



Student Name: MEGANATHAN R

Roll no: 7376221CS218

Project ID: 24

Project title: Faculty work log

Technical Components

Component	Tech Stack
Backend	Spring Boot
Frontend	React JS
Database	MySQL
API	RESTful services

PROBLEM STATEMENT:

Educational institutions face challenges in efficiently tracking and managing faculty activities due to manual processes that are often time-consuming and error-prone. This results in delays and miscommunication, affecting decision-making and productivity. To address these issues, a Faculty Worklog System is proposed. This system will allow faculty members to submit their activity logs digitally, enabling admins to review and approve or reject them efficiently. Super admins will have access to a comprehensive overview of all activities, facilitating better management and oversight. By implementing role-based access control, the system will ensure data integrity and privacy, enhancing transparency and accountability. Additionally, analytics and reporting features will provide valuable insights into faculty performance, supporting strategic decision-making and improving overall institutional efficiency.

SCOPE OF THE PROJECT:

- **Log Submission:**

- Enable faculty to submit detailed logs for various activities such as teaching, research, and administration.

- **Review and Approval Process:**

- Allow admins to review, approve, or reject submitted logs.
- Provide notifications for status updates to faculty members.

- **Dashboard and Analytics:**

- Develop dashboards for admins and super admins to view activity summaries and trends.
- Generate reports and analytics on faculty performance and productivity.

- **Access Control:**

- Implement role-based access to ensure data privacy and security.
- Provide super admins with comprehensive oversight capabilities.

- **Audit Trail:**

- Maintain an audit trail for all actions performed within the system for accountability.

- **Usability:**

- Design an intuitive user interface to ensure ease of use for all stakeholders.

- **Scalability and Maintenance:**

- Ensure the system is scalable to accommodate future growth and additional features.
- Plan for regular updates and maintenance to keep the system efficient and secure.

SYSTEM OVERVIEW:

- **Faculty Members:**

- **Submit Logs:** Faculty can enter their daily, weekly, or monthly activities, categorized into teaching, research, or administrative tasks.
- **View Status:** Track the approval status of submitted logs.

- **Admins:**

- **Review Logs:** Access and evaluate submitted logs, approving or rejecting them as necessary.
- **Notifications:** Send updates to faculty regarding log status changes.

- **Super Admins:**

- **Overall Management:** Access a comprehensive view of all faculty activities and logs.
- **Analytics:** Utilize data insights and reports to assess faculty performance and productivity.
- **Admin Oversight:** Manage admin accounts and oversee system operations.

FEATURES:

- **User Management:**

- Role-based access for Faculty, Admins, and Super Admins.
- Secure authentication and authorization.

- **Log Submission:**

- Easy submission of activity logs by faculty.
- Categories for activities: teaching, research, administration.

- **Approval Workflow:**

- Admins can review, approve, or reject logs.
- Automated notifications for log status updates.

- **Dashboards:**

- Personalized dashboards for different user roles.
- Overview of pending approvals and activity summaries.

- **Analytics and Reporting:**

- Generate reports on faculty activities and performance.
- Insights into trends and productivity metrics.

- **User Interface:**

- Intuitive and user-friendly design for ease of use.

- **Scalability:**

- Designed to accommodate future growth and new features.

- **Data Security:**

- Ensure data integrity and privacy through secure data handling practices.
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SPECIAL FEATURE:

- **Predictive Analytics:** Leverage data to forecast trends in faculty activities, such as potential areas for professional development.
- **Performance Alerts:** Notify faculty and admins about significant deviations in performance metrics.
- **Resource Optimization:** Suggest optimal resource allocation based on activity patterns and institutional goals.

FUNCTIONAL REQUIREMENTS:

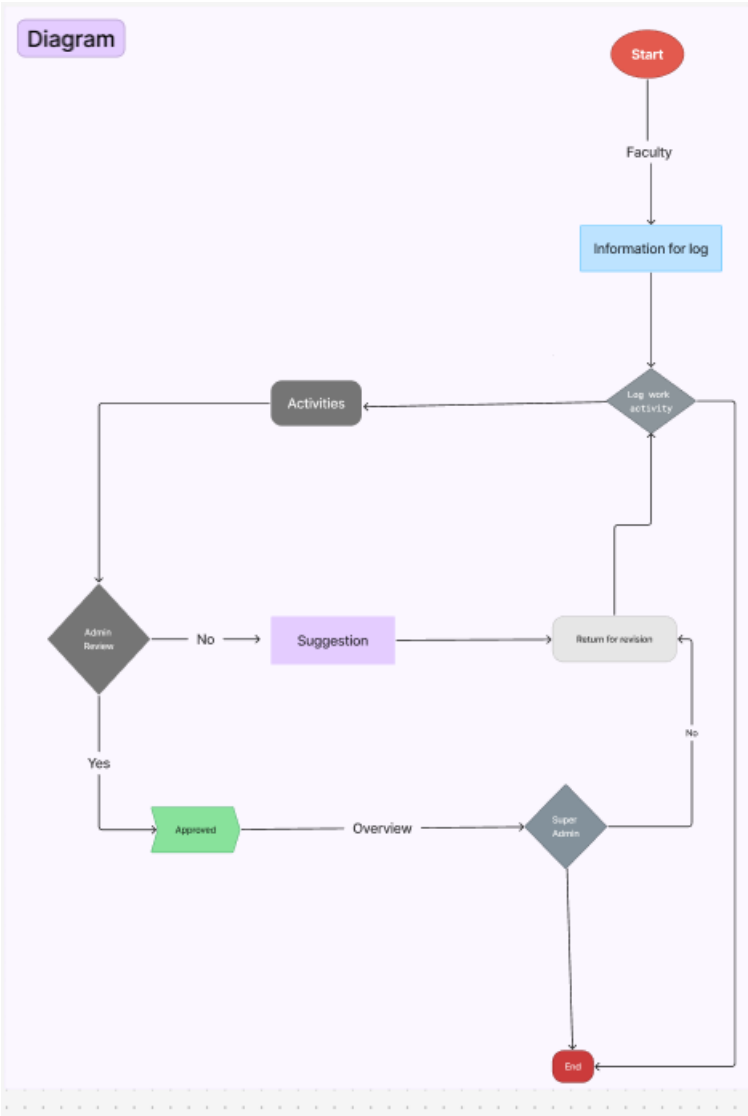
The Faculty Worklog System requires a comprehensive user management feature that allows registration and management of faculty, admin, and super admin accounts with role-based access controls. Faculty members must be able to submit detailed activity logs, categorized into teaching, research, and administration, with options for attachments and descriptions. Admins need the capability to review, approve, or reject these logs, providing feedback when necessary. Automated notifications should inform faculty about log status changes and alert admins to pending approvals. Each user role will have customized dashboards displaying activity summaries and pending tasks. The system must generate detailed reports and analytics on faculty performance, using visual tools

like graphs and charts for clearer insights. An audit trail is essential for recording all actions and ensuring accountability. Security measures, including data encryption and regular backups, are crucial to protect sensitive information and maintain system integrity.


NON-FUNCTIONAL REQUIREMENTS:

- **Performance:** Support up to 10,000 concurrent users smoothly.
- **Scalability:** Easily expand with additional features.
- **Reliability:** Ensure 99.9% uptime.
- **Usability:** Intuitive interface for all user roles.
- **Security:** Strong encryption and regular security audits.
- **Maintainability:** Modular design for easy updates.
- **Compatibility:** Works across multiple devices and browsers.
- **Compliance:** Meets data protection regulations.

FLOW CHART:



WORK FLOW:



Faculty work log


Email

Password

sign in

or

create an account



Faculty work log

MR

Faculty Information Portal

Home

Faculty

Activity

Faculty *

MEGANATHAN R

log for *

choose_ →

Create & Add

Create log

or

cancel



Faculty work log

MR



Faculty Information Portal

Home

Faculty

Activity

Faculty *

MEGANATHAN R

log for *

in campus

On Duty

Easygoing leave

Create & Add

Create Log

or

cancel



Faculty work log

MR



Faculty Information Portal

Home

Faculty

Details

MEGANATHAN R

log for *

in campus

Date-Day *

Select

Time *

Select

Add log

Create & Add

Create Log

or

cancel



Faculty work log

MR



Faculty Information Portal

Home

Faculty

Details

MEGANATHAN R

Add log

Search →

Academics	↓
Dicipline - Duty	
Exam-Duty	
Meeting	
Event	

Create & Add

Create Log

or

cancel



Faculty work log

MR



Faculty Information Portal

Home

Faculty

Details

MEGANATHAN R

-

1 work log

+

Edit OR Add log

Created Successfully

Delete



Faculty work log

MR



Faculty Information Portal

Home

Faculty

Details

Faculty Work log details:00001

FACULTY

MEGANATHAN R

ID

00001

WORK

Exam- Duty 001

DATE

19-07-24

TIME & SESSION

9:30 AM to 12:30 PM & FN

HOURS

3 hrs

POINTS

1

APPROVAL

Approved



Faculty work log

MR



Faculty Information Portal

Home

Faculty

Details

Faculty Work log:

search

Date	session	Hrs	Work	Approval	Status	Points
12-06-24	AN	2	Acadamis			1
13-06-24	AN	2	Dicipline-Duty			1
14-06-24	AN	3	Exam-Duty			1

View more ▼



Faculty work log

MR

Details:

Status: Good

Total work log : 100

Approved: 95%

Rejected: 5%

Access: Admin & Super Admin



MEGANATHAN R

Associate Professor

AICTE ID: 1-2659955023

meanathan@bitsathy.ac.in

