

Report of Internship Done at SOFTMONKS (OPC) PVT LTD

An Internship Report for

Course code and Course Title: CSA-652 - Industry Internship / Software Project Development

Credits: 16

Submitted in partial fulfilment of MCA Degree

for Semester IV.

By

RUTVIK RAGHUNATH SAWANT

Seat Number : 22P0320037

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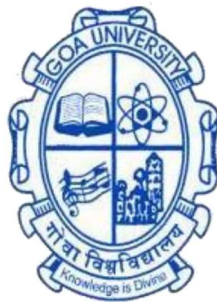
Under the mentorship of

Ms. SHRADHA BHAGAT

Discipline of Computer Science and Technology,

Goa Business School,

Goa University.



Goa University

Date: June 2024

Examined by:

Seal of the School

DECLARATION BY STUDENT

I hereby declare that the data presented in this Internship report entitled, “**Report of Internship Done at SOFTMONKS (OPC) PVT LTD.**” is based on the results of investigations carried out by me in the Discipline of Computer Science and Technology, Goa Business School, Goa University, under the mentorship of Dr. P Payaswini and the same has not been submitted elsewhere for the award of a degree or diploma by me. Further, I understand that Goa University or its authorities will not be responsible for the correctness of observations / experimental or other findings given the internship report/work. I hereby authorise the University/college authorities to upload this dissertation on the dissertation repository or anywhere else as the UGC regulations demand and make it available to any one as needed.

Mr. Rutvik Raghunath Sawant
22P0320037
Master of Computer Application
Goa Business School

Date:

Place: Goa University

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COMPLETION CERTIFICATE

This is to certify that the Internship report, “**Report of Internship Done at SOFTMONKS (OPC) PVT LTD.**” is a bonafide work carried out by **Mr. Rutvik Raghunath Sawant** under my mentorship in partial fulfilment of the requirements for the award of the degree of Master of Computer Application in the Discipline of Computer Science and Technology at the Goa Business School, Goa University.

Dr. P Payaswini
Assistant Professor, MCA
Goa Business School

Date:

Signature of Dean of School/HoD

School/Department Stamp

Date:

Place: Goa University

INTERNSHIP OFFER LETTER



SoftMonks (OPC) Private Limited

CIN: U72200GA2015OPC007747

GSTIN: 30AAWCS3196E1Z4

Office #12, 5th Floor, Buildmore Business Park,
Khorlim-Xim, Mapusa - Goa (India) - 403507

Mobile: +91-982-211-3668
info@softmonks.com

Ph: +91-832-297-6622
www.softmonks.com

Date: December 22, 2023

To,
Rutvik Sawant
H.No. 356, Munang Waddo, Assagao, Bardez,
Goa - 403507

Dear Rutvik,

SoftMonks (OPC) Private Limited (SOFTMONKS) is pleased to offer you a short term assignment as "Intern" effective January 1, 2024.

The internship will be a maximum of six months ending on or before June 30, 2024. You will be paid a monthly stipend of INR 10,000.00 paid in accordance with our normal payroll practices.

During your internship period you will be working on our client project. The project should be completed at our office and during office hours. The completed project will be sole property of SOFTMONKS and should not be shared with anyone outside SOFTMONKS. Due to the non-disclosure agreement with our client, you will not be able to present the project in full or in parts to anyone outside SOFTMONKS.

Upon joining, you will have to sign the Employee Confidentiality Agreement and abide by the rules and regulations of the company.

As per company norms, you will have to submit 2 photographs, photo copies of 2 ID proofs, graduation certificates and certificates for any other courses obtained.

If you would like to accept the internship, please sign and return a copy of this letter along with the documents mentioned.

It is a pleasure to make you this offer to join the Team SOFTMONKS.

Sincerely,

SoftMonks (OPC) Private Limited

Managing Director

Shivprasad Mangesh Ajgaonkar

software design & development | database | content management system | web design & development | online services
customer relationship management system | android | iOS | e-commerce | search engine optimization | user experience

INTERNSHIP CERTIFICATE



SoftMonks (OPC) Private Limited

CIN: U72200GA2015OPC007747

Office #12, 5th Floor, Buildmore Business Park,
Khorlim-Xim, Mapusa, Goa - 403507 (INDIA)

Cell: +91 982-211-3668 Phone: +91 832-297-6622
info@softmonks.com www.softmonks.com

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. Rutvik Raghunath Sawant** was employed with us as an **"Intern"** from **January 1, 2024** to **May 31, 2024** in the capacity of **Software Developer**.

During his tenure of service with us we found him sincere, hardworking and enterprising. He was efficient in his work and capable of handling the work assigned to him, effectively.

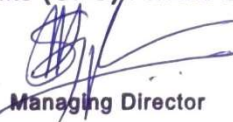
His project was titled "App Based Internal Employee Management System."

His major contributions during the internship were as follows:

- Designing various screens for the above-mentioned application.
- He was also instrumental in designing Website and Mobile Apps for our clients in United States.
- Worked to create different versions of the same used case until satisfaction.

We issue this certificate thanking him on being such a good addition to the team and the company here. For whatever small time and wish him all the best in his future endeavors.

SoftMonks (OPC) Private Limited



Managing Director

Shivprasad Mangesh Ajgaonkar

Place: Mapusa, Goa

Date: May 31, 2024

software design & development | database | content management system | web design & development | online services
customer relationship management system | android | iOS | e-commerce | search engine optimization | user experience

ACKNOWLEDGEMENT

The Internship at **SOFTMONKS (OPC) PVT LTD** was transformative. It ignited a passion for Design & Development that will propel me forward in my career.

SOFTMONKS (OPC) PVT LTD provided a launchpad for my professional ambitions. The skills and knowledge I gained will be instrumental in achieving my career goals.

My journey was enriched by the incredible people I met. A heartfelt thank you to my benefactors for their unwavering support and encouragement throughout this transformative internship. Special recognition goes to **Mr. Shivprasad Mangesh Ajgaonkar (Managing Director)** for taking a chance on me and providing invaluable guidance.

My deepest gratitude to **Ms. Shradha Bhagat (Team Lead)**, who served as my mentor. Their insightful suggestions, generous spirit, and constant encouragement were a constant source of motivation. Their expertise and dedication were truly inspiring. Thanks to **Ms. Devayani Sirsat (Project Lead)**, **Mr. Hanumant Godekar** and **Ms. Sujata Bagli (Software Engineer)** for fostering a positive, welcoming, and dynamic work environment that made me feel valued and at ease even as a newcomer.

I wouldn't be here without the unwavering support of the amazing faculty at Goa Business School, Goa University. A big thank you to **Mrs. Jyoti Pawar (Dean)**, **Mr. Ramdas Karmali (Prof. and TPO, MCA)**, **Mr. Ramrao Wagh (Program Director, MCA)**, **Mr. Hanumant Redkar (Assistant Prof, MCA)**, and the entire MCA faculty for their constant encouragement and guidance throughout this project.

Finally, to my parents, teachers, and friends – you are the wind beneath my wings. This internship wouldn't have been possible without your unwavering support and belief in me. A heartfelt thank you for everything.

The SoftMonks family holds a special place in my heart. Their willingness to help and guide me in all aspects, both professional and personal, has been instrumental. This experience has instilled in me the confidence and skills to tackle future challenges, and I am truly grateful for the positive impact it has had on my career development.

EXECUTIVE SUMMARY

This report details my internship experience from January 01, 2024, to June 03, 2024. Throughout the internship, I had the opportunity to work on diverse projects, gaining hands-on experience in web and app design and backend development. I worked with various tools and technologies, including Figma, HTML, CSS, JavaScript, PHP and jQuery.

Organization

The organization provided a dynamic and collaborative environment where creativity and technical skills were equally valued. Projects ranged from redesigning websites and apps to developing backend support. Regular meetings, such as scrum meetings and team cohesion.

Tasks Handled

1. UI UX Design: I designed screens for their App Based Internal Employee Management System application based on android and iOS platforms. Additionally, I redesigned some portions of website and app for their client having car rental business based in United States.
2. Backend Development: I developed backend support for their App Based Internal Employee Management system from creating User Interfaces to data manipulation in modules using HTML, CSS, JS, PHP and jQuery.

Learning Outcomes

During this entire internship, I developed a comprehensive understanding of UI UX Design and Backend Development. I explored deeper in the field of UI UX learning design principles, user centeredness, user groups, understanding client requirements, designing screens using Figma and whereas in Backend Development, I learnt about how

to develop user interfaces using HTML, CSS, Javascript and manipulating data across it using MySQL, jQuery and PHP.

Additionally I improved my communication and presentation skills, project management and team collaboration.

Challenges Faced

1. **Project Management:** Time management and prioritization abilities were essential for handling several projects at once. A constant problem was juggling the demands of multiple duties and making sure that deliveries were made on schedule.
2. **Technical Challenges:** Keeping adaptable site designs, guaranteeing cross-browser compatibility, and fixing PHP and database issues were major challenges. To achieve the intended results, debugging and troubleshooting were necessary for each module.
3. **Iterative Design:** Iterations of feedback on designs need flexibility and an acute attention to detail. It took some getting used to incorporating client feedback while keeping design integrity.

All things considered, this internship was a worthwhile educational opportunity that greatly improved my technical proficiency, creativity, and professional growth. The difficulties I had during this time helped me gain useful insights into technical debugging, project management, and collaborative development, which helped me be ready for my next professional ventures.

