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CREATING A WEBSITE FOR EMPLOYEE LEAVE MANAGEMENT SYSTEM

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ABSTRACT

The Employee Leave Management System (ELMS) is a web-based platform developed to simplify and automate the leave process in organizations. Traditional leave systems involve manual entries, spreadsheets, and inefficient tracking, leading to delays and errors. ELMS enables employees to apply for leave online, managers to approve/reject them, and administrators to monitor overall leave data efficiently. It incorporates technologies such as PHP, MySQL, and XAMPP to ensure real-time tracking, secure access, and ease of use. This system enhances operational transparency, reduces paperwork, and improves employee satisfaction through accurate and streamlined leave tracking.

Keywords: Leave Management, Web Application, HR Automation, PHP, MySQL, Database System, Role-Based Access

1. INTRODUCTION

Many organizations still rely on traditional methods to manage employee leaves using spreadsheets, forms, or emails. These methods are time-consuming and prone to miscommunication. The ELMS addresses these issues by automating the process with a user-friendly, web-based interface. Employees can easily apply for different types of leaves, while managers and admins can manage applications, generate reports, and track overall statistics. The goal is to create a centralized, secure, and scalable platform that improves accuracy, accessibility, and productivity.

2. OBJECTIVES

- To develop an online leave management system for easy access and processing
- To ensure secure, role-based login for employees and administrators
- To automate leave approval workflows with instant updates
- To enhance administrative efficiency through accurate data and reporting

3. EXISTING SYSTEM

The current system in many companies uses manual processes like emails and registers. These are not scalable and create data inconsistencies. Some use basic attendance software, but lack automation and integration with HR systems.

DRAWBACKS:

- No real-time access
- Time-consuming approval process
- No notifications for leave status
- High chance of human error

4. PROPOSED SYSTEM

The Employee Leave Management System (ELMS) is a web-based platform designed to streamline the leave request and approval process within an organization. The system allows employees to apply for leave, track leave balances, and receive notifications about leave status. Managers and HR personnel can approve/reject leave requests, manage leave policies, and generate reports.

ADVANTAGES

Efficiency & Automation

- Reduces paperwork and manual leave tracking.
- Speeds up the approval process with automated workflows.

Transparency & Accuracy

- Employees can track their leave history and balance in real-time.
- Eliminates errors in leave calculations.

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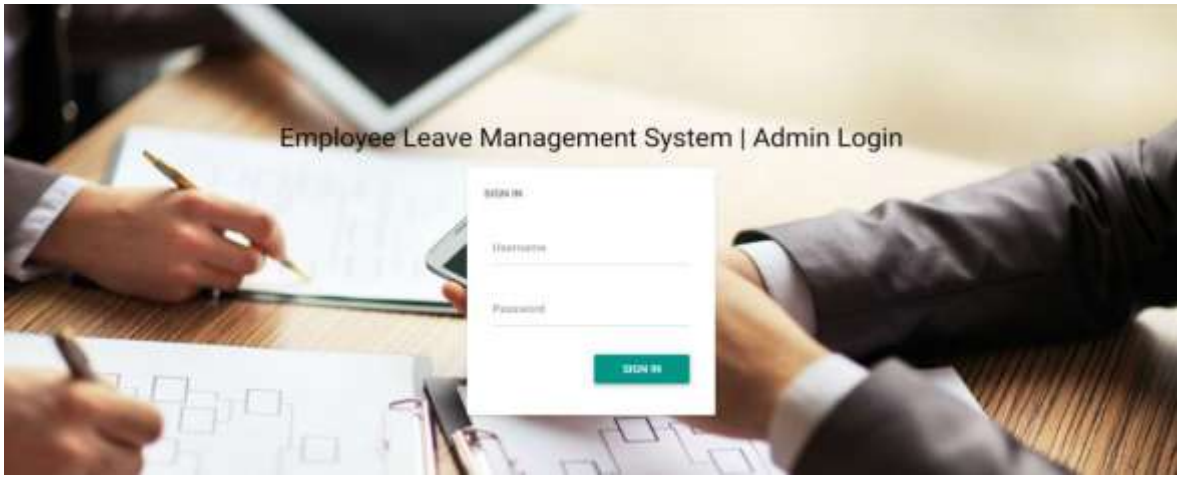
5. RESULTS AND DISCUSSION

