



# DASHBOARD

## WHAT IS OrangeHRM Dashboard?

The OrangeHRM Dashboard contains relevant metrics for managing the Human Resources department. It provides instant snapshots of human resources performance, and provides real-time trend graphs, human resources task list data and ad hoc reports to assist with HR performance measures.

The OrangeHRM dashboard gives insight into effectiveness by presenting graphically and visually the hr tools for measuring HR success.

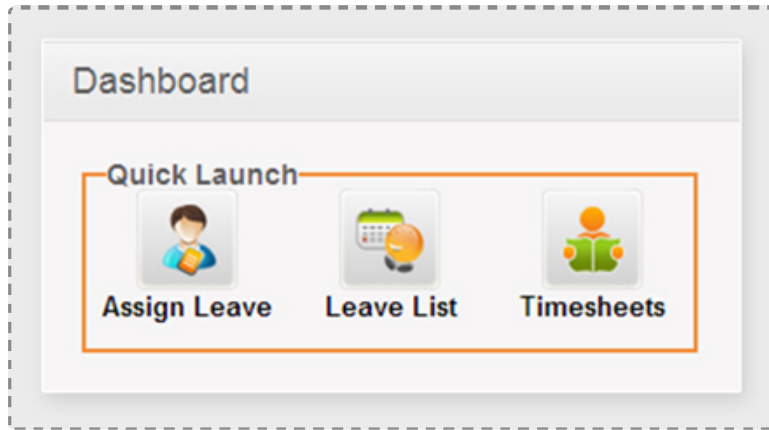
### Key Features

- 📍 Availability of leave and timesheet information all in one glance.
- 📍 Provides the administrators and supervisors quick access to certain tasks within the system.
- 📍 Administrators can view a graphical chart of the number of employees in a department or leave taken by employees in a department.
- 📍 Function as the homepage for every system users.

The “Quick Launch” screen provides shortcuts to different sections the application that can be viewed at a glance by the administrator and the ESS-Users.

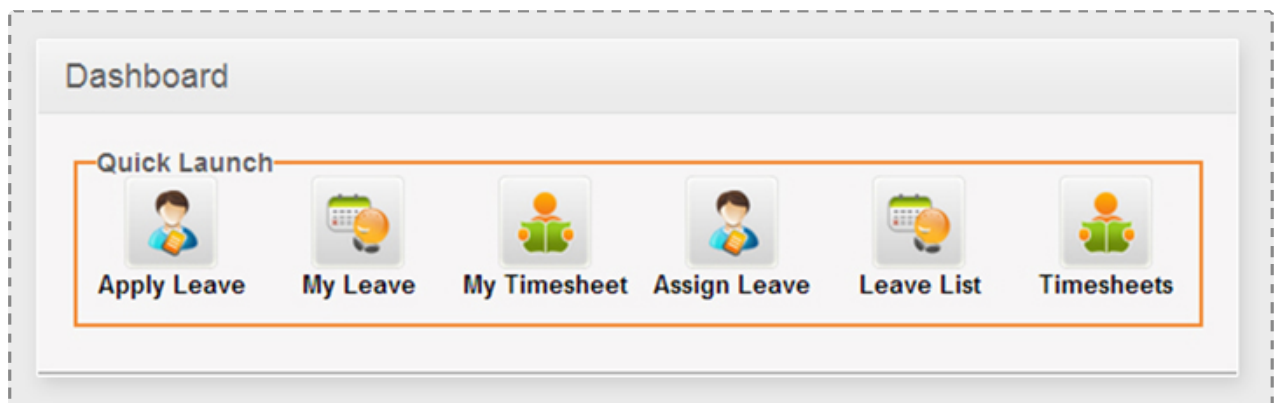
### Shortcuts for Global Admin

- 📍 Assign Leave
- 📍 Leave List
- 📍 Timesheets



### Shortcuts for Admin-Employee

- 📍 Apply Leave
- 📍 My Leave
- 📍 My Timesheet
- 📍 Assign Leave
- 📍 Leave List
- 📍 Timesheets



