

Payroll Management System

GitHub Link for the project: <https://github.com/TharukaMadhuwanthi/Payroll-Management-System.git>

Using above link can download all files of Payroll Management System as below.

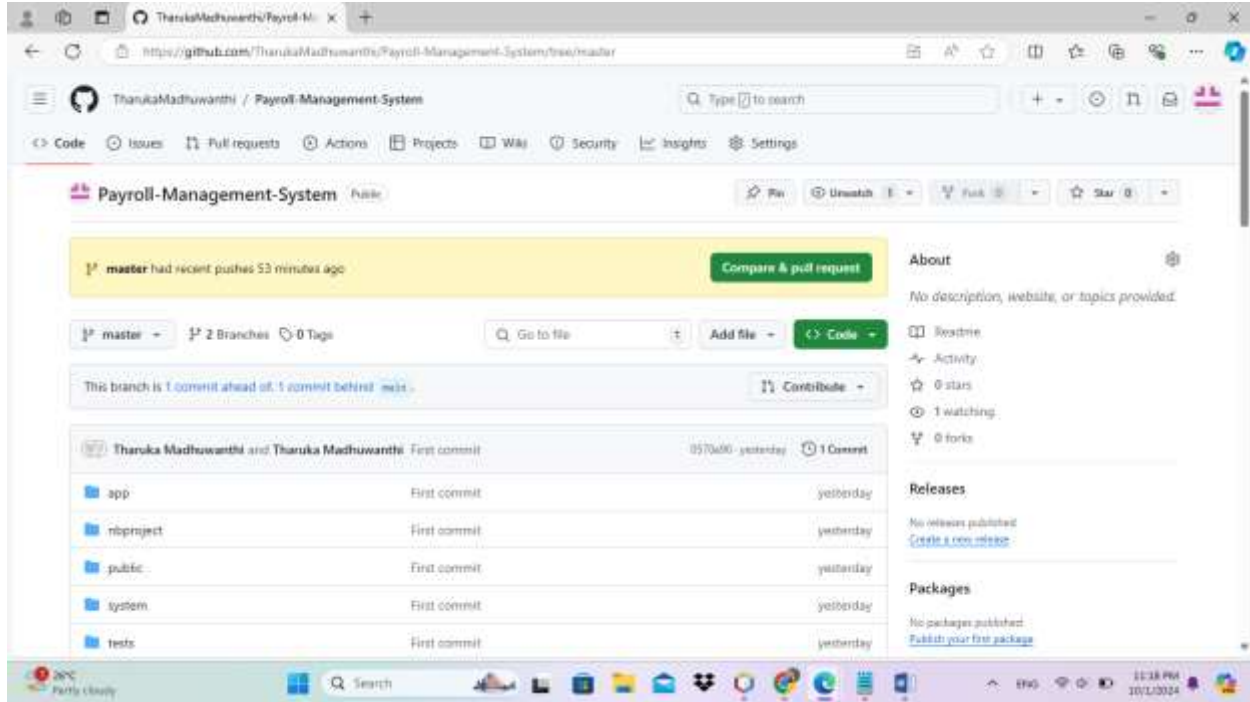


Figure R1: GitHub page

By clicking down arrow near “code” can download zip file of uploaded project

Following table provides the software and hardware verifications, installation and information that are required to implement the system on the client site.

Software requirements are shows in the Table R1

Software Requirements

Operating System	Windows 10 Professional 64-bit
XAMPP	Control Panel v3.3.0 XAMPP Version: 8.0.13 Apache 2.4 HeidSQL 11.3.0.6295
Web Browser	Any web browser
Code Editor	Net Beans IDE 8.0.2

Table R1: Software Requirements

Installing XAMPP

Download XAMPP for Windows 64 bit operating system (refer Table R1 for the Minimum Version) from <https://www.apachefriends.org/index.html> and install to the C:\ drive of the computer.

File Extraction

GitHub Link for the project <https://github.com/TharukaMadhuwanthi/Payroll-Management-System.git>

Download Zip File and Extract it. and named it as pms. Following figure shows the folder path.

