PROJECT REPORT

ON

TaskFlow(Task Management System)

SUBMITTED IN PARTIAL FULFILLMENT OF THE
REQUIREMENT FOR SEMESTER III OF

S.E.(Information Technology)

SUBMITTED BY

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UNDER THE GUIDANCE OF

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DEPARTMENT OF INFORMATION TECHNOLOGY
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2022-23

Certificate

This is to certify that project entitled

"Task Flow(Task Management System)"

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In partial fulfillment of degree of BE. (Sem III) in Information Technology for Project is approved.

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Date: / /2022
Place: VESIT, Chembur

College Seal

Declaration

I declare that this written submission represents my ideas in my own words and where others' ideas or words have been included, I have adequately cited and referenced the original sources. I also declare that I have adhered to all principles of academic honesty and integrity and have not misrepresented or fabricated or falsified any idea/data/fact/source in my submission. I understand that any violation of the above will be cause for disciplinary action by the Institute and can also evoke penal action from the sources which have thus not been properly cited or from whom proper permission has not been taken when needed.

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(Signature)

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Abstract

From task planning to managing, task management app helps you log and track every piece of information related to your daily life. The ability to keep track of your tasks, deadlines, meetings, reminders and team responsibilities makes task management app a crucial tool for your daily needs. If any issues arise, it only takes a click to gain insight into the exact source of the problem, take control immediately, and make changes to improve your work flow successfully.Additional features like dashboard and your daily progress and bar graph will help you with see your efficiency over time.

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Chapter 1

Introduction

1.1 Introduction

Earlier the systems were manual where there was no way of properly storing information and employee records were stored manually which lead to errors. There were no proper tracking of employees tasks and records which was very difficult and required a lot of paperwork.There was no administrative system which could handle the tasks so in order we developed a system which will help in managing things and efforts and paperwork will be reduced .Task management is process of monitoring your task from various stages from start to end. This system is easy to use and further can be used to manage the employee data and tasks performed. This system helps in tracking employee records and tasks which were assigned to them.There is an Admin who can add,remove,view,update and save records in a database

1.2 Aim and Objectives

In this world of growing technologies everything has been computerized. With a large number of work opportunities the Human workforce has increased. Thus there is a need for a system which can handle the data of such a large number of Employees in an organization. This project simplifies the task of maintaining records because of its user friendly nature.

Schedule management: Making sure your task gets completed on time is something that has an impact on the overall project health.

Increase employee accountability- 82 percent of people report limited to no ability to successfully hold others accountable, while 91 percent of employees rank accountability highly on a list of their business's development needs. The right software can greatly improve employee accountability through deadlines and clear instructions

Promote collaboration- Easily share ideas and feedback with the rest of your team, report back to team managers, increase the efficiency of staff communication, and decrease unnecessary and counterproductive workplace conflicts

Automatic: Making the existing system fully automatic which will save lots of human resources work. As the current system is, all human resource work is needed to maintain and keep the record and details of every employee under an organization to keep track of every employee in staff working in an organization.

1. Time Attendance Management Without the right tools, keeping track of employee attendance is time consuming and tedious. Any errors can lead to inaccurate

payroll, costing a company thousands of dollars every pay period. Time and attendance management features ensure that payroll reporting is accurate. Time tracking is simplified with employee timesheets, and that data is sent directly to the payroll system. Some software also lets employees access their schedules, view vacation hours, and submit time-off requests. By ensuring your employees get paid on time for the exact hours they worked, you will keep them happy and productive—and minimize the number of instances your managers and HR staff have to deal with time and attendance issues. These features also increase productivity. Employees can quickly and easily log their hours with a click of the mouse, while HR staffers avoid wasting time manually entering data from paper timesheets. Managers are able to track the efficiency of their staff with these systems and identify coaching and development opportunities, as well as quickly see when employees are putting in overtime. Additionally, these apps can track the work hours of remote employees and alert business owners if work hours are being abused. Effectively tracking absenteeism is another benefit of time and attendance features. These tools can alert an employer to unusual absenteeism levels. Manually keeping track of absences can lead to incomplete or inaccurate records, which can make it difficult to determine who is missing work and how often.

