Organization Sports & Cultural Events Management System

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Abstract:-

Most of the organizations like IT, Banking, Finance, Health Care, etc. are always looking to provide employee satisfaction with respective to organization development and also seeking to encourage their employees by conducting some kind of sports events and cultural events for their employees entertainment and relaxation purpose. So every organization needs to manage all these kind of events with the help of employees and supporting admin/HR staff. Here we are focused on automating all activities related to sports and cultural events of any specific organization. "Organizations Sports and Cultural Events Management System" will provide the facilities to manage organization activities for their employee entertainment and relaxation programs. To manage all activities under any organization, all departments like HR, Admin, Finance, Management and also their employees should need to be involve as per the accomplished tasks.

I. INTRODUCTION

The aim of this application is to reduce the manual effort needed to organization's cultural events management and maintaining historical data used for future analysis. Also this application provides an interface to employees to create events and enrolling for the participations and getting finance approvals and etc. This application main purpose is to reduce manual efforts between different departments in organization and employees to provide more friendly environments at organizational level. This application also helps HR departments to get an easy enrollment from their employees for any kind of events and managing their employee details easily.

Organizations Sports & Cultural Events Management System works as an online web-based application to automate most of the activities which were done by the HR, Admin, Finance and all department employees with respect to their organizations cultural events management. It manages all employee details and historical data for their events to plan next year events.

HR Team need to analyze the calendar for specific occasions to conduct any events like Annual Day events, Most popular festivals celebrations, Sports competitions per year, Team Outings for project completion and etc. Finance Team need to analyze on event budget factors and getting approval from management. Admin Team needs to accommodate the celebration materials and event locations, etc. Finally each employee can

participate in this event and also few of employees can volunteer the entire events.

II.   MODULES

The entire application is based on the following modules:

- System Support Module
- Human Resource Department Module
- Finance Department Module
- Administration Department Module
- Employees Module

System Support Module:-

This module can be accessed by the network team. In this module mostly we can manage the employee's creation like add/edit/view and delete different department employees. And also manage the employee groups for easy use of specific invitations by HR team. Administrator has to add new users like HR, Finance, Admin and new employees into organization and he has to manage all this users.

Human Resource Department Module:-

This module can be accessed by HR team members in this application. In this module mostly we can manage all the events for an organization like add/edit new events. And also add new event details with required budget estimations and request for an approval from finance department. To functionalize an event we need to arrange required material. So HR can request their admin team to arrange all required materials for an event. Finally they can track all budget approvals and material arrangements made by Finance & Admin departments respectively.

Finance Department Module:-

This module can be accessed by finance department employees. In this module above specified users can view all new events created by HR department. Also they can track all budget requests for an event from HR department and provide their approval based funds availability. In this module they can view all budget approvals for previous events for their tracking purpose.

Administration Department Module:-

This module can be accessed by administration department employees. In this module above specified users can track all material request came from HR department and arrange that material for an event. Also they can update material request status once that material is ready to use. In this module they can view all material arrangement for previous events for their tracking purpose.

