

EPF REST HOUSE MANAGEMENT SYSTEM

By

**Zaiton bt Abdul Karim
(2000526107)**

**Faculty of Information Studies
Universiti Teknologi MARA (UiTM)**

SMM 850 Independent Study

May 2003

Acknowledgement

Dengan rasa syukur kehadiran Allah SWT yang dengan limpahan rahmat dan hidayah, Alhamdulillah saya berjaya menyediakan projek ini walaupun menghadapi berbagai rintangan dan halangan.

First and foremost, I would like to express my gratitude to my supervisor Encik Ruzaif Adli Md Daud for giving guidelines and supports to complete this project. Without your advice and encouragement, this project may not be done as required.

I also wish to thank the staff at the General Services and Records Division for their unofficial assistance in providing me the necessary information for this project.

To the “loves of my life”, my husband and children, your constant love and support, as well as your understanding and eternal patience are greatly appreciated.

Abstract

The EPF rest house Management System is a system proposed for use by the General services and Records Division of the Supplies Management and General Services Department, Employees' provident Fund (EPF) situated s Headquarters, bangunan KWSP, Jalan Raja Laut, Kuala Lumpur.

It is a computerized system intended to aid said division to manage the bookings made by the EPF staff for the various rest houses provided by EPF. This system includes the keying in and storing of information on applicants, rest houses and caretakers, as well as the equipments for each of the rest houses. In addition, summary report is available upon request/initiation by the user.

This system aims at simplifying the work process of the division responsible for the rest house. Therefore, it is hoped that the implementation of this system will assist them in providing higher quality work and improve productivity.

Table of contents

| | | |
|-------------------|--|----|
| Acknowledgement | i | |
| Abstract | ii | |
| Table of contents | iii | |
| List of Figures | v | |
| | | |
| 1. | CHAPTER ONE INTRODUCTION | |
| 1.1 | Introduction | 1 |
| 1.2 | Preliminary Planning | 2 |
| 1.2.1 | Business Background | 2 |
| 1.2.2 | Objectives of EPF | 4 |
| 1.2.3 | EPF Mission | 6 |
| 1.2.4 | Organizational Structure | 7 |
| 1.3 | Current System | 8 |
| 1.4 | Problem Definitions Of System Environment | 10 |
| 1.5 | Proposed System | 11 |
| 1.6 | Project Objectives | 12 |
| 1.7 | Project Scope & Constraint | 12 |
| 2. | CHAPTER TWO FEASIBILITY ASSESSMENT | |
| 2.1 | Introduction | 13 |
| 2.2 | Technical Feasibility | 13 |
| 2.3 | Economic Feasibility | 14 |
| 2.4 | Operational Feasibility | 18 |
| 2.5 | Legal Feasibility | 18 |
| 2.6 | Schedule Feasibility | 18 |
| 3. | CHAPTER THREE DETERMINING SYSTEMS REQUIREMENTS | |
| 3.1 | Introduction | 20 |
| 3.2 | Systems Requirements Definition | 20 |
| 3.2.1 | Description of Stakeholders | 20 |
| 3.2.2 | Methods of Information Gathering | 21 |
| 3.2.3 | Functional Requirements | 22 |
| 3.2.4 | Non-Functional Requirements | 24 |
| 4. | CHAPTER FOUR SYSTEMS ANALYSIS | |
| 4.1 | Introduction | 25 |
| 4.2 | Event List for EPF Rest House Management System | 25 |
| 4.3 | Event Table for EPF Rest House Management System | 25 |
| 4.4 | Data Flow Diagram | 27 |
| 4.4.1 | Context Diagram | 27 |
| 4.4.2 | Level 0 Diagram | 28 |
| 4.4.3 | DFD Fragments and other levels | 30 |
| 4.5 | Modeling Logic | 27 |

CHAPTER ONE

INTRODUCTION

1.1. Introduction

The purpose of this report is to present the development phases of the EPF Resort Management System for the General Services and Records Divisions of the Employees' Provident Fund.

The idea for this project initially came about as part of the coursework of the subject SMM722 – Database Management for Information Work which is one of the core subjects in The Masters of Information Management program offered by University Teknologi Mara, Shah Alam, Selangor.

It was decided, after much deliberation, that this particular project would serve well since the system is currently being handled manually by the user.

The rest of the report gives detailed account of the phases in developing the project, i.e.

- a. Preliminary Planning
- b. Feasibility Assessment
- c. System Requirements
- d. System Analysis
- e. Systems Design, and
- f. Systems Implementation