2. Employee Database Companies depend on accurate records for the most efficient management of employees, so it's important that all information is accurate. An employee database functions like a digital filing cabinet. It can store employee data that includes name, address, emergency contact information, job title, hire date, salary, and birth date. There are even systems that have the capability to track more detailed information, such as benefits information or time-off details. You can even store custom employee data such as skills, certifications, or even favorite foods in employee databases. An employee database also securely stores your employees' files and mitigates risks posed by traditional paper files. Look for employee management software with specific security measures, such as data encryption and multi-factor authentication, to keep employee information safe.

3. Task Scheduling The idea behind task management is to organize work, be it personal or professional, on a daily basis to make it more streamlined.A good management tool should allow for creating and managing schedules. When work is planned on a daily, weekly or monthly basis, it becomes easier to not only miss out on important tasks but also helps monitor progress. Notifications and reminders make task scheduling even better as they keep you on alert and can save you from overspending much time on a single task.

4. Task Tracking When a number of tasks are scheduled, especially in teams, keeping track of all the tasks done can prove a struggle. In order to make this process easier, it is wise to adopt a tool that can help you trace exactly which activities are started, in progress and done with.With properly defined tasks in terms of team members they are assigned to, the project they fall under, and their urgency level, you can get the added benefit of searching and filtering out tasks using any of the criteria. When you can track tasks, you can make task and project planning easier while saving time on the unnecessary recreation of tasks.

5. Reporting and Visualization A part of task management is to monitor and observe task progress. This is needed to regulate the flow of tasks so as to avoid missing deadlines and making task progress more effectively. A good software should be able to provide functionalities that help easily monitor as well as report progress for tasks.

1.3   Scope of Project

Project Leaders : Stay up to date on how free or busy your team members are, and delegate work accordingly.

Teams : Task management for teams helps with delegation of tasks within a team, coordinating team members to work productively towards a common goal.

Task management : Get instant updates and notifications on all work completed by your team members.

1.4   Contribution

We searched and referred few pre-existing systems based on similar ideas we found that these projects were focused on single ideas like managing employee data or assigning tasks,etc. We tried to combine all the features of the existing systems in one and implemented our own one stop solution that can ease the overall process of an office administration. The future scalability of this project is also huge Admin can also promote the employees and manage their salary according to their efficiency and many other things.

Chapter 2

Literature Survey

2.1 Introduction

The main aim is to make a secure and automated system which will keep the Employee Records of an organization secure and safe.

Also it can do the following jobs automatically with the help of admin of the company Adding New Employee data,Updating the Data of Previous Employee,Deleting Employee data,Searching of Particular Employee Record based on Employee ID,Assigning the task this are the problems which are solved using the code which is Implemented in JAVA. Our goal is make the overall management of the tasks of an Administrator of an Organization much easier and hassle free.

2.2 Problem Definition

The problem definition for designing the system is to Maintain data of employees, to make controlling Employees easy, to divide jobs and access control of Employees, to use technology for accurate and timely Processing by fully privacy and full authority access. The Objective of the project is to set up an employee information System about status of employee and attendance of employees and monthly salary process and delivery. To Eliminate or reduce as much as possible the hardships of Existing systems and avoid errors while entering data. In Existing method employee management is maintaining records; it's a manual process.

Chapter 3

Design Implementation

3.1   Proposed System

Architecture/Framework Design Of the Proposed System   In this Project,We have built a simple desktop application which is controlled entirely by the Administrator of an Organization and the input data is also taken from the Administrator and is stored in the database. This Data can further be retrieved,updated and deleted as per the requirements.

   Algorithm and Process Design

   The Project starts with the Administrator Login page whereby entering the correct Username and Password allows them to access the system.After Successful login we are redirected to the main Homepage where all the required functionalities are displayed and can be accessed one-by-one. The Administrator can manage all the Employee records and perform actions like Add,Delete,Update or retrieve information.The Administrator can also assign individual tasks and keep track and progress of all the ongoing assigned tasks to employees of a department and also schedule meetings or events for individual departments. The Administrator can also keep a track of day-to-day activities happening in the Organization.

3.2   Requirement Gathering and Analysis

Limitation Existing System or Research Gap
- Needs extra manual effort.
- Inadequate Data storage and management.
- In existing system is standalone process normal
- Employees cannot track their employee status.
- Less Accuracy Danger of losing some files.
- Certain required report is not available Time-Consuming process

   Analysis of the system

   Our project deals with the management of setting up an Employee Information System. This project is designed to keep in view the day-to-day problems faced by the organisation. Deployment of this application will reduce unnecessary wastage of time and serve the right purpose in achieving the desired requirements of the whole organization.

