

Personal Information System

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Abstract—Personal Information System consists of the functionality of a human resource management system along with additional functionalities to help the organization and employees improve. It is a web based system that eases the administrator's work.

Index Terms— Personal Information System, HR Management, Employee Management, Payroll, Attendance, Messaging, Forum, Leave Management.

1 INTRODUCTION

A human resource management system refers to the systems and processes at the intersection between human resource management and information technology. It merges HRM as a discipline and in particular it's basic HR activities and processes with the information technology field. The linkage of its financial and human resource modules through one database is the most important distinction to the individually and proprietary developed predecessors, which makes this software application both rigid and flexible.

The HR function consists of tracking existing employee data which traditionally includes personal histories, skills, capabilities, accomplishments and salary. To reduce the manual workload of these administrative activities, organizations began to electronically automate many of these processes by introducing specialized human resource management systems. Currently human resource management systems encompass:

1. Personal Information Management
2. Performance appraisal and record
3. Leave management
4. Attendance and Payroll
5. HR Management

The Payroll module automates the pay process by gathering data on employee time and attendance, calculating various deductions and taxes, and generating periodic pay

cheques and employee tax reports. The Attendance module gathers standardized time and work related efforts.

The HR management module is a component covering many other HR aspects from application to retirement. Human resource management function involves the recruitment, placement, evaluation, compensation and development of the employees of an organization. Initially, businesses used computer based information systems to:

- produce pay checks and payroll reports;
- maintain personnel records

The training module provides a system for organizations to administer and track employee training and development efforts. The system, normally called a "learning management system" (LMS) is a standalone product, allows HR to track education, qualifications and skills of the employees, as well as outlining what training courses, books, CDs, web based learning or materials are available to develop which skills.

Many organizations have gone beyond the traditional functions and developed human resource management information systems, which support recruitment, selection; hiring, job placement, performance appraisals, employee benefit analysis, health, safety and security, while others integrate an outsourced applicant tracking system that encompasses a subset of the above.

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2 MOTIVATION

Cognitive psychology, as the study of how people learn and remember, problem solve, and make decisions, necessarily also includes the study of how people make smart use of

available information. The related field of cognitive science, in its efforts to apply these questions more broadly to the study and simulation of intelligent behavior, is also related to PIM. Cognitive science has strong connections to, some would say subsumes, the field of artificial intelligence.

3 PROPOSED SYSTEM

Personal Information System is a web based system which stores details of employees in an organization. It is also known as Human Resource System as it provides all the information related to the employee. It stores information about employees such as personal details, educational qualification, designation, training period, attendance, etc. Modules of the system are new alerts, employee details, attendance, leave management and payroll. Some functionality like messaging, performance evaluation and forum are included to enhance the working environment and performance.

- **News and Alert:** Will give details about the current affairs and updates in the company to the employee. Employees can send and receive the messages or other personal alerts to other employees and administrator.
- **Personal Information Management:** This section will provide all the personal and professional details of the employee. Details to be stored are: **Personal details:** name, age, year of joining, address, date of birth, qualifications, contact details and **Professional details:** Designation, experience, training done, salary, achievements over the period, current project and location.
- **Attendance:** Maintains the record of the working days of the employee.
- **Leave management and Payroll:** Allows the employees to apply for leave and calculate the no. of days remaining for leave. If the no. of leaves exceed the allowed no. then a specific amount will be deducted from the salary of the employee. It also allows employees to generate e-payroll slip including all the deduction made so far.
- **Messaging:** Employees can send and receive messages among themselves and the administrator.

- **Forum:** Here all the employees can express their views and comment on various topics which they feel are necessary to bring in the view of others.
- **Performance Evaluation:** Periodically tests are conducted to evaluate the performance and progress of the employees for their benefits, promotions and organization's enhancement.

It provides two levels of user access. They are:

- Administrator
- Employee

Employee level access allows only read operation on stored data. Administrator level access has the rights to update, read and add new details on the stored data. Administrator has also the rights to send group messages to the employees to inform about the urgent news.

4 METHODOLOGY

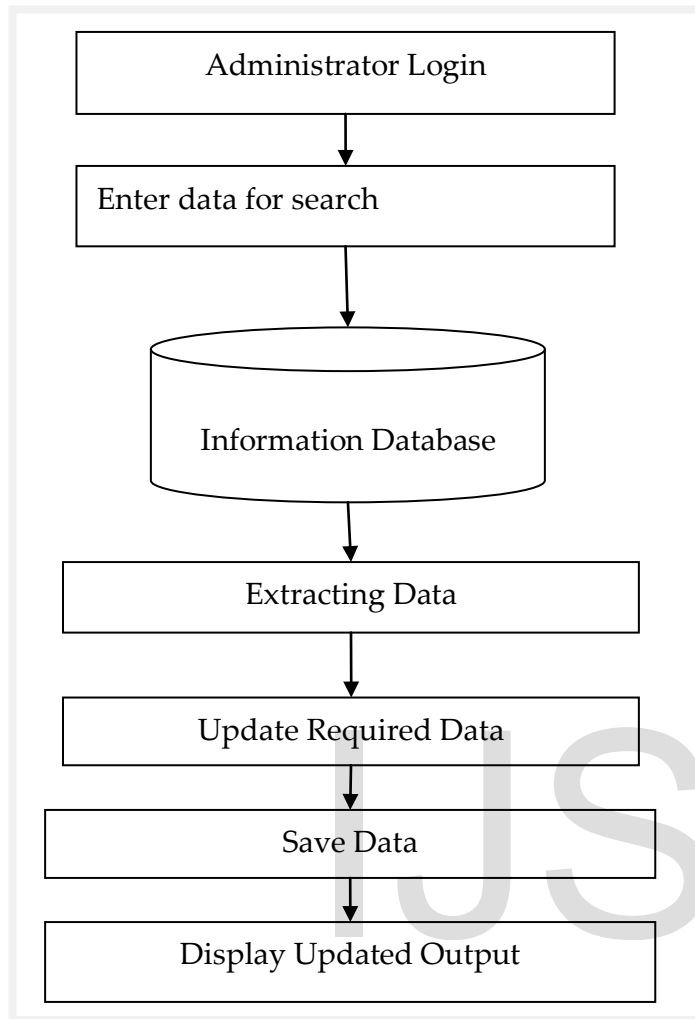
4.1 Microsoft Visual Web Developer 2010

Microsoft Visual Web Developer 2010 is a powerful IDE that ensures quality code throughout the entire application lifecycle, from design to deployment. In our project it is used to develop applications. It is used to develop console and graphical user interface applications.

4.2 Microsoft SQL Server 2008

Microsoft SQL Server is a relational database management system developed by Microsoft. As a database, it is a software product whose primary function is to store and retrieve data as requested by other software applications. In our project it acts as the backbone for the system as it provides all the data storage and retrieval facilities.

5 SYSTEM ARCHITECTURAL DIAGRAM



6 CONCLUSION

Keeping in view the demand for growth of organization and stand in the market as a competitor, it is important to maintain the working environment healthy so that the employees perform efficiently and help in the progress of the

organization. This system helps in improving and maintaining such environment.

7 ACKNOWLEDGEMENT

We are thankful to our institute to channelize our skills and energy and boosted us to work together with co-operation and co-ordination. We are indebted to our inspiring Madam Mrs. Vidya Kawtikwar, who has extended all valuable guidance, help and constant encouragement through the various difficult stages for the development of this paper.

7 REFERENCES

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