

A
Project Report

on

“EMPLOYEE LEAVE MANAGEMENT SYSTEM”

*Submitted in partial fulfilment of the requirement
of*

University of Mumbai

for

Web Technology Laboratory

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❖ ABSTRACT

This project is aimed at developing a web based Leave Management Tool, which is of importance to either an organization or a college.

The Employee Leave Management Tool is an Intranet based application that can be accessed throughout the organization or a specified group/Dept. This system can be used to automate the workflow of leave applications and their approvals. The periodic crediting of leave is also automated. There are features like notifications, cancellation of leave, etc in this Tool.

In this project we have created one website which is easy to access. For this website we used the backend as MySQL to store the data which is used in website and for user interface we had used PHP, HTML, CSS, JAVASCRIPT and JQUERRY.

❖ INTRODUCTION

Employee leave management system combine number of processes and systems to automate and easily manage employee data, leave request, track and grant leave. In many institution staff are entitled to different types of leave, these leave are granted according to institution policy.

Administrative department is mostly responsible for managing and granting leave request. To this end, most institution used conventional method of requesting, granting and managing leave. In conventional method, leave is manually request by writing letter to head of department.

The head of department minutes and forward the request to higher staff for approval. This method is time consuming, prone to error, require more paper work and difficult to manage. Hence the need for an automated leave management system that is faster, error free, less paper work and easy to manage.

The system was achieved by developing an automated employee leave management system using the two tier software architectural model. The System is implemented using web based technologies which include CSS, JS, HTML, MySQL, PHP and runs on Windows operating system.

The overall functionality of the system shows that it works satisfactory and the result obtained shows that the system is error free, faster and allows staff to request for leave in a timely manner. Hence the system can be used by both academic staff and administrative department of an institution for effective and efficient management of employee leave.

❖ SOFTWARE AND HARDWARE REQUIREMENTS

❖ SOFTWARE REQUIREMENTS:

- **Text Editor:** A text editor is a type of computer program that edits plain text. Text editors are provided with operating systems and software development packages, and can be used to change files such as configuration files, documentation files and programming language source code. Examples:- sublime text, Visual Studios ,etc.
- **Web Browser:** It is a software application for accessing information on the World Wide Web. When a user requests a web page from a particular website, the web browser retrieves the necessary content from a web server and then displays the page on the user's device. For Example: chrome
- **XAMPP:** XAMPP is a free and open-source cross-platform web server solution stack package developed by Apache Friends, consisting mainly of the Apache HTTP Server, MariaDB database, and interpreters for scripts written in the PHP and Perl programming languages. Since most actual web server deployments use the same components as XAMPP, it makes transitioning from a local test server to a live server possible.

XAMPP's ease of deployment means a WAMP or LAMP stack can be installed quickly and simply on an operating system by a developer, with the advantage that common add-in applications such as WordPress and Joomla! can also be installed with similar ease using Bitnami.
- **MySQL:** MySQL is an open-source relational database management system. Its name is a combination of "My", the name of co-founder Michael Widenius's daughter, and "SQL", the abbreviation for Structured Query Language.
- **PhpMyAdmin:** phpMyAdmin is a free and open source administration tool for MySQL and MariaDB. As a portable web application written primarily in PHP, it has become one of the most popular MySQL administration tools, especially for web hosting services.

❖ Languages Used:

- **HTML:** HTML (**H**ypertext **M**arkup **L**anguage) is the code that is used to structure a web page and its content. For example, content could be structured within a set of paragraphs, a list of bulleted points, or using images and data tables. As the title suggests, this article will give you a basic understanding of HTML and its functions.
- **CSS:** CSS stands for Cascading Style Sheets. CSS describes how HTML elements are to be displayed on screen, paper, or in other media. CSS saves a lot of work. It can control the layout of multiple web pages all at once.
- **JS:** JavaScript is a text-based programming language used both on the client-side and server-side that allows you to make web pages interactive. Where HTML and CSS are languages that give structure and style to web pages, JavaScript gives web pages interactive elements that engage a user
- **PHP:** PHP is an acronym for "PHP: Hypertext Preprocessor"
It is a widely-used, open source scripting language
PHP scripts are executed on the server.
PHP is free to download and use.
- **Recommended Operating Systems :-**
 1. Windows: 7 or newer
 2. Windows Vista
 3. MAC: OS X v10.7 or higher
 4. Linux: Ubuntu