3.3 Hardware Requirement

: Windows 8/8.1/10/11 (64-bit)
   CPU: Intel Core i5-8400 3.0 GHz or better
   Memory: 8 GB or Higher RAM
   Free storage: 15 GB or Higher (SSD is strongly recommended)

3.4 Software Requirement

Netbeans IDE
   JDK 17
   Mysql command client
   JDBC 8.0.30 Driver Connector
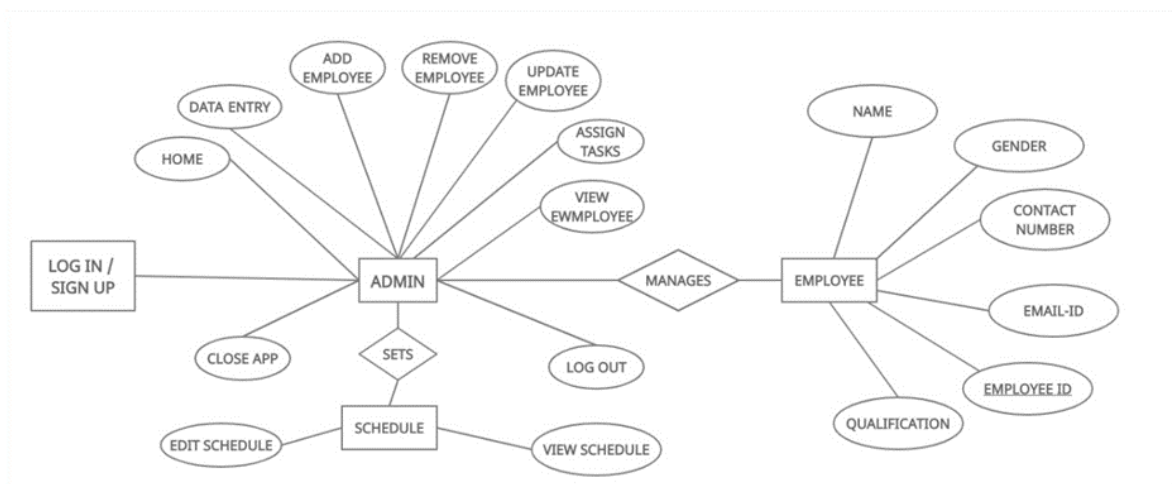
3.5 UML Diagrams

