

EASY LEAVE

A leave management software.

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INTRODUCTION

Leave Management in an organization is all about managing the leave requests and maintaining a record of it. There may be multiple reasons to write a leave application or a leave letter. A leave letter can be written by a student to the principal, an employee to the manager or HR, a teacher to the principal, a student to the hostel warden, etc. When you want to take leave, you will have to seek permission from your higher authority. While writing a leave letter, it is very essential to mention the reason behind the leave request, irrespective of whether you are working or studying.

Reasons of absence can vary. Some of them can be Illness or any other medical needs, taking rest or recovery from illness, A marriage function, Birthday, Anniversary, or any other family functions, Travelling with family or friends and many more.

It's very troublesome and sometimes fault prone to handle all the leaves of the organization with large number of people. It's very difficult to maintain the Leave requests manually or through Paper based format. So, to overcome these problems, the organizations require a centred software system which eliminates the paper work based process.

Our EASY LEAVE MANAGEMENT SOFTWARE allows its user to apply leave to their higher authority easily. It stores and maintain the Leave records in a more efficient and Systematic way. Through this software the leave applier gets to know whether his leave request is approved or not. The applier and manager can have all the history of existing leaves. This software provides emergency leave features where the applier can take quick leave according to their situations. Also help to calculate the number of Leaves taken monthly or annually by employees or students. All the content of user and manager are secured with user id and password so that nobody can access it. When any organisation uses our software, there will two main section one section for applier and another section for leave manager with easy software interface.

OBJECTIVES OF DEVELOPING THIS SOFTWARE

- To get better adopted to the modern technology.
- To reduce the human work load.
- This software will save time of the user in applying leave.
- Stores all the records in one place.
- Human forgets things as the time passes, by using our software, they can have all the history records of leaves.
- Fast service of leave requests can be done through this software which replaces the manual process to Computerized format.
- Monitoring, providing approval and disapproval for leave requests and also managing the pending leave requests, Such operations can be performed effectively using this software.
- Error prone can be eliminated using the Leave management Software.
- To make everything in Leave management easy and understand better.

EXISTING SYSTEM

- In existing system Leave process is carried out manually.
- Users and manager can have the fear of losing records.
- There is no security for record.
- Managing the history of Leaves is tedious to maintain in Existing system.
- The HR needs to calculate total leaves taken in a month or annually of each members, leads to wasting of time and miscalculations.
- Requires more time as it involves the paper work and approval process.
- It takes time for the User to get to know about the approval or disapproval decision from the higher authority.
- User cannot ask for the quick leave.
- There can be chances of data duplication in manual work.
- Manager cannot manage all the leave of different department of organisation at once.

PROPOSED SYSTEM

- In proposed system the Leave requests are managed in computerized format.
- User gets to know about approval or disapproval in lesser time.
- Eliminates paper work as the process is carried through software.
- User can have all the record of past leave in their history section.
- Calculation of the leaves throughout the year or month of all the members can be carried out effectively as software itself does the calculations.
- There will be security to user data.
- It has a unique feature of filtering Approved, disapproved and Pending Leave list of Employees.
- Manager can manage leave all the department at one place by using our software.
- Proposed software has the quick leave for emergency situation.
- Data duplication can be avoided through this software.

HARDWARE AND SOFTWARE SPECIFICATIONS

Here is information about minimum software and hardware requirement used to develop this application software.

Software specification:

- ✓ Windows: - 8.1, 10, 11.
- ✓ Front end: - C#, Visual Studio 2019
- ✓ Back end: - Microsoft SQL Server 2019
- ✓ Frame Work: - .Net Framework 4.7.2
- ✓ Report: - Crystal Report

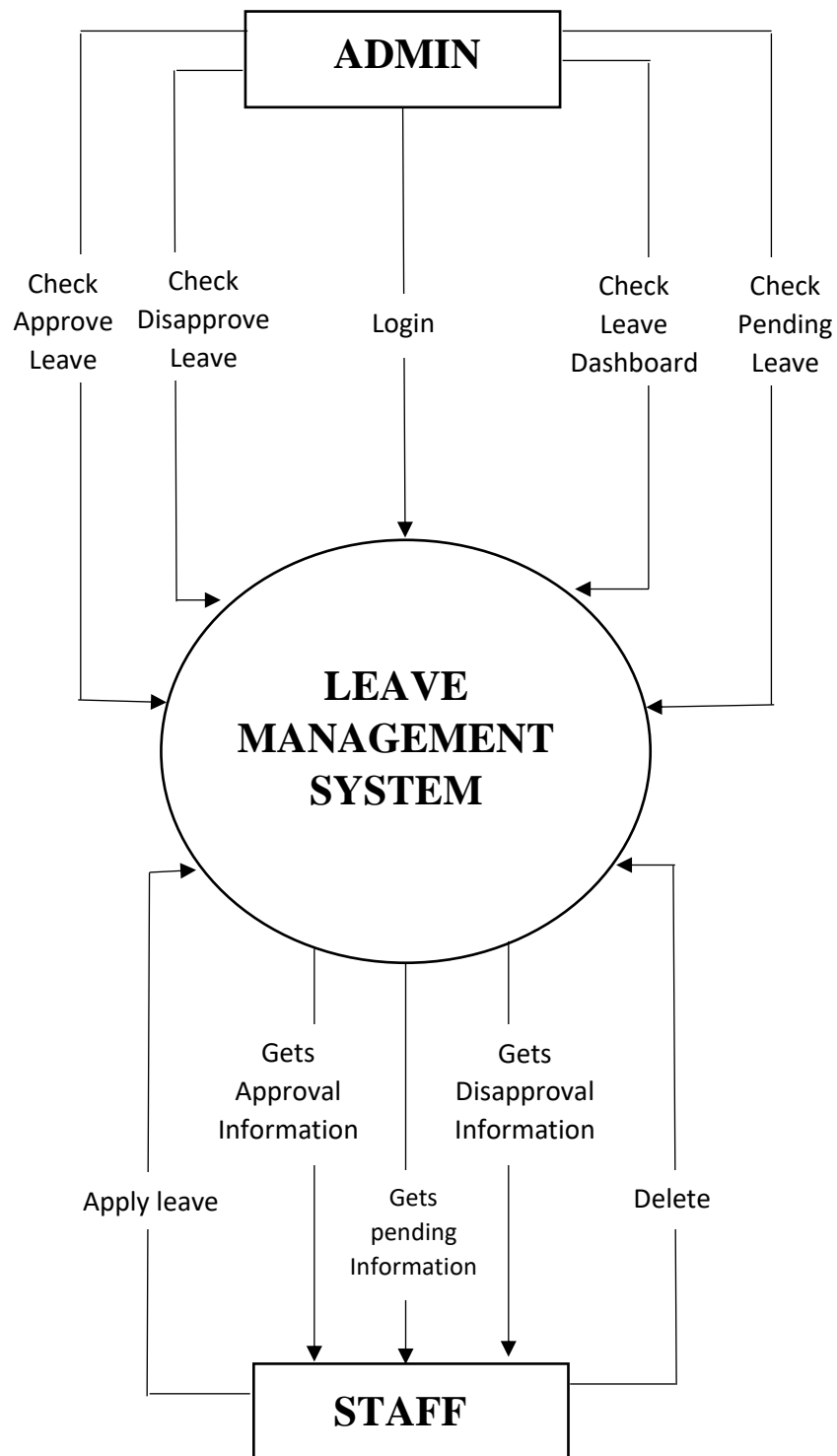
Hardware specification:

- ✓ RAM: - 2 GB
- ✓ Processor: - intel Pentium or above.
- ✓ HDD or SSD: -50 GB minimum.
- ✓ Monitor: - Good monitor with 50% RGB colour gamut.
- ✓ Printer: - 80 columns colour printer.

DIAGRAMS

DATA FLOW DIAGRAM

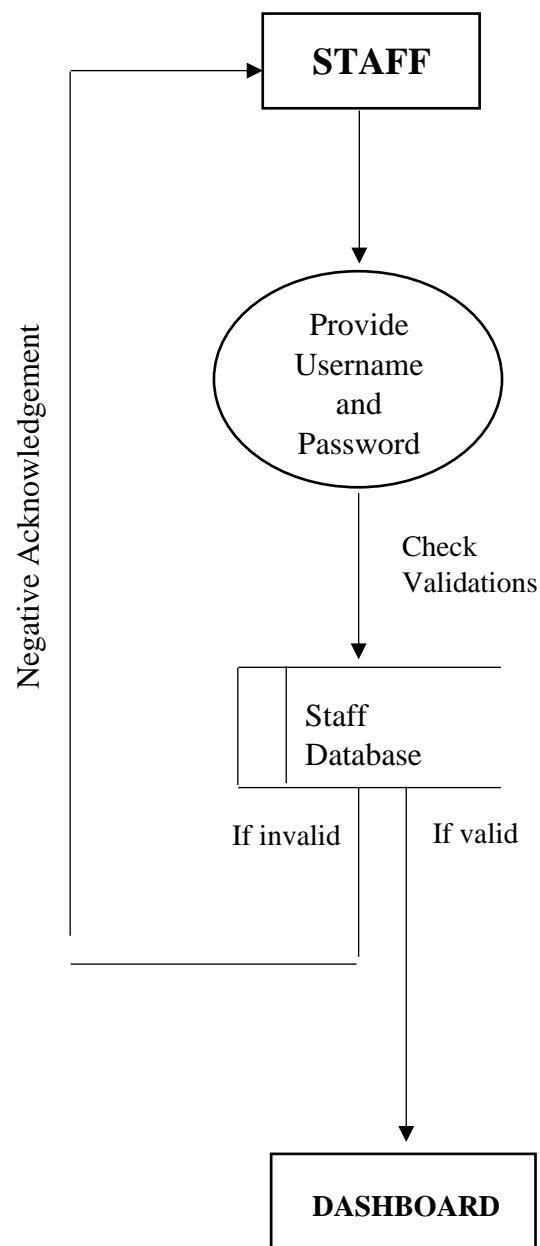
CONTEXT LEVEL



DATA FLOW DIAGRAM

LEVEL 1 DIAGRAM

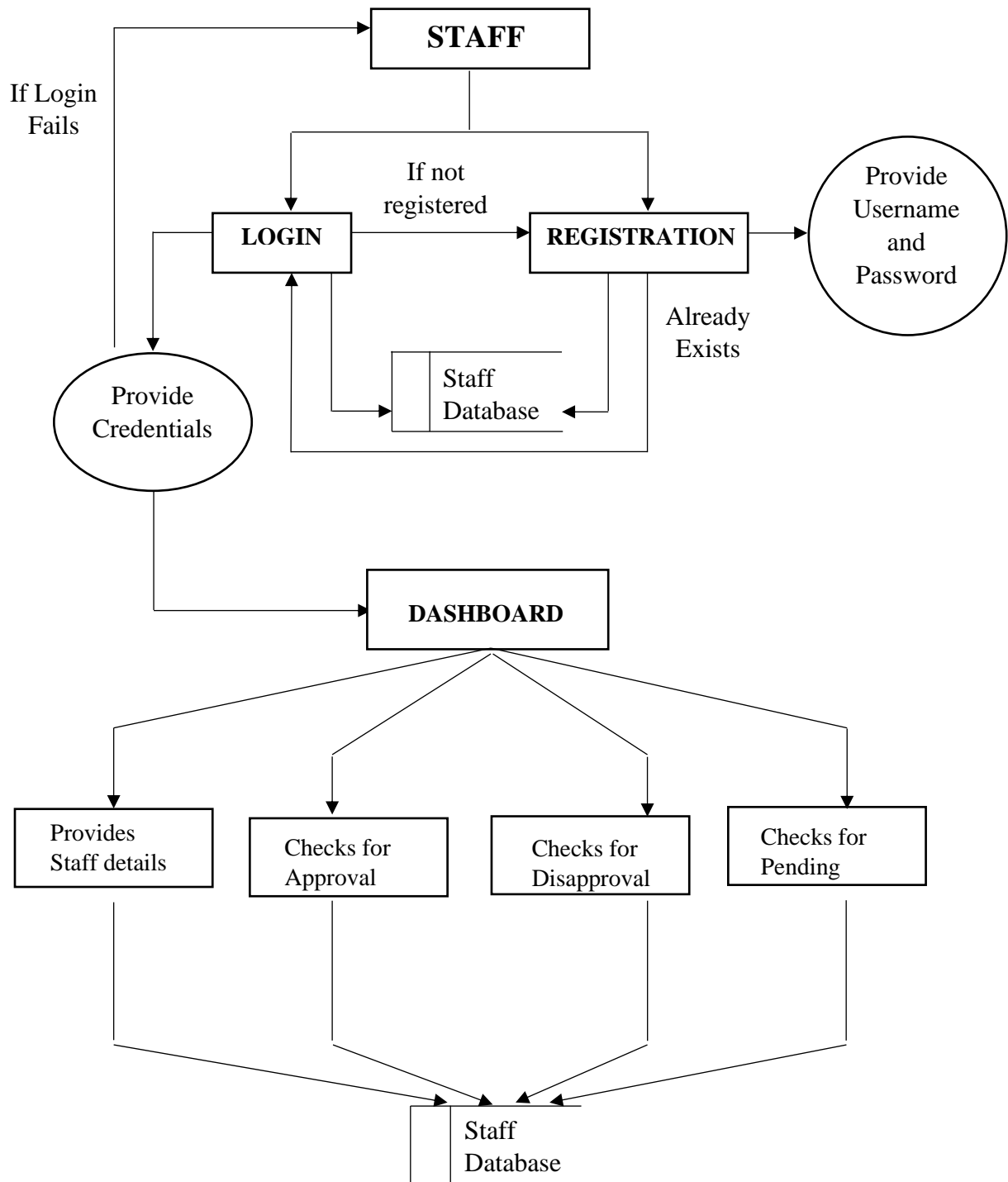
DFD FOR STAFF LOGIN



DATA FLOW DIAGRAM

LEVEL 1.1 DIAGRAM

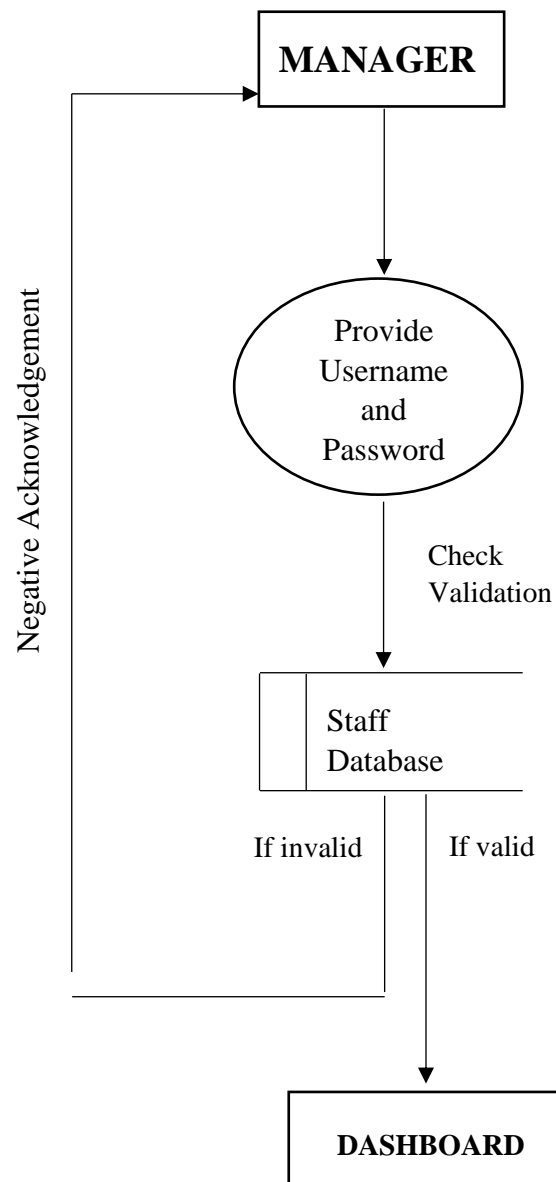
DFD FOR STAFF



