

Darshan University

A Project Report on

**“Employee Management System”**

Under the subject

**Software Engineering (2301CS405)**

B. Tech, Semester – IV

Computer Science & Engineering Department

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**DECLARATION**

We hereby declare that the SRS, submitted along with the **Software Engineering** **(2301CS405)** for entitled **“Employee Management System”** submitted in partial fulfilment for the Semester-5 of **Bachelor Technology (B. Tech)** in **Computer Science and Engineering (CSE)** Departmentto Darshan University, Rajkot, is a record of the work carried out at **Darshan University, Rajkot** under the supervision of R. B. Gondaliya and that no part of any of report has been directly copied from any students’ reports, without providing due reference.

(Ida Gaurav R.)

Student’s Signature

Date: \_\_\_\_\_\_\_\_\_\_

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|  | **Computer Science & Engineering Department**  **Darshan University** |

**CERTIFICATE**

This is to certify that the SRS on **“Employee Management System” has** been satisfactorily prepared by **Ida Gaurav R.** (**24010101637**) under my guidance in the fulfillment of the course **Software Engineering (2301CS405)** work during the academic year 2024-2025.

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| Internal Guide  Prof. R. B. Gondaliya  Darshan University |  | Dean-DIET  Dr. Gopi Sanghani  Darshan University |

**Acknowledgement**

I wish to express my sincere gratitude to my project guide Prof. R. B. Gondaliyaand all the faculty members for helping me through my project by giving me the necessary suggestions and advices along with their valuable co- ordination in completing this work.

I also thank my parents, friends and all the members of the family for their precious support and encouragement which they had provided in completion of my work. In addition to that, I would also like to mention the Darshan University personals who gave me the permission to use and experience the valuable resources required for the project from the University premises.

Thus, in conclusion to the above said, I once again thank the faculties and members of **Darshan University** for their valuable support in completion of the project.

Thanking You

**Ida Gaurav R.**

**ABSTRACT**

The Employee Management System is a system designed to computerize and streamline the daily administrative and managerial tasks related to employee management within an organization. This system aims to transition traditional manual processes into a fully digital solution. The project includes features that are often missing in manual systems, such as secure user login for employees, managers, and admins, real-time task assignment and tracking, and leave management.

It also provides an admin login facility, enabling the admin to manage employee records, assign managerial roles, and update privileges. Managers can oversee tasks, roles, and department assignments for employees, while employees can log in to view tasks, update their status, check salary details, and apply for leaves.

The system is designed with essential features such as adding, viewing, updating, and deleting employee details, granting or revoking user permissions, and generating leave and task reports. Its primary purpose is to reduce human effort, enhance accuracy, and increase the efficiency of employee management operations.

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# Introduction

## Product perspective

The **Employee Management System** is designed to streamline and digitize the management of employee-related tasks and processes. This system replaces manual processes with a comprehensive internet-based application that supports multiple user roles, ensuring efficiency and accuracy in managing employees' information, tasks, and privileges. It provides functionality for administrators, managers, and employees, catering to small and medium-sized organizations.

## Product features

### User Roles:

* Admin: Responsible for managing employee records and system privileges.
* Manager: Oversees employees, their roles, tasks, and leave management.
* Employee: Performs assigned tasks, applies for leaves, and checks salary details.

### Features for Admin:

* Add new employee records to the system.
* Edit employee details, such as contact information and department.
* Grant or revoke privileges for employees.
* Assign an employee as a manager.
* Deallocate a manager back to a standard employee role.
* View and manage the list of all employees.
* Secure login and logout functionality.

### Features for Manager:

* Approve or deny leave requests submitted by employees.
* Assign roles and responsibilities to employees.
* Assign tasks and monitor their progress.
* Update the department assignment of an employee.
* View leave records of their team members.
* Secure login and logout functionality.

### Features for Employees:

* View assigned tasks and update their status.
* Apply for leaves and track their approval status.
* Check salary details and payment history.
* Secure login and logout functionality.

## Functional Requirement

### Admin:

* Add Employee: The system shall allow the admin to input employee details such as name, role, and department.
* Edit Employee Details: The system shall enable the admin to update employee information when required.
* Grant Privileges: Admin can assign specific access permissions to employees.
* Revoke Privileges: Admin can remove specific permissions from employees.
* Assign Manager: Admin can designate an employee as a manager
* Deallocate Manager: Admin can revoke managerial roles and assign them back as standard employees.
* Manage Employee Records: Admin can view, search, and manage the database of all employees.
* Authentication: Admin must log in securely before accessing the system.

### Manager:

* Approve/Deny Leave Requests: Managers can view and respond to leave applications from employees.
* Assign Roles: Managers can assign or update employee roles within their department.
* Assign Tasks: Managers can allocate tasks and set deadlines for employees.
* Update Employee Department: Managers can reassign employees to other departments.
* View Leave Records: Managers can track and view approved leaves for their team.
* Authentication: Managers must log in securely before accessing the system.

### Employee:

* Task Status Update: Employees can update their task status (e.g., "In Progress," "Completed").
* Apply for Leaves: Employees can submit leave requests for managerial approval.
* View Salary Details: Employees can check salary breakdowns and payment history.
* Authentication: Employees must log in securely before accessing the system.

## Non-Functional Requirement

### Usability:

* The UI should be simple enough for everyone to understand and get the relevant information without any special training. Different languages can be provided based on the requirements.

### Accuracy:

* The data stored about the books and the fines calculated should be correct, consistent, and reliable.

### Availability:

* The System should be available for the duration when the library operates and must be recovered within an hour or less if it fails. The system should respond to the requests within two seconds or less.

### Maintainability:

* The software should be easily maintainable and adding new features and making changes to the software must be as simple as possible. In addition to this, the software must also be portable.

