**Use Case Name:** Delete User

**Participating Actor:** Administrator

**Entry Conditions:**

1. The Administrator is logged into the system.

**Flow of Events:**

1. The Administrator selects “Manage Employee” option.
2. The Administrator selects one employee from the list and chooses an option to delete that employee from the system.
3. If the employee has any task left unfinished, the Administrator is notified, “The employee chosen has tasks left unfinished, the employee cannot be deleted at this time”, followed by a list of tasks that are left unfinished, if any.
   * + 1. Show employee details, task description and due time.
       2. The system provides an option to cancel tasks currently,
       3. The Administrator selects the option to clear all tasks running.
       4. The Administrator continues.
4. Else, the Administrator continues.
5. The system prompts with a “Confirm Delete?” alert box.
6. If the Administrator chooses “Yes”.
   * + 1. The system deletes the employee account from the database

**Exit Conditions:**

1. The employee account chosen is deleted.

**Special Requirements:**

1. The Administrator account cannot be deleted.

**Use Case Name:** Edit User

**Participating Actor:** Administrator

**Entry Conditions:**

1. The Administrator is logged into the system.

**Flow of Events:**

1. The Administrator lists the user accounts.
2. The Administrator selects an employee account they want to modify and selects “Edit User Account” option.
3. The system displays the “Edit User” page, which contains the following fields:
4. Required Fields
5. First Name
6. Last Name
7. Username
8. Password
9. Confirm Password
10. Work Section
11. Non-Required Fields
12. Date of Birth
13. The Administrator changes all desired fields and saves the changes.
14. The system starts validation:
15. If the username has been changed:
16. If the username is not valid, the Administrator receives a notification and the change is rejected.
17. If the username inputted is already in use, the Administrator receives a notification and the change is rejected.

2. If the two passwords inputted are not the same, the Administrator receives

a notification and the change are rejected.

6. The system saves the changes made.

**Exit Conditions:**

1. Changes has been made and implemented to the system.

**Special Requirements:**

1. If the username is changed, the username should show on any reports that uses the username.
   * + 1. If a task was initially created by “JamesD” and the username was later changed to “JamesF”, “JamesF” should be displayed on future reports.

**Use Case Name:** Task Management System

**Participating Actor:**

1. Administrator
2. Employee

**Entry Condition:**

1. The Administrator is logged in to the system.
2. The Employee is logged in to the system.

**Flow of Events:**

1. The Administrator selects “Create Task” option.
2. The system displays the “Create Task” page which contains the following fields:
   * + 1. Required Fields:
          1. Employee First Name
          2. Employee Last Name
          3. Employee Username
          4. Task to do
3. The Administrator confirms the task and selects the “Assign Task” option, which list the Employee user accounts.
4. The Administrator selects an Employee for the newly created task and selects the “Add Task Deadline” option, which contains the following fields:
   * + 1. Required Fields:
          1. Administrator First Name
          2. Administrator Last Name
          3. Task Date Created
          4. Task Date Due
5. The Administrator confirms the deadline and selects confirm.
6. The Employee receives a notification about the task, which the system displays the task details, a “Decline” option and an “Accept Task” option.
7. The Employee selects the “Accept Task” option and does the task given before the due date.
8. The Employee finished the given task before the due date and selects the “Submit Task Report” option, which contains the following fields:
   * + 1. Required Fields:
          1. Employee First Name
          2. Employee Last Name
          3. Employee Username
          4. Task given
          5. Date Completed
9. The Employee saves the changes made and selects the send option.
10. The Administrator receives a notification about the recent task completed along with the task report form the Employee.
11. The Administrator selects the “View Task Report” option which displays the details of the given task and the Employee details of the one that completed it.

**Exit Conditions:**

1. The Administrator accepts the task report.

**Special Requirements:**

1. If the Employee does not complete the task before the due date.
   * + 1. The Administrator is notified about this and sends a notification to the Employee about the late task completion.