

ABSTRAK

Kelau Village is a village in the Tengahan District, South Lampung Regency. Based on interviews with the Village Head, the correspondence service was done manually, the community had to come directly to the village office. In addition, the Village Head was not at the village office because there were activities or external official meetings, so the community had to wait if they wanted to ask for the signature of the statement letter that had been submitted.

From these problems, it is necessary to have a web-based letter submission service system that is easily accessible and does not have to wait long for the letter to be collected. The system development method results in 100% functionality testing that the system has been "Successful" and 99% usability testing which indicates that the system has been "Approved".

Keywords : E-Letter, Information System, Prototype Method.