

SYSTEMS ANALYSIS AND DESIGN 1

PROJECT A5MMS

Business Case

Lopez, Carlucenne

Naperi, Jayson

Dela Cuesta, Georgette

Rocero, Earl Jerome

**Team Members**

Ms. Rhea Luz Valbuena

**Professor**

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20. **Purpose**

A5MMS Human Resource Management System is developed to ease the process of the client’s transaction with their clients and applicants.

1. **Project Overview**

A5MMS is a corporation, formed and organized under the laws of the Republic of the Philippines, duly registered with the Security and Exchange Commission (SEC) and licensed to operate a manpower/janitorial services.

Human Resources Management System (HRMS) is a software application that combines many human resources functions, including benefits administration, payroll, recruiting, training, performance analysis and review into one package.

1. **Objectives of the Proposed System**

To enhance the communication/transaction the agency, their client companies and applicants using the human resource management system.

To provide the A5MMS, a human resource management system that has these features:

* HR Management Module

Records about their applicant’s information during their recruitment, application, training until their employment details

* Payroll Module

Automates the pay process by gathering data or employee time & attendance, calculating various deductions & taxes, and generating employee tax report.

1. **Review of Related Literature / Study**

**Global Data Systems** – is recognized as a leading provider of telecommunications and technology solutions. They were using a hybrid model of a payroll system with some of its HR functionality as well as a paper based model for all of their HR management. The hiring process was highly manual causing a great deal of confusion and managing all of the HR functions was not scalable. They wanted an HRIS system to bring all of the HR functions under one umbrella.

**Compass Rock Real Estate** – they were working with an existing PEO model combined with a separate payroll service. They wanted to move to a comprehensive HRIS with all features under a single umbrella. The key factors they were looking for were core – HR, payroll, time and attendance, benefits management with employee self – service. Additionally, they were sensitive to how expensive some of the systems could be and wanted to get the greatest value.

1. **Organizational Chart**
2. **Client**

**Member of the Board of Directors**

|  |  |
| --- | --- |
| **Name** | **Position** |
| Jim T. Lopena | Chairman / Director |
| Paciano B. Lopena | Vice Chairman / President / Director |
| Josefina T. Lopena | Operations Manager / Director |
| Jennifer O. Gualberto | Corporate Secretary / Director |
| Arthur D. Tacbas | Director |

1. **Team (with roles)**

|  |  |
| --- | --- |
| **Name** | **Position** |
| Carlucenne A. Lopez | Project Manager / Developer |
| Jayson A. Naperi | Project Analyst / Developer |
| Earl Jerome Rocero | Project Analyst / Documenter |
| Georgette Dela Cuesta | Project Designer / Quality Assurance |

1. **Roles and Responsibilities**

|  |  |
| --- | --- |
| **Roles** | **Responsibilities** |
| Project Manager | * Leads and Manages the Team * Plans the project requirements * Assigns the roles and responsibilities * Monitors the project progress |
| Project Analyst | * Analyzes client’s business process * Analyzes the project requirements * Forecast project events * Analyzes the system structure |
| Project Developer | * Analyzes the system requirements * System Development |
| Project Designer | * Analyzes the system requirements * System Designing |
| Project Documenter | * Project Documentation * System Development Documentation * System Design Documentation * Test Documentation |
| Quality Assurance | * Create Test Plan * Leads and conducts testing |

1. **Gantt Chart**

|  |  |  |
| --- | --- | --- |
| **TASKS** | | **DAYS** |
| **PLANNING** | | |
| * Identify team members and roles * Client Meeting * Identify the Business Process * Identify the Business Requirements * Build Project Plan | | * 1 day * 1 day * 1 day * 1 day * 3 days |
| **ANALYSIS** | | |
| * Analyze Business Process * Analyze Business Requirements * Analyze Project Plan | | * 3 days * 3 days * 5 days |
| **DESIGN** | | |
| * Design Planning * Analyzing Design * Draft of Screen Layout * Prototype Designing * Design Documentation | | * 1 day * 1 day * 2 days * 7 days * 2 days |
| **DEVELOPMENT** | | |
| * Understanding the Project Plan * Prototype Development * Development Documentation | * 1 day * 7 days * 2 days | |
| **TESTING** | | |
| * Create Test Plan * Execute Testing * Build Test Documentation | * 1 day * 1 day * 2 days | |

