

# HIGHER TECHNICAL INSTITUTE

## COMPUTER STUDIES COURSE

### DIPLOMA PROJECT

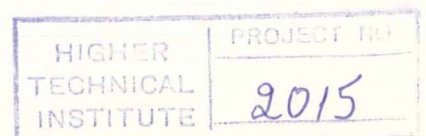
**COMPUTERIZED INFORMATION SYSTEM  
FOR THE PERSONNEL DEPARTMENT OF CYBC**

CS/072

SYSTEM ANALYSIS

Design by  
Pantazi Andreas

JUNE 1992



## INTRODUCTION

CyBC (Cyprus Broadcasting Corporation) was established in 1953 by the British conqueror for propaganda purposes. After the liberation of Cyprus in 1960, CyBC started evolving rapidly, the services were organized, programmes were improved, new buildings were established and new equipment was bought.

Initially it provided only a radio service, but very soon after its inception a monochrome television service was introduced. A colour television service was introduced on an experimental basis from 1981, and by late 1982 transmissions were fully colour capable. In addition to the single channel television service, the Corporation now provides a three channel radio service broadcasting in the Greek, Turkish, English and Armenian languages. Also a second television channel will be introduced within the next month.

Today CyBC is the biggest Broadcasting Corporation in Cyprus. Principles which apply to commercial enterprises, also apply to Public Utility Organizations, such as CyBC but with one main difference. This is that their success is not judged by the amount of profit made, because these organizations are not profit making organizations. Their success is judged by the level of services offered. The increase, or improvement of these services offered, however, both qualitative and quantitative, is absolutely related to the level of development of its personnel.

Thus development of personnel in organizations such as CyBC must be the main goal. Responsibility for this development must primarily rest within the Personnel Department, which must be in a position to implement the

decisions of strategy taken in the matter of Personnel Development.

CyBC started operation with 4 employees and now it is structured by over than 450 employees (A diagram showing the current structure of the Corporation is given in Appendix A). The Personnel Department is staffed with a Personnel Manager and his secretary only. It is obvious that with such staffing the Department is not only unable to meet its basic mission, but also that is phasing problems to carry out even its routine work.

The Personnel Department comes under the Director of Administration and Finance, who, on the one hand exercises financial administration through the Chief Accountant and the manager of the Commercial Section, and on the other, administers personnel through a complicated process, which presents the following picture:

Some of the Personnel matters are handled by the Accounts Department, others by the Administrative officers, and yet others by the Personnel Department. As a result of the Current complicated process we have a waste of time, of human energy in the sector of communication and coordination, as well as a lack of cohesion in handling personnel problems.

Due to the fact that the Department deals on a daily basis with all the matters concerning employees, large volumes of documents are gathered, which makes the operations on these documents very time consuming and frustrating.

For these reasons the management of CyBC -who recognises information technology as a strategic and operational opportunity which can provide: convenience in carrying out the work, competitive advantage in the business areas of

## C O N T E N T S

Acknowledgements .....	4
Notification .....	5
Introduction .....	6
Preface .....	8
<b>1. Chapter 1 - Investigation Phase</b>	
1.1 Initial Investigation - Activity 1 .....	10
1.2 Feasibility Study - Activity 2 .....	20
<b>2. Chapter 2 - Analysis and General Design Phase</b>	
2.1 Introduction .....	33
2.2 Existing System Review - Activity 3 .....	33
2.3 New System Requirements - Activity 4 .....	35
2.4 New System Design - Activity 5 .....	41
2.5 Implementation and Installation Planning - Activity 6 .....	46
<b>3. Chapter 3 - Detailed Design and Implementation Phase</b>	
3.1 Technical Design - Activity 7 .....	50
3.2 Detailed Design Specification .....	50
3.3 Test Specification and Planning - Activity 8 .....	52
3.4 Programming and Testing - Activity 9 .....	53
3.5 User Training - Activity 10 .....	54
3.6 System Test - Activity 11 .....	54
<b>4. Chapter 4 - Installation Phase</b>	
4.1 File Conversion - Activity 12 .....	55
4.2 System Installation - Activity 13 .....	55
Appendixes	
References	
Glossary of Terms	