3.5.1 Block Diagram
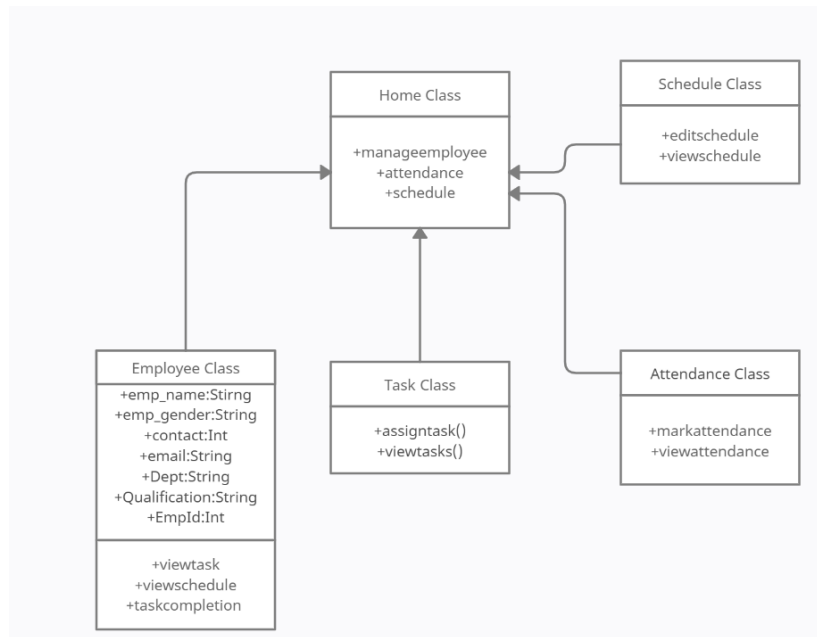

Figure 3.1: Block Diagram

3.5.2 Class diagram
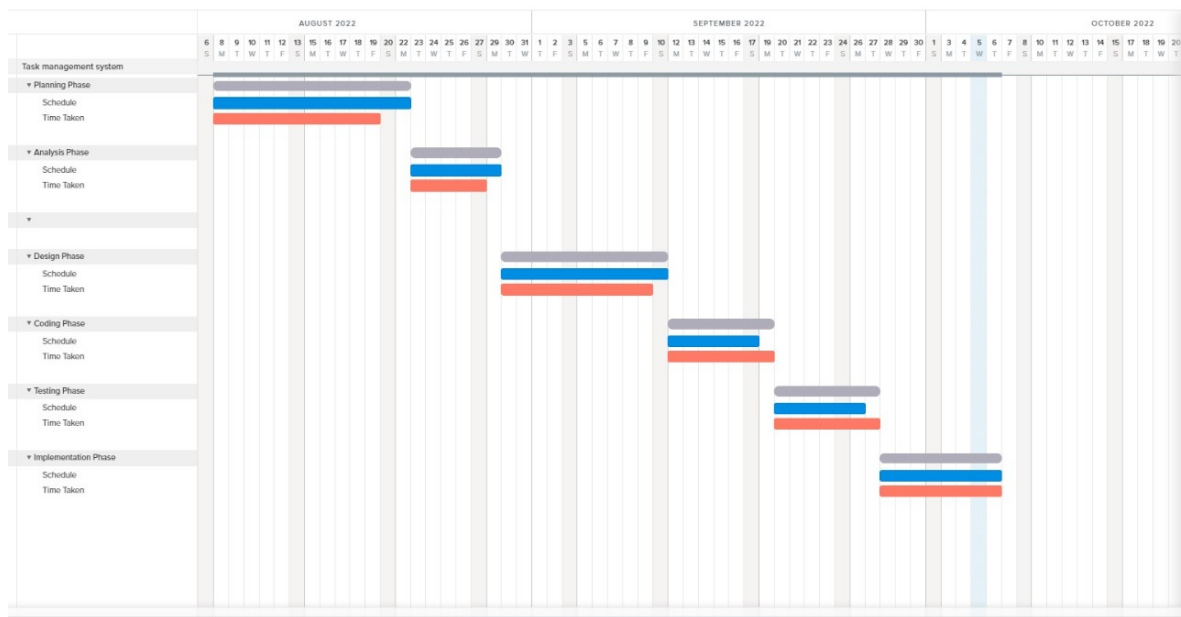
Figure 3.2: Class Diagram

3.5.3 Timeline Chart

Figure 3.3: Timeline Chart

3.6 Algorithm

Algorithm 1-Start

2-Admin Login Page

3-if(Username==Admin Password==admin) login successful new Home() else Invalid Username or Password