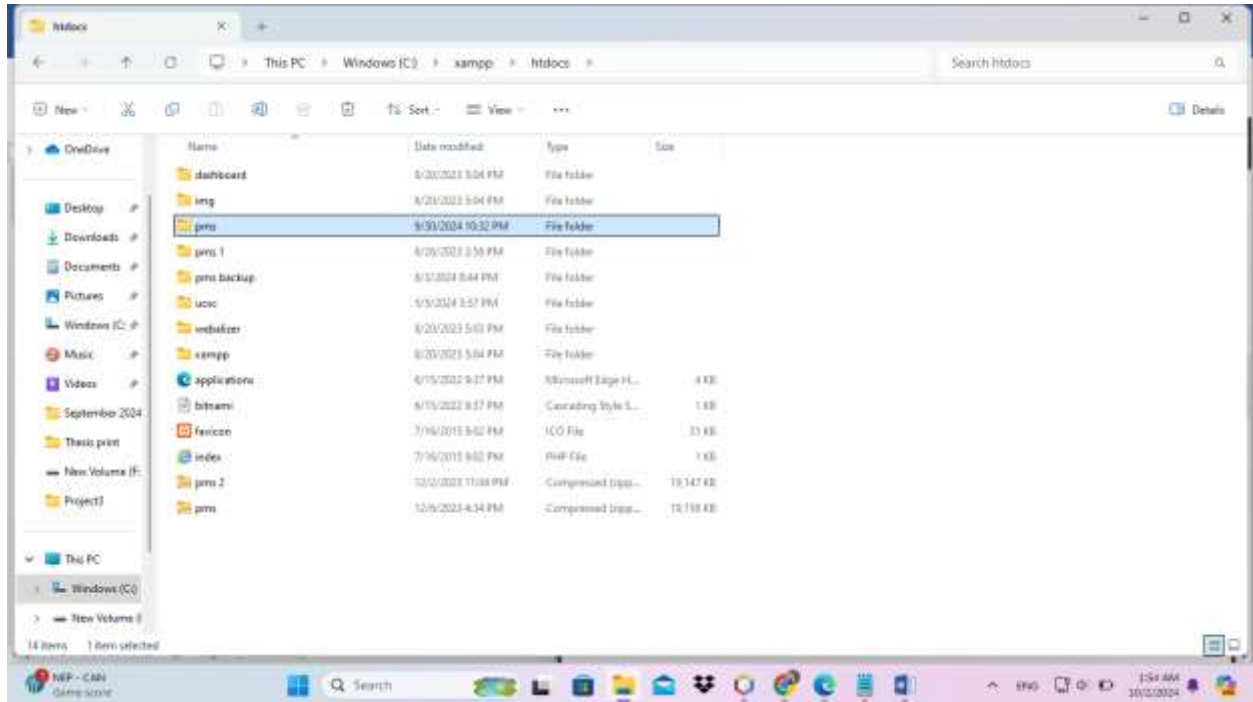


Figure R3: Project file Path

Then copy downloaded zip file into pms folder without database file.

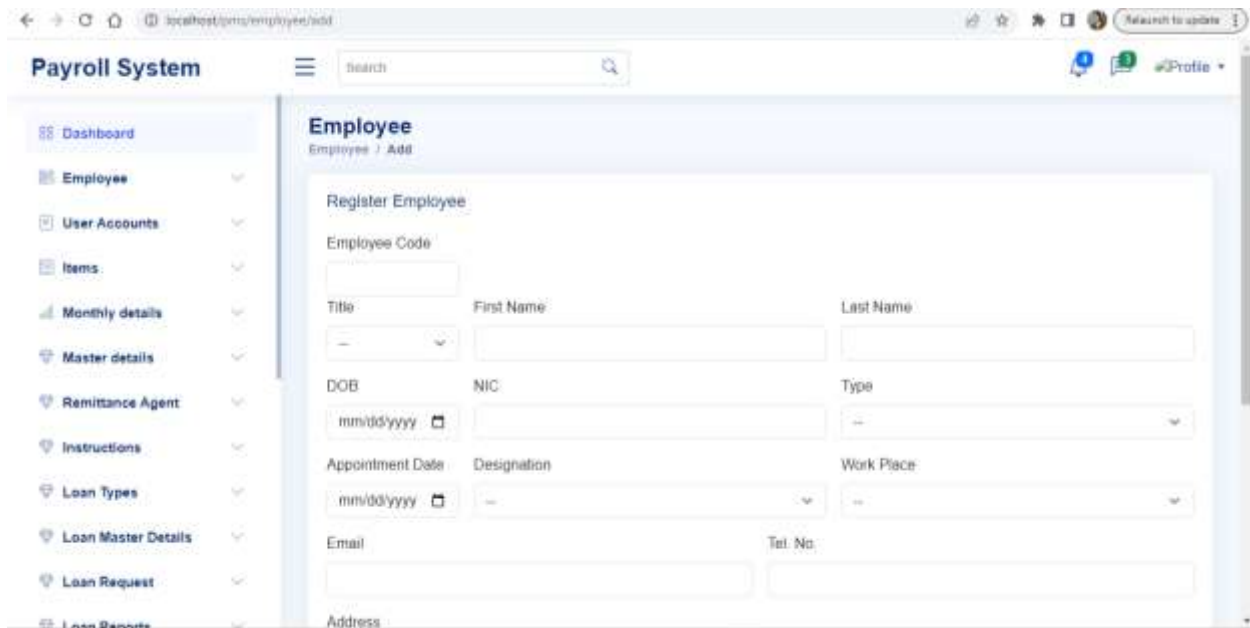
Step 1: Enter URL and go to the login page then Enter username and password.
(localhost/pms/index.php)



