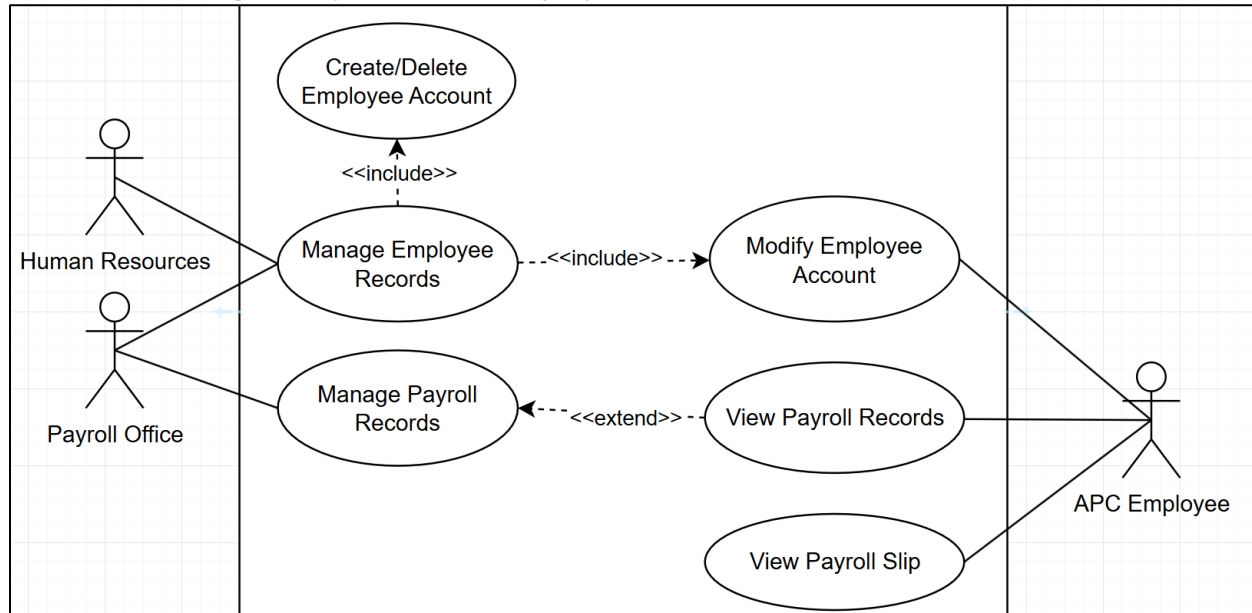


Use Case Full Description

Use Case Diagram (Current Scope)



Use Cases:

Use Case #1

Use Case Name:	Manage Employee Account	
Scenario:	HR and Payroll Offices manage an employee's account on the system.	
Triggering Event:	HR and Payroll Offices accesses the "Manage Employee Accounts" Page	
Brief Description:	HR and Payroll Offices can view and modify the accounts, while HR creates and deletes accounts inside the system.	
Actors:	Human Resources Office and Payroll Office	
Related Use Cases:	<ul style="list-style-type: none"> • Create Employee Account • Update/Edit Employee Account 	
Stakeholders:	Human Resources Office, Payroll Office, and Employees	
Preconditions:	<ul style="list-style-type: none"> • Users are logged in • HR and Payroll Office has sufficient permissions to view and modify employee accounts • HR has sufficient permissions to create and delete employee accounts 	
Postconditions:	<ul style="list-style-type: none"> • HR and Payroll Office are successful in viewing and/or modifying employee accounts • HR is successful in creating and/or deleting employee accounts 	
Flow of Activities:	Actor	System
	Clicks on "Manage Employee Accounts" button	Redirects to the page, allowing access to the page of "Manage Employee Accounts"
	Chooses between create, modify, or delete button	Presents a form to create, modify, or delete an employee account
	Saves changes	Validates the modification of the account and updates the information in the database
Exception Conditions:	<ul style="list-style-type: none"> • Invalid input • Login credentials mismatch • System error 	

Use Case #2

Use Case Name:	Create/Delete Employee Account	
Scenario:	Human Resources has recruited a new employee, onboarding them to the company, and then creates an employee account with the HR and Payroll Offices to keep track of payroll records.	
Triggering Event:	HR accesses the “Manage Employee Account” page, then navigates to the “Create” button.	
Brief Description:	HR can create and delete employee accounts.	
Actors:	Human Resources Office	
Related Use Cases:	Manage Employee Account	
Stakeholders:	HR Office	
Preconditions:	<ul style="list-style-type: none"> • HR is logged in • HR has sufficient permissions to create and delete employee accounts 	
Postconditions:	<ul style="list-style-type: none"> • HR is successful at creation or deletion of an employee account 	
Flow of Activities:	Actor	System
	Clicks on “Manage Employee Accounts” button	Redirects to the page, allowing access to the page of “Manage Employee Accounts”
	Choose between the create or delete button	Retrieves and displays a form to create an account, or a text asking confirming the deletion of an account
	Creates/deletes an account	Validates the decision of the actor in going through with the action and updates the database
Exception Conditions:	<ul style="list-style-type: none"> • Invalid input • Login credentials mismatch • System error 	

