

ABSTRACT

THE ANALYSIS OF REQUIREMENTS FOR A WEBSITE-BASED DOCUMENT ARCHIVING INFORMATION SYSTEM (DATAGO) AT THE COMMUNICATION AND INFORMATION DEPARTMENT OF TEGAL REGENCY

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In this globalization, the need for information is higher and continues to grow, so that various kinds of companies, ranging from small, medium, and top companies have made changes such as computerized systems. One of them is archiving documents electronically. Document archiving is often carried out, especially in government agencies, including the Tegal Regency Communication and Information Department. At Diskominfo Tegal, the document archiving process is available on the Tegal Regency Open Data website. However, on the website there are still shortcomings, some document publications are not valid because there is no access to document verification by the central admin. So that each agency does not know whether the documents that have been inputted have met the criteria or not. Therefore, a document archiving system is made to contribute data online and there is verification access right before the data publication stage. This system will be built based on a website, this is because the website has a responsive design, and can be accessed without the need to install an application. This research focuses on making system requirements analysis which aims to make it easier to understand what is needed by system users, and determine who can use the system and what users can do in the system. System requirements analysis is carried out functionally and non-functionally consisting of system design using UML and database design using ERD.

**Keywords: Requirements Analysis, Entity Relationship Diagram, Unified Modeling
Language, Information Systems**