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# Executive Summary

The LSC Enrollment System is a system where the students who are interested in the review class of Loyola Student Center (LSC) can make a reservation or enroll in the program. The client wants a system that would lessen the usage of papers when a student wants to avail a service that the management offers. From the management’s website, the student can create an account to make a reservation or enroll through the system. Loyola Student Center can confirm, read, and update a student’s reservation or enrollment. Using this system, the facilitator can work efficiently because they can easily manage records of students and transactions. The objective of this project is to track the reservation or enrollment of students, to make it easier for the admin to view or update records, and to ease the student’s reservation or enrollment process.

# I. Introduction

## 1.1 Project Context

Loyola Student Center is a facility that offers various tutorial and review classes. LSC’s students make a slot reservation or enrollment by filling out printed forms, scanning the document, and sending it via email. Because of this, LSC is lacking storage space when it comes to storing documents, they also spend money to buy papers to print application forms, and to manage the transaction.

The existing process of transaction seemed to be difficult, LSC has to spend money for printing forms or documents and because of the large volume of papers used for processing the student’s reservation and enrollment, some problems occurred such as data redundancy, lack of storage space, and slow access to records.

Using the LSC Enrollment System, the students can easily create transactions using the facility’s website, and the members of the facility can manage the records easily and efficiently.

## 1.2 Purpose and Description

Project LSC Enrollment System promotes ease of transaction between the student and the Loyola Student Center. This project aims to lessen paper works for slot-reservation and enrollment processing; thus, making these procedures easy to manage.

## 1.3 Objectives

### General Objectives

* To create a system that can help Loyola Student center lessen paper works for slot-reservation and enrollment processing
* To ease the problem in managing records of students and transactions

### Specific Objectives

* To have a fast and accurate access to the records
* To avoid mishandling and redundancy of records
* To make it easier for the students of LSC to reserve or enroll a review class.

## 1.4 Scope and limitations

The focus of the project is to improve the current website of Loyola Student Center and to create a system where the student can create an account to reserve a slot and to enroll a review class through the website facility. After the student reserves a slot or enroll a review class, all information can be viewed by the student using their account but the details of the payments are not included in the information. The reservation and enrollment of the tutorial class is also not included in this project due to the request of the institution.

The purpose of the system is to serve as a database that will save information about the students, the employees, the reservation and enrollment procedures.

In terms of user access, only the Admin can access the system which means that the Admin is the only one who has the control to update and delete data. While the Student can only create his or her account and make reservation and enroll through the facility’s website.

# II. Review of Related Literature/Systems

## Study and Design of Computerized Enrollment System Documentation

According to a study, Computerization is a control system that manages processes in industrial workplace. It reduced human errors and processing time, thus it can boost productivity resulting to high quality of service. In Information System, computerization is concerned about interrelating different but interdependent transactions. This can result in a system with well-integrated processes that can perform much faster and more accurate than a manual system. Enrollment is the process of entering and verifying data of student to register in a particular school. Different interrelated processes build up enrollment procedures called Enrollment System (ES). ES are used particularly in recording and retrieving student’s information. Tracking student’s information is also one feature of ES, in which the school can trace the standing of a student. Verifying payments was also added to update or browse student’s billings. Enrollment System is a good example of a computer generated process. This can lessen the workload and provides accurate information needed by the school. As a result, it will benefit not only the student, but the administration as a whole. (Ilagan, L. (n.d.). Study and Design of Computerized Enrollment System - Documentation. Retrieved July 02, 2016, from https://www.scribd.com/doc/39154553/Study-and-Design-of-Computerized-Enrollment-System-Documentation)

## TFS EnrollTrack Online Enrollment System

The TFS EnrollTrack Online Enrollment System is cloud-based technology that seamlessly integrates new students, partner schools and organizations into an online system that everyone can use during the enrollment process.

As the complete enrollment solution, EnrollTrack is: (1) A powerful prospecting and analytical tool: EnrollTrack allows you to gauge event effectiveness, build an in-depth understanding of the market, and increase conversion rates by tracking prospective and current students from their first interaction with the system through placement. (2) A great student engagement strategy:EnrollTrack provides personal accounts for prospective and current students to log on and upload information, and also to send automated emails to keep them updated on their application status. (3) Simple to use: Students, partner schools, and support staff will have their own secure portal with easy-to-follow screens that bring all the information together in one shared database. (4) Available anywhere: EnrollTrack is a mobile-friendly, responsive site that can be accessed from any computer or mobile device with an Internet connection. (5) Environmental friendly: The online system dramatically cuts the amount of paperwork involved in the enrollment process, benefiting both the organization and the environment. (6) Designed the brand: The client will receive an attractive, professionally designed site that will look appealing in any device, branded with the logo and colors. (7) Developed specifically for CTE: The shared database is managed by the organization, allowing the client to take control of the application process and ensure that enrollment reaches its peak potential. (8) Customizable to the client’s specifications: Any special functionality the organization may require can be completed as an additional component of the EnrollTrack implementation. (9) A great investment with ongoing value: All CTE schools that revolutionize their enrollment process with EnrollTrack automatically benefit from all future system enhancements and updates. (Online Enrollment System | EnrollTrack Management System. (n.d.). Retrieved July 02, 2016, from http://www.tfsresults.com/services/online-enrollment-system/)

## Pasay Alliance

This Enrollment System is intended to work as an electronic way in organizing the different records and an easy access database. The system is proposed to be managed only by the School’s Administrator and the System Developers. The system will provide an electronic recording of data which authorized personnel can fill out. The information encoded will be stored in the system. The system must perform the following functions: (1) Managing of different records like enrollment, payment, and students’ information; (2) Creating, reading, and updating information. (Pasay alliance -205 - ProjectsWiki. Retrieved July 2, 2016, from http://projects2.apc.edu.ph/wiki/index.php/Pasay\_Alliance\_-205)

# III. Technical Background



To develop the system, developers is used the Yii2 framework. This framework has two templates which are basic and the advanced, yet Yii2 advanced template is used to develop the system. The Advanced template supports frontend and backend page processing. Yii2 framework features code generation which helps the developers of this project to ease the separation of control between the frontend and backend interface which are the website for students and administrator account for viewing and configuring data of the system. In backend, the system also used AdminLTE, a free bootstrap admin template that has admin dashboard & control panel theme. AdminLTE provides a range of responsive, reusable, and commonly used components. For the storing and connecting data, the system uses Apache web server software, XAMPP control panel and MySQL.

# IV. Methodology, Results and Discussion

This section describes how the system works. The process starts when the student creates an account, he or she should fill out the registration form. After creating an account, the student is now logged in the system. He or she can now make a slot-reservation or enroll, by filling out the reservation or enrollment form. Both reservation and enrollment forms take the same information aside from the type of transaction the student wants to create.

By the time the student created an account, made reservation or enrolled, all data will be saved in the database. The status of the transaction is “pending” by default, the admin has to confirm the reservation or enrollment by logging on the system, clicking the transaction details of the student and updating the status of the transaction. The status can only be changed if the student paid the reservation or enrollment fee at the bank, scanned the deposit slip and uploaded it to his or her account. When the admin sees the image, he or she can now change the status to “reserved, “enrolled”, “done”, and “cancelled”.

The only way to cancel the transaction is to either wait for three days until the validation of reservation or enrollment expires. The student cannot refund his or her reservation fee and if he or she paid the enrollment fee, twenty-five percent of the enrollment fee will be deducted and the student has to go to the facility to get his or her refund.

## Requirements Analysis

* The system includes create account feature before the student can access the online reservation or enrollment form for security purposes.
* The system for the website must be accessible all the time for the update of students’ status of their transaction.
* System can automatically cancel transaction when the student did not pay 3 days before he/she made the transaction.
* The system for the admin side must only be accessible inside their network.
* Student can view or avail different types of promotion offered by the management.
* Student can send feedback or email to the management for inquiries.
* Student can attach scanned or pictured of deposit slip in his/her when he/she paid the service avail.
* Admin can modify the status of the student whether the student is pending, cancel, done, reserved or enrolled.
* Admin can receive notification every time there is new student availing the service or update their account or payment.

# V. Conclusions and Recommendations

As of now, the group was able to analyze the process of the system and created the primary working prototype on both frontend and backend side to understand more the system development. The group already improved the LSC’s website and included some of the features such as online reservation and enrollment system. For the admin side, the interface design was already modified but not finalized yet. The database and forms were already generated and able to search, create, read, update, and delete records but some features such as admin email and notification were not fully developed yet. The create account for both student and admin were also started developing.

