Universiti Teknologi MARA

Development of IT Asset Disposal Management Web-Based System (DoITA)

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ABSTRACT

IT Asset Disposal Management (DoITA) is a web-based system that involves planning, monitoring and cost associated with the processes of disposal of information technology (IT) assets. This system in general is a part of a comprehensive asset management system that is used by Institut Perguruan Kampus Sultan Abdul Halim (IPSAH) in order to handle, organize and manage the disposal of IT assets such as computers, printers, network devices and others which are recyclable and designed for data security. The potential benefits provided by the system including reducing working time of the staff to keep track, handle and organize the information of IT assets. Hence, making it an ideal strategy to minimize staff workload, paper usage and also prevent data theft. It can also ease when viewing all of IT assets in an organized and appropriate routine. The methodology that has been chosen to be implemented throughout the project is Web Development Life Cycle (WDLC) which is used for guideline on developing the project. Other than that, this system is developed to meet the three objectives which are to identify user requirements, to design, as well as to develop DoITA. Previous research showed that disposal management is capable of improving their environmental efficiencies by eliminating waste IT assets in an organization. This system has additional features that could be implemented to enhance the management productivity by making the disposal of assets in IPSAH efficient. The system is able to perform several tasks which are automatically notify the administration that the IT assets need to be disposed of when it exceeds the life period, show status tracker and monitoring the cost of IT assets going to be disposed of, send notification to the staff's mobile devices in order to perform backup and preparation before disposing assets that are holding data, send application forms through the email using the system to the person in charge, allow the administration to make approval and receive email notification. Thus, this system is beneficial if implemented in IPSAH and able to increase the organization efficiency and data security. The upcoming plan is to expand the DoITA database to make it able to integrate with other related systems and becoming a comprehensive asset management system. Other than that, this system could be improved by developing in mobile application platform (iOS and Android) and can be further developed by expanding throughout the state where other institutions in Malaysia could use the same system. Furthermore, the scope could be broaden to other assets as well as the system can be upgraded by implementing a technology of QR code for scanning code of assets.

Keywords:
Disposal, Disposal System, Asset Management System, Status Tracker, Bulk Message, Notification System

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CHAPTER 1

INTRODUCTION

This chapter consists of the overview about the project which explains about the background of the project, the problems in which the project is focus on, its objectives, scopes, the project significance and report outline. Every sub chapter explain about the details of the project. The purpose of this chapter is to give the readers a better understanding about the project.

1.1 Project Background

Nowadays technologies are advanced and sophisticated as much could be done without using a lot of time and energy, especially when the role of computer is used widely in helping people to solve their daily problem. Around the globe, people cannot deny it when computers have played an important role in their daily life. In government offices, school and government agencies, computer equipment are the most important tools in order to make the works become more effective, interactive and fast. Computer facilities leave an impact to the staff and also the management in an organization to enhance the productivity of their work.

Many companies need to control data on IT asset during use, internal transfer and disposal. Institut Perguruan Sultan Abdul Halim (IPSAH) has many IT assets in each department which are needed to be properly managed and maintained. These IT assets are registered in several kinds of identification information which is to assist in asset identification such as unique code, item description, location of asset, vendor, cost at acquisition and disposal information on each asset. ICT unit is in charge of keeping, updating IT asset record as well as ensuring disposal process is done properly. By having a lot of asset identification information, the staffs in ICT unit which are IT officer