

USE CASE DESCRIPTION MODULE 1

**Version1.0**

**Nhan Pham**

**05/02/2020**

**VERSION HISTORY**

|  |  |  |  |  |  |
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| **Version #** | **Implemented**  **By** | **Revision**  **Date** | **Approved**  **By** | **Approval**  **Date** | **Reason** |
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# 

# Introduction

## Purpose and Scope

Building a scenario where the user will manipulate and interact with the mentioned message list and business rules system. To build website and app BDS

## **Entity title**

|  |  |
| --- | --- |
| **Entity ID** | **Entity Title** |
| E01 | Director |
| E02 | Department Heads |
| E03 | Administrator |
| E04 | Employees |
| E05 | Deputy department |

# Use Case Description

**2.1. Login**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.01 | | |
| **Use case Name:** | Login app BDS | | |
| **Creator:** | Vuong Truong | **Person updated:** | Nhan Pham |
| **Creation date:** | 5/12/2019 | **Date updated:** | 5/2/2020 |
| **Primary actor:** | E01, E02, E03, E04, E05 | | |
| **Brief description:** | E01, E02, E03, E04 login to app BDS | | |
| **Pre-conditions:** | Login: Account admin does exist | | |
| **Post-conditions:** | * Success   Login: E01, E02, E03, E04, E05 login success   * Failure   Login: E01, E02, E03, E04, E05 can’t login | | |
| **Main Success flow:** | Login:   1. E01, E02, E03, E04, E05 access to mobile app 2. System show interface login on screen 3. E01, E02, E03, E04, E05 input username and password (Figure 1). (DD.AL.001) 4. E01, E02, E03, E04, E05 press button “Đăng nhập” (BR.LA.001, BR.LA.002, BR.AA.001, MS.LA.001, MS.LA.002, MS.AA.001) 5. System show interface home page on screen | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 3. Exception flow 1: Enter the wrong account information (start at step 3 of the main event stream)  4. The system displays a message asking users to re-enter information (Token: MS.LA.001).  3. Exception flow 2: Enter missing account information (start at step 3 of the main event stream)  4. The system displays a notice requiring users to enter full information (Token: MS.LA.002)  3. Exception flow 2: Notify account staff has been locked (start at step 3 of the main event stream)  4. The system displays the account has been locked. Please contact abc@gmail.com for more details (Token: MS.LA.002) | | |
| **Trigger:** | E01, E02, E03, E04, E05 press button “Đăng nhập” | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.LA.001, BR.LA.002, BR.AA.001 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | C:\Users\ACER\Downloads\iPhone 8 Plus - 1.jpg  Figure 1: Login app BDS | | |

**2.1. Logout app**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.02 | | |
| **Use case Name:** | Logout in app BDS | | |
| **Creator:** | Vuong Truong | **Person updated:** | Nhan Pham |
| **Creation date:** | 5/12/2019 | **Date updated:** | 5/2/2020 |
| **Primary actor:** | E01, E02, E03, E04, E05 | | |
| **Brief description:** | E01, E02, E03, E04, E05 logout to app BDS | | |
| **Pre-conditions:** | Logout : Users were logged | | |
| **Post-conditions:** | * Success   Logout: E01, E02, E03, E04, E05 logout success | | |
| **Main Success flow:** | Login:   1. E01, E02, E03, E04, E05 access to mobile app 2. System show interface login on screen 3. E01, E02, E03, E04, E05 input username and password (Figure 2). (DD.AL.001) 4. E01, E02, E03, E04, E05 press button “Đăng nhập” (BR.LA.001, BR.LA.002, MS.LA.001, MS.LA.002) 5. System show interface home page on screen   Logout:   1. E01, E02, E03, E04, E05 press button “Đăng xuất” (MS.LA.003) 2. System show interface logout on screen | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 6. Exception flow 1: Enter the wrong account information (start at step 6 of the main event stream)  7. The system displays a message asking users to log out (Token: MS.LA.003). | | |
| **Trigger:** | E01, E02, E03, E04, E05 press button “Đăng xuất” | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.LA.001, BR.LA.002 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | C:\Users\ACER\Downloads\iPhone 8 Plus - 30.png  Figure 2: Logout app BDS | | |

