competent jurisdiction, the rest of the provisions not so declared shall remain in full force and binding effect.

IN WITNESS WHEREOF, these presents are signed by the parties in the City of Baguio, Philippines, on

CAMILLE G. DELA PEÑA

LESSOR

LESSEE

Signed in the presence of:

Witness

Witness

Republic of the Philippines)

City of Baguio) S.c.

ACKNOWLEDGEMENT

BEFORE ME, a Notary Public for and in the City of Baguio, Philippines, this _____ personally appeared the parties herein, known to me as the same persons who executed and signed the foregoing Contract of Lease, and acknowledged to me that the same was entered into in their own free will and knowledge. This instrument, consisting of four (4) pages, including this page on which this acknowledgement is written, has been signed on the left margin of each and every page thereof by the parties and their witnesses, and sealed with my notarial seal.

Figure 101: Contract of Lease for Minor (page 4)

181 NORTH PLACE RESIDENCES

CONTRACT OF LEASE

KNOW ALL MEN BY THESE PRESENTS THAT:

This lease, entered into by and between, 181 NORTH PLACE RESIDENCES, represented by CAMILLE ANGELA G. DELA PEÑA, of legal age, single, Filipino, and a resident of No. 1 Purok 7 Bakakeng Norte, Baguio City, Philippines, hereinafter known as the "LESSOR";

- And -

_____, of legal age, _____ Filipino, and a resident of _____, hereinafter referred to as the "LESSEE" ---

WITNESSETH THAT:

The LESSEE hereby leases from the LESSOR, and the LESSOR hereby leases unto the LESSEE one bed space, and all amenities appurtenant thereto, in the aforesaid building, under the following terms and conditions:

1. TERM OF LEASE: The term of lease will start from either the first (1st) if the LESSEE starts before the fifteenth of the month or the fifteenth (15th) if the LESSEE starts after the fifteenth of the month. In accordance to the rules, the lease shall have a term of five (5) months starting on the ____ of _____ to the ____ of _____, renewable for the same or different duration, at the option of the LESSOR.

2. RENTAL RATE: The parties agree that the monthly payment for the rental of _____ will be in the amount of _____ PESOS (Php _____). Said monthly rental shall be payable within the first five (5) days of every month to which it pertains, at the office of the LESSEE or such other place as the LESSOR may otherwise designate, without the necessity of any previous demand or notice, it may be understood that in case of default, any amount due shall automatically bear penalty of ten percent (10%) per month computed from due date until fully paid and rounded-off to the nearest peso.

Furthermore, the LESSOR may terminate this contract and eject the LESSEE as hereinafter set forth in the event LESSEE incurs any delay in the payment of rentals for a period of sixty (60) days from the date the rentals become due. In such case, the LESSEE hereby binds his/herself to vacate the premises without need of demand of court order, and he/she shall forfeit his/her entire security deposit. Should the LESSEE fail or refuse to voluntarily vacate the premises, the LESSOR is hereby authorized to remove the LESSEE and his/her belongings from the leased premises, at the latter's expense.

3. ONE MONTH ADVANCED RENTAL: The LESSEE, upon signing of the Lease Contract, shall pay the LESSOR an amount equivalent to one (1) month advance rental amounting to _____ Pesos (Php _____). The advance rentals shall be applied for the first month of the lease term from the 1st of _____ to the 31st of _____, 20_____. After which, the LESSEE shall pay the rental for the upcoming month within the first five (5) days of each month.

4. DEPOSIT: Upon moving into the Leased Premises, the LESSEE shall give a Security Deposit in an amount equivalent to two (2) months worth of rent. The deposit shall cover any damage that may be caused by the LESSEE on the leased premises and the contents thereof during the duration of the lease but discovered only upon its termination. Any excess in the security deposit, after deducting all expenses incurred in restoring the leased premises, shall be reimbursed to the LESSEE at the end of the lease.

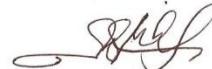


Figure 102: Contract of Lease for Non-Minor (page 1)

For this purpose, the amount to be deducted from the security deposit shall be the restoration cost of any removed or destroyed furniture, appliance, fixture, or any part of the leased premises. Should the security deposit not be sufficient to cover the expenses for the full restoration caused by damages made by the LESSEE, the LESSEE shall pay for the difference.

The LESSEE hereby agrees to the following additional deductions from the security deposit: Forfeited amount in case of failure to pay the rent on the designated date; cash penalty/ies for violation of dorm rules where the rules shall be made known to the LESSEE at the beginning of this lease, and shall be subject to change, as the need therefore arises; penalty for unregistered or unreported electronic device/equipment; any other deduction that the LESSOR may deem necessary for the orderly operation of the leased premises.

These deductions shall be made as soon as the penalty or forfeiture is incurred. The LESSEE thereafter is required to replenish the security deposit and restore it to its original amount, within fifteen days from the date of the deduction. Failure to replenish the security deposit shall be grounds for the termination of this contract.

5. **THE USE OF PREMISES:** The leased premises shall only be used directly by the LESSEE for the sole purpose of residence and shall not be modified and/or changed to any other use and/or purpose without proper notice to the LESSOR and the corresponding written approval of the latter. During the term of this lease, the LESSEE shall have possession of and right to use and maintain the PREMISES in accordance with the terms and conditions of this Agreement and in strict conformity with all the laws, ordinances and regulations applicable thereto, including the rules regulations prescribed by the LESSOR.

The LESSEE shall not use or permit the PREMISES to be used for unlawful purposes or for purposes not permitted under this agreement. The LESSEE shall reimburse the LESSOR for any damages sustained by the LESSOR resulting from any misuse of the PREMISES, including the payment of any fine which may be imposed on the LESSOR in relation thereto. In addition to and notwithstanding its right to reimbursement, the LESSOR may, in the event of any violation of this provision, cancel this agreement. The LESSEE shall not keep, store, or deposit in the PREMISES gasoline, explosives, or combustible materials or any other materials prohibited by and/or contrary to existing laws and ordinances on that matter or which may prejudice in whole or in part any policy or insurance covering the premises.

The LESSEE shall not assign or sub-lease any part of the PREMISES. The LESSEE shall maintain and keep the PREMISES in good and tenable condition at all times during the term of this agreement. The LESSEE, shall, at its sole expense, secure the leased premises and maintain the same in a first class condition, free from obnoxious odours, disturbing noises and other nuisances except as is consistent with the conduct of its business.

- a. **LESSEE'S INSPECTION:** the LESSEE shall inspect the PREMISES within five (5) days after occupancy thereof. Unless the LESSEE gives written notice to the LESSOR specifying any defect in or other proper objection to the PREMISES within the same period, it shall be conclusively presumed, as between the LESSOR and the LESSEE, that the LESSEE has fully inspected the PREMISES and acknowledged that the same was in good condition.

The LESSEE shall also be responsible in reporting any building defects that may cause or effect damage to property or injury to persons beyond their control or capacity to prevent such probable damages.

- b. **LESSOR'S INSPECTION:** The LESSOR shall, at any and all times during reasonable hours and upon notice to the LESSEE, have the right to check/visit the PREMISES for the purpose of inspecting the same or observing its use. Upon recommendation of the LESSOR thru its building management, the LESSEE shall comply with required unit modifications for safety purposes and/or standard requirements, whenever deemed necessary.

- c. **ALTERATIONS:** Without the prior written consent of the LESSOR, the LESSEE shall not make any alterations, additions or improvements of whatever kind or nature to the PREMISES. Any such authorized improvements made upon the PREMISES shall belong to and become part of the PREMISES of the LESSOR upon the expiration or earlier termination of this Agreement without any right of the LESSEE to claim reimbursement on the cost or value thereof.

