

# Use Case Descriptions

**Beauty Craft**

**Group CS 30**

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<b>Use Case</b>	<b>Create Customer Account</b>
<b>Use Case ID</b>	1
<b>Actors</b>	Unregistered Customer, System Admin
<b>Description</b>	Unregistered customers and System Admin can create customer account.
<b>Precondition</b>	Customer is not registered in the system before.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Register” option.</li> <li>2. Enter registration details.</li> <li>3. Verify contact number.</li> </ol> System updates the database and notifies.
<b>Post Condition</b>	Customer Account created.
<b>Alternative Flows</b>	Entered invalid data <ul style="list-style-type: none"> <li>• System displays an error</li> <li>• Customer can enter data again Incorrect contact no</li> <li>• PIN is not received</li> <li>• Customer can enter data again Incorrect PIN</li> <li>• PIN verification fails</li> </ul> Customer can resend PIN again

*Table 1: Registration (Use Case Description)*

<b>Use Case</b>	<b>Login</b>
<b>Use Case ID</b>	2
<b>Actors</b>	Registered Customer, Employee, Manager, Owner, Receptionist, System Admin
<b>Description</b>	All users excluding unregistered customers can login to the system.
<b>Precondition</b>	Users should be registered in the system before login.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. User/System Admin enter their contact number and password.</li> <li>2. System validates the contact number and password.</li> <li>3. System display “Login successfully” System provides a relevant interface.</li> </ol>
<b>Post Condition</b>	User is logged into the system.

<b>Alternative Flows</b>	<p>Provided contact number or password are invalid</p> <ul style="list-style-type: none"> <li>Error message is displayed.</li> <li>User can re-enter credentials or reset password</li> </ul> <p>Passwords must be reset when the user enters an invalid password four times consecutively.</p>
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*Table 2:Login (Use Case Description)*

<b>Use Case</b>	<b>Change Password</b>
<b>Use Case ID</b>	3
<b>Actors</b>	Registered Customer, Employee, Manager, Owner, Receptionist, System Admin
<b>Description</b>	User/System Admin can change their current password.
<b>Precondition</b>	Logged in through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Reg. User/System Admin click the “Change password” option.</li> <li>2. System asks for the current password.</li> <li>3. User/System Admin enters the current password.</li> <li>4. System validates the current password.</li> <li>5. System asks for the new password two times.</li> <li>6. System validates and updates the new password.</li> <li>7. System display “Password Changed Successfully”</li> </ol>
<b>Post Condition</b>	Password has been changed.
<b>Alternative Flows</b>	<p>Entered current password is invalid.</p> <ul style="list-style-type: none"> <li>System displays an error message, and cannot change the password. The user can try again.</li> </ul> <p>If the two entries of the new password are not identical an error message is displayed.</p> <ul style="list-style-type: none"> <li>The user/System Admin can re-enter the new password.</li> </ul>

*Table 3: Change Password (Use Case Description)*

<b>Use Case</b>	<b>View profile</b>
<b>Use Case ID</b>	4
<b>Actors</b>	Registered Customer, Employee, Manager, Owner, Receptionist, System Admin
<b>Description</b>	User/System Admin can view their profiles and check their profile details.
<b>Precondition</b>	Logged in through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. User/System Admin click the “profile” option.</li> <li>2. System displays their profile details.</li> </ol>

<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 4: View Profile (Use Case Description)*

<b>Use Case</b>	<b>Logout</b>
<b>Use Case ID</b>	5
<b>Actors</b>	Registered Customer, Employee, Manager, Owner, Receptionist, System Admin
<b>Description</b>	User/System admin can log out their accounts.
<b>Precondition</b>	Logged in through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. User/System admin can click the “Logout” option.</li> <li>2. User/System Admin logout by the system.</li> <li>3. Display “Log out successfully”</li> </ol>
<b>Post Condition</b>	User/System admin is log out by the system.
<b>Alternative Flows</b>	None