# VI. Appendices

### Event table

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Project LSC Enrollment System | | | | | |
| Event | **Trigger** | **Source** | **Use case** | **Response** | **Destination** |
| 1. Student checks availability of services offered | Service inquiry | Student | Inquires services | Services offered details | Student System |
| 1. Student creates an account | Account creation | Student | Creates an account | Created account for student | Student  System  Employee |
| 1. Student places a reservation | Slot reservation | Student | Creates reservation for a review class | Reserved slot  Reservation details | Student  System  Employee |
| 1. Student pays for services | Payment of services | Student | Pays services | Receipt | Student  System  Employee |
| 1. Student enrolls a review class | Enroll a review class | Student | Enrolls a review class | Enrollment details | Student  System  Employee |
| 1. Employee confirms reservation or enrollment of student | Confirmation of reservation or enrollment | Employee | Confirms reservation or enrollment of student | Confirmed reservation or enrollment | Student  System  Employee |

### Use Case Full Description

|  |  |
| --- | --- |
| Use Case Name: | Inquires services |
| Scenario: | Inquiry of services offered by Loyola Student Center |
| Triggering Event: | Student inquires services offered by Loyola Student Center through the institution’s website |
| Brief Description: | When student inquired about the services of Loyola Student Center, he/she will know the details of services the institution offers |
| Actors: | Student  System  Employee |
| Related Use Cases: | Includes: None |
| Stakeholders: | Student: Accessing website  Employee: Manages the website |
| Preconditions: | Student have access to the internet  Website of Loyola Student Center exists |
| Post conditions: | Information from the website must resolve all of the student’s inquiry. |
| Flow of Activities: | |  |  | | --- | --- | | Actor | System | | 1. Student accesses the website.  2. Student clicks the Review tab then clicks “Review Programs” to view the list of services offered.  3. Student clicks the “read more” button at the bottom part of the review class to know more about the service. | 1.1. Website loads.  2.1. Shows review programs information.  3.1. Student may know more about the services by clicking the “read more” button or title of the service.  3.2. Site loads up the information of service. | |
| Exception Conditions: | 1.1 Student will not be able to access the website if his/her end-device is not connected to the internet. |

|  |  |
| --- | --- |
| Use Case Name: | Creates an account |
| Scenario: | Student creates an account |
| Triggering Event: | Student wants to create an account |
| Brief Description: | When student wants to create a reservation, he/she needs to create an account first |
| Actors: | Student  System  Employee |
| Related Use Cases: | Includes: Inquires services |
| Stakeholders: | Student: Creates an account  System: Stores information of registered accounts  Employee: Checks who created an account |
| Preconditions: | Student wants to create a reservation |
| Post conditions: | Student created an account. |
| Flow of Activities: | |  |  | | --- | --- | | Actor | System | | 1. Student clicks the “Apply now” button.  2. Student fills out the registration form.  3. After filling out the form, student clicks “Sign up”.  4. Student checks his/her email to verify his/her account. | 1.1Website will show a registration form.  2.1 Registration form includes username, email address, and password.  3.1 System sends a verification email to student’s email address. | |
| Exception Conditions: | 2.1 An error note will appear if the information inserted by the student is not valid.  4.1 Student will not be able to reserve an account if he/she did not verify her account. |

|  |  |
| --- | --- |
| Use Case Name: | Creates reservation for a review class |
| Scenario: | Reservation of slot for a review class |
| Triggering Event: | Student wants to reserve an available slot |
| Brief Description: | When student reserves an available slot for his/her desired review class offered by Loyola Student Center, he/she could secure a slot. |
| Actors: | Student  System  Employee |
| Related Use Cases: | Includes: Inquires services, Creates an account |
| Stakeholders: | Student: Reserving an available slot  System: Receives information of student  Employee: Checks who reserved a slot |
| Preconditions: | Student knew what review class he/she wants to reserve.  Student had created his/her account. |
| Post conditions: | Student secured slot for the services he/she wants to avail. |
| Flow of Activities: | |  |  | | --- | --- | | Actor | System | | 1. Student fills out reservation form. 2. Student reads and agrees to the terms and conditions of the institution by clicking the checkbox. 3. Student clicks “Done”. 4. Message will appear “Are you sure that all the information that you entered are correct?” 5. Student clicks “yes” button. 6. Student may check the reservation details in the “Review” side navigation menu. | 1.1 Reservation form includes reservation, student and guardian details.  2.1 Loads terms and conditions.  3.1 Message box will appear.  5.1 Choices are “Yes” or “No” | |
| Exception Conditions: | 1.1 Reservation is optional. |

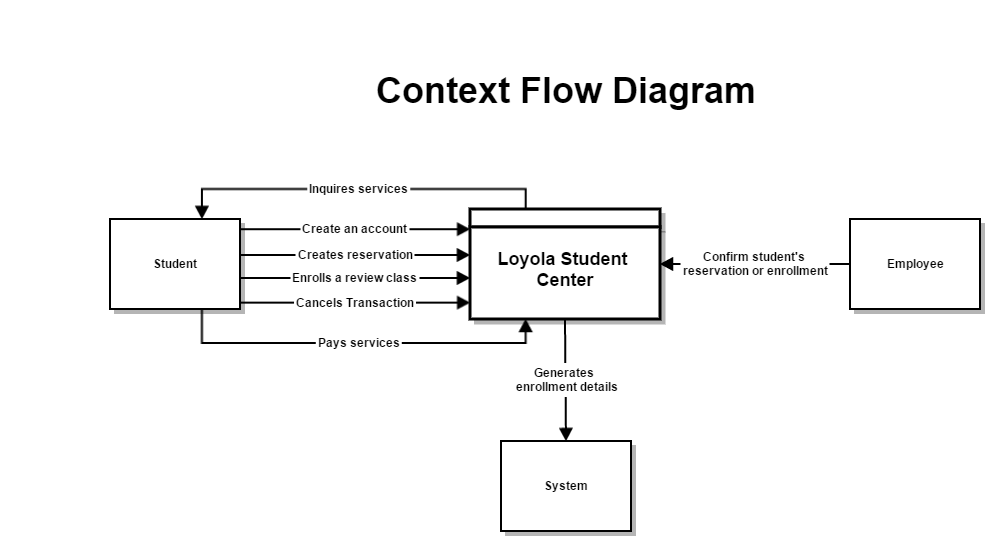
|  |  |
| --- | --- |
| Use Case Name: | Pays services |
| Scenario: | Pay for reservation or enrollment fee |
| Triggering Event: | Student wants to pay for the reservation or enrollment fee |
| Brief Description: | When student pays the reservation fee, he/she can secure a slot while he/she pays for the enrollment fee, he/she can attend the review class. |
| Actors: | Student  System  Employee |
| Related Use Cases: | Includes: Inquires services, Creates an account, Creates reservation for a review class |
| Stakeholders: | Student: Paying for the slot reserved  System: Stores information  Employee: Receives payment |
| Preconditions: | Student reserved a slot |
| Post conditions: | Student paid his/her reservation or enrollment fee. |
| Flow of Activities: | |  |  | | --- | --- | | Actor | System | | 1. Student gets the bank account number of Loyola Student Center. 2. Student pays the reservation or enrollment fee at the bank. 3. Student receives deposit slip. 4. Student attaches the image of deposit slip in to his/her account. | 1.1 Shows the bank account number of Loyola Student Center. | |
| Exception Conditions: | 2.1 Reservation fee must be paid within 2-3 days, otherwise the system will mark the information of the student red which indicates that the student did not pay his/her reservation fee.  2.2 Student must pay at least 50% of the enrollment fee at most 15 working days before selected class schedule starts. |

|  |  |
| --- | --- |
| Use Case Name: | Enrolls a review class |
| Scenario: | Enrollment for a review class |
| Triggering Event: | Student wants to enroll to a review class offered by Loyola Student Center |
| Brief Description: | When student enrolls, he/she will be enrolled/registered to a review class |
| Actors: | Student  System  Employee |
| Related Use Cases: | Includes: Inquires services, Creates an account, Creates reservation for a review class, Pays services |
| Stakeholders: | Student: Creates new transaction.  System: Stores information  Employee: Checks the students who enrolled. |
| Preconditions: | Student decided on a review class he/she wants to enroll. Student paid the enrollment fee. |
| Post conditions: | Student should be enrolled after the transaction. |
| Flow of Activities: | |  |  | | --- | --- | | Actor | System | | 1. Student clicks “Profile” in the navigation menu. 2. Student clicks “My account” in the navigation menu. 3. Student attaches his/her deposit slip. | 1.1 Load reservation or enrollment details  3.1 Status of transaction may change from “pending” or “reserved” to “enrolled” if the institution confirmed the transaction. | |
| Exception Conditions: |  |

|  |  |
| --- | --- |
| Use Case Name: | Confirms reservation or enrollment of student |
| Scenario: | Confirmation of reservation or enrollment |
| Triggering Event: | Employee confirms the reservation or enrollment of the student |
| Brief Description: | When a student reserves a slot or enrolls a review class, the employee must confirm it first |
| Actors: | Student  System  Employee |
| Related Use Cases: | Includes: Inquires services, Creates an account, Creates reservation for a review class, Enrolls a review class, Pays services |
| Stakeholders: | Student: Reserved a slot or enrolled a review class  System: Stores information  Employee: Confirms the reservation or enrollment of a student |
| Preconditions: | Student reserved a slot or enrolled a review class |
| Post conditions: | Employee confirmed the reservation or enrollment of a student. |
| Flow of Activities: | |  |  | | --- | --- | | Actor | System | | 1. From the system, employee logs in using his/her account. 2. Employee clicks “Student” button from the side navigation. 3. Employee clicks “update” then clicks “enroll”. | 2.1 System shows the list of transactions made by the students.  2.2 Employee may filter the results that will show e.g “pending”, “reserved”, “enrolled” and “cancelled”.  3.1 System shows the details of the student, reservation, or enrollment | |
| Exception Conditions: | 3.1 If the student reserved a slot, the information of the student in the backend would be orange by default.  3.2 If the employee changed the status to reserved, it will turn to blue while it will becomes green if the student is enrolled, it will turn into yellow if the review class is already done and red when the transaction was cancelled. |

