

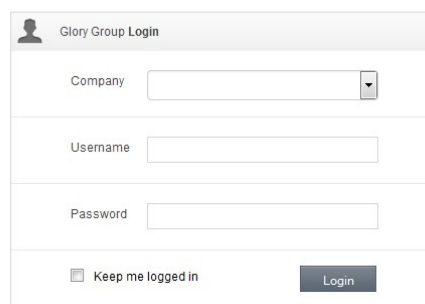
Glory Enterprise Resource Planning (ERP)

Features Of Glory ERP:

- HRD
- Personnel
- Leave
- Attendance
- Payroll
- Tools

- **Log in page :**

First of all please Login by a master admin .So, Follow bellow instruction:




The image shows a login form titled "Glory Group Login". It contains the following fields and elements:

- Company:** A dropdown menu.
- Username:** A text input field.
- Password:** A text input field.
- ☐ **Keep me logged in**
- Login** button

- **How to Log in?**

: First you select a **Company Name**. Then type your **Username** and **Password**. Then **click Login** button.

HRD	Personnel	Leave	Attendance	Payroll	Tools	Exit	Glory Spinning Limited	Ashiquzzaman	Master Admin
-----	-----------	-------	------------	---------	-------	------	------------------------	--------------	--------------



```

graph TD
    Ideas --> BP[Business Plan]
    BP --> CRM
    BP --> ERP
    CRM --> Success
    ERP --> Success
  
```

GLORY SPINNING LIMITED

Glory Home

❖ HRD:

This HRD Part for all references setup .That is very important for run of this project properly.

HRD	Personnel	Leave	Attendance	Payroll	Tools	Exit				
Department	Designation	Grade	Shift	Punishment	Qualification	Religion	District	Allowance	Company	Others

✓ You must setup a **Company** and Shift.

Click HRD then click Company

The screenshot shows a software interface with a top menu bar and a sub-menu bar. The top menu bar includes icons and labels for HRD, Personnel, Leave, Attendance, Payroll, Tools, and Exit. The sub-menu bar includes Department, Designation, Grade, Shift, Punishment, Qualification, Religion, District, Allowance, Company (highlighted), and Others. The main content area displays the 'Company Setup' panel, which contains various input fields and buttons for configuring a company.

Company Setup

Company ID:

Company Name:

কোম্পানীর নাম:

Address:


ঠিকানা:

Country:

Telephone:

Fax:

Default Currency:

Logo: 

Browse... No file selected.

Business Type:

Financial Year Form:

Financial Year To:

Multiple Branch:

User Access Control:

Comments:

Start Card No.:

Company setup panel

Click HRD then click Shift

HRD	Personnel	Leave	Attendance	Payroll	Tools	Exit	Glory Spinning Limited	Ashiquzzaman	Master Admin	
Department	Designation	Grade	Shift	Punishment	Qualification	Religion	District	Allowance	Company	Others

Shift Configuration

Company Name:

Shift Name:

From Date:

To Date:

Start Time(HH): MM: AM

End Time(HH): MM: AM

Acceptable Late:

Over Time: ☒ Yes ☐ No

Active: ☒ Yes ☐ No

Notes:

Shift configuration panel

Click HRD then click Department

HRD	Personnel	Leave	Attendance	Payroll	Tools	Exit	Glory Spinning Limited	Ashiquzzaman	Master Admin	
Department	Designation	Grade	Shift	Punishment	Qualification	Religion	District	Allowance	Company	Others

Department

Company Name:

Department Name:

বাংলা:

Status:

Department configuration panel

Click HRD then click Designation

HRD

Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Department

Designation

Grade

Shift

Punishment

Qualification

Religion

District

Allowance

Company

Others

Designation

Company Name:

Department Name:

Designation:

বাংলায়:

Short Name:

Status: -select-

Back

New

Save

Close

Designation configuration panel

Click HRD then click Grade

HRD

Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Department

Designation

Grade

Shift

Punishment

Qualification

Religion

District

Allowance

Company

Others

Grade Configuration

Grade Name:

বাংলায়:

Status: -select-

New

Save

Delete

Close

Grade configuration panel

Click HRD then click Punishment

HRD

Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Department

Designation

Grade

Shift

Punishment

Qualification

Religion

District

Allowance

Company

Others

Punishment Type

Punishment Type:

New

Save

Delete

Close

Punishment Type

Edit

Late Deduction

Punishment type configuration panel

Click HRD then click Qualification

The screenshot shows the HRD Qualification setting panel. The top navigation bar includes HRD, Personnel, Leave, Attendance, Payroll, Tools, and Exit. The left sidebar lists Department, Designation, Grade, Shift, Punishment, Qualification, Religion, District, Allowance, Company, and Others. The main content area is titled 'Qualification' and features a text input field for 'Qualification', buttons for 'New', 'Save', 'Delete', and 'Close', and a table with two rows: 'B.A' and 'B.B.A', each with an 'Edit' button.

Qualification	Edit
B.A	
B.B.A	

Qualification setting panel

Click HRD then click Religion

The screenshot shows the HRD Religion setting panel. The top navigation bar includes HRD, Personnel, Leave, Attendance, Payroll, Tools, and Exit. The left sidebar lists Department, Designation, Grade, Shift, Punishment, Qualification, Religion, District, Allowance, Company, and Others. The main content area is titled 'Religion' and features a text input field for 'Religion', buttons for 'New', 'Save', 'Delete', and 'Close', and a table with two rows: 'Hindu' and 'Islam', each with an 'Edit' button.

Religion	Edit
Hindu	
Islam	

Religion setting panel

Click HRD then click District

HRD Personnel Leave Attendance Payroll Tools Exit

Glory Spinning Limited Ashiquzzaman Master Admin

Department Designation Grade Shift Punishment Qualification Religion District Allowance Company Others

District Configuration

Division Name:

District Name:

Division	District	Edit
Barisal	Barguna	
Chittagong	Cox's Bazar	

District configuration panel

Click HRD then click Allowance

HRD Personnel Leave Attendance Payroll Tools Exit

Glory Spinning Limited Ashiquzzaman Master Admin

Department Designation Grade Shift Punishment Qualification Religion District Allowance Company Others

Allowance Setup

Basic:

Medical:

Food:

Conveyance:

Hose Rent (%):

Others (%):

Stamp Deduct:

Lunch: ☐ Active For Current Staff

Basic	Medical	Food	Conveyance	House(%)	Others(%)	Stamp Deduct	Lunch	E.Year	Edit
1.4	250	650	200	40	50	10		2014	

Allowance setup panel

Click HRD then click Others

HRD Personnel Leave Attendance Payroll Tools Exit

Glory Spinning Limited Ashiquzzaman Master Admin

Department Designation Grade Shift Punishment Qualification Religion District Allowance Company Others

Others Setup

Worker Tiffin Time: 00 00

Staff Tiffin Time: 00 00

Worker Night Bill Time: 00 00

Staff Night Bill Time: 00 00

Staff Holiday Time: 00 00

Acceptable Minute as OT: 00

Save Clear Close

WTiffin	WTiffinM	STiffin	STiffinM	WNight	WNightM	SNight	SNightM	SHoliday	SHolidayM	OT	Edit
20	45	18	50	23	45	23	45	04	00	45	

Others setup panel

❖ Personnel:

This Personnel Management Module is very important for add a new employee .So please follow every step and successfully completed all step for a new employee. Otherwise this module has many options for manage an employee properly.

HRD Personnel Leave Attendance Payroll Tools Exit

Employee All Employee List Employee Profile Employee List Report Blood Group

Click Personnel then click Employee

There are some panels...