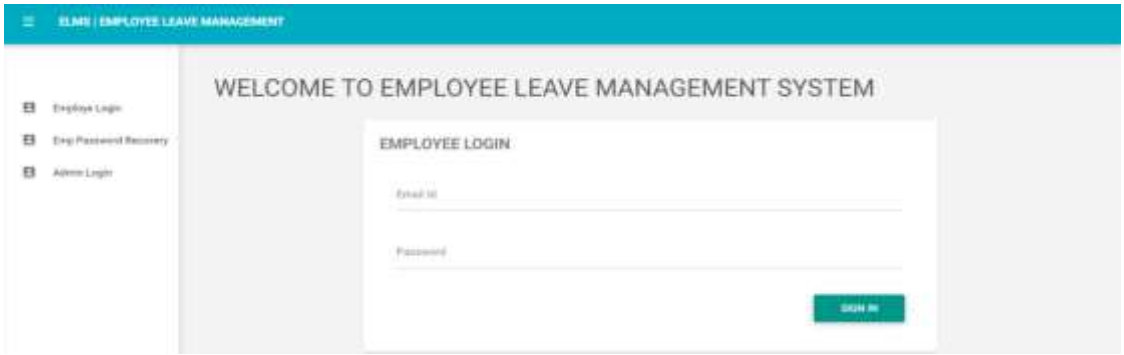
ADMIN MODULE

The **Admin Module** serves as the central control panel of the system. Administrators can manage employee records, define leave types, and oversee the entire leave approval workflow. This module also provides access to detailed reports, leave history, and system configurations for efficient HR management.



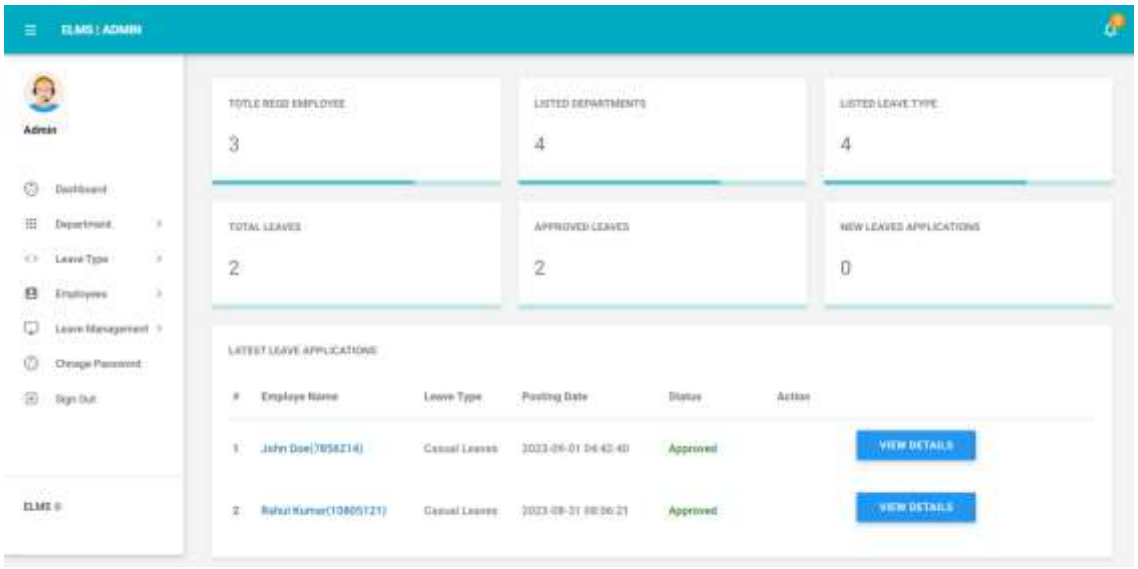
EMPLOYEE MODULE

The Employee Module allows users to securely log in using their email and password. Employees can apply for various types of leave, view their application status, and access their leave history. The module ensures a user-friendly interface for managing individual leave records efficiently.



