

**AUTOMATED MANAGEMENT INFORMATION
SYSTEM**

(AMIS)

(A CASE STUDY OF NIGER STATE HOUSING CORPORATION MINNA)

BY

EMMANUEL OLORUNFEMI OYINBO

PGD/MCS/2004-2005/1171

DEPARTMENT OF MATHEMATICS/COMPUTER SCIENCE

FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA

MARCH 2006.

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**SUBMITTED TO THE DEPARTMENT OF
MATHEMATICS/COMPUTER SCIENCE, FEDERAL UNIVERSITY OF
TECHNOLOGY, IN PARTIAL FULFILLMENT OF THE
REQUIREMENT FOR THE AWARD OF POST-GRADUATE
DIPLOMA IN COMPUTER SCIENCE.**

MARCH 2006

CERTIFICATION

This is to certify that this project was carried out by MR. EMMANUEL OLORUNFEMI OYINBO in partial fulfilment of the requirement for the award of post-graduate diploma in computer science of the federal university of technology minna:- Niger state.

MR EMMANUEL.O.OYINBO
(STUDENT)

DATE

MALLAM A.M.SALIU
(SUPERVISOR)

DATE

DR L.N. EZEAKO
(HOD MATHS/COMPUTER)

DATE

EXTERNAL EXAMINER

DATE

DEDICATION

This project is dedicated to my beloved wife Mrs. Adebola. R. Oyinbo and loving children –Adebayo, Temitope, and Damilola oyinbo, . whose love, care and inspiration contributed in no small measure to the success of my efforts which I can not repay.

TABLE OF CONTENT

TITLE PAGE	i
CERTIFICATION	ii
DEDICATION	iii
ACKNOWLEDGEMENT	iv
ABSTRACT	v
TABLE OF CONTENT	vi

CHAPTER ONE

1.1 INTRODUCTION	4
1.2 STRUCTURE OF PERSONNEL RECORD SYSTEM	5
1.3 AIMS AND OBJECTIVES OF THE STUDY	6
1.4 SCOPE OF THE STUDY AND LIMITATION	6
1.5 PROSPECTS OF THE STUDY	7
1.6 PROBLEMS	7

CHAPTER TWO

2.0 LITERATURE REVIEW	
2.1 HISTORICAL BACKGROUND OF PERSONNEL MANAGEMENT	8
2.2 HISTORY OF COMPUTER DEVELOPMENT	9
2.3 HISTORY OF COMPUTER IN NIGERIA	10
2.4 BRIEF ON NIGER STATE HOUSING CORPORATION	10

2.4.1 PERSONNEL	11
2.4.2 MANAGEMENT	12
2.4.3 FUNCTIONS OF MANAGEMENT	12
2.4.4 THE PERSONNEL MANAGEMENT SYSTEM	13
2.5 ANALYSIS OF OPERATION OF EXISTING SYSTEM	13
2.6 PROBLEMS OF THE EXISTING SYSTEM	15
2.7 ANALYSIS OF PROPOSED SYSTEM	15
2.8 BENEFITS OF THE PROPOSED SYSTEM	16

CHAPTER THREE

3.0 SYSTEM ANALYSIS AND DESIGN	17
3.1 SYSTEM ANALYSIS	17
3.2 SYSTEM DESIGN	17
3.3 FEASIBILITY STUDY	18
3.4 RESEARCH METHODOLOGY	18
3.5 DESIGN OF THE NEW SYSTEM	18
3.5.1 INPUT SPECIFICATION	19
3.5.2 OUTPUT SPECIFICATION	20
3.5.3 FILE DESIGN	20
3.5.4 FIELD SPECIFICATION	20
3.6 THE PROGRAMMING LANGUAGE	21
3.6.1 SYSTEM REQUIREMENT	21
3.6.2 SYSTEM ACCOLADES	22

3.7 CHANGE OVER	23
-----------------	----

CHAPTER FOUR

4.0 DOCUMENTATION AND MAINTENANCE	25
-----------------------------------	----

4.1 SYSTEM DOCUMENTATION	25
--------------------------	----

4.2 PROGRAM DOCUMENTATION	25
---------------------------	----

4.2.1 SORTING OF FILE	27
-----------------------	----

4.3 ANALYSIS OF THE PROGRAM	28
-----------------------------	----

4.4 SYSTEM MAINTENANCE	28
------------------------	----

CHAPTER FIVE

SUMMARY, CONCLUSION AND RECOMMENDATION

5.1 SUMMARY	31
-------------	----

5.2 CONCLUSION	32
----------------	----

5.3 RECOMMENDATION OF THE STUDY	32
---------------------------------	----

REFERENCES

FIGURES

CHAPTER ONE

GENERAL INTRODUCTION

1.1 INTRODUCTION

God created the earth and made man master over every other living creature on the earth. Since then, man has always been in the forefront of civilization and would like to improve on the activities that have one thing or the other to do with his life in general.

In view of this enormous need, the computer as a machine has found itself in all fields of human endeavor as it related to application of human and human resources management.

The computer therefore is an electronic device that acts under a set of instructions (i.e. written in a specific high level language) to accept data, store and produce output in a form required by users.

The renewed effort to develop a computer based personal management information system became evident in the later half of 1970s. The system was intended to enable personal management to manage more efficiently and effectively and to provide a more positive service to all organizations.

