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WEB-BASED PERSONNEL INFORMATION MANAGEMENT AND PERFORMANCE EVALUATION SYSTEMS

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Abstract. To make daily work activities easier in the institution, the researcher developed a Web-based Information Management and Performance Evaluation System. This system is for personnel teaching or non-teaching who intends to request certifications.

Furthermore, during the performance evaluation process, the system provided the general average of the correspondents such as; supervisor, self, peer, and students with their performance ratings. With this, the end users could utilize the system and could generate real-time reports.

The developed system used Rapid Application Development (RAD) software development methodology. The information management and performance evaluation system designed for almost two months was presented to the identified system, evaluators, and passed scheme. The evaluation tool used for the evaluation was ISO 25010 and the general rating given by the evaluators was 3.76 which means "More than what is expected" from the system.

The developed system is now complete and ready to give relevant, efficient, compatible, usable, and reliable information and could generate real-time reports. Ultimately, it may be installed to serve its purpose.

Key Words: Aemilianum College Inc., Human Resource, Information Management System, Performance Evaluation, Performance Evaluation System, Personnel Assessment, Systems with SMS

INTRODUCTION

The school is an institution where different individuals are shaped into what they want to be when the time comes. Rich, poor, from a simple place or from the city if they dream and want to fulfill whatever dream they have in life. The school is committed to imparting knowledge, and skills, as well as teaching good manners. The families and schools are partners in educating the youth and every individual who wants to be educated and useful, first to themselves, secondly to their families, and thirdly to their community where they belong. The goal of the institution is for the students to be educated in mind and heart as well.

In the environment, all the fruits of education can be seen. Everywhere you turn, you will see the successful cultivation of everyone toward goodness. A well-educated community can take advantage of the opportunities available to them. They are more likely to be able to start businesses, create jobs, and contribute to the overall economy of their community (Lego, 2022). Education also helps produce productive citizens who are engaged in their community and are committed to making it a better place.

It can help build human capital, which is the technical and social skills of the population. Education can also increase the ability of people to participate in the workforce and be more productive. It can also help create better jobs and businesses, leading to economic development. In addition, education can help build social capital by creating ties between people and organizations. This can lead to better communication and coordination, which can benefit community development (Lego, 2022).

One of the most important ways education contributes to community development is by helping build strong and resilient communities. A well-educated community can withstand setbacks and challenges and thrive in the face of adversity. Education can help to promote understanding and cooperation among community members and can also help to build bridges between different communities. It can also help to establish positive relationships between the community and local government, businesses, and other organizations (Lego, 2022).

Education is a powerful tool that can be used to build strong and resilient communities. It can help to promote understanding and cooperation and can also help to establish positive relationships between the community and different groups. Education can also play a key role in promoting economic and social development. Therefore, education plays a vital role in community development (Lego, 2022).

In order to meet the changing demands of their jobs, high-quality teachers must be capable and willing to continually learn and relearn their trade. Continued learning is particularly important because the nation's schools have been increasingly challenged by policy initiatives to "do better, and to do differently" (McLaughlin and Oberman 1996: iv). At the core of educational reforms to raise standards, reshape curricula, and restructure the way schools operate is the call to conceptualize the practice of teaching (Lewis, 1999).

Another point that faculty must continuously learn is to continue learning. Make sure that you remain relevant to the industry by keeping up to date with trends and adapting skills. To function effectively in this rapidly changing world of technology, teachers need to learn new things to remain valuable. It keeps improving and growing in their career and start to receive recommendations from colleagues and managers. Learning new things gives a feeling of accomplishment, which in turn boosts confidence in own capabilities. Acquiring new skills will unveil new opportunities and help find innovative solutions to problems. Lifelong

learning helps develop leadership skills which then translates into fostering lifelong learning in other individuals, by encouraging them to pursue further education.

