



## Abstract

Transaction Processing System for DLSU-D Purchasing Office is an automated system designed to make the purchasing operations of the purchasing staff easier and less complicated. Currently, the Purchasing Office observes manual processing of purchase request. Since the population of DLSU-D enormously increases, there is a great threat that the university's needs would also become very hard for the office to handle and satisfy immediately. Because of these, the proponents propose a system that would enable the purchasing staff to have greater control over its office's operations.

One of the most problematic area in the office is the Suppliers' file. Presently, it is just written in paper files and stored in filing cabinets. Thus, whenever there are purchase requests the purchasing staff finds difficulty in searching and retrieving suppliers information. And so, the automated suppliers file offered by the system would, therefore, conserve the time and effort used by the purchasing staff in canvassing for possible suppliers. Another advantage offered by the system is the computerized generation and storage of the office forms. It would make the checking of the status of purchase orders easier. The generation of the receiving report would also not require the purchasing staff to input again the data found in the purchase order since the generation of the purchase order would be a signal for the receiving report to be generated also. Finally, the propose system would ensure integrity and eliminate redundancy of data.