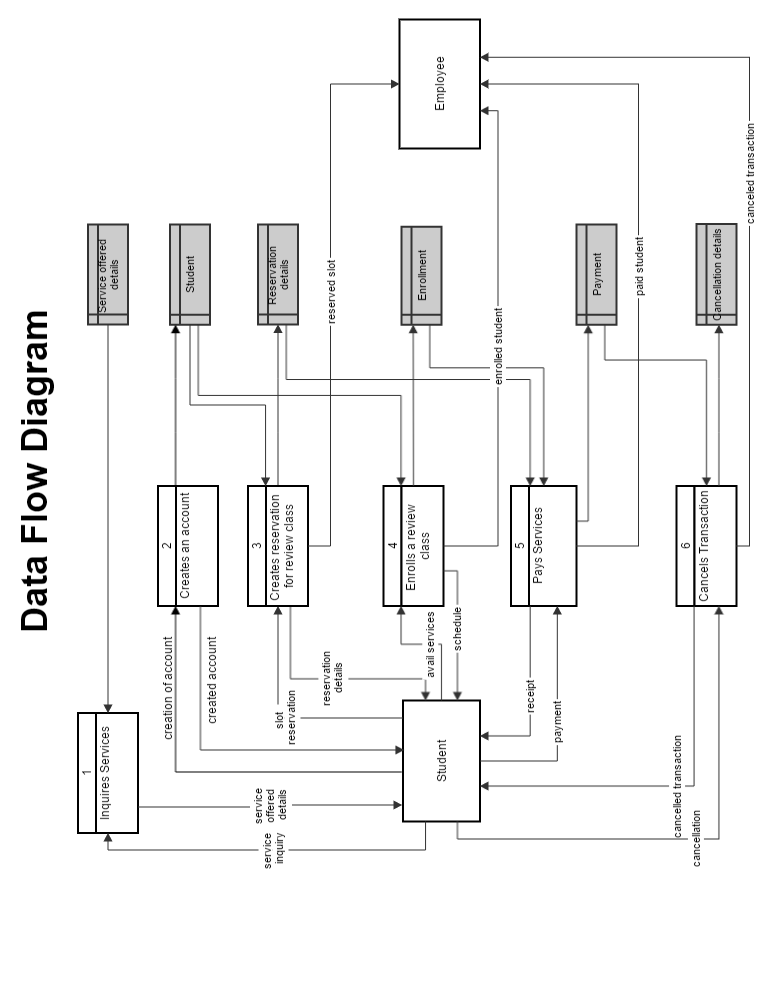
|  |  |
| --- | --- |
| Use Case Name: | Cancels transaction |
| Scenario: | Cancellation of transaction |
| Triggering Event: | Student wants to cancel his/her existing transaction |
| Brief Description: | When student cancels his/her transaction, he/she cannot secure a slot or attend the review classes anymore. |
| Actors: | Student  System  Employee |
| Related Use Cases: | Includes: Inquires services, Creates an account, Creates reservation for a review class, Enrolls a review class, Pays services |
| Stakeholders: | Student: Initiates cancellation of the existing transaction.  System: Stores information.  Employee: Cancels reservation |
| Preconditions: | Student must have existing transaction with the institution. |
| Post conditions: | Student must be able to cancel the transaction. |
| Flow of Activities: | |  |  | | --- | --- | | Actor | System | | 1. If student was able to reserve, but does not want to pursue reservation, he/she may not pay the reservation fee within three days. 2. If student is enrolled, the employee may cancel the transaction of the student. 3. If the student was able to pay the reservation and enrollment fee, he/she must go or call the institution to cancel the reservation. | * 1. System automatically cancels the reservation.   3.1 Employee cancels transactions. | |
| Exception Conditions: | 2.1 Within six working days before scheduled class starts, no refund will be given for cancellation of enrollment.  2.2 Twenty-five (25%) of amount paid will be deducted automatically for the processing fee.  3.1 If the student reserved a slot but does not want to pursue, he/she will not get a refund. |

### Context Flow Diagram

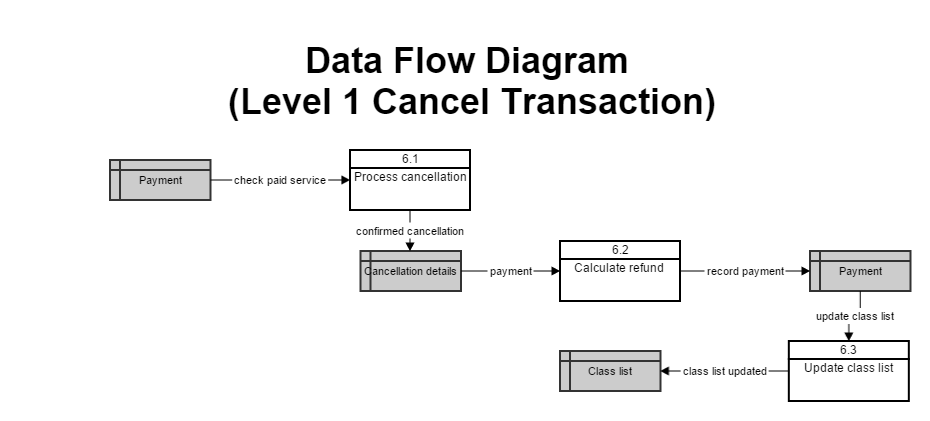
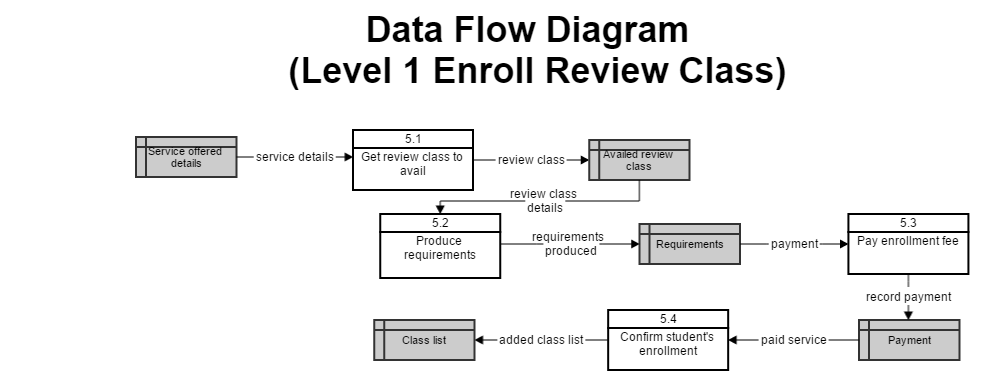
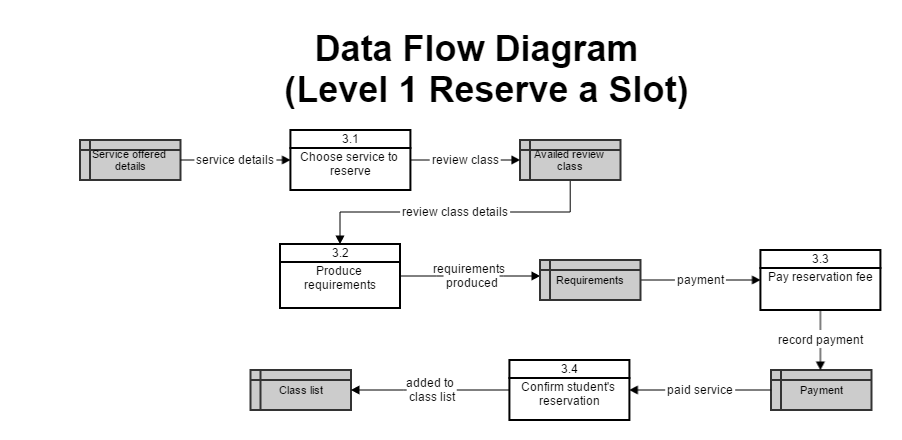


