Faculty of Computer Science and Information Technology

STATIONERY ORDERING SYSTEM FOR FCSIT

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I place on record, my sincere thank you to my important person in my life which is my parents and my families for all the moral support given as to encourage me in completing this project successfully. Without any of their help, I would not finish the project nor reached what I have archive today.

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ABSTRACT

A web-based system is one of the technology that can help people to deal with the problem they have been encountered such as the current system of stationery ordering in FCSIT. The admin received the order manually through email from the staffs. Due to this, there are huge chances that the admin might accidentally skipped or missed any requesting email. By using this proposed system Stationery Ordering System for FCSIT, the system can help the staff to apply the stationery systematically and it will be easier as the system has an application form and the staff also can check by themselves if the item they want to order is available or not. This proposed system is a web-based system which can generate the ordering history reports, and the stationery stocks and help notify the admin on any ordering request also for the staffs to check their ordering status as well.

ABSTRAK

Sistem berasaskan web adalah salah satu teknologi yang dapat membantu pengguna untuk menangani masalah yang dihadapi dengan sistem manual yang sedia ada seperti sistem pesanan alat tulis di Fakulti Sains Komputer dan Teknologi Maklumat (FSKTM) sekarang. Pentadbir FSKTM menerima pesanan daripada kakitangan secara manual melalui e-mail. Oleh kerana itu, terdapat kemungkinan besar bahawa pentadbir mungkin akan terlepas pandang atau terlangkau e-mail tersebut dengan tidak sengaja. Jadi, dengan menggunakan sistem pesanan alat tulis untuk FSKTM yang telah dicadangkan ini, kakitangan FSKTM dapat memohon alat tulis secara sistematik dan ini akan menjadi lebih mudah kerana sistem ini mempunyai borang permohonan untuk memohon alat tulis dan kakitangan juga dapat memeriksa barang yang ingin dipesan sama ada ia tersedia atau pun tidak tersedia. Sistem cadangan ini adalah sistem yang berasaskan web yang dapat menjana laporan sejarah pesanan dan stok alat tulis beserta dapat menghantar pemberitahuan kepada pentadbir dan juga kakitangan atas setiap pesanan yang dibuat.

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CHAPTER 1: INTRODUCTION

1.1 Introduction

Faculty of Computer System and Information Technology (FCSIT) is one of faculty in Universiti Malaysia Sarawak (UNIMAS). That has been established in November 1993. To this day, there are total of 70 academicians, researchers along with 24 supporting staffs including Associate Professor Dr Kartinah Binti Zen as the Dean of the faculty to help strengthen the faculty's core business and services. This include the stationery service for the FCSIT staffs which allow them to order the stationery they needed for them to perform their job and tasks.

Stationery Ordering System for FCSIT is a system that helps the admin of the FCSIT office to manage their process of ordering the stationery from FCSIT's staff by checking list of the ordering request through the system. However, the issue with the current system is that the admin is still accepting the order manually through email from the staffs and this create problem because there is no official email address for the service. Due to this, there are huge chances that the admin might accidentally skipped or missed any requesting email. By using the Stationery Ordering System, the system can help the staff to apply the stationery systematically and it will be easier as the system has an application form and the staff also can check by themselves if the item they want to order is available or not. The system uses web-based system to deliver information and services and can develop the system quickly by using Waterfall method. This proposed system will be developed to design and develop a web-based stationery ordering system for FCSIT that can help the FCSIT staffs to order the stationery needed. Besides, it can generate the ordering history reports, the stationery stocks and help notify the admin on any ordering request also for the staffs to check their ordering status. The result of this will enable the staff to search for the desired items and its availability as well. The system will notify the admin if the ordering request has been submitted by the staff and the staff will get notification from the system for their ordering status. The admin can view the report of the ordering history and the stationery stocks.

1.2 Problem Statement

Currently, the procedure to order the stationery from the FCSIT office is the staff need to send an email to the admin. Then, once the email is received and get the approval, the staff goes to the office and fill up an ordering form which to be recorded and keep in the file. Poorly, the email received to the admin sometimes been skipped or missed as the admin use their personal email which the email is used for many things. The stationery service also has no report for the stationery stocks. Therefore, the admin counts the stock item manually every time the admin receive the order request. FCSIT stationery order service is giving only five times order request in a year for each staff but the admin can't recognise the staff who has exceed five times order because the admin has no report for the ordering history.

1.3 Scope

The scope of the system is web-based system. The system focuses on stationery ordering for FCSIT lecturers and staffs. It will manage the order from the staff request. In the system, there are two scopes which are admin and staff of FCSIT.

1.3.1 Admin

For the proposed system, the admin is responsible to register or add the stationery details, manage the ordering request and generate report of the stationery stocks and ordering history.

1. Register an admin
2. Log in.
3. Add, update and delete stationery data or details.
4. View the stationery details.
5. View and respond to the ordering request.
6. View the report.

1.3.2 Staff

Staff can login and make an order of the item. Staff also get notification from the system about the status of their order request.

