**PURPOSE AND DESCRIPTION**

The school manually computes its employees’ payroll. Since its founding, transactions are recorded by pen and paper until it all piled up and hard to keep track. The client also admitted that subscribing to payroll service or adopting a payroll system software is the solution to errors in computations and employee’s low satisfaction rate due to delays in the release of payroll. The purpose of the project is to lessen the duration of processing the payroll of the school. This will help the finance office to save time, reduce the manual editing and corrections, and it will reduce the keeping of paper records to save up space. The system will reduce human error. The Payroll system will be convenient and user friendly for different kind of business

**OBJECTIVES**

The following are the developers' objective on the project:   
▪ To develop an automated system that will keep track and calculate gross pay and deduct all necessary deductions automatically.   
▪ To reduce human errors.   
▪ To reduce the time of processing the payroll and make the finance department go paperless.   
▪ To organize academic staff’s data.   
▪ To generate a pay slip that will be sent and viewed via Email   
▪ To generate a payroll report that will be sent and viewed via Email.