COOK TIME TRIO

Cook Time Entry System

Objective: Create a time entry system for Cook Employees. This will be a time card entry system capable of recording and reviewing employee clock times.

Requirements:

* The new system will replace the current manual paper method currently used by some employees/managers for time entry;
* Electronic time clocks record employee time in / out for management review;
* IF time clocks fail, managers will have the ability to manually record employee times;
* Managers will be able to review times recorded by time clocks;
* A weekly report will be generated for each manager, only for employees under their charge.

**WE NEED TO AGREE ON VARIABLE NAMES**

**Manager Module -- NICK**

File Structure:

mEmployeeID, n, fixed, required [INPUT and verIFied in HR file]

mFullName, c, variable, required [READ and concatenated from HR file]

department, c, variable, required [INPUT and verIFied in HR file]

employeeID, n, fixed, required [INPUT and verIFied in HR file]

eFullName, c, variable, required [READ and concatenated from HR file]

regularStartTime, time, fixed, required

regularEndTime, time, fixed required

This is all copied to a file named DepartmentFile

**Employee Module -- NICK**

File structure:

employeeID, INPUT, verIFied in DepartmentFile

eFullName, READ from DepartmentFile

mFullName, READ from DepartmentFile

department, READ from DepartmentFile

employeeVerIFy, c, 1, required

**Timesheet Module AUSTIN**

File structure:

employeeID, READ from Employee Module

dateToday, date, fixed, required

dayToday, c, variable, required

regularStartTime, READ from DepartmentFile

timeclockDisabledIn, n, fixed, optional

startTime, time, fixed, required

lateStartTime, c, 1, optional

regularEndTime, READ from DepartmentFile

timeclockDisabledOut, n, fixed, optional

endTime, time, fixed, required

lateEndTime, c, 1, optional

**Manager Employee INPUT Module (only used when timeclock disabled for start or end time) - AUSTIN**

File structure

dateToday, READ from Timesheet Module

mEmployeeID, INPUT and verIFied in DepartmentFile

employeeID, INPUT and verIFied in DepartmentFile

startTime, time, fixed, optional [INPUT and verIFied as same format as in Timesheet Module]

endTime, time, fixed, optional [INPUT and verIFied as same format as in Timesheet Module]

**LOGIN AND MAIN.b**

PRINT TIME and DATE

PRINT ‘Enter your employee ID: ‘ \*the manager’s ID is referenced here

INPUT empID   
 IF empID not in DepartmentFile   
 PRINT “Access denied, please re-enter your employee ID” limit to 3 attempts  
 IF >3 attemps PRINT “Please see Human Resources”  
 Then Stop  
PRINT ‘Enter Department ID: ‘

INPUT dept

IF empID not = to dept in DepartmentFile

PRINT “Access denied, please re-enter Department ID” limit to 3 attempts  
 IF >3 attemps PRINT “Please see Human Resources”  
 Then Stop

BEGIN REPORT

PRINT ‘What would you like to do?’

PRINT ‘1. Review an individual employee ’

PRINT ‘2. Review a group of employees in your department ’

PRINT ‘3. End’

PRINT ‘Enter your choice 1, 2 or 3 ‘

INPUT selection1

BEGIN CASE

CASE selection1 = ‘1’

GOTO INDIVIDUAL REPORT

CASE selection1 = ‘2’

GOTO GROUP REPORT

CASE selection1 = ‘3’ END

END CASE

UNTIL selection1 = 3 DO REPEAT

INDIVIDUAL REPORT

LOOP

PRINT ‘Enter employee’s ID: ‘ \*this is the managed employee’s ID

INPUT empID   
 IF empID not in DepartmentFile   
 PRINT “Access denied, please re-enter the employee ID” limit to 3 attempts  
 IF >3 attempts

PRINT “READ employee into your Department Database or see HR”

PRINT “INPUT another employee ID? Enter Y or N ‘

IF Y RETURN

IF N STOP

UNTIL valid empID or N

LOOP

PRINT ‘This report is for ‘ EmployeeID ‘ ‘ eFullName ‘ ‘ department

PRINT ‘Which of the following would you like to review for this employee‘

PRINT ‘1. Time for one day this week’

PRINT ‘2. Time for a previous week ‘

PRINT ‘3. Begin a new report’

PRINT ‘Enter Quit IF you would like to end’

PRINT ‘Enter your choice 1 2 3 or Quit ‘

INPUT ePeriodSelection

IF ePeriodSelection = ‘Quit’ STOP

BEGIN CASE

CASE ePeriodSelection = '1'

GOTO OneDay Module

CASE ePeriodSelection = '2'

GOTO Week Module

CASE ePeriodSelection = '3'

GOTO BEGIN REPORT

CASE 1; \* NOT A VALID ANSWER

PRINT "SORRY. NOT VALID"

PRINT "PRESS <CR> TO TRY AGAIN "

END CASE

UNTIL ePeriodSelection > ‘ ’ DO REPEAT

OneDay Module

PRINT

PRINT ‘What day this week do you want to review? ‘

??

PRINT 'Sunday ‘

PRINT 'Monday ‘

PRINT 'Tuesday ‘

PRINT 'Wednesday ‘

PRINT 'Thursday ‘

PRINT 'Friday ‘

PRIINT 'Saturday ‘

PRINT ‘Enter the first three letters of the day (Sun, Mon)‘

INPUT day

READ startTime and endTime [for day from Timesheet Module]

PRINT day and DATE

CRT@(0,5) ‘Regular Start Time’

CRT @(0,30) ‘Actual Time IN’

CRT @ (0,45) ‘Late Time IN if \*’

CRT@(10,5) ‘Regular End Time

CRT@(10, 30) ‘Actual Time OUT’

CRT@(1,5) regularStartTime

CRT@(1,30) startTime

CRT@(1,45) \* IF late time in flagged

CRT@(10,5) regularEndTime

CRT@(10,30) endTime

CRT@(10,45) \* IF early time out flagged

PRINT

PRINT

PRINT "DO YOU WANT THIS REPORT PRINTED ? (Y/N) " :

INPUT printReport

IF printReport = "Y" THEN PRINTER ON

PRINT ‘What would you like to do next? ‘

PRINT ‘1. Review another report for this employee’

PRINT ‘2. INPUT another employee’

PRINT ‘3. Begin a new Report

PRINT ‘Enter Quit IF you would like to end’

IF ‘Quit’ STOP

PRINT ‘Enter your choice 1 2 3 or Quit ‘

INPUT eOneDayNext

IF eOneDayNext = 1 GOTO INDIVIDUAL REPORT \*second LOOP

IF eOneDayNext = 2 GOTO INDIVIDUAL REPORT\*first LOOP

IF eOneDayNext = 3 GOTO BEGIN REPORT

UNTIL eOneDayNext > ‘ ‘ OR eOneDayNext = ‘Quit’