



# O'Neill & Brennan Accredited Vacation Project

by

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BSc Computer Science

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O'Neill & Brennan Supervisor: Keval Shah



# Declaration

This project report is submitted in partial fulfilment of the requirements for the degree of BSc Computer Science. I declare that this report was composed by myself, that the work contained therein is my own, except where explicitly stated otherwise in the text, and that it has not been submitted, in whole or in part, for any other degree or professional qualification.

*Thomas McAloon*

This thesis was conducted under the supervision of Keval Shah.



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# **Chapter 1**

## **Introduction**

### **1.1 Introduction**

In the summer of 2021, I was fortunate enough to be responsible for developing eforms for O'Neill and Brennan, a leading construction recruitment and staffing agency in the UK and Ireland. Throughout the project, I collaborated with a talented team of developers and IT professionals to create a system that would streamline and simplify the eform process for O'Neill and Brennan. We worked diligently to ensure that all forms were user-friendly and easy to navigate. This project was incredibly successful, and I am proud to have been a part of it. It was challenging yet rewarding as I gained valuable experience and knowledge that I will take with me into the future.

The project involved developing various forms to replace existing paper forms, including applications, assessments, and surveys. Additionally, the team worked to migrate existing data to the cloud and improve data security through Azure. Several new features were added to the forms, such as automated notifications through emails and the ability to export data for review. The team also implemented a new authentication system using Azure Active Directory and several other security measures. The project was successful, resulting in improved data security, greater accessibility to forms, and a streamlined user experience. The transition to Azure has enabled the business to take advantage of the scalability and security offered by cloud computing.

My work involved a great deal of research, testing and coding to ensure that the eforms provided a seamless user experience for the company's employees.

## 1.2 Company Overview

O'Neill & Brennan is a leading recruitment agency in the UK and Ireland, with offices in London, Manchester, Leeds, Dublin, Cork and several more. The company was established in 1995 and provides various recruitment services, including permanent, contract and temporary recruitment solutions. The company also offers bespoke recruitment services to meet the individual needs of their clients. They specialise in the construction, civil engineering, mechanical engineering and energy sectors and have developed a reputation for sourcing the best talent for these industries.

The team at O'Neill & Brennan pride themselves on their service offering and are renowned for their ability to source quality candidates for their clients. Their recruitment process is tailored to each client's needs, and service levels are tailored to suit their specific requirements. They also provide comprehensive candidate screening, ensuring that all candidates are suitable for the role.

The company also offers a range of training and development opportunities for their staff to ensure they are up to date with the latest industry trends. They are also members of the Recruitment and Employment Confederation (REC), which means they have access to a wide range of resources to help them provide the best possible service to their clients.

O'Neill and Brennan are committed to providing professional, quality service to their clients, and their team of experienced consultants is dedicated to providing the best possible service. They strive to be the best at what they do and have built an excellent reputation in the industry.

## 1.3 Aims & Objectives

The main aim and objective of my role was to ensure the smooth running of the company's IT infrastructure. This included the maintenance of hardware and software systems, as well as providing technical support to staff and customers. The team also worked to develop and

implement new IT solutions to help streamline processes and improve overall efficiency and productivity.

The IT department also ensured that the company's data was secure and protected from cyber threats. This included regular backups, patching and the installation of antivirus and firewall solutions. The team also identified and resolved any technical issues and provided training for staff on how to use the IT systems.

The IT department also worked closely with other departments to ensure that IT solutions aligned with the company's broader business goals. After a few weeks, I was given the task of working with developers on an eforms system for the company. In addition, I was included in the company's migration to Azure.



# **Chapter 2**

## **eForms**

### **2.1 Project Background**

E-forms are electronic documents that can be used to store and share information. E-forms can streamline the company's process by reducing the amount of paperwork and making it easier for recruiters to access the information they need.

Companies have adopted e-forms because they reduce paper usage, save time, and improve efficiency. They also help to automate document management, reduce manual data entry, reduce errors, and increase accuracy. Furthermore, eForms can help automate the approval process, reduce administrative costs, and improve customer service. Additionally, adopting eForms can reduce a company's environmental footprint by eliminating the use of paper, ink, and other materials.

For O'Neill & Brennan to maintain a competitive edge and make the recruitment process more efficient and cost-effective, the team turned to technology solutions such as e-forms. The goal was to streamline the business processes and provide a more straightforward way for forms to be completed by employees, clients and job-seekers.

To develop the eforms, we used a combination of web technologies, including HTML, CSS, JavaScript, and PHP. These technologies allowed us to create a more interactive and responsive form experience for users. We also implemented several other features to improve their forms, such as drag-and-drop functionality, multi-page navigation, auto-fill inputs, and a live

preview of the form. These features allowed job seekers to review their applications before submitting them and employers to understand the submitted information better. We also tried to limit the manual input for the user to reduce the risk of human error; this was done by cross-referencing with a database and auto-completing the field. The development of the eforms lead to a comprehensive and easy-to-use solution for O'Neill & Brennan's recruitment process. The forms have since been a major success, allowing the company to reduce their recruitment time and cost significantly.

## 2.2 Planning & Design

The first step in designing an e-forms system was to assess the firm's needs and determine the project's scope. This involved gathering information from the firm's stakeholders, such as hiring managers and recruiters. This included gathering information about existing software and hardware infrastructure, user requirements, and specific needs or preferences.

The scope included:

1. The features of the eForms system.
2. The timeline for the development.
3. The budget for the project.

Once the project scope was clear, a detailed plan of action to implement the system was developed. A timeline, budget and a list of tasks that needed to be completed were established. It was also essential to consider the system's security requirements and ensure that all data was stored securely and only accessed by authorised personnel. In addition, we made sure to identify any risks and create a risk management plan/contingency plan.

