

# INTRODUCTION

- A mechanism that allows a organization to easily and accurately assign, monitor and distribute leave, and allow workers to apply for and monitor their own leave.
- A leave management system automates the entire process that revolves around a company's leave, saving time and resources by empowering workers to prioritize essential tasks and removing the conventional need for recording and filing leave documents..

# Leave Management Software

## ISSUES IN LEAVE MANAGEMENT SOFTWARE



Increased payroll errors



Absenteeism



Miscommunication



Outdated Leave Management System

## CHARACTERISTICS OF GOOD LEAVE MANAGEMENT SOFTWARE

- Everything in One-Dashboard
- Setting of Fields
- Cloud-Based system
- Auto-Update Leave Balance
- Approval Workflow
- Customizable
- Comprehensive Integration
- Reporting on-a-Glance

## THE EFFICIENCY OF LEAVE MANAGEMENT SOFTWARE



Reduce loads of paper work



Understanding the employee leave pattern

Leave management process



## EXAMPLES OF LEAVE MANAGEMENT SOFTWARE

