

Superly – HR + Transport module

Instructions

Roi Tiefenbrunn – 209829340

Ofek Nov – 206618175

Eldad Vasker – 325082311

Chai Shalev Hadad - 209268135

Table Of Contents

1	Introductory.....	4
1.1	Menus.....	4
1.2	Exiting.....	4
1.3	Process Cancellation	5
1.4	Patience	5
2	Menus.....	6
2.1	Main Menu.....	6
2.2	Employee Management Menu	7
2.3	Employee Viewer Menu	8
2.4	Employee Screen	9
2.5	Shift Management Menu.....	10
2.6	Shift Screen.....	11
2.7	Truck Management Menu	12
2.8	Transport Management Menu.....	13
2.9	Add Transport Order Menu.....	14
2.10	Update Transport Menu	15
2.11	Document Management Menu.....	16
3	Processes	17
3.1	Employee Registration.....	17
3.1	Employee Removal	18
3.2	Shift Creation	19
3.3	Shift View	20
3.4	Shift Removal	21
3.5	Truck Registration	22
3.6	Truck Removal.....	23
3.7	Create Transport.....	24
3.8	Place Truck	25
3.9	Place Carrier.....	26
3.10	Add Order	27
3.11	Get Transport Document.....	28
3.12	Get Destination Document.....	29
3.13	Update Employee Count for Shift.....	30
3.14	Employee Shift Assignment.....	31
3.15	Employee Assignment Removal.....	32
3.16	Update Constraints.....	33

1 Introductory

1.1 Menus

At (almost) each point when using the software you will be greeted by a menu.

Example – the Main Menu:

```
Welcome to the Main Menu!

What would you like to do?
1 -- Manage Employees
2 -- Manage Shifts
3 -- Manage Trucks
4 -- Manage Transports
5 -- Manage Documents
6 -- Exit
```

In order to choose an option out of the menu, simply type in the number associated with the wanted option and press ENTER.

For example, opening the Employees Management Menu from the Main Menu would be performed as followed:

```
Welcome to the Main Menu!

What would you like to do?
1 -- Manage Employees
2 -- Manage Shifts
3 -- Manage Trucks
4 -- Manage Transports
5 -- Manage Documents
6 -- Exit
1
-
Welcome to the Employee Management Menu!

What would you like to do?
1 -- View Employees
2 -- Add Employee
3 -- Manage Employee (this includes managing constraints)
4 -- Remove Employee
5 -- Exit
```

When the whited part is the user input typed using a keyboard.

1.2 Exiting

When exiting a menu (last option for each menu), the menu which was open before the exited menu will be booted automatically.

So when exiting the Employee Management Menu the Main Menu will be booted.

Since no menu was open before the Main Menu, exiting the Main Menu will exit the software.

1.3 Process Cancellation

At each point midst process, entering a “-1” as an input would cancel the process can return to the last menu visited.

For example, entering a “-1” midst employee registration would return the software to the Employee Management Menu:

```
Welcome to the Employee Management Menu!

What would you like to do?
1 -- View Employees
2 -- Register Employee
3 -- Manage Employee (this includes managing constraints)
4 -- Remove Employee
5 -- Exit
2

Lets add a new employee! (you can cancel this action at any point by entering -1)

Enter new employee's ID
123456789
Chosen ID: 123456789
Are you sure?
1 -- yes
2 -- no
1

Enter new employee's name
-1
Operation Canceled
null
Please try again

What would you like to do?
1 -- View Employees
2 -- Register Employee
3 -- Manage Employee (this includes managing constraints)
4 -- Remove Employee
5 -- Exit
```

Notice that operation cancelling from within a menu would result in no change. (as a menu is not a process)

1.4 Patience

At last what we need from you, the user is to have patience.

Read instructions carefully, the software will ask for relevant information when needed, and ask for reentry if the input is illegal.

Follow the instructions and you'll find out using the software is easy and straightforward.

