

ONLINE DOCUMENTATION REPOSITORY SYSTEM

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Abstract: Nowadays most organization uses traditional paper storing system which consists of storing files, document, reports in a physical form in files or folders and this requires an additional space in organization for storing purpose. This requires manual workforce to arrange and maintain the documents in required positions. Due to which it takes more time to locate the required document. To eliminate these overhead work online repository system can be implemented. These Online Documentation Repository system will be able to manage events, generate overall report and combine in a particular PDF format and send it to higher authorized for approval and store it in Google Drive.

Index Terms -Online Documentation Repository System, framework, Document.

I. INTRODUCTION

Document is very crucial part of any organization, so proper care should be taken for managing the documents by well-organized knowledge repository. Information sources have increased in number and retrieving the information among huge number of documents become a problem. Due to the recent changes in technologies various organizations have moved from manual work to online Repository system. It originates as a way to convert paper documents to digital documents. Repository is the central location where the data is stored and managed. Online Repository System is mainly designed to improve the organizations way of handling and managing the files efficiently. It provides an clear framework of operations in an organization and allows more consistent approach towards different processes. They are designed to organize business files and records digitally. Paper files are scanned and converted to specific format. This provides a more compact means of storage on google drive, universal access for retrieval, and higher levels of data security by using Google OAuth mechanism.^[2]

As online Documentation repository will provide advantage of easy optimization, maintenance, Storing Events report on Google drive and less overhead to maintain data.^[1]

II. LITERATURE REVIEW

Recent Research has indicated that nearly 10% of an average organizations working day is spent trying to locate existing documents. The earliest document management systems managed either proprietary file types, or a limited number of file formats. Poor document management practices are a problem that affect organizations workflow. Paper documents have long been used in storing information, due to this there can be chances of misplacing the documents. It requires additional cost to store and access paper files like some forms of documentation need to be kept for years while others need to stay accessible forever.^[1]

The existing system also requires additional space to store the documents in storage room of organization. Due to this documents are less secure and causes more overhead. This is where an Online documentation Repository system came into the picture. Offering a centralized repository system with improved usability, and with a range of features that help to boost workplace efficiency and the best part is they can be integrated once they are verified and approved. With a Online Repository system will be able to store millions of documents without the accessibility issues, costs, or significant storage space. In this way it will provide streamline workflow and reduce the cost of document storage and management.^[2]

Documents are included in business key areas in every organization, whether it is economy, public administration, non-profit organization or some other organization. Also, the documents carry business information, link all business functions, they are constituent part of business processes and depending on document applied format, form of document distribution depends the efficiency of business processes. Risks of applying unsuitable Management system are high costs involved in finding entries and information, impossibility to respect requirement in accordance with set standards, incorrect data in system, faulty decisions and reduced competitiveness, but competitiveness is not the question of success but survival.^[2]

III. SYSTEM ARCHITECTURE

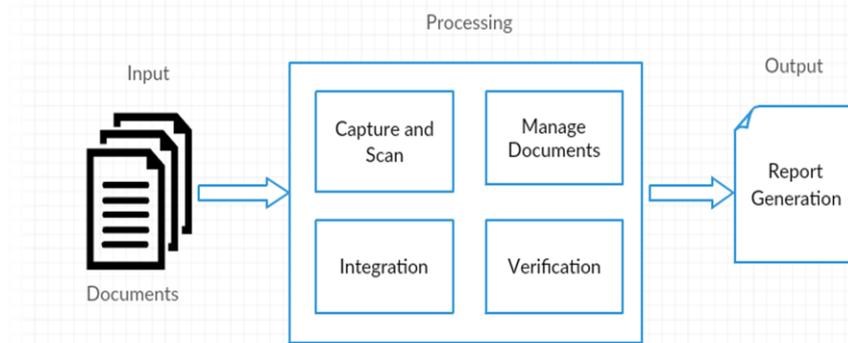


Fig 1. System Architecture

Online document Repository will provide an effective way for managing the documents of the various events to be organized. The system modules includes Authentication and Authorization by Google OAuth, capturing the documents, managing the documents and retrieving the documents. When any new event will be arranged, all the required documents regarding the event will be scanned and uploaded by the event organizer. This documents will be further sent for the verification to the higher authorized person through mail. Once all the documents are verified they will be collaborated and final report of the event will be generated. The proposed system will provide less overhead, more Optimization, easy collaboration, more secure, convenient and reliable.

IV. IMPLEMENTATION

The “Online Documentation Repository “ will provide authorization using Google OAuth. The new event will be registered into the application and then documents related to particular events will be uploaded. Once all documents are Uploaded, verified and approved they are collaborated and final report of event is generated in a PDF format.

