The Supercomputing People

EMPLOYEE TASK MANAGEMENT SYSTEM

PROJECT CLOSURE REPORT

SUBMITTED BY

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Under the guidance of

ॲक्टस acts

In partial fulfilment of the requirements for the award of
POST GRADUATE DIPLOMA IN ADVANCED COMPUTING

CERTIFICATE

This is to certify that the project titled EMPLOYEE TASK MANAGEMENT SYSTEM is a record of the bonafide work done by the following students and submitted in partial fulfillment of the requirements for the award of **Post Graduate Diploma in Advansed Computing** by Center For Development Of Advanced Computing, Silchar, during the academic year 2022-23.

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Date: 13th MAR, 2023

1. INTRODUCTION TO PROJECT

The objective of "Employee task management system" is designing a scheduling system for a work centre. The employee task management system is an automated support tool to be used by administrative staff of various departments. Currently all work tasks requests from faculty are handled manually over the telephone. The task management system automates the process by streamlining the handling of the work tasks requests thereby reducing the manual intervention.

Employees are the backbone of any company therefore their management plays a major role in deciding the success of an organization. Human Resource Management Software makes it easy for the employer to keep track of all records. This software allows the administrator to edit employees, add new employees as well as evaluate an employee's performance. Employees can be managed efficiently without having to retype back their information in the database.

Employee task management system software is used to manage your tasks, help with the estimation and scheduling, track dependencies, resources and milestones and help you make decisions when changes in priority are needed.

From managing **simple to-do lists** to helping teams **work and collaborate better**, there are many different types of task management software and it is important to **understand what your needs are** to make sure you truly get a tool that is going to improve your productivity rather than create more work that it saves!

2.REQUIREMENTS

The main function of the software will be to provide quick and easy access for administrator and user for overseeing tasks. The system will be therefore designed to allow a user and admin to perform the following functions:

2.1 FUNCTIONAL REQUIREMENTS

This software will be designed for employees at organization. This will allow to eliminate manual request and assignment of work orders. Faculty can request any work orders online. Administrative staff can review the incoming work orders and assign them to appropriate personnel.

The complete system can be divided into two halves on basis of access levels.

A) Administrator/ Manager
B) Employee

Administrator:

An administrator is the main controller of the application. When compared to other types of users an administrator has an additional privilege to create new users manage applications and provide notifications. An administrator can create

- Client
- Project
- Employee
- Task

Administrator can monitor on-going projects, tasks.

Employee:

By Employee login an Employee can see task and projects that he is involved in.

The Employee can see list of waiting task and he can accept/reject the task. Employee can view as well as edit his/her profile accordingly.

2.1.1 Admin/ Manager Pannel

I. Employee functionality

- **Add new Employee**
  Only a manager/admin can add new employee into the system.
- **List of Employees**
  An admin can view list of all employees in the system.
  A manager can view list of employees in his department only.

II. Client functionality

- **Add new Client**
  Only a manager/admin can add new client into the system.
- **View list of Clients**
  Display all existing clients from the system.
- **Edit Client**
  Edit client details such as client name, address, contact, etc.
- **View Client**
  View details of particular client.

III. Project functionality

- **Add new Project**
  Only a manager/admin can add new project into the system.
- **View list of Projects**
  Display all existing projects from the system.
- **View Project**
  View details of particular project.
- **Edit Project**
  Edit project details such as project name, start date, end date, report, description, etc.

IV. Task functionality

- **Add new Task**
  Only a manager/admin can assign the task to employee.
- **View list of Tasks**
  Display all existing tasks from the system.
- **View Tasks**
  View details of particular task.
- **Edit Task**
  Edit task details such as task name, start date, end date, report, description, employee, department etc.
- **Delete Task**
  Manager/Admin can delete the task if the task status is in the waiting.
- **Reassign Task**
  Manager can edit/reassign the task to the new employee.

V. Dashboard

- **Monitoring project**
  - **Ongoing projects**
  - **Completed projects**
- **Monitoring Task**
  - **All tasks**
  - **Accepted tasks**
  - **Waiting tasks**
  - **Rejected task**

VI. Other functionality

- **View/Edit Profile**
- **Help**
- **Logout**

2.1.2 Employee Pannel

I. Employee Project functionality

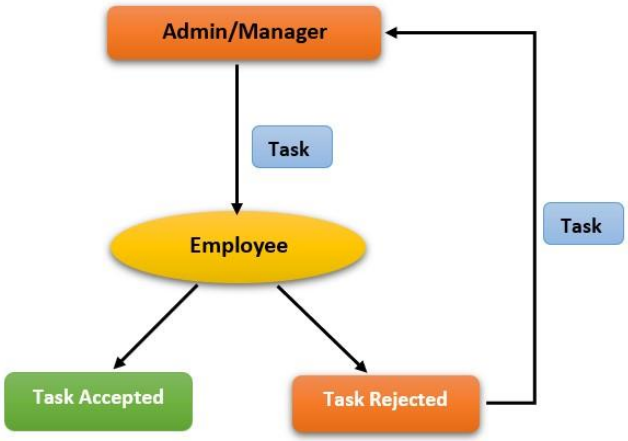
Employee can view list of projects that he/her involved in.

II. Employee Profile functionality

Employee can view his/her profile along with profile picture.
Employee can edit his/her profile also he/she can upload profile picture.

III. Employee Task functionality

- **List of Tasks**
  Employee can view list of completed/pending tasks
- **View Tasks**
  View details of particular task.
- **Submit Task**
  Employee can submit on going task after completion for evaluation.
- **Reject Task**
  If the manager assigns a new task to the employee, then an employee can reject the task if he/she doesn't want to work on the assigned task.