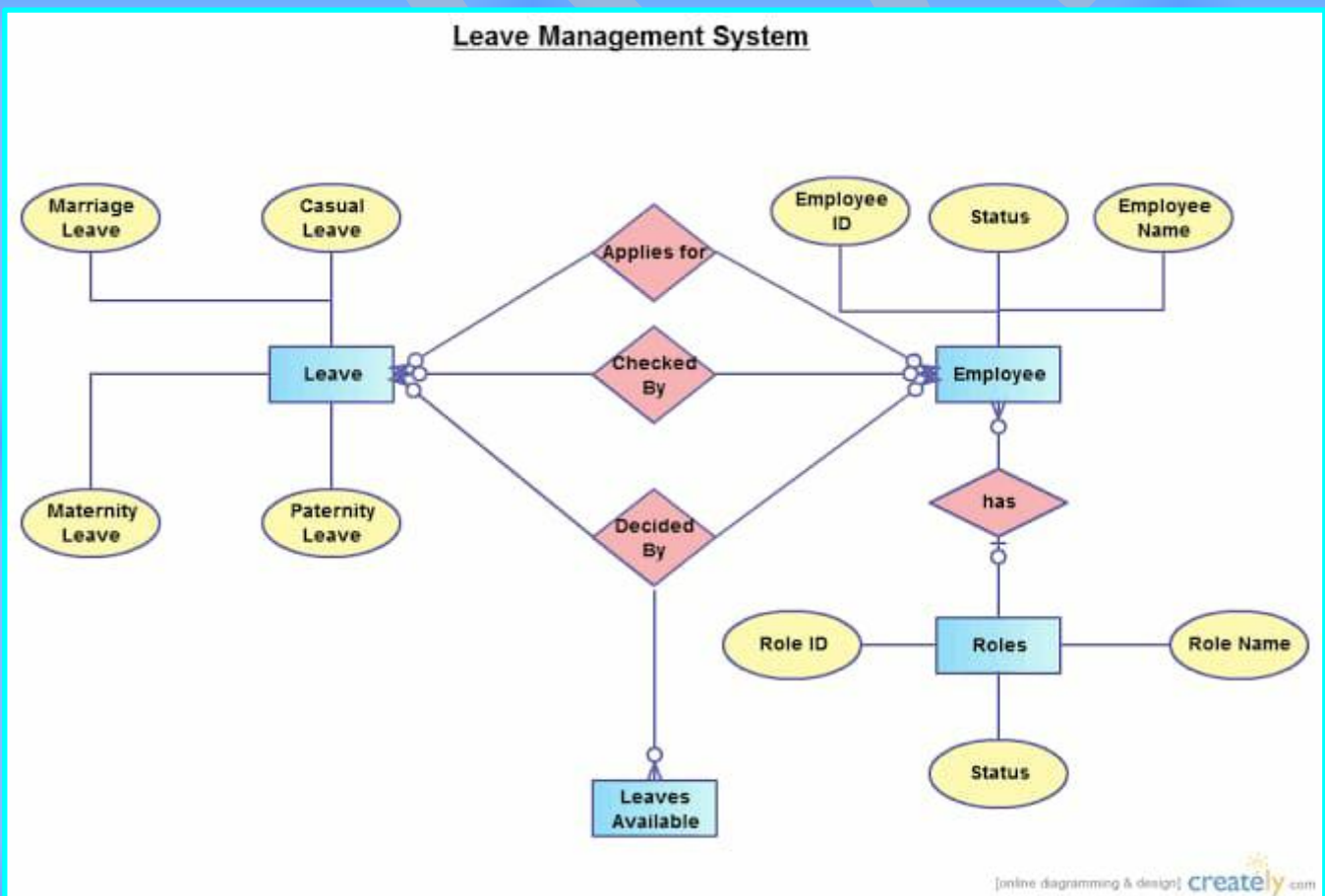
❖ HARDWARE REQUIREMENTS

- **Cloud Hosting:-** Cloud hosting makes applications and websites accessible using cloud resources. Unlike traditional hosting, solutions are not deployed on a single server. Instead, a network of connected virtual and physical cloud servers hosts the application or website, ensuring greater flexibility and scalability.

- **MAIN SERVER MACHINE.**

- Processor: Minimum 1 GHz; Recommended 2GHz or more.
- Ethernet connection (LAN) OR a wireless adapter (Wi-Fi).
- Hard Drive: Minimum 32 GB; Recommended 64 GB or more.
- Memory (RAM): Minimum 1 GB; Recommended 4 GB or above.
- PC or Laptop with all the above requirements.

❖ **SITE MAP. (DESIGN OF WEBSITE)**



❖ MODULES/MENU DESCRIPTION

UNIFIED MODELING LANGUAGE DIAGRAMS

The unified modeling language allows the software engineer to express an analysis model using the modeling notation that is governed by a set of syntactic semantic and pragmatic rules.

A UML system is represented using five different views that describe the system from distinctly different perspective. Each view is defined by a set of diagram, which is as follows.

User Model View

1. This view represents the system from the users perspective.
2. The analysis representation describes a usage scenario from the end-users perspective.

Structural model view

In this model the data and functionality are arrived from inside the system.

This model view models the static structures.

Behavioral Model View

It represents the dynamic of behavioral as parts of the system, depicting the interactions of collection between various structural elements described in the user model and structural model view.

Implementation Model View

In this the structural and behavioral as parts of the system are represented as they are to be built.

Environmental Model View

In this the structural and behavioral aspects of the environment in which the system is to be implemented are represented.

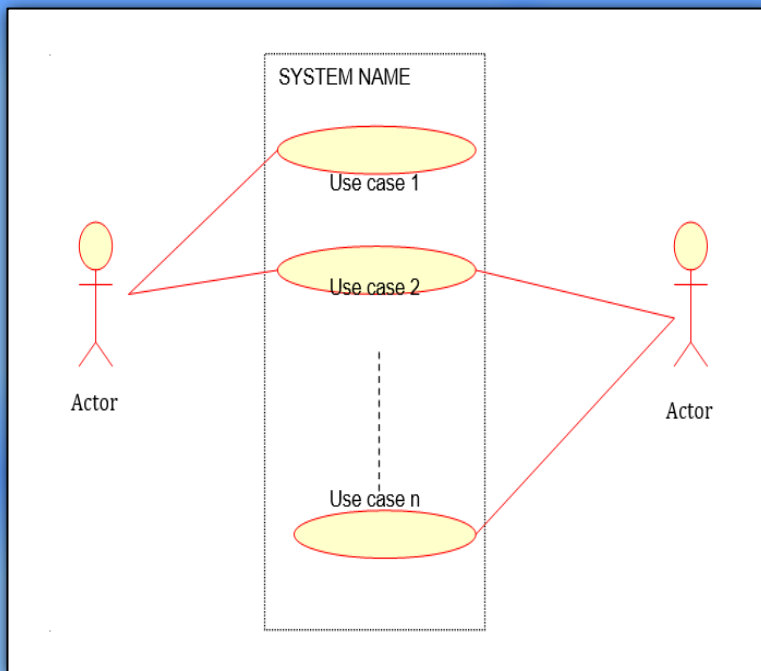
UML is specifically constructed through two different domains they are

- UML Analysis modeling, which focuses on the user model and structural model views of the system.
- UML design modeling, which focuses on the behavioral modeling, implementation modeling and environmental model views.

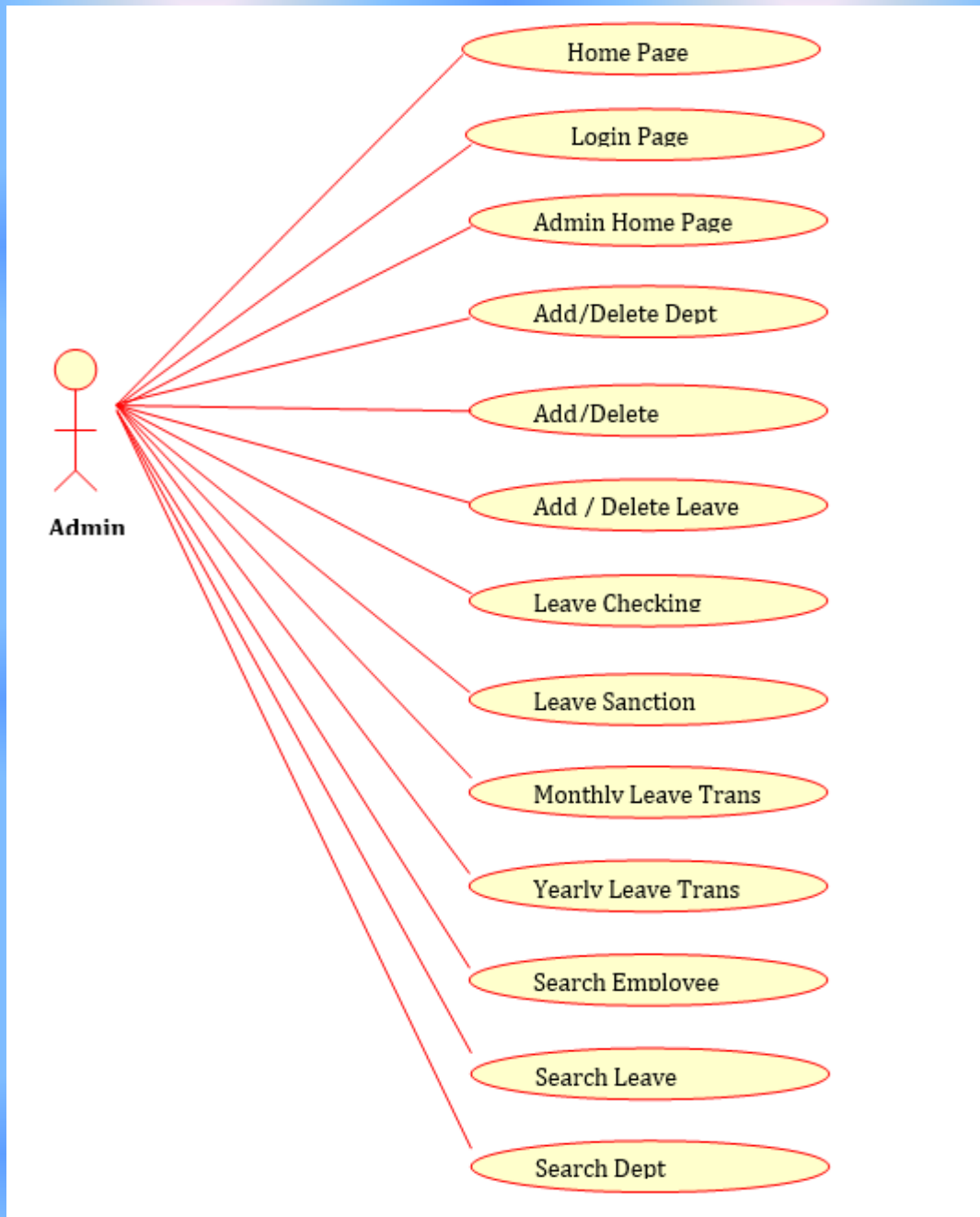
Use case Diagrams represent the functionality of the system from a user's point of view. Use cases are used during requirements elicitation and analysis to represent the functionality of the system. Use cases focus on the behavior of the system from external point of view.

