HUMAN RESOURCE MANAGEMENT

Pentasoft Technologies Limited

P-822

PROJECT REPORT

SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENTS
FOR THE AWARD OF THE DEGREE OF MASTER OF SCIENCE
IN APPLIED SCIENCE - SOFTWARE ENGINEERING
OF BHARATHIAR UNIVERSITY, COIMBATORE.

Submitted by
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Under the Guidance of
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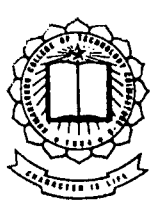

Department of Computer Science and Engineering
Kumaraguru College of Technology
Coimbatore - 641 006.

SEPTEMBER 2002.

CERTIFICATE

CERTIFICATE

Department of Computer Science and Engineering
Kumaraguru College of Technology
Coimbatore - 641 006.

This is to certify that that the project work entitled
"HUMAN RESOURCE MANAGEMENT"
has been submitted by

Ms. R.Pradeepa

in partial fulfillment of the award of the degree of
Master of Science in Applied Science - Software Engineering of
Bharathiar University, Coimbatore.
During the academic year 2002-2003

24/09/02

Guide

25/9/02

Head of the Department

Certified that the candidate was examined by us in the Project Work Viva Voice Examination held on 26.09.2002 and the University Register Number was **9937S0083**.

26/9

Internal Examiner

External Examiner

PENTASOFT
TECHNOLOGIES LIMITED
(Formerly known as Pentafour Communications Ltd.)

September 10, 2002

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. R. Pradeepa has completed a project titled " **Human Resource Management**" successfully in our organization. We wish her all the best in her future endeavors.

With Best Wishes,

For **PENTASOFT TECHNOLOGIES LIMITED**

R.Suganthi.
(Centre Head)

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DECLARATION

DECLARATION

I here by declare that the project work entitled
"Human Resource Management"

done at

PENTASOFT TECHNOLOGIES LIMITED
COIMBATORE

and submitted to

KUMARAGURU COLLEGE OF TECHNOLOGY
(Affiliated to Bharathiar University)

in partial fulfillment of the of the requirement for the award of the Degree of

MASTER OF SCIENCE IN
APPLIED SCIENCE – SOFTWARE ENGINEERING

is a report of work done by me during my period of study in
Kumaraguru College of Technology, Coimbatore – 641 006.

Under the supervision of
Mr. M. Manikantan, M.C.A., Lecturer, Dept. of CSE

Name of the candidate	Register Number	Signature of the candidate
R. PRADEEPA	9937S0083	R. Pradeepa

Date : 26.09.2002
Place : Coimbatore

ACKNOWLEDGEMENT

ACKNOWLEDGEMENT

At the outset, I would like to remember the sacrifices made by two people, who have all along been with me, and who are mainly responsible for what I am today- **My Parents**.

I would like to express my gratitude to our beloved Principal **Dr.K.K.Padmanabhan**, Kumaraguru College of Technology,Coimbatore, for his constant encouragement throughout my course.

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I express my profound gratitude to **Mrs.R.Suganthi**, Branch Manager, Pentasoft technologies Limited, Coimbatore, for providing me a key project in their firm and for her complete co-operation.

I am especially thankful to **Miss.N.Padma Priya**, Project Guide, Pentasoft Technologies Limited, for providing me guidance and suggestions throughout the tenure of my project.

I also take this opportunity to extend my sense of gratitude to all the faculty members, non-teaching staffs of the Computer Science Department, K.C.T, Coimbatore, for their guidance and co-operation rendered throughout my course.

SYNOPSIS

SYNOPSIS

The project entitled "Human Resource Management" keeps track of all the informations about an employee working in an organisation. The Human Resource Development department's work involves recruiting various skilled professionals. The work which is currently manual has to be computerized. The details which are maintained in the form of papers has to be maintained as records in the database. The computerization includes fixing the pay structure, assigning designations and responsibilities for employees, transfer of employees from one branch to another branch, revising their salaries, initiating and advising the accounts department for various matters about an employee like PF,ESI,e.t.c.

The system helps in easy maintenance of details about employees .Reports can be generated quickly. This also helps in maintenance of various personal details of employees along with their carrier details.

The tools used are Visual Basic 6.0 and ORACLE 8i. The system is an effective and efficient one in providing information to the company.

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CONTENTS

INTRODUCTION

1. INTRODUCTION

1.1 PROJECT OVERVIEW

The Human Resource Development Department has to keep control of all the employees working in an organisation. The Human Resource Management is classified into four different modules such as:

- Master Maintenance
- Transaction
- Enquiry
- Reports

MASTER MAINTENANCE :

The Human Resource Development Department is responsible for keeping track of employee's information right from the recruited day. The personal details of the newly joined employees are maintained. According to the qualification of an employee designations and grades are assigned. The branch and department for which the employee is working is also maintained. The salary structure of an employee is also maintained. House Rent Allowance (HRA) is fixed as 40% of the basic pay and Provident Fund (PF) is fixed as 12% of the basic pay and Employee State Insurance (ESI) is fixed as 1.75% of the basic pay.

TRANSACTION :

An employee can be transferred from one branch to another branch. During transfer the old branch code where the employee was previously working should be displayed and also the new branch where the employee is getting transferred should be stored. The revision of salary is done annually. The revised salary should not be less than Rs. 500 and the new revised salary is updated in the payment table. After a period of six months an employee will be confirmed. The gap between the current date and the join date is calculated, if it is more than six months the particular employee will be confirmed. When an employee applies for leave his from date and to date should be entered by the user. The leave taken by the employee is counted under the category like casual leave, sick leave, paid leave, leave loss of pay. The resignation file act as a history for storing all details of employees who have left the company.

ENQUIRY :

The system also facilities the enquiry of information about employee, branch, leave, grade, payment, designation, confirmation and resignation. The main purpose of this module is that if want to view a particular employee we want to specify employee code using that code all other details of that or particular employee will be displayed. The other enquiries is also performed in the same way.

REPORTS :

The various kinds of reports generated are as follows.

- ❖ Employee Id wise
- ❖ Branch wise
- ❖ Period wise
- ❖ Grade Details
- ❖ Payment Details
- ❖ Designation Details
- ❖ Resignation Details

The reports can be viewed in the screen or can be taken as a hard copy. **Sample Screens** and **reports** are shown in the **appendices.**

1.2 ORGANIZATION PROFILE :

Pentasoft Technologies Limited is reputed for its strong all round technical expertise, efficient support and customer care.

- ➢ Pentasoft Software Limited, a leading software exporter in India has a large network of worldwide offices.
- ➢ The company has tie-ups **with IBM, Silicon, Graphics, Alcatol, Synon, Sybase** and **SSA.**

- It has a clear vision of a completely integrated infrastructure that provides now perspective to any area requiring IT solutions.

- The company conducts periodic training programs to meet both the in-house and open market needs.

- International presence of its professionals ensure its eminence and proficiency in IT for global expansion and growth.

SYSTEM STUDY & ANALYSIS

2. SYSTEM STUDY & ANALYSIS

2.1 EXISTING SYSTEM :

The existing system involves the manual maintenance of human resource department. Manual work it s a tedious process. Right from recruiting the employees, the human resource manager keeps track of various information's about employee related to his grade, department, branch, designation, payment. All the information's are maintained in the form of papers. Performing all the work in the papers will increase the amount of paper and the error occurrence is easier.

The manual work also occupies a lot of time and sometimes it leads to delay also. The generation of report is difficult.

2.2 USER CHARACTERISTICS :

As far as the human resource management is concerned, the users are classified into two categories. The first user is the person who is responsible for keying in the details and maintaining them. This user should have basic knowledge about computers. The second user is the HR personnel who will make the queries and view the reports. It is sufficient if the user knows how to operate the package.

2.3 PROPOSED SYSTEM :

The proposed system involves the conversion of the manual work into the computerized form. Queries regarding the system can be made. Doing the work in the computerized form will generate accurate results. The maintenance of papers will be reduced. Instead of proceeding the work in the manual way, performing the work in the computerized form will reduce the occurrence of errors as much as possible.

The proposed system saves a plenty of time. The main purpose of the proposed system is that the generation of the report is faster. This helps the management to keep track of happenings and to take management decisions.

2.4 FEASIBILITY STUDY :

Feasibility study is a system proposal according to its work ability, impact on the operation, ability to meet user needs, and efficient use of resources. Three key considerations are involved in the feasibility

- Economical
- Technical
- Behavioral

ECONOMIC FEASIBILITY :

Economic Analysis is the most frequently used method for evaluating the effectiveness of the software, more commonly known as cost (Benefit Analysis). The procedure is to determine the benefits and savings that are expected from a candidate system and compare them with costs. If the benefits outweigh costs, the decision is made to design and implement the system, otherwise further alterations will have to be made. This project aims at reducing time, effort and cost. The project is cost-effective because of its accuracy, faster and user-friendly nature.

TECHNICAL FEASIBILITY :

Technical feasibility emphasis on the existing computer systems (hardware, software) and to what extent it can support the proposed system. The facilities of the package are available to meet the user demands. The acquire user-friendliness and for scientific applications, GUI is desired. The GUI chosen for this package is Visual Basic 6.0. It will support the backend database Oracle 8i.

BEHAVIORAL FEASIBILITY :

People are inherently resistant to change and computers have been known to facilitate change. Since the system is user-friendly, user training can be done easily and effectively. Visual Basic is a GUI, so anyone can easily use it without any prior knowledge of Visual Basic.

PROGRAMMING ENVIRONMENT

3. PROGRAMMING ENVIRONMENT

"Human Resource Management" system has been developed under the following Hardware/Software configuration. Also why the particular software have been chosen and its features are also specified.

3.1 HARDWARE CONFIGURATION :

Processor	:	Pentium III
Monitor	:	14 inches
Hard Disk	:	15 GB
RAM	:	64 MB
Keyboard	:	MS 104 Keys
Mouse	:	Logitech Mouse

3.2 SOFTWARE CONFIGURATION :

Platform	:	Windows 2000
Front End	:	Visual Basic 6.0
Back End	:	Oracle 8i.

3.3 ABOUT THE SOFTWARE:

This system has been developed in **Visual Basic 6.0** as Front End and **Oracle 8i** as Back End. The description of the VB & Oracle is as follows.

VISUAL BASIC – AN OVERVIEW

Visual Basic 6.0 is an ideal programming language for developing sophisticated professional applications for Microsoft Windows, which was developed from the Basic Programming Language. Although Visual Basic goes far beyond BASIC and makes BASIC suitable for windowed environments, one of Visual Basic's greatest strength is its basic foundation. It makes use of graphical user interface for creating robust and powerful applications. The graphical user interface as the name suggests, uses illustrations for text, which enable user to interact with an application. This feature makes it to comprehend things in a quicker and easier way. Coding in GUI environment is quite a transition to traditional, linear programming methods where the user is guided through a linear path of execution and is limited to a small set of operations – Features such as easier comprehension, user-friendliness, faster application development and many other aspects such as introduction to Active X technology and internet features makes Visual Basic an interesting tool to work with.

A complete installation of the most powerful version of Visual Basic 6.0, requires more than 250 MB of hard disk space.

Visual Basic takes the ease of BASIC a step further. Not only is Visual Basic a language that is greatly improved over BASIC (and most other modern and classic prograqmming languages), visual basic includes the following components.

- A complete full-screen editor with which you can write your program and which works a lot like a word processor.

- A run time environment that lets you see the resuits of your program and which works a lot like a word processor

- A project manager that lets you create multiple file Visual Basic windows applications.

- An interactive testing platform that helps you locate and find program bugs.

- Visual tools that let you manage the controls and icons that make programs function properly under the Visual windows environment.

Even though Visual Basic sometimes resembles a programming language when you've buried in the middle of code (code is another word for program instructions), Visual Basic resembles several software packages in that you use menu items, tool bars, and the graphical user interface to develop applications.

ORACLE – AN OVERVIEW :

A database management system is essentially a collection of interrelated data and set of programs to access the data. This collection of data is called the database. RDMS is the acronym for relational database management system. Oracle 8 is an objection Relational Database Management System (DRDBMS). It offers capabilities of both relational and object oriented database systems. In general, objects can be defined as reusable software codes which are location independent and perform a specific task on any application environment with little or no change to the code.

Oracle products are based on a concept known as the 'Client Server Technology'. This concept involves segregating the processing of an application between two systems. One performs all activities related to the database (server) and the other performs activities that help the user to interact with the application (client). A client or front end database application also interacts with the database by requesting and receiving information from the 'database server'. It acts as an interface between the user and the database. Further, it also checks for validation against the data entered by the user.

The Database Server or back end is used to manage the database tables optimally among multiple clients who concurrently request the server for the same data. It also enforces data integrity across all client applications and controls database access and other security requirements.

SYSTEM DESIGN & DEVELOPMENT

4. SYSTEM DESIGN & DEVELOPMENT

The process of design involves "conceiving and planning out in the mind "and" making a drawing, pattern or sketch of". The design is concerned with identifying software components, the general modular structure of the software, the function provided by each module and the internal data streams and stores that make up the interface between modules.

