Billing and payments monitoring system

Technology, Computer

I. INTRODUCTION 1. 1 Background of the Study One of the most important things to remember when you have a business or a company is keeping records. Monitoring bills and payments are very important. People are assigned to different positions such as cashiers, treasurers, financemanagers and others that involve handlingmoney. Without such records, a company will not be able to keep track of their transactions, which would lead to negative results such as being broken or having more expenses than income. The process of recording bills and payments are done in different ways.

Most companies would do it manually, a cashier or any other qualified person would do the computations and write it down and keep it. Our client company, however, only has two people that have access to their records. In this situation, the cashier has no assistants so that the job is very difficult as she manages everything by herself. The proponents intend to propose and develop a Billing and Payments Monitoring System for Minerva Trading; the House of Motorcycles Inc. ; it would computerize the tiring manual process of writing everything down in paper.

It would keep the records, and it would allow the users to keep track of their customers and their corresponding ledgers. It would show the total price and record factors that might affect changes in payment such as discounts and advanced payments. 1. 2 Overview of the Current System Ourinterviewwith Mr. Dustin Sacay the Officer in Charge of Minerva Trading, Novaliches branch and Ms. Rosie Pascual the cashier, went well as we talked about how we could help their company with the system that we intend to develop.

They gave us all the data that we needed, and they were very cooperative while we were conducting the interview. Our client, Minerva Trading; the House of Motorcycles Inc. the company that accepted our proposal had to do everything manually, they write all the transactions and records on papers. While that is the most common way of keeping records, there are certain problems that would arise from time to time. These problems might include ink erasures, writing the wrong data, misplacement of records, and restocking of paper constantly.

Minerva's trading has a simple step by step process to be followed whenever a transaction was made. First, the customer would fill up an application form; he/she would select his/her payment type, installment or cash. If the customer chooses cash, he/she gets the bill and the transaction is finished. If its installment, the OIC would do a CI (Checking Investigation) to do some background checking on the customer, if the customer passes or fails the CI, he/she would be notified.

If the customer is approved by the OIC, his application form and order detail would be submitted to the cashier. The cashier would then fill up a contract and a ledger that would give the payment details for the customer. The customer subsequently gives a down payment and afterwards pays the rest of the amount whenever he can until he/she completes the whole amount. 1. 3 Significance of the Study The following will be the beneficiaries of this study: * Company The system would reduce the time that they spend on manually writing down everything in paper. Cashier The cashier would be the primary beneficiary. She does nearly 90% of the paperwork in Minerva Trading. Once they receive and use the system, their work would be a lot

faster, easier and more organized. * OIC (Officer In Charge) Other than the cashier, the OIC is the only other person that has the authority and access to all the records. He would find the system useful as it will simplify and lessen their work. * Customers The customers might also find the system helpful, especially during transactions.

Filling up forms and other paperwork might shorten the time that they need to wait or to get their receipts and other things that usually involved the manual writing processes. * Proponents The proponents would also benefit from this, as it would expand our knowledge when it comes to system development, it helps us practice our interpersonal skills as we communicate with different people, it helps us practice writing in English with the documentation, and last but not the least, the subject itself is going to prepare us for other thesis subjects in the coming semesters. Future Researchers This might also be of some of the use to future researchers as it is distinct from the typical proposals that involve systems that seem common to both teachers and other proponents alike. We believe that learning about a system that is different from the usual proposed titles would expand their knowledge and maybe even help them think of their individual concepts in creating their own systems.