

**Sri Lanka Institute of Advanced Technological Education  
(SLIATE)**

**Higher National Diploma in Information Technology**

**Project Proposal**  
(Developer Track)

**Title**

D.S Office Employee Management System

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## **1. Introduction**

We are currently living in a world of technology which play major role in our life. we need, different demands from technology keep on rising. Technologies are changing day by day. It is of extreme importance several fields such as education, departments, officers etc.

Information Technology has revolutionized the life of human beings and has made lives easier by the various kinds of applications. In the light of the rapid changes with the use of Information Technology, there are many tools, technologies and systems that have been produced and invented.

This project is concerned with developing a D.S Office Employee Management System for Vellavely D.S office in order to make office management more efficient and easy to handle. The D.S Office Employee Management System enables a fully automated office management service. The Employee system will be more efficiency and easy to handle for clients. In this software design to make Ds office more efficient management account a centralized system track incoming and outgoing post(letters) with the system user need insert the correct details of post. Categorize and view the letters to according to the each branch's. Count the letters for each branch and give the notification to admin. To provide a better management system to the clients and through which difficulties faced by them problems to be solved.

The goals of this project are to provide simplicity as well as security and efficiency to the management of Vellavely D.S office and also reduce managing person the D.S.office.

To avoid those mentioned conflicts, I suggest a system it will replace the file based system into computerized data based type system. This documentation is the proposal for the project of "D.S Office Employee Management System" and provides solution. First clear understanding of the project environment and problem is significant to define the project.

## **2. Background and Motivation**

Vellavely D.S office Employee Management System provides a simple GUI (Graphical User Interface) for the D.s office Staff to manage the functions of the office effectively. The D.S office Employee Management System is designed & developed for the Manage fill and Staff details, Issuance and Submission of details in the D.S office.

As a people, I can well understand the problems which are we face daily in our life. Actually, I have got many things in my mind about Final project system I have planned to do a system for applying D.S Office Employee Management System without any problems for Staff && people is in an easy way. This process takes some time and proper update of this information cannot be guaranteed. Anomalies in the update process can cause loss of Staff. So a more user friendly interface which could update the database instantly has a great demand in offices, hence the need for this project.

But developing a specific system to manage the Staff, Files and people very easy to maintaining the data sets as well as we may secure our data sets well. I suggest an D,s office Employee Management System easy to do that process

### **3. Problem in Brief**

D.S office Employee Management System, It gets more time consuming when using the default method. So, we have use some easy techniques.

### **4. Aim**

Aim of our project is to develop a D.S office Employee Management System for addressing the problems in the current D.S office Management process with the use of IT Solutions. (Vellavely D.S office Employee Management System, 2020)

### **5. Objectives**

The project” D.S office Employee Management System” is aimed to develop to maintain the . List of Staff. Reports generation, and etc.it is designed achieve the following objectives:

- Help to improve the office services.
- Help the Staff with management information.
- Help the Staff in reporting on the various operations of the D.S office.
- File managements
- Obviate the need to hire additional staff with increased demand for services

### **6. Proposed solution**

I’m going to develop a System for D.S Office Employee Management System. The system will be used by D.S office.

Here, I’m going to choose ER Diagram to implement my Project with its support because the drawing architecture of diagram very useful thing in making a project easily with full of functions. Here I’m going to use front end technologies such as HTML5, CSS.

Go through these diagrams I’m going to explain entity relation in data base connection, which kind of users will be allow to use this system and which features of this system can be used by the particular users will be explain using use case diagram and finally how many classes have included what is the relationship between its.

## 7. Resource Requirements

I have needed some Hardware things to do this project

- I. A Server PC with the following Features
  - a. I3 Server Machine
  - b. RAM 4GB
  - c. Hard disk space (25 GB).

And also, I have needed some software to do this system efficiently

- I. Adobe Dream viewer for editing (PHP, HTML, JavaScript and CSS)
- II. Notepad++
- III. Wamp Server
- IV. Chrome (any browser) browser

## 8. Project plan

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7
Problem Definition							
Analyzing system							
System Designing							
Implementation							
System Testing							
Documentation							

## **9. Reference**

- I. Internet.
  - a. PHP with MySQL Lynda tutorial.
  - b. Collective Knowledge Academy YouTube channel HTML5, Java Script with CSS
  - c. [www.stackoverflow.com](http://www.stackoverflow.com)
  - d. [www.fda.gov](http://www.fda.gov)
- II. Research Information
  - i. [www.globetravel.net](http://www.globetravel.net)
  - ii. [www.en.wikipedia.org](http://www.en.wikipedia.org)
- III. MySQL Essentials
- IV. Books
  - a. Open Source Programming Technologies
  - b. Guide lines for PHP beginners
- V ATI Moodle Notes.