### Data Flow Diagram

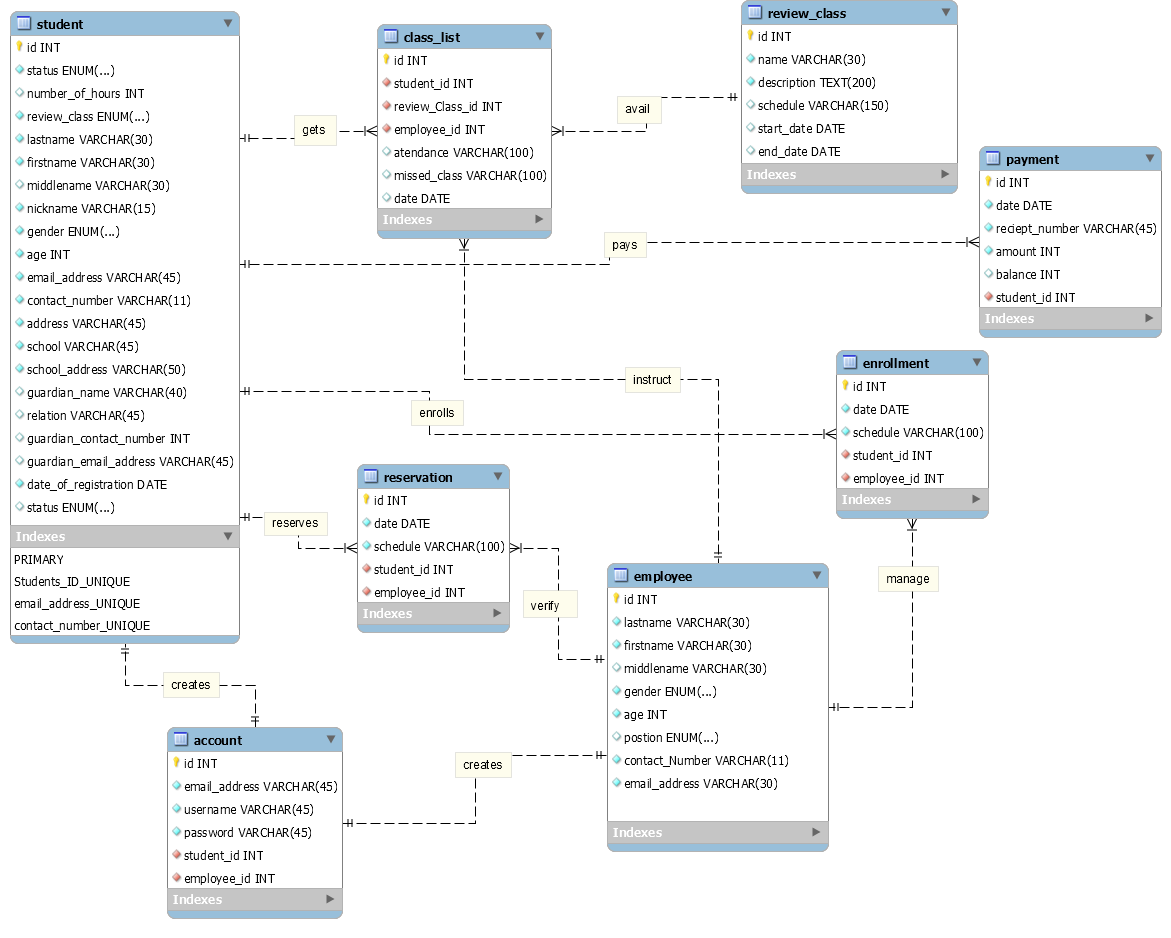
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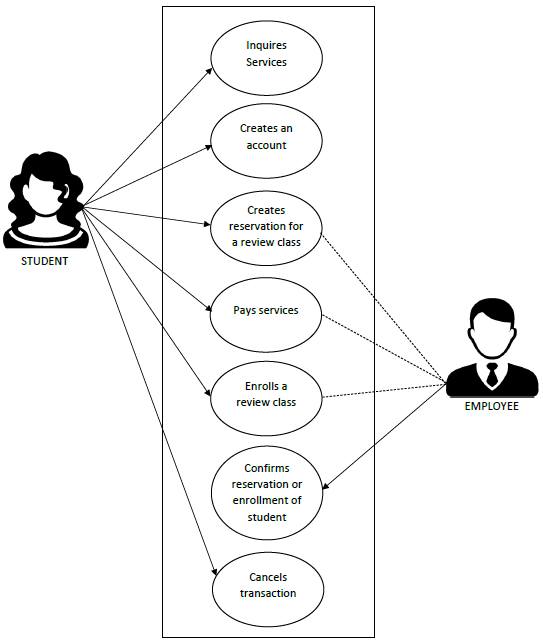
#### Level 1



### Entity Relationship Diagram

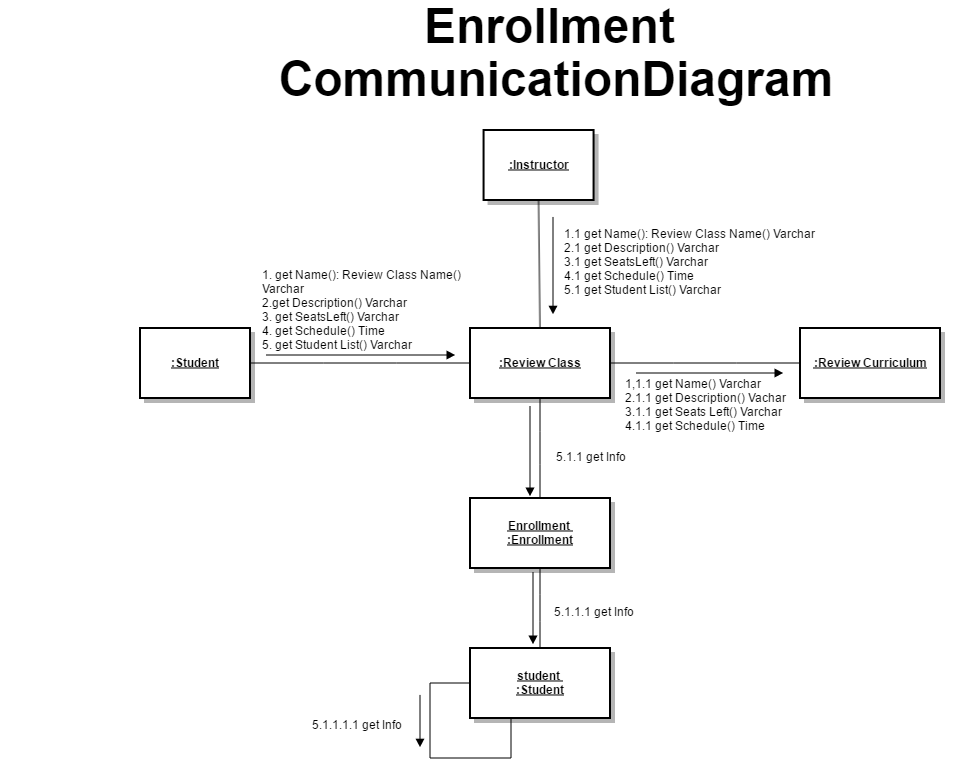
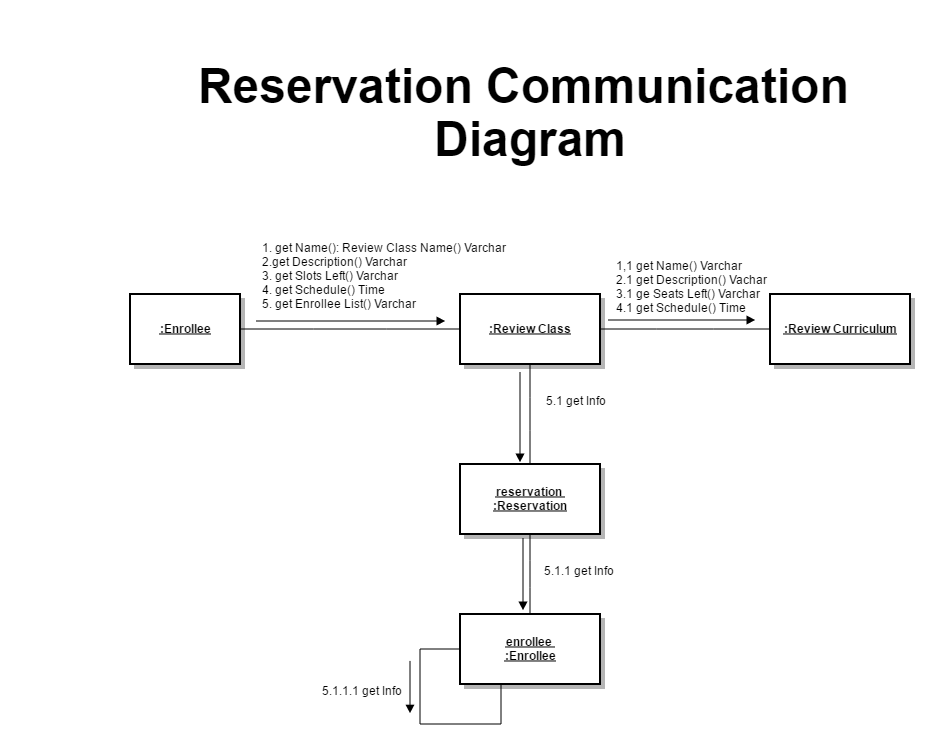