Figure 103: Contract of Lease for Non-Minor (page 2)

- d. LESSOR'S EXEMPTION FROM LIABILITY: The LESSOR shall not be liable, and the LESSEE shall make no claim against the LESSOR, for any loss, damage, or inconvenience that may be sustained by the LESSEE, her representatives, or guests due to any cause whatsoever including the following:
- d.1) Leakage of, or defects in any, water, electrical, or plumbing installation or facilities in or around the PREMISES;
 - d.2) Absence or insufficiency of water or electricity service;
 - d.3) Presence of bugs, ants, termites, insects, or rodents, if any, in the PREMISES;
 - d.4) Fault or negligence of the LESSEE, her representatives or guests or any other reason;
 - d.5) Water or rain, which may come into, or flow from any part of the PREMISES;
 - d.6) Loss of any object including those delivered, left, or brought in the LEASED PREMISES;
 - d.7) Fire or fortuitous events, theft, robbery, or other crimes or misdemeanors.
6. ELECTRICITY, WATER, AND OTHER FACILITIES: Electricity and water shall be provided for free. However, the LESSEE is prohibited from cooking, ironing, and the like in the rooms. For such purposes, except cooking, there are designated locations that may be availed of by the LESSEE.
- Approved appliances and electronic devices should be registered at the administrative office. The LESSEE shall be billed for the use of high wattage appliances and electronic devices, when allowed by the LESSOR. A corresponding cash penalty shall be imposed for the use of any unregistered electronic device or appliance, which amount shall be determined by the LESSOR and shall be deducted from the security deposit.
7. SECURITY, MAINTENANCE AND UPKEEP: The LESSEE shall maintain proper sanitation and cleanliness in the leased premises and its environs. Identification cards will be issued to the LESSEE for security purposes. Other measures, rules and regulations are already in place to ensure sanitation and security inside the dormitory. The LESSEE hereby commits to abide by such rules and regulations, a list of which is attached hereto as part of this contract.
- Any malfunctioning furniture, appliance, or fixture should be reported by the LESSEE to the LESSOR immediately upon discovery thereof. Failure to report such malfunctions upon discovery thereof, shall make the LESSEE responsible for the replacement of the defective furniture, appliance or fixture. The LESSOR may cause its repair upon determining that the defect is due to normal use. Should it be established that the defect is due to misuse, the LESSOR shall cause its repair at the expense of the LESSEE.
8. FIRE HAZARDS AND OBNOXIOUS SUBSTANCES: The LESSEE is strictly prohibited from cooking with any device, electronic or otherwise, inside the rooms. Ironing clothes inside the rooms is likewise prohibited. The LESSEE is likewise prohibited from storing obnoxious and foul-smelling substances inside the room.
9. THIRD PARTY LIABILITY: The LESSEE, during his/her occupancy of the leased premises, shall hold the LESSOR free from any damage, liability or responsibility to any person or property arising out of, or as a consequence of the use of the leased premises by the LESSEE or his/her guests.
10. RULES AND REGULATIONS: The LESSEE shall comply with all rules and regulations currently in effect, those that may hereafter be formulated by the LESSOR for the safety, care and orderly operation of the premises and for the benefit and comfort of other tenants.
11. ENTIRE AGREEMENT: The parties acknowledge that they read and understood the terms of this Lease. This Lease contains the entire agreement and understanding between the parties regarding the Premises and is subject to no agreements, conditions or representations that are not expressly set forth herein.

Figure 104: Contract of Lease for Non-Minor (page 3)

12. VENUE OF ACTION : Any action in this contract of lease may be brought only in any competent court in Baguio City, exclusively.

13. SEPARABILITY CLAUSE: In the event any clause, provision or stipulation found in this Agreement should be declared to be inoperative or without effect, by a court of competent jurisdiction, the rest of the provisions not so declared shall remain in full force and binding effect.

IN WITNESS WHEREOF, these presents are signed by the parties in the City of Baguio, Philippines, on

CAMILLE G. DELA PEÑA
LESSOR
TIN No.: 421-453-167-000

_____ LESSEE

Signed in the presence of:

_____ Witness

_____ Witness

Republic of the Philippines)
City of Baguio) S.c.

ACKNOWLEDGEMENT

BEFORE ME, a Notary Public for and in the City of Baguio, Philippines, this _____, personally appeared the parties herein, known to me as the same persons who executed and signed the foregoing Contract of Lease, and acknowledged to me that the same was entered into in their own free will and knowledge. This instrument, consisting of four (4) pages, including this page on which this acknowledgement is written, has been signed on the left margin of each and every page thereof by the parties and their witnesses, and sealed with my notarial seal.

Figure 105: Contract of Lease for Non-Minor (page 4)

Appendix D

IT 421 (IT Project 2) Post Defense Report

Title: 181 North Place Residences: Automated Monitoring System

Adviser: Ms. Ria Andrea F. Nana

Date and Time of Defense: 7:30 – 9:00

Panel members:

Mr. Benedick Bacani

Mr. Dalos Miguel

Group Members:

Aguilar, Jefren R.

Alimorong, Kenneth Van L.

Bangsail, Ralph Daphene B.

Cabuang, Mark Herbert D.

Galo, Helga Denise B.

Sabado, Frances Mae N.

Silen, Kathleen Ann G.

Torres, Jaqueline L.

Issues Raised	Group's Plan of Action
Why is it allowed to set the dates of birth in today's date or in the future dates?	The birthdate should not exceed to the date today or the future dates.
Why are passwords not encrypted on the database?	Passwords will be encrypted.
Why are rates allowed to be in negative value?	The system will restrict negative values to the rates.
Why the blank values on the rates are allowed?	It should not be allowed.
Figures (value of money) are left justified.	It should be right justified.
Rates based on the database are editable.	It should not be editable.
When choosing the mode of payment, what data should be captured?	The group will ask the client on what data to capture.
When leaving the dorm, there's no validation about the balances on the account.	The system will check the account of the resident before leaving.
The placeholder on the templates of sms	It will be fixed.

text messaging and e-mail.	
Under report generation, should it be a line graph?	The graph will be changed to bar graph.
If the resident goes out/ in does he/ she need to login / logout every time?	Not every time you should log. If the resident will just buy outside the dormitory
The messages are only place holders?	The template under the messages, the place holders should be changed
What do you get when the transient / resident paid through bank deposit?	account name, transaction date, and amount are the details to be gotten
Under report generation is it all line graphs?	Bar graph for the use
When is the end of contract of residents?	Leave dorm
No verification if accounts are settled, violations if the resident will leave the dorm	User needs some details if the resident can leave or not
Rate on room rate under billing module	If blank it will not be saved
Figures about money	Right justified and it should have a comma
The rates should not be changed because they are based accounts	Item for discounts
Cheque number, bank deposit on remarks: what will be needed?	Account name, account number, and dates, deposit slip, capture image
Do you purge? How about after 10 years?	Create a back-up every year, that's the purpose of archive
Stress testing, simultaneous testing	No intervention from the developer

Certified correct:

Ralph Daphene B. Bangsail

Appendix E

USER'S MANUAL

181 North Place
Residence

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1.0 GENERAL INFORMATION

1.0 GENERAL INFORMATION

General Information section give details in general terms the system and the purpose for which it is intended.

1.1 System Overview

181 North Place Residences Monitoring System is an automated monitoring system that uses a biometric device for the time logs, have a database for keeping records and allow the sending of important notifications through SMS text messaging and e-mail that contains of the violations like curfew and not complying with the house rules, special announcements, new roommates, visitors, balances and payments due.

1.2 Organization of the Manual

The user's manual consists of five parts: General Information, System Summary, Getting Started, Using the System and Reporting. General Information section give details in general terms the system and the purpose for which it is intended.

System Summary section presents a general overview of the system. The summary delineates the uses of the system, system's configuration, user access levels and system's behaviour in case of any contingencies. Getting Started section describe how to install the system. Using The System section provides a detailed description of system functions.

2.0 SYSTEM SUMMARY

2.0 SYSTEM SUMMARY

System Summary section presents a general overview of the system. The summary delineates the uses of the system, system's configuration, user access levels and system's behaviour in case of any contingencies.

2.1 System Configuration

181 North Place Residences: Automated Monitoring System is a stand-alone system. It is compatible with Windows 7 or higher versions of operating system. The application requires internet connection to enable sending of text messages and e-mail to the residents, resident's parent or guardian. Data saved in database can be seen in the MySQL Workbench. After installing on the computer, 181 North Place Residences: Automated Monitoring System can be used immediately.

2.2 User Access Levels

The management is the only one who can use the system while, the resident can only use the biometric device.

2.3 Contingencies

In case of power outage data are not saved in internal memory of the operating device and there is no Internet connection available data cannot be saved in internal memory of the operating device, instead for the meantime use an Excel for the time-in and time-out of each resident as well as the visitors and record all the operations in the dormitory using forms. And when the power is already working, Back-up and Recovery is available for the management to input or upload the records. In case of data corruption, Back-up and Recovery is available to recover the previously backed-up records.

3.0 GETTING STARTED

3.0 GETTING STARTED

Getting Started section describe how to install the system.

