

# SHRI RAM MURTI SMARAK WOMEN'S COLLEGE OF ENGINEERING & TECHNOLOGY

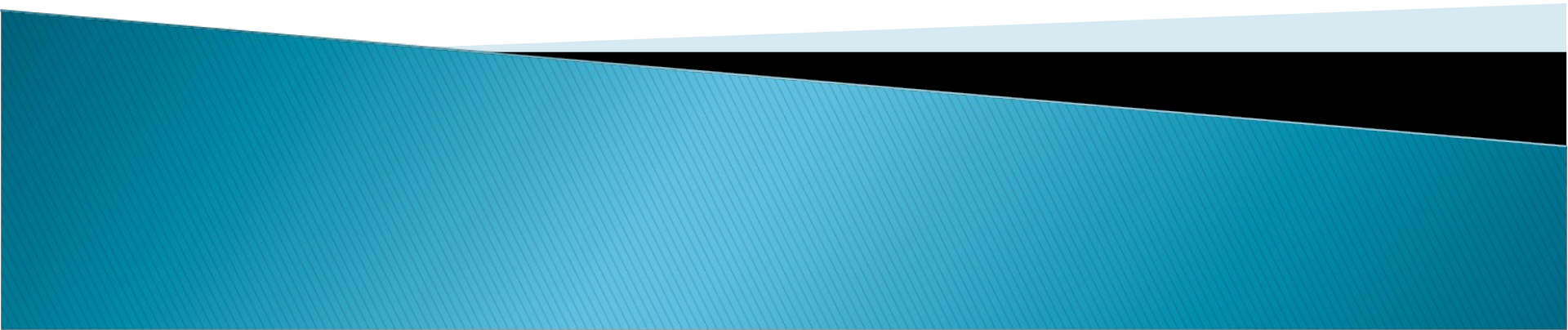


## LEAVE MANAGEMENT SYSTEM

**PROJECT GUIDE:**  
MR. ARVIND MISHRA

**PRESENTED BY:**  
AYUSHI GAUR  
KIRTI GOEL  
PRIYA GUPTA  
RUPALI SINGH

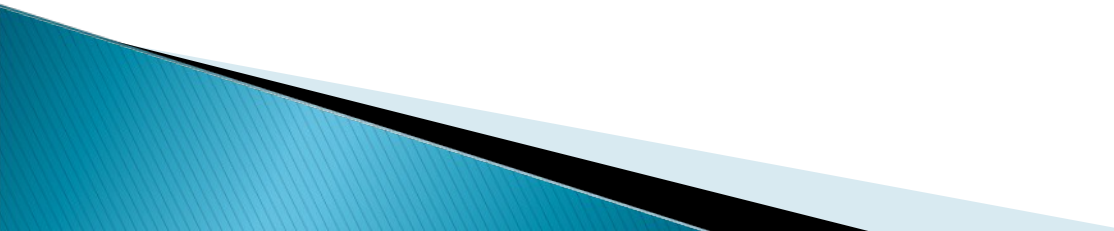
# CONTENTS

- Introduction
  - Existing System
  - Proposed System
  - Modules
  - System Requirement
  - Architecture
  - Conclusion
- 

# INTRODUCTION

- The main objective of the proposed system is to decrease the paper work and easier record maintenance by having a particular website for leaves maintenance.
- This approach basically deals with the record of leaves taken by faculty members and students in the organization .
- This system also approach to reduce the formalities and time delay facing by

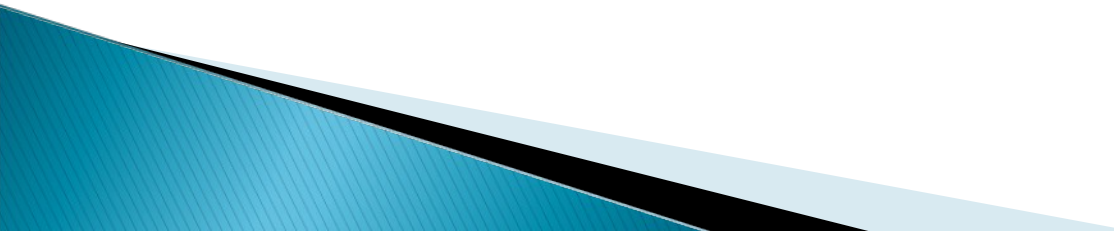
## **EXISTING SYSTEM**

- In the current system, student have to suffer lots of problems and formalities for the approval of leave .
  - In todays system student specially hostellers have to maintain a leave card for the record of leave , all the activities in this system are done manually and which results student to face cumbersome .
- 