Following the planning phase, the focus turned towards the project's design phase. This included developing a wireframe of the system and creating mock-ups of the user interface. Both low-fidelity and high-fidelity designs were produced for review within the team, allowing us to critique and draw inspiration from one another.

The database was designed to store the information collected from the forms and manage user roles and permissions assigned for each role. This phase also included designing the

database structure and the PDF layouts of the forms. There were various roles to set up, such as Admin, Site Manager, external visitors (Clients), employees, and cleaners, to name a few. Due to the nature of the business, new roles will be assigned throughout the lifespan of the eforms as each site will have different requirements; however, all in-house roles could be set up and assigned.

## 2.3 Wireframes

### 2.3.1 Form Designs

**Form F061:** A complex wireframe for an inspection report. It includes sections for 'Add equipment' (with fields for Inspection ID, Description of equipment, Unique ref number, Examination ending date, Result of inspection, Action taken, Date/time, and a 'Save' button), 'Report' (with fields for Location, Ladder, Status, Date/time, and a 'Save' button), and 'Result' (with fields for Date/time, Result, Action taken, and a 'Save' button). A 'Sign' section follows, and the bottom features a 'Comments' section with a 'Save' button. Notes at the bottom mention automatic saving after clicking 'Add Equipment' and saving changes by clicking 'Save'.

**Form F062:** A wireframe for updating inspection details. It shows a table with columns for Inspection ID, Description of equipment, Unique ref number, Location, Result of inspection, Action taken, and Date/time. Below the table is a 'Save?' button. To the right, there's a separate wireframe for a 'Ladder' entry with fields for Unique ref number, Location, Result of inspection, Action taken, Date/time, and a 'Save' button.

**Form F064:** A wireframe for adding equipment. It includes a table with columns for Inspection ID, Description of equipment, Unique ref number, Examination ending date, Result of inspection, Action taken, Date/time, and a 'Save' button. Below the table is a 'Save' button. A 'Tip' section provides instructions for unique ref number, examination ending date, result of inspection, action taken, and date/time.

**Form F068:** A wireframe for adding equipment, similar to F064 but with a different layout. It includes a table with columns for Inspection ID, Description of equipment, Unique ref number, Examination ending date, Result of inspection, Action taken, Date/time, and a 'Save' button. Below the table is a 'Save' button. A 'Tip' section provides instructions for unique ref number, examination ending date, result of inspection, action taken, and date/time.

Figure 2.1: Form Wireframe

**F071 Wireframe:**

This wireframe shows a form for assigning PPE. It includes fields for PPE type (e.g., PPE 1, PPE 2, PPE 3), quantity (e.g., 1, 2, 3), and recipient details (e.g., Name, Address, Issue by date). A notes section at the bottom contains instructions about re-assigning items.

**F077 Wireframe:**

This wireframe shows a form for tracking training records. It includes fields for Training Name, Date, Trainer name, and Trainer signature. A notes section at the bottom specifies that only one record can be added per site.

(a) F071

(b) F077

Figure 2.2: Form Wireframe

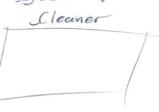
### 2.3.2 PDF Designs

F071

Logo	Title
ID # 00317	Contract Name O&B Potters Bar
Assigned To Tom McLean	Assigned By Kevan Shah
PPE	Asg/Returned Date
Hard Hat	Assigned 22/08/2022
Hivis	Returned 22/08/2022
 	

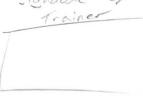
(a) F071 PDF

F073 PDF

Logo	Form Name			
Contract Name O&B Potters Bar	Location Description Kitchen			
Date 22/08/2022				
				
Time	Clean	TimeStamp	Prefix	Signature
7:00	/	7:02	Tom	
8:00	/	7:58	Kevan	
9:00	/	9:12	Tom	
10:00	/	10:03	Tom	
11:00	/	11:11	Kevan	
12:00	/	12:01	Kevan	
13:00	/	13:08	Tom	
14:00	/	13:54	Tom	
15:00	/	14:57	Tom	
16:00	/	16:01	Tom	
17:00	/	17:05	Kevan	
18:00	/	16:12	Kevan	

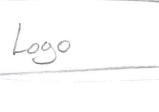
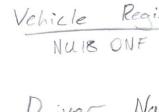
(b) F073 PDF

F077

Logo	Form Name		
Project/Regional Office O&B Potters Bar	Project No. # 17013		
Name of Trainer Tom McLean	Training Date 22/08/2022		
Name of Trainer Tom McLean	Training Subject Azure		
No	Name of Person Receiving Training	Signature	Date
1	Kevan Shah		16/08/2022
2	Ammod Atee		17/08/2022
3	Gerry Brennan		20/08/2022
			

(c) F077 PDF

F089a PDF

Logo	Form Title
	
	
	
	
Vehicle Registration NU18 ONF	Date 22/08/2022
Driver Name Tom McLean	Company O&B
	

(d) F089 PDF

Figure 2.3: PDF Wireframe

## 2.4 Working Prototype

### 2.4.1 F059 Example

(a) eForms Login

(b) eForms Dashboard

(c) F059 Form

(d) F059 Form Review

(e) F059 PDF

Figure 2.4: Prototype

### 2.4.2 Development of the System

The project was developed using HTML, CSS and JavaScript for the front-end and PHP for the system's back-end. Bootstrap was used to create a familiar user interface for employees; this allowed the team to focus more on developing the system's functionality. Development also began on building the database using MySQL, with the UML diagrams proving essential as they gave the team a blueprint to build the database. User authentication and

authorisation system were also created to ensure that only authorised users could access the system. Furthermore, a system for collecting and storing data from the forms was also developed.



