

# Employee Availability Management System

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# INTRODUCTION

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This System is especially Designed for Principal, HOD, and Faculty in an Institute.

Reduce Manual Work of Employees.

Different types of leaves are offered.

Online Load Adjustment.

# ABSTRACT

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System will display leave statistics of user.

Apply or Cancel Leave and display pending leave application.

Timetable can be viewed and edited , faculty location can be traced.

Load Adjustment has Email facility and Display pending Confirmation on portal.

# PROBLEM STATEMENT

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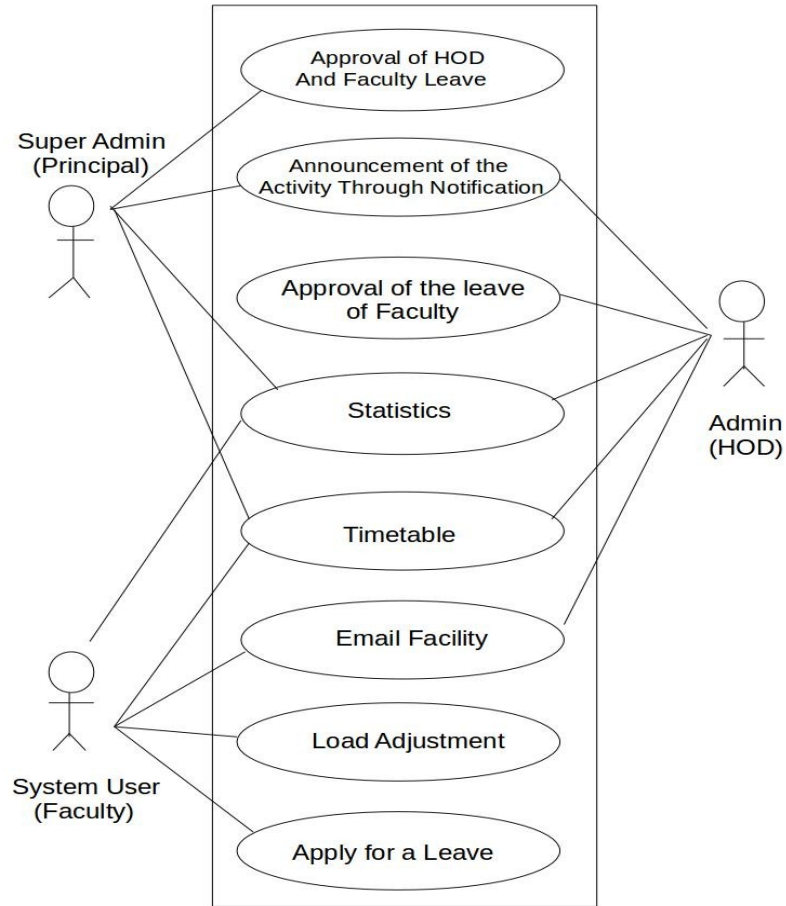
- Hand written forms to be submitted prior to the leave
- No digitalized way
- Current offline LMS does not show faculty availability for particular slot
- No Notification facility of status of leave
- No online Load Adjustment
- No common provision to gather employees

