PLATFORM FOR EMPLOYEE ONBOARDING IN HR MANAGEMENT

Basavaraju.S[1] and Anusha.V[2]

[1,2] Department of Master of Computer Applications, Global Institute of Management Sciences, Bengaluru.

Abstract

A centralised personnel database, automated document submission and verification, task management, interactive onboarding checklists, and an easy-to-use user interface are some of this platform's key features. By utilising contemporary online technology, it enables HR staff members and recent hires to effectively oversee and manage the onboarding process. The Employee Onboarding Platform, which gives businesses an effective tool to improve employee onboarding procedures, is a major advancement in HR management. Adoption of it can lead to higher overall operational efficiency, decreased administrative burden, and happier employees.

Keywords : employee, management, human resource, office, platform

I. INTRODUCTION

An organization's ability to successfully manage its people resources is critical in the fast-paced world of modern business. The onboarding procedure is essential to this since it serves as a link between workforce integration and talent acquisition. In addition to increasing productivity, a well-organized onboarding process also plays a major role in employee retention and happiness.

The "Employee Onboarding Platform for HR Management" offers a thorough and cutting-edge technical solution for this important HR function. This platform, which was created with the Java complete stack, is intended to improve and expedite the onboarding process for both new hires and HR staff.

II. LITERATURE SURVEY

[1] S.S. Sambare, Akriti Singh, Chirag Kriplani, Shwetha Kale and Tanuj Balkhande

A startup's or company's turnover rate is strongly influenced by employee happiness. An approach to acquaint an employee with the workplace is through onboarding. This study aims to identify the essential onboarding process tasks and automate them in order to reduce HR workload and improve employee satisfaction. A handful of the onboarding team's problems have been resolved by us. Some of the processes that we have automated are setting up employee accounts and giving them login credentials on the first day of work, verifying employee paperwork and doing background checks, monitoring the status of their training, and allocating desktops.

[2] Chen and Siyu

Examining crucial components of successful employee onboarding in businesses is the main goal of this capstone project. The author formulated a hypothesis after identifying three critical components—relationship-building, organisational support, and communication—that are essential to successful onboarding models and drawing support from the literature. The author then used the criteria from other human resource-specific websites to identify four exceptional employee onboarding models from Google, Netflix, Twitter, LinkedIn, and Netflix. After analysing the three components of the four onboarding models, the author concluded that each feature both separately and collectively contributed to the success of employee onboarding.

[3] Krishna Depura and Mohit Garg

The Industrial Revolution produced manual labourers, the Information Age produced knowledge workers, and the Technological period produced a new generation of workers known as Digital Natives. Since the Industrial Revolution, the typical employee has shifted from being someone who performs a narrow range of repetitive physical duties to someone who works in roles involving the creation and use of information for the aim of getting an advantage over competitors in the market. However, the digital native generation has changed our understanding of what it means for workers to be challenged and engaged at work.

[4] Cam Caldwell and Ray Peters

This essay aims to clarify the ethical ramifications of treating new hires with the utmost care and regard for their requirements, as well as how this expectation upholds the psychological contract between hiring companies and their new hires. In addition to offering a specific methodology for enhancing the onboarding process, this paper offers practitioners useful advice for handling this crucial duty.

[5] Louisa Heimburger, Lea Buchweitz, Ruben Gouveia and Oliver Korn

This article examines the ways in which gamification can improve onboarding procedures. First, we present a mobile onboarding application designed especially for the youthful, techsavvy generations Z and Y who are just starting their careers. Second, we provide the findings of a study involving 98 staff and students. The gamified application was deemed to be enjoyable by the participants. They were particularly fond of the "Team Bingo"

element, which promotes socialisation and teamwork. The personality qualities agreeableness and openness, which are based on the OCEAN personality model, or the "Big Five," showed a strong link with a preference for the gamified onboarding programme.