## 2.5 Final Design

### 2.5.1 PDF Designs

F059-Rev4 Hoarding-and-Perimeter-Inspections			
Contract	Person Carrying out the Inspection Cathal Long		
Date of Inspection	Time of Inspection 22/08/2022 12:37		
Element inspected	Result of Inspection	Action Taken	Date
Hoarding Support • Posts vertical • Undermining • Posts / kentledge secure	Pass	N/a	15/08/2022
Hoarding Panels • Skirting / capping secure • No nails protruding • Clean / check for graffiti • Securely fixed to posts / rails	Pass	N/a	15/08/2022
Viewing Panels: • Clean • View portrays a good image • Safe	Pass	Action Taken on Site	15/08/2022
Doors and openings • Clean • Locks ok • Working order	Pass	Review next week with site	15/08/2022
Lighting: • Casings • Bulbs • Guards	Pass	N/a	15/08/2022
Pedestrians • Pavements clean • Signage clean • Check for Trip hazards	Pass	N/a	15/08/2022
Hazardous Areas • Couplers – 2 per joint • Panels damage free • Blocks 90° to panels • Bracing if required • Securely fixed at ends • Ground level / firm	Pass	N/a	15/08/2022
Signature of Person Carrying out the Inspection  Keval Shah			

F060-Rev5-Fire-Safety-Inspection																																																																											
Contract	Name and position of person making report Cathal Long																																																																										
Date of inspection	Time of inspection 11/07/2022 13:19																																																																										
<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th>Details of any matter identified</th> <th>Action taken</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>N/a</td> <td>N/a</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>N/a</td> <td>N/a</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>N/a</td> <td>N/a</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>N/a</td> <td>N/a</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>Did not meet regulation standards</td> <td>Removed from site at request of</td> </tr> <tr> <td><input checked="" type="radio"/></td> <td></td> <td>N/a</td> <td>N/a</td> </tr> <tr> <td colspan="2">Notes</td> <td colspan="2">Signature of Person Carrying out the Inspection  Keval Shah</td> </tr> </tbody> </table>				Yes	No	Details of any matter identified	Action taken	<input checked="" type="radio"/>		N/a	N/a	<input checked="" type="radio"/>		N/a	N/a	<input checked="" type="radio"/>		N/a	N/a	<input checked="" type="radio"/>		N/a	N/a	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		N/a	N/a	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		N/a	N/a	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		N/a	N/a	<input checked="" type="radio"/>		Did not meet regulation standards	Removed from site at request of	<input checked="" type="radio"/>		N/a	N/a	Notes		Signature of Person Carrying out the Inspection  Keval Shah	
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Notes		Signature of Person Carrying out the Inspection  Keval Shah																																																																									
This form must be completed every seven days as a minimum																																																																											

(a) F059

(b) F060

F061 Rev4 Work Equipment Inspection			
Provision and Use of Work Equipment Regulations 1998			
Reports of the results of every inspection made in pursuance of Regulation 6(1) (a), (b), 2 (a) (b) and (3) of the Provision and Use of Work Equipment			
<p>1. Where necessary the manufacturer's instruction or other available information should be consulted. Note: 2. Inspection periods must not exceed 7 days. 3. Company owned, hired and equipment belonging to employees / subcontractors must be recorded on this form.</p>			
#ID	Contract Name:		
#OB123423	OB - Potters Bar		
Contact Name:	Description Of Equipment:		
Gareth Wilson	Laptop		
Unique Reference Number:	PAT Expiry Date:		
D2YTR32	16/06/2024		
Result of Inspection:	Action Taken:		
PASS	N/a		
Date:	Time:		
22/08/2022	15:21 PM		
Signature of Person Carrying out the Inspection  Keval Shah			

F062 Rev4 Working Platform Inspection			
The Work at Height Regulations 2005			
Report of result of inspection (Regulation 12 (4)(a)(b)) of WORKING PLATFORMS (or part thereof) or of other FALL PREVENTION & ARREST SYSTEMS (including equipment and materials, if any) or of LADDERS as required by Regulation 12 of the Work at Height Regulations			
<p>1. Where necessary the manufacturer's instruction or other available information should be consulted. Note: 2. Inspection periods must not exceed 7 days. 3. Company owned, hired and equipment belonging to employees / subcontractors must be recorded on this form.</p>			
#ID	Contract Name:		
#OB123423	OB - Potters Bar		
Contact Name:	Description Of Equipment:		
Gareth Wilson	Ladder 10FT		
Unique Reference Number:	PAT Expiry Date:		
D2YTR32	16/06/2024		
Result of Inspection:	Action Taken:		
PASS	N/a		
Date:	Time:		
22/08/2022	15:21 PM		
Signature of Person Carrying out the Inspection  Keval Shah			