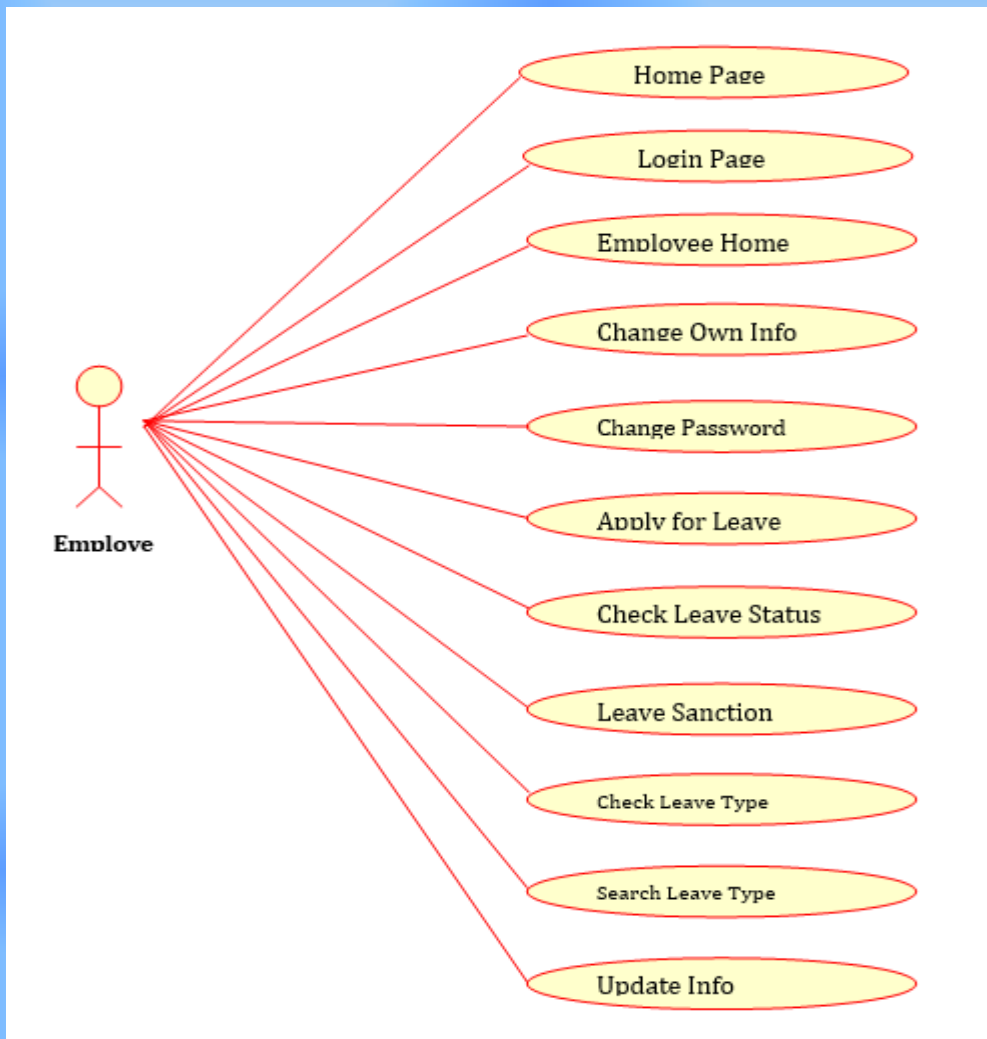
Actors are external entities that interact with the system. Examples of actors include users like administrator, bank customer ...etc., or another system like central database.

