**INTRODUCTION**

* 1. **PURPOSE:**

This Document includes software requirements for the **Employee payroll and Task Management System.** Employee attendance, Payroll accounting, Task Management, Salary calculations, etc are the main objectives of this web application. In this application Administrator creates branches and he assign Branch manager in each branch. Branch manager will add employees to his branch and he assign tasks to his employees. Administrator is the main user of this web application and Branch manager will manage employee records.

* 1. **SCOPE:**

Our project **Employee payroll and Task Management System** is an online application we create a website to check No. of employees in each branch, Employees records, Tasks and time frame, attendance records, salary details, etc.

The employees can submit their attendance, and the managers can check employee attendance and his task details, etc. Also Branch Manager can calculate and disburse salary to his employees.

* 1. **DEFINATIONS, ACRONYMS AND ABBREVIATIONS:**

|  |  |
| --- | --- |
| SRS | Software Requirements System. |
| OS | operating System |
| PHP | Front end and programming language,  PHP: Hypertext preprocessor |
| GUI | Graphical User Interface |
| PC | Personal Computer |
| MB | Mega Bytes |
| RAM | Random Access Memory |
| MySQL | Backend or project database |

* 1. **REFERENCES:**
* Website : [www.w3schools.com](http://www.w3schools.com)
* Website: www.php.net
* Books: Learning PHP & MySQL: Step-by-Step Guide to Creating Database-Driven Web Sites by Mr. Michele Davis, Jon Phillips
  1. **OVERVIEW:**

This SRS will allow for a complete understanding of what is to be expected of the **Employee payroll and Task Management System** to be constructed. The clear understanding of the **Employee payroll and Task Management System** and its functionality will allow for end users and will be used for the development of the future stages of the project. This system helps us to manage all the transactions and employee information in an easily sorted manner.

**2. OVERALL DESCRIPTION**

* 1. **PRODUCT PERSPECTIVE:**

The product will be developed completely independent and dynamic website. Only administrator, Branch manager and Employees can access this website by entering login id and password.

This application stores all the information in the database which can be retrieved whenever needed and all the validations are performed during the entry of the data by the user thus ensuring that the user can not enter any wrong data which could cause problem later.

* 1. **PRODUCT FUNCTION:**

In this project administrator adds Branch manager records and he upload tasks to each branch. Branch manager create a team to assign tasks to his employees and also he will set time frame for the project. Daily employee submits attendance by entering Login Time and Logout time.

After completion of project work employee sends documentation, project work to branch manager. Chat option is implemented to communicate with co-workers, branch manager, and administrator.

* 1. **USER CHARACTERISTICS:**
* **Administrator**: The administrator is a super user and he has complete control over all activities the can be performed. The administrator can view Branch details, Employee details, task details, salary details, etc.
* **Brach Manager:** The branch manager who handles employees and he assign tasks to his employees.
* **Employees**: Employees are the co-workers and they will complete the task given by the branch manager.
  1. **GENERAL CONSTRAINTS:**
* There is no maintainability of back up so availability will get affected.
* Limited to HTTP/HTTPS.
* Real-life credit card validation and Banking system is not implemented.
* No multilingual support
  1. **ASSUMPTIONS AND DEPENDENCIES:**
* The code should be free with compilation errors/syntax errors.
* The product must have an interface which is simple enough to understand.
* All necessary hardware and software are available for implementing and use of the tool.
* The proposed system would be designed, developed and implemented based on the software requirements specifications document.
* End users should have basic knowledge of computer and we also assure that the users will be given software training documentation and reference material.
* The system is not required to save generated reports.
* Administrator is created in the system already.

**3. SPECIFIC REQUIREMENTS:**

**3.1 EXTERNAL INTERFACE REQUIREMENTS:**

The interface should be simple and easy to understand and use. It should also be an interactive interface.

* + 1. **USER INTERFACES:**
* The software provides good GUI for the front end which is self explanatory.
* The system contains convenient web pages, dropdown menus and options.
* The developer will have to study the designing of the product.
* Client gets the warnings with necessary assistance from the application.
  + 1. **HARDWARE INTERFACES:**

**Processor :** Dual core and above

**RAM :** 1 GB and above

**Hard Disk Utilization :** 40 GB and above

**Input Devices :** Mouse, Keyboard, etc

**Output Devices :** Monitor, Printer, etc

* + 1. **SOFTWARE INTERFACES:**

**Software requirements are:**

**Operating System**: Any

**Server:** Xampp Apache Server

**Front-end:**PHP 5.3

**Back-end:**MySQL Server 5.3.1

* 1. **FUNCTIONAL REQUIREMENTS:**

**Home page:** Home page is the first page of the website. Home page contains the information of company and Login page. In this Administrator or Employee can login to the site by entering Login ID and Password.

**Web configuration:** In this page Administrator will configure website settings, Branch details, etc.

**Employees Module:** In this page Administrator will add employee record by entering Employee profile, Experience details, Payroll details, etc. One system creates Employee record Admin will send login information to the employees.

**Projects Module:** In this page admin will add different projects and he will schedule Time frame Start time and End Time for those projects. In this module administrator can send project documents, requirements, he can communicate with employees of the company.

**Task module:** In this module branch manager or supervisor will assign the task to the employees of the company. He will create team and assign task to his team members. Chat option is implemented in this module to communicate with employees and employees can send necessary documents or any information.

**Attendance Module:** In this module employees will submit attendance. Admin or Branch manager will track employee’s attendance report i.e.; Login time, Logout time, No. of attended days, etc.

**Payroll Module:** In this module Administrator or Branch manager will generate monthly salary to its employees. Generate Basic salary, Deduction, PF, Bonus, LOP(Loss of Pay) are the main features of this module.

* 1. **NONFUNCTIONAL REQUIREMENTS:**
     1. **PERFORMANCE:**

Performance requirements define acceptable response times for system functionality.

* The load time for user interface screens shall take no longer than five seconds.
* The log in information shall be verified within five seconds.
* Queries shall return results within five seconds.
  + 1. **RELIABILITY:**
* Good validations for user inputs will be done.
* Avoid incorrect storage of records.
  + 1. **SECURITY :**
* Encrypted Password.
* Administrator has more rights than the sub user.
  + 1. **PORTABILITY:**
* This Website opens in any personal computer supporting windows, Linux, Unit operating system.
  + 1. **FLEXIBILITY:**
* The system keeps on updating the data according to the transactions that takes place.
  + 1. **MAINTAINABILITY:**
* During maintenance stage, the SRS can be referred for the validation.
  + 1. **TIMELINESS:**
* The system carries out all the operations with consumptions of very less time.
  1. **DESIGN CONSTRAINTS :**
* This system includes an web application and it runs in any Platform (Windows, Linux, Unix, etc).
* The system shall be developed using PHP and MySQL server database.
* System must have Windows OS installed on it.
* Database is secured by password.

**4. OTHER REQUIREMENTS:**

NONE