CHAPTER I : ORGANIZATION

1.1 BIRD-EYE-VIEW



Name of the Company: SOFTMONKS (OPC) PVT. LTD.

Address: Office #12, 5th Floor, BuildMore Business Park, Khorlim-Xim, Mapusa, Goa - 403507.

Phone Number: +91-832-945-2046

Email: info@softmonks.com

Website: www.softmonks.com

SOFTMONKS (OPC) PRIVATE LIMITED was established on October 25, 2015, as a private company. It is registered with the Registrar of Companies in Goa and is categorised as a non-government corporation. It is involved in operating systems software, business & other application software, software publishing, consulting, and software supply.

Overall, the company's proficiency with marketing, content management, and cross-platform e-commerce allows them to create comprehensive programs that seamlessly integrate each of these components. Their primary areas of competence are web-based software using PHP, MySQL, HTML/CSS, JavaScript, and Android and iOS platforms. This integrated strategy encourages customer satisfaction and engagement, which eventually boosts company expansion and success.

SOFTMONKS is an idealist company. They adhere to the "Software Development Life Cycle" and make sure that their usability experts thoroughly evaluate every product they

build. To obtain the best quality, deploy software through a complex sequence of permutations and combinations, selecting the best technology based on the needs of the client.

To differentiate themselves, the corporation mainly uses three letters:

- **“LISTEN”**: In order to create flawless software, the organisation pays attention to all needs, investigates the client's business model, comprehends their questions, and identifies their target market.
- **“THINK”**: Following the receipt of all requirements, analysing the business plan, and identifying the intended user base for the software development project.
- **"DEVELOP"**: They use the best technology available to design your program based on needs and study.

1.2 SERVICES

- **Mobile Application Development:** Developing user friendly mobile applications for both android and iOS platform.
- **Web Development:** Creating full stack websites that are dynamic and improve user engagement and business expansion.
- **IT Support and Consultancy:** Offering expert IT support and consultancy services to enhance business operations
- **CMS and CRM:** CMS lets you create and edit website content easily. CRM focuses on customers, tracking interactions and managing relationships. They can even work together for a more powerful online presence.

CHAPTER II : TASKS HANDLED

2.1 NEXTCAR WEBSITE

- Redesign Location, Franchise, Rental Confirmation Page and other minor modules.
- Enhance the visual design to make it modern and appealing to the users.
- Maintain the overall flow of each module.
- Improve information architecture such that when a user arrives at the website should not find any difficulty while looking for some information on the website.
- Design responsive screens for different devices mainly Desktop, Mobile Phone and Tablet.
- Creating efficient Pop-Up Screens for some part of the Modules.
- Design rental confirmation screen for the customer with clear visuals showcasing rental information with all the necessary details as produced in the existing website.

2.2 APP BASED INTERNAL EMPLOYEE MANAGEMENT SYSTEM

- Research and define the problem by conversing with users.
- For better understanding explored their CMS portal.
- Derive solution based on gathered resources. (Resources are basically the requirements, functionalities to implement, some case studies from the internet and pain points from the user's past app usage experiences.)
- Create wireframes and present how the basic structure of the app looks like, how many screens it is going to have, what will be the user/app flow, how each module will be appearing and others.
- Based on finalised wireframes and app flow, designed High Fidelity User Interfaces for each screen of the app.
- Gather feedback for screens designed for each module.
- Created a Prototype of the entire app once all the screens were finalised and presented to the team.
- Developed User Interfaces and some minor functionalities for the backend of the app.
- Worked on the Time Tracker and Leave Request Module at the Backend.
- Implemented functionalities like adding leave request, edit leave request, listing all the leave requests, modified content visibility based on the User-type.

2.3 NEXTCAR APP

- Exploring the existing app.
- Finding places in need of improvement.
- Understanding different processes in the app.
- Creating different samples of themes to be used for the app.
- Redesigning every screen and mapping the user flow.
- Verify each process by referring to existing app and ask for feedback.
- Designed screens for Rental Booking Process, Rental Listings, User Profile, Payment Process.
- Making necessary changes to designs.
- Implementing user interface design based on the user type.

2.4 INTERNSHIP TIMELINE

01 January 2024 - 01 June 2023

- **Week 1:**
 - Introduction to their different clients and projects.
 - Assigned task to design a module with locations for client website.
 - Design module according to different devices with prototyping. (Desktop, Mobile, Tablet)
- **Week 2:**
 - Got the first module reviewed in a meeting.
 - Improvised the module with all the requested changes.
 - Assigned task to design second module for the client website.
- **Week 3:**
 - Second module review and improvisation.
 - Task to design the third module of the booking process.
 - Existing booking process was explained in a meeting to get a better idea and changes were asked to suggest.
- **Week 4:**
 - Booking process module review.
 - Continuous meetings and design improvisation.
- **Week 5:**
 - **Project briefing.**
 - Referring and learning case studies on related projects.
 - Going through some design inspirations.
 - Continuous interaction with users to understand their requirements.
- **Week 6:**
 - Proposing ideas related to project modules in a meeting.
 - Creating app module flow.
 - Designing wireframes for the app.

- **Week 7:**
 - Creating UI/UX Designs for the app.
 - Took the first 2 screens and **Profile** module to design.
 - Created different samples.
 - Reviewed in weekly meetings.
- **Week 8:**
 - **Calendar** Module UI.
 - **Time Tracker** Module UI.
 - **Leave Request** Module UI.
- **Week 9:**
 - UI Design review and improvisation.
 - Developing **Leave Request** Module for the **backend**.
 - Developed UI Structure for backend.
- **Week 10:**
 - Developed Add Leave Request Functionality.
 - In Code Calculation of leave data as per requirements.
 - Added Leave Request data to the table.
- **Week 11:**
 - Leave request data retrieval from table.
 - Display leave request data listing.
 - Fixed Leave Listing UI Structure.
- **Week 12:**
 - Edit / Update leave request from the listing itself.
 - Added TextArea for Reason of Leave in the module.
 - Modified overall module due to new additional changes.
- **Week 13:**
 - Changed module visibility according to User Type (Admin, General).
 - Added conditions for Leave Request Approval/Rejection.
- **Week 14:**
 - Fixed Date/Time format issue.
 - Changed logic for Calculation of Leave Days.
 - Tested module thoroughly with different cases.

- **Week 15 – Week 23:**
 - Worked on SoftMonks Client App and Website (NextCar).
 - Redesigned modules such as login and authentication, booking process, listing screens, account management and others.

CHAPTER III : LEARNINGS

This internship gave me invaluable backend development and UI/UX design skills. I improved my information architecture abilities by redesigning the NEXTCAR website, which made it easier for users to discover what they need. In addition, I concentrated on making the design aesthetically pleasing and current while also being responsive on many kinds of screens. I have looked into implementing pop-ups for particular modules.

I developed a solid grasp of the user research procedure for the internal personnel management app by interviewing people and examining CMS data to identify issues and provide solutions. I became an expert at the wireframing process, producing high-quality mockups and getting user input. I also started working on backend programming, including features like user-based content visibility and leave request management.

Lastly, I was able to improve my app design abilities with the NEXTCAR app overhaul. I updated important screens such rental booking, listings, user profiles, and payments, mapped user flows, and highlighted places for improvement. Additionally, user-type-specific design concerns were stressed in this project. All in all, this internship improved my capacity to provide robust backend support for user-centered interfaces.

3.1 TOOLS & TECHNOLOGIES



Figma is a web-based design tool for UI/UX featuring real-time collaboration and functionalities for mockups, prototypes, and design systems.



Android is a mobile operating system based on a modified version of the Linux kernel and other open-source software, designed primarily for touchscreen mobile devices such as smartphones and tablets.



Swift is a powerful and easy-to-learn programming language created by Apple for developing applications on their platforms (iOS, iPadOS, macOS, tvOS, watchOS). It's known for its speed, safety, and readability.



Android Studio is the official development environment for building Android apps. It lets you write code, design interfaces, test functionality, and deploy your app to the Google Play Store.



Git is a free and open-source version control system for tracking changes in computer files and code. It's particularly popular for collaborative software development.



Postman is a software platform for building and using APIs (Application Programming Interfaces). It simplifies creating, testing, and managing APIs throughout their lifecycle.



HTML (HyperText Markup Language) is the fundamental building block of web pages. It defines the structure and content of web content, like headings, paragraphs, images, and links. Imagine it as the skeleton of a web page.



CSS (Cascading Style Sheets) is the language that styles and beautifies web pages built with HTML. It controls the visual aspects of a web page, like fonts, colours, layout, and spacing.



JS, which stands for JavaScript, is the programming language that brings web pages to life. It adds interactivity, animation, and dynamic behaviour to what would otherwise be static HTML and CSS content.



jQuery is a popular JavaScript library that simplifies interacting with HTML, CSS, and the Document Object Model (DOM).



PHP (originally stood for Personal Home Page, now a recursive initialism for PHP: Hypertext Preprocessor) is a popular open-source scripting language specifically geared towards web development.



Kotlin is a programming language that makes coding concise, cross-platform, and fun. It is Google's preferred language for Android app development.



Xcode is Apple's integrated development environment for macOS, used to develop software for macOS, iOS, iPadOS, watchOS, tvOS, and visionOS.

CHAPTER IV : CHALLENGES

I faced many obstacles during my internship, which helped me to hone my design and development abilities even more. The NEXTCAR website makeover forced me to strike a compromise between incorporating a contemporary visual update and preserving user familiarity with the current layout, especially for the bulk of senior users in the US. Finding this balance included paying close attention to user feedback, best practices in information architecture, and making sure the design followed senior user accessibility guidelines, which included using larger text sizes and highly contrasted color schemes.