Employees Module:-

This module can be accessed by all employees of organization. In this module employees can view the events which are they can participate or attend as a guest based on their HR department request. Employees can enroll for any event if they are eligible to participate in that event. Also they can provide their suggestions and comments for event at any time.
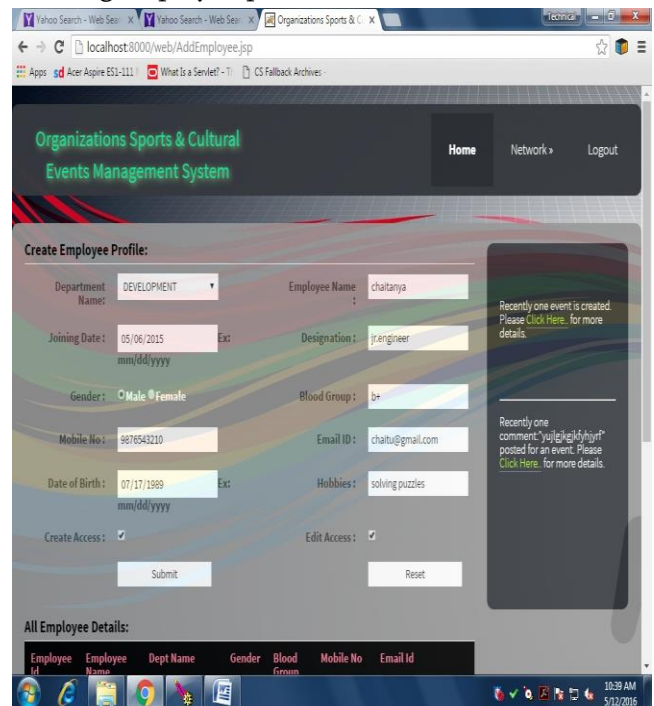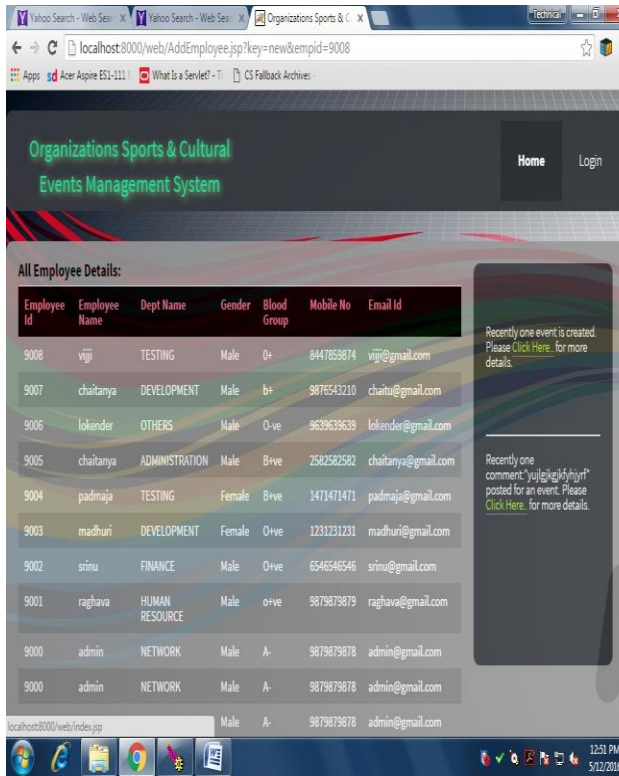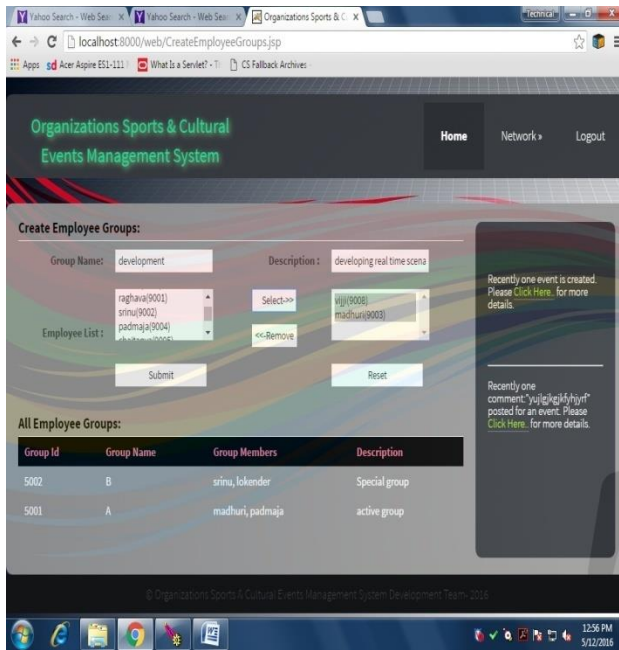
Screen shots:-

