

Employee Management System: JAPE Solutions

A Final Project Proposal to the Faculty of
College of Informatics and Computing Sciences
BATANGAS STATE UNIVERSITY
The National Engineering University
Batangas City

In Partial Fulfillment
Of the Requirements in Advance
Database Management Systems

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May 2023

INTRODUCTION

Competent personnel management is essential for the success of any company in the breakneck and cutthroat business world of today. To increase productivity, improve employee engagement, and build a healthy work environment, personnel management must be organized and efficient.

Through the use of this project, it can save a lot of money and time by automating difficult processes, minimizing paperwork, and enhancing the effectiveness of human resources operations. By doing so, manual data entry is no longer necessary, errors are decreased, and HR staff are now free to concentrate on objectives, recruitment and retention, and employee engagement.

A manual management system may be suitable for smaller companies with fewer employees, but as the company grows, an Employee Management System offers numerous advantages. It delivers attributes that manual procedures are unable to rival, including efficiency, accuracy, accessibility, compliance, monitoring capabilities, online assistance alternatives, scalability, and cost savings. Personnel data is safely kept in a centralized database with an Employee Management System and is easily accessible. Authorized personnel have quick and simple access to the data they require. In contrast, manual operations need physical access to files and papers, which slows down and increases the difficulty of information recovery.

It takes meticulous preparation, an organized strategy, and consideration of numerous factors to develop an employee management system. It is a collaborative process that calls for feedback and continuous improvement. Indeed, developing an employee management system can be a difficult and complex task. However, it is possible with the right preparation, knowledge, and understanding

BACKGROUND OF THE STUDY

Effective employee management is essential for businesses to achieve their objectives and keep a competitive edge in the fast-paced commercial world of today. A few of the processes that are included in employee management include recruitment, onboarding, performance evaluations, training, payroll administration, and general personnel administration. Inefficiencies, inconsistent data, and an increased administrative burden have been brought about by the fact that these tasks are typically carried out manually or by multiple systems.

Organizations are increasingly introducing employee management systems to address these issues and streamline employee-related activities. A comprehensive software system offers a centralized and automated method of managing employee data and processes by integrating numerous human resource activities into a single platform. It offers a user-friendly interface for HR staff, managers, and employees to view and engage with pertinent data and activities, improving productivity overall.

Businesses may benefit from a wide range of advantages from the adoption of an efficient management system. First off, it simplifies and automates common HR operations like managing employee data, managing leaves of absence, and tracking attendance. Automation decreases manual errors, saves time, and frees up HR staff to concentrate on more strategic projects like employee engagement and talent development. Second, it makes collaboration and communication between HR, managers, and employees easier. Employees can update their personal information, check pay stubs, request time off, and access essential documents through self-service functionalities, which promotes participation and openness inside the company.

PURPOSE AND DESCRIPTION

Purpose

The main purpose of this employee management system is to keep track of all of the employee's data in one place, including their personal and work-related information, department, salary, the day they started working, designation, and so on. This program can automate and organize a variety of data, which saves both time and money. Without an employee management system, HR staff members and employees will have to spend a lot of time organizing information, liaising with other departments, handling payroll and evaluations, and so forth.

Moreover, it is a comprehensive software solution designed to support organizations in effectively managing their information with the use of signup, save, update, and delete buttons. By consolidating multiple management systems into a single, unified platform, the JAPE promotes harmonization, eliminates duplication, and enhances collaboration among different departments.

Furthermore, this system also wants to streamline and optimize the management processes of an organization, ensuring efficiency, consistency, and continuous improvement. The JAPE serves as a centralized platform that integrates various management systems, standards, and processes, providing a cohesive framework for planning, executing, monitoring, and improving operations across different functional areas. The system provides a reliable foundation for managing the workforce, fostering a positive work culture, and supporting the growth and development of employees.

