

# ONLINE PAYROLL SOFTWARE MANAGEMENT SYSTEM

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**Abstract** - The aim of the project to create a Payroll processing System For Organisation to provide a structured method of submitting and managing payroll queries. The system will enable management from across a number of different sites to submit queries in a structured way to a centralized payroll department. Payroll personnel will be able to use the system to retrieve and manage the queries that will be stored in the database. The payroll manager will be to query the database to produce weekly statistics for their reports. A web based solution will ensure that management with interact access will be able to use the system without installing additional software and having to update that software when system changes are made.

## 1. INTRODUCTION

The centralized payroll department of a large organization spread across a number of sites processes the salary of thousands of employees who receive their

wage on a weekly or monthly basis. If an employee feels that their wage is wrong they will report this to their manager who will then submit a query to the payroll department and await a reply. In order for the payroll department to process the query they need a number of details relating to it, a system that ensures that all the required information to process a query exists is needed. All managers should be able to submit and retrieve replies to their queries. Also should a manager submit another query relating to one previously submitted or an employee re queries an

issue it is essential that their previous submitted queries can be quickly retrieved by the payroll department?

The payroll department aim to resolve all queries within two days of receiving them under their service level agreement therefore an efficient automated system would make sure this is met. Payroll personnel need to be able to view the history of a particular query and add comments to it to make sure they are not wasting time resolving queries already being dealt with and to hand queries over to a new person. A solution must be found that ensures queries are not lost and are resolved in order of arrival to make sure the department meets its service level agreement.

The payroll manager uses the queries to provide statistics e.g. the number of queries in the last week which were caused by the employee's manager and those that were caused by the payroll department in the form of reports to the sites which take a considerable amount of time to compile; this means that all queries must be stored for this purpose. The payroll manager would also like to monitor the performance of the payroll personnel who resolve the queries e.g. amount of queries resolved on a particular day.

## 2. OVERVIEW OF THE SYSTEM

### PROBLEMS IN THE EXISTING SYSTEM

- It's a limited system and fewer users friendly.

- Searching of particular information is very critical it takes lot of time.
- The system doesn't have the facility of 24 X 7.
- It is limited to a single system.
- It is less user-friendly.
- It is having lots of manual work (Manual system does not mean that you are working with pen and paper, it also include working on spread sheets and other simple software's).
- The present system is very less secure.
- It is unable to generate different kinds of report.
- Multi-user environment is not provided.
- Accuracy not guaranteed.

### Proposed system:

The development of this new system contains the following activities, which try to automate the entire process keeping in the view of database integration approach.

- User Friendliness is provided in the application with various controls provided by system Rich User Interface.
- The system makes the overall project management much easier and flexible.
- It can be accessed over the Intranet.
- The user information can be stored in centralized database which can be maintained by the system.
- This can give the good security for user information because data is not in client machine.
- Authentication is provided for this application only registered Users can access.
- There is no risk of data management at any level while the project development is under process.

Report generation is provided.

### STUDY OF THE SYSTEM

In the flexibility of uses the interface has been developed a graphics concepts in mind, associated through a browser interface . The GUI's at the top level has been categorized as follows

1. Administrative User Interface Design
2. The Operational and Generic User Interface Design

The administrative user interface concentrates on the consistent information that is practically, part of the organizational activities and which needs proper authentication for the data collection. The Interface helps the administration with all the transactional states like data insertion, data deletion, and data updating along with executive data search capabilities.

The operational and generic user interface helps the users upon the system in transactions through the existing data and required services. The operational user interface also helps the ordinary users in managing their own information helps the ordinary users in managing their own information in a customized manner as per the assisted flexibilities.

### NUMBER OF MODULES

The system after careful analysis has been identified to be presented with the following modules:

#### 1. Administration:

This is the module where the admin keeps all information regarding their organization. Admin is the key person having all authorities on this application. He is owner of this site.

He manages all departments i.e he can add or update or delete any department if required. He can view the all employees' details.

Reports can be view by Admin itself. Based on reports the Administration takes valuable decisions if required for further implementation.

