

ABSTRAK

Nama : Nicolas Gabe Simatupang
NIM : 41518210006
Pembimbing TA : Emil. R. Kaburuan, S.T.,M.A., Ph.D
Judul : Aplikasi Cuti Karyawan Berbasis Web

Tentu saja perusahaan memiliki karyawan, dan karyawan ini berhak berhenti setiap tahun. Senada dengan itu, PT Pinisi Elektra juga wajib memberikan hak cuti kepada karyawan yang telah mengabdikan selama satu tahun. Dalam implementasinya, pengelolaan cuti masih berjalan secara manual dan belum terkomputerisasi secara terpusat. Selain itu, diperlukan sejumlah besar kertas dalam setiap proses, jika kepala departemen dan manajer pengembangan sumber daya manusia tidak ada di kantor, efisiensinya rendah dan sulit untuk mengontrol persetujuan cuti. Rancangan sistem informasi yang dirancang untuk mengolah data cuti pegawai diharapkan dapat meminimalisir cacat sistem pada pelaksanaan manual, memudahkan pegawai dalam melakukan proses cuti, dan pengolahan data oleh HRD pencatat waktu, serta mendapatkan kelengkapan terkait. Untuk meninggalkan dan informasi rinci.. Sistem yang diusulkan dirancang menggunakan SDLC (*System Design Life Cycle*) dengan bantuan UML (*Unified Modeling Language*) untuk menggambarkan rancangan sistem dan PHP (*Hypertext Preprocessor*) sebagai bahasa pemrograman dengan *database MySQL* hingga menggunakan *prototype* untuk memudahkan perancangan. Dengan adanya sistem pengolahan data cuti karyawan ini dapat meningkatkan efektivitas dan efisiensi dalam proses pengajuan, *approval*, konfirmasi, pengolahan data cuti karyawan hingga pembuatan laporannya.

Kata Kunci: Sistem informasi, pengolahan data cuti karyawan.

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Of course the company has employees, and these employees have the right to quit every year. Similarly, PT Pinisi Elektra is also obliged to grant leave rights to employees who have served for one year. In its implementation, the management of leave is still running manually and has not been computerized centrally. In addition, a large amount of paper is required in each process, if the department head and human resources development manager are not in the office, the efficiency is low and it is difficult to control leave approval. The design of information systems designed to process employee leave data is expected to minimize system defects in manual implementation, facilitate employees in the process of leave, and process data by hrd timekeepers, and get related completeness. to leave and detailed information.. The methods used by this author include four main parts, namely data collection methods, analytical methods, design methods and testing methods. Observations, interviews and literature studies are conducted to obtain accurate data. Furthermore, the data is analyzed with SWOT to find out the weaknesses and advantages of the company. The proposed system was designed using SDLC (System Design Life Cycle) with the help of UML (Unified Modeling Language) to describe system design and PHP (Hypertext Preprocessor) as a programming language with MySQL databases to use prototypes to facilitate design. With the employee leave data processing system can increase effectiveness and efficiency in the process of filing, approval, confirmation, processing of employee leave data to the creation of the report. Keywords: Information systems, data processing of employee leave.