

Stationery Management System

Dr.N. Baggyalakshmi ^{a*}, J. Kanishka ^b, Dr.R. Revathi ^c

^{a*} Assistant Professor, Department of Computer Science, PSGR Krishnammal College for Women, Tamil Nadu, India. E-mail: baggyanethra@gmail.com

^b Student, BSC Computer Science, PSGR Krishnammal College for Women, Tamil Nadu, India. E-mail: kanishjawahar09@gmail.com

^c Assistant Professor, Department of Computer Science, Karpagam Academy of Higher Education, Tamil Nadu, India. E-mail: revathilakshay@gmail.com

Abstract

The Stationery Management System is a comprehensive software solution designed to streamline and automate the processes involved in managing stationery inventory for organizations. This system aims to improve efficiency, reduce costs, and enhance overall productivity by providing a centralized platform to track, control, and replenish stationery supplies. The system offers a user-friendly interface that allows authorized personnel, such as office administrators or procurement managers, to manage all aspects of stationery inventory effectively. It provides the following key features: Inventory Management: The system maintains a comprehensive database of stationery items, including details such as item name, description, quantity, and unit price. It allows users to easily add new items, update existing ones, and track stock levels in real-time. Purchase and Requisition: Users can generate purchase orders or requisitions directly from the system, ensuring a streamlined procurement process. The system can also integrate with external vendors or suppliers to automate order placement and tracking. Stock Monitoring: The system provides real-time visibility into the current stock levels of stationery items. Users can set up automated alerts to notify them when stock levels fall below a predefined threshold, ensuring timely reordering and preventing stock outs. Issue and Return Tracking: The system facilitates the tracking of stationery items issued to employees or departments. It enables users to record item issuances, monitor their usage, and manage returns efficiently. This feature helps prevent misuse and ensures accountability. Reporting and Analytics: The system generates comprehensive reports and analytics, offering valuable insights into stationery usage, expenditure, and inventory trends. These reports assist in making data-driven decisions, optimizing procurement processes, and identifying cost-saving opportunities. Integration and Accessibility: The system can integrate with other existing systems within the organization, such as accounting or Enterprise Resource Planning (ERP) software, to ensure seamless data flow and minimize manual data entry. It also provides accessibility across multiple devices, enabling users to manage stationery inventory remotely. Overall, the Stationery Management System provides organizations with a centralized and efficient solution to manage their stationery inventory effectively. By automating key processes and providing real-time visibility, the system optimizes procurement, reduces waste, and enhances productivity, leading to cost savings and improved operational efficiency.

Keywords: Stationery Management, Enterprise Resource Planning (ERP), Inventory Management, Return Tracking.

Introduction

Software like Stationary Store Management is ideal for businesses that sell office supplies and related items. Stock management and invoicing are two other areas where this system shines. Specifically, this system is tailored to address the requirements and provide detailed instructions for the aforementioned project's development process [1]. It lays down the specifics of the project's design, as discussed above.

If you are interested in developing this software, this document can serve as a guide. This programme can be utilised by a wide range of venues, including wholesalers and retailers [2]. Using this programme, you may automate the procedure and keep track of all the relevant documents, such as those pertaining to cash flows and stock management.

The primary objective of this project is to keep track of the account information and sales records. Additionally, it persistently targets financial transactions [3]. Stationary Store Management is desktop software that helps keep track of routine transactions and is used for stationery purposes.

At the moment, the stationary stores' transactions are handled manually and on a daily basis. A more sophisticated system is necessary to enhance the efficiency of tasks such as sales tracking and related matters. One of the many ways in which the new planned system is useful to individuals is that it streamlines the billing process. It will also become easier to maintain the accounts. The sale and account information can be better kept track of [4]. The software includes master entries that can be used to add, edit, delete, or alter existing goods or customers.