3.1. Install WampServer

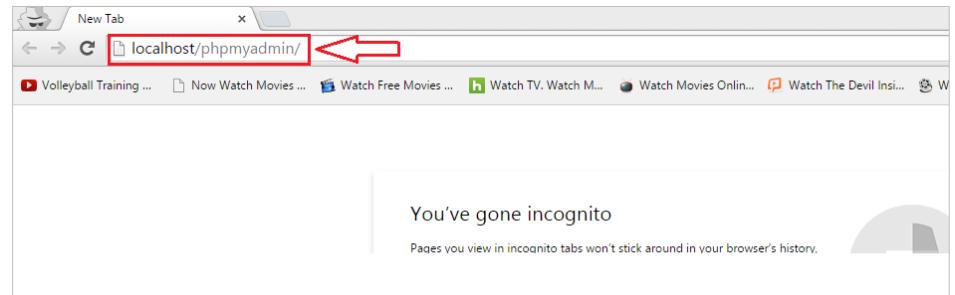
3.1.1. Download and install WampServer 32bit/64bit Version 2.5 or above from: <http://www.wampserver.com/en/>

3.2. Import Database using WampServer 2.5

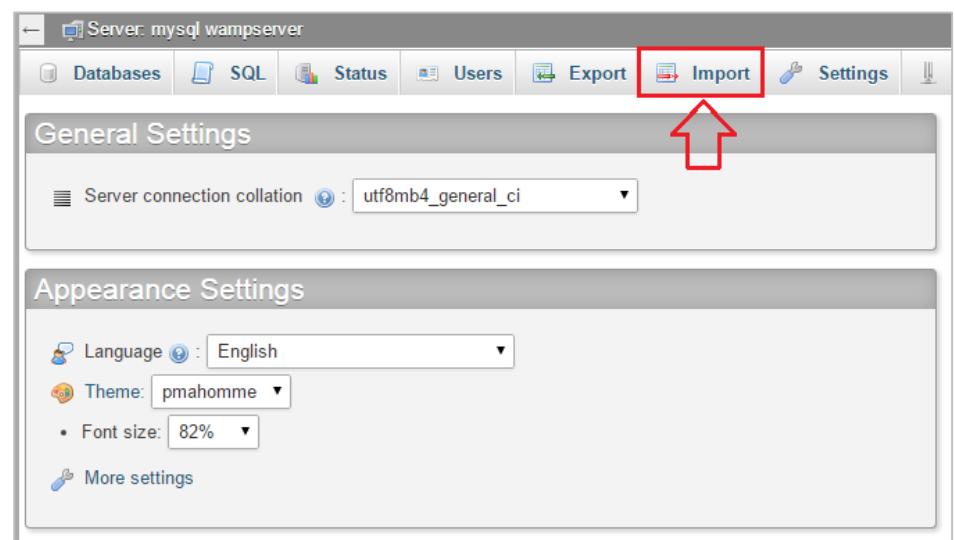
3.2.1. Import Database:

3.2.1.1. Go to your browser and then type into the address bar the following: <http://localhost/phpmyadmin/index.php>

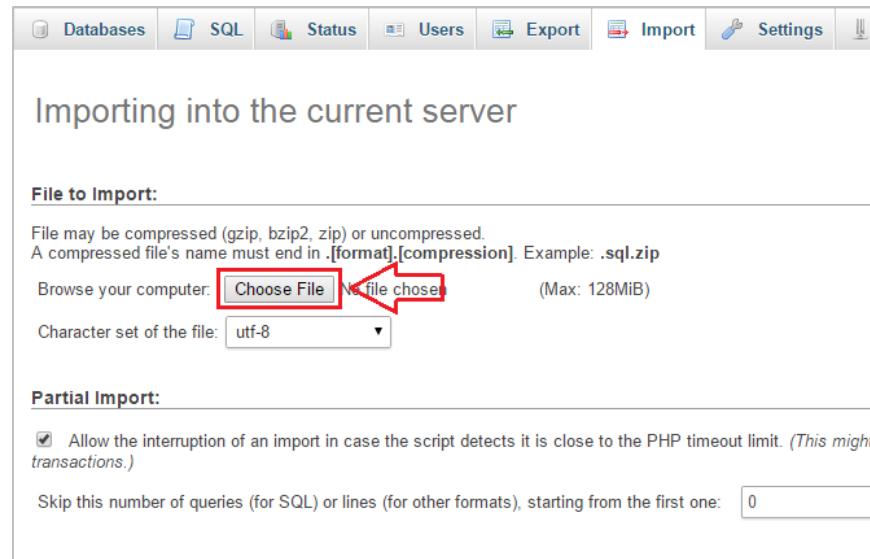
3.2.1.2. Press enter.



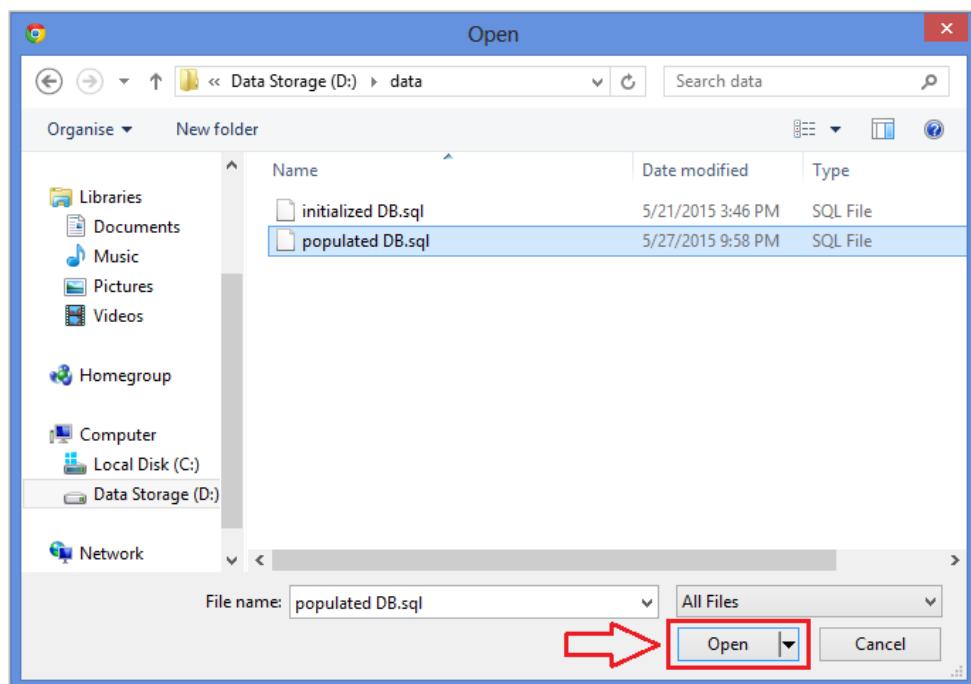
3.2.1.3. Press *Import*.



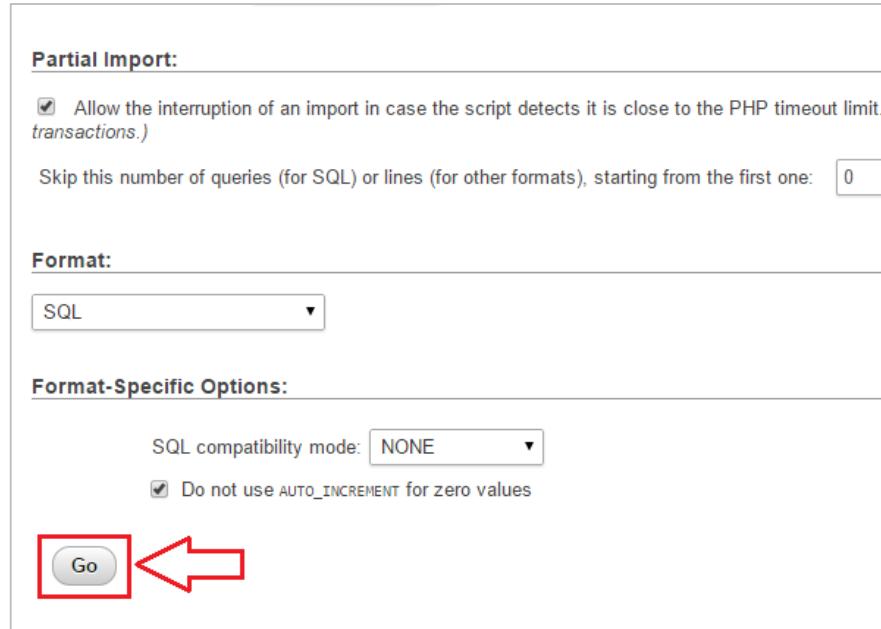
3.2.1.4. Press *Choose File*.