III. PROJECT SIGNIFICANCE

Regarding Human Resource Management (HRM) and organisational effectiveness, the "Employee Onboarding Platform for HR Management" initiative is very important. It provides several advantages to HR departments as well as employees, and it tackles important onboarding process difficulties. Conformity with the Goals of the Organisation.

This project's importance fits in with the organization's larger goals, which include:

- **Talent Retention:** Higher staff retention rates stem from better onboarding, which lowers the expenses and inconveniences brought on by excessive employee turnover.
- **Operational Efficiency:** Better resource allocation and lower operating costs are directly correlated with increased HR efficiency.
- **Compliance:** Maintaining compliance protects the company against legal and regulatory liabilities.
- **Employee Engagement:** Employee engagement increases the likelihood that they will favourably impact the success of the company.

To sum up, the project "Employee Onboarding Platform for HR Management" is very important for companies that want to improve employee experiences, streamline their HR processes, and get a competitive advantage in the constantly changing business world. When implemented successfully, it can have real advantages that go beyond the onboarding procedure and affect the performance and success of the company as a whole.

IV. SYSTEM ARCHITECTURE

The "Employee Onboarding Platform for HR Management" has a carefully thought-out architecture that aims to produce a reliable, expandable, and user-friendly solution. Its clientserver architecture, which clearly separates issues and enables efficient development, scalability, and maintenance, is what defines it.
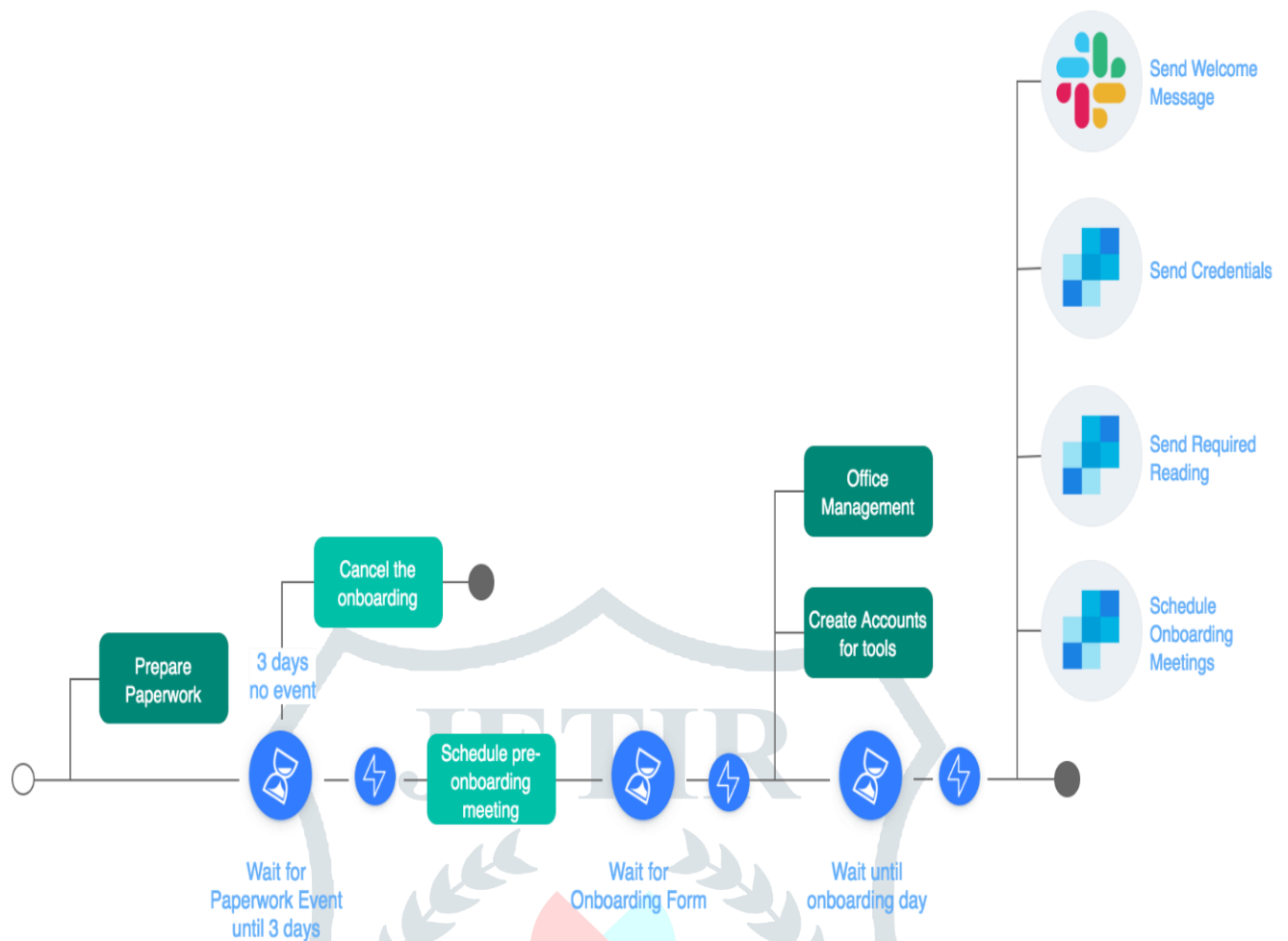
System Architecture

