SM Foundation Incorporated Scholarship System Module 2: Existing Scholars

# Team Members:

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| Member Name | Role |
| Caram, Fermin IV | Project Manager |
| Oncinian, Jose Louise | Database Administrator |
| Baclaya, Joreen | Software Engineer |
| Frias, Levi | Infrastructure Engineer |

# Objectives:

* To provide SM Foundation Incorporated with a web-based system that would allow the Foundation to track, update, and review its scholars’ records.
* To help increase SM Foundation Incorporated’s efficiency by implementing customizable report generation in the system.
* To be able to reduce turnaround times through automatic calendar-based email notifications.

# Purpose:

The project was initiated with the primary purpose of developing a web-based system capable of consolidating SM Foundation Incorporated’s various scholar-related records and automating several of its business processes.

# Background:

SM Foundation Incorporated was founded in 1983 by Henry Sy, Sr. and Felicidad T. Sy. As the corporate social responsibility arm of the SM Group of Companies, the Foundation employs corporate assets to help improve the quality of life of less fortunate Filipinos nationwide. Its projects aim to evoke a positive change in both urban and rural communities through scholarships, medical missions, livelihood trainings, and housing projects. The Foundation is dedicated to building an environmentally-aware nation where every Filipino has the opportunity for self-improvement.

# Rationale:

SM Foundation Incorporated is currently handling over 1500 scholars enrolled in 84 schools nationwide. Each of these scholars must have their personal records logged, their grades reviewed, their tuition paid, and their benefits distributed by the Foundation. As it stands, these tasks are all done manually through the use of Excel spreadsheets. Scholars are also required to submit their documents in person by travelling to an SM mall. These practices are not only time-consuming, but also prone to errors. The project aims to address these concerns by consolidating the Foundation’s scholar-related records into a single database accessible by both the Foundation and its scholars in real time from anywhere in the country through a dedicated web portal. Such a system would ensure that SM Foundation always has access to accurate and up-to-date scholar records and reports; allowing them to monitor and analyze their scholars’ demographics. The information gleaned from these demographics can help the Foundation better understand the intricacies of their own operations, and highlight areas for potential improvement.

# User Roles and Responsibilities:

* SM Foundation
  + SM Foundation Incorporated fulfills the role of system administrator. It interacts with the system through the backend of the web portal, where it has the authority to create, view, update, or delete every type of record. The Foundation also has access to the reports module, which allows it to generate custom reports on scholar demographics based on inputted criteria.
* SM Scholars
  + SM Scholars interact with the system through the frontend of the web portal. The system allows them to upload documents to be sent to SM Foundation, and view their own personal records.

# Recommendation

The web-based system is being developed with the underlying intent of easy migration of SM Foundation Incorporated operations. System functionality is being made as close as possible to the current practices in order to ensure familiarity and to avoid altering the Foundation’s business practices. Once SM Foundation Inc. has finished migrating their operations to the web-based system, the group recommends expanding the system to include further automation of scholar record input, and adding functionality that would allow individual school registrars to submit scholar grades directly into the system.

# Conclusion

SM Foundation Incorporated’s operations can greatly benefit from the implementation of the web-based system. The system allows the Foundation to perform every task it is currently performing through Excel, and further improves upon efficiency by automating calculations, reports, and notifications.