"HUMAN RESOURCE MANAGEMENT SYSTEM"
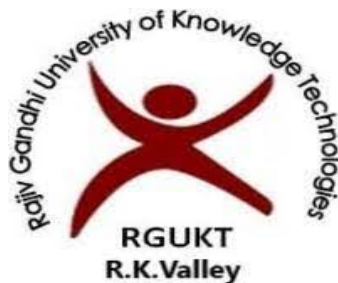
BACHELOR OF TECHNOLGY
in
COMPUTER SCIENCE AND ENGINEERING

Rajiv Gandhi University of Knowledge Technologies

R.K VALLEY

submitted by

D.Pavani - R171131

Under the Esteemed guidance of

**Mr. Satya Nandaram N**

RGUKT RK Valley.

DECLARATION

We hereby declare that the report of the B.Tech Major Project Work entitled
"HUMAN RESOURCE MANAGEMENT SYSTEM" which is being submit
to Rajiv Gandhi University of Knowledge Technologies, RK Valley, in partial
fulfillment of the requirements for the award of Degree of Bachelor of
Technology in Computer Science and Engineering, is a bonafide report of the
work carried out by us. The material contained in this report has not been
submitted to any university or institution for award of any degree.

D.Pavani – R171131

Dept. Of Computer Science and Engineering.

RAJIV GANDHI UNIVERSITY OF KNOWLEDGE TECHNOLOGIES
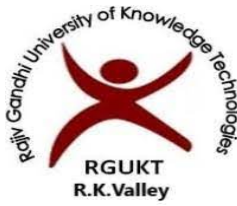
RGUKT

RGUKT, RK VALLEY

Department of Computer Science and Engineering

CERTIFICATE FOR PROJECT COMPLETION

This is certify that the project entitled **"HUMAN RESOURCE MANAGEMENT SYSTEM"** submitted by **D Pavani(R171131)** under our guidance and supervision for the partial fulfillment for the degree Bachelor of Technology in Computer Science and Engineering during the academic semester -2 , 2021-2022 at RGUKT, RK VALLEY.To the best of my knowledge, the results embodied in this dissertation work have not been submitted to any University or Institute for the award of any degree or diploma.

Project Internal Guide   **Head of the Department**

Mr.N.Satya Nandaram   Mr.P.Harinadha

 RGUKT, RK Valley   HOD Of CSE

                                                                            RGUKT, RK Valley

ABSTRACT

This Human Resource Management System or Human Resource Information System(HRIS) project is the web based applications software programmed using web technology.HR Technology shapes an intersection between Human Resource Management and Information Technology.It merges HRM as a discipline and in particular its basic HR activities and processes with the Information Technology field,whereas the programming of data processing systems evolved into standardized routines and packages of enterprise resource planning (ERP).

The main objective of this paper is to reduce the effort of Administrator to keep the daily events such as the attendance, projects, works, appointments, etc.This paper deals with the process of identifying the employees, recording their attendance hourly and calculating their effective payable hours or days. This paper should maintain the records of each and every employee and their time spend in to company, which furthur can be used for performance appraisal. Based on that transfer, removal, promotion can be done.

Human Resource Management system helps in managing employees and other stakeholders within a company.HRMS is tasked with the three main functions,namely the Recruitment and the Compensation of the employees and designating work.Ideally,the role of HRM is to find the best way to increase the productivity of an organization through its employees.Despite the ever increasing rate of change in the corporate world ,the HRM role is not likely to change in a significant way.One aspect that the HR department tries to deal with is job security.To guarentee job security,many employees know that they need to show commitment ro the company and their job duties

The HR management comes in to put measures in a place that ensure that staffing levels corresponding to the companys needs and that, in the process,assure emp -loyees of their long term positions within the organization.

INTRODUCTION

Human Resource Mnagement System(HRM) is an operation in companies desig-
ned to maximize employee performance in order to meet the employer's strategic goals and
objectives. More precisely, HRMS focuses on management of people within companies,
based on company's policies and systems.

