

## **CONTACT DATA MANAGEMENT SYSTEM**

**//It is developed as a part of custom project.**

**//This project is developed by SIMATIT MUNI**

### **Project Aim:**

**To create a database to store contact details(in this project, employee data is taken) with some more basic data, develop a software to maintain and manage the data.**

### **Dataset/File:**

**A folder "contact\_data" is created in C:/**

**An excel workbook named "contact\_data.xlsm" is created inside that folder.**

**This workbook contains data as well as VBA macro.**

**Data is stored in sheet "DATA".**

**Result of different queries by user is stored in sheet "QUERY\_RESULT".**

**The chart outputs are produced in sheets "CHART\_AGE" AND "CHART\_BRANCH".**

**VBA macro developed contains 13 userforms and 3 modules.**

**On running the macro, 3 pdf report files will be created automatically when the macro is run for the first time, and overwritten every time the macro is run dynamically with the current set of data.**

### **Task Assigned:**

**Create a database to store the following data:**

**EMPLOYEE ID (should be primary key)**

**NAME**

**PHONE NUMBER**

**EMAIL ID**

**BRANCH WHERE POSTED**

**AGE**

**Develop a front end software to cater the following tasks:**

**Add new employee data**

**Edit existing employee data**

**Delete employee data**

**View existing data in**

**Grid view**

**Normal view in text boxes with provision to move between records**

**Plot charts and export to PDF**

**Various types of queries with the provision to move the output to PDF, hence enabling printing the output.**

### **Procedure to complete the task:**

**13 userforms and 3 modules are created and coding written to complete the task.**

**Primary key in the data is "EMPLOYEE ID".**

**Screen shots of forms and coding of userforms and modules are submitted as different files.**

**Various validations are given to prompt the user while entering invalid data.**

**Working of Macro, forms and modules:**

**To start with, user should open the macro file-> contact\_data.xlsm, which will automatically display menu namely MAINMENU.**

**MAINMENU:**

**Displays the options:**

- 1. ADD/EDIT/DELETE**
- 2. VIEW**
- 3. QUERY**
- 4. CHARTS**
- 5. EXIT**

**On clicking option 1, ADDEDITDEL form is displayed about which it is explained above.**

**On clicking option 2, all data is displayed in 2 formats: Text boxes and Grid view in the form VIEW.**

**On clicking the option 3, QUERY form is displayed.**

On clicking option 4, CHART form is displayed.

On clicking option 5, Application quits.

### **ADDEDITDEL:**

Displays menus

**ADD**

**EDIT**

**DELETE**

And user can select required option.

### **ADDNEW:**

Displays a textbox to enter employee id. Once the ID is entered, it checked in the file for existence and if already found, will prompt user saying "This employee id already exists, try with correct id".

Once new id is entered correctly, a form is displayed where the entered id is filled automatically in the first text box, the other data has to be entered by the user.

Once "SUBMIT" button is clicked, data is stored in the database and a message "data is added, please check in VIEW".

### **CHART:**

Displays menus for user to select the required choice.

### **DELETE:**

In Data manipulation form, once DELETE is clicked, it will ask to enter employee id. It will search that in database, fetch the data and displays all the data pertaining to that employee id . User can

cross check and click "CONFIRM DELETE" by checking the correctness of data. If the employee id entered is not found in the file, message is displayed "invalid entry, please check".

### **EDITDATA:**

In Data manipulation form, once EDIT is clicked, , it will ask to enter employee id. It will search that id in database, fetch the data and displays all the data pertaining to that employee id . User can modify the data required and click "SUBMIT". A message is displayed "Data edited, you can veriry in VIEW". However, if the employee id is not found in the file, message is displayed "invalid entry, please check".

### **QUERY:**

Menus of Query choices:

Query with Employee ID

Query with Name

Query with Branch name(combo box selection)

Query with phone number

In all the above quries, data can be entered in FULL or PARTIAL.

Many occasions, we remember only part of the data, so user can enter partial data, all the records containing that partial data will be displayed as QUERYRESULT.

### **QUERYBRANCH:**

This form takes branch name as input(combobox selection) and searches the database and displays the output in QUERYRESULT.

### **QUERYID:**

This form takes Employee ID as input in Text box and searches the database and displays the output in QUERYRESULT.

### **QUERYNAME:**

This form takes Employee Name as input in Text box and searches the database and displays the output in QUERYRESULT.

### **QUERYPHONE:**

This form takes Employee phone number as input in Text box and searches the database and displays the output in QUERYRESULT.

### **QUERYRESULT:**

This form displays the query result of all the queries.

The heading of the form is dynamically changed according to query requested.

A provision is given to Export the Query Result to PDF file, hence can be PRINTED as reports.

The name of the pdf file is : "report".

Query Result is displayed in 2 fashions.

1. In text boxes with provision to move the records.
2. In Grid view.

### **VIEW:**

All data in the database are displayed in 2 fashions:

1. Text boxes view

## **2. Grid view**

**Record set can be moved front and back with buttons in Text boxes view.**

**FIRST (Goes to very first record)**

**PREVIOUS (just moves to previous record)**

**NEXT(just moves to next record)**

**LAST (Goes to very last record)**

**If user clicks FIRST, then clicks PREVIOUS, a message is displayed :“This is the first record, you can’t move to previous anymore”.**

**If user clicks LAST, then clicks NEXT, a message is displayed :“This is thelast record, you can’t move to next anymore”.**

### **Module1:**

**It is written to plot chart for count of age group wise employees.**

**This works on clicking the chart option from-> form CHART.**

**The output is stored in sheet “CHART\_AGE”.**

**The output is automatically exported to PDF file, in the same folder, which can be printed.**

**Name of the pdf file is “CHART\_AGE”.**

**This pdf file will be overwritten every time macro is run.**

### **Module 2:**

**It is written to plot chart for count of brach wise employees.**

**This works on clicking the chart option from-> form CHART.**

**The output is stored in sheet "CHART\_BRACH".**

**The output is automatically exported to PDF file, in the same folder, which can be printed.**

**Name of the pdf file is "CHART\_BRANCH".**

**This pdf file will be overwritten every time macro is run.**

### **Module 3:**

**This module is written to beautify the query result i.e. formatting the output of query result with spacing, font colour etc.,**