4.1 INPUT DESIGN :

Input plays the most important role in completion of the system. Input forms the core of the process, which will be carried out in the system. Thus the detailed study has to be done to identify the inputs that are required for the various processes which are to be carefully analyzed and care has to be taken to avoid recurring of the same inputs. Input design is the process of converting user-originated inputs into computer based format. The goal of designing input data is to make data-entry as easy as possible and error-free. Web-designed input serve 4 purpose

- To control work flow
- To reduce redundancies in recording data
- To allow easier checking of data
- To increase clerical accuracy

When data is kept into the system, the operator must receive the data in a form that can be easily understood. It should be simple, clear, precise and

easier to operate and store. It should be self-explanatory and provide the sufficient information to the user for ease of entry of inputs. Forms are designed for retrieving inputs from the user. It is used to enter data and it allows to correct the incorrect entry of data.

The system is a menu-driven one. This simplifies the computer data access or data entry. The data that can be accessed by each user can be specified so that, the reports will be restricted to that level only. In fact, the system allows the definition of data access rights for each user for each function. This ensured that only the right user gets the information. The database operations like Add, Modify, Delete, update have been taken care of in all the forms. These are in the form of buttons. If the user clicks the Add button, automatically it will be generated. If the user clicks the modify button, he/she is allowed to modify the existing information. If the user clicks the Delete button, he/she is allowed to delete the existing information. The update button is used to update the particular operation. The user is provided to exit the form entry at any point of time. There are no restrictions in this regard. The validation for each input column is done whenever the user tries to move out of that input column. However, the validation is not done if the user tries to move to the previous input column. After each database operation, the successful completion of the operation is checked.

The system engages the user in an interactive dialogue. The system is able to extract the missing or omitted information from the user by directing the user through appropriate dialogues.

4.2 OUTPUT DESIGN :

The main idea of developing this software system is to generate various outputs in necessary format, which will aid in planning and decision making. The outputs should include all the necessary details and the required information. The primary consideration in output design is to arrange the data in a form, which is convenient to the user. The layouts of the form should be pleasing care should be taken that the prompt and the icons are positioned at the correct place. Also the size of the form should be appropriate depending on its contents. Whenever error messages are displayed it should be as long as possible and meaningful. All headers and displays should be relevant to the message. Error messages should not contain any programming related terminology.

This system helps to provide two types of outputs, one is Document based and the other one is report based. All the documents based outputs can be taken through the print option of the appropriate form. This output just gives information available in the form. Also this output can be viewed either in screen or it can be taken as a hard copy. Provision is available to make the choice.

The other type of output is Report based. This is having an explicit option in the main menu. Through which detailed report can be arrived. This can also be viewed in the screen or can be taken as a hard copy. Some of this kind of output titles are listed here :

- Employee ID wise
- Branch wise
- Period wise
- Grade Details
- Payment Details
- Designation wise
- Conformation Details
- Resignation Details

4.3. DATABASE DESIGN :

Before the database concepts become operational, users had programs that handled their own data independent of other users. It was a conventional file environment with on data integration or shaving of common data source applications. In a database environment, common data are available across several applications and are used by several users. Instead of each program managing its own data, data across applications are shared by authorized users with a database software managing the database as an entity.

Data structuring is refined through a process called Normalization. Data are grouped in the simplest way possible, so that later changes can be made with a minimum of impart on the data structure.

Normalization is the process of simplifying the relation between data elements in a record. Through normalization, a collection of data in a record

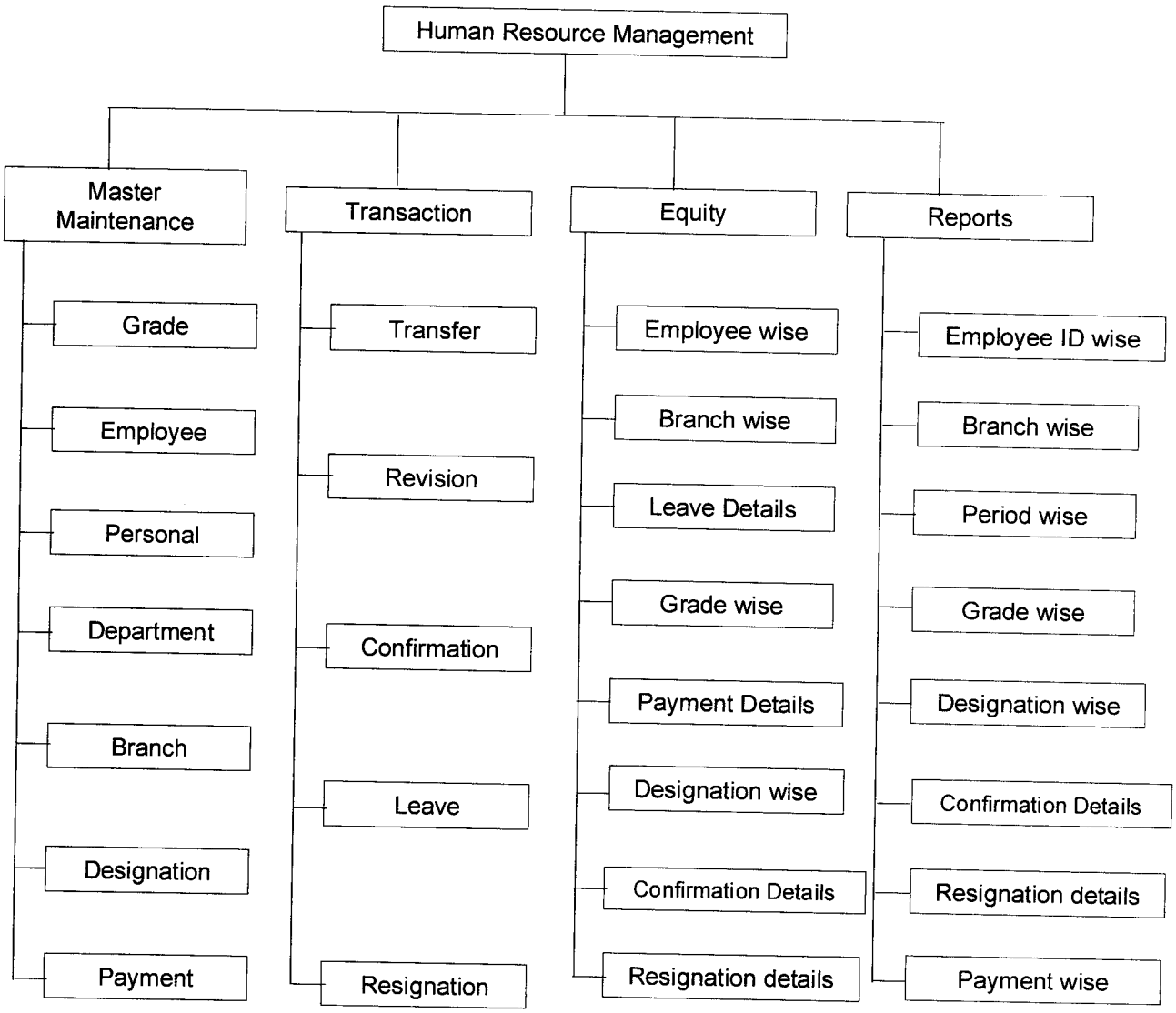
structure is replaced by successive record structures. They are simple and more predictable and therefore more manageable.

Various objectives are considered for designing the database such as,

- Control of data integrity
- Control of redundancy
- Control of data security
- Data independence
- System performance
- System compatibility

The Data Dictionary is included in the Appendices.

4.4. MODULE DESIGN



4.5. PROCESS DESIGN :

Once the outputs, inputs and stored data have been defined, it is necessary to decide what procedures are required to process the input, keep the record up-to-date and produce the outputs. The decision about the nature of processing is accomplished by considering the following.

RESPONSE TIME :

Response time refers to the maximum acceptance time interval between a request for information and its receipts by a user.

FREQUENCY :

Frequency refers to how often the users require retrieving information from the computer system.

DATA VOLUMES :

One of the factors, which will greatly affect the cost of an on-line system, is the volume of data at specific pointers in time.

HARDWARE CONSTRAINTS :

One of the major constraints on the type of processing is hardware availability in the organization. Data, which cannot be easily keyed in, cannot be handled easily in an on-line transaction processing system.

SECURITY REQUIREMENT :

The security requirement of a system can have a significant impact on the nature processing in the proposed system. Security is more expensive and more difficult to achieve in an on-line system.

COST :

Cost can be an inhibiting factor. The cost of an on-line processing cannot be justified in simple comparison with the previous system. When the method of processing has been decided, the necessary processes must be identified and broke down into the appropriate electrical and computer procedures.

SYSTEM TESTING & IMPLEMENTATION

5. SYSTEM TESTING AND IMPLEMENTATION

Testing and implementation is the final phase of any software development. In this phase most possible error are identified and rectified to make the system as error – free. Here all the testing & implementation.

5.1. SYSTEM TESTING

It is human inability to perform and communicate with perfection, and that is the reason why always software development is accompanied with software testing. Software testing is a critical element of software quality assurance. It represents the ultimate review of specification, design and coding of software.

Testing is called a destructive activity. It is a process of executing a program with the intent of finding errors. Good testing is that which has the high probability of finding an error which is yet undiscovered. A successful test uncovers a yet undiscovered error in the software. The final goal of testing is to see that the system performs its intended purpose satisfactory. This system has undergone various stages for validations of results and for its integrity.

5.1.1. UNIT TESTING

In unit testing, the program units making up as a system are tested. Unit testing focuses first on the modules, Independent of one another to locate errors. This enables to detect errors in coding and the logic within the module

alone. This testing is also used to ensure the integrity of data stored temprarily. Some of the various test cases to test the system are as follows :

- Giving inconsistent data and out of range values in the form level and module level.
- Raising unhand led exception cases explicity.
- Auto generation of codes in Normal and query mode.
- Boundary cases.

UNIT TESTING FOR HUMAN RESOURCE MANAGEMENT ;

Each module of the system is tested individually. The datas related to Grade, Employee, Personal, Department, Brunch, Designatin, Payment are validated and tested to avoid inconsistency in the data. Every module is tested with invalid and redundant data. Unit testing done on all these modules, helps to ensure the correct functionality of the modules.

5.1.2. INTEGRATION TESTING :

Integration testing is a systematic technique for constructing the program structure, while at the same time conducting tests to uncover errors associated with interfacing. That is, the program is constructed and tested in small segments, which makes it easier to isolate and correct. The sandwich approach combines the Top-down strategy for the upper levels of the program structure coupled with a Bottom-up strategy for the subordinate levels.

INTEGRATION TESTING FOR HUMAN RESOURCE MANAGEMENT :

The system was developed as 4 different modules and when integrated as a whole, it was tested to check if there was proper flow in the entire system. The system when integrated should update the datas entered in the previous module as we enter into the next module.

5.1.3. SYSTEM TESTING :

System testing is actually a series of different tests, whose primary purpose is to fully exercise the computer – based system. Although each test has different purpose, we should verify that all the system elements have been properly integrated and perform the allocated functions.

SYSTEM TESTING FOR HUMAN RESOURCE MANAGEMENT :

The system was tested offer integrating all the 3 modules which were developed individually and tested to check if the flow of data through the system was correct, the testing process worked out smoothly and tested as mentioned above.

5.1.4. SECURITY TESTING :

Security testing attempts to verify the protection mechanisms built into a system. This will protect the system from improper penetration. Security testing is done in general for the systems which have been developed.

5.1.5. PERFORMANCE TESTING :

Performance testing is designed to test the run-time performance of the software, within the context of an integrated system.

5.2. SYSTEM IMPLEMENTATION :

System implementation is the process of making the newly designed system fully operational and consistent in performance. That is, implementation is the process of having the personnel check out and put new equipment into use, train the users to use the new system and construct any file that are needed to use it. At this stage the main workload, the greatest upheaval and the major impact on the existing practices shifts to the user department. If the implementation is not carefully planned and controlled, it can cause chaws. Thus it can be considered to be the most crucial stage in achieving a successful new system and in giving the users confidence that the new system will work and be effective.

Before the development of the system, the user specifications, the forms and the validations based on the forms and the respective reports are prepared. The user can specify the changes if any, then the design department examines the changes and if accepted then the requirement of the user are taken care of. This is the stage where the system design begins, i.e., the theoretical design is converted into a working system. A mock data sheet is prepared which contains the results for each form. All the technical errors are fixed and the test data is entered. Then the reports are prepared and compared with that of the

existing system. If the new system is not working properly, then once again we can go back to the existing system and after rectification, the new system can be installed.

Good documentation although essential, doesn't replace training. There is no substitute for hands on operation of the system. Vendors, in service training's, on – site and in-house training are the various types of training. The users are observed over a period of time and all the problems encountered during this stage are taken care of and the system is again updated in order to meet the customer's requirements.

CONCLUSION

6. CONCLUSION

The system "Human Resource Management" has been developed satisfying the requirements specifications since it is developed in ORACLE, it provides all security features of relational database. Testing has been carried out to ensure that the system is functioning correctly and its error free.