In short HRM is the process of recruiting, selecting employees, providing
proper orientation and proper training and developing skills.It also includes employee asses-
sment like performance appraisal, facilitating proper compensation and benifits, and also
encouragement,maintaining proper relations with labor and with the trade unions,and taking
care of employee safety, welfare and health by complying with the labor laws of the state
or country concerned.

Technologies Worked On: HTML, CSS, JS

HTML:

HTML stands for Hyper Text Markup Language. It is not a programming
language as the name itself tells it is markup language used for creating the
web pages.It describes the structure of web page and consists of a series of
elements. These elements tell the browser how should to display content.
HTML elements label pieces of content such as "this is heading","this is a
paragraph","this is a link",etc.

CSS:

CSS stands for Cascading Style Sheets.It describes how HTML elements are to be displayed on screen,paper,or in other media.CSS saves a lot of works. It can control the layout of multiple webpages all at once .External sheets are stored in CSS style.It is used to style the web pages such as to alter the font,color,size,and spacing of content,split into multiple columns,or add animations and other decorative features.

JS:

JS stands for Java Script. It is used to capture user actions on a web page. It gives us the flexibility to edit the HTML elements after they have been loaded by the browser.JavaScript, often abbreviated to JS, is a programming language that is one of thecore technologies of the World Wide Web, along side HTML and CSS. As of 2022, 98% of websites use JavaScript on the cli ent side for webpage behavior, oftenincorporating third-party libraries.

SCOPE

The scope of HR management is ver wide. It consists of ll the functions that come under the banner of human resource management. The different functions are as follows-

- ➢ Human Resource Planning
- ➢ Job Analysis Design
- ➢ Recruitment and Selection
- ➢ Orientation and Induction
- ➢ Training and Development
- ➢ Performance Appraisal
- ➢ Compensation Planning and Remuneration

Human Resource Planning:

It is the process by which a company identifies how many positions are vacant and whether the company has excess staff or shortage of staff and subsequently deals with this need of excess or shortage.

Job Analysis Design:

Job Analysis can be defined as the process of noticing and regulating in detail the particular job duties and requirements and the relative importance of these duties for a given job.

Job Analysis design is a process of designing jobs where evaluation are made regarding the data collected on a job.It gives an elaborate description about each and every job in the company.

Recruitment and Selection:

With respect to the information collected from job analysis, the company prepares advertisements and publishes them on various social media platforms. This is known as **recruitment.**

A number of applications received after the advertisements is presented, interviews are conducted and the deserving employees are selected.Thus ,recruitment and selection is yet another essential area of HRM. They will recieve number of applications from the colleges and the HR manager has to select the applications and recruite them based on their skills and management skills which will aquire a lot of patience and skills from HR Management system.

The seniority of an employee under these rules shall be determined in a particular category of post on the basis of the length of service on that post provided that in the case of employees appointment by the direct recruitment which join within the period specified in the order of appointment or within such period specified by direct recruitment who join with in the period of specified in the order of appointment or within such period as may from time to time be extended by the appointing authority, subject to a maximum of on e month from the data of order appointment, the order of merit determined, shall not be dist -urbed. Provided further that in the case a candidate is permitted to join the service after the expiry of the said period of one month, his seniority shall be determined from the data he joins the service

Orientation and Induction:

After the employees are selected,an induction or orientation programme is organized.The employees are updated about the background of the company as well as culture,values, and work ethics of the company and they are also introduced to the other employees.

Training and Development:

Employees have to undergo a training program,which assists them to put up a better performance on the job.Sometimes,training is also conducted for currently working experienced staff so as to help them improve their skills furtherThis is known as **refresher training**.

Training:
This activity is both focused upon, and evaluated against, the job that an any of individual currently holds.