The welfare of the students is vital to the school as they improve the services provided. If they hire qualified teachers, they are also obligated to monitor and evaluate their academic activities. The objective of the evaluation is to guide the improvement of teaching skills, recognize and reinforce teaching excellence, help teachers focus on student outcomes, and to plan in-service education activities.

In Sorsogon City, Aemilianum College Inc. (ACI) is a school run by Somascan Fathers. ACI has heartfully served the community since 1985. They have rendered services to students who aspire to achieve their baccalaureate degrees to help in the future. Many teaching and non-teaching personnel have served with the Somascan brothers and Fathers. ACI is committed to serving its clients to the fullest. The researcher wishes to help the cause of ACI.

The digitization of teaching and non-teaching evaluation is what the researcher would like to propose. Currently, performance evaluation is done manually by the College Deans. Paper methods are usually time-consuming and vulnerable to human error. However, the researcher found that it is easier, more efficient, and faster to do the activity if it is automated. Automating employee reviews helps make the process easier for everyone,

In conducting performance evaluation, it will be easy for College Deans after they have randomly assigned evaluators. Then, evaluators could access the evaluation system and perform evaluations using their mobile phones, or any of their desktop computer systems or laptop at the given time. Afterward, the Human Resource Management Officer (HRMO) could generate and provide a copy of the result for the Deans and other concerned persons for the appropriate action based on the report.

The web-based performance evaluation system is intended for yearly review and evaluation of teaching and non-teaching personnel in the entire college. Learn more about their strengths and weaknesses, offer constructive feedback for skill development in the future, and assist with goal setting.

Specific Objectives

Specifically, this study aimed to:

1. Develop a web-based system that performs the following specific functions:
    - 1.1. employees' information management system which can:
        - 1.1.1. Store
        - 1.1.2. Update
        - 1.1.3. Browse
        - 1.1.4. Generate reports
            - 1.1.4.1. Personnel Data Sheet
            - 1.1.4.2. Birthday Celebrators
            - 1.1.4.3. Certificate of Employment
            - 1.1.4.4. Service Record
            - 1.1.4.5. Other Employee's Certifications
    - 1.2. A performance evaluation system that:
        - 1.2.1. use to conduct performance assessments
        - 1.2.2. generates reports

1.2.2.1. result of the evaluation
1.2.2.2. performance ranking
1.3. Special messaging using Short Message Service (SMS):
1.3.1. Multiple information dissemination
1.3.1.a. Advisory
1.3.2. Automated birthday greetings
2. Determine the software quality based on ISO/IEC 25010:2011 in terms of:
2.1. Functional Suitability
2.2. Performance Efficiency
2.3. Compatibility
2.4. Usability
2.5. Reliability
2.6. Security
2.7. Maintainability
2.8. Portability

Significant of the Study

This study is deemed significant for the following:

Aemilianum College Incorporated. Considering the possible output of this study, this may help in strengthening the performance of the institution by having consistent and secure storage of employee data information and performance rating required for submission and monitoring of accomplishments.

School Director. It may help in assessing personnel and from the result can plan and prepare to provide feedback and documentation about an employee's performance and can provide clear communication of job expectations and goals.

College Deans. Being in charge of the performance evaluation process will have a convenient and flexible time in verifying the performance rating without having a lot of papers to review.

Basic Education Principal. Fast and efficient evaluation tools are available for students to rate their teachers. Because of this, it is easy to take the necessary steps for the development of the faculty line-up.

Human Resource Management Officer. The HRMO will have portable storage for personnel's documents and reports of the conduct evaluation. Easy ranking and printing of evaluation results. Above all, it will provide immediate results of that HR would be able to see the strength and weaknesses. The system will provide easy access for the raters and personnel that need to be evaluated.

Rater/Evaluator. Easy to access the web-based system as well as to rate the personnel they need to be evaluated.

Proponent. He will be challenged to complete the system in just a few months to further hone his skills in the field of systems development so that he can earn the academic degree he desires.