Use case Model



USE CASE FOR ADMIN

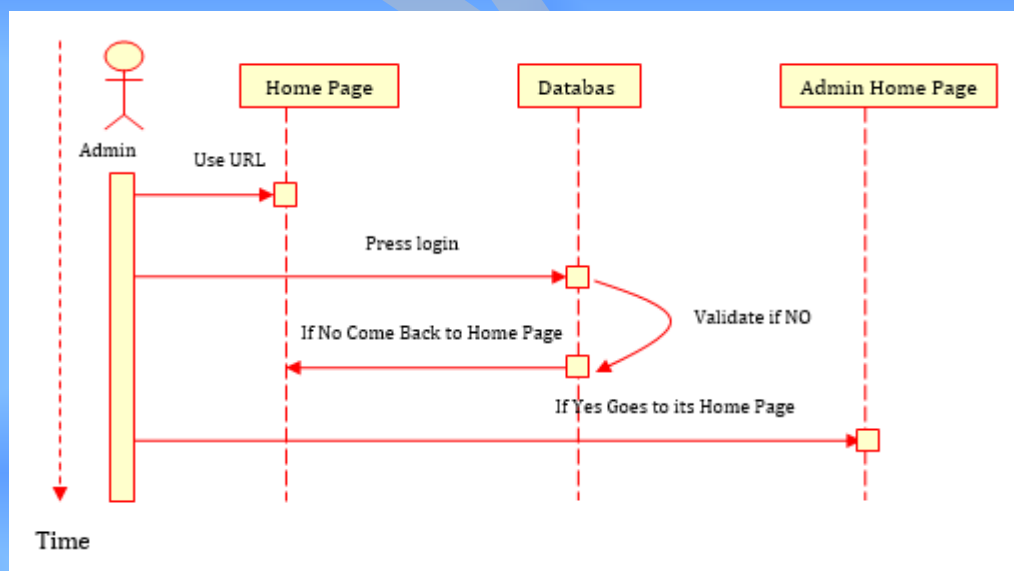




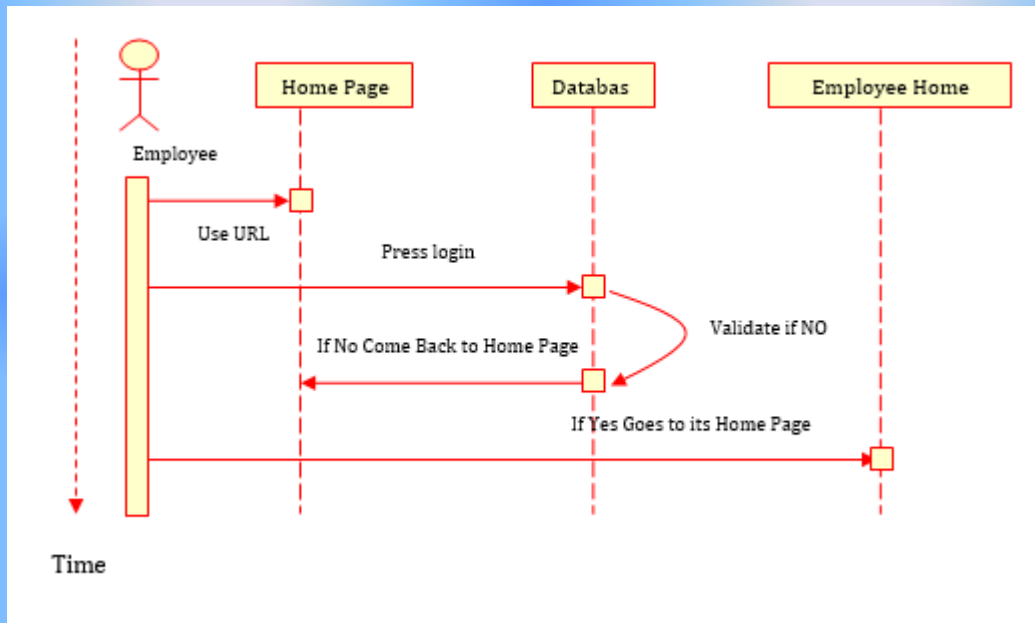
SEQUENCE DIAGRAMS

Sequence Diagrams Represent the objects participating the interaction horizontally and time vertically.