# PROJECT SCOPE

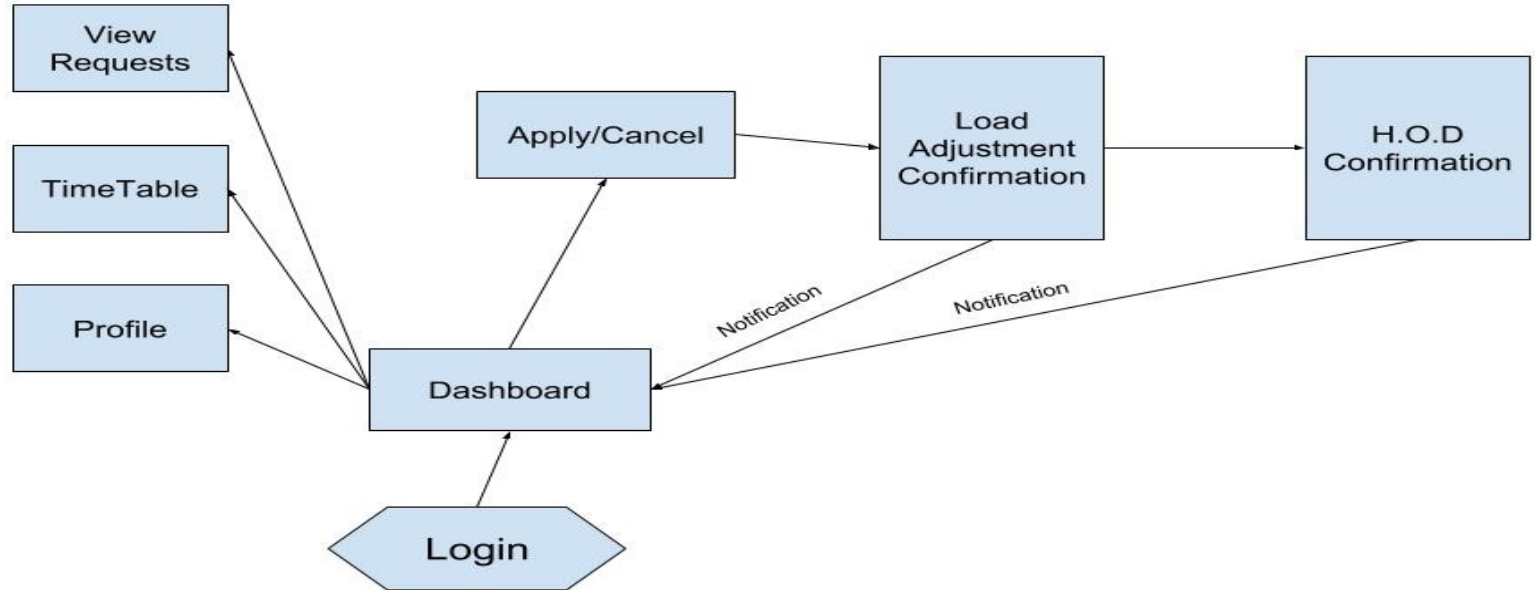
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- System is for the Institute Level
- SAAS : Software-As-A-service
- Future plan on expanding the System
- It can support unlimited employees
- Well documented coding
- Security - Encrypted Login
- Availilability - 24x7

