

FACULTY PERFORMANCE TRACKER

A PROJECT REPORT

ABSTRACT

The idea of the "Faculty Performance Tracker" initiative is to enhance the administration and evaluation of college faculty activities. To facilitate effective work assignment and monitoring, this web-based system will provide several access levels for faculty members, junior assistants, and heads of departments (HODs). One of the most significant aspects is that HODs can use the tokenizing process to assign assignments, monitor or track their progress, and determine faculty availability. A thorough point-based assessment system will also be implemented by the platform to measure faculty contributions in teaching, counselling, and administrative duties. The project intends to improve teacher performance monitoring efficiency, accountability, and transparency by digitizing these procedures. Simplified processes, less administrative work, and a more credible representation of faculty achievements are among the anticipated results.

CONTENTS

	Page No
List of Abbreviations	1
List of Tables	2
List of Figures	3
1. Introduction	4
1.1. Identification of seriousness of the problem	5
1.2. Problem definition	5
1.3. Objective	6
1.4. Existing models	6
2. Literature Survey	7
3. Theoretical Background	9
3.1. Faculty Performance and Workload Management	9
3.1.1. Definition of Faculty Workload	9
3.1.2. Why Machine Learning	9
3.1.2 How It Impacts Productivity	9
3.1.3 Faculty responsibilities	9
3.2 Traditional Methods of Faculty Performance Evaluation	10
3.2.1 Manual evaluation methods	10
3.2.2 Inefficiencies in traditional tracking	11
3.3 Need for a Digital Performance Tracking System	11
3.3.1 How Automation Improves Transparency and Efficiency	11
3.3.2 Benefits of a Structured Evaluation System	11
3.4 Web-Based Performance Tracking Systems	12
3.4.1 Role of Web Applications in Academic Management	12
3.4.2 Comparison with Other Digital Tracking Methods	12
3.5 Technologies Used	13
3.5.1 Frontend Technologies	13
3.5.2 Backend Technologies	13
3.5.3 Database Management	14
3.5.4 Hosting Environment	14
3.5.5 Authentication & Security Measures	14
4. Approach Description	15
4.1 Approach Flow	15
5. Database Schema and EER Diagram	17
5.1 Database Schema	17
5.1.1 Key tables in database schema	17
5.2 Enhanced Entity-Relationship (EER) Diagram	20
5.2.1 Key Entities	20
5.2.2 Relationships	21
6. System Functionality & Features	23
6.1 User Interaction with the System	23

6.1.1 User Authentication and Role-Based Login	23
6.1.2 Faculty Work Update	23
6.1.3 Task Assignment and Management	25
6.1.4 Faculty Reports	26
6.1.5 Departmental Performance Reports for HODs	27
6.1.6 Faculty Management by Junior Assistants	28
6.1.7 Higher Authority Dashboard for Institutional Monitoring	29
6.2 Automation in Performance Tracking	30
6.2.1 Automated Work Data Collection	30
6.2.2 Auto-Generated Reports	30
6.2.3 Task Progress Automation	30
6.2.4 Role-Based Access and Security Measures	30
7. Implementation And Deployment	31
7.1 Frontend Development	31
7.2 Backend Development	31
7.3 Database Integration	31
7.4 Testing Strategies	31
7.5 Deployment and Hosting	31
8. Results And Conclusions	32
8.1 Results	32
8.2 Output	33
8.3 Conclusion	34
References	35
Appendix: A – Backend Tools used	36
XAMPP	36
Apache Tomcat	36
Java	36
MySQL	37
APPENDIX: B – System Interface and User Navigation	38
Home Pages	38
Profile Page	39
Task Page	40

List of Abbreviations

HOD	- Head of the Department
HTML	- HyperText Markup Language
CSS	- Cascading Style Sheets
JS	- Java script
RDBMS	- relational database management system
RBAC	- Role-Based Access Control
ERP	- Enterprise Resource Planning
LMS	- Learning Management Systems
SQL	- Structured Query Language
IDE	- Integrated Development Environment
EER	- Entity-Relationship

List of Figures

Figure 1.1	: Faculty Workload Distribution
Figure 3.1	: Faculty Working Chart
Figure 5.1	: Database schema
Figure 5.2	: EER Diagram
Figure 6.1	: Login Page
Figure 6.2	: Work Update Page – General work
Figure 6.3	: Work Update Page – Examination
Figure 6.4	: HOD Page – Task assignment
Figure 6.5	: HOD Page – Task status
Figure 6.6	: Faculty Reports Page
Figure 6.7	: Faculty Reports Expanded
Figure 6.8	: HOD Reports Page
Figure 6.9	: Junior Assistant Add Faculty Page
Figure 6.10	: Junior Assistant Delete Faculty Page
Figure 6.11	: Junior Assistant Update Faculty Page
Figure 6.12	: Higher Authority Reports Page
Figure 8.1	: Performance charts

List of Tables

Table 6.1 : Classification of Faculty work

CHAPTER 1

INTRODUCTION

Faculty members are the backbone of any educational institution, playing a crucial role in shaping student careers and contributing to academic growth. Their responsibilities extend beyond teaching, encompassing counseling, research, administrative tasks, and extracurricular activities. However, balancing these diverse duties while maintaining efficiency and quality is a constant challenge.

In modern educational environments, faculty members often face increasing workloads, performance expectations, and administrative responsibilities. As institutions strive to enhance academic standards, faculty must manage multiple tasks, including preparing lectures, guiding students, participating in research, handling examinations, and fulfilling institutional duties. The absence of a structured mechanism to track and evaluate their work fairly often leads to overburdening, inefficiencies, and a lack of recognition for their contributions.

Without an effective performance tracking system, faculty members may experience workload imbalances, where some are assigned excessive responsibilities while others may have fewer tasks. Additionally, manual tracking methods and subjective evaluations make it difficult to assess faculty performance accurately, impacting their career progression, rewards, and overall job satisfaction.

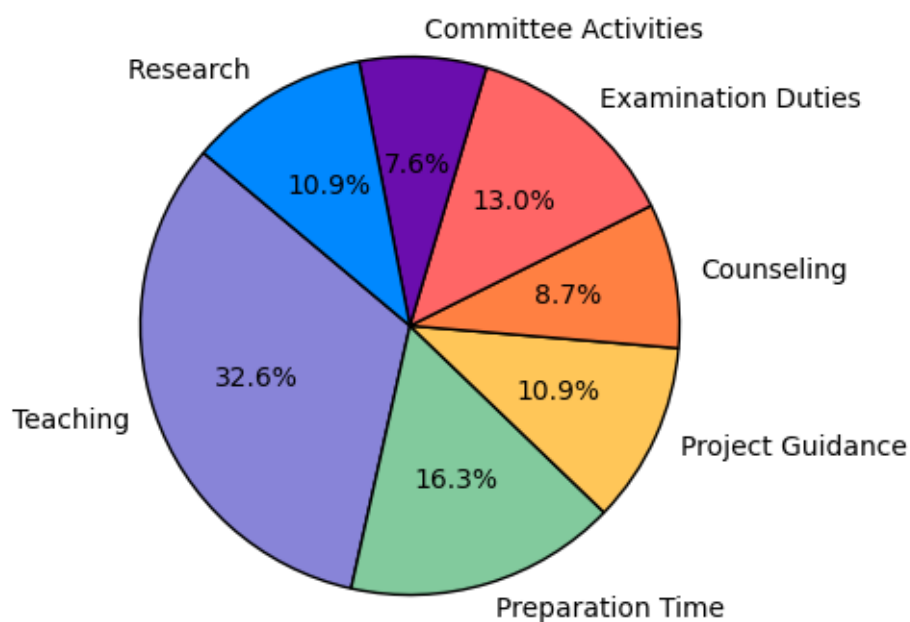


Figure 1.1: Faculty Workload Distribution

To better understand faculty workload distribution, a pie chart has been provided, illustrating the proportion of time allocated to various responsibilities such as teaching, research, administrative work, counseling, and extracurricular activities. The chart highlights how faculty members must balance multiple roles while ensuring effective academic delivery. It also emphasizes the need for a structured performance tracking system that can fairly assess faculty contributions and ensure an equitable distribution of workload.

As educational institutions continue to evolve, there is a growing need for an automated, data-driven approach to faculty performance tracking. A well-structured system can bring transparency, efficiency, and fairness to faculty assessment, ultimately contributing to institutional excellence and improved academic outcomes.

1.1 Identification of seriousness of the problem

Faculty members in educational institutions are responsible for multiple tasks, including teaching, research, counseling, and administrative work. However, managing these responsibilities effectively is challenging due to the increasing complexity of academic requirements. Many faculty members struggle with workload imbalances, leading to stress, inefficiency, and dissatisfaction. Without a structured system to track and assess faculty contributions, institutions face difficulties in ensuring fair workload distribution and performance evaluation.

One major issue is the lack of transparency in workload management. Faculty members often take on multiple roles simultaneously, making it difficult for higher authorities to monitor their contributions accurately. As a result, some faculty members may be overburdened while others have fewer responsibilities. This imbalance not only affects productivity but also impacts the overall quality of education and research.

A structured Faculty Performance Tracker is essential to address these concerns. It provides an organized approach to tracking faculty activities, ensuring that workloads are distributed fairly. With real-time monitoring and data-driven insights, institutions can create a balanced and efficient academic environment where faculty members receive appropriate recognition for their efforts.

1.2 Problem definition

Traditional faculty workload tracking relies on manual reporting, spreadsheets, or paperwork, leading to errors, inconsistencies, and a lack of transparency. Institutions struggle to assess faculty contributions fairly, as self-reported data may be unreliable and incomplete. Research work, counseling hours, and administrative duties often go unnoticed or unaccounted for, impacting evaluations. The absence of an automated system results in inefficiencies and unfair

task distribution. The Faculty Performance Tracker aims to resolve these issues by providing an organized, automated system for accurate workload tracking and performance assessment.

1.3 Objective

The goal of this project is to develop an automated Faculty Performance Tracking system to improve workload management and fair evaluation. This system will ensure efficient monitoring of faculty contributions across teaching, research, and administrative roles. By automating workload distribution and providing real-time insights, it will enhance transparency and efficiency. Institutions will be able to assess faculty performance objectively, ensuring fair recognition and career progression. Ultimately, this system will create a balanced academic environment, reducing workload stress and improving institutional productivity.

1.4 Existing Models

Many institutions still rely on manual methods like spreadsheets or basic ERP systems to track faculty workload, leading to inaccuracies and inefficiencies. These models focus mainly on teaching hours while neglecting research, counseling, and administrative duties. Manual data entry results in inconsistencies, making performance evaluations unreliable. Additionally, subjective performance appraisals often fail to provide a fair assessment of faculty contributions. The Faculty Performance Tracker overcomes these limitations by offering an automated, structured, and real-time tracking system, ensuring fair workload distribution and data-driven decision-making.

