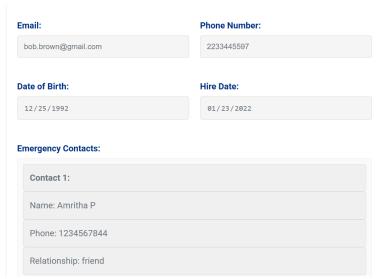
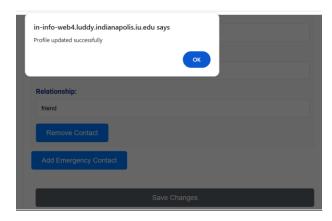
# Feature 1: Profile Management

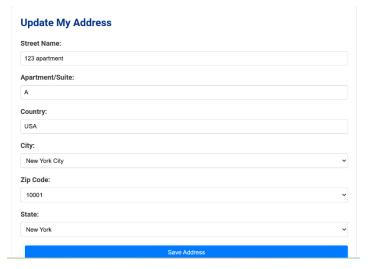
# View and update details:

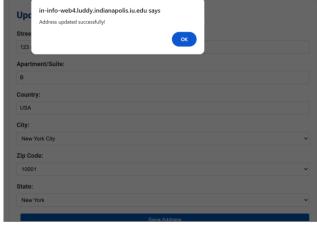




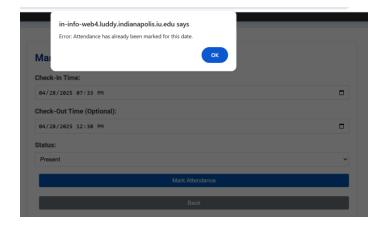
data got updated successfully. and Back button works

# <u>Update my address:</u>

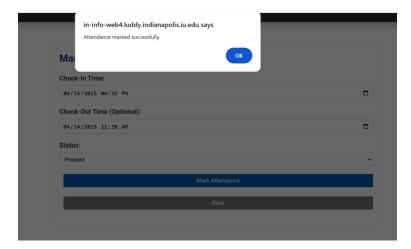




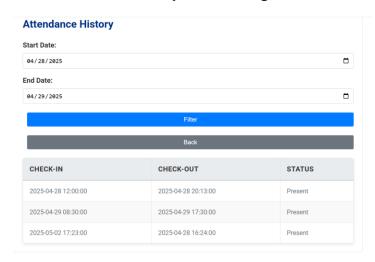
Feature 2: Attendance and leaves:



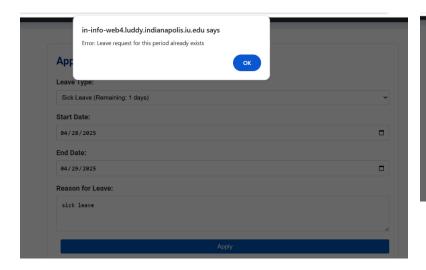
Attendance is checking for entry of the date and not inserting duplicate date .



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

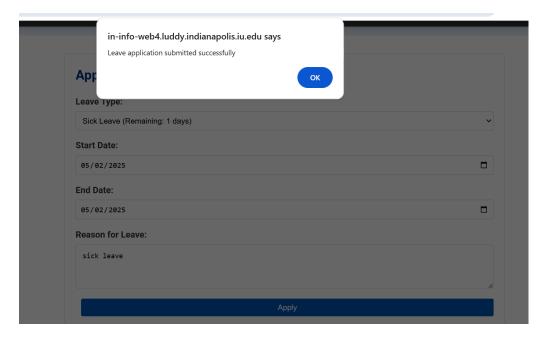


Apply for leave:



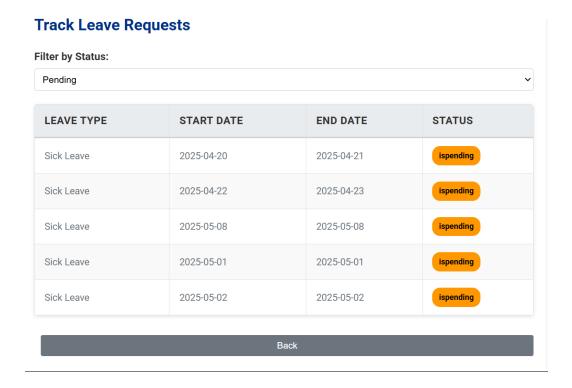


Leave with existing date doesn't accept . Data validation is working and Start date must be before end data validation is working .