This study is based using Niger State Housing Corporation as a case study. It focuses on her personnel management, which is a sub-department of the organisation. Personnel management deals with specific functions such as identifying the entire scope of the management policies and programs in the recruitment, allocation, leadership and directive of manpower in every organisation. Personnel management apart from being responsible for the management of human resources, as distinguished from financial or material resources. It is also concerned with the definition of required quantities of personnel capacities, people being recruited, interviewed, selected, trained or re-trained, assigned to duty, transferred, promoted,

granted period of leave and finally released or retired. Thus, it dictates the life cycle of manpower.

One can also conclude that personnel management determines the input of a firm via manpower to produce and give the required output, which a firm renders.

However, some functions of personnel management can be summarized into the following classification: organizing, planning and staffing.

Organizing: Devising and revising organization structures of authority and power.

Planning: Forecasting personnel requirement as in numbers and special qualifications, scheduling inputs and anticipating the need for appropriate policies and programs.

Staffing: Requirement of manpower, analyzing jobs, appraising jobs and maintaining on an inventory of available resources.

1.2 Structure of personnel record system

Personnel record system contains a number of information. This includes

1. Personal Data: This is information about individual such as address, age sex, marital status, education. Qualification, next of kin e.t.c

2. Appraisal Data: These contain the regular activities with continuous assessment of employees; it embraces weakness and potentials for future development as regards career and promotion.

3. Employment Data: These are important information for administrative process. For instance data and internal correspondence.

4. Holiday Data: These relate to data concerned with annual leave, sick leave, examination pass (leave), maternity leave.

CHAPTER TWO

LITERATURE REVIEW

2.1 Historical Background on Personnel management.

Personnel Management system constitutes an important aspect of administrative and business application which includes dealing in some ways to bring about interrelated activities that result in administering people in employment and in relationship with a given employment structure in order to achieve the goals within an organization.

Weston J.T (1997) in his review sees personnel management as a general component of the management of complex organization, which is engaged in recruitment and selection of people, training and developing them for their work and ensuring that their payment and conditions of employment are appropriate.

Historically in the early 60s Nigeria Tobacco Company and later follows by Nigeria Railway Corporation were the first organization to introduce computer for their personnel records. The personnel management skill stands out as the foremost department that needed to be computerized after which other departments could follow.

In 1960s especially in the early part of the decade, a Database Management system was introduced and regarded as collection of records of the same type or collection of record of different types of relationship with explicit definition.

The benefits of personnel management system are more significant than other categories of administration because of large number of employees or wide ranging skill requirements. Data banks containing information about employees' skill and experience are better required and kept up to date.

2.2 History of computer Development

The development of tools to aid calculation began with early civilization. People first used sticks, stones, toes, marks in the sand or knots in a rope to aid in counting; later fingers were ^{used} to perform simple computations. However all the processes were hard and extremely difficult to keep accurate record.

One of the earliest calculating devices created by man was the ABACUS. This was attributed to Chinese around 1642. In the 17th century John Napier developed an ingenious device used for multiplying and dividing numbers. The device called Napier's Bones was used for many years.

In 1642 the first practical calculating machine was built by a 19 years old French man called Blaise Pascal. His machine was early limited to performing addition and subtraction. About 30 years later, a German mathematician named Leibniz developed a similar machine that also multiply and divide.

The first machine to perform basic arithmetic operations well enough for commercial use was the ARITHMETIC built by Charles Xavier Thomas in 1820.

It was this invention that revolutionized the idea of an ideal computer. Fresh ideas started emerging from Charles Babbage who developed a machine called Difference Engine, which could perform calculation without human intervention.

From the 19th century onward, significant advances in invention and discoveries were made. John V. Atanasoff was the first man to design and develop the first electronic computer. This was followed by ENIAC (Electronic Numerical Integrator and Computer) as the first large-scale computer. Since then the sky has been the limit in terms of trends and development in the computer industry and applications.

- (d) Organizing: Once the objectives and plans of an organisation are determined, the management determines the task to be performed.

2.4.4 THE PERSONNEL MANAGEMENT SYSTEM

Personnel Management System comprises of three inevitable words in an organisation. They are “personnel” “management” “system”.

A system is a network of interrelated procedures that are joined together to perform an activity or assembly of components united by some form of regulated interaction to form an organized whole.

Personnel management System therefore is a system that deals with the study and behaviour of a personnel unit that efficiently manages its resources by making an interaction among its resources.

While Personnel Management Information System is an act of computerizing the activities of personnel management of an organisation for effective and efficient output. It involves the dumping of manual process of management to a memory; fast and accurate machine “Computer”.

2.5 ANALYSIS OF OPERATION OF THE EXISTING SYSTEM

The existing system as is being used today, was critically appraised using the following approaches:

- (a) Method of information generation
- (b) Method of data processing
- (c) Method of file organisation and storage

(d) Security and safety ~~and safety~~ of file

The method adopted in data/information generation is simple. All operation from the day of first appointment to date of retirement is manually done in Housing Corporation. The applicant submits application letter for employment and attached to it photocopies of his credentials to the personnel department for onward processing and consideration. Immediately after the submission of the application, a file is opened for the applicant with a number for due processing.

After the necessary approval is obtained and letter of offer of appointment issued and acceptance letter collected from the new employee (staff).

