



3 - Employee Attendance	2.25
Compatible with fingerprint Devices	0.25
Attendance and monitoring and reporting	0.25
Attendance editing	0.25
Geo-Location punching	0.25
Duty Roaster	0.25
Shifts (minimum 06 daily shift)	0.25
Bulk Shift adding/editing	0.25
Rotating shift times	0.25
view attendance by groups / teams , departments etc.	0.25
4 - Recruitment	2
Applicant should be able to apply online	0.25
HR Officer should be able to enter application details (for physical applicants)	0.25
Candidates profile registrations	0.25
Candidates profile shortlisting's	0.25
Adding Marks	0.25
Auto screening	0.25
Interview panel to conduct interview	0.25
Final Short List	0.25
5 - Employee Training	1.75
Training Calender (schedule training)	0.25
Register Trainings (Future, alerts)	0.25
Employees should be able to apply training from their dashboard	0.25
Define Trainings	0.25
Enroll Employees to trainings	0.25
Training requirements identifications	0.25
Completed training (Past Records)	0.25
6 - Organisation Structure	1
Must be able to create, edit, Delete Department, Division, section, unit in this module.	0.25
Must be a ble to set Status (Active or Deactivate)	0.25
view hierarchical tree	0.25
structure change workflow	0.25
7- Teams	0.5



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	view job information	0.25
	view leave details	0.25
	view daily attendance log	0.25
	view noticeboard	0.25
	view notifications	0.25
	view salary slips	0.25
	view loan schemes	0.25
	apply for reference letter	0.25
	Warnings: (salaam, late fines)	0.25
	create overtime preapprovals	0.25
	overtime update	0.25
15-Supervisor portal		1.5
	Task delegation	0.25
	Approve staff leaves	0.25
	View staff attendance/leaves	0.25
	Mutli-level approve overtime preapprovals	0.25
	Approve overtime	0.25
	Staff leave/attendance report generation	0.25
16 -HR portal		1.25
	Modify attendance/status	0.25
	Add/edit shifts	0.25
	Add/edit staff information	0.25
	Update and manage staff leave	0.25
	Add/edit org structure	0.25
17 -Report generation		2.5
	Individual overall report	0.5
	Report generation for attendance, leaves, pension	0.5
	Time frame selection	0.5
	Individual salary slips	0.5
	Team based attendance view/report	0.5
18 -General requirements		5
	Mobile application - iOS/Android	1
	3 year warranty period	1
	Bulk SMS Intergration	1
	provision of software usage documentation	1
	Intial installation & setup with all data entry	1



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