CHAPTER 2

LITERATURE REVIEW

Faculty performance and productivity have been extensively studied in higher education research, with various factors influencing their engagement and effectiveness. Research productivity is one of the critical determinants of faculty performance. Studies have identified institutional support, funding availability, and personal motivation as key contributors to research productivity [1]. Faculty members who receive adequate institutional support and research grants tend to have higher output, as financial stability allows them to focus more on scholarly work rather than administrative burdens.

Another crucial factor affecting faculty engagement is the balance between teaching and research responsibilities. While some scholars argue that research productivity enhances teaching quality, others suggest that excessive research commitments may detract from instructional effectiveness [9]. The relationship between research and teaching has been a subject of debate, with some findings indicating that faculty members who actively engage in research produce better learning outcomes for students due to their up-to-date knowledge and critical thinking skills [9]. However, workload imbalances can lead to burnout, ultimately impacting overall performance [6].

Faculty workload management plays a significant role in maintaining efficiency in academic institutions. Studies have emphasized the need for structured workload allocation to ensure that faculty members are neither overburdened nor underutilized [6]. Effective workload distribution can improve faculty satisfaction and productivity, enabling them to focus on their responsibilities. Furthermore, workload management is directly linked to faculty retention, as excessive work pressures contribute to job dissatisfaction and higher turnover rates [6].

The influence of institutional ranking on faculty performance has also been analyzed in several studies. Higher education institutions that emphasize performance-based evaluation systems tend to achieve better research outcomes [5]. Performance evaluation frameworks that integrate both qualitative and quantitative metrics provide a holistic assessment of faculty contributions, which can be used to drive improvements in institutional rankings. Additionally, university rankings significantly impact faculty motivation, as institutions with a reputation for excellence attract high-performing educators and researchers [5]. Faculty agency in decision-making has emerged as a critical component in improving work satisfaction and engagement [7]. Studies indicate that faculty members who have greater control over their work schedules, research agendas, and teaching methodologies tend to be more productive and motivated [7]. Moreover,

faculty members with a strong sense of agency are more likely to engage in interdisciplinary collaboration, thereby enriching the research culture within an institution [7].

The effectiveness of performance-based funding policies has been widely debated in the literature. Some scholars argue that such policies drive institutions to prioritize research output, often at the expense of teaching quality [8]. Performance funding mechanisms may encourage institutions to focus on measurable outcomes, such as publication counts and citation indices, rather than the broader educational mission [8]. However, proponents of performance-based funding highlight its potential to enhance accountability and encourage institutions to adopt data-driven decision-making practices [8].

Another area of interest in faculty performance studies is the impact of faculty diversity on institutional effectiveness. Research has shown that institutions with a diverse faculty body tend to perform better in terms of innovation and research output [10]. A multidisciplinary and diverse faculty contributes to a richer academic environment, fostering creativity and knowledge exchange [10]. Furthermore, gender diversity and inclusivity in faculty hiring practices have been linked to improved institutional reputation and student engagement [10].

The relationship between faculty motivation and research performance has also been extensively studied. Motivation theories, such as expectancy theory, suggest that faculty members are more likely to engage in research when they perceive tangible rewards and recognition for their efforts [2].

In addition, the use of technology in faculty workload management has gained attention in recent years. Universities are increasingly leveraging data analytics and digital tools to streamline faculty workload distribution and performance tracking [3]. Advanced data-driven approaches allow institutions to optimize faculty schedules, minimize administrative burdens, and enhance research efficiency [3]. The implementation of technology-driven faculty management systems is expected to play a crucial role in shaping the future of academic institutions.

Overall, faculty performance is a multifaceted issue influenced by institutional policies, workload management, motivation, and research opportunities. Effective strategies for improving faculty performance must consider a balance between teaching and research commitments, equitable workload distribution, and the provision of necessary resources to support academic excellence. The ongoing evolution of higher education policies will continue to shape faculty engagement and productivity, making it an essential area of study for future research.

CHAPTER 3

THEORETICAL BACKGROUND

3.1 Faculty Performance and Workload Management

3.1.1 Definition of Faculty Workload

Faculty workload refers to the total set of academic and administrative responsibilities assigned to faculty members in an institution. It includes teaching hours, research activities, student counseling, and administrative duties. The workload varies based on institutional policies, faculty rank, and departmental needs. A well-structured workload ensures that faculty members can effectively contribute to education, research, and institutional development without excessive stress.

3.1.2 How It Impacts Productivity

Faculty workload directly affects their productivity, influencing teaching quality, research output, and student engagement. An excessive workload can lead to burnout, reduced effectiveness in teaching, and limited time for research. Conversely, a well-balanced workload allows faculty to focus on innovation, improve student interactions, and contribute more effectively to institutional growth. Proper workload management enhances faculty satisfaction, leading to higher academic performance and overall institutional success.

3.1.3 Faculty responsibilities

Faculty members play a crucial role in academic institutions by handling multiple responsibilities that contribute to the overall development of students and the institution. Their primary tasks include teaching, where they deliver lectures, prepare course materials, and conduct assessments. Apart from teaching, faculty members are actively involved in counseling and mentoring students, guiding them academically and professionally. Additionally, they participate in research activities, administrative tasks, examination duties, and institutional development initiatives.

The bar graph presented illustrates the distribution of workload among faculty members in an academic institution. The graph categorizes faculty responsibilities into four primary areas: Teaching, Examination Duties, Research, and Counseling, with their respective workload percentages. From the visualization, it is evident that Teaching constitutes the most significant portion of faculty responsibilities, accounting for 40% of the total workload. This highlights the central role of teaching in academic institutions. Examination-related duties, including invigilation and paper evaluation, contribute to 20% of faculty workload. Research activities, essential for academic growth and institutional development, make up 15% of the workload.

Lastly, Counseling responsibilities, which involve mentoring and guiding students, account for 10% of the total workload.

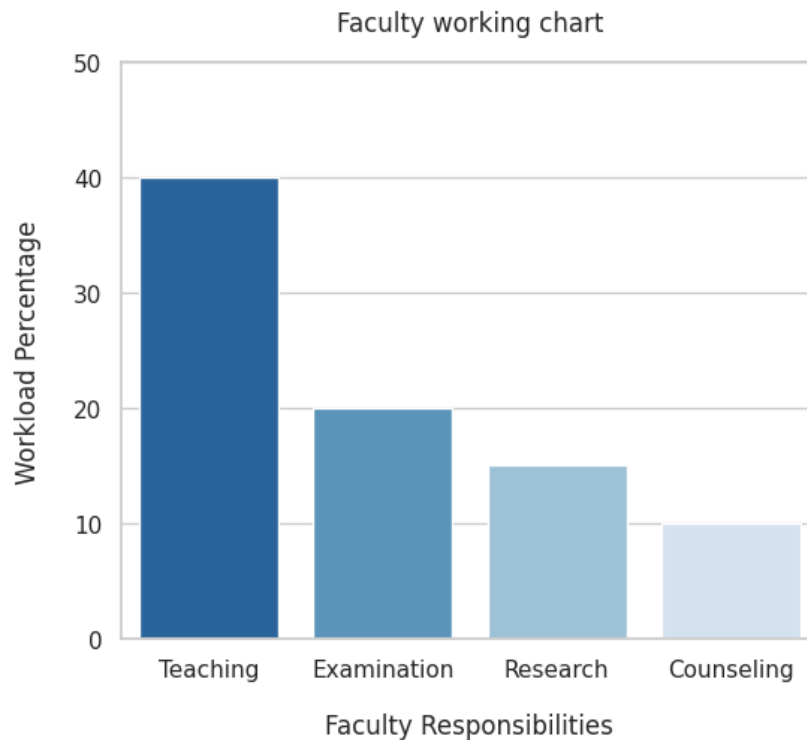


Figure 3.1: Faculty Working Chart

This graphical representation provides an overview of how faculty members allocate their time among various duties. It underscores the necessity of a Faculty Performance Tracker to efficiently monitor and manage workload distribution, ensuring a balanced workload and improving overall academic productivity.

3.2 Traditional Methods of Faculty Performance Evaluation

3.2.1 Manual evaluation methods

Traditionally, faculty performance tracking has been conducted through manual documentation methods, primarily using paper-based records and Excel sheets. In these systems, faculty members record their activities, such as lecture hours, research work, counseling sessions, and administrative duties, on physical documents or digital spreadsheets. These records are then submitted periodically to the respective department heads or institutional authorities for review. Annual performance reports are also commonly prepared, summarizing faculty contributions over a specific period.

While these methods provide a basic structure for tracking faculty workload, they are often cumbersome and inefficient. Paper-based systems require significant storage space and are prone to damage, loss, or misplacement. On the other hand, Excel sheets rely on manual data entry, which increases the risk of human errors, inconsistencies, and duplication of work. The

lack of automation in these systems makes it difficult to track performance trends over time, leading to delays in assessment and decision-making.

3.2.2 Inefficiencies in traditional tracking

Despite being widely used, traditional faculty evaluation methods present several challenges and inefficiencies. One major issue is the time-consuming nature of manual tracking. Faculty members and administrators spend considerable effort in filling, reviewing, and consolidating records instead of focusing on core academic responsibilities. Data retrieval is another challenge, as past records may be scattered across different files or departments, making it difficult to analyze faculty performance over time. Another significant issue is the lack of real-time monitoring. Since updates are made periodically, institutions often work with outdated information, leading to delayed recognition of workload imbalances and inefficiencies. Moreover, traditional methods do not provide insightful analytics, making it challenging to evaluate faculty contributions effectively. Subjectivity in evaluations is another drawback, as assessments are often based on personal judgment rather than data-driven insights, leading to potential bias and inaccuracies in performance reviews.

3.3 Need for a Digital Performance Tracking System

3.3.1 How Automation Improves Transparency and Efficiency

A digital performance tracking system transforms faculty evaluation by automating data collection, organization, and analysis. Unlike manual methods, which require constant human intervention, an automated system records faculty activities in real-time, reducing errors, delays, and redundancies. Faculty members can directly log their teaching hours, research contributions, administrative tasks, and counseling sessions, ensuring that all data is systematically stored and easily accessible.

One of the biggest advantages of automation is transparency. Since records are updated in real time and stored securely, faculty members, department heads, and higher authorities can track performance metrics without discrepancies or bias. This eliminates subjectivity in assessments and ensures fairness in faculty evaluations. Furthermore, automation enhances efficiency by minimizing paperwork, allowing faculty to focus more on academic and research responsibilities rather than administrative documentation.

