

The annotation
of the Alexey Lee's final qualifying work
“Projecting of a virtual office of a private entrepreneur”.

The amount of work is 57 pp, including 15 img, 2 tab, 34 literature names.

Keywords: virtual office, information technology, an individual entrepreneur, automation of management, data base.

The final qualifying work has 57 pages explanatory note and it is devoted to the questions of the creating of web-resource which allows to interact to geographically fragmented small firm organizational members through a common system of exchange, store, process and transmit information.

The developed system will minimize the cost of maintaining office space, simplify and expedite the work with the incoming information, to establish control over trade and financial flows.

In the work it's justified the urgency and the need of development of a virtual office system to expand the scope and increasing the number of employees without a corresponding increase of the office space.

The practical result of the diploma work is the creation of a virtual office for the needs of small business and entrepreneurship.

In the feasibility part it has estimated costs for developing and implementing a virtual office system and it has shown its economic feasibility and effectiveness.

The developed virtual office can be implemented in the private business and geographically distributed corporations.