



AUDIT GOVERNANCE PLATFORM

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ABSTRACT

This paper presents the design and development of the Audit Governance Platform, a web-based application that enhances task assignment, work verification, and employee management within the context of income tax filing and auditing. Built using the MERN stack, the platform includes two primary roles—Admin and Employee—each with specific functionalities that streamline workflow management and accountability. Key features include an hourly task tracking system with proof submission, automated attendance calculation based on a 7-hour workday, and a status indicator to confirm daily work completion. Admins can manage employee information, assign tasks, and oversee attendance in real-time, while employees submit task progress and upload proof, enhancing transparency and productivity. This platform contributes a structured, efficient approach to managing audit tasks, ensuring compliance and performance monitoring within tax-related domains.

CHAPTER 1 INTRODUCTION

1.1 OVERVIEW

In the contemporary audit and tax management industry, efficient and transparent task allocation, work verification, and employee accountability are crucial for meeting organizational standards and regulatory requirements. Traditional systems often rely on manual tracking and management, leading to inefficiencies, inaccuracies, and delays in the auditing and tax filing processes. To address these

challenges, we developed the Audit Governance Platform, a web-based application specifically designed to streamline task assignments, monitor task completion, and manage employee attendance within the audit and tax filing domain.

The Audit Governance Platform leverages the MERN stack to provide a responsive and robust experience for users, with two primary roles: Admin and Employee. The platform allows Admin users to assign tasks to employees, track their progress, and verify attendance through an integrated work diary system. Employees can log their work hours, complete tasks, and submit proof of completion, creating a transparent and structured workflow that enhances both accountability and efficiency. The platform automatically calculates attendance based on a 7- hour workday, displaying a visual indicator (green or red) to signify task completion and attendance compliance.

By centralizing task and employee management in a single platform, the Audit Governance Platform improves task tracking accuracy, ensures timely task completion, and fosters a more productive work environment within the audit and tax management operations.

CHAPTER 2 RESEARCH METHODOLOGIES

2.1 EXISTING METHOD

In traditional audit and tax filing environments, task assignment, work verification, and employee attendance management are often handled through manual processes or basic software tools that lack integration. Many teams rely on physical records, spreadsheets, or disconnected software applications to assign tasks, log work hours, and verify completion. Although these methods meet essential organizational needs, they present challenges in terms of efficiency, accuracy, and transparency. Task allocation typically requires administrators to assign work individually and follow up manually, which often results in task duplication, data errors, and delays due to the lack of real- time updates. Attendance tracking usually depends on physical sign-ins or simple time- tracking systems, which fail to reflect individual productivity or detailed work utilization throughout the day. Moreover, verifying completed work often involves submitting physical documents or using multiple platforms to upload proof, leading to inefficiencies in the storage, access, and security of records. Without real-time monitoring or immediate feedback mechanisms, administrators find it challenging to monitor employee progress and make timely adjustments, resulting in delays and diminished accountability. Overall, these fragmented methods limit an organization's ability to effectively track and verify tasks, which can hinder productivity and transparency in audit- related workflows. The Audit Governance Platform addresses

these limitations by centralizing task management, attendance tracking, and work verification in a single web-based application, promoting an organized, efficient, and transparent workflow.

2.2 PROPOSED METHOD

The Audit Governance Platform introduces a centralized, web-based solution designed to streamline task assignment, work verification, and attendance management within audit and tax-related operations. This platform leverages the MERN stack to provide a responsive and secure environment for both Admin and Employee roles, with each role having unique functionalities tailored to its needs.

