STUDENT VIOLATIONS AND INCIDENT REPORTS TRACKING SYSTEM FOR CAVITE STATE UNIVERSITY MAIN CAMPUS

THESIS

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April 2014

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Undergraduate Thesis
Submitted to the Faculty of the
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Cavite State University
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In partial fulfilment
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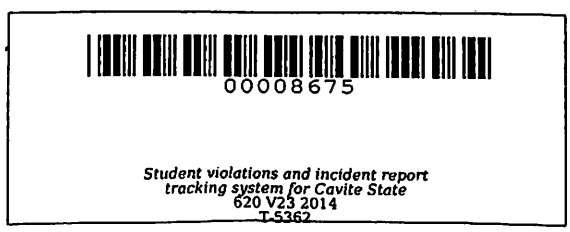
Bachelor of Science in Information Technology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Student violations and incident report tracking system for Cavite State
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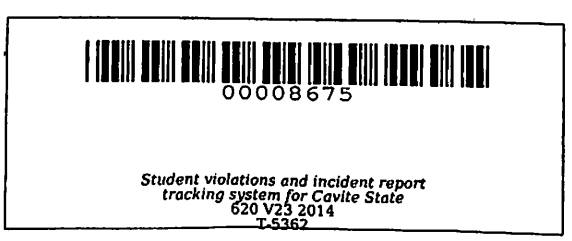
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ABSTRACT

VALDEZ, BONG E. and ZAPANTA, DONNAVEE Z. Student Violations and Incident Reports Tracking System for Cavite State University Main Campus. Undergraduate Thesis. Bachelor of Science in Information Technology. Cavite State University, Indang, Cavite. April 2014. Adviser: Ms. Lydia P. Nosa.

The study, Student Violations and Incident Reports Tracking System for Cavite State University Main Campus, was conducted to help the security officers and faculty counsel to easily report the students who commit violations and incidents and the University of guidance counselor office and the Office of Student Affairs to have the record of those student who violated and their consequences. Through the help of the system, paper based communication is lessen and time spent in giving the report using paper sheets to the Guidance Office is reduced. Moreover, the system will be more effective for the University to have modernized operations and to easily review the information, violations, and incident reports and secure those reports.

First objective was to identify the problems of the existing system through interview, researches, and data gathering. The researchers led to the second objective of the study which was to analyze the problem by using fishbone diagram. The problems identified in the first objective have been analyzed systematically with the use of Fishbone diagram. The researchers conducted the study in terms of design and functionality of the system. The visualization of the system interface was conducted also for this objective wherein the researchers draft the exact interface of the system including the system's homepage, with the menu bar other page design, and buttons. The researchers had their exchange of ideas regarding the design and functionality of the

system as well as the structure of the system, database choosing which is better, more precise, efficient, and reliable for the system.

Conducting the unit, acceptance, and integration test was the fourth objective of the study which is presented in the organization and conducted a series of testing for the acceptable functionality and capability of the system.

And lastly, the objective was also determining the level of acceptability based on the software evaluation of the system. Testing and debugging for each module were executed while being constructed. Integration of the module was done to create a functional system. Debugging was made to the modules to correct errors. After the modules were debugged, the researchers tested again to ensure that no more errors occur.

Software Development Methodology was used as the methodology of the software. It has seven phases which is the following: analyzing/planning, breakdown priority project, Design module, code test/debug, integration of sub procedures, integration with existing system, test/implementation.

The software was developed through the use of different development tools including the following: PHP as scripting language, XAMPP and My Structured Query Language (MYSQL) for Database Management System (DBMS) and Apache for the server and designing an interface using Adobe Dreamweaver; RedKoda 3.0 was used for the diagram design. Microsoft Office Excel and Power Point was used for the document. The researchers satisfied the entire requirement presented in the study's objective.

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INTRODUCTION

Tracking is the observing of persons on the move and supplying a timely ordered sequence of respective location data to a model. Accurate recording of all record movements is essential if information is to be located quickly and efficiently. One of the main reasons why records are misplaced is because record movements are not recorded. Tracking of records within a records management system is required to enable recovery of the record, monitor usage for the maintenance of systems and security (Jensen, R. C, 2008, p.23). The success of a records tracking system depends on the people using it who should be aware of its importance and be fully acquainted with its operation. It provides advice and guidance on the tracking of records at all stage of information about the numbers of student violations and incident reports inside the university. Tracking record system needs to provide complete and accurate information on all communication which occur in relation to a particular record. An accurate record of such information will