A person's life isn't complete without a pen, pencil, notebook, and books. Not something that students deal with much, but everyone uses it; it's useful at offices, parking lots, malls, and even temples and whatnot. This crucial need of existence must, therefore, be readily available and supplied to the consumer without difficulty [5]. In this case, if we discuss moving it online, we have a solution that can preserve all stationery items in a highly confidential way and facilitate the rapid retrieval of products.

Literature Review

Veza et, al [6] This study aims to prevent empty fuel stocks at each gas station in the XYZ branch by creating a simulated calculation of the supply of purchased fuel, which will help management determine how much fuel must be supplied at each station. In this study, observations, literature reviews, and interviews were the methods used to collect data. With the help of the Java programming language, the system is designed. In order to calculate how much inventory must be provided in March 2022, transaction activity data for January and February of 2022 was processed for this study. The ultimate outcomes of the data processing for the trial purchase transactions for the last two months, January and February 2022.

Ojiako et. al [7] The research is being conducted as a detailed inductive case study in collaboration with the National Health Service of England's Child and Adolescent Mental Health Services (CAMHS). Multiple exploratory interviews with CAMHS stakeholders provided the data. The study identifies variables that lead to ambiguities in complex multi-stakeholder organizations' PMM practices. These variables interact in intricate ways, casting doubt on the efficacy of PMM systems and procedures. The paper is unique in three ways. In the first place, it creates a fresh dialogue about performance evaluation in intricate, multi-stakeholder organizations. Second, the results show how the sources and expressions of ambiguity are intricately intertwined, contributing to our understanding of PMM systems and their implications for these kinds of organizations. Third, the results show that the nature of complex multi-stakeholder organisations suppresses open, participative and inclusive social controls.

Wulandari and Ali [8] An academic paper in a literature review titled "The Influence of Integration, Effectiveness, and Development on the Quality of Management Decisions" attempts to formulate a research hypothesis regarding the variables that will be investigated further in relation to executive support systems for business. This paper was written using the library research method, which involved gathering information from academic websites like Mendeley, Google Scholar, and others. This article's conclusions are that: 1) Integration affects the quality of management decisions; 2) Effectiveness affects the quality of management decisions; and 3) Development affects the quality of management decisions.

Boimau et. al [9] Finding the variables influencing the Paulus Taekiu church's financial management is the goal of this study. To achieve this goal, primary and secondary data sources were consulted, and qualitative data was the primary data type used in this investigation. Interactive analysis is the method used for data analysis. Planning, direction, organization, and financial supervision are all present in the financial management of the Paulus Taekiu church, but the performance of the financial management is inconsistent due to various factors. These factors include

a lack of knowledge about human resources, the provision of subpar support facilities, and modifications to the GMIT treasury management system.

Hadianto and Djuminah [10] The present study employs a quantitative methodology, specifically employing research instruments and quantitative data analysis to investigate and verify the preconceived hypothesis. The study's primary data were used, 200 respondents' samples were processed using the PLS-SEM application, and purposive sampling was the sampling strategy employed. Based on the findings, the accounting management system benefits from the direct effects of decentralization and environmental uncertainty, whereas information technology has a negative impact. Decentralization and environmental uncertainty, on the other hand, have a positive indirect effect on managerial performance through management accounting systems, whereas information technology has a negative indirect effect on managerial performance through management accounting.

Proposed Methodology

1. Modules in the System

Inventory Management Module

This module is responsible for tracking and managing the stationery inventory. It includes features such as stop tracking, item categorization, reorder point definition, stock level alerts, and inventory reporting.

Procurement Module

The procurement module automates the purchasing process for stationery items. It includes functionalities such as creating and managing purchase orders, supplier selection, price negotiations, purchase order tracking and integration with supplier management.

Request Management Module

The request management module allows employees to submit stationery requests digitally. It includes features like request submission, item selection, quantity specification, delivery timeline selection and request tracking.