2 Menus

2.1 Main Menu

Main function:

Accessing the whole system

Print:

```
Welcome to the Main Menu!  
  
What would you like to do?  
1 -- Manage Employees  
2 -- Manage Shifts  
3 -- Manage Trucks  
4 -- Manage Transports  
5 -- Manage Documents  
6 -- Exit
```

Accessed through:

Software boot

Options:

1. Manage Employees – Opens the [Employee Management Menu](#)
2. Manage Shifts – Opens the [Shift Management Menu](#)
3. Manage Trucks – Opens the [Truck Management Menu](#)
4. Manage Transports – Opens the [Transport Management Menu](#)
5. Manage Documents – Opens the [Document Management Menu](#)

2.2 Employee Management Menu

Main function:

Managing employees (view existing employees, registering new employees, managing specific employee, removing employees)

Print:

```
Welcome to the Employee Management Menu!

What would you like to do?
1 -- View Employees
2 -- Register Employee
3 -- Manage Employee (this includes managing constraints)
4 -- Remove Employee
5 -- Exit
```

Accessed through:

[Main Menu](#)

Options:

1. View Employees – Opens the [Employee Viewer Menu](#)
2. Register Employee – Initiates the [Employee Registration process](#)
3. Manage Employee – Initiates an ID request process in order to open an [Employee Screen](#)
4. Remove Employee – Initiates an [Employee Removal process](#)

2.3 Employee Viewer Menu

Main function:

Show existent employees of any type

Print:

```
Welcome to the Employee Viewer Menu!

What would you like to do?
1 -- Print all Employees
2 -- Print all Cashiers
3 -- Print all Carriers
4 -- Print all Storekeepers
5 -- Print all Sorters
6 -- Print all HR Managers
7 -- Print all Logistics Managers
8 -- Print all Transport Managers
9 -- Exit
```

Accessed through:

[Employee Management Menu](#)

Options:

1. Print all Employees – Prints all the employees in the system
2. Print all Cashiers – Prints all the cashiers in the system
3. Print all Carriers – Prints all the carriers in the system
4. Print all Storekeepers – Prints all the storekeepers in the system
5. Print all Sorters – Prints all the sorters in the system
6. Print all HR Managers – Prints all the HR managers in the system
7. Print all Logistics Managers – Prints all the logistics managers in the system
8. Print all Transport Managers – Prints all the transport managers in the system

2.4 Employee Screen

Main function:

Manage specific employee (update details, update constraints), calculating employee's salary and see upcoming shifts

Print:

```
Welcome to the Management Menu of roi the Cashier!

What would you like to do?
1 -- Print employment conditions
2 -- Update name
3 -- Update bank details
4 -- Update salary per shift
5 -- Update certifications
6 -- Calculate Salary
7 -- Manage work constraints
8 -- Print upcoming shifts
9 -- Exit
```

(Print may vary based on the employee)

Accessed through:

[Employee Management Menu](#)

Options (may vary based on the type of employee):

1. Print employment conditions – Prints all the employment conditions
2. Update name – Initiates a process to update the name of the employee
3. Update bank details – Initiates a process to update the bank details of the employee
4. Update salary per shift – Initiates a process to update the salary of the employee
5. Update certifications – Initiates a process to update the certifications of the employee
6. Calculate salary – Initiates a process to calculate the salary of an employee for a given time frame
7. Manage work constraints – Initiates the [Update Constraints process](#)
8. Print upcoming shift – Prints all the shift the employee is assigned to for the next 30 days

2.5 Shift Management Menu

Main function:

Manage

Print:

```
What would you like to do?  
1 -- View incomplete shifts for the next seven days  
2 -- View existing shifts  
3 -- Add shifts  
4 -- Remove shifts  
5 -- Manage existing shifts  
6 -- Exit
```

Accessed through:

[Main Menu](#)

Options:

1. View incomplete shifts – Prints incomplete shifts of the week to come
2. View existing shifts – Initiates the [Shifts View process](#)
3. Add shifts – Initiates the [Shift Creation process](#)
4. Remove shifts – Initiates the [Shift Removal process](#)
5. Manage existing shifts – Initiates Date and Shift type request process in order to open a [Shift Screen](#)

2.6 Shift Screen

Main function:

Manage specific shift (view assigned employee, assign employees or remove from assignment, edit wanted counts)

Print:

```
Welcome to the Management Menu for Morning shift of 22-05-2022!  
CRITICAL - This shift doesn't have a ShiftManager, please assign one ASAP!  
  
What would you like to do?  
1 -- Print shift details  
2 -- Update employee count(s)  
3 -- Assign employees  
4 -- Remove employees from assignment  
5 -- Exit
```

(Print may vary based on shift information and type)

Accessed through:

[Shift Management Menu](#)

Options:

1. Print shift details – Prints all shift details including assignments for each employee type
2. Update employee count(s) – Initiates the [Update Employee Count for Shift process](#)
3. Assign employees – Initiate the [Employee Shift Assignment process](#)
4. Remove employee from assignment – Initiates the [Employee Assignment Removal process](#)

2.7 Truck Management Menu

Main function:

Managing store trucks.