* 1. **. Login website**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.03 | | |
| **Use case Name:** | Login in website admin | | |
| **Creator:** | Vuong Truong | **Person updated:** | Nhan Pham |
| **Creation date:** | 5/12/2019 | **Date updated:** | 5/2/2020 |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 login to web admin | | |
| **Pre-conditions:** | Login: Account E03 does exist | | |
| **Post-conditions:** | * Success   Login : E03 login success   * Failure   Login : E03 can’t login | | |
| **Main Success flow:** | Login:   1. E03 access to web admin 2. System show interface login on screen 3. E03 input username and password (Figure 3). (DD.WL.001) 4. E03 press button “Đăng nhập” (BR.LW.001, BR.LW.002, MS.LW.001, MS.LW.002, MS.LW.003, MS.LW.004) 5. System show interface home page on screen | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 3. Exception flow 1: Enter the wrong account information (start at step 3 of the main event stream  4. The system displays a message asking users to re-enter information (Token: MS.LW.001).  3. Exception flow 2: Enter missing account information (start at step 3 of the main event stream)  4. The system displays a notice requiring users to enter full information (Token: MS.LW.002)  3. Exception flow 3: Notice of wrong email format (start at step 3 of the main event stream)  4. The system displays “Please provide a valid email” (Token: MS.LW.003)  3. Exception flow 4: Notice must not leave the email field blank (start at step 3 of the main event stream)  4. The system displays “Email is not vacant” (Token: MS.LW.004) | | |
| **Trigger:** | E03 press button “Đăng nhập” | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.LW.001, BR.LW.002 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 3: Login website BDS | | |

* 1. **. Logout website**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.04 | | |
| **Use case Name:** | Logout in web admin | | |
| **Creator:** | Vuong Truong | **Person updated:** | Nhan Pham |
| **Creation date:** | 5/12/2019 | **Date updated:** | 5/2/2020 |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 logout to web admin | | |
| **Pre-conditions:** | Logout: Users were logged | | |
| **Post-conditions:** | * Success   Logout: E03 logout success | | |
| **Main Success flow:** | 1. E03 access to web admin 2. System show interface login on screen 3. E03 input username and password (Figure 4). (DD.WL.001) 4. E03 press button “Đăng nhập” (BR.LW.001, BR.LW.002, MS.LW.001, MS.LW.002, MS.LW.003, MS.LW.004) 5. System show interface home page on screen. 6. E03 press button ‘Đăng xuất’. 7. System show interface login. | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 3. Exception flow 1: Enter the wrong account information (start at step 3 of the main event stream  4. The system displays a message asking users to re-enter information (Token: MS.LW.001).  3. Exception flow 2: Enter missing account information (start at step 3 of the main event stream)  4. The system displays a notice requiring users to enter full information (Token: MS.LW.002)  3. Exception flow 3: Notice of wrong email format (start at step 3 of the main event stream)  4. The system displays “Please provide a valid email” (Token: MS.LW.003)  3. Exception flow 4: Notice must not leave the email field blank (start at step 3 of the main event stream)  4. The system displays “Email is not vacant” (Token: MS.LW.004) | | |
| **Trigger:** | E03 press button “Đăng xuất” | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.LW.001, BR.LW.002 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 4: Logout website BDS | | |