Approval Workflow Module

This module manages the approval process for stationery requests. It includes features such as defining approval hierarchies, routing request to appropriate approvers, notifications for pending approvals, and tracking the status of approval requests.

Supplier Management Module

The supplier management module maintains a database of approved stationery suppliers. It includes features such as supplier registration, supplier evaluation, catalog management, price negotiation and supplier performance tracking.

Reporting and Analytics Module

The reporting and analytics module provides insights into stationery usage, trends and costs. It includes pre-defined and customizable reports, data visualization tools, access permissions and password management.

User Management Module

The user management module handles user authentication, access control and user profile management. It includes feature such as user registration, role assignment, access permissions and password management.

Centralized Database Module

The centralized database module stores all stationery-related information. It includes features such as data storage, data retrieval, data integrity and data security.

Integration Module

The integration module enables the integration of the stationery management system with other enterprise systems. It includes features such as API integration, data synchronization and real-time data exchange with systems like accounting, HR, or ERP systems.

Reporting Module

The reporting module generates various reports and analytics based on the data stored in the system. It includes features such as generating inventory reports, purchase order reports, request status reports and supplier performance reports.

Notification Module

The notification module sends automated notifications to users regarding request status updates, approval requests, low inventory alerts and other relevant information. It can use email notifications, push notifications or in-app notification.

Audit Trial Module

The audit trial module tracks and records all system activities, such as user actions, approval history, inventory changes and system configurations. It provides a comprehensive record for auditing purposes and ensures accountability.

These modules work together to create a comprehensive stationery management system that streamlines inventory control, procurement, request management and reporting processes while improving efficiency and user experience.

The system is made of the combination of module which work with collaboration with each other and make it beneficial to accomplish the main aim of the system.

2. Current System

The current system for stationery management may vary depending on the organization, but here are some common characteristics and processes found in many organizations: Inventory Tracking: Stationary items are often tracked manually using spread sheets, logbooks, or physical records. Office administrators or designated personnel are responsible for monitoring the stock levels, tracking usage, and determining reorder points based on their estimation. Procurement Process: The procurement of stationary items is typically decentralized, with employees or departments responsible for their own purchasing. Employees may purchase stationary items directly from local vendors or online suppliers, based on their individual needs and budgets. Order Placement and Approval: Employees or departments individually place orders for stationary items as and when needed. There is no centralized system for order placement or approval, resulting in inconsistent processes across the organization. Approvals, if required, may be done through manual signatures or email confirmations.

Supplier Management

Each employee or department may have their preferred suppliers or vendors for purchasing stationary items. Supplier information, such as contact details and product catalogs, may be stored informally or in individual contact lists. There is no standardized supplier management process or evaluation of supplier performance.

Inventory Storage and Distribution

Stationary items are stored in various locations, such as supply closets, desks, or personal storage areas. Distribution of stationary items to employees or departments is typically ad hoc and based on individual requests or self-service. There may be a lack of centralized control and visibility over the distribution process.

Usage Monitoring

Monitoring stationary usage is challenging in the absence of a dedicated system. Usage may be estimated through occasional manual checks, visual inspections, or self-reporting by employees. There is limited real-time visibility into consumption patterns or the ability to proactively manage stock levels based on usage data.

Reporting and Analysis

Reporting on stationary inventory, expenses, and usage is primarily done manually using spreadsheets or informal records. Generating comprehensive reports or analyzing data trends is time-consuming and prone to errors. There may be a lack of standardized reporting templates or centralized reporting mechanisms.

Challenges and Limitations

The current manual system for stationary management often faces challenges such as lack of centralized control, inconsistent procurement practices, inefficient inventory tracking, increased risk of stockouts or overstocking, difficulty in monitoring usage patterns, and limited reporting capabilities. It may result in wasted resources, increased costs, and a lack of overall efficiency in stationary management.

Regulatory and Compliance Considerations

Understand any regulatory or compliance requirements related to stationery management, such as record-keeping, financial controls, or procurement guidelines. Ensure that the proposed system complies with relevant regulations and standards.

