

User guide

Contents

Installation	2
Usage.....	2
Registration	2
Creating admin	4
Login.....	4
Creating leave request	5
Administrator	5
Creating new leave	5

Installation

For installation guide, see <https://github.com/warminski/leave-management-system>

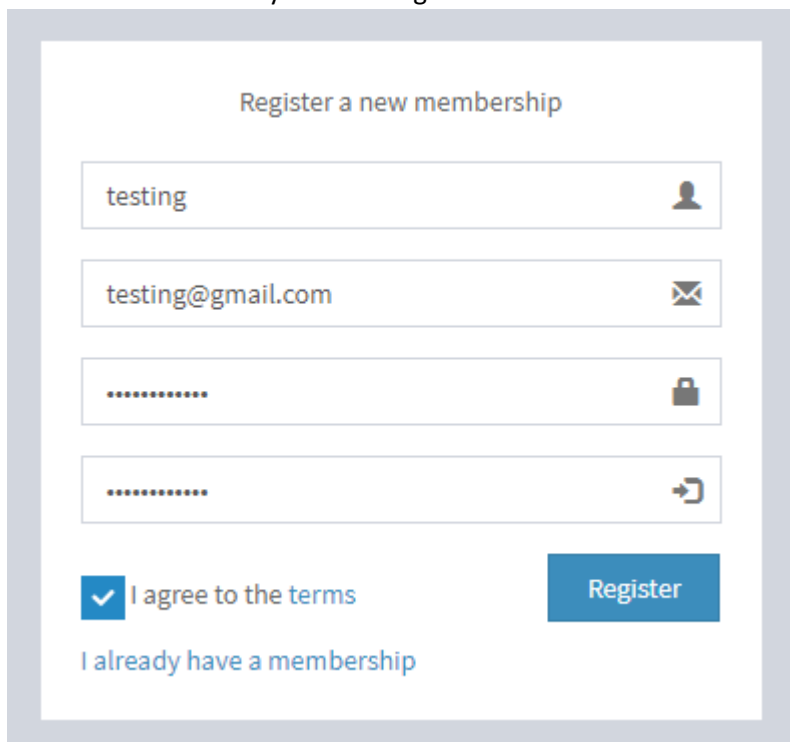
Usage

Registration

- 1) On the main page click the “Register a new membership” button.

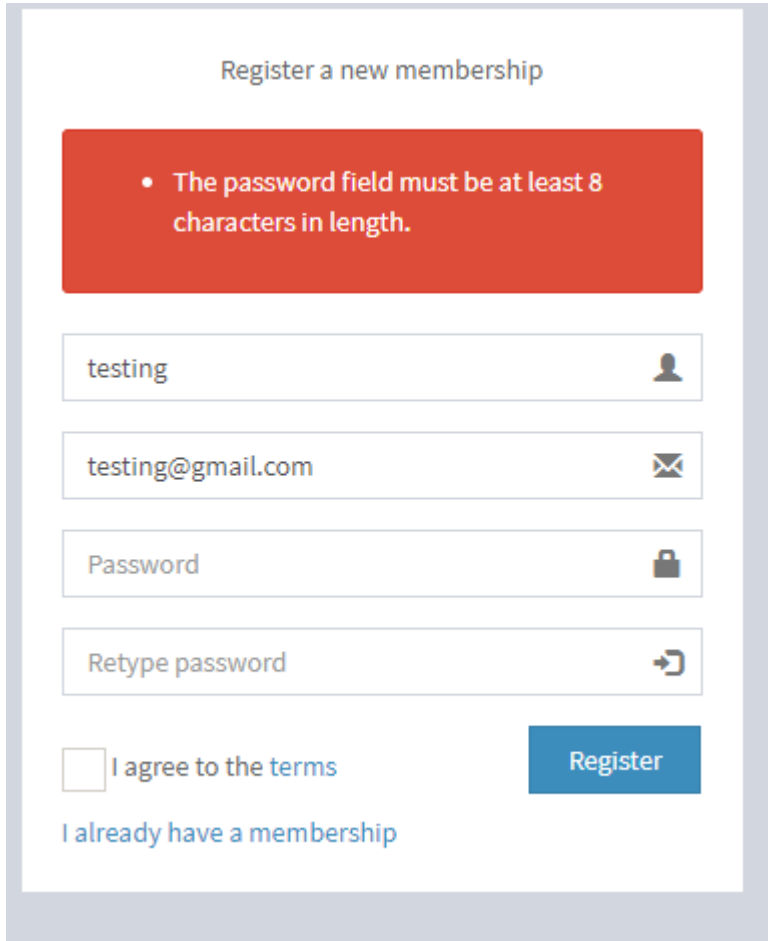
[Register a new membership](#)

- 2) Insert all the necessary data and agree to the terms.




The image shows a registration form titled "Register a new membership". It contains four input fields: a username field with the text "testing" and a user icon, an email field with the text "testing@gmail.com" and an envelope icon, a password field with masked characters "....." and a lock icon, and a confirm password field with masked characters "....." and a refresh icon. Below the fields is a checkbox labeled "I agree to the terms" which is checked, and a blue "Register" button. At the bottom, there is a link "I already have a membership".


- 3) If inserted data is not valid, you should get alert box.