**2.5. Search personnel list**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.05 | | |
| **Use case Name:** | Search personnel list (app) | | |
| **Creator:** | Nhan Pham | **Person updated:** | Nhan Pham |
| **Creation date:** | 05/12/2019 | **Date updated:** | 5/2/2020 |
| **Primary actor:** | E01, E02, E03, E04, E05 | | |
| **Brief description:** | This use case allows E01, E02, E03, E04 & E05 to search personnel list in the mobile app. | | |
| **Pre-conditions:** | * E01, E02, E03, E04 & E05 have logged into the system and are looking for employees in the system. * E01, E02, E03, E04 & E05 have employee search information. | | |
| **Post-conditions:** | Success:   * E01, E02, E03, E04 & E05 successfully seek employees * E01, E02, E03, E04 & E05 can see the information the employee has just searched.   Failure:   * E01, E02, E03, E04 & E05 could not find the personnel you are looking for on the system. | | |
| **Main Success flow:** | 1. E01, E02, E03, E04 & E05 access to mobile app 2. System show interface login on screen 3. E01, E02, E03, E04 & E05 input username & password (DD.AL.001) 4. E01, E02, E03, E04 & E05 press button “Đăng nhập” 5. System show interface home page on screen 6. E01, E02, E03, E04 & E05 click on ‘View information’ 7. The system loads the information fields 8. E01, E02, E03, E04 & E05 click on personnel 9. The system uploads data (List of information of each employee) to the list and displays the view of 'Personnel' (Figure 5). (DD.AI.001) 10. Employees enter personnel search information. 11. Staff click Search. (BR.IA.001, BR.IA.002) 12. The system checks the input data.     1. Show employees to search     2. No results were found. (MS.IA.001) 13. Use case is over. | | |
| **Alternative flows:** | 12. Exception flow 1: The employee found no results (starting at step 12 of the main event stream)  12.2. The system displays the message 'No results found' (Token: MS.IA.001). | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E01, E02, E03, E04, E05 press button ‘Search’ | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | Medium | | |
| **Business Rules:** | BR.IA.001, BR.IA.002 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 5: Search personnel list | | |

**2.6. View personnel list (App)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.06 | | |
| **Use case Name:** | View personnel list | | |
| **Creator:** | Vuong Truong | **Person updated:** | Nhan Pham |
| **Creation date:** | 5/12/2019 | **Date updated:** | 5/2/2020 |
| **Primary actor:** | E01, E02, E03, E04 & E05 | | |
| **Brief description:** | E01, E02, E03, E04 & E05 view employees list in app BDS | | |
| **Pre-conditions:** | E01, E02, E03, E04 & E05 were logined | | |
| **Post-conditions:** | * Success   E01, E02, E03, E04 & E05 view employees list success | | |
| **Main Success flow:** | 1. E01, E02, E03, E04 & E05 access to mobile app 2. System show interface login on screen 3. E01, E02, E03, E04 & E05 input username & password (DD.AL.001) 4. E01, E02, E03, E04 & E05 press button “Đăng nhập” 5. System show interface home page on screen 6. E01, E02, E03, E04 & E05 press button “Thông tin” 7. System show interface page “Thông tin” 8. E01, E02, E03, E04 & E05 press button “Nhân sự” 9. System show interface page “Nhân sự” | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E01, E02, E03, E04, E05 press button “Nhân sự” | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | Medium | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 6: View personnel list | | |

**2.7. Upload organizational chart (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.07 | | |
| **Use case Name:** | Upload organizational chart in website BDS | | |
| **Creator:** | Vuong Truong | **Person updated:** | Nhan Pham |
| **Creation date:** | 5/12/2019 | **Date updated:** | 9/2/2020 |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 upload organizational chart in website admin | | |
| **Pre-conditions:** | E03 was logined | | |
| **Post-conditions:** | * Success   E03 upload organizational chart success | | |
| **Main Success flow:** | 1. E03 access to website admin 2. System show interface login on screen 3. E03 input username and password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Thông tin” 7. E03 press button “Sơ đồ tổ chức” (DD.WI.002) 8. E03 press button “Thêm sơ đồ tổ chức” 9. The system displays the interface “Thêm sơ đồ tổ chức”. (Figure 7) 10. E03 choose picture (BR.IW.001, BR.IW.002, BR.IW.003, BR.IW.004)     1. System show message upload picture success (MS.IW.001)     2. System show message upload picture fail (MS.IW.002, MS.IW.006) 11. End | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 10 Download the image successfully (start at step 10 of the main event stream)  10.1 The system displays the notice of successful image download (Token: MS.IW.001).  10 Download failed image (start at step 10 of main event stream)  10.2 The system displays the message that the image download has failed due to an image size of over 5MB (Token: MS.IW.002).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message, please select the correct image format (Token: MS.IW.006). | | |
| **Trigger:** | E03 press button “Upload” | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.IW.001, BR.IW.002, BR.IW.003, BR.IW.004 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 7: Upload organizational chart | | |