On resumption a second file (secret) will be opened in his name and a number given to the file. When these initial formalities of documentation are completed the file are kept in the secret registry.

Open files which are staff (employee) personnel file are kept in a metal filing cabinet in the open registry. While the secret files are locked inside the metal filing cabinet under lock for safety and security. The method of file organization for the two registries is serial. When the need arises for an information or references to be made on a particular file, the file is traced manually one after the other until the desired file is reached. When the desired file is located, it is removed and minuted on to the officer requesting for it. When the file is returned to the registry it is placed in its formal position. File sorting, personnel files are sorted manually and arranged according to department.

Registering of new staff, calculating salaries, (monthly pay slip) editing or deleting staff records, promotion evaluation and leave scheduling.

Main Menu: The program opens with main menu from which other facilities offered by the program can be linked or accessed.

Add New Record: Choosing this option, the program will execute another procedure call **add program**. These procedures will enable users to add new records to the database file.

The data entries form will be presented to the user to enable him input some records. The entered record goes to the database file directly in order to maintain database integrity. At the end of entering a record, the program will pause and present the user with message "Are these entries o.k." (YES or NO). This will enable user to validate the entered record. If the user chooses "No" denoting that the entered records is not correct. But if the user chooses "Yes" meaning that the entered records are correct, the program will then write the record from the variable field into the database file.

Calculating monthly pay slip

To calculate employee pay for each month select operation on the main menu, click on pay calculation and select pay check, fill-in the employee number being checked, press tab to display employee data, select the processing month and click on o.k. button to complete pay calculation process.

Editing and deleting of a record

This option will enable the user to effect changes to the existing records in the database file. The program will display a text enter staff no. and pause for the user to input then search the database file for a match with the staff no. entered. The program to delete a

record is similar to that of editing or modify program because the record has to be searched for before the deleting procedure can be activated.

Employee promotion

After staff are appraised, the employee promotion evaluation can take place. To perform promotion evaluation, click operations on the main menu, select promotion, enter the staff I.D number, the system checks the database and prompts "Employee us due for promotion if the staff satisfies the set conditions otherwise the message Employee is not due for promotion" is displayed.

Employee leave Roaster

To perform leave evaluation, click operations on the main menu, select leave roaster, enter the staff I.D number the system checks the database and load employee record if already appraised, select Yes/No from the granted leave option, if Yes the program sets focus for duration entry in weeks after which commencement date is filled and on lost focus, the resumption date is automatically calculated on click of O.k., the program accepts data entry and saves record in the database.

4.2.1 SORTING FILE

Sorting is taken to be a more efficient way of organizing data records. The sorting operation can use one or more fields as key fields on which to generate a sorted file that will contain the key field entries and their corresponding record numbers. The program allows arrangement of records in an Ascending of Descending order on the sort key field i.e. grade level, staff number, age, sex e.t.c.

4.3 ANALYSIS OF THE PROGRAM

The entire program is menu driven. At the running of a program, a menu displayed on the screen consisting of file option as below:

-Add new record.

-Edit record.

-Delete record.

Sorting.

Exit.

The above listed options are sub-programs to main program, which are executed as desired option is selected from the menu.

4.4 SYSTEM MAINTENANCE

System maintenance includes all the activities to be carried out after converting an old to new system. The maintenance stage covers the following:

Training Needs

The existing personnel should be given an in-house training to enable them to have basic knowledge on how to operate computer system and its peripheral devices. Emphasis should be given to data entering and other relevant of computer operation.

System Installation

The installation of the equipment be carried out by the computer or hardware expert. The equipment such as IBM PC or compatible double floppy or hard disk and compatible printer would give the required result.

2.2 History of computer Development

The development of tools to aid calculation began with early civilization. People first used sticks, stones, toes, marks in the sand or knots in a rope to aid in counting; later fingers were ^{used} to perform simple computations. However all the processes were hard and extremely difficult to keep accurate record.

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2.6 PROBLEMS OF THE EXISTING SYSTEM

Usual problem of this type of manually maintained basic personnel records are:

1. Data processing is always very slow.
2. Poor file handling result in destruction or mutilations of vital documents.
3. Occupies a lot of space.
4. Poor security and safety of files.
5. Operation are prone to error
- 6 Reported cases of missing files.

2.7 ANALYSIS OF PROPOSED

The proposed system implies the application of computer system to the manually maintained data processing with respect to personnel management system. The proposed system will be analyzed using the following method:

- (a) Method of data/information generation.
- (b) Method of file organization and storage.
- (c) File movement.
- (d) Security and safety of files.

The method of data/information generation is similar to the one used by the old system since it is generated from individual application letter and attached document. The information are collected and input the computer by the operators. The method of data processing adopted here is that each personnel is given an identification number (I.D) from which he/she is uniquely identified in the database to be extracted. Once given the I.D number all other data are supplied and attached to the I.D number of the personnel. This process is repeated several

System Maintenance

In order to protect against interruption of computer services, hardware requires regular maintenance. In large installation maintenance routine at a specific time should be allotted for this purpose. It could be advisable that maintenance personnel be assigned on full time basis or maintenance checks be performed once a week.

Maintenance entails identifying and replacing components that are likely to fail thus keeping mechanical parts properly adjusted.

