

UNIVERSITI TEKNOLOGI MARA

**DEVELOPMENT OF AN ELECTRONIC
VOLUNTEER MANAGEMENT SYSTEM (E-VMS)
FOR SELANGOR CIVIL DEFENCE DEPARTMENT
USING THE I.S.O.T.U.R.E MODEL**

**HABSAH BINTI MINHAT
2004219728**

**THESIS SUBMITTED IN FULFILLMENT OF THE REQUIREMENTS
FOR THE DEGREE OF BACHELOR OF SCIENCE (HONS)
INFORMATION SYSTEM ENGINEERING**

**FACULTY OF INFORMATION TECHNOLOGY AND
QUANTITATIVE SCIENCE**

MAY 2007

APPROVAL

**DEVELOPMENT OF ELECTRONIC VOLUNTEER MANAGEMENT SYSTEM
(E-VMS) FOR SELANGOR CIVIL DEFENCE DEPARTMENT USING THE
I.S.O.T.U.R.E MODEL**

BY

HABSAH BINTI MINHAT

The thesis was prepared under the direction of thesis advisor, Puan Nor Azida Binti Mohamed Noh. It was submitted to the Faculty of Information Technology and Quantitative Sciences and was accepted in partial fulfillment of the requirement for the degree of Bachelor of Science.

Approved by:

**Pn Nor Azida Binti Mohamed Noh
Thesis Supervisor**

DATE : 3 MAY 2007

ACKNOWLEDGEMENTS



In the name of Allah, The Mighty Gracious Most Merciful and He alone is worthy of all praise. Thankfulness of the Al-Mighty for giving me the strength, patience and ability to complete this thesis.

I would also like to take this opportunity to convey my deepest gratitude and acknowledge the contributions of several people whom without their help and presence this thesis would have not been a reality. First and foremost, I would like to take the opportunity to record thousands of gratitude to Puan Nor Azida Mohamed Noh as my supervisor who help me a lot and give a lot of advice to me. Thanks a lot to my coordinators Puan Wan Amalina Binti Wan Hariri and Puan Ariza Binti Nordin for guiding me to the process and procedure.

Finally, I would like to thank to those who have directly or indirectly helped me in writing this report and also special thanks to my beloved mother, my family, my friends my classmate and my housemate for their supports.

Thank You

ABSTRACT

Selangor Civil Defence Department is a subunit of Malaysia Civil Defence Department. Located at Jalan Bunga Raya ,Klang this center of voluntarily become the most known organization by Malaysian as JPA3.As a volunteer center, this organization has a problem to manage record for each volunteer registered within this unit. This is because Selangor Civil Defence Department currently manages a record for volunteer through filing system. Beside associating with a redundancy in each record, this also create a problem to level of management to manage a numbers of volunteer registered.Thus this project developed an electronic volunteer management system for Selangor Civil Defence Department. This web application developed based on a model called as I.S.O.T.U.R.E Model by Boyce, 1971. This model has been used for this project because most it was a standard model for volunteer development program.

TABLE OF CONTENTS

	Page
DECLARATION	i
APPROVAL	ii
ACKNOWLEDGEMENT	iii
ABSTRACT	iv
TABLE OF CONTENTS	v
LIST OF FIGURES	ix
LIST OF TABLES	x
CHAPTER 1 : INTRODUCTION	1
1.1 RESEARCH BACKGROUND.....	1
1.2 PROBLEM STATEMENT.....	3
1.3 RESEARCH SCOPE.....	4
1.4 RESEARCH QUESTION.....	4
1.5 RESEARCH OBJECTIVE.....	4
1.6 SIGNIFICANCE OF RESEARCH.....	5
1.7 OVERVIEW OF PROJECT.....	6
1.8 SUMMARY.....	7
CHAPTER 2 : LITERATURE REVIEW.....	8
2.1 CONCEPT AND KEY TERMS.....	8
2.1.1 Overview of Volunteer at Selangor Civil Defence Department.....	8
2.1.2 Volunteering.....	9
2.1.3 Definition of Incident Command System (ICS).....	10
2.1.4 A Web Based Management System.....	14
2.2 VOLUNTEER MANAGEMENT ESSENTIALS.....	15