1. Able to login.
2. Make, view or cancel the stationery order.
3. Get a notification from the system about the ordering status.

1.4 Objectives

To overcome these problems, the objectives of the proposed system are:

1) To develop a web based stationery ordering system that can help the FCSIT staff to order the stationery.
2) To generate report of the stationery stocks and ordering history.
3) To notify admin for the ordering request and to update the staff for the ordering status.

1.5 Methodology

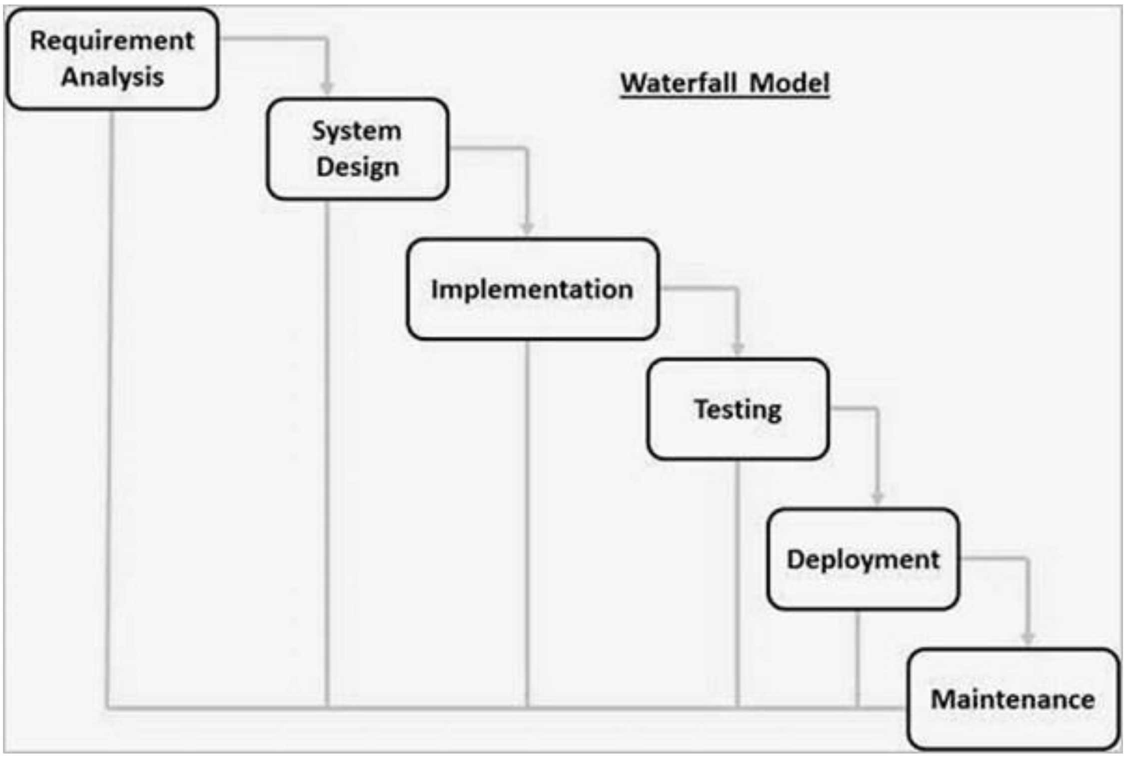

Figure 1.1 Waterfall Methodology Model

This system will be developed using Waterfall methodology. The Waterfall model was the first Process Model introduced by Winston Royce in 1970. This model is a sequential model that divides software development into different phases which are requirement analysis, system design, implementation, system testing, system deployment and system maintenance as showed in Figure 1.1. Each phase is design for specific activity during Software Development Life Cycle (SDLC) phase. The Waterfall model is the earliest SDLC approach to develop a software. The benefits of using Waterfall model are that it allows for the departmentalization and control. A schedule can be set with deadlines for each phase and a product can proceed through the development process model phases one by one.

1.5.1 Requirement Analysis

During this requirement analysis phase, all the possible requirements will be collected from the admin to be identified and analysed in a requirement specification document to develop the system.

1.5.2 System Design

In this system design phase, once the requirement specification in the first phase have been studied, design will be prepared by planning the programming language using the database software. So, PHP, HTML, CSS, Sublime Text and other software system requirements will be used to build this system.

1.5.3 Implementation

After the design phase, this implementation phase is a phase that the system need to be coded. The system is first developed in small program called units by getting input from the system design phase. The units developed are integrated in the next phase. Referring to the Unit Testing, each unit is developed and tested for its functionality.

1.5.4 Testing

In this testing phase, the system designed in phase three must be tested to make sure it is work as expected. Perform the functional and non-functional to make sure the system meets the requirements.

1.5.5 Development/Deployment

Development phase is once the functional and non-functional testing is done, the system will be developed in the respective environment. Then, perform the sanity check in the environment after the system is develop to ensure the system does not break.