4-Manage Employee -addemp -removeemp -updateeemp -viewemp -Assign Task

5-Schedule -New Schedule -View Schedule

6-Attendance -Mark Employee Attendance -View Employee Attendance

7-Logout

8-Close App

Chapter 4

Results and Discussion

4.1　Code

```
private void jMenuItem2ActionPerformed(java.awt.event.ActionEvent evt) {
        // TODO add your handling code here:
         new AddEmp().setVisible(true);
    }
    private void jMenu6MouseClicked(java.awt.event.MouseEvent evt) {
        // TODO add your handling code here:
         int a=JOptionPane.showConfirmDialog(null,"Do you really want to

        if(a==0)
        {
            setVisible(false);
            new Login().setVisible(true);
        }
    }
    private void jMenu7MouseClicked(java.awt.event.MouseEvent evt) {
        // TODO add your handling code here:
        int a=JOptionPane.showConfirmDialog(null,"Do you really want to

        if(a==0)
        {
            System.exit(0);
        }
    }
    private void jMenuItem1ActionPerformed(java.awt.event.ActionEvent ev
        // TODO add your handling code here:
         new RemoveEmp().setVisible(true);
    }
    private void jMenuItem3ActionPerformed(java.awt.event.ActionEvent ev
        // TODO add your handling code here:
         new UpdateEmp().setVisible(true);
    }
    private void jMenuItem4ActionPerformed(java.awt.event.ActionEvent ev
        // TODO add your handling code here:
```

```java
        new ViewEmp().setVisible(true);
    }
    private void jMenuItem5ActionPerformed(java.awt.event.ActionEvent ev
        // TODO add your handling code here:
        new AssignTask().setVisible(true);
    }
    private void jMenuItem6ActionPerformed(java.awt.event.ActionEvent evt
        // TODO add your handling code here:
        new EditSchedule().setVisible(true);
    }
    private void formComponentShown(java.awt.event.ComponentEvent evt)
        // TODO add your handling code here:
        try
        {
        Connection con = ConnectionProvider.getCon();
        Statement st = con.createStatement();
        ResultSet rs = st.executeQuery("select * from tasks");
        jTable1.setModel(DbUtils.resultSetToTableModel(rs));
        }
        catch(Exception e)
        {
            JOptionPane.showMessageDialog(null,e);
        }
    }
    private void jMenuItem7ActionPerformed(java.awt.event.ActionEvent evt
        // TODO add your handling code here:
        new ViewSchedule().setVisible(true);
    }
    private void jMenuItem8ActionPerformed(java.awt.event.ActionEvent ev
        // TODO add your handling code here:
        new Data().setVisible(true);
    }
    private void jMenuItem7ActionPerformed(java.awt.event.ActionEvent evt
        // TODO add your handling code here:
        new ViewSchedule().setVisible(true);
    }
    private void jMenuItem9ActionPerformed(java.awt.event.ActionEvent evt
        // TODO add your handling code here:
        new ViewData().setVisible(true);
    }
    private void jMenu1MouseClicked(java.awt.event.MouseEvent evt) {
        // TODO add your handling code here:
        new Home2().setVisible(true);
    }

package tsm.project;

import javax.swing.*;
```

```java
public class userlogin extends javax.swing.JFrame {
public userlogin() {
    initComponents();
}
private void jButton1ActionPerformed(java.awt.event.ActionEvent evt)
    // TODO add your handling code here:
      if(jTextField1.getText().equals("Employee") && jPasswordField1.
    {
        setVisible(false);
        new userhomepage().setVisible(true);
    }
    else
        JOptionPane.showMessageDialog(null,"Invalid Password or Usern
}

private void jButton2ActionPerformed(java.awt.event.ActionEvent evt)
    // TODO add your handling code here:
    int a=JOptionPane.showConfirmDialog(null,"Do you really want to o
    if(a==0)
    {
        System.exit(0);
    }
}
private void jButton1ActionPerformed(java.awt.event.ActionEvent evt)
    // TODO add your handling code here:
      if(jTextField1.getText().equals("Employee") && jPasswordField1.
    {
        setVisible(false);
        new userhomepage().setVisible(true);
    }
    else
        JOptionPane.showMessageDialog(null,"Invalid Password or Usern
}
private void jButton2ActionPerformed(java.awt.event.ActionEvent evt)
    // TODO add your handling code here:
    int a=JOptionPane.showConfirmDialog(null,"Do you really want to o
    if(a==0)
    {
        System.exit(0);
    }
}
public static void main(String args[]) {
java.awt.EventQueue.invokeLater(new Runnable() {
        public void run() {
            new userlogin().setVisible(true);
        }
    });
}
```