Program maintenance

Program maintenance involves updating program for necessary changes. Some programs are subject to frequent modification and when revisions are extensive, an organization may consider a complete re-programming of the job. Specific programmer could be assigned to the job of program maintenance.

Security method

Information in a database is highly essential for the day to day running of the organization. Precautions have to be taken in order to protect the data from unauthorized persons. Methods of data security are as follow:

1. Introduction of password to the database that is known only to the database manager and the computer operators.
2. Locking-up drives bays: This is by locking up the bays so as to prevent unauthorized coping or data entry.
3. Back-up system: Refers to the copy of the database kept away from main database, back-up copies act as stand by in case of unexpected destruction or

NIGER STATE HOUSING CORPORATION

FIG. 1 MAIN MENU:

File Number :-	<input type="text"/>	Sex :-	<input type="text"/>
Personel Name :-	<input type="text"/>	Unit/Unit Code :-	<input type="text"/>
Nationality :-	<input type="text"/>	Date of Employment :-	<input type="text"/>
State of Origin :-	<input type="text"/>	Date of Last Promotion :-	<input type="text"/>
Local Govt. Area :-	<input type="text"/>	Qualification :-	<input type="text"/>
Date of Birth :-	<input type="text"/>	Grade Level :-	<input type="text"/>
Marital Status :-	<input type="text"/>	Higher Institution attended :-	<input type="text"/>
		Annual Basic Salary :-	<input type="text"/>

SAVE

EXIT

FIG. 2 NEW STAFF PAGE

PERSONEL NUMBER	0.00
S/MEAT	0.00
FASTING/COMM	0.00
SAVINGS	0.00
SHARE	0.00
M/CYCLE	0.00

SAVE

EXIT

FIG. 3 DEDUCTION PAGE

times for each personnel so instead of having a separate file for each personnel on the same type of data information, you have one single file for all. This often is referred to as database file. After all the data / information has been entered, you then sort the records accordingly.

Method of file organization and storage is that a single database is created for the whole personnel with a given name to the file. This name of the file is what is required all the time to load it to the computer memory any time specific information is required. Hence the file name describes the cabinet, while the contents describe the file contained.

8 BENEFITS OF THE PROPOSED SYSTEM

The following benefits would be derived from the proposed system.

1. There will be reduction in time spent in processing data and information presentation will occupy less space.
2. There will be reduction in time spent in searching and storing data.
3. There will high degree of accuracy.
4. There will be better Management Information System.
5. A more effective and efficient department.

CHAPTER THREE

3.0 SYSTEM ANALYSIS AND DESIGN

3.1 SYSTEM ANALYSIS

System analysis in computer environment is defined as the method of determining how best to use computers with other resources to perform task which meet the information needs of an organization. system analysis is also concerned with converting the objectives of management as far as information and data are concerned into methods that are amenable to processing by computer. System analysis is linked between management and software or hardware of computing.

The objectives or aims of system analysis are to examine the system carefully in order to analyze the strength and weakness, to determine information needs and the best methods by which weakness of the existing system can be resolved. At this stage the requirements of the system is specified and feasibility study is conducted so as to evaluate its operational, economical and technical considerations.

After the analysis, the following point emerged:

- (a) The type of administration work to be carried out by each personnel.
- (b) How work or information is presented for processing
- (c) The breakdown of data processing and managerial administration workload.

3.2 SYSTEM DESIGN

System design is the process of planning, replacing an existing system. The first step towards system design is the identification of system requirements and this is followed by the formulation of design alternatives that is recommendation of designing a new system.

3.3 FEASIBILITY STUDY

This is to determine whether a solution to the problem is feasible. Feasibility is important so as to prevent wasting of time, effort and economy.

The scope of the data collected for the feasibility study is limited to the following areas:

Personnel data.

Method of data processing.

Method of file organizing and storage.

File movement

Efficiency and effectiveness.

Security and safety of files.

Time constraint.

4 RESEARCH METHODOLOGY

The research methodology adopted in the project includes interview to reveal some of the inherent problems and weaknesses of the existing system.

The second method used is the direct observation of the existing system. The system is assessed; the new forms and new procedures are determined.

5 DESIGN OF THE NEW SYSTEM

In designing of the new system, that is input and output design. The following specifications are followed in the design.

1. Input specification.

2. Output specification.
3. File specification.
4. Processing specification.

3.5.1 INPUT SPECIFICATION.

In designing a computerized personnel management records system of the Niger State Housing Corporation the following input data or information are used.

1. Personal data record with a unique personal file number that is used to process their record.

1. Name.
2. Nationality
3. State of origin
4. Local Government Area
5. Date of Birth
6. Marital status
7. Sex
8. Date of last Promotion
9. Qualification
10. High institution attended
11. First appointment date
12. Appointment type
13. Post
14. Salary grade level
15. Department

2.3 History Computer in Nigeria

The application of computer in Nigeria industry started in the early 60s when the then industrial giants introduced the first sets of computer into the country.

The first in the introduction of computer was Nigeria Tobacco Company (NTC) and was later followed by Nigeria Railways Corporation (NRC). These computers were mainly used for personnel records.

University of Ibadan later followed with a slight invention of using the computer in the area of scientific research and application.

In Nigeria today, computer has found a place in our homes, corporate organization, Government organization and medical profession for the purpose of management, scientific research, auditing, payroll, accounting, agriculture and diagnostic purpose.