### Use Case Diagram

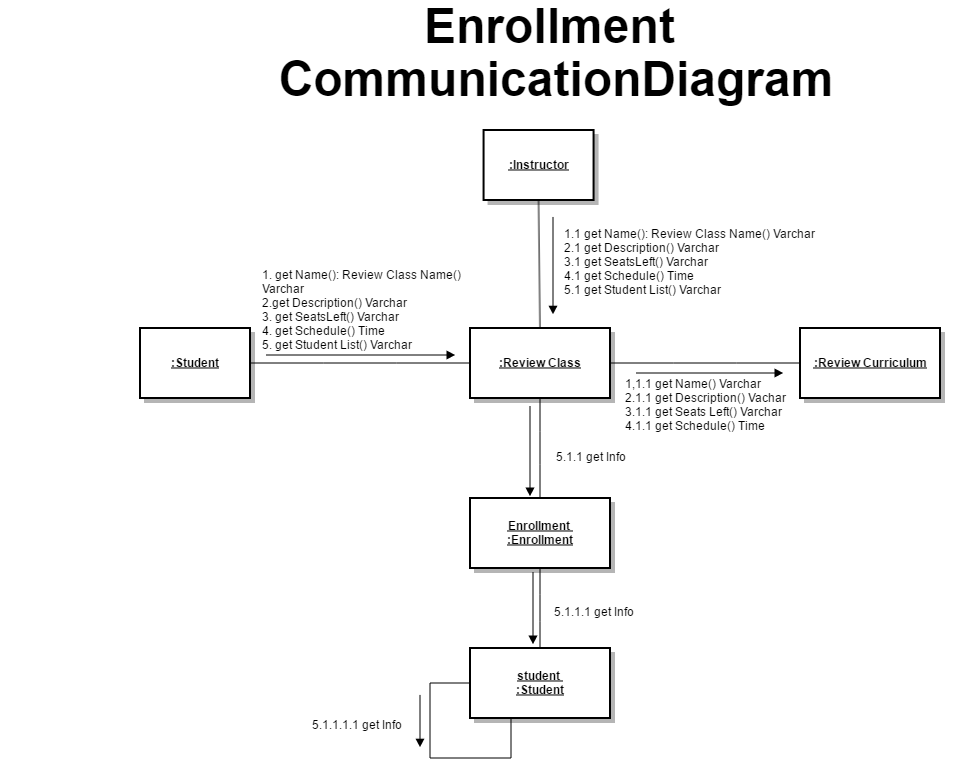
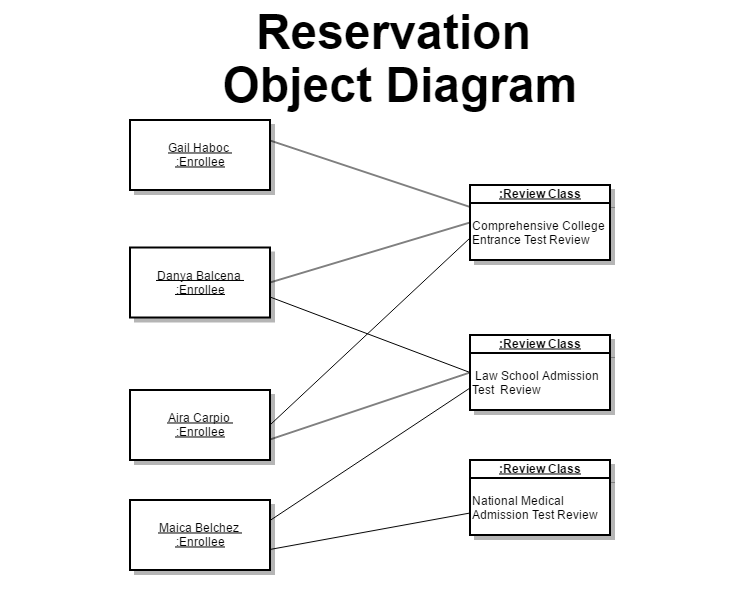


