

Application User Manual

< EPI-USE Management System>

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<Version 1>

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1. INTRODUCTION

This user guide is designed to help the reader efficiently explore and utilize the features of the EPI-USE Management System. This manual will provide you with clear instructions and tips to make the most out of your experience. The guide aims to cover the basics of navigating the web application, including how to access different sections, navigate through menus, and utilize key features.

2. APPLICATION REQUIREMENTS

Before evaluating the website, it is important to understand the requirements that needed to be met before the development phase. The website developed was guided by the following functional and non-functional requirements:

- Website should allow a user to create, update and delete employee data.
- The website should allow the user to set the reporting manager of an employee.
- The program shall allow a user to populate an employee with a name, surname, birth date, employee number, salary, role/position and reporting line manager.
- The solution should have functionality to present a user with a visual representation of the organisation's hierarchy.
- The user should also be able to search the hierarchy to find, edit or delete employee data.
- The website should display the employee data in a reporting table or list view as well as allow a user to sort and filter the data based on any of the provided employee data fields.
- The software should display the avatar profile picture linked with the employee.
- The website should allow a user to add an avatar profile for an employee.
- The solution must be deployed to a cloud platform.

3. NAVIGATING WEB APPLICATION

When the website is initially accessed, the user is directed to the manger page. In this page, the user is able to create, update and view the manager data. The user can also click a button

to view the organisation hierarchy or access the employee page. The manger page is shown below:

MANAGERS

ADD MANAGER

VIEW EMPLOYEES

VIEW ORGANISATION HIERARCHY




PROFILE	MANAGER NUMBER	MANAGER NAME	MANAGER SURNAME	MANAGER SALARY	MANAGE
	MAN100	Daniel	Smith	45000	<div>UPDATE</div> <div>DETAILS</div> <div>DELETE</div>
	MAN101	Drake	Muller	23000	<div>UPDATE</div> <div>DETAILS</div> <div>DELETE</div>
	MAN102	Donny	Sadricks	27800	<div>UPDATE</div> <div>DETAILS</div> <div>DELETE</div>

Figure 1: Manager Home Page

If the user selects the update button, they will be redirected to the update page where the manger name, surname and salary can be updated. These updates will reflect on the manager home page. The figure below illustrates the update page:

UPDATE MANAGER DETAILS

ManagerName

Daniel

ManagerSurname

Smith

ManagerSalary

45000

UPDATE

CANCEL

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Figure 2: Manager Update Page

If the user selects the details button, they will be redirected to the manager details page where the data related to the specified manager can be viewed. The user can update these details or return to the manger home page. The diagram below illustrates the manager details page:

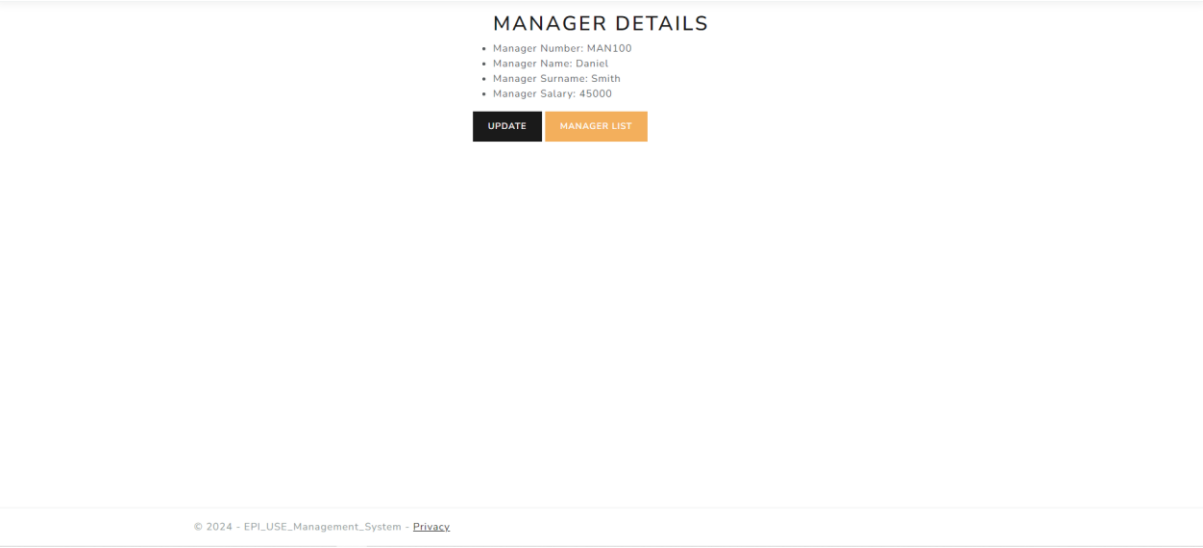


Figure 3: Manager Details Page

If the user selects the delete button, then they will be redirected to the manager delete page. This is where a manager can be deleted, however all employees associated to this manager must be updated to prevent an error from occurring due to foreign key constraints. The picture below illustrates the manager deletion page:

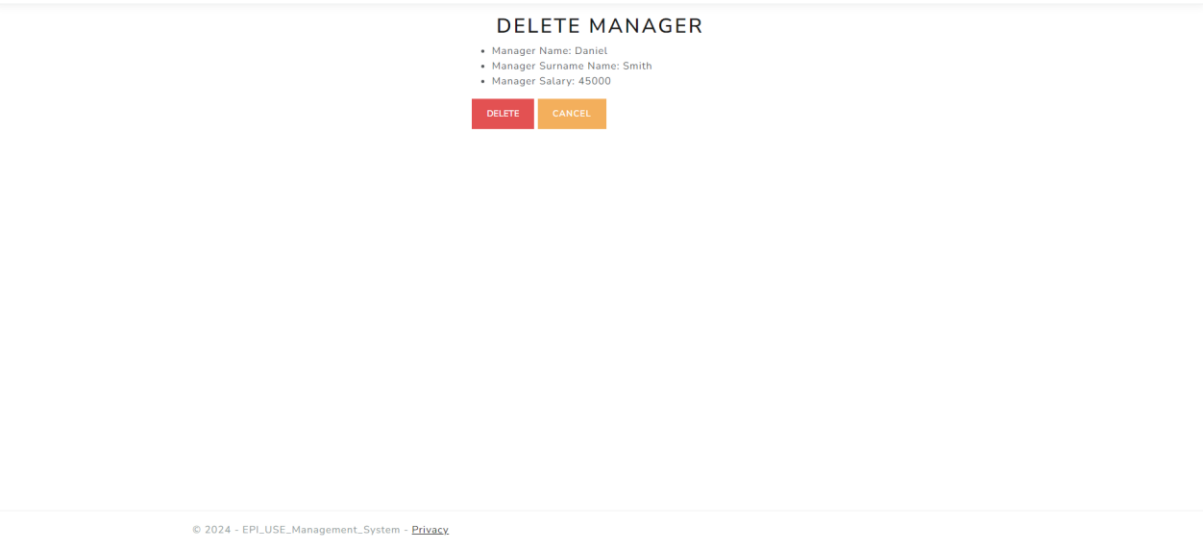
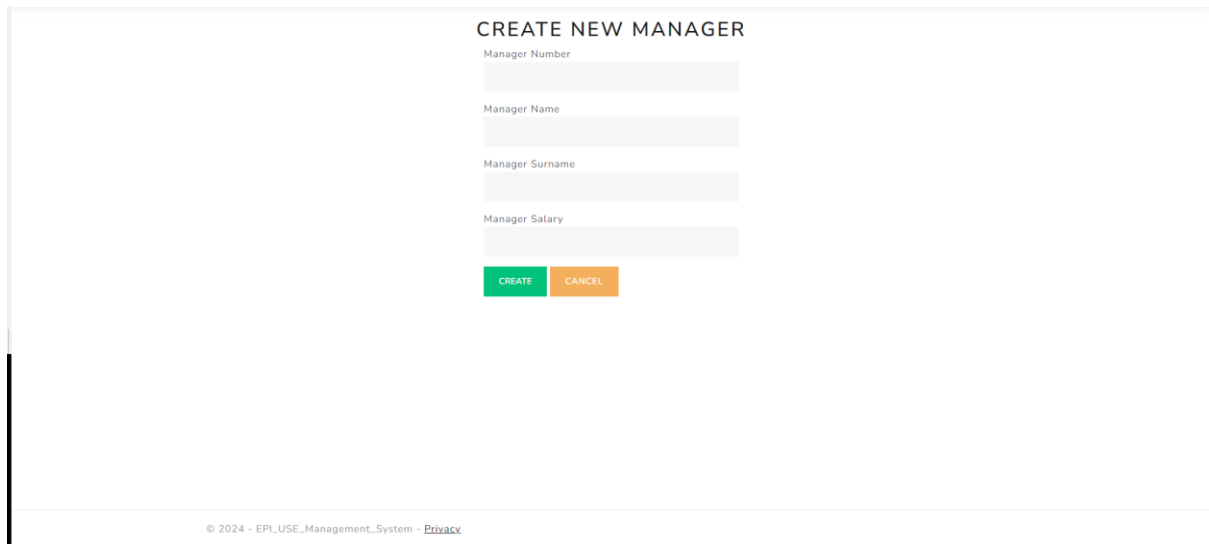