(c) F061

(d) F062

Figure 2.5: Final Designs F059-F062

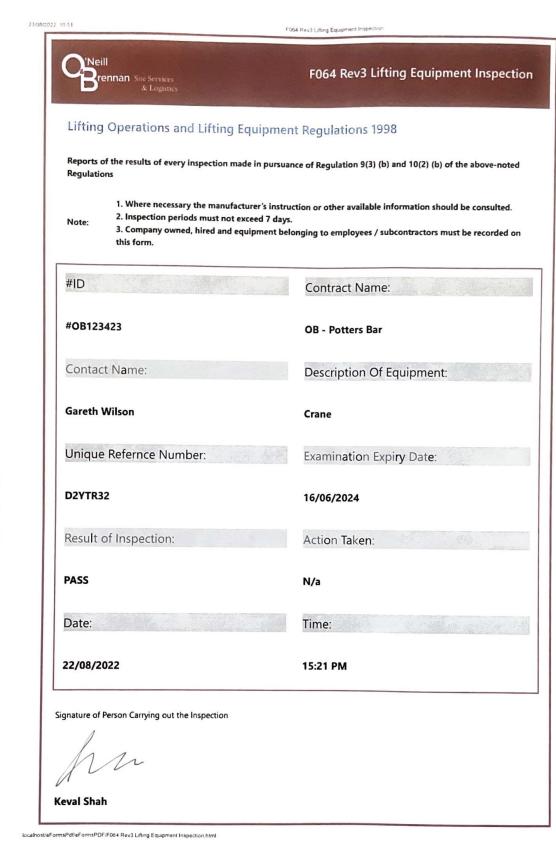
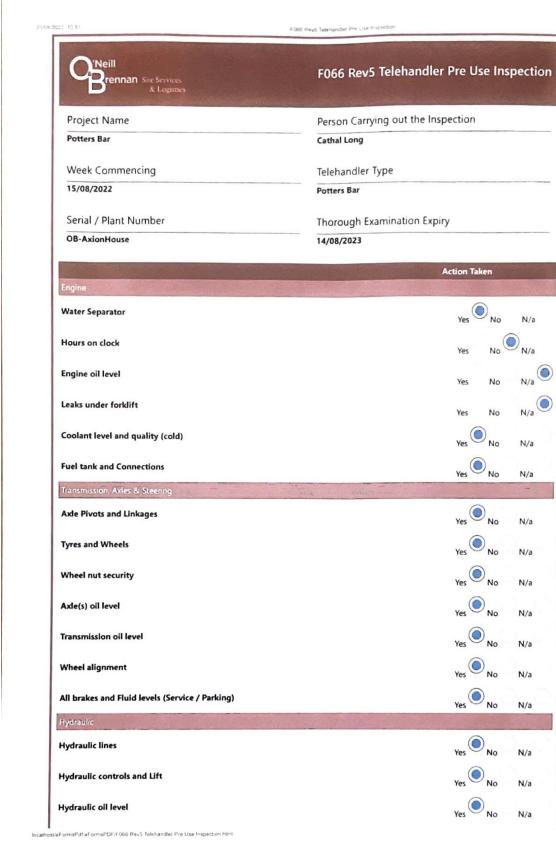
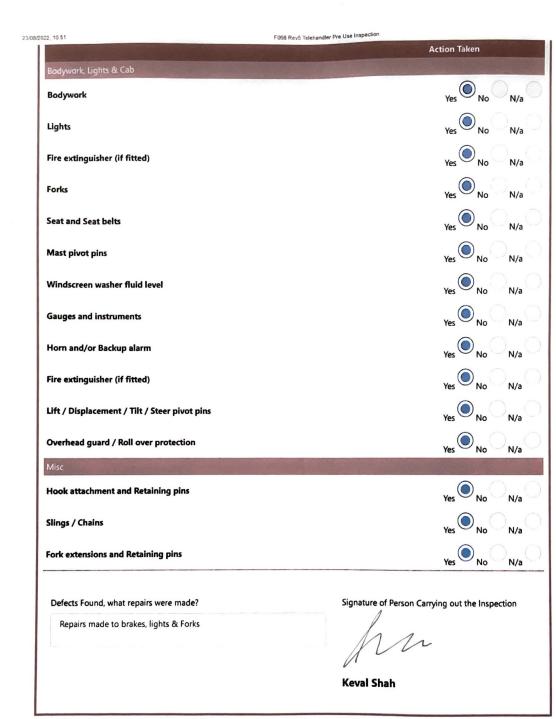
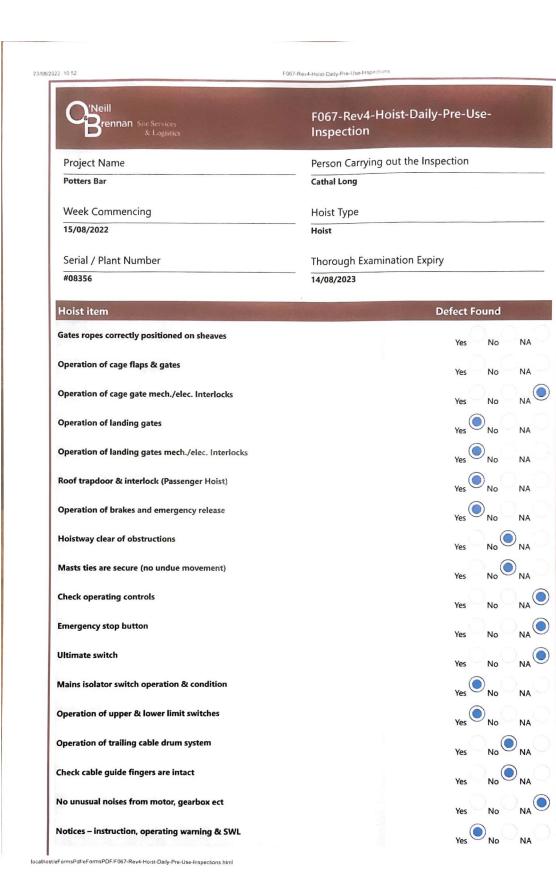
 <p><b>F064 Rev3 Lifting Equipment Inspection</b></p> <p>Lifting Operations and Lifting Equipment Regulations 1998</p> <p>Reports of the results of every inspection made in pursuance of Regulation 9(3) (b) and 10(2) (b) of the above-noted Regulations</p> <p>Note: 1. Where necessary the manufacturer's instruction or other available information should be consulted. 2. Inspection periods must not exceed 7 days. 3. Company owned, hired and equipment belonging to employees / subcontractors must be recorded on this form.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">#ID</td> <td style="width: 85%;">Contract Name:</td> </tr> <tr> <td>#OB123423</td> <td>OB - Potters Bar</td> </tr> <tr> <td>Contact Name:</td> <td>Description Of Equipment:</td> </tr> <tr> <td>Gareth Wilson</td> <td>Crane</td> </tr> <tr> <td>Unique Reference Number:</td> <td>Examination Expiry Date:</td> </tr> <tr> <td>D2YTR32</td> <td>16/06/2024</td> </tr> <tr> <td>Result of Inspection:</td> <td>Action Taken:</td> </tr> <tr> <td>PASS</td> <td>N/a</td> </tr> <tr> <td>Date:</td> <td>Time:</td> </tr> <tr> <td>22/08/2022</td> <td>15:21 PM</td> </tr> </table> <p>Signature of Person Carrying out the Inspection  Kev Shah</p>	#ID	Contract Name:	#OB123423	OB - Potters Bar	Contact Name:	Description Of Equipment:	Gareth Wilson	Crane	Unique Reference Number:	Examination Expiry Date:	D2YTR32	16/06/2024	Result of Inspection:	Action Taken:	PASS	N/a	Date:	Time:	22/08/2022	15:21 PM	 <p><b>F066 Rev5 Telehandler Pre Use Inspection</b></p> <p>Project Name: Potters Bar Person Carrying out the Inspection: Cathal Long</p> <p>Week Commencing: 15/08/2022 Telehandler Type: Potters Bar</p> <p>Serial / Plant Number: OB-AxionHouse Thorough Examination Expiry: 14/08/2023</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3">Action Taken</th> </tr> </thead> <tbody> <tr> <td colspan="3">Engine</td> </tr> <tr> <td>Water Separator</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Hours on clock</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Engine oil level</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Leaks under forklift</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Coolant level and quality (cold)</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Fuel tank and Connection</td> <td>Yes</td> <td>No</td> </tr> <tr> <td colspan="3">Transmission Axles &amp; Steering</td> </tr> <tr> <td>Axle Pivot and Linkages</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Tyres and Wheels</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Wheel nut security</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Adit(s) oil level</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Transmission oil level</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Wheel alignment</td> <td>Yes</td> <td>No</td> </tr> <tr> <td colspan="3">All brakes and Fluid levels (Service / Parking)</td> </tr> <tr> <td>Hydraulic</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Hydraulic lines</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Hydraulic controls and Lift</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>Hydraulic oil level</td> <td>Yes</td> <td>No</td> </tr> </tbody> </table>	Action Taken			Engine			Water Separator	Yes	No	Hours on clock	Yes	No	Engine oil level	Yes	No	Leaks under forklift	Yes	No	Coolant level and quality (cold)	Yes	No	Fuel tank and Connection	Yes	No	Transmission Axles & Steering			Axle Pivot and Linkages	Yes	No	Tyres and Wheels	Yes	No	Wheel nut security	Yes	No	Adit(s) oil level	Yes	No	Transmission oil level	Yes	No	Wheel alignment	Yes	No	All brakes and Fluid levels (Service / Parking)			Hydraulic	Yes	No	Hydraulic lines	Yes	No	Hydraulic controls and Lift	Yes	No	Hydraulic oil level	Yes	No																																								
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Figure 2.6: Final Designs F064-F067