Researcher. It will help and provide information to researchers who will pursue the same field of study.

Table 1 - Project Development Time Frame

Activities	Months					
	1	2	3	4	5	6
Requirements planning ✓ Interview with the beneficiaries ✓ Defining the requirements of the project ✓ Finalizing the requirements						
User Design ✓ Designing using dataflow diagrams ✓ System design per module						
Construction ✓ Preparation for rapid construction ✓ Program and application development ✓ Coding ✓ Unit, integration, and system testing						
Cutover ✓ Implementation						

Table 1 shows the time of the project development by the developer. The proposed system shall be developed and implemented within a period of six months. In the first month, analyzing the need is important, thus an interview with the client is vital. Defining the requirements must be established for the systematic development of the project. In the second and third months, it is the time for the proponent to make diagrams of the data flow as he makes designs for every module needed. While doing the design, he may start coding until the last details in the period of four months. Upon accomplishing the project, testing and evaluation followed until the deployment of the system as the final activity of the developer.

Requirements Planning

In developing a capstone project, it is necessary to plan everything needed to its most detail. The first step was to see the problem the client is facing to address it by developing software that can provide a solution to it. The conversation between the beneficiaries and the developer was a big step, considering discussing the details needed in the project. The researcher first informed the management of ACI to be able to conduct a casual interview in the office, which was the target of the research. The next thing the researcher did was visit the office of the Human Resource Officer to get the information needed for the development of the system.

User Design

The proponent checked all the hardware and software requirements. All the necessary things needed in the development were checked. Likewise, the proposed project was also carefully designed.