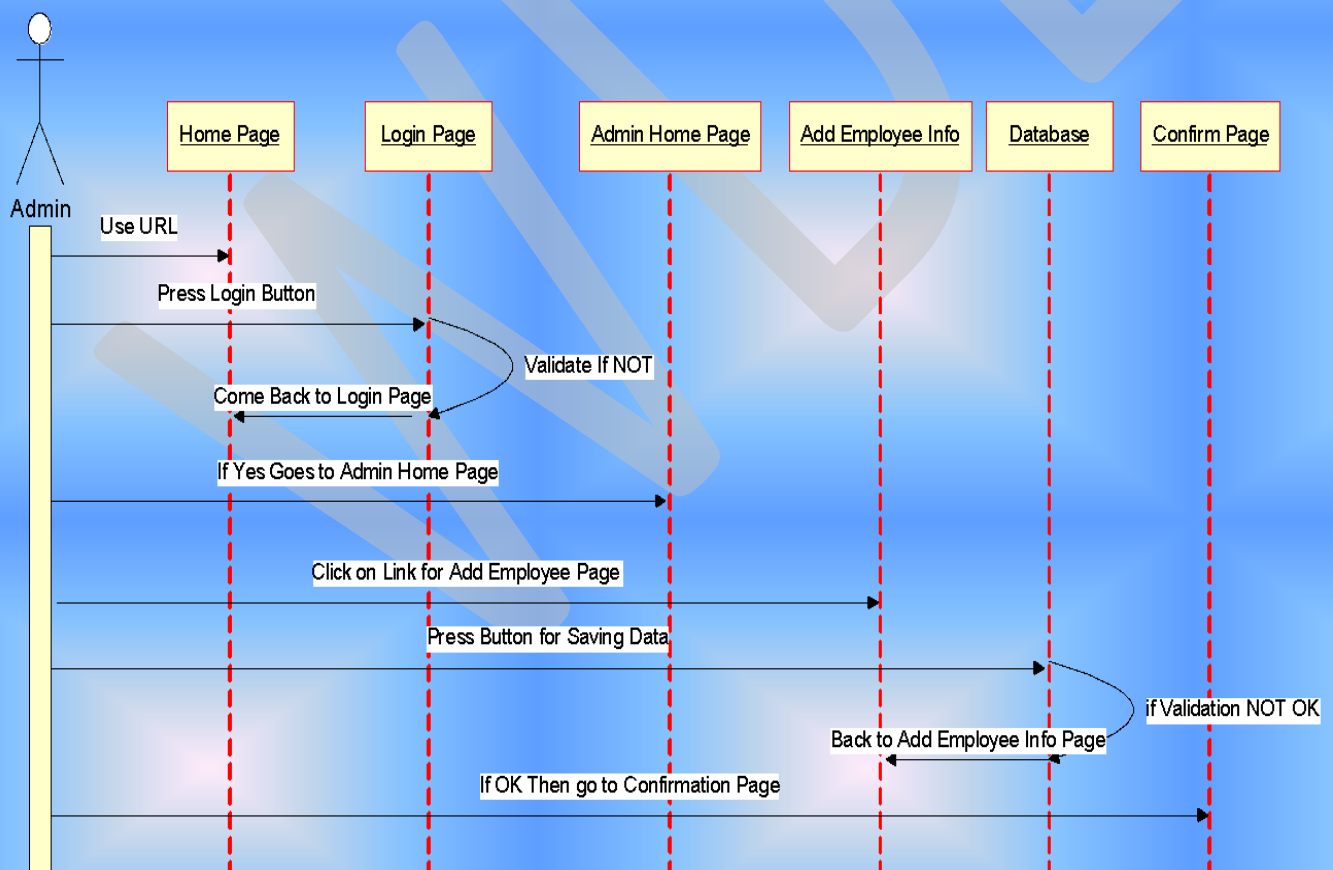
SEQUENCE DIAGRAM 1



SEQUENCE DIAGRAM 2



SEQUENCE DIAGRAM FOR ADDING EMPLOYEE



❖ OUTPUT SCREENS AND SOME CODING PART

SOME CODING PART:-

```
index.php
1
2  <?php
3  session_start();
4  error_reporting(0);
5  include('includes/config.php');
6  if(isset($_POST['signin']))
7  {
8  $uname=$_POST['username'];
9  $password=md5($_POST['password']);
10  $sql ="SELECT EmailId,Password,Status,id FROM tblemployees WHERE EmailId=:uname and Password=:password";
11  $query= $dbh -> prepare($sql);
12  $query-> bindParam(':uname', $uname, PDO::PARAM_STR);
13  $query-> bindParam(':password', $password, PDO::PARAM_STR);
14  $query-> execute();
15  $results=$query->fetchAll(PDO::FETCH_OBJ);
16  if($query->rowCount() > 0)
17  {
18  foreach ($results as $result) {
19  $status=$result->Status;
20  $_SESSION['eid']=$result->id;
21  }
22  if($status==0)
23  {
24  $msg="Your account is Inactive. Please contact admin";
25  } else{
26  $_SESSION['emplogin']=$_POST['username'];
27  echo "<script type='text/javascript'> document.location = 'emp-changepassword.php'; </script>";
28  } }
29
30  else{
31
32  echo "<script>alert('Invalid Details');</script>";
33  }
34  }
35
36  }
37
38  ?><!DOCTYPE html>
39  <html lang="en">
40  <head>
41
42  <!-- Title -->
43  <title>ELMS | Home Page</title>
44
45  <meta name="viewport" content="width=device-width, initial-scale=1.0, maximum-scale=1.0, user-scalable=no"/>
46  <meta charset="UTF-8">
```

```

37 >><!DOCTYPE html>
38 <html lang="en">
39   <head>
40     <!-- Title -->
41     <title>ELMS | Home Page</title>
42
43     <meta name="viewport" content="width=device-width, initial-scale=1.0, maximum-scale=1.0, user-scalable=no"/>
44     <meta charset="UTF-8">
45     <meta name="description" content="Responsive Admin Dashboard Template" />
46     <meta name="keywords" content="admin,dashboard" />
47     <meta name="author" content="Steelcoders" />
48
49     <!-- Styles -->
50     <link type="text/css" rel="stylesheet" href="assets/plugins/materialize/css/materialize.min.css"/>
51     <link href="http://fonts.googleapis.com/icon?family=Material+Icons" rel="stylesheet">
52     <link href="assets/plugins/material-preloader/css/materialPreloader.min.css" rel="stylesheet">
53
54     <!-- Theme Styles -->
55     <link href="assets/css/alpha.min.css" rel="stylesheet" type="text/css"/>
56     <link href="assets/css/custom.css" rel="stylesheet" type="text/css"/>
57
58     <!-- HTML5 shim and Respond.js for IE8 support of HTML5 elements and media queries -->
59     <!-- WARNING: Respond.js doesn't work if you view the page via file:// -->
60     <!--[if lt IE 9]>
61       <script src="http://oss.maxcdn.com/html5shiv/3.7.2/html5shiv.min.js"></script>
62       <script src="http://oss.maxcdn.com/respond/1.4.2/respond.min.js"></script>
63     <![endif]>
64
65   </head>
66   <body>
67     <div class="loader-bg"></div>
68     <div class="loader">
69       <div class="preloader-wrapper big active">
70         <div class="spinner-layer spinner-blue">
71           <div class="circle-clipper left">
72             <div class="circle"></div>
73           </div><div class="gap-patch">
74             <div class="circle"></div>
75           </div><div class="circle-clipper right">
76             <div class="circle"></div>
77           </div>
78         </div>
79       </div>
80     </div>
81
82

```

```

</aside>
<main class="mn-inner">
  <div class="row">
    <div class="col s12">
      <div class="page-title"><h4>Welcome to Employee Leave Management System</h4></div>

      <div class="col s12 m6 l8 offset-l2 offset-m3">
        <div class="card white darken-1">

          <div class="card-content ">
            <span class="card-title" style="font-size:20px;">Employee Login</span>
            <?php if($msg){?><div class="errorWrap"><strong>Error</strong> : <?php echo htmlentities($msg); ?> </div><?php ??>
            <div class="row">
              <form class="col s12" name="signin" method="post">
                <div class="input-field col s12">
                  <input id="username" type="text" name="username" class="validate" autocomplete="off" required >
                  <label for="email">Email Id</label>
                </div>
                <div class="input-field col s12">
                  <input id="password" type="password" class="validate" name="password" autocomplete="off" required>
                  <label for="password">Password</label>
                </div>
                <div class="col s12 right-align m-t-sm">
                  <input type="submit" name="signin" value="Sign in" class="waves-effect waves-light btn teal">
                </div>
              </form>
            </div>
          </div>
        </div>
      </div>
    </div>
  </div>
</main>

</div>
<div class="left-sidebar-hover"></div>

<!-- Javascripts -->
<script src="assets/plugins/jquery/jquery-2.2.0.min.js"></script>
<script src="assets/plugins/materialize/js/materialize.min.js"></script>
<script src="assets/plugins/material-preloader/js/materialPreloader.min.js"></script>
<script src="assets/plugins/jquery-blockui/jquery.blockui.js"></script>
<script src="assets/js/alpha.min.js"></script>
</body>

```

```

</style>
</head>
<body>
  <?php include('includes/header.php');?>

  <?php include('includes/sidebar.php');?>
  <main class="mn-inner">
    <div class="row">
      <div class="col s12">
        <div class="page-title">Leave History</div>
      </div>

      <div class="col s12 m12 l12">
        <div class="card">
          <div class="card-content">
            <span class="card-title">Leave History</span>
            <?php if($msg){?><div class="succWrap"><strong>SUCCESS</strong> : <?php echo htmlentities($msg); ?> </div><?php ??>
            <table id="example" class="display responsive-table ">
              <thead>
                <tr>
                  <th>#</th>
                  <th width="120">Leave Type</th>
                  <th>From</th>
                  <th>To</th>
                  <th>Description</th>
                  <th width="120">Posting Date</th>
                  <th width="200">Admin Remark</th>
                  <th>Status</th>
                </tr>
              </thead>
              <tbody>
                <tr>
                  <td>#</td>
                  <td>Leave Type</td>
                  <td>From</td>
                  <td>To</td>
                  <td>Description</td>
                  <td>Posting Date</td>
                  <td>Admin Remark</td>
                  <td>Status</td>
                </tr>
              </tbody>
            </table>
          </div>
        </div>
      </div>
    </div>
  </main>

  <?php
  $eid=$_SESSION['eid'];
  $sql = "SELECT LeaveType,ToDate,FromDate,Description,PostingDate,AdminRemarkDate,AdminRemark,Status from tblleaves where empid=:eid";
  $query = $dbh -> prepare($sql);
  $query->bindParam(':eid',$eid,PDO::PARAM_STR);
  $query->execute();
  $results=$query->fetchAll(PDO::FETCH_OBJ);
  $cnt=1;
  if($query->rowCount() > 0)

```



```
10  logout.php
11  1  [?]php
12  2  session_start();
13  3  $_SESSION = array();
14  4  if (ini_get("session.use_cookies")) {
15  5      $params = session_get_cookie_params();
16  6      setcookie(session_name(), '', time() - 60*60,
17  7          $params["path"], $params["domain"],
18  8          $params["secure"], $params["httponly"]
19  9      );
20  10 }
21  11 unset($_SESSION['a_login']);
22  12 session_destroy(); // destroy session
23  13 header("location:index.php");
24  14 [?]
25  15
26  16
```

[illegible]

```

<!DOCTYPE html>
<html lang="en">
  <head>

    <!-- Title -->
    <title>Employee | Apply Leave</title>

    <meta name="viewport" content="width=device-width, initial-scale=1.0, maximum-scale=1.0, user-scalable=no"/>
    <meta charset="UTF-8">
    <meta name="description" content="Responsive Admin Dashboard Template" />
    <meta name="keywords" content="admin, dashboard" />
    <meta name="author" content="Steelcoders" />

    <!-- Styles -->
    <link type="text/css" rel="stylesheet" href="assets/plugins/materialize/css/materialize.min.css"/>
    <link href="http://fonts.googleapis.com/icon?family=Material+Icons" rel="stylesheet">
    <link href="assets/plugins/material-preloader/css/materialPreloader.min.css" rel="stylesheet">
    <link href="assets/css/alpha.min.css" rel="stylesheet" type="text/css"/>
    <link href="assets/css/custom.css" rel="stylesheet" type="text/css"/>

  <style>
    .errorWrap {
      padding: 10px;
      margin: 0 0 20px 0;
      background: #fff;
      border-left: 4px solid #dd3d36;
      -webkit-box-shadow: 0 1px 1px 0 rgba(0,0,0,.1);
      box-shadow: 0 1px 1px 0 rgba(0,0,0,.1);
    }
    .succWrap{
      padding: 10px;
      margin: 0 0 20px 0;
      background: #fff;
      border-left: 4px solid #5cb85c;
      -webkit-box-shadow: 0 1px 1px 0 rgba(0,0,0,.1);
      box-shadow: 0 1px 1px 0 rgba(0,0,0,.1);
    }

  </style>

</head>
<body>
  <?php include('includes/header.php');?>