Print:

```
Welcome to the Truck Management Menu!  
  
What would you like to do?  
1 -- Add truck  
2 -- Delete truck  
3 -- Exit  
4
```

Accessed through:

[Main Menu](#)

Options:

1. Add truck – Initiates the [Truck Registration process](#)
2. Delete truck – Initiates the [Truck Removal process](#)

2.8 Transport Management Menu

Main function:

Managing transports (view existing transports of any types, adding transport order, creation of new transport, manage transport)

Print:

```
Welcome to the Transport Management Menu!  
  
What would you like to do?  
1 -- Add transport order  
2 -- Create new transport  
3 -- Update transport  
4 -- Get pending transport  
5 -- Get in progress transport  
6 -- Get complete transport  
7 -- Exit
```

Accessed through:

[Main Menu](#)

Options:

1. Add transport order - Initiates the [Add Transport Order Menu](#)
2. Create new transport - Initiates the [Create Transport process](#)
3. Update transport - Initiates the [Update Transport Menu](#)
4. Get pending transport - Prints all pending transports.
5. Get in progress transport - Prints all in progress transports.
6. Get complete transport - Prints all complete transports.

2.9 Add Transport Order Menu

Main function:

Managing creation of new transport order.

Print:

```
Create Transport Order:
Enter source ID:
1
Enter destination ID:
2

What would you like to do?
1 -- Add product
2 -- Remove product
3 -- Update product quantity
4 -- Close order
5 -- Exit
```

Accessed through:

[Transport Management Menu](#)

Options:

1. Add product – Get from user product SN and quantity to add to order.
2. Remove product – Remove product from the order.
3. Update product quantity – Update Quantity of the product in the order.
4. Close order – Close the order and add to the pending orders list.

2.10 Update Transport Menu

Main function:

Manage specific transport (place truck, place carrier, add order, start transport).

Print:

```
Welcome to the Update Transport Menu!  
Enter Transport ID:  
1  
  
What would you like to do?  
1 -- Place truck  
2 -- Place carrier  
3 -- Start transport  
4 -- View orders  
5 -- View orders in same areas  
6 -- Add order  
7 -- Exit
```

Accessed through:

[Transport Management Menu](#)

Options:

1. Place Truck - Initiates the [Place Truck process](#)
2. Place Carrier - Initiates the [Place Carrier process](#)
3. Start transport – Closes all the details of the transport and transfers it for execution.
4. View orders - Prints all pending transport orders.
5. View orders in same area - Prints all in pending transport order in the same shipping area of another transport orders.
6. Add order – Initiates the [Add Order process](#)

2.11 Document Management Menu

Main function:

Show existent documents of any type.

Print:

```
Welcome to the Document Management Menu!

What would you like to do?
1 -- Get transport document
2 -- Get destination document
3 -- Exit
_
```

Accessed through:

[Main Menu](#)

Options:

1. Get transport document - Initiates the [Get Transport Document process](#)
2. Get destination document – Initiates the [Get Destination Document process](#)

3 Processes

3.1 Employee Registration

Main function:

Register a new employee to the system

Initiation from:

Employee Management Menu

Process description:

The process will request the following information from the user:

- ID (must be unique - not existing in the system)
- Name
- Bank details
- Job title (out of a list)
- Starting date (day, month, year)
- Salary per shift
- Certifications (out of a list)

The employee will be registered based on the given information

3.1 Employee Removal

Main function:

Remove an existing employee from the system

Initiated from:

Employee Management Menu

Process description:

The process will request an ID of an existing employee.

