ABSTRACT

Balai Besar Pengembangan Latihan Kerja Dalam Negeri (B2PLKDN) Bandung is the one of agencies developing for young instructors. In this B2PLKDN still have major obstacles in the management of attendance and leave management of the data is still there that has not been valid and are still using manual calculations or to calculate the number of recording attendance and leave of employees so that the necessary applications that can support informed decision making in the presence of optimal.

The research method used the descriptive method that is the only method of describing and summarizing a variety of conditions, situations or different variables. Development or information systems approach used in this Thesis is to use the method prototype development. While the tools used in the analysis of system design is Flowmap, Diagram contexts, Data Flow Diagram, ERD, Relation Table, while the implementation of the program and system design are xampp as a webserver, Adobe CS Dreamweaver 8 as editor of the writing of these files as PHP and MySQL the database. Making Information System Of Absent, Mutation, Increase Position and Days Off can help especially in the staffing agency's performance in conducting presence and leave the system with a computerized system.

Information System Of Absent, Mutation, Increase Position and Days Off is made for a smooth system of employee attendance and leave, then designing

database system and create application programs to support Information System Of Absent, Mutation, Increase Position and Days Off.

Keywords: Attendance, Employee, Information System Of Absent, Mutation, Increase Position and Days Off.