DATA FLOW DIAGRAM

LEVEL 2 DIAGRAM

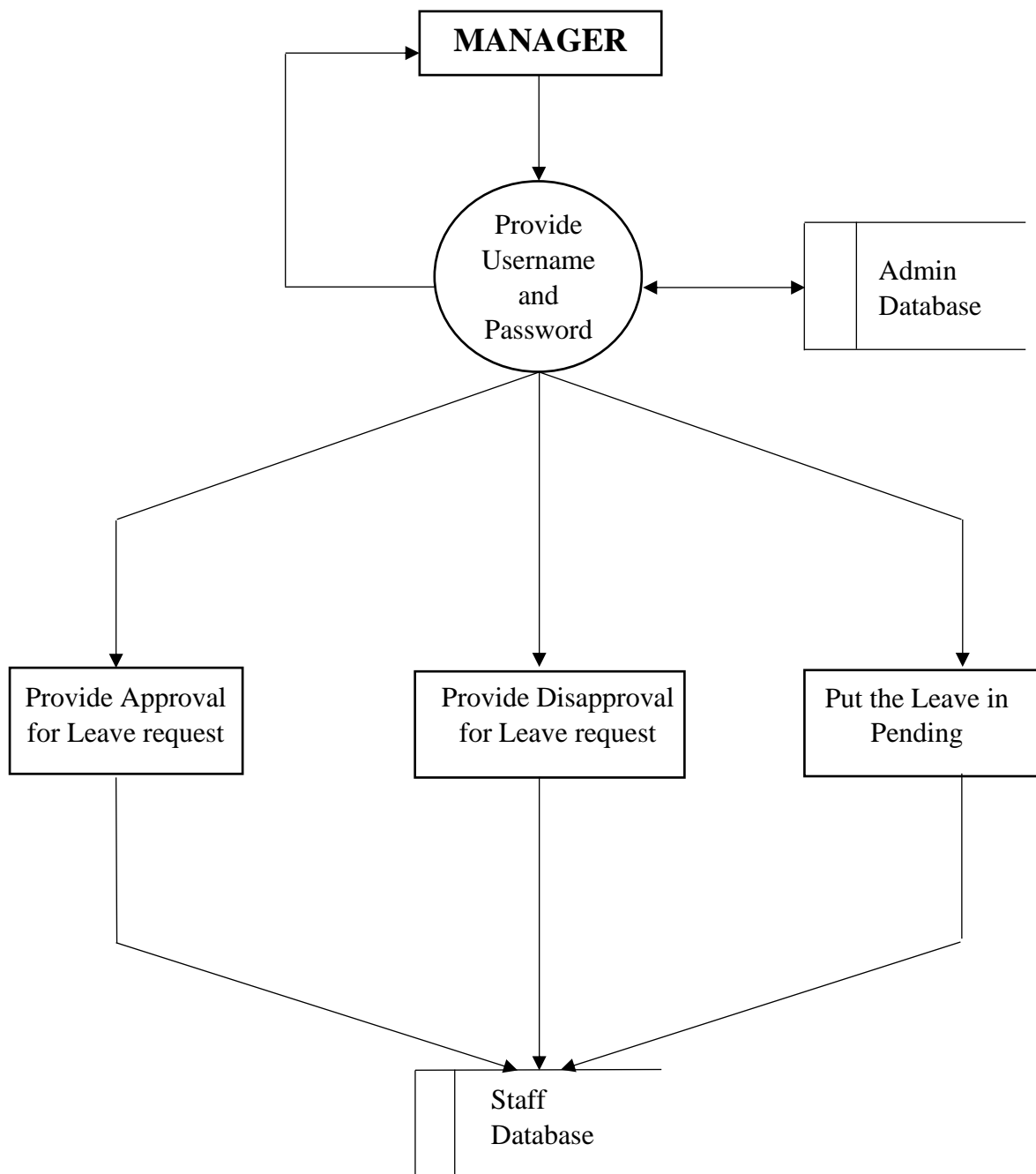
DFD FOR MANAGER LOGIN



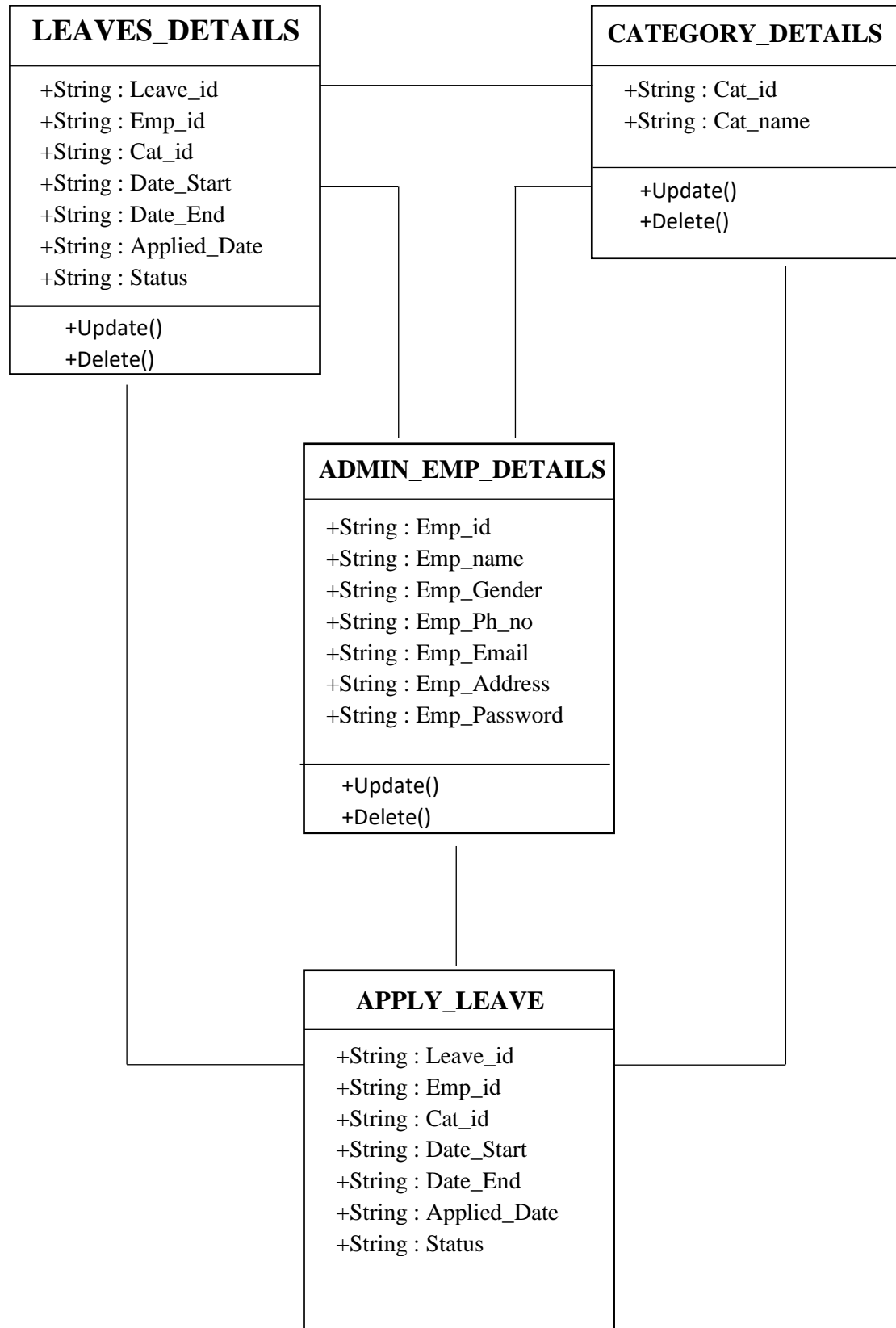
DATA FLOW DIAGRAM

LEVEL 2.1 DIAGRAM

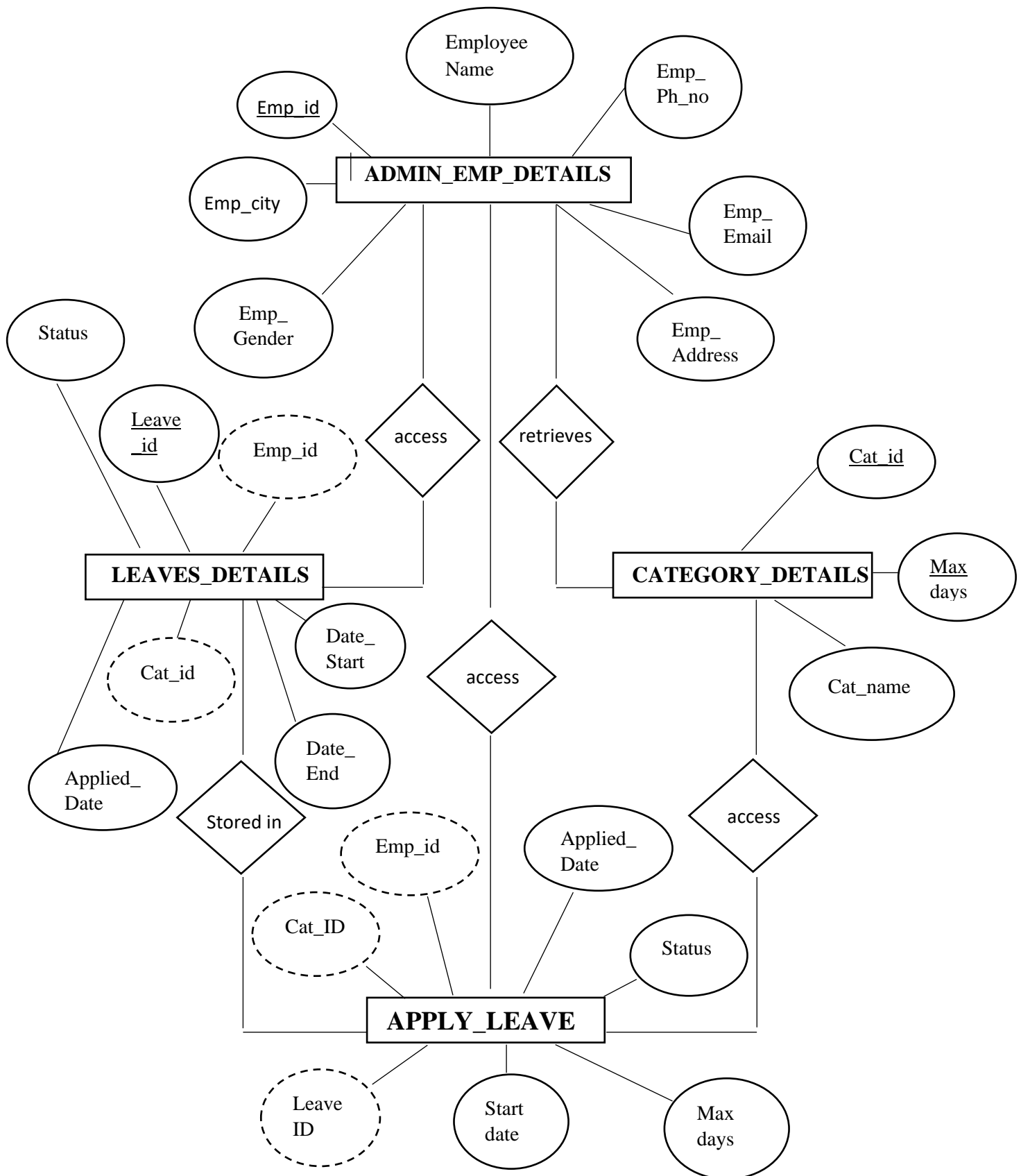