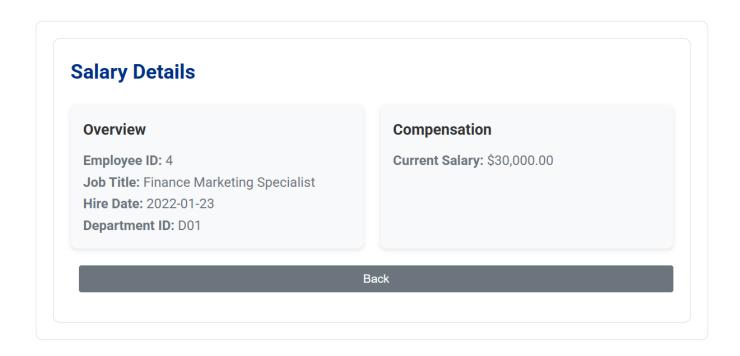


Leave application is submitted successfully.

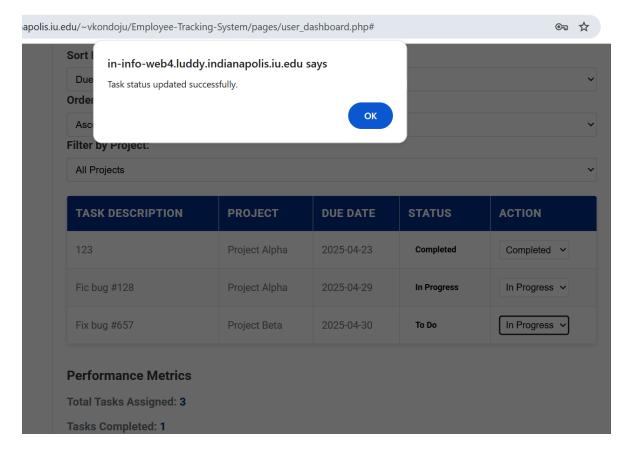
<u>Track leave request</u>: is working fine



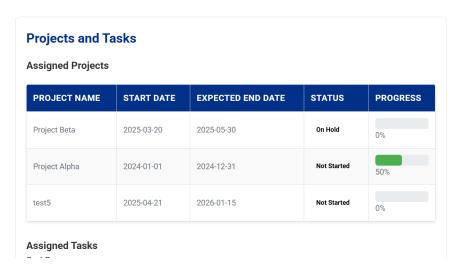
Feature 3: View salary details:



Feature 4: Projects and tasks:



Project status update is working.



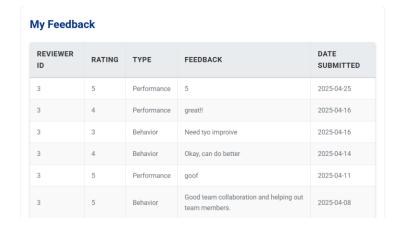
Feature 5: Training and performance:

# **Update Training Status**

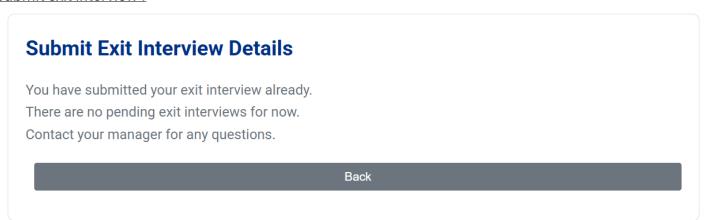
TRAINING NAME	ENROLLMENT DATE	STATUS	SCORE	ACTION
de	2025-04-23	Completed 🗸	80	Update
st	2025-04-23	Completed v	Enter sc	Update
Test	2025-04-23	In Progress >	50	Update
traingin test for user	2025-04-26	Not Started ✓	Enter sc	Update

# Feature 6: Feedback and exit interviews:

# View feedback:

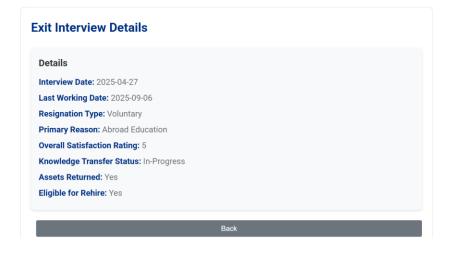


# Submit exit interview:



Can submit interview and show the above message.

View exit interview details:



# 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 Back