Statement of Work (SOW)

Project Title: EMPTrack - Employee Management and Monitoring System

Project Description:

EMPTrack is a web-based platform designed to help organizations efficiently manage and monitor their employees. It provides features such as attendance tracking, task assignments, productivity monitoring, and performance evaluations. The goal is to improve workforce management, increase transparency, and enhance productivity through real-time tracking and reporting.

Scope of Work:

- User Authentication & Role Management: Employees, Managers, and Admins with different permissions.
- Employee Attendance & Work Hours Tracking: Clock-in/clock-out system with timestamps.
- Task & Project Management: Assign, update, and track tasks for employees.
- Productivity Monitoring: Track active and idle time.
- Performance Evaluation & Reports: Generate reports based on attendance and productivity.
- Admin Dashboard: Manage user roles, tasks, and reports.
- Notifications & Alerts: Alerts for pending tasks, late attendance, or inactivity.
- Data Privacy & Security: Encrypted data storage and compliance with privacy regulations.

Technology Stack:

- Front-End: HTML, CSS, React.js/Next.js
- Back-End: Node.js, Express.js
- Database: MongoDB/PostgreSQL
- Authentication: OAuth (Google/Microsoft SSO)
- Hosting & Deployment: AWS/Vercel
- Version Control: GitHub

Team Members & Roles:

- Sudeep - Frontend Development: Develop UI/UX, ensure responsiveness, integrate API calls.
- Jaswanth - Frontend Development: Assist in UI design and implement state management.
- Goutham - Backend Development: Develop REST APIs, handle authentication, optimize backend.
- Charan - Database Management: Design and implement database schema, ensure data integrity.
- Yashwanth - Deployment & Testing: Set up deployment, conduct testing, resolve issues.
- Hariprasad - System Integration: Ensure seamless integration between frontend, backend, APIs.

Timeline & Milestones:

- Week 1-2: Requirement gathering & feature finalization.

- Week 3-4: UI/UX design and wireframing.

- Week 5-9: Development of frontend, backend, and database integration.

- Week 10-11: Testing (unit, integration, and user testing).

- Week 12: Deployment and feedback collection.

Project Deliverables:

- Fully functional web-based employee management system.

- Secure login and role-based access control.

- Attendance tracking and productivity monitoring tools.

- Task and project management features.

- Admin dashboard with reporting capabilities.

- Mobile and desktop compatibility.

- Secure and scalable deployment.