### UML Diagrams

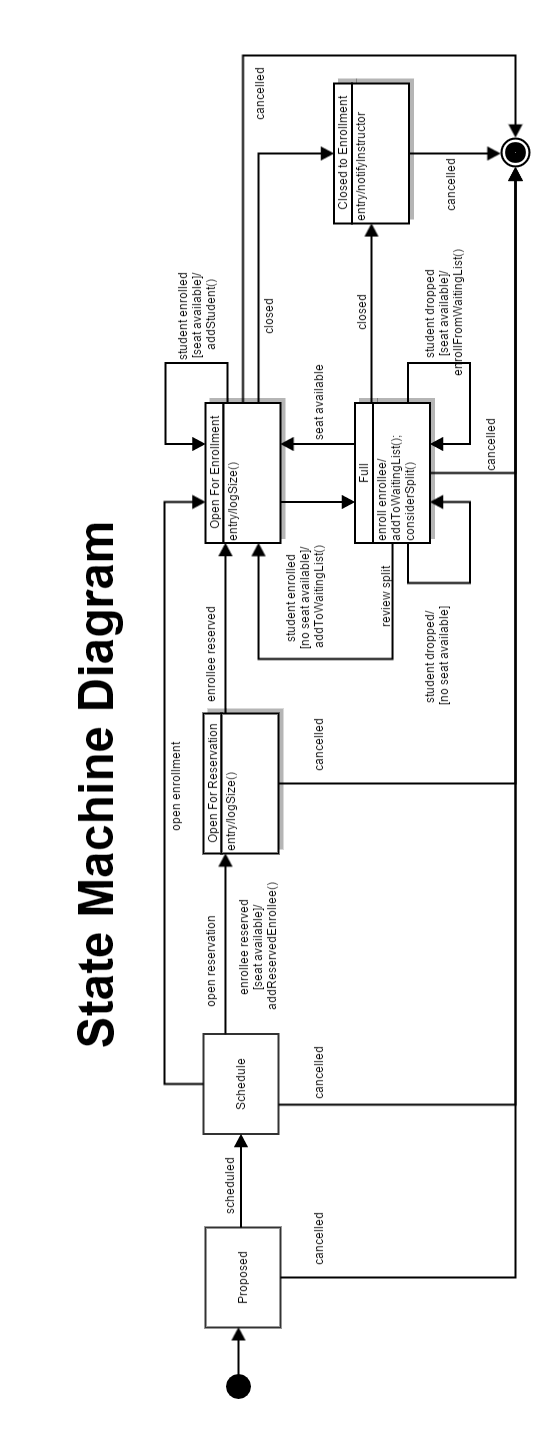
#### Communication Diagram



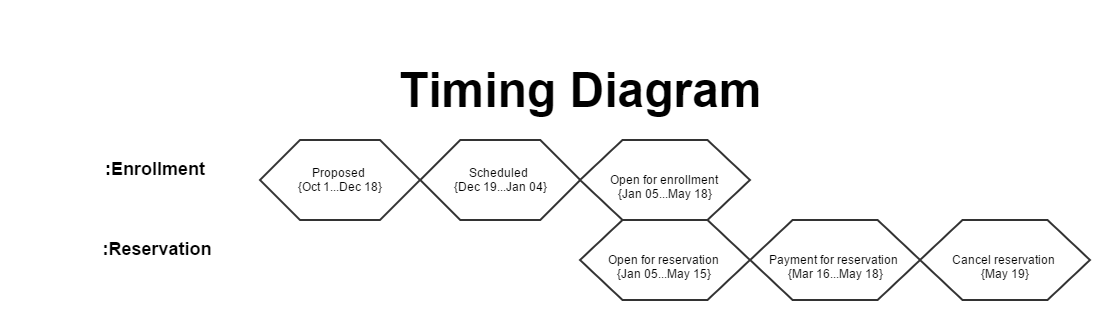
#### Object Diagram



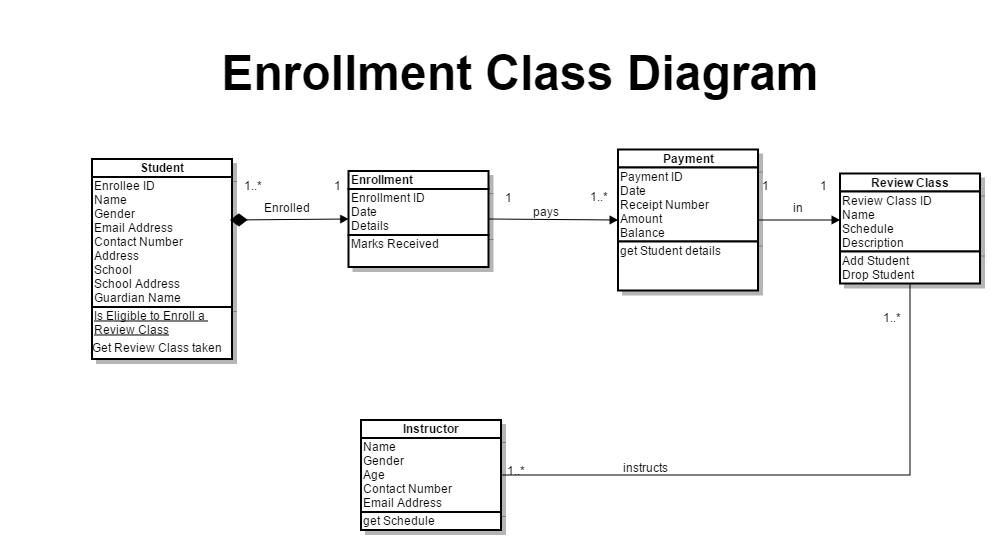
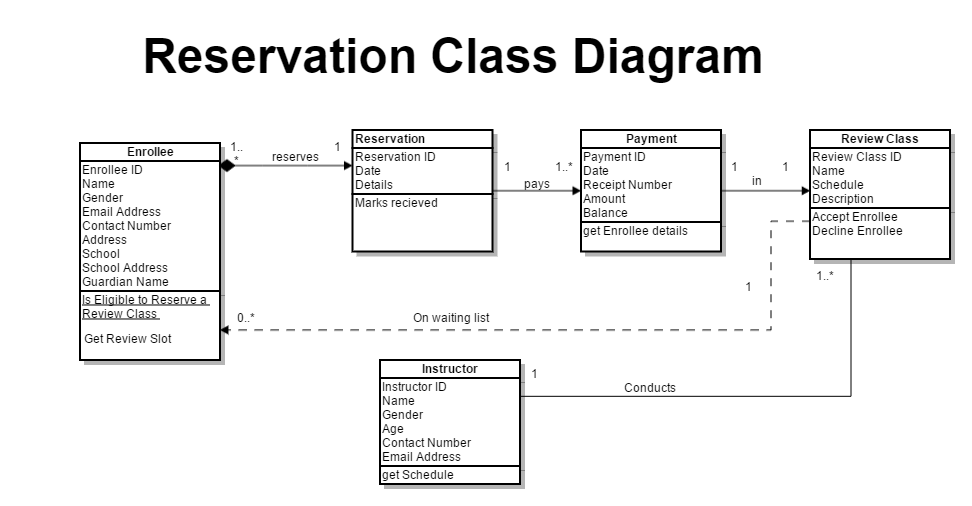
#### State Machine Diagram



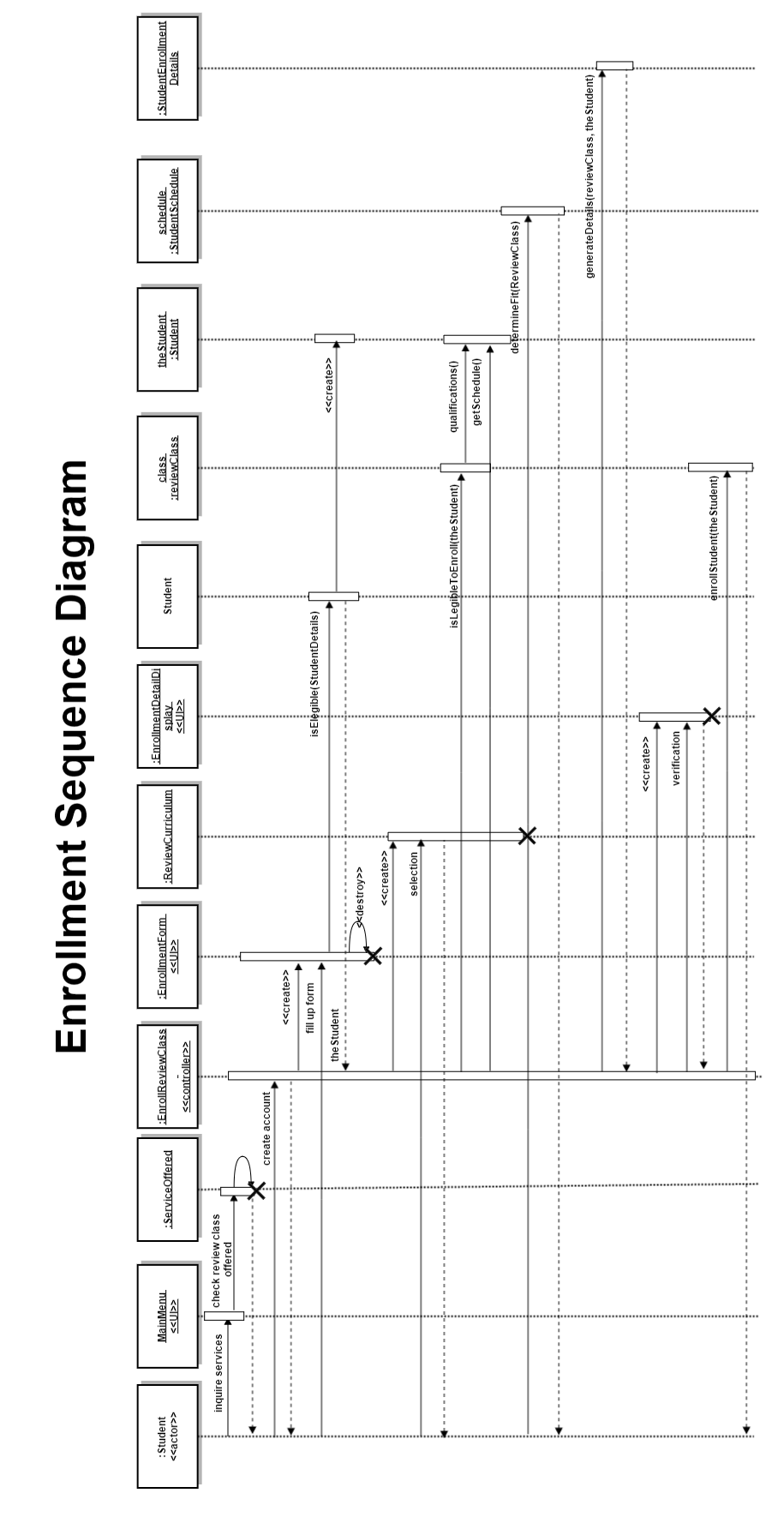
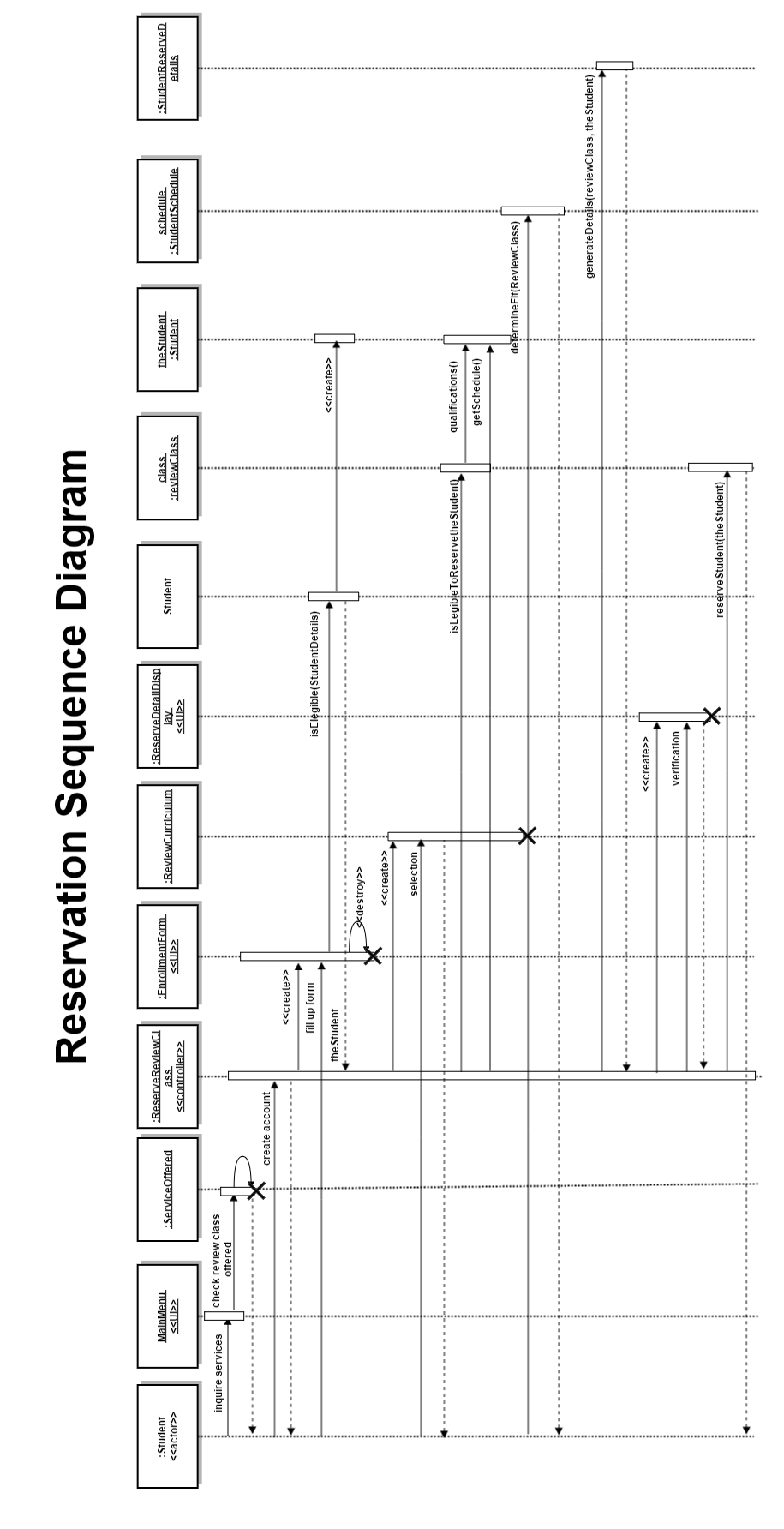
#### Timing Diagram