23/08/2022 10:53

Hoist Item	Defect Found
Visual check of base enclosure & gate	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA
Debris in base enclosure & on cage roof	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA
Check gearboxes for oil leaks	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA
Hoist cage clean, tidy and free from obstructions	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA
Check cage sides & floor for damage	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA
Landing (Hoistway) protection intact	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA
Initials of Person carrying out checks	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA

Defects Found, what repairs were made?  
"Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis

Signature of Person Carrying out the Inspection  
*Keval Shah*

23/08/2022 10:53

F068 Rev3 Register of Statutory Certificates	
Note:	This is a register of certificates, not a register of plant. Create a new line for each new certificate. If an existing certificate expires, mark the line as 'superseded' and complete a new line for the replacement certificate
#ID	Contract Name:
#OB123423	OB - Potters Bar
Description Of Equipment:	Serial Number:
Crane	0384OP7
Certificate Type:	Date of Arrival:
6 Months	10/08/2022
Date of Inspection:	Date Next Examination Due:
18/08/2022	15/09/2023
Removed From Site:	
<input type="checkbox"/> No	

Signature of Person Carrying out the Inspection  
*Keval Shah*

(a) F067.2

(b) F068

23/08/2022 10:53

F071 Rev8 PPE Issuing Register		
ID	Contract Name	
#00317	O&B Potters Bar	
Assigned to	Assigned By	
Tom McAloon	Keval Shah	
PPE Equipment	Assigned/Returned	Date
Hard Hat (Serviceable)	Assigned ✓	28/08/2022
Gloves (Serviceable)	Assigned ✓	12/08/2022
Hi Vis Vest (GO/RT3279 Rail) (Serviceable)	Returned ✗	18/08/2022
Ear Defenders (Serviceable)	Returned ✗	15/08/2022
Force 8 P3 ½ Masks (Serviceable)	Returned ✗	02/08/2022
Other (Serviceable)	Assigned ✓	19/08/2022

**Read Before Signing**  
I acknowledge receipt of and agree to wear the Personal Protective Clothing / Equipment issued.  
I also confirm that I know how to properly use and maintain the same and agree to report any loss or defect immediately.  
If I choose to purchase my own equipment I will inform my line manager. All equipment issued must be returned on termination of employment or the cost may be deducted from your final payment.

