ABSTRACT

Telkom University National Campus (TUNC) are three campuses owned by Telkom Education Foundation (YPT) located in Bandung, Jakarta, Purwokerto, and Surabaya. This integration activity causes the integration of employee data at the Faculty of Industrial Engineering (FRI). The existing data and document management system that is currently running is considered inadequate by stakeholders because the system was neglected for two years due to a change in position of Head of HR FRI. Development of the existing system is also not possible because the current position holder does not know information about the system developer during the previous term of office.

The system development in this Final Project uses the Rapid Application Development (RAD) method. The RAD method was chosen because of its relatively fast and iterative characteristics so that the system can be built in a short time and in accordance with the wishes and needs of stakeholders. The steps in the Final Project using the RAD method include the requirements planning stage which involves identifying system requirements through intensive discussions with stakeholders, the user design stage which involves creating prototypes and getting feedback from stakeholders, the construction stage which includes system development based on approved prototypes, and the cutover stage which involves implementing and testing the system to ensure that the system runs well and in accordance with the needs.

The proposed solution is the development of an e-archive system that integrates a system that displays data and an archiving system for lecturer and TPA documents. This system has two features, namely Dashboard and Database features. The designed dashboard will present information about the number of lecturers based on several categories in the form of informative graphs. The second feature is the Database feature which will display and archive data and documents belonging to lecturers and TPA so that they can be directly adjusted in the same system.

This system will increase efficiency in managing employee data so that the data presented on the system is always up to date. This system will also make it easier for stakeholders to get data recapitulation information about the number of lecturers based on the category they want to see on the Dashboard feature.