**2.8. View organizational chart (App)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.08 | | |
| **Use case Name:** | View organizational chart | | |
| **Creator:** | Minh Anh | **Update By:** | Nhan Pham |
| **Creation date:** | 12/11/2019 | **Date Update:** | 9/2/2020 |
| **Primary actor:** | E01, E02, E03, E04, E05 | | |
| **Brief description:** | E01, E02, E03, E04 & E05 view organizational chart in app BDS | | |
| **Pre-conditions:** | E01, E02, E03, E04 & E05 were logined | | |
| **Post-conditions:** | * Success   E01, E02, E03, E04 & E05 view organizational chart | | |
| **Main Success flow:** | 1. E01, E02, E03, E04 & E05 access to mobile app 2. System show interface login on screen 3. E01, E02, E03, E04 & E05 input username & password (DD.AL.001) 4. E01, E02, E03, E04 & E05 press button “Đăng nhập” 5. System show interface home page on screen 6. E01, E02, E03, E04 & E05 press button “Thông tin” 7. System show interface page “Thông tin” 8. E01, E02, E03, E04 & E05 press button “Sơ đồ tổ chức” (DD.WI.002) 9. System show interface page “Sơ đồ tổ chức” (Figure 8) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E01, E02, E03, E04 & E05 | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 8: View organizational chart | | |

**2.9. Add company policy (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.09 | | |
| **Use case Name:** | Add company policy | | |
| **Creator:** | Anh Minh | **Update By:** | Nhan Pham |
| **Creation date:** | 12/11/2019 | **Date Update:** | 9/2/2020 |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 add company policy in website admin | | |
| **Pre-conditions:** | E03 was logined | | |
| **Post-conditions:** | * Success   E03 add company policy success | | |
| **Main Success flow:** | 1. E03 access to website admin 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Thông tin” 7. E03 press button “Chính sách công ty” (DD.WI.001) 8. E03 press button “Thêm chính sách công ty” 9. The system displays the interface “Thêm chính sách công ty”. (Figure 9) 10. E03 choose picture and enter the company policy name (BR.IW.001, BR.IW.002, BR.IW.003, BR.IW.004)     1. System show message add company policy success (MS.IW.003)     2. System show message add company policy fail (MS.IW.002, MS.IW.006, MS.IW.010) 11. End | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 10. Download the image successfully (start at step 10 of the main event stream)  10.1 The system displays the notice of successful image download (Token: MS.IW.003).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message that the image download has failed due to an image size of over 5MB (Token: MS.IW.002).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message, please select the correct image format (Token: MS.IW.006).  10. Notice does not leave the company policy name blank in the add and edit function (start at step 10 of main event stream)  10.2 The system displays ‘Policy name must not be blank’ (Token: MS.IW.010). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.IW.001, BR.IW.002, BR.IW.003, BR.IW.004 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 9: Add company policy | | |

**2.10. Edit company policy**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.10 | | |
| **Use case Name:** | Edit company policy | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 9/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 edit company policy in website admin | | |
| **Pre-conditions:** | E03 was logined | | |
| **Post-conditions:** | * Success   E03 edit company policy success | | |
| **Main Success flow:** | 1. E03 access to website admin 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Thông tin” 7. E03 press button “Chính sách công ty” (DD.WI.001) 8. E03 press button “Sửa” 9. The system displays the interface “Sửa chính sách công ty”. (Figure 10) 10. E03 choose picture and enter the company policy (BR.IW.001, BR.IW.002, BR.IW.003, BR.IW.004, BR.IW.005, BR.IW.006)     1. System show message edit company policy success (MS.IW.004)     2. System show message edit company policy fail (MS.IW.002, MS.IW.006, MS.IW.010) 11. End | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 10. Download the image successfully (start at step 10 of the main event stream)  10.1 The system displays the notice of successful image download (Token: MS.IW.004).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message that the image download has failed due to an image size of over 5MB (Token: MS.IW.002).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message, please select the correct image format (Token: MS.IW.006).  10. Notice does not leave the company policy name blank in the add and edit function (start at step 10 of main event stream)  10.2 The system displays ‘Policy name must not be blank’ (Token: MS.IW.010). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.IW.001, BR.IW.002, BR.IW.003, BR.IW.004, BR.IW.005, BR.IW.006 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 10: Edit company policy | | |

