

## DECLARATION

I declare that the work in this thesis was carried out in accordance with the regulations of Universiti Teknologi MARA. It is original and is the results of my own work unless otherwise indicated or acknowledge as referenced work. This thesis has not been submitted to any other academic institution or non-academic institution for any degree or qualification.

In the event that my thesis be found to violate the conditions mentioned above, I voluntarily waive the right of conferment of my degree and agree be subjected to the disciplinary rules and regulations of Universiti Teknologi MARA.

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## **ACKNOWLEDGEMENT**

Praise to Allah S.W.T for His bounty and blessing upon us. I proudly wish to exhale my appreciation and gratefulness through this piece of paper to all the person and contributors who helped me to carry out and finished this project.

This project had cost me a big price in term of effort and willing. I owe many persons for that reasons. My deepest appreciation will go to my supervisor Pn. Zuriati Janin for her priceless guidance, advice, kindness and effort to guide me throughout the development of this project.

I would also like to express thanks to PM Rosni and PM Roziah as the panel, for all their advised upon completing this project.

I would like to thanks my parents who give their love and support for me in and to my team member who guided me to completing this project. Lastly, to me colleagues who are directly and indirectly supported me in giving ideas, comment and encouragement. May Allah bless and reward them for their generosity.

## **ABSTRACT**

The research focus on designing document tracking system using visual studio and MySQL database for tracking staff information. While visual studio as an IDE, visual basic is use as a programming language which is supported by the .NET framework (VB.NET). MySQL can be monitored and managed through localhost after the serviced is started or opened. To open the MySQL, XAMPP is use as the control panel to manage service MySQL status either start or stop. This system using staff identification as primary keys (unique character) to ensure that one staff only using one identification number to ensure that there is no redundant identification. This project will help to solved problems related to managing staff tracking and information. Besides that, the information provide by MySQL database can be used to display in the system. As a result, this project will convert file system into database system and make the information easier to manage.

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# **CHAPTER 1**

## **INTRODUCTION**

### **1.1 INTRODUCTION**

Database is a system which is important because the data can be manage efficiently and allowing users to easily perform multiple tasks. Nowadays, there is a lot of organization using the database system to improve their daily operation such as banking system, hotel reservation system, inventory tracking system and many more. Besides stores and organizes data, database also manages a large amount of information within a single software application. All the database can be connected through one single software such as visual basic. Therefore, this project will show how the database works for Education College as Education College Staff Contact Management System. This system will be implemented at it headquarter first then to its whole branch.

### **1.2 PROBLEM STATEMENT**

The problem that could occur in this project is mainly the difficulty to develop the database from scratch and make it convenient for tracking. Besides that, document or files that has not been save as an electronic document may lead to a several problems, such as too much hardcopy paper usage, costing, file missing, take time to search wanted file, space use to keep the file and no backup if something happen.