2.4 Brief on Niger State Housing Corporation

Niger State Housing Corporation came into being on may 15th 1979. The main objective of the corporation is to minimize as much as possible the problem of accommodation in the state by providing improved accommodation both in quantity and quality thus enhancing the quality and standard of living of the citizens of Niger State.

The organization structure of the corporation comprises the following department:

1. Personnel Management Department
2. Finance and supply Department
3. Works Department

failure of database. Back-up copies can be written, documented, copied on floppy diskette or copies on CD-ROM.

4. Installing Anti-virus packages, which are capable of detecting virus diskettes and also cleaning up virus that might be introduced to the system.

CHAPTER FIVE

5.1 SUMMARY, CONCLUSION AND RECOMENDATION

5.2 SUMMARY

The approaches so far adopted and analyzed between the existing (manual) and computerized personnel management system showed a lot of similarities and differences. Each has its distinct characteristic features that distinguish it from the other.

The problems and weakness usually associated with the existing (manual) system of personnel management such as time wastage in processing data, files management, insecurity of staff files, delay in decision making as a result of much time wastage in manual operation of personnel management e.t.c are apparently overcome by the use of proposed computerized system.

The proposed computerized personnel management system has facility for back-up files against unauthorized users. This allows for more than one copy of a file or a program. That is files on hard disks are copied to a floppy disk to serve as back up so that in the event of fire disasters, the other copies can still be accessed. The new system ensures protection through the use of password. This is a situation where all users of computerized record system of Housing Corporation have its separate password with which to access their information or records from a file.

The proposed computerized system is intended for better improvement in efficiency, accuracy, reliability and speed of operation thus making its operations better than the existing (manual) system.

5.3 CONCLUSION

It is believed that if the proposed system is implemented, it will enhanced the effective and efficient performance of personnel department in Niger state Housing Corporation Minna from the cost and benefit analysis, previously discussed.

Furthermore, with the installation of the new system, menace of ghost workers as well as problem of redundancy which has generated a lot of concern will become a thing of the past. Record/information is the life wire of every organization regardless of the size of organization hence with computerized system data/information can be processed fastly, accurately and reliably. The computerization of personnel information system in Niger state Housing Corporation Minna should therefore be considered necessary for better management and successful achievement of organizational goal.

5.4 RECOMMENDATION

If all things are to be put right to enhance effective computerization in the area of study, the following recommendations are worthwhile. As a result of lack of enough computer literate personnel in the organization, it is recommended that the authority concerned should raise the level of computer literacy through staff training center.

At any point in the process of computerization, the top management should be involved and committed. This is because if they show enthusiasm for the project it will give easy room for implementation.

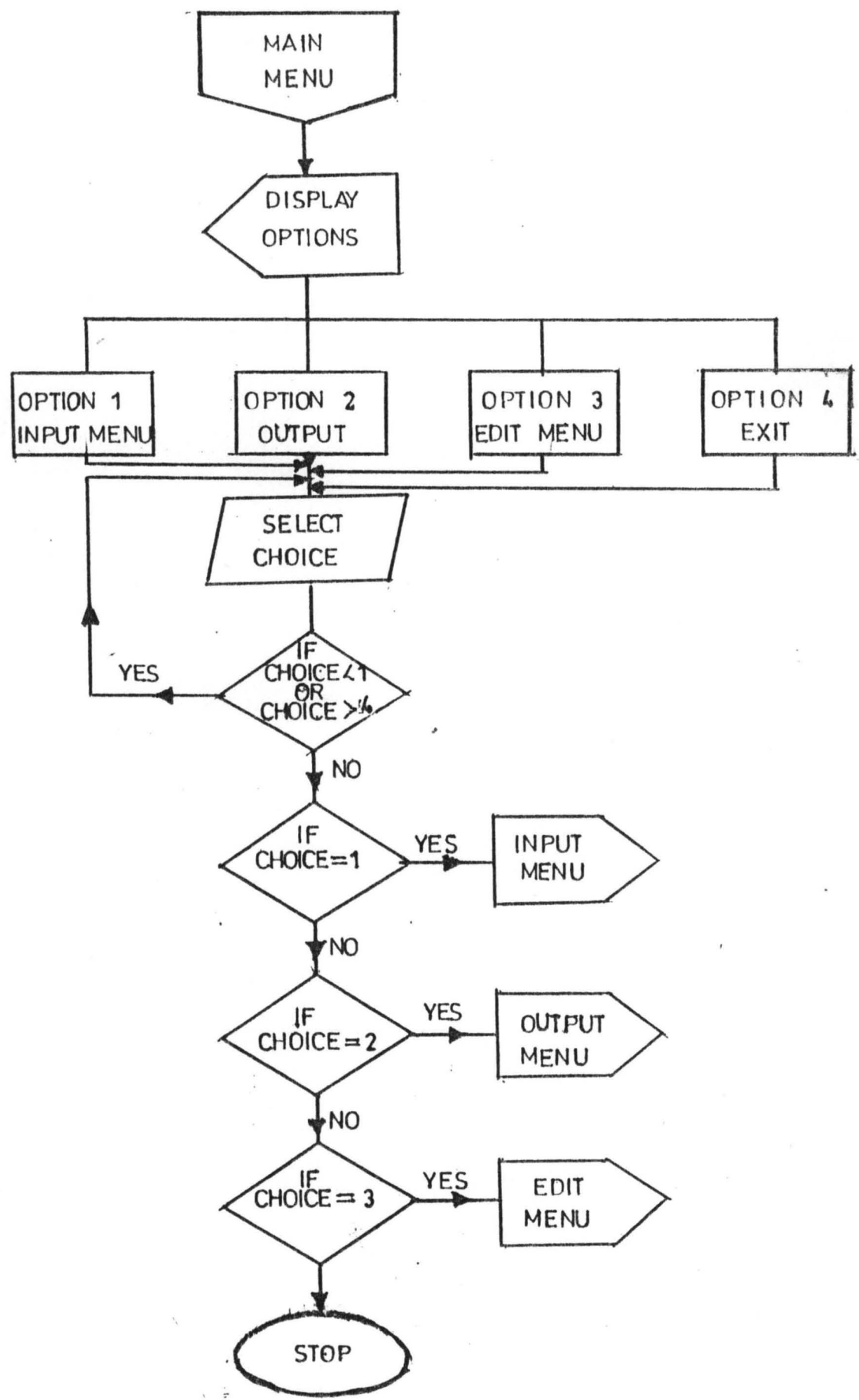
Based on the feasibility study in the requirement of hardware and software, manager, system analyst and computer users should have closer relationship and understanding of their likely problems.