- Official Details (This is already open)
- Personal Details
- Employee's Address
- Experience
- Education

and a finding option.

HRD

Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Employee

All Employee List

Employee Profile

Employee List Report

Blood Group

Official Details

Branch :
Emp Type : ☒ Staff ☐ Worker
Full Name :
Nick Name :
نام :
Department :
Designation :
পদবী :
Emp Card No :
Proximity No :
Emp Status :
Start Lunch : : : AM
End Lunch : : : AM
Emp Acc No :
Emp Shift :
Shift Start Date :
Salary Count : ☒ Bank ☐ Cash
Bank Name :
Type : Permanent
Wages Type : Monthly

Joining Date :
Grade :
Salary Type : On Scale?
Joining Salary :
Present Salary :
Holiday Allow. :
Tiffin Allowance :
Night Allowance :
Atten. Bonus :
Lunch Allowance :
PF Date :
Earned Leave :
EI Start Date :
Bonus Type : Slab A Slab B

Current Salary

Last Ince(Date)

Browse...

No file selected.

Browse...

No file selected.

User Type

☐ Viewer
☐ Admin
☐ Super Admin
☐ Master Admin

User name :

Password :

Personal Details

Employee's Address

Experience

Education

Find Employee

Type Card No

Others panels

Finding Option

New

List All

Save

Close

Official Details entry panel

- If you want to add **Personal Details/Employee's Address/Experience/ Education** .At first you select a card number from **Emp card no** (if you are Master Admin or Supper Admin, at first you select a **Company name** from **Branch** then select a card number).Then **Click Personal Details/Employee's Address/Experience/ Education**.



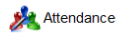
HRD



Personnel



Leave



Attendance



Payroll



Tools



Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Employee



All Employee List

Employee Profile

Employee List Report

Blood Group

Official Details

Branch : Glory Spinning Limited  Joining Date : 1-11-2014 Current Salary :
Emp Type : ☒ Staff ☐ Worker Grade : Grade-1 Last Ince(Date) :
Full Name : Md.Masud Rana Salary Type : On Scale?
Nick Name : Joining Salary : 10000
নাম : Present Salary : 10000
Department : Admin Basic : 5000
Designation : Senior Officer Medical : 0
পদবী : Food Allowance : 0
Emp Card No : GSL2014203E  Conveyance Allow. : 0
Proximity No : 11111112 House Rent (40%) : 0
Emp Status : Regular Holiday Allow. : 50
Start Lunch : 01 00 PM Tiffin Allowance : 50
End Lunch : 02 00 PM Night Allowance : 50
Emp Acc No : 22222223 Atten. Bonus : 500
Emp Shift : General Lunch Allowance : 50 ☒ Lunch Count
Shift Start Date: 1-11-2014 ☒ PF Member
Salary Count : ☒ Bank ☐ Cash PF Date : 1-11-2014 0
Bank Name : DBBL Earned Leave : 5
Type : Permanent Ei Start Date : 1-11-2014
Wages Type : Monthly Bonus Type : ☒ Slab A ☐ Slab B



Browse... No file selected.



Browse... No file selected.

User Type

- ☐ Viewer
☐ Admin
☐ Super Admin
☐ Master Admin

User name :
Password :

Personal Details

Employee's Address

Experience

Education

Find Employee

Type Card No

New

List All

Save

Close

Personal Details

Father's/Husband's Name :

Mother's Name :

পিতার নাম :

মাতার নাম :

Marital Status : Single

Data of Birth :

Place of Birth :

Height :

Weight :

Blood Group :

Sex : Male

Number of Child : 0

Religion : Atheist

Last Educational Qualifi :

Total No of Experience :

Nationality : Bangladeshi

National ID Card No :

Save

Close

Personal details entry panel

Employee Address

Add Mode

Present Address

Address :

ঠিকানা :

City : Barguna

State :

Post Box :

Phone No :

Permanent Address

Address :