3.2.1.5. Choose the sql file (initialized DB.sql or populated DB.sql) provided: ..\data\initialized DB.sql or ..\data\populated DB.sql



3.2.1.6. Scroll down and Press Go.



3.2.1.7. Wait until it is finished. Then a message will prompt:



3.3. Install JDK

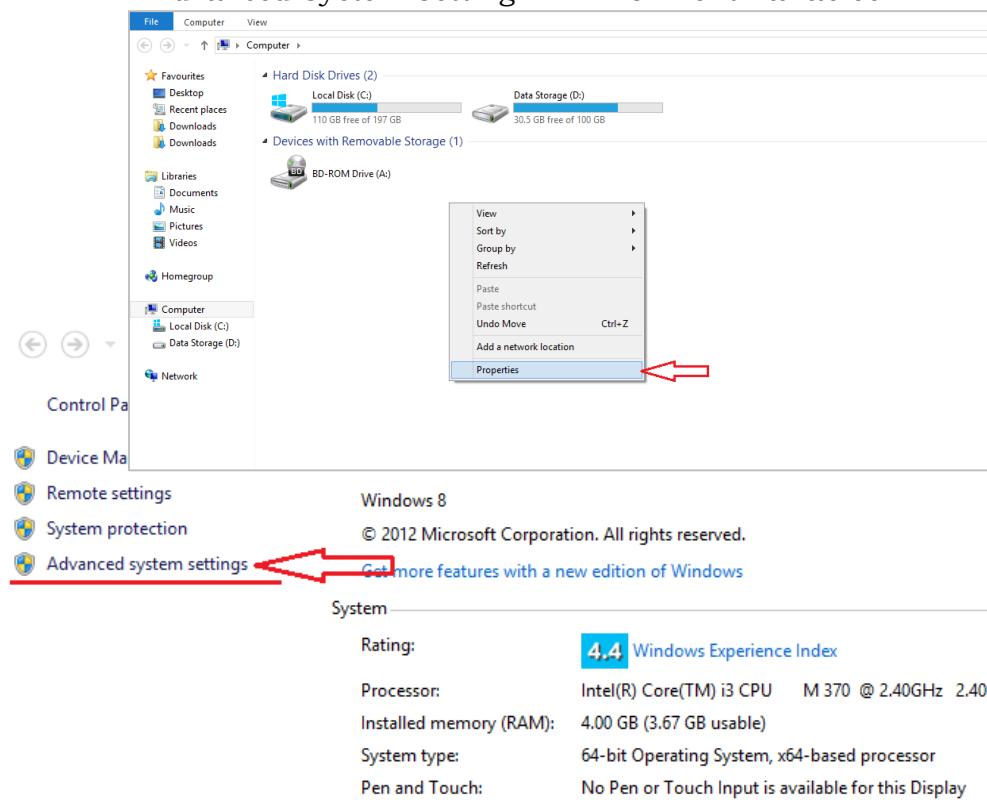
3.3.1 Download Java SE Development Kit 8(or above) Windows x64 and Windows x32 from:

<http://www.oracle.com/technetwork/java/javase/downloads/jdk8-downloads-2133151.html>

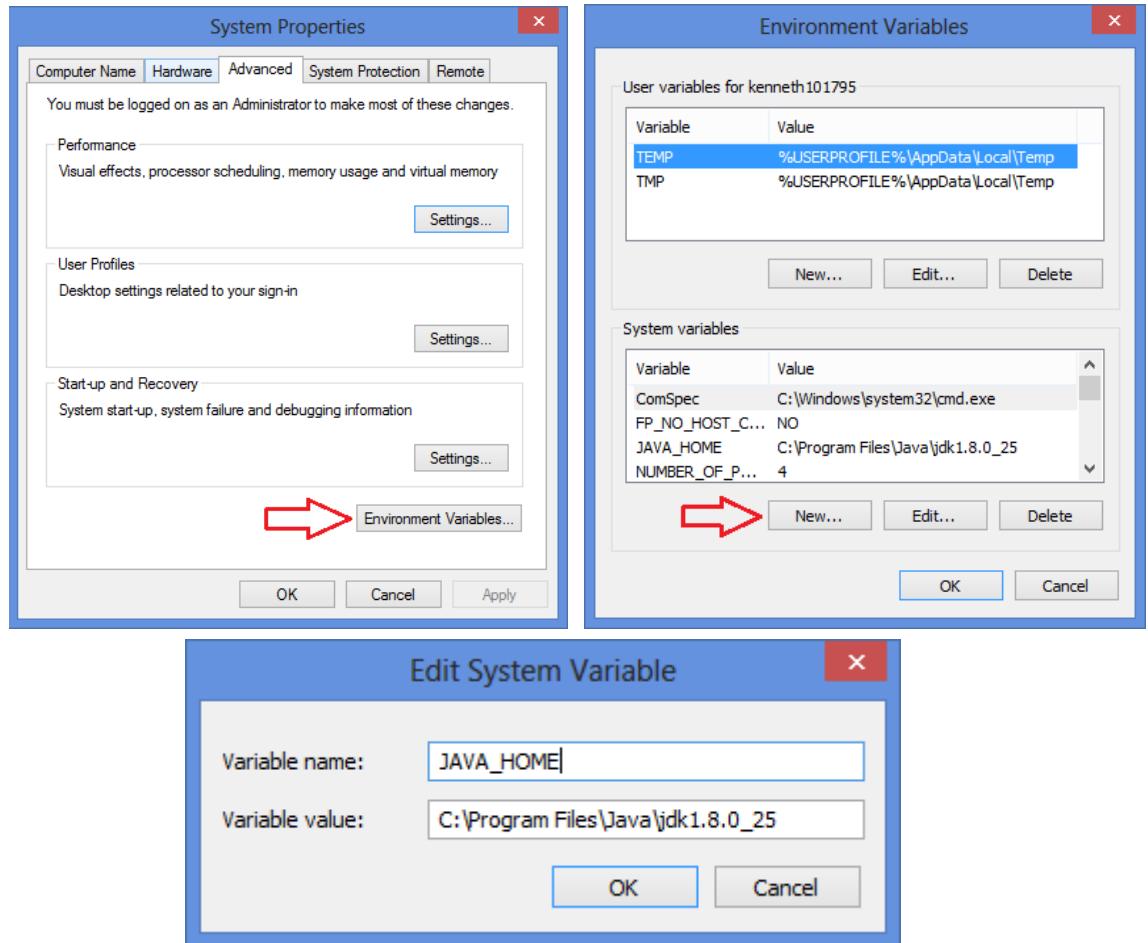
3.3.2. Install Java 8 SDK 64 bit

3.3.2.1. Add JAVA_HOME in System Variables

3.3.2.1.1. Go to Environment Variables: Computer > Properties > Advanced System Setting > Environment Variables



3.3.2.1.2. Then add JAVA_HOME with the path of the existing JDK
(eg. C:\Program Files\Java\jdk1.8.0_25)



3.4. Install U.are.U Driver

3.4.1. Install the Digital Persona U.ARE.U driver (SETUP.exe) provided
..\\res\\UareU\\SETUP.exe

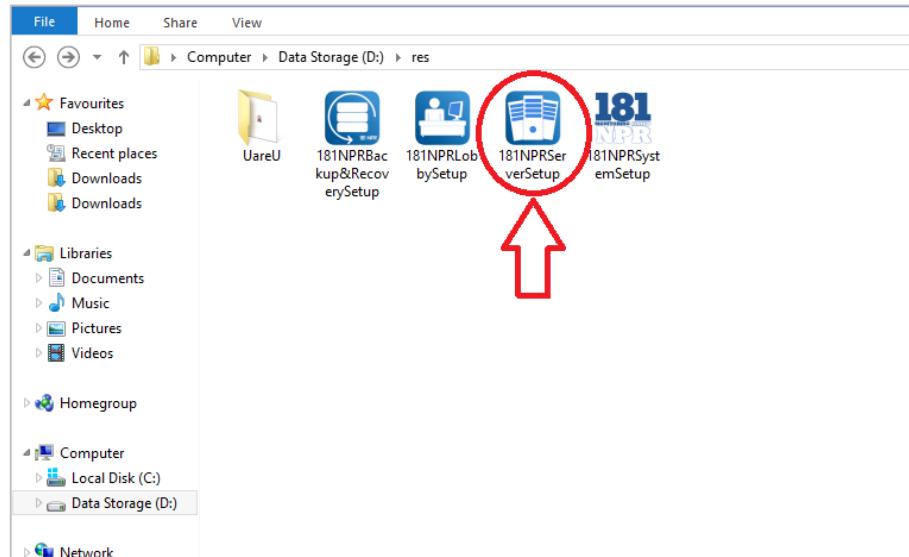


3.5. Install Server

3.5.1. Install the server system (181NPRServerSetup.exe) provided
..\\res\\181NPRServerSetup.exe

Note:

Open command prompt to check ipv4 address by typing “ipconfig”. The ipv4 address will be used to connect the Lobby Unit.