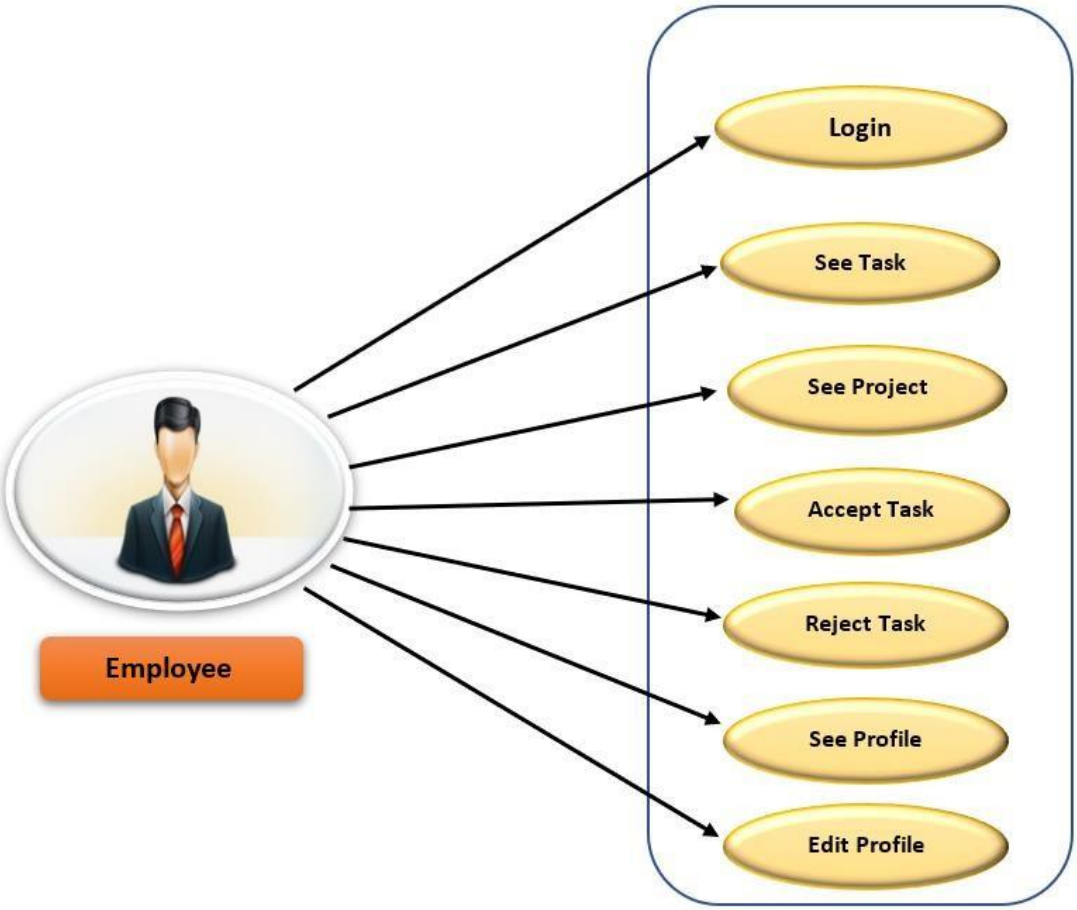


IV. Employee Dashboard

On dashboard Employee has a option to view waiting task to accept/reject. Also Employee can view list of projects.

V. Other functionality

- **Help**
- **Logout**


Login
See Task
See Project
Accept Task
Reject Task
See Profile
Edit Profile
Employee

3. DESIGN

3.1 Database Design

The following table structures depict the database design.

Table1: Employee

Key Type/ Constraint	Column Name	Data Type	Length	Allow Null (1=Yes;0=No)
0	emp_id	Int	8	0
0	firstName	Varchar	20	1
0	lastName	Varchar	20	1
0	email	Varchar	40	1
0	password	Varchar	150	1
0	designation	Varchar	20	1
0	manager_id	Int	8	1
0	joinDate	date	8	1
0	dept_id	Int	8	1
0	salary	Double	(12,2)	1
0	gender	Varchar	10	1
0	contact	Varchar	20	1
0	birthDate	Date	8	1
0	address	Varchar	100	1
0	securityQuestion	Varchar	20	1
0	profilePicture	Varchar	200	1

Table2: Client

Key Type/ Constraint	Column Name	Data Type	Length	Allow Null (1=Yes;0=No)
0	c_id	int	8	0
0	c_Name	Varchar	40	0
0	c_Company	Varchar	40	0
0	c_email	Varchar	40	0
0	c_contact	Varchar	40	1
0	c_location	Varchar	40	1

Table3: Project

Key Type/ Constraint	Column Name	Data Type	Length	Allow Null (1=Yes;0=No)
0	p_id	int	8	0
0	p_name	Varchar	40	0
0	p_desc	Varchar	1000	1
0	c_id	int	8	0
0	p_createdBy	int	8	0
0	p_startDate	date	8	1
0	p_endDate	date	8	1
0	p_submittedDate	date	8	1
0	p_progress	Varchar	40	1
0	p_report	Varchar	1000	1
0	p_status	Varchar	20	1

Table4: Dept

Key Type/ Constraint	Column Name	Data Type	Length	Allow Null (1=Yes;0=No)
0	dept_id	int	8	0
0	dept_Name	Varchar	40	0
0	manager_id	int	8	0

Table5: Task

Key Type/ Constraint	Column Name	Data Type	Length	Allow Null (1=Yes;0=No)
0	t_id	int	8	0
0	p_id	int	8	0
0	emp_id	int	8	0
0	t_name	Varchar	40	0
0	t_desc	Varchar	500	1
0	t_assignDate	date	8	1
0	t_endDate	date	8	1
0	t_approvalStatus	Varchar	40	1
0	t_acceptDate	date	8	1
0	t_submittedDate	date	8	1
0	t_submissionStatus	Varchar	40	1
0	t_report	Varchar	200	1
0	remark	Varchar	100	1
0	t_status	Varchar	20	1

4. CODING STANDARDS IMPLEMENTED

Naming and Capitalization

Below summarizes the naming recommendations for identifiers in Pascal casing is used mainly (i.e. capitalize first letter of each word) with camel casing (capitalize each word except for the first one) being used in certain circumstances.