*Table 5: Logout (Use Case Description)*

<b>Use Case</b>	<b>Update Profile</b>
<b>Use Case ID</b>	6
<b>Actors</b>	Registered Customer, System Admin
<b>Description</b>	Already registered customer/System Admin can update profile details which were entered in the initial registration process
<b>Precondition</b>	Already registered as a customer in the system. Logged in as a registered customer or System Admin.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Reg. Customer/Admin selects the “Update Profile” option.</li> <li>2. Reg. Customer/Admin makes necessary changes and proceeds.</li> <li>3. System validates the changes.</li> <li>4. If the contact number is changed it is verified by an SMS pin. System updates the database and notifies.</li> </ol>
<b>Post Condition</b>	5. Profile data has been updated.

<b>Alternative Flows</b>	Data entered are invalid <ul style="list-style-type: none"> <li>Error message is displayed.</li> </ul> Reg. Customer/system Admin can re-enter or cancel.
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*Table 6: Update Profile (Use Case Description)*

<b>Use Case</b>	<b>Delete Profile</b>
<b>Use Case ID</b>	7
<b>Actors</b>	Registered Customer
<b>Description</b>	Registered customer can delete their profile
<b>Precondition</b>	Customer is logged in to the system.
<b>Main Flow</b>	1. Reg. Customer selects the “Delete Profile” option. 2. System gets a confirmation from the Reg. Customer. 3. System checks whether the customer does not have any upcoming reservations. 4. If not, Reg. Customer’s password is verified. 5. System updates the database and notifies.
<b>Post Condition</b>	Reg. Customer’s profile is removed.
<b>Alternative Flows</b>	The Customer has upcoming reservations. <ul style="list-style-type: none"> <li>Error is displayed and the process is aborted.</li> </ul> Entered invalid password. <ul style="list-style-type: none"> <li>Error message is displayed.</li> <li>Reg. Customer can re-enter or cancel.</li> </ul>

*Table 7: Delete Profile (Use Case Description)*

<b>Use Case</b>	<b>View Reservations Log</b>
<b>Use Case ID</b>	8
<b>Actors</b>	Registered Customer
<b>Description</b>	Registered customer can view their history of reservations.
<b>Precondition</b>	Customer is logged in to the system.
<b>Main Flow</b>	1. Reg. Customer selects the “Reservations Log” option. 2. System retrieves and displays Reg. Customer’s reservations.
<b>Post Condition</b>	List of reservations is displayed.

<b>Alternative Flows</b>	Provide feedback to the salon. Provide ratings for the employee.
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Table 8: View Reservations Log (Use Case Description)

<b>Use Case</b>	<b>Add Reservation</b>
<b>Use Case ID</b>	9
<b>Actors</b>	Registered Customer, Unregistered Customer, Receptionist
<b>Description</b>	A reservation is placed to get a service for the customer.
<b>Precondition</b>	a. Logged in as a receptionist/ a registered customer or, b. Not logged in. (Placing reservation as an unregistered customer)
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Add Reservation” option.</li> <li>2. <ol style="list-style-type: none"> <li>2.1. Receptionist enter customer details or,</li> <li>2.2. Registered Customer proceeds or,</li> <li>2.3. Unregistered Customer proceeds</li> </ol> </li> <li>3. Select Category and Service.</li> <li>4. Select an employee if required.</li> <li>5. Select Date and Time.</li> <li>6. If an unregistered customer contact number is verified</li> <li>7. <ol style="list-style-type: none"> <li>7.1. If the slot is already reserved, customers can join the waiting list.</li> <li>7.2. Else the reservation is placed</li> </ol> </li> <li>8. Confirm &amp; proceed.</li> </ol>
<b>Post Condition</b>	Reservation is placed and notifications are sent to the customer and employee.
<b>Alternative Flows</b>	If unregistered customers contact no is invalid <ul style="list-style-type: none"> <li>• An error message is displayed and can re-enter again.</li> </ul>