### **Employee Registration**

Administrator can Register New employees in this organization. Employees can be categorized into different types based on the

Department

Designation

Experience

### **Manage Allowances**

Administrator can add, update, and delete various types of allowances into the system. Allowances are assigned by the employees. The allowances may be treated as

Travelling Allowances

Medical Allowances

Rental Allowances

### **Manage Advances**

Administrator can add, update, and delete different types of advances into the system, advances like

Festival Advance

Housing Loans

### **Manage Department and Designation**

Administrator manages different department into the organization, he can add new department, modify the department details and delete departments from a particular branch.

Organization can maintain various types of designations; these designations are assigned by the employees through administration. For that purpose administration can add, update and delete different types of designation information into

system and stores it in the centralized database server.

### **Prepare Pay Slips**

Administrator is an authorized person to prepare a pay slip to an employee. The pay which can drawn by an employee is different from other employees. This can be based on

Employee Designation

Employee Experience

Allowances applicable by the employee

Advance information

After careful study and calculations administration can prepare a pay slip for a month of an employee. This pay slip can be visible by every employee in the organization.

### **HR Person:**

In the admin module most important role is HR. He is main for keeps the all employee information up to date. He is right person to generate the employee pay slip for every month.

The HR person keeps the all employees information. By considering employee performance, leaves he calculate the incentives, allowances. And also by considering the employee advances if any taken so by taking all information HR generates the employee pay slip.

### **User (Employee):**

This is the module where an employee can view his own details and he can update his details if any and also he can change his password also.

In this module most important thing is that employee can view his pay slip. The pay slip will be generated for every month. By considering employee performance, the allowance can be added. So employee can view entire details regarding his pay slip.

## Login

Every employee need to login first to interact the system. Successful completion of registration process an employee can assign a unique user id and password. By using this user id and password he can able log into the system. Authentication module can process these types of requests in the system.

## Profile Management

In the organization every employee is having a profile, this profile contains employee information regarding

Personal Information

Education Information

Experience Information

Payroll Information

Address Information

The system can provide an interface to the employee to modify the some personal information into the system. The information like Personal and Address Information.

## Providing Information

- a. Allowance information can be displayed to the employee by giving their employee id as an input
- b. Advances taken by the employee information can be displayed to the employee in the system user interface.
- c. Every employee have an authority to watch their pay slip, if necessary they can take a print out form this system directly.

## Sending Queries

Every employee can send some queries regarding pay roll, and get necessary solution from the system. The system interface can provide necessary solution for those queries like allowance details, advance details, DA and others. These

solutions are solved from the centralized database automatically.

A well defined questioner is prepared in the system user interface and employees need to send their doubts throw these questions. The queries send to payroll manager (HR Person) and he can provide necessary solution for that queries.

## Online payroll software management system

- The system shall allow managers to submit payroll queries.
- The system shall ensure that all the required details needed to resolve the query are present before submission.
- The system shall allow managers to view replies to their queries.
- The system shall allow managers to view their previous resolved queries.
- The system shall allow payroll personal to view payroll queries.
- The system shall store payroll personal interaction with a query to its history.
- The system shall store all payroll queries and replies.
- The system count the number of queries matching the criteria

## Registration:

In this module employee registration will take place. While registering the employee, submit detail information like the employee belongs to which department, what is his designation, qualification, address details. After successful registration of employee will get his user name and password.

## Search:

In this module search will take place. Search will be done by admin and HR. Admin can search departments by giving department id and also he

can search employees under particular department. HR person searches for employees to generate the pay slip.

**Reports:**

This is module for generates the reports. Reports will be generated on periodic base. Reports on employee, their performance, leave status etc.

**Authentication:**

Authentication is nothing but providing security to the system. Here every must enter into the system throw login page. The login page will restrict the unauthorized users. A user must provide his credential like user Id and password for log into the system. For that the system maintains data for all users. Whenever a user enters his user id and password, it checks in the database for user existence. If the user is exists he can be treated as a valid user. Otherwise the request will throw back.

**INPUTS AND OUTPUTS**

The major inputs and outputs and major functions of the system are follows:

**Inputs:**

- Admin enter his user id and password for login.
- User enters his user id and password for login.
- Admin enter user id or date for track the user login information
- New user gives his completed personnel, address and phone details for registration.
- Admin gives different kind of user information for search the user data.
- User gives his user id, hint question, answer for getting the forgotten password.
- User check for queries if any.