Education:
This activity focuses upon the jobs that an individual may potentially hold in the future, and is evaluated under against those jobs.

Development:
This activity focuses upon the activities that the organization employing the one hat the individual is part of, may partake in the future, and is almost impossible to evaluate.

Performance Appraisal:

After the employees have put in around 1 year of service,performance appraisal is organized in order to check their performance. On the basis of these appraisals,future promotions, incentives,and increments in salary are decided.

While the term performance appraisal has meaning for most small business owners, it might be helpful to consider the goals of an appraisal system. They are

as follows:
1. To improve the companies productivity.
2. To make informed personnel decisions regarding the promotion, job changes and termination.
3. To identify what is required to perform a job.
4. To asset an employees performnace against the goals.
5. To work to improve the employees performance by naming specific areas for improvement and developing a plan aimed at improving the areas, supporting the employees at improvement via feedback and assistance, and ensuring the employees involvment and commitment to improving his or her skills and performance.

Compensation Planning and Remuneration:
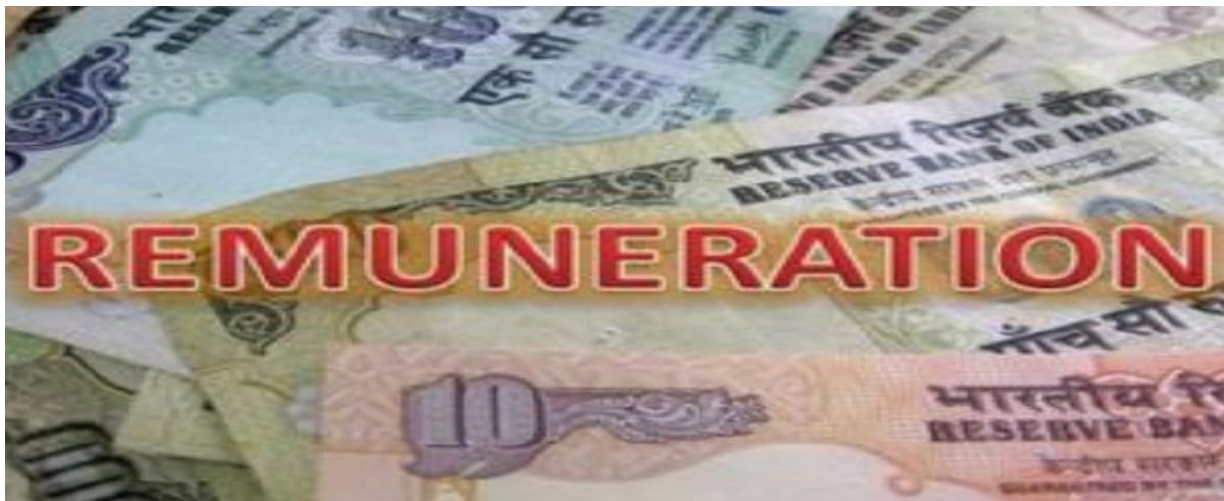
Under compensation planning and remuneration,various rules and regulations regarding co -mpensation and related aspects are taken care of.It is the duty of the HR department to look into remuneration and compensation planning.Employee Remuneration refers to the reward or compensation given to the employees for their work performances.

Remuneration provides basic attraction to a employee to perform job efficiently and effectively. Remuneration leads to employee motivation. Salaries constitute an important source of income for employees and determine their standard of living. Salaries affect the employee's productivity and work performance. Thus the amount an method of remuneration are very important for both management and employees.

PURPOSE

The Purpose of Human Resource Management is to attract and engage highly skilled people who can add value to an organization and support its goals.The role of HRM or Human Resouce Management is to stramline the company's tasks and also to help your organization grow.

Their primary role is to maximize the employee performance. This department has both operative and managerial functions.Think of HRM as a strategic main approach to managing your employees. This term covers all the activities related to the management of an Organizations human capital.

