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JUDUL: CUBIC E-DOCUMENT REQUEST MANAGEMENT SYSTEM

SESJ PENGAJIAN: TAUN 4 2006/2007

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   SENAWANG, NEGERI SEMBILAN

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   ROSLEEN ABDUL SAMAD
   NAMA PENYELIA

   Tarikh 17/11/06

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CUBIC E-DOCUMENT REQUEST MANAGEMENT SYSTEM

JAYAKARTINI JAYAKUMAR

This report is submitted in partial fulfillment of the requirements for the Bachelor of Computer Science (Database Management)

FACULTY OF INFORMATION AND COMMUNICATION TECHNOLOGY
KOLEJ UNIVERSITI TEKNIKAL KEBANGSAAN MALAYSIA
2006
DECLARATION

I hereby declare that this project report entitled

CUBIC E-DOCUMENT REQUEST MANAGEMENT SYSTEM

is written by me and is my own effort and that no part has been plagiarized without citations.

STUDENT : ____________________________ Date : 17/11/06
(JAYAKARTINI JAYAKUMAR)

SUPERVISOR : ____________________________ Date : 17/11/06
(PN.ROSLEEN BT ABD SAMAD)
DEDICATION

To my beloved family members, my supportive supervisor Pn Rosleen bt Abd Samad and to all my friends who gave the full positive support to develop Cubic E-Document Request Management System.
ACKNOWLEDGEMENT

I would like to thank many individual and organization who made this report possible. First of all, sincere appreciation to Madam Rosleen Bt Abd Samad as my project’s supervisor. I greatly appreciate the time Madam Rosleen spent and explaining in great details each and every chapter in this report. Of the considerable assistance, advice, comments and support provided by her, I am able to accomplish the report within the given time. Special thanks to Associate Professor Norhaziah Bt Md Salleh for her support and information needed to complete this.

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Finally special thanks and credits, to all my family members and fellow friends for putting up with me throughout the whole completion process of the report.
ABSTRACT

This project is known as Cubic E-Document Request Management System or as EDRMS. It is specially designed for Cubic Electronics Sdn Bhd. The proposed system enables more effective document management by automating the current manual tasks. By computerizing the current manual process, Cubic E-Document Request Management System able to reduce time constraint in order to request a document or to keep track the down revision release holder in a timelier manner. This leads towards the convenient and manageable document control system in Cubic Electronics Sdn Bhd. Besides that, Cubic E-Document Request Management System also able to print out the requested documents by the requestor and not by the Document control staff, this reduces the Document control’s staff workload and the delivery of the unlimited request. Cubic E-Document Request Management System is developed by using Microsoft Visual Studio 2005 as the software development, VB.NET as the programming language while SQL Server 2000 used as the Database Management System. Methodologies used to developed Cubic E-Document Request Management System are Waterfall model as the system’s methodology and Database Life Cycle or known as DBLC for database methodology.
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CHAPTER 1

INTRODUCTION

1.1 Project Background

Cubic E-Document Request Management System or known as EDRMS is developed for Cubic Electronics Sdn Bhd. Cubic Electronics Sdn Bhd is a wholly owned subsidiary of Creative Technology Ltd, the World's Leading provider of multimedia products and peripherals for personal computers. Cubic Electronics Sdn Bhd, incorporated in 1994 is the first off shore manufacturing plant of Creative. Today is the Largest, Preferred and the Key Strategic manufacturing facility for Creative.

Creative (Nasdaq: CREAF) is the worldwide leader in digital entertainment products for the personal computer and the Internet. Creative was founded in Singapore in July 1, 1981, with the vision that multimedia would revolutionize the way people interact with their PCs.

Over time, Creative has built upon the popularity and demand of its PC audio success to include graphics, DVD, computer telephony integration (CTI), communications, and videoconferencing. In doing so, Creative has partnered some of the industry's top technology companies and developers worldwide. Today, Creative expands the power of the personal computer with Personal Digital Entertainment
Internet (PDE) solutions, comprising desktop products, Internet appliances and Internet applications and services.

Creative's mission is to expand upon its leadership role in PDE, utilizing innovative technology, broadband and leading-edge designs for technically progressive consumers and entertainment enthusiasts.

Cubic E-Document Request Management System is developed to enhance the current system's flow of document control in a more efficient way. Currently the Document Control Department is responsible in printing out the requested and approved requested documents. Requestor needs to collect the requested documents from document control office once been print it out. Cubic E-Document Request Management System is developed to allow the requestor to print out the approved request document through their networking colour printer without collecting the documents in Document Control office.

Cubic E-Document Request Management System able to link E-document Retrieval database to the E-Document request database. Whenever document is printed out by the document’s requestor, the EDoc database will be updated automatically. The developed system leads to a systematic way of document control flow.

1.2 Problem Statements

There are some weaknesses and problems that the current system is facing. The problems and weakness are inefficient manual method and time consuming.

1.2.1 Inefficient Manual Method

Currently, the Cubic's Document Control Department needs to record manually the returned down release documents in the files by the Document Control
staff. At times the requestor might misplaced certain pages of the documents, here comes the hard time for document control staff where they have to recheck and update page by page manually in the files.

1.2.2 Time consuming

The current system's document retrieval manual way consumed longer period of time to complete due to its complexity when the number of pages are more than ten pages. At times due to overload work, the Document Control staff can't support the highly requested documents to be printed it out because currently only printers at document control department are used to print out the requested documents. In a manufacturing company like Cubic Electronics Sdn Bhd, time is playing an important factor for business growth. Each and every second is very valuable.

1.3 Objectives

The Cubic E-Document Request Management System is developed to achieve objectives that it was mainly the weaknesses of the existing system. The solutions would be the goals for the Cubic E-Document Request Management System been developed. Cubic E-Document Request Management System able to print out document accurately and in timely manner, to update the returned pages of documents efficiently and able to reduce time constraint in order to retrieve documents.

1.3.1 To print out documents accurately and in timely manner

In a manufacturing company like Cubic Electronics, time is playing a big role. When a document is requested, it is meant for an important decision or task. Therefore it should be print it out in timely manner to support the decision. The proposed system is designed by allowing the requestor to print out the approved...
documents at the selected printers rather than wait till the document control staff
prints out for them.

1.3.2 To update the returned pages of documents efficiently

Document control’s Department is responsible to update the down revision
documents once returned to the Document Control Department. Cubic E-Document
Request Management System able to update the returned pages efficiently by just
search the staff’s Recordld and inserts the number of returned pages. System able to
alert once all the previous number of pages of the documents completely returned.

1.3.3 To be able to reduce time constraint in order to retrieve documents

As a manufacturing company, time playing a big role. Cubic E-Document
Request Management System is developed to reduce time constraint in accessing the
requested documents in a faster way because the requestor able to print out the
request and approved documents at their selected networking colour printer anytime.

1.4 Scope

Cubic E-Document Request Management System’s scopes are E-Document
Request, update the request status more systematically, Cubic Electronic Sdn Bhd
document lost revision release database, auto update and printing are clearly defined
for the development of the system.