# Design and Implementation Constraints

## Use case diagram

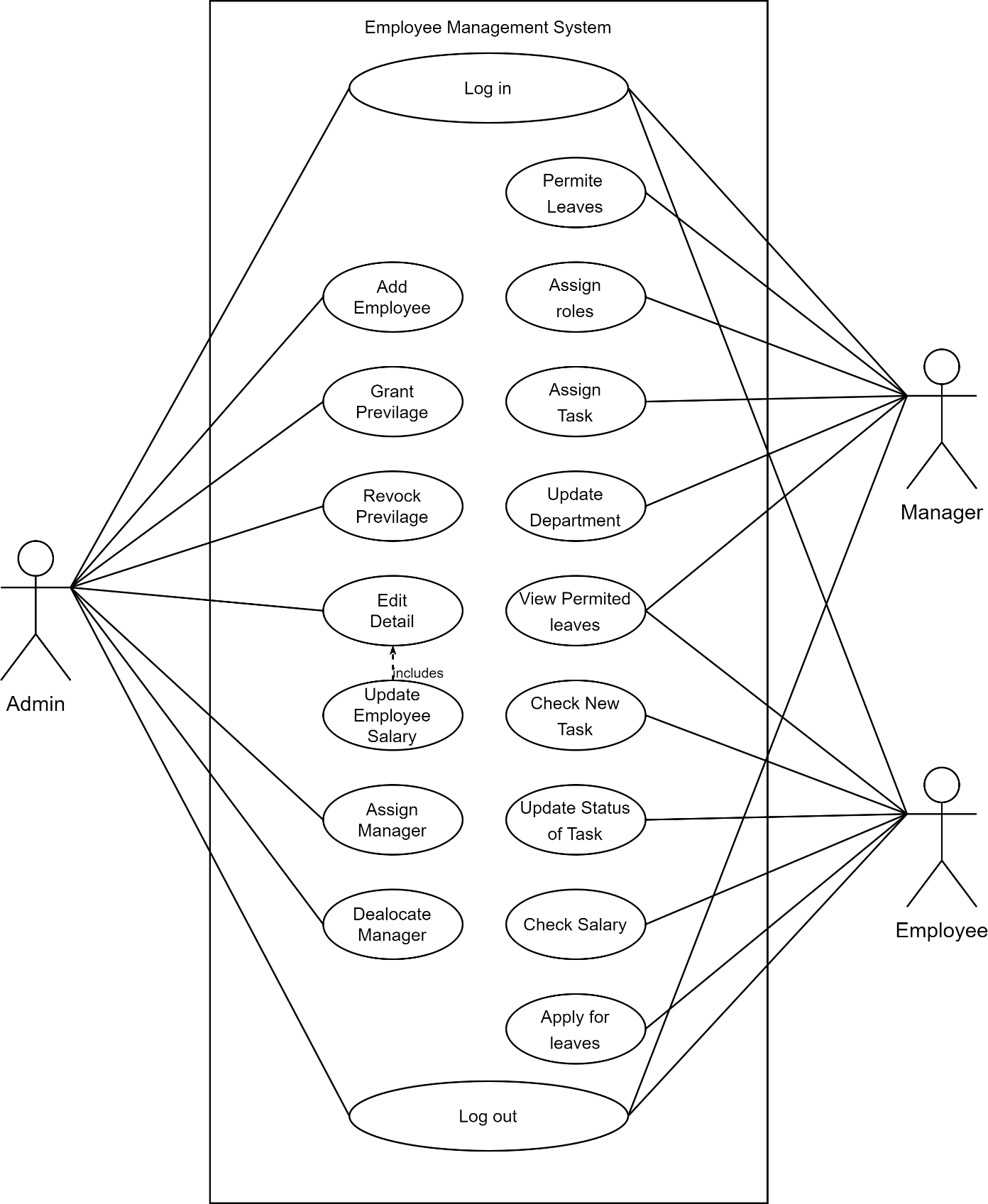


Figure 2.1‑1 Use case diagram for Employee Management System

## Activity diagram and Swimlane diagram

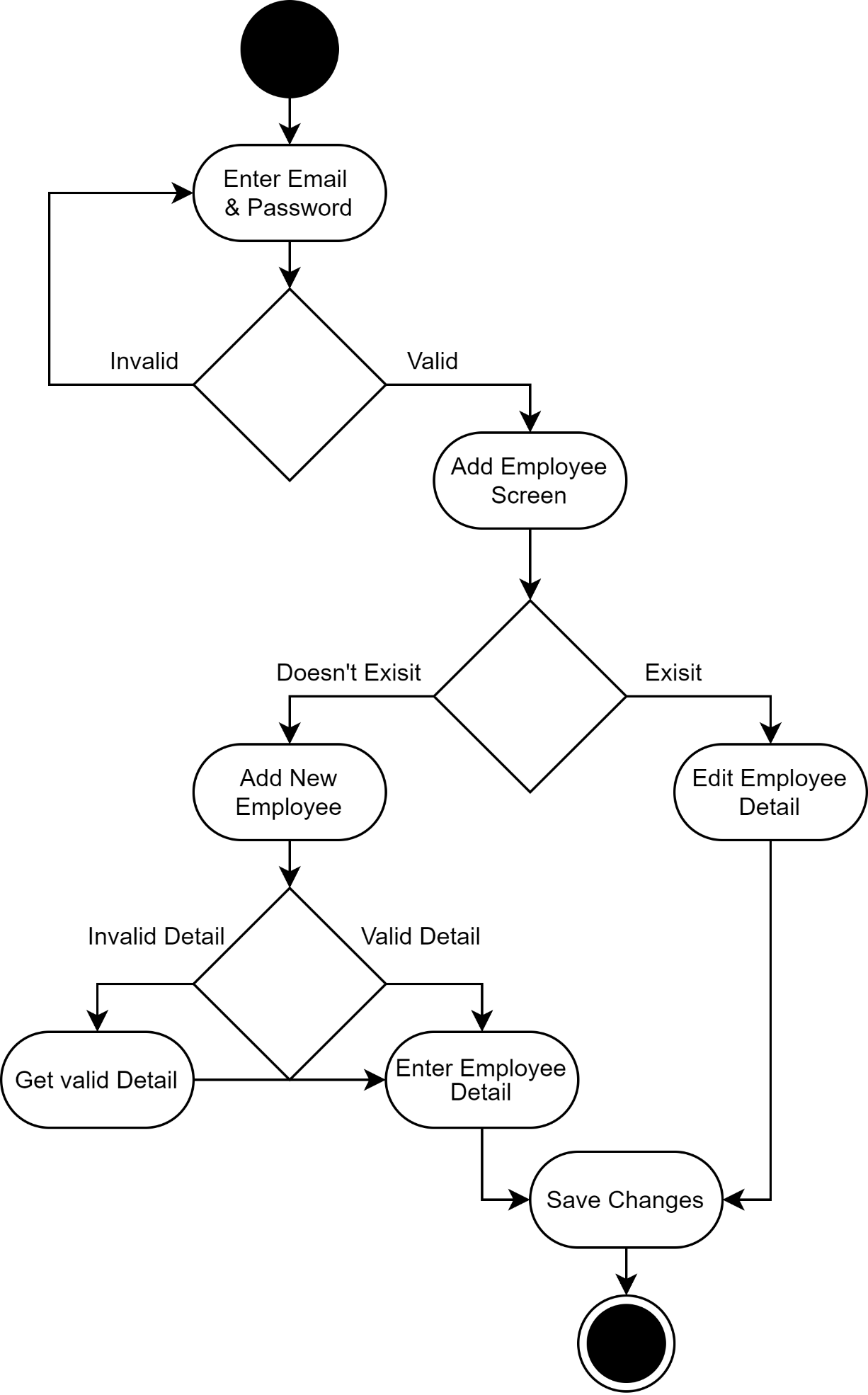