3.3.2 Benefits of a Structured Evaluation System for Faculty and Administrators

A structured digital evaluation system offers multiple benefits for both faculty members and institutional administrators. For faculty, it provides a clear and organized way to track their contributions, ensuring their efforts are properly recorded and recognized. It also simplifies performance reviews, as faculty can access their records easily without compiling reports

manually. Additionally, the system can provide personalized insights, helping faculty identify areas for improvement or growth.

For administrators, a structured system enables quick decision-making based on real-time data. Instead of manually analyzing spreadsheets or paper files, administrators can generate detailed reports with just a few clicks, making evaluations more data-driven. This improves workload distribution, ensuring that no faculty member is overburdened while others are underutilized. Moreover, a structured system supports long-term planning, as historical data can be used to analyze trends in faculty performance and make informed institutional decisions.

3.4 Web-Based Performance Tracking Systems

3.4.1 Role of Web Applications in Academic Management

In academic institutions, managing faculty performance is a multifaceted process that requires tracking various activities such as teaching, mentoring, research, administrative duties, and institutional service. Traditional approaches often involve manual documentation, spreadsheets, or fragmented systems, making it difficult to consolidate data efficiently. Web-based faculty performance tracking systems provide a centralized platform that automates these processes, ensuring that every faculty member's contributions are accurately recorded and easily accessible.

One of the key advantages of web-based tracking systems is real-time data availability. Faculty members can log their daily tasks, while administrators can monitor workload distribution without delays. This enhances decision-making, allowing institutions to identify underutilized or overburdened faculty members and distribute responsibilities more effectively. Additionally, automated reporting tools generate structured reports, helping institutions evaluate faculty performance objectively during appraisals and accreditation processes.

Another critical aspect is role-based access control. Different stakeholders—such as faculty, department heads, deans, and higher authorities—can access relevant data based on their roles, maintaining data security and confidentiality. Moreover, mobile accessibility allows faculty members to update their records from anywhere, making the system more convenient and user-friendly.

3.4.2 Comparison with Other Digital Tracking Methods

While web-based faculty performance tracking systems focus on faculty workload and evaluation, other academic management tools like Learning Management Systems (LMS) and Enterprise Resource Planning (ERP) systems serve different but complementary purposes.

LMS (Learning Management Systems): Primarily designed for student learning and course management, LMS platforms help faculty organize course materials, conduct assessments, and track student progress. However, they do not provide a comprehensive evaluation of faculty contributions beyond teaching activities.

ERP (Enterprise Resource Planning) Systems: ERP solutions integrate multiple academic and administrative functions, including finance, HR, student management, and faculty data. While they offer faculty-related features, they are often complex, expensive, and not specialized for detailed performance tracking.

Compared to these, web-based faculty performance tracking systems are more focused, lightweight, and tailored to academic institutions' needs. They bridge the gap by providing faculty-specific insights that LMS and ERP systems lack, ensuring that every aspect of faculty contributions is systematically recorded and evaluated.

3.5 Technologies Used

A web-based Faculty Performance Tracker relies on multiple technologies to provide a structured, efficient, and secure platform for managing faculty workload and evaluation. The system is divided into five key components: Frontend, Backend, Database, Hosting, and Security Measures, each contributing to its overall functionality and reliability.

3.5.1 Frontend Technologies

The frontend handles user interactions and ensures a visually appealing and responsive interface for faculty members, administrators, and HODs. The technologies used include:

- ❖ HTML (HyperText Markup Language): Defines the structure and layout of web pages.
- ❖ CSS (Cascading Style Sheets): Enhances aesthetics with styling elements such as colors, fonts, and layouts.
- ❖ JavaScript: Adds interactivity and dynamic functionality, enabling features like form validation, live updates, and navigation.

3.5.2 Backend Technologies

The backend processes user requests, manages business logic, and communicates with the database. It ensures smooth execution of faculty workload tracking, performance evaluation, and data management. The key backend technology is:

- ❖ Java: Used for handling server-side logic, executing database queries, and processing faculty performance records. It offers high security, scalability, and robust performance.

3.5.3 Database Management

A well-structured database is essential for storing faculty details, workload records, evaluation reports, and administrative approvals. The Faculty Performance Tracker uses MySQL, a widely used relational database management system (RDBMS) known for its efficiency in handling structured data.

Database stores information such as:

- ❖ Faculty details: Name, department, workload distribution, assigned tasks.
- ❖ Workload entries: Teaching hours, counseling sessions, administrative duties, research publications.
- ❖ Evaluation data: Performance scores, review comments, approval status.
- ❖ Authentication credentials: Secure storage of login details for faculty, administrators, and HODs.

3.5.4 Hosting Environment

To deploy the Faculty Performance Tracker, a stable hosting environment is required. The following tools facilitate development, testing, and deployment:

- ❖ XAMPP: A local development environment supporting Apache, MySQL, and PHP for initial testing.
- ❖ Tomcat Server: A Java-based web server used to deploy and execute the application efficiently.
- ❖ Visual Studio Code: A lightweight yet powerful IDE for writing, debugging, and managing project code.

3.5.5 Authentication & Security Measures

Security is a critical aspect of the system, ensuring that faculty records remain confidential and protected from unauthorized access. The system implements:

- ❖ User Authentication: Faculty and administrators must log in with secure credentials to access the platform.
- ❖ Role-Based Access Control (RBAC): Different users (Faculty, HOD, Admin) have distinct permissions to access and modify data.
- ❖ Data Encryption: Sensitive faculty records and performance evaluations are encrypted to prevent data breaches.
- ❖ SQL Injection Prevention: Secure database queries (prepared statements) prevent malicious SQL injections.
- ❖ Session Management: Secure sessions prevent unauthorized access even if a user leaves their session open.

CHAPTER 4

APPROACH DESCRIPTION

4.1 Approach Flow

The Faculty Performance Tracker ensures efficient faculty workload management, task allocation, and report generation. Different users interact with the system through role-based functionalities, maintaining security and transparency.

Step 1: User Authentication and Role-Based Login

Users log in using their unique credentials, and the system verifies them against the database. Based on their role (Faculty, HOD, Junior Assistant, Higher Authority), they are directed to respective dashboards with restricted access. Failed login attempts are recorded for security.

Step 2: Faculty Work Update Process

Faculty members update daily work hours in categorized sections like General Work, Examination, Committees, and Publications. The system stores this data, allowing modifications if needed. A structured input form ensures a seamless experience.

Step 3: Task Assignment by HOD (Token-Based Task Allocation)

HODs assign tasks to Faculty or Junior Assistants using a token system, specifying details like task name, deadline, and status. Assigned users receive notifications and must accept tasks. HODs track task progress in real time.

Step 4: Faculty and HOD Report Generation

Faculty can generate daily, weekly, and monthly reports to analyze their workload. HODs access department-wide performance reports to ensure balanced work distribution. Reports are automated, eliminating manual errors.

Step 5: Faculty Management by Junior Assistant

Junior Assistants handle faculty records, adding new members, updating details, and removing inactive users. Any modifications reflect instantly across authentication, work tracking, and reporting modules.

Step 6: Higher Authority Dashboard for Department-Wide Monitoring

Higher Authorities access analytics dashboards showing department-wise workload trends. They use aggregated data for decision-making, resource management, and optimizing faculty workload. Visual reports aid quick analysis.

Step 7: System Security and Data Storage

The system ensures security with authentication, encryption, and role-based access. Data is stored in MySQL, and the backend (Java) processes tasks while the frontend (HTML, CSS, JS) ensures usability. A three-tier architecture maintains efficiency and reliability.

CHAPTER 5

DATABASE SCHEMA AND EER DIAGRAM

5.1 Database Schema

The Faculty Performance Tracker system relies on a well-structured database schema to manage faculty-related data efficiently. The schema is designed to store faculty information, track their work hours, log activities, and facilitate task assignments using tokens. This structured approach ensures data integrity, consistency, and ease of retrieval. The system's database schema consists of multiple tables, each serving a specific purpose in managing faculty performance tracking. The key tables include:

5.1.1 Key tables in database schema

Faculty Table

Stores faculty details such as FacultyID, Name, Contact, Email, Designation, and Experience. Acts as a central table linked with other entities like roles, reports, logs, and tasks.

Role Table

Defines different roles within the system, such as HOD, Faculty, Junior Assistant, and Higher Authority. Each faculty member is assigned a role to determine their level of access and responsibilities.

Token Table

Facilitates task assignments by the HOD to faculty or junior assistants. Includes attributes such as TokenID, Date, Task, and Status to track assigned work.

Report Table

Stores faculty work performance metrics, such as Class Hours, Exam Evaluations, Project Reviews, Publications, and Patents. Helps generate department-wise faculty reports for higher authorities.

Log Table

Maintains records of faculty work updates, tracking daily activities and hours spent on various tasks. Includes attributes like LogID, Date, and LogCredit, along with work categories.

Department Table

Stores faculty department details with attributes like DepartmentID and DepartmentName.

Membership Table

Tracks faculty participation in committees, meetings, and workshops, storing MembershipID and MembershipName.