Figure 4: Manager Deletion Page

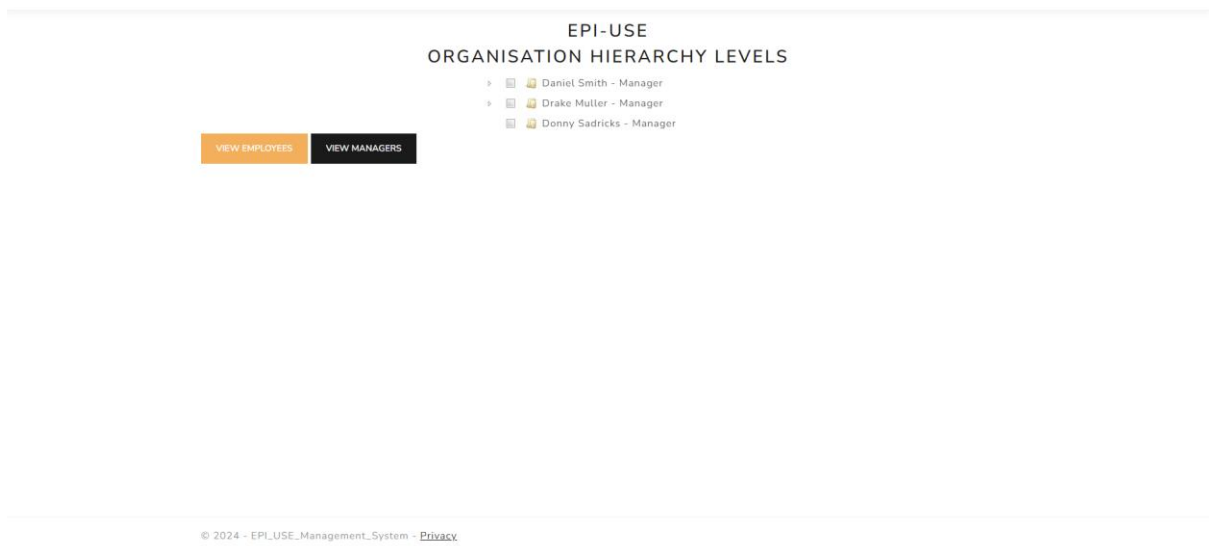
The user can also press the “ADD MANAGER” button which will allow them to add a manager to the system by entering the manager number, name, surname and salary . Error handling has been put in place to prevent managers from having the same manager number. The figure below shows the add manager page:



The screenshot shows a web form titled "CREATE NEW MANAGER". It contains four input fields: "Manager Number", "Manager Name", "Manager Surname", and "Manager Salary". Below the fields are two buttons: a green "CREATE" button and an orange "CANCEL" button. At the bottom of the page, there is a footer that reads "© 2024 - EPI_USE_Management_System - [Privacy](#)".

Figure 5: Manager Creation Page

The user is also able to view the organisations hierarchy and see all managers and their employees. This page is shown below:



The screenshot shows a web page titled "EPI-USE ORGANISATION HIERARCHY LEVELS". At the top, there are two buttons: a green "VIEW EMPLOYEES" button and a black "VIEW MANAGERS" button. Below the buttons, there is a list of managers with expandable icons (chevrons) and their names: "Daniel Smith - Manager", "Drake Muller - Manager", and "Donny Sadricks - Manager". At the bottom of the page, there is a footer that reads "© 2024 - EPI_USE_Management_System - [Privacy](#)".

Figure 6: Organisation Hierarchy

The final action that can be performed by the user on the manager page is to press the “VIEW EMPLOYEES” button. This will redirect the user to the employee page where they are able to create, update and delete an employee. The user is also able to search for employees based on the employee number, name, surname birth date, salary, position and line manager. If the user selects the update button, they will be redirected to the update page where the employee’s name, surname, salary, position and manager number can be updated. These updates will reflect on the employee home page. The figure below illustrates the update page:

UPDATE EMPLOYEE DETAILS

EmployeeName

Travis

EmployeeSurname

McNugget

BirthDate

03/19/1996 12:00 AM

EmployeePosition

IT Intern

EmployeeSalary

12000

ManagerNumber

MAN100

UPDATE

CANCEL

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Figure 7: Employee Update Page

If the user selects the details button, they will be redirected to the employee details page where the data related to the specified employee can be viewed. The user can update these details or return to the employee home page. The diagram below illustrates the employee details page:

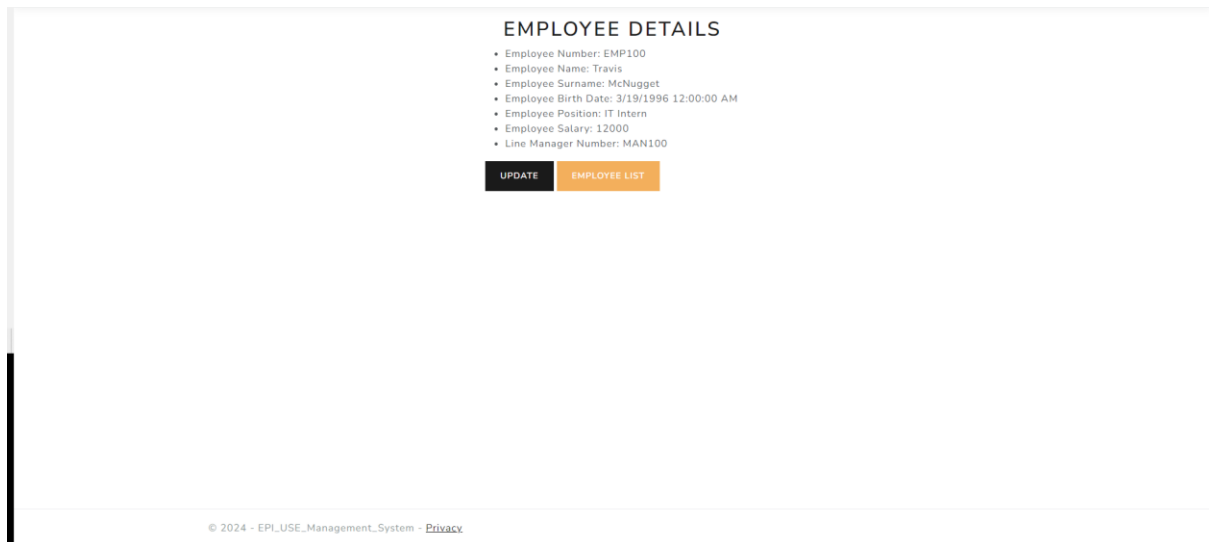


Figure 8: Employee Details Page

If the user selects the delete button, then they will be redirected to the employee delete page. This is where an employee can be deleted and all data associated to the employee is deleted from the database.. The picture below illustrates the employee deletion page:

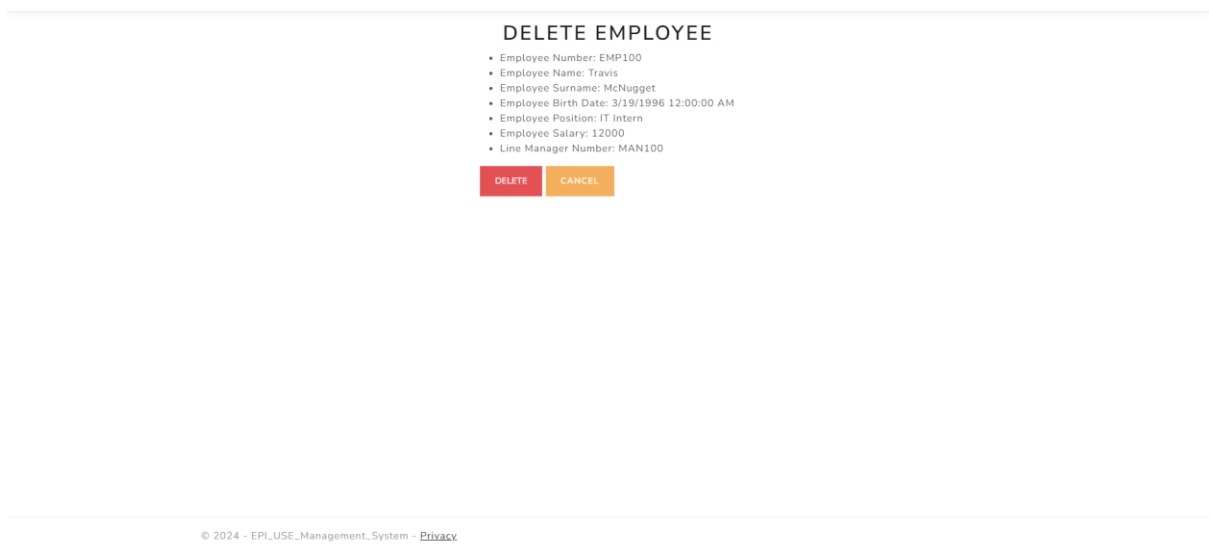


Figure 9: Employee Deletion Page

The user can also press the “ADD EMPLOYEE” button which will allow them to add an employee to the system by entering the employee number, name, surname, birth date, salary, manager number and position . Error handling has been put in place to prevent employees from having the same employee number. The figure below shows the add employee page.

CREATE NEW EMPLOYEE

Employee Number

Employee Name

Employee Surname

Birth Date

mm/dd/yyyy --:-- --

Manager Number

Enter the manager number for this employee.

Employee Salary

Employee position

CREATE

CANCEL

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Figure 10: Create Employee Page

4. CONCLUSION

The EPI-USE management system is fully functional and allows a user to create, update and delete employee and manager data. The user can search for employee data based on the employee number, name, surname, birth date, salary, manager number and position. The user is also able to view the hierarchical structure of the managers and employees.