# **■ Multiple Location Attendance System**

#### **■** Tech Stack

- 1 Frontend: React.js (with Vite), Tailwind CSS, shadcn/ui, Redux Toolkit
- 2 Backend: Node.js, Express.js, MongoDB

#### ■ User Roles

- 1 Admin
- 2 Site Incharge (logs in based on location)

#### **■■■** Admin Dashboard Sections

- 1 Dashboard: Overview of employees, locations, attendance summary
- 2 Attendance: Manage attendance, calendar view, edit attendance
- 3 Employees: Employee details table with actions
- 4 Register Employee: Form to register new employees
- 5 Locations: List and manage all locations
- 6 Reports: Generate and download reports
- 7 Settings: Manage paid leaves per month, half-day value, location settings
- 8 Profile: View/update profile details

### ■ Site Incharge Dashboard Sections

- 1 Dashboard: Location-specific overview
- 2 Attendance: Mark attendance, calendar view, request edits
- 3 Employees: Employee details table with actions
- 4 Register Employee: Register employees with documents
- 5 Reports: Generate and download reports
- 6 Profile: View/update personal information

## ■ Attendance Workflow Summary

- 1 Site Incharge:
- 2 Log in based on location
- 3 Mark daily attendance (Absent manually, Present auto)
- 4 No edits after submission; can request admin corrections
- 5 Admin:
- 6 Full control over attendance records
- 7 Can edit attendance based on requests
- 8 Filter by date and location

# ■ Salary Calculation Logic

- 1 2 paid leaves per month with full pay
- 2 Deductions after 2 paid leaves
- 3 Unused paid leaves roll over to next month
- 4 Paid Leaves Per Month and Half-day policies managed in Settings

## **■** Reports Module

- 1 Attendance and Salary reports
- 2 Downloadable in PDF or Excel
- 3 Preview before download
- 4 Filter by Month, Location, Employee