DASHBOARD

The **Dashboard** offers a comprehensive overview of the system, displaying key metrics such as total employees, departments, leave types, and application statuses. It helps the admin track new, approved, and pending leave requests in real-time.



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6. DATABASE DESIGN

The database was built using MySQL with the following main tables:

Admin Table: Stores admin credentials and details

#	Name	Type	Collation	Attributes	Null	Default	Comments	Extra
1	id	int(11)			No	None		AUTO_INCREMENT
2	UserName	varchar(100)	latin1_swedish_ci		No	None		
3	Password	varchar(100)	latin1_swedish_ci		No	None		
4	updationDate	timestamp		on update CURRENT_TIMESTAMP	No	0000-00-00 00:00:00		ON UPDATE CURRENT_TIMESTAMP

Employee Table: Stores employee profiles and login data

#	Name	Type	Collation	Attributes	Null	Default	Comments	Extra
1	id	int(11)			No	None		AUTO_INCREMENT
2	EmpId	varchar(100)	latin1_swedish_ci		No	None		
3	FirstName	varchar(150)	latin1_swedish_ci		No	None		
4	LastName	varchar(150)	latin1_swedish_ci		No	None		
5	EmailId	varchar(200)	latin1_swedish_ci		No	None		
6	Password	varchar(180)	latin1_swedish_ci		No	None		
7	Gender	varchar(100)	latin1_swedish_ci		No	None		
8	Dob	varchar(100)	latin1_swedish_ci		No	None		
9	Department	varchar(255)	latin1_swedish_ci		No	None		
10	Address	varchar(255)	latin1_swedish_ci		No	None		
11	City	varchar(200)	latin1_swedish_ci		No	None		
12	Country	varchar(150)	latin1_swedish_ci		No	None		
13	Phonenumber	char(11)	latin1_swedish_ci		No	None		
14	Status	int(1)			No	None		
15	RegDate	timestamp			No	CURRENT_TIMESTAMP		

Leave Table: Tracks applications with dates, types, and status

#	Name	Type	Collation	Attributes	Null	Default	Comments	Extra
1	id	int(11)			No	None		AUTO_INCREMENT
2	LeaveType	varchar(110)	latin1_swedish_ci		No	None		
3	ToDate	varchar(120)	latin1_swedish_ci		No	None		
4	FromDate	varchar(120)	latin1_swedish_ci		No	None		
5	Description	mediumtext	latin1_swedish_ci		No	None		
6	PostingDate	timestamp			No	CURRENT_TIMESTAMP		
7	AdminRemark	mediumtext	latin1_swedish_ci		Yes	NULL		
8	AdminRemarkDate	varchar(120)	latin1_swedish_ci		Yes	NULL		
9	Status	int(1)			No	None		
10	IsRead	int(1)			No	None		
11	empid	int(11)			Yes	NULL		

Leave Type Table: Defines types of leaves available

#	Name	Type	Collation	Attributes	Null	Default	Comments	Extra
1	id	int(11)			No	None		AUTO_INCREMENT
2	LeaveType	varchar(200)	latin1_swedish_ci		Yes	NULL		
3	Description	mediumtext	latin1_swedish_ci		Yes	NULL		
4	CreationDate	timestamp			No	CURRENT_TIMESTAMP		

IMPLEMENTATION AND RESULTS

Technologies Used:

- PHP (Frontend logic)
- MySQL (Database)
- XAMPP (Server hosting environment)

Code snippets were tested thoroughly, ensuring secure session handling and accurate calculations. Features like password recovery and form validation were implemented for enhanced user experience.

7. CONCLUSION AND FUTURE SCOPE

The ELMS proves to be an efficient tool for managing leaves. It reduces manual errors, improves communication, and increases transparency. In the future, the system can be enhanced with:

- Mobile application support
- Integration with payroll systems
- AI chatbots for leave queries
- Cloud hosting for large-scale use

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