ঠিকানা :

City : Barguna

State :

Post Box :

Phone No :

Mobile No :

Email Address :

Emergency Contact

Contact Name :

Emp. Relation :

Job Description :

Address :

Phone No :

Gender : Male

Age :

Save

Close

Employee's address entry panel

Experience

Add Mode

Name of Company

Designation

Responsibility

Year of Experience

Joining Date

Resign Date

Special Qualification

Save

Close

Experience

NO EXPERIENCE AVAILABLE

Employee experience entry panel

Education

Add Mode

Degree

Year

Institute

Result

Save

Close

Education

NO EDUCATION AVAILABLE

Educational information entry panel

- If you want to find any employee record.

: Then type a Card no and **Click Find Employee** Button

Official Details

Branch : Glory Spinning Limited
 Emp Type : ☒ Staff ☐ Worker
 Full Name : Md.Ratul Hasan
 Nick Name :
 নাম :
 Department :
 Designation :
 পদবী :
 Emp Card No : GSL20142041
 Proximity No : 11111115
 Emp Status : Regular
 Start Lunch : 01 00 PM
 End Lunch : 02 00 PM
 Emp Acc No : 22222226
 Emp Shift :
 Shift Start Date : 1-11-2014
 Salary Count : ☒ Bank ☐ Cash
 Bank Name : DBBL
 Type : Permanent
 Wages Type : Monthly

Joining Date : 1-11-2014
 Grade : Grade-1
 Salary Type : On Scale?
 Joining Salary : 10000
 Present Salary : 10000
 Holiday Allow. : 50
 Tiffin Allowance : 50
 Night Allowance : 5
 Atten. Bonus : 500
 Lunch Allowance : 50
 PF Date : 1-11-2014
 Earned Leave : 18
 EI Start Date : 1-11-2014
 Bonus Type : ☒ Slab A ☐ Slab B

Current Salary
 Last Ince(Date)

Browse... No file selected.
 Browse... No file selected.

User Type
☐ Viewer
☐ Admin
☐ Super Admin
☐ Master Admin
 User name :
 Password :

Personal Details
 Employee's Address
 Experience
 Education
Find Employee
 GSL20142041

New List All Save Close

Official Details entry panel

- If you want to see all employee list. then **Click personnel then click All Employee List**

There are some options.

- **Finding:** You saw a **Radio button list**. You checked any button and see specific records.
- **Delete/Update:** You also saw some **Alter/Delete** buttons. If you want to delete any record then click **Delete** button and update to click **Alter** button then you linked with another window for update.

Employee List

192.168.1.83/personnel/employee_list.aspx

HRD Personnel Leave Attendance Payroll Tools Exit

Glory Spinning Limited Md.Sohel Admin

Employee All Employee List Employee Profile Employee List Report Blood Group

CardNo	Name	Join Date	Department	Designation	Shift	Shift Start	Status	Proximity	Alter	Delete
GSL20142038	Md.Masud Rana	01-11-2014	Admin	Senior Officer	General	01-11-2014	Regular	11111112	Alter	Delete
GSL20142039	Md.Bilop Ahmed	01-11-2014	Admin	Senior Officer	General	01-11-2014	Regular	11111113	Alter	Delete
GSL20142040	Md.Sohel Rana	01-11-2014	IT	Software Developer	General	01-11-2014	Regular	11111114	Alter	Delete
GSL20142041	Md.Ratul Hasan	01-11-2014	Accounts	Senor Accountent	General	01-11-2014	Regular	11111115	Alter	Delete

Radio button list

All ☒ Staff ☐ Worker ☐ Others ☐ Separation ☐ Left

Find Close

❖ Leave

This Leave Management Module is very important for manage all employees leaves. So, please follow every step and successfully complete all tasks.