Identifier	**Case**	**Examples**	**Additional Notes**
Class	Pascal	Person, BankVault, SMSMessage, Dept	Class names should be based on "objects" or "real things" and should generally be **nouns**. No '_' signs allowed. Do not use type prefixes like 'C' for class.
Method	Camel	getDetails, updateStore	Methods should use **verbs** or verb phrases.
Parameter	Camel	personName, bankCode	Use descriptive parameter names. Parameter names should be descriptive enough that the name of the parameter and its type can be used to determine its meaning in most scenarios.
Interface	Pascal with "I"	Disposable prefix	Do not use the '_' sign
Property	Pascal	ForeColor, BackColor	Use a noun or noun phrase to name properties.
Associated member variable	_camelCase	_foreColor, private _backColor	Use underscore camel casing for the private member variables.

Comments

- Comment each type, each non-public type member, and each region declaration.
- Use end-line comments only on variable declaration lines. End-line comments are comments that follow code on a single line.
- Separate comments from comment delimiters (apostrophe) or // with one space.
- Begin the comment text with an uppercase letter.
- End the comment with a period.
- Explain the code; do not repeat it.

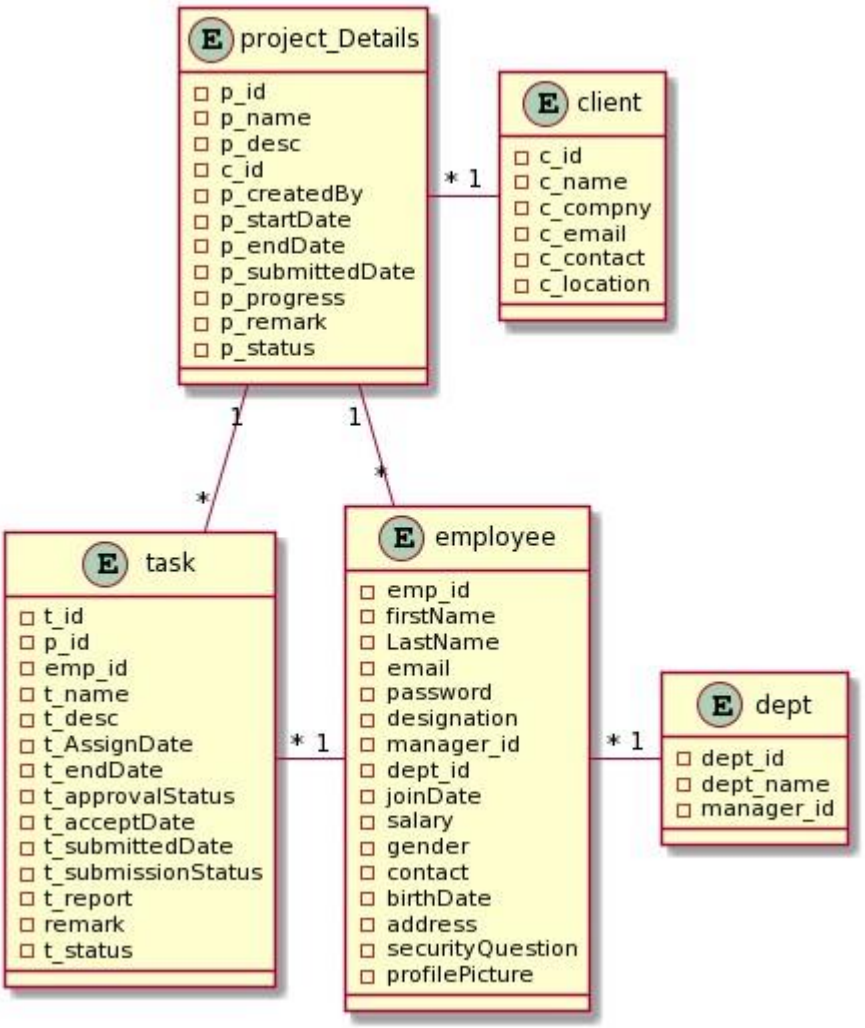
5. TEST REPORT

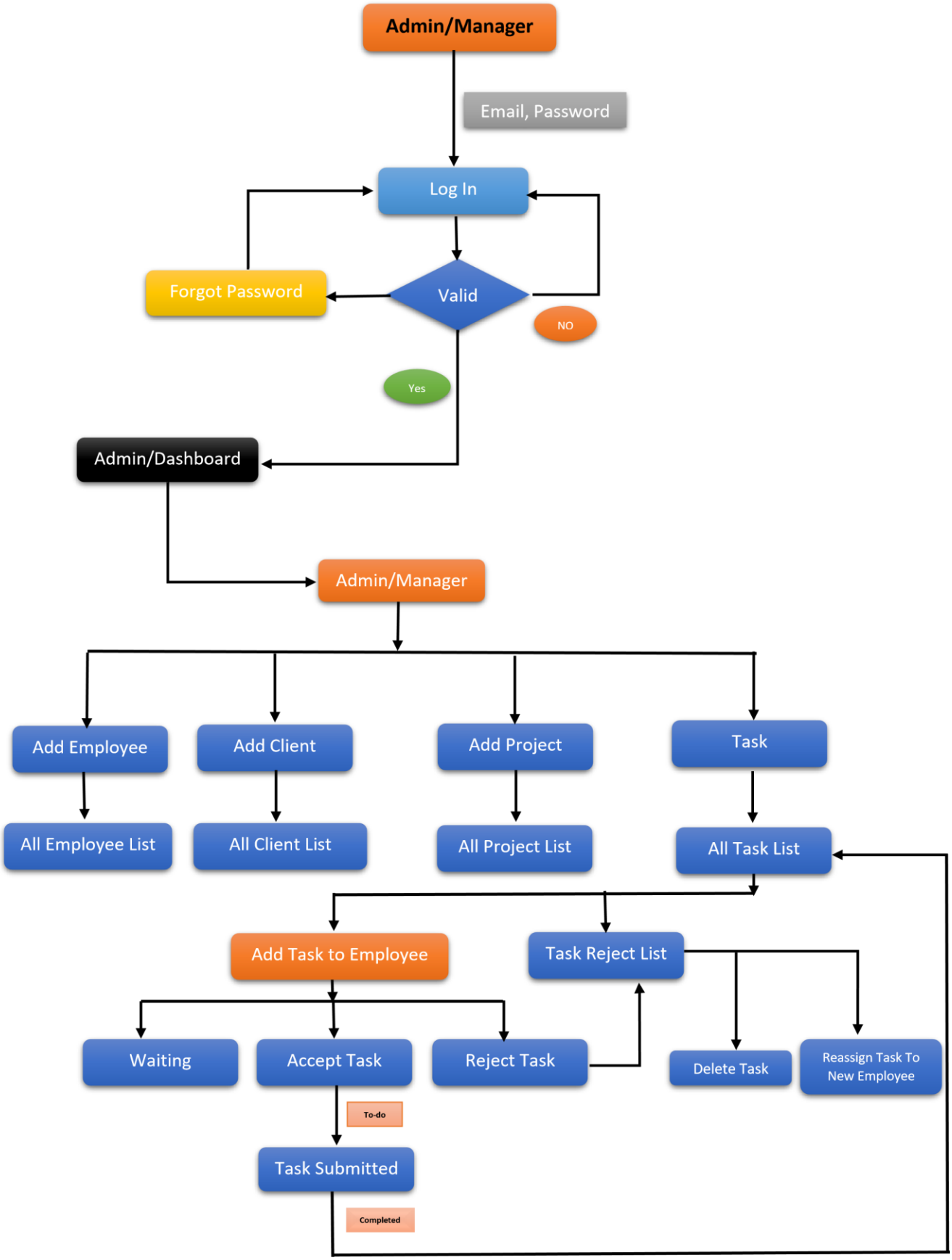
GENERAL TESTING:

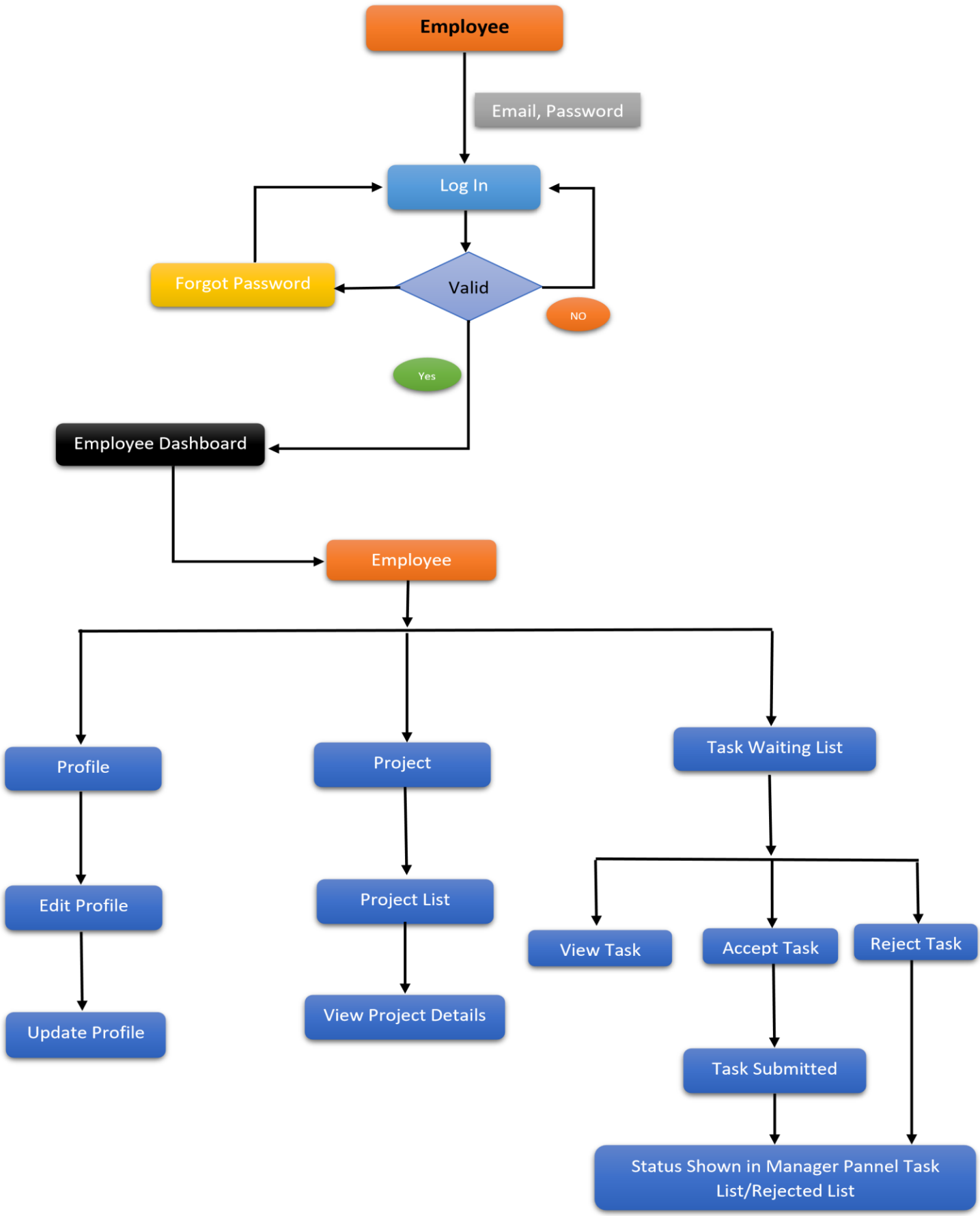
SR-NO	TEST CASE	EXPECTED RESULT	ACTUAL RESULT	ERROR MESSAGE
1	Login Page	Home Page will load	LogIn Successful	LogIn Failed !!!
2	Forgot password	Only users password will be reseted	PassWord Update Successful	error while Changing Password
3	Add Employee	Redirected to Employee List	Employee added Successful	error while adding employee.
4	Add Client	Redirected to Client List	Client added Successful	error while adding client.
5	Add Project	Redirected to project List	project added Successful	error while adding project.
6	Edit Profile	Update the employee profile and redirected to my profile.	Edit Profile Successful	Something went wrong.
7	My profile	Show employee details	Ok	Nothing
8	Home	Show Count of Task and Project	Ok	error while loading count.
9	Employee List	Show All Employee in same Dept	Ok	error while loading list of Employee
10	Edit Client/Project/ Task	Update the Client/Project/Task and redirected to respective List	Edit task Successful	Something went wrong.
11	List of Client/Project/ Task	Show List of all Client/Project/Task	Ok	error while loading list of Client/Project/Task
12	View Project	Show Project detail and List of Current Project Task	Ok	error while loading list of task.
13	List of Waiting/Accep ted/Rejected Task	Display List of Waiting/Accepted/ Rejected Task List	Ok	error while loading list of task.
14	View Task	Show detail of Task	OK	Nothing
15	Logout	It will logout from user profile.	LogOut Successful.	Nothing

