HIGHER TECHNICAL INSTITUTE COURSE IN COMPUTER STUDIES

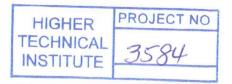
DIPLOMA PROJECT

WEB BASED SUBMISSION, EVALUATION AND TRACKING SYSTEM FOR THE HUMAN RESOURCES DEVELOPMENT AUTHORITY (HRDA)

CS/337

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Chapter 1: INVESTIGATION PHASE

1.1 Initial Investigation Activity

1.1.1 Goal Of The Project

This project will deal with the creation of a web based system related to the activities of the Human Resource Development Authority of Cyprus (HRDA). The project will focus on the activities regarding the process of submission of training proposals from various training organization in Cyprus until the final subsidization from the Authority.

1.1.2 Information About The Organization

1.1.2.1 General Information About HRDA

The Human Resource Development Authority of Cyprus (HRDA) is a semi-government organisation, originally established in 1979 under the name of Industrial Training Authority.

It is governed by a 13-strong Board of Directors, comprising 5 representatives of the government, 4 from companies' employers and 4 from the social partners.

Each company in the private sector and semi-government organisations pays every year a tax (Human Resource Development tax) which is calculated as 0.5% on the salary of each employee of the company. HRDA uses this tax for funding the approved courses. As an employer, the government is exempted from this obligation.

1.1.2.2 Mission Of HRDA

The mission of the HRDA, as the national agency for human resource training and development, is to create the necessary prerequisites for the systematic training and development of the country's human resources, at all levels and in all sectors, in order to meet the economy's needs, within the overall socio-economic development policies of the country.

1.1.2.3 Objectives Of HRDA

Based on the experiences and achievements of its 25 years of operation and within the framework of its role and mission, the HRDA adjusts its activities in response to the ever-changing competitive environment, as this is informed by our accession to the European Union, globalisation as well as developments in our national question.

In these new conditions, the Authority focuses its aims in two major strategic goals:

- The upgrading of the country's human resources through appropriate training and development in order to increase their labour mobility all throughout the European Union.
- The strengthening of the competitiveness of Cypriot enterprises through better
 utilization of their human resources and improvement of their adjustment. In
 accomplishing these strategic goals, the Authority is focused on the following
 objectives/ activities:
 - o Facilitation of the entrance and integration/re-integration in the labour market of the country's human resources. Special emphasis is placed on strengthening actions and measures for enriching and adjusting the skills and knowledge of new entrants into the labour market, the unemployed and economically inactive women to the needs of the labour market and of enterprises.
 - O Promotion of the gradual establishment and operation of a System of Vocational Qualifications in Cyprus, which will certify the skills and knowledge of the country's labour force.

- O Utilization of the possibilities afforded by the Structural Fund/European Social Fund as well as by other programmes and initiatives of the European Union, for co-financing the implementation of actions for the training and development of Cyprus's human resources.
- Occupance of Conducting research studies and surveys in strategically important areas and issues regarding Cyprus's human resources and the assessment of its work and its effectiveness in the formulation of the training and development strategy for the country's human resources.
- Provision of consultancy services to enterprises with the aim of improving their mode of operation and efficiency and their competitiveness in general through better development and utilization of their human resources.
- Adjustment of the training system to today's needs of the labour and the training markets with the improvement of the quality and effectiveness of the training provided and the utilization of the opportunities afforded by the information and communication technologies.
- Development and strengthening of HRDA's public and international relations and cooperation, with emphasis on closer contacts with the competent services and agencies of the European Union and those of member-states in areas of its competence.
- Follow-up of developments in the European Union in areas and matters of interest to the HRDA and the contribution of the Organisation to the formulation of national strategies on these areas/matters, amongst which are the single framework for transparency of competences and qualifications (Europass), the joint criteria and principles for quality in VET (vocational education and training), the system of credit transfer for VET, the common principles for the validation of non-formal and informal learning, lifelong learning, etc.

TABLE OF CONTENTS

Chapter 1 - Investigation Phase	1
1.1 Initial Investigation Activity	1
1.1.1 Goal Of The Project	1
1.1.2 Information about the organization	1
1.1.2.1 General Information About HRDA	1
1.1.2.2 Mission Of HRDA	2
1.1.2.3 Objectives Of HRDA	2
1.1.2.4 Organization Chart Of HRDA	4
1.1.2.5 Services Offered To Enterprises	5
1.1.2.6 Training Activities	5
1.1.3 Information About The People	9
1.1.4 Information About The Work	10
1.2 Feasibility Study	13
1.2.1 Introduction	13
1.2.2 Technical Feasibility	13
1.2.3 Financial Feasibility	14
1.2.4 Operational Feasibility	16
1.2.5 Schedule Feasibility	16
1.2.6 Operational Feasibility	16
1.2.6 Human Factor Feasibility	17
Chapter 2 - Analysis and General Design Phase	18
2.1 Existing System Review	19
2.1.1 Introduction	19
2.1.2 Description Of The Existing System	19
2.2 New System Requirement	20
2.2.1 Introduction	20
2.2.2 System Functions	20

2.2.3 Processing	21
2.2.4 Data Dictionary	21
2.2.5 System Input	21
2.2.6 System Output	22
2.2.7 User Interface With The System	22
Chapter 3 - Detailed Design and Implementation Phase	23
3.1 Technical Design	23
3.1.1 Human Machine Interface	23
3.1.2 Backup Requirements And Recovery	23
3.1.3 File Design	23
3.1.4 Security And Control Measures	23
3.2 Test Specification and Planning	24
3.2.1 Introduction	24
3.2.2 Unit Testing	24
3.2.3 Integration Testing	24
3.2.4 Function Testing	25
3.2.5 System Testing	25
3.2.6 Programming And Testing	25
3.2.7 User Training	25
3.2.8 System Test	25
Chapter 4 - Installation Phase	26
4.1 System Installation	26
4.2 Conclusion	26
Chapter 5 - Review Phase	27
5.1 Introduction	27
5.2 Development Recap	27
5.3 Post Implementation Review	27

Appendices	28
Appendix A HRDA Forms	29
Appendix A1	30
Appendix A2	35
Appendix A3	40
Appendix B Existing System	42
Appendix B1	43
Appendix B2	45
Appendix B3	47
Appendix B4	49
Appendix B5	51
Appendix C Processing	53
Appendix C1 Context Diagram	54
Appendix C2 DFD - DFD Levels	56
Appendix D Data Dictionary	60
Appendix E System Input/Output	85