Home page
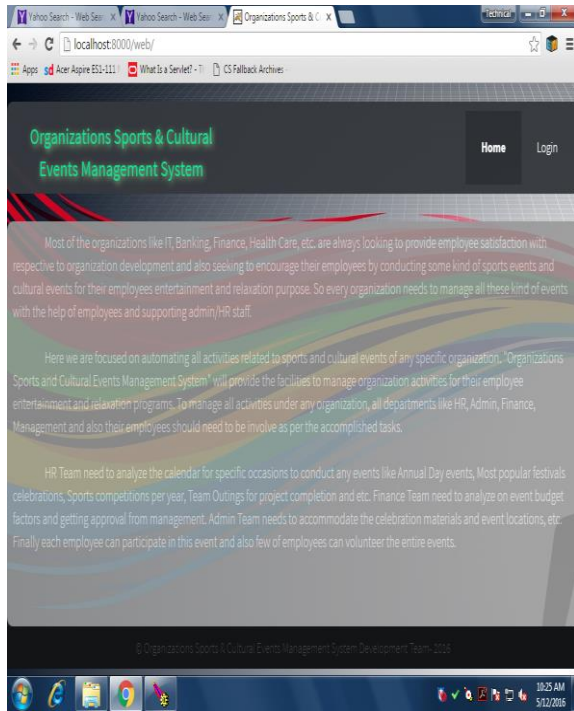
User login page
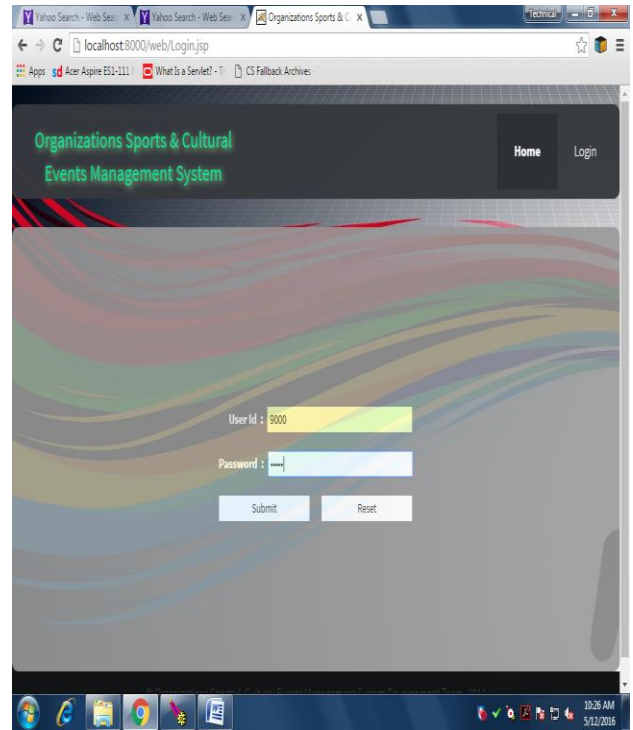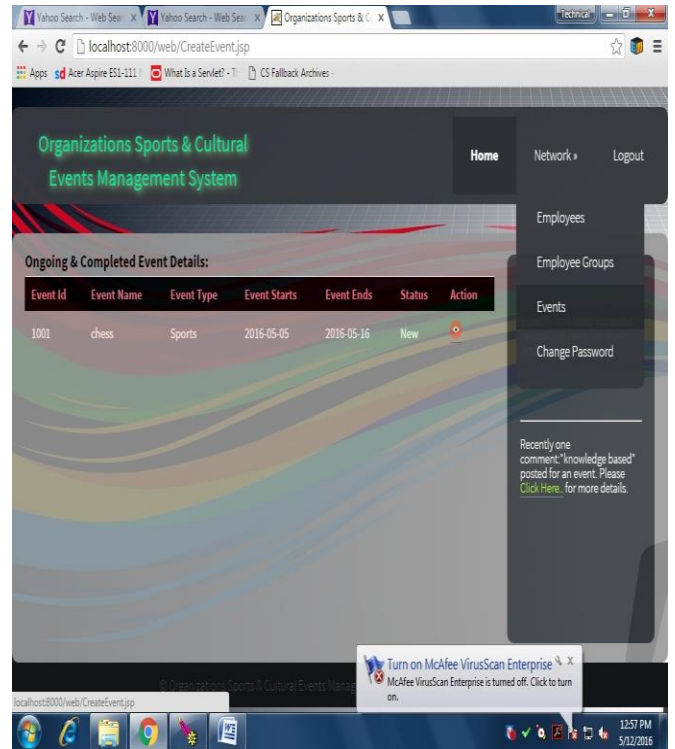