The Admin role includes capabilities for task assignment, real-time monitoring of employee task progress, and attendance management, all accessible within a single interface. Admins can efficiently allocate tasks, view daily employee status, and update employee details, creating an organized workflow that minimizes task redundancy and increases productivity. For employees, the platform enables them to view assigned tasks, track their work progress across a 7-hour timeline, and submit proof of task completion. Each hour, employees can log the tasks completed and upload related documents or screenshots, ensuring that all tasks are fully verified. Once all 7 hours are filled and submitted, an attendance indicator lights green to signify a completed day, while an incomplete submission results in a red indicator. This real-time tracking feature ensures transparency and promotes accountability by clearly displaying daily expectations and completed work.

The platform's automated attendance calculation based on task entries removes the need for manual time-tracking, enhancing accuracy and reducing administrative workload. Additionally, by integrating proof submission directly into the task logging system, the platform provides seamless verification of work completed. This proposed method offers a cohesive, efficient approach to managing audit tasks and attendance, significantly improving task transparency, employee accountability, and overall workflow within the auditing process.

CHAPTER 3 SYSTEM MODULES

3.1 Home Page

This is the main login page for both admins and employees. Users can enter their credentials, and the system uses secure authentication (JWT) to verify them. Once authenticated, users are directed to

their respective dashboards, Admin Login for administrators and Employee Login for employees. The homepage may also offer a "forgot password" option for those who need to reset their credentials.

3.2 Admin Login:

This module provides the admin with all the necessary management tools. It includes a Work Assignment area where admins can assign tasks to employees, update task details, and track each employee's progress. The Status Check section lets admins verify task completion and check submitted work proofs. The Attendance Dashboard automatically marks attendance as complete if an employee fulfills the daily 7-hour requirement and offers the option for manual adjustment. Additionally, Employee Details Management allows the admin to view, add, and edit employee information, providing a central hub for monitoring team members.

3.3 Employee Login:

This module is designed for employees to track and submit their work. In the Work Submission section, employees can view their assigned tasks, log progress on a daily basis, and submit proof of completion (such as files or screenshots). After recording their daily work, they submit it to meet the attendance requirement. The Attendance Viewing area allows employees to monitor their attendance status, showing whether they have met the daily hours and giving them access to a historical record for personal reference.