The Human Resource Management reduces the burden of the HR manager for efficiently maintaining their employee, personal, grade, department, branch, designation, payment & their benefits. The project will be successfully helpful

SCOPE FOR FUTURE DEVELOPMENT

7. SCOPE FOR FUTURE DEVELOPMENT

The Human Resource Management helps in easy maintenance of details about employees. Reports can be generated quickly. The system also helps to store more number of records. The system can be further designed in the form of pay slips.

Proper documentation has been made. Proper modular design has been made and the coding with enough comment statements makes the program self explanatory. This helps in adding or removing new modules to the system.

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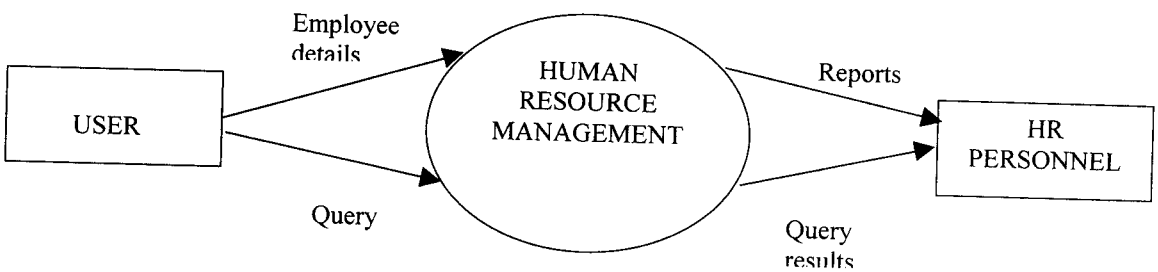
WEBSITES : www.w3schools.com

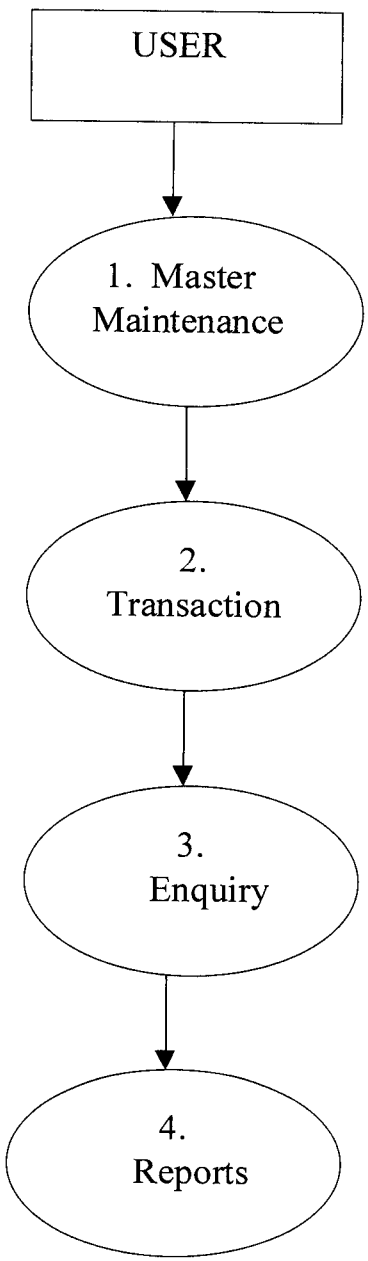
APPENDICES

APPENDIX
A. CONTEXT ANALYSIS DIAGRAM

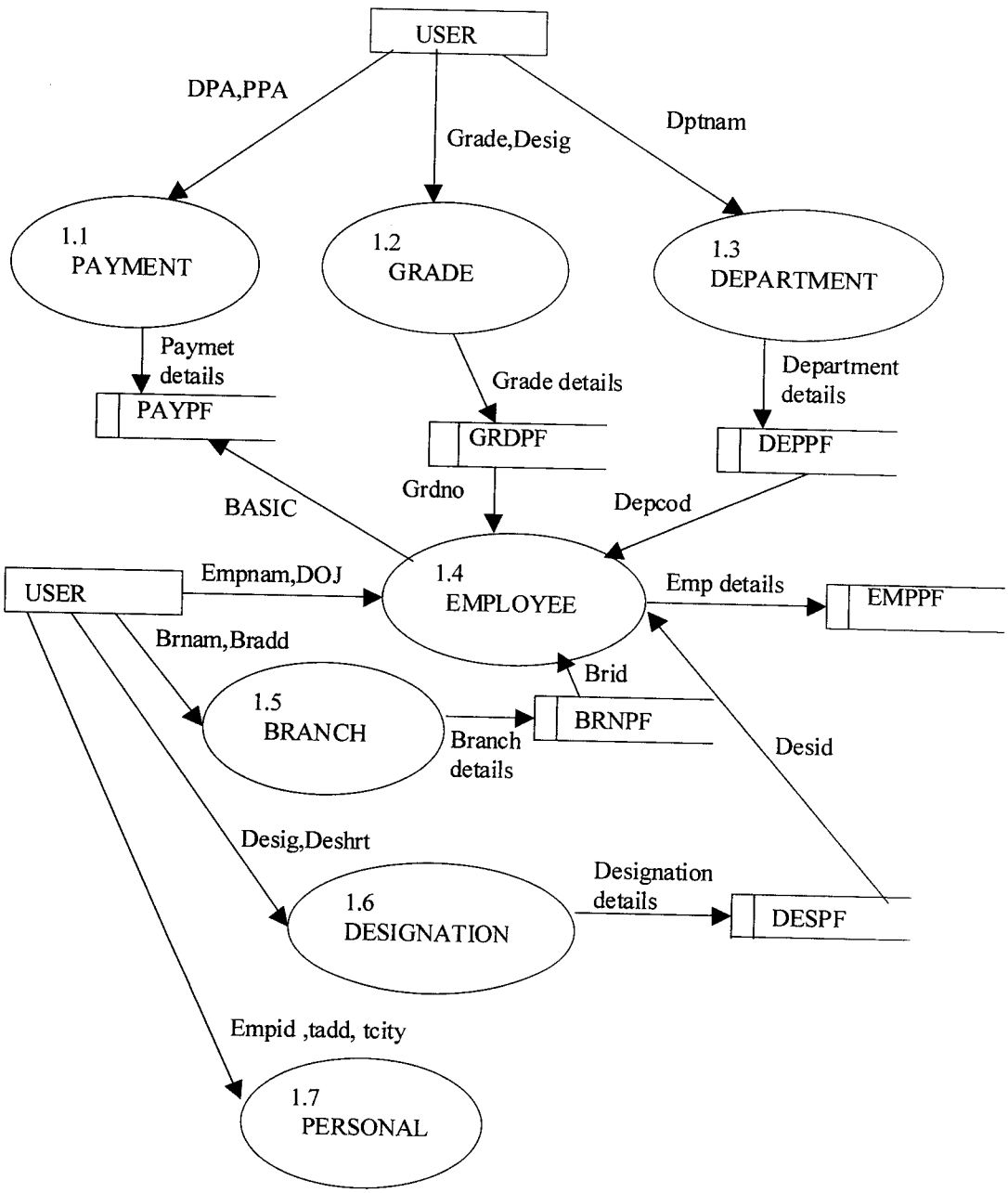

Employee details
USER
HUMAN RESOURCE MANAGEMENT
Reports
HR PERSONNEL
Query
Query results

APPENDIX
B. DATA FLOW DIAGRAMS

LEVEL 0


USER
1. Master Maintenance
2. Transaction
3. Enquiry
4. Reports

LEVEL 1


USER
DPA,PPA
Grade,Desig
Dptnam
1.1
PAYMENT
1.2
GRADE
1.3
DEPARTMENT
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details
Grade details
Department
details
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DEPPF
Grdno
BASIC
Depcod
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EMPLOYEE
Emp details
EMPPF
Brnam,Bradd
Brid
1.5
BRANCH
BRNPF
Branch
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DESPF
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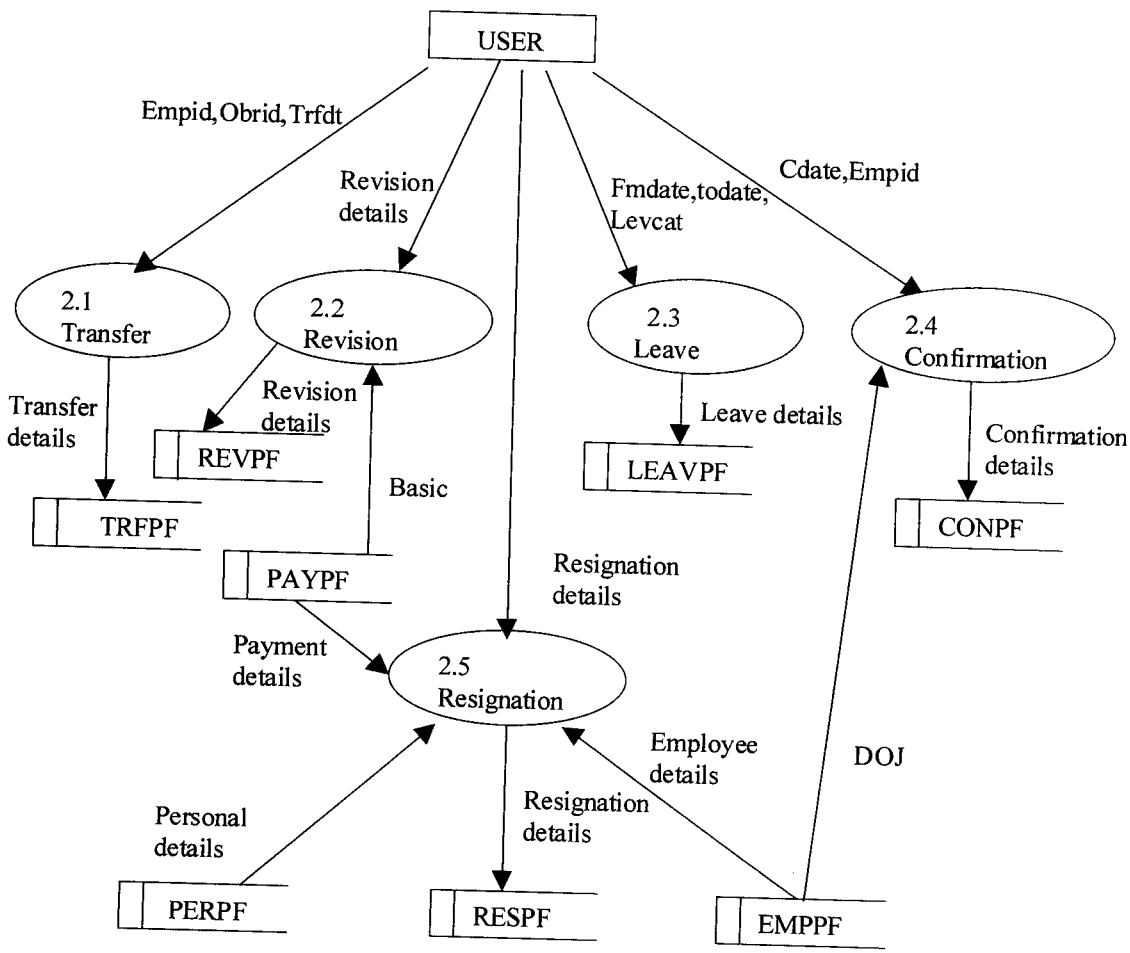
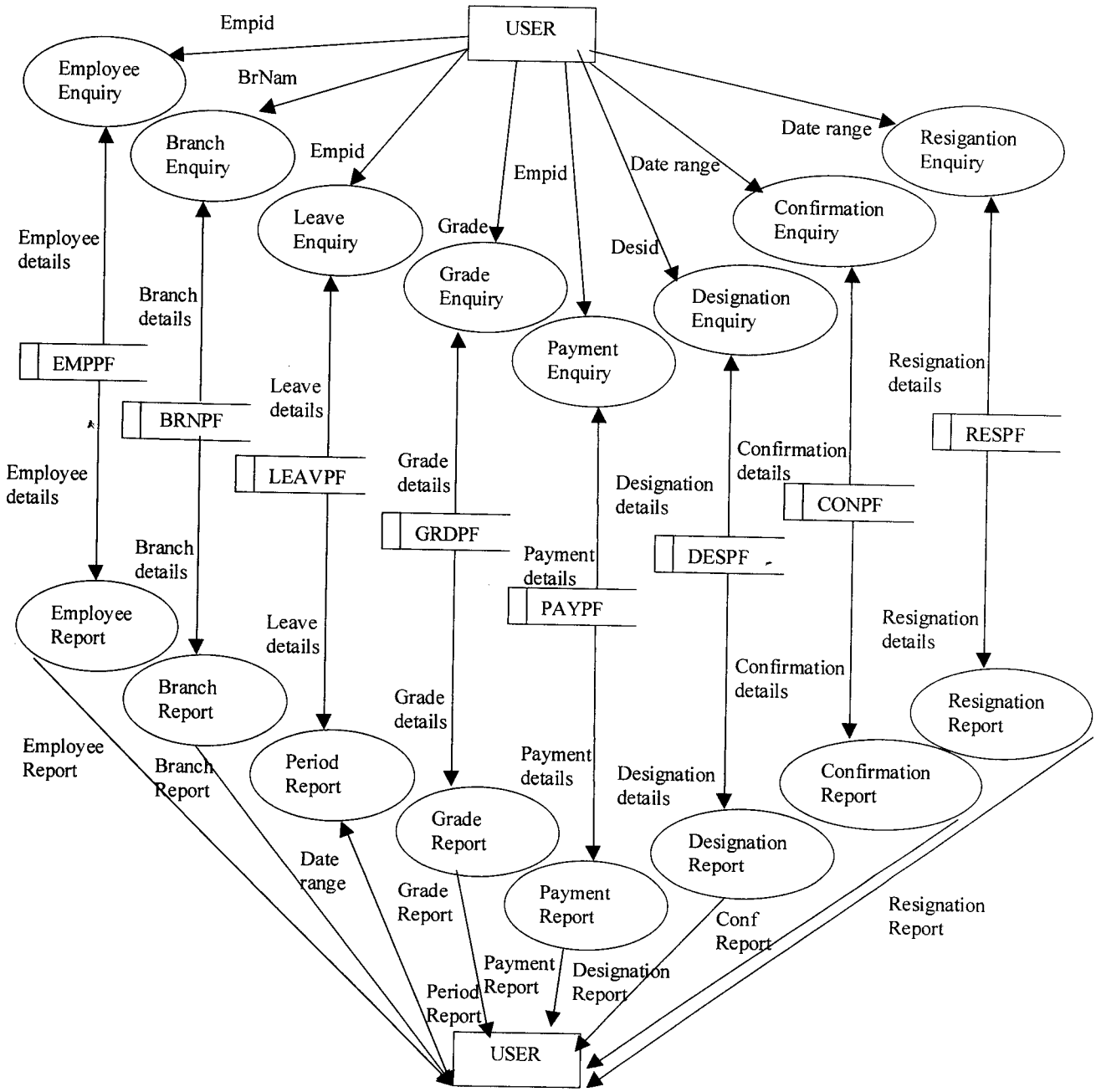
1.7
PERSONAL