Figure 2.2‑1 Activity diagram for Add Employee

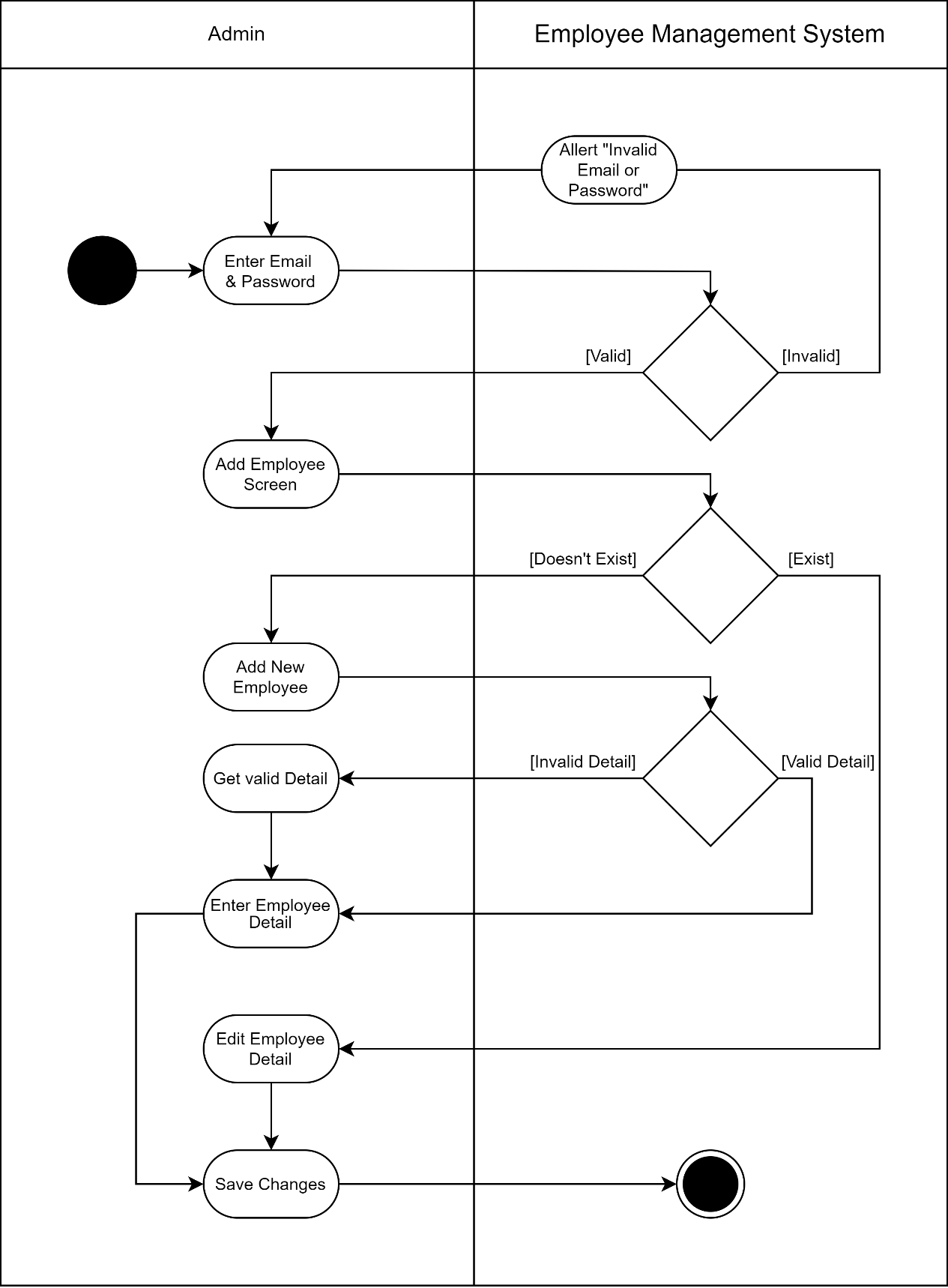


Figure 2.2‑2 Swimlane diagram for Add User

## Sequence diagram

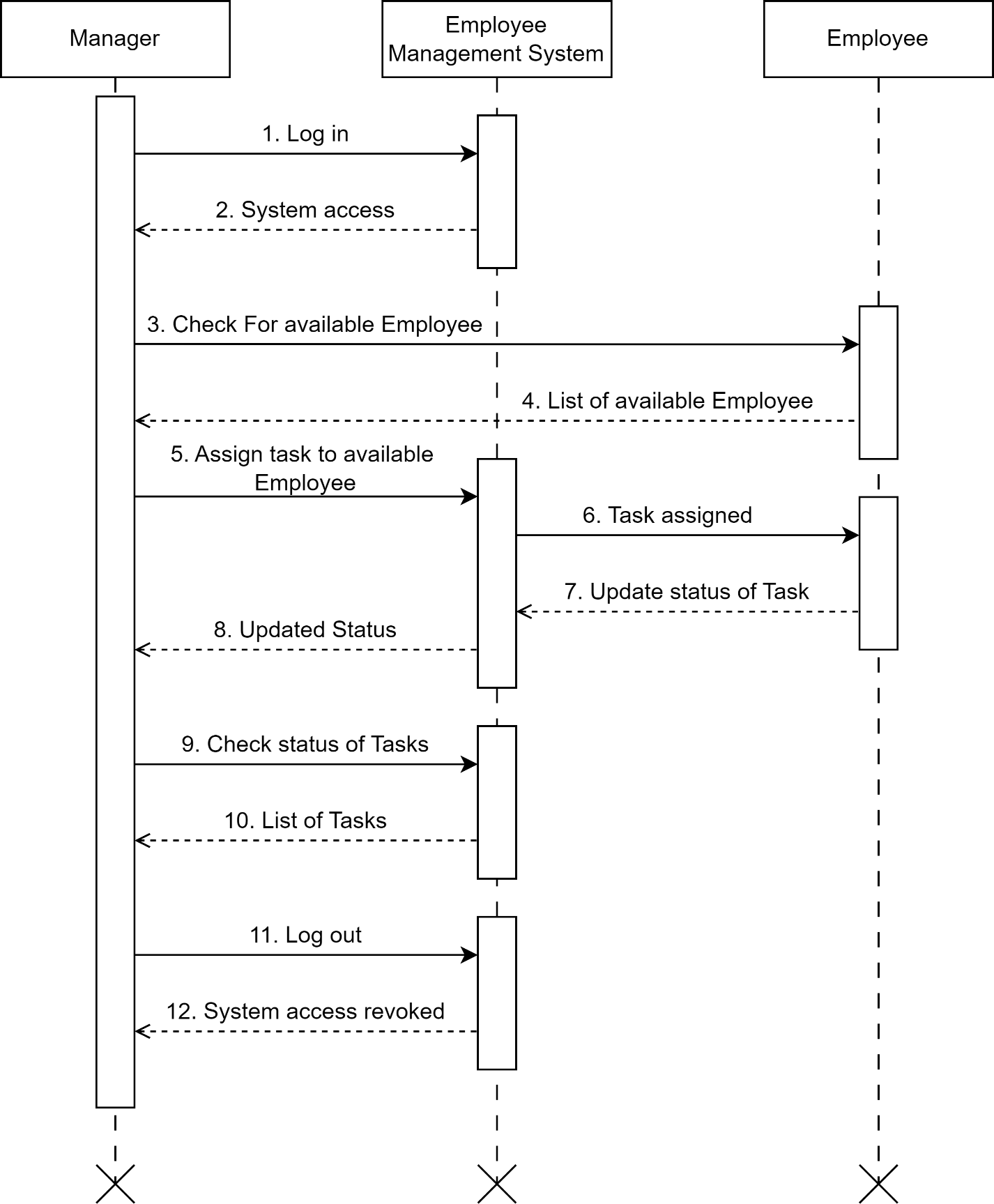


Figure 2.3‑1 Sequence diagram for Assigning Task

## State diagram

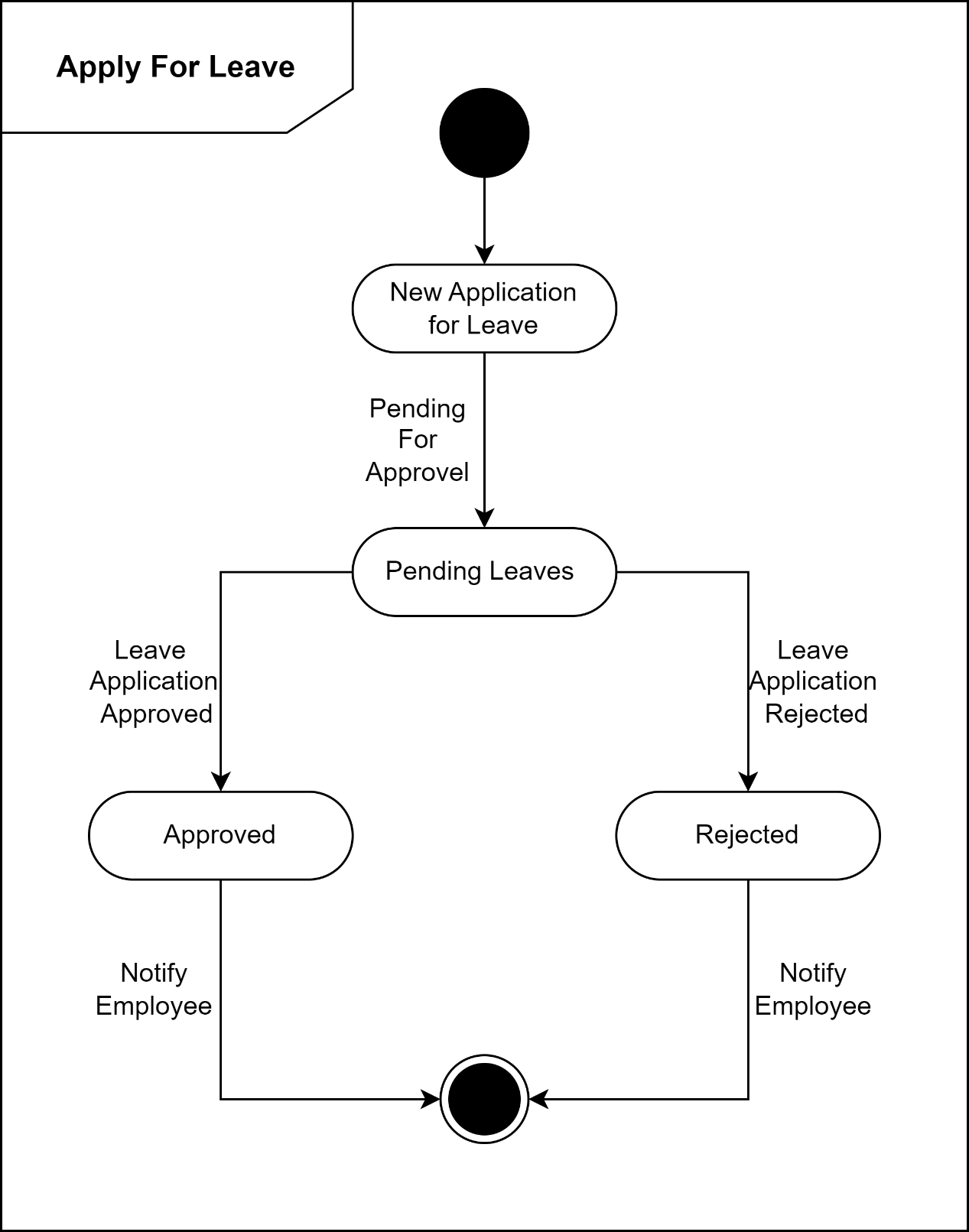