Appendix A

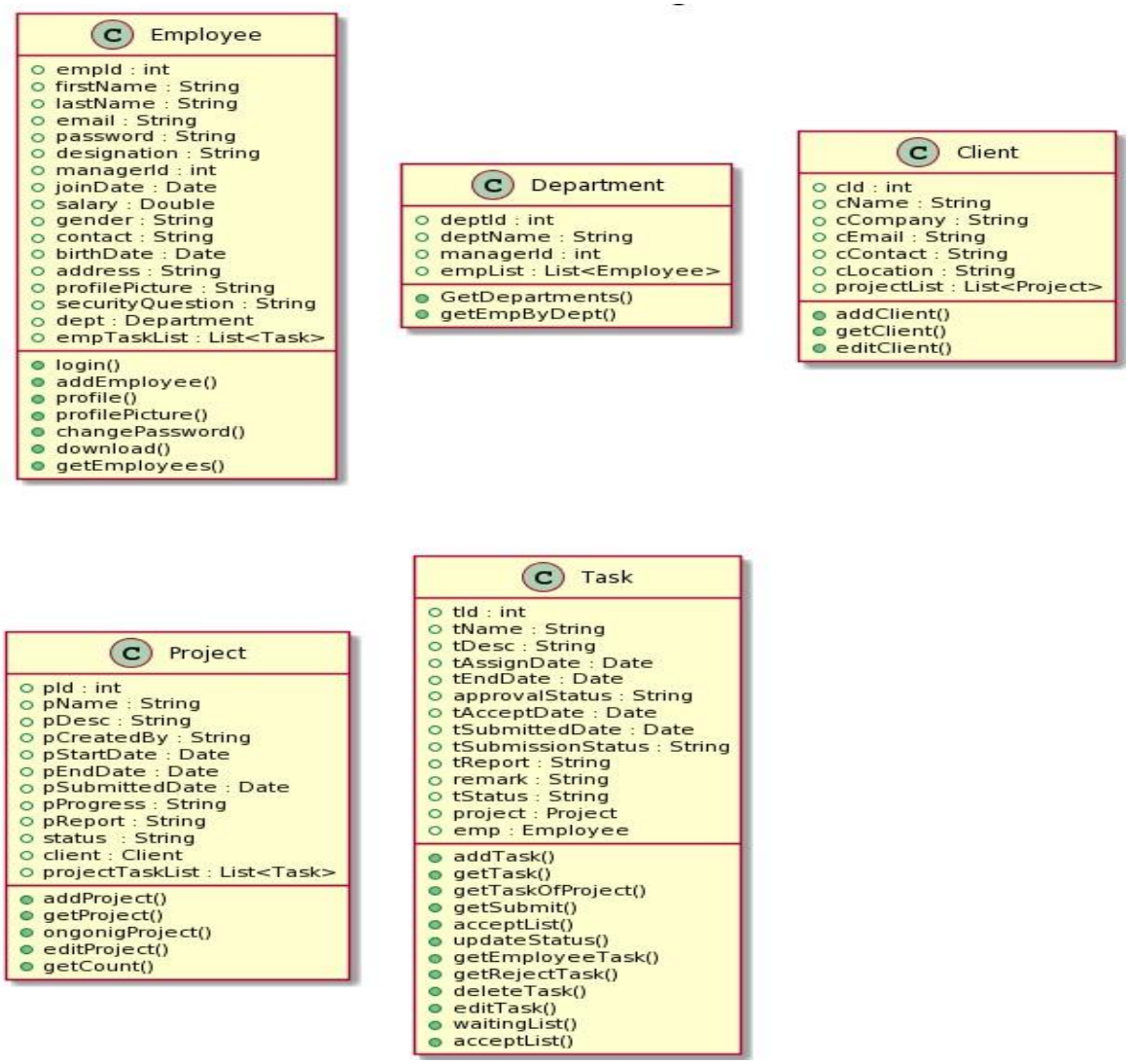
E-R Diagram,Dataflow diagram




Admin/Manager
Email, Password
Log In
Forgot Password
Valid
NO
Yes
Admin/Dashboard
Admin/Manager
Add Employee
Add Client
Add Project
Task
All Employee List
All Client List
All Project List
All Task List
Add Task to Employee
Task Reject List
Waiting
Accept Task
Reject Task
Delete Task
Reassign Task To New Employee
To-do
Task Submitted
Completed