Category Table

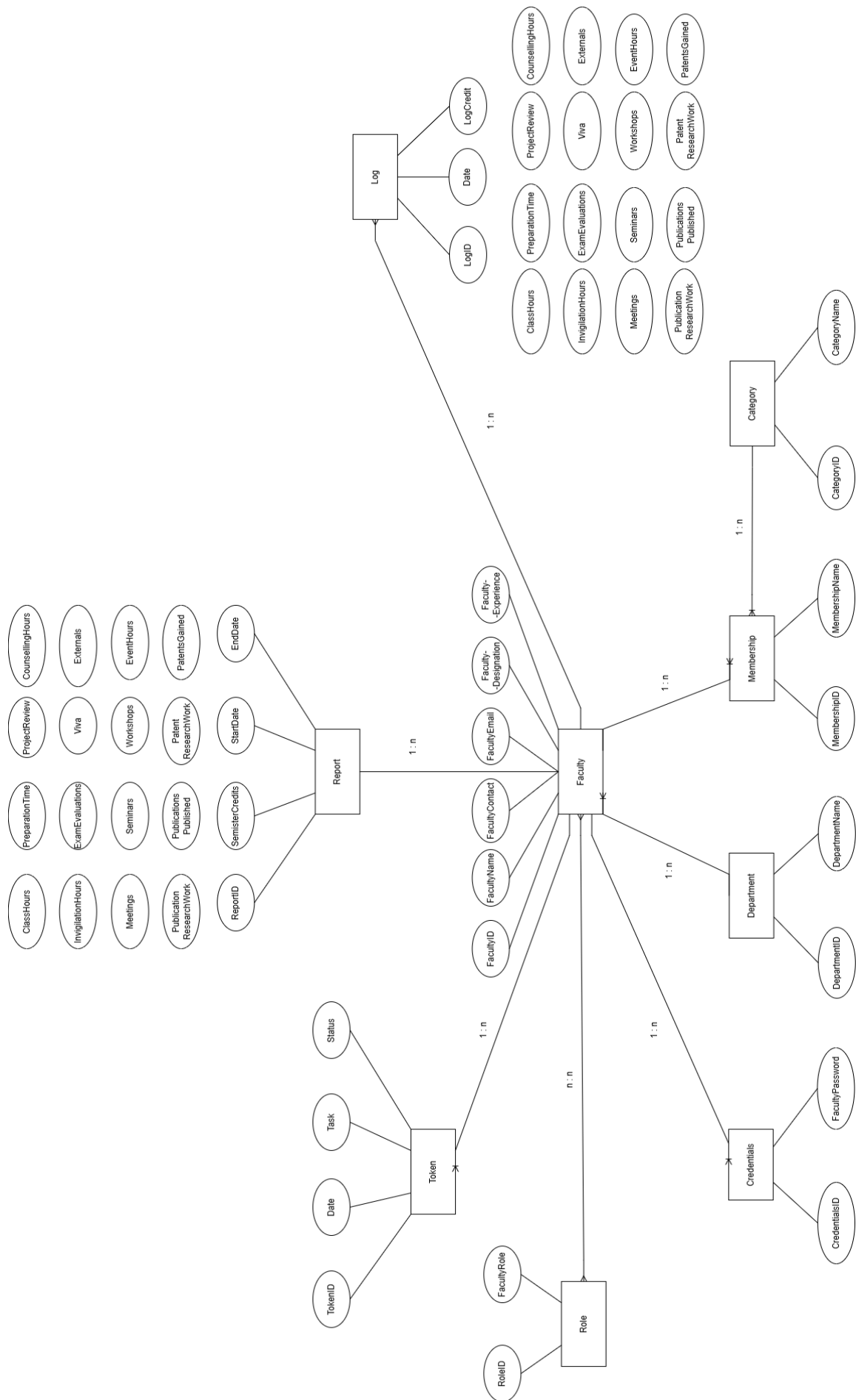
Defines different categories of faculty work, such as Examinations, Publications, Meetings, and Workshops.

Credentials Table

Manages login authentication for users with CredentialsID, FacultyPassword, and DepartmentID.

Each table is interconnected, ensuring a seamless flow of data for faculty performance tracking, report generation, and workload management. The schema enables structured data retrieval and storage, enhancing the system's efficiency and usability.

Figure 5.1: Database schema



5.2 Enhanced Entity-Relationship (EER) Diagram

The Enhanced Entity-Relationship (EER) Diagram of the Faculty Performance Tracker system visually represents the database structure, entity relationships, and constraints. This diagram ensures efficient data storage and retrieval while maintaining integrity and consistency.

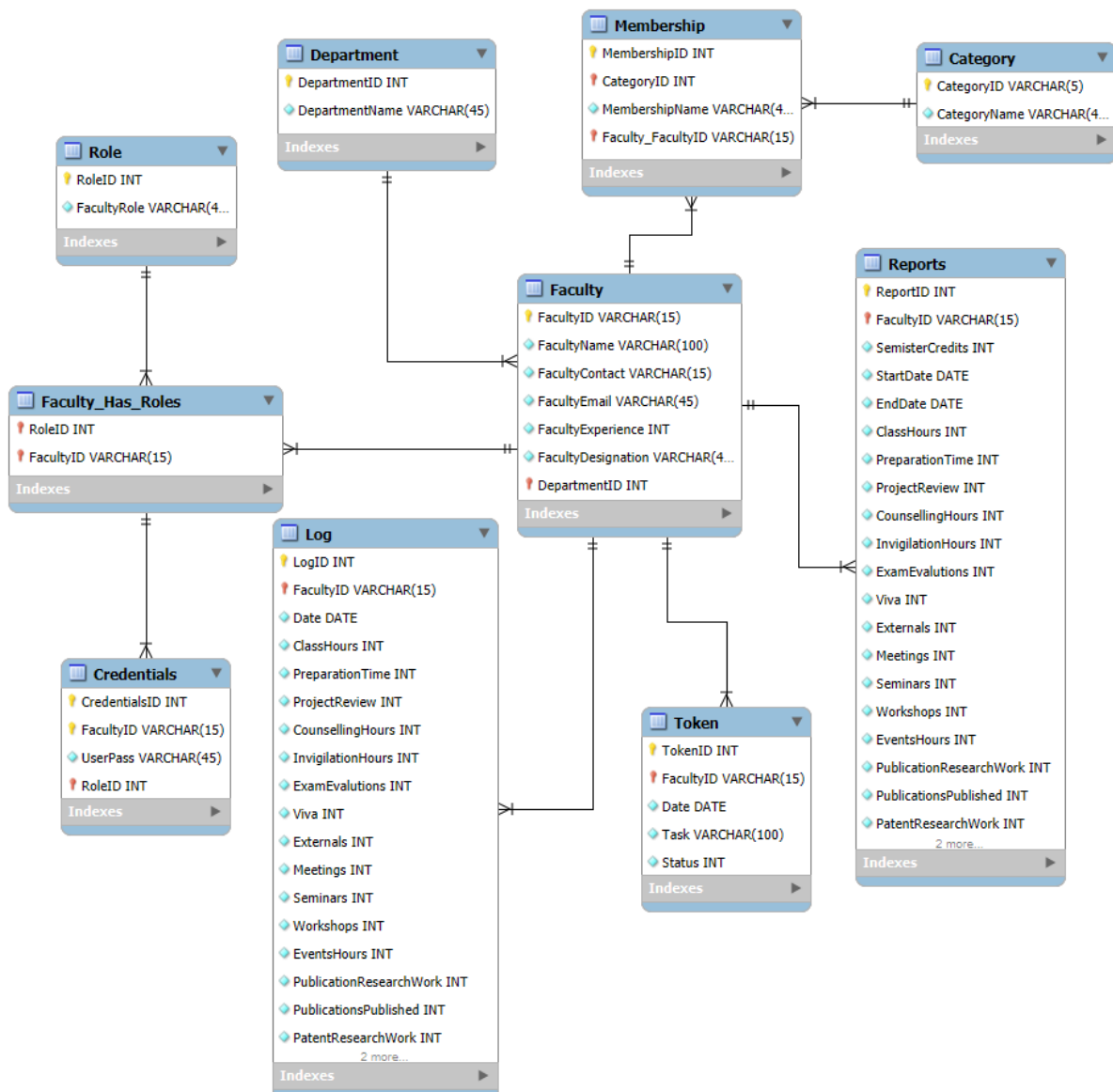


Figure 5.2: EER Diagram

5.2.1 Key Entities

Faculty

Stores faculty details such as FacultyID, Name, Contact, Email, Experience, and Designation. Connected to the Department table to assign faculty to departments.

Department

Stores department details with attributes DepartmentID and DepartmentName.

Linked to the Faculty table to associate faculty members with their respective departments.

Role and Faculty Roles

The Role table defines different user roles (e.g., Faculty, HOD, Junior Assistant, Higher Authority).

The Faculty_Has_Roles table establishes a many-to-many relationship between faculty and roles.

Credentials

Manages login authentication with CredentialsID, FacultyID, and UserPass.

Ensures secure access for faculty and higher authorities.

Token

Used by HODs to assign tasks to faculty or junior assistants.

Includes attributes such as TokenID, FacultyID, Date, Task, and Status to track assigned tasks.

Log

Records faculty work activities, tracking Class Hours, Preparation Time, Exam Evaluations, Publications, Workshops, and more.

Associated with the Faculty table through FacultyID.

Reports

Stores faculty performance reports, tracking work hours and activity details.

Includes attributes such as Semester Credits, StartDate, EndDate, ClassHours, Publications, and Meetings.

Linked to the Faculty table via FacultyID.

Membership and Category

The Membership table tracks faculty participation in committees and workshops.

The Category table categorizes faculty work (e.g., Examinations, Publications, Meetings, Workshops).

5.2.2 Relationships

One-to-Many Relationship:

A Department has multiple Faculty members.

A Faculty can have multiple Roles (via Faculty_Has_Roles).

A Faculty can have multiple Logs and Reports.

A Faculty can be assigned multiple Tokens (Tasks).

A Category can include multiple Memberships.

Many-to-Many Relationship:

A Faculty can have multiple Roles, and a Role can be assigned to multiple faculty members (managed via Faculty_Has_Roles).

This structured database design ensures a well-organized and scalable system for tracking faculty performance.

CHAPTER 6

SYSTEM FUNCTIONALITY & FEATURES

6.1 User Interaction with the System

The system allows different users to interact based on their roles. Each role has specific access permissions, ensuring a secure and well-organized workflow. The following sections describe how each user interacts with the system.

6.1.1 User Authentication and Role-Based Login

The system begins with a secure login module, where users enter their credentials, including a User ID, password, and role (Faculty, HOD, Junior Assistant, or Higher Authority). Upon submission, the system verifies the credentials against stored data in the database. If authentication is successful, the user is directed to their respective dashboard; otherwise, an error message is displayed. The system enforces role-based access control, allowing users to access only the features relevant to their role. Additionally, security measures like password encryption and session management are implemented to protect user data and prevent unauthorized access.

