

# Online Employee Management System

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**Abstract** - In the ever-changing world of technology, every organization whether it is big or small has to overcome human resources challenges. Evolution in modern-day industrialization has resulted in different challenges in different sectors of organizations, therefore a convincing Employee Management System that is also adaptive to an organization's managerial needs can be significant. The right EMS helps in strategic planning and helps ensure to meet the future goals of an organization. The main purpose of implementing a proper Employee Management System is to be equipped with modern technology that boosts performance and productivity and also achieving paperless management. Without a proper employee task management system in an organization, it is very unvaried and difficult for the human resource department to maintain records of every employee in the organization and even harder for project managers to assign tasks or jobs to the project team. Using modern technologies like Cloud Computing also offers Information accessibility on the go, allowing the management to be more flexible. This system eliminates the drawbacks of the existing conventional management system which are time-consuming and also confusing if not properly scheduled. The Employee Management System is a distributed system, developed to maintain a systematic collection of information of the workforce within an organization.

**Key Words:** employee management system, human resources, HTML, CSS, PHP.

## 1. INTRODUCTION

Employees are considered to be the backbone of an organization and hence their management plays a vital role in driving the success of the organization. Utilizing a company's most valuable asset, its human resources to their maximum potential sometimes necessitates the use of technology that effectively addresses time limits and management issues. An Employee management system makes it very easy and efficient for the employer to keep a track of all the records. Such records of the organization are meant to be streamlined the organization's input and consequently, maximize its performance. This Employee management system is expected to be user-friendly and offers easy to access data and it also enables the employees to create and store their records. Without a proper employee management system, it is very difficult for

the human resource department to track every employee of the organization and even harder for the project manager to assign tasks to the project team. The system will maintain all payroll activities like managing employee's data, assigning tasks to a specific employee with a start date and an end date of the task, updating employee's data, receiving and responding to employee's feedback, etc. This application is designed to ease the process of storing both official and personal details of the employees in an organization. It is simple to understand and can be used by anyone who is not even familiar with the employee's system. It is simple and allows the user to input and also retrieve the data of the employees easily. It is user-friendly and can perform many operations of an organization. This application is developed using HTML (Hypertext Markup Language), CSS (Cascading Style Sheets), and JS (JavaScript) for the Front end and it uses PHP (Hypertext Preprocessor), MySQL for the Back end, and WampSever for the server-side. This application has a multi-user approach with modules likes Admin and Employee. For further improvements, user's feedback will be considered. The application takes care of the database and day-to-day operations as it developed using the powerful and widely used MySQL.

## 2. OBJECTIVES

The objectives of this Online Employee Management System are as follows –

**Paperless Administration:** To remove the drawback from the existing conventional systems to record information of employees in a bunch of files which makes it very difficult to access the required data whenever needed.

**Ease to information accessibility:** As the conventional system needs a lot of human resource work to maintain and keep records of the details of all the working employees in the organization. Using a convenient employee management system in the organization will boost the performance and productivity and hence lowering the workload of the human resource. Integration of modern cloud-based technology will

make the system available to any device connected over the internet, thus making information retrieval easier than ever.

### 3. EXISTING SYSTEMS

The existing human resource management system faced many issues as it was not very secure and took a lot of processing time for simple organizational activities. The idea to design this new system is born to overcome the issues faced by the existing systems. This system will maintain the employee data efficiently, make easy controlling employees, access control of the employees, and easy assignments of tasks. This system can also be implemented in any big or small-scale organization with ease.

Some disadvantages of the existing systems are:

- Extra manual work is required. Hence, demand for more human resources.
- Difficulty in modification of data. When working with paper documents, making any adjustments is significantly more difficult.
- The accompanying expenditures are one of the most significant disadvantages of a paper-based document management system.
- Manual management of data is a difficult and time-consuming task. It is difficult to handle and preserve each and every document safely.

### 4. A PROBLEM STATEMENT

Handling personnel information by hand has a variety of drawbacks. In the existing systems, it can be seen that when an employee must fill out paperwork for any feedback that may take weeks or months to be reviewed and authorized. The usage of existing practices such as paperwork in some of the day-to-day processes of the organization may lead to human mistakes, as important documents can end up in the wrong hands, not to mention that it also takes a lot of time. In this system employee information will be stored in a database with complete privacy and authorized access. The goal is to create a system that includes the entire employee's working status, personal information, etc. On the one hand, this system should have an application program and, on the other, a database (data repository). The application should retrieve, insert, update and delete data from the database, among other activities. Any new feature will be the subject of future module development. The logical database model should be tailored to the work

at hand and meet the minimum criteria. The system's interface should be user-friendly, and it should be as simple to operate as feasible. Within the software, everything should be logically and functionally interconnected and completely respond to the database structure.

### 5. PROPOSED SYSTEM

The proposed system is created to address all of the flaws in the existing employee management system. The system will in charge of keeping track of employee information including their profiles and also allotting assignments to them. The modules add tasks and view tasks have been introduced to this system's admin and employee modules, respectively. The admin provides certain duties to the employees using the add tasks module. The employee receives the duties from the administrator in the view tasks module. The system's administrator can add, update and delete employee's data from the database. The user must log in using a valid username/password combination that is compared to the credentials stored in the database. If a user forgets his password, he can utilize the forgot password module on the login page, where he must answer his security question before being able to reset his password. During the user registration procedure, each user is assigned a unique username and password combination. The system logs in the newly added user using a predefined password by the admin, which can be modified later to a more secure password.