```

```

  <?php include('includes/sidebar.php');?>
  <main class="mn-inner">
    <div class="row">
      <div class="col s12">
        <div class="page-title">Apply for Leave</div>
      </div>
      <div class="col s12 m12 l8">
        <div class="card">
          <div class="card-content">
            <form id="example-form" method="post" name="addemp">
              <div>
                <h3>Apply for Leave</h3>
                <section>
                  <div class="wizard-content">
                    <div class="row">
                      <div class="col m12">
                        <div class="row">
                          <?php if($error){?><div class="errorWrap"><strong>ERROR </strong>:<?php echo htmlentities($error); ?> </div><?php }
                          else if($msg){?><div class="succWrap"><strong>SUCCESS</strong>:<?php echo htmlentities($msg); ?> </div><?php }?>
                        </div>
                      </div>
                    </div>
                  </div>
                </section>
              </div>
            </form>
          </div>
          <div class="input-field col s12">
            <select name="leavetype" autocomplete="off">
              <option value="">Select leave type...</option>
              <?php $sql = "SELECT LeaveType from tblleavetype";
              $query = $dbh -> prepare($sql);
              $query->execute();
              $results=$query->fetchAll(PDO::FETCH_OBJ);
              $cnt=1;
              if($query->rowCount() > 0)
              {
                foreach($results as $result)
                {
                  ?>
                  <option value="<?php echo htmlentities($result->LeaveType);?>"><?php echo htmlentities($result->LeaveType);?></option>
                <?php }?>
              </select>
            </div>

            <div class="input-field col m6 s12">
              <label for="fromdate">From Date</label>
              <input placeholder="" id="mask1" name="fromdate" class="masked" type="text" data-inputmask="'alias': 'date'" required>
            </div>

            <div class="input-field col m6 s12">
              <label for="todate">To Date</label>

```

❖ OUTPUT

HOMEPAGE (SIGN IN) :-

ELMS | EMPLOYEE LEAVE MANAGEMENT

Employee Login

Emp Password Recovery

Admin Login

WELCOME TO EMPLOYEE LEAVE MANAGEMENT SYSTEM

EMPLOYEE LOGIN

Email Id

Password

SIGN IN

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PASSWORD RECOVERY PAGE:-

ELMS | EMPLOYEE LEAVE MANAGEMENT

Employee Login

Emp Password Recovery

Admin Login

EMPLOYEE PASSWORD RECOVERY

EMPLOYEE DETAILS

Employee Id

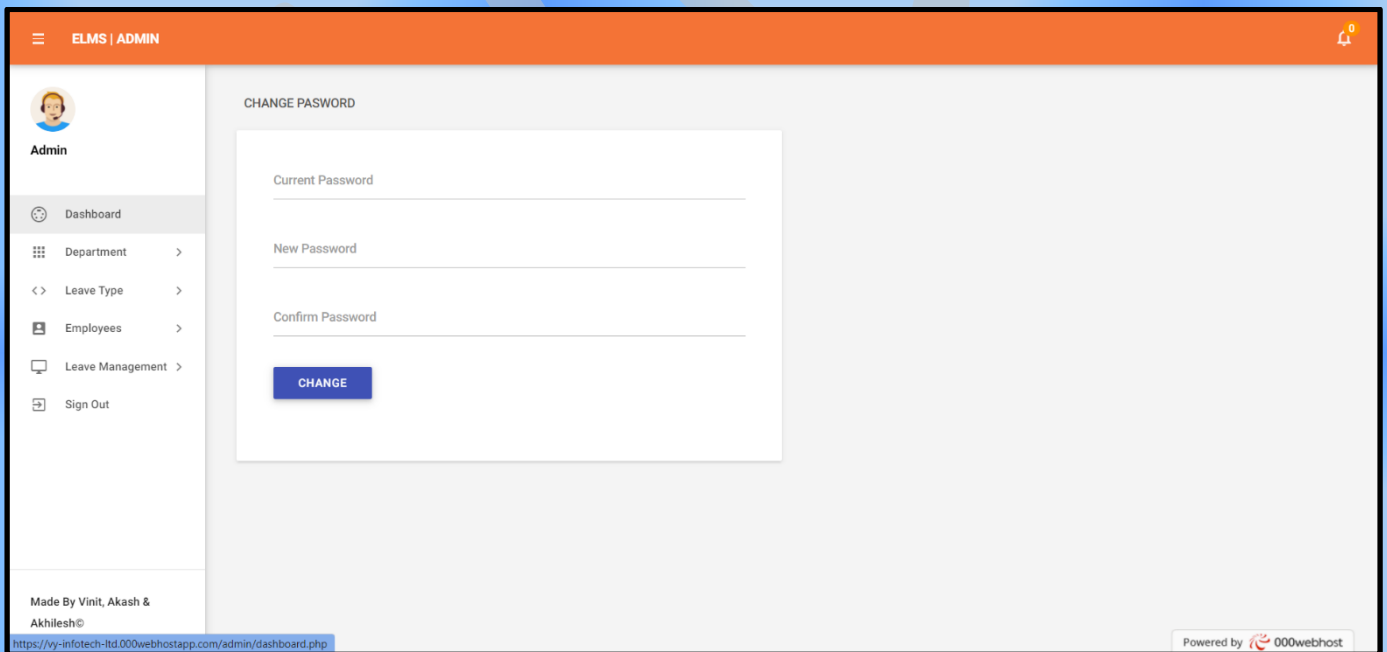
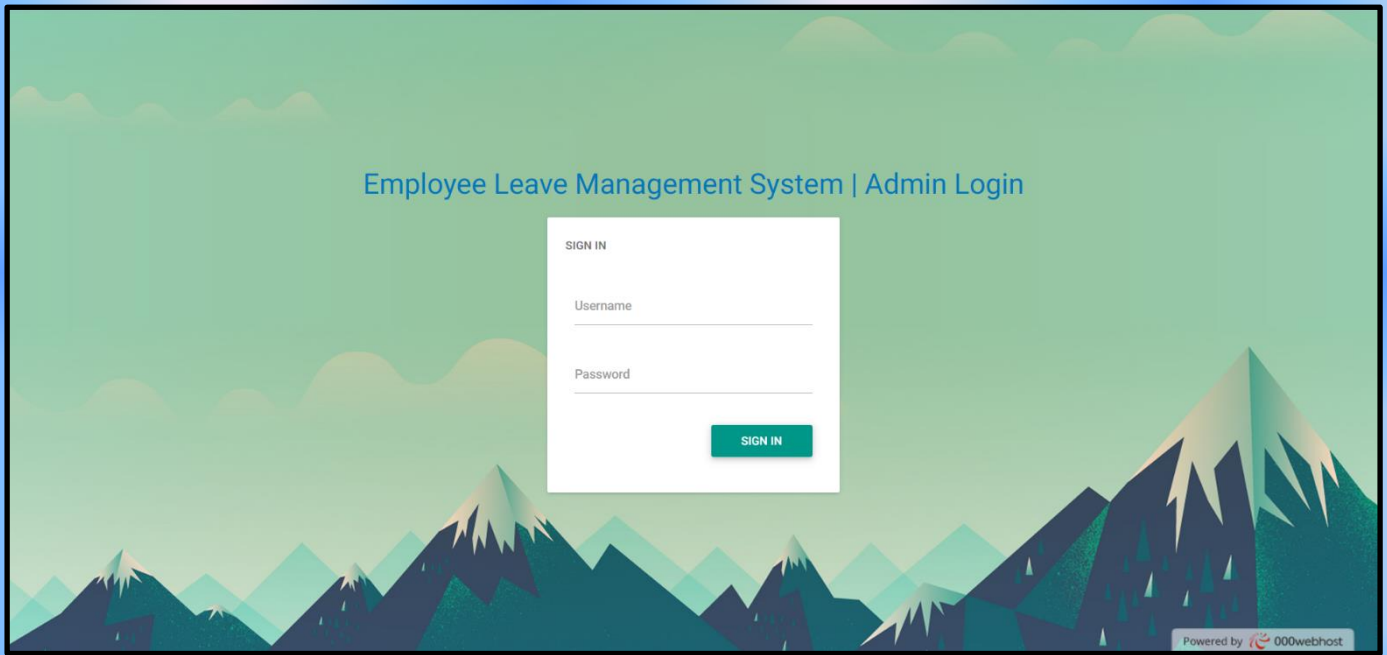
Email Id