Assignee Signature  
*Keval Shah*

Employee Signature  
*Tom McAloon*

23/08/2022 10:53

F073 Rev3 Welfare Facility Cleaning and Inspection Record				
Contract Name	Location Description	Date		
O&B Potters Bar	Kitchen	12/08/2022		
<p>To ensure that these facilities are maintained to the highest standards possible they will be inspected and cleaned as necessary on an hourly basis</p> <p>We have a zero tolerance policy regarding abuse of these facilities and our staff. Anyone found abusing our staff or the facilities we have provided will be removed from site</p> <p>Should you find this facility in an unacceptable condition or wish to report damage and / or abuse to this facility please contact the O'Neill and Brennan Health and Safety hotline on 07824 531 707</p>				
Time	Action Taken	Timestamp	Cleaner	Cleaners Signature
07:00	✓	07:02:18	Tom McAloon	<i>Tom McAloon</i>
08:00	✓	08:03:24	Tom McAloon	<i>Tom McAloon</i>
09:00	✓	10:06:58	Keval Shah	<i>Keval Shah</i>
10:00	✓	10:04:34	Keval Shah	<i>Keval Shah</i>
11:00	✓	11:02:18	Keval Shah	<i>Keval Shah</i>
12:00	✓	12:08:03	Tom McAloon	<i>Tom McAloon</i>
13:00	✓	13:01:43	Keval Shah	<i>Keval Shah</i>
14:00	✓	14:04:27	Tom McAloon	<i>Tom McAloon</i>
15:00	✓	15:00:49	Keval Shah	<i>Keval Shah</i>
16:00	✓	16:11:32	Keval Shah	<i>Keval Shah</i>
17:00	✓	18:02:06	Tom McAloon	<i>Tom McAloon</i>
18:00	✓	18:09:36	Keval Shah	<i>Keval Shah</i>
Final Cleaner Signature Before Submission <i>Keval Shah</i>				

(c) F071

(d) F073

Figure 2.7: Final Designs F067-F073

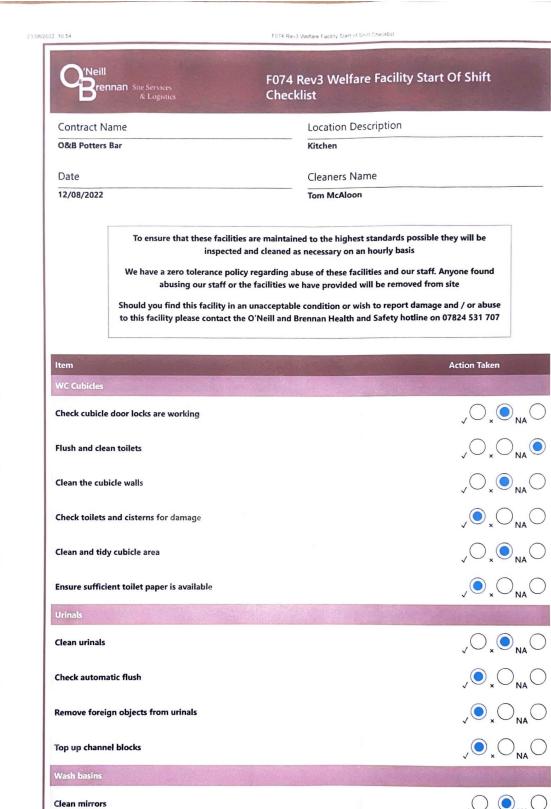
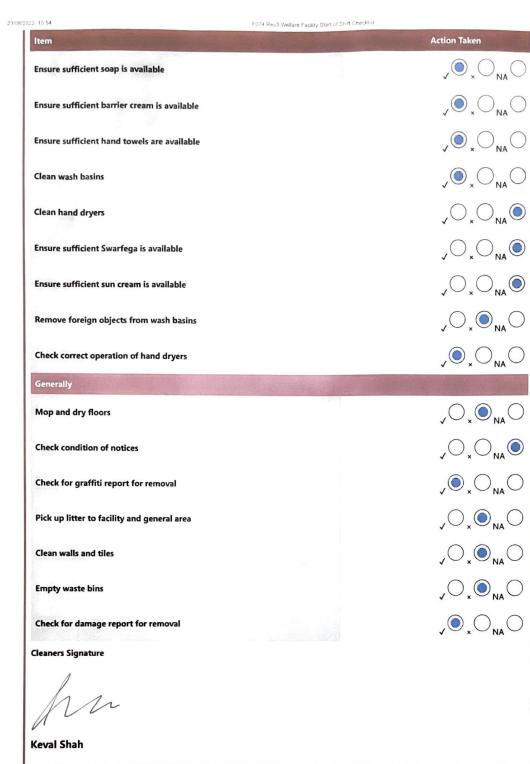
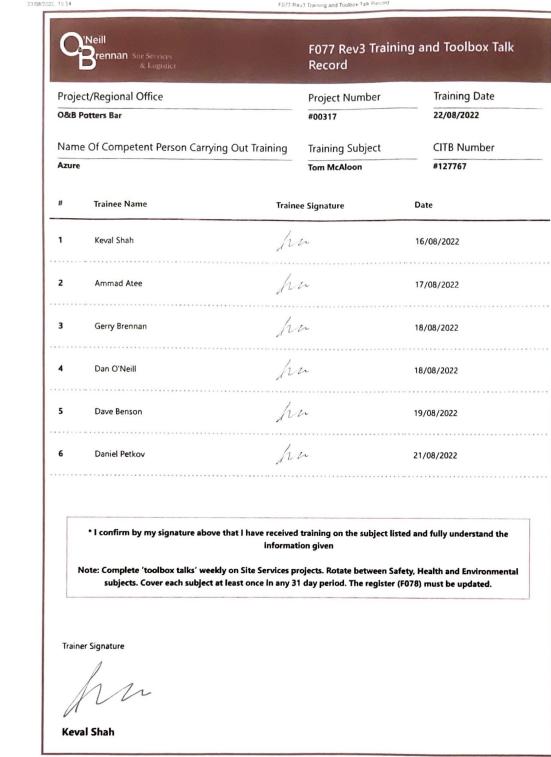
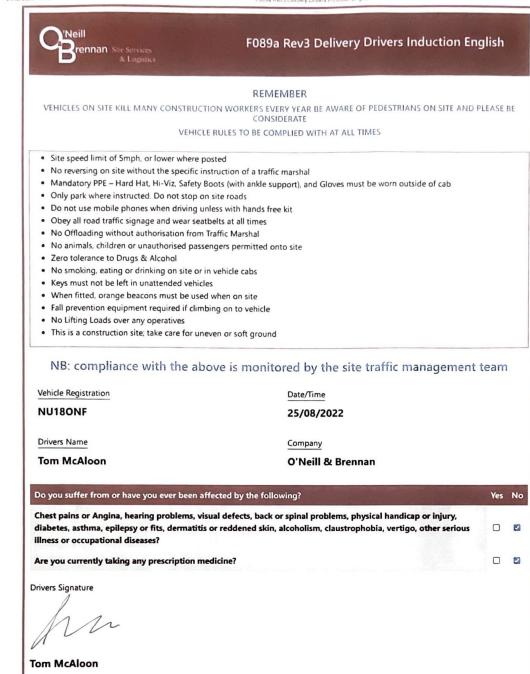
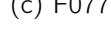
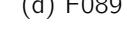
 <p><b>F074 Rev3 Welfare Facility Start Of Shift Checklist</b></p> <p>Contract Name: O&amp;B Potters Bar      Location Description: Kitchen</p> <p>Date: 12/08/2022      Cleaners Name: Tom McAloon</p> <p>To ensure that these facilities are maintained to the highest standards possible they will be inspected and cleaned as necessary on an hourly basis</p> <p>We have a zero tolerance policy regarding abuse of these facilities and our staff. Anyone found abusing our staff or the facilities we have provided will be removed from site</p> <p>Should you find this facility in an unacceptable condition or wish to report damage and / or abuse to this facility please contact the O'Neill and Brennan Health and Safety hotline on 07824 531 707</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Action Taken</th> </tr> </thead> <tbody> <tr> <td>WC Cubicles</td> <td></td> </tr> <tr> <td>Check cubicle door locks are working</td> <td>✓ <input checked="" type="radio"/> NA <input type="radio"/></td> </tr> <tr> <td>Flush and clean toilets</td> <td>✓ <input checked="" type="radio"/> NA <input checked="" type="radio"/></td> </tr> <tr> <td>Clean the cubicle walls</td> <td>✓ <input checked="" type="radio"/> NA <input type="radio"/></td> </tr> <tr> <td>Check toilets and cisterns for damage</td> <td>✓ <input checked="" type="radio"/> NA <input type="radio"/></td> </tr> <tr> <td>Clean and tidy cubicle area</td> <td>✓ <input checked="" 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Figure 2.8: Final Designs F074-F089