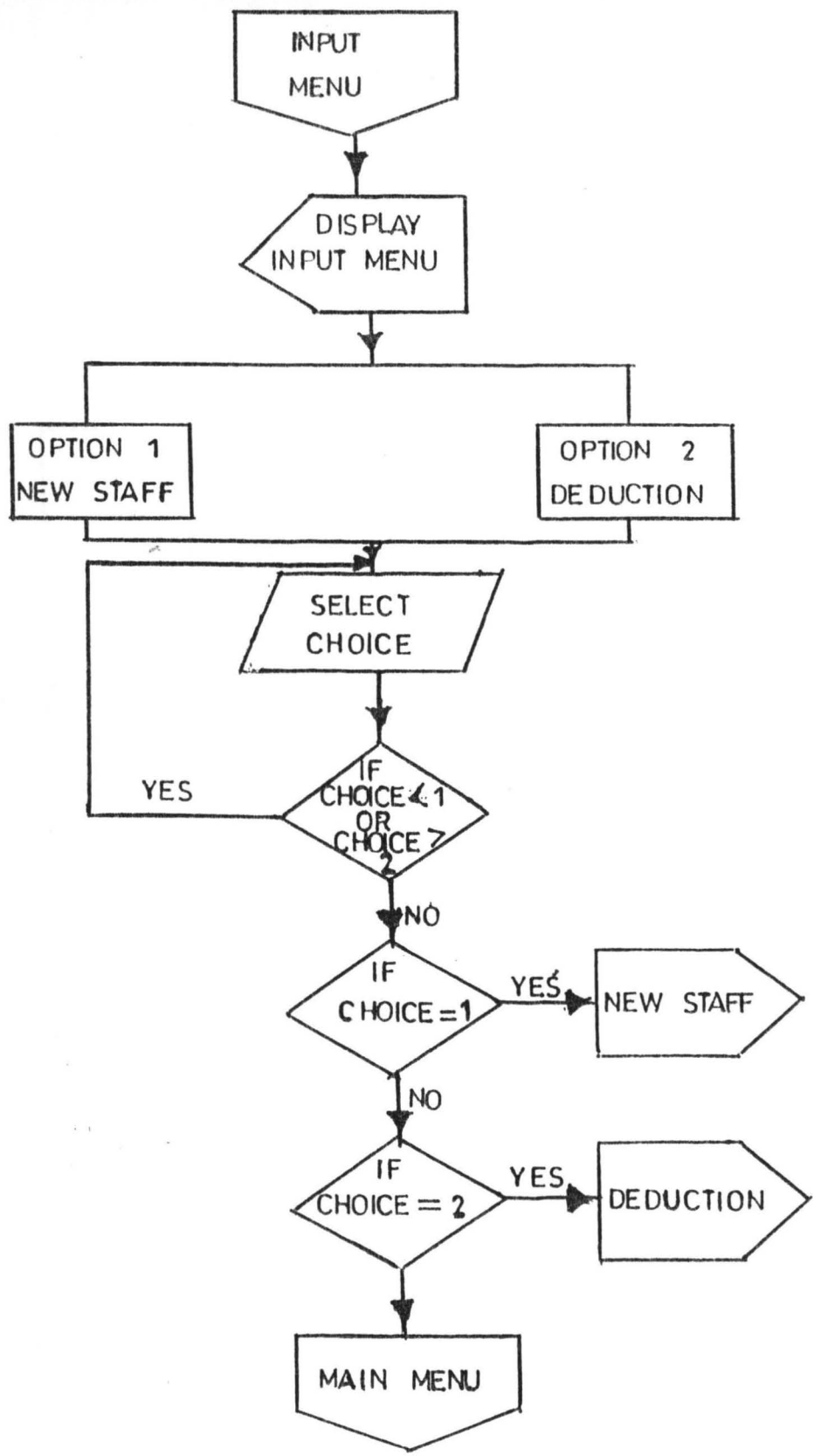
Finally, for better impact of the personnel management on the entire staff of Housing Corporation Minna, I hereby recommend the implementation of the proposed system.

