

Use Cases Classification:

Simple Use Cases (CRC Cards):

Admin:

- **Add, remove, or update public holidays:** A straightforward task that involves minimal data entry and system updates.
- **Add or update company details:** Simple data input and immediate reflection in the system.
- **Review and manage leave requests:** A simple process of reviewing and approving leave requests, with limited interactions.
- **Place employees on probation:** A simple status change with notifications, requiring minimal workflow.
- **Add or update employee information:** Straightforward data entry or updates to employee profiles, triggering notifications.

Recruiter:

- **Post job openings:** A simple action that involves creating and publishing job ads with minimal workflow.
- **Schedule interviews:** Involves setting times and notifying candidates, a simple scheduling task.
- **Extend job offers:** A simple process of creating and sending offers with a minor interaction (tracking response).

Candidate/Employee:

- **Submit a job application:** Filling out forms and uploading documents, a simple task with no complex system dependencies.
- **Accept/reject job offers:** A simple decision-making process that triggers minimal updates in the system.
- **Check leave request statuses:** Simple retrieval of stored information without triggering complex workflows.
- **View salary breakdown:** Accessing a static record that doesn't require much interaction or computation.

- **View company holiday list:** Viewing a static list of holidays, a simple task without dependencies.
- **Review employee history:** A basic lookup task with no immediate updates or actions.

Supervisor:

- **Offer counseling/resources:** A straightforward task involving tracking and notifying employees about counseling offers.

Moderate Use Cases (Communication Diagrams):

Admin:

- **Conduct quarterly performance reviews:** Requires collecting feedback, saving results, and notifying employees, involving multiple steps and actors.
- **Complete onboarding:** Involves task tracking, account setup, and notifying various departments, requiring coordination and multiple actions.
- **Process employee resignations:** Involves status updates, exit task generation, and notifying HR, requiring several steps.
- **Process employee terminations:** A detailed action that involves documentation, system updates, and notifications across various departments.

Recruiter:

- **Conduct interviews:** Involves reviewing candidates, selecting the best ones, and notifying HR and the candidate. Multiple actions and coordination are required.

Supervisor:

- **Investigate tardiness:** Requires gathering data, analyzing trends, and documenting findings, a process that involves some complexity and record-keeping.
- **Review employee history:** Accessing and analyzing various employee records, which could involve making decisions based on past performance, attendance, or disciplinary actions.

Complex Use Cases (Multi-Layer Sequence Diagram):

Admin:

- **Process monthly payroll:** Involves complex calculations (e.g., taxes, deductions), generating pay slips, and sending notifications, requiring interaction with various systems and data sources.
- **Terminate employee positions:** A complex process involving detailed documentation, multiple notifications, and system updates, with coordination across departments and actors.

Summary of Classification

Simple:

- Add, remove, or update public holidays.
- Post job openings.
- Schedule interviews.
- Submit a job application.
- Accept/reject job offers.
- Check leave request statuses.
- View salary breakdown.
- View company holiday list.
- Review employee history.
- **Place employees on probation.**
- **Add or update employee information.**
- **Review and manage leave requests.**
- **Offer counseling/resources.**

Moderate:

- Conduct quarterly performance reviews.
- Complete onboarding.
- Process employee resignations.

- Conduct interviews.
- Extend job offers.
- Investigate tardiness.

Complex:

- Process monthly payroll.
- Terminate employee positions.