

## Communication

User Authentication: Implement secure login for employees and managers to access the system.

Travel Request Form: Employees fill out details like travel dates, destination, purpose, estimated costs, etc.

Approval Workflow: Submitted requests are routed to the relevant manager(s) for approval. Incorporate multiple levels of approval if needed.

Notification System: Send notifications to employees on request status updates and reminders to approvers for pending requests.

Dashboard and Reporting: Provide dashboards for employees and managers to track requests and generate reports on travel expenses, approvals, etc.

Integration: Connect with HR systems or financial tools for budget tracking and reporting purposes.

Security and Compliance: Ensure data security, compliance with company policies, and possibly legal requirements regarding employee data.

Would you like to dive deeper into any specific aspect of this application?