Table 9: Add Reservation (Use Case Description)

<b>Use Case</b>	<b>Edit Reservation</b>
<b>Use Case ID</b>	10
<b>Actors</b>	Registered Customer, Unregistered Customer, Receptionist
<b>Description</b>	A previously placed reservation can be edited
<b>Precondition</b>	Logged in as a receptionist/ a registered customer or, Not logged in. (Editing the reservation as an unregistered customer)
<b>Main Flow</b>	<p>Either of the following 3 can be the followed set of activities.</p> <ol style="list-style-type: none"> <li>1. <ol style="list-style-type: none"> <li>1.1. Receptionist selects a reservation.</li> <li>1.2. Make changes in the reservation.</li> <li>1.3. Confirm and proceed.</li> </ol> </li> <li>2. <ol style="list-style-type: none"> <li>2.1. Reg. Customer selects the reservation from his/her reservation list.</li> <li>2.2. Make changes in the reservation.</li> <li>2.3. Confirm and proceed.</li> </ol> </li> <li>3. <ol style="list-style-type: none"> <li>3.1. Unregistered customer enters ReservationID and contact number to access the reservation.</li> <li>3.2. Make changes in the reservation.</li> <li>3.3. Confirm and proceed.</li> </ol> </li> </ol>
<b>Post Condition</b>	The reservation is modified. Employee is informed about the changes.
<b>Alternative Flows</b>	If unregistered customer enters invalid ReservationID and contact no An error message is displayed and can re-enter again.

Table 10: Edit Reservation (Use Case Description)

<b>Use Case</b>	<b>Cancel Reservation</b>
<b>Use Case ID</b>	11
<b>Actors</b>	Registered Customer, Unregistered Customer, Receptionist
<b>Description</b>	A previously placed reservation is getting cancelled.
<b>Precondition</b>	Logged in as a receptionist/ a registered customer or, Not logged in. (Cancelling reservation as a unregistered customer)
<b>Main Flow</b>	<p>Either of the following 3 can be the followed set of activities.</p> <ol style="list-style-type: none"> <li>1. <ol style="list-style-type: none"> <li>1.1. Receptionist selects a reservation.</li> <li>1.2. Mark cancellation.</li> <li>1.3. Confirm and proceed.</li> </ol> </li> <li>2. <ol style="list-style-type: none"> <li>2.1. Reg. Customer selects the reservation from his/her reservation list.</li> <li>2.2. Mark cancellation.</li> <li>2.3. Confirm and proceed.</li> </ol> </li> <li>3. <ol style="list-style-type: none"> <li>3.1. Unregistered customer enters ReservationID and contact number to access the reservation.</li> <li>3.2. Mark cancellation.</li> <li>3.3. Confirm and proceed.</li> </ol> </li> </ol>
<b>Post Condition</b>	<p>The reservation is cancelled.</p> <p>The Employee is informed about the cancellation.</p>
<b>Alternative Flows</b>	<p>If unregistered customer enters invalid ReservationID and contact no.</p> <ul style="list-style-type: none"> <li>• An error message is displayed and can re-enter again.</li> </ul>

Table 11: Cancel Reservation (Use Case Description)



<b>Use Case</b>	<b>Confirm Reservation</b>
<b>Use Case ID</b>	12
<b>Actors</b>	Registered Customer, Unregistered Customer, Receptionist
<b>Description</b>	Confirmation of reservations which have been placed more than 7 days prior.
<b>Precondition</b>	Logged in as a receptionist or Customer has received the confirmation link
<b>Main Flow</b>	<p>Either of the following 3 can be the followed set of activities.</p> <ol style="list-style-type: none"> <li>1. <ol style="list-style-type: none"> <li>1.1. Receptionist selects a reservation.</li> <li>1.2. Customer is contacted.</li> <li>1.3. Reservation is marked as confirmed or cancelled.</li> </ol> </li> <li>2. <ol style="list-style-type: none"> <li>2.1. Customer contacts the receptionist.</li> <li>2.2. Receptionist selects the reservation.</li> <li>2.3. Reservation is marked as confirmed or cancelled.</li> </ol> </li> <li>3. <ol style="list-style-type: none"> <li>3.1. Customer selects the received link and visits the site.</li> <li>3.2. Reservation is marked, confirmed or cancelled by the customer.</li> </ol> </li> </ol>
<b>Post Condition</b>	Reservation is marked, confirmed or cancelled. The employee is informed if cancelled.
<b>Alternative Flows</b>	None