HRD Personnel Leave Attendance Payroll Tools Exit

Glory Spinning Limited

Configuration Holiday Setup Leave Application All Leave List For Approve List Banalce Report Company Purpose Report Maternity Application Maternity Voucher

Click **Leave** then click **Configuration**

HRD Personnel Leave Attendance Payroll Tools Exit

Glory Spinning Limited Ashiquzzaman Master Admin

Configuration Holiday Setup Leave Application All Leave List For Approve List Banalce Report Company Purpose Report Maternity Application Maternity Voucher

Leave Configuration

Company Name:

Leave Name:

Leave Days:

Leave Nature:


Deduction Allowed: ☐


Save Clear Close


Name	ShortDays	Nature	Deduction	Alter	Delete
Casula Leave	c/l 10	Normal	True	Alter	Delete
Sick Leave	s/l 14	For Sick	True	Alter	Delete


Leave configuration panel


Click **Leave** then click **Holiday Setup**


HRD


Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning LimitedAshiquzzamanMaster Admin

ConfigurationHoliday SetupLeave ApplicationAll Leave ListFor Approve ListBanalce ReportCompany Purpose ReportMaternity ApplicationMaternity Voucher

Holiday Setting

Company Name:

Date:

Discription:

Save

Clear

Close

Date	Description	Alter	Delete
16-12-2014	Victory Day	Alter	Delete

Holiday setting panel

Click **Leave** then click **Leave Application**

The screenshot shows a web application interface for HRD. The top navigation bar includes icons and labels for HRD, Personnel, Leave (highlighted in yellow), Attendance, Payroll, Tools, and Exit. To the right of these are the company name 'Glory Spinning Limited', the user name 'Ashiquzzaman', and the user role 'Master Admin'. Below this is a sub-navigation bar with buttons for Configuration, Holiday Setup, Leave Application (highlighted in yellow), All Leave List, For Approve List, Banalce Report, Company Purpose Report, Maternity Application, and Maternity Voucher. The main content area displays a 'Leave Application' form. The form has a title bar 'Leave Application' and a section 'Leave Transaction'. It contains several input fields: 'Company Name' (dropdown), 'Shift' (dropdown), 'Emp type' (radio buttons for Worker and Staff), 'Emp Card No' (text field with a 'Find' button), 'Emp Name' (text field), 'From Date' (text field), 'To Date' (text field with a 'Calculation' button), 'No. Of Days' (text field), 'No. Of Weekend' (text field), and 'Leave Name' (dropdown). At the bottom of the form are four buttons: 'Select All' (purple), 'Save' (blue), 'Clear' (blue), and 'Close' (blue).

Leave application entry panel

- **How to entry an application?**

: Follow this picture's 1-10 no sequence.

HRD

Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Configuration

Holiday Setup

Leave Application

For Approve

All Leave List

Banance Report

Company Purpose Report

Maternity Application

Maternity Voucher

Leave Application

Leave Transaction

Company Name 1 : Glory Spinning Limited

Shift 2 : General

Emp type 3 : ☐ Worker ☒ Staff

Emp Card No 4 : 2038

Emp Name : Md.Masud Rana

From Date 6 : 01-11-2014

To Date 7 : 08-11-2014

No. Of Days : 8

No. Of Weekend : 0

Leave Name 9 : Casula Leave c/l

Find 5

Department : Admin

Calculation 8

Select All

Save 10

Clear

Close

Leave application entry panel

Click **Leave** then click **All Leave List**

There are some options...

- **Searching:** You saw a searching option panel. Here you search by different ways....
- **Delete and Update:** You also saw some **Alter/Delete** buttons. If you want to delete any record then click **Delete** button and update to click **Alter** button then you linked with another window for update.

