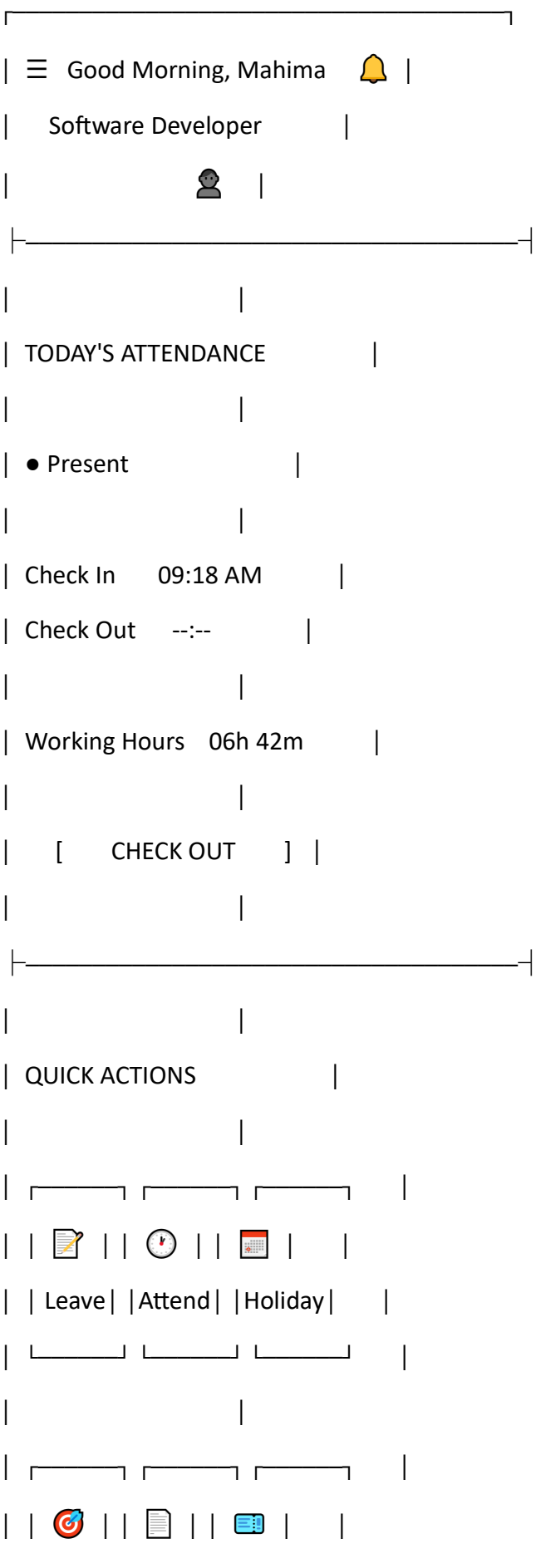
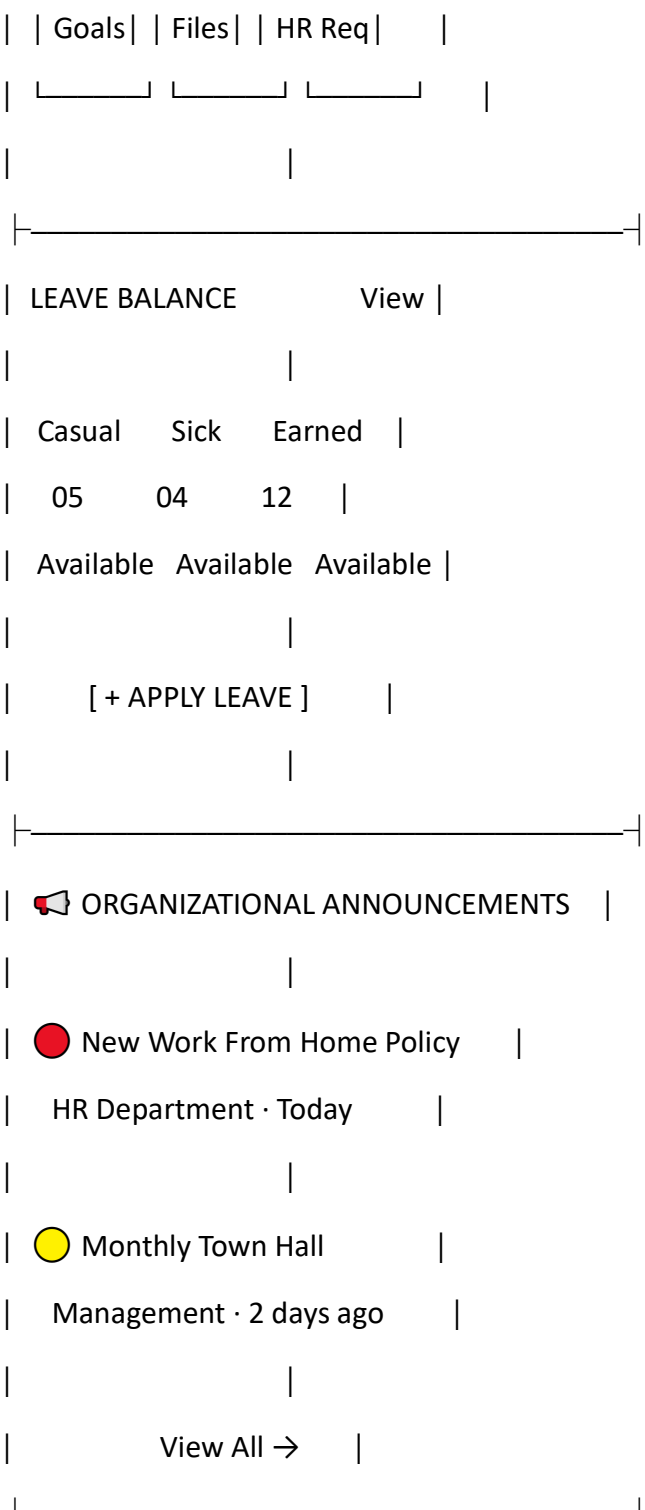
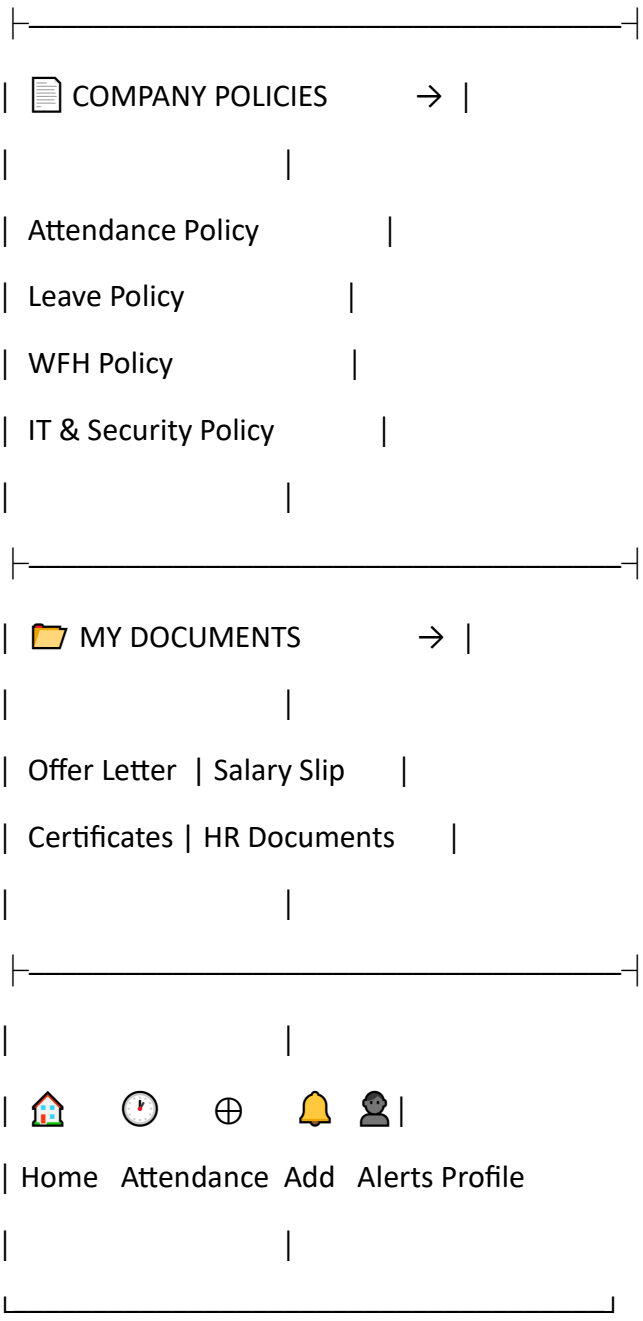
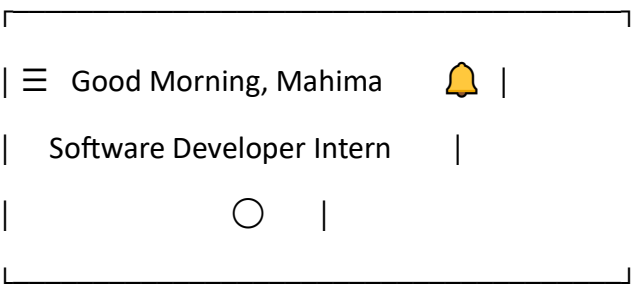