Cost-Benefit Analysis

Conduct a cost-benefit analysis to evaluate the financial feasibility and potential return on investment (ROI) of implementing a stationery management system. Consider factors such as initial implementation costs, ongoing maintenance costs, potential savings from efficient procurement and inventory management, and productivity gains.

System Specification

Hardware Specification

Hardware specifications refer to the detailed technical information about the physical components and capabilities of a computer, electronic device, or any hardware equipment.

Table 1: Hardware Specification

System	DUAL CORE
Hard Disk	160 GB.
Monitor resolution	1024 x 768 or higher
Keyboard	108 keys
Mouse	Logitech.
Ram	1 GB

Software Specification

Software specification refers to the detailed description or documentation of the functional and non-functional requirements of a software system.

Table 2: Software Specification

Operating system	Windows XP.
Server	Wampp Server
Front End	PHP
Back End	MYSQL

System Specification

A stationery management system is a software application designed to streamline and automate the processes involved in managing stationery supplies in an organization. It helps track inventory, manage orders, monitor usage, and ensure efficient stock management. Here is a system study for a stationery management system:

Requirements Gathering

Identify the stakeholders involved, such as stationery managers, administrators, and employees. Conduct interviews and surveys to understand their needs and expectations from the system. Document the functional and non-functional requirements, including features, user roles, and system constraints.

System Architecture

Determine the system architecture, considering factors like scalability, security, and integration with other systems. Decide whether the system will be web-based, desktop-based, or a combination of both. Identify the technologies and frameworks suitable for the development of the system.

User Interface Design

Design an intuitive and user-friendly interface that allows users to easily navigate and perform tasks. Create wireframes or prototypes to visualize the layout and flow of screens. Incorporate feedback from stakeholders to refine the design.

Database Design

Define the database schema to store information related to stationery items, suppliers, orders, and users. Establish relationships between different entities and define appropriate data types and constraints. Ensure the database design supports data integrity, security, and efficient querying.

1. Background Study

A background study for a stationery management system involves gathering information about the existing stationery management processes, identifying pain points, and understanding the specific needs and requirements of the organization. Here are some key areas to focus on during the background study:

Current Stationery Management Processes

Evaluate the existing processes and workflows related to stationery management. This may include how stationery items are procured, stored, distributed, and tracked within the organization. Identify any manual or paper-based processes that may be prone to errors, delays, or inefficiencies. Determine how stationery requests are handled, how inventory levels are monitored, and how reordering is currently managed.

Challenges and Pain Points

Speak with key stakeholders, such as office managers, administrative staff, and procurement personnel, to understand the pain points and challenges they face in the current stationery management system. Identify common issues, such as inadequate inventory levels, delays in procurement, difficulty in tracking usage and distribution, or lack of visibility into stationery expenses.

Inventory Analysis

Conduct an analysis of the current stationery inventory. Determine the types of stationery items, their quantities, usage patterns, and storage locations. Identify any obsolete or slow-moving inventory that needs to be addressed. Assess the frequency of stockouts or excess inventory situations.

Supplier Evaluation

Review the existing supplier relationships for stationery items. Evaluate their performance in terms of delivery times, quality of products, pricing, and responsiveness to issues. Determine if there are any preferred suppliers or contracts in place that need to be considered in the new system.

Stock Monitoring

Inventory levels are manually monitored by comparing the recorded quantities with physical counts. This process may involve periodic or ad hoc physical stocktaking to verify the accuracy of inventory records.

Objectives and Goals

Define the objectives and goals of implementing a stationery management system. Understand the organization's motivations, such as improving efficiency, reducing costs, ensuring availability of stationery items, minimizing wastage, or streamlining the procurement process. Align the objectives with the organization's overall strategy and goals.