**2.11. Delete company policy**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.11 | | |
| **Use case Name:** | Delete company policy | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 9/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 delete company policy in website admin | | |
| **Pre-conditions:** | E03 was logined | | |
| **Post-conditions:** | * Success   E03 delete company policy success | | |
| **Main Success flow:** | 1. E03 access to website admin 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Thông tin” 7. E03 press button “Chính sách công ty” 8. E03 press button “Xóa” 9. The system displays the delete confirmation. (Figure 11) 10. E03 press button “Xác nhận” (MS.IW.011) 11. The system displays a notice of successful deletion (MS.IW.005) 12. End | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 10. Confirm delete corporate policy (start at step 10 of the main event stream)  11. The system displays a message confirming successful policy deletion of company (Token: MS.IW.005).  9. Notice of deletion of company policy (start at step 9 of the main event stream)  10. The system displays ‘Are you sure?’(Token: MS.IW.011). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 11: Delete company policy | | |

**2.12. View company policy (App)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.12 | | |
| **Use case Name:** | View company policy | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E01, E02, E03, E04, E05 | | |
| **Brief description:** | E01, E02, E03, E04 & E05 view company policy in app BDS | | |
| **Pre-conditions:** | E01, E02, E03, E04 & E05 were logined | | |
| **Post-conditions:** | * Success   E01, E02, E03, E04 & E05 view company policy | | |
| **Main Success flow:** | 1. E01, E02, E03, E04 & E05 access to mobile app 2. System show interface login on screen 3. E01, E02, E03, E04 & E05 input username & password (DD.AL.001) 4. E01, E02, E03, E04 & E05 press button “Đăng nhập” 5. System show interface home page on screen 6. E01, E02, E03, E04 & E05 press button “Thông tin” 7. System show interface page “Thông tin” 8. E01, E02, E03, E04 & E05 press button “Chính sách công ty” (DD.AI.001) 9. System show interface page “Chính sách công ty” (Figure 12) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E01, E02, E03, E04 & E05 | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 12: View organizational chart | | |

**2.13. View the list of company policies (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.13 | | |
| **Use case Name:** | View the list of company policies | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 view company policy in Website | | |
| **Pre-conditions:** | E03 were logined | | |
| **Post-conditions:** | * Success   E03 view the list of company policies | | |
| **Main Success flow:** | 1. E03 access to website 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Thông tin” 7. System show interface page “Thông tin” 8. E03 press button “Chính sách công ty” 9. System show interface page “Chính sách công ty” (Figure 13) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 13: View the list of company policies | | |

**2.14. Forgot password (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.14 | | |
| **Use case Name:** | Forgot password website | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 forgot password | | |
| **Pre-conditions:** | E03: Email must exist | | |
| **Post-conditions:** | * Success   Login : E03 login success   * Failure   Login : E03 can’t login | | |
| **Main Success flow:** | 1. E03 access to website 2. System show interface login on screen 3. E03 press “Quên mật khẩu” 4. System show interface forgot password on screen. (DD.WF.001) 5. E03 fill email. (BR.IW.007) 6. E03 press button “Gửi” (Figure 14)    1. The system sends a password reset form to gmail    2. The System show message fail (MS.IW.007, MS.IW.008) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 6. Notification of checking and confirming email changes (starting at step 6 of the main event stream)  6.2 The message display system please check the email (Token: MS.IW.008).  6. Notify when admin enter wrong character or email does not exist (start at step 6 of main event stream)  6.2 The system displays incorrect email notifications (Token: MS.IW.007). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>>. <<extend>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 14: Forgot password | | |

