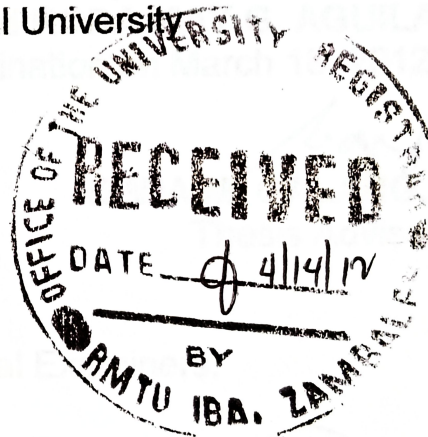


**AUTOMATED RECORDS MANAGEMENT SYSTEM FOR SCHOLARS**

A Thesis  
Presented to the Faculty of the  
College of Communication and Information Technology  
Ramon Magsaysay Technological University  
Iba, Zambales



In Partial Fulfillment  
of the Requirements Leading to the Degree  
**Bachelor of Science in Computer Science**

by

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**APPROVAL SHEET**

Republic of the Philippines  
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A thesis entitled:

**AUTOMATED RECORDS MANAGEMENT SYSTEM FOR SCHOLARS**

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### ABSTRACT

This paper is concerned with identifying and analyzing existing models used in the design and the implementation of the proposed Automated Records Management System. These models are then compared and contrasted. The purpose of carrying out this exercise was to ascertain whether or not these models would be able to improve the quality and reduce the number of defects built into a records management system during its design and implementation.

To identify system requirements, the survey and interview methods of data collection were used. The study identified the major problems faced by the use of manual filing systems to manage records and attempted to solve them by developing an Automated Records Management System for Scholars.

Based on the survey and interview tools, the researchers were able to identify the perception of the respondents on the level of efficiency of the existing record management system and the proposed Automated Records Management System wherein it has been found out that the respondents professed the level of efficiency of the current record management system to have a weighted arithmetic mean of 1.68 which has a descriptive equivalent of being Not Efficient (NE) and the proposed Automated Records Management System for Scholars to have a rating of 4.40 which is equivalent to a descriptive rating of Very Much Efficient (VME). The study therefore concludes that the proposed Automated Records Management System is highly recommended than the existing records management system.

An automated records management system for Scholars was then developed. The system was designed using Microsoft Visual Basic 6.0 Express Edition, Microsoft Word Processor, Microsoft Excel, Microsoft Access, Structured Query Language and Seagate Crystal Reports Developer Edition.

Recommendations were then initiated such as testing and evaluation on the proposed Automated Record Management System for Scholars, training and seminars to familiarize the users about the system and its operation, user's manual shall be provided to the users for easy usage of the system.

## CHAPTER

### 1 THE PROBLEM AND ITS BACKGROUND

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