**Use Case: Modify Personal Information**

**Iteration**: E2 **Date**: March 5, 2012

**Version**: 2 **Priority**: Medium

**Description/Overview**: An employee may choose to modify some elements of their personal information using the web interface. Areas of modification include home address and telephone numbers.

**Actor(s)**: Employee

**Pre-Condition(s)**:

Employee is logged into the web interface with privileges already assigned.

**Typical Course of Events**

This use case begins when an employee chooses to make changes to their own personal employee record.

1. The employee has on hand the information that must be modified.
2. The employee enters the Modify Employee module of the system.

 **System Response:** The system retrieves the employee record and displays the current personal information on screen.

1. The employee modifies their personal information, which may include some or all of employee work phone number, employee cell phone number, employee home address.
   * **System Response:** Data is validated
2. The employee indicates the modifications are complete.
   * **System Response:** The information is saved and the system displays a confirmation message indicates a successful completion.

Modify Personal Information Page 1