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| **Use Case ID:** | UC1 | | | |
| **Use Case Name:** | Adding an Employee | | | |
| **Process Owner:** |  | | **Last Updated By:** | Swapnil |
| **Date Created:** | 2/17/20 | | **Date Last Updated:** | 2/18/20 |
| **Business Actor:** | | Application Admin | | |
| **Description:** | | Adding an employee to the application database | | |
| **Preconditions:** | | The admin is logged in | | |
| **Post conditions:** | | A new employee’s data is added to the database | | |
| **Basic Workflow:** | | 1. The admin clicks on “add new employee” from employee overview screen 2. Admin fills out the dialog form with the employee’s data 3. Admin clicks on “Save” to save entered data 4. A confirmation page appears with the entered data. Admin checks the data and clicks confirm 5. The admin is redirected to home page | | |
| **Alternative Workflow:** | | If the employee already exists in the system:   1. Upon clicking save a message occurs informing about the saved data. 2. Admin clicks the “Update Employee information” button and is redirected to a webform. 3. The admin fills out the webform fields with employee information to be updated. 4. Admin clicks on save. 5. A confirmation page appears with the entered data. Admin checks the data and clicks confirm. 6. The admin is redirected to home page | | |
| **Risks:** | | Low | | |
| **Special Requirements:** | | None. | | |
| **Notes and Issues:** | | None. | | |