## PROPOSED SYSTEM

- The proposed system automates the existing system. It decreases the paper work and easier record maintenance by having a Database for leaves maintenance.
- The Leave Management System reduces the over work and time duration . It provide a easy,maintained and systematic environment for the higher panel(HOD/principal)for the approval of leave.
- This is a systematic approach that follow a

# MODULES

- Admin
  - Student
  - Employee
  - HOD
  - Principal
- 

# ADMIN MODULE

- ▶ The initial step which is handled by the admin module is to create a unique user account for each student and faculty member in the organisation.
- ▶ This module handles the administrative functions of the system and is used by the head department.
- ▶ Head department will enter the leave eligibility of each faculty and student, for each type of leave, at the beginning of each leave year.
- ▶ Leave record of a particular student and faculty members in a week or month .

# Employee Module


- ▶ Employee can log in or log out their account for the leave application with the unique id which is provided by the admin module.
- ▶ Based on the availability of leave, employee can apply for leave online.  
Casual leave ,Privilege leave ,Sick leave ,Compensatory off
- ▶ Leave application is then transferred to the respective HOD's ,so that the can forward the leave for further approval by the principal.
- ▶ Employee is able to see his/her leave record in a particular month or year and its type also.



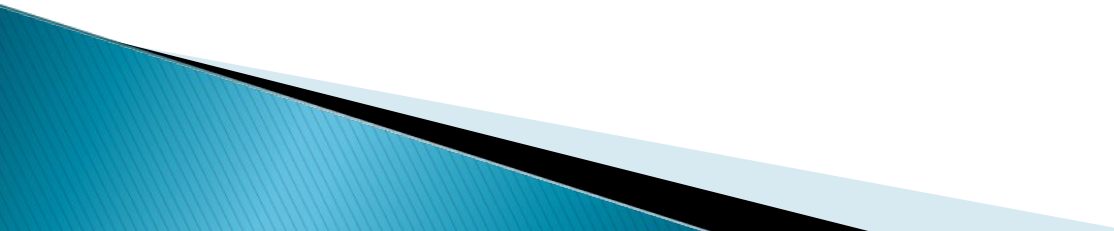
## Student Module

- ▶ Student is allowed to log in /log out in their account for the leave apply by a unique id provided by admin department.
- ▶ In the starting month of the semester student can apply for the leave basis on the criteria of leave that is short leave , long leave .
- ▶ After the first month of the new semester a attendance criteria is maintained it means student having more than 75% attendance can apply for long leave. In case of emergency student have to show some petition for the leave .
- ▶ leave is then transferred to HOD for the verification.
- ▶ If the leave is verified by the HOD then it is forwarded to the principal for the approval.
- ▶ Student can see their leave record in a month or in semester.

## HOD Module

- This module is having the power of leave verification of the students or employees.
  - HOD is able to see the leave record of students and employees.
  - HOD's can verify the leave on the basis of the leave availability of the employee and in case of student attendance is the basic criteria .
  - After the leave verification leave is transferred to the principal for the approval.
  - HOD is having authority of approval or disapproval of leave and remark on that.
- 

## **Principal Module**

- This module is the higher authority for all.
  - This module can see the whole view that is leaves verified by HOD and application of leave by employee and student.
  - Principal is having authority of approval or disapproval of leave and remark on that.
- 