There were challenges in developing the internal personnel management software. At first, it was difficult to comprehend the intricate workflows and user requirements through CMS data analysis and interviewing. Nonetheless, I was able to successfully obtain input and make sure the finished solution addressed user pain points by producing clear wireframes and prototypes. In order to produce a smooth user experience, close collaboration with developers was also necessary for the integration of the UI/UX design with backend functionality, such as leave request management.

CHAPTER V : REFERENCES

- Figma
<https://www.figma.com/>
- JavaScript
<https://www.w3schools.com/js/>
- HTML
<https://www.w3schools.com/html/>
- CSS
<https://www.w3schools.com/css/>
- PHP
<https://www.w3schools.com/php/>
- jQuery
<https://www.w3schools.com/jquery/>

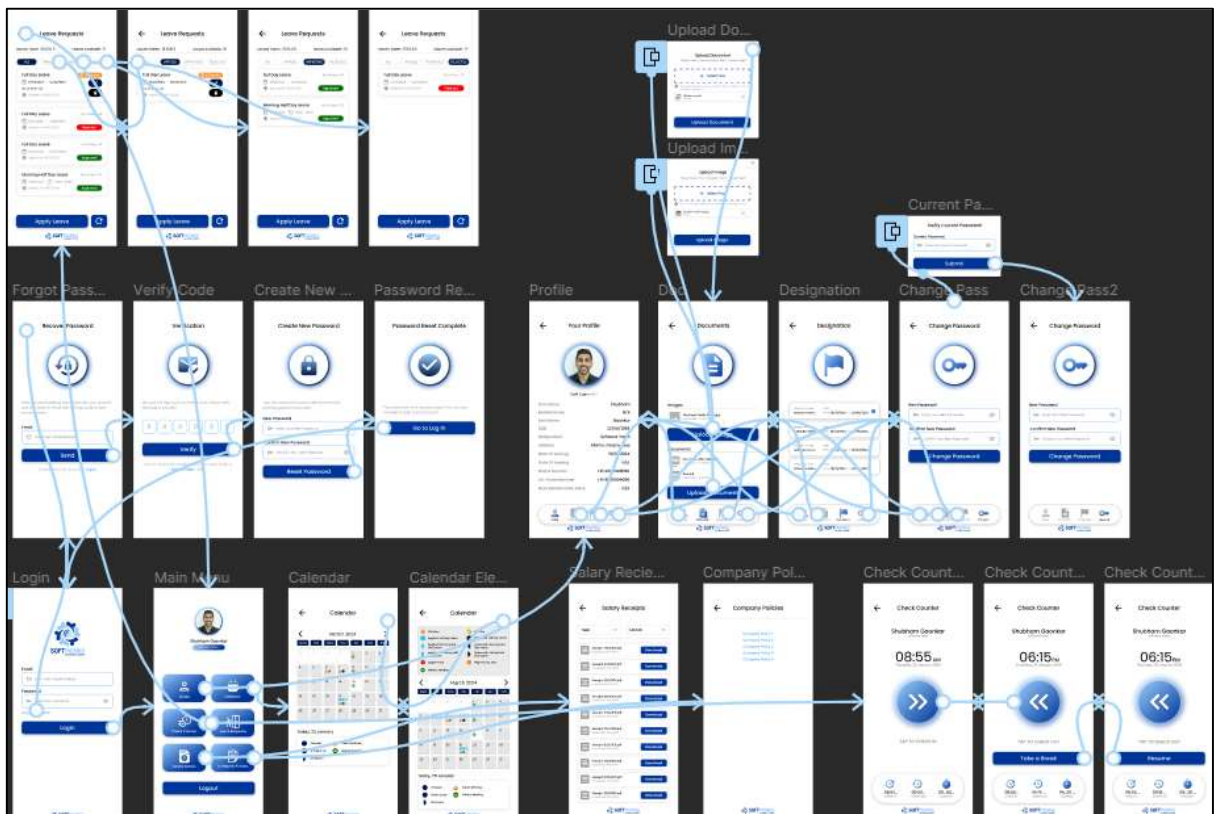
APPENDIX I

Sample of work done

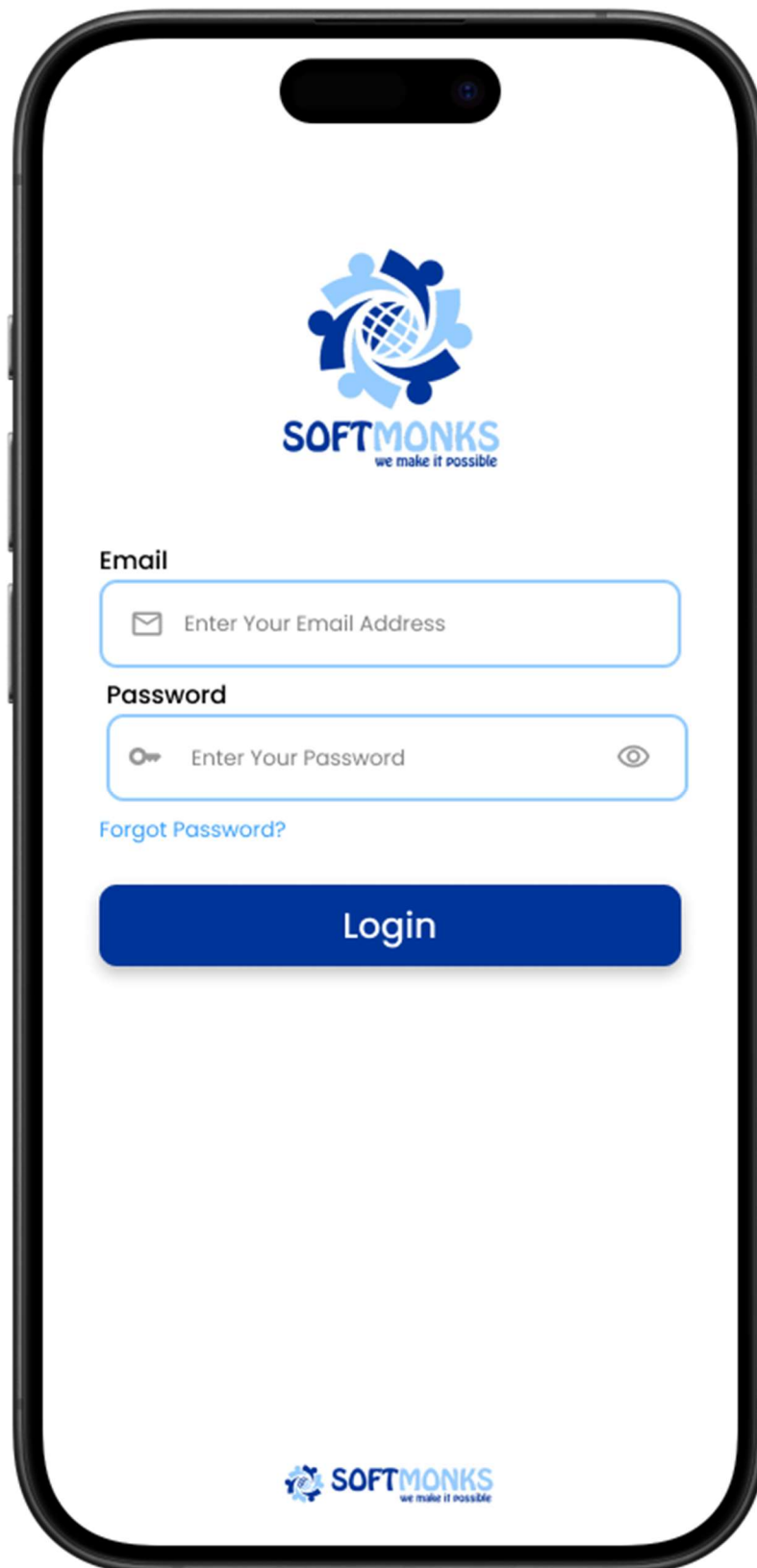
• Wireframes



• Prototyping



- Log In Screen



The image shows a mobile application login screen. At the top center is the SoftMonks logo, which consists of a blue circular icon with interlocking puzzle pieces and a globe in the center, with the text "SOFTMONKS" and "we make it possible" below it. Below the logo, there are two input fields. The first is labeled "Email" and contains a placeholder text "Enter Your Email Address" with an envelope icon. The second is labeled "Password" and contains a placeholder text "Enter Your Password" with a key icon and a toggle eye icon. Below the password field is a link "Forgot Password?". At the bottom center is a large blue button with the text "Login". At the very bottom of the screen is a smaller version of the SoftMonks logo.