SIGN IN


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ADMIN PAGES:-



ELMS | ADMIN



Admin

Dashboard

Department

Leave Type

Employees

Leave Management

Sign Out

3

TITLE REGD EMPLOYEE

3

LISTED DEPARTMENTS

3

LISTED LEAVE TYPE

Welcome to Employee Leave Management System


LATEST LEAVE APPLICATIONS

#	Employee Name	Leave Type	Posting Date	Status	Action
1	Vinit Yadav(EMP20201026)	Vacation Leave	2020-11-23 08:29:07	Not Approved	VIEW DETAILS
2	Akash Dubey(EMP20201123)	Medical Leave test	2020-10-30 11:14:14	Approved	VIEW DETAILS
3	Vinit Yadav(EMP20201026)	Casual Leave	2020-11-19 13:11:21	waiting for approval	VIEW DETAILS

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ELMS | ADMIN



Admin

Dashboard

Department

Leave Type

Employees

Leave Management

Sign Out

MANAGE DEPARTMENTS

DEPARTMENTS INFO

Show

10

Search records

Sr no	Dept Name	Dept Short Name	Dept Code	Creation Date	Action
1	Human Resource	HR	HR001	2020-10-01 07:16:25	Edit Delete
2	Information Technology	IT	IT001	2020-10-01 07:19:37	Edit Delete
3	Operations	OP	OP001	2020-10-02 21:28:56	Edit Delete

Showing 1 to 3 of 3 entries

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ELMS | ADMIN

Admin

Dashboard

Department

Leave Type

Employees

Leave Management

Sign Out

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MANAGE LEAVE TYPE

LEAVE TYPE INFO

Show

10

Search records

Sr no	Leave Type	Description	Creation Date	Action
1	Casual Leave	Casual Leave	2020-10-01 12:07:56	Edit Delete
2	Medical Leave test	Medical Leave test	2020-10-01 13:16:09	Edit Delete
3	Vacation Leave	Vacation Leave	2020-10-01 13:16:38	Edit Delete

Showing 1 to 3 of 3 entries

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ELMS | ADMIN

Admin

Dashboard

Department

Leave Type

Employees

Leave Management

Sign Out

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MANAGE EMPLOYEESWWW

EMPLOYEES INFO

Show

10


Search records

Sr no	Emp Id	Full Name	Department	Status	Reg Date	Action
1	EMP20201026	Vinit Yadav	Information Technology	ACTIVE	2020-10-26 11:29:59	Edit Delete
2	EMP20201123	Akash Dubey	Human Resource	ACTIVE	2020-11-23 16:15:13	Edit Delete
3	EMP20201107	Akhilesh Yadav	Operations	ACTIVE	2020-11-29 05:53:33	Edit Delete

Showing 1 to 3 of 3 entries

Powered by 000webhost

ELMS | ADMIN



Admin

Dashboard

Department

Leave Type

Employees

Leave Management

Sign Out

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LEAVE HISTORY

LEAVE HISTORY

#	Employee Name	Leave Type	Posting Date	Status	Action
1	Vinit Yadav(EMP20201026)	Vacation Leave	2020-11-23 08:29:07	Not Approved	<button>VIEW DETAILS</button>
2	Akash Dubey(EMP20201123)	Medical Leave test	2020-10-30 11:14:14	Approved	<button>VIEW DETAILS</button>
3	Vinit Yadav(EMP20201026)	Casual Leave	2020-11-19 13:11:21	waiting for approval	<button>VIEW DETAILS</button>

Powered by 000webhost

ELMS | ADMIN



Admin

Dashboard

Department

Leave Type

Employees

Leave Management

Sign Out

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ADD DEPARTMENT

Department Name


Department Short Name

Department Code

ADD

Powered by 000webhost

ELMS | ADMIN



Admin

Dashboard

Department >

<> Leave Type >

Employees >

Leave Management >

Sign Out

ADD EMPLOYEE

Employee Info

Employee Code(Must be unique)

Gender...

Birthdate

First name

Last name

Department...

Address

Email

City/Town

Country

Password

Mobile number


Confirm password

ADD

Made By Vinit, Akash & Akhilesh®

Powered by 000webhost

ELMS | ADMIN



Admin

Dashboard

Department >

<> Leave Type >

Employees >

Leave Management >

Sign Out

ADD LEAVE TYPE

Leave Type

Description

ADD

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Admin



Dashboard



Department



Leave Type



Employees



Leave Management



All Leaves

Pending Leaves

Approved Leaves

Not Approved Leaves




Sign Out


Made By Vinit, Akash &
Akhilesh©


EMPLOYEE PAGES:-

≡

ELMS | EMPLOYEE LEAVE MANAGEMENT

 Employee Login

 Emp Password Recovery

 Admin Login

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WELCOME TO EMPLOYEE LEAVE MANAGEMENT SYSTEM

EMPLOYEE LOGIN

Email Id


Password

SIGN IN


Powered by 000webhost


≡


ELMS | ADMIN




Vinit Yadav
EMP20201026

 My Profiles

 Change Password

 Leaves >

 Sign Out

CHANGE PASWORD

Current Password

New Password

Confirm Password

CHANGE

ELMS | ADMIN

Vinit Yadav
EMP20201026

My Profiles

Change Password

Leaves

Apply Leave

Leave History

Sign Out

APPLY FOR LEAVE

Apply for Leave

Select leave type...

