

Employee Transfer Management System

Introduction

The computer has brought revolution in every sphere of human life, whether it is business, education field, governance, medical science etc. The computer has reduced the human work load, businesses are going global and everything is available at the click of mouse. In any organisation top management is using computer in almost every department. Human Resource Department is also a very important department of every organisation, whether it is public or private. All needs to record their employee related details, like their general information, pay related details and details of transfer to other departments. I hear and see most of application working in this field except any application which will trace employee transfer details and generate his/her transfer related documents. So that I am developing an application for maintaining information related to Employees transfer and generating the transfer related documents. This application would be facilitating the Human Resource Department (Higher Management) to

- Search the employee
- Make new transfers
- Update records

Objectives

Many problems have arisen because of the manual system. But by implementing our developed system, the organization can have the following benefits;

- Our system will decrease the complexity of Human Resource Department to trace employees details which are transferred to other location.
- An employee can submit his/her request for transfer.
- The objective of this project is to provide a comprehensive approach towards the management of employee information.
- It provides easier work than existing system for the Human Resource Department.
- This system is secure system, that can be accessed only by authorised users.
- This project aims to simplify the task of maintaining records of the employees of Company.
- To develop an well-designed database to store employee information
- Provides full functional reports to management of Company.

Literature Survey

Existing System

- The records are maintained in registers.
- Time consuming process.
- Complicated searching, editing & updating.

Proposed System

- Helps in maintaining the computerized employee details.
- Easily displays transfer details.
- Computerized Events & Requests Management.
- Create new users to the system accordingly.

Project Scope

- Works in multiple pc's with VB 6.0
- Employee & supervisor both can use it with ease.
- Can be used simultaneously and editing & updates can be made easily accordingly.

Purpose

- Manages the employees in a better way.
- Easy to find the various information related to employees.
- Maintains the date of Hiring and Transfer.
- Maintains the employee details and posting details.

Advantages

- Provide computerized system for maintaining records.
- More efficient & reliable.
- Less time consuming and easy to use.
- Huge data storage with less computer memory.
- Avoid Human errors & efforts for maintaining daily data.
- Avoid Data manipulations.
- Also avoids Data inconsistency & redundancy

System Requirements

Software Requirements

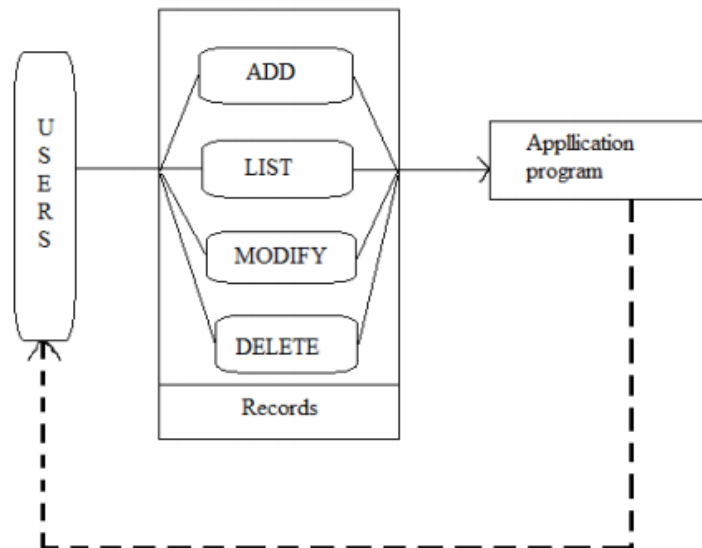
- Front End : HTML, CSS, JAVASCRIPT
- Back End : Python 3.7
- Database connectivity : MySQL Database 8.0
- Web Server : SQL Server

Hardware Requirements

- Processor : Pentium 3 or later.
- RAM : 128 MB or more
- OS : Windows XP/Vista/7/8 /10/Linux
- Memory : 4GB hard drive or more

System Design

Design the physical system. Specify input and output media. Design the database and specify backup procedures. Design physical information flow through the system and a physical design Walkthrough. Determine training procedures, courses and timetable. Devise a test and implementation plan and specify any new hardware/software. Update benefits, costs and conversion date and system constraints.



Modules

There are mainly two modules in the proposed project which will interact with this project. Which are described below :

Supervisor

In this module supervisor is the person with all administrative privileges, of the system, who can update, create and accept any enquiry related to the employee transfer. An administrator will also generate different documents related to the employee transfer.

- User
- Select Employee
- Employee Details
 1. Employee ID
 2. Employee Designation
 3. Employee Department
 4. Employee Current Posting & Date
 5. Approving Officer
 6. Reporting Officer
- Posting Details
 1. Update Transfer Place
 2. Update Transfer Date
- Log Off

Employee

This is the second module of this project which is related to the employee. This module have restricted access to the system. In this module an employee can submit his/her request for transfer and will be able to search any transfer related details but would not be authorized to edit or update the details.