**Outputs:**

- Admin can have his own home page.
- Users (Employee) enter their own home page.
- Admin will get the login information of a particular user.
- The new user’s data will be stored in the centralized database.
- Admin get the search details of different criteria.
- User can get his forgot password.
- User (Employee) can view the queries generated by Management

**3.SYSTEMDESIGN**

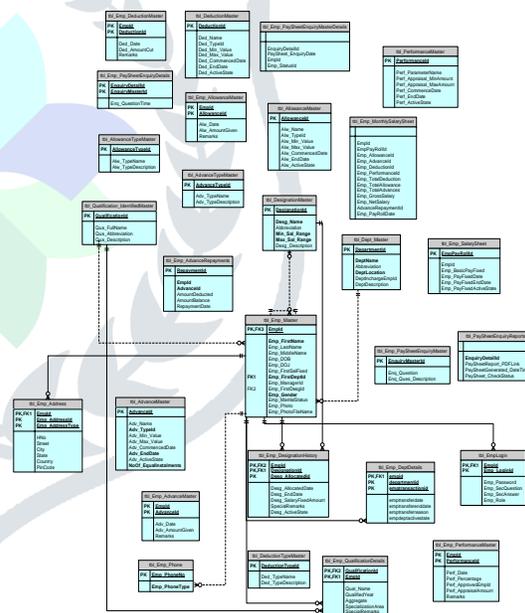


Fig 3.1: ER Diagram

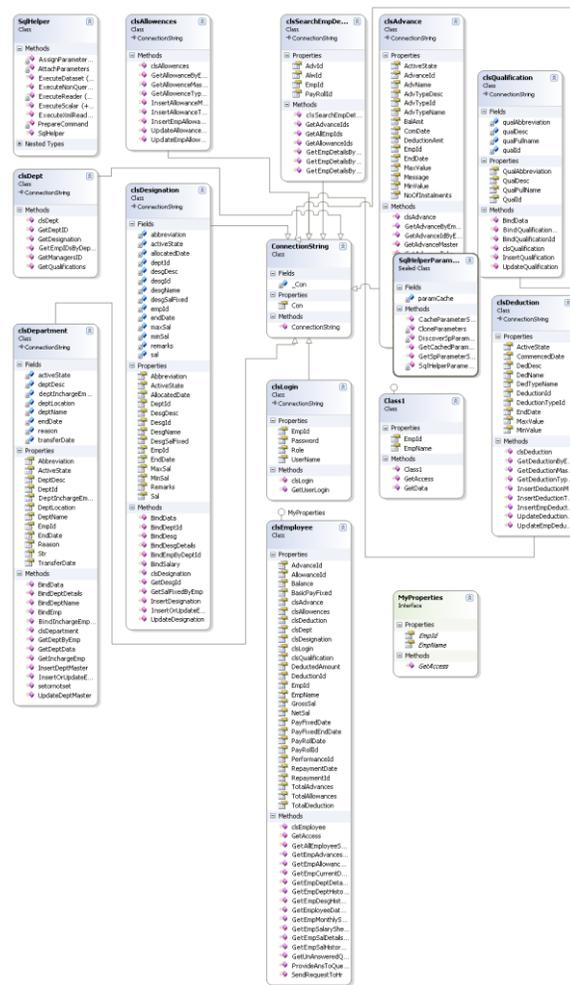


Fig 3.2: Class Diagram

### 4. OUTPUT SCREEN SHOTS



Fig 4.1: Home Page



Fig 4.2: Find Employee Page



Fig 4.3: Payroll Entry Page



Fig 4.4: Admin Home Page

### 5. CONCLUSION AND FUTURE ENHANCEMENT

It has been a great pleasure for me to work on this exciting and challenging Online application for the Training and Placement Department of the college project. It also provides knowledge about

the latest technology used in developing web enabled application and client server technology that will be great demand in future. This will provide better opportunities and guidance in future in developing projects independently.

probability, Design data analytics, Big Data Analytics

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