ACS 1803 Assignment 2

Due: October 8, 2019 (1803-050)

Submit: Kevin Robertson

Total 40 marks.

To be done individually

1) **(20)** Following is a database for products and sales for a wholesale power equipment company called PowerSalesco.

Company: PowerSalesCo
Database: SALES

Table 1: PRODUCTS

Product No	PName	Manufacturer	Unit price
ww1	Electric drill	Makita	124.95
ww5	Skill saw	Philips	231.95
xy6	Screwdriver set	Dexter	34.95
bb9	Fire extinguisher	Waddell	50.00

Table 2: ORDERS

Customer Name	Product No	Units Ordered	Order Date
McDowell's	ww1	50	18/Jan/18
McDowell's	xy6	125	19/Jan/18
McDowell's	bb9	250	19/Jan/18
Clearmont	bb9	500	18/Jan/18
Clearmont	ww1	75	19/Jan/18
SuperSave	ww1	100	18/Jan/18
SuperSave	ww5	56	19/Jan/18

a) **(15)** From the above database, design formal reports, with appropriate headings, according to the requirements below. Each report will be on a new page and will contain some data from the above database in appropriate format.

i) (10) Design the output (including layout and information details) for one (1) operational report* and one (1) managerial report*.

** In designing your reports focus on the characteristics of the report and the audience you are servicing. You may make assumptions on any additional data that may provide more meaningful information - so long as you state your assumptions.*

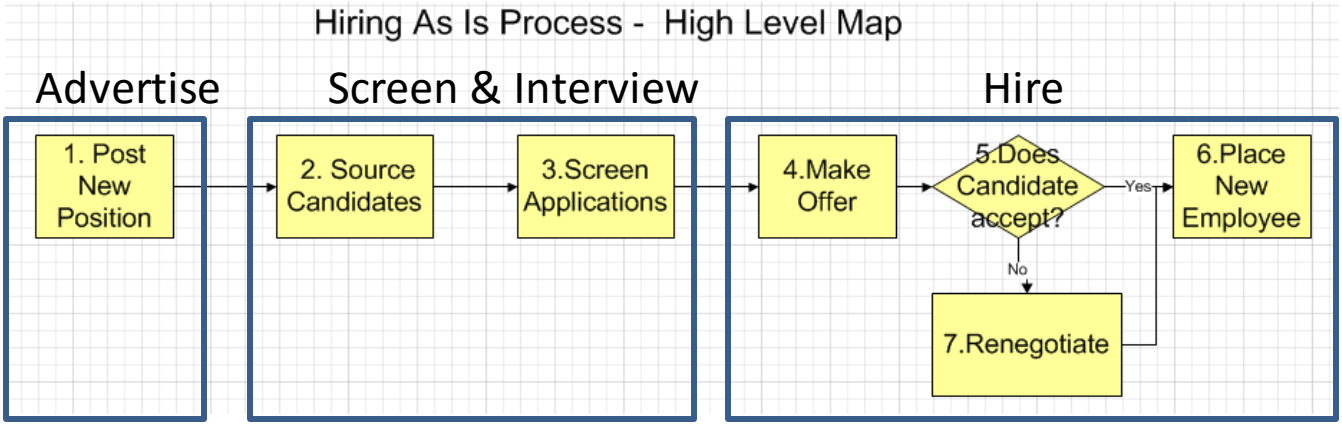
ii) (5) Describe (point form) each of the two types of reports in terms of how the information is used to support the decisions by each level of management.

b) **(5)** Assume these reports (from (a) above) are used as input to an executive information system. Provide examples of the types of decisions made by this level of management. What additional insights could be derived from this information at this strategic level of reporting? Consider both hard data **and** soft data. Explain clearly , using examples, what the specific hard data and soft data would be and how the data would be used.

Refer to Lecture Outline 3, slides 26 – 56 for examples of reports

2) **(20)** Now consider you are the business analyst for the HR Department of PowerSalesCo. You have been asked by the company CEO to review the Recruitment and Hiring process as part of the company's Human Resources Information System (HRIS). The following detail process map and modeling diagram using Business Process Modeling Notation (BPMN) has been developed and documented by a third-party consultant. The processes include:

a) Advertise for the Position
b) Source and Screen Applicants
c) Hire the New Resource



i) Review all three processes of the Recruitment and Hiring (above) including the Detail Process Map for Recruiting and Hiring (See Page 5). Utilize the BPMN* template to map the processes as part of your analysis. Identify the specific tables in the HRIS DBMS that are impacted by the process step. Write a brief narrative using Business Process Narrative approach and annotate (by underlining) the key procedures as part of the current As Is process.

ii) Consider designing a new online Recruitment and Hiring program module as part of PowerSalesCo`s HRIS to reduce the number of process steps (hand-offs) required to: Advertise; Screen and Interview Applicants; and Hire New Resources. The proposed automated changes should address improvements across all three process areas as part of an overall solution. Refer to the following White Paper titled Talent Management Best Practices for an overview of future trends in Recruitment and Hiring systems.