Figure 2.4‑1 State diagram of Leave

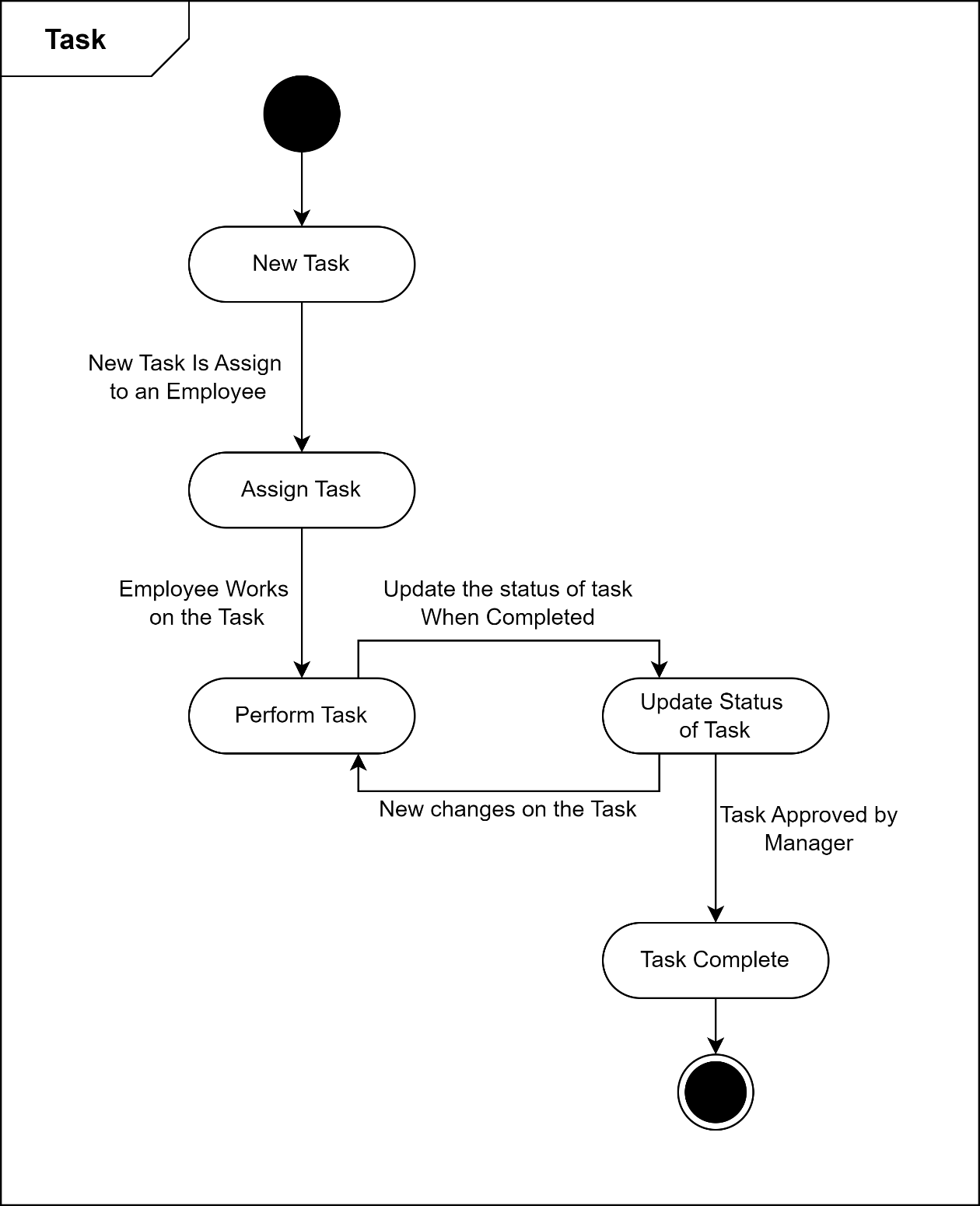


Figure 2.4‑2 State diagram for Task

## Class diagram

A diagram of a computer

AI-generated content may be incorrect.

Figure 2.5‑1 Class diagram for Employee Management System

## Data flow diagram

### Context diagram (level-0)

A diagram of a company

AI-generated content may be incorrect.

Figure 2.6‑1 Context diagram for Employee Management System

### DFD Level-1

A diagram of a work flow

AI-generated content may be incorrect.

