**Employee Leave Management System**

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| **Use Case Name** | **Login** |
| Description | A user login into the system to perform their job. |
| Actors | Employee, Manager, HR, System Admin |
| Pre-Condition | Actor device must be connected to internet. |
| Post-Condition | After successful login actor can see their dashboard and action menu based on their role. |
| Main Scenarios | 1. Enter Username and Password. 2. Validate Username and Password. 3. Show the Dashboard based on user role. |
| Extensions | 1. Invalid Username - System shows an error message. 2. Invalid Password - System shows error message. 3. No more associated with the company |

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| **Use Case Name** | **Apply Leave** |
| Description | A employee will apply for the leave for a certain dates. |
| Actors | Employee, Manager, HR |
| Pre-Condition | Actor must be login into the system with valid credentials. |
| Post-Condition | Sends a notification to the actor manager and the status is pending. |
| Main Scenarios | 1. Login into the system 2. Click on menu link ‘Apply Leave’ 3. Fill the required information. 4. Submit the Leave request. |
| Extensions | 1. Form is not loaded properly. Developer will fix the issue. 2. Notification not sending to actor manager. Developer will fi the issue. |

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| **Use Case Name** | **Leave Approve/Reject** |
| Description | Manager will check the received leave request and approve/reject based on the decision. |
| Actors | Manager |
| Pre-Condition | Actor must be login into the system with valid credentials. |
| Post-Condition | Leave status will update and notify the employee. |
| Main Scenarios | 1. Login into the system with valid credentials. 2. Check the received notifications for the requested leaves. 3. Click the click here link to see the complete request information. 4. Verify the employee information like available leaves and other information. 5. Based on the decision approve or reject leave request. |
| Extensions | 1. Manager may not see the leave request in his dashboard. Developer fix the issue. 2. System may not update the status properly in the database. Developer will check the issue and address it. |

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| **Use Case Name** | **Create Employee** |
| Description | HR or System Admin will create a new record for the newly joined employee to manage leaves. |
| Actors | HR, System Admin |
| Pre-Condition | Actor must be login into the system with valid credentials. |
| Post-Condition | Create a database record and notifies the login details to newly joined employee. |
| Main Scenarios | 1. Click link ‘Create Employee’ link in the menu. 2. Fill the newly joined employee information like First Name, Last Name, email address and password and role. 3. Submit the filled information to data base. 4. Notify the employee about login details through email. |
| Extensions | 1. Employee record failed to save to the database. Developer will fix it. |