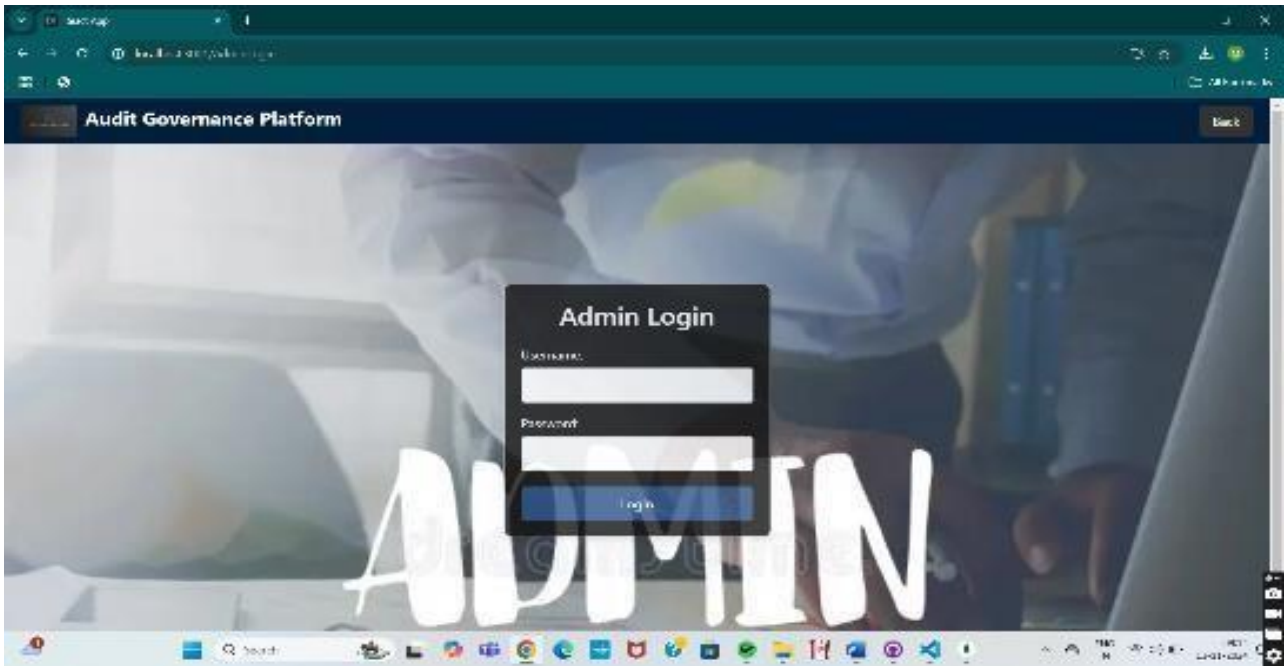
CHAPTER 4 SCREENSHOT OF WEBSITE

4.1 HOME PAGE



4.2

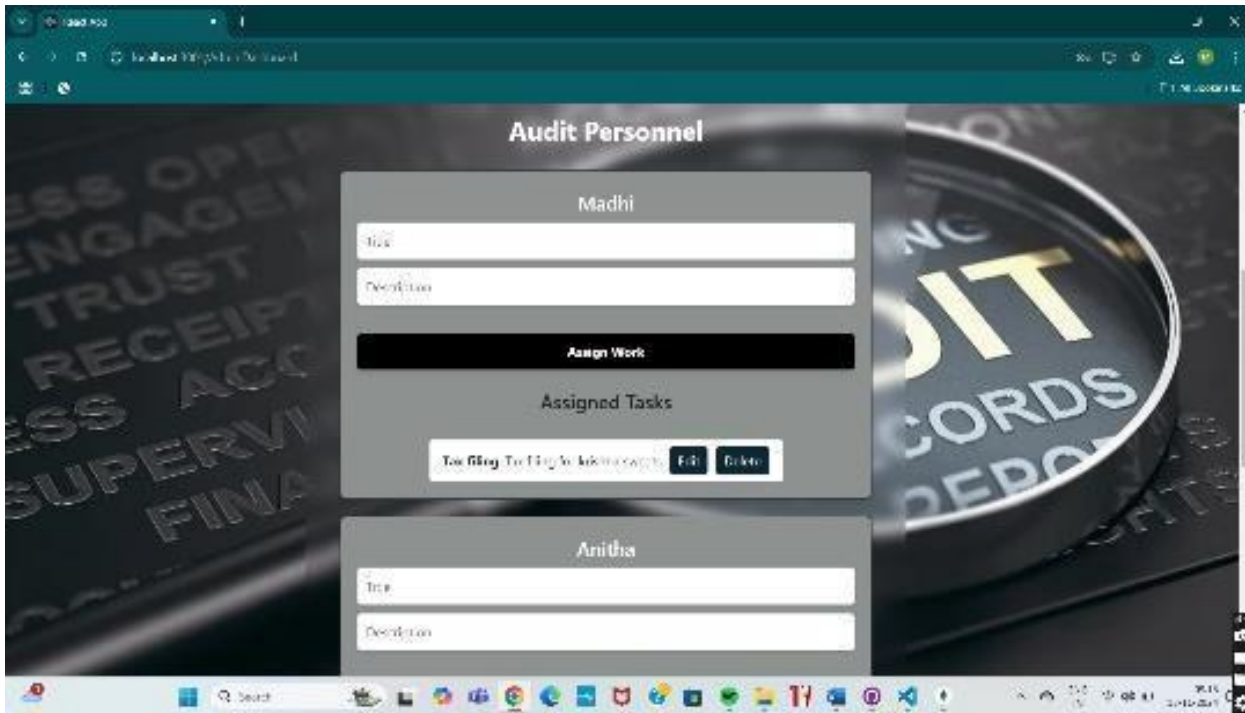
ADMIN LOGIN PAGE



4.3

ADMIN DASHBOARD

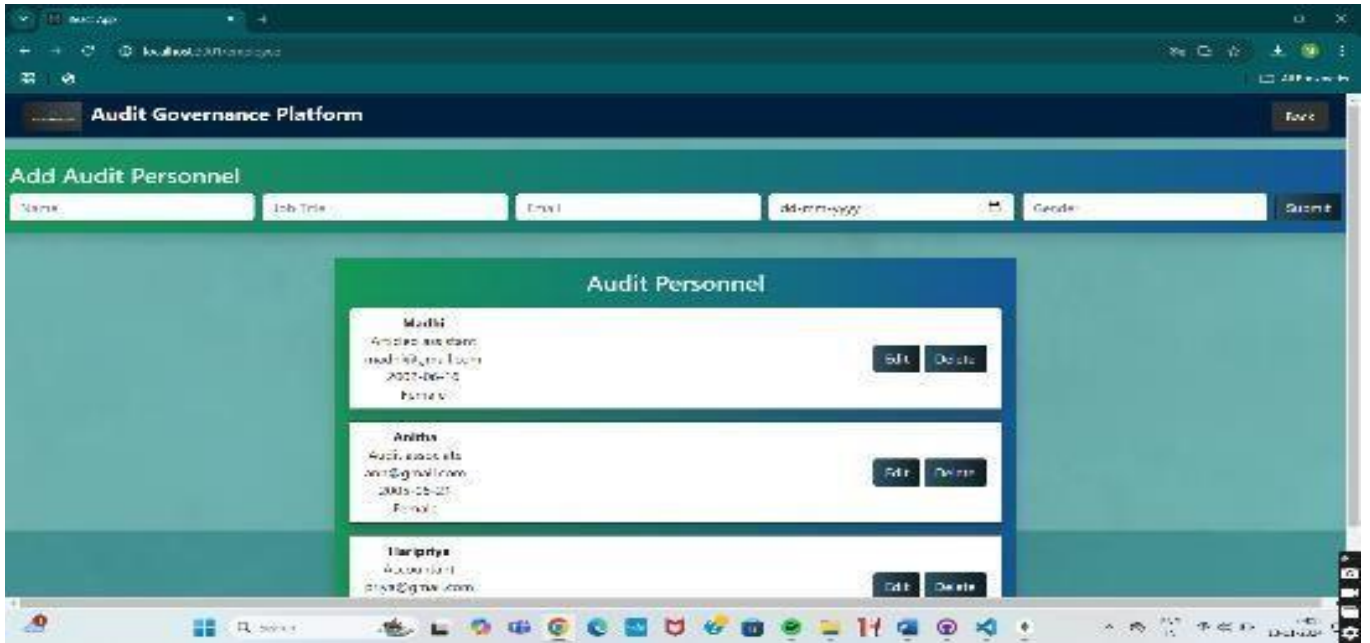




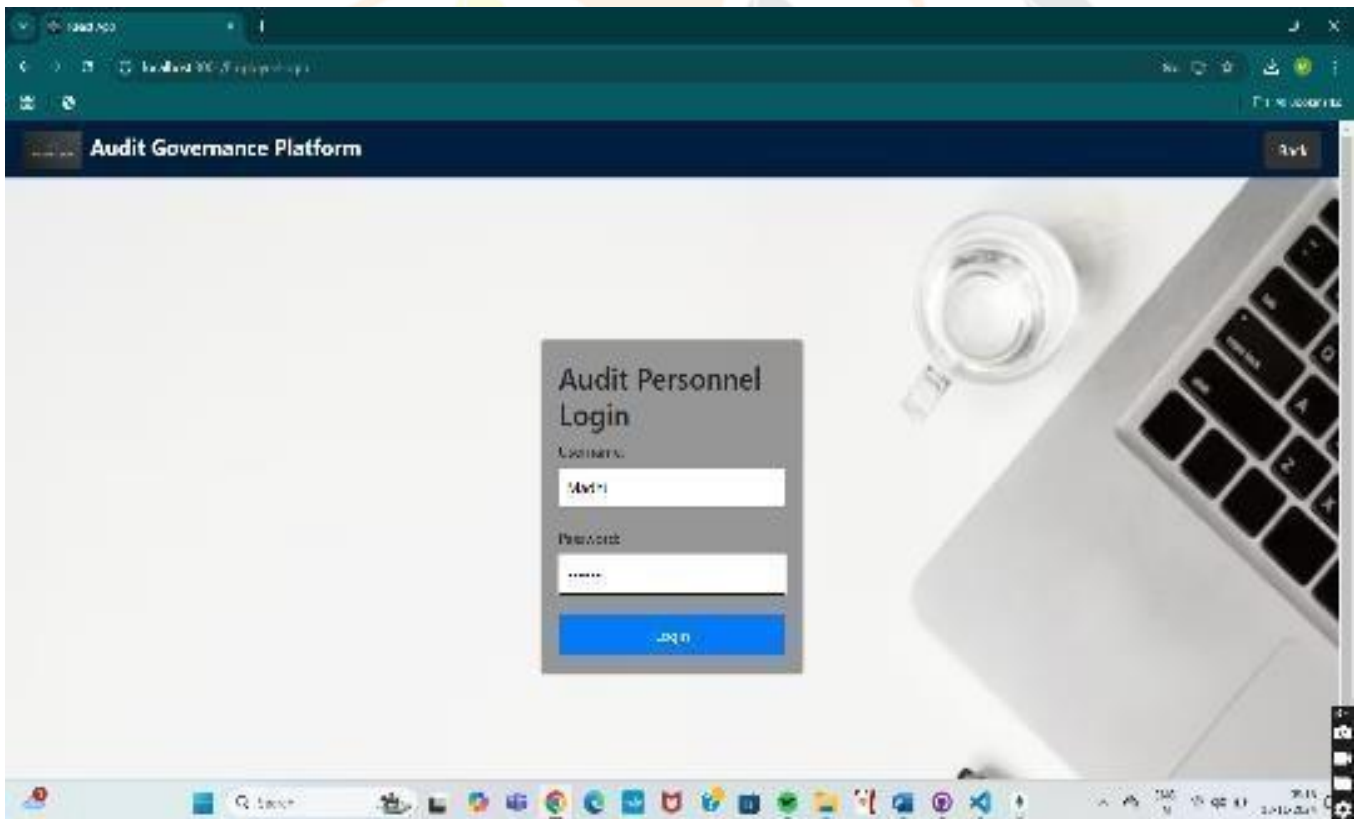
4.4 ATTENDANCE DASHBOARD



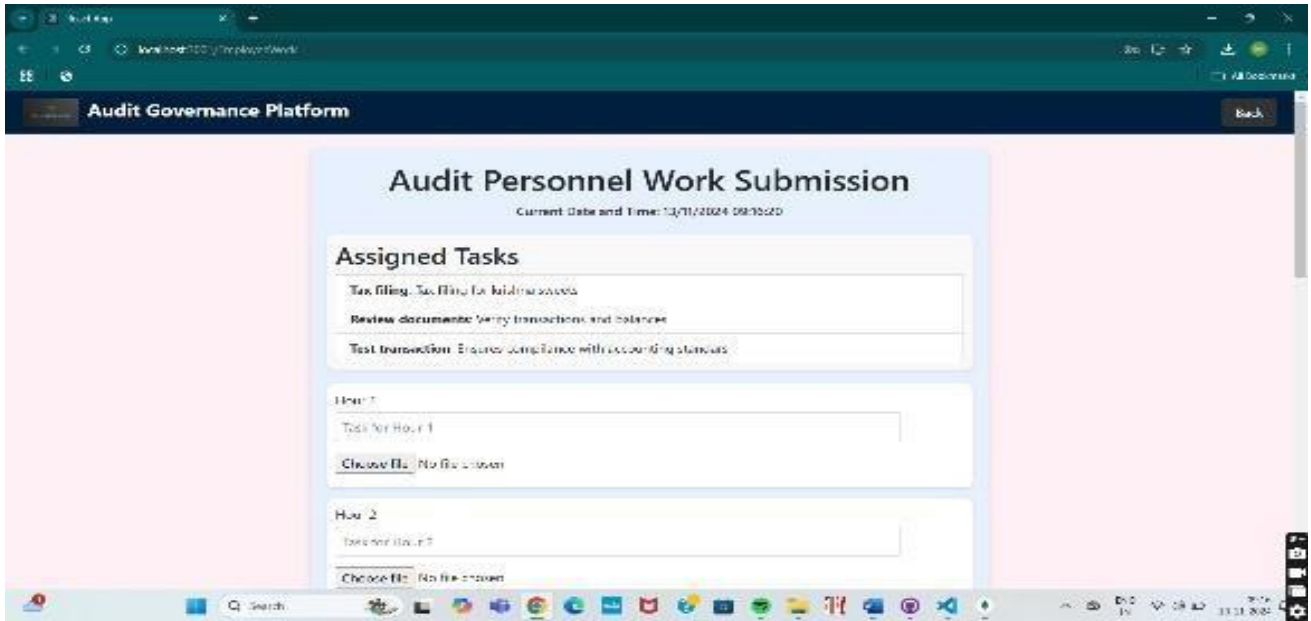
4.5 PERSONNEL DETAILS



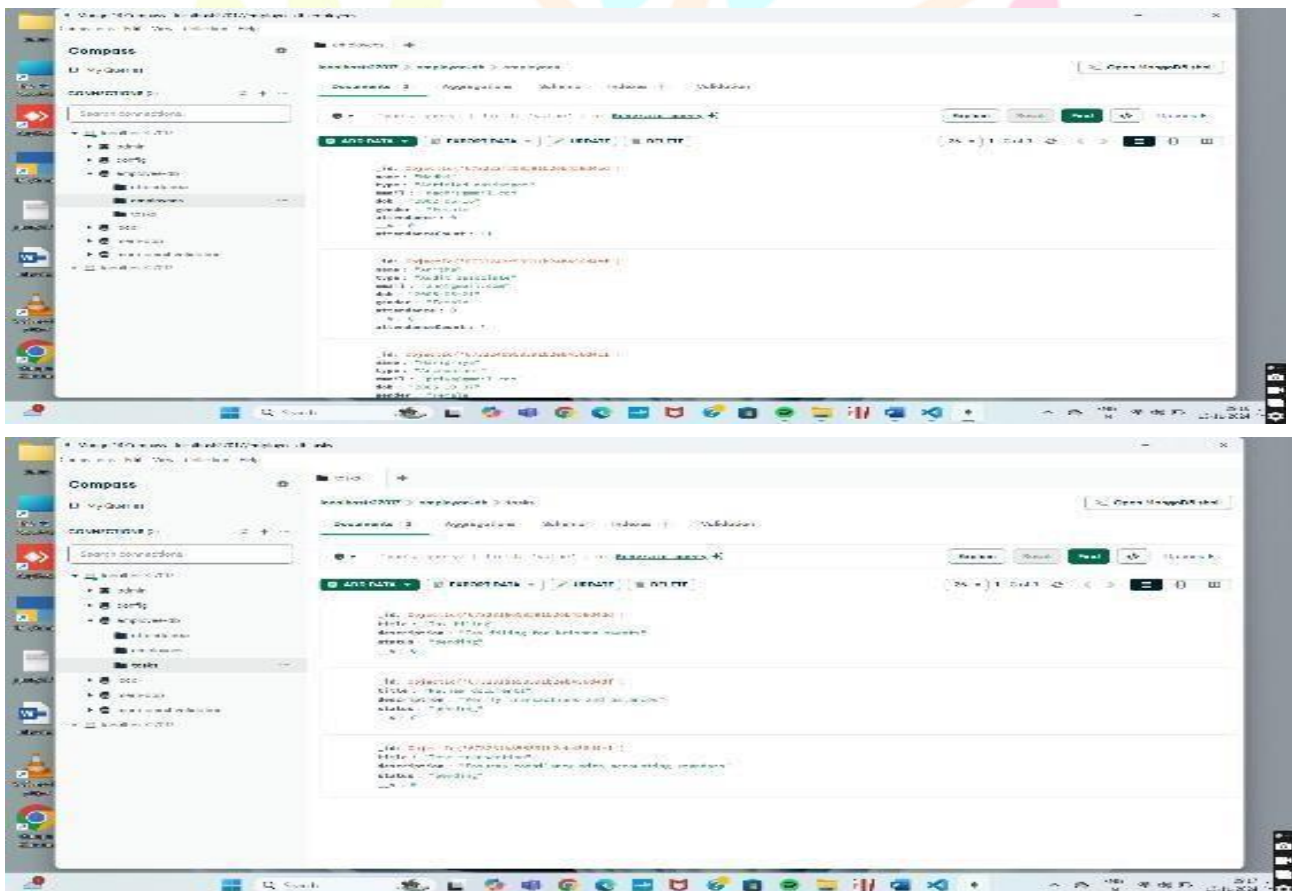
4.6 AUDIT PERSONNEL LOGIN



4.7 WORK SUBMISSION



4.8 DATABASE



CHAPTER 5

CONCLUSION AND FUTURE SCOPE

5.1 CONCLUSION

The Audit Governance Platform provides a comprehensive solution for task management, attendance