Figure 2.6‑2 DFD level-1 for Employee Management System

# External interface requirement (Screens)

## Screen-1: Assigning Task

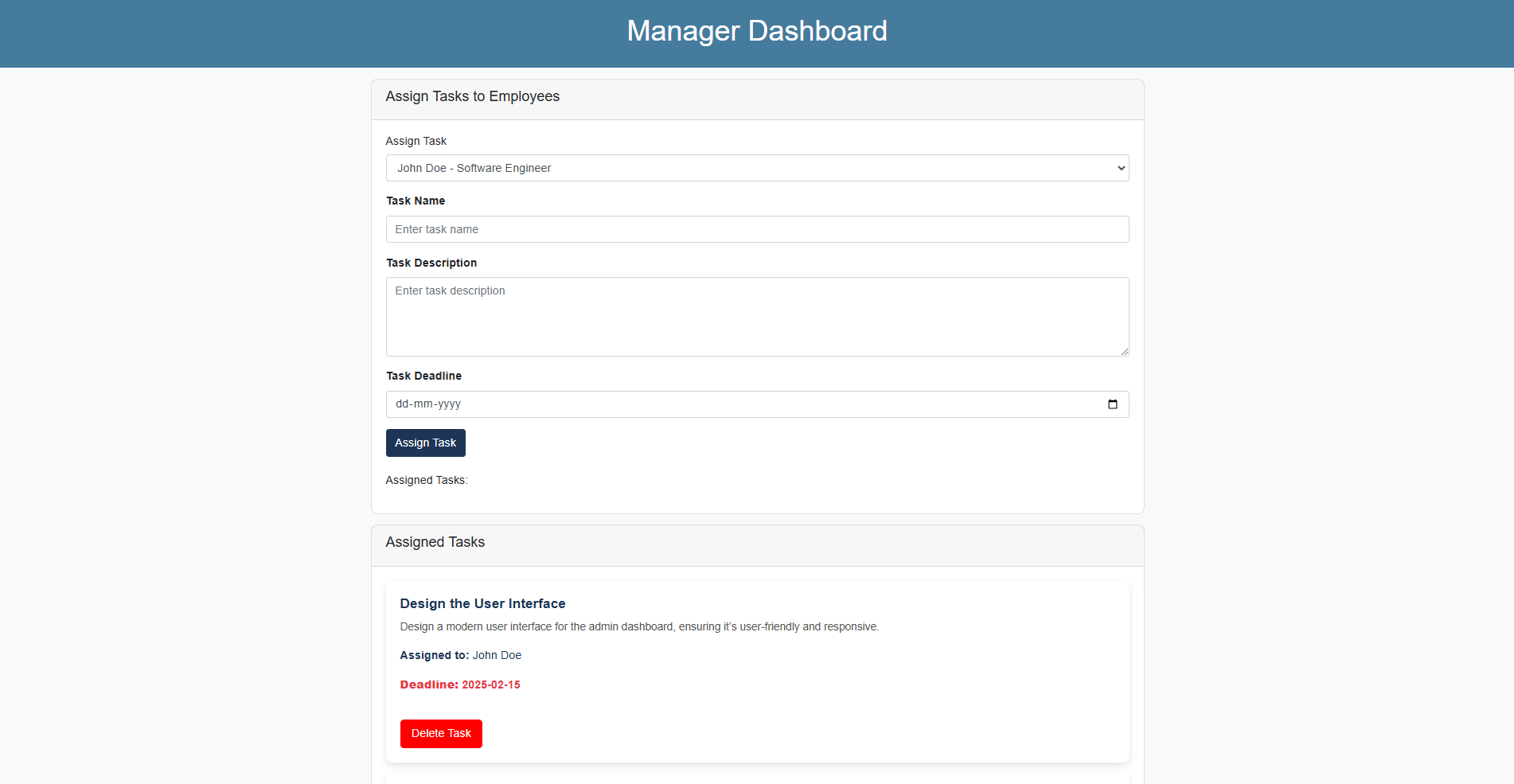


Figure 3.1‑1 Screen-1: Assigning Task

**Purpose:** This screen will allow manager to assign tasks to specified employee through system. To assign task, the following information will be encoded in the system.

Table 3.1‑1 Screen element of Assigning Task

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. | Screen Element | Input Type | O/M | 1/N | Description |
| 1 | Employee name | Dropdown | M | 1 | Employee dropdown should be editable change or select Employee. |
| 2 | Task name | Textbox | M | 1 | Task name field should be editable and accept the task name. |
| 3 | Task description | Text area | M | 1 | Task description should be editable and accept the detailed task description. |
| 4 | Task deadline | Date | M | 1 | Task deadline field should be editable and accept the deadline date of the task. |
| 5 | Assign task | Button | ------ | ------ | Assign task is a button for assign task to the specified employee. |

## Screen-2: Change Department

A screenshot of a computer

AI-generated content may be incorrect.

Figure 3.2‑1 Screen-2: Change Department

**Purpose:** This screen will be used by the manager to change department of an employee from the system. The manager will select the correct combination of employee name and new department of employee to change their department from the system.

Table 3.2‑1 Screen element of Change Department

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. | Screen Element | Input Type | O/M | 1/N | Description |
| 1 | Employee name | Dropdown | M | 1 | Employee dropdown should be editable to change or select Employee. |
| 2 | Department name | Dropdown | M | 1 | Department name should be editable to change or select department. |
| 3 | Update department | Button | ------ | ------ | Update department is a button for changing department of specified employee. |

## Screen-3: Get Salary Detail

A screenshot of a computer

AI-generated content may be incorrect.

Figure 3.3‑1 Screen-3: Get Salary Detail

**Purpose:** This module will allow the employees to get/download their salary slip.

Table 3.3‑1 Screen element of Get Salary Detail

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. | Screen Element | Input Type | O/M | 1/N | Description |
| 1 | **Download salary slip** | **Button** | **-----** | **-----** | **Download salary slip is a button to download current months salary slip of an employee.** |

# Database design

## List of Tables

* Admin
* Manager
* Employee
* Salary
* Task
* Leave
* Department

Table 4.1‑1 Table: Admin

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Column | Data Type | Null | Keys & Constrains | Default Value & Description |
| AdminID | int | NN | PK (Auto Increment) |  |
| AdminName | varchar(100) | NN |  |  |
| AdminEmail | varchar(100) | AN |  |  |
| AdminPassword | varchar(100) | AN |  |  |

Table 4.1‑2 Table: Manager

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Column | Data Type | Null | Keys & Constrains | Default Value & Description |
| ManagerID | int | NN | PK (Auto Increment) |  |
| ManagerName | varchar(100) | NN |  |  |
| ManagerEmail | varchar(100) | AN |  |  |
| ManagerPassword | varchar(100) | AN |  |  |
| EmployeeId | int | NN | FK | Reference of Employee from Employee Table. |

Table 4.1‑3 Table: Employee

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Column | Data Type | Null | Keys & Constrains | Default Value & Description |
| EmployeeId | int | NN | PK (Auto Increment) |  |
| EmployeeName | varchar(100) | AN |  |  |
| EmployeeEmail | Boolean | AN |  |  |
| EmployeePassword | varchar(100) | AN |  |  |
| ManagerId | int | AN | FK | Reference of Manager from Manager Table. |
| DepartmentId | int | NN | FK | Reference of Department from Department Table. |

