**Employee management System**

**Requirement**

Requirements for an employee management system typically fall into three categories: functional requirements, non-functional requirements, and technical requirements.

**Functional Requirements**

Functional requirements describe the specific features and functionalities that the employee management system must have to meet the needs of its users. These requirements typically cover areas such as employee information management, time and attendance tracking, performance management, payroll management, and training and development management. For example, the system should be able to store and manage all employee information, track employee time and attendance, and provide tools for managing employee performance and training.

* Employee onboarding and offboarding processes: The system should allow HR to easily add and remove employees from the system.
* Employee information management: The system should be able to store and manage all employee information such as personal details, job title, salary, and employment history. And also employees can update the their profile and view paysheets as well.
* Time and attendance tracking: The system should allow employees to clock in and out, track their hours worked, and manage their time off. The system provide the punch process for marking attendance and calculate the work hours. Furthermore , can apply for leave.
* Performance management: The system should provide tools for managing employee performance, including setting goals, tracking progress, and providing feedback.
* Training and development management: The system should provide tools for managing employee training and development, including scheduling and tracking employee progress and assigning permanent IDs after trained.
* Reporting and analytics: The system should provide robust reporting and analytics capabilities to enable data-driven decision-making by HR managers. And also employees can providing there suggestions and reporting.

**Non-Functional Requirements**

Non-functional requirements describe the characteristics of the employee management system that describe how it should perform, such as its reliability, usability, security, and scalability. These requirements ensure that the system is effective and efficient in meeting the needs of its users. For example, the system should be easy to use, reliable, secure, and able to handle growing numbers of users and data without compromising performance.

* Usability: Usability refers to how easy it is for users to use and navigate the employee management system. The system should be intuitive and user-friendly, with a simple interface that requires minimal training.
* Reliability: Reliability refers to how available and responsive the system is at all times. The system should be up and running 24/7, with minimal downtime or disruptions. It should be able to handle high volumes of traffic and usage without compromising performance.
* Security: Security refers to how well the system is protected against unauthorized access and data breaches. The system should have strong encryption and multi-factor authentication to ensure that employee data is secure.
* Maintainability: Maintainability refers to how easy it is to maintain and update the system over time. The system should be designed with a modular and extensible architecture, allowing updates and changes to be made without affecting the rest of the system.

**Technical Requirements**

Technical requirements describe the underlying technology and infrastructure needed to support the employee management system. These requirements typically cover areas such as the database, platform, integration, and mobile access. For example, the system should be built on a scalable platform, integrate with other HR and payroll systems, and be accessible from mobile devices to support remote work and mobile employees.

* Database: The database requirement refers to the type of database management system (DBMS) that the employee management system should use. The system should use a database that is scalable, secure, and reliable, such as a relational database management system (RDBMS).
* Mobile access: The mobile access requirement refers to how well the employee management system can be accessed from mobile devices. The system should be able to provide access to users from their mobile devices, such as smartphones or tablets, to support remote work and mobile employees.
* Integration: The integration requirement refers to how well the employee management system integrates with other HR and payroll systems. The system should be able to integrate with other systems, such as payroll software or benefits administration software, to provide a seamless user experience.
* Platform: The platform requirement refers to the underlying technology platform that the employee management system should be built on. The system should be built on a platform that is scalable, flexible, and secure, such as a cloud-based platform or a container-based platform.

**Users of the features and their CRUD Operations**

Users: HR staff, managers, employees

Operations:

* Create, Read, Update, Delete (CRUD) employee records such as personal information, contact details, employment history, job titles, salary information and generate reports.
* Create, Read, Update, Delete (CRUD) records of employee time and attendance, including clocking in and out, requesting time off, and recording sick leave.
* Create, Read, Update, Delete (CRUD) records related to employee performance, including performance appraisals, goal setting, performance metrics, and feedback.