Figure B.1 Login

Step 2: You are entered to the relevant dashboard according to the username and password.

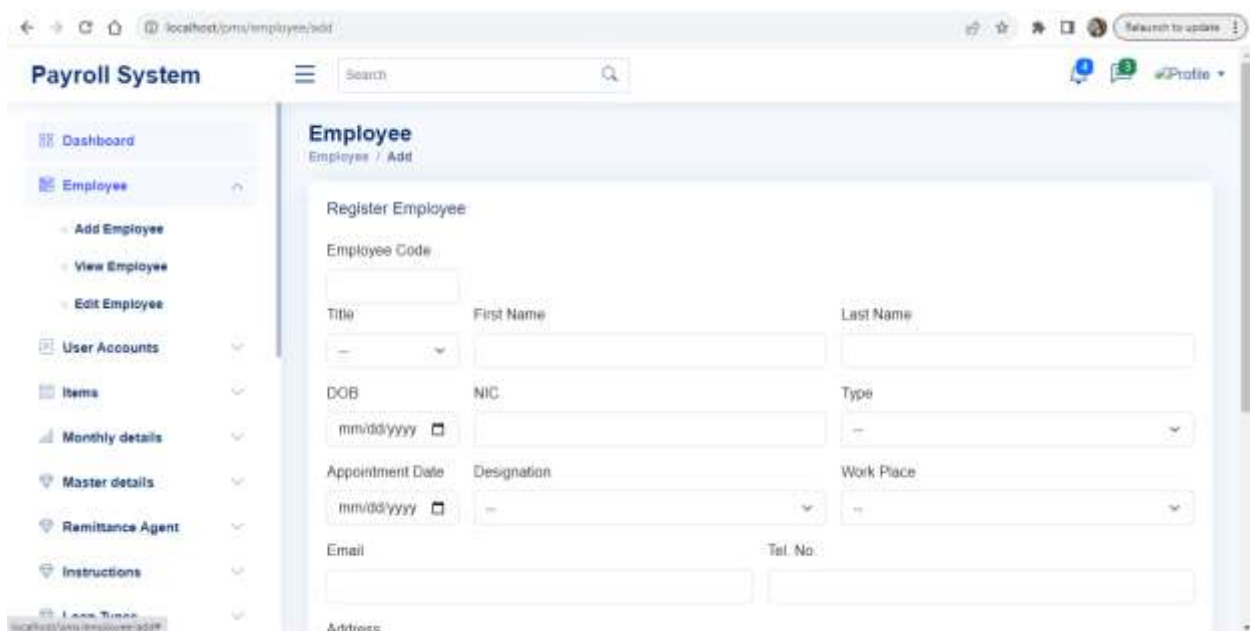
-Dashboard of the admin is given below



The screenshot shows the 'Payroll System' admin dashboard. The left sidebar contains a menu with items: Dashboard, Employee, User Accounts, Items, Monthly details, Master details, Remittance Agent, Instructions, Loan Types, Loan Master Details, Loan Request, and Loan Reports. The 'Employee' menu item is expanded, showing sub-options: Add Employee, View Employee, and Edit Employee. The main content area is titled 'Employee' and 'Employee / Add'. It contains a 'Register Employee' form with the following fields: Employee Code (text input), Title (dropdown), First Name (text input), Last Name (text input), DOB (date input with calendar icon), NIC (text input), Type (dropdown), Appointment Date (date input with calendar icon), Designation (dropdown), Work Place (dropdown), Email (text input), Tel. No. (text input), and Address (text input).

