Presentation #1 Talking Points for Screen Mockups:

Employee Request Screen:

We’ve designed the employee time off request interface to be as intuitive and use friendly as possible. As you can see, the user is provided with a calendar for both the start date of their requested time off as well the end date. Included with this interface are 3 radio buttons (buttons which ensure that only one of the given choices is selected at a time) which the user will use to signify the type of leave being requested. This particular feature not only allows supervisors to understand the nature of the time off being requested, but also aids in the weighing of time off requests. For instance, if 2 employees attempt to take time off during similar time periods, one for the sake of a personal day and the other for an emergency, the system will weigh the emergency leave more heavily and resolve the potential conflict in scheduling by giving priority to the employee requesting emergency leave.

After the employee has selected their desired days off and reason, they need only click the ‘confirm’ button which will then queue the request to then be approved or denied by the appropriate supervisor. Of course, if the employee decides that they do not in fact need to make a request, they can of course simply cancel the request.