Table 4.1‑4 Table: Salary

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Column | Data Type | Null | Keys & Constrains | Default Value & Description |
| SalaryID | int | NN | PK (Auto Increment) |  |
| NetSalary | Int | AN |  |  |
| BasicPay | int | AN |  |  |
| Allowances | int | AN |  |  |
| Deduction | int | AN |  |  |
| EmployeeId | int | NN | FK | Reference of Employee from Employee Table. |

Table 4.1-5 Table: Task

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Column | Data Type | Null | Keys & Constrains | Default Value & Description |
| TaskId | int | NN | PK (Auto Increment) |  |
| TaskTitle | varchar(100) | AN |  |  |
| TaskDescription | Boolean | AN |  |  |
| TaskDeadline | varchar(100) | AN |  |  |
| Status | Boolean | AN |  |  |
| ManagerId | int | NN | FK | Reference of Manger from Manager Table. |
| EmployeeId | int | NN | FK | Reference of Employee from Employee Table. |

Table 4.1‑6 Table: Leave

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Column | Data Type | Null | Keys & Constrains | Default Value & Description |
| RequestId | int | NN | PK (Auto Increment) |  |
| RequestReason | varchar(100) | AN |  |  |
| StartDate | DateTime | AN |  |  |
| EndDate | DateTime | AN |  |  |
| Status | Boolean | AN |  |  |
| ManagerId | int | AN | FK | Reference of Manager from Manager Table. |
| EmployeeId | int | NN | FK | Reference of Employee from Employee Table. |

Table 4.1‑7 Table: Department

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Column | Data Type | Null | Keys & Constrains | Default Value & Description |
| DepartmentId | int | NN | PK (Auto Increment) |  |
| DepartmentName | varchar(100) | NN |  |  |
| EmployeeCount | int | AN |  |  |

# Stories and Scenario

## Story-1: Add New Employee in Employee catalogue.

|  |  |  |
| --- | --- | --- |
| *Story # S1* | : | As a Admin,  I want to add a new Employees in Employee catalogue  So that manager can keep track of all employee details and manage them effectively. |
| Priority | **:** | High |
| Estimate | **:** | XL |
| Reason | **:** | The addition of a new Employee to the Employee catalogue is crucial for ensuring that the Employee’s collection is up-to-date and accessible to manager. |

### Scenario# S1.1

|  |  |  |
| --- | --- | --- |
| *Scenario# S1.1* | : | Adding a New Employee with Valid Information |
| Prerequisite | **:** | Admin is logged in to the Employee Management System. |
| Acceptance Criteria | **:** | **Given:** The Admin is navigated to the employee catalogue management page. Valid employee information, including name, email, department, and other relevant details is added.  **When:** The Admin selects the "Add New Employee" option and The Admin enters valid book details. The Admin clicks the "Add" button to add the employee to the catalogue.  **Then:** The system successfully adds the employee to the catalogue and the Admin receives a confirmation message with the employee's identification number. |

### Scenario# S1.2

|  |  |  |
| --- | --- | --- |
| *Scenario# S1.2* | : | Adding a New Employee with Invalid Information |
| Prerequisite | **:** | The Admin is logged in to the Employee Management System. |
| Acceptance Criteria | **:** | **Given:** The Admin is navigated to the employee catalogue management page. Invalid employee information, including name, email, department, and other relevant details is added.  **When:** The Admin selects the "Add New Employee" option and the Admin enters an incomplete or incorrect employee details and Admin clicks the "Add" button to add the employee to the catalogue.  **Then:** The system displays error messages for the incorrect or missing information and the employee is not added to the catalogue. |

## Story-2: Change Department

|  |  |  |
| --- | --- | --- |
| *Story # S2* | : | As a Manager,  I want to change the department of an employee,  So that I can ensure their role and responsibilities align with the right team and department. |
| Priority | **:** | High |
| Estimate | **:** | M |
| Reason | **:** | Implementing a change department functionality is essential for enhancing the employee experience, as it allows employees to ensure their role and responsibility align with the right team. |

### Scenario# S2.1

|  |  |  |
| --- | --- | --- |
| *Scenario# S2.1* | : | Changing employee department with valid or existing department |
| Prerequisite | **:** | Manager is logged in to the Employee Management System. |
| Acceptance Criteria | **:** | **Given:** The Manager is navigated to the employee catalogue management page. Valid employee and department are selected.  **When:** The Manager selects the "Change Department" option and The Manager enters valid details. The Admin clicks the "Change" button to change the employee department from the catalogue.  **Then:** The system successfully changes the employee department from the catalogue and the Manager receives a confirmation. |

### Scenario# S2.2

|  |  |  |
| --- | --- | --- |
| *Scenario# S2.2* | : | Changing employee department with Invalid or non-existing department |
| Prerequisite | **:** | The Admin is logged in to the Employee Management System. |
| Acceptance Criteria | **:** | **Given:** The Manager is navigated to the employee catalogue management page. Invalid employee and department are selected.  **When:** The Manager selects the "Change Department" option and The Manager enters invalid details. The Manager clicks the "Change" button to change the employee department from the catalogue.  **Then:** The system displays error messages for the incorrect information and the employee department is not changed from the catalogue. |

## Story-3: Request for Leave

|  |  |  |
| --- | --- | --- |
| *Story # S3* | : | As Employee,  I want to send request for my leave  So that I can take time off when needed and ensure my absence is properly recorded. |
| Priority | **:** | High |
| Estimate | **:** | M |
| Reason | **:** | Allowing employees to request leave is important for managing time off effectively, ensuring their absence is properly recorded and approved. |

### Scenario# S3.1

|  |  |  |
| --- | --- | --- |
| *Scenario# S3.1* | : | Valid leave request |
| Prerequisite | **:** | Employee is logged in to the Employee Management System. |
| Acceptance Criteria | **:** | **Given:** The Employee is navigated to the leave catalogue management page. Valid information is provided.  **When:** The Employee selects the "Leave Request" option and The Employee enters valid details like reason, description, start date, end date. The Employee clicks the "Submit" button to submit the leave request.  **Then:** The system confirms the leave request has been successfully submitted. The employee receives a notification that the leave request has been sent for approval. |