OBJECTIVES OF THE PROJECT

- Error free generation of paybill and electronic transfer of pay bill to treasury.

- To derive Cadre management information for planning by the heads of departments or Ministries.

- To create and maintain a database of all Innovalley employees.

- To get a consistent and unified picture of the individual employee data.

- Data processing and projection/budgeting of employee related salary expenses.

- To maintain Service Registers of all Innovalley employees in an electronic application form

- To improve the productivity and effeciency of Innovalley Services Pvt.Ltd

- To take care of the two main functions Service Records Maintainance and Payroll generation of the employee

HRM System Advantages

- Centrally controlled application leading to uniform implementation of rules and procedures.

- Increase in DA nad other allowance are handled centrally, reaching benifit at the same time to all the employees.

- Implementation of pay commission recommendations made very easy.

- Enables budgeting and forward planning leading to saving of huge time and cost.

- Interface with Treasury department for quick distribution of salary.

- Employee history maintainance.

- Improves productivity and effeciency for day to day management.

# Application Technical Details

➢ PHP
➢ AJAX
➢ MySQL
➢ Crystal Reports
➢ HTML reports
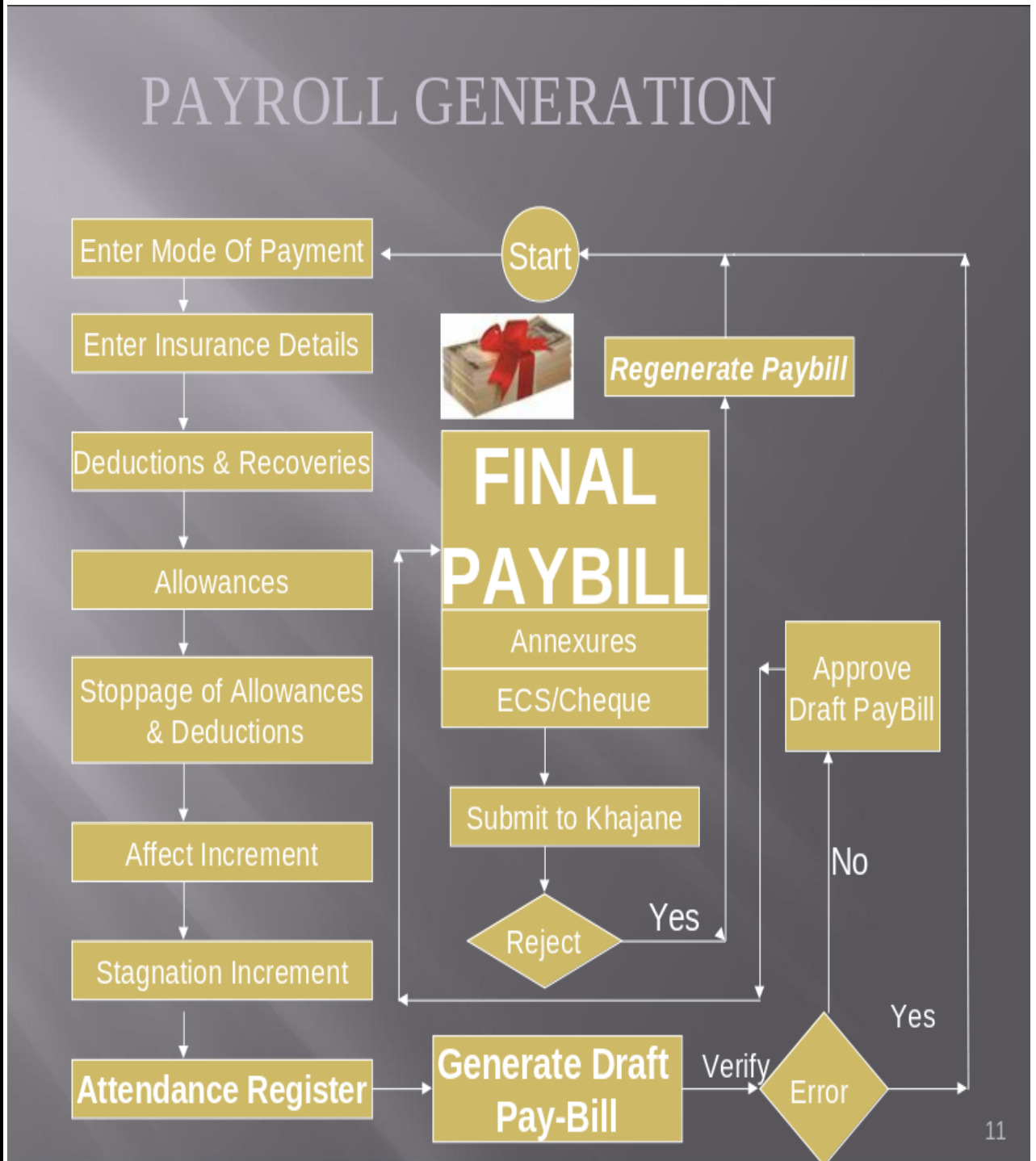➢ Reports available in Excel formats