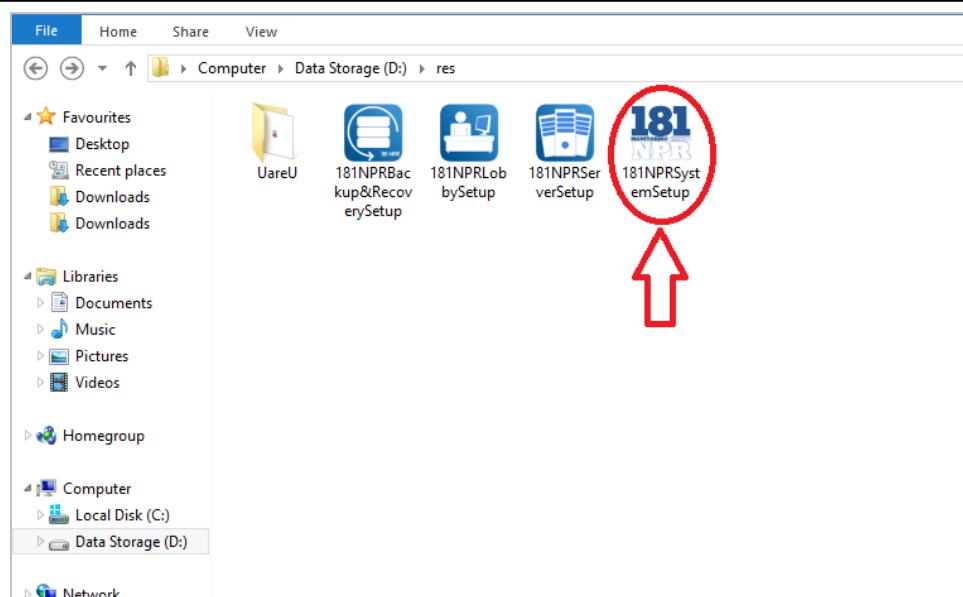


3.6. Install Monitoring System

3.6.1. Install the main system (181NPRSystemSetup.exe) provided
..\\res\\181NPRSystemSetup.exe

Note:

Open command prompt to check ipv4 address by typing “ipconfig”. The ipv4 address will be used to connect the Lobby Unit.

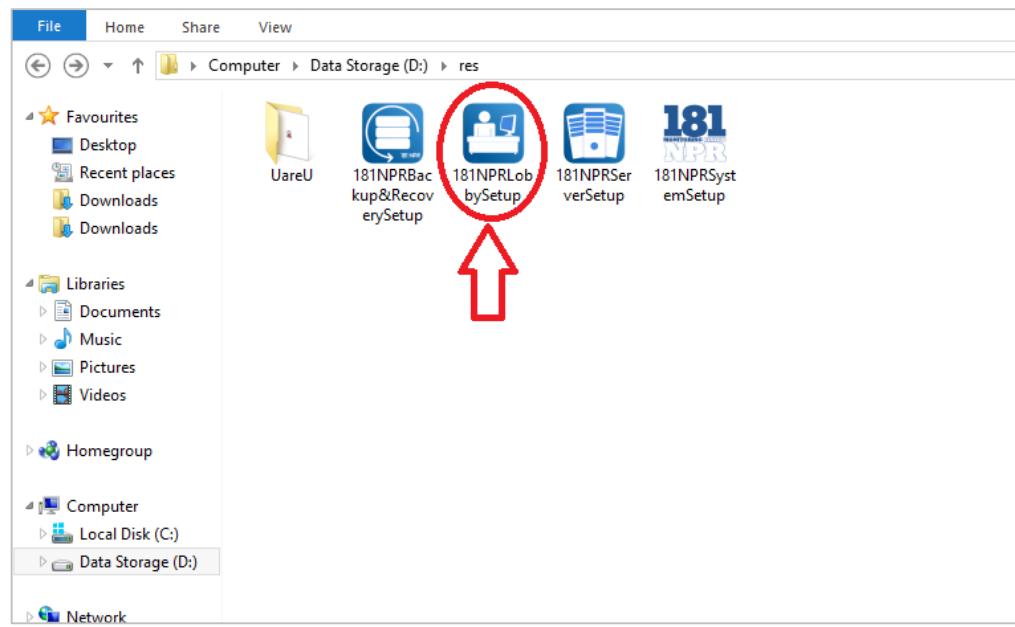


3.7. Install Lobby System

3.7.1. Install the lobby system (181NPRLobbySetup.exe) provided
..\\res\\181NPRLobbySetup.exe

Note:

Make sure the lobby unit, monitoring system and the server are in one (1) network. If the lobby unit is not connected to the server, type the ipv4 address of the server in the prompt message asking for ipv4 address.

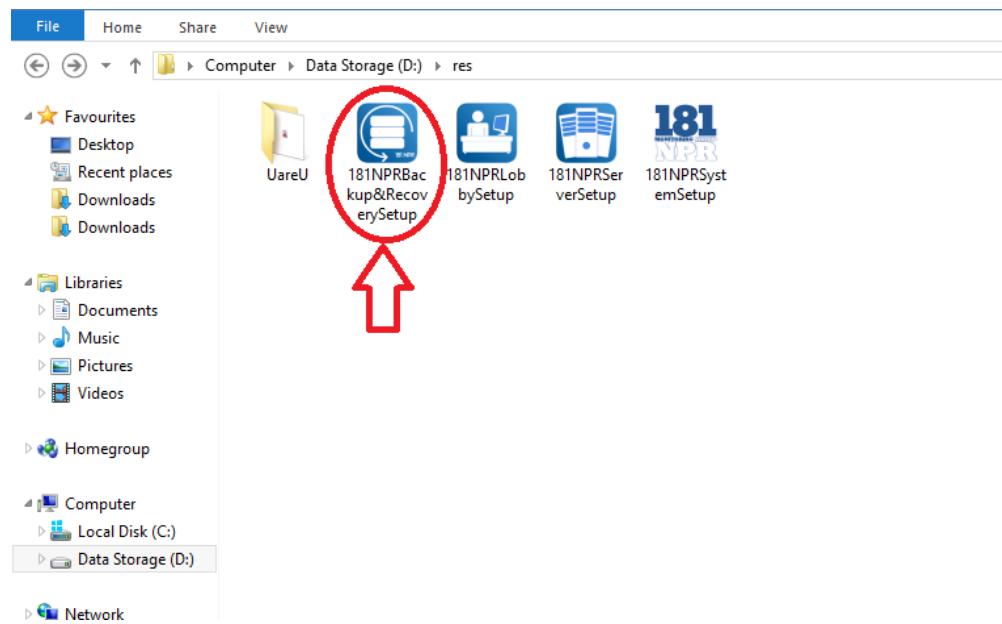


3.8. Install Backup and Recovery

3.8.1. Install the backup and recovery system

(181NPRBackup&RecoverySetup.exe) provided

..\\res\\181NPRBackup&RecoverySetup.exe



4.0 USING THE SYSTEM

4.0 USING THE SYSTEM

Using The System section provides a detailed description of system functions.

4.1 Launching the System

4.1.1 Launching the Server



4.1.1.1 Click the icon to access the server.

START

4.1.1.2. To start the server click .

RESTART

4.1.1.3. To restart the server click .

STOP

4.1.1.4. To stop the server click .

***Note: You cannot access the system without starting the server.*

4.1.2 Launching the Monitoring System



4.1.2.1. Click the icon to access the monitoring system.

4.1.2.2. To start the system, a log-in interface will prompt.

4.1.3 Launching the Lobby System



4.1.3.1. Click the icon to access the lobby.

4.1.4 Launching the Backup and Recovery



4.1.4.1. Click the icon to access the back-up and recovery of the system.

4.2 Admin

4.2.1 Login

4.2.1.1. To Login type the credentials of the admin, the username and the password.

4.2.1.2. Click 

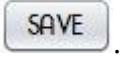
4.2.2 Add Admin

First Option:

4.2.2.1. Click the admin picture, located at the upper left of the interface.

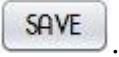
4.2.2.2. Click List of Admins.

4.2.2.3. Click Add Administration, located at the lower left of the interface.

4.2.2.4. After filling up the information, click .

Second Option:

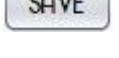
1. Click 
2. Click 
3. Click 

4. After filling up the information, click .

4.2.3 Edit Profile

4.2.3.1. Click the admin picture, located at the upper left of the interface.

4.2.3.2. Click Edit Profile.

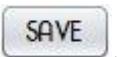
4.2.3.3. After editing, click .