- Client-Side

React is used in the client-side development process, which is where user interactions take place. Both HR staff and new workers will find the onboarding process easier because to its user-friendly and responsive design. Task management capabilities, document submission, and an interactive checklist are important elements.

- Server-Side

Java Spring Boot serves as the application server and powers the platform's server side. It manages business logic, data processing, and database interfacesTask assignments, user management, data retrieval, and other crucial features are made possible by the server-side's RESTful APIs.

- Database

The platform's central database is called MongoDB. Employee records, documents, and related data are stored and managed by it. MongoDB's adaptable document-based structure makes it especially suitable for handling the variety of data related to onboarding activities and employee records.

V. REQUIREMENT ANALYSIS

One of the most important stages in creating the "Employee Onboarding Platform for HR Management" is doing an efficient needs analysis. In this process, the needs and expectations of users and stakeholders are identified,

recorded, and prioritised. This part will include user stories and use cases that summarise the desired features and interactions of the platform, as well as a thorough description of both functional and non-functional needs.

Functional Requirements

The features and functionalities that the system must offer in order to satisfy user needs are outlined in the functional requirements. The system's functionality is specified by these requirements. The following are some essential functions that the "Employee Onboarding Platform" must meet:

User Registration and Authentication

- **Requirement 1:** It must be possible for users to create an account by providing a working password and email address.
- **Requirement 2:** Users should be able to safely log in with their password and registered email.
- **Requirement 3:** It is imperative that the system facilitates role-based access restriction for managers, new hires, and HR staff.

Employee Profile Management

- **Requirement 4:** Employee profiles, which include contact details, job descriptions, and personal data, should be created, updated, and managed by HR staff.
- **Requirement 5:** It should be possible for staff members to see and edit their own profiles.
- **Requirement 6:** In order to examine and update the profiles of their team members, managers must have access to them. Task Assignment and Monitoring
- **Requirement 7:** New hires need to be given onboarding duties by HR staff.
- **Requirement 8:** Notifications on tasks allocated and due dates should be sent to newly hired employees.
- **Requirement 9:** Supervisors need to be able to keep an eye on how their team members' onboarding assignments are doing.

Document Submission and Verification

- **Requirement 10:** New hires should be able to upload contracts, IDs, and certifications through the portal.
- **Requirement 11:** Documents supplied should be able to be verified and approved by HR staff.
- **Requirement 12:** For reporting and compliance purposes, an audit trail of document verification operations must be kept up to date.

Notifications and Communication

- **Requirement 13:** Users should receive alerts and reminders from the system regarding unfinished business and changes.
- **Requirement 14:** Employee relations staff ought to be able to interact with managers and new hires via the platform.

