Employee Offboarding Portal

Overview

This project is a web-based Employee Offboarding Portal designed to streamline the process of managing employee exits in an organization. It provides HR/admins with tools to:

- Initiate offboarding for employees
- Assign and track offboarding tasks
- Manage asset returns
- Conduct and record exit interviews
- Track offboarding status and completion

Login Credentials
  username-admin
  password-admin123

Features

- **Employee Management:** View and select employees for offboarding.
- **Task Assignment:** Assign, update, and track tasks for offboarding employees.
- **Asset Management:** Track and update the return status of company assets.
- **Exit Interviews:** Record and view exit interview details and feedback.
- **Status Tracking:** Monitor the progress of the offboarding process for each employee.
- **Notifications:** Notify employees about offboarding status and completion.

Tech Stack

- **Backend:** PHP (with PDO for MySQL)
- **Frontend:** HTML, CSS (Tailwind, Bootstrap), JavaScript (jQuery, Select2)
- **Database:** MySQL

File Structure

- 'index.php' - Main portal with tabbed navigation for all offboarding features.
- 'task_assign.php' - Assign tasks to employees.
- 'task_handler.php' - Backend API for task CRUD operations and offboarding status.
- 'test.php' - Backend API for offboarding, asset, and interview management.
- 'db_connection.php' - Database connection using PDO.
- 'original_db.php' - (Legacy) Database connection for employee data.
- 'knowledge.php' - Knowledge transfer form for outgoing employees.

Setup

1. **Clone the repository** to your XAMPP/htdocs directory.
2. **Create two MySQL database** named 'offboarding' and dsbu and import the required tables (see below).
3. **Configure database credentials** in 'db_connection.php' and 'original_db.php'.
4. **Start Apache and MySQL** via XAMPP.
5. **Access the portal** at 'http://localhost/offboarding/Offboarding/index.php'.

Database Tables

You will need tables such as:
- 'wy_employees'

- 'Offboarding'
- 'Tasks'
- 'Assets'
- 'Feedback'
- 'Notifications'

(See code for table structure or ask for SQL schema if needed.)

Usage

- Use the portal to initiate offboarding, assign tasks, manage assets, and conduct exit interviews.
- All actions are logged and can be tracked via the portal interface.

Note: For production, ensure to secure all endpoints, sanitize inputs, and handle authentication.