Email

Enter Your Email Address

Password

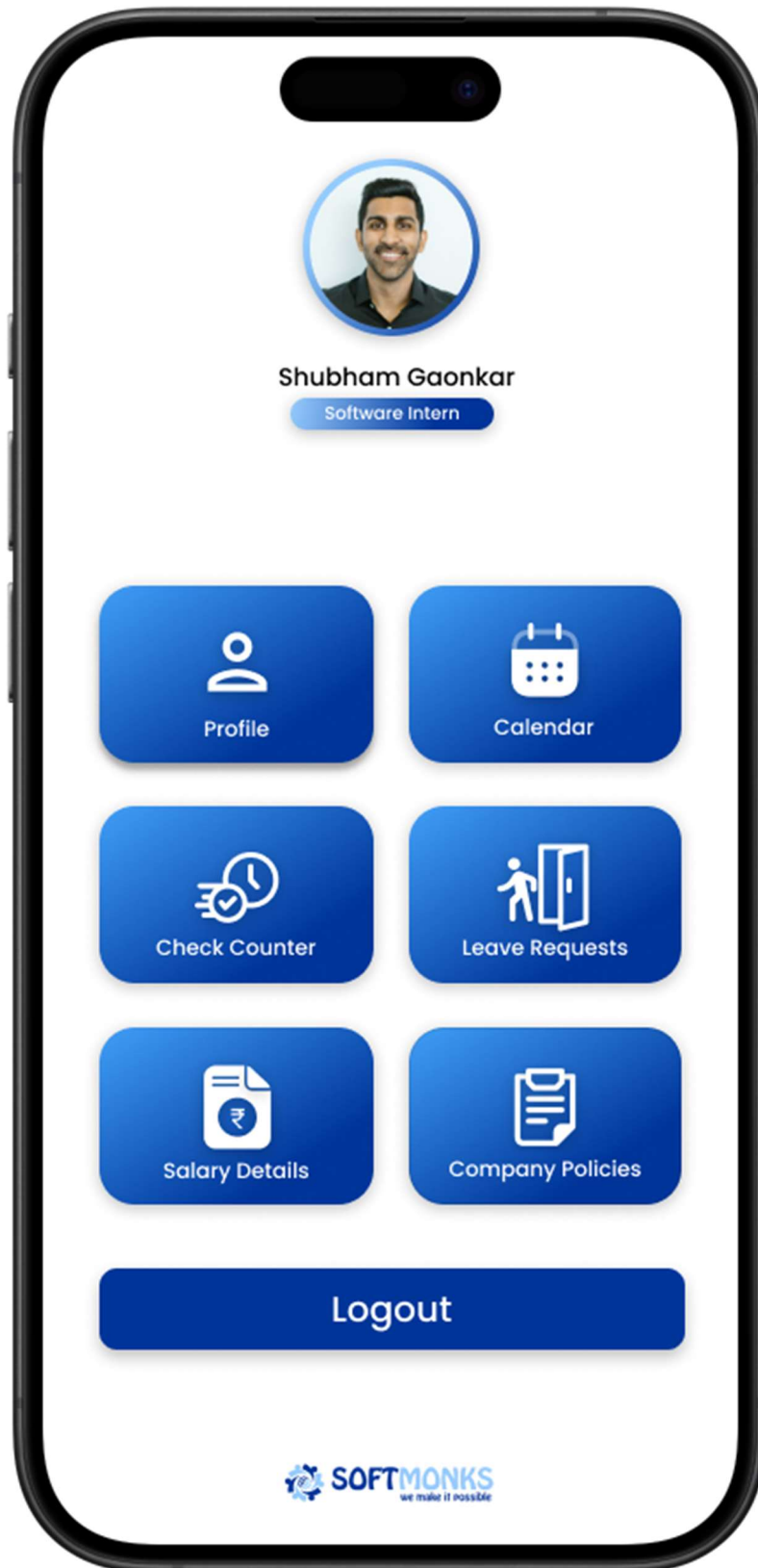
Enter Your Password

[Forgot Password?](#)