HRD

Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Configuration

Holiday Setup

Leave Application

All Leave List

For Approve List

Banalance Report

Company Purpose Report

Maternity Application

Maternity Voucher

Leave List

Close

Shift

Department

Company

Card No

Year

From Date

To Date

Search

Refresh

New

Searching Option

Card No	From Date	To Date	Toal Week.	Total Days	Approved	Processed	LeaveName	Alter	Delete
GSL20142038	11 Nov 2014	13 Nov 2014	0	3	False	False	Casula Leave	Alter	Delete
GSL20142039	11 Nov 2014	12 Nov 2014	0	2	False	False	Official Purpose Leave	Alter	Delete
GSL20142042	13 Nov 2014	13 Nov 2014	0	1	False	False	Official Purpose Leave	Alter	Delete
GSL20142042	15 Nov 2014	15 Nov 2014	0	1	True	False	Official Purpose Leave	Alter	Delete

Delete and Update

All leave list panel

Click **Leave** then click **For Approve List**

There are some options...

- **Searching:** You saw a searching option panel. Here you search by different ways....
- **Approved:** You also saw an Approve panel with two buttons **Yes/No**. If you want to approve any leave application then **click Yes** or if you don't then **click No**.

HRD

Personnel

Leave

Attendance

Payroll

Tools

Exit

Glory Spinning Limited

Ashiquzzaman

Master Admin

Configuration

Holiday Setup

Leave Application

For Approve

All Leave List

Banalance Report

Company Purpose Report

Maternity Application

Maternity Voucher

Approve Leave List

Refresh | Close

Company:

Shift:

Department:

Type: All

Searching Option

Name	Leave	From	To	Total Days	Requested	Approved
Md.Masud Rana	Casula Leave	11-11-2014	13-11-2014	3	16-11-2014	Yes No
Md.Biplot Ahmed	Official Purpose Leave	11-11-2014	12-11-2014	2	11-11-2014	Yes No
Md.Manik Mia	Official Purpose Leave	13-11-2014	13-11-2014	1	15-11-2014	Yes No

For Approved

Approve Leave List panel

Click **Leave** then click **Balance Report**

Leave Balance Report

☐ For All Companies

Company Shift

From Date Click For Calender To Date Click For Calender

Preview Close

○ **How to show any report?**

: Follow this picture's 1-6 no sequence.

