



ALumni API

Help system and tutorial



business purpose

- availability of the documents to the former employees
- decrease working time of the HR managers, spending for the searching and sending documents
- in case of returning of an employee to the company, HR managers will not copy and upload all the documents, this will be required to a paper - signed contract only.



stakeholders

- CEO, business owner:
 - a) decreased number of working hours, spent by employees that cost money
 - b) increased amount of working space, because it is not required to scan, store old documents
- HR managers. Less iterations and complains during the day from the employees because they have access to the documents as soon as they need
- Employees, since they can have access to their documents as soon as they need, and from any place



how it works?

- remember your email, given to the HR manager, when first time employed
- visit Alumni Portal, click register in case this is the first time visit, or login the profile was already created. Input email, login, and password.
- wait until the confirmation letter comes to the email, given during the registration
- click on the link, given in the email to confirm registration and transfer to the Alumni Portal
- input login and password, “Login” button. The documents are revealed.



step 1, registration:

- type the login (create new)
- type the password (create new)
- type email address, that was previously given to HR manager



Username

Kyrylo Stromeliuk

Email

kstromelyuk@gmail.com

Password

.....

Sign Up



step 2, email verification:

- open the email, push “confirm registration” button

Thank you for the registration in Alumni Portal.
Please push **confirm** button to finish.

registration

If it was not your activity, please inform us: a.portal@com



step 3, login:

- type login and password, that was inputted during the registration phase:



Username

Kyrylo Stromeliuk

Password


.....

Login



errors:

- in case login or password were typed wrong, the message will be shown



Username

Password

Login

Invalid login or password

- in case all the actions above has been done successfully, the application will output files

Kyrylo Stromeliuk Profile

Token: eyJhbGciOiJIUzI1NiIs ... PZCIkrBEAdZ1CcluAjk4

Id: 62448f9073be07abcc0ecb4b

Email: kstromelyuk@gmail.com

Authorities:

- ROLE USER

Files:



salary 2016.pdf

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salary 2017.pdf

[download](#)

salary 2022.pdf

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