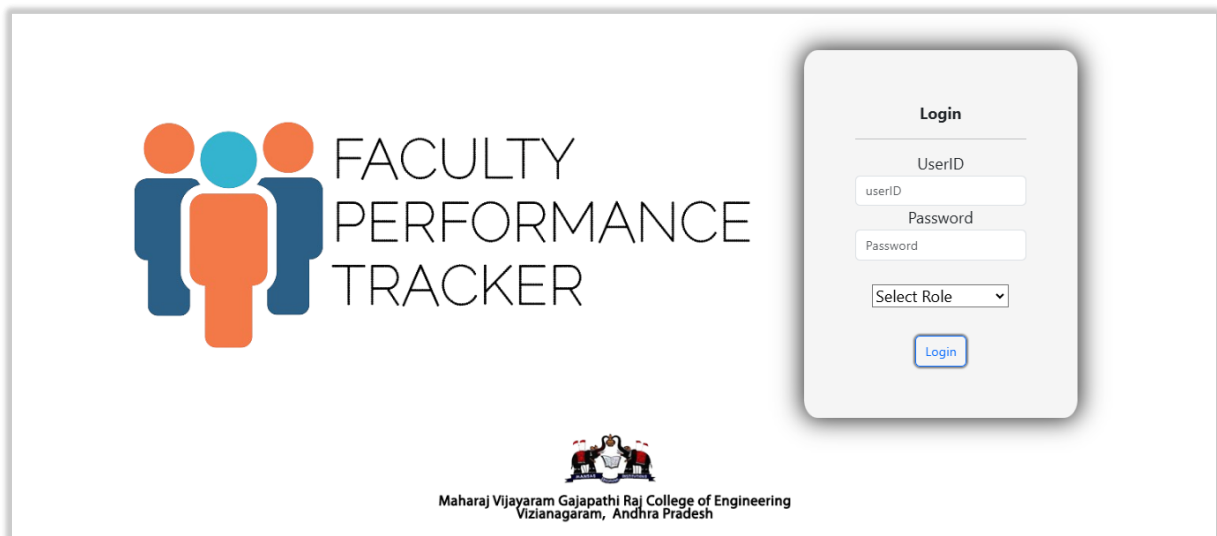


Figure 6.1: Login Page

6.1.2 Faculty Work Update

Faculty members regularly update their work details using the Work Update Page, which allows them to log the number of hours spent on different academic and administrative activities. Work updates are categorized into four major sections: General Work, Examination, Committee & Membership, and Publications & Research. This structured approach ensures that faculty members can track their work progress systematically. The system provides an easy-to-use form-based interface where faculty members can enter their work hours, modify

their records if needed, and submit their updates. The recorded data is securely stored in the database for future reference and report generation.

Category	Attributes
General Work	Class-hours, Preparation time, Project review hours, Counselling hours
Examination	Invigilation hours, Paper correction hours, Viva, Externals
Membership	Meeting-Hours, Workshops, Industrial visits, Seminars,
Publications	No. of Started, No. of Pending, No. of Published, No. of Patents

Table 6.1: Classification of Faculty work

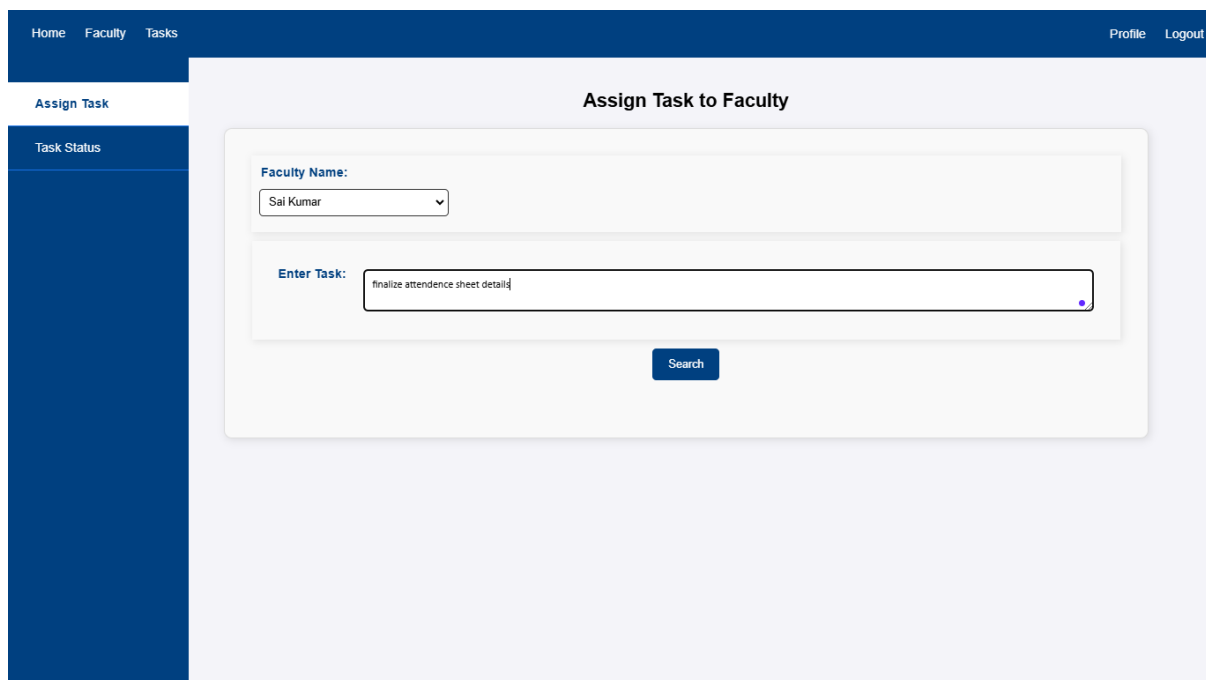
Figure 6.2: Work Update Page – General work

Figure 6.3: Work Update Page – Examination

Similarly other two categories.

6.1.3 Task Assignment and Management

The HOD has the authority to assign tasks to faculty members or Junior Assistants using a token-based task allocation system. When assigning a task, the HOD specifies the task name, description, assigned faculty or Junior Assistant, deadline, and status (Pending, In Progress, Completed). Once a task is assigned, the faculty member receives a system notification. They must accept the task before proceeding. The system ensures real-time task tracking, allowing HODs to monitor progress and faculty members to update their task status accordingly. This feature helps maintain accountability and ensures that all assigned tasks are completed on time.



The screenshot displays a web application interface for task assignment. At the top, a dark blue navigation bar contains links for 'Home', 'Faculty', and 'Tasks' on the left, and 'Profile' and 'Logout' on the right. A vertical sidebar on the left side of the page has two options: 'Assign Task' (highlighted in white) and 'Task Status' (in dark blue). The main content area is titled 'Assign Task to Faculty' and features a light gray form box. Inside this form, there is a 'Faculty Name:' label above a dropdown menu currently showing 'Sai Kumar'. Below this is an 'Enter Task:' label above a text input field containing the text 'finalize attendance sheet detail'. A blue 'Search' button is positioned at the bottom right of the form box.

Figure 6.4: HOD Page – Task assignment

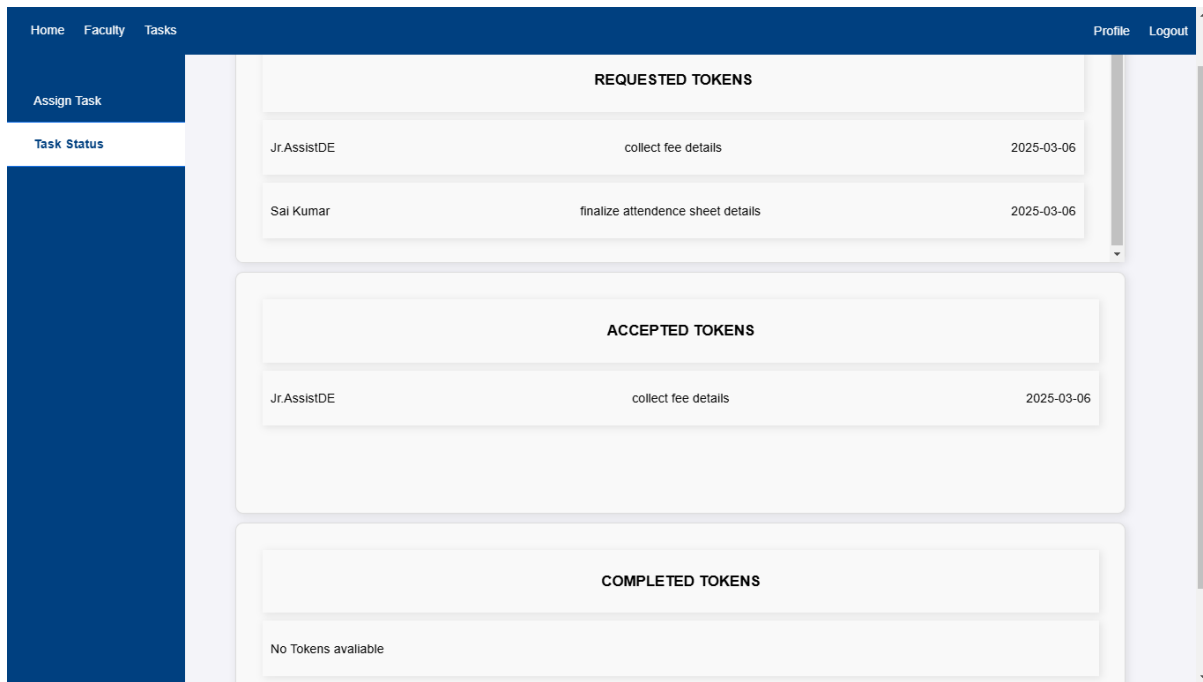


Figure 6.5: HOD Page – Task status

6.1.4 Faculty Reports

Faculty members can generate customized reports based on their recorded work data. These reports provide insights into total work hours, task completion rates, and workload distribution over different periods. The system offers filtering options based on time duration (daily, weekly, monthly), work category (General Work, Examination, Membership, Publications), and task status (Pending, Completed). By using this, faculty members can track their progress, assess their workload, and maintain a structured record of their contributions. These reports can also be used for self-assessment and performance evaluation during department reviews.