Leave Balance Report

☐ For All Companies

Company Glory Spinning Limited Shift All

From Date 01-11-2014 To Date 15-11-2014

Admin
IT
Accounts
CAD/Cutting

CAD/Cutting

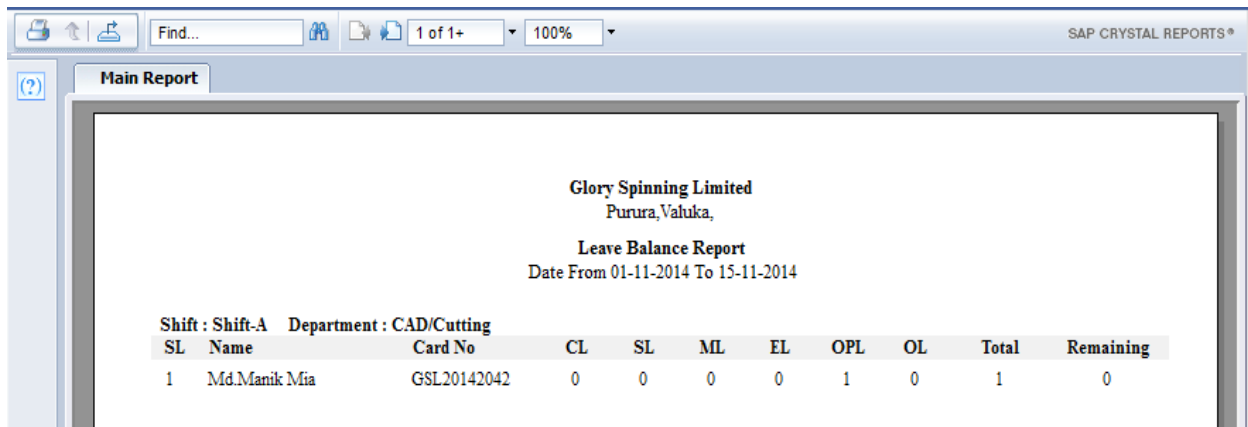
Preview Close

Leave Balance Report panel

(1)At first you Select a **Company name** (Only for Master/Supper Admin) (2) Select any **Shift/All**, (3) Select Date range (**From date** and **To date**). (4)Select any **Department** or more. Then click (5) **Arrow button**. (There are some arrow buttons, Right single arrow **[>]**, Right double arrow **[>>]**, Left single arrow **[<]**, Left double arrow **[<<]**. You

use those Arrow buttons to interchange single or all Department from Left to Right and Right to Left.) Then click (6) Preview button.

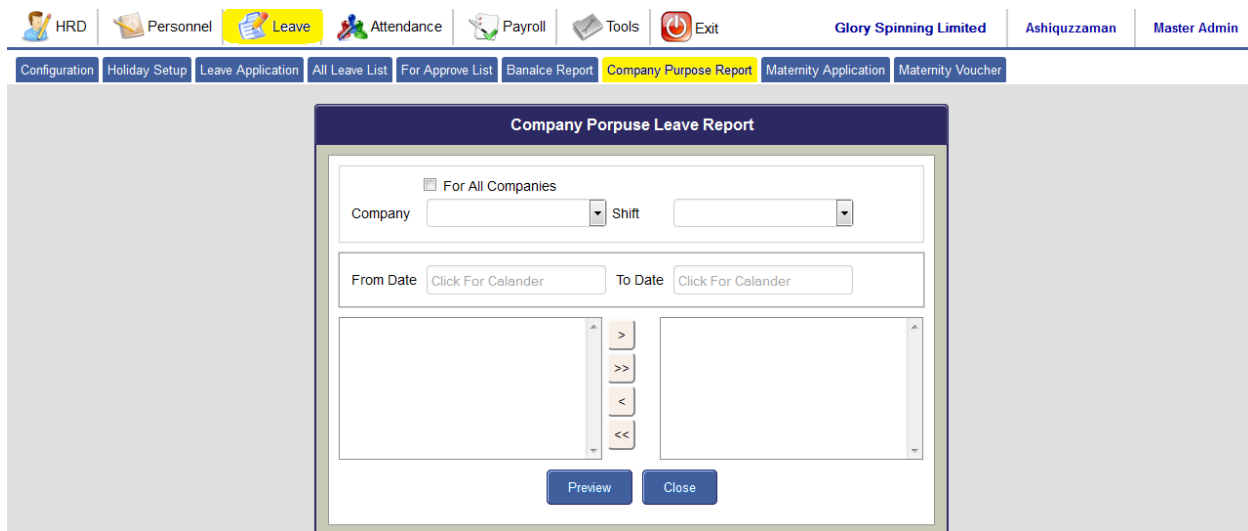
Show a window like this.....



Glory Spinning Limited
Purura, Valuka,
Leave Balance Report
Date From 01-11-2014 To 15-11-2014

SL	Name	Department	Card No	CL	SL	ML	EL	OPL	OL	Total	Remaining
1	Md.Manik Mia	CAD/Cutting	GSL20142042	0	0	0	0	1	0	1	0

Click Leave then click Company Purpose Report



HRD | Personnel | **Leave** | Attendance | Payroll | Tools | Exit

Glory Spinning Limited | Ashiquzzaman | Master Admin

Configuration | Holiday Setup | Leave Application | All Leave List | For Approve List | Balace Report | **Company Purpose Report** | Maternity Application | Maternity Voucher

Company Porpuse Leave Report

☐ For All Companies

Company Shift

From Date To Date

> >> < <<

Preview Close

Company Purpose Leave Report panel

○ How to show any report?

: Please follow the previous panel. (Leave Balance Report)