**A PROPOSED OFFERING OF INVENTORY AND SALES SYSTEM FOR PANDAYAN SCHOOL SUPPLIE’S STORE**

A Project Proposal Presented to the

Faculty of Datamex College of Saint Adeline, Inc.

In Partial Fulfillment of the Requirements for the

Degree of Bachelor of Science in Information Technology

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**DEPLOYMENNT DOCUMENTATION**

**INTRODUCTION**

This deployment documentation outlines the process of releasing the system for actual use. The project aims to improve inventory management through a digital solution that replaces manual tracking and recording. It was developed to help users manage items more effective, reduce errors, and save time.

The main objective of the deployment is to ensure that the system is properly installed, configured, and tested in a live environment. This includes preparing users, verifying system functions, and confirming that all modules work as expected.

The scope of this deployment covers pilot testing, where the system will be used by a limited group of users to identify any issues before full implementation. Feedback from this phase will be used to refine the system and prepare for full deployment.

**DEPLOYMENT PLAN**

The deployment process is divided into three main phases to ensure a smooth and organized rollout of the system. Each phase includes specific tasks, timelines, and status updates to track progress.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Phase** | **Description** | **Start Date** | **End Date** | **Status** |
| Pre-Deployment | Preparing the environment and configuring system settings | 09/15/2025 | 09/25/2025 | Completed |
| Deployment | Installing and setting up the system in the target environment | 09/26/2025 | 10/10/2025 | In Progress |
| Post-Deployment | Conducting system testing, monitoring, and providing user support | 10/11/2025 | 10/18/2025 | Completed |

*Table 1: Deployment Plan*

**DEPLOYMENT ENVIRONMENT**

This section describes the technical setup required to run the system smoothly, including hardware, software, and hosting details.

**Hardware Requirements**

* Standard desktop or laptop units for client access (minimum 4GB RAM, dual-core processor).
* Stable local area network (LAN) connection for multi-user access.
* External storage device or cloud backup option for recovery purposes.

**Software Requirements**

* Operating System: Windows 10 or higher.
* Database: MySQL Server.
* Programming Environment: VB.NET Framework.

**Hosting Information**

* Deployment Type: Local server setup for pilot testing
* Server Location: On-premise (within school or lab environment)
* Backup Option: External drive and optional cloud storage (Google Drive).

**DEPLOYMENT PROCEDURES**

This section outlines the step-by-step process for deploying the system in a live or pilot environment. It ensures that all components are properly installed, configured, and tested before use.

1. **Prepare the Deployment Environment**
   * Check hardware specs (minimum 4GB RAM, dual-core processor).
   * Ensure stable LAN connection and backup storage is available.
   * Set up local server or designated host PC.
2. **Install Required Software**
   * Install MySQL Server and create the database schema.
   * Install Visual Studio 2010 or compatible VB.NET IDE.
   * Install .NET Framework 4.8 and MySQL Connector/ODBC.
3. **Configure the System**
   * Import the system’s database (.sql file) into MySQL.
   * Set up connection strings in the VB.NET project.
   * Adjust user roles and access levels based on deployment scope.
4. **Run Initial Tests**
   * Test login, CRUD operations, and module navigation.
   * Check for errors, bugs, or missing features.
   * Log issues in the bug tracking sheet if needed.
5. **Deploy to Target Users**
   * Install the system on client machines or share executable.
   * Provide basic user training and usage guide.
   * Monitor system performance and gather feedback.
6. **Backup and Support Setup**
   * Schedule regular database backups.
   * Assign team members for post-deployment support.
   * Prepare documentation for troubleshooting and updates.

**PRE-DEPLOYMENT STEPS**

Before deploying the system, the team must complete several preparation tasks to ensure a smooth and error-free installation.

* **Backup existing data (if applicable)** Secure any previous records or files to avoid data loss during installation. This includes exporting old databases or saving manual logs to external storage.
* **Set up the required environment** Install necessary software such as MySQL Server, Visual Studio 2010, .NET Framework, and MySQL Connector. Configure the database and ensure all modules are ready for deployment.
* **Ensure network connectivity and system compatibility** Check that all client devices meet the minimum hardware requirements (4GB RAM, dual-core processor). Test LAN connections and verify that the system runs smoothly across multiple users.

**DEPLOYMENT EXECUTION**

This section explains the actual steps taken to install and activate the system in the target environment. It ensures that all files, settings, and connections are properly configured before use.

* **Deploy application files or upload to server** Transfer the compiled system files (exe) to the designated host machine or local server. Ensure all modules are included and accessible.
* **Configure system settings** Set up the database connection string in the VB.NET project to link with the MySQL database. Adjust any environment variables or system paths if needed. API keys are not applicable for this system.
* **Perform system initialization and check for errors** Launch the system and test core functions such as login, data entry. Monitor for bugs, missing features, or connection issues. Log any errors in the bug tracking sheet and resolve them before full deployment.

**POST-DEPLOYMENT STEPS**

After the system is deployed, the team performs final checks and support tasks to ensure smooth usage and long-term stability.

* **Verify functionality with test cases** Run test scenarios across all modules (login, dashboard, inventory, history and sales) to confirm that the system behaves as expected. Document any issues and update the bug tracking sheet.
* **Monitor system performance and stability** Observe system response time, data accuracy, and user experience. Track any slowdowns, errors, or unusual behavior and adjust settings if needed.
* **Conduct user training (if needed)** Provide basic orientation for users on how to navigate the system, and input data. Share a quick guide or reviewer sheet to help users understand key features.

**USER TRAINING & SUPPORT**

This section outlines how users will be guided and supported during and after system deployment. It ensures that users understand how to operate the system and know where to get help if needed.

**Training Schedule for Users**

* **Date:** October 20–21, 2025
* **Format:** Face-to-face orientation and hands-on demo.
* **Participants:** Manager and Cashier.
* **Coverage:** Login process, inventory, sales, dashboard, history report and basic troubleshooting.

**Documentation Provided**

* **Quick-start guide (Taglish reviewer format).**
* **Module descriptions and screenshots.**
* **Printed and digital copies available.**

**Support Contact Details**

* **Support Team:** Project Group Members.
* **Primary Contact:** Lovely Baquilar (Project Manager).
* **Email:** Lbaquilar27@gmail.com
* **Availability:** Weekdays, 9:00 AM – 5:00 PM.
* **Backup Contact:** Reylyn Tapitan (Lead Developer).

**RISKS & CONTINGENCY PLAN**

This section identifies possible issues during deployment and outlines strategies to minimize their impact. It helps ensure that the system remains stable and usable even when unexpected problems occur.

|  |  |  |
| --- | --- | --- |
| Risk | Impact | Mitigation Strategy |
| Server downtime | High | Ensure backup servers and notify users in advance |
| Database connection failure | Medium | Test database connectivity before deployment |
| User resistance | Low | Provide training and support |

*Table 2: Risks & Contingency Plan*

**DEPLOYMENT VERIFICATION & SIGN-OFF**

|  |  |  |  |
| --- | --- | --- | --- |
| Stakeholder | Role | Signature | Date |
| Lovely Baquilar | Project Manager |  |  |
| Reylyn Tapitan | Programmer |  |  |
| Sheila Ebona | System Analyst |  |  |
| Meldrin Tamparong | Data Gatherer |  |  |
| Everon Ceralde | Client Representative |  |  |

*Table 3: Deployment Verification & Sign-off*