**Day 1 – Requirement Understanding & Detailing**

**1. Objective**

To develop a basic and secure **Employee Payroll Management System** with the ability to:

* Add and manage employee details (Admin only)
* Calculate salary based on a fixed tax deduction
* Generate salary slips
* Allow employees to view their own profile and salary slip

**2. User Roles**

|  |  |
| --- | --- |
| **Admin:** Full access – add, view, update, delete employees, calculate salary, generate salary slips |  |
| **Employee:** Limited access – view only their profile and salary slip |  |

**3. Core Functional Requirements**

**A. Authentication**

* Login for Admin and Employees
* Secure login with encrypted passwords

**B. Employee Management (Admin Only)**

* Add new employees
* Edit existing employees
* Delete employees
* View all employee details

**Employee Fields**:

* ID (auto-generated)
* Name
* Email
* Mobile Number
* Designation
* Basic Salary

**C. Salary Calculation**

* Gross Salary = Basic Salary
* Tax Deduction = 10% of Basic Salary
* Net Salary = Gross Salary - Tax Deduction

**D. Salary Slip (Admin Generates, Employee Views)**

* Fields:
  + Employee ID
  + Name
  + Designation
  + Basic Salary
  + Tax Deduction
  + Net Salary
* Format: Display on screen + PDF

**4. Assumptions**

* Only two user types: **Admin** and **Employee**
* Fixed tax rate of **10%**
* Admin is the only user who can create employee records
* Employees cannot edit or delete anything
* Salary slip is calculated and stored monthly

**5. Identified Modules**

|  |  |
| --- | --- |
| **Login** | For both Admin and Employee |
| **Employee Management** | Admin: Add/Edit/Delete Employee |
| **Salary Calculator** | Admin calculates based on basic salary |
| **Salary Slip Viewer** | Admin generates, Employee views their slip |

**How the System Works – Complete Flow Overview**

**1. User Roles**

* **Admin**:
  + Manages all employee records
  + Calculates and updates salary
  + Generates salary slips
* **Employee**:
  + Logs in to view their own profile and salary slip

**Step-by-Step Workflow**

**Step 1: Login**

* Both Admin and Employees must log in.
* The system checks credentials and assigns access based on role.

**Step 2: Employee Creation (By Admin)**

When the admin wants to add a new employee:

* Go to **"Add Employee"** form.
* Enter:
  + Name, Email, Phone, Designation, Basic Salary
* On form submit:
  + The system saves the employee data in the **Employee table**.

**Important**:

* At this point, only **basic salary** is entered.
* **Salary is NOT calculated yet** – that happens separately.

**Step 3: Salary Calculation (By Admin)**

Admin goes to **"Calculate Salary"** section:

* Select an employee
* System automatically does:
  + **Gross Salary** = Basic Salary
  + **Tax (10%)** = Basic Salary \* 0.10
  + **Net Salary** = Basic Salary - Tax
* **Stored in a separate "Salary" table** (per month)

**Step 4: Generate Salary Slip (By Admin)**

Admin clicks **"Generate Slip"**:

* For a selected employee, and optionally for a selected month
* The system uses salary data to generate a formatted slip:
  + Employee ID
  + Name
  + Designation
  + Basic Salary
  + Tax Deduction
  + Net Salary
  + Date of Slip
* Can be downloaded as **PDF**.

Slip is saved in the **Salary\_Slip table**.

**Step 5: Employee Views Profile & Salary Slip**

Once logged in:

* Employee can view:
  + Their own **personal details**
  + Their **latest salary slip(s)**

**Database Tables**

**1. users (for login)**

| id | email | password | role (admin/employee) |

**2. employees**

| id | name | email | phone | designation | basic\_salary |

**3. salary\_slips**

| id | employee\_id | gross\_salary | tax\_deduction | net\_salary | generated\_on |

**Deliverable for Day 1**

A clear and simple list of:

* Features to develop
* Roles and their permissions
* Assumptions to guide development
* Entity fields and modules