tracking, and performance monitoring in audit and income tax filing organizations. By integrating real-time task assignments, automated attendance calculations, and secure authentication through JWT, the platform ensures efficiency, transparency, and accountability. The use of role-based access control enables secure data handling, while the platform's intuitive interface and scalable MERN stack infrastructure support seamless use and future growth. Overall, the Audit Governance Platform reduces administrative workload, enhances productivity, and supports compliance with organizational standards, making it a valuable tool for modern auditing and tax filing workflows.

5.2 FUTURE SCOPE

The future scope of the Audit Governance Platform includes several key enhancements that will expand its capabilities and adaptability for evolving audit and tax filing requirements. Integrating AI-powered task recommendations could improve task distribution by aligning assignments with employee skillsets and past performance. Advanced analytics and reporting features would provide deeper insights into productivity and attendance trends, enabling data-driven decision-making. Developing a mobile application version would offer on-the-go accessibility, improving flexibility for employees and admins. Enhanced role-based access control could accommodate additional roles, such as team leads or department managers, allowing finer control over tasks and employee monitoring. The platform could also be integrated with external tools, such as payroll and document management systems, to streamline workflows and improve efficiency. Automated compliance tracking would ensure adherence to regulatory standards, while customizable interface options would allow organizations to tailor dashboards and data visualizations to meet specific needs. Collectively, these enhancements would make the platform an even more robust, flexible, and valuable tool for organizations in the audit and income tax filing sectors.

CHAPTER 6

REFERENCE

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REVIEW:

1. Journal Process

Publishing a journal article, especially on a pioneering project like *AUDIT GOVERNANCE PLATFORM* paper has been submitted in IJNRD & IJFMR which will be accepted in 72 hours.

The Soft Individual copy of the certificates and the E-certificates will be provided to all authors of a research paper.

2. Patent Process

The Patent Documentation is Completed and it will be Submitted by Friday .