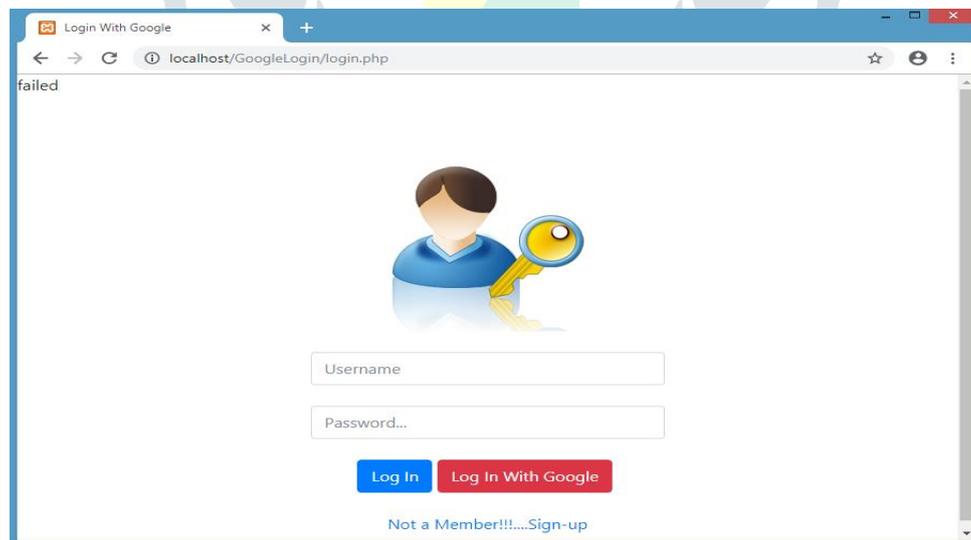


Fig 2. Login using Google OAuth

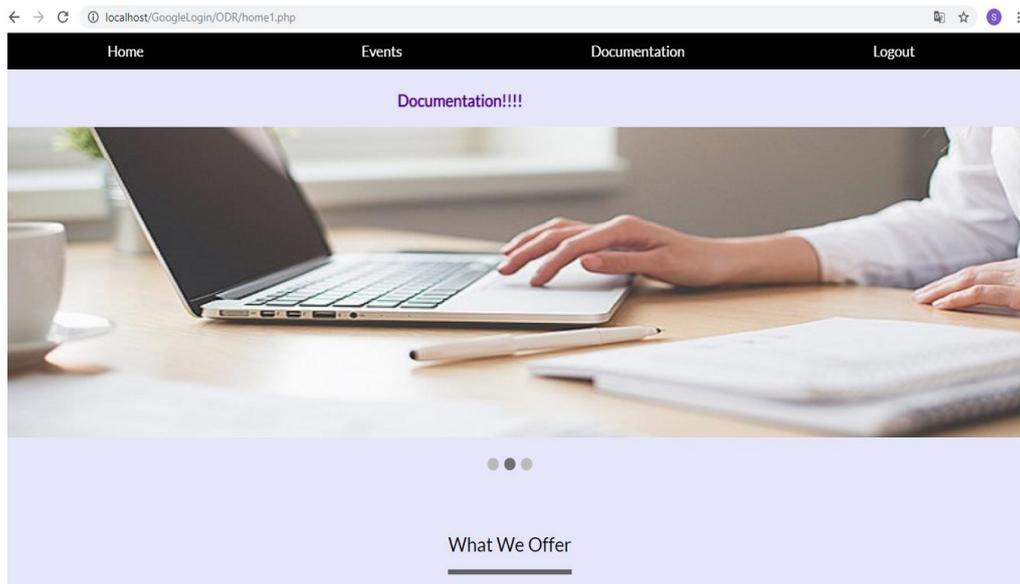


Figure 2. Home Page

After Login the user will be redirected to the home page where user can manage and verify the documents

An 'Event Registration' form on a teal background. The title 'Event Registration' is at the top. Below it is the instruction 'Fill Up All The Details Below!'. The form contains five input fields: 'Type' (a dropdown menu), 'Name' (a text box with 'Name' as a placeholder), 'Class' (a dropdown menu), 'Incharged_By' (a text box with 'Incharged_By' as a placeholder), and 'Date' (a text box with 'dd-mm-yyyy' as a placeholder). A blue 'Submit' button is located at the bottom right of the form.

[Go to upload file](#)
[Click to view registered Events](#)

Figure 3. Event registration

The user will register for particular events that are going to be organized and can be able to view the list of registered events.

The screenshot shows a web browser interface for the JETIR Documentation page. The browser address bar shows 'localhost/GoogleLogin/ODR/index.php'. The navigation menu includes 'Home', 'Events', 'Documentation', and 'Logout'. The main heading is 'Documentation', and there is a green 'Create' button. Below the heading is a table with the following data:

Folder Name	Total File	Size	Update	Delete	Upload File	View Uploaded File	Open files
css	1	118.47 KB	Update	Delete	Upload File	View Files	Open Files
js	5	523.55 KB	Update	Delete	Upload File	View Files	Open Files
microsoftevent	2	252.97 KB	Update	Delete	Upload File	View Files	Open Files
workshop	3	293.30 KB	Update	Delete	Upload File	View Files	Open Files

At the bottom of the page, there is a copyright notice: '@Copyright2018-19'.

Figure 4. Document uploading Page

Folders for a particular events will be created and user can upload the documents to specific folders.

V. CONCLUSION

We conclude that, Online Documentation repository that can be used for collaboration of document. Using this system within Organization ensures that data and knowledge is safe and secure. With this proposed online documentation Repository system, files and document creation, review, uploading, sharing, and modification can all be done seamlessly. In addition to that, this application can generate reports as per user requirements and operations. This will help organization manage information in well structured form of data storage.^[1]

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