Features of the proposed system are as follows:

Consistent- Every page of the website should have the same design and feel. The header/logo, heading style, typefaces, navigation, and other elements should be consistent throughout all pages.

Efficient and easy to maintain- This relates to the requirement to segregate content from the layout so that we can easily modify the look of the pages without having to alter every page on the site.

Layout- Each page's layout should have a nice contrast between the text and the background. This greatly improves visibility because it is difficult to see text that is nearly the same colour as the background.

Easy to use and navigate- Users should have no trouble navigating the site. Consistent and well-labelled navigation links are essential. All navigation links

should also function properly and go to their desired location.

Following are the advantages of the proposed system:

- Highly Secured – MySQL protects data through secure connections, authentication services, fine-grained authorization and controls, and data encryption, among other features.
- Accurate input and output of data - The unstructured or less-structured free text dominates the paper-based record. Whereas, The EMS's structured elements are provided via the highly standardized "data abstract" component which makes input and output of data very accurate.
- Easy to use and maintain – Simple and consistent layout throughout the whole system makes it very easy to use and pushing small updates at times when needed makes it easy to maintain.
- Highly portable and compatible – This system is considered to be highly portable and compatible as transferring the whole system to another computer of basically the same architecture can be done with ease.
- The use of less paperwork and the elimination of redundancy – The main advantage of reducing data redundancy is that it allows for more efficient storage (as only necessary data is stored) and greater data integrity, as it is easier to maintain a single set of unique data points rather than multiple duplicates, each of which must be updated and validated throughout the system's lifetime.
- Errors are less likely – Precision of data entry into the database while storing the data makes it less likely for errors. A study shows that if an error has occurred in paper-based documentation than it requires more than 21% more cognitive effort to process and fix the data than errors occurred digitally.

## 6. Modules

**Admin Module:** Admins can use this module to add new employees, view all employees' information, add new assignments, view all previous assignments and their status, etc. Each employee is given a unique username and password by the administrator.

**Employee Module:** Employees have their own login username and password. Employees can use this

module to view their personal data, their job assignments, they can further update their email addresses and update their passwords and submit feedback to the administrator.

## 7. RESULTS (Screenshots)

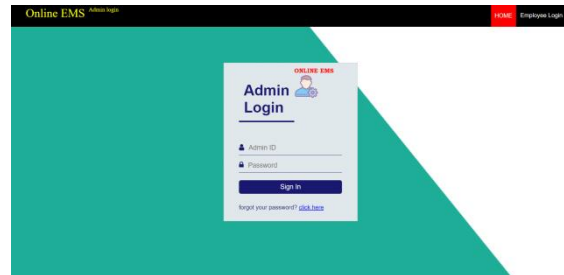


Fig: Admin Login Page

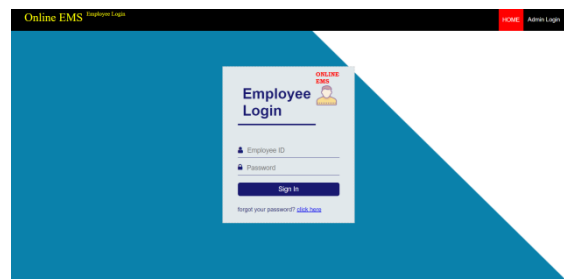


Fig: Employee Login Page

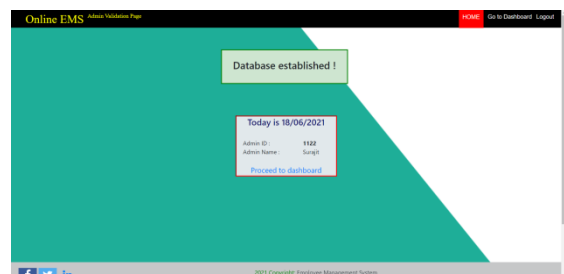


Fig: Admin Validation Page

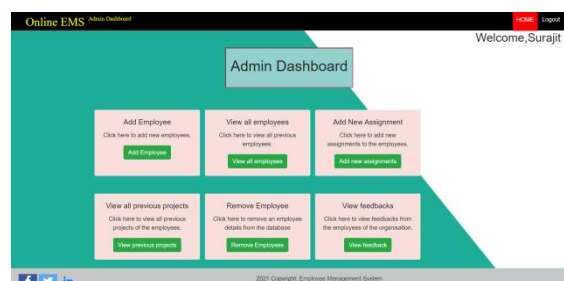


Fig: Admin Dashboard



Fig: Admin add new assignment page



Fig: Employee feedback submit page

## 7. CONCLUSION

The employee management system is an application that allows administrators to create and maintain employee records in an efficient manner than other systems. This program stores information about the employees' personal details and also works details. It's easy to use and comprehend, even if you've never used a simple employee management system before. When compared to the existing system, implicit passwords are more secure, this technology can be used in areas where security is a concern. The system is beneficial to all users in terms of data management at all levels. It links the administrator and the employee, making it simple to manage. Now, the administrator can set the job or any alerts to the appropriate person with ease. Working on this intriguing and challenging project has been a genuine pleasure for me. This project was beneficial to me since it gave me a real understanding of not only web-based application development in PHP, HTML, CSS, and MySQL database but also all handling procedures linked to advanced and new technology. It also gives information on the most up-to-date technologies for creating web-enabled applications and client-server technologies, both of which will be in high demand in the future. This will give me better opportunities and advice in developing initiatives on my own in the future.

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