

# Employee Management and Tracking System

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**Abstract**— In huge organisations where the workforce details are unmanageable on the spreadsheets, there is an immediate need to come up with a better and effective system which can ease this task. Such organisations have abundant work flow running in and out of each individual department. Therefore we have designed an exclusive employee management and tracking system which will help organisations in performing such mundane tasks automatically. Each module in this system is designed in such a way that are adapted to the organisation's managerial requirements. The presented design has the ability to manage the entire workflow in a strategic manner. The system itself follows a protocol which is mandatorily followed day-to-day in any well established organisation. This system will ultimately allow organisations to better manage resources.

**Keywords**— Information system, Database system, DBMS, employee table, table fields, primary key, foreign key, relationship, sql queries, controls.

## I. INTRODUCTION

Employee Management system is an application that enables users to create and store Employee Records. The application also provides facilities of a payroll system which enables user to generate Pay slips too. This application is helpful to department of the organisation which maintains data of employees related to an organisation. Java is a platform independent language. Its created applications can be used on a standalone machine as well as on distributed network. More over applications developed in java can be extended to Internet based applications. Thus java was chosen as background to design this application.

## II. METHODOLOGY

### A. Point of this venture

EMTS i.e., Employee management and tracking system or Employee management system. The main aim of this project is to connect all organization units and all functionalities into a unified computer system that satisfies the needs of the whole organization. By implementing such system users expect to improve organization efficiency and, consequently, to improve the quality. The benefits of this system is to reduce the paper work and manual work also and time saving. Methodology gives the results which will measure the performance of the new (EMTS) Employee Management and Tracking systems and what user factors affect a successful implementation. Methodology that have been found to improve the chance of a successful EMTS implementation. The companies have been selected on the basis of the company size, branch, transportation and storage, information and communication.

### B. Different techniques for dealing with the execution

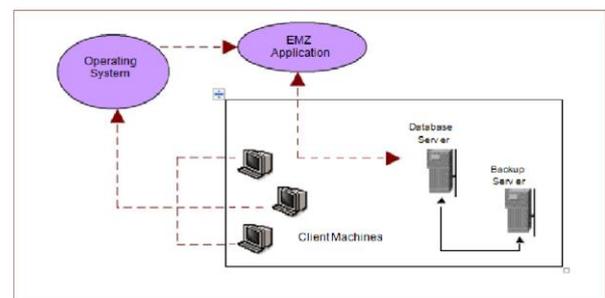
There are various methods for handling the implementation & the consequent conversion from old to the new computerized system and implementation .The most secure method for conversion from the old system to the new system is to run the old & new system in parallel. In this approach, a person may operate in the manual and automated older processing system as well as start operating the new computerized system. This method offers higher security, so that even if there is a flaw in the computerized system, we depend upon the manual system.

## III. RELATED WORK

Our system that is Employee Management and tracking systems provides user friendly interface for Multi National Companies. Our system will assign ID and Password for every employee of the organization. Upon verification of individual ID and Password, the employee can log into the system. After successful login, the system allow to user to access the provide option such work details, daily task, task completed, charges per task, leave management, etc. The scope of this system to provide an overview on process mining and to provide an overview of the task allotted to particular employee and the overall work performed by the organization itself. The process mining is the process of discovery, enhancement and compliance checking are especially relevant for employee management.

## IV. MOTIVATION

This is motivated by the increasing adoption rate of EMTS in Multi National Organizations. Even though we have been studying about the challenges and critical success factors for EMTS implementation. Improved information access for planning and managing the organizations.



Fig(a) : Internal Data Structure

## V. EXISTING SYSTEM

People have different personalities and work ethics .So in order to manage their work efficiently and fairly, there has to

be a system in place to allocate tasks to different workers. Currently a manual system will provide most of the requirements for this project. Although noble the manager has little it control over his business. In a manual system data is stored in a cabinet. Files are thus often misplaced or lost. And at times is difficult to find relevant files. Records for stocks are also not always filed correctly and thus information is not centralised and not easily accessible.

## VI. PROPOSED SYSTEM

### A. Introduction

In this world of growing technologies everything has been computerized. With large number of work opportunities the Human workforce has increased. Thus there is a need of a system which can handle the data of such a large number of Employees. This project simplifies the task of maintaining records because of its user friendly nature. The objective of this project is to provide a comprehensive approach towards the management of employee information.

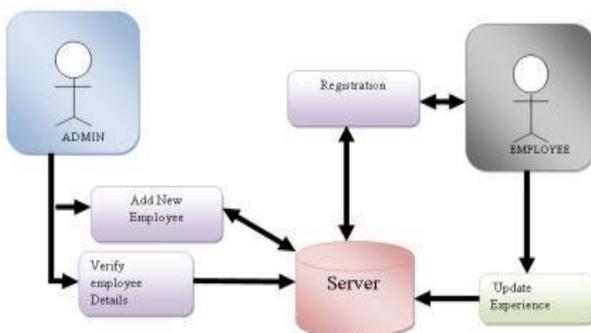
The objectives of this system include:

- i. Design of a web based HR management system to fulfil requirements such as project management, leave management, report generation to assist in performance appraisal, ESS and employee trainings.
- ii. Well-designed database to store employee information.
- iii. A user friendly front-end for the user to interact with the system.

### B. Features

- i. This system will reduce the complexity of employee management.
- ii. By using this system we can easily maintain all the records.
- iii. It will reduce searching time.
- iv. It can be easily handled by the person who has elementary knowledge of computer because it provides an user friendly environment.
- v. It is efficient to use.

## VII. SYSTEM ARCHITECTURE



## VIII. SYSTEM MODULES

1. Registration
2. Admin Login
3. Employee login
4. Leave Management
5. Report Generation
6. Update Information
7. Recent Events
8. Notification

### A. Advantages of the system

1. Providing a comprehensive information picture.
2. Increasing the speed of information transactions.
3. Improving employee satisfactions by delivering services timely and accurate to them.
4. Registering new employees
5. Creating accounts and attendance for employees.
6. Employees can check their details/status and mark attendance.
7. Employee, Manager or administrator see their performances.
8. Calculating net salary and delivering according to attendance.

## IX. CONCLUSION

We have proposed a simple employee management and tracking system, in which each employee update its daily task and admin can easily track the work record of each employee. The operation of the proposed scheme is simple and easy to learn for all the employees working in the organization. the graphical representation of employees work will help admin to examine each employee. Each employee can easily login to the system and enter the work done by him/her on daily basis. Finally, the work done by employee is stored in the database and required \_elds about each employee can be viewed by admin. In this report, a new centralized database storage and data mining technique is proposed to easily access the data and examine each employee by exploring his work.

## X. FUTURE SCOPE

Future evaluation work should focus on betterment of data storage and evaluate each and employee on the basis of his work for the betterment of the organization. The system will become more and more useful using data mining techniques.

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