Reporting and Analytics

- **Requirement 15:** HR staff should be able to monitor employee data, compliance, and onboarding progress with the platform's reporting and analytics functions.
- **Requirement 16:** It should be possible for users to create reports that are configurable for different uses.Non-Functional Requirements

The attributes, features, and limitations of the system are specified by non-functional requirements. These specifications centre on the way the system operates. The following are the platform's primary non-functional requirements:

Performance

- **Requirement 17:** All users must be able to load pages on the platform in no more than two seconds, and it must be responsive.
- **Requirement 18:** It ought to manage multiple user sessions and accommodate at least 500 users at once. Security
- **Requirement 19:** User data needs to be secured and stored safely, especially critical employee data.
- **Requirement 20:** To safeguard user access, the platform must to incorporate robust authentication and authorization protocols. Scalability
- **Requirement 21:** Horizontal scaling of the system is necessary to handle increasing data volumes and user demands.
- **Requirement 22:** It needs to accommodate several departments or organisations on the same platform instance.

Accessibility

- **Requirement 23:** For the platform to be useable by people with impairments, it must comply with web accessibility standards (WCAG). Data Backup and Recovery
- **Requirement 24:** To guarantee data recovery in the event of a system failure, regular automated data backups should be carried out.

VI. SCREENSHOTS

Personal Details Form

Contact Information Form

Educational Details Form
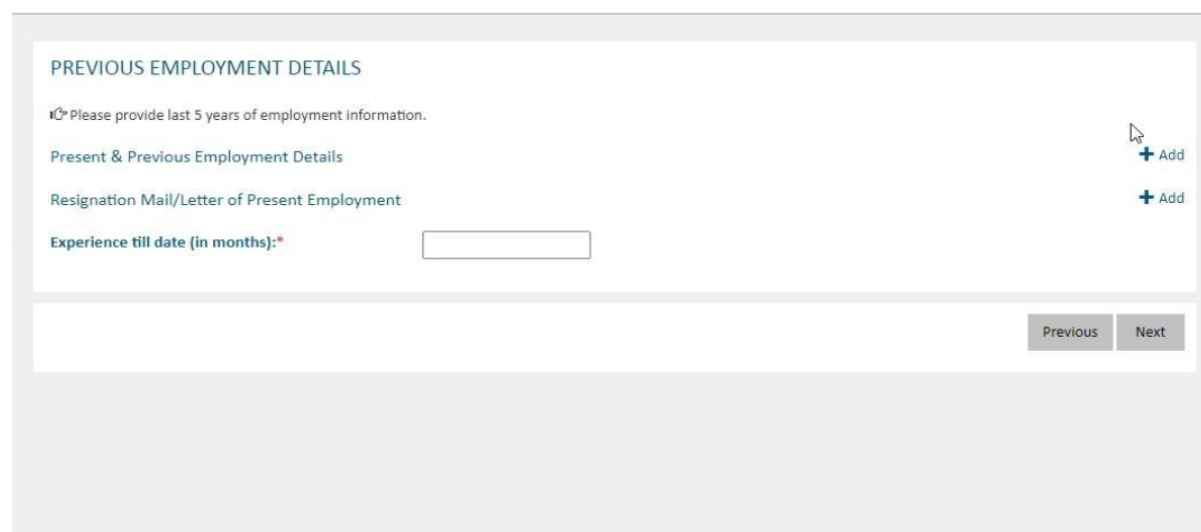
Previous Employment Details Form

VII. CONCLUSION

With the Java complete stack as an example, this project has served as a monument to the potential of technology. In addition to making it possible to create a flexible and reliable platform, the combination of MongoDB, Java Spring Boot, and React has also set the stage for onboarding to become a valuable experience for both HR staff and new hires in the future. The "Employee Onboarding Platform" is a catalyst for change rather than just a technical fix. It makes the complex process of onboarding new employees easier by giving HR staff a single location to handle, keep an eye on, and interact with them. Through process simplification, improved collaboration, and compliance assurance, the platform completely reimagines the onboarding environment.

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