4.2.4 Change Password

4.2.4.1. Click the admin picture, located at the upper left of the interface.

4.2.4.2. Click Change Password.

4.2.4.3. Type the current password, the new password and the confirmation of the new password.

4.2.4.4. Click .

4.2.5 Logout

4.2.5.1. Click the Admin picture, located at the upper left of the interface.

4.2.5.2. Click Logout.

4.2.6 iLogBook

4.2.6.1. Click .

4.2.6.2. Click .

4.2.7 Admin Privileges

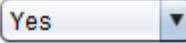
4.2.7.1 Accounts

4.2.7.1.1. Click 

4.2.7.1.2. Click  Admin Privileges

4.2.7.1.3. Click  Accounts.

4.2.7.1.4. Input the new Default Accounts.



4.2.7.4.1 The  beside the Biometrics is used when the biometric is available (Yes) and unavailable (No).

4.2.7.1.5. To adjust the curfew hour:

 Curfew 10 0 0 PM

4.2.7.1.5.1 Click

4.2.7.1.5.2 Adjust the hour, minute, second, and period.



4.2.7.1.6. Click 

4.2.7.1.7. Click  to go back to the Admin Privileges menu.

4.2.7.2 Manage Furniture

4.2.7.2.1. Click 

4.2.7.2.2. Click  Admin Privileges



4.2.7.2.3. Click  Manage Furniture.

4.2.7.2.4. Check the furniture to be edited.



4.2.7.2.5. Click 

4.2.7.2.5.1 Edit the data to be edited.



4.2.7.2.5.2 Click 

4.2.7.2.6. Click  , to add a new furniture.

4.2.7.2.6.1 Input the information of the furniture.



4.2.7.2.6.2 Click 

4.2.7.2.7. Click  to go back to the Admin Privileges menu.

4.2.7.3 Room Rate

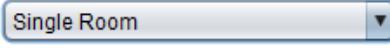
4.2.7.3.1. Click 



4.2.7.3.2. Click **Admin Privileges**



4.2.7.3.3. Click **Room Rate**.



4.2.7.3.4. Select the room type

4.2.7.3.5. Input the new room rate.



4.2.7.3.6. Click .



4.2.7.3.7. Click **←** to go back to the Admin Privileges menu.

4.2.7.4 Shuttle Rate



4.2.7.4.1. Click .



4.2.7.4.2. Click **Admin Privileges**



4.2.7.4.3. Click **Shuttle Rate**.

4.2.7.4.4. Input the new Shuttle rate for Daily or Monthly.



4.2.7.4.5. Click .



4.2.7.4.6. Click **←** to go back to the Admin Privileges menu.

4.2.7.5 Transient Rate



4.2.7.5.1. Click .



4.2.7.5.2. Click **Admin Privileges**



4.2.7.5.3. Click **Transient Rate**

4.2.7.5.4. To change the Family rate and Regular rate of the:

4.2.7.5.4.1 Current Transient Rate

4.2.7.5.4.1.1 Input the new Family Rate and Regular Rate

4.2.7.5.4.2 Current Extra Beddings Rate

4.2.7.5.4.2.1 Input the new Family Rate and Regular Rate

4.2.7.5.4.3 Current Private Suite Rate

4.2.7.5.4.3.1 Input the new Family Rate and Regular Rate



4.2.7.5.5. Click .



4.2.7.5.6. Click **←** to go back to the Admin Privileges menu.

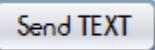
4.2.8 Notification

4.2.8.1. Click 

4.2.8.2. Click [Notification](#).

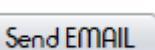
4.2.8.3. Click *Residents*:

4.2.8.3.1 Select a resident.

4.2.8.3.2 Click  ,

4.2.8.3.2.1 Select the template in the drop down list

4.2.8.3.2.2 Click .

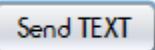
4.2.8.3.3 Click  ,

4.2.8.3.3.1 Select the template in the drop down list

4.2.8.3.3.2 Click .

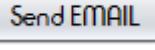
4.2.8.4. Click *Transients and Reservations*:

4.2.8.4.1 Select a transient or reserver

4.2.8.4.2 Click  ,

4.2.8.4.2.1 Select the template in the drop down list

4.2.8.4.2.2 Click .

4.2.8.4.3 Click  ,

4.2.8.4.3.1 Select the template in the drop down list

4.2.8.4.3.2 Click .

4.2.8.5. Click  to go back to the main menu.

4.2.8.1 Sent Box

4.2.8.1.1. Click *SENT BOX*, at the upper left corner of the window. It will display the Time, Name of the receiver, the communication used (email or text), the type of the message, and the table where it came from.

4.2.8.1.2. To view the Message Details, double click the row.

4.3 Lobby

4.3.1 Time-in and Time-out of resident

4.3.1.1. By default, the Resident Time In/Out interface will automatically appear.

4.3.1.2. For the resident to time in/out, click  .
4.3.1.3. Then, place the registered fingerprint of the resident in the fingerprint scanner.

4.3.1.3.1 If the fingerprint is recognized, the resident's name and status (logged in/out), will appear.
4.3.1.3.2 If the fingerprint is not recognized within three consecutive tries, the resident will type his/her ID number, then click  .

4.3.1.3.2.1. If the the ID number is recognized, a Successful dialog box will appear, click  .

4.3.1.3.2.2 If ID number is not recognized, Unsuccessful dialog box will appear, click  to re-enter the resident ID number.



4.3.1.4. Click the  to go back to the main menu of the Lobby Interface.

4.3.1.1 Register Fingerprint

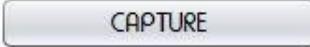
4.3.1.1.1. Click the  .

4.3.1.1.2. Input the Admin Credentials.

4.3.1.1.3. Select the resident to be registered.

4.3.1.1.4. Right Click the Finger 1.

4.3.1.1.5. Click *Register*.

4.3.1.1.6. Click  .

4.3.1.1.7. Place the finger to be registered.

4.3.1.1.8. Click the *Validate 1*, then place the finger that was register.

Note: Fingerprint Match will be shown if the finger print are matched, Fingerprint Unmatched will be shown if fingerprint are unmatched.

4.3.1.1.9. Click the *Validate 2*, then place the finger that was registered.

Note: Fingerprint Match will be shown if the finger print are matched, Fingerprint Unmatched will be shown if fingerprint are unmatched.

4.3.1.1.10. Repeat step 6 to 9 for the Fingerprint 2.

4.3.1.1.11. Click  .

4.3.2 Visitors Log-in

4.3.2.1. By default, the Resident Time In/Out interface will automatically appear.



4.3.2.2. Click the  .



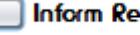
4.3.2.3. Click  .

4.3.2.4. Fill up the information.

4.3.2.5. Select the reason for visiting.

4.3.2.6. Select the resident name to whom he will visit.

**NOTE: But if the reason is for inquiring no need to select the resident name.*

4.3.2.7. If the visitor would like to inform the resident about his visit click the  .

4.3.2.8. Click  .



4.3.2.9. Click the to go back to the main menu of the Lobby Interface.

4.3.3 Visitors Log-out

4.3.3.1. By default, the Resident Time In/Out interface will automatically appear.



4.3.3.2. Click the .



4.3.3.3. Click [Visitor Login](#).



4.3.3.4. Click the , located at the upper left.

4.3.3.5. Select the visitor name or the name of the resident in the 'Group Visit' that will logout. You can also search the name in the search field provided.



4.3.3.6. Click .



4.3.3.7. Click the to go back to the main menu of the Lobby Interface.

4.3.4 Resident Search



4.3.4.1. To search for a resident, click the [Resident Search](#).

4.3.4.2. Resident's name can be type in the search box.



4.3.4.3. Click the to go back to the main menu of the Lobby Interface.

4.3.5 Permit to use the Building Premises

***NOTE: Permit to use the building premises is use for group visit, meetings and other matter that will need a venue inside the dormitory.*

4.3.5.1. By default, the Resident Time In/Out interface will automatically appear.



4.3.5.2. Click the .



4.3.5.3. Click [Visitor Login](#).

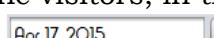


4.3.5.4. Click the , located at the lower left.

4.3.5.5. Select the area from which they will reserve.



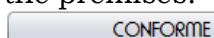
4.3.5.6. Click the to add the number of Guest, then fill up the names of the visitors, in the text field provided.



