

Austere Work Tracker System

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Abstract— Personnel tracking, also called employee tracking or personnel management, is any system used to keep track of time card and daily activity done by employees. These systems may help managers check the daily activity of individual employee and keep track of working hours. Scheduling information and time off requests are often considered part of personnel tracking, as this information lets managers know when employees are expected to actually be in the office and in how much timing they have completed their work.

Keywords: Scheduling Information, Personnel Tracking, Track of Work, Timing

I. INTRODUCTION

Collaborative time tracking system for employees is a method for recording and tracking the amount of an employee's time spent working and activity performed. The employee timesheet can report total hours worked or time spent working on a specific task or job. Employee timesheets are primarily used for payroll. The total hours worked give a record to time. To be paid. In many companies, only non-exempt employees have timesheets. This empowers an organization to precisely track and pay hours worked by material laws and control in venture administration. Worker timesheets enhance extend execution and basic leadership. Employee timesheets improve project execution, decision-making and compliance with project leader and administration. Timesheets were originally developed for employees to track the number of hours worked for all given tasks. This is used to record the start and end time of tasks or duration of the task. Employee timesheets may contain a detailed breakdown of tasks accomplished by the employee. Tracking time can reduce an organization's costs by making payroll processing more efficient. As indicated by one definition, it is a report or a program that tracks the quantity of hours work, either in one week or on a specific venture. As such, a worker timesheet is a record that you can think back on to discover how much time you spent accomplishing something. Worker timesheets were initially created for Head Managers/ HR to track the quantity of hours worked for finance. Worker timesheets are utilized to record the begin and end time of assignments or essentially the span of the undertaking and contain an itemized breakdown.

II. MODULE

Employee self-service module is one of the new and popular sections in Austere Work Tracking software. This module enables every employee to understand the policies and information of company as well. Moreover, employees get a greater advantage of controlling their own tasks and profile. Employees daily activity report is stored at Head Managers

Drive instantly. This feature enables HR to monitor every aspect of employees without much effort since employees can directly involve in their activities. Amount of work that HR has to do in administration activities has changed to a great extent. Ensure an easy going administration in the organization without much effort or delay.

- Time tracking with screenshots is a very effective way to track employees' daily work. It gives you valuable pieces of information as follows: Exactly how much time the employee spends working
- With Track exact time
- See random screenshots when work is being done
- See activity levels during work time
- View websites and applications the employees use when working
- Pay your team automatically for time worked
- Have customizable records of time worked

All the time tracked with the AWTS is available in the automatic reports. So you can easily see how much any employee works in a given day, week, month, or arbitrary amount of time, and you can also quickly see how much time is spent on specific projects or tasks. This consists of the services provided by the project which includes as following: ADMIN, Manager and employee of a particular organization.

ADMIN: The admin has the details of all the employees of a particular organization and also has the details of all the current ongoing projects of the organization as it holds the main power. The services provided by the admin are:

- 1) Add/Edit a NEW employee detail- The admin is responsible for maintaining a list of all the current employees of the organization and also should provide the employees with login id and password whenever a new employee joins the organization.
- 2) Add/Edit a NEW Project detail- The admin also has the responsibility to provide a project id to all the new projects added in the organization.
- 3) **MANAGER:** The manager is responsible for supervising the employees under his guidance. The main service provided by the manager is:
- 4) Approve or Reject the time entry: Whenever the employee enters a new time sheet the manager has to approve or reject it based on the amount of work done and time spent and activity performed on that particular project.
- 5) **EMPLOYEE:** The employee enters into the services by entering the user id and password given to him by the admin.
- 6) **ASSIGN TASK MODULE:** This module is accessible by Project Manager and Management only. A list of task assigns to all employees and manager needs to choose which task assign to each employee.

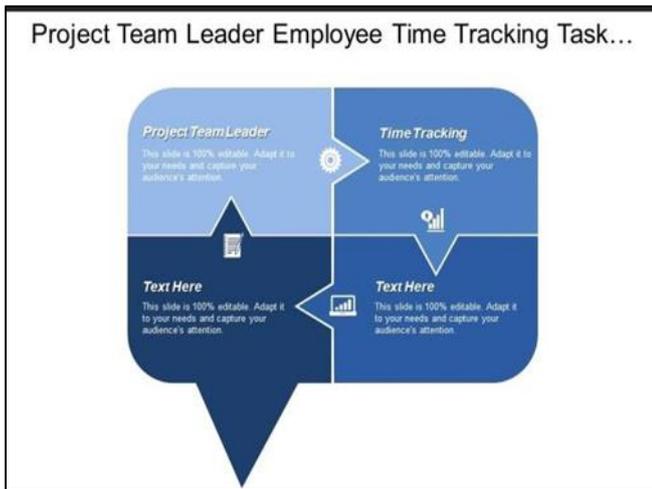


Fig. 1: Employee Work Tracking by Head Manager/ HR



Fig. 2: Work Flow while Tracking Employee Activity

III. METHODOLOGY

- Before Two buttons will be created one is 'START' button and other one 'STOP' button
- When an employee check in to a PC he/she will click on 'START' button from that point activity of that employee will be tracked.
- If there is no activity performed on the PC, automatically it will stop counting the activity and resume only when activity is performed. E.g. Movement of Mouse, Coding or any Drag and Drop Activity.
- Time while counting Activity will be increased as per second, minutes, hours, until and unless activity is stopped.
- If Employee is performing another activity apart from work then randomly screenshots will be taken and automatically it will be send on server. (Screenshots will be generated randomly).
- When daily routing is completed the record will get stored automatically as well as it will get disabled even if employee forgets to click on 'STOP' button.
- Next day same fresh activity will be tracked and same procedure for tracking each and every employee will be done

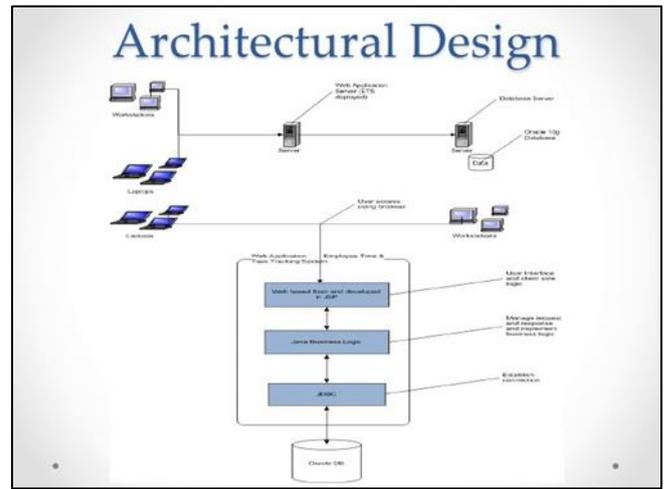


Fig. 3: Architectural Diagram on Employee Activity and Time Tracking System.

IV. CONCLUSION

Austere Work Tracking Software (AWTS) is designed to facilitate an effectual management of an organization by providing a centralized system that can be shared amongst The Decision Labs Staffs. The main objective is to give direct benefit for the company such as fast retrieval of information, enhances decision making and tactical planning whilst avoiding confusion and ambiguous situation where misinterpretation could be costly both in terms of monetary and time factors. The system is considered successful as it enables users to access the system online, retrieve the information whenever they require, and execute important reports to support their daily tasks.

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