**Requirement Analysis:**

**Author:** Fabian Andiel

**Projectname**: Employee Management

**Version**: 2-130625

**Overview:** The purpose of this document is to give an overview of the functional and not functional requirements as well as the scope and not scope of the software. It is inteneded to as a base to further processes like testing, architectural planning, …...

**Stakeholder:**

**Development:** Fabian Andiel

**Development Coach:** Oliver Tazreiter

**Customer:** Small Business LLC

**Users:** Employees, Admins and Managers of Small Business LLC

**Scope:**

* Provide an overview for the managerial staff about the master data of the employees assigned to them, all the employees of the company
* Provide the managers an overview of the holidays of the individual employees and the working hours
* Provide the managerial staff with the possibility to add and remove employees
* Giving the employees an easy method to clock in and clock out via the user interface
* Provide the employee the opportunity to request time off and track the status of their request
* Give the employees an overview over their over or minus time, wether they have rest-holiday or not and their current attendance status
* Provide a database with the current employees of the company

**Out of Scope:**

* Rest API for other systems
* Advanced Payroll like 13th and 14th salary calculation
* Company intern communication and ticketing
* Tool to schedule meetings or certain dates
* Being a calender

**Functional Requirements:**

**Employees:**

* As an employee I want to be able to only see overview of my master data consisting of:
  + Firstname
  + Lastname
  + Street
  + Zip
  + City
  + Telephone
  + Email
  + my superior
  + my remaining holidays
* As an employee I want to be able to clock in and clock using my user interface
* As an employee I want to apply for an holiday, measured in whole days, via the user interface
* As an employee I want to see if my application for holiday is accepted, denied or pending
* As an employee employee I want to see wether I have rest holiday or not
* As an employee employee I want to see wether I have overtime or minus time in the current month
* As an employee I want to be able to only see my current status. Either attending, away, sick or on holiday
* As an employee I want the system to set my status to not here after I clock out

**Managers:**

* As an manager I want to be able to clock in and clock using my user interface
* As a manager I want to approve or deny the pending vacation requests of the employees reporting to me
* As a manager I want to have a warning if my employee is asking for more holiday time off than holiday he/she has taken
* As a manager I want to see a list of all the employees who are reporting to me
* As a manager I want to see the master data of all the employees who are reporting to me
* As a manager I want see a list of all the employees
* As a manager I want to be a able to add employees to the system
* As a manager I want to be able to remove employees from the system
* As a manager I want to be able to see a list of the holidays all the employees, who are reporting to me have already taken
* As a manager I want to see all the working hours of one individual employee

**Admins:**

* As an admin I want to be able to to add managers to the system
* As an admin I want to be able to delete managers from the system
* As an admin I want to be able to to add admins to the system
* As an admin I want to be able to delete admins from the system

**System:**

* There shall be the roles of manager, admin and employee in the system

**Non functional requirements:**

* The software shall be a desktop application only with a local database
* The software shall be designed with a fixed screen width
* The software is supposed to be performant (multi threading)

**Roles within:**

**Admin:** can add and delete managers

**Manager:** can add and delete employees, confirm or deny vacation requests, access the master data of the assigned employees, access a list of all employees, see the working hours of an individual employee, see a list of all employees working for them

**Employee:** clock in and clock out, apply for holiday and track status of aplication, get an overview of overtime or minus time and consumed vacation, view their own master data

**Technical environment:**

**Programming language:** Java 21

**Database technology:** PostgreSQL

**Version Control:** git/GitHub

**User Interfaces:**

**Shared:**

**Login View:**

* Input name and password
* Login Button

**Master Data View of employee:**

* Firstname
* Lastname
* Street
* Zip
* City
* Telephone
* Email
* Superior
* Already taken holidays
* Status

**Basic time stamp view:**

* button to clock in
* button to clock out
* log today`s timestamps in and out

**Employees:**

**Main View:**

- current status of employee

- encompasses the following views:

**Vacation View:**

* Form to apply for vacation
* Section:
  + Remaining days
  + Past requests

**Time stamp view - employees:**

* Basic time stamp view
* Field with overtime oder minus time
* History of previous time bookings

**Managers:**

**Pending Requests View:**

* List of pending requests
* Approve/Deny Buttons

**Employees Overview View:**

* List of all employees
* Form to create new employee
* Button to delete employee
* Button to update employee
* Button to view time log and holiday history of an employee

ToDo:

Make one separate screen – where Time and holiday history of employee can be accessed

**Admins:**

**Admin Overview View:**

* List of all admins and managers
* Form to create new admin or manager
* Button to delete admin or manager
* Button to update admin or manager