Major Modules

◆ PayRoll
◆ Service Register
◆ Promotion
◆ Disciplinary Actions
◆ Complaint Monitoring System

PayRoll:

The PayRoll modules automate the pay process by gathering data on employee time and attendance, calaculating various deductions and taxes, and generating periodic paybills and annexure reports. In Innovalley the Paybill is then submitted to the Treasury for payments.
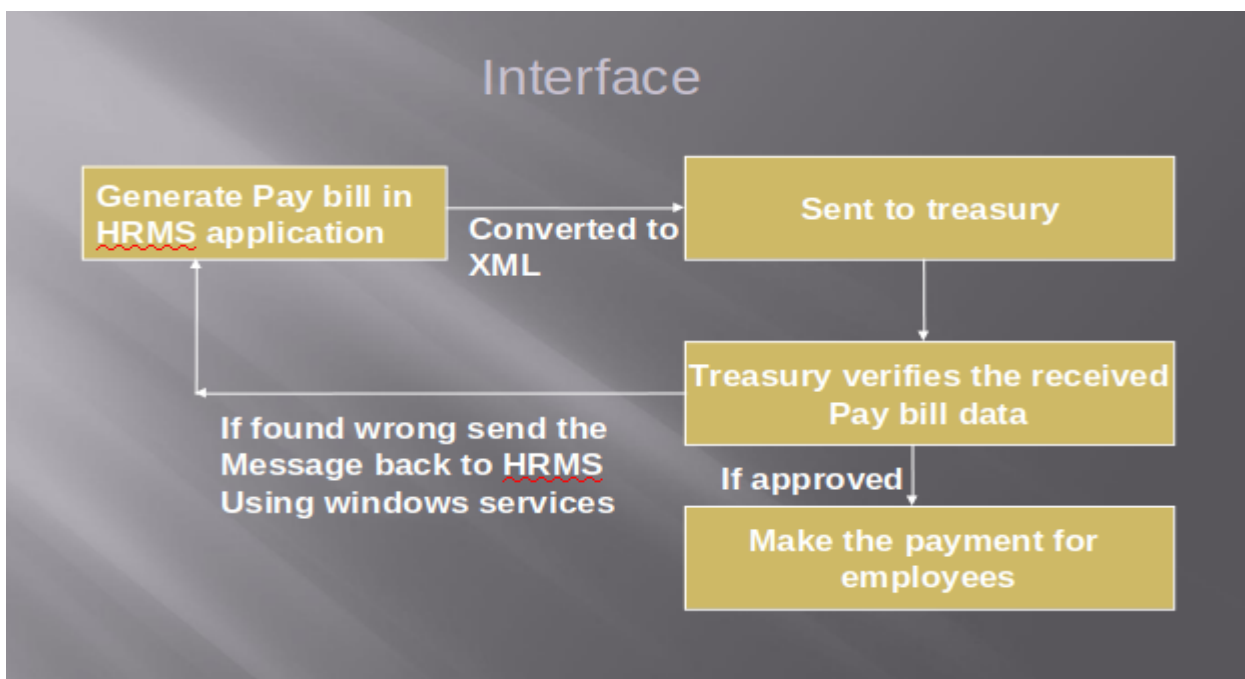
- ➔ This payroll Generation includes whole payment process. Proper management is the key to ensuring your employees are paid on time and your legal obligations are met.
- ➔ There are several steps included in the payroll generation of the paybills that make very accurate payment to the employees in a safe mode.
- ➔ By PayBill Generation Process we can accurately provide the salaries to the employee including all money and within time without any delay.