Reporting

Reporting on stationery usage, stock levels, and procurement data is done manually by consolidating information from various sources, such as purchase orders, receipts, consumption records, and physical counts.

Cost-Benefit Analysis

Conduct a cost-benefit analysis to evaluate the financial feasibility and potential return on investment (ROI) of implementing a stationery management system. Consider factors such as initial implementation costs, ongoing maintenance costs, potential savings from efficient procurement and inventory management, and productivity gains.

User Feedback and Expectations

Engage with end-users and stakeholders to gather their feedback and expectations for the new system. Understand their needs, pain points, and desired features. Consider conducting surveys, interviews, or focus groups to gather insights and ensure user buy-in.

It's important to note that the actual system in your organization may have variations or additional steps depending on the specific processes and practices followed. By understanding your current system's limitations, pain points, and challenges, it becomes easier to identify areas where automation and a dedicated stationery management system can bring improvements in efficiency, accuracy, and cost-effectiveness.

Overview of Front End

The front end of a stationary management system refers to the user interface and user experience components of the application. It is the part that users interact with directly and includes everything that users see and use to interact with the stationary management system.

Key components of the front end for a stationary management system include:

User Interface (UI): The UI refers to the visual elements, such as buttons, forms, tables, and menus, that users interact with. The UI design should be intuitive, user-friendly, and visually appealing. It should allow users to easily navigate the system, view and edit stationary items, and perform various tasks.

User Experience (UX): The UX refers to the overall experience that users have while interacting with the application. It focuses on making the stationary management system easy to use, efficient, and enjoyable for the users. Considerations for UX include clear navigation, responsive design for different devices, accessibility features, and smooth interactions.

Stationary Catalog: The front end should provide a catalog of all available stationary items. This catalog should display relevant information such as item name, description, price, and availability. Users should be able to browse through the catalog, search for specific items, and filter items based on different criteria.

Order Management: The front end should allow users to create, view, and manage orders for stationary items. Users should be able to add items to their cart, specify quantities, and proceed to the checkout process. They should also be able to view their past orders, track the status of their orders, and cancel or modify orders if needed.

User Authentication and Authorization: The front end should include the functionality for user authentication and authorization. Users should be able to sign up, log in, and securely access their account. The system should also implement different user roles and permissions to control access to certain features or data based on user roles.

Notifications: The front end should provide notifications to users regarding various events, such as successful order placement, order updates, or low stock alerts. These notifications should be clearly displayed to users in a non-intrusive manner.

Reporting and Analytics: The front end may include reporting and analytics features to help users track and analyze stationary usage, trends, and expenses. This could include generating reports, visualizing data through charts and graphs, and providing insights to assist with decision-making.

Responsive Design: The front end should be designed to work well on different devices and screen sizes, such as desktops, laptops, tablets, and mobile phones. It should be responsive and adapt to different screen sizes and orientations, providing a consistent user experience across devices.

Testing and Debugging: Front-end developers should perform testing and debugging to ensure the functionality and usability of the stationary management system. They should conduct user testing to gather feedback and identify any issues or bugs that need to be addressed.

In summary, the front end of a stationary management system focuses on providing a user-friendly interface for users to interact with the system. It includes the user interface, user experience, stationary catalog, order management, user authentication, notifications, reporting and analytics, responsive design, and testing and debugging. The goal is to create a seamless and enjoyable user experience while efficiently managing stationary items.

Overview of Back End

The back end of a stationary management system refers to the server-side components and functionalities that support the functionality of the application. It includes the server, database, and application logic that work together to process user requests, manage data, and provide the necessary functionality for the front end.

Key components of the back end for a stationary management system include:

Server: The server is responsible for hosting the application and serving it to users. It receives requests from the front end, processes them, and sends back the appropriate responses. The server can be implemented using a server-side programming language, such as Python, Java, or Node.js.

Database: The database is used to store and manage the data related to stationary items, users, orders, and other relevant information. A relational database management system (RDBMS) or a NoSQL database can be used to store and retrieve the data efficiently.

