MODERN APPRENTICESHIPS: Record Keeping Database

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BICT (Applied) Industry Project

This project was initiated by the sponsor, a co-ordinator on the Modern Apprenticeships Program after he identified a need for some way to be able to store and keep track of all the information that the co-ordinators require on a day to day basis. This included information about:

- Apprentices
- Employers
- Industry Training Organisations
- Apprenticeships
- Assessments

The sponsor requested that the database would be simple to use, easy to navigate and ascetically pleasing. The database was created using Microsoft Access as this software already existed on the co-ordinator's computers.

Figure 1. Web interface.

This project was undertaken by Paul Rochester and involved the following:

- Analysing current processes and record keeping procedures
- Identifying and documenting user requirements

- Designing, coding, and the implementation of a database to meet the requirements
- Implementing an electronic pen to be used for the Recording of Signatures
- Designing a test log and conducting testing on the database
- Populating the database with current records
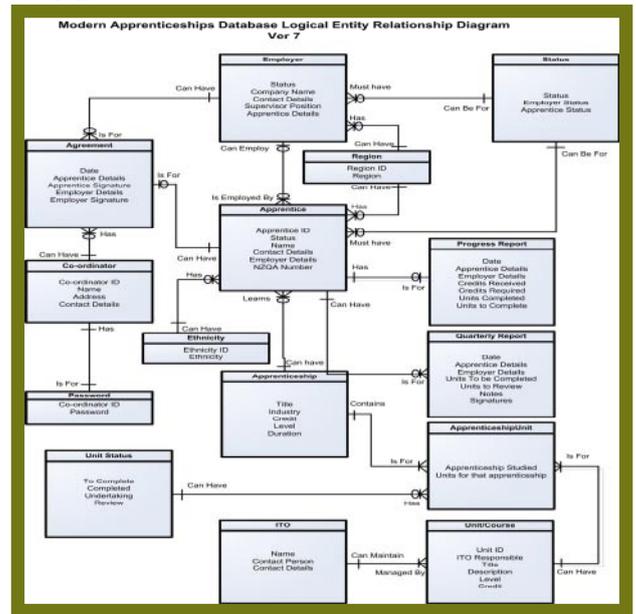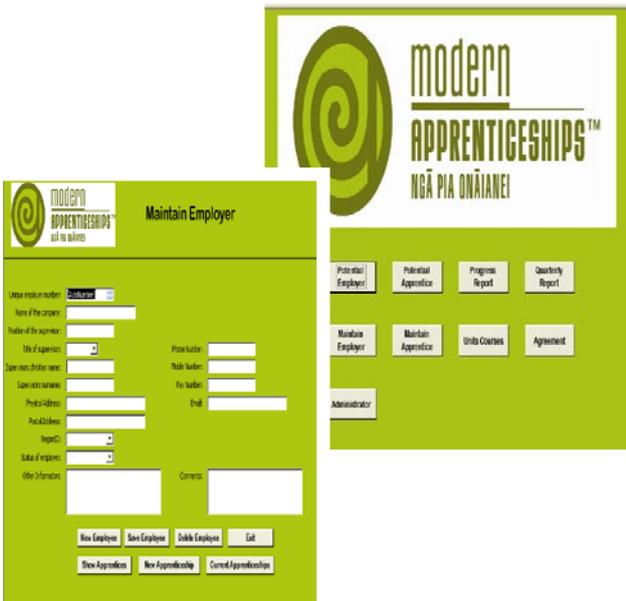- Creating user documentation and conducting training sessions.

Figure 2. Entity relationship Diagram Version Seven.

The project was completed using the following analysis tools:

- Data Flow Diagrams
- Context Level, Level One & Two
- Required Logical
- Required Physical
- Use Case Diagrams
- Data Dictionary
- Entity Relationship Diagrams
- Conceptual
- Logical
- Physical

The application is now being used by many coordinators.