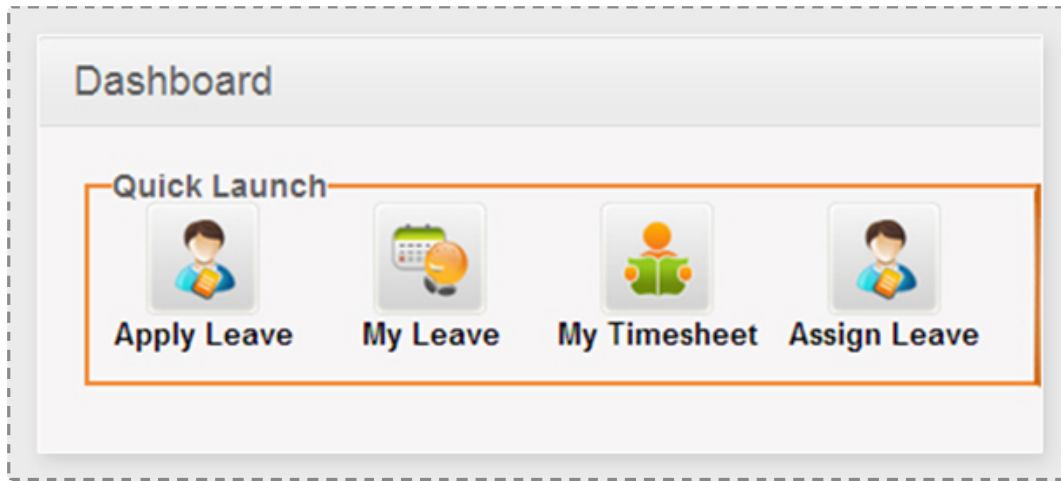
## Shortcuts for ESS-Supervisor

 [Apply Leave](#)

 [My Leave](#)

 [My Timesheet](#)

 [Assign Leave](#)

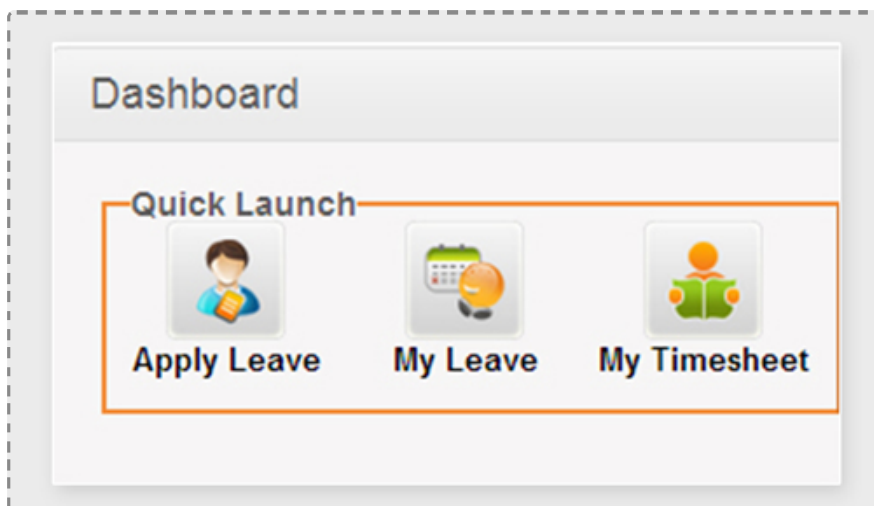


## Shortcuts for ESS-Employee

 [Apply Leave](#)