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PROGRAM FLOWCHART





PRINT

EXIT

NIGER STATE HOUSING CORPORATION, MINNA

PAY ADVICE

NAME PSN G/LEVEL DATE
123 29/03/06

PAYMENTS		DEDUCTIONS	
BASIC :-		TAX :-	
RENT :-		UNION FEES :-	
TRANSPORT :-	833.33	S/MEAT :-	
DDM :-	0.00	FASTING/COMM. :-	
ENTERTAINMENT	0.00	SAVINGS :-	
UTILITY :-	220	SHARES :-	
MEALS :-	160	M/CYCLE :-	

GROSS PAY :- 1213.33 TOTAL DEDUCTIONS :-
NET PAY 1213.33

FIG. 4 OUTPUT PAGE

File Number	<input type="text"/>	Sex	<input type="text"/>
Personel Name	<input type="text"/>	Unit/Unit Code	<input type="text"/>
Nationality	<input type="text"/>	Date of Employment	<input type="text"/>
State of Origin	<input type="text"/>	Date of Last Promotion	<input type="text"/>
Local Govt. Area	<input type="text"/>	Qualification	<input type="text"/>
Date of Birth	<input type="text"/>	Grade Level	<input type="text"/>
Marital Status	<input type="text"/>	Higher Institution attended	<input type="text"/>
		Annual Basic Salary	<input type="text"/>
FIND		UPDATE	
		EXIT	

FIG. 5 EDIT PAGE

```
Private Sub mnudeduc_Click()  
    Load frmdeduction  
    frmdeduction.Show  
End Sub
```

```
Private Sub mnuedit_Click()  
    Load frmEdit  
    frmEdit.Show  
End Sub
```

```
Private Sub mnuexit_Click()  
    Unload Me  
End Sub
```

```
Private Sub mnuoutput_Click()  
    Dim Numba As String  
  
    Load frmReport  
    frmReport.Show
```

```
End Sub
```

```
Private Sub mnustaff_Click()  
    Load frmInput  
    frmInput.Show  
End Sub
```

```
Private Sub cmdexit_Click()  
    Unload Me  
End Sub
```

```
Private Sub cmdsave_Click()  
    Dim Massa As String
```

```
On Error Resume Next  
    With Adodc1
```

```
        .ConnectionString = "provider = microsoft.jet.oledb.4.0;data source=C:\salary\salary  
        Dbase.mdb;persist security info=false"  
        .RecordSource = "select * from PRecord "  
        .Refresh
```

```
    End With  
    With Adodc1.Recordset
```

```
.AddNew
.Fields(1) = txtnumber.Text
.Fields(2) = txtname.Text
.Fields(3) = txtNation.Text
.Fields(4) = txtstate.Text
.Fields(5) = txtLGA.Text
.Fields(6) = txtbirth.Text
.Fields(7) = txtmarried.Text
.Fields(8) = txtsex.Text
.Fields(9) = txtCode.Text
.Fields(10) = txtEmploy.Text
.Fields(11) = txtPromotion.Text
.Fields(12) = txtQuality.Text
.Fields(13) = txtgrade.Text
.Fields(14) = txthigher.Text
.Fields(15) = txtsalary.Text
.Update
.Requery
End With
Massa = MsgBox("Record save Successfully", vbOKOnly, "Take Note")
```

```
End Sub
```

```
Private Sub cmdexit_Click()
    Unload Me
End Sub
```

```
Private Sub cmdsave_Click()
    Dim Massa As String
```

```
    On Error Resume Next
```

```
    With Adodc1
```

```
        .ConnectionString = "provider = microsoft.jet.oledb.4.0;data source=C:\salary\salary
        Dbase.mdb;persist security info=false"
        .RecordSource = "select * from Deduction "
        .Refresh
```

```
    End With
```

```
    With Adodc1.Recordset
```

```
        .AddNew
        .Fields(0) = txtno.Text
        .Fields(1) = txtmeat.Text
        .Fields(2) = txtfasting.Text
        .Fields(3) = txtsaving.Text
```

```
.Fields(4) = txtshare.Text
.Fields(5) = txtmotor.Text
.Update
.Requery
End With
Massa = MsgBox("Record save Successfully", vbOKOnly, "Take Note")
End Sub
```

```
Private Sub cmdexit_Click()
Unload Me
End Sub
```

```
Private Sub cmdfind_Click()
Dim Massa As String, Numba As String
```

```
On Error Resume Next
```

```
Numba = txtnumber.Text
```

```
With Adodc1
```

```
.ConnectionString = "provider = microsoft.jet.oledb.4.0;data source=C:\salary\salary
Dbase.mdb;persist security info=false"
.RecordSource = "select * from PRecord WHERE FileNumber=" + Numba + ""
.Refresh
```

```
End With
```

```
With Adodc1.Recordset
```

```
txtnumber.Text = .Fields(1)
txtname.Text = .Fields(2)
txtNation.Text = .Fields(3)
txtstate.Text = .Fields(4)
txtLGA.Text = .Fields(5)
txtbirth.Text = .Fields(6)
txtmarried.Text = .Fields(7)
txtsex.Text = .Fields(8)
txtCode.Text = .Fields(9)
txtEmploy.Text = .Fields(10)
txtPromotion.Text = .Fields(11)
txtQuality.Text = .Fields(12)
txtgrade.Text = .Fields(13)
txthigher.Text = .Fields(14)
txtsalary.Text = .Fields(15)
```