Use Case #3

Use Case Name:	Modify Employee Account	
Scenario:	<p>APC Employee would like to modify details of their account in the system because they need to edit details for it to be updated.</p> <p>HR and Payroll Office would like to modify details in employee accounts that only they are allowed to change.</p>	
Triggering Event:	<p>APC Employee accesses their account.</p> <p>HR and Payroll Office chooses to modify the employee's account.</p>	
Brief Description:	The Employee, HR, and Payroll Office can modify details in an employee account.	
Actors:	APC Employee, Human Resources, and Payroll Office	
Related Use Cases:	Manage Employee Account	
Stakeholders:	APC Employee, Human Resources, and Payroll Office	
Preconditions:	<ul style="list-style-type: none"> • Users are logged in • Each user has sufficient and privileged permissions to accomplish their respective tasks 	
Postconditions:	<ul style="list-style-type: none"> • User successfully modifies the account 	
Flow of Activities:	Actor	System
	Clicks on "Manage Employee Account/My Account"	Redirects the user to the account
	Clicks on modify account button	Retrieves and displays the form to modify the details of an account
	Confirms the modification	Validates the modification of the account and updates the information in the database
Exception Conditions:	<ul style="list-style-type: none"> • Invalid input • Login credentials mismatch • System error 	

Use Case #4

Use Case Name:	Manage Payroll Records	
Scenario:	Payroll Office would like to go through the payroll records before the next payroll period	
Triggering Event:	Payroll Office accesses an employee's payroll records	
Brief Description:	Payroll Office manages the payroll records of APC Employees	
Actors:	Payroll Office	
Related Use Cases:	View Payroll Records	
Stakeholders:	Payroll Office	
Preconditions:	<ul style="list-style-type: none"> • User of Payroll Office is logged in • User of Payroll Office has sufficient permissions to access and modify an employee's payroll records 	
Postconditions:	<ul style="list-style-type: none"> • User of Payroll Office has confirmed and/or modified payroll records 	
Flow of Activities:	Actor	System
	Payroll Office opens an employee's payroll records	Redirects the user to the employee's "Payroll Records" page
	View/Modifies the necessary details in the employee's payroll records	Retrieves and displays the employee's payroll records to view and/or edit
	Close the page/Save changes	Close the displayed page/save the modifications made to the employee's payroll records
Exception Conditions:	<ul style="list-style-type: none"> • Invalid input • Login credentials mismatch • System error 	

Use Case #5

Use Case Name:	View Payroll Records	
Scenario:	APC Employee wants to look at their payroll records to review any inconsistencies in their records	
Triggering Event:	APC Employee accesses their account in the system	
Brief Description:	Allows an employee to access their account and view their payroll records	
Actors:	APC Employee	
Related Use Cases:	Manage Payroll Records	
Stakeholders:	APC Employee and Payroll Office	
Preconditions:	<ul style="list-style-type: none"> Employee is logged in Employee has sufficient permissions to view their payroll records 	
Postconditions:	<ul style="list-style-type: none"> Employee has successfully viewed their payroll records 	
Flow of Activities:	Actor	System
	Employee accesses their account	Gives the employee access to the system
	Employee views their payroll records	Redirects the employee to their history of payroll records
	Employee selects a specific payroll period to view	Retrieves and displays the specified payroll period for viewing
Exception Conditions:	<ul style="list-style-type: none"> Login credentials mismatch System error 	

Use Case #6

Use Case Name:	View Payroll Slip	
Scenario:	APC Employee wants to know details of their payroll slip from their previous salary.	
Triggering Event:	APC Employee accesses their account to view their payroll slip.	
Brief Description:	Allows an employee to access their account and view their payroll slip for the chosen period.	
Actors:	APC Employee	
Related Use Cases:	View Payroll Records	
Stakeholders:	APC Employee and Payroll Office	
Preconditions:	<ul style="list-style-type: none"> Employee is logged in Employee has sufficient permissions to view their payroll slip 	
Postconditions:	<ul style="list-style-type: none"> Employee has successfully viewed their payroll slip for the chosen period 	
Flow of Activities:	Actor	System
	Employee accesses their account	Gives the employee access to the system
	Employee views their history of payroll slips	Redirects the employee to their history of payroll slips
	Employee selects a specific payroll slip	Retrieves and displays the specified payroll slip for viewing
Exception Conditions:	<ul style="list-style-type: none"> Login credentials mismatch System error 	