

MANUAL BOOK

FINAL PROJECT : EMPLOYEE PAYROLL SYSTEM



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1. PURPOSE

The employee payroll system is an application used to calculate employee salaries based on category, work period, work days, allowance, benefits and additional conditions such as overtime pay. Main aim of developing Employee Payroll System is to provide an easy way not only to automate all functionalities involved managing leaves and Payroll for the employees of Company, but also to provide full functional reports to management of Company with the details about usage of leave facility and Salaries paid or to be paid to employees. We are committed to bring the best way of management in the various forms of EPM. We understand that EPM is not just a product to be sold, it is a tool to manage the inner operation of Company related to employee leave and Payroll.

2. MAIN FEATURE

1. Add Employee

"Add employee" is the first menu that will be encountered when the program is executed. This menu will prompt us to enter several pieces of employee data to be subsequently stored in a one-dimensional array.

2. Check Salary

"Check Salary" is a menu designed to display the salary data of a single employee.

3. Check Highest Salary

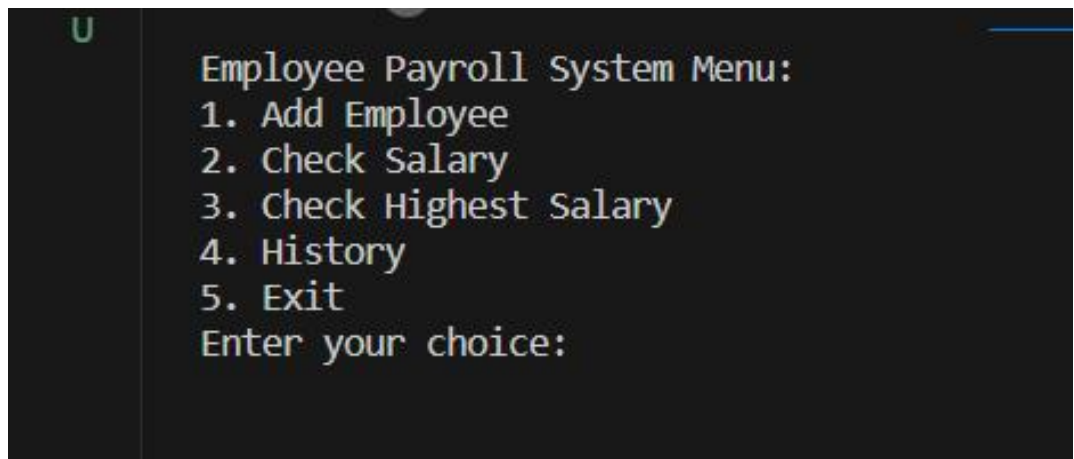
"Check Highest Salary" is a menu created to display the highest salary among the employees whose data has been entered through the "Add Employee" menu.

4. History

The last menu, "History," is created to display all the data from all the employees that have been entered through the "Add Employee" menu.

3. HOW THE PROGRAM WORK

- SHOW MENU

A screenshot of a terminal window showing the 'Employee Payroll System Menu'. The menu lists five options: 1. Add Employee, 2. Check Salary, 3. Check Highest Salary, 4. History, and 5. Exit. Below the list, it prompts the user to 'Enter your choice:'. The text is displayed in a light blue monospace font on a black background.

```
Employee Payroll System Menu:  
1. Add Employee  
2. Check Salary  
3. Check Highest Salary  
4. History  
5. Exit  
Enter your choice:
```

When we first run the program, the program will let us choose among 1-5 menu which are Add Employee, Check Salary, Check Highest Salary, History, and Exit.

- **ADD EMPLOYEE MENU**

```
5. Exit
Enter your choice: 1

Enter employee name: Aqilla
Enter ID number: 20028
Enter month: 5
Work period(year): 6
Position(Part timer/Full timer): Full Timer
Category(1/2/3): 2
Work days: 25
Overtime(hour): 5
Employee added successfully!
```

When we choose the first menu, which is “Add Employee”, the program will tell us to input several data, like Employee name, Employee ID Number, Month, Work Period, Position as well as the Category, Work Days, and Overtimes Hour. After that, the Employee data will be stored at the program.

```
Employee Payroll System Menu:
1. Add Employee
2. Check Salary
3. Check Highest Salary
4. History
5. Exit
Enter your choice: 1

Enter employee name: Sherly
Enter ID number: 20025
Enter month: 4
Work period(year): 2
Position(Part timer/Full timer): Part Timer
Category(1/2): 2
Work days: 20
Overtime(hour): 9
Employee added successfully!
```

If you want to add more employee, you just have to follow the same step as above.