Creating employee profile
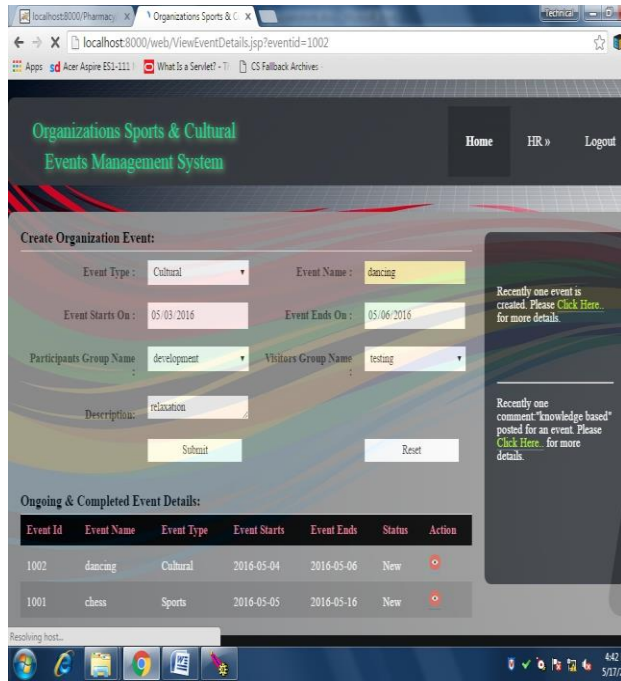

View all employees' details

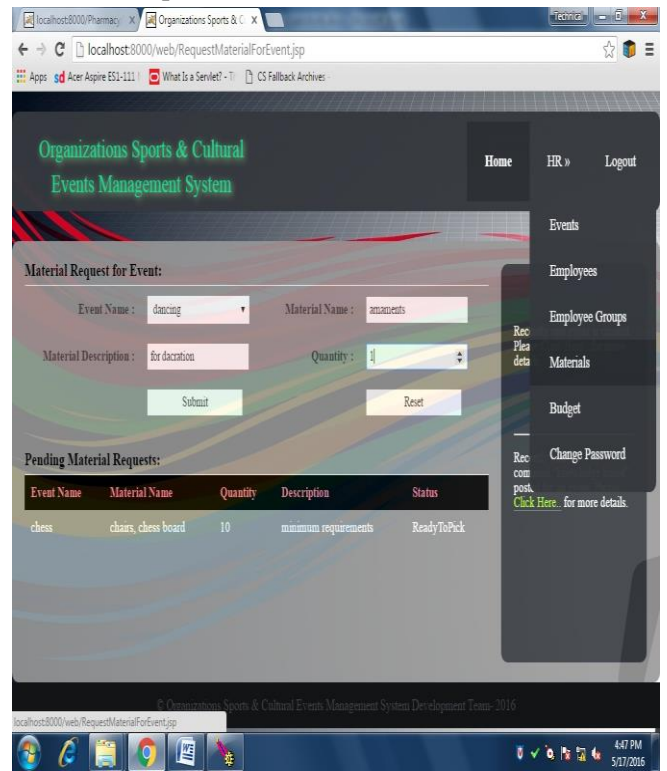Create employee groups