PAYROLL GENERATION

Enter Mode Of Payment

Enter Insurance Details

Deductions & Recoveries

Allowances

Stoppage of Allowances & Deductions

Affect Increment

Stagnation Increment

Attendance Register

Start

Regenerate Paybill

FINAL PAYBILL

Annexures

ECS/Cheque

Submit to Khajane

Reject — Yes

Approve Draft PayBill

No

Generate Draft Pay-Bill — Verify — Error

Yes

11

Service Register Module:

i. The SR (Service Record) or personal Detail module is a component covering all other HR aspects.
ii. The syatem records basic
   - Demographic and address data

   - Training and development

   - Capabilities and skills management records and

   - Other related activities viz(leave,transfer,promotion etc).

Security Features in HRMS

- Username and encrypted password

- Biometric Finger Print Authentication*

- Smart Card (Digital Signature Certificate)*

- Mac id comparision

CHALLENGES

- Collection of all employee service register and payroll data.

- Training
  Handling of large database and to provide good response time for various concurrent users at the same time.

- Processing of high volume of transaction within stipulated time period.

- Streamlining and standaradizing the applications to suit the complicated rules and procedures

- To recruite and select a fitting job person on the recruitment process which they will meet the needs of the performance skills.

Implementation Approach

- Trainers training

- Users Training

- Data Migration

- Pilot Run

- User Feedback

- Incorporation of Feedback

- Release of next Version

- Final Rollout

Features of HRM

Human Resource Management System as a discipline includes the followinf features:

- ➢ It helps Employees develop and groom their potential completely.

- ➢ It motivates employees to give their best to the company.

- ➢ It is all about people at work, as individuals as well as in groups.

- ➢ It tries to put people on assigned tasks in order to have good production or results.

- ➢ It helps a company to achieve its goals in the future by facilitating work for component and well-motivated employees.

- ➢ It is pervasive in nature, as it present in all industries.

- ➢ It focues on outcomes and not on rules.

- ➢ It approaches to build and maintain cordial relationship among people working at various levels in the company.

- ➢ It helps in internal and external recruitment.

- ➢ It helps in employee performance assessment, onboarding and employee trainings.

➢ It mainly focuses on organization development and also career development.

➢ It is both people oriented and individual oriented.

➢ It involves A staff function, comprehensive function, continuous function, challenging function and pervasive function.

➢ It is totally a development oriented.

Need of HRMS

The scope of the research is very vast; however the total time period available was very limited for the purpose of the study observation, analysis and conclusion. Second important thing is on account of ethical and moral obligation of a manager disclosure of all pertained and particular policies has got limitation because of his this very positional accountability and also a responsibility,Studying "organization effectiveness of through Human Resource Management" of the employee   as specialized subject restrict a training, recruitment and selection, job analysis, performance appraisal for entering into Human Resources Management of these different parameter as well as view of the company.

The finding of the study can be refried to as a reference for entire organizational policies, parameter and particles.Human resource management is a process of bringing people and organizations together so that the goals of each other are met. The role of HR manager is shifting from that of a protector and screener to the role of a planner and change agent.