☰ Good Morning, Mahima
Software Developer
TODAY'S ATTENDANCE
● Present
Check In 09:18 AM
Check Out --:--
Working Hours 06h 42m
[CHECK OUT]
QUICK ACTIONS
Leave
Attend
Holiday


| Goals | Files | HR Req |
LEAVE BALANCE View
Casual Sick Earned
05 04 12
Available Available Available
[+ APPLY LEAVE]
ORGANIZATIONAL ANNOUNCEMENTS
New Work From Home Policy
HR Department · Today
Monthly Town Hall
Management · 2 days ago
View All →
UPCOMING HOLIDAYS
15
Independence Day

```
| | AUG   | Friday          |
| └───────┘                 |
|                   |
| ┌───────┐                 |
| | 27   | Ganesh Chaturthi    |
| | AUG   | Wednesday         |
| └───────┘                 |
|                   |
├──────────────────────────────┤
| 🎯 MY PERFORMANCE        View |
|                   |
| Goal Progress              |
| ████████████████░░░ 78%        |
|                   |
| Goals    Achievements         |
|  05        04              |
|                   |
| Awards    Recognition         |
|  02        03              |
|                   |
├──────────────────────────────┤
| 📘 HR HANDBOOK          →  |
|                   |
| Company Guidelines           |
| Employee Guidelines          |
| Working Hours              |
| Code of Conduct             |
|                   |
```


COMPANY POLICIES
Attendance Policy
Leave Policy
WFH Policy
IT & Security Policy
MY DOCUMENTS
Offer Letter
Salary Slip
Certificates
HR Documents
Home
Attendance
Add
Alerts
Profile

Header:


Good Morning, Mahima
Software Developer Intern