LEVEL 2


USER
Empid,Obrid,Trfdt
Revision details
Fmdate,todate, Levcat
Cdate,Empid
2.1 Transfer
2.2 Revision
2.3 Leave
2.4 Confirmation
Transfer details
Revision details
Leave details
Confirmation details
REVPF
LEAVPF
CONPF
TRFPF
Basic
PAYPF
Resignation details
Payment details
2.5 Resignation
Employee details
DOJ
Personal details
Resignation details
PERPF
RESPF
EMPPF

LEVEL 3 & 4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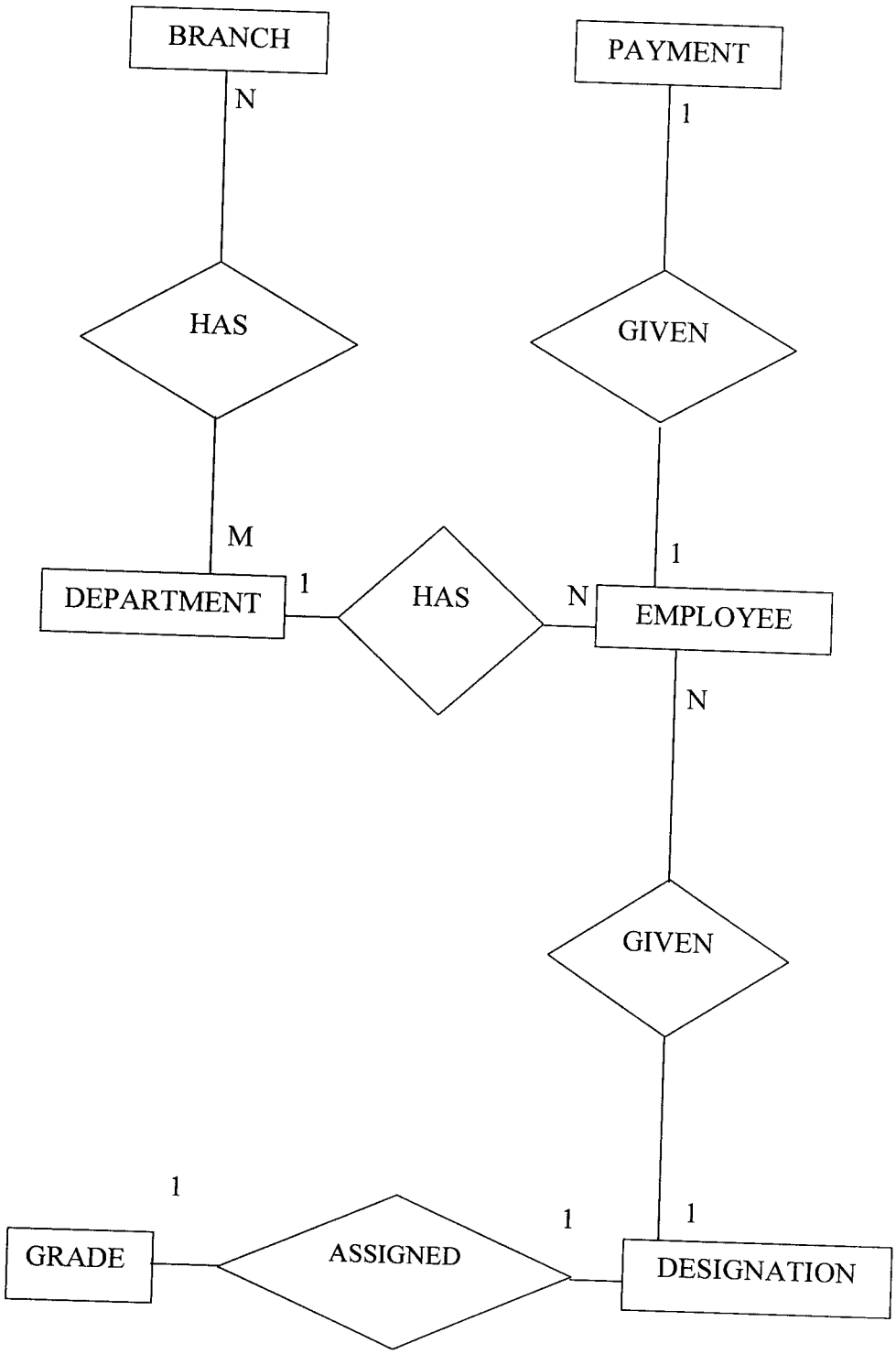
Empid
Employee Enquiry
BrNam
Branch Enquiry
Empid
Leave Enquiry
Grade
Grade Enquiry
Empid
Payment Enquiry
Date range
Desid
Designation Enquiry
Date range
Confirmation Enquiry
Date range
Resigantion Enquiry
Employee details
Branch details
Leave details
Grade details
Designation details
Confirmation details
Resignation details
EMPPF
BRNPF
LEAVPF
GRDPF
PAYPF
DESPF
CONPF
RESPF
Employee details
Branch details
Leave details
Grade details
Payment details
Designation details
Confirmation details
Resignation details
Employee Report
Branch Report
Period Report
Grade Report
Payment Report
Designation Report
Confirmation Report
Resignation Report
Employee Report
Branch Report
Date range
Grade Report
Payment Report
Conf Report
Resignation Report
Period Report
Payment Report
Designation Report
USER

APPENDIX
C. ENTITY RELATIONSHIP DIAGRAM


BRANCH
N
HAS
M
DEPARTMENT
1
HAS
N
EMPLOYEE
PAYMENT
1
GIVEN
1
N
GIVEN
1
1
DESIGNATION
1
ASSIGNED
1
GRADE

APPENDIX
D. DATA DICTIONARY

TABLE NAME : EMPPF

TABLE DESCRIPTION : EMPLOYEE

PRIMARY KEY : EMPID

FOREIGN KEY : GRDNO, BRNID, DESID, DEPCOD

FILED NAME	TYPE	DESCRIPTION
EMPID	Varchar	Employee Code
EMPNAM	Varchar	Employee Name
EMPADDI	Varchar	Employee Address
EMPCTY	Varchar	City
EMPPIN	Number	Pincode
EMPHONE	Number	Phone Number
DOJ	Date	Join Date
DIP	Varchar	Diploma
UG	Varchar	U.G.
PG	Varchar	P.G.
PROFQ	Varchar	Professional Qualification
SKILL	Varchar	Skill Set
GRDNO	Number	Grade Number
BRNID	Varchar	Branch Code
DESID	Varchar	Designation Code
DEPCOD	Varchar	Department Code

TABLE NAME : BRNPF

TABLE DESCRIPTION : BRANCH

PRIMARY KEY : BRID

FIELD NAME	TYPE	DESCRIPTION
BRID	Varchar	Branch Code
BRNAM	Varchar	Branch Name
BRADD	Varchar	Branch Address
BRCTY	Varchar	Branch City
BRPIN	Number	Branch Pincode
BRPHI	Number	Branch Phone 1
BRPH2	Number	Branch Phone 2
BRCL	Number	Branch Cell Phone
EMAIL	Varchar	E-mail ID
MGRNAM	Varchar	Manager
FAX	Number	Fax

TABLE NAME : DESPF

TABLE DESCRIPTION : DESIGNATION

PRIMARY KEY : DESID

FIELD NAME	TYPE	DESCRIPTION
DESID	Varchar	Designation Code
DESIG	Varchar	Designation
DESHRT	Varchar	Designation in short

TABLE NAME : PERPF

TABLE DESCRIPTION : PERSONAL

FOREIGN KEY : EMPID

FIELD NAME	TYPE	DESCRIPTION
EMPID	Varchar	Employee Code
TADD	Varchar	Temporary Address
TCTY	Varchar	City
TPIN	Number	Pincode
TPHON	Number	Phone Number
DOB	Date	Date of Birth
POB	Varchar	Place of Birth
LANG	Varchar	Languages known
BLOOD	Varchar	Blood group
WEIGHT	Number	Weight
HEIGHT	Number	Height
VISION	Varchar	Vision
EMFNAM	Varchar	Father Name
DOBF	Date	DOB OF Father
MOTHER	Varchar	Mother Name
DOBM	Date	DOB of Mother
SPOUSE	Varchar	Spouse Name
CHILD1	Varchar	Child Name
DOBC1	Date	DOB of Child1
CHILD2	Varchar	Child2 Name
DOBC2	Date	DOB of Child2

TABLE NAME : PAYPF

TABLE DESCRIPTION : PAYMENT

FOREIGN KEY : EMPID

FIELD NAME	TYPE	DESCRIPTION
EMPID	Varchar	Employee Code
BASIC	Number	Basic
DA	Number	Dearness Allowance
LUNCHA	Number	Lunch Allowance
CCA	Number	City Compensatory All.
SA	Number	Special Allowance
CONVEY	Number	Conveyance
HRA	Number	HRA
DPA	Number	DPA
PPA	Number	PPA
EDUA	Number	Education Allowance
TECHJR	Number	Technical Journal
BUSATR	Number	Business Attirement
LTA	Number	Leave Travel Allowance
PF	Number	Provident Fund
ESI	Number	ESI
GRTY	Number	Gratuity
PTAX	Number	Professional Tax
ITAX	Number	Income Tax
LOAN	Number	Loans
LOANDA	Number	Loan Deduction Amount
OTHERD	Number	Other Deductions
PERINC	Number	Performance Incentive
MEDI	Number	Medical Reimbursement

FIELD NAME	TYPE	DESCRIPTION
BOOK	Number	Books Reimbursement
ENTER	Number	Entertainment
TPONE	Number	Telephone
HOUSE	Number	House Related
VEHMAN	Number	Vehicle Maintenance
CREDIT	Number	Credit Card
CLUB	Number	Club Membership
CL	Number	Casual Leave
SL	Number	Sick Leave
PL	Number	Paid Leave
LLOP	Number	Leave Loss of Pay
OTHERL	Number	Other Leaves

TABLE NAME : LEAVPF

TABLE DESCRIPTION : LEAVE

FOREIGN KEY : EMPID

FIELD NAME	TYPE	DESCRIPTION
EMPID	Varchar	Employee Code
FMDATE	Date	From Date
TODATE	Date	To Date
LEVCAT	Varchar	Leave Category

TABLE NAME : REVPF

TABLE DESCRIPTION : REVISION

PRIMARY KEY : REVID FOREIGN KEY : EMPID, DESID

FIELD NAME	TYPE	DESCRIPTION
REVID	Varchar	Revision Code
EMPID	Varchar	Employee Code
DESID	Varchar	Designation Code
BASIC	Number	Basic
HRA	Number	HRA
DPA	Number	DPA
PPA	Number	PPA
EDUA	Number	Education Allowance
TECHJR	Number	Technical Journal
LUNCHA	Number	Lunch Allowance
CONVEY	Number	Conveyance
BUSATR	Number	Business Attirement
LTA	Number	Leave Travel Allowance
OTHERN	Varchar	Other Earning
PF	Number	Provident Fund
ESI	Number	ESI
REVDT	Date	Date

TABLE NAME : CONPF

TABLE DESCRIPTION : CONFIRMATION

PRIMARY KEY : CONID FOREIGN KEY : EMPID

FIELD NAME	TYPE	DESCRIPTION
CONID	Varchar	Confirmation code
EMPID	Varchar	Employee Code
CDATE	Date	Confirmation Date

