

## ATTENDANCE MANAGEMENT SYSTEM:

The project report will contain a use-case, DFD, and ER Diagram that will be helpful to understand the flow of the code. Used Technologies and the software and hardware requirements of the project.

Below is the list of points that are covered in the project report.

- 1)Introduction,
- 2)Purpose and objectives,
- 3)Hardware and software requirements,
- 4)Tools and technologies,
- 5)Existing systems,
- 6)Proposed system (Front-end design),
- 7)Proposed system(Back-end design),
- 8)Results and reports,
- 9)Conclusion

The attendance management system project is a good example to learn java web development. If you are a beginner and looking for a reference project to know the project structure and the resource management you can grab this source code.

An attendance management system is an application that tracks employee time and attendance, including breaks, leaves, active hours, and overtime. These systems ease the workforce management process by automating most of the tasks.

Modern attendance management systems technological evolution to ensure workers cannot tamper with attendance through buddy punching or time theft. For instance, cloud-based software solutions use face recognition to identify workers.

### Importance of attendance management system

Every industry has benefited from an attendance management system. To truly determine whether you need such a system, you must be

familiar with the importance of an attendance management system. Here are some reasons you need an attendance management system in your company.

### 1. Productivity

If your managers are busy completing tedious administrative tasks, they need more time to focus on matters that contribute to increased productivity and better revenues. An attendance management system can automate most attendance keeping, freeing the management from tedious administrative tasks.

It directly contributes to productivity as managers don't have to handle repetitive administrative tasks. Also, automated time records are highly accurate and have minimal risks of human errors. This makes payroll calculation much more accessible and precise.

### 2. Workforce discipline

Labor management becomes unpredictable if there is no discipline in the work culture. If workers attend work late, often take leaves, or indulge in time theft, it is mandatory to address these issues. If some workers are not disciplined, it can turn infectious, influencing other employees to adopt such bad habits. This can wreak havoc on the company.

Hardworking and punctual employees must be protected against unproductive and poor work ethics. An attendance management system can help supervisors and managers keep track of workers' attendance and identify any pattern of indiscipline.

### 3. Overtime management

Poorly managed over time can eat into your profits and ultimately impact the company's bottom line. This is why you must be accurate with recording and calculating overtime hours. An attendance management system can help you track workers across multiple shifts and record overtime hours much more accurately.

When companies need to increase production or meet increased demand, they can utilize overtime to meet the requirements without hiring more staff. A proper worker time tracking system can help increase employee satisfaction by offering overtime to earn more.

#### 4. Prevent time theft

The primary reason why staff attendance management systems came into existence is to prevent time theft by employees. With accurate timekeeping mechanisms, many workers can use the system and indulge in time theft and buddy punching. Biometric-based attendance management systems offer a foolproof way to track and enforce attendance and overtime policies consistently and diligently.

The attendance management system must offer reporting and analytics for efficient workforce management. Managers can make insightful decisions when they have access to various attendance-related reports. Absenteeism is one of the essential data points to help identify a pattern. It helps to determine whether there is a need for an intervention, and the employee's behavior must be investigated and addressed. If employee absenteeism, too frequent time off, and shift switching are not addressed, it can lead to productivity issues. An attendance management system must offer advanced reporting and analytics options.

#### Conclusion

We hope you now understand the importance of an attendance management system for workforce management. Several types of attendance management systems are available, so you must choose a solution that supports biometric-based identification, overtime and leave policy management, payroll integration, and more.