Table 12: Confirm Reservation (Use Case Description)

<b>Use Case</b>	<b>View Upcoming Reservations</b>
<b>Use Case ID</b>	13
<b>Actors</b>	Employee
<b>Description</b>	Employees can check details of the reservation.
<b>Precondition</b>	Logged in through an employee account.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Employees click the “View Upcoming Reservations” option.</li> <li>2. System displays the upcoming reservation list.</li> <li>3. Employee can select one for check the In-detail view of the reservation or employees can Cancel the process.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

Table 13: View Upcoming Reservations (Use Case Description)

<b>Use Case</b>	<b>View Services Log</b>
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<b>Use Case ID</b>	14
<b>Actors</b>	Employee
<b>Description</b>	Employees can view relevant reservation details which were done.
<b>Precondition</b>	Login as employee
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Employee selects the “View services log "option.</li> <li>2. System display Reservation list which was done.</li> <li>3. Employees can select and check more details of the reservation.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 14: View Services Log (Use Case Description)*

<b>Use Case</b>	<b>Request for Reservation Recall</b>
<b>Use Case ID</b>	15
<b>Actors</b>	Employee
<b>Description</b>	The employee can request to remove the reservation for any reasonable cause.
<b>Precondition</b>	<p>Must be logged in as an employee.</p> <p>There must be an upcoming reservation for the particular employee.</p>
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Employees select “Remove reservation”.</li> <li>2. System displays Upcoming reservations.</li> <li>3. Employees select the reservation.</li> <li>4. System retrieves Reservation details and checks the remaining days.</li> <li>5. If remaining days are greater than two, Employee can mention the reason.</li> <li>6. System record request details and display “Request sent successfully”</li> </ol>
<b>Post Condition</b>	Reservation recall request is sent.
<b>Alternative Flows</b>	<p>Reservation is in less than two days</p> <ul style="list-style-type: none"> <li>• Display “Cannot remove the reservation”</li> </ul>

Table 15: Request for Reservation Recall (Use Case Description)

<b>Use Case</b>	<b>Request a leave</b>
<b>Use Case ID</b>	16
<b>Actors</b>	Employee, Receptionist
<b>Description</b>	Employees and receptionists can request leave through the system.
<b>Precondition</b>	Logged in through an Employee or Receptionist Account.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Employees/receptionists select “Request leave option”.</li> <li>2. Employees/receptionists select a date.</li> <li>3. If an employee, the system checks the ability to request that day.</li> <li>4. If it is possible to request leave, Employees/Receptionists can mention the reason.</li> <li>5. System record leaves details.</li> <li>6. System display “Leave request successfully”</li> </ol>
<b>Post Condition</b>	Leave request is sent.
<b>Alternative Flows</b>	<p>Requested day already has reservations.</p> <ul style="list-style-type: none"> <li>• Cannot request that day</li> </ul>

Table 16: Request a Leave (Use Case Description)

<b>Use Case</b>	<b>Manage Waiting List</b>
<b>Use Case ID</b>	17
<b>Actors</b>	Receptionist
<b>Description</b>	Waiting list managed by contacting the customer and adding a new reservation or cancelling the entry.
<b>Precondition</b>	<p>Logged in as a receptionist</p> <p>A waiting list entry is required to manage.</p>
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Receptionist selects a waiting list entry.</li> <li>2. System retrieves and displays waiting list entry details</li> <li>3. Customer is contacted by the receptionist. <ol style="list-style-type: none"> <li>3.1. New Reservation is placed, or.</li> <li>3.2. Waiting list entry is removed, based on the customer's decision.</li> </ol> </li> </ol>
<b>Post Condition</b>	Waiting list entry is managed
<b>Alternative Flows</b>	None