1.5.6 Maintenance

In this phase, the system is ready to use. Once there are some issues come up, it must to be solved by release and enhance the system with the better version. Maintenance is done to deliver these changes in the customer environment.

1.6 Project Schedule

Task Name	Duration	Start	Finish
Final Year Project	**171 days**	**Fri 19-09-13**	**Wed 20-04-29**
Brief Project Proposal	6 days	Fri 19-09-13	Fri 19-09-20
Project Proposal	**21 days**	**Tue 19-09-24**	**Sat 19-10-19**
Research on project	9 days	Tue 19-09-24	Fri 19-10-04
Identifying objectives and project outcom	5 days	Sat 19-10-05	Thu 19-10-10
Determine methodology	6 days	Fri 19-10-11	Sat 19-10-19
Chapter 1: Introduction	**7 days**	**Sun 19-10-20**	**Sat 19-10-26**
Finalise project proposal	7 days	Sun 19-10-20	Sat 19-10-26
Chapter 2: Literature Review	**17 days**	**Sun 19-10-27**	**Sat 19-11-16**
Gathering journal and informations	9 days	Sun 19-10-27	Wed 19-11-06
Analysis informations and documentations	9 days	Wed 19-11-06	Sat 19-11-16
Chapter 3: Requirement Analysis and Design	**15 days**	**Sun 19-11-17**	**Thu 19-12-05**
Collect all requirements	4 days	Sun 19-11-17	Wed 19-11-20
Create ERD and DFD	5 days	Tue 19-11-19	Mon 19-11-25
Basic design of system	10 days	Fri 19-11-22	Thu 19-12-05
Final Year Project 1	6 days	Thu 19-12-05	Thu 19-12-12
Chapter 4: Implementation	**55 days**	**Tue 20-01-28**	**Mon 20-04-13**
System Implementation	54 days	Tue 20-01-28	Fri 20-04-10
Documentation	2 days	Fri 20-04-10	Mon 20-04-13
Chapter 5: Testing	**6 days**	**Tue 20-04-14**	**Mon 20-04-20**
Unit Testing	2 days	Tue 20-04-14	Wed 20-04-15
Integration Testing	3 days	Wed 20-04-15	Fri 20-04-17
Documentation	3 days	Sat 20-04-18	Mon 20-04-20
Chapter 6: Conclusion	**3 days**	**Tue 20-04-21**	**Thu 20-04-23**
Conclusion and future work	3 days	Tue 20-04-21	Thu 20-04-23
Final Year Project 2	5 days	Thu 20-04-23	Wed 20-04-29

Figure 1.2 Project Schedule

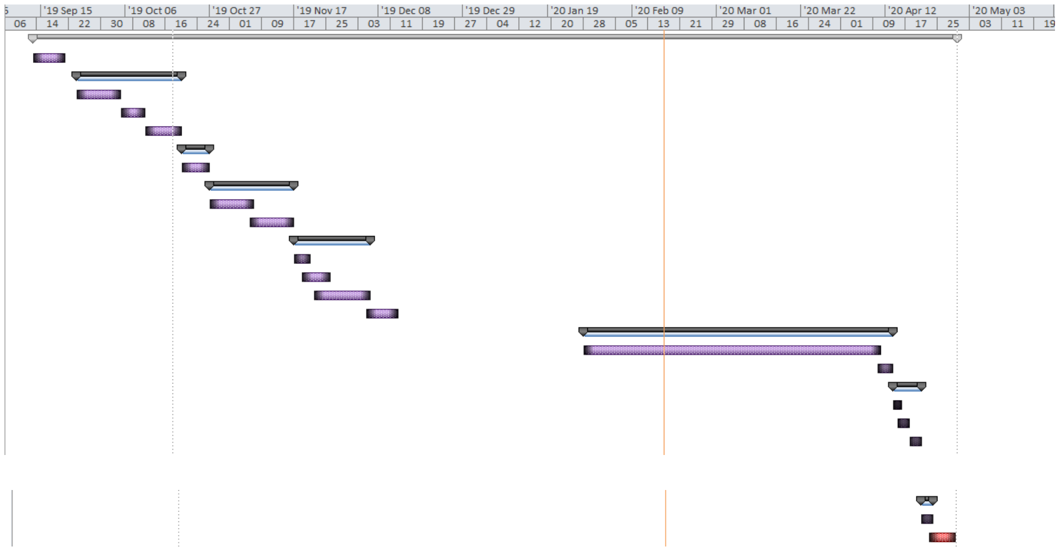

Figure 1.3 Gantt Chart of Project Schedule

1.7 Significance of Project

The significances of the proposed system are:

1) To notify admin after the order request has been submitted from the staff.
2) To help admin keep track the stationery stocks.
3) To notify the staff about the ordering status.

1.8 Expected Outcome

The staff can search their item in the system and they can see either the item is available or not. The staff order the stationery chosen by fill in the ordering form. The system will notify the admin if the order request has been submitted by the staff and the staff will receive notification on the ordering status about the order has been accepted or not. The admin can view the report of the stationery inventory and the ordering history as well.