

# Noun Technique

## Step 1 Identifying all Nouns

**Actors:** Admin, Recruiter, Employee, Candidate, Supervisor, Interviewer, System Analyst

**Entities:** Company Information, Employee Record, Leave Request, Payroll, Public Holiday, Job Advertisement, Job Application, Job Offer, Interview, Performance Review, Onboarding Task, Termination, Counseling, Attendance, Tardiness Investigation, Probation Status

**Attributes:** Name, ID, Role, Position, Department, Status, Salary, Application Status, Leave Type, Date, Duration, Feedback, Performance Score, Job Requirements, Requirements, Task, Notice, Reasons, Trends, Findings, Recommendations, Salary

### Relationships:

Admin manages Employee, Leave Requests, Payroll, Public Holidays

Recruiter posts Job Advertisements, screens Candidates, extends Job Offers

Employee applies for Leave, checks Leave Status, views Salary and Holidays, resigns

Supervisor assesses Tardiness, offer Counseling, reviews Employee data

## Step 2 Filtering Irrelevant Nouns

### Filtered List:

- **Classes:** Employee, Admin, Recruiter, Candidate, Supervisor, Leave Request, Payroll, Public Holiday, Job Advertisement, Job Offer, Interview, Performance Review, Onboarding, Attendance, Tardiness Investigation, Counseling
- **Attributes (mapped to classes):** ID, Name, Role, Status, Salary, Leave Type, Date, Duration, Feedback, Position, Task, Trends, Recommendations, Requirements
- **Relationships:**
  - Admin manages Employee and Payroll, approves Leave
  - Recruiter screens Candidates, extends Job Offers
  - Employee checks Leave Status, submits Resignation
  - Supervisor investigates Tardiness, monitors Attendance

| Filtered Out Nouns     | Reason For Removal   |
|------------------------|--|
| <b>System Analyst</b>  | He Focuses on the system design and gathering requirements it's not directly relevant as a data entity in our EMS.   |
| <b>Requirements</b>    | Refer to the project requirements not part of the data stored in EMS.  |
| <b>Reports</b>         | Represents the output view of data they do not constitute separate entity in EMS.  |
| <b>Role</b>            | General term representing job positions already incorporated as an attribute in <b>Employee</b> and <b>Admin</b> . .   |
| <b>Trend</b>           | Too abstract for EMS, don't have a distinct entity or database representation.   |
| <b>Date</b>            | Not an Independent entity it's a common attribute for various entities like leave requests and interviews.   |
| <b>Feedback</b>        | Not needed as a standalone entity, it's an attribute for interview and performance review.   |
| <b>Information</b>     | General term without specific meaning in EMS; relevant information is captured in more concrete classes like <b>Employee</b> or <b>Company Information</b> . |
| <b>Job requirement</b> | Not unique.  |
| <b>Tasks</b>           | Used to refer to responsibilities or actions, incorporated within Onboarding as an attribute.  |
| <b>Notification</b>    | Refers to actions within the system (e.g., alerts or messages) and does not require separate data storage.   |
| <b>Status</b>          | Represents the state of various processes (e.g., application, leave); included as an attribute where needed.   |
| <b>Leave Type</b>      | Used as an attribute in <b>Leave Request</b> to specify the nature of leave rather than as a separate entity.  |
| <b>ID</b>              | Universally needed for identification; used as an attribute across all entities rather than as a separate class.   |

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| <b>Position</b>           | Used to represent a job or role; included as an attribute within <b>Employee</b> , <b>Candidate</b> , and <b>Job Offer</b> . |
| <b>Application Status</b> | Used as an attribute within the <b>Candidate</b> class, rather than an independent entity.                                   |
| <b>Probation</b>          | Status designation, already captured as an attribute in <b>Probation Status</b> .  |

### Step 3 Categorize Nouns by Class, Attribute, or Association

| Potential Class      | Attributes                         | Relationships  |
|----------------------|------------------------------------|--|
| <b>Employee</b>      | Name, ID, Position, Department     | Works under Admin, Requests Leave,                                       |
| <b>Admin</b>         | Name, Role, Permissions            | Manages Employee, Payroll, Public Holiday                                |
| <b>Recruiter</b>     | ID, Department, Managed Jobs       | Hiring needs, Post Ads, Schedules Interview ,<br>Extend Job offer        |
| <b>Candidate</b>     | Name, Application Status, Position | Submits Job Application, Receives Job Offer ,<br>Accept/Reject Job Offer |
| <b>Leave Request</b> | Type, Duration, Status             | Approved/Rejected by Admin, Linked to<br>Employee                        |
| <b>Payroll</b>       | Salary, Taxes, Deductions, Net Pay | Associated with Employee , Managed by<br>Admin                           |

|                                |                                     |   |
|--------------------------------|-------------------------------------|---|
| <b>Public Holiday</b>          | Date, Description                   | Viewed by Employee , Managed by Admin         |
| <b>Job Advertisement</b>       | Position, Requirements, Date Posted | Created by Recruiter, Viewed by Candidate     |
| <b>Job Offer</b>               | Position, Salary, Terms             | Sent to Candidate, Managed by Recruiter       |
| <b>Interview</b>               | Date, Feedback, Status              | Scheduled by Recruiter, Attended by Candidate |
| <b>Performance Review</b>      | Date, Score, Notes                  | Conducted for Employee by Admin               |
| <b>Onboarding</b>              | Task, Status                        | Processed for Employee by Admin               |
| <b>Attendance</b>              | Tardiness Count, Absence Record     | Monitored by Supervisor, Counted for Employee |
| <b>Tardiness Investigation</b> | Findings, Actions Taken             | Conducted by Supervisor for Employee          |
| <b>Counseling</b>              | Type, Recommendation, Outcome, Date | Offered by Supervisor to Employee             |
| <b>Probation Status</b>        | Start Date, End Date, Status        | Assigned to Employee by Supervisor            |