# **Chapter 3**

## **Azure**

### **3.1 Project Background**

O'Neill and Brennan also decided to migrate their IT infrastructure to Microsoft Azure to take advantage of the scalability and reliability of cloud computing. The company was looking for a platform to allow them to scale quickly and easily, and Azure provided that. The migration process was seamless, and the company was up and running on Azure within a few months. Since then, O'Neill and Brennan have seen an improvement in their IT infrastructure, with increased speed and reliability. They have also reduced their IT costs, as they no longer have to maintain and upgrade their on-premise infrastructure. The move to Azure has enabled O'Neill and Brennan to stay competitive in the ever-changing construction recruitment industry.

### **3.2 Planning & Development**

The planning of migrating Azure at O'Neill and Brennan was a project that began in the summer of 2020. The project aimed to move the company's existing applications and data to the cloud to reduce costs, improve security, and increase scalability.

The planning process began with assessing the existing infrastructure, applications, and data. This assessment was conducted to identify potential issues that could arise during the migration. Following the assessment, a detailed plan was created that outlined the steps needed

to complete the migration successfully. This plan included the timeline, resources, and technology needed for successful completion.

### **3.3 Implementing the System**

The migration process itself was divided into several phases. The first phase involved preparing the existing applications and data for the move to Azure. This included identifying and addressing any incompatibilities or issues. In addition, the process required the installation of Azure software and the environment's configuration.

The second phase of the migration focused on the actual move of the applications and data. This included transferring the applications and data to their new location in the cloud. The process also required testing the applications and data to ensure they were operating correctly in the new environment.

The third and final stage of the migration was the testing and validation phase. We tested the performance and security of the migration to ensure that it was up to the company's standards. We worked to ensure that the migrated applications and services ran optimally in the cloud.

Throughout the project, my main tasks were to prepare the laptops, create user profiles on Azure and 'push' the laptops to Azure using a PowerShell script. Laptops were prepared by removing all existing software, such as outdated drivers and hardware components incompatible with Windows 10. The laptops were then wiped of all user data, and the operating system was updated to the latest version. Laptops were then joined to the O'Neill and Brennan domain and were given the appropriate security settings.

