**Attendance System Flow/Plan from Client**

* Bali sa attendance system, sa website namin, lagyan natin ng members' log in.
* Tapos once logged in, dun pwede mag punch ng "Start Shift"
* tapos dun din yung pag magbbreak, "AM break", "PM break" - these are 15 min breaks.
* Tapos "Lunch break" (one hour),
* tapos "End Shift".
* Lagyan din natin ng function pag half day, under time, and on leave (paid leave or unpaid leave).
* Nasa memebers' log in yung profile ng employees, kung saang department at account sila naka assign, when they have started, amount of salary etc.
* They can also view yung remaining leaves nila (nag aaccrue to every month,

*Eg. at the of the month, from when you get hired, you will have 2 leave credits etc.*

* They won't be able to file a paid leave kung wala na silanh leave credits remaining. Unpaid leave ang need nila ifile.
* Eto magiging basis ng pay ng employees, derecho lahat ng details sa accountant's database (payroll)

**Breakdown of the flow**

**Employee Management**

-Employee Information (Add, Update, Remove)

-Departments (Add, Update, Remove)

**Attendance Management**

* Login(*Start Shift, AM Breaks, PM Breaks, End Shift, Functionalities for half day, under time, and on leave (paid leave or unpaid leave))*
* Show Info of Employee on login
* Leave Management (View remaining leaves)
* Generate Reports needed on the third party app payroll (quickbooks)

**Landing Page**

-About Page,

-Services we cater/offer

-Blog Post

-Promotion for company

-Team

.. more info to come

**Question asked for naming the price of the system**

Ask lang po ako another question sir para ma name ko na yung price range ko.

1. Ano po ginagawa ng company niyo, anong services na inooffer niyo sa customer niyo.
2. Saan naka base yung company niyo sir?

**Employee Functionality Plan**

**When Login**

* you can view the whole profile and info about when you time in

**Leave Functionality**

* You can submit leave
* Be notified if the leave letter is approved
* When you reach 2 leave there is notification stating that you have no left leave ticket for this [month or year]
* Be notified also if you’re in leave when logged in
* If the employee is in leave you cannot pass a leave application.

**Question for each functionalities**

**Leave Function**

1. Every when the leave refresh or back to 2 request tickets? Months, year…??
2. When the leave application is rejected or authorized, how many days when he/she can submit again leave application?