

ABSTRACT

Moeti Boutique is one of the UMKM in Bandung which is engaged in the fashion sector which was founded in 2017. At Moeti Boutique, data recapitulation activities are still carried out manually by administrative employees written on notebooks. This results in the employee in charge of recapitulating the data if it does not store it properly or the writing method is not understood by other employees, the data will be lost and miscommunication occurs. Therefore, to respond to the existing problems, we need a system that can store data, information, and knowledge in the form of an e-archive that can be accessed in real time and updated by the Moeti Boutique internally.

The design of this system is done by using the SECI method (Socialization, Externalization, Combination, and Internalization) to collect knowledge or knowledge that is in the human mind (tacit knowledge) and knowledge that has been documented (explicit knowledge). The design of this system is based on a website using the PHP and MySQL programming languages and the CodeIgniter framework.

The result of this final project is the design of an e-archive system that can help Moeti Boutique internally in the process of data recapitulation on ordering clothes so that data, information, knowledge can be stored and accessed in real time and updated. However, when implementing an infrastructure system consisting of hardware and software that plays a role in supporting the system so that the system can run smoothly according to its functionality.

The conclusion of this final project is that a website-based e-archive system design at Moeti Boutique is obtained as a data, information, and knowledge storage medium so that data, information, and knowledge can be easily documented. With this system, it can minimize the risk of data loss due to human error.

Keyword: SECI, E-archive, Knowledge