1. **Cost and Benefit**
2. **Benefit**

|  |  |
| --- | --- |
| **TANGIBLE** | **INTANGIBLE** |
| **New client opportunity** | **Automated system** |
| **Increase of Applicants** | **Efficiency of information storage** |

1. **Cost**
2. **Labor Cost**

|  |  |
| --- | --- |
| **POSITION** | **ANNUAL SALARY** |
| Project Manager | 611,000.00 pesos |
| Project Analyst | 500,000.00 pesos |
| Project Developer | 450,000.00 pesos |
| Project Designer | 400,000.00 pesos |
| Project Documenter | 225,000.00 pesos |
| Quality Assurance | 350,000.00 pesos |

1. **Development Cost**

|  |  |
| --- | --- |
| **Hardware (**PC) | 15,000.00 pesos |
| **Software** | 0.00 |
| **Training** | 0.00 |
| **Office Space** | 0.00 |

1. **Operational Cost**

|  |  |
| --- | --- |
| **Hardware (**PC**)** | 15,000.00 pesos |
| **Software** | 0.00 |
| **Domain / Hosting** | 500.00 pesos / per month |
| **Internet Charges** | 999.00 pesos / per month |
| **Training** | 0.00 |
| **Electricity Charges** | 6000.00 pesos / per month |

1. **Constraints and Limitations**
2. **Uncooperative Client** – this might be a constraint if it is hard for us to deal with the clients who are not able to cooperate regarding on their business during the transition.
3. **Lack of Facilities / Equipment** – this is also a factor of a constraint if they have not funded the required hardware / software to be able to operate our proposed system for them.
4. **Poor Internet Connection** – it is a constraint because we’re proposing a web app that will serve as a system for the applicants for them to inquire / apply for a job. So that, it is a factor to have a good internet connection.
5. **Inaccessibility of the users to the system** – this also might be a constraint during the transition if it is hard for the staff of our client to operate / use our system**.**
6. **Risk Management**

|  |  |  |
| --- | --- | --- |
| **RISK** | **DESCRIPTION** | **RESPONSE** |
| **Project Failure** | Risk if we did not do the project. | We will do our project in time, and correctly plan and analyzed well. |
| **System Bugs / Errors** | Risk if we have many bugs / errors in our proposed system. | We will research more on system development for us to avoid bugs in our system. Also we will share our learned knowledges / skills in terms of system development. |
| **Poor Team Collaboration** | Risk if we haven’t collaborated or discuss well about our project. | As a team, we should be more flexible in our project we should not focus in our own skills we should research on and we should share it to other members. So we will be more collaborative for the sake of our project. |

1. **Metrics / Success Factors**
2. **Good collaboration with the client and team** – this will be a great success factor for us, because in ourselves we will realized that we as a student we are able to talk with a real – life client to conduct interviews, analyze their business process and proposed our project to them. In other side as a team, having a good collaboration regarding on the project it is a success for us because we will learn how to deal with other people, share knowledges, lastly the success to finish the course and project.
3. **Well Planned and Analyzed Project ­**– it is a success for us from having a good collaboration, we will be able to have a well plan and analyzed project. We will know to initiate the system development and design based on our plan and analyzation.
4. **Alternatives**

|  |  |
| --- | --- |
| **PROJECT A5MMS HRMS** | **HRPayrollSystems.net (free online)** |
| * Highly responsive to the clients and applicants * Inquire, apply, submit requirements ONLINE * Low Cost budget during labor, development and operations. * Reduced information fields to avoid interruptions * Well – organized database integration * Accessibility of the users * Automated generating payroll | * Highly responsive to the client’s needs * Saved massive research headache * Reduced the field quickly & effectively * Identified HRIS vendors that matched their needs * Identified an HRIS vendor that provided the needed customer service * Received the greatest amount of value from their selected HRIS with respect to budget |