If an existing ID has been submitted, the process will confirm deletion with the user and delete if confirmed

3.2 Shift Creation

Main function:

Add a new shift to the system

Initiated from:

[Shift Management Menu](#)

Process Description:

The process will request the following information from the user:

- Date
- Shift type (out of a list) (Date and type combination must be unique)
- Maximum number of wanted employees of each type for the shift

The shift will be created based on the given information

3.3 Shift View

Main function:

View existing shifts

Initiated from:

[Shift Management Menu](#)

Process description:

The process will request a start date and an end date, will print information for all existing shifts in between the given dates (inclusive)

3.4 Shift Removal

Main function:

Remove an existing shift from the system

Initiated from:

[Shift Management Menu](#)

Process Description:

Process runs in a loop, enter a “-1” in order to stop the process:

In each loop iteration the process will request

- Date (must be a future date)
- Shift type

If a shift with given date and type exists the process will delete the shift after a user confirmation is given.

3.5 Truck Registration

Main function:

Register a new truck to the system

Initiated from:

Truck Management Menu

Process Description:

The process will request the following information from the user:

- License Number (must be unique - not existing in the system)
- Truck Model (out of a list)
- Net weight
- Max capacity weight

The truck will be registered based on the given information

3.6 Truck Removal

Main function:

Remove an existing truck from the system

Initiated from:

[Truck Management Menu](#)

Process Description:

The process will request a license number of an existing truck.

If an existing license number has been submitted, the process will confirm deletion with the user and delete if confirmed.

3.7 Create Transport

Main function:

Register a new transport to the system

Initiated from:

[Transport Management Menu](#)

Process Description:

The process will request choose a shift from the shifts that exist in the coming month. The user will choose shift from shifts list that will be displayed on the screen.

3.8Place Truck

Main function:

Register a truck to specific transport in the system.

Initiated from:

[Update Transport Menu](#)

Process Description:

The process will request a license number of an existing truck.

If an existing license number and a truck is available in the shift of the transport has been submitted, the process will place the truck to the transport.

3.9 Place Carrier

Main function:

Register a carrier to specific transport in the system.

Initiated from:

[Update Transport Menu](#)

Process Description:

The process will request a carrier ID of an existing carrier.

If an existing carrier ID and a carrier is available in the shift of the transport and can drive on the truck of the transport has been submitted, the process will place the carrier to the transport.

3.10 Add Order

Main function:

Register an order to specific transport in the system.

Initiated from:

[Update Transport Menu](#)

Process Description:

The process will request an order ID of an existing order ID.

If an existing ID has been submitted, and the addition of order is possible in terms of weight the process will add the order to the transport.

3.11 Get Transport Document

Main function:

View existing transport document.

Initiated from:

[Document Management Menu](#)

Process Description:

The process will request a serial number of an existing transport document.
If an existing serial number has been submitted, the process will display the document on the screen.

3.12 Get Destination Document

Main function:

View existing destination document.

Initiated from:

[Document Management Menu](#)

Process Description:

The process will request a serial number of an existing destination document. If an existing serial number has been submitted, the process will display the document on the screen.

3.13 Update Employee Count for Shift

Main function:

Update Max wanted employees for a type of a shift

Initiated from:

[Shift Screen](#)

Process description:

The user chooses an employee type to update its count.

Then the user enters the updated amount (can't be lower than the number of currently assigned employees)

Count is saved if input is legal

3.14 Employee Shift Assignment

Main function:

Assign employees or a shift manager to the shift

Initiated from:

[Shift Screen](#)

Process description:

The user chooses out of a list which type of employee they want to assign or if they want to assign a shift manager.

If an employee type was chosen, all available (not assigned, with constraint for this shift) employees would be shown. In order to assign an employee, the user should input the ID of the wanted employee and save if he's finished assignment.

If assignment of a shift manager was chosen, the employee will have to choose a new shift manager out of a list of available shift managers

3.15 Employee Assignment Removal

Main Function:

Remove employees from assignment to the shift

Initiated from:

[Shift Screen](#)

Process description:

The user chooses out of a list which type of employee they want to remove from assignment.

All employees of the chosen type who are assigned to the shift are shown.

In order to remove an employee from assignment the user should input the wanted employee's ID and save when finished.

3.16 Update Constraints

Main function:

Update constraints for the employee

Initiated from:

[Employee Screen](#)

Process Description:

The user chooses whether to add or remove constraints.

If chosen to add constraints, the system will show a list of shifts to come and the user should input indexes matching the wanted shifts, Enter "0" to stop the process and save

If chosen to remove, the system will show a list of shifts already registered to and the user should input index matching the constraints they want to remove, Enter "0" to stop the process and save.