APIs: Application Programming Interfaces (APIs) are used to enable communication between the front end and the back end. APIs define the endpoints and protocols for sending and receiving data. For example, there may be APIs for user authentication, stationary item retrieval, order management, and reporting.

Security: The back end should implement security measures, such as encryption, to protect sensitive data and prevent unauthorized access. User authentication and authorization mechanisms should be implemented to ensure that only authorized users can access certain functionalities and data.

Data Validation and Business Logic: The back end should include validation mechanisms to ensure that the data received from the front end is valid and consistent. It may perform validations such as checking for the availability of stationary items, verifying user information, and validating orders. The back end also implements the necessary business logic, such as calculating prices, updating stock levels, and generating invoices.

Performance and Scalability: The back end should be designed to handle a large number of user requests efficiently. It should be optimized for performance, minimizing response times and ensuring that the application is responsive. The back end should also be scalable, allowing the system to handle increasing numbers of users and data without sacrificing performance.

Integration with External Systems: The back end may need to integrate with external systems or services, such as payment gateways, inventory management systems, or reporting tools. These integrations allow for more comprehensive functionality and seamless workflows between different systems.

Data Backup and Recovery: The back end should implement mechanisms for regularly backing up data to prevent data loss in case of system failures or disasters. It should also have recovery plans and processes in place to restore the system to a functional state if any issues or failures occur.

Logging and Monitoring: The back end should log important events, errors, and activities to provide a record for troubleshooting and auditing purposes. It should also include monitoring tools and processes to detect and address any performance or security issues proactively.

In summary, the back end of a stationary management system includes the server, database, APIs, security measures, data validation, business logic, performance optimizations, integration with external systems, data backup and recovery mechanisms, logging and monitoring.

Research and Discussion

1. System Design

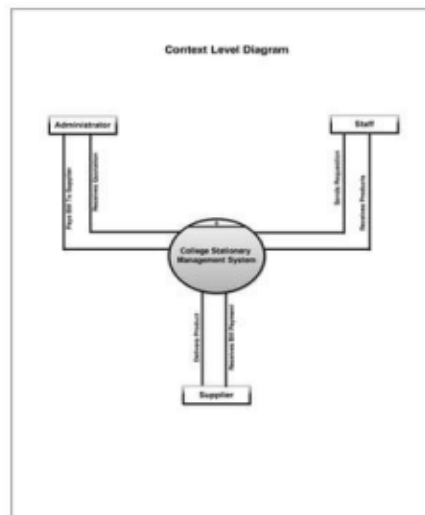


Fig. 1: Context Level Diagram

A stationery management system is designed to efficiently manage the inventory and distribution of stationery items within an organization. Here is a high-level system design for a stationery management system:

User Interface

A web-based or mobile application interface for users to interact with the system Login/authentication functionality to ensure secure access for authorized personnel. User roles and permissions to control access levels and actions within the system.

Database

A relational database to store and manage data related to stationery items, users, transactions, and inventory. Tables for storing information such as item details, current stock levels, transaction history, user profiles, etc.

Stationery Item Management

Functionality to add new stationery items to the system, including item name, description, quantity, unit price, etc. Ability to update and delete item information as needed Categorization of items based on type (e.g., pens, notebooks, paper, etc.) to facilitate organization and search.

Request and Approval Workflow

Users can request stationery items through the system based on their needs. Supervisors or designated personnel can review and approve/reject the requests. Notifications or emails to inform users about the status of their requests. Automatic deduction of approved items from the inventory upon request approval.

Reporting and Analytics

Generate reports on stationery usage, inventory levels, request history, etc. Analytics functionality to identify trends, patterns, and potential cost-saving opportunities. Data visualization tools to present information in a clear and understandable manner.

Notifications and Reminders

Automatic notifications to users for pending request approvals, low stock levels, and other relevant events. Reminders for users to return borrowed stationery items (if applicable).