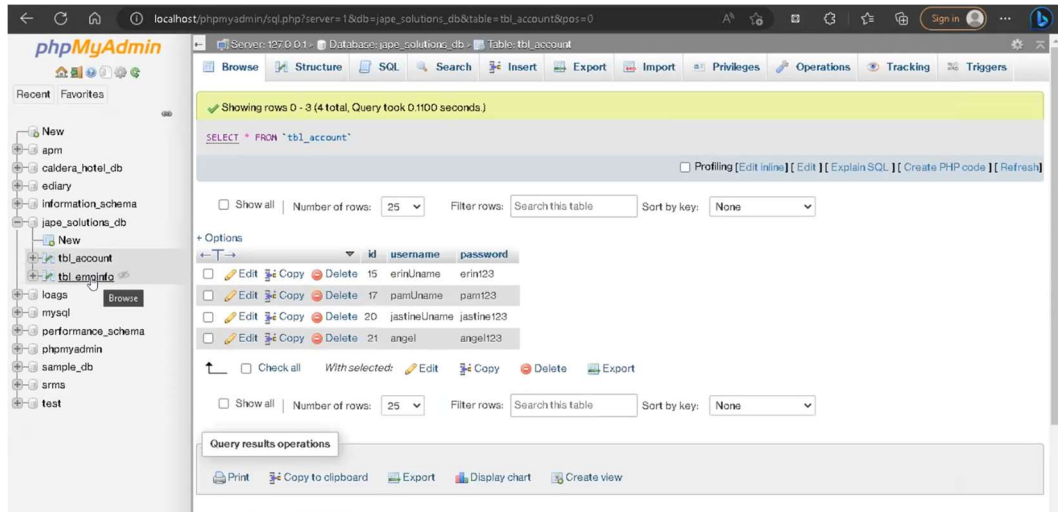
Description

Database

In this project, we used two tables in one database: one to store account information and another to store records information. This separation allows us to organize and manage the data more efficiently.

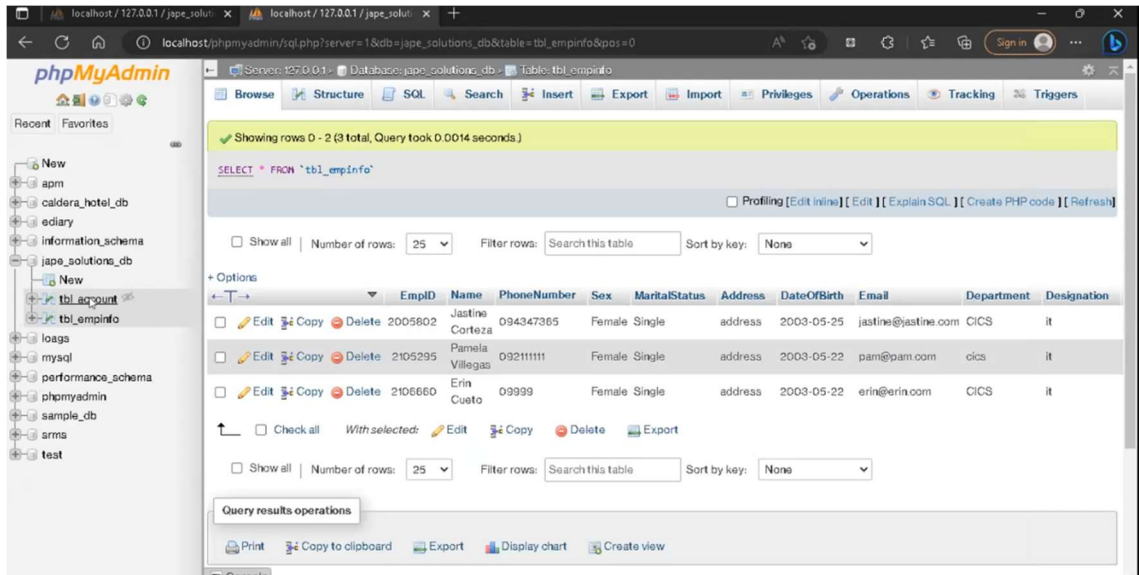
1. Account Information Table:

This table would store user account information such as usernames, passwords, and any additional user details you may require. It is responsible for managing user authentication and account-related operations. You can use this table to handle tasks like user registration and login.