DFD FOR MANAGER



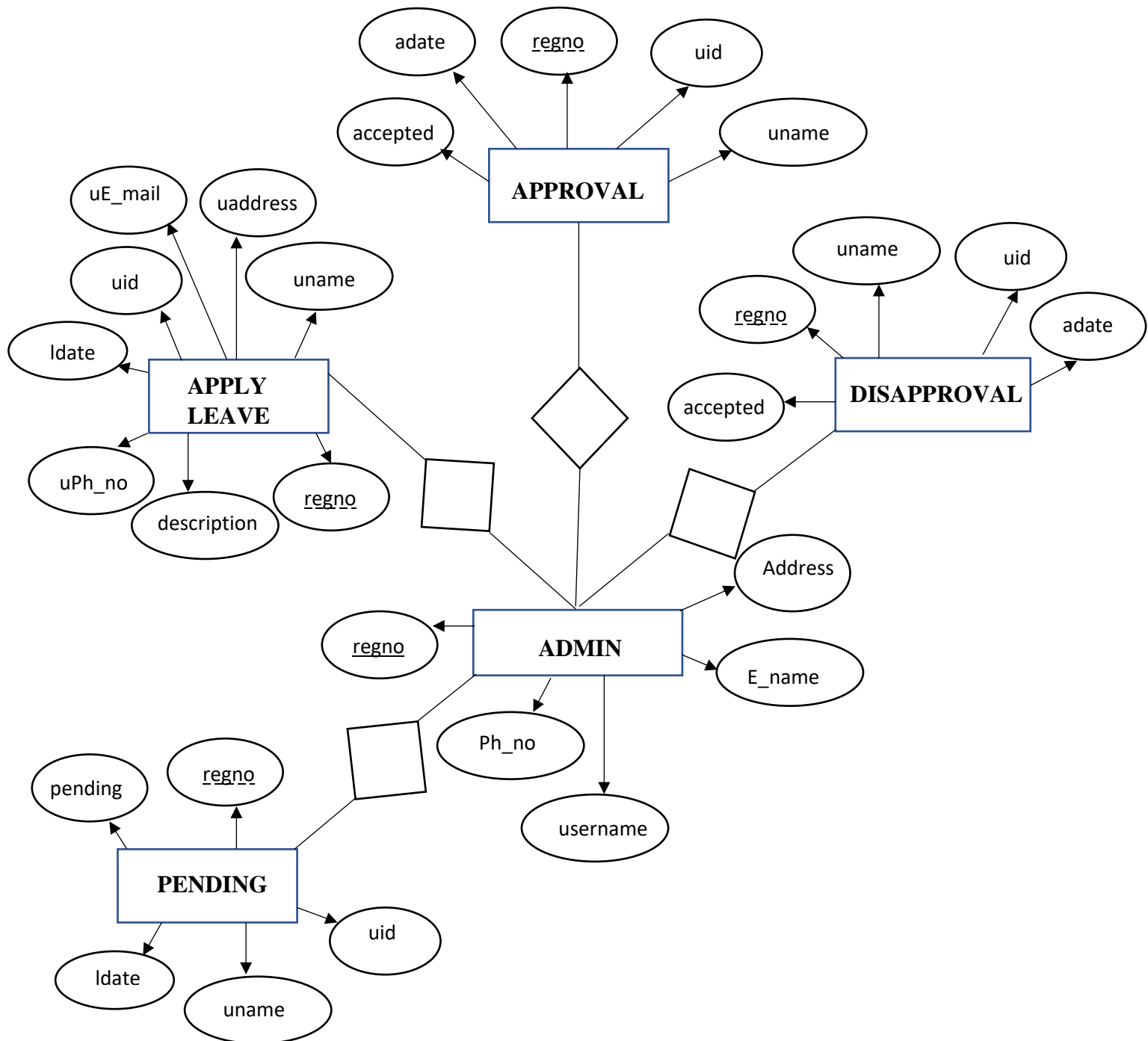
CLASS DIAGRAM



ER DIAGRAM

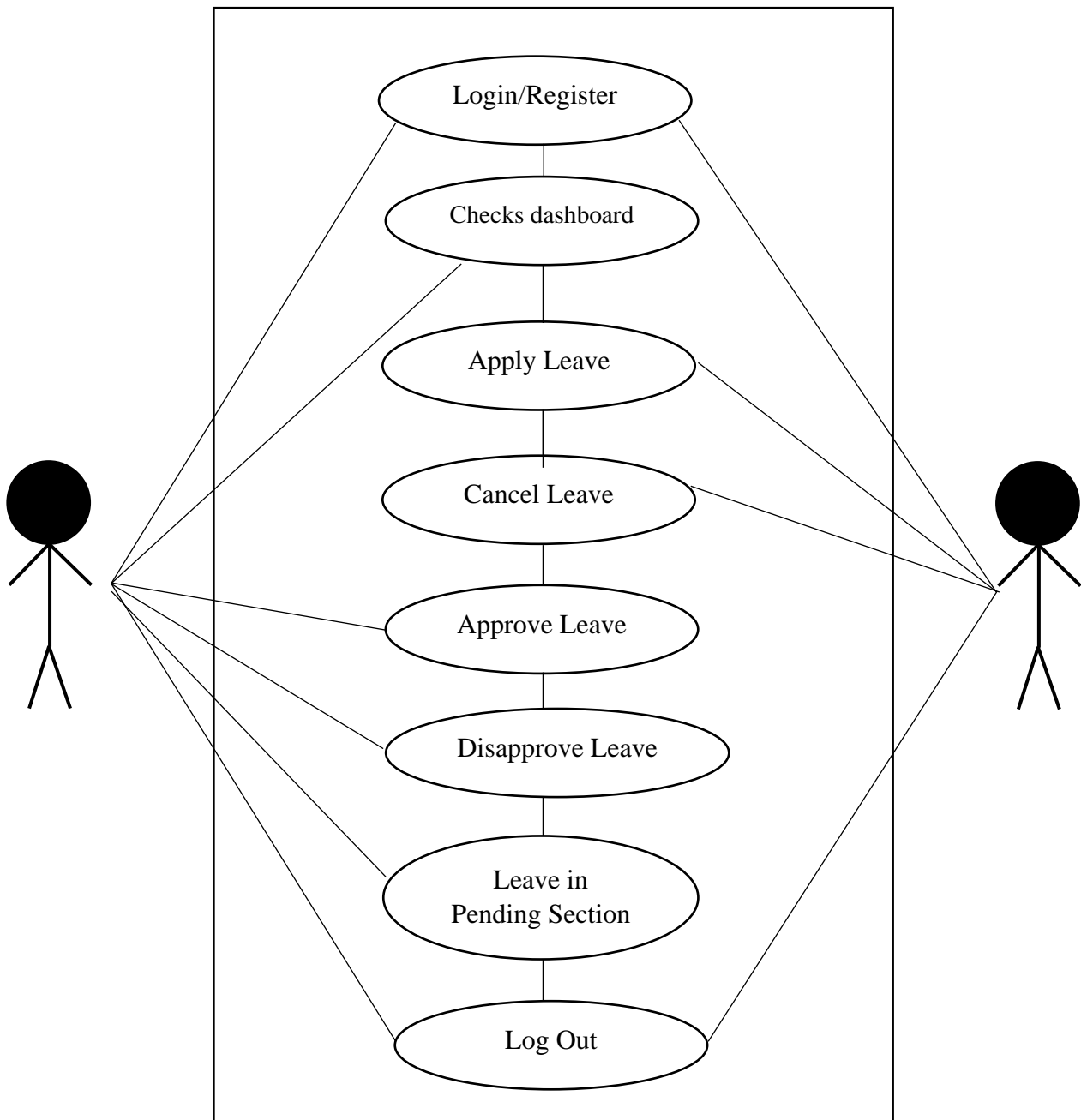


ER DIAGRAM



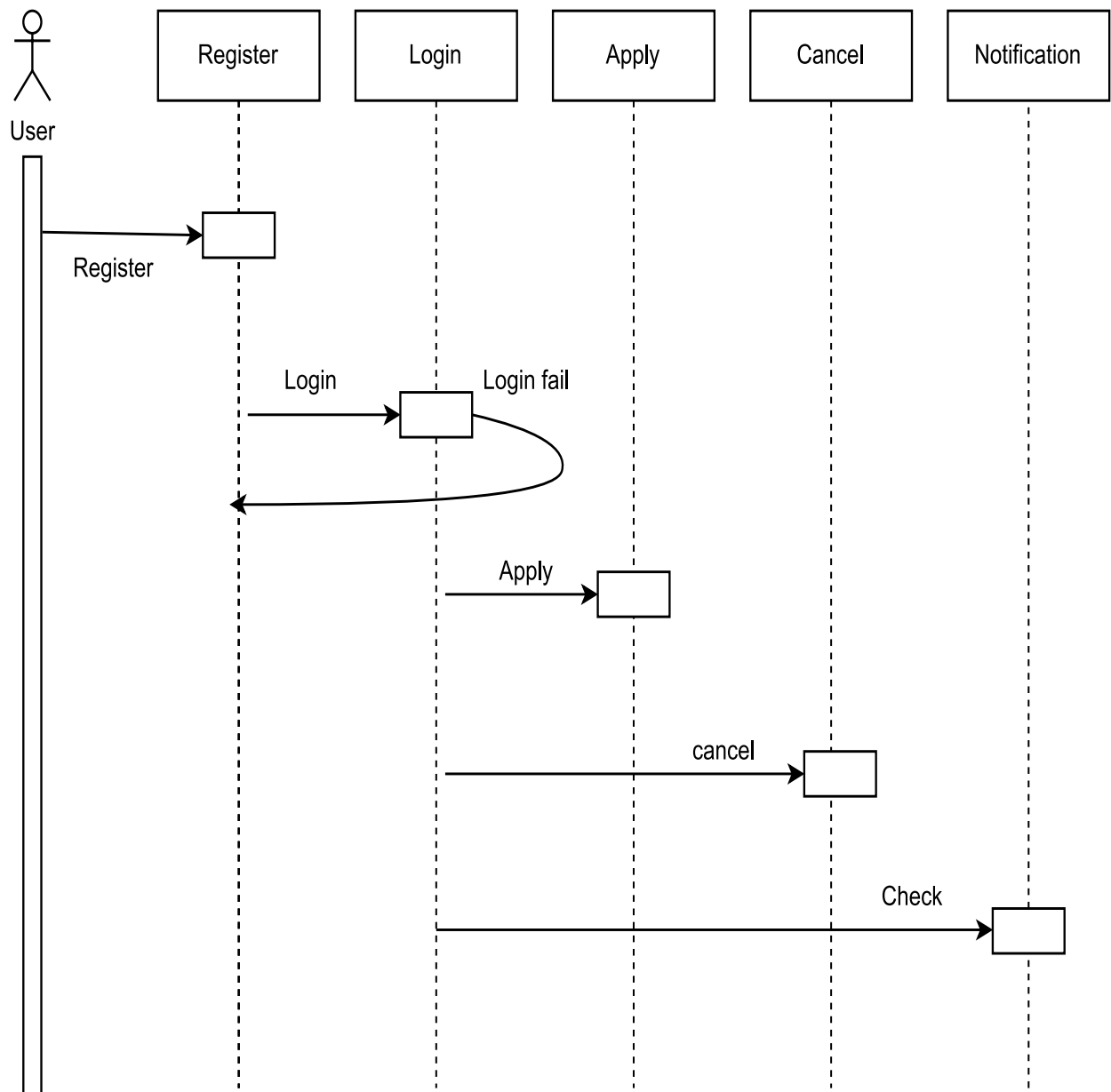
Use case diagram

Use case diagram is methodology used in system analysis, clarify and organize system requirements. The use case diagram is made of set of possible sequence of interaction between system and users in a particular environment and related to a particular goal.

