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BTITB5

Assignment No. 01

Title:
>Write a Problem Statement for a Project: HR Management system.

>Identify a project of enough complexity, which has at least 4-5 major functionalities. Write a detailed problem statement for your system.

Theory:
- System concept: HR Management system.

- Features devised:
    - Salary and Benefits management: Monthly salary crediting, Other benefits (insurance, educational benefits, etc.).

    - Performance Evaluation: Efficiency/Productivity tracking, Promotions, Title changes, Rewards distribution.

    - Helpdesk: Counseling, Complaints, Request for supplies/equipment.

    - Attendance and Leave management: Monitoring attendance to work and activities, Leave management.

1. Who is the application for
>The application will be used by HR personnel and by the employees of any firm. The employees will primarily use the system for communicating and viewing information. The company employees will have access to the user facing features of the system, and the HR personnel will have the administrative privileges to collect and manipulate information with it.

2. What problem will it solve
>The system will include features for completing timely payroll and applying for and receiving various benefits for employees, and allow HR to coordinate the same as well. It will allow HR to track employee performance individually and recognize and reward them accordingly. Employees may fill out forms for applying for title changes. They may also use the system to approach the HR for assistance and requests. Having such a system that consolidates all these facilities in one place will allow for a

hassle-free experience for everyone in the firm, as all information will be present and documented at a single location.

3. Where will it be used

The system can be implemented in any organization requiring continuous coordination between employees and management. For example, in corporate firms, institutes, startups, etc.

4. When it is needed

The use of an HR management system for an employee typically begins after hiring/recruitment. After that, the user may be registered with the system and given access to its features. Thereafter, it is used by them throughout their time at the organization.

Required time: Conclusion of Semester 7 (approx. 2.5 months).

5. Why it is needed
- Ease of management: Consolidating all features and data in a single system will make it easy to avail as well as provide the services.
- Reduction of various costs: Having a software system for HR management will reduce a lot of physical paperwork and the costs associated with maintaining it. It will also save time in getting activities done.

6. How will it work

Collection of information is required in use cases such as opting for benefits, title changes, all the help desk services, and applying for leaves. This should be done by forms, and the collected data will be stored in relevant collections in the database.

Use cases such as performance tracking, salary crediting, leave monitoring, etc. require timely update and display of information. The task of updating it and dissemination of information to everyone falls to the HR and can be done through the relevant portals on the system.

Certain use cases like salary crediting, insurance benefits, rewards. etc may require integration with a payment method and bank accounts too. This is feasible, however to limit the scope, we shall only implement this use cases with information update and display.

Completed problem statement:

To create an HR management system that does the following:

Track employee salaries and benefits accurately and efficiently, conduct performance evaluations objectively and fairly, provide a centralized help desk for employees to access counseling, complaints, and requests for supplies/equipment, monitor employee attendance and leave accurately and efficiently, the new HR management system will improve efficiency, accuracy, and fairness in HR processes. It will also make it easier for employees to access the helpdesk and track their salaries and benefits.

It should aim at tackling the following problems observed in common HR systems:
It can be manual and inefficient. It is difficult to track employee salaries and benefits, performance evaluations are time-consuming and subjective, the helpdesk is difficult to access and unresponsive, and attendance and leave management is a hassle.