Write an executive report, 1 - 1.5 pages, 12 pt font, normal margins, using Business Process Narrative approach, describe your recommended changes to the documented steps/ processes that could be improved through automation to meet the proposed solution and what would be the opportunities/ advantages to the business. Annotate (by underlining) the key automated procedures that you have

introduced as part of your recommendations in your report. Be sure to cross-reference your improvements to the existing process steps as a way of showing and comparing the value-add.

Hint #1: Consider the number of steps and connection points with the different database tables that are used to update the information within each of the three main process areas. Is there any way that the processes could be reduced by having the system do more functional processing at certain key points in the cycle - and thereby reduce the number of handoff/procedural steps within each process area?

Hint #2: Consider the relationship between the three main process areas. are there ways that the process steps/handoffs between the three main areas could be simplified?

** A Business Process Map Notation (BPMN) Organizer template has been provided for your analysis and documentation of the key processes.*

Notes:

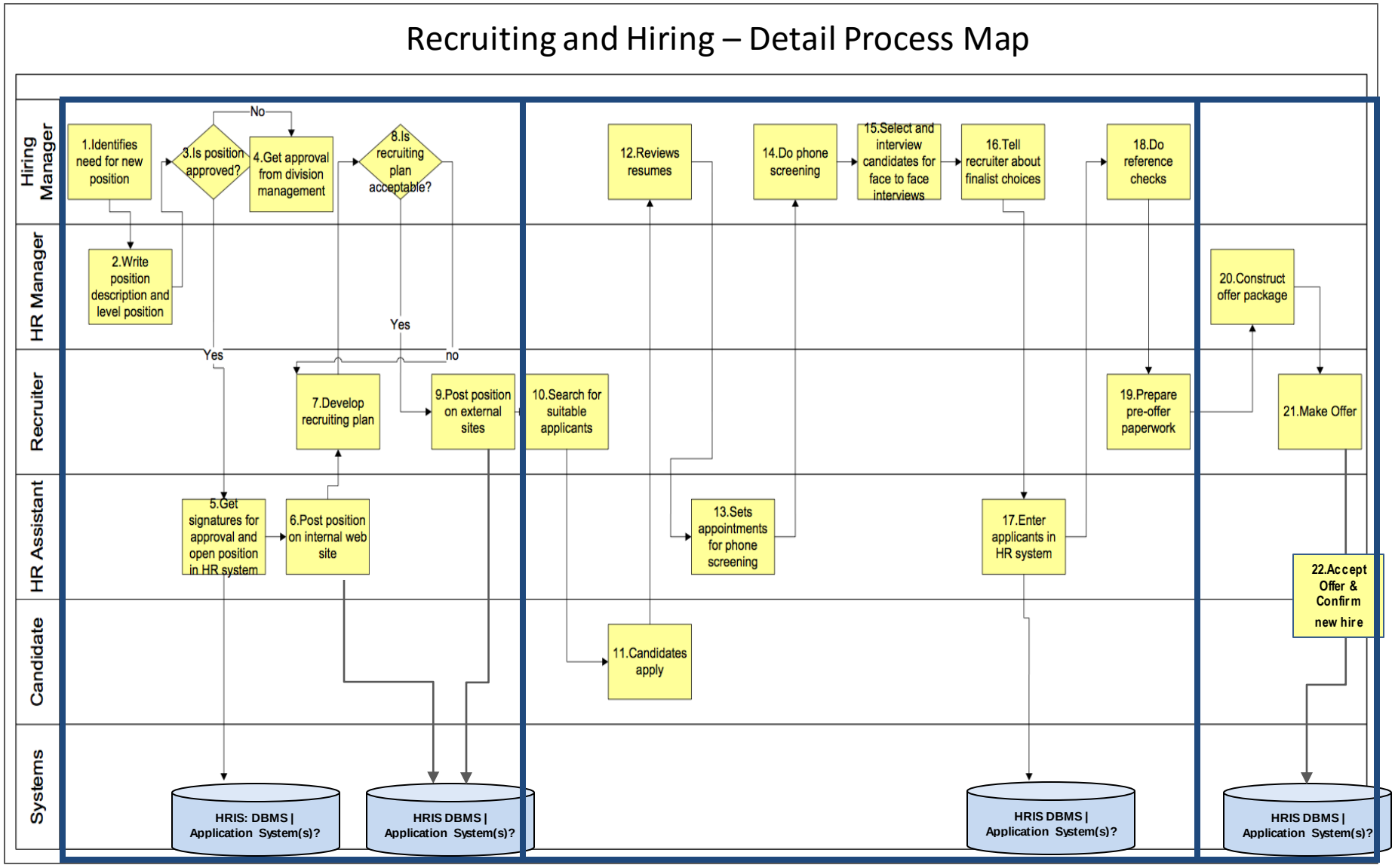
Submit a printed copy of your response enclosed in a plain binder at the start of class on the **evening** of **October 8**. Ensure you clearly display your name, student ID, course ID and date of submission.

Ensure all question responses are clearly numbered.

There is no requirement to submit any kind of software database in the response.

Business Process Map Organizer			
Activity	**Gateway (Decision)**	**Swimlane**	**Data Store**

Recruiting and Hiring – Detail Process Map



Advertise

Screen & Interview

Hire