End With

End Sub

```
Private Sub cmdsave_Click()  
Dim Massa As String, Numba As String
```

```
On Error Resume Next
```

```
    Numba = txtnumber.Text
```

```
    With Adodc1
```

```
        .ConnectionString = "provider = microsoft.jet.oledb.4.0;data source=C:\salary\salary  
Dbase.mdb;persist security info=false"
```

```
        .RecordSource = "select * from PRecord WHERE FileNumber=" + Numba + ""
```

```
        .Refresh
```

```
    End With
```

```
    With Adodc1.Recordset
```

```
        .Fields(1) = txtnumber.Text
```

```
        .Fields(2) = txtname.Text
```

```
        .Fields(3) = txtNation.Text
```

```
        .Fields(4) = txtstate.Text
```

```
        .Fields(5) = txtLGA.Text
```

```
        .Fields(6) = txtbirth.Text
```

```
        .Fields(7) = txtmarried.Text
```

```
        .Fields(8) = txtsex.Text
```

```
        .Fields(9) = txtCode.Text
```

```
        .Fields(10) = txtEmploy.Text
```

```
        .Fields(11) = txtPromotion.Text
```

```
        .Fields(12) = txtQuality.Text
```

```
        .Fields(13) = txtgrade.Text
```

```
        .Fields(14) = txthigher.Text
```

```
        .Fields(15) = txtsalary.Text
```

```
        .Update
```

```
        .Requery
```

```
    End With
```

```
    Massa = MsgBox("Record save Successfully", vbOKOnly, "Take Note")
```

End Sub

```
Private Declare Function SendMessage Lib "user32.dll" Alias "SendMessageA" (ByVal  
hwnd As Long, ByVal wParam As Long, ByVal lParam As Long, ByVal lParam As  
Long) As Long
```


'Dim left100 As Single
'Dim reght100 As Single

'Dim down100 As Single
'Dim Up100 As Single

Private Const WM_PAINT = &HF
Private Const WM_PRINT = &H317
Private Const PRF_CLIENT = &H4& ' Draw the window's client area
Private Const PRF_CHILDREN = &H10& ' Draw all visible child
Private Const PRF_OWNED = &H20& ' Draw all owned windows

Private Sub cmdexi_Click()
 Unload Me
End Sub

Private Sub cmdexit_Click()
 Unload Me
 Load frmReport
 frmReport.Show
End Sub

Private Sub cmdprint_Click()

 Printer.Orientation = vbPRORPortrait
 PrintPictureBox Picture1, 100, 100

End Sub

Private Sub cmdreport_Click()
Dim Nam As String, Glevel As String, Numba As String
Dim Tax As Single, Basic As Single, Rent As Single
Dim Trans As Single, Ufees As Single, MBasic As Single
Dim Gross As Single, Meat As Single, Fasting As Single
Dim Savings As Single, Share As Single, Motor As Single
Dim Deduc As Single, Net As Single

On Error Resume Next

Picture1.Visible = True
Numba = txtno.Text

With Adodc1

```
lblnet.Caption = Format(Net, "###.##")

lblUfees.Caption = Format(Ufees, "###.##")
lblutility.Caption = 220#
lblmeal.Caption = 160#
lbltrans.Caption = Format(10000 / 12, "###.##")
lblrent.Caption = Format(Rent, "###.##")
lbltax.Caption = Format(Tax, "###.##")
lblbasic.Caption = Format(MBasic, "###.##")
lblgross.Caption = Format(Gross, "###.##")
```

```
lblno.Caption = Numba
lblname.Caption = Nam
lblGL.Caption = Glevel
lbldate.Caption = Format(Date, "DD/MM/YY")
```

```
Label4.Visible = False
txtno.Visible = False
cmdreport.Visible = False
cmdexit.Visible = True
cmdexi.Visible = False
cmdprint.Visible = True
```

End Sub

```
Public Sub PrintPictureBox(Box As PictureBox, Optional X As Single = 0, Optional Y
As Single = 0)
```

```
Dim rv As Long
Dim ar As Boolean
```

```
On Error GoTo Exit_Sub
```

```
With Box
```

```
'Save ReDraw value
ar = .AutoRedraw
```

```
'Set persistence
.AutoRedraw = True
```

```
'Wake up printer
Printer.Print
```

```
'Draw controls to picture box
```

```
rv = SendMessage(.hwnd, WM_PAINT, .hDC, 0)
rv = SendMessage(.hwnd, WM_PRINT, .hDC, _
```

PRF_CHILDREN Or PRF_CLIENT Or PRF_OWNED)

'Refresh image to picture property
.Picture = .Image

'Copy picture to Printer
Printer.PaintPicture .Picture, X, Y
Printer.EndDoc

'Restore bgcolor (Re-load picture if picture was used)
Box.Line (0, 0)-(.ScaleWidth, .ScaleHeight), .BackColor, BF

'Restore ReDraw
.AutoRedraw = ar
End With

Exit_Sub:

If Err.Number Then MsgBox Err.Description, vbOKOnly, "Printer Error!"

End Sub