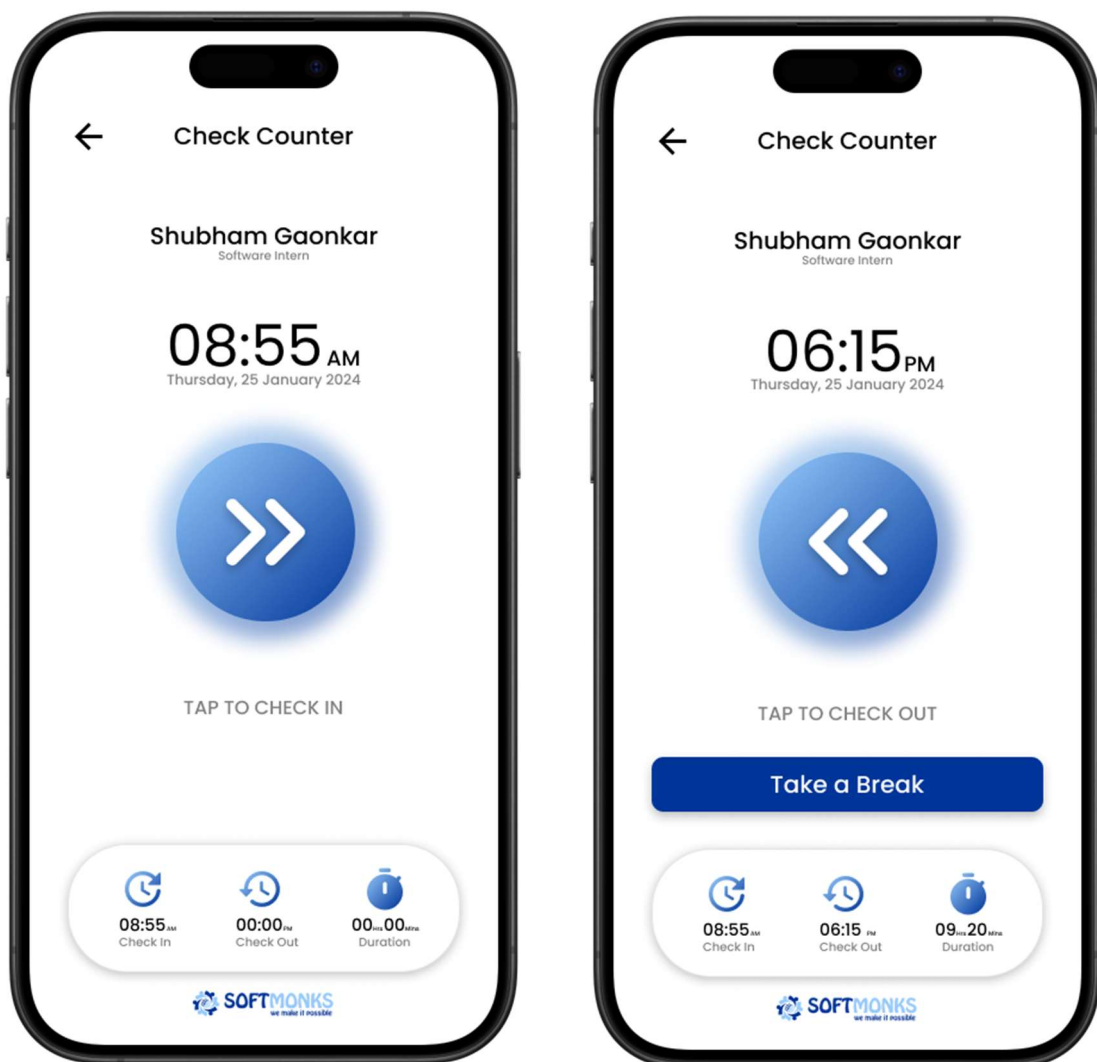
Login

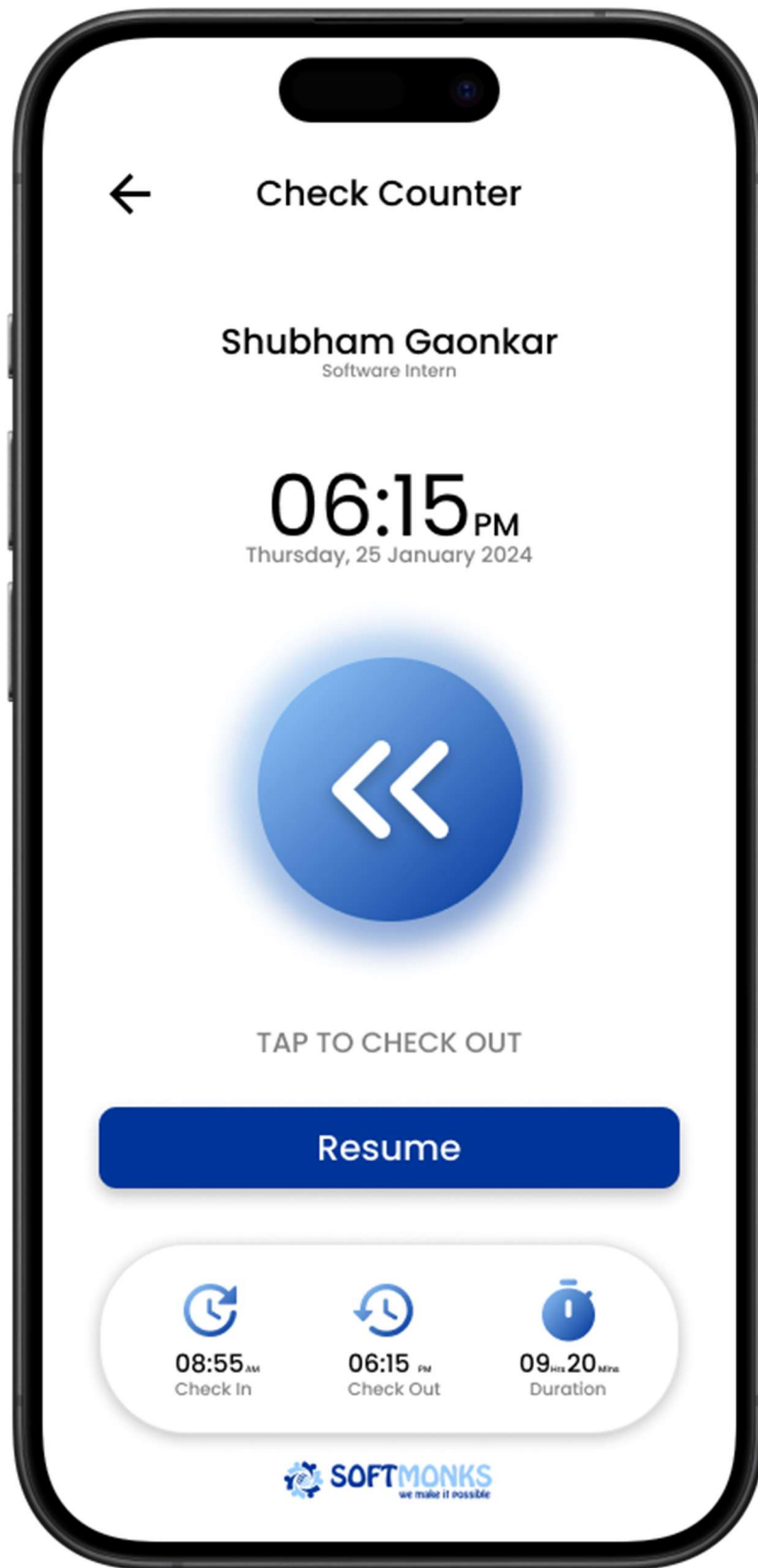
SOFTMONKS
we make it possible

- Main Menu Screen

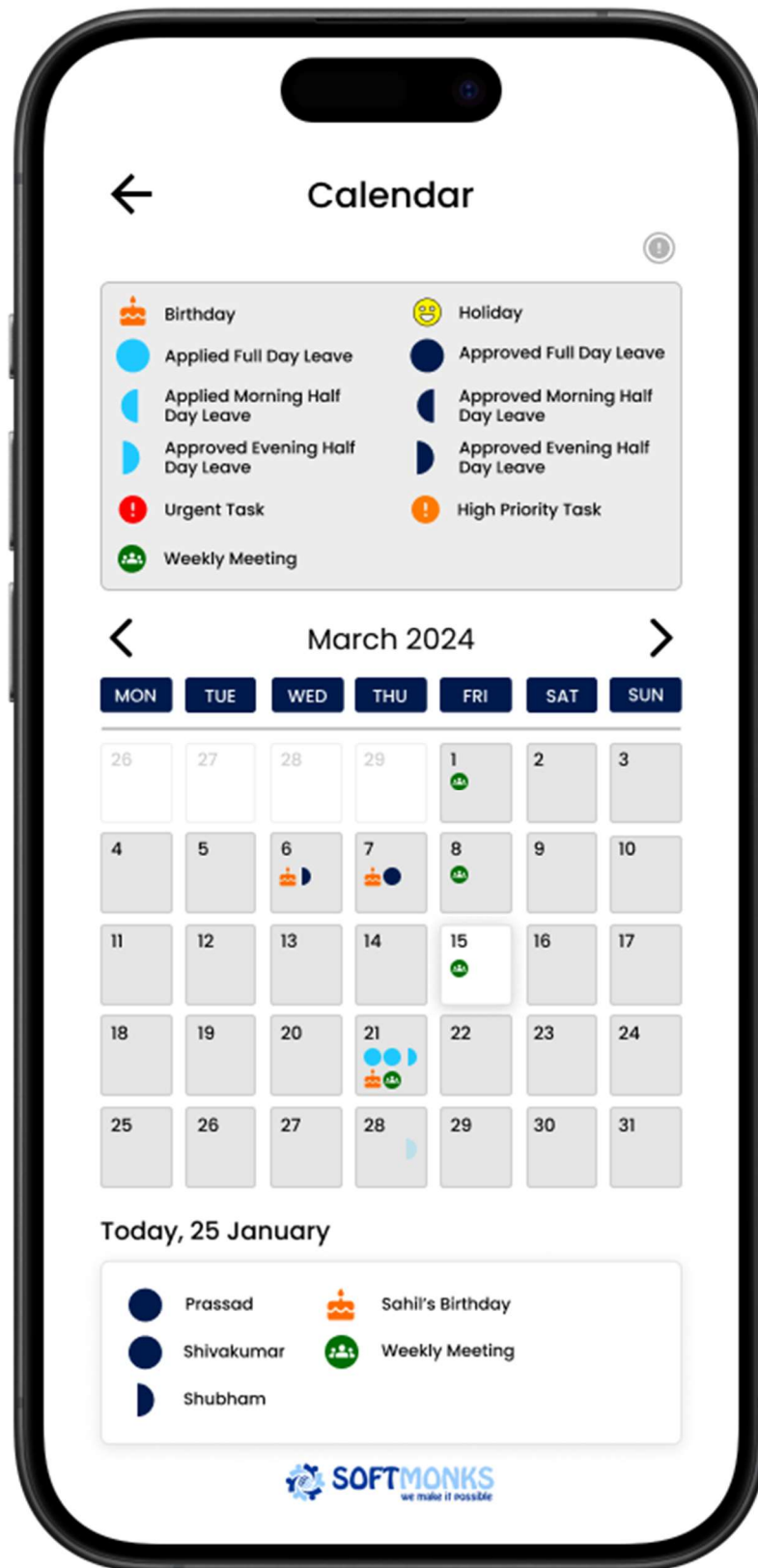


- Check Counter Module

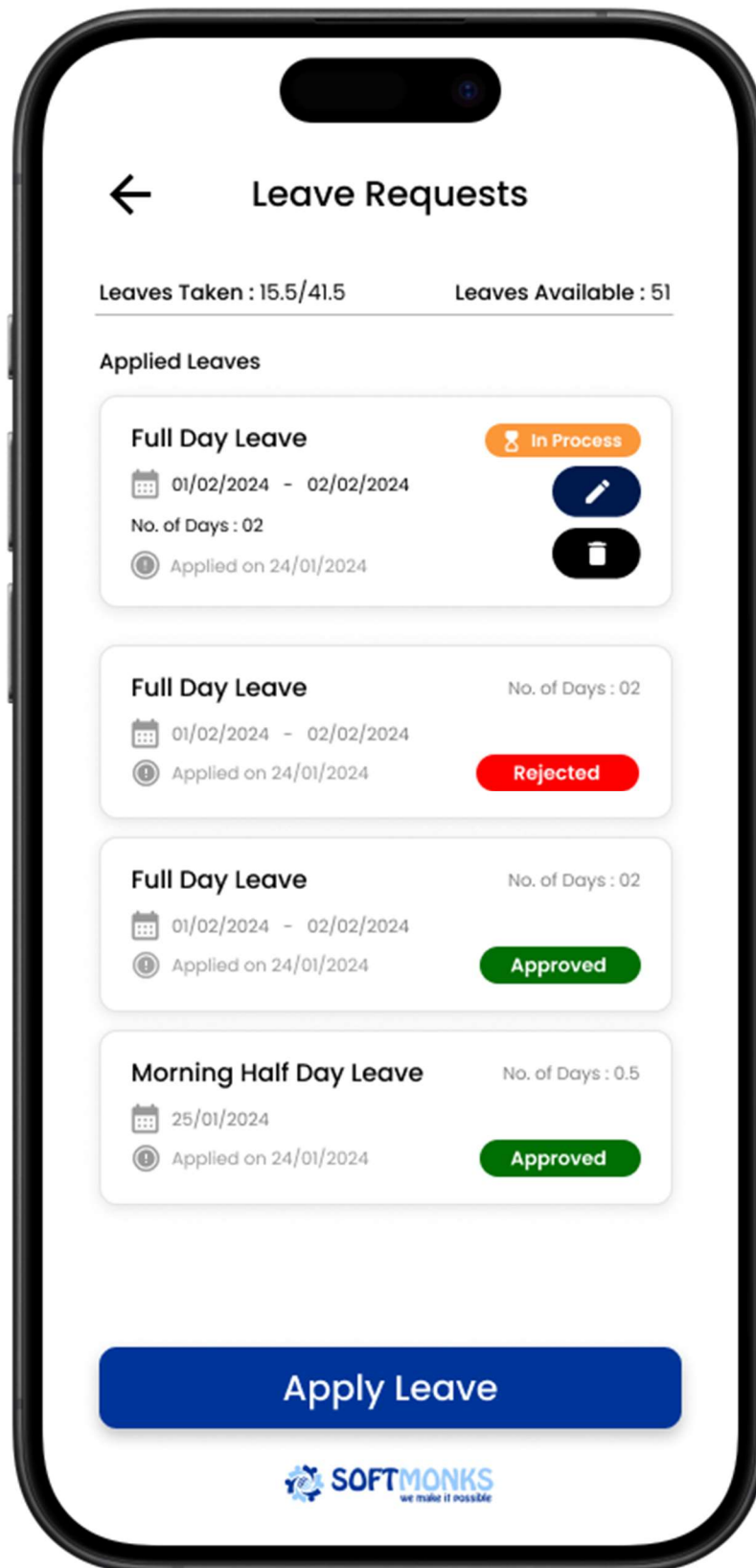




- Calendar Module



- Leave Request Module



Left Screen: Apply Leave Request

← Leave Requests

Leaves Taken : 15.5/41.5 Leaves Available : 51

Applied Leaves

Apply Leave Request

Leave Type
Full Day

From Date