- **CHECK SALARY MENU**

```
Check Salary Options:
1. Check salary for a specific month
2. Check salary for all months
Enter your choice: █
```

The Check Salary menu, have two option that we should choose, which are Check Salary for a specific month and Check Salary for all months. This menu will show the salary data from one employee.

```

Check Salary Options:
1. Check salary for a specific month
2. Check salary for all months
Enter your choice: 1

Enter employee name: Aqilla
Enter ID number: 20028
Enter month: 5

Salary Information:
-----
Month      | Basic Salary | Bonus   | Allowance | Salary   | Tax      | Net Salary
-----
5          | 2125000     | 50000   | 50000    | 2225000 | 222500.0 | 2002500.0

```

When we choose to check the Salary for specific month, the program will tell us to input some data to verify, like the Employee name, Employee ID number, and the month we want to check. After we input all the data needed, the program will show output about salary information for one employee in the specific month that we already inputted in the previous menu.

```

Check Salary Options:
1. Check salary for a specific month
2. Check salary for all months
Enter your choice: 2

Enter employee name: Aqilla
Enter ID number: 20028

Salary Information for All Months:
-----
Month      | Basic Salary | Bonus   | Allowance | Salary   | Tax      | Net Salary
-----
5          | 2125000     | 50000   | 50000    | 2225000 | 222500.0 | 2002500.0
6          | 2040000     | 20000   | 50000    | 2110000 | 211000.0 | 1899000.0

```

When we choose to check salary for all month, the program will tell us to input some data to verify, which are the employee name as well as the employee ID number. After that, the program will show output about the Salary information of one Employee in all months already inputted in the previous menu.

- **CHECK HIGHEST SALARY**

```

Employee Payroll System Menu:
1. Add Employee
2. Check Salary
3. Check Highest Salary
4. History
5. Exit
Enter your choice: 3

Employee with the Highest Salary:
Name: Aqilla
ID Number: 20028
Month: 5
Salary: 2225000

```

The third menu is “Check Highest Salary”, this menu basically will show the employee who got the highest salary from the data we already inputted in the

“Add Employee” menu. The highest salary will show after calculate all the data inputed and find who have the highest salary among all

- **HISTORY**

```
Employee Payroll System Menu:
1. Add Employee
2. Check Salary
3. Check Highest Salary
4. History
5. Exit
Enter your choice: 4

Employee Data History:
-----
Name      | ID Number | Month | Work Period | Position | Work Days | Overtime | Salary Per Day
-----
Aqilla    | 20028     | 5     | 6           | Full Timer | 25        | 5        | 85000
Aqilla    | 20028     | 6     | 6           | Full Timer | 24        | 2        | 85000
Sherly    | 20025     | 4     | 2           | Part Timer | 20        | 9        | 60000
-----
Employee Payroll System Menu:
```

The history menu will show when we choose the number of 4 in the main menu. This menu is to show all the employee data that already inputed in the first menu which is “Add Employee” so, no matter how many datas we inputed in the add employee, all gonna show up in the History without verification of each name or each ID Number, as long that the data already inputed, it will show.

- **EXIT**

```
EmployeePayrollSystem
=====
                        Employee Payroll
=====

Employee Payroll System Menu:
1. Add Employee
2. Check Salary
3. Check Highest Salary
4. History
5. Exit
Enter your choice: 5
Exiting the program. Goodbye!
```

The last menu in this program is “Exit”. After we already finish using the program and want to stop the program. All we have to do is choose the fifth option on the main menu which is “Exit”. This option will stop the program with the sentence **“Exiting the program. Goodbye !”**