

ABSTRACT

An organization like a company or an educational institution surely has business processes that used as a guide for doing all its business activities. The right and good business process is as a basic necessary to supporting the fluency of business activities in an organization. Procedures for building a business process of course must done in clear rules so it's become one of the strategies for winning the business competition, done by making a standardization of quality in all aspects.

SMUN 1 Binjai is an education institution (school) which has right in educational side service that given as a high school academic education. In its services, SMUN 1 Binjai use business processes that they have with the result that vision and mission of the school can be realized as a competent and best educational institution in Binjai city.

Until now, all of business processes in SMUN 1 Binjai still done as manual. The business administration and library section of SMUN 1 Binjai don't have the information system yet that can accomodate the daily operational activities of school that cause it less optimalize the existing business process which applicate through its daily operational activities.

The development of an information system application which can accomodate all of business process make easier and short in time the working of business administration and library section in SMUN 1 Binjai for doing their operational activities with result that can achieve better performance in business and service. This thing done by teaching the BPR [HAM93] that is the fundamental rethinking and radical redesign of business process to achieve dramatic improvements in critical, contemporary measures of performance, such as cost, quality, service, and speed.

Key word : *Business Process Reengineering (BPR), Business Process, Business Administration and Library Section.*