EPES – Employee Performance Evaluation System

Overview

EPES is a comprehensive web-based performance evaluation and management system designed to streamline employee assessment processes. The platform facilitates performance tracking, task management, and departmental organization with distinct interfaces for employees, evaluators, and administrators.

Key Features

For Employees

Profile Management

- Personal information management
- Department and designation tracking
- Task history viewing
- Access to performance metrics

Task Management

- View assigned tasks
- Update task progress
- Submit task completions
- Track performance ratings
- View historical task records

Performance Tracking

- View evaluation scores
- Track completed tasks
- Access performance history
- Review feedback

For Evaluators

Evaluation Management

- Assess employee performance
- Rate completed tasks
- Provide feedback
- Track employee progress
- Generate evaluation reports

Task Oversight

- Monitor task progress
- Review task completions
- Provide task feedback
- Track deadlines

For Administrators

System Management

- Comprehensive dashboard overview
- User account management
- Department and designation control
- System-wide analytics

Organization Structure

- Manage departments
- Control designations
- Assign roles and permissions
- Update organizational hierarchy

User Administration

- Create user accounts
- Manage access levels
- Handle user requests
- Monitor system usage

Technical Requirements

Server Requirements

- PHP 7.0 or higher

- MySQL 5.6 or higher

- Apache or Nginx web server

- XAMPP or WAMP server package

Browser Requirements

- Modern web browsers (Chrome, Firefox, Safari, Edge)

- JavaScript enabled

- Cookie support

Installation & Setup

1. **Server Setup**

   - Install XAMPP or WAMP on your system.

   - Start Apache and MySQL services.

   - Verify services are running.

2. **Project Setup**

   - Clone the repository.

   - For XAMPP: Copy the project folder to the htdocs directory.

     - Path: C:/xampp/htdocs/epes

   - For WAMP: Copy the project folder to the www directory.

     - Path: C:/wamp/www/epes

3. **Database Configuration**

   - Access PHPMyAdmin (http://localhost/phpmyadmin).

   - Create a database named epesdb.

   - Import the provided SQL structure.

   - The database includes tables for:

- employee_list

- department_list

- designation_list

- task_list

- ratings

- task_progress

4. **System Access**

    o   Main Portal: http://localhost/epes

    o   **Default Admin Credentials (Change Immediately):**

        - Email: admin@admin.com

        - Password: admin123

Database Configuration Details

Update the database connection in db_connect.php:

$host = 'localhost';

$dbname = 'epesdb';

$username = 'root';

$password = '';

Security Recommendations

1. Change default admin credentials immediately.

2. Implement regular database backups.

3. Keep the system updated.

4. Use strong passwords.

5. Monitor access logs.

Troubleshooting

Connection Issues

- Verify Apache and MySQL services are running.

- Check database credentials in the configuration file.

- Confirm proper file permissions.

Database Issues

- Verify the database name matches the configuration.

- Check the table structure.

- Confirm MySQL connection is active.

Access Issues

- Clear browser cache.

- Verify login credentials.

- Check server logs for errors.

Important Notes

- Regular database backups are recommended.

- Monitor system performance.

- Update security settings periodically.

- Maintain user documentation.

- Schedule periodic maintenance.

System Architecture

Frontend

- HTML5

- CSS3

- JavaScript

- Bootstrap framework

- jQuery

- JSGrid

Backend

- PHP

- MySQL

- Session management

- OOP structure

Security

- MD5 password encryption

- Session-based authentication

- Access control

- Input validation

Features Breakdown

Department Management

- Create new departments.

- Edit department details.

- Assign employees.

- Track department metrics.

- Manage department hierarchy.

Designation Management

- Create designations and roles.

- Define role responsibilities.

- Manage reporting structure.

- Update role requirements.

Task Management

- Create and assign tasks.

- Track task progress.

- Rate task completion.

- Monitor performance.

- Generate reports.

Performance Evaluation

- Rate employee performance.

- Track evaluation history.

- Generate performance reports.

- Provide feedback.

- Monitor improvements.

Support

For technical support:

- Review system documentation.

- Check error logs at logs/error.log.

- Contact your system administrator.

- Submit issue reports if necessary.

Regular Maintenance

1. Database optimization

2. Log file cleanup

3. Performance monitoring

4. Security updates

5. Backup verification