After the initial setup was completed, the laptops were configured for Azure. This included setting up a virtual private network (VPN) connection and enabling remote access. The laptops were then registered with Azure Active Directory, and the necessary user accounts were created. The laptops were then configured to use the company's Azure subscription, allowing access to a range of Azure services.

Finally, the laptops were tested to ensure they were configured correctly and the user accounts had the appropriate permissions. The laptops were then ready to be shipped to the

appropriate locations and put into use.

### **3.4 Benefits & Challenges of the Project**

By migrating to Azure, O'Neill and Brennan have been able to take advantage of the scalability and flexibility of the cloud-based platform, allowing them to quickly and easily scale up or down their computing needs as needed. Additionally, as Azure offers a wide range of services, from storage and analytics to networking and security, the company can now create a tailored solution to meet their specific requirements.

However, migrating to Azure was also challenging. As a cloud-based platform, Azure is less secure than on-premise solutions, meaning that O'Neill and Brennan may have to invest in additional security measures to protect their data. Additionally, migrating to Azure required significant time and effort, as the team had to ensure that all their existing systems and applications were compatible with the new platform.



# **Chapter 4**

## **Reflection**

Working in the O'Neill & Brennan IT Department has been an excellent experience as an aspiring software developer. The IT Department has provided a comprehensive view of the development process, from the initial design stages to the implementation and maintenance of software. This has developed a better understanding of the different stages of development and how they all work together.

Working on projects at O'Neill & Brennan expanded my knowledge of the software development process. It helped develop a more proficient workflow for developing systems that are used on a large scale. At a technical level, valuable experience was gained with different technologies, such as PHP, JavaScript, HTML and CSS, developing a solid understanding of using these languages and tools effectively. Additionally, understanding how to debug code, identify and fix errors, and optimise software for better performance will no doubt prove vital in future work. The importance of communication and collaboration with other members of the team was made apparent throughout the development of projects, giving an insight into the nature of the industry. Working in the IT Department has allowed me to work with different people and become an effective communicator and team player.

Overall, gaining a better understanding of the development process, expanding knowledge of different development technologies, and becoming an influential team member were highlights of the experience. This was an excellent opportunity to hone technical and interpersonal skills further. Furthermore, the experience increased my employee effectiveness as I better

understood the company's objectives and the importance of adhering to deadlines.

## 4.1 Future Work

Web development is an exciting and ever-evolving field that provides a unique challenge and opportunity to develop creative solutions to various online problems. Developing eforms for O'Neill and Brennan is an excellent example of how web development can be used to improve business processes and make life easier for everyone involved.

The experience motivates me to continue in web development as it allows me to leverage my technical skills to create something that is both useful and meaningful. It is a great way to apply my knowledge and experience to a real-world problem, and it allows me to make a positive impact on businesses, both large-scale and small.

## 4.2 Relevance to Computer Science

Working in the IT office at O'Neill and Brennan was an incredibly relevant experience to my computer science degree. During my time there, I learned a wide range of IT skills and gained first-hand experience in the field. I observed how a professional IT office operated and developed my understanding of networking, hardware, software, and other IT-related concepts. This helped me develop a better understanding of my computer science course material and gave me a practical perspective on the applications of my studies.

Collaborating with an actual software development environment allowed me to apply the knowledge I had gained from numerous modules to a real-world situation. I gained experience in the software development cycle, from the initial requirements gathering to the final product creation. During the project, I was able to write code to create the web-based eform system, and I was also able to gain experience in debugging and troubleshooting code. The importance of how software projects are managed in the professional world and how to work as part of a team were insightful to the industry.

Migrating the business to Azure was invaluable to progressing my knowledge of how businesses rely on computer systems. The process required a deep understanding of cloud computing and web application deployment. Important factors, such as scalability, availability,

data management, and security, had to be considered. Additionally, the experience demonstrated how cloud services interact with each other and how to integrate them with the existing web application. Apart from gaining a better understanding of the cloud, the Azure project also provided an opportunity to understand the importance of DevOps practices. Setting up continuous integration and continuous deployment pipelines to ensure a web application's stability and reliability is a skill future employers will seek.

Furthermore, I developed valuable interpersonal skills, such as communication, problem-solving, and teamwork, which will apply to my studies and future career. I also gained the ability to troubleshoot technical issues quickly and effectively. This was an invaluable experience, as it enabled me to apply the knowledge I had acquired from my studies and apply it in a real-world setting.

Overall, my time in the IT office at O'Neill and Brennan was an extremely beneficial experience for my computer science degree. It helped me understand and apply my studies and develop the necessary interpersonal and technical skills.



# **Chapter 5**

## **Supervisor Report**

I am pleased to provide this supervisor report on Tom McAloon's contribution to developing eforms and the migration of the business to Azure for O'Neill & Brennan.

Tom was responsible for developing e-forms for the business, which enabled the company to streamline processes and improve efficiency. His technical knowledge, attention to detail and ability to identify areas of improvement have been invaluable. He has produced a high-quality product that meets the needs of both the client and the business.

Tom worked diligently to develop a platform that met the company's needs. He extensively researched the latest technology and trends and developed a prototype that met O'Neill & Brennan's requirements. He was also instrumental in setting up the infrastructure for the project, including the necessary servers and databases. In addition, Tom worked to ensure that tasks were completed efficiently and to a high standard, providing creative solutions to problems that arose during the project.

The team has successfully moved the business to the cloud-based platform Azure. Tom had also been instrumental in this project because of his understanding of the platform, which greatly benefited the project.

Overall, Tom has proven himself an asset to the business. He has shown dedication and commitment to developing eforms as well as contributing to the Azure migration project, enabling the company to increase scalability and reduce costs. He is an asset to the team, and I highly recommend him for future projects.