4.3.5.7. Click the to select the date on when to use the premises.



4.3.5.8. Click the to select the start and end time in using the premises.



4.3.5.9. Click the to validate the resident's finger print.



4.3.5.10. Click the to know the rules in using the premise.

4.3.5.11. Click  .

4.3.5.12. Click  to go back to the previous button.

4.3.5.13. Click the  to go back to the main menu of the Lobby Interface.

4.4 Resident

4.4.1 Reservation



4.4.1.1. Click .



4.4.1.2. Click [Reservation](#) .



4.4.1.3. Click [Resident](#) .

4.4.1.4. After filling up the information, click  .

4.4.1.5. Click  .



***Note: you can click the  to clear all the information that you have just encoded.*

4.4.1.6 iFloorPlan



4.4.1.6.1. Click the  .

4.4.1.6.2. In the **DORM:**  , you can select on what dorm the resident will be staying.

4.4.1.6.3. Click the room number and it will be selected automatically.

LEGEND:

 UNOCCUPIED
 NOT AVAILABLE

 FULLY OCCUPIED
 PARTIALLY OCCUPIED

***Note:*

1. UNOCCUPIED - the room is available for renting.
2. FULLY OCCUPIED - the room is not available for renting.
3. PARTIALLY OCCUPIED - the room is partially occupied, it can be rented depending on the number of the vacant slot/s.
3. NOT AVAILABLE - the room is not available because it is under maintenance.

4.4.2 Registration



4.4.2.1. Click .



4.4.2.2. Click **Reservation**.

4.4.2.3. Right click the name of the person under the "Tentative List of Resident(s)":

4.4.2.3.1 If you want to cancel the reservation, click **Cancel**.

4.4.2.3.2 If you want to register the reservation and continue, click **Register**.

4.4.2.3.2.1 Upon clicking the **Register**, you will now be able to add information about the resident.

4.4.2.3.2.2. To upload a picture, click on the

Upload Picture

4.4.2.3.2.3. To add furniture/s, click

Inventory Form

4.4.2.3.2.3. To add gadget/s or appliance/s, click

Inventory Form

4.4.2.4. After typing the information of the resident:

4.4.2.4.1. Click the **Save** on the *registration form* to save the data on the under the resident's name.

4.4.2.4.2. Click the **Preview** on the *registration form* to preview the data on the under the resident's name.

4.4.2.4.3. Click **Cancel** on the *registration form* to cancel the registration form go back to the *main menu*.

4.4.2.5 Add furniture

4.4.2.5.1. Under the registration, click

Inventory Form

4.4.2.5.2. Click on the **Room Inventory** under the *Room Inventory* table.

4.4.2.5.3. Upon clicking, select a furniture from the left table (list of available furniture will be listed here).

4.4.2.5.4. After selecting a furniture, click **>** to assign the furniture to the resident.

4.4.2.5.5. If you want to remove a furniture from the *list of furniture(s) on the right table*, click **<**.

4.4.2.5.6. Click **Cancel** to cancel the assigned furniture on the resident and go back to the *inventory form*.

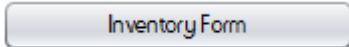
4.4.2.5.7. Click **Confirm** to assign the furniture on the resident and go back to the *inventory form*.

4.4.2.5.7.1. Click the **Save** on the *inventory form* under the *Room Inventory* table to save the confirmed furniture on the resident's name.

4.4.2.5.7.2. Click the **Preview** on the *inventory form* under the *Room Inventory* table to preview the confirmed furniture on the resident's name.

4.4.2.5.7.3. Click **Clear** on the *inventory form* under the *Room Inventory* table to clear all the confirmed furniture on the resident's name.

4.4.2.6 Add Gadget

4.4.2.6.1. Under the registration, click 

[Inventory Form](#)

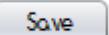
4.4.2.6.2. To assign number of gadget/s or appliance/s, click the arrow up to add more gadgets, and arrow down to

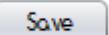


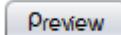
lessen the number of gadgets on the

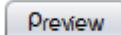
4.4.2.6.3. To input the gadget/s or appliance/s in the *Appliance and Gadget Inventory* table, type on the columns on the table.

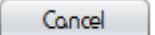
4.4.2.6.4. After typing the gadget/s or appliance/s in the *Appliance and Gadget Inventory* table:

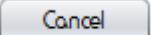


4.4.2.6.4.1. Click the  on the *inventory form* under the *Appliance and Gadget Inventory* table to save the gadget/s or appliance/s on the resident's name.



4.4.2.6.4.2. Click the  on the *inventory form* under the *Appliance and Gadget Inventory* table to preview the gadget/s or appliance/s on the resident's name.



4.4.2.6.4.3. Click  on the *inventory form* to cancel the inventory form on the resident's name and go back to the *registration form*.

4.4.3 Activation



4.4.3.1. Click .



4.4.3.2. Click [Residents](#).

4.4.3.3. The list of residents will appear, right click on the name of a specific resident:

3.1. To activate the use of biometrics of a resident, click *Activate Biometrics*.

3.2. To deactivate the use of biometrics of a resident, click *Deactivate Biometrics*.

3.3. To view profile of a resident, click *View Profile*.

3.4 To change the room of a resident, click *Change Room*.

3.5. If a resident will leave the dorm permanently, click *Leave Dorm*.



4.4.3.4. Click the  to go back to the main menu.

4.4.4 Edit Resident Profile



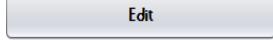
4.4.4.1. Click .



4.4.4.2. Click [Residents](#).

4.4.4.3. The list of residents will appear, right click on the name of a specific resident, to view profile of a resident, click *View Profile*.

4.4.4.3.1. To edit the information of a resident, click.

 Edit

4.4.4.3.2. To change the resident's profile picture, click

4.4.4.4 View Profile

4.4.4.4.1 Edit Profile



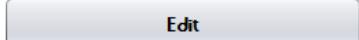
4.4.4.4.1.1. Click .



4.4.4.4.1.2. Click  Residents .

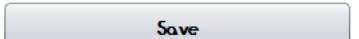
4.4.4.4.1.3. The list of residents will appear, right click on the name of a specific resident.

4.4.4.4.1.4. Click *View Profile*.

 Edit

4.4.4.4.1.5. Click  Save .

4.4.4.4.1.6. Change the Information that needs to be change.

 Save

4.4.4.4.1.7. Click .

4.4.4.4.2 Edit Furniture and Gadget



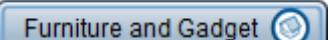
4.4.4.4.2.1. Click .



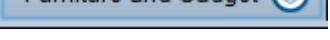
4.4.4.4.2.2. Click  Residents .

4.4.4.4.2.3. The list of residents will appear, right click on the name of a specific resident.

4.4.4.4.2.4. Click *View Profile*.

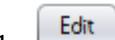
 Furniture and Gadget



4.4.4.4.2.5. Click the  Furniture and Gadget , located at the upper left.

4.4.4.4.2.6. To edit the information of a gadget:

4.4.4.4.2.6.1 Select a gadget.

 Edit

4.4.4.4.2.6.2 Click .

4.4.4.4.2.6.3 Edit the information.

 Save

4.4.4.4.2.6.4 Click .

4.4.4.4.2.7. To add a gadget:

 Add

4.4.4.4.2.7.1 Click .

4.4.4.4.2.7.2 Input the information of the gadget.

 Save

4.4.4.4.2.7.3 Click .

4.4.4.4.2.8. To assign a furniture to a resident.

4.4.4.4.2.8.1 Select a furniture in the *Room Furniture List*

 >

4.4.4.4.2.8.2 Click .

4.4.4.4.2.9. To remove a furniture assigned to a resident:

4.4.4.4.2.9.1 Select a furniture in the *Resident Furniture List*

 <

4.4.4.4.2.9.2 Click .

4.4.4.5 Change Room



4.4.4.5.1. Click .



4.4.4.5.2. Click Residents .

4.4.4.5.3. The list of residents will appear, right click on the name of a specific resident.

4.4.4.5.4. Click Change Room.

4.4.4.5.5. Select the new room of the resident by selecting:

4.4.4.5.5.1 In the drop down



4.4.4.5.5.2 By using the FloorPlan



4.4.4.5.6. Click .

4.4.5 Billing



4.4.5.1. Click .



4.4.5.2. Click Billing

4.4.5.3. Search a resident in the search bar.

4.4.5.4. Click All Resident to filter by category.

4.4.5.5 Statement of Account



4.4.5.5.1. Click .



4.4.5.5.2. Click Billing

4.4.5.5.3. Search a resident in the search bar.

4.4.5.5.4. Click All Resident to filter by category.

4.4.5.5.5. If you want to check the statement of account of a resident just right click on the resident's name and click

Statement of Accounts

4.4.5.5.6. After clicking on the statement of accounts you can edit the monthly rate(room rate per 30 days), the shuttle rate which is monthly or the number of rides a resident accumulated within the day. If it is monthly just click on the radio button for monthly, but if the resident accumulated the number of rides just click on

the radio button rides and click Date/s Availed and by

double clicking on the **Number of Rides** column you can already input the number of rides of a resident and it will already count, also choose the gadget of the resident that he/she will pay, you can also put your remarks.