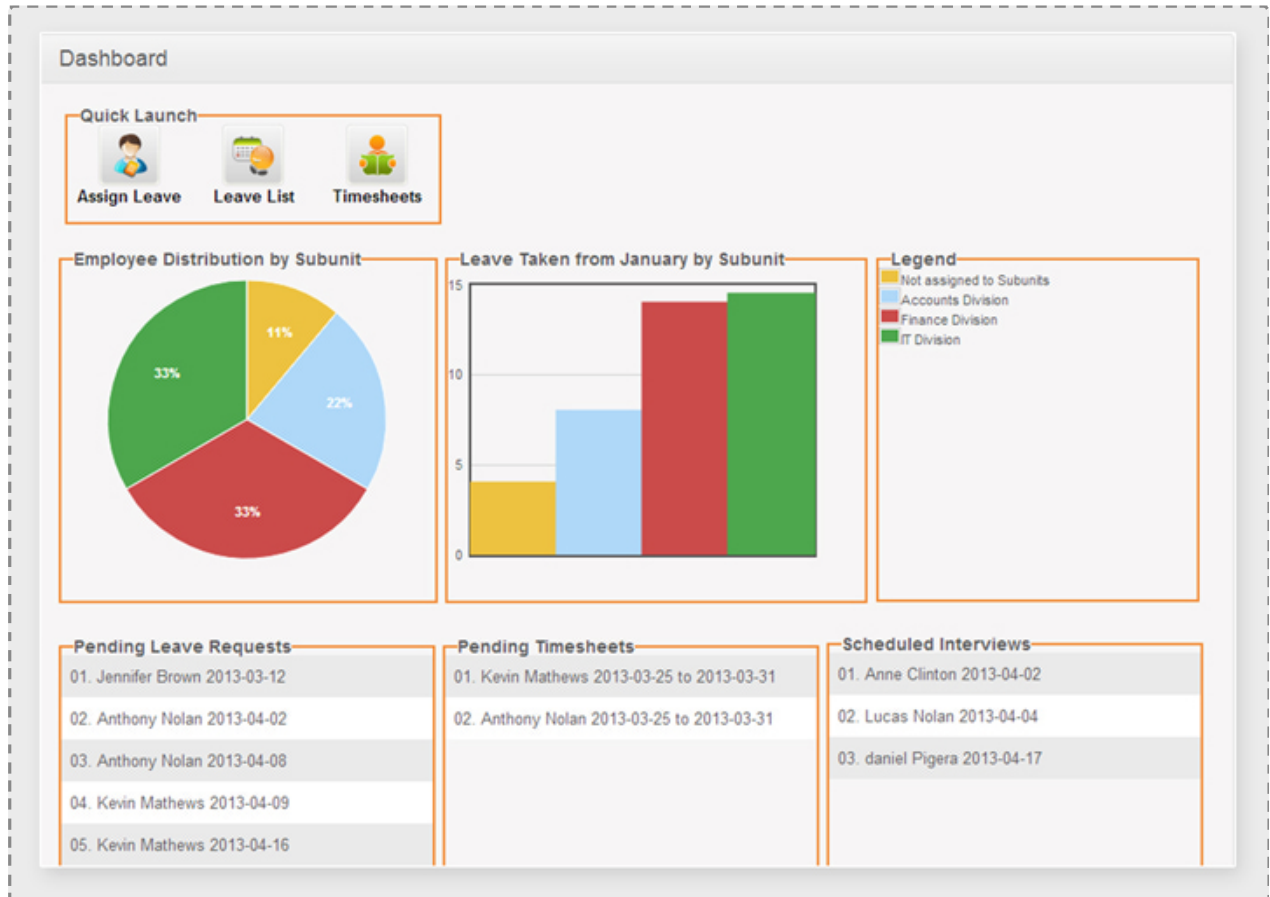
 [My Leave](#)

 [My Timesheet](#)



The following screen containing list of panels allows administrators and supervisors to view at a glance the different tasks that need to be completed

The administrator can view a graphical chart of the organization’s “Employee Distribution” and “Leave Taken” by employees within each top level sub-unit.



## CONTACT US

OrangeHRM Inc

Phone: +1-914-458-4254

E-mail: info@orangehrm.com

538 Teal Plaza, Secaucus, NJ 07094. USA