Figure B.2 Dashboard of the admin

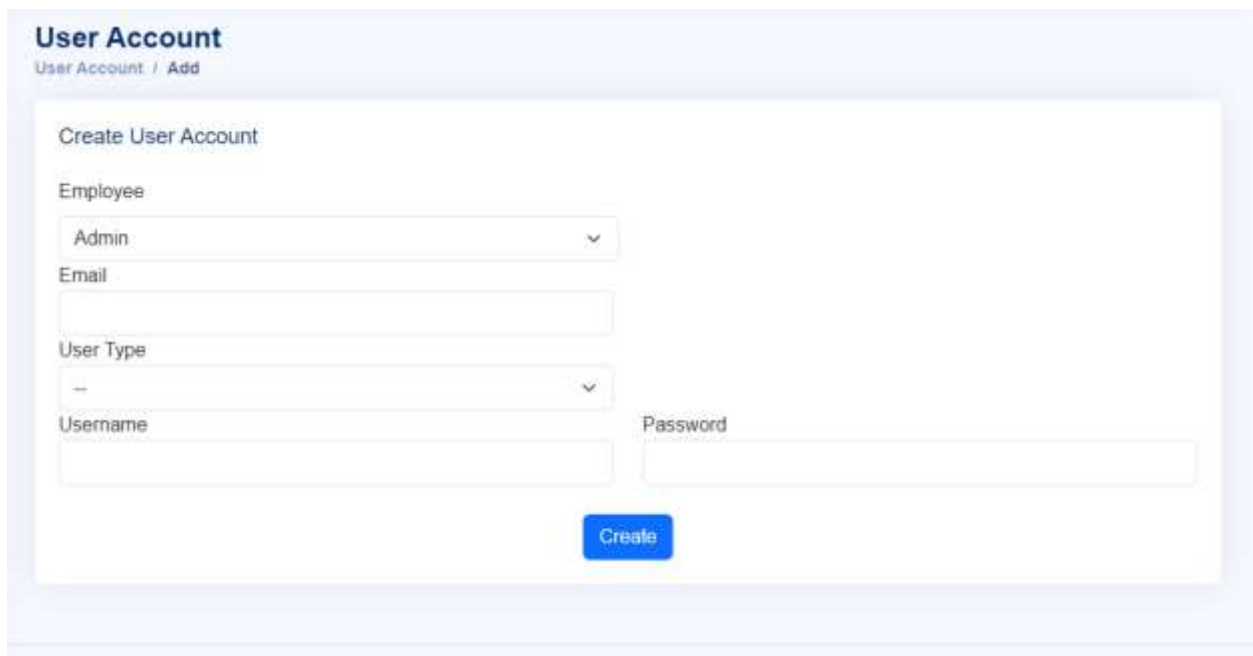
Step 3: Register employee through this form



The screenshot shows the 'Payroll System' employee registration form. The left sidebar is the same as in Figure B.2, but the 'Employee' menu item is expanded, showing sub-options: Add Employee, View Employee, and Edit Employee. The main content area is titled 'Employee' and 'Employee / Add'. It contains a 'Register Employee' form with the following fields: Employee Code (text input), Title (dropdown), First Name (text input), Last Name (text input), DOB (date input with calendar icon), NIC (text input), Type (dropdown), Appointment Date (date input with calendar icon), Designation (dropdown), Work Place (dropdown), Email (text input), Tel. No. (text input), and Address (text input).

Figure B.3 Employee registration form

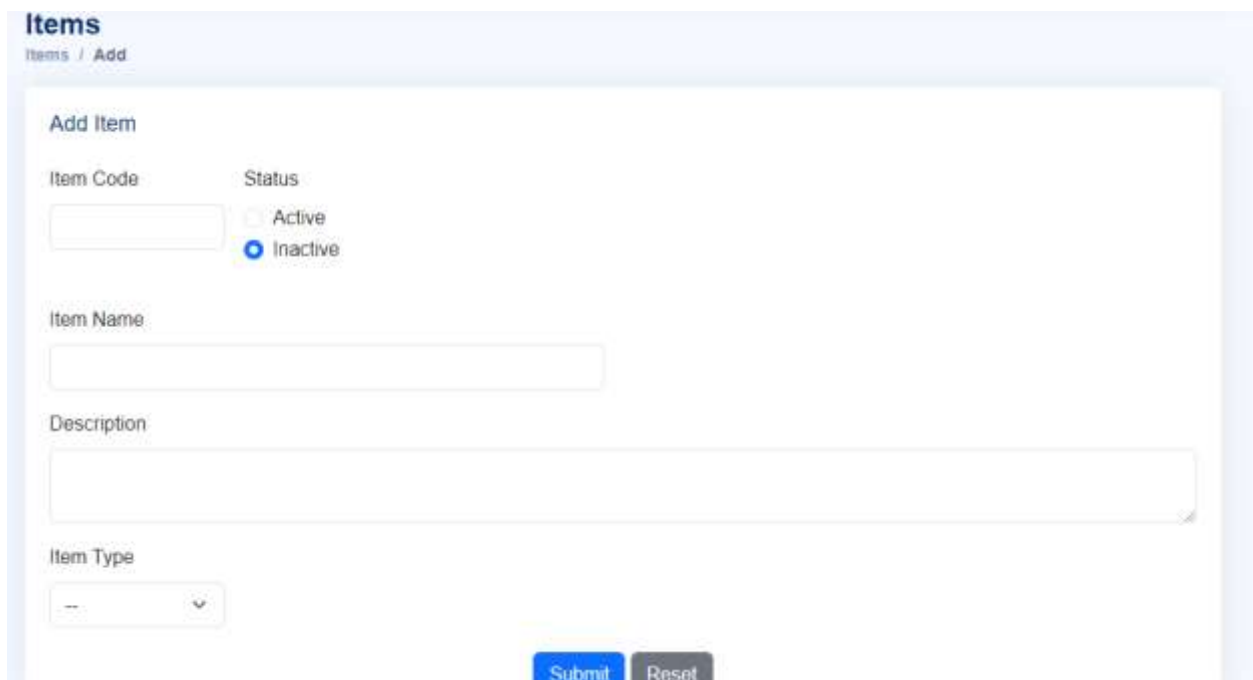
Step 4: Create user accounts for registered employee through this form



The form is titled "User Account" with a subtitle "User Account / Add". It contains a section "Create User Account" with the following fields: "Employee" (a dropdown menu with "Admin" selected), "Email" (a text input field), "User Type" (a dropdown menu with "--" selected), "Username" (a text input field), and "Password" (a text input field). A blue "Create" button is located at the bottom right of the form.

Figure B.4 User account creation form

Step 5: Create Items (eg: Basic, Allowances, W&OP deduction and etc) through this form



The form is titled "Items" with a subtitle "Items / Add". It contains a section "Add Item" with the following fields: "Item Code" (a text input field), "Status" (radio buttons for "Active" and "Inactive", with "Inactive" selected), "Item Name" (a text input field), "Description" (a text input field), and "Item Type" (a dropdown menu with "--" selected). At the bottom, there are two buttons: a blue "Submit" button and a grey "Reset" button.

Figure B.5 Items creation form

Step 6: Add master details (eg: Basic) through this form

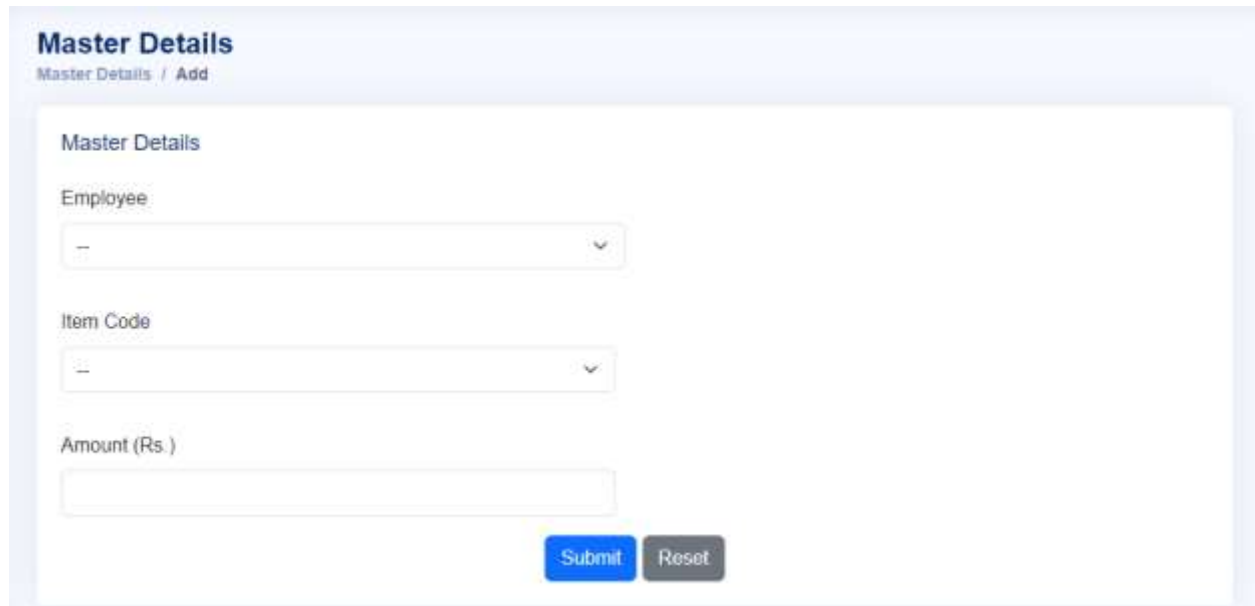
The image shows a web form titled "Master Details" with a breadcrumb "Master Details / Add". The form contains three input fields: "Employee" (a dropdown menu with a downward arrow), "Item Code" (a dropdown menu with a downward arrow), and "Amount (Rs.)" (a text input field). At the bottom right of the form are two buttons: "Submit" (blue) and "Reset" (grey).

Figure B.6 Master details form

Step 7: Add monthly changing details (eg: Saturday Allowance, Overtime, deductions of other agents and etc) through this form

Monthly Details
Monthly Details / Add

Monthly Details

Year: 2024 Month: 3

Employee: ---

Item Code: ---

Amount (Rs.):

Figure B.7 Monthly details form

Step 8: Do month process to save the salary details for the month through this form

Month Process
Month Process /

Processing Month: Year ▼ Month ▼

Figure B.8 Month Process

Month Processing activities:


Step 9: Do month end process to save the salary details the relevant month as a backup


Step 10: View Pay Slips to check the salary for each employee

Step 11: View Pay Sheet for each stations (eg:Kahawatta, Pelmadulla, Embilipitiy and etc)

Step 12: View Coin count (If you want to give salary as cash)

Step 13: Create .prn slip file to send bank (If you want to deposit salary to bank accounts of the employee)

 Payroll



- Month Process
- Month end Process
- Pay Slip
- Pay Sheet
- Coin Count
- Slip File

Figure B.9 Payroll functions

Loan process:

Step 14: Request loan through this form (Loan Request → Add Loan Request)

Loan

Loan / Add

Add Loan Request

Year

Month

Date

2024

3

3

Employee

--

Loan

Amount (Rs.)

--

Reason for Loan

Guarantor 1

Guarantor 2

--

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Figure B.10 Loan Request form

Step 15: Go to approve or reject loans through this interface (Loan Request → View Loan Request)

Requested Loan Details

Requested Loans / View

Requested Loan Details

Employee Code

SearchReset

#	Date	Employee	Loan	Amount	Reason for loan	Guarantor 1	Guarantor 2	
1	2023/11/5	923-Sumithra Amarasooriya	286-Festival Advance	10000.00	New Year Advance	1551-Kamal Perera	932-Seetha Ambepitiya	<button>Approved</button>
2	2023/11/18	1551-Kamal Perera	286-Festival Advance	10000.00	New Year Advance	2223-Amal Kumara	932-Seetha Ambepitiya	<button>Approved</button>
3	2023/10/25	1551-Kamal Perera	296-Special Advance	4000.00	Book Advance	1551-Kamal Perera	1551-Kamal Perera	<button>Approved</button>

Figure B.11 View requested loans

Step 15: Approve or reject loans through this interface (Loan Request → View Loan Request → Processing)

Loan Confirmation

Loan Confirmation /

No	1
Date	2023/11/5
Employee	923-Sumithra Amarasooriya
Loan	286-Festival Advance
Amount	10000.00
Reason for loan	New Year Advance
Guarantor 1	1551-Kamal Perera
Guarantor 2	932-Seetha Ambepitiya

ApproveReject

Figure B.12 Approve or reject loans

Step 16: Grant Loan through this interface (Loan Master Details → View Approved Loan → Grant)

Grant Loan

Grant Loan /

No	15
Grant Date	— — —
Employee	923-Sumithra Amarasoory 923
Loan	286-Festival Advance
Reason for loan	New Year Advance
Guarantor 1	1551-Kamal Perera
Guarantor 2	932-Seetha Ambepitiya
Capital	10000.00
Monthly Interest Rate	0.00
Monthly Installment	R

Figure B.13 Grant loans

