

ABSTRACT

Information technology is currently advancing in various fields, including education. The Student Affairs Unit of the Faculty of Industrial Engineering plays a role in developing students' interests, talents, and skills. This unit oversees three associations: HMSI, HMTI, and DISCA. However, the process of submitting association activity proposals still requires physical documents and scheduling a meeting with the Head of the Study Program, the Head of Student Affairs, and the Dean, who approves the activity. This makes the activity submission process ineffective and causes delays in the activity schedule. Associations often have to confirm the status of the submission directly. Additionally, there is no business process that includes an activity reporting stage, which causes inaccuracies in activity data. This research project aims to design an activity submission and reporting monitoring system using the Quickstart method with Odoo-based Enterprise Resource Planning. This design targets business processes and the Odoo system based on an analysis of existing processes. The designed system allows users to submit and report activities without printing physical documents or scheduling meetings with approving parties. The results of this research show that using the Odoo system is expected to increase time efficiency. The submission process using the previous method is expected to take seven days, whereas using the Odoo system is expected to take only four days. Using the Odoo system is also estimated to be more effective because printing physical documents is unnecessary. In conclusion, this research shows that the Odoo ERP system can be expected to improve the efficiency and integration of administrative processes for association activities. In the future, the system is expected to be integrated with the submission of the Transcript of Student Activities (TAK) and use the desktop version of Odoo to increase system customization flexibility.

Keywords— Odoo, ERP, Quicstart, Activity Submission, Integration.