**2.14.1. Change password (App)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.14.1 | | |
| **Use case Name:** | Change password app | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E01. E02, E03, E04, E05 | | |
| **Brief description:** | E01. E02, E03, E04, E05 change password | | |
| **Pre-conditions:** | E01. E02, E03, E04, E05: Email must exist | | |
| **Post-conditions:** | * Success   Login : E01. E02, E03, E04, E05 login success   * Failure   Login : E01. E02, E03, E04, E05 can’t login | | |
| **Main Success flow:** | 1. E01, E02, E03, E04 & E05 access to mobile app 2. System show interface login on screen 3. E01, E02, E03, E04 & E05 input username & password (DD.AL.001) 4. E01, E02, E03, E04 & E05 press button “Đăng nhập” 5. System show interface home page on screen 6. E01. E02, E03, E04, E05 press “Avatar” (DD.AO.001) 7. System show interface personal information on screen. 8. E01. E02, E03, E04, E05 press “Thay đổi mật khẩu” 9. System show interface change password on screen. (DD.AF.002) 10. E01. E02, E03, E04, E05 fill password. (BR.IA.003) 11. E01. E02, E03, E04, E05 press button “Thay đổi mật khẩu” (Figure 14.1)     1. The system show message success (MS.IA.003)     2. The System show message fail (MS.IA.002, MS.IA.006) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 11. Notice of incorrect old password (starting at step 11 of the main event stream)  11.1 Show message please enter correct current password (Token: MS.IA.003).  11. Notified when the user successfully changes the password (start at step 11 of main event stream)  11.2 The system will display the message change password successfully (Token: MS.IA.002).  11. Notify when user enters a new password with less than 6 characters (start at step 11 of main event stream)  11.2 The system will display the message “new password is at least 6 characters” (Token: MS.IA.006). | | |
| **Trigger:** | E01. E02, E03, E04, E05 | | |
| **Relationships**: | <<include>>. <<extend>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 14.1: Change password app | | |

**2.14.2. Forgot password (App)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.14.2 | | |
| **Use case Name:** | Forgot password app | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E01. E02, E03, E04, E05 | | |
| **Brief description:** | E01. E02, E03, E04, E05 forgot password | | |
| **Pre-conditions:** | E01. E02, E03, E04, E05: Email must exist | | |
| **Post-conditions:** | * Success   Login : E01. E02, E03, E04, E05 login success   * Failure   Login : E01. E02, E03, E04, E05 can’t login | | |
| **Main Success flow:** | 1. E01. E02, E03, E04, E05 access to app 2. System show interface login on screen 3. E01. E02, E03, E04, E05 press “Quên mật khẩu” 4. System show interface forgot password on screen. (DD.AF.001) 5. E01. E02, E03, E04, E05 fill email. (BR.IA.004) 6. E01. E02, E03, E04, E05 press button “Gửi” (Figure 14.2)    1. The system sends a password reset form to gmail    2. The System show message fail (MS.IA.004, MS.IA.005, MS.IA.007) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 6. Notification of checking and confirming email changes (starting at step 6 of the main event stream)  6.2 The message display ‘Wrong email format’(Token: MS.IA.004).  6. Notify when admin enter wrong character or email does not exist (start at step 6 of main event stream)  6.2 The system displays incorrect email notifications (Token: MS.IA.005).  6. Notice the user entered email does not exist (start at step 6 of main event stream)  6.2 The system displays “No matching emails found” (Token: MS.IA.007). | | |
| **Trigger:** | E01. E02, E03, E04, E05 | | |
| **Relationships**: | <<include>>. <<extend>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 14.2: Forgot password app | | |

**2.15. View organizational chart (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.15 | | |
| **Use case Name:** | View organizational chart | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 view organizational chart in website | | |
| **Pre-conditions:** | E03 were logined | | |
| **Post-conditions:** | * Success   E03 view organizational chart | | |
| **Main Success flow:** | 1. E03 access to website 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Thông tin” 7. System show interface page “Thông tin” 8. E03 press button “Sơ đồ tổ chức” 9. System show interface page “Sơ đồ tổ chức” (Figure 15) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 15: View organizational chart | | |