DD/MM/YYYY

To Date
DD/MM/YYYY

No. Of Days : 0

Reason

Send Leave Request

Apply Leave

Right Screen: Edit Leave Request

← Leave Requests

Leaves Taken : 15.5/41.5 Leaves Available : 51

Applied Leaves

Edit Leave Request

Leave Type
Full Day

From Date
01/02/2024

To Date
02/02/2024

No. Of Days : 0

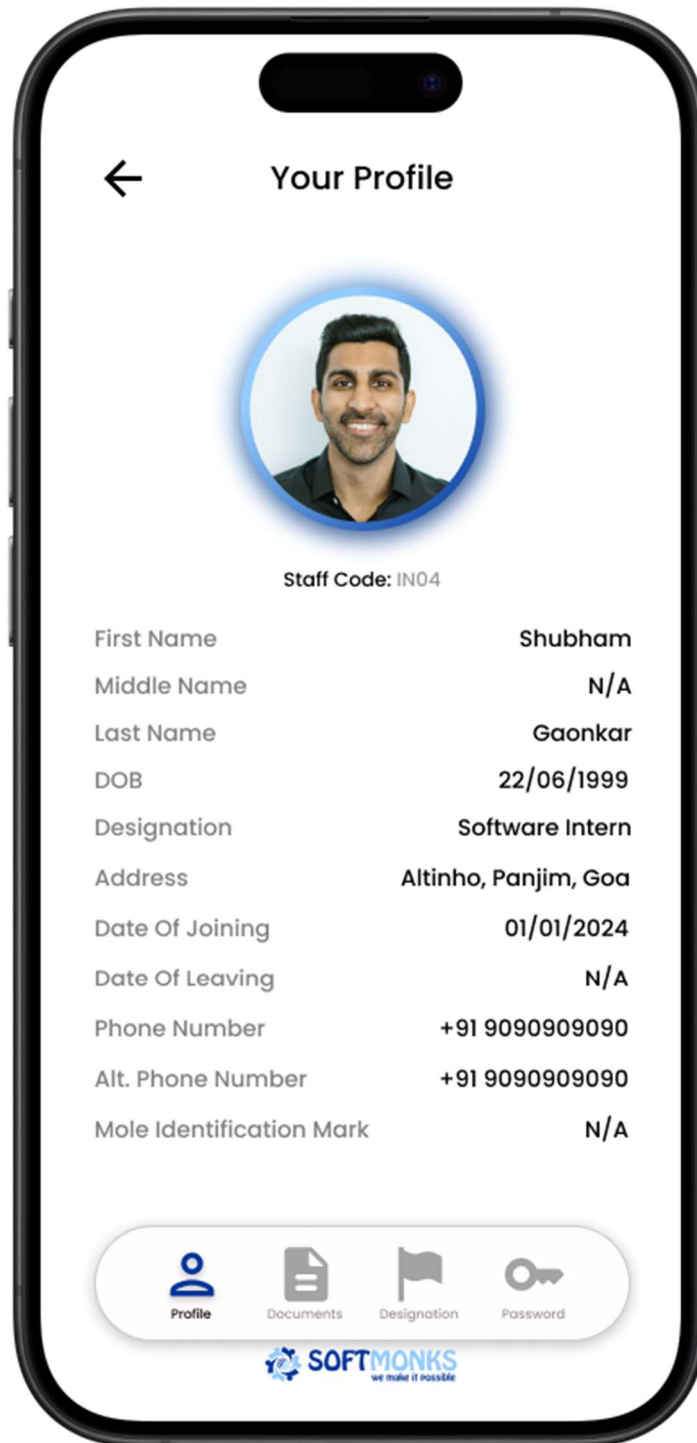
Reason
Wedding

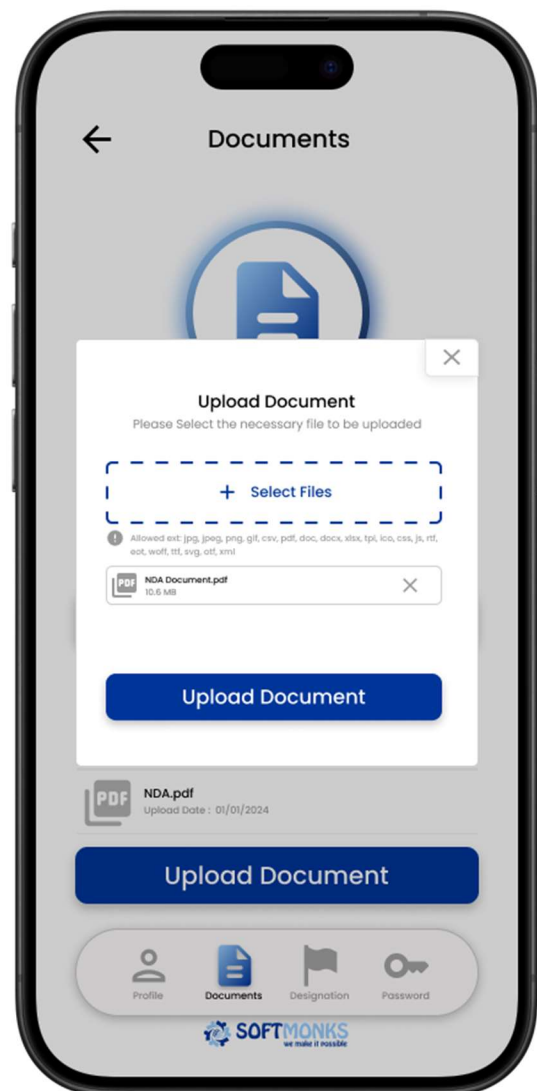
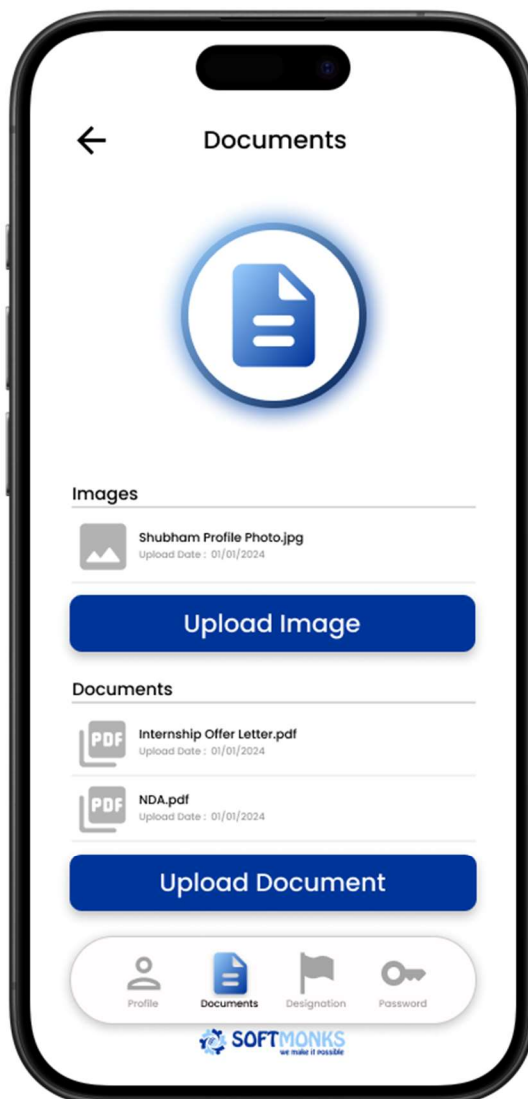
Edit Leave Request