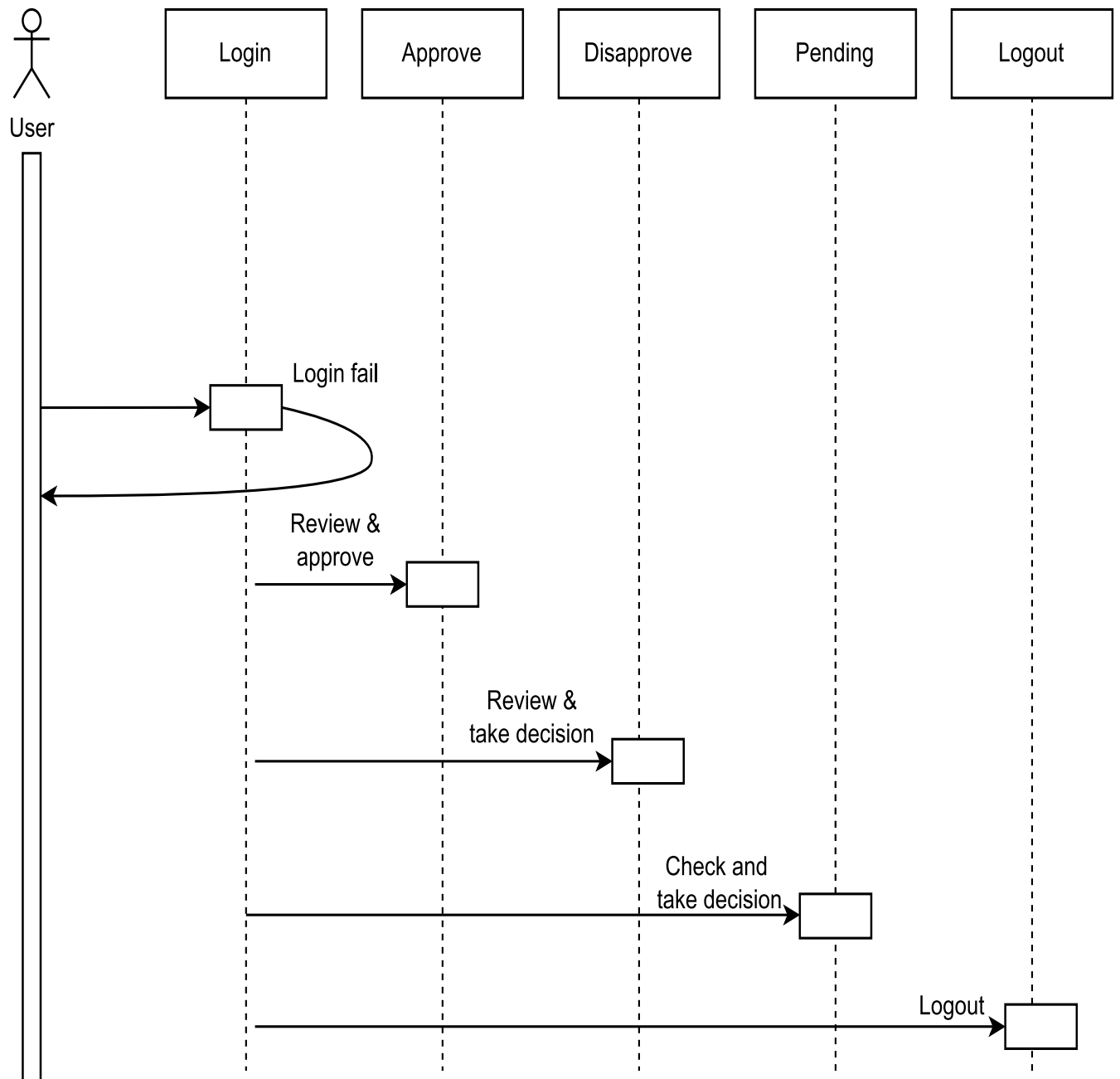


Sequence diagram for user

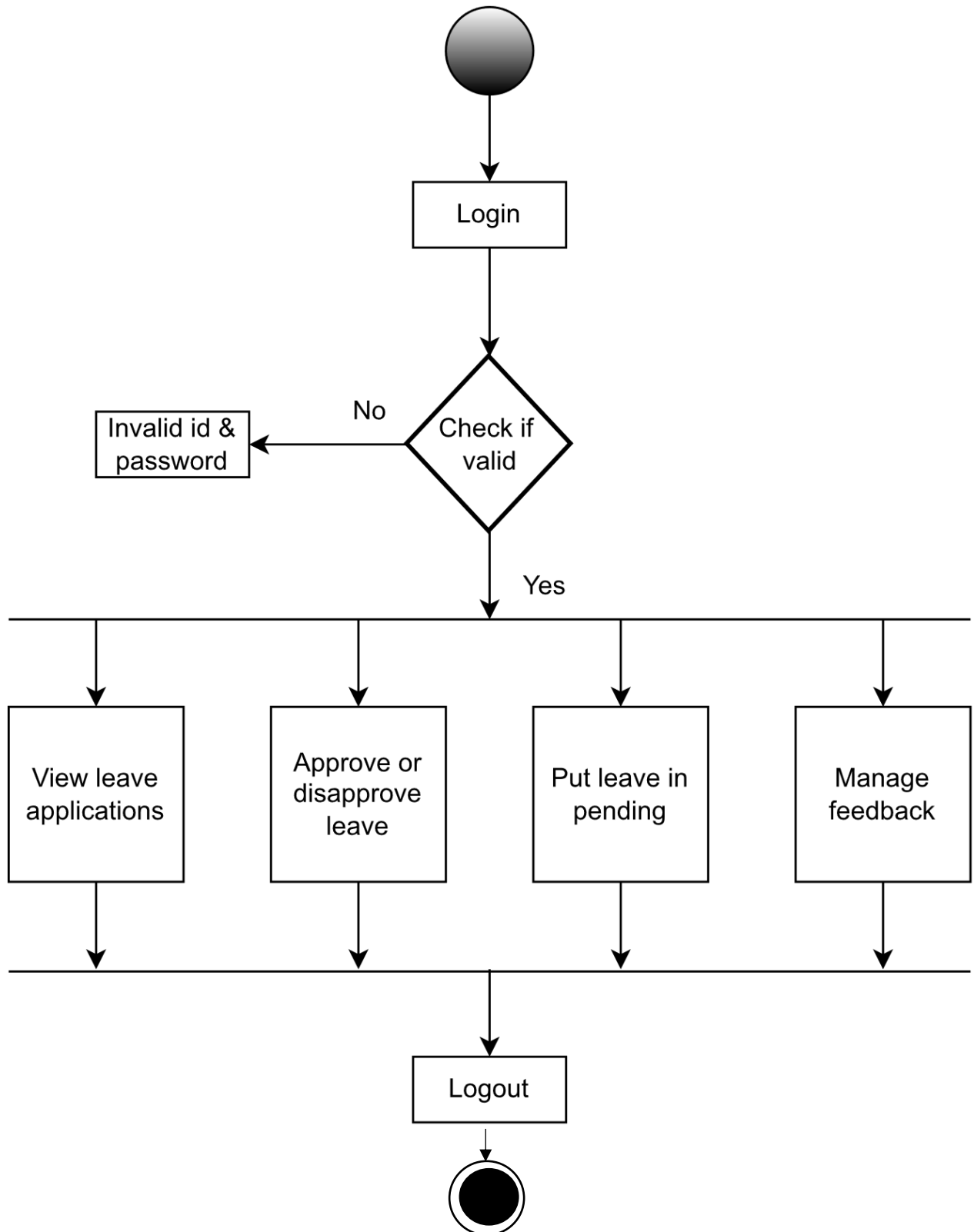
Sequence diagram is a diagram show object interaction in time sequence. Particularly it shows object participation in the interaction and the sequence of message exchanged.



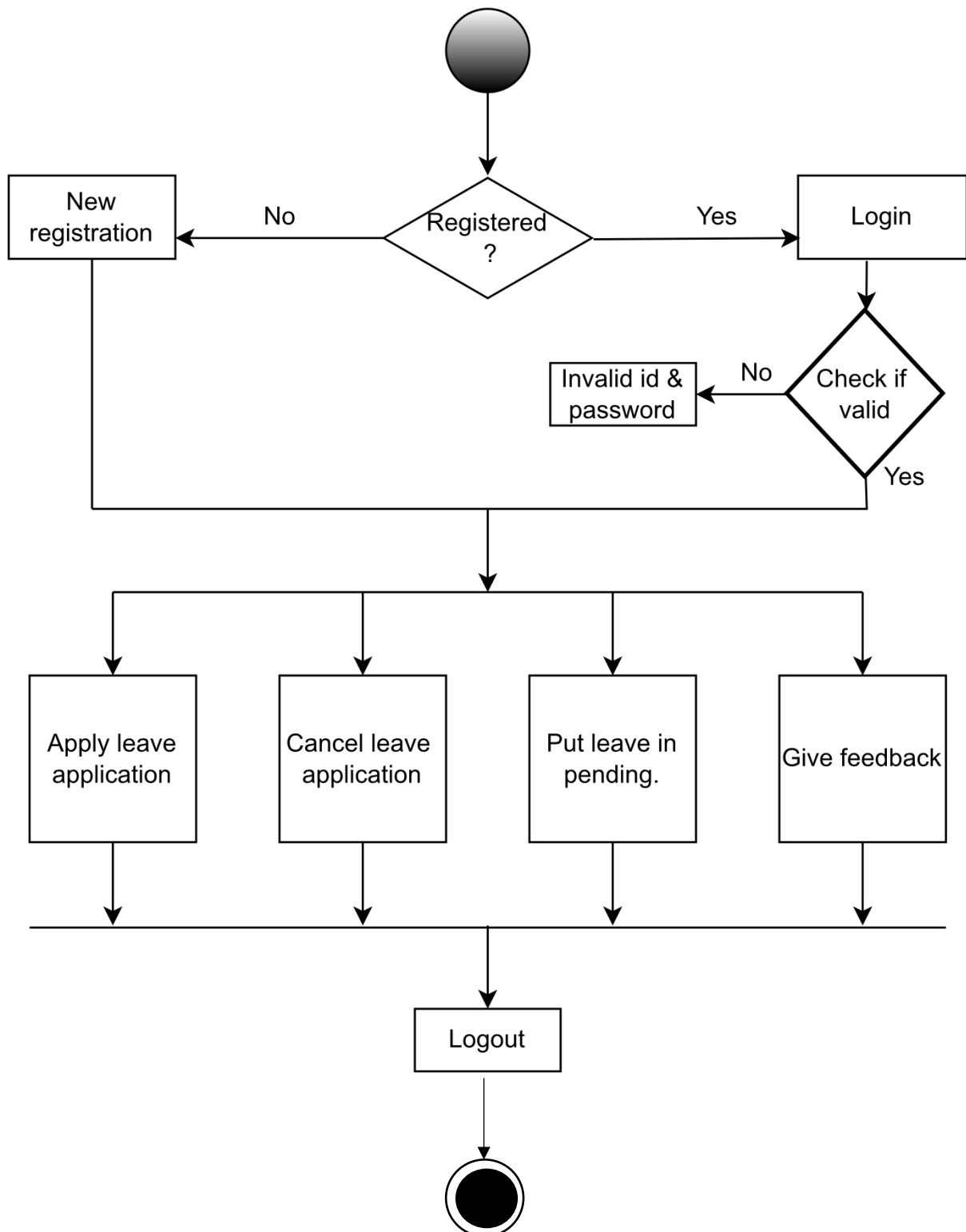
Sequence diagram for admin



Activity diagram for admin



Activity diagram for user



CONCLUSION

- This LEAVE MANAGEMENT SYSTEM helps the admin to view and manage the leaves applied by their users. A leave management system helps in recording, managing, and tracking employees' time-off requests. Its main objective is to handle employees' leave requests impartially while ensuring that the employees' absence from work doesn't adversely impact the business.
- This software helps the admin leading to saving time.
- This management system provides the approval, disapproval, pending and notifying functions which makes the work of admin easier.

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