4.2 Software Results
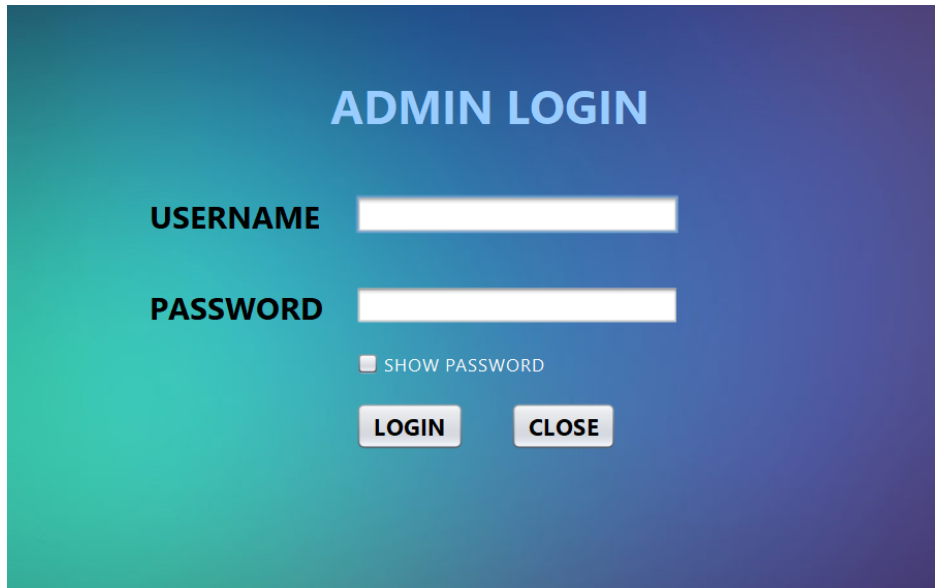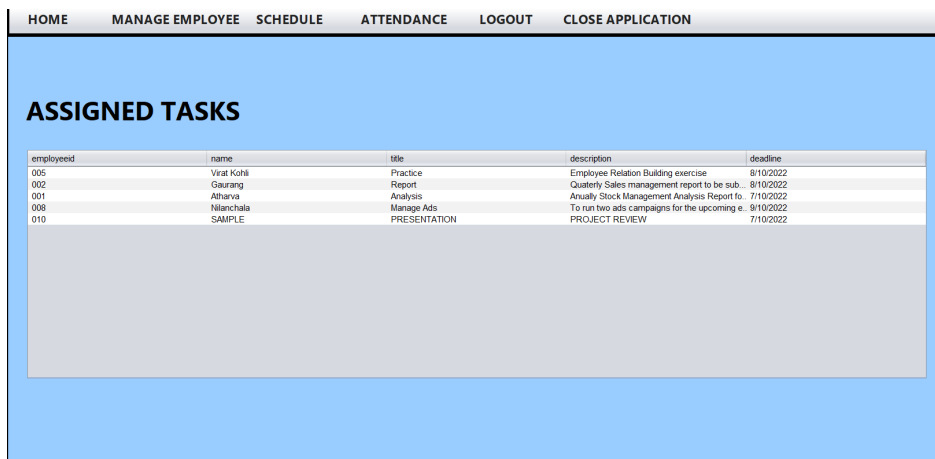
Figure 4.1: admin login page

Figure 4.2: home page

Figure 4.3: add employee

Figure 4.4: delete employee

4.3   Testing Results

Figure 4.5: update employee

Figure 4.6: assign task

Figure 4.7: view employee details

Figure 4.8: add new employee details data

Figure 4.9: update employee details data

Figure 4.10: assign tasks to employee data

VIEW SCHEDULE

description	date	dept	time
Event to bid Farewell to our VP	8/10/2022	IT	
Company Board Meeting	20/10/22	IT	11:00am
Annual Meet and Greet	27/10/22	ALL DEPTS	5:00pm
Break	28/10/22	ALL DEPTS	1:00pm
trial	02-11-2022	trial	9:00am

CANCEL

Figure 4.11: view schedule

EMPLOYEE ATTENDANCE

EMPLOYEE ID   013   SEARCH

NAME   NAMAN

STATUS   PRESENT

Message

Information Successfully Updated!!

OK

UPDATE   CANCEL

Figure 4.12: mark employee attendance

VIEW EMPLOYEE ATTENDANCE

employeeid	name	status
001	Atharva	Present
002	Gaurang	Absent
003	Nirmala	Present
004	DEV	Absent
005	Virat Kohli	Absent
006	Divesh	Present
007	Usmaan	Present
008	Nilanchala	Present
010	SAMPLE	PRESENT
012	TEST	PRESENT
013	NAMAN	PRESENT

CANCEL

Figure 4.13: employee attendance data

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Figure 4.14: Employee database table

Figure 4.15: Employee attendance database table

Figure 4.16: tasks database table

Figure 4.17: completed tasks database table

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Chapter 5

Conclusion

5.1 Summary

To Conclude our Project titled Task Flow which aims at easing the process of storing records and managing all the Administrative tasks of an organization.The proposed system is successfully implemented and working with all the features mentioned above. This Application provides appropriate functionalities and information to the user thus saving a lot of time and resources. The project is designed keeping an eye on the day-to-day problems of an organization and this application will surely help in reducing them significantly.

5.2 Future Scope

This application can be extended for multiple departments and users accessibility and also payroll management of all the employees working in an organization.It can be a stop solution for all the day-to-day activities that an administration department is supposed to perform.The employees can post a leave notice which will appear on the admin page and they can approve it after a thorough verification.

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