

ABSTRACT

The popularity of work activities carried out outside the office or what is usually called work from home or WFH is implemented by PT XYZ. PT XYZ is a company operating in the field of creative business education that provides digital learning class services and has been established since 2014 in Indonesia. In its work process, PT XYZ is experiencing problems with program completion delays. These delays are caused by several factors, including low employee awareness of their tasks, the lack of a work monitoring system, and the use of conventional daily timesheets. To rescue PT XYZ's business, a mobile timesheet management blueprint was designed using the Design Thinking approach, tailored to the company's needs. The results of this timesheet management blueprint design are used to make it easier for companies to monitor, control and monitor each individual's task activities. After designing the blueprint using a design thinking approach, it can be concluded that by using this approach the company can improve the quality threshold of monitoring and controlling business processes in order to increase the accuracy of performance monitoring in the company, with a timesheet filling system model consisting of user interface display features (UI) such as the daily submission menu, leave / leave menu, draft timesheet menu, submitted tasks menu, report menu, and approval menu. Looking at the results of design and data analysis, the dimensions used from the design thinking approach are Empathize, Define, Ideate, and Prototype. The results obtained in the data processing and analysis process produce results that reflect the user experience. The results analysis indicators that are the right target are the Heatmap. With the proposals made, it is hoped that it can reduce problems regarding delays in program completion at PT XYZ so that employees can contribute to achieving the overall target.

Keywords – [Blueprint, Design Thinking, Timesheet Management, Application design, UI/UX]