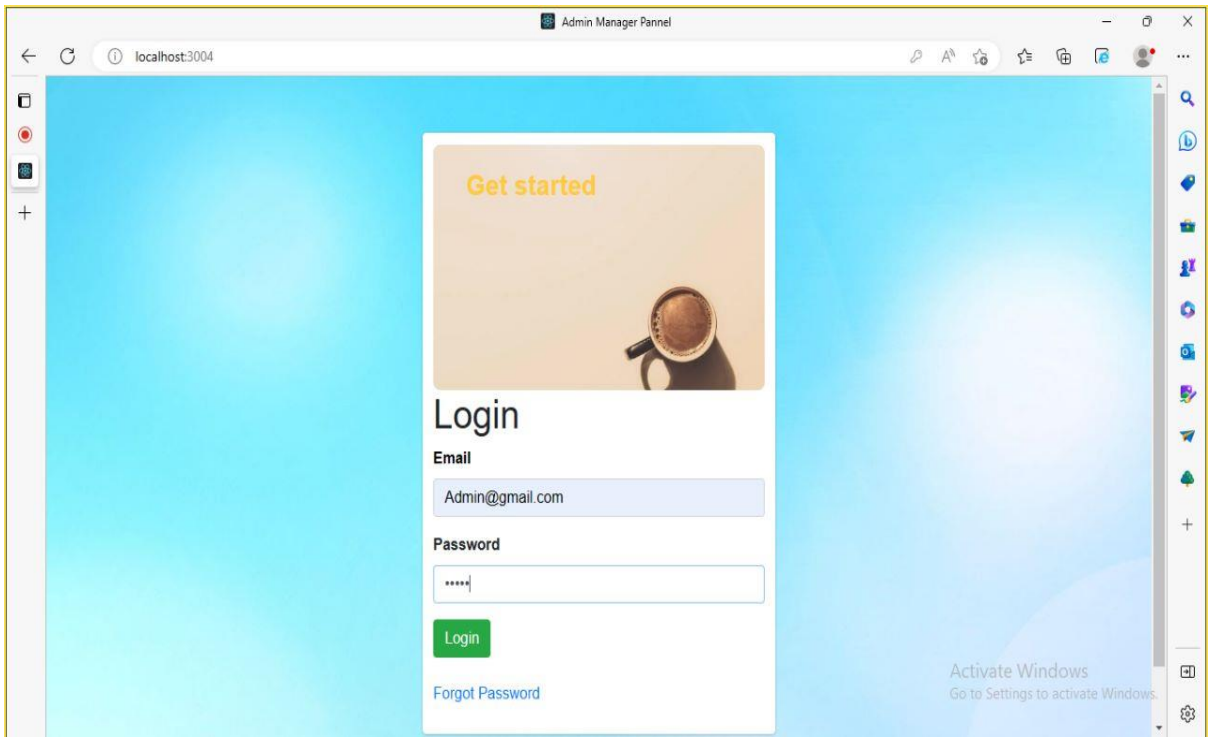

Employee
Email, Password
Log In
Forgot Password
Valid
NO
Yes
Employee Dashboard
Employee
Profile
Edit Profile
Update Profile
Project
Project List
View Project Details
Task Waiting List
View Task
Accept Task
Reject Task
Task Submitted
Status Shown in Manager Pannel Task List/Rejected List