Integration and Scalability

Integration with other existing systems within the organization, such as an employee management system or finance system. Scalability considerations to accommodate growth in the organization's size and stationery requirements.

Security and Access Control

Implementation of security measures such as encryption, secure connections, and regular backups to protect sensitive data. Access control mechanisms to ensure that users can only perform actions based on their assigned roles and permissions. Remember, this is a high-level system design, and the actual implementation may require additional considerations and customization based on specific organizational requirements.

2. Input Screen

Here's an example of an input screen for a stationery management system. This screen allows users to add a new stationery item to the system.

- "Item Name" is the name or title of the stationery item (e.g., "Ballpoint Pen," "Notebook," "Sticky Notes").
- "Description" provides additional details or specifications about the item (e.g., color, size, features).
- "Type" refers to the category or classification of the item (e.g., pens, notebooks, paper, adhesive).
- "Quantity" indicates the initial stock level or quantity of the item being added. "Unit Price" represents the cost per unit of the item.
- "Supplier" refers to the vendor or supplier from whom the item is sourced.
- Users can fill in the required information for each field, and upon clicking the "Save" button, the system will store the new stationery item in the database.
- The "Cancel" button allows users to discard any changes and return to the previous screen or exit the input process.

Please note that this is just an example, and the actual input screen may vary based on the specific requirements and design choices of the stationery management system.

Item No.	Barcode	Item Name	Search Code	Issue Quantity
1	100006	Bag		1.00
2	100003	Eraser		1.00
3	100007	Lunchbox		2.00
4	100001	Notebook		1.00
5	100009	pencil case		2.00
6	100002	Pencil sharpener		2.00
7	100010	Personal organizer/calendar		1.00
8	100005	Colored pencils		1.00

Fig. 2: Input Screen

Additionally, there might be buttons or options to add attachments, such as images or invoices, to further document the stationary item or purchase details.

The input screen may also include validation mechanisms, such as data type checks, required field indicators, or auto-population features to ensure data accuracy and minimize errors during input.

Overall, the input screen of the stationery management system aims to streamline the process of recording and managing stationary inventory, providing a clear and intuitive interface for users to input and update relevant information efficiently.

3. Table Design

The table design for the stationery management system provides a structured format for organizing and presenting information related to stationary items. The table typically consists of multiple columns representing different attributes of the items. One commonly used table design for a stationery management system includes columns such as:

Item ID: This column contains a unique identifier assigned to each stationary item, ensuring easy referencing and tracking.

Item Name: Here, the names or descriptions of the stationary items are listed, allowing users to quickly identify and locate specific items.

Quantity: The quantity column indicates the current number of units available for each item. It helps in monitoring stock levels and facilitating efficient inventory management.

Category: This column classifies the stationary items into different predefined categories, such as writing instruments, paper products, office supplies, or miscellaneous. Categorization enables users to search, filter, and group items based on their specific needs.

Supplier: The supplier column stores the name or code of the supplier from whom the stationary items were obtained. It helps in maintaining supplier records and streamlining reordering processes.

Purchase Date: This column captures the date when each stationary item was purchased or received. It assists in monitoring the age of items and enables users to identify outdated or expired supplies.

Cost: The cost column records the price or cost of each item. It allows for tracking the value of the stationary inventory and helps in budgeting and financial analysis.

By utilizing a well-designed table, users can easily view and manage the stationary items within the system. They can search, sort, and filter the table based on different columns, making it convenient to track inventory, reorder items, and generate reports. The table design enhances the overall organization, accessibility, and efficiency of the stationery management system.

