# CHAPTER SEVEN FUTURE WORK/MAINTENANCE

As for the future work on the Web Based Payroll System, few tasks, ideas, features, and functionalities are queued up to be added in the system. Not all the Payroll features have been added to the Web Based Payroll System but can be added in the future to the system.

## 7.1: Recommendations and Features

Not all the Payroll features has been added to the Web Based Payroll System as the system is the proof of concept and does not encompass the full features. More time and developing team are required to develop the Web Based Payroll System with the full features of the Payroll.

The features that are going to be added to the Web Based Payroll System in the future are the following:

### 7.1.1: Leave Management System

When an employee applies for leave he/she can know how many leaves are in balance (Annual Leave, Emergency Leave, Sick Leave, etc) through the Leave Management System. During Leave Application, the system captures the following data:

* Leave Application Date
* Leave type, such as Annual Leave, Sick Leave (shows the Balance Leaves to the employee while applying)
* Leave Period i.e. the total number of days for which the leave is applied
* Reason for applying the Leave
* Address and Contact Number during Leave, in case of Emergency purposes

The Leave which the employee has applied for, can be Approved fully or partly.

The details given in the leave application are linked to the payroll system and the employee’s salary is generated in accordance with his attendance.

### 7.1.2: Time Management System

Employees can be assigned to different shifts. The management can define Shifts and the following data is captured:

* Shift name
* Shift number
* Shift period
* Shift Start timing and End timing
* Late coming limit and Late sitting limit
* Overtime in minutes
* Break time (Lunch, Breakfast, etc)
* Description related to Shift
* Weekly off (can be any day in the week)

The time management takes care of physical absence due to travel undertaken for official purposes (in case of marketing personnel, etc).

### 7.1.3: Import/Export

Allow administrator to import data to the system from csv file, or excel file, and export the data to csv file, or excel file.