View events
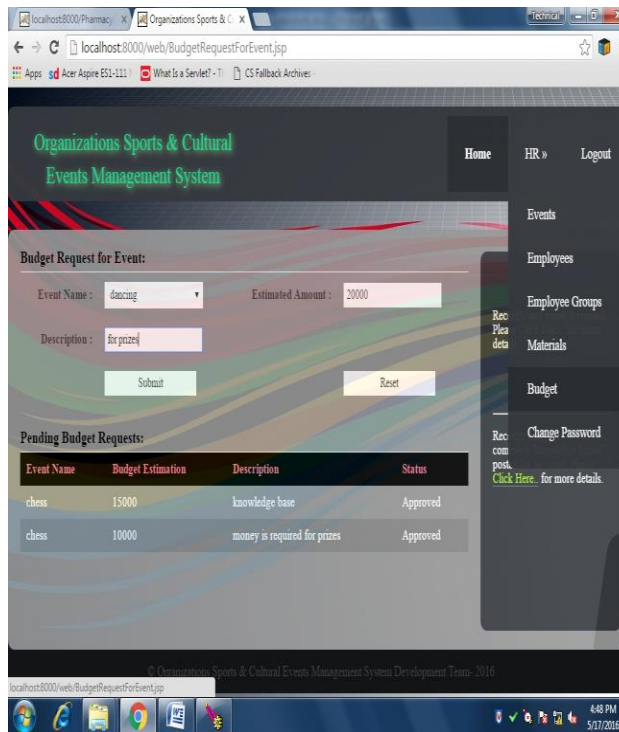

View ongoing and completed events
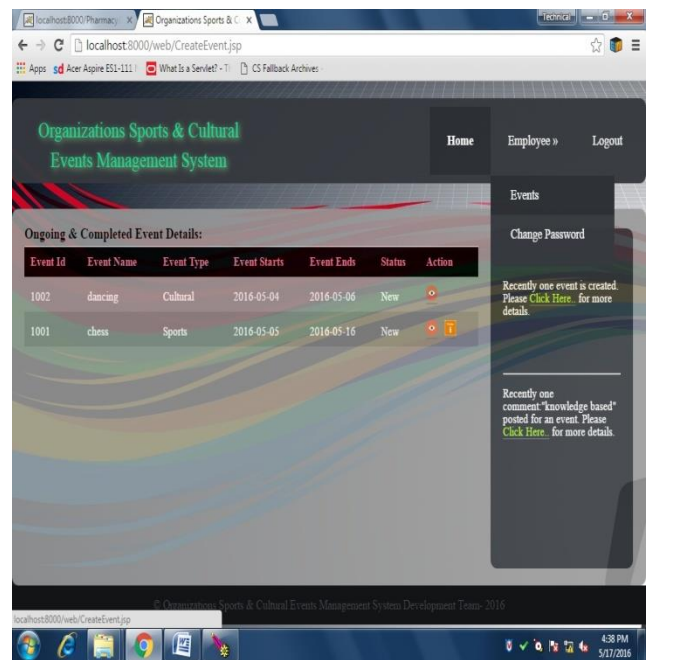
HR add events

