MEETING MANAGEMENT APPLICATION
DEVELOPMENT
CASE STUDY: INFORMATION SYSTEM DEPARTMENT

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ABSTRACT

Meeting management will be needed whenever the time there are two or more people that need to communicate in a same time. The meeting management process will be a problem when it is being applied to an organization that has a heterogeneous individuals, which means that they have a different job and responsibility. A problem also can arise from the information technology utilization process in distributing the important information needed in a meeting. Such as that experienced in the Information Systems Department.

Based on the condition described before, the writer decided to do a research to find an application design that can handle the meeting management problems. Build upon the user requirement specification that collected from the data collection process, the Meeting Management Application in Information System Department is developed.

The results of this thesis are meeting management application that can perform storage and checking of faculty and staff meeting schedule. Applications can also send a notice of meeting schedule information via text message by integrating Gammu SMS gateway service. In addition, by utilizing the
email library of CodeIgniter framework, applications can deploy other meeting information using electronic mail service.

**Keywords:** Meeting Management Application, Organization, Schedule, SMS Gateway