

# Personnel Information Management System Based on the Platform of Jingoal\*

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**Abstract** - In this paper, we propose the functions and objectives of the Personnel Management Information System, besides, Jingoal platform redesigns the talent management information system based on actual operational needs of the current development status and organization departments of the university management information system. Based on the content and features of the organization department personnel management, the platform fully focus on the interaction of the software operation, simplicity and scientific visualization principles.

**Index Terms** - Jingoal; Personnel Information; Management System.

## 1. Introduction

Personnel management is a major day-to-day management of schools, which relates to the faculty, staff wages, title. In the era of the rapid development of higher education and the deepening of reform promoting, the modernization of the means of Personnel Management has a very important meaning to improve the level of personnel management and work efficiency. In this context, the Personnel Management Information System built using the campus network appears (or is) essential.

University personnel information management system consists of telephone, e-mail, documents, announcements, instant messaging, video, memo, approval, log, plan, task / project management tool. Tools of the system become more and more complex in the future. Jingoal working platform is an Internet based working platform for universities which coalesces some common information tools. Besides, the platform provides a simple and convenient management model for university personnel management [1-4].

User handles Personnel Information Management System mobile terminal based on desktop systems and mobile phones can choose two management modes. Not only can the system define scope of work in various departments, but also provide timely, accurate and comprehensive data, improved work efficiency greatly for personnel managers.

## 2. Construction of the Personnel Management System

University personnel management system, including the establishment of the organizational structure and to create a client. Establishment of the organizational structure that is on the platform for the university to establish an organization's

information environment, so that all personnel in the colleges and universities have corresponding roles on the platform and operating authority; client to create the line between the terminal and the server Client Liaison Personnel Information Management System, based on the platform of Jingoal in three forms: web client, desktop client and mobile phone client.

Establish organizational structures need to complete the following operations:

### A. Basic Information of College

Establish the identity of the college. The contents include: university name, contact information and other information.



Fig.1 Main Interface

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B. Organizational Structure of Universities

Establish the corresponding virtual organizational structure. Headquarters, branch offices (including the field), department, the organization view of teachers constitute; structure reflects the organizational structure in the form of a tree and the real superior-subordinate relationship in the organization.

C. Duties and Privileges

Privilege:The organization level positions (including part-time) determine what they could do in the organization. Duties authorized the establishment of the platform's permission system.



Fig.2 Administrator Login Interface

D. System Configuration (Optional)

By configuring the system,we can temporarily close unused functions;adjust the order by the use frequency of functional modules and the position of the department in the organizational structure tree; set which applications need to trigger a notification mechanism and so on.



Fig.3 University Information Management Interface

Client Access web client browser to directly access; faster and use enhancements, you need to download and install the desktop client;if users demand for mobile applications,they should download and install the mobile client. Each client is not a separate product, but an access way; all forms of client in platforms are interoperable.



Fig.4 Department Information Management Interface



Fig. 5 Organization Information Management Interface

### 3. Personnel Management System Application

#### A. Document applications

From document generation and maintenance to retrieval, traditional document management exist the time-consuming, complex control, centralized management and many other issues. Jingoal document applications solve these problems, including document generation, storage, organization and sharing.

##### 1) Generation of the Document

Document applications choose automatic storage mode, sent by the platform, users can save the copy in the platform.

##### 2) Document storage

Three storage modes:

- ① centralized management (file cabinet);
- ② distributed storage;
- ③ computer termination.

##### 3) Organization of the Document

- ① Break concept of the traditional document library;
- ② Build the document cloud storage;
- ③ Support document storage and retrieval of the end-to-end.

##### 4) Use Method of Document

- ① Seek documents: Classification queries and full-text search;
- ② Document of the cloud storage mode: users do not need to know the document specific storage specific position.

##### 5) Polymerization of the Documentation

The main line of Jingoal is polymerizes related documentation and traces event.

#### 6) Security of the Document

Including document access authorization and auditing, based on access authorization, a separate authorization and access records. Access to end-to-end in independent authorized inter-network is the highest level of security access. This target document application solutions, natural, convenient and safe. With this target document, users can improve efficiency and ensure the wisdom assets of colleges and universities.

#### B. Mainline

The mainline is a kind of tool to polymerize information, each of the mainline has a clear purpose or goal, all the pieces of polymerized information closely relate and support the target formation. Jingoal designs innovative tool which is a core technique for college. The company has researched and developed hundreds of applications to form a complete set for users.

Most fragmented of the information content of the carrier in the platform has relations with mainline: various of format documents, pictures, e-mail, the session fragment, memo, plan, log. Users recall the main course of their work, restore the work site by the mainline. The best way to try the mainline is actual use. In college, most of the work can be completed by the mainline. The mainline combines the efficient collaboration tools, at the same time, it melts into all aspect of our work.

#### C. Friendly to college

Jingoal primarily push the interconnect application for college. This application focus on solving the problem which lacks communication between the colleges. The so-called friendly to college, it links up with several sections, such as suppliers, partners, affiliates, downstream universities and important customers. It brings a real-time and controllable links to themselves. A college can establish several links, taking advantage of the characteristics of the real-time link-friendly college. By the application, headmaster or administrator can connect online meeting, send various documents, feedback, remote help.

More significantly, all contact between the friendly universities are manageable: session, broadcast, SMS content, the preaching of documentation, etc..

### 4. Application Examples

Jingoal platform Personnel Information Management System which is so called the college information management system has run in a university of Tianjin.

### 5. Conclusion

Personnel Information Management System based on the platform of Jingoal can finish the task in terms of personnel information management. University administrators can use the platform of information management of whole staff. Faculty members receive and feedback the important school-related information r can be done based on the platform for the

efficient management of the college personnel information management system.

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