NiceH&R
Use-Case Specification: Staff Management

Version <1.0>

Revision History

Date	Version	Description	Author
17/11/2023	1.0	PA2 Version	Group Nice

NiceH&R	Version: <1.0>
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<document identifier>	

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1.1 Brief Description

The staff management system in the hotel and restaurant website facilitates efficient administration and coordination of various tasks and responsibilities among the staff members. The system aims to streamline employee activities, including scheduling shifts, managing roles, assigning tasks, and monitoring performance. It allows administrators and managers to oversee and control staff-related operations, ensuring smooth workflow and optimal service delivery within the hospitality establishment.

2. Flow of Events

2.1 Basic Flow

1. The Admin or Manager logs into the hotel and restaurant website's staff management section using their credentials.

2. Upon login, the system presents a list of existing staff members.

3. The Admin/Manager add new staff members

4. The Admin/Manager edit staff information

5. The Admin/Manager remove staff member

2.2 Alternative Flows

2.2.1 Duplicate Entry

1. The Admin/Manager selects the "Add Staff" option in the system.

2. While entering details for the new staff member, the Admin/Manager unintentionally inputs information that matches an existing staff record.

3. The system identifies the duplicate entry.

4. An error message appears, notifying the Admin/Manager about the duplicate information entered.

5. The system prompts the Admin/Manager to review and correct the duplicated fields.

6. Admin/Manager rectifies the duplicated information by entering unique details.

7. After resolving the duplicate entry issue, the Admin/Manager successfully adds the new staff member with unique information.

3. Special Requirements

3.1 Security and Access Control

The system must enforce robust security measures to safeguard sensitive staff information, ensuring only authorized personnel (Admins/Managers) can access and modify employee details.

3.2 Scalability

The system should be scalable to accommodate a growing number of staff members and data volume without compromising performance. It should handle concurrent user access efficiently during peak times without slowdowns or system crashes.

3.3 Regulatory Compliance

Compliance with labor laws, employment regulations, and industry standards related to staff management should be adhered to within the system's functionalities. For instance, scheduling practices should comply with labor regulations regarding working hours and breaks.

3.4 Reliability and Availability

The system should maintain high reliability and availability to ensure continuous access to staff information and management functionalities, minimizing downtime to the greatest extent possible.

4. Preconditions

4.1 Admin/Manager Authentication

The precondition for managing staff information is that the Admin or Manager must successfully authenticate themselves by logging into the staff management section of the hotel and restaurant website using valid credentials.

4.2 System Availability

The system providing staff management functionalities must be operational and accessible. It should not be undergoing maintenance or experiencing downtime that could hinder the ability to manage staff information.

4.3 Database Connectivity

The system requires a stable connection to the database storing staff information. The database should be accessible and functioning correctly to allow for the retrieval, modification, and storage of staff-related data.

5. Postconditions

5.1 Updated Staff List

The system will display an updated list of staff members immediately after the use case is executed. This list will reflect any additions, deletions, or modifications made to the staff information during the use case.

5.2 Confirmation of Changes

- If new staff members were added, the system confirms their successful addition by displaying their details in the staff list.
- If existing staff information was edited or removed, the system confirms these changes by updating the respective details or removing the staff member from the list.

6. Extension Points

6.1 Payroll Integration

Implement a feature to integrate the staff management system with the payroll system. This extension enables seamless synchronization of salary-related data, such as working hours, overtime, bonuses, and deductions, ensuring accuracy in payroll calculations.