From Date

To Date

Description

APPLY

ELMS | ADMIN

Vinit Yadav
EMP20201026

My Profiles

Change Password

Leaves

Sign Out

UPDATE EMPLOYEE

Update Employee Info

Employee Code
EMP20201026

First name
Vinit

Email
vinit@gmail.com

Mobile number
9857555555

Last name
Yadav

Information Technology

City/Town
Mumbai

Male

1 January, 1999

Bhandup

India

UPDATE

ELMS | ADMIN

Vinit Yadav
EMP20201026

My Profiles

Change Password

Leaves

Apply Leave

Leave History

Sign Out

LEAVE HISTORY

LEAVE HISTORY

Show

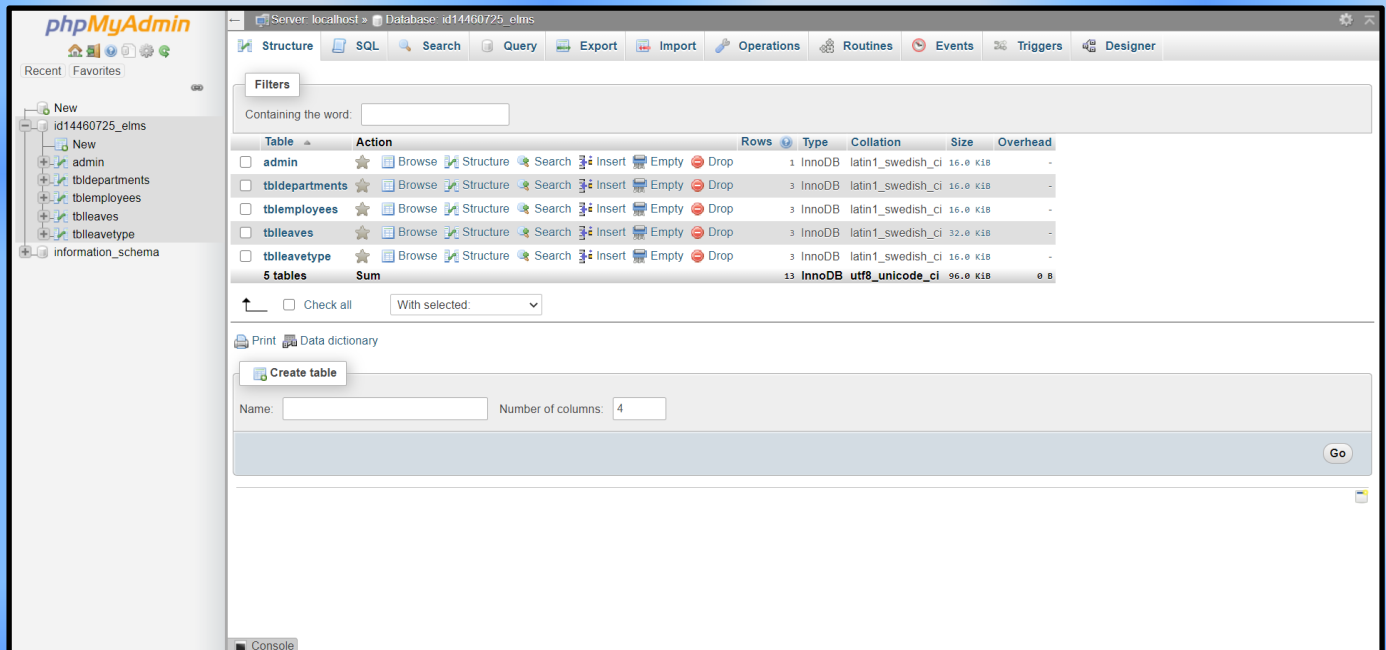
10

Search records

Leave Type	From	To	Description	Posting Date	Admin Remak	Status
1 Casual Leave	30/11/2020	26/11/2020	Dear Sir, I am writing to request you for a five-day leave from 26/11/20 to 30/11/20 as I have to urgently attend a medical emergency of a close relative and as he is situated in Delhi, I have to be away from the town for five days. I will resume work from 01/12/20, and I shall be reachable at my email id and phone number. Besides, I have instructed Akash to take care of certain responsibilities during my absence. He is well equipped for any emergency or in case any assistance is required.	2020-11-19 18:41:21	waiting for approval	waiting for approval
2 Vacation Leave	23/12/2020	01/12/2020	Dear Sir, This is to request you for your approval for a twenty three day leave for my planned trip to Kerela with my family. I have been collecting my leaves for the trip, and I am very excited about the same. I am writing this to formally notify you about my leaves from 1/12/20 to 23/12/20. I will update you with the final draft this week and will submit the file to you. You can contact Akash in my absence as he is aware of the same. I can be reached at email id and phone number in case of any queries. I hope you will acknowledge my application and process the same earliest.	2020-11-23 13:59:07	Sorry! As there is lots of pending works in the office and we have to complete the projects of clients. So postpone your vacations. at 2020-11-24 14:06:12	Not Approved

Showing 1 to 2 of 2 entries

BACKEND PAGE OF PHPMYADMIN:-



❖ FUTURE SCOPE

- The leaves that have not been availed by the staff in the given session can be automatically carried to the next working session depending on the HR policy of the organisation.
- Every employees individual leave record can be tabulated in a pie chart format to ascertain his/her performance during the working session for HR appraisal activity.
- The summarised data generated by this system can be further provided to different departments for example, FINANCE,ACCOUNTS for direct calculations of salaries.
- If personal data is fed into the system while creating employee profiles,a birthdays,notice period,promotions,can be availed at a single point by the ADMIN.

❖ CONCLUSION

So here we finally are with a leave application management system which can take request of the staff for leave to be applied according to its own set of attributes filled by the user and requested.

One requested shown to the admin, admin reads that approve or disapprove according to his requirement then it is up to admin. Admin reviews all the actions and other activities beyond that and takes necessary actions.

Leave request screen is an internal part of Employee Self Service. Leave request operate empowers worker to request for varied leaves as per their demand & company time unit policy starting from short leaves to long leave, leave of absence to come off.

Employees will read their past leave request & current leave application standing. Leave request will be saved within the draft mode by the worker & then will be submitted to the reportage manager & the hierarchy for applicable action.

The choice to regularize leave or cancel the applied leave at any time makes the leave request operate “employees delight“. Leaves applied via request action area unit checked by the leave rules engine & consequently, generates the desired message & warnings, that additional helps workers to require correct call. It is a good grasp reality, any work finished utmost transparency ends up in future engagement.

Leave ledger helps employers to showcase with utmost transparency workers their actual monthly leave credit as per rules & leave kind, additional it even shows the consumption of leaves on monthly basis by the staff.

It drills down until the top to point out the dates on that leave is utilised. simple to use Opportune leave management modules is well integrated with Manager Self-Service feature, permitting managers to access worker leave requests justifiably for leave, at the side of current leave balance & historical information of the worker.

The managers before approving or rejecting leave requests can also check other pending leaves in the department ensuring adequate headcount for optimal productivity planning. Hence we are complete with a system which is ready to give the facility to the staff to track all the requests.

❖ BIBILOGRAPHY

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- <https://in.000webhost.com>
- https://developer.mozilla.org/en-US/docs/Web/CSS/CSS_Animations/Using_CSS_animations
- <https://net-informations.com>

❖ BOOKS

- **Learning PHP, MySQL, JavaScript, CSS & HTML5: A Step-by-Step Guide to Creating Dynamic Websites.**
.....Book by Robin Nixon
- **The Joy of PHP: A Beginner's Guide to Programming Interactive Web ...**
.....Book by Alan Forbes