## **HARDWARE REQUIREMENTS SPECIFICATION :**

Processor : Intel Pentium Family and  
above

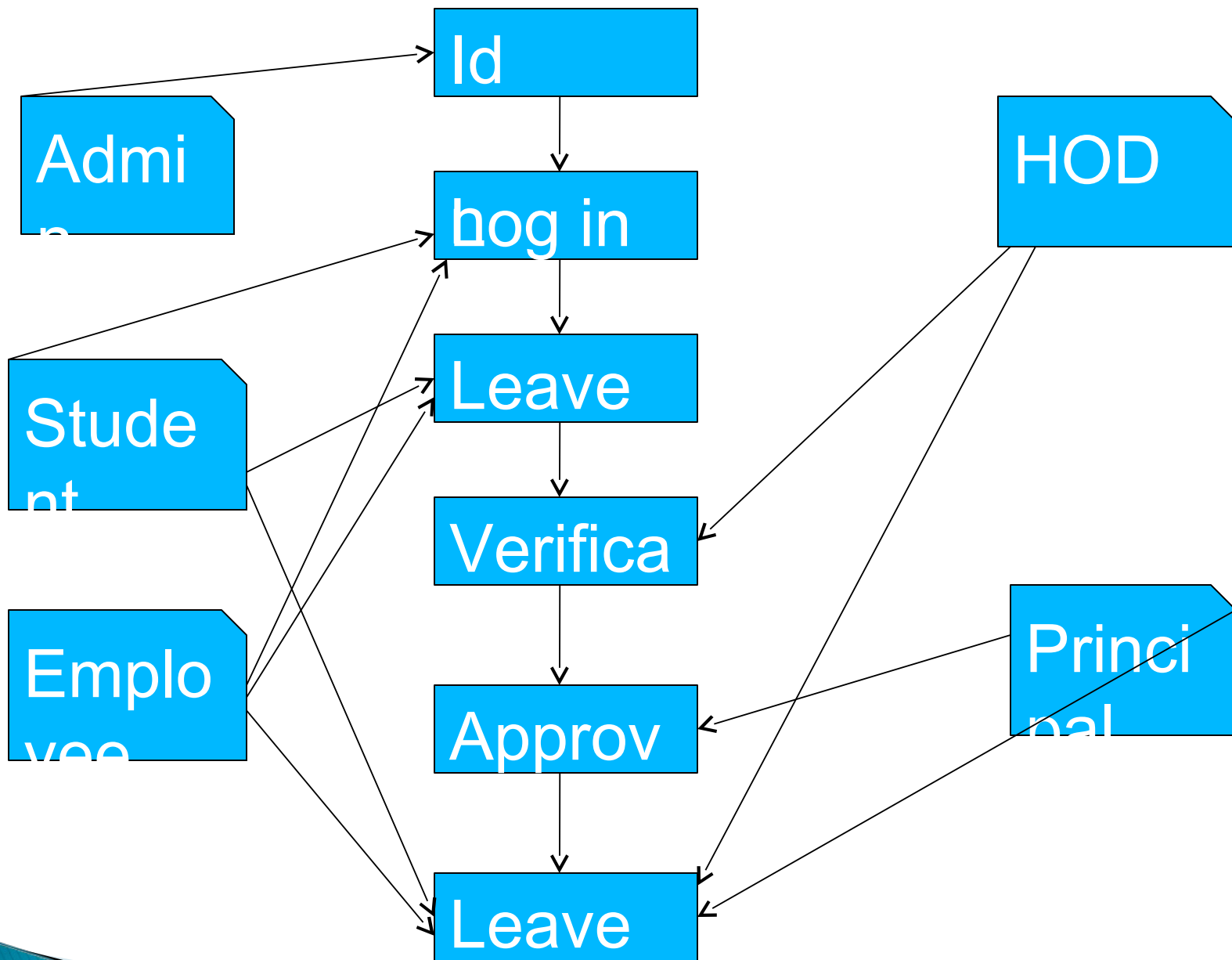
RAM : above 712 MB

Hard Disk : 1.5 GB and above

## **SOFTWARE REQUIREMENTS SPECIFICATION :**

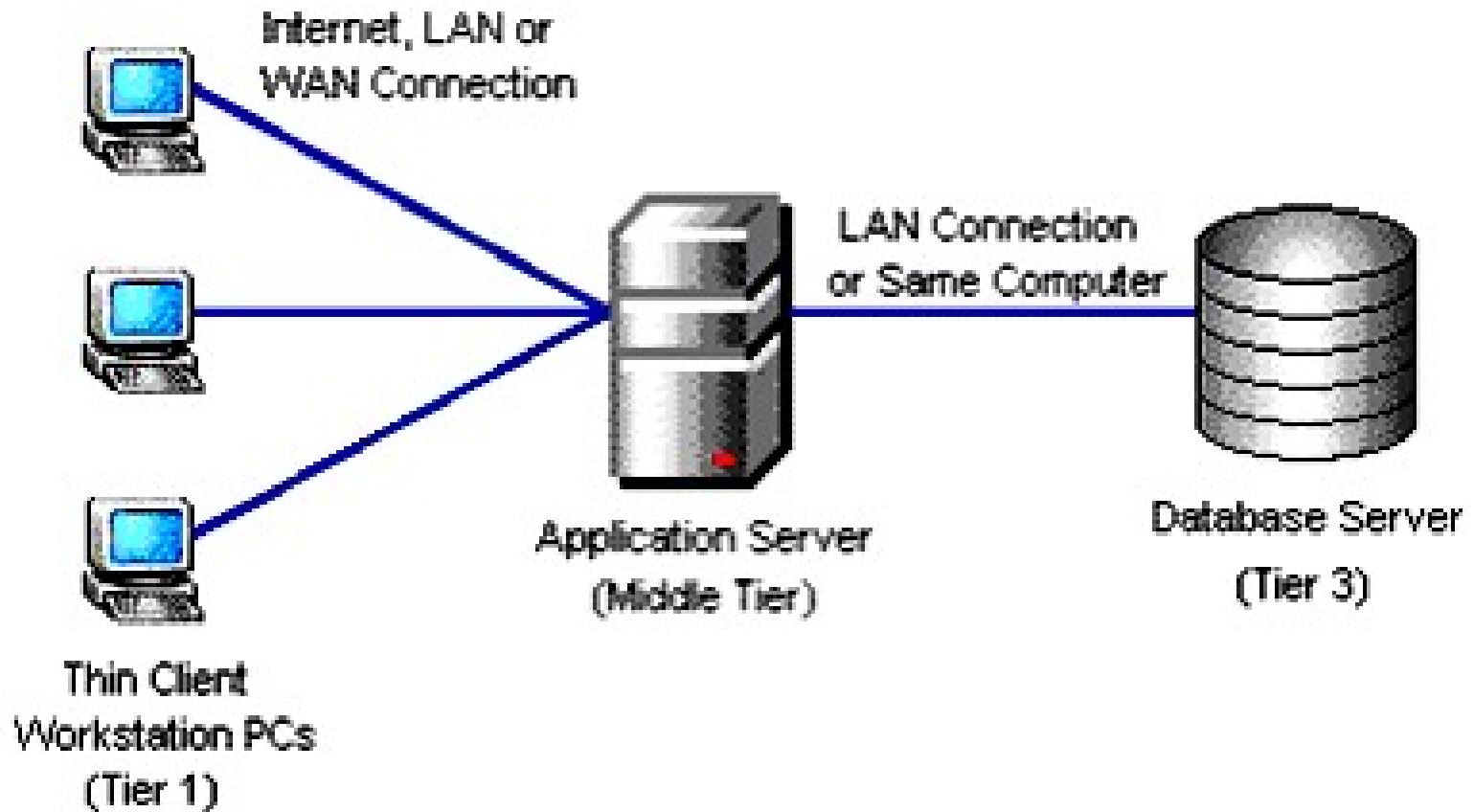
Front End : Visual studio 2012  
(C#.net)

Back End : Sql Server 2012

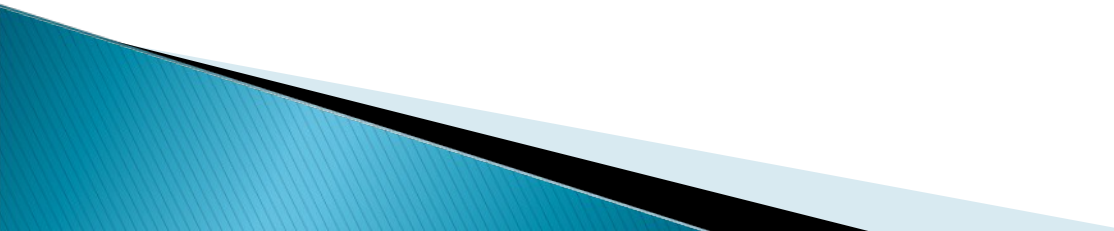


**USE CASE**

The structure of the software is as follows:



## **Conclusion**

- Leave Management System is very useful for college to maintain the leave records of the students and employees. This system not only maintains the leave details of the staff, it also maintains the leave applications of the staff and students.
  - The higher authorities may accept or reject the leave applications requested by the staff. Thus this system maintains the excess amount of job done by college to maintain the leaves.
- 

**Thank you**