#### Step 4: Define Final Classes and Associations

| Noun                 | Included/Excluded | Reasoning  |
|----------------------|-------------------|--|
| <b>Employee</b>      | Included          | essential class to represent each staff member with associated attributes.   |
| <b>Admin</b>         | Included          | needed as a class to manage employee data payroll leave and holidays         |
| <b>Recruiter</b>     | Included          | essential for managing recruitment posting job ads and screening candidates  |
| <b>Candidate</b>     | Included          | needed as a class for representing applicants in the hiring process.         |
| <b>Supervisor</b>    | Included          | needed to monitor attendance, handle tardiness, and assign probation status. |
| <b>Department</b>    | Included          | represents organizational structure for grouping employees and recruiters.   |
| <b>Leave Request</b> | Included          | core entity class as managing leave requests is a central function.          |
| <b>Payroll</b>       | Included          | represents payroll details including calculations deductions and net pay.    |

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| <b>Public Holiday</b>     | Included | essential for tracking holidays accessible to employees and managed by admin.           |
| <b>Job Advertisement</b>  | Included | core entity in recruitment for advertising open positions.                              |
| <b>Job Offer</b>          | Included | represents offers extended to candidates after successful interviews.                   |
| <b>Interview</b>          | Included | key recruitment entity to manage candidate evaluations by recruiters.                   |
| <b>Performance Review</b> | Included | used for assessing and recording employee performance on a quarterly basis.             |
| <b>Onboarding</b>         | Included | represents onboarding tasks needed for new employees after hiring.                      |
| <b>Attendance</b>         | Included | key attribute for tracking employee punctuality and tardiness.                          |
| <b>Counseling</b>         | Included | required as an option for supervisors to assist employees with attendance issues.       |
| <b>Probation Status</b>   | Included | needed for tracking corrective actions taken with employees.                            |
| <b>System Analyst</b>     | Excluded | role involved in system design not a data entity within the Employee Management System. |

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| <b>Requirements</b>       | Excluded | refers to project requirements which are not part of EMS data storage.                       |
| <b>Information</b>        | Excluded | general term without specific meaning in EMS; relevant details captured in specific classes. |
| <b>Reports</b>            | Excluded | represents outputs or views of data not separate entities in EMS.                            |
| <b>Trend</b>              | Excluded | too abstract for EMS; could be an attribute in Job Advertisement rather than its own class.  |
| <b>Feedback</b>           | Excluded | serves as an attribute in Interview and Performance Review rather than a standalone entity.  |
| <b>Score</b>              | Excluded | included as an attribute in Performance Review.  |
| <b>Application Status</b> | Excluded | used as an attribute within the Candidate class not necessary as a standalone entity.        |
| <b>Role</b>               | Excluded | represented as an attribute for Employee and Admin rather than as an entity.                 |
| <b>Position</b>           | Excluded | serves as an attribute within Employee Candidate and Job Offer                               |
| <b>Date</b>               | Excluded | common attribute across multiple classes not an independent entity                           |

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|--------------------------|----------|---|
| <b>ID</b>                | Excluded | universal attribute for unique identification in each class.                                  |
| <b>Performance Score</b> | Excluded | part of Performance Review as an attribute rather than a separate entity.                     |
| <b>Task</b>              | Excluded | attribute within Onboarding and Counseling classes rather than an entity.                     |
| <b>Application</b>       | Excluded | redundant as a standalone entity; captured under Candidate and Job Offer.                     |
| <b>Leave Type</b>        | Excluded | used as an attribute in Leave Request to specify leave type rather than as a separate entity. |
| <b>Status</b>            | Excluded | attribute representing state in multiple processes not needed as an entity.                   |
| <b>Notification</b>      | Excluded | refers to alerts or messages within the system not requiring standalone data storage.         |
| <b>Termination</b>       | Included | represents the process led by Admin upon unsuccessful corrective action.                      |



## There are 2 Nouns that need Further Research:

### 1. Trend:

- **Reasoning:** This noun could be part of **Tardiness Investigation** to track attendance patterns. However, it is an abstract concept that may not need to be a class by itself but could be an attribute or part of another class to represent the employee's historical attendance behavior.
- **Next Step:** Investigate if **Trend** can be captured as a time-based **attribute** in the **Tardiness Investigation** class or if it needs its own class.

### 2. Recommendation:

- **Reasoning:** This noun pertains to feedback or advice given to employees, which can be captured as an attribute in the **Counseling** or **Supervisor** class. It may not require its own class but should be researched further to define how **recommendations** are tracked and whether it requires additional data storage.
- **Next Step:** Clarify how **recommendations** should be used in the system (i.e., as a type of feedback linked to employees or supervisors).