- User
- Employee Details
 7. Employee ID
 8. Employee Designation
 9. Employee Department
 10. Employee Current Posting & Date
 11. Approving Officer
 12. Reporting Officer
- Posting Details
 3. New Transfer Place
 4. New Transfer Date
- Log Off

Implementation

Accessing the system

Various companies and organizations may have different employee structures. Being generic, the developed System has four main access levels which include:

- Employee
- Head of Department
- Human Resource Manager
- Supervisor

User interface framework:

User interface component generally follows graphical user interface (GUI) approach. Use of GUI-based interface enhances the usability of systems.

All employees can update basic information such as newly acquired technical skills and emergency contacts. Employees can apply for transfer by filling in a form as well as submitting an attachment to support their transfer.



The screenshot shows a web application interface. At the top, there is a navigation bar with links for 'AAI', 'Home', and 'Login'. Below the navigation bar, the main content area contains a login form. The form has two input fields: 'Email:' and 'Password:'. Below the 'Password:' field, there is a blue button labeled 'Sign In'.

Fig1: Authenticate User Login page of the system

Airports Authority Of India

SUPERVISOR LOGIN

Welcome Satish [LOGOUT](#)

CHOOSE EMPLOYEE :

EMPLOYEE DETAILS	
- Employee Name	Vksharma
- Employee Id	1000100002
- Employee Designation	GM
- Department	IT
- Approving Officer	ED
- Reporting Officer	ED
- Current Posting	NEW DELHI
- Date of Current Posting	01/01/2017

POSTING DETAILS	
New Posting	<input type="text" value="Indira Gandhi International Airport, Delhi"/>
Date Of New Posting	<input type="text" value="1"/> / <input type="text" value="01"/> / <input type="text" value="2018"/>
<input type="button" value="Submit"/>	

Fig2: Supervisor Login page of the system

Airports Authority Of India

EMPLOYEE LOGIN

Welcome Vksharma [LOGOUT](#)

[CLICK HERE TO LOGIN AS SUPERVISOR](#)

EMPLOYEE DETAILS	
- Employee Id	1000100002
- Employee Designation	GM
- Department	IT

POSTING DETAILS	
Current Posting	NEW DELHI
Date Of Current Posting	01/01/2017
Approving Officer	ED
Reporting Officer	ED
New Posting	Chhatrapati Shivaji International Airport, Mumbai
Date Of New Posting	1/01/2019

Fig3: Employee Login page of the system

Database Design

The database, called “appdb”, have three tables called as follows:

- Users
- Employee
- Emprerelationship

Each will hold information about either the ‘Users’, ‘Employee’ or the ‘Emprerelationship’.
The three tables will be linked through a SQL query having common field in each table.

- The ‘users’ table has the following fields:

```
mysql> describe users;
```

Field	Type	Null	Key	Default	Extra
emp_id	varchar(100)	YES		NULL	
employeenname	varchar(100)	YES		NULL	
email	varchar(100)	YES		NULL	
password	varchar(100)	YES		NULL	

- The ‘Employee’ table has the following fields:

```
mysql> describe employee;
```

Field	Type	Null	Key	Default	Extra
emp_id	varchar(100)	YES		NULL	
department	varchar(100)	YES		NULL	
emp_designation	varchar(100)	YES		NULL	
emp_currentposting	varchar(100)	YES		NULL	
emp_D0CP	varchar(100)	YES		NULL	
emp_newposting	varchar(100)	YES		NULL	
emp_DONP	varchar(100)	YES		NULL	
approvingofficer	varchar(100)	YES		NULL	
reportingofficer	varchar(100)	YES		NULL	

- The ‘Emprerelationship’ table has the following fields:

```
mysql> describe emprerelationship;
```

Field	Type	Null	Key	Default	Extra
supervisorname	varchar(100)	YES		NULL	
employeenname	varchar(100)	YES		NULL	
emp_id	varchar(100)	YES		NULL	

Conclusion

In this report, an information system's development has been presented. It was emphasized on the basic steps, consequently taken during the project's development course as a particular attention was turned to the basic operative functions performed upon the data into the database.

Features

- Both employees & the supervisor can login to this system & work but with some restrictions. Thus, provides accessing security.
- We can change and update new transfer place and date for both employees & the supervisor and can also remove the existing details in case needed.
- Transfer is granted by the supervisor according to the need and availability for other employees.
- Fetches correct and unique employee details and new transfer details from the database for every employee without displaying duplicate and error details.

Future Modifications

- More web security can be provided for securing database from unauthorized access.
- This project can be modified in future according to the need of the employees, Supervisor and users.
- This project can be used not only as the information system but as the management system also only by including some more management features and modifications.
- This project can also be made to work online by providing the internet features and hence can be changed to work as an Online Portal.