**2.16. View account information (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.16 | | |
| **Use case Name:** | View account information | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 view account information in website | | |
| **Pre-conditions:** | E03 were logined | | |
| **Post-conditions:** | * Success   E03 view account information | | |
| **Main Success flow:** | 1. E03 access to website 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Quản lý tài khoản” 7. System show interface page “Quản lý tài khoản” (Figure 16) | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<extend>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 16: View account information | | |

**2.17. Add account (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.17 | | |
| **Use case Name:** | Add account | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 10/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 add account in website | | |
| **Pre-conditions:** | E03 were logined | | |
| **Post-conditions:** | * Success   E03 add account | | |
| **Main Success flow:** | 1. E03 access to website 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Quản lý tài khoản” 7. System show interface page “Quản lý tài khoản”. 8. E03 press button “Thêm tài khoản” (DD.WA.001, MS.AMW.005, MS.AMW.006, MS.AMW.007, MS.AMW.008) 9. The system displays the interface “Thêm tài khoản”. (Figure 17) 10. E03 fill out all the information fields (BR.AMW.001, BR.AMW.002, BR.AMW.003, BR.AMW.004, BR.AMW.005, BR.AMW.006)     1. System show message add account success (MS.AMW.001)     2. System show message add account fail (MS.AMW.003, MS.AMW.004) 11. End | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 10. Add account successfully (start at step 10 of the main event stream)  10.1 The system displays a notice of additional successful accounts (Token: MS.AMW.001).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message when the admin entered it wrongly or missingly (Token: MS.AMW.003).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message, please select the correct image format (Token: MS.AMW.004).  7. The message does not leave the information field blank when adding (start at step 7 of main event stream)  8 The system displays \* (Token: MS.AMW.005).  7. Notice does not leave the position information field blank when adding (start at step 7 of main event stream)  8 The system displays ‘Position is not vacant‘(Token: MS.AMW.006).  7. The message does not leave the email information field blank when adding (start at step 7 of main event stream)  8 The system displays ‘Email is not vacant’(Token: MS.AMW.007).  7. Notification of incorrect email entry in add (start at step 7 of main event stream)  8 The system displays ‘Invalid email’ (Token: MS.AMW.008). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>>, <<extend>> | | |
| **Priority:** | Medium | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.AMW.001, BR.AMW.002, BR.AMW.003, BR.AMW.004, BR.AMW.005, BR.AMW.006 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 17: Add account | | |

**2.18. Edit account (Website)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.18 | | |
| **Use case Name:** | Edit account | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 9/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 edit account in website admin | | |
| **Pre-conditions:** | E03 was logined | | |
| **Post-conditions:** | * Success   E03 edit account | | |
| **Main Success flow:** | 1. E03 access to website admin 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Quản lý tài khoản” 7. System show interface page “Quản lý tài khoản”. 8. E03 press button “Sửa” (DD.WA.001, MS.AMW.005, MS.AMW.006, MS.AMW.007, MS.AMW.008) 9. The system displays the interface “Sửa tài khoản”. (Figure 18) 10. E03 fill out all the information fields (BR.AMW.001, BR.AMW.002, BR.AMW.003, BR.AMW.004, BR.AMW.005, BR.AMW.006)     1. System show message edit account success (MS.AMW.002)     2. System show message edit account fail (MS.AMW.003, MS.AMW.004) 11. End | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 10. Edit account successfully (start at step 10 of the main event stream)  10.1 The system displays the notice of successful account modification (Token: MS.AMW.002).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message when the admin entered it wrongly or missingly (Token: MS.AMW.003).  10. Download failed image (start at step 10 of main event stream)  10.2 The system displays the message, please select the correct image format (Token: MS.AMW.004).  7. The message does not leave the information field blank when editing (start at step 7 of main event stream)  8 The system displays \* (Token: MS.AMW.005).  7. Notice does not leave the position information field blank when editing (start at step 7 of main event stream)  8 The system displays ‘Position is not vacant‘(Token: MS.AMW.006).  7. The message does not leave the email information field blank when editing (start at step 7 of main event stream)  8 The system displays ‘Email is not vacant’(Token: MS.AMW.007).  7. Notification of incorrect email entry in edit (start at step 7 of main event stream)  8 The system displays ‘Invalid email’ (Token: MS.AMW.008). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>>, <<extend>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.AMW.001, BR.AMW.002, BR.AMW.003, BR.AMW.004, BR.AMW.005, BR.AMW.006 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 18: Edit account | | |

