

Employee Timesheet Using Salesforce

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Abstract

It is very crucial for all types of businesses to efficiently track and manage employee's work hours. This abstract helps us to learn and understand about how salesforce can help in making these process easy. It has user-friendly UI, customizable modules and many more options. Salesforce helps in managing their workforce. It is also used to create and maintain digital timesheets, as it is a key feature of salesforce. Timesheets here can be used to do specifics jobs, department and other project requirements. Employee can easily enter their working hours and also describe them, providing admin or manager to check their employee's work and productivity. They can also approve and review timesheets and any issue regarding it can be discussed. Also, Salesforce helps in synchronizing timesheets with other important business data like payrolls and project management.

Keywords: Employee Timesheet, Salesforce, Payroll, Workforce Productivity, Workflow Efficiency.



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I. INTRODUCTION

Introducing our Project, Employee Timesheet. It is a very useful project which will be developed using various platform and languages like Salesforce, HTML, CSS and JavaScript[13]. It will help in managing employee's working time and productivity. It results in effective time and project tracking and resulting in easy and effective task managing and also employee's working hours. With this System, Our teams goal is to provide user-friendly and easy platform for all employee and helps in managing all the projects and employee timesheet process. It makes it easier to monitor and keep an eye on all the employees and their work's productivity. Our project will be developed on salesforce platform, which is a customer relationship management platform. The globally used customer relationship management platform, as it plays an important role in integration of timesheets data and project details[3].

Using HTML and CSS makes UI looks very good and easy to use. Keeping people interested and can use it easily, also by adding JavaScript, it makes our project better. It helps in sending and approve employee timesheets easily, and also it can track time in real-time, it shows useful reports like employee's workforce and analytics and hence helps businesses make smart decisions using these data and become more efficient. This project will help in redefining employees working management by offering various analysis which will help in development of the businesses and it can help us in keeping up with the modern world[13].

II. EXISTING SYSTEM

Now-a-days, multiple companies are using online Timesheets systems to track employees working hours, projects progress. Employee must fill the timesheet regularly and daily, every working day.

- Employees enter their times of entry and exit on the timesheet.
- Inaccuracies in cost accounting and violations of company work policies have resulted from inadequate internal controls for managing timesheets.
 - Difficult to precisely track how long an employee spends working.
- Employees in many companies fail to submit comprehensive project progress reports[3].

As a result, this improved timesheet simplifies employee use while providing more flexibility. Within the Salesforce platform, this timesheet efficiently manages team management, client and project tracking, expense management, report generation, and thorough timesheet administration. A comprehensive approach to improving productivity and efficiency is ensured by this integrated system, which fully addresses many facets of project tracking and workforce management[2].

III. PROBLEM DEFINATION

In current days, management struggles with the challenge of lack of access to real-time reports , clients, and work progress, thus it makes it difficult to measure employee performance effectively. Maintaining complete records of employees' work activities proves extremely complex when relying on outdated time tracking systems, which are overburdened by high costs.

Many companies use the online Timesheet Management Systems, they frequently encounter limitations, such as incomplete fields in timesheets, absence of features for submitting full reports to administrators, insufficiency in managing expenses, and restriction in adding tasks, among other deficiencies. The primary objective is to meet all these limitations by delivering a fully functional reporting solution to qualify management with in-depth intuition and an overview of employees' work, addressing the critical need for complete and efficient workforce management.

IV. PROPOSED SYSTEM

The proposed "Employee Timesheet" system is designed to transform workforce management by logically combining Salesforce, HTML, CSS, and JavaScript to optimize time tracking and monitor productivity.

This system consists of two user roles: administrators and employees. Administrators will have unrestricted access to all system features, and they can view real-time reports on projects, clients, and work progress, thus making accurate performance measurements possible. The administrative process can be time saving by their ability to effectively manage the whole database of employee work, including costs and job additions. This Employee Timesheet included three main modules:

- Register
- Employee
- Admin

Employee access, on the other hand, will be restricted and will mostly be used for timesheet submission and tracking personal work progress only. Employees can quickly track projects, log hours, and keep an eye on work-related spending thanks to an interface that is easy to use and is built on HTML and CSS.[13]

V. OBJECTIVES

This project's main objective is to record and keep track of all relevant information about the work activities of the employees.[15]

- It tracks and records every aspect of employee work.[15]
- In addition, it provides full-featured and fully operational reporting features for company management[5].
- The system collects important information related to customer billing, project details, salary classification, and other related data.[15]

VI. SYSTEM REQUIREMENT ANALYSIS

1. Software requirement:
 - Operating system: Windows 10
 - Technology Used: Apex, Salesforce, HTML, CSS
 - Database: Salesforce's database
 - Tools used: Visual Studio, Salesforce, Notepad++.
2. Hardware requirement:
 - Processor: multi-core processor like i5
 - Motherboard: Genuine Intel
 - RAM: Min 4 GB
 - Hard Disk: 20 GB

VII. ADVANTAGES AND APPLICATIONS

1. Advantages
 - All project and task management handled easily through automated software
 - Jobs , project, scheduling and assets managed easily
 - Easy and efficient tracking of expense
 - Fast and efficient reporting
 - Accuracy is maintain in effective way and with high productivity.
2. Applications
 - Employee timesheet find it's main application in IT sector
 - This system can also used in digital agencies, consulting firms, healthcare centre and other.
 - Identifying problematic task, To access employee performances and to compare planned cost and actual cost.

VIII. SNAPSHOT

| Project | Service Item | Bill | Sunday 11-05-23 | Monday 11-06-23 | Tuesday 11-07-23 | Wednesday 11-08-23 | Thursday 11-09-23 | Friday 11-10-23 | Saturday 11-11-23 | Total |
|----------|--------------|-------------------------------------|--------------------|--------------------|---------------------|-----------------------|----------------------|--------------------|----------------------|-------|
| MT | Bilal | <input checked="" type="checkbox"/> | 0.00 | 2.00 | 9.00 | 7.00 | 0.00 | 0.00 | 0.00 | 26.00 |
| SUBTOTAL | | | 0.00 | 2.00 | 9.00 | 7.00 | 0.00 | 0.00 | 0.00 | |

IX. CONCLUSION

We had used latest technology salesforce, which have it's own database for making this project. This project will help companies to maintain the data of employees and to track their work hours efficiently. To maintain the record of employees like their work hours, projects, payroll and all the necessary information this project would be definitely beneficial.

X. FUTURE SCOPE

This project will also used in Android devices. It can be easily used by both employee as well as administrator. we can easily edit or update according to need.

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