Table 17: Manage Waiting List (Use Case Description)

<b>Use Case</b>	<b>Handle Reservation Recall</b>
<b>Use Case ID</b>	18
<b>Actors</b>	Receptionist
<b>Description</b>	Edit or Cancel Reservations depending on the customers response, if the assigned employee has requested for a recall.
<b>Precondition</b>	Logged in as a receptionist. A Reservation Recall has been requested.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Receptionist selects a request.</li> <li>2. System displays the in-detail request made by the employee.</li> <li>3. Receptionist decides whether to consider.</li> <li>4. If considered, the receptionist contacts the customer to check his/her decision.</li> <li>5. Receptionist proceeds with the reservation edit or cancellation.</li> </ol>
<b>Post Condition</b>	Recall request response is informed to the employee.
<b>Alternative Flows</b>	<ul style="list-style-type: none"> <li>• Request is rejected if the receptionist decides not to consider.</li> </ul>

*Table 18: Handle Reservation Recall (Use Case Description)*

<b>Use Case</b>	<b>Close Reservation</b>
<b>Use Case ID</b>	19
<b>Actors</b>	Receptionist
<b>Description</b>	Reservation is marked as closed. It can be completed or incomplete.
<b>Precondition</b>	Logged in as a receptionist A Reservation is required to be closed.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Receptionist selects the reservation.</li> <li>2. System retrieves and displays the reservation information</li> <li>3. <ol style="list-style-type: none"> <li>3.1. Mark as incomplete.</li> <li>3.2. Mark as complete.</li> </ol> </li> <li>4. Invoice is generated if marked as complete.</li> </ol>
<b>Post Condition</b>	Reservation is closed and marked as completed or incomplete.

<b>Alternative Flows</b>	None
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*Table 19: Close Reservation (Use Case Description)*

<b>Use Case</b>	<b>View Reservation Schedule</b>
<b>Use Case ID</b>	20
<b>Actors</b>	Manager/Owner/Receptionist
<b>Description</b>	Manager/Owner/Receptionist can view reservation schedule of the system
<b>Precondition</b>	Logged into the system through Manager/Owner/Receptionist account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “View Reservation Schedules” option.</li> <li>2. Display reservation schedule.</li> <li>3. If the Manager/Owner/Receptionist selects the “View Cancelled Reservations”. <ol style="list-style-type: none"> <li>3.1. Display cancelled reservation schedule</li> <li>3.2. Select a cancelled reservation</li> <li>3.3. Display cancelled reservation details</li> </ol> </li> <li>4. Else the Manager/Owner/Receptionist selects the “View Rescheduled Reservations”. <ol style="list-style-type: none"> <li>4.1. Display rescheduled reservation schedule</li> <li>4.2. Select a rescheduled reservation</li> <li>4.3. Display rescheduled reservation details</li> </ol> </li> <li>5. If the Manager/Owner/Receptionist wants to view details of the reservation. <ol style="list-style-type: none"> <li>5.1. Select a reservation</li> <li>5.2. Display in detail view</li> </ol> </li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 20: View Reservation Schedule (Use Case Description)*

<b>Use Case</b>	<b>View Customer</b>
<b>Use Case ID</b>	21
<b>Actors</b>	Manager/Owner/Receptionist
<b>Description</b>	Manager/Owner/Receptionist can view customers of the system
<b>Precondition</b>	Logged into the system through Manager/Owner/Receptionist account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “View Customer” option.</li> <li>2. Search and select the customer.</li> <li>3. Display customer records.</li> </ol>

<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 21: View Customer (Use Case Description)*

<b>Use Case</