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 |  | |  |  |  |  |  |  |  |  |