**2.19. Hide account (Website) (lock)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.19 | | |
| **Use case Name:** | Hide account (lock) | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 9/2/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 hide account in website admin | | |
| **Pre-conditions:** | E03 was logined | | |
| **Post-conditions:** | * Success   E03 hide account success | | |
| **Main Success flow:** | 1. E03 access to website admin 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Quản lý tài khoản” 7. System show interface page “Quản lý tài khoản”. 8. The system displays the account list. (Figure 19) 9. E03 press button “Ẩn” (hide) 10. System show message “Hide (lock)” success (MS.AMW.009) 11. The system will display hide inside column "Trạng thái" 12. E03 flag the accounts E03 want to unhide 13. E03 press button “Đã bật” (opened) 14. System show message “Opened” success (MS.AMW.010) 15. End | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 9. Alerts hidden (locked) accounts successfully (start at step 9 of main event stream)  10 The system displays ‘Account locked successfully’(Token: MS.AMW.009).  13. Notice that the account has been re-enabled successfullyedit (start at step 13 of main event stream)  14 The system displays ‘The account has been successfully enabled’ (Token: MS.AMW.010). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>>, <<extend>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | N/A | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 19: Hide account | | |

**2.20. Classify**

**2.20.1. Search account**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.20.1 | | |
| **Use case Name:** | Search account | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 20/5/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 search account in website | | |
| **Pre-conditions:** | E03 were logined | | |
| **Post-conditions:** | * Success   E03 search account | | |
| **Main Success flow:** | 1. E03 access to website 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Quản lý tài khoản” 7. System show interface page “Quản lý tài khoản”. 8. E03 search information “Tìm kiếm tài khoản” (DD.WA.002) 9. E03 click Search. (BR.AMW.007, BR.AMW.008, BR.AMW.009) 10. The system checks the input data.     1. Show account to search     2. No results were found. (MS.IW.009) 11. Use case over. | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | 10. Exception flow 1: The employee found no results (starting at step 10 of the main event stream)  10.2. The system displays the message 'No results found' (Token: MS.IW.009). | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>>, <<extend>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.AMW.007, BR.AMW.008, BR.AMW.009 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 20.1: Search account | | |

**2.20.2. Export file excel account**

|  |  |  |  |
| --- | --- | --- | --- |
| **Use Case ID:** | FR.20.2 | | |
| **Use case Name:** | Export file excel account | | |
| **Creator:** | Nhan Pham | **Update By:** |  |
| **Creation date:** | 20/5/2020 | **Date Update:** |  |
| **Primary actor:** | E03 | | |
| **Brief description:** | E03 export file excel account in website | | |
| **Pre-conditions:** | E03 were logined | | |
| **Post-conditions:** | * Success   E03 export file excel account | | |
| **Main Success flow:** | 1. E03 access to website 2. System show interface login on screen 3. E03 input username & password (DD.WL.001) 4. E03 press button “Đăng nhập” 5. System show interface home page on screen 6. E03 press button “Quản lý tài khoản” 7. System show interface page “Quản lý tài khoản”. 8. E03 press button “Xuất sang excel” (Export file excel) 9. The system export file Excel (BR.AMW.010) 10. Use case over. | | |
| **Alternative flows:** | N/A | | |
| **Exception flows:** | N/A | | |
| **Trigger:** | E03 | | |
| **Relationships**: | <<include>>, <<extend>> | | |
| **Priority:** | High | | |
| **Frequency of use:** | High | | |
| **Business Rules:** | BR.AMW.010 | | |
| **Special Requirement:** | N/A | | |
| **Mockup Screen** | Figure 20.2: Export file excel account | | |