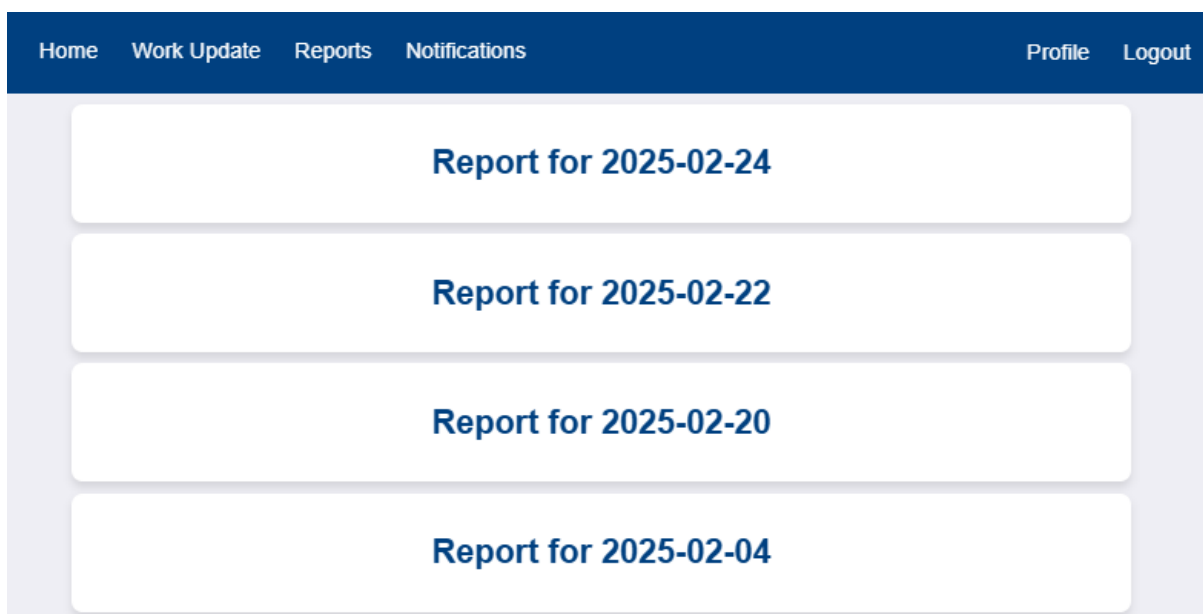


Figure 6.6: Faculty Reports Page

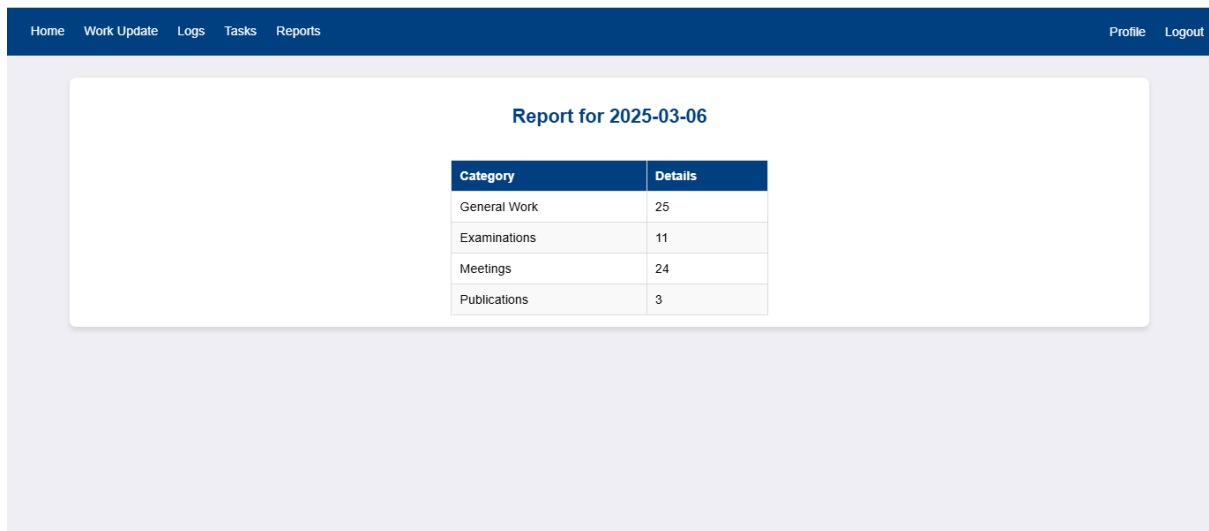


Figure 6.7: Faculty Reports Expanded

6.1.5 Departmental Performance Reports for HODs

The HODs can generate department-wide reports that provide an overview of faculty workload and task completion status. These reports help identify faculty members who are overloaded with work or have not logged sufficient work hours. By analysing the data, HODs can ensure fair task distribution and optimize resource allocation. The system automatically compiles these reports, reducing the need for manual tracking and calculations. This feature helps HODs monitor department performance, track faculty engagement, and improve department-level planning.

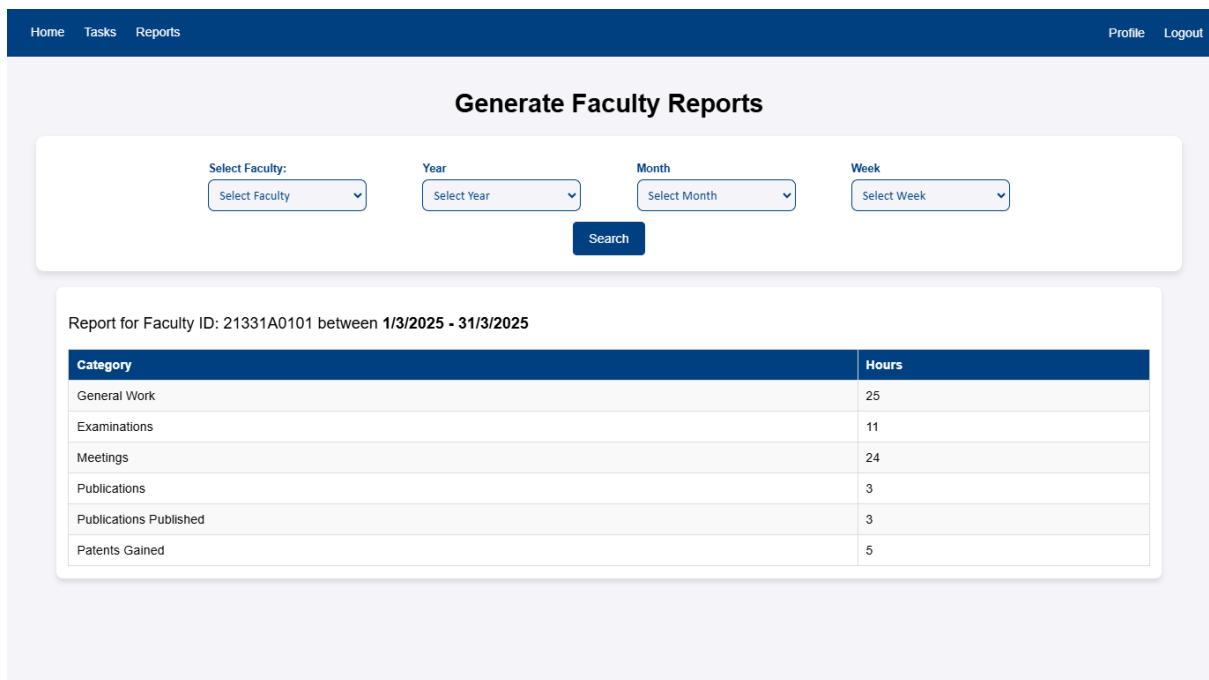


Figure 6.8: HOD Reports Page

6.1.6 Faculty Management by Junior Assistants

Junior Assistants are responsible for managing faculty records, ensuring that faculty information remains up-to-date. Their primary tasks include adding new faculty members, updating existing faculty records (such as department allocation, designation, and contact details), and removing faculty members who leave the institution. Any changes made by Junior Assistants are immediately reflected across all system modules, ensuring data consistency. This feature simplifies faculty management and eliminates the need for manual record-keeping.

Home Add Faculty Update Faculty Delete Faculty Tasks Profile Logout

Add Faculty

Add Role

Add Committee

Add New Faculty

Faculty ID:

Faculty Name:

Faculty Contact:

Faculty Email:

Experience (Years):

Designation:

Staff type:

Password:

Add

Figure 6.9: Junior Assistant Add Faculty Page

Home Add Faculty Update Faculty Delete Faculty Tasks Profile Logout

Delete Faculty

Delete Role

Delete Committee

Delete Faculty

Sai Kumar

Search

Faculty Details

Details	Value
ID	21331A0101
Name	Sai Kumar
Contact	7207300101
Email	sai@gmail.com
Experience	5
Designation	Associate Professor
Password	enter password to confirm u

Delete

Figure 6.10: Junior Assistant Delete Faculty Page

Update Existing Faculty Details

Faculty Details

Details	Value
ID	21331A0101
Name	Sai Kumar
Contact	7207300101
Email	sai@gmail.com
Experience	5
Designation	Associate Professor
Password	enter password to confirm update

Update

Figure 6.11: Junior Assistant Update Faculty Page

6.1.7 Higher Authority Dashboard for Institutional Monitoring

Higher Authorities, such as Deans and Institutional Heads, have access to a performance dashboard that provides an overview of faculty workload across different departments. This dashboard presents data visualizations and statistical reports, helping administrators assess faculty engagement and productivity. Higher Authorities can monitor total work hours logged per department, workload distribution comparisons. The dashboard offers real-time insights, allowing the institution to make informed decisions regarding faculty performance.

Generate Department Reports

Select Department: Year Month Week

Select Department Select Year Select Month Select Week

Search

Report for Department: ECE between 1/2/2025 - 31/2/2025

Category	Hours
General Work	20
Examinations	0
Meetings	4
Publications	8
Publications Published	0
Patents Gained	4

Figure 6.12: Higher Authority Reports Page

6.2 Automation in Performance Tracking

The Faculty Performance Tracker automates key processes, eliminating manual effort and reducing the chances of errors. The following automation features enhance efficiency and accuracy in faculty management.

6.2.1 Automated Work Data Collection

Each time a faculty member updates their work details, the system automatically categorizes and stores the data in the database. This eliminates the need for manual logging and ensures that work records are always up-to-date. The system also allows faculty members to retrieve and update their past work logs when needed.

6.2.2 Auto-Generated Reports

The system automatically compiles reports based on stored faculty work records. This eliminates the need for manual data collection and calculations, making it easier for HODs and Higher Authorities to review faculty performance. Reports are generated instantly, providing a detailed overview of work hours, task progress, and faculty contributions.

6.2.3 Task Progress Automation

When a faculty member updates their task status, the system automatically updates the database and notifies the HOD about the progress. This real-time task tracking ensures that HODs have accurate information about faculty workload and task completion rates. The automated system prevents task delays and miscommunication between faculty members and administrators.

6.2.4 Role-Based Access and Security Measures

To ensure data security and user privacy, the system implements automated role-based access control. Each user is restricted to their assigned role and can access only the features relevant to their responsibilities. Unauthorized users are prevented from accessing sensitive data, ensuring that confidential faculty records remain protected.

CHAPTER 7

IMPLEMENTATION AND DEPLOYMENT

The implementation phase of the Faculty Performance Tracker involved the development of the frontend and backend, followed by rigorous testing to ensure functionality, security, and usability. This chapter outlines how the system was developed and tested for reliability.

7.1 Frontend Development

The frontend was built using HTML, CSS, and JavaScript, focusing on user-friendly navigation and responsive design. Each user role (Faculty, HOD, Junior Assistant, Higher Authority) has dedicated interfaces with interactive elements for work updates, task management, and report generation. CSS styles enhance visual appeal, while JavaScript ensures dynamic interactions like form validation and real-time data updates.

7.2 Backend Development

The backend, developed in Java, manages business logic, user authentication, and database interactions. It handles request processing for work updates, task assignments, and report generation. APIs facilitate smooth data exchange between the frontend and the MySQL database, ensuring efficient data retrieval and storage.

