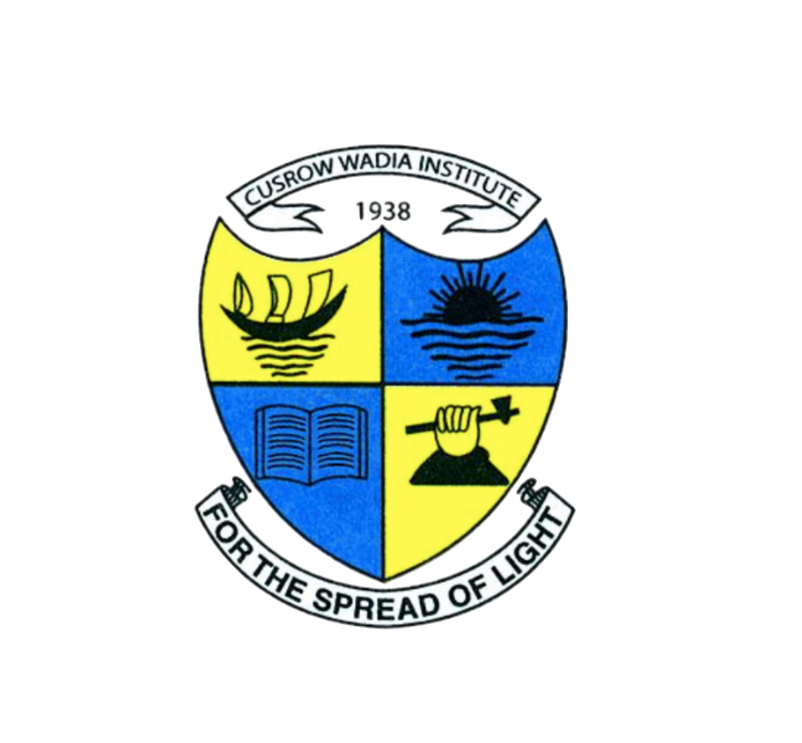
A

Project Report on

Company System –

Organization Workflow Mapping



Submitted to:

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1. **Introduction**

In this world of growing technologies everything has been computerized. Most of the daily routine tasks needs to be automated to increase the proficiency in the work. With large number of demands and working opportunities the data size has been increased. This there is a need of a system which can handle the data efficiently. This project simplifies the task to maintain each and every working group of the organization. It stores the data efficiently and makes sure that it is used effectively.

The Company Management System has been developed to override the problems prevailing in the practicing manual system. This software is supported to eliminate and, in some cases, reduce the hardships faced by the organization. Moreover, this system is designed for the particular need of the organization to carry out operations in a smooth and efficient manner.

The application is reduced as much as possible to avoid errors while entering the data. It also provides error while entering invalid data. No formal knowledge is needed for the user to use this system. Thus, by this all it proves its user friendly.

The Company Management System will have certain roles that will perform the Top-Level Management tasks, certain roles for performing Mid-Level Management tasks and Employee role which enhance the integrity of the company. The tasks are assigned and completed in a agile manner.

1. **Acknowledgement**

“No one achieves success does so without acknowledging the help of others. The wise and confident acknowledge this help with gratitude.”

~Alfred North Whitehead

We take this opportunity in expressing the fact that this project report is the result of incredible amount of encouragement, co-operation and moral support that we have received from our beloved teachers, mentors and colleagues.

We are privileged to present the project report on “Company Management System – Organization Workflow Mapping” and to express our deep regards towards those who have offered their valuable time and guidance in our hour of need because when any work is to be completed successfully it should be supported and guided by knowledgeable mentors.

We are highly indebted to “Dr. A. S. Chandak (H.O.D Computer Dept.)‟ and our project guide Prof. R. P. Shete for her guidance and constant supervision as well as providing necessary information regarding project and also for their support in completing project.

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4. **Abstract**

“Company Management is like juggling three balls: time, cost and quality. Company management is like a troupe of circus performers standing in a circle, each juggling three balls and swapping balls from time to time.”

~ G. Reiss

There are in numerous of activities which needs to be performed for the smooth flow of the company. Handling these tasks manually would take lot of time and will affect the outcome adversely. “Time is Money”, which brings our Company System into picture. This project helps to reduce the manual tasks, and computerizes the various assests that will boost the company’s progress.

The Project will allow admin to add new employees, managing their work, adding new client projects, assigning work to employees, marking employee attendance, managing Project files & reports, salary management, invoice and receipt generation, etc. which makes the whole organization managed effectively by using a single application.

Every organization, whether big or small, have multiple assets which need to be managed properly in order to achieve maximum profits, therefore we designed exclusive Company Management System that adapt to all the managerial and daily routine requirements. This is designed to assist in strategic planning and will help you ensure that your organization is able to achieve its goals. This system ultimately allows you to better manage resources.