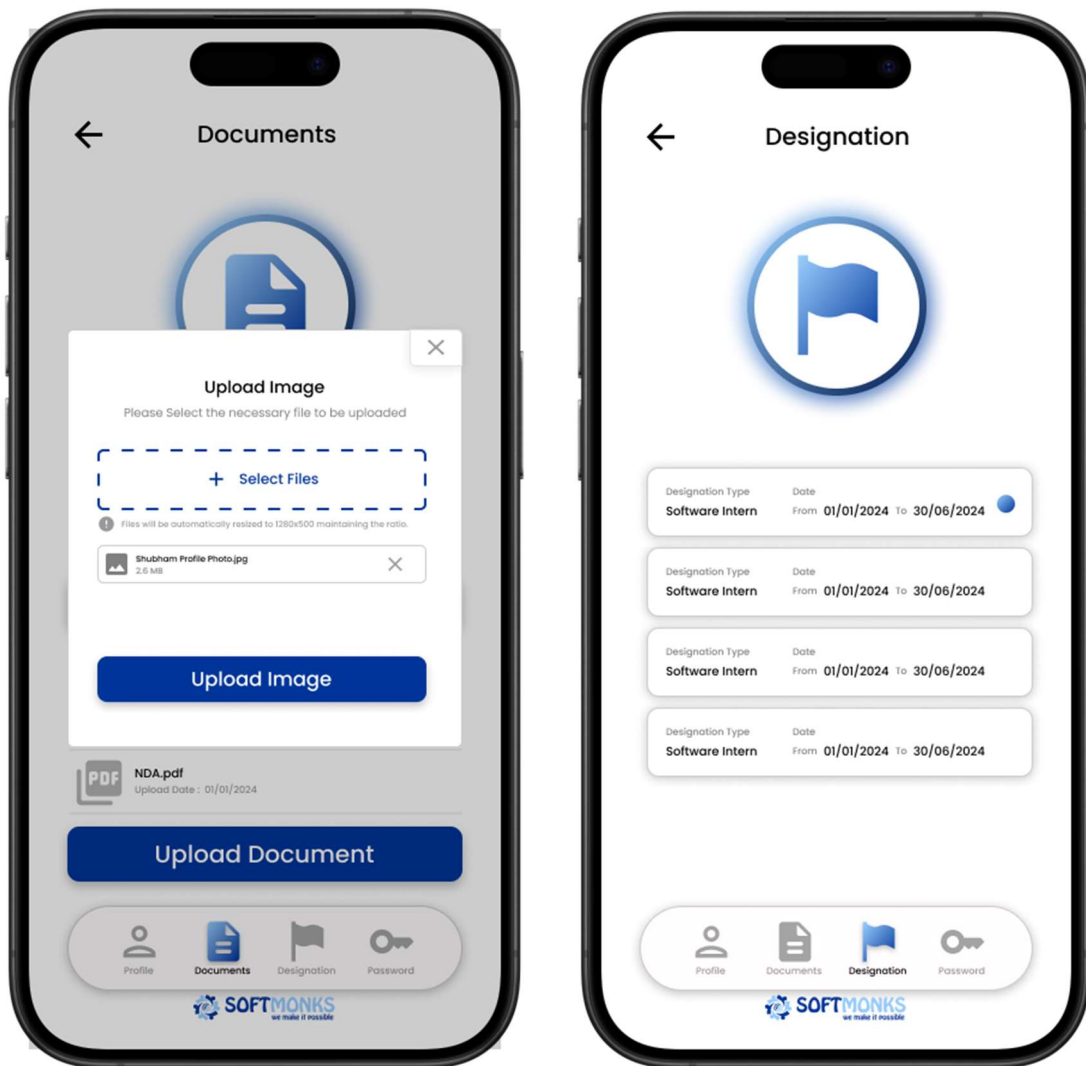
Apply Leave

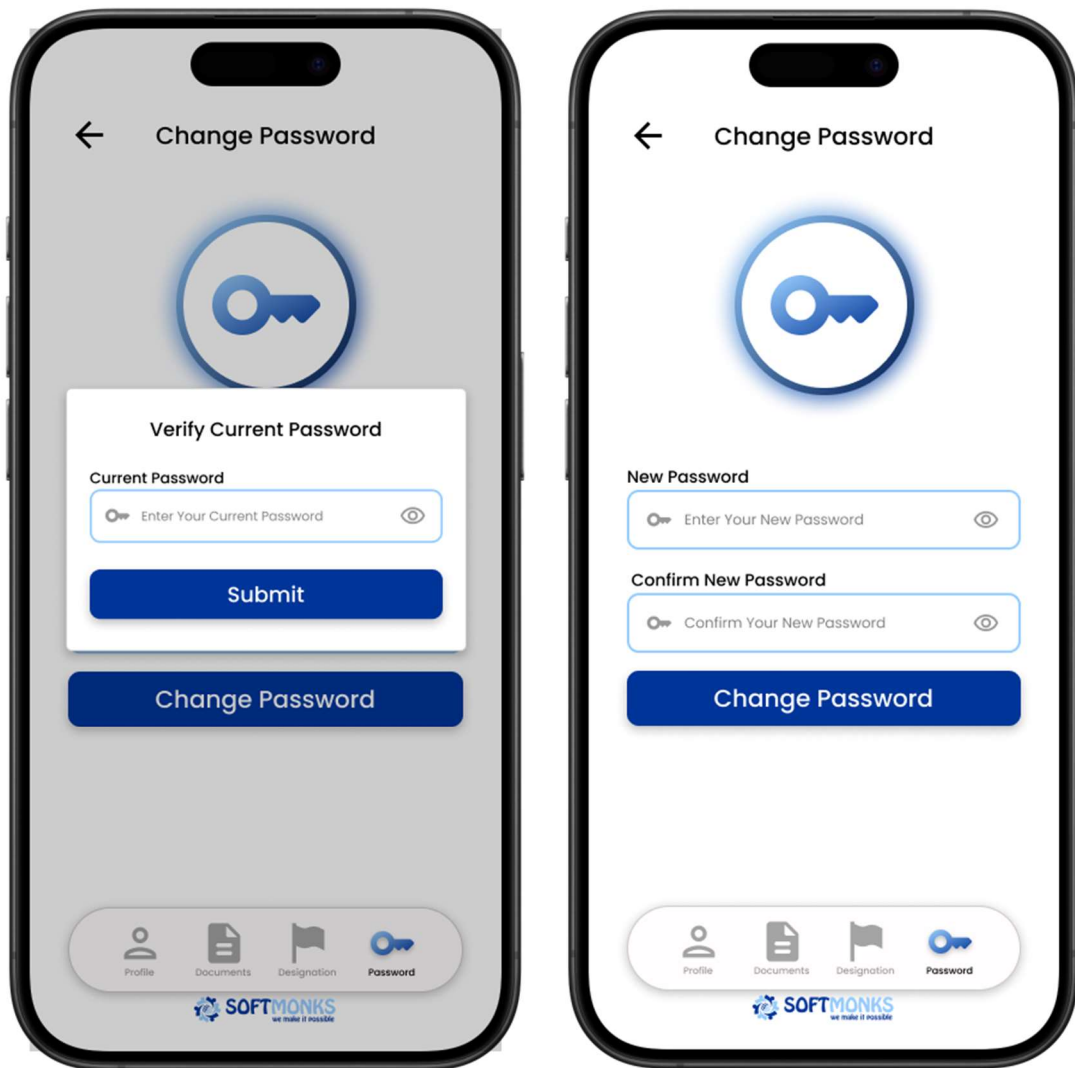
SOFTMONKS
we make it possible

- Profile Module









- **Forgot Password**

The image displays two smartphone screens side-by-side, illustrating the steps of a password recovery process.


Left Screen: Recover Password

- Header: Recover Password (with a back arrow icon)
- Icon: A circular icon containing a padlock and a circular arrow, indicating a password reset.
- Text: Enter the email address associated with your account and we'll send an email with a 6 digit code to reset your password.
- Form: An input field labeled "Email" with a placeholder "Enter Your Email Address" and an envelope icon.
- Button: A blue button labeled "Send".
- Text: Already have an account ? [Log In](#)

Right Screen: Verification



- Header: Verification
- Icon: A circular icon containing an envelope with a checkmark, indicating email verification.
- Text: We sent a 6-digit recovery code to your email. Verify the code to proceed.
- Form: A row of six input boxes, each containing the digit "0", for entering the 6-digit recovery code.
- Button: A blue button labeled "Verify".
- Text: Did not receive the email? Check your spam folder or [Resend Code](#) in 56s.

Create New Password





Your new password must be different from the previous password you used.