2. Records Information Table:

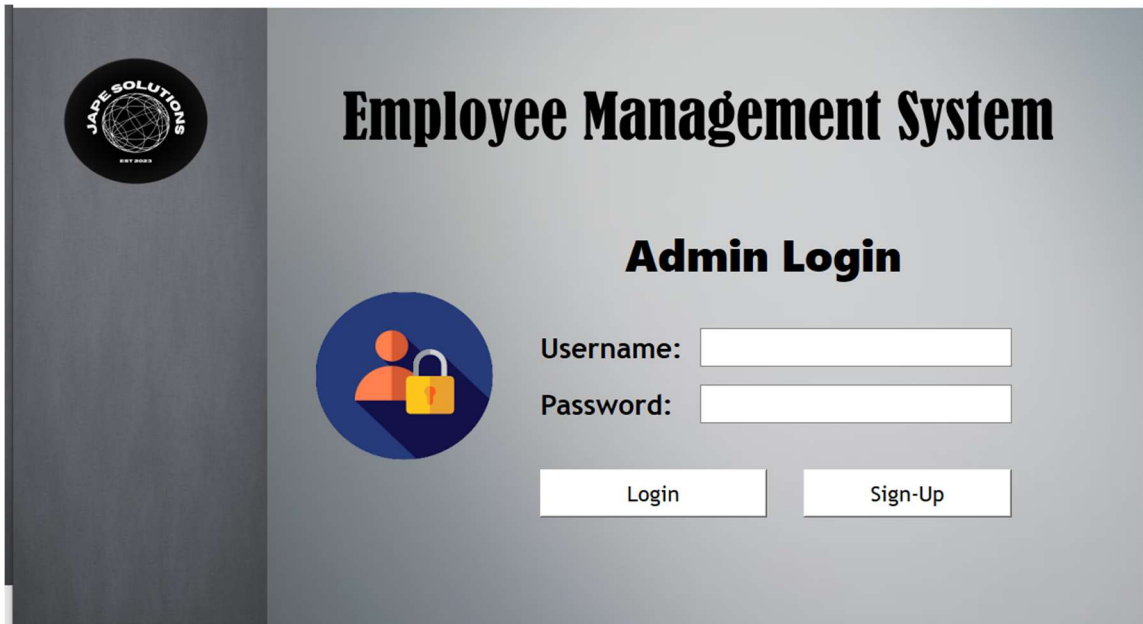
This table would store records or any other relevant information associated with our system. It could include data such as user-generated content and any other records specific to our application. This table helps in maintaining and tracking various system-related information.



Separating the account information and records information into two tables allows us to manage them independently and efficiently. It also helps maintain a clear separation of concerns and provides better scalability and flexibility for future enhancements.

System

The Login Window



The login window features a dark grey sidebar on the left with a circular logo containing the text "JAPE SOLUTIONS" and "EST 2022". The main area has a light grey background. At the top, the title "Employee Management System" is displayed in a large, bold, black serif font. Below the title, the heading "Admin Login" is centered in a bold, black sans-serif font. To the left of the login fields is a circular icon with a blue background, featuring an orange person silhouette and a yellow padlock. The login fields consist of two white input boxes: "Username:" and "Password:". Below these fields are two white buttons with black text: "Login" and "Sign-Up".

Employee Management System

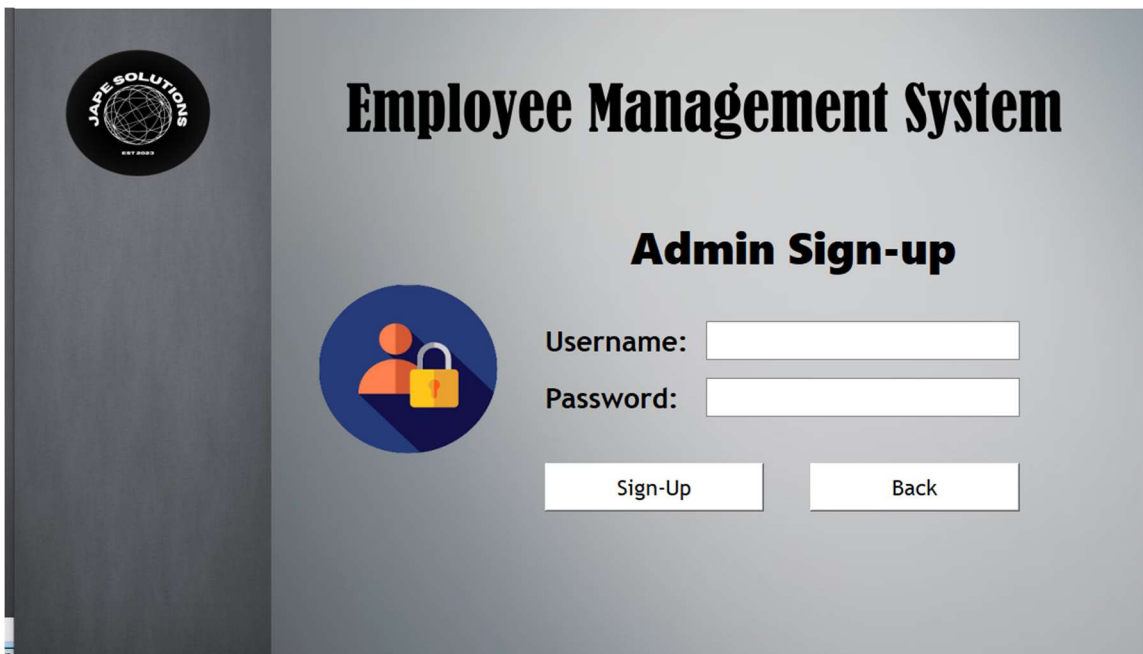
Admin Login

Username:

Password:

Login Sign-Up

The Signup Window



The signup window features a dark grey sidebar on the left with a circular logo containing the text "JAPE SOLUTIONS" and "EST 2022". The main area has a light grey background. At the top, the title "Employee Management System" is displayed in a large, bold, black serif font. Below the title, the heading "Admin Sign-up" is centered in a bold, black sans-serif font. To the left of the signup fields is a circular icon with a blue background, featuring an orange person silhouette and a yellow padlock. The signup fields consist of two white input boxes: "Username:" and "Password:". Below these fields are two white buttons with black text: "Sign-Up" and "Back".

Employee Management System

Admin Sign-up

Username:

Password:

Sign-Up Back

The Main System

Employee Management System
JAPE Solutions

Employee Information

Name:

Phone No.:

Sex: ☐ Male ☐ Female

Marital Status:

Address:

Date of Birth:

Employee ID:

Email:

Department:

Designation:

Date Started:

Salary:

Save

Update

Delete

Sign-Out

OBJECTIVES OF THE STUDY

An employee management system provides a number of strategies for enhancing workplace enthusiasm and boosting productivity among employees. Employers may simply track and assess a person's progress using this system. Together, managers and staff can precisely track, monitor, manage, and utilize working hours for improved productivity and business expansion. Additionally, it aids in accurate compensation that can be completed on time.

One of the key goals of employee management systems is to provide more data security than traditional human resources software. Additionally, a strong tool like an employee management system can help you increase the productivity and profitability of your company. You are able to oversee all aspect of an employee's career, from hiring to firing them, through their training, growth, and earnings and perks.

The study aims to assess the existing management practices within the organization to identify strengths, weaknesses, and areas for improvement. This includes an analysis of current processes, documentation, communication channels, and the overall effectiveness of the management system. It also seeks to evaluate the organization's compliance with applicable regulations, industry standards, and best practices. This objective involves reviewing relevant legal requirements, conducting internal audits, and identifying any gaps or areas of non-compliance that need to be addressed within the management system.

SCOPE AND LIMITATIONS OF THE STUDY

Scope of the Study

The study will be conducted within a specified timeframe, and therefore, the depth of analysis and evaluation may be limited by the available time. In-depth examination of all aspects of the management system may not be feasible within the given scope. The study will be constrained by the available resources, including budget, personnel, and technology. The study will primarily focus on internal factors related to the management system.

The system will be accessible only to the administrators of the company. It will only hold the information of the administrators such as their username and password. It will also only store information about the employee such as their Name, Phone No., Sex, Marital Status, Address, Date of Birth, Employee ID, Email, Department, Designation, Date Started, and their Salary.

Limitations of the Study

The study will consider the existing technology infrastructure and tools supporting the management system. However, detailed technical assessments or evaluations of specific software or hardware solutions are not within the scope of this study. It is important to recognize these scope limitations and consider them while interpreting the findings and recommendations of the study for the management system.

The system is limited only to the administrators and not for the usage of the employees. It manages employee personal data but it doesn't manage leaves of absence, and track attendance of employees. The administrators are the only ones who can manage the system. The system cannot check pay stubs, request time off, and access essential documents through self-service functionalities, which promotes participation and openness inside the company. This is due to the limitation of time in creating this project.

DEFINITION OF TERMS

To better understand this study, the researchers provided the definitions of the words used as follows:

Accessibility – It is the quality of being easy to approach, reach, enter, speak with, use, or understand.

Accuracy – It is the quality or state of being correct or precise.

Automated method – It is the technique, method, or system of operating or controlling a process by highly automatic means, as by electronic devices, reducing human intervention to a minimum. It is the act or process of automating or making automatic.

Breakneck – If you say that something happens or travels at breakneck speed, you mean that it happens or travels very fast.

Centralized – It means to concentrate by placing power and authority in a center or central organization.

Compliance – It is the state of being in accordance with established guidelines or specifications, or the process of becoming so.

Cutthroat business – It is competing in a strong and unfair way, without considering any harm caused to others.

Efficiency – It is the ability to produce a desired or intended result.

Pertinent – It is an adjective which means 'relevant, suitable or apt'.

Scalability – It is the ability of a computing process to be used or produced in a range of capabilities.