**MINI PROJECT – I**

**(2019-20)**

# <Document Management System> <Group No>

**SYNOPSIS**



**Institute of Engineering & Technology**

**Team Members**

Ayushi Srivastava

(University Roll No -171500080)

Nupur Dhawan

(University Roll No-171500211)

Vaishnavi Gupta

(University Roll No-171500371)

## Supervised By

**Mr.Pankaj Kapoor**

**Asst. Professor**

**Department of Computer Engineering & Applications**

**About the Project:**

Document management system (DMS) is designed to organize documents and certificates digitally. As it is started in paper form which is now converted into scanning copies in software which is easy to store, can be accessed or retrieved universally and provides security.

We need our documents for various purpose. By using this system you can have access to your documents any time when needed.

* There will be no need to go from one office to another and you will get your documents on time.
* It will display the document maintenance of students and faculties.
* Students will not have to wait about the approval of application from the higher authorities for a longer time.
* Documents withdrawal from the higher authority will be faster.
* It will ease the students for scanning and retrieve the documents.
* It will reduce the paper work and maintenance of the document withdraw applications will be diminish.

This create the collection of documents in effective manner and it will be more secure (no one can take out the documents without the login id).

**Motivation:**

We are motivated to create this project because it Ensure compliance with laws and regulations which require companies to implement document tracking procedures.

It provide –

->Security. Prevent unauthorized alteration or destruction of data.

->Accountability. Provide audit trails as well as user logs and record activity.

->Universal accessibility. A web-based document management system enables employees to retrieve documents wherever they are.

-> Process consistency. Enforce strict adherence to filing, naming conventions, and workflow processes

.

**Future Prospects:**

Maintenance of file will be more accurate.

Once our data is stored we can again reuse the data .

It diminish the time usage.

In-expensive.

Simple.

**Requirements:**

**a )Hardware:**

Processor : Intel(R) Core(TM) i3-6006U CPU @ 2.00GHz 2.00 GHz

RAM: 4.00 GB

System type: 64- bit Operating System, x64- based process

Computer system

b) **Software:**

HTML

CSS

JAVASCRIPT

VB

**Tools and Technology used:**

**HTML**: Hypertext Markup Language (HTML) is the standard markup language for creating web pages and web applications. With Cascading Style Sheets (CSS) and JavaScript, it forms a triad of cornerstone technologies for the WWW  receive HTML documents from a web server or from local storage and render the documents into multimedia web pages. HTML describes the structure of a web page semantically and originally included cues for the appearance of the document.

**My SQL Server**:-Microsoft SQL Server 2012 is a relational database management system developed by Microsoft. As a database, it is a software product whose primary function is to store and retrieve data as requested by other software applications, be it those on the same computer or those running on another computer across the network (including The Internet). There are at least a dozen different editions of Microsoft SQL Server aimed at different audiences and for different workloads (ranging from small applications that store and retrieve data on the same computer, to millions of users and computers that access huge amounts of data from the internet at the same time).

**PHP:** Hypertext Preprocessor (or simply PHP) is a general-purpose programming language originally designed for web development. PHP code may be executed with a command line interface (CLI), embedded into HTML code, or it can be used in combination with various web template systems, web content management systems, and web frameworks. PHP code is usually processed by a PHP interpreter implemented as a module in a web server or as a Common Gateway Interface (CGI) executable.

**Future Prospects:**

* Maintenance of file will be more accurate.
* Once our data is stored we can again reuse the data .
* It diminish the time usage.
* In-expensive.