TABLE NAME : TRFPF

TABLE DESCRIPTION : TRANSFER

PRIMARY KEY : TRFID FOREIGN KEY : EMPID

FIELD NAME	TYPE	DESCRIPTION
TRFID	Varchar	Transfer Code
EMPID	Varchar	Employee Code
OBRID	Varchar	Old Branch Code
TRFDT	Varchar	Transfer Date

TABLE NAME : DEPPF

TABLE DESCRIPTION : DEPARTMENT

PRIMARY KEY : DEPCOD

FIELD NAME	TYPE	DESCRIPTION
DEPCOD	Varchar	Department Code
DPTNAM	Varchar	Department Name

TABLE NAME : GRDPF

TABLE DESCRIPTION : GRADE

PRIMARY KEY : GRADE

FIELD NAME	TYPE	DESCRIPTION
GRADE	Number	Grade Number
DESIG	Varchar	Designation

TABLE NAME : RESPF

TABLE DESCRIPTION : RESIGNATION

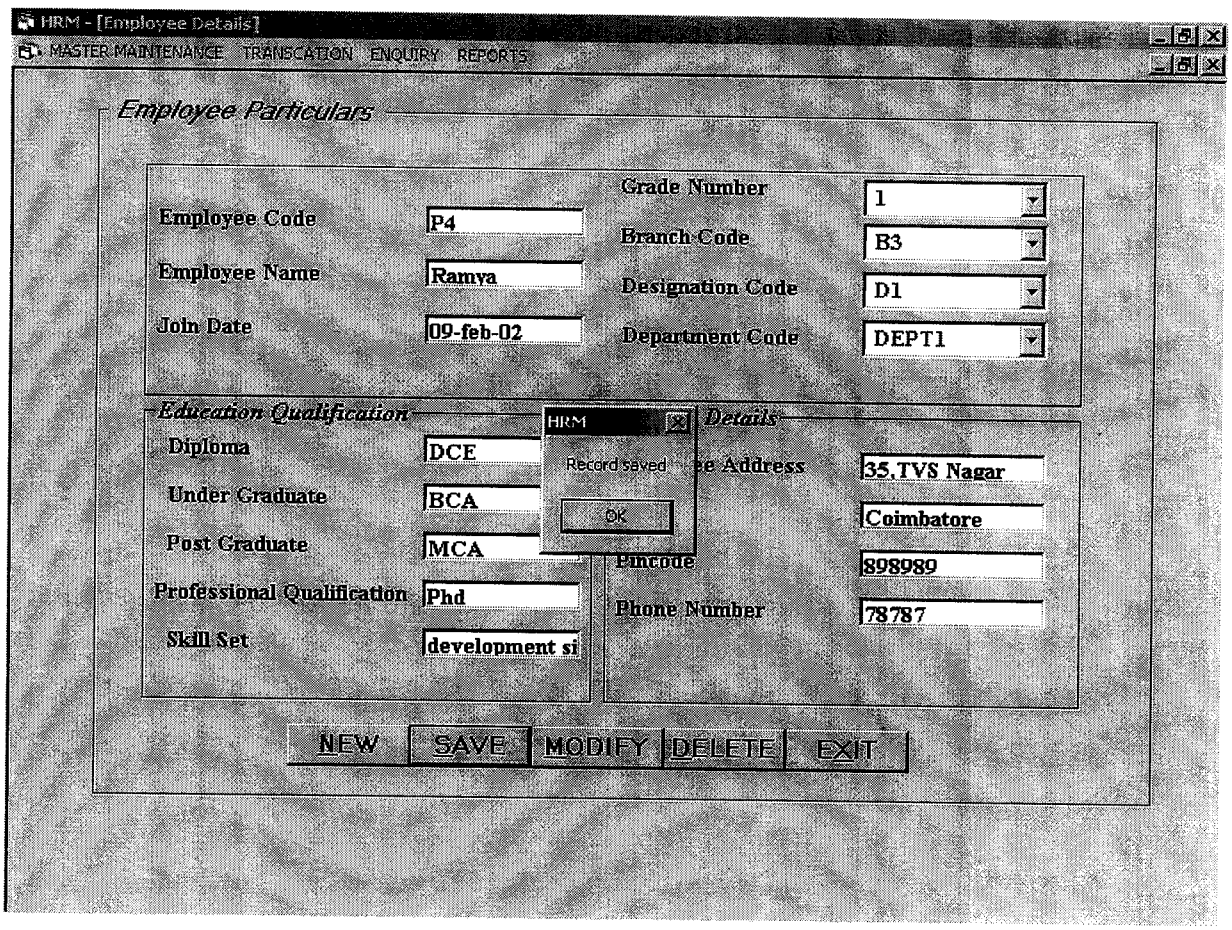
PRIMARY KEY : RESID FOREIGN KEY : EMPID

FIELD NAME	TYPE	DESCRIPTION
RESID	Varchar	Resignation Code
EMPID	Varchar	Employee Code
EMPNAM	Varchar	Employee Name
EMPADDI	Varchar	Employee Address
EMPCTY	Varchar	City
EMPPIN	Number	Pin Code
EMPPHONE	Number	Phone No.
EMPJOIND	Date	Join Date
DIP	Varchar	Diploma
UG	Varchar	U.G.
PG	Varchar	P.G.
PROFQ	Varchar	Professional Qual
SKILL	Varchar	Skill Set
DESID	Varchar	Designation Code
GRDNO	Varchar	Grade Number
BRNID	Varchar	Branch Code
DEPCOD	Varchar	Department Code
BASIC	Number	Basic
PTAX	Number	Professional Tax
ITAX	Number	Income Tax
LOAN	Number	Loans
LOANDA	Number	Loan Deduction Amount
OTHERD	Number	Other Deductions
PERINC	Number	Performance Incentive
MEDI	Number	Medical Reimbursement

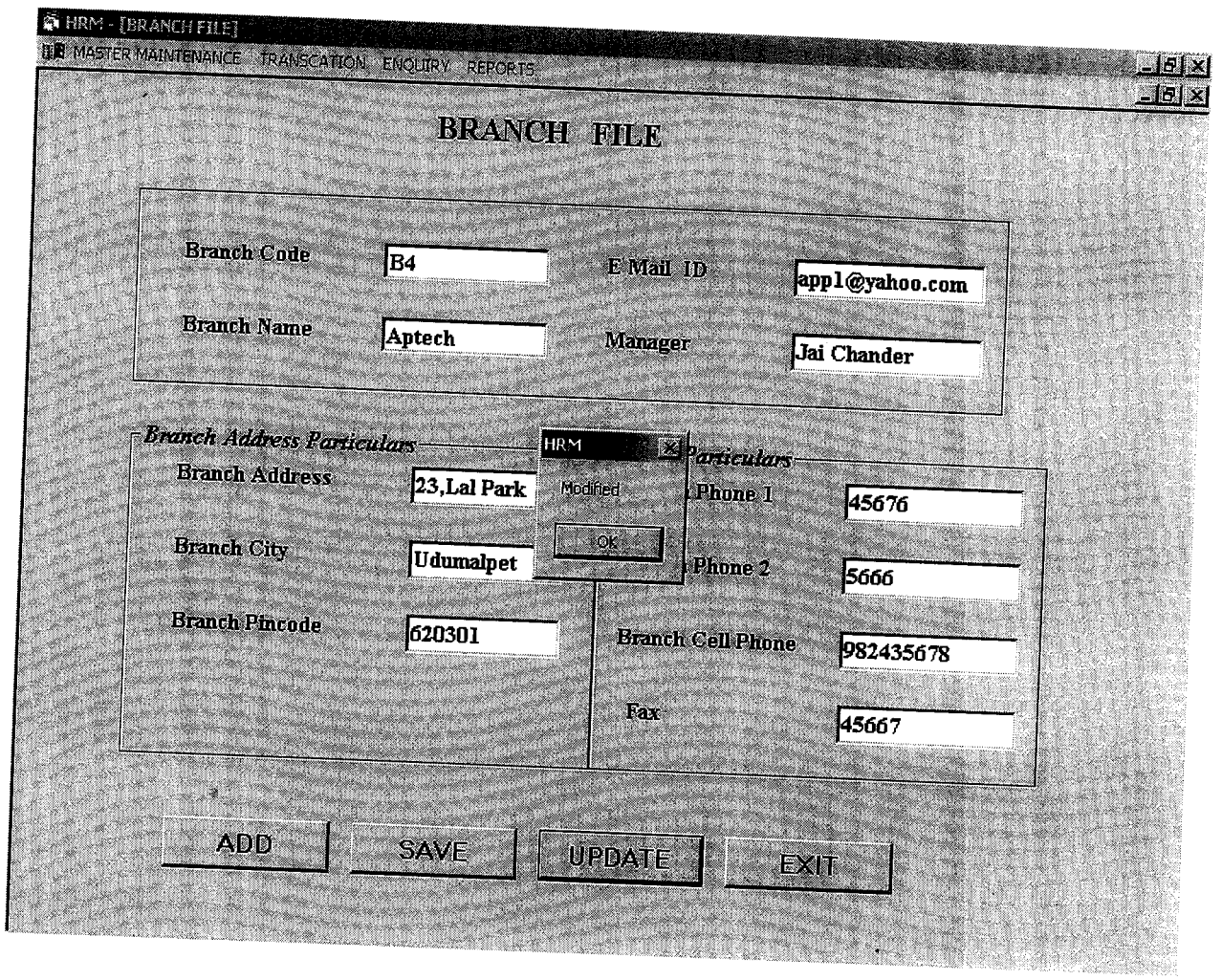
FIELD NAME	TYPE	DESCRIPTION
BOOK	Number	Book Reimbursement
BLOOD	Varchar	Blood Group
EMFNAM	Varchar	Father's Name
DOBF	Date	DOB of Father
SPOUSE	Varchar	Souse Name
CHILD1	Varchar	Child1 Name
DOBC1	Date	DOB of Child1
CHILD2	Varchar	Child2 Name
DOBC2	Date	DOB of Child 2
RESIGN DATE	Date	Resignation Date

APPENDIX
E. SCREEN LAYOUTS

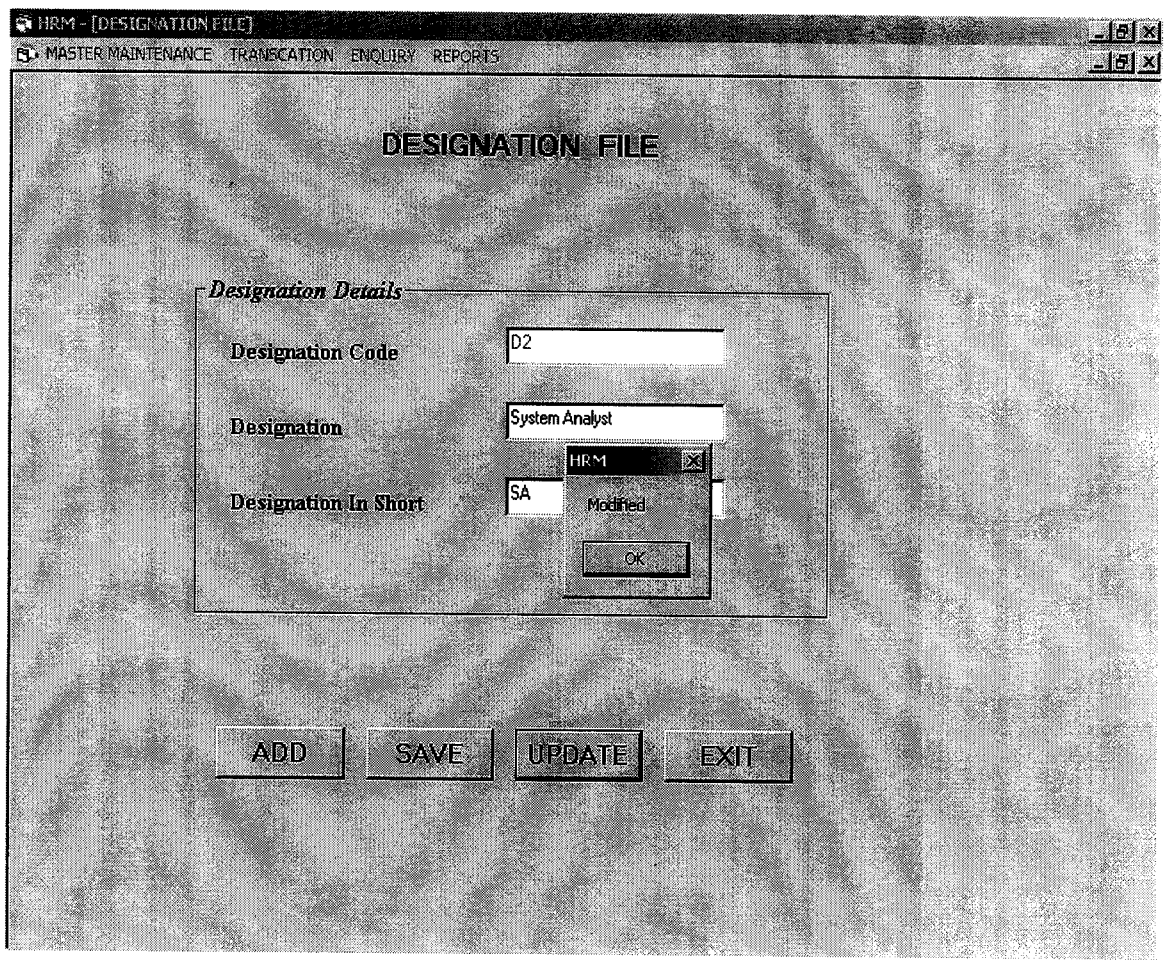
EMPLOYEE


HRM - [Employee Details]
MASTER MAINTENANCE TRANSCATION ENQUIRY REPORTS
Employee Particulars
Employee Code
P4
Employee Name
Ramya
Join Date
09-feb-02
Grade Number
1
Branch Code
B3
Designation Code
D1
Department Code
DEPT1
Education Qualification
Diploma
DCE
Under Graduate
BCA
Post Graduate
MCA
Professional Qualification
Phd
Skill Set
development si
HRM
Record saved
OK
Details
e Address
35,TVS Nagar
Coimbatore
Pincode
898989
Phone Number
78787
NEW
SAVE
MODIFY
DELETE
EXIT

