**PROJECT PROPOSAL FOR GROUP PROJECT**

**CST 391-2**

Employee Assistance System

Group No: 03

Computer Science & Technology Degree Program

Uva Wellassa University of Sri Lanka

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Group Number: 03

Project Title: Employee Relationships Management System

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# Chapter 1: Introduction

Title of the project: Employee Relationships Management System

## Project Overview:

Employees are the major assets of an organization. It is essential to maintain a happy staff who is collaborating with each other. It has been observed that targets are achieved at a much faster rate if the employees can complete their goals within the time period they are given.

Employee assistance system refers to a software system that is proposed to implement to make employees working environment easier and more efficient.

Already there are web based systems such as Enterprise Resource Planning (ERP) systems and Employee Assistance Programs (EAP) to make employees a better working environment within organization, but they have to access those systems through computers and those systems need internet access all the time in order to provide service. That will be a little time consuming and hard to understand the system. Employees need to be trained in order to use those kind of softwares.

To overcome this problem the employee assistance system can be used as a solution. Employees can simply access the system by their smart phones. It will make easier them to update about day-to-day activities in a very short amount of time.

With the help of this system, checking out status of applied leaves, allocating conference halls for their meetings, getting alerts about meetings they have, searching for today’s available employees and their details, making requests for vehicles and solving their problems using the forum will become very easier and efficient.

## Project scope:

The proposed system is an employee relationships managing software. The main target of this system is employees in any level within an organization. Administrators of the system are the heads of the departments within the organization. They are responsible for adding employees to the system and remove them as well. Employees will provide username and password to log in to the system.

Every employee can access the functions up to their level. Administrators can access every single functionality as they are also employees of the organization. They can generate reports about employee’s attendance further.

The organization already have a system which is managing details of the employees. Thus, the proposed system shall be an android application to make an easier and efficient working condition to employees.

## Objective:

To make employees more productive and efficient by creating their working conditions easy and less time consuming.

# Chapter 2: Requirements identification

## Functional requirements

### Functional Requirements on behalf of the administrators:

* Administrators shall be able to login to the system, add the employees who were newly recruited to their department and provide them with their username and password.
* Administrators shall be able to remove employee accounts in their resignation.
* They shall be able to generate reports on attendance of employees.

### Functional Requirements on behalf of the employees:

* Employees shall be able to login to the system.
* They shall be able to allocate conference halls for their meetings.
* They shall be able to aware of meetings by having alerts.
* They shall be able to search for availability of the other employees and their contact details.
* They shall be able to request for vehicles.
* They shall be able to solve their problems by participating the forum.

## Non-functional requirements

* The system should be available for the users all the time.
* The system should contain user-friendly, easily understandable and simple interfaces for the employees.
* The system should provide a clear and consistent interface for the administrators. Form fill-in should be used to insert details.
* Proper notifications should be appear to avoid user errors.

## User levels & User roles

### Administrator:

Administrators represents the department heads of the company who are responsible for maintaining the contents and members of the application.

Role of the administrator:

* Login to the system and grant user accounts to the employees and remove user accounts.
* Generating reports.

### Employees:

Employees represents every level of employees within the company.

Role of the employee:

* Login to the system.
* Allocate halls for meetings.
* Check for the number of leaves applied and their status as well.
* Receiving alerts about meetings they have.
* Participate in forum.
* Search for availability of employees and their contact details.
* Requesting vehicles.

## System requirements (Hardware / Software)

### Hardware Specification:

* Android Smart phone or TAB or any android device
* Internet connection when required
* Working SIM card

### Software Specification:

* Android studio
* Java sdk
* Android sdk

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | February | | | March | | | | April | | | | May | |
| W2 | W3 | W4 | W1 | W2 | W3 | W4 | W1 | W2 | W3 | W4 | W1 | W2 |
| Finding a topic & Requirement gathering |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Defining scope and requirement analysis |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Documentation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Proposal submission & presentation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Database design |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Design modules and interfaces |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation session 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| testing |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Draft report 1 submission & presentation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation session 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Interim report submission & presentation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Scope review & improvements |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation session 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Draft report 2 submission & presentation |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation session 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Integration and final testing |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Final presentation & presentation |  |  |  |  |  |  |  |  |  |  |  |  |  |

# Chapter 3: Project plan (Gantt chart)

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