

# Employee Payroll System - User Guide

## Step 1: Introduction to the System

Welcome to the "Java-Employee-Payroll-System," a tool designed to help manage employee data, calculate salaries, process payroll, and generate reports.

## Step 2: System Requirements

- Java Development Kit (JDK) version 8 or higher
- Database (MySQL/SQLite) configured for data storage
- Operating System: Windows, macOS, or Linux.

## Step 3: Installation

- Download and install Java Development Kit.
- Set up the MySQL or SQLite database.
- Run the EmployeeMain.java file.

## Step 4: Navigating the User Interface

Main Menu options:

- Add Employee
- Modify Employee
- Delete Employee
- Process Payroll
- Generate Pay Stub
- Import/Export Employee Data

### Step 5: Adding Employee Data

Select 'Add Employee' and input Name, Employee ID, Position, Department, and BaseSalary, OverTimePay, deductions, Taxes, NetSalary.

-> Once all fields are filled, click Submit to add the employee. A confirmation message will indicate that the employee has added successfully.

Now the data is stored in Database successfully.

### Step 6: Modifying Employee Details

Select 'Modify Employee' and update the necessary fields.

-> In the "Modify Employee" section, you will be prompted to select an employee by their ID.

Modify any of the fields (name, position, salary, etc.) and click Update.

The system will display a success message confirming the update.

### Step 7: Deleting Employee Data

Select 'Delete Employee' and input the Employee ID to delete.

(This will permanently delete the employee data)

### Step 8: Processing Payroll

Select 'Process Payroll' to calculate salaries based on predefined rules.

-> This System will calculate salaries based on predefined rules

1. Base salary
2. OverTimePay
3. Deductions
4. Bonuses
5. Taxes
6. Net Salary (after deductions and tax)

## Step 9: Generating Payroll

Select 'Generate Pay Stub' to view.

## Step 10: Importing/Exporting Employee Data

Use 'Import/Export Employee Data' to handle CSV.

-> For this make sure that you have given proper "path" in Class - (CreateCSVInTwoFolders)

# For payrollFolderPath -> this file is for exporting payroll Data.

# For employeeFolderPath -> this file is for exporting Employee Data.

# For importEmployeeFolderPath -> this file is for importing Data

For Export Employees Data:

1. Click on the "Export Employees" option.
2. Select the file (e.g., CSV) where you want to store employee information. (select the folder which you have given the path in Class "CreateCSVInTwoFolders")
3. After this, you will see that data is stored in a CSV file.

For Export payroll Data:

1. Click on the "Export Payroll" option.
2. Select the file (e.g., CSV) where you want to store payroll information. (select the folder which you have given the path in Class "CreateCSVInTwoFolders")
3. After this, you will see that data is stored in a CSV file.

For Import Employees Data:

1. Click on the "Import Data" option.
  2. Select the file (e.g., CSV) that contains employee information. (where you stored Employee data)
  3. The system will read the file and automatically populate the employee database.
- After this, you will see the data is imported into the database and you can check in the "Get All Employees" option.

#### Step 11: Error Handling and Validation

The system validates inputs and alerts users on incorrect entries.

1. Required fields are left empty.
  2. Invalid data (e.g., incorrect employee ID) is entered.
  3. File import/export errors occur (e.g., incorrect file format).
- # Ensure that the correct file formats are used (CSV for employee data import/export).

#### Step 12: Exiting the System

1. Click on the "Exit" button to close the application safely.
2. Ensure that all data has been saved before exiting.

#### Step 13: Troubleshooting Tips

Check database connection settings if errors occur.

#### Step 14: Conclusion

This step-by-step guide provides users with clear instructions on how to use the Employee Payroll System

effectively, from adding employee data to generating payroll reports and handling data imports/exports.

For further help, contact the development team.