Timeline Revisi

Sistem Informasi Pengelolaan Arsip Surat

RUMAH SAKIT RK CHARITAS

# Summary

## Nama project

* **Sistem Informasi Pengelolaan Arsip Surat (SIPAS)**

## Estimasi pengerjaan

* **9 minggu pengerjaan**

## Personil projek

* **1 project manager**
* **1 developer web**
* **1 developer mobile**
* **1 asisten developer**
* **1 tester dan QC**

# Timeline Pengerjaan

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **(dalam minggu)** |
|  | **Fitur** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** |  |
|   | **Agenda** **Surat** |  |  |  |  |  |  |  |  |  |
|   | Improve label setuju/simpan |  |  |  |  |  |  |  |  |  |
|   | Uraian surat |  |  |  |  |  |  |  |  |  |
|   | Kunci berkas ketika rahasia |  |  |  |  |  |  |  |  |  |
|   | Reactive surat retensi |  |  |  |  |  |  |  |  |  |
|   | Backdate surat beda tahun |  |  |  |  |  |  |  |  |  |
|   | Fitur perintah pada distribusi Agenda Masuk |  |  |  |  |  |  |  |  |  |
|   | Atur korespondensi setelah surat disetujui/akhir |  |  |  |  |  |  |  |  |  |
|   | Pembatalan surat keluar eksternal |  |  |  |  |  |  |  |  |  |
|   | Reminder masa aktif surat |  |  |  |  |  |  |  |  |  |
|   | Penambahan Tgl terbit, tgl berlaku, tgl berlalu |  |  |  |  |  |  |  |  |  |
|  | Kirim ulang Agenda Keluar Internal yang sudah di setujui |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | **Disposisi** |  |  |  |  |  |  |  |  |  |
|  | Notifikasi untuk tindakan disposisi |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | **Pelaporan** |  |  |  |  |  |  |  |  |  |
|  | Laporan perjenis surat/kelas |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | **Pengaturan Data** |  |  |  |  |  |  |  |  |  |
|   | Masteringlampiran |  |  |  |  |  |  |  |  |  |
|  | Penambahan daftar pegawai pada jabatan dan unit |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |
|   | **Bank Surat** |  |  |  |  |  |  |  |  |  |
|   | Bank surat filter type |  |  |  |  |  |  |  |  |  |
|   |   |  |  |  |  |  |  |  |  |  |
|  | **Penyesuaian Mobile** |  |  |  |  |  |  |  |  |  |
|  | Mastering lampiran |  |  |  |  |  |  |  |  |  |
|  | Uraian surat |  |  |  |  |  |  |  |  |  |
|  | Kunci berkas ketika rahasia |  |  |  |  |  |  |  |  |  |
|  | Notifikasi untuk tindakan disposisi |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | **Testing dan QC** |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  | agenda/rencana pengerjaan |  |  |  |  |  |  |  |  |  |
|  | masih dalam proses |  |  |  |  |  |  |  |  |  |
|  | pengerjaan selesai |  |  |  |  |  |  |  |  |  |