***Note: in the Date/s Availed, double click the space provided on the right side of the date, then type the number of rides the resident accommodated.*



4.4.5.5.7. Click .

4.4.5.6 Payment of Remittance



4.4.5.6.1. Click .



4.4.5.6.2. Click **Billing**

4.4.5.6.3. Search a resident in the search bar.

4.4.5.6.4. Click **All Resident** to filter by category.

4.4.5.6.5. If a resident will pay for his/her monthly billing just right click on the resident's name and click **Monthly Billing**.

4.4.5.6.6. If the resident will pay all (Room rate, Shuttle service, additional appliance/ gadget and additional 10%(if applicable)) click on the check boxes of the room rate, Shuttle service, additional appliance/ gadget and additional 10% and the total amount will be automatically be shown at the total amount field.

4.4.5.6.7. A resident can also pay the room rate only, the shuttle rate only, the appliance only and the additional 10% only just click on the check boxes for those fields.

4.4.5.6.8. The total amount, amount paid, and balance are shown, under the amount paid you can enter the amount that the resident will be paying.

4.4.5.6.9. You can also enter your remarks.



4.4.5.6.10. Click .

4.4.6 Leave



4.4.6.1. Click .



4.4.6.2. Click **Residents**.

4.4.6.3. The list of residents will appear, right click on the name of a specific resident.

4.4.6.4. Select *Leave Dorm*.

4.5 Transient



4.5.1. Click .



4.5.2. Click [Registration](#).

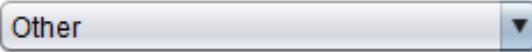


4.5.3. Click [Transient](#).

4.5.4. Fill up the necessary information.

4.5.5. If the transient is related to a resident and do not want to stay at the same room with the resident:

4.5.5.1 Click the [Resident's Name](#) and select the name of the resident.



4.5.5.2 Click [Other](#) to select the relationship of the transient to the resident.



4.5.5.3 Click the [FloorPlan](#) and select the room.



4.5.5.4 Click the [Arrival Date](#) and [Departure Date](#) to choose the date of arrival and departure.



4.5.5.5 Click [Add Guest](#) to add additional guest, then fill up the names in the text field provided.

4.5.5.6 Input the monetary charge per person of the transient.

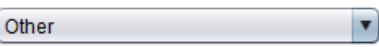


4.5.5.7 If extra bedding is needed, click [Extra Bed/s](#) beside the [No. of Extra Bed/s](#), then input the bed charge.

4.5.5.8 Input the [Total Amount](#) and the [Amount Paid](#).

4.5.6. If the transient is related to a resident and would like to stay at the same room with the resident:

4.5.6.1 Click [Resident's Name](#) and select the residents name



4.5.6.2 Click [Other](#) to select the relationship of the transient to the resident.

4.5.6.3 Click [Same room with resident](#).

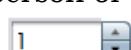


4.5.6.4 Click the [Arrival Date](#) and [Departure Date](#) to choose the date of arrival and departure.



4.5.6.5 Click [Add Guest](#) to add additional guest, then fill up the names in the text field provided.

4.5.6.6 Input the monetary charge per person of the transient.



4.5.6.7 If extra bedding is needed, click [Extra Bed/s](#) beside the [No. of Extra Bed/s](#), then input the bed charge.

4.5.6.8 Input the [Total Amount](#) and the [Amount Paid](#).

4.5.7. If the transient is not related to a resident:



4.5.7.1 Click the [FloorPlan](#) and select the room.

4.5.7.2 Click the  to choose the date of arrival and departure.

4.5.7.3 Click  to add additional guest, then fill up the names in the text field provided.

4.5.7.4 Input the monetary charge per person of the transient.

4.5.7.5 If extra bedding is needed, click  beside the *No. of Extra Bed/s*, then input the bed charge.

4.5.7.6 Input the *Total Amount* and the *Amount Paid*.

4.6 Back-up and Recovery



4.6.1. Click the  to open the Back-up and Recovery.

Backup Database:

4.6.1.1.A summary of the database tables is shown as a reference in the backing up of the database.

4.6.1.2. Click , to back-up the current database.

Down System Back-up:

4.6.2. Billing:



4.6.2.1 Click 

4.6.2.2 Select the resident to whom his/her statement of account or payment remittance must be added.

4.6.2.3 Right Click the name of the resident to select form *Statement of Account and Payment Remittance*.

4.6.2.4 Fill up necessary information.

4.6.2.5 Click  or .

4.6.3. Reservation:



4.6.3.1. Click 

4.6.3.2 Fill up the necessary information of the reserver.

4.6.3.3 Click .

4.6.4. Registration:



4.6.4.1 Click 

4.6.4.2 Fill up the necessary information.

4.6.4.3 Click .

4.6.5. Transient:



4.6.5.1 Click [Transient](#).

4.6.5.2 Fill up the necessary information.

.

4.6.5.3 Click

4.6.6. Time in/out:



4.6.6.1 Click [Time In/Out](#).

.

4.6.6.2 Click to upload an Excel file that contains the logs of the resident.

.

4.6.6.3 Click to compare the value of the Excel file to the database.

4.6.6.4 The affected row/s will be shown in the Logs.

***NOTE: Fixed the rows in the Excel file that were affected, then re-upload the Excel file. A successful message will be shown if there are no more rows that were invalid.*

4.6.7. Visitor Login:



4.6.7.1 Click [Visitor Login](#).

4.6.7.2 Fill up the necessary information.

.

4.6.7.3 Click

Recover Database:

4.6.8.1. Click to upload a new database.

4.6.8.2. Click .

4.7 Report Generation



4.7.1. Click



4.7.2. Click [Reports](#).

4.7.3. Click and select on what result to be shown.

**Note: you can select, Number of Reservation, Number of Registration, Number of Late Residents and Number of Payers.*

2014

to select on what year.

4.7.4. Click

to select time period.



4.7.6. Click  to export the result to Excel, PDF and Image.

4.7.7 Archives



4.7.7.1. Click 



4.7.7.2. Click  to show the list of the Personal Information, Contact Information, Address and Status of the resident.



4.7.7.2.1 Click  to export the information to PDF.



4.7.7.2.2 Click  to export the information to Excel.



4.7.7.3. Click  to show the list of the Personal Information, Check-In Details, and Guest of each transient.



4.7.7.3.1 Click  to export the information to PDF.



4.7.7.3.2 Click  to export the information to Excel.



4.7.7.4. Click  to show the list of the visitors.



4.7.7.4.1 Click  to export the information to PDF.



4.7.7.4.2 Click  to export the information to Excel.



4.7.7.5. Click  to show the list of Administrator's information.



4.7.7.5.1 Click  to export the information to PDF.



4.7.7.5.2 Click to export the information to Excel.



4.7.7.6. Click to show the list Resident. It will show the Personal Information, Contact Information, Father Information, Mother Information, Guardian Information and Guardian Address.



4.7.7.6.1 Click to export the information to PDF.



4.7.7.6.2 Click to export the information to Excel.



4.7.7.7. Click to show the list of all the reserver in 181 North Place Residences.



4.7.7.7.1 Click to export the information to PDF.



4.7.7.7.2 Click to export the information to Excel.



4.7.7.8. Click to show the logs of the resident.



4.7.7.8.1 Click to export the information to PDF.



4.7.7.8.2 Click to export the information to Excel.



4.7.7.9. Click to show the Account Summary, the Transient and Resident's Date Paid, Name, Received by and Amount Paid.



4.7.7.9.1 Click to export the information to PDF.



4.7.7.9.2 Click to export the information to Excel.



4.7.7.10. Click to show the room details. It shows the Dorm Number, Room Id, Room Number, Room Type and Room Status.



4.7.7.10.1 Click to export the information to PDF.



4.7.7.10.2 Click to export the information to Excel.



4.7.7.11. Click **Furnitures** to show the Furnitures of the dormitory. It shows the Item Name, Control Number, Color, Brand and Purchase Date.



4.7.7.11.1 Click to export the information to PDF.



4.7.7.11.2 Click to export the information to Excel.



4.7.7.12. Click **Resident** to show the list of Resident who left the dormitory. It shows the Personal Information, Contact Information, Address and Status of the resident.



4.7.7.12.1 Click to export the information to PDF.



4.7.7.12.2 Click to export the information to Excel.