

Admin Console :

1. Company profile:

Functionality Id	Functionality Name	Description
1	Company logo	Upload company logo that will be used in reports and homepage .
2	Company Name	A company name needs to be entered by which the company will be identified.
3	Company Type	Need to add the type of the company. For eg : Partnership Firm, Contracting Firm etc.
4	Address	Enter the full address of the company.
5	Pincode	Enter the pincode of the place where the company is residing.
6	City	Add the city name where the company is located.
7	State	Need to add the city name where the company is residing.
8	Country	Select the country from the dropdown according to the city and state.
9	Company Email	Add the email id of the person whose is the owner of the company.
10	Contact Number	Add the number of the owner in the company to whom we can contact.
11	Website	Enter the company website link in the textbox.
12	GSTIN Number In the case of International, It will be a TRN number.	Add the GSTIN number that is the unique number for the particular company. And in case, if there's an International company then add TRN number to this.
13	Bank account details	Here, there's a listing of the bank details added for the particular company. Also you can add more bank account details to it.
14	Sub-company details	Enter sub company details.
15	Leave Duration	Enter date from start to end:
16	Themes	Select Themes in this list.
17	Company pan No.	Enter company pan number.
18	Save Button	Click save button.

2. Projects:-

Functionality Id	Functionality Name	Description
1	Project List	Here, it will show the list of the project in that you'll be able to see the project listing with their details in the table format.
2	Show number entries	Here you can have the access to limit your entries.
3	Excel	By clicking on the button you will be able to download your project ni Excel file.
4	PDF	By clicking on the button you will be able to download your project ni PDF file.
5	Search	Here you can be able to search the project.
6	Add Project	By clicking on the button, you'll be redirected to the Add new Project details page. So the new project can be added here.

2.1 Project Information

Functionality Id	Functionality Name	Description
1	Project Name	Enter the project name to identify to your specific project.
2	Size of Project	Enter the number of areas that will be used in this project.
3	Units	Enter the unit of the area being used in the project. For eg - sqft
4	Project In-time	Enter that time when the workers are starting their day on the site.
5	Project Out-time	Enter that time when the workers are ending their day on the site.
6	Pincode	Enter the pincode of the city where the project is ongoing.
7	Project start-date	Enter the starting date in this project.
8	Project End-date	Enter the ending date in this project.
9	Emergency Number	Add the alternate mobile number if in case of any emergency.
10	Total Time	
11	Address	Enter the full address of the project site.
12	Country (Select country for currency)	Select the country where the project is running.
13	Unit of measurement	Add the area of the site that is being used for the particular project.
14	Engineering	
15	Real Estate Sales	

16	Expenses till date in ₹	If the project has already started before this application is being used then add those expense that has been already used in this project so the further calculations will be done accordingly.
17	Manpower Expenses	The total cost of the workers and everyone in this project including their salary, wages and benefits etc.
18	Material Cost	The total cost of the materials that is being used in the project
19	Contract Cost	Contract costs are the cost of the contractor in between this project.
20	Petty Cash Expenses	Those expenses which are paid for using a small amount of cash everyday.
21	RERA Number	It is a unique registration number given to real estate project.
22	Status	Select the status of the project whether it is active or inactive or on hold.
23	Select Company Name	Select the company name
24	Select Bank	Select the bank for all the expense that will be handled in the project
25	Project Default	
26	Save	By clicking on the Save button, it will save this project details into the application for the further process.

3. Users

Functionality Id	Functionality Name	Description
1	User list	Here you will be able to see the list of the users who use this application.
2	Show number entries	Through this you can manage the entries you want to showcase on the main page.
3	Excel	click the button for download file in this project
4	PDF	click the button for download file in this project
5	Search	Through this search field, you can directly search the particular user and make the process faster.
6	Add Manager	add any new manager details in this field
7	Add Supervisor	add the new supervisor details if any.

8	Add Department	add the new department details if any.
3.1 Add Manager		
Functionality Id	Functionality Name	Description
1	UIN / Contact number / Email	
2	Find Manager	By clicking on this button, you will be able to find the details for the above searched field.
3	Clear	By clicking on this, you'll be able to clear out the things you have searched above.
4	Copy from	Here you can search and select the worker from the list.
3.1.1 Profile Details		
Functionality Id	Functionality Name	Description
1	Profile Picture	Here you can upload the profile picture of the particular manager.
2	Select Project	Here you can select the project in which you want to assign the manager.
3	Set Access	Here you can give access to the web, mobile or both
4	Department	Here you can assign the department to the person like you can provide the designation. For eg Site Engineer, Sr. Manager, Purchase Manager or Assistant etc.
5	First Name	Add the first name
6	Last Name	Add the Last name
7	Select Agency	Here you can select the agency for the particular person.
8	Contact details	Here you can select the country code and then can add the contact number.
9	Email Address	Here you can add the email address that will be used to access the application
10	Password	Here you can add the password for the email address to have added to access the application

11	Retype password	Here you have to retype the same password as above for the confirmation.
12	Save	By clicking the save button, you can save the profile details of that person.

3.1.2 Set Permissions

Functionality Id	Functionality Name	Description
1	Attendance and HRMS	in this field you can set the permissions to access a particular field.
2	Petty Expense	in this field you can set the permissions to access a particular field.
3	Material Management	in this field you can set the permissions to access a particular field.
4	Dashboard	in this field you can set the permissions to access a particular field.
5	Non Conformance Report	in this field you can set the permissions to access a particular field.
6	Work Progress Reporting	in this field you can set the permissions to access a particular field.
7	Work Contract Management	in this field you can set the permissions to access a particular field.
8	Sales CRM	in this field you can set the permissions to access a particular field.
9	Masters	in this field you can set the permissions to access a particular field.
10	Reports	in this field you can set the permissions to access a particular field.
11	Admin	in this field you can set the permissions to access a particular field.
12	Finance accounting	in this field you can set the permissions to access a particular field.
13	Asset Management	in this field you can set the permissions to access a particular field.
14	Select Reporting user	

3.2 Add Department

Functionality Id	Functionality Name	Description
1	User Department list	Here you'll be able to see the user department list in the table format.
2	Show number entries	Here you can have the access to limit your entries.
3	Excel	click the button for download Excel file in this project
4	PDF	click the button for download PDF file in this project

5	Search	Through this search field, you can directly search the particular user department and make the process faster.
6	Add Department	By clicking on this button, there will be a text field in which you can enter the name of the department that you want and then click on Add Department. The department will be added.
Add Department		
Functionality Id	Functionality Name	Description
1	Department Name	Enter Department name.