7.3 Database Integration

A MySQL database was used to store user credentials, faculty work records, assigned tasks, and generated reports. The database schema was designed to ensure structured data storage with proper relationships between tables. SQL queries handle data retrieval, insertion, updates, and deletion while maintaining data integrity.

7.4 Testing Strategies

To ensure system reliability, multiple testing methods were conducted. Each module, including login authentication, work update submission, task allocation, and report generation, was tested individually to identify and fix errors. Java-based testing frameworks ensured code correctness at the function level. Throughout development, debugging tools identified issues in code execution. Error handling mechanisms were implemented to manage invalid inputs, failed logins, and incorrect data entries, ensuring smooth operation.

7.5 Deployment and Hosting

The system was deployed on XAMPP with Tomcat as the server environment, ensuring a stable local hosting setup. The deployment process included configuring database connections, optimizing page loading times, and securing user data.

CHAPTER 8

RESULTS AND CONCLUSIONS

8.1 Results

The Faculty Performance Tracker system was successfully developed and implemented to streamline faculty workload management. The system enables faculty members, Heads of Departments (HODs), junior assistants, and higher authorities to efficiently track and manage faculty performance through work updates, task assignments, and report generation. The system ensures transparency and accountability by allowing faculty to log their work hours, HODs to assign and track tasks, and higher authorities to access detailed performance reports. During testing and evaluation, the system demonstrated significant improvements in faculty work tracking. Faculty members could log their daily, weekly, and monthly work hours under various categories, ensuring a structured method for monitoring performance. The task management feature allowed HODs to assign tasks using a token-based mechanism, improving work delegation and ensuring timely task completion. The automated report generation feature provided higher authorities with department-wise performance analytics, assisting in data-driven decision-making. Additionally, the system's user-friendly interface ensured smooth navigation and ease of use across different user roles. The database was optimized for efficient data storage and retrieval, maintaining the integrity and security of faculty records.

Although the system effectively fulfils its objectives, certain limitations were observed. The system does not calculate faculty performance scores but only tracks the logged work hours. Task completion status must be updated manually by faculty members, which may require further automation in future iterations. Additionally, real-time notifications are limited, as updates rely on manual checks within the system rather than instant alerts. These limitations, while not affecting the core functionality, indicate areas where enhancements can be made to improve system efficiency and user experience.

The development and implementation of the Faculty Performance Tracker have successfully addressed key challenges in faculty workload management. By providing a structured and transparent approach to work tracking, task assignment, and performance monitoring, the system enhances accountability, efficiency, and decision-making. Educational institutions can benefit from reduced administrative workload, improved faculty engagement, and enhanced institutional productivity. Future enhancements may include the integration of automated notifications, AI-driven workload optimization, and expanded reporting capabilities to further improve system functionality and usability.

8.2 Output

The Faculty Performance Tracker successfully generates structured reports for faculty, HODs, and higher authorities. These reports provide detailed insights into work updates, task completion, and departmental workload. Below are key system-generated outputs:

Faculty Reports page which displays the work hours logged by faculty members daily, weekly, or monthly. Faculty can track their contributions across different categories such as General Work, Examination Duties, Committees, and Publications.

HOD Reports page which provides a consolidated view of faculty work updates within the department. HODs can analyse individual faculty workloads, ensuring fair distribution of tasks and identifying areas where additional support is needed.

Higher Authority Reports page which Shows department-wide faculty performance, helping higher authorities assess overall efficiency. The reports highlight faculty engagement trends and assist in strategic decision-making.

The task management system enables HODs to assign tasks to faculty and junior assistants efficiently. The task tracking interface provides real-time updates on assigned, pending, and completed tasks. This ensures smooth workflow management within the department. Faculty members can accept tasks and update their progress, while HODs can monitor completion rates and deadlines.

These results highlight the system's effectiveness in streamlining faculty workload tracking, automating report generation, and enhancing task management. The visual outputs and structured data reinforce the system's ability to improve transparency and decision-making at all levels.

The system includes interactive performance charts that allow higher authorities to visualize faculty workload distribution across multiple departments. These charts present statistical comparisons, making it easier to identify overburdened or underutilized faculty members. The visual representation of faculty engagement ensures better resource management and policy adjustments.

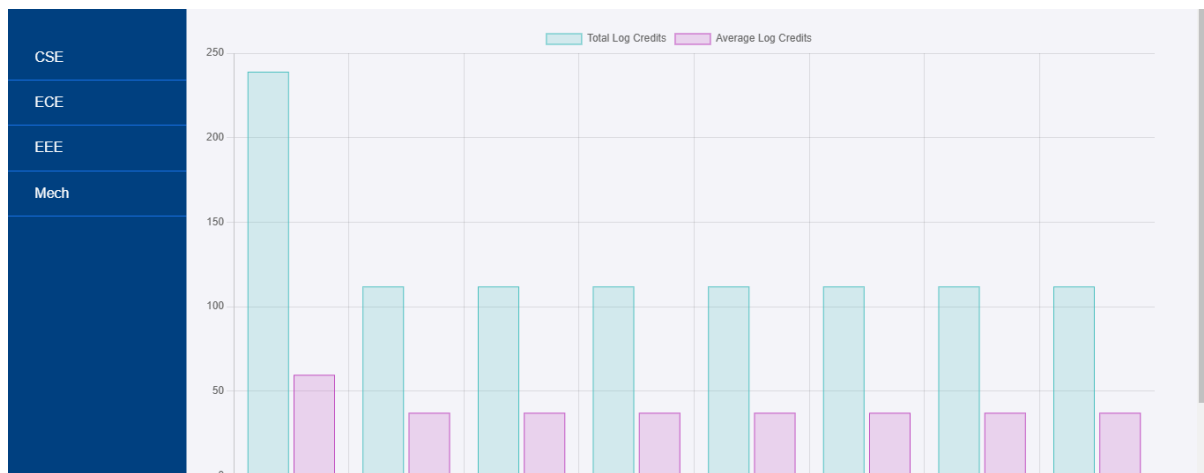


Figure 8.1: Performance charts

8.3 Conclusion

The Faculty Performance Tracker successfully enhances faculty workload management by providing a structured system for logging work hours, assigning and tracking tasks, and generating performance reports. By improving transparency and accountability, the system streamlines administrative processes and reduces manual workload for faculty, Heads of Departments (HODs), and higher authorities. The implementation of categorized work updates, token-based task assignments, and automated report generation has improved work tracking and decision-making in academic institutions. The system's user-friendly interface and optimized database ensure smooth functionality and efficient data storage. While the system effectively meets its objectives, future enhancements such as real-time notifications, automated task tracking, and AI-driven analytics could further improve usability and efficiency. Overall, the Faculty Performance Tracker simplifies faculty performance monitoring, contributing to better workload management and institutional productivity.

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APPENDIX: A – Backend Tools used

XAMPP

XAMPP is an open-source software package that provides a local server environment for web application development. It includes Apache, MySQL, PHP, and Perl, making it a comprehensive solution for developers to test and deploy web-based projects. In our project, XAMPP was used to create a local server that allowed the backend and database to run smoothly. The Apache server in XAMPP handled HTTP requests, enabling the system to function as a web-based platform. Additionally, XAMPP simplified database management by integrating phpMyAdmin, which provided a graphical interface to manage MySQL databases efficiently. One of the key advantages of using XAMPP is its cross-platform compatibility and ease of installation. Unlike traditional server setups that require multiple installations, XAMPP provides an all-in-one package, reducing configuration efforts. It allows developers to test and debug their applications in a local environment before deployment. The software also includes a control panel that provides an easy way to start and stop services like Apache and MySQL, ensuring smooth system operation.

Apache Tomcat

Apache Tomcat is a widely used open-source web server designed to run Java applications. Unlike regular web servers that handle static content, Tomcat acts as a Java Servlet container, enabling the execution of Java-based web applications. In our project, Tomcat was essential for running the backend services, handling requests from users, and processing responses dynamically. It allowed the system to serve pages efficiently, manage user sessions, and ensure secure communication between the frontend and backend. Tomcat provides a stable and scalable environment for Java applications, making it suitable for enterprise-level projects. It supports Java Server Pages (JSP) and Servlets, which are essential for handling dynamic content and database interactions. Additionally, Tomcat ensures security by managing user authentication, preventing unauthorized access to sensitive data. Its lightweight nature and efficient resource management make it a preferred choice for deploying Java-based web applications.

Java

Java was the core programming language used to develop the backend of the Faculty Performance Tracker. It is an object-oriented, platform-independent language known for its security and reliability. Java was responsible for processing user requests, handling faculty work updates, and interacting with the database through JDBC (Java Database Connectivity).

This ensured smooth data exchange between the frontend and MySQL database, allowing real-time updates on faculty work and reports. One of the key strengths of Java is its robust error handling and secure execution environment. The language's strong type-checking and exception-handling mechanisms helped in preventing errors and ensuring the system's stability. Additionally, Java's multi-threading capabilities allowed efficient handling of multiple user requests simultaneously, ensuring smooth performance for faculty, HODs, and higher authorities. The modular approach of Java also made it easier to maintain and scale the system in the future.

MySQL

MySQL was used as the relational database management system (RDBMS) to store and manage data in the Faculty Performance Tracker. It provided structured storage for user details, faculty work updates, task assignments, and reports. The database tables were designed to ensure efficient data retrieval and storage, allowing seamless performance tracking. MySQL's Structured Query Language (SQL) enabled efficient querying and manipulation of data, making it easy to generate reports and track faculty activities. One of the major benefits of MySQL is its speed and reliability in handling large amounts of data. It provides data integrity constraints, ensuring that records remain accurate and consistent. The use of indexes and optimized queries improved the system's performance by speeding up data retrieval operations. Additionally, MySQL's built-in security features, such as user authentication and access control, helped in protecting sensitive faculty data from unauthorized access. MySQL was integrated with Java using JDBC, allowing smooth communication between the application logic and the database. This integration ensured that faculty work updates, task assignments, and performance reports were stored and retrieved efficiently, enabling a well-organized and automated faculty performance tracking system.

APPENDIX: B – System Interface and User Navigation

This section provides a visual representation of the Faculty Performance Tracker system, showcasing key user interfaces. The images included highlight the home pages, profile pages, and task management features to give a clear understanding of how users interact with the system.

Home Pages of All Logins

The home pages serve as the entry point for each user role: Faculty, HOD, Junior Assistant, and Higher Authority. Each login has a customized dashboard that displays relevant options based on the user's role. Faculty members see options to update work, view reports, and manage tasks, while HODs have access to task assignments and faculty reports. Junior Assistants manage faculty records, and Higher Authorities monitor department-wide performance. These home pages ensure a structured and role-based navigation experience.

