ALGORITHM:

Step 1: Login as admin with proper password.

Step 2: Main menu is displayed with five options including the keys.

1. Employee Details

2. Employee leave Application

3. Employee Leave Status

4. Guidelines

5. Exit

Step 3: If key one is entered, you get multiple options.

6. Employee Information

7. Display Information

8. Modify Information

9. Delete Information

Step 4: If key 6 is entered, enter the information of the employee.

Step 5: If key 7 is entered, it displays all the employees’ profiles as per department,

Else altogether.

Step 6: If key 8 is entered, you can modify employee profile by entering his id.

Step 7: If key 9 is entered, you can delete employee profile by entering his id.

Step 8: If key 2 is entered you get 3 options,

1. Casual Leave Application

2. Medical Leave Application

3. Maternity Leave Application

Step 9: Select any option as per requirement and apply for leave by entering valid date and

duration of leave.

Step 10: If key 3 is entered, you get 3 options,

1. Casual Leave Status Display

2. Medical Leave Status Display

3. Maternity Leave Status Display

Step 11: Select any option as per requirement and it will display whether the leaves are

granted or not.

Step 12: If key 4 is entered, you will guidelines for your leave application.

Step13: If key 5 is entered, confirm whether you want to return to menu or not.

Step 14: Exit.