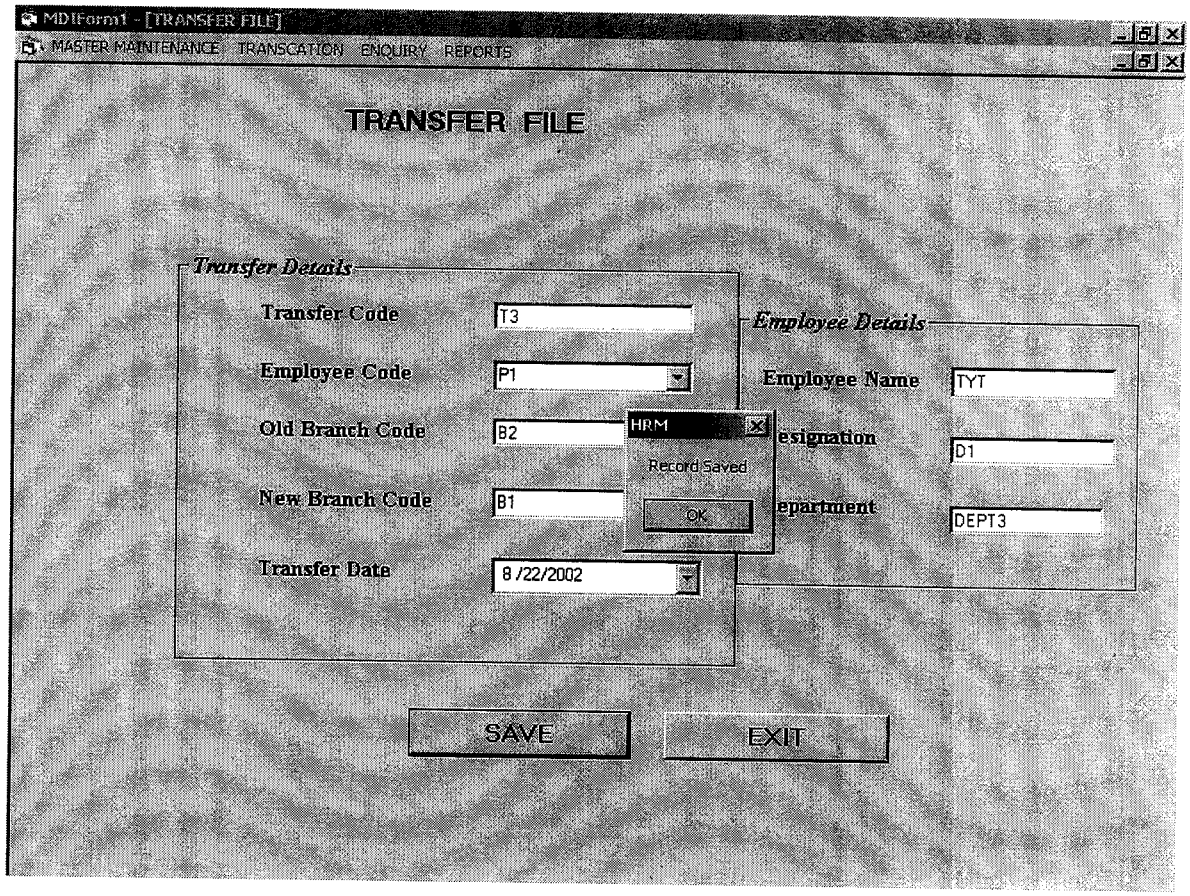
BRANCH


HRM - [BRANCH FILE]
MASTER MAINTENANCE TRANSCATION ENQUIRY REPORTS
BRANCH FILE
Branch Code
B4
E Mail ID
appl@yahoo.com
Branch Name
Aptech
Manager
Jai Chander
Branch Address Particulars
Branch Address
23,Lal Park
Branch City
Udumalpet
Branch Pincode
620301
HRM
Modified
OK
Particulars
Phone 1
45676
Phone 2
5666
Branch Cell Phone
982435678
Fax
45667
ADD
SAVE
UPDATE
EXIT

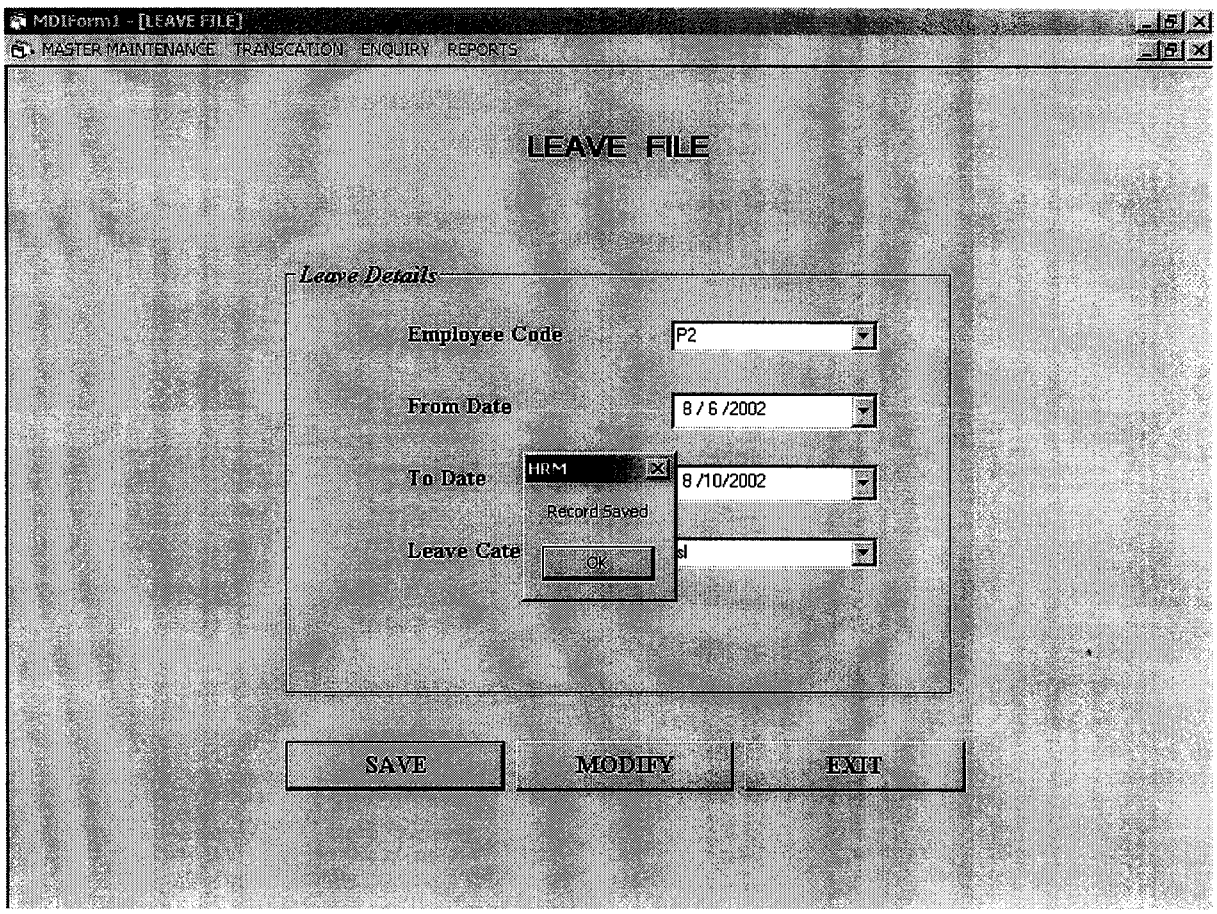
DESIGNATION



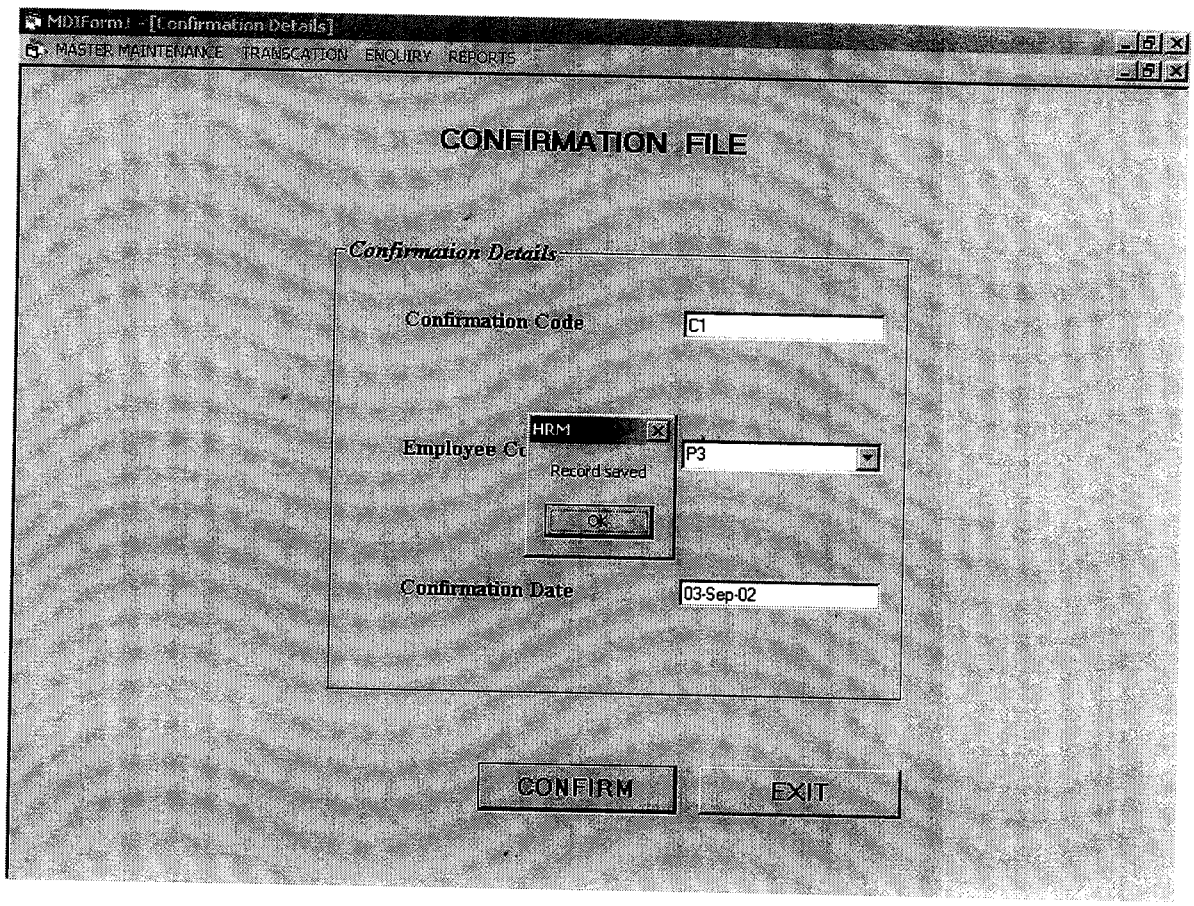
TRANSFER


MDIForm1 - [TRANSFER FILE]
MASTER MAINTENANCE TRANSCATION ENQUIRY REPORTS
TRANSFER FILE
Transfer Details
Transfer Code
T3
Employee Code
P1
Old Branch Code
B2
New Branch Code
B1
Transfer Date
8 /22/2002
Employee Details
Employee Name
TYT
esignation
D1
epartment
DEPT3
HRM
Record Saved
OK
SAVE
EXIT