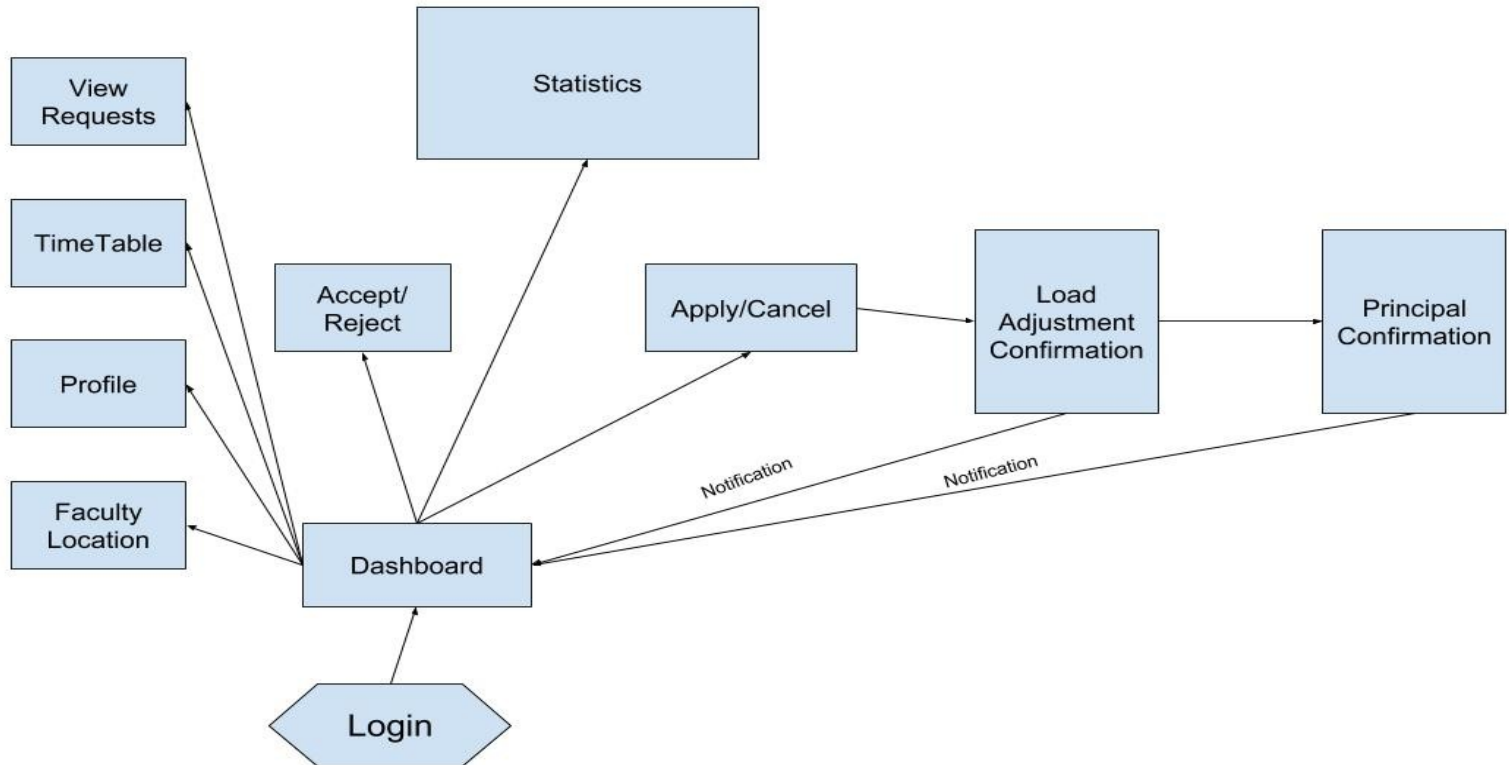
# USECASE DIAGRAM



# Faculty Login



# HOD Login





## Gantt Chart

[illegible]

## Tasks

WBS	Name	Start	Finish	Work	Complete
1	Project Goals	Sep 24	Sep 25	2d	0%
2	Requirement Gathering(High Level)	Sep 25	Oct 1	5d	0%
3	Requirement Gathering(Low Level)	Oct 2	Oct 9	6d	0%
4	Design (High Level)	Oct 10	Oct 15	4d	0%
5	Design (low Level)	Oct 16	Oct 22	5d	
5.1	Identify Major Modules	Oct 16	Oct 18	3d	0%
5.2	Identify Minor Modules	Oct 19	Oct 22	2d	0%
6	Formal Meeting & Review	Oct 23	Oct 23	1d	0%
7	Changes Based on Feedback	Oct 24	Oct 26	3d	0%
8	Coding & Development	Oct 29	Dec 6	29d	
8.1	Minor Modules	Oct 29	Nov 5	6d	0%
8.2	Major Modules	Nov 6	Nov 27	16d	0%
8.3	Module Integration	Nov 28	Dec 4	5d	0%
8.4	Alpha Testing	Dec 5	Dec 6	2d	0%
9	Presentation & Review	Dec 6	Dec 10	3d	
9.1	Feedback Points	Dec 6	Dec 10	3d	0%
10	Proposed Changes & Testing	Dec 11	Dec 13	3d	0%
11	Presentation & Review(Final)	Dec 14	Dec 14	1d	0%
12	Product Delivery with Documentation	Dec 17	Dec 21	5d	0%
13	Product Support & Maintenance	Dec 24	May 15	365d	0%

# SUMMARY

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- Separate user-friendly login - Faculties , HOD , Principal
- Notifications
- Quick Leave Application process
- Proper Statistics Of Leaves
- Security
- Add-Ons: 1. Maternity Leave for female staff
- 2. Faculties bifurcated into - Assistant Prof., Teaching Assistant , Associate Prof.

# REFERENCES

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- <https://www.greythr.com/pricing/>
- <https://advancesystemsinc.com/absence-management/leave-management-system/>
- <https://www.zoho.com/people/leave-management-system.html>
- <https://www.sumhr.com/online-leave-policies-leave-application-tracking-2/>

THANK YOU!!!