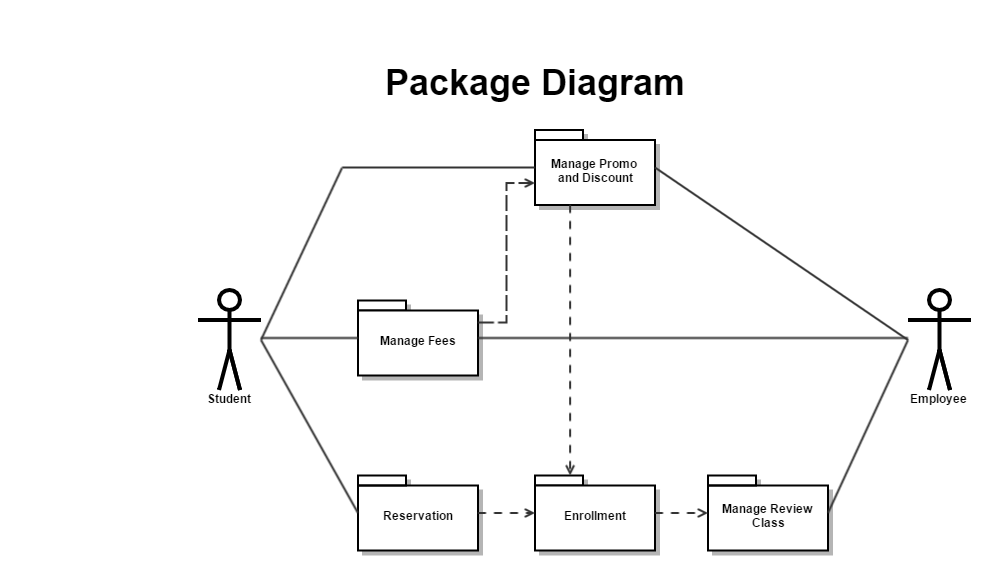
#### Class Diagram



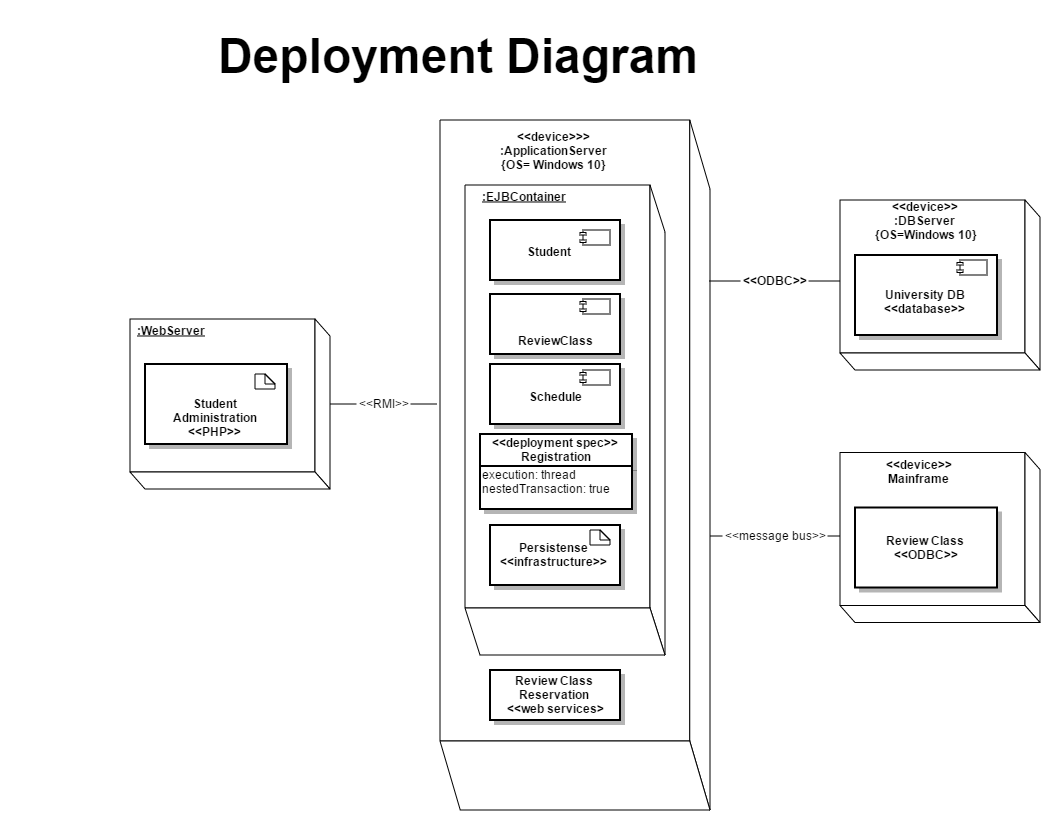
#### Sequence Diagram



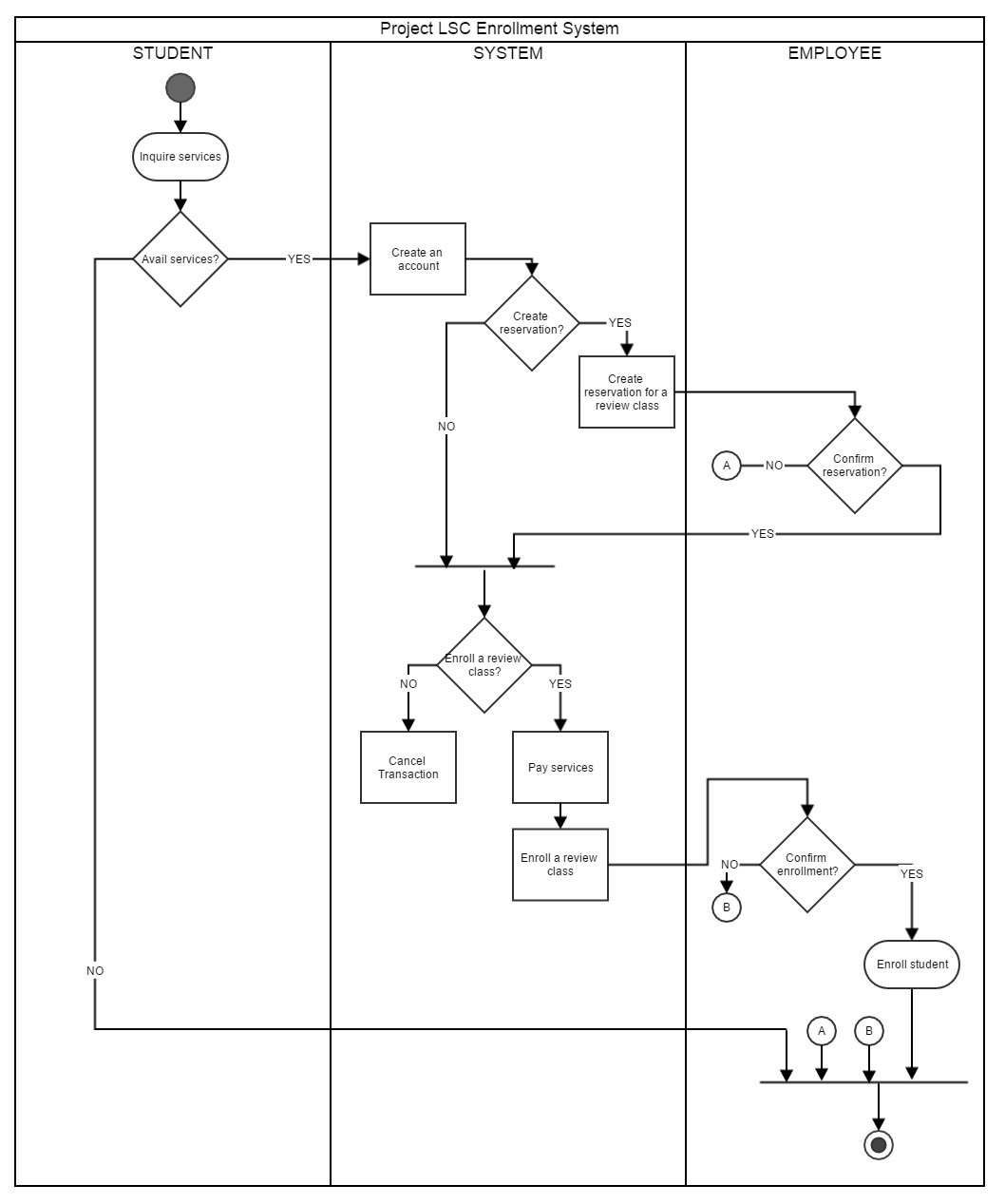
#### Package Diagram



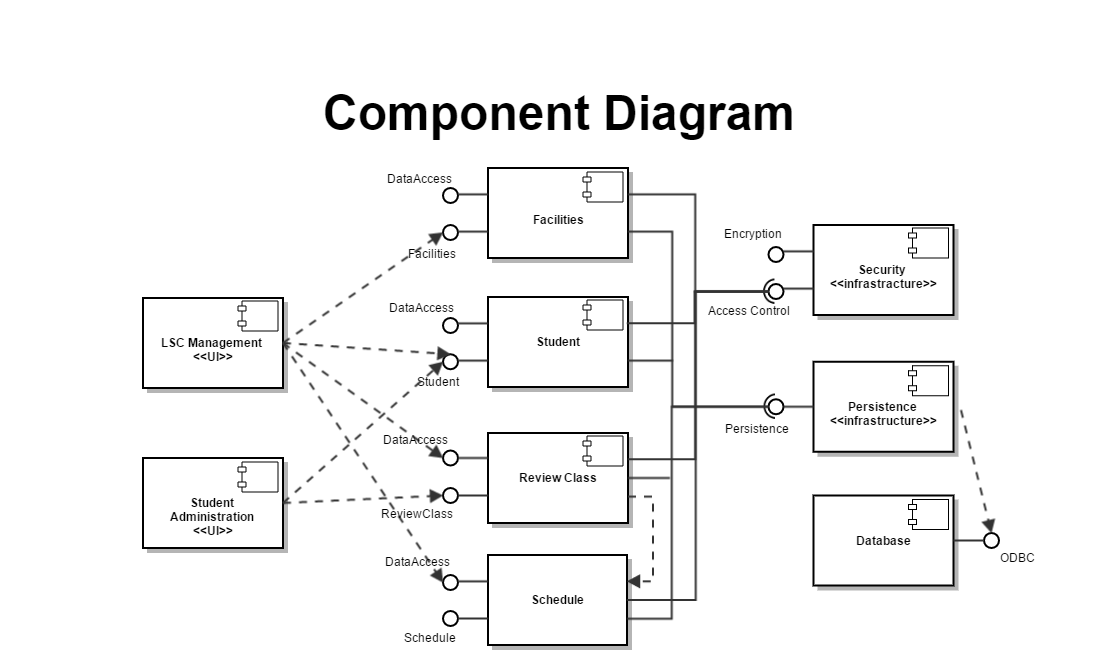
#### Deployment Diagram



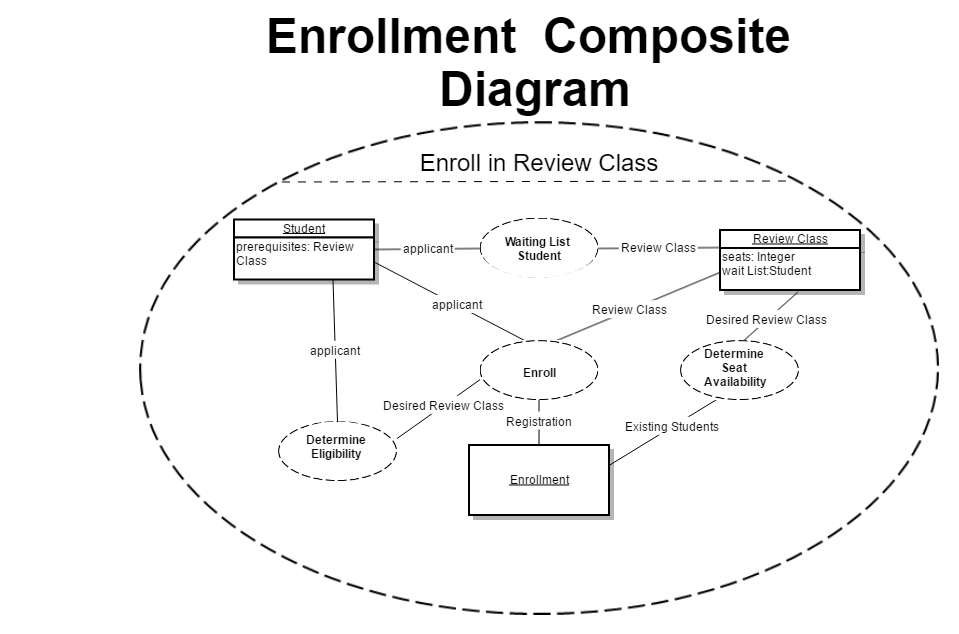
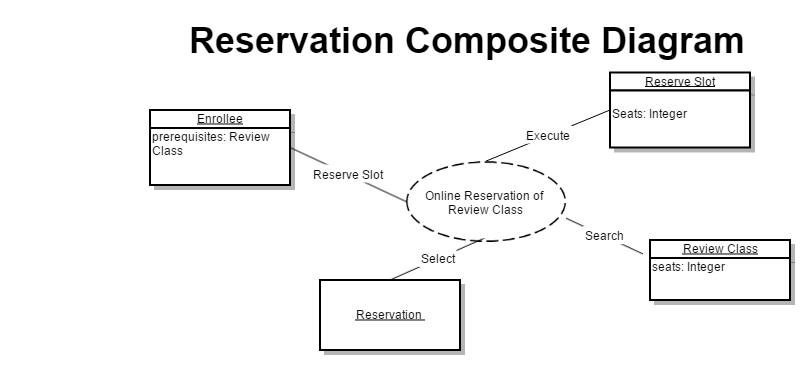
#### Activity Diagram



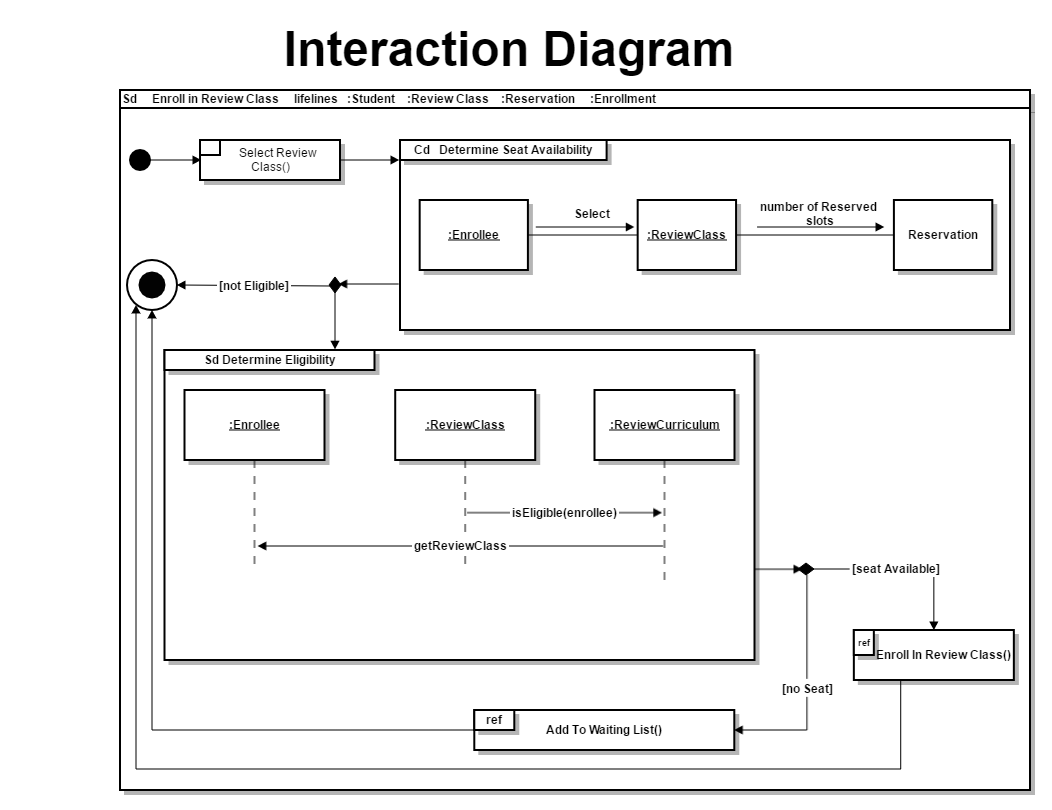
#### Component Diagram



#### Composite Structure Diagram



#### Interaction Overview Diagram



## 6.4 Users Guide

## 6.5 Process/Data/Information Flow

## 6.6 Screen layouts

## 6.7 Test Results

## 6.8 Sample Generated Outputs

## 6.9 Pictures showcasing the data gathering, investigation done (e.g. floor plan, layout, building, etc.)

## 6.10 One-Page Curriculum Vitae per team member

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**EDUCATIONAL BACKGROUND:**

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APC Microsoft Community

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