Register a new membership

- The password field must be at least 8 characters in length.

testing 

testing@gmail.com 

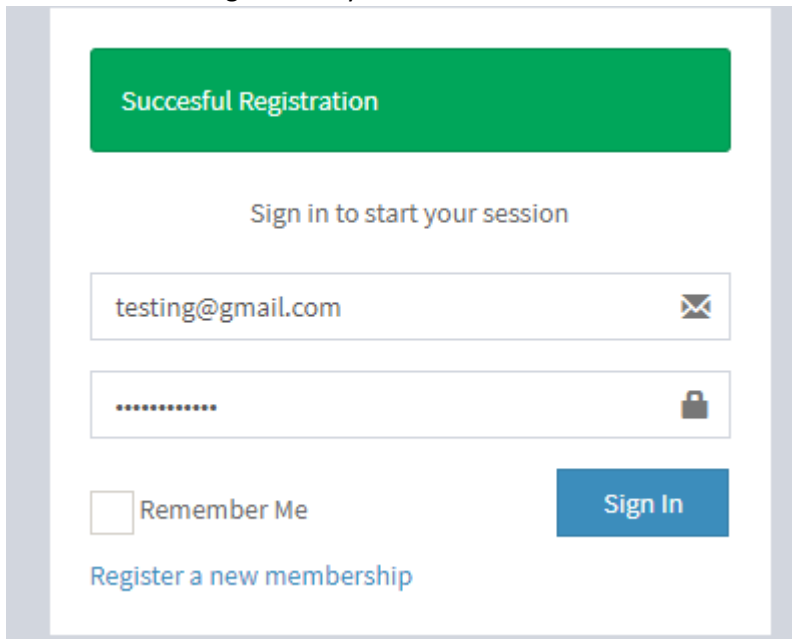
Password 

Retype password 

☐ I agree to the [terms](#) [Register](#)


[I already have a membership](#)


- 4) After successful registration you should be notified.



Successful Registration

Sign in to start your session

testing@gmail.com 

..... 

☐ Remember Me [Sign In](#)

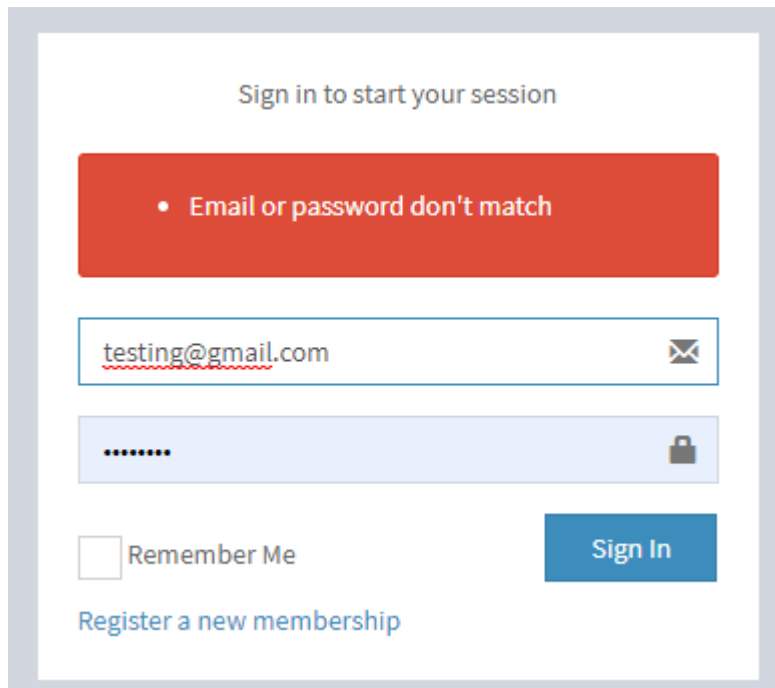
[Register a new membership](#)

Creating admin

- 1) Go to localhost/phpMyAdmin
- 2) Click on the users table
- 3) Select user
- 4) Change his "role_id" to 1

Login

- 1) Insert email and password provided for registration
- 2) If inserted data is not correct, you will get notified



Sign in to start your session

- Email or password don't match

testing@gmail.com

.....

☐ Remember Me

Sign In

[Register a new membership](#)

- 3) If inserted data is correct, you will get redirected to user dashboard

Creating leave request

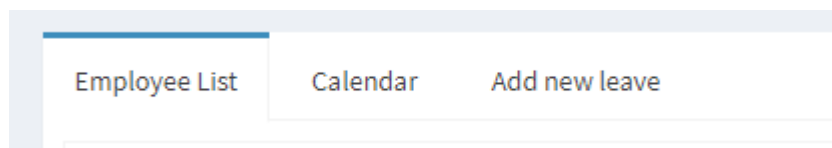
- 1) Select the start date and the end date of your leave
- 2) Click on “Generate PDF” button to create a leave request

Administrator

On the main page you can see list of employees

If you want to edit employee data, click on the “Edit” button in the table.

Switch between these 3 tabs for more options



On the calendar page, you can see all leaves and users.

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2020-06-26

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Today

	Tu 16 Jun	We 17 Jun	Th 18 Jun	Fr 19 Jun	Sa 20 Jun	Su 21 Jun	Mo 22 Jun	Tu 23 Jun	We 24 Jun	Th 25 Jun	Fr 26 Jun	Sa 27 Jun	Su 28 Jun	Mo 29 Jun	Tu 30 Jun	We 01 Jul	Th 02 Jul	Fr 03 Jul	Sa 04 Jul	Su 05 Jul	Mo 06 Jul
Damian Kowalski																					
Natalia Kalinowska																					
Piotr Warminski																					

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Creating new leave

- 1) Go to “Add new leave” tab
- 2) Select user
- 3) Select start date
- 4) Select end date
- 5) Click on the “Create leave” button

Employee List	Calendar	Add new leave
Select user		
1.Robert Nowak		
Select start date		
2020-06-03		
Select end date		
2020-06-13		
Create leave		