

ABSTRACT

A report is documentation of the final assessment of an activity, submitted to the relevant stakeholders. One type of report is an activity report, which serves as a form of accountability to superiors. The East Java Regional Office of the Ministry of Law and Human Rights (Kanwil Kemenkumham Jatim), with 63 Technical Implementation Units (UPT) in various cities and regencies, collects activity reports periodically. Currently, the Regional Office uses Google Drive for report compilation. However, this method faces challenges such as difficulties in tracking the progress of submissions, searching for documents, lack of reminder features, and ineffective data communication through WhatsApp. To address these issues, researchers propose the design and implementation of a web-based digital archive for UPT activity reports called "UREC" or UPT Report Center. This system is developed using the Extreme Programming (XP) method for a more adaptive and flexible development process. The development of the UREC application is carried out in two iterations. Iteration 1 includes the development of login features and the User Manager menu, while Iteration 2 includes the development of the Report menu for creating new assignments, submitting reports, sending reminders, validating reports, adding notes, archiving reports, and a dashboard for viewing the recap of report validation status. The UREC application involves two actors: the Regional Office and the UPT. Testing conducted on two employees of the East Java Regional Office using the Black Box Testing method in Iteration 1 and Iteration 2 achieved 100% success, indicating that the system functions according to the created test cases and that the application can be used effectively.

Keywords— Activity Report, Kanwil Kemenkumham Jatim, Digital Archive, Extreme Programming Method, Black Box Testing