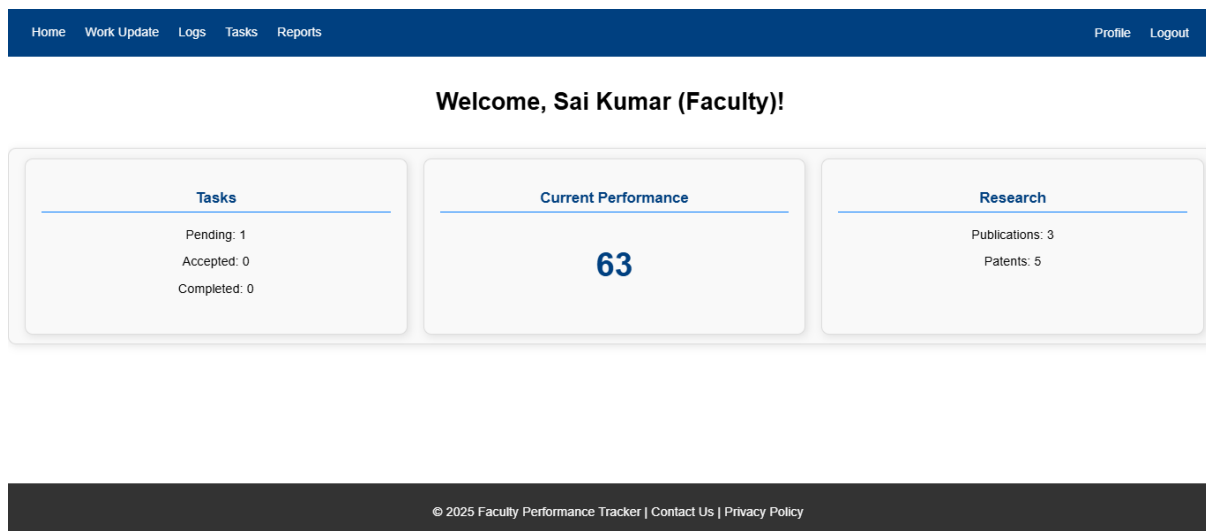


Fig-1: Faculty login

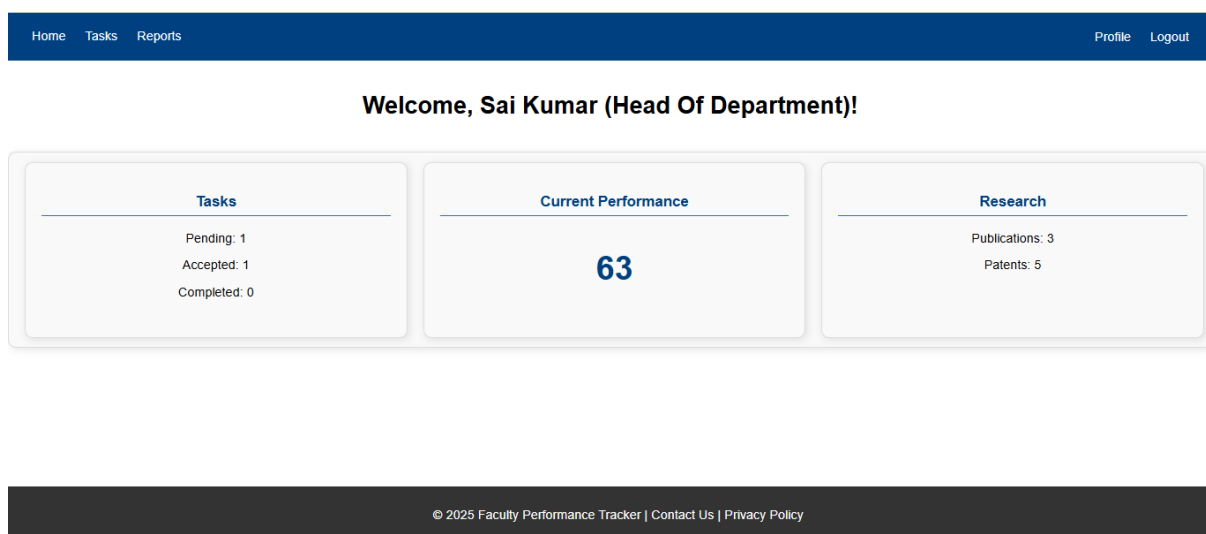


Fig-2: HOD login

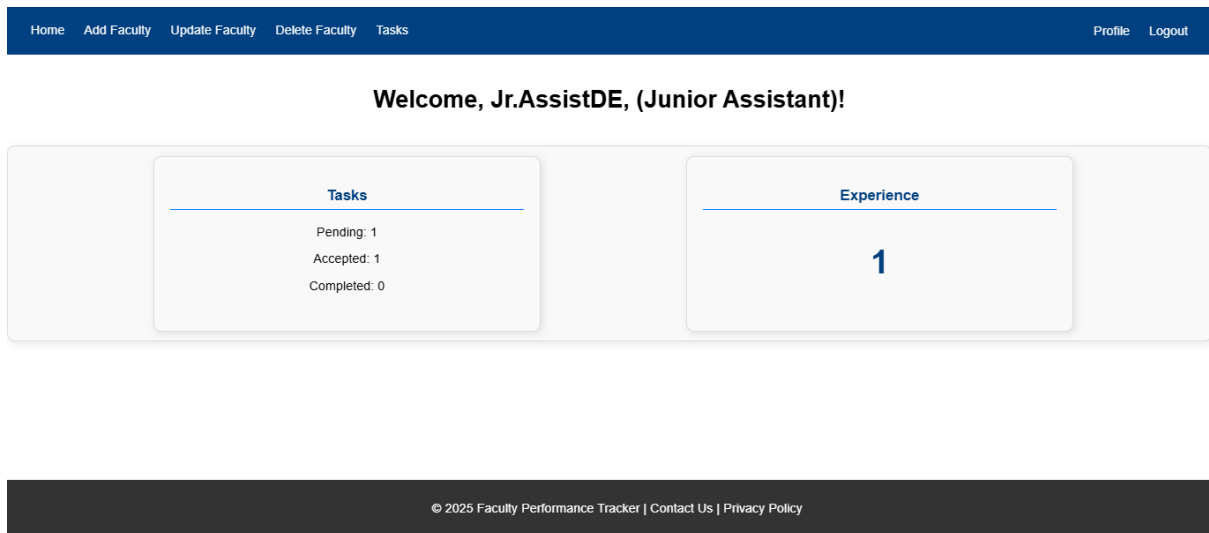


Fig-3: Junior Assistant login

Profile Page (Common for All Logins)

The profile page is a standard interface across all user roles, allowing individuals to view and update their personal information. It includes details such as name, department, email, and contact information. Faculty members can also update their qualifications and areas of expertise. Profile management ensures accurate user data and enables smooth communication within the system.

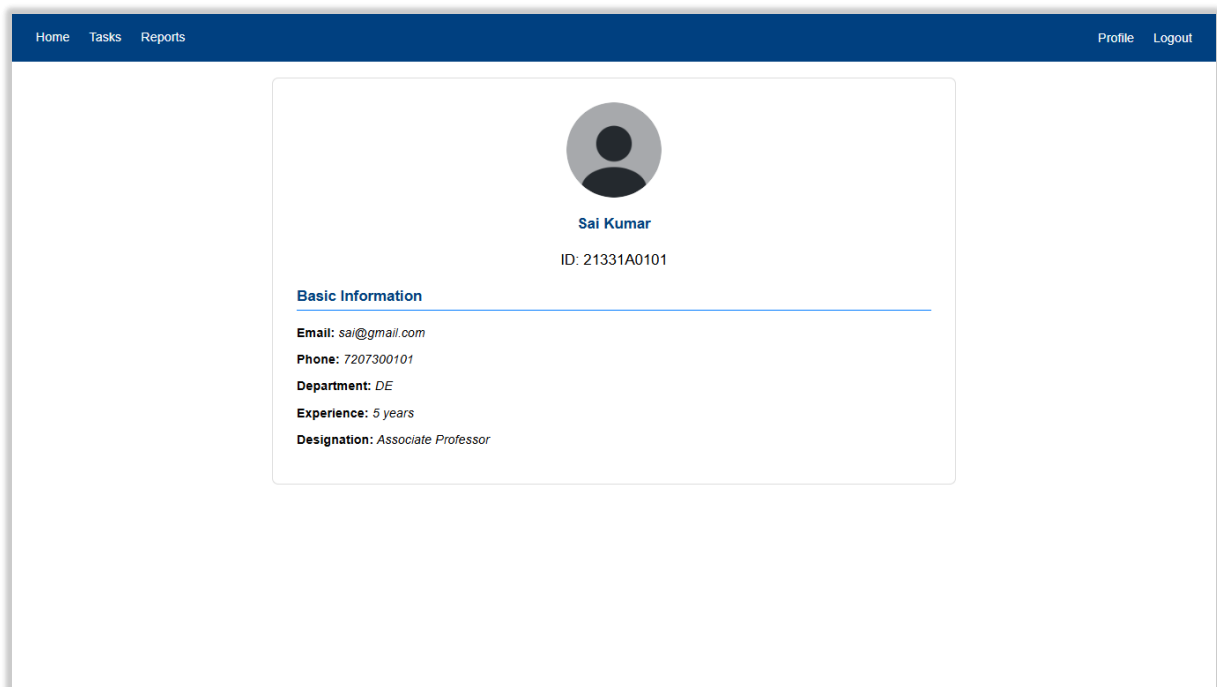


Fig-4: Profile page

Task Page for Faculty and Junior Assistant

The task page is crucial for managing assigned work within the system. Faculty members can view, accept, and update their assigned tasks, while Junior Assistants handle administrative tasks delegated by the HOD. The page provides details like task descriptions, deadlines, and status updates (Pending, In Progress, or Completed). This feature enhances task tracking and ensures timely completion of assigned responsibilities.

The screenshot displays a web application interface for task management. At the top is a dark blue navigation bar with links: Home, Add Faculty, Update Faculty, Delete Faculty, Tasks, Profile, and Logout. Below the navigation bar, the page is divided into three sections, each with a blue header and a light gray content area.

- REQUESTED TOKENS**: The first section contains a single task card with the text "collect fee details" and a blue "Accept" button on the right.
- ACCEPTED TOKENS**: The second section contains a single task card with the text "collect fee details" and two blue buttons on the right: "Complete" and "Shift to Previous".
- COMPLETED TOKENS**: The third section contains a single task card with the text "No Tokens available".

Fig-5: Task Page