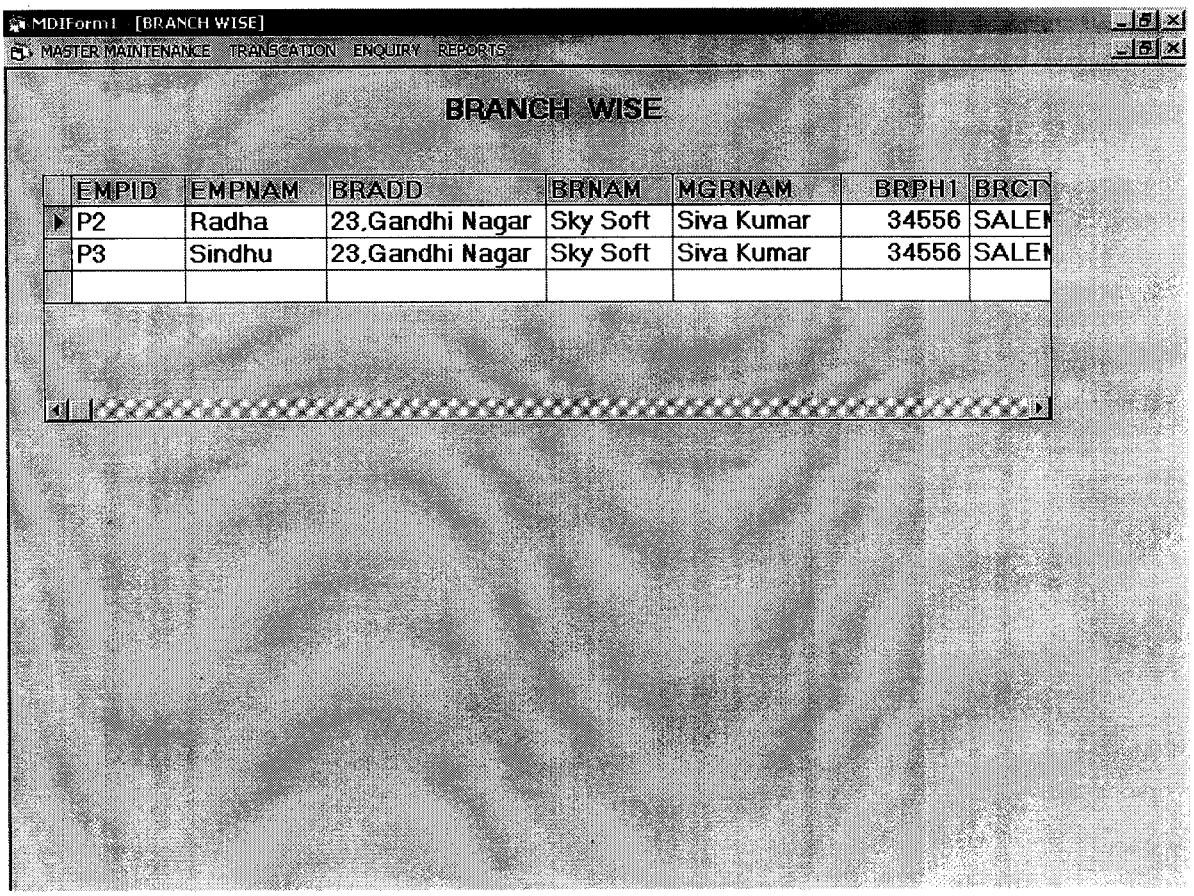
LEAVE


MDIForm1 - [LEAVE FILE]
MASTER MAINTENANCE TRANSCATION ENQUIRY REPORTS
LEAVE FILE
Leave Details
Employee Code
P2
From Date
8 / 6 /2002
To Date
8 /10/2002
Leave Cate
HRM
Record Saved
OK
SAVE
MODIFY
EXIT

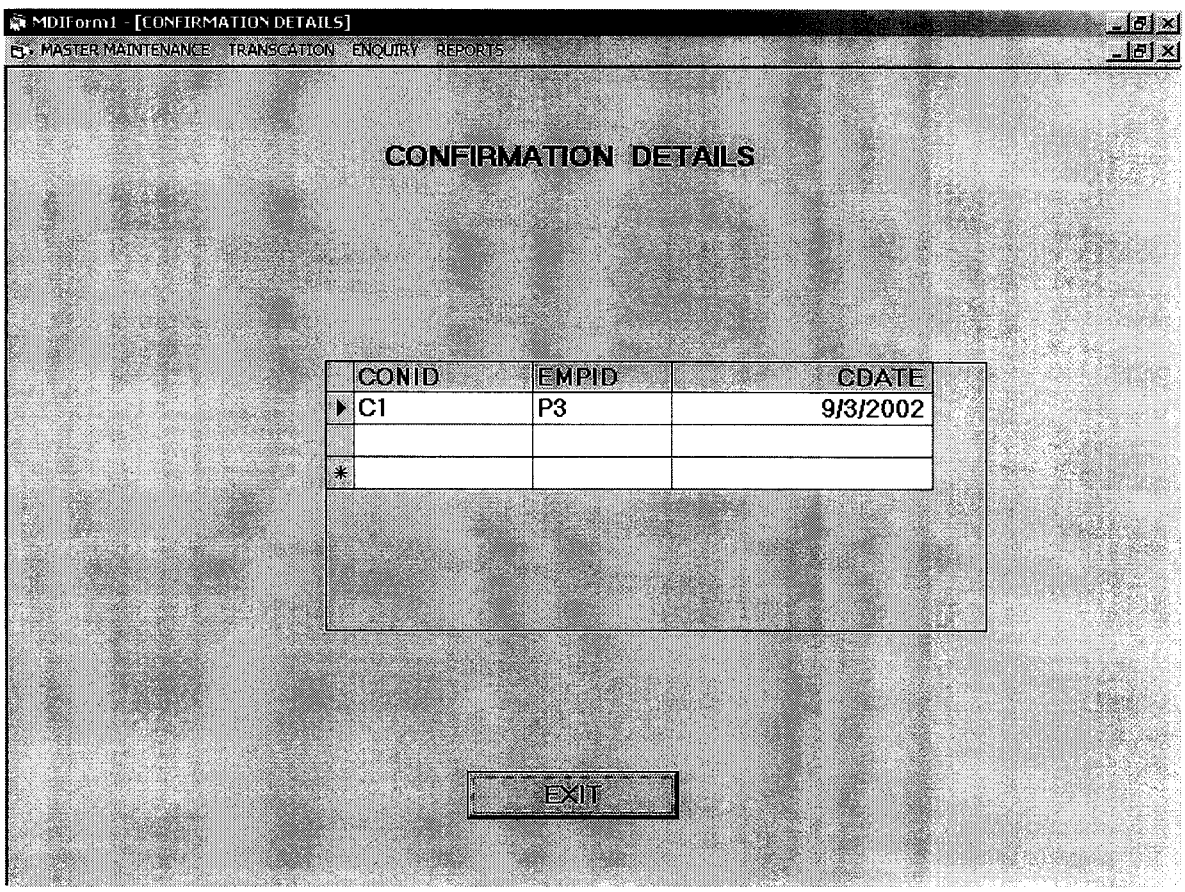
CONFIRMATION



BRANCHWISE

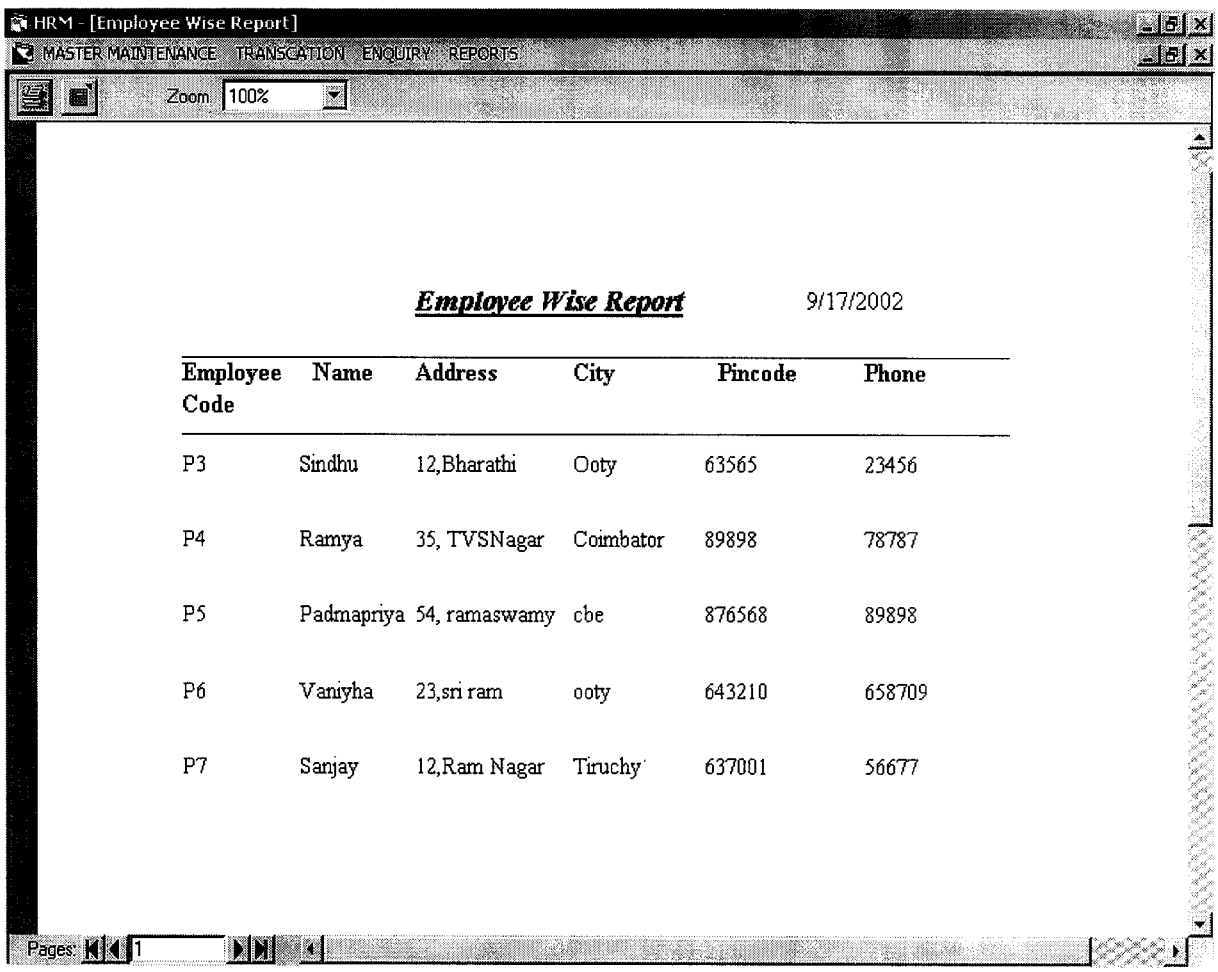

MDIForm1 [BRANCH WISE]
MASTER MAINTENANCE TRANSCATION ENQUIRY REPORTS
BRANCH WISE
EMPID EMPNAM BRADD BRNAM MGRNAM BRPH1 BRCT
P2 Radha 23,Gandhi Nagar Sky Soft Siva Kumar 34556 SALE
P3 Sindhu 23,Gandhi Nagar Sky Soft Siva Kumar 34556 SALE