Class Diagram

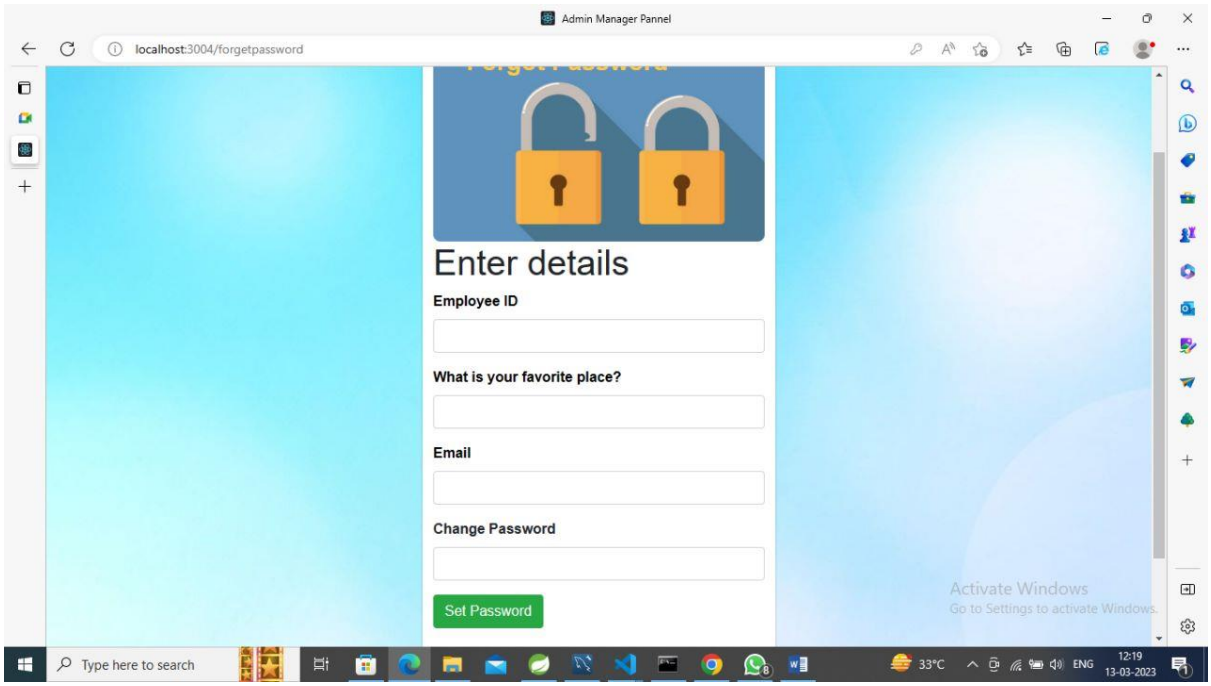


Appendix B

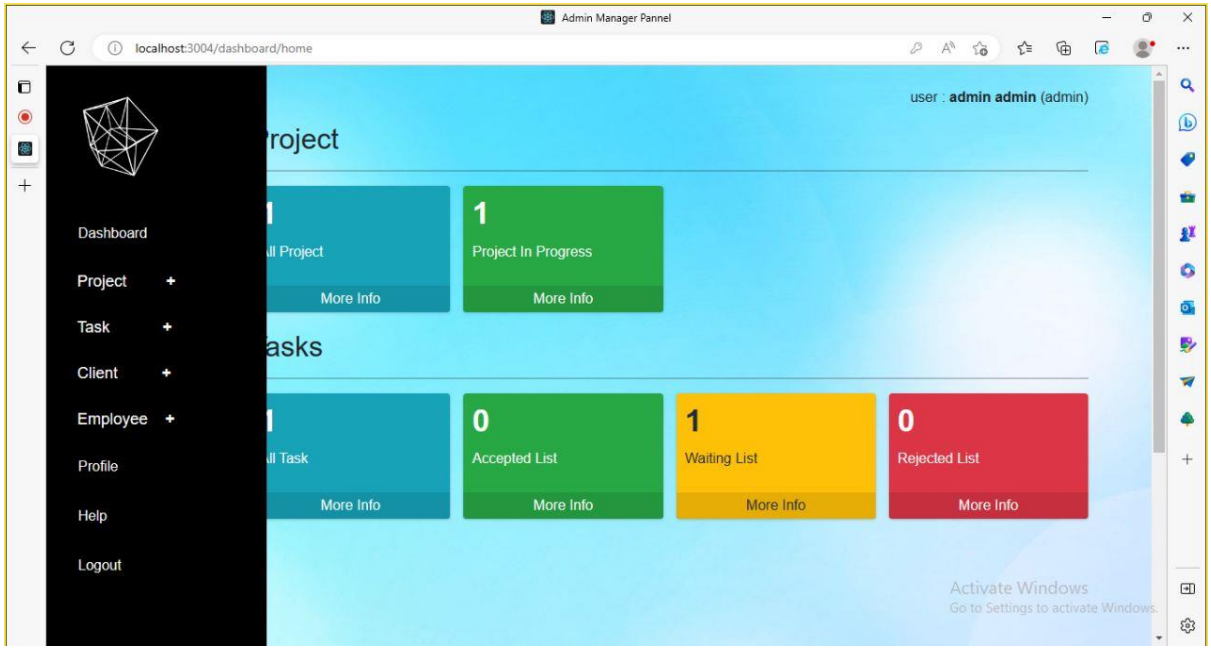
Admin Login



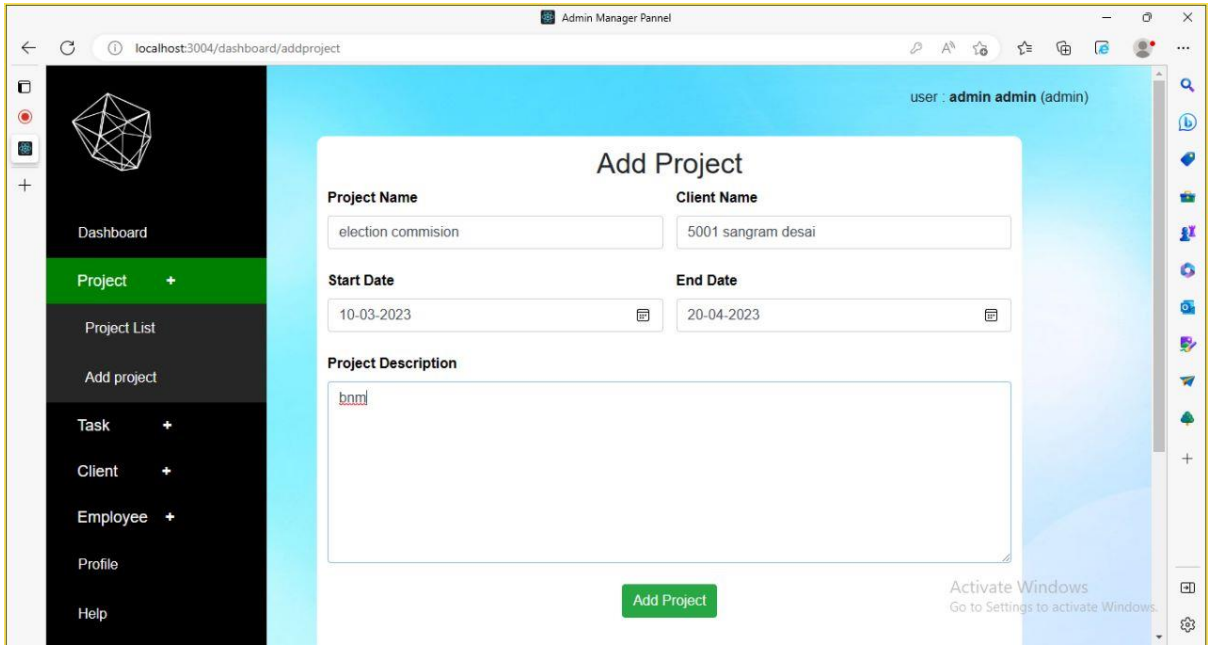
Forgot Password



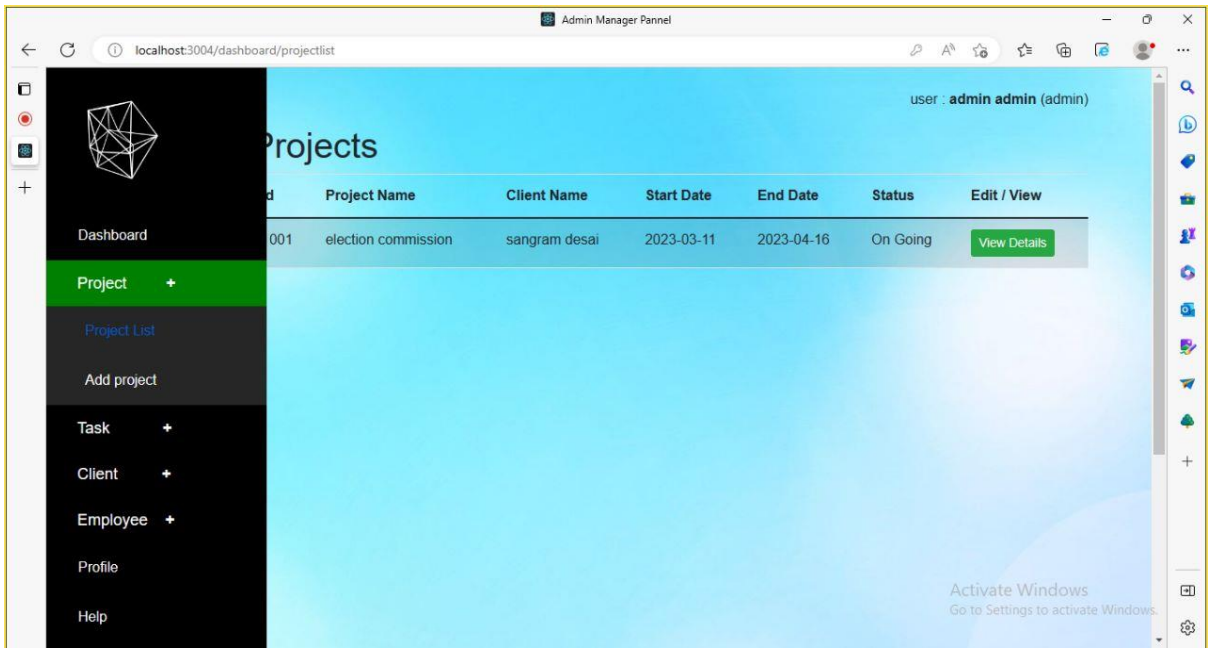
Admin Dashboard



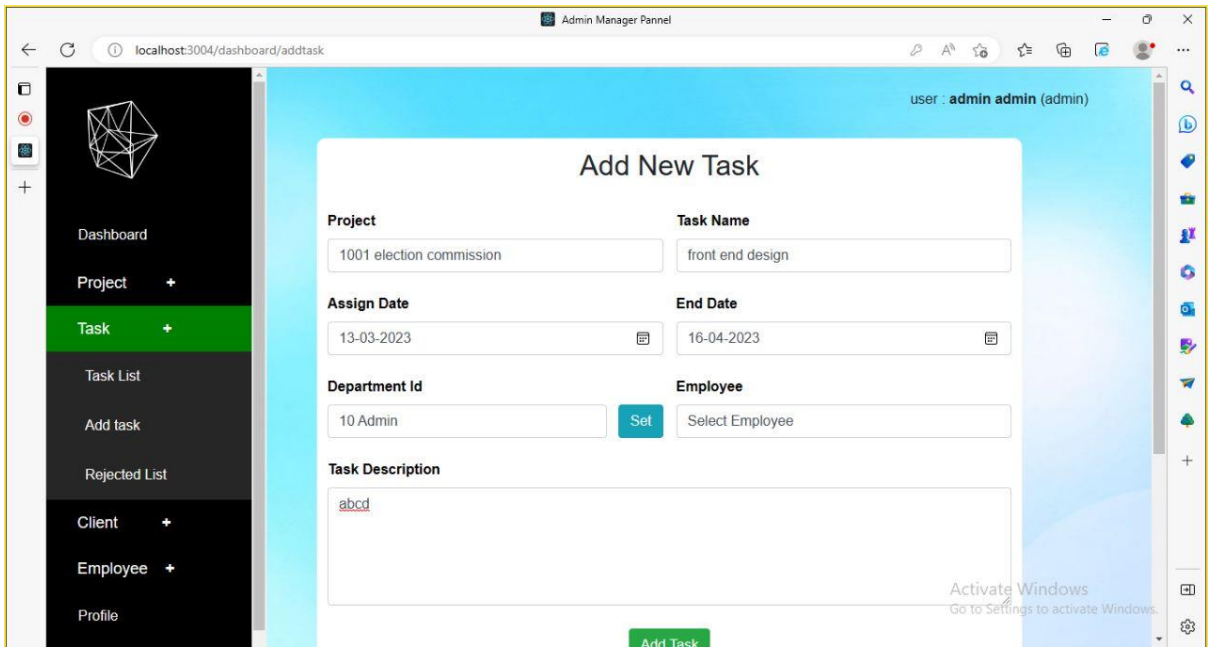
Add Project



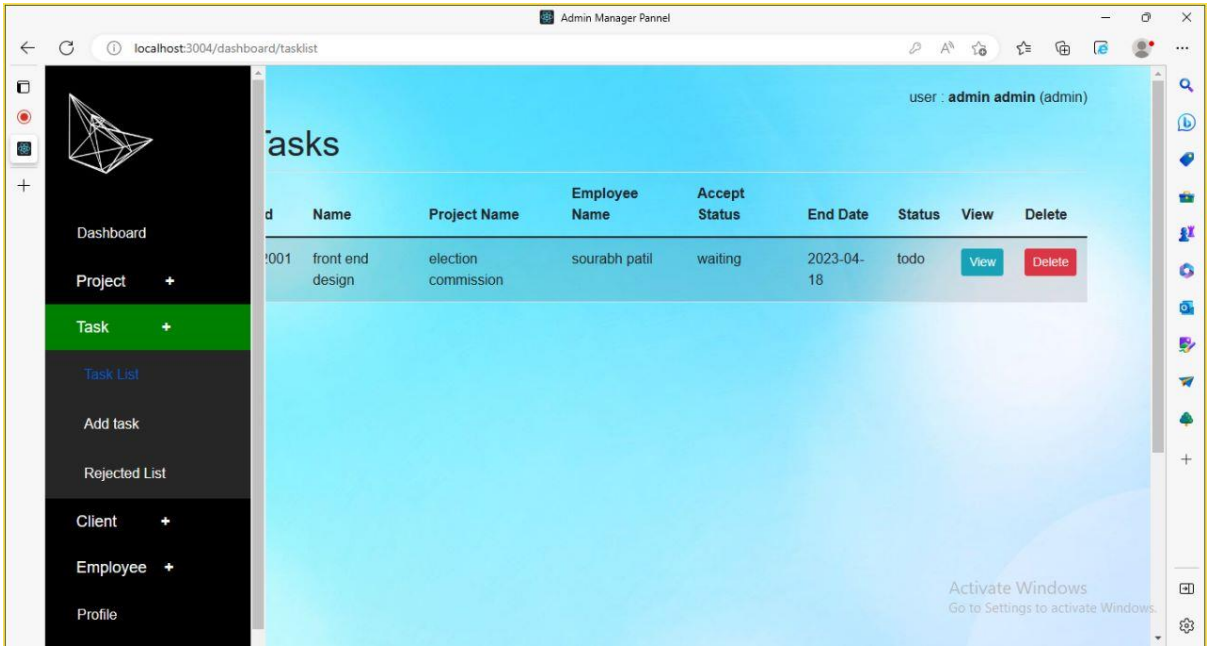
Project List



Add New Task



Task List


Admin Manager Pannel
localhost:3004/dashboard/tasklist
user : admin admin (admin)
Tasks
Dashboard
Project
Task
Task List
Add task
Rejected List
Client
Employee
Profile
Name
Project Name
Employee Name
Accept Status
End Date
Status
View
Delete
front end design
election commission
sourabh patil
waiting
2023-04-18
todo
View
Delete
Activate Windows
Go to Settings to activate Windows.