Personnel directors are the new corporate heroes. The name of the game today in business is personnel. Nowadays it is not possible to show a good financial or operating report unless your personnel relations are in order.

Over the years, highly skilled and knowledge based jobs are increasing while low skilled jobs are decreasing. This calls for future skill mapping through proper HRM initiatives.Indian organizations are also witnessing a change in systems, management cultures and philosophy due to the global alignment of Indian organizations. There is a need for multi skill development. Role of HRM is becoming all the more important

Some of the refernce screens i'm involved in developing the UI given..

- **Admin Home Page:**

HTML code:
we done this using forms attribute
        <form>
              inside we will have the attributes that are in UI screens
        </form>
All the admin,PIM,Leave,Time,Recruitment,Performance using heading attribute
  <h1>admin PIM Leave Time Recruitment Performance </h1>
  <option value="User management"/>User management</option></br>
  <h1> System Users </h1>

  <input type="text" name="Username"/>
  <input type="text" name="User Role"/>
  <input type="text" name="Employee Name"/>
  <input type="text" name="Status"/>

  <input type="serach" name="Search" value="Search"/>
  <input type="Reset" name="Reset" value="Reset"/>

  <input type="Add " name="Add" value="Add"/>

```
<input type="Delete" name="Delete"  value="Delete"/><br/>
<input type="checkbox" name="User Name"/>
<input type="text" name="User Role"/>
<input type="text" name="Employee Name"/>
<input type="text" name="Status"/><br/>
```

CSS code:

```
h1{
      color:orange;
      background-color:white;
      font-size:20px;
}
input [type="Search,Add"]{
      color:green;
}
input [type="Delete"]{
      color:red;
}
```

● Product Information Management(PIM) Page:

| Admin | PIM | Leave | Time | Recruitment | Performance |

| Configuration ▾ | Employee List | Add Employee | Reports |

Employee Information

Employee Name	Id	Employment Status	Include
Type for hints...	Type Employee Id...	All	Current Employees Only
		Supervisor Name	Job Title
		Type for hints...	All
			Sub Unit
			All

Search   Reset

Add   Delete

☐	Id	First (& Middle) Name	Last Name	Job Title	Employment Status	Sub Unit	Supervisor

HTML code:
we done this using forms attribute

```
<form>
        inside we will have the attributes that are in UI screens
</form>
<option value="PIM"/>PIM</option></br>
    <h1>Employee Information</h1><br/>

    <input type="text" name="Employee Name"/>
    <input type="text" name="Id"/>
    <input type="text" name="Employee Status"/>
    <input type="text" name="Supervisor Name"/> <br/>
    <input type="text" name="include"/>
    <input type="text" name="Job Title"/>
    <input type="text" name="Sub Unit"/><br/>

    <input type="serach" name="Search"  value="Search"/>
    <input type="Reset" name="Reset"  value="Reset"/><br/>

    <input type="Add" name="Add"  value="Add"/>
    <input type="Delete" name="Delete"  value="Delete"/><br/>
    <input type="checkbox" name="id"  value="id"/>Id
    <input type="text" name="first (& middle) Name"/>
    <input type="text" name="first (& middle) Name"/>
    <input type="text" name="Last Name"/>
    <input type="text" name="Job Title"/>
    <input type="text" name="Employee Status"/>
    <input type="text" name="Sub unit"/>
    <input type="text" name="Supervisor"/>
```

CSS code:

```
    h1{
         color:orange;
         background-color:white;
         border:solid 1px;
         font-size:20px;
    }
    input [type="Search,Add"]{
         color:green;
          border:solid 1px;
    }
    input [type="Delete"]{
         color:red;
         border:solid 1px;
    }
```

● Recruitment Page:

HTML code:
we done this using forms attribute
                <form>
                      inside we will have the attributes that are in UI screens
               </form>

```
<option  value="Recruitment"/>Recruitmennt</option></br>
   <h1>Candidates Vacancies</h1></br>

   <h1>Candidates</h1></br>
   <input type="text" name="Job Title"/>
   <input type="text" name="Vacancy"/>
   <input type="text" name="Hiring Manager"/>
   <input type="text" name="Status"/></br>

   <input type="text" name="Candidate Name"/>
   <input type="text" name="Keywords"/>
   <input type="date" name=Date of application from" value="yyyy-mm-dd"/>
   <input type="date" name="to" value="yyyy-mm-dd"></br>

   <input type="text" name="method of application"/></br>

   <input type="serach" name="Search"  value="Search"/>
   <input type="Reset" name="Reset"  value="Reset"/><br/>
```

```
<input type="Add" name="Add"  value="Add"/>
<input type="Delete" name="Delete"  value="Delete"/><br/>

<input type="checkbox" name="vacancy"  value="string"/>
<input type="text" name="Candidate"/>
<input type="text" name="Hiring Manager"/>
<input type="text" name="Date of Application"/>
<input type="text" name="Status"/>
<input type="text" name="Resume"/>
```

CSS code:

```
h1{
      color:orange;
      background-color:white;
      border:solid 1px;
      font-size:20px;
}
 input [type="Search,Add"]{
      color:green;
       border:solid 1px;
}
 input [type="Delete"]{
      color:red;
      border:solid 1px;
}
```

● **Performance Page:**

HTML code:

we done this using forms attribute

```
                <form>
                        inside we will have the attributes that are in UI screens
                </form>
<option  value="Performance"/>Performance</option></br>
   <h1>KPI List  Add KPI  copy KPI  Reviews  Add Reviews</h1></br>

   <h1>Search Performance Reviews</h1></br></br>
   <input type="date" name="from" value="yyyy-mm-dd"/>
   <input type="date" name="to" value="yyyy-mm-dd"/>
   <div>
   <input type="text" name="Job Title" value="All"/>
   <input type="text" name="Employee"/>
   </div></br>
    <div>
   <input type="text" name="Sub Division" value="All"/>
   <input type="text" name="Reviewer"/>
   </div></br>

   <input type="serach" name="Search"  value="Search"/>
   <input type="Clear" name="Clear"  value="Clear"/><br/>

   <input type="Add" name="Add"  value="Add"/>
    <input type="Edit" name="Edit"  value="Edit"/>
   <input type="Delete" name="Delete"  value="Delete"/><br/>

   <input type="checkbox" name="Employee" />
   <input type="text" name="Job Title"/>
   <input type="text" name="Review Period"/>
   <input type="text" name="Due Date"/>
   <input type="text" name="Status"/>
   <input type="text" name="Reviewer"/></br>
```

CSS code:

```
    h1{
        color:orange;
        background-color:white;
        border:solid 1px;
        font-size:20px;
    }
   input [type="Search,Add,Edit"]
   {
        color:green;
         border:solid 1px;
    }
```

```
 input [type="Clear"]
{
      color:cyan;
      border: solid 1px;
}
 input [type="Delete"]
{
       color:red;
       border:solid 1px;
}
```

Conclusion

In conclusion I would like to tell that this Human Resource Management Systems has achieved its purpose. It has given a huge lift to the company's operations. The new system has resulted in giving numeric advantages to thecompany in many ways. Accessing and getting data can be done at a single click. Data manipulation has become simpler and the cost factor has been reduced.

It is faster and more efficient processing of data. An HRMS can contribute significantly toward effective resource management in companies, but it is up to the employee and the organization to ensure that the HRMS is utilized effectively. It is to be viewed as a software tool to improve the resource management systems and employee productivity.

References

1) https://www.w3schools.com/html

2) https://www.w3.org/Style/CSS/Overview.en.html

3) https://www.w3schools.com/js/js_functions.asp