Table 3: Stationary Management Details

Item ID	Item Name	Quantity	Category	supplier	Purchase date	Cost
1	BallPoint pen	50	Writing	Supplier A	2023-05-22	\$10.00
2	Printer paper	100	Paper	Supplier B	2023-05-29	\$20.00
3	Stapler	10	Office	Supplier C	2023-06-02	\$15.50
4	Sticky notes	200	Miscellaneous	Supplier D	2023-06-05	\$5.00
5	A4 Sheet	100	Paper	Supplier E	2023-06-10	\$1.00
6	Eraser	20	Erasing	Supplier F	2023-06-13	\$5.00
7	Pencil	30	Writing	Supplier G	2023-06-15	\$5.00

A well-designed table for stationery system management is crucial for efficiently organizing and managing stationary items. The table typically includes columns such as Item ID, Item Name, Quantity, Category, Supplier, Purchase Date, and Cost. These columns allow for clear identification, tracking of stock levels, categorization, supplier management, and financial analysis.

By utilizing a table design, users can easily access and update information related to stationary items, making it easier to track inventory, reorder supplies, and generate reports. The table provides a structured format that enhances organization, accessibility, and efficiency within the stationery management system.

Additionally, the table design can be customized to meet specific requirements and incorporate additional columns based on the unique needs of the organization or business. With an effective table design, users can streamline the management of their stationary inventory, ensuring adequate supplies are available when needed and facilitating smooth operations.

4. Output Screen

The output screen for the stationery system management is essential for several reasons, and its design can be justified based on the following justifications.

Data Visualization

The output screen presents information in a structured and visually appealing manner, utilizing tables and columns. This allows users to quickly grasp the overall inventory status and key details about each stationary item. By presenting data in a tabular format, users can easily scan and interpret information, leading to better decision-making and efficient management of stationary supplies.

Easy Access to Information

The output screen provides a centralized location where users can access all relevant information about the stationary items. The table layout ensures that critical details such as item names, quantities, categories, suppliers, and costs are readily available. This easy access to information saves time and effort for users, enabling them to quickly retrieve the data they need without having to navigate through multiple screens or documents.

Functionalities and Actions

The output screen includes various functionalities and actions that users can perform directly from the screen. Functions such as viewing detailed information, searching for specific items, sorting the table, generating reports, reordering items, adding new items, updating quantities, and deleting items empower users to efficiently manage the stationary inventory.

Customization and Flexibility

The output screen's design allows for customization based on the specific requirements of the organization or user. Columns can be added, removed, or rearranged to suit individual needs. Additionally, the functionalities provided can be tailored to align with specific workflows or business processes. This flexibility ensures that the output screen adapts to the unique demands of the stationery system management, enhancing usability and user satisfaction.

Improved Decision-making

By providing a comprehensive view of the stationary inventory and relevant functionalities, the output screen facilitates informed decision-making. Users can easily analyze data, identify trends, monitor stock levels, and take necessary actions, such as reordering low-stock items or generating reports for performance analysis. The output screen empowers users to make data-driven decisions, ultimately improving efficiency and productivity in managing the stationary system.

The output screen for the stationary system management is justified due to its ability to visualize data effectively, provide easy access to information, offer essential functionalities, allow customization, and support informed decision-making. It enhances the user experience, streamlines processes, and contributes to efficient and effective management of the stationary inventory.

Conclusion

The conclusion for stationary system management is justified based on the numerous benefits it offers to organizations. By implementing an effective system, organizations can streamline their processes, optimize inventory levels, reduce costs, and make informed decisions. The conclusion is justified because:

Firstly, the cost-saving aspect is significant. Through efficient inventory management, organizations can avoid overstocking or understocking, thereby reducing unnecessary expenses and optimizing resource utilization. By monitoring usage patterns, supplier performance, and inventory levels, organizations can make informed procurement decisions and negotiate better terms with suppliers, ultimately leading to cost savings.

In conclusion, the justification for implementing a stationary system management lies in the cost savings, improved efficiency, better inventory control, data-driven decision making, regulatory compliance, and supplier relationship management it provides. By embracing such a system, organizations can optimize their processes, drive success, and achieve operational excellence.

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