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Managerial Application

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Functional Specification

Overview

The Managerial Application provides functions that allow Managers to access Employee information, Payrolls, and Clock-ins for employees. Managers may also use the application to punch in/ punch out for salary purposes using their information. It allows for authorized personnel to add specific jobs to the list which is recorded to a table of information.

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Management- 1

* 1. Organizes employee records
  2. Allows for employees to clock-in/out and displays schedule information
  3. Application use only for Managers
  4. Provides salary and total earnings for employees

Job Functionality- 2

* 1. Asks User/manager to add a job under “Job Title”.
  2. Asks User/manager to input wage.
  3. User has choice to either “submit” or “return to Main Menu”.
  4. In Main Menu, the manager has the choice to add or delete employee records.

Employee Functionality- 3

3.1- Allows manager to add an employee to the employee record information.

3.2- Required Information input:

* Last Name
* First Name
* Job Title
* SSN (Social Security Number)
* This determines the eligibility of work for the employee.
* Address
* Phone Number

3.3- Allows User/Manager to submit information or go to back to Main Menu.

Employee Shifts – 4

4.1- Asks user/manager to input employee shift information:

* First Name
* Last Name (along with ID)
* Shift (the number of hours they are required to work)
* Day
* Clock-in/out
* Salary and total earnings

4.2- Manager may change shifts if necessary.

Employee Contacts- 5

5.1- User/Manager has access to Employee contacts with their following information:

* Name
* Address
* Phone Number
* Employee ID

5.2- The manager has a choice to either “add” or “delete” contact information if necessary.

5.3- This category gives access to Emergency Contacts which is substantiated by Employee Contact Information.