CONFIRMATION DETAILS

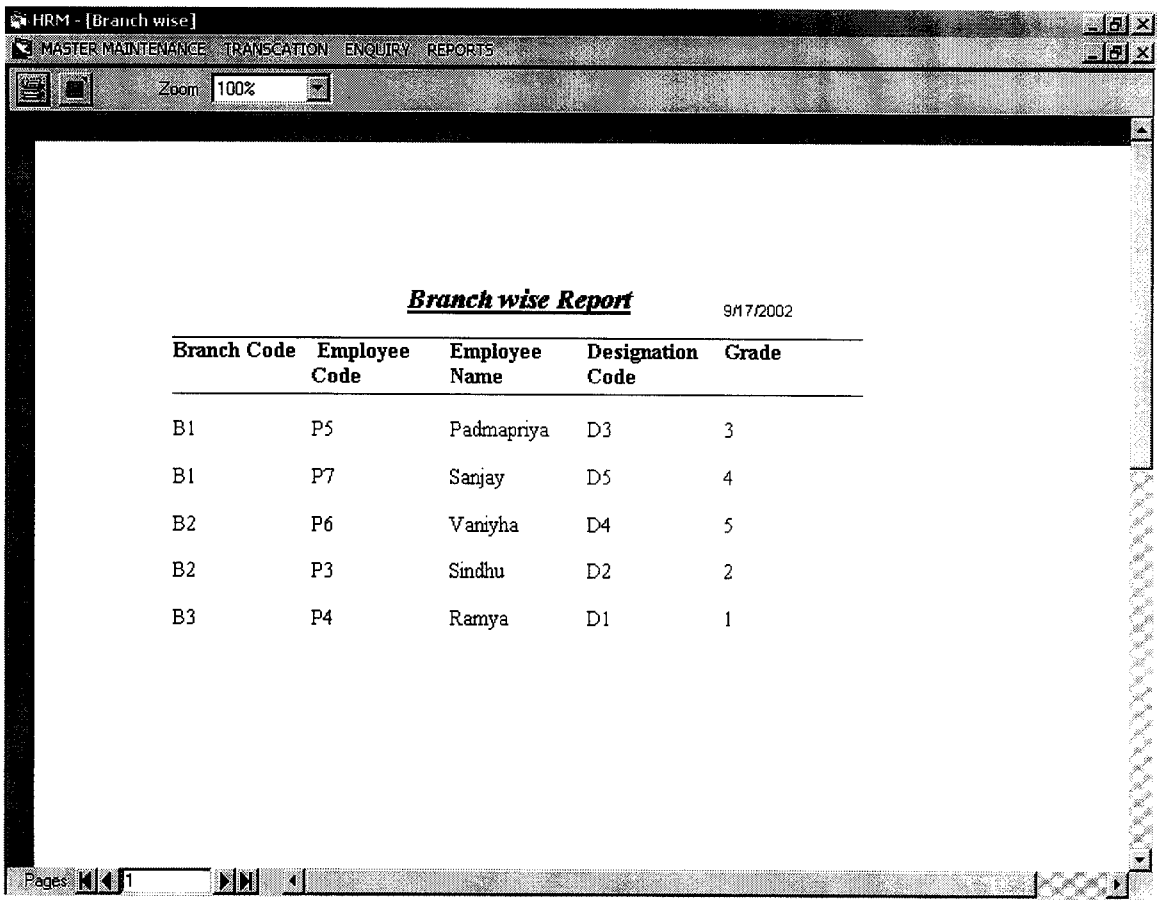


APPENDIX
F. SAMPLE REPORTS

EMPLOYEE WISE REPORT



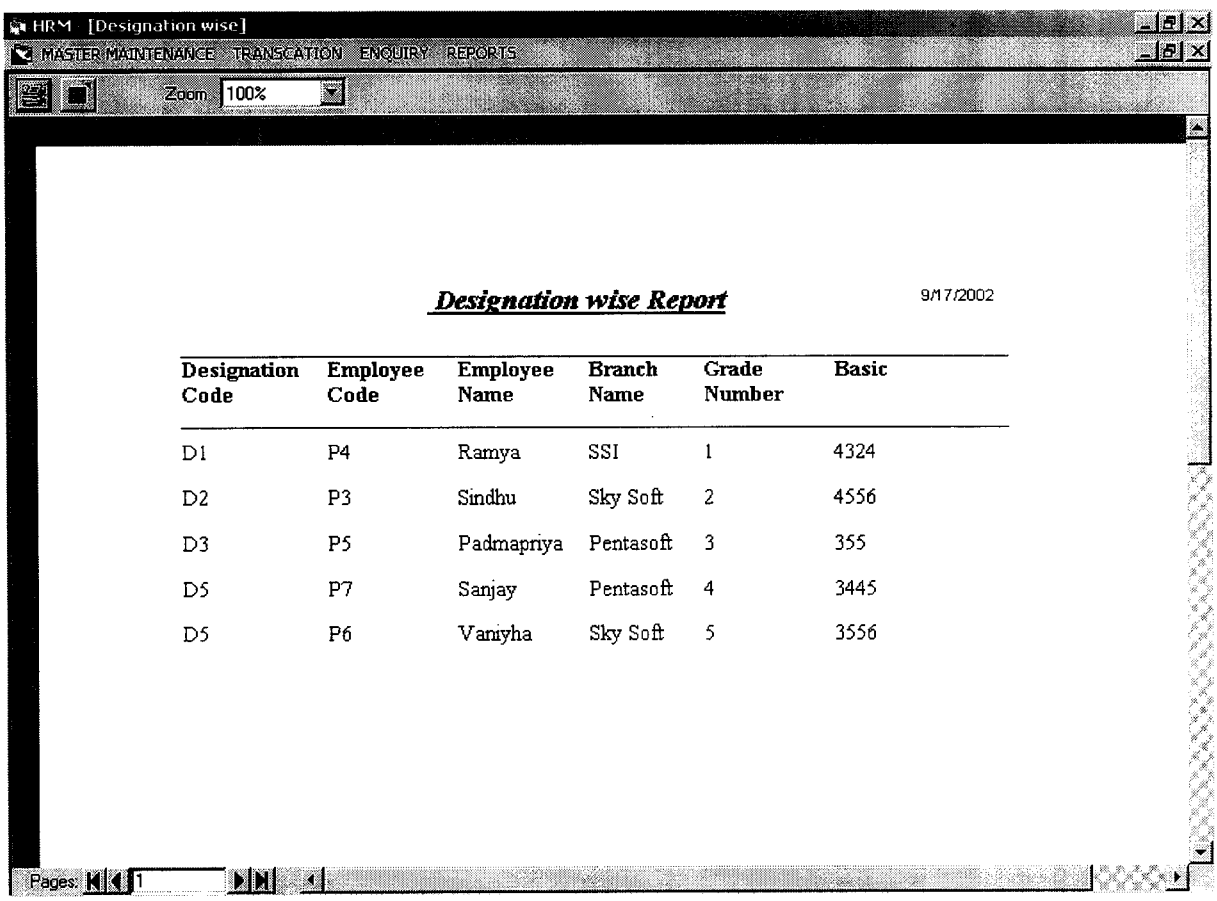
BRANCH WISE REPORT



Branch wise Report 9/17/2002

Branch Code	Employee Code	Employee Name	Designation Code	Grade
B1	P5	Padmapriya	D3	3
B1	P7	Sanjay	D5	4
B2	P6	Vaniyha	D4	5
B2	P3	Sindhu	D2	2
B3	P4	Ramya	D1	1

DESIGNATION WISE REPORT

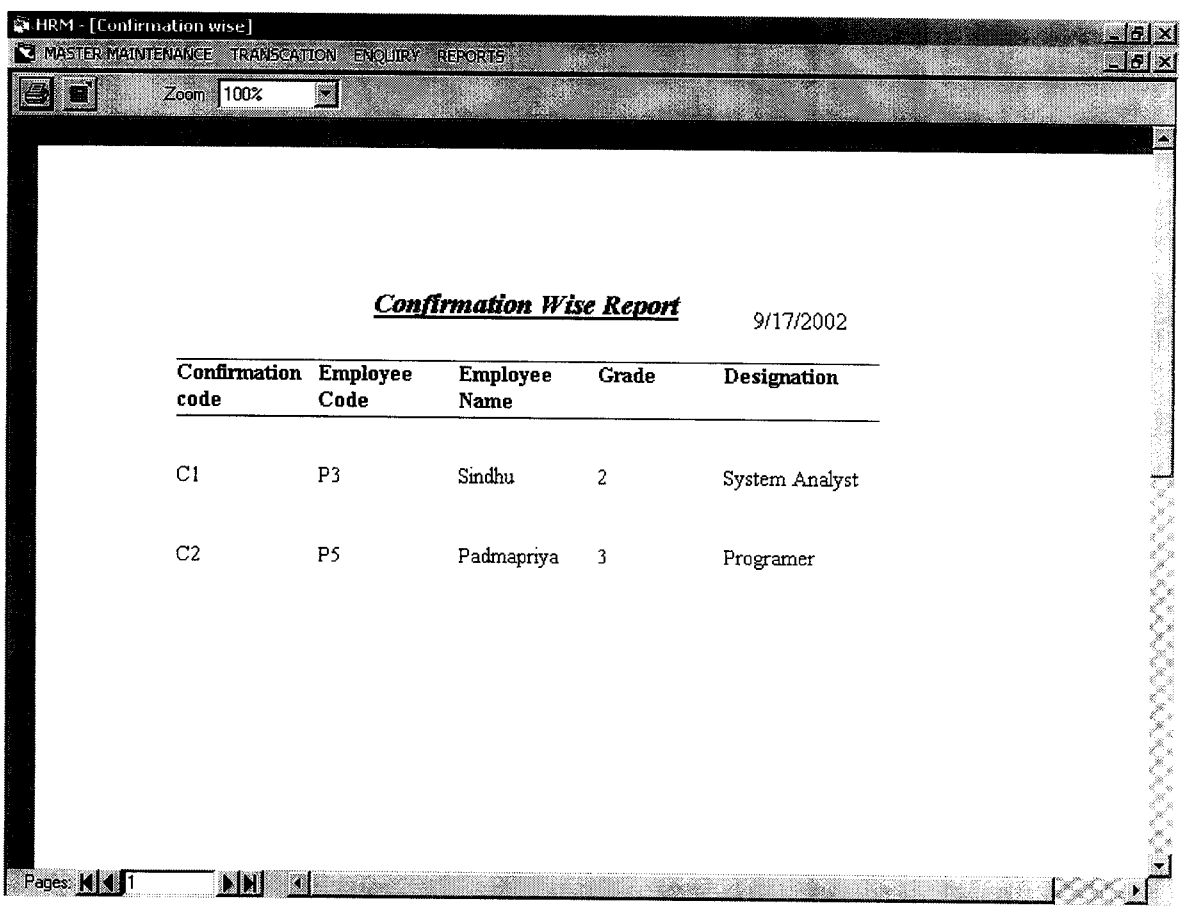


Designation wise Report

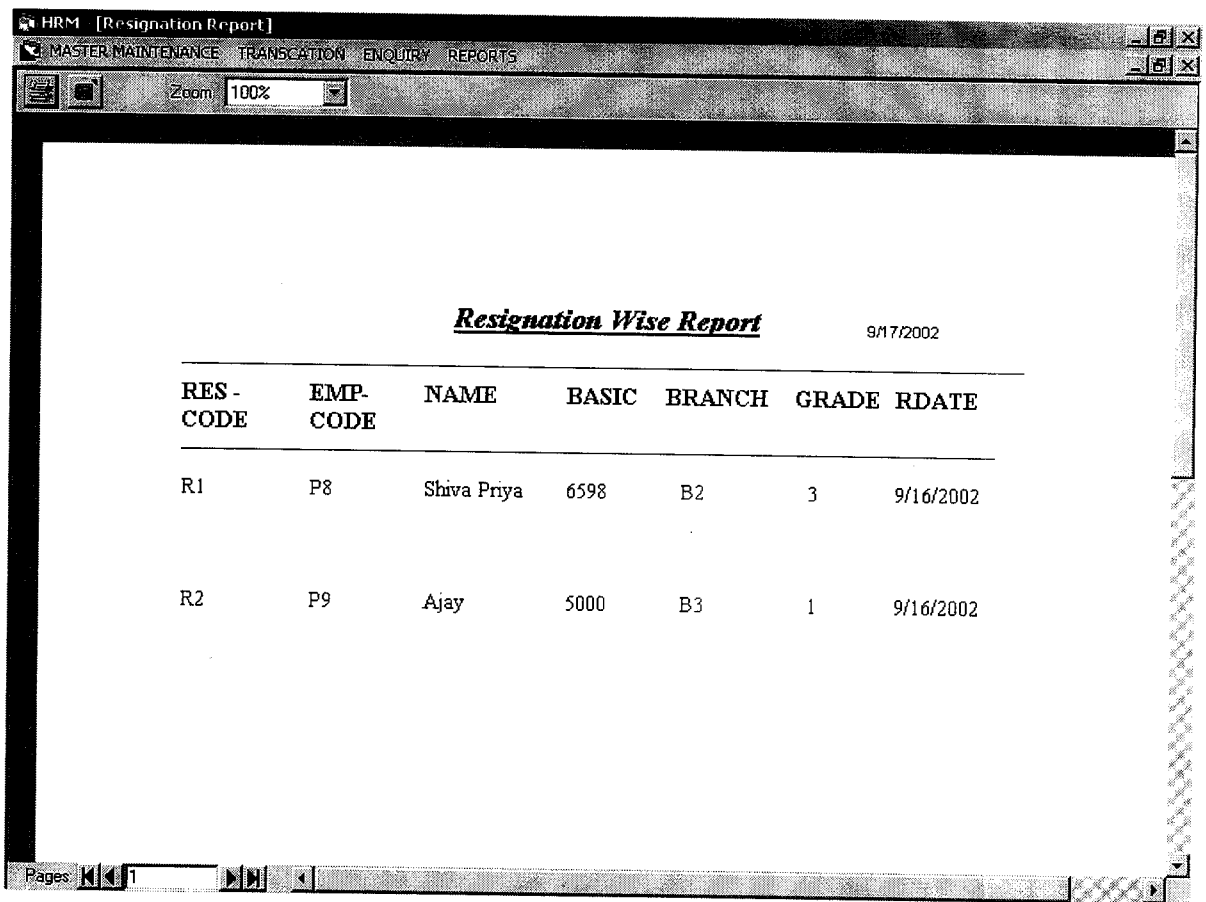
9/17/2002

Designation Code	Employee Code	Employee Name	Branch Name	Grade Number	Basic
D1	P4	Ramya	SSI	1	4324
D2	P3	Sindhu	Sky Soft	2	4556
D3	P5	Padmapriya	Pentasoft	3	355
D5	P7	Sanjay	Pentasoft	4	3445
D5	P6	Vaniyha	Sky Soft	5	3556

CONFIRMATION WISE REPORT



RESIGNATION WISE REPORT



Resignation Wise Report 9/17/2002

RES - CODE	EMP-CODE	NAME	BASIC	BRANCH	GRADE	RDATE
R1	P8	Shiva Priya	6598	B2	3	9/16/2002
R2	P9	Ajay	5000	B3	1	9/16/2002

P 822