

Leave Management System

About STAR LINK

Star Link Communication Pvt Ltd proved itself to be the pioneer and leader in providing solutions related to Attendance and Biometric Access Control. In this tenure of our services, we have served 3000+ satisfied clients, which is still counting.

Our sole motto is to provide solutions according to the requirement of the clients. We incorporate the demands of the client according to their requirement, providing customer delight. We provide cost-effective solutions that are highly efficient, which help our clients to reduce the administrative cost.

To achieve this objective, we have set a strict parameters of checking quality, and efficiency of our products. Each product is checked at each stage of production and we source our raw materials from reliable vendors. These all merits allow us to deliver top quality services among our existing and new clients.

Leave Management System - Introduction

Through the name its quite clear that this Software helps to manage the Leaves of employees. It is an easy and advanced way to manage the presence status of any employee. Through this software any employee can check their timings or list of holidays. Leave management system allows user to apply leaves or allows to view the status of applied leaves i.e. whether leave is approved or pending.



Additionally, there is also an option of **Single Level Leave Approval policy** or **Multilevel Leave Approval policy**. Admin can define the number of seniors who will approve the leaves of any employee in multilevel leave approval policy. This software has to be linked with Star Time Office Software which is used to manage the attendance and it is **web based application** which allows it to be accessed from any part of the world with **internet enabled device**.

Software Features

- Fully automized process for employee's leave management
- Unlimited USER log-in
- Multi-Level leave approval policy
- Employee can view his all informations
- Multiple user Log-in
- HOD can view all reports of employee
- Admin can manage multiple type of leave policy
- User import capability
- Mail option for leave application – Rejection & Approval
- No additional entry required

System Requirement

- Processor – P4 & above
- RAM – 1GB min
- Hard disk – 20GB
- Operating System – WindowsXP and above

Advantages

Holidays – An additional feature of Star Link’s leave management system is that users can have a look at the holidays of the current year. They don’t have to be communicated to each and every employee. Now, your workforce won’t trouble you by asking about holidays! They will look them up in our software solution.

Leave Management – As mentioned earlier, this is the key feature of this software. Workers can apply for leaves, and then, they can, or cannot be approved by their superiors. Once they have applied, they can check the status i.e., if the leave has been ‘Approved’, or is ‘Pending, and so on. There are options for single or multilevel leave approval policies. **Multilevel leave approval policy** means that the administrator of the system can give the right to approve leaves to a number of seniors.

Easy Access – This software solution can be accessed from anywhere in the world! All one needs is an internet enabled device.

For Any Biometric Need

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Thank You