HR View all employees

Hr view employee groups
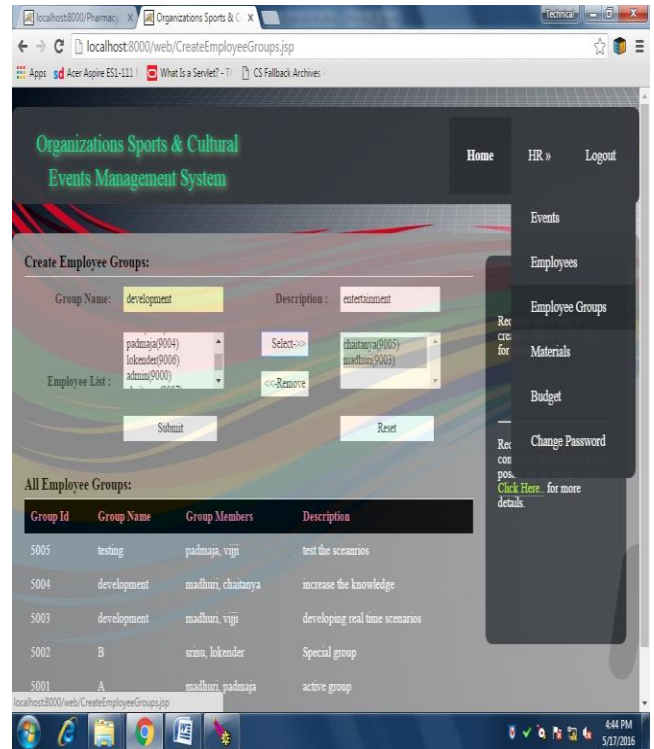
Materials request for event
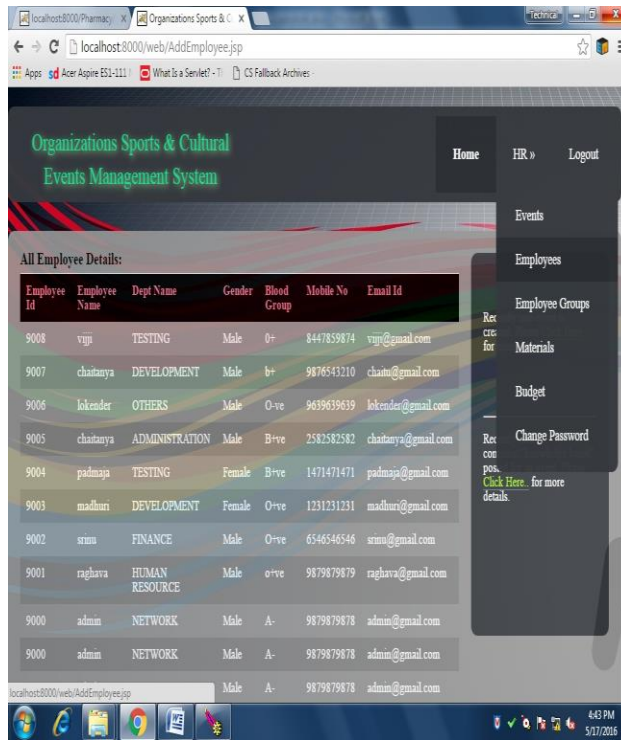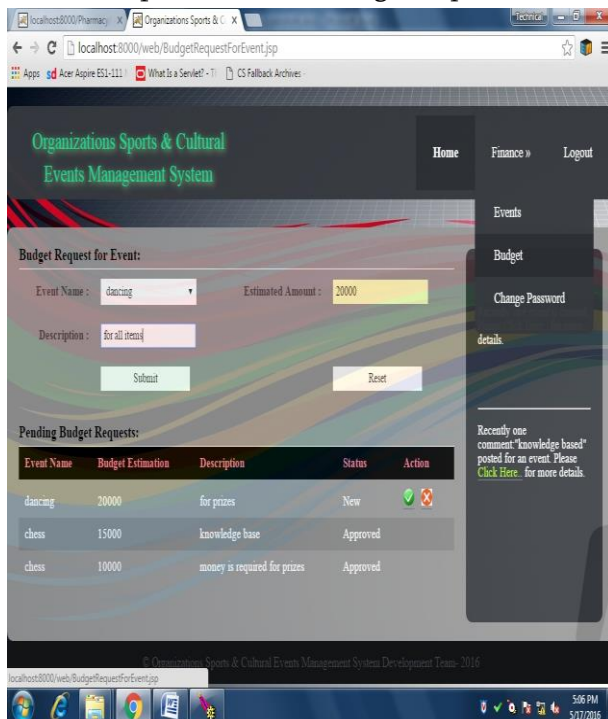

Budget request for event

Finance department view budget requests

III.   CONCLUSION

This application for organizations sports and culture event management system is very helpful for any organization for conducting the sports and events. In this web application everything is done in online process. So by using this application we can save our time and management of data is also easy than compared to the existing manual data processing system. By using this application paper work is reduced a lot and we can view the ongoing events very quickly. Finally this application saves time and physical work burden.

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