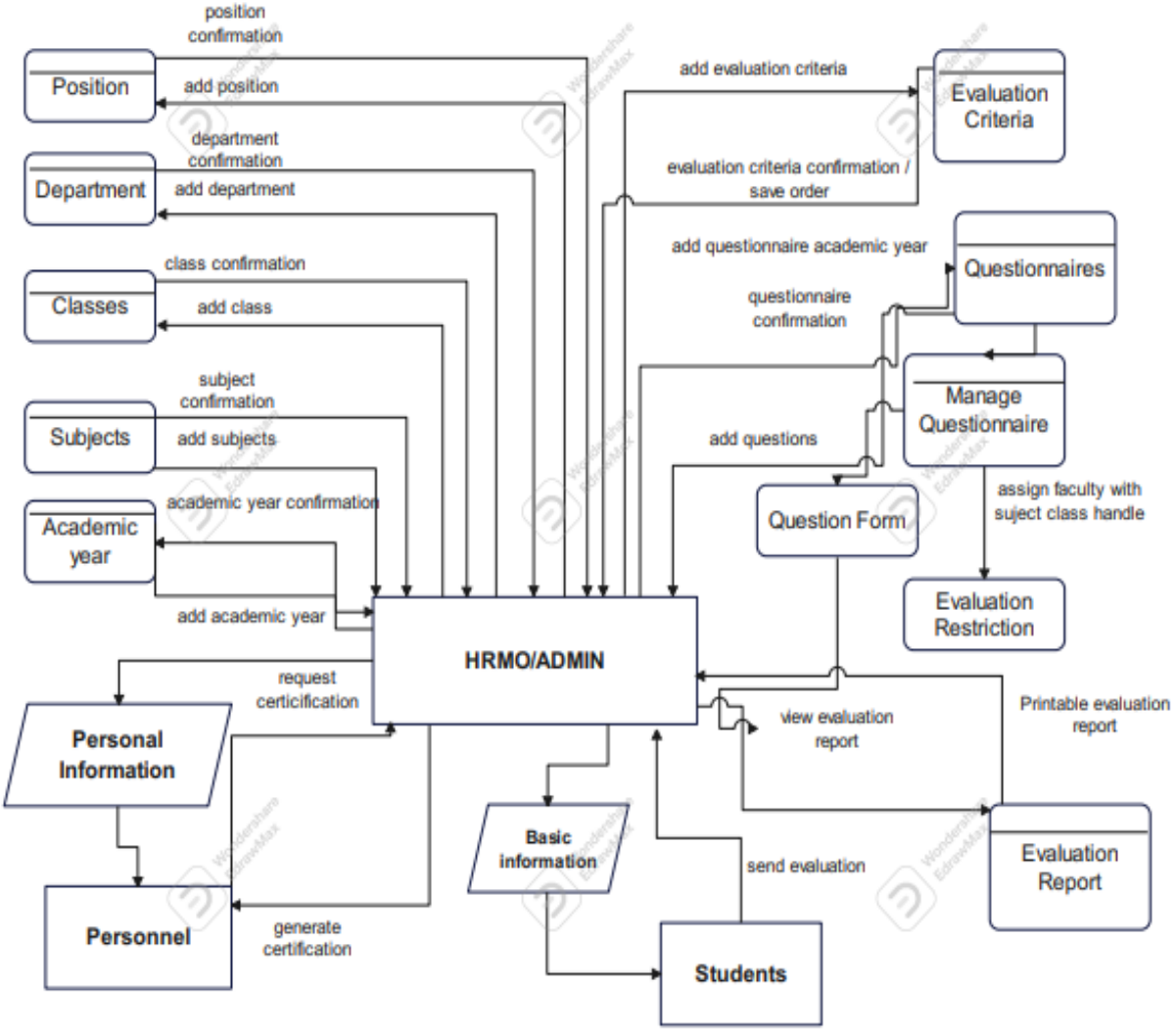

Figure 1 - System Architecture of the Developed System

Figure 1 showed the System Architecture of the project, illustrating the processing of data in the system.

Table 2 - Overall Evaluation of the System

Quality Characteristics		IT Experts	Teaching & Non-Teaching	Students	Average	Interpretation
1.0	Functional suitability	3.54	3.66	3.75	3.66	More than what is expected
2.0	Performance Efficiency	3.50	3.65	3.74	3.63	More than what is expected
3.0	Compatibility	3.63	3.75	3.88	3.75	More than what is expected
4.0	Usability	3.75	3.92	4.00	3.89	More than what is expected
5.0	Reliability	3.65	3.75	3.84	3.75	More than what is expected
6.0	Security	3.70	3.86	3.86	3.80	More than what is expected
7.0	Maintainability	3.75	3.82	3.90	3.82	More than what is expected
8.0	Portability	3.72	3.76	3.88	3.78	More than what is expected
Mean		**3.66**	**3.77**	**3.86**	**3.76**	**More than what is expected**
Overall Mean		**3.76**				**Very Applicable**

Table 2 reflects the overall evaluation results of the developed system. With an overall mean of 3.76, the system is deemed "more than what is expected" in the system and therefore, can be utilized.

Cutover

Cutover is the final phase in the Rapid Application Development (RAD) methodology. All the standards using ISO 25010 were observed the developed, system may be deployed and installed by the beneficiaries.

Summary of Findings

During the development and after testing and evaluation of the developed system the following findings have been established:

1. The developed web-based information management system was able to perform the expected features, like storing, updating, and retrieving pertinent employee information.
2. The proposed system was able to perform evaluations and generated results.
3. The system was evaluated and got a weighted mean of 3.76 using an industry-accepted model – ISO 25010.

Conclusions

Based on the findings of this study the following conclusions are formulated:

1. The developed web-based information management system could perform the expected features because it was tested and evaluated every detail.
2. The proposed system could be utilized in conducting performance evaluations and generating results.
3. The new system will help in information management and performance evaluation because of its successful evaluation by evaluators using ISO 25010.

Recommendations

The conclusion drawn from the findings were the following:

1. The developed web-based information system could perform tasks in storing, updating, and retrieving pertinent employee information.
2. The system could function well in evaluating the performances of employees.
3. The developed system could be installed and utilized by the beneficiaries.

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