New Password


 Enter Your New Password 

Confirm New Password

 Confirm Your New Password 

Reset Password

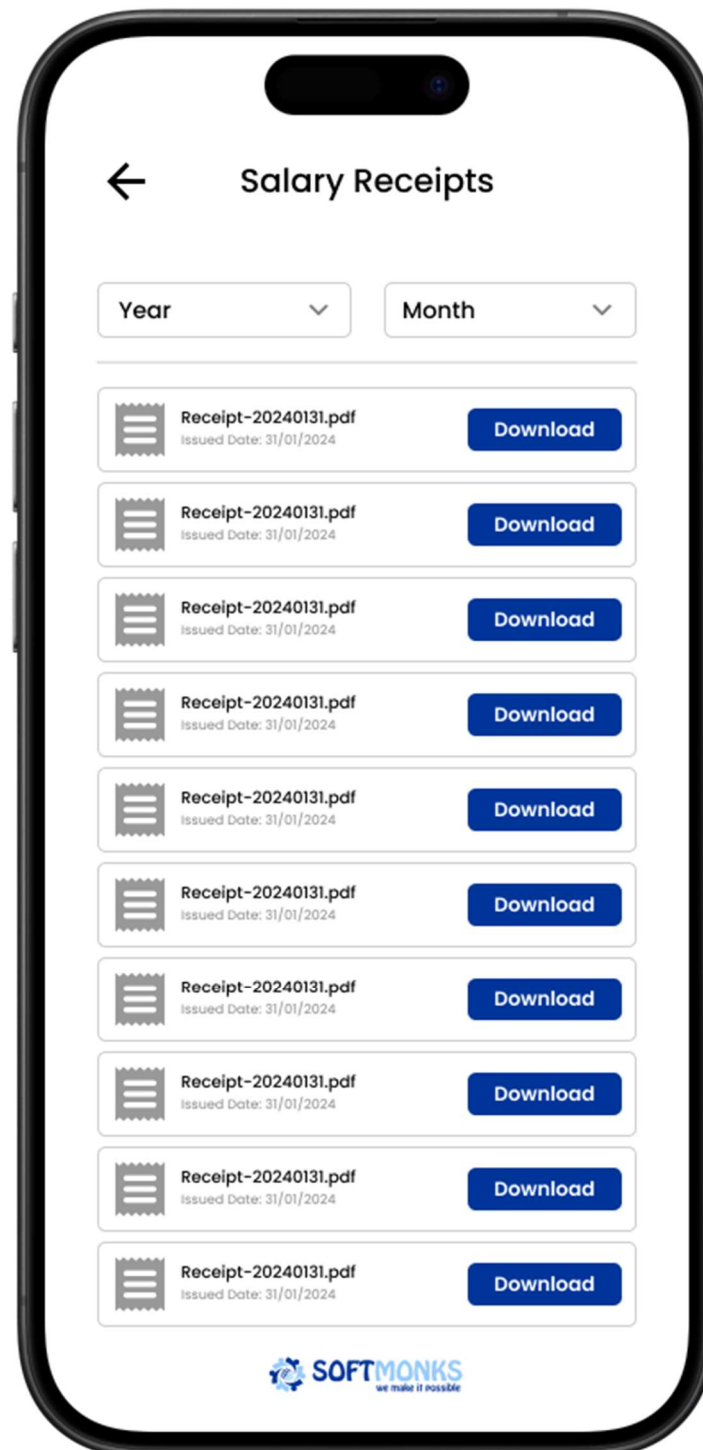
Password Reset Complete



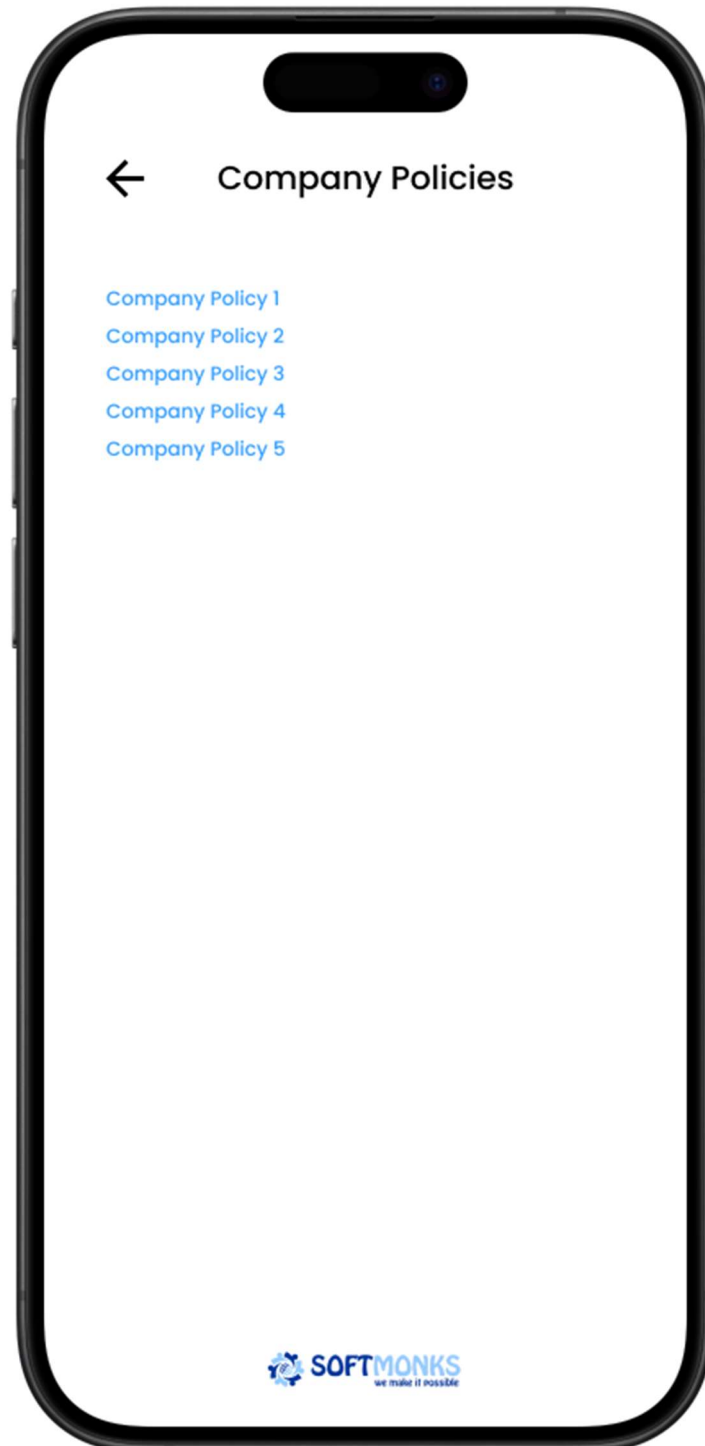
Your password reset was successful. You can now proceed to login to your account.

Go to Log In

- Salary Receipt



- **Company Policies**



- Backend Development
- Time Tracker Module

Select All

From 04/26/2024 - To 05/03/2024

+ ADD IN/OUT

DOWNLOAD

SEARCH

TimeTrackers

TIMESHEETCLOCK IN/OUT

Showing 1 - 4 of NaN

Name	Total		Mon Apr 22	Tue Apr 23	Wed Apr 24	Thu Apr 25	Fri Apr 26	Sat Apr
Rutvik Sawant	7.4	IN	08:51 AM					
		BREAK						
		OUT	03:50 PM					
Sonia Kasar	2.5	HOURS	7.38					
		IN	12:08 PM	02:03 PM	09:08 AM			
		BREAK	01:02 PM - 02:34 PM	02:04 PM -				
Shivakumar Harijan	-1.5	OUT	04:09 PM	--	--			
		HOURS	2.48	0	--			
		IN	06:13 PM	01:43 PM	10:05 AM	10:08 AM	11:08 AM	
Shubham Gaonkar	0.4	BREAK	03:52 PM -	12:06 PM - 12:19 PM		10:11 AM - 10:13 AM	11:08 AM - 11:08 AM	
		OUT	04:40 PM -	01:43 PM -	10:05 AM	10:13 AM		
		HOURS	06:13 PM	12:23 PM	0	0.05	0	
		IN	05:32 PM	12:12 PM	09:40 AM	09:31 AM	09:36 AM	
		BREAK		12:10 PM - 12:10 PM				
		OUT	05:32 PM	12:12 PM - 12:12 PM	--	09:30 AM	--	
		HOURS	0	0	--	0.38	--	

Search TimeTracker

Select All

From 05/01/2024 - To 05/28/2024

+ ADD IN/OUT

DOWNLOAD

SEARCH

TimeTrackers

TIMESHEETCLOCK IN/OUT

Showing 1 - 4 of NaN

Name	Total		Wed May 1	Thu May 2	Fri May 3	Sat May 4	Sun May 5	Mon May 6	Tue May 7	Wed May
Shivakumar Harijan	27.10	IN	03:46 PM	09:17 AM	09:16 AM				09:46 AM	
		BREAK								
		OUT	03:46 PM	01:58 PM	02:25 PM					
Shubham Gaonkar	44.12	HOURS	0.00	4.42	4.39					
		IN	08:50 AM	08:54 AM	09:23 AM					
		BREAK	01:25 PM - 01:52 PM	01:18 PM - 01:50 PM						
Sonia Kasar	53.22	OUT	06:06 PM	01:56 PM	06:14 PM					
		HOURS	8.49	4.30	8.51					
		IN	09:39 AM	09:39 AM	12:15 AM	04:59 PM				
Rutvik Sawant	18.32	BREAK	01:26 PM - 01:55 PM	06:22 PM	12:17 AM	09:49 PM				
		OUT	06:17 PM	06:17 PM						
		HOURS	9.03							
Sonia	17.08	IN			08:53 AM					
		BREAK								
		OUT								
Sonia	17.08	HOURS								
		IN								
		BREAK								
Sonia	17.08	OUT								
		HOURS								
		IN								

TIME CLOCK

May 21, 2024
Tuesday

11

12

1

2

3

4

5

6

7

8

9


10

08:55 AM

CLOCK OUT

LEAVE ON BREAK

TimeTrackers

TIMESHEET		CLOCK IN/OUT		
Showing 1 - 20 of 640		Show Page # 1 Per Page 20		
UserName	Status	ClockDateTime	Added On	
shivakumar@softmonks.com	BACK	06/05/2024 11:06 AM	06/05/2024 05:36 AM	
shivakumar@softmonks.com	BREAK	06/05/2024 10:57 AM	06/05/2024 05:27 AM	
shivakumar@softmonks.com	IN	06/05/2024 10:57 AM	06/05/2024 05:27 AM	
shivakumar@softmonks.com	IN	06/03/2024 09:42 AM	06/03/2024 04:12 AM	
shivakumar@softmonks.com	OUT	06/03/2024 09:42 AM	06/03/2024 04:12 AM	
shivakumar@softmonks.com	OUT	06/03/2024 09:42 AM	06/03/2024 04:12 AM	

○ **Profile Module**

Profile

RS Rutvik Sawant rutvik@softmonks.com *****

Profile Leaves Designation Document

Staff Code
IN04

Date Of Birth
03/12/2001

Alternate Email (Optional)
rutviksawant.rs12@gmail.com

First Name
Rutvik

Middle Name
Raghunath

Last Name
Sawant

Address
Assagao Goa

Mobile Number

Residence Number
9423313744

Date of Joining
01/01/2024

Date of Leaving

Mole Identification Mark

RELOAD SAVE

Profile

RS Rutvik Sawant rutvik@softmonks.com *****

Profile **Leaves** Designation Document

Leaves Taken:3/15 Leaves Available:12

Showing 1 - 3 of 3 Show Page # 1 Per Page 10

Leave Type	Day	From Date	To Date	Applied Date	Days	Approved	Rejected
Full Day	Friday	04/18/2024	04/20/2024	2024-12-04	3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Evening Half Day	Tuesday	05/31/2024	05/31/2024	2024-05-21	0.5	<input type="checkbox"/>	<input type="checkbox"/>
Full Day	Tuesday	06/12/2024	06/13/2024	2024-05-21	2	<input type="checkbox"/>	<input type="checkbox"/>

APPENDIX II

Photos while at work

