SYNOPSIS

Project Title: EMPLOYEE LEAVE MANAGEMENT SYSTEM
Description of the project:
The Employee Leave Information Management System was designed to automate the employee administration and management and the strategic planning of leaves for employees. This program manages all of the employee records.
Employee Leave Data Management System was developed primarily to handle information about the employee. That serves as an instrument for better management. The key goal of this project is to create an effective web-enabled framework that would be able to simplify workplace knowledge management needs. It is meant to simplify the current manual framework for fast information collection, produce statistical reports and act as a data archive for efficient sharing of information and possible retrieval.

Purpose:
The purpose of this project is to create an online leave management program which is essential to something like an organization or college and maintain the database.

Aims and Objectives:
* To produce a web-based system that allow employees to apply a leave in organizations.

Scope:
The Employee Leave Information Management System was designed to automate the employee administration and management and the strategic planning of leaves for employees. This program manages all of the employee records.

Existing System:
In Existing Everything is messy. Employees has to go department and write a letter n all. This procedure is take too much time.. to overcome from this we are using this system.

Proposed System:
The proposed system is a web based system which can be accessed by customer from anywhere around the world. The proposed system can accept any type of product for rental, this system interface support to the vendors to upload their product image into the system. A Employee directly interacts with Organization and gets necessary information regarding the Leaves. The proposed system accepts an online request from the Employees to Leave for his own purpose. Administration play vital role here. Administrator can able to communicate the Leave information using this system.

Module wise Description:
Registration: The User fills the registration form by giving the personal information and successfully registers with the website.

Login : The user has to enter valid credentials

System Users:
➢ Admin
➢ Employee

Admin Features

- ❖ Admin can also view admin dashboard.
- ❖ Admin can change password after login.
- ❖ Admin can add leave type.
- ❖ Admin can update leave type.
- ❖ Admin can delete leave type.
- ❖ Admin can add departments.
- ❖ Admin can update departments.
- ❖ Admin can delete departments.
- ❖ Admin can add an employee and also update the employee info.
- ❖ Admin can also manage the leave application(approve and not approve).
- ❖ Admin Logout

Employee

- ❖ Employee can Update Profile
- ❖ Employee can apply for leave.
- ❖ Employee can View the leave Status
- ❖ Forget Password Recovery
- ❖ Update Password
- ❖ Employee Logout

Authentication: Authentication is nothing but providing security to the system. Here everyone must enter into the system through login page. The login page will restrict the unauthorized users. A user must provide his credential like user Id and password for log into the system. For that the system maintains data for all users.Whenever a user enters his user id and password, it checks in the database for user existence.If the user exists he can be treated as a valid user. Otherwise the request will throw back.

Hardware and Software Requirements:

Hardware requirements

Processor: Intel Pentium or More

Ram: 512 MB Ram

 Hard Disk: PC with 20GB

Software requirements:

- Operating System Server: Windows XP or later.

- Database Server: MY SQL.

- Tools: WAMP Server, Sublime Text, Web Browser.

- User Interface: HTML, CSS and JavaScript.

- Backend: PHP.