### Scenario# S3.2

|  |  |  |
| --- | --- | --- |
| *Scenario# S3.2* | : | Invalid Leave Request |
| Prerequisite | **:** | Employee is logged in to the Employee Management System. |
| Acceptance Criteria | **:** | **Given:** The Employee is navigated to the leave catalogue management page. Invalid information is provided.  **When:** The Employee selects the "Leave Request" option and The Employee enters invalid details. The Employee clicks the "Submit" button to submit the leave request.  **Then:** The system displays an error message detailing the issue. The leave request is not submitted. |

# Test cases

|  |  |  |  |
| --- | --- | --- | --- |
| Project Name: | Employee Management System | Test Designed by: | Gaurav R. Ida |
| Module Name: | **Assigning Task** | **Test Designed date:** | 21-02-2025 |
| Release Version: | **1.0** | **Test Executed by:** | **R. B. Gondaliya** |
|  |  | **Test Execution date:** | 15-01-2023 |

|  |  |  |  |
| --- | --- | --- | --- |
| Test Case ID | Test Title | Test Type | Description |
| TC\_001 | Adding task for valid employee | Functional | Assign task to valid employee from Employee Management System |
| TC\_002 | Adding task for invalid employee | Functional | Assign task to invalid employee from Employee Management System |

|  |  |
| --- | --- |
| **Test Case Title** | Adding task for valid employee |
| **Test Type** | Functional |
| **Test Priority** | Medium |
| **Pre-condition** | Manager should be login |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Test Step** | **Test Case Description** | **Expected Result** | **Actual Result** | **Status** | **Comment** | **Data** | **BUG ID** |
| 1 | Access Web application URL | The site launched properly | Site launched successfully | Pass |  | <https://accounts.google.com/ServiceLogin> |  |
| 2 | Manager login with valid information | Manager should be logged in | Manager logged in  successfully | Pass |  | Username:  Rbgondaliya@gmail.com |  |
| 3 | Enter valid task field | Task field should be editable and accept the details | Task inputs accepted | pass |  | Tasktitle:change UI  TaskDescription: detailed task description  TaskDeadline: 04/04/2025 |  |
| 4 | Selecting valid Employee | Display selected employee | Employee accepted | Pass |  |  |  |
| 5 | Click on Assign Task button | New take should be assigned to employee | New task added to the employee | pass |  |  |  |

|  |  |
| --- | --- |
| **Test Case Title** | Adding task for invalid employee |
| **Test Type** | Functional |
| **Test Priority** | Medium |
| **Pre-condition** | Manager should be login |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Test Step** | **Test Case Description** | **Expected Result** | **Actual Result** | **Status** | **Comment** | **Data** | **BUG ID** |
| 1 | Access Web application URL | The site launched properly | Site launched successfully | Pass |  | <https://accounts.google.com/ServiceLogin> |  |
| 2 | Manager login with valid information | Manager should be logged in | Manager logged in  successfully | Pass |  | Username:  Rbgondaliya@gmail.com |  |
| 3 | Enter invalid task field | Task field should be editable and reject the details | Task inputs rejected | pass |  | Tasktitle:change null  TaskDescription: 04/04/2025  TaskDeadline: 04/04/2023 |  |
| 4 | Selecting invalid Employee | Display error employee not fond | Show error | Pass |  |  |  |
| 5 | Click on Assign Task button | New take should be rejected | Error displayed | pass |  |  |  |

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| --- | --- | --- | --- |
| Project Name: | Employee Management System | Test Designed by: | Gaurav R. Ida |
| Module Name: | **Update Department** | **Test Designed date:** | 21-02-2025 |
| Release Version: | **1.0** | **Test Executed by:** | **R. B. Gondaliya** |
|  |  | **Test Execution date:** | 15-01-2023 |

|  |  |  |  |
| --- | --- | --- | --- |
| Test Case ID | Test Title | Test Type | Description |
| TC\_001 | Update valid department of employee | Functional | Updating valid department of employee from Employee Management System |
| TC\_002 | Update invalid department of employee | Functional | Updating invalid department of employee from Employee Management System |

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| --- | --- |
| **Test Case Title** | Update valid department of employee |
| **Test Type** | Function |
| **Test Priority** | Medium |
| **Pre-condition** | Manager should be login |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Test Step** | **Test Case Description** | **Expected Result** | **Actual Result** | **Status** | **Comment** | **Data** | **BUG ID** |
| 1 | Access Web application URL | The site launched properly | Site launched successfully | Pass |  | <https://accounts.google.com/ServiceLogin> |  |
| 2 | Manager login with valid information | Manager should be logged in | Manager logged in  successfully | Pass |  | Username:  Rbgondaliya@gmail.com |  |
| 3 | Selecting valid Employee  and department | Display selected employee and department | Employee and department is selected | pass |  |  |  |
| 4 | Click on Update Department button | Employee’s department should be updated | Employee’s department updated | Pass |  |  |  |

|  |  |
| --- | --- |
| **Test Case Title** | Update invalid department of employee |
| **Test Type** | Function |
| **Test Priority** | Medium |
| **Pre-condition** | Manager should be login |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Test Step** | **Test Case Description** | **Expected Result** | **Actual Result** | **Status** | **Comment** | **Data** | **BUG ID** |
| 1 | Access Web application URL | The site launched properly | Site launched successfully | Pass |  | <https://accounts.google.com/ServiceLogin> |  |
| 2 | Manager login with valid information | Manager should be logged in | Manager logged in  successfully | Pass |  | Username:  Rbgondaliya@gmail.com |  |
| 3 | Selecting invalid Employee  and department | Display error employee or department not fond | Show error | pass |  |  |  |
| 4 | Click on Update Department button | Employee’s department should be updated | Error displayed | Pass |  |  |  |

# References

* http://www.w3schools.com/html/html\_intro.asp
* https://www.w3schools.com/php/default.asp
* https://www.javatpoint.com/uml