

Feature 1: Profile Management

View and update details:

Email:2233445597

Phone Number:2233445597

Date of Birth:12 / 25 / 1992

Hire Date:01 / 23 / 2022

Emergency Contacts:

Contact 1:

Name: Amritha P

Phone: 1234567844

Relationship: friend

in-info-web4.luddy.indianapolis.iu.edu says
Profile updated successfully

OK

Relationship:

friend

Remove Contact

Add Emergency Contact

Save Changes

data got updated successfully. and Back button works

Update my address :

Update My Address

Street Name:

123 apartment

Apartment/Suite:

A

Country:

USA

City:

New York City

Zip Code:

10001

State:

New York

Save Address

Upd

in-info-web4.luddy.indianapolis.iu.edu says
Address updated successfully!

OK

Street

123

Apartment/Suite:

B

Country:

USA

City:

New York City

Zip Code:

10001

State:

New York

Save Address

Feature 2 : Attendance and leaves :

in-info-web4.luddy.indianapolis.iu.edu says
Error: Attendance has already been marked for this date.

OK

Ma

Check-In Time:

04/28/2025 07:33 PM

Check-Out Time (Optional):

04/28/2025 12:38 PM

Status:

Present

Mark Attendance

Back

Attendance is checking for entry of the date and not inserting duplicate date .

in-info-web4.luddy.indianapolis.iu.edu says
Attendance marked successfully.

OK

Ma

Check-In Time:

04/15/2025 04:33 PM

Check-Out Time (Optional):

04/14/2025 11:38 AM

Status:

Present

Mark Attendance

Back

View attendance history: it is working fine but we need update and delete option too.

Attendance History

Start Date:

04/28/2025

End Date:

04/29/2025

Filter

Back

CHECK-IN	CHECK-OUT	STATUS
2025-04-28 12:00:00	2025-04-28 20:13:00	Present
2025-04-29 08:30:00	2025-04-29 17:30:00	Present
2025-05-02 17:23:00	2025-04-28 16:24:00	Present

Apply for leave :

A screenshot of a web application for submitting a leave request. A white error message box is overlaid on the form, stating: "in-info-web4.luddy.indianapolis.iu.edu says Error: Leave request for this period already exists". The form fields include: "Leave type:" with a dropdown menu showing "Sick Leave (Remaining: 1 days)"; "Start Date:" with a date input field showing "04/28/2025"; "End Date:" with a date input field showing "04/29/2025"; and "Reason for Leave:" with a text input field containing "sick leave". An "Apply" button is at the bottom of the form.

A screenshot of the same leave application form. A white error message box is overlaid, stating: "in-info-web4.luddy.indianapolis.iu.edu says Start date must be before end date." The form fields are the same as in the previous screenshot, but the "Start Date" is "05/02/2025" and the "End Date" is "04/30/2025".

Leave with existing date doesn't accept . Data validation is working and Start date must be before end date validation is working .

A screenshot of the leave application form after successful submission. A white success message box is overlaid, stating: "in-info-web4.luddy.indianapolis.iu.edu says Leave application submitted successfully". The form fields are the same as in the previous screenshots, with "Start Date" as "05/02/2025" and "End Date" as "05/02/2025".

Leave application is submitted successfully.

Track leave request : is working fine

Track Leave Requests

Filter by Status:

Pending

LEAVE TYPE	START DATE	END DATE	STATUS
Sick Leave	2025-04-20	2025-04-21	ispending
Sick Leave	2025-04-22	2025-04-23	ispending
Sick Leave	2025-05-08	2025-05-08	ispending
Sick Leave	2025-05-01	2025-05-01	ispending
Sick Leave	2025-05-02	2025-05-02	ispending

Back

Feature 3: View salary details:

Salary Details

Overview

Employee ID: 4
Job Title: Finance Marketing Specialist
Hire Date: 2022-01-23
Department ID: D01

Compensation

Current Salary: \$30,000.00

Back

Feature 4: Projects and tasks :

in-info-web4.luddy.indianapolis.iu.edu says

Task status updated successfully.

OK

Sort

Due

Order

Asc

Filter by Project:

All Projects

TASK DESCRIPTION	PROJECT	DUE DATE	STATUS	ACTION
123	Project Alpha	2025-04-23	Completed	Completed ▾
Fix bug #128	Project Alpha	2025-04-29	In Progress	In Progress ▾
Fix bug #657	Project Beta	2025-04-30	To Do	In Progress ▾

Performance Metrics

Total Tasks Assigned: 3

Tasks Completed: 1

Project status update is working .

Projects and Tasks

Assigned Projects

PROJECT NAME	START DATE	EXPECTED END DATE	STATUS	PROGRESS
Project Beta	2025-03-20	2025-05-30	On Hold	<div><div></div></div> 0%
Project Alpha	2024-01-01	2024-12-31	Not Started	<div><div></div></div> 50%
test5	2025-04-21	2026-01-15	Not Started	<div><div></div></div> 0%

Assigned Tasks

Feature 5: Training and performance:

Update Training Status

TRAINING NAME	ENROLLMENT DATE	STATUS	SCORE	ACTION
de	2025-04-23	Completed ▾	<input type="text" value="80"/>	<button>Update</button>
st	2025-04-23	Completed ▾	<input type="text" value="Enter sc"/>	<button>Update</button>
Test	2025-04-23	In Progress ▾	<input type="text" value="50"/>	<button>Update</button>
traingin test for user	2025-04-26	Not Started ▾	<input type="text" value="Enter sc"/>	<button>Update</button>

Feature 6 : Feedback and exit interviews:

View feedback :

My Feedback

REVIEWER ID	RATING	TYPE	FEEDBACK	DATE SUBMITTED
3	5	Performance	5	2025-04-25
3	4	Performance	great!!	2025-04-16
3	3	Behavior	Need tyo improive	2025-04-16
3	4	Behavior	Okay, can do better	2025-04-14
3	5	Performance	goof	2025-04-11
3	5	Behavior	Good team collaboration and helping out team members.	2025-04-08

Submit exit interview :

Submit Exit Interview Details

You have submitted your exit interview already.
There are no pending exit interviews for now.
Contact your manager for any questions.

Back

Can submit interview and show the above message .

View exit interview details :

Exit Interview Details

Details

Interview Date: 2025-04-27
Last Working Date: 2025-09-06
Resignation Type: Voluntary
Primary Reason: Abroad Education
Overall Satisfaction Rating: 5
Knowledge Transfer Status: In-Progress
Assets Returned: Yes
Eligible for Rehire: Yes

Back

Feature 7: Help & Support:

Frequently Asked Questions (FAQs)

1. How do I apply for a leave?

Go to the "Attendance & Leaves" section in the sidebar, select "Apply for Leave," choose your leave type, specify the dates, and click "Apply."

2. How can I check my leave balance?

In the "Apply for Leave" section, your remaining leave balance is displayed next to each leave type and in the Leave Balance Summary table below the form.

3. What should I do if I forget my password?

Go to "Profile Management" in the sidebar, select "Change Password," and follow the instructions to reset your password.

4. How do I mark my daily attendance?

Navigate to "Attendance & Leaves" in the sidebar, select "Mark Daily Attendance," enter your check-in and check-out times, and submit the form.

5. Who do I contact for payroll issues?

Please reach out to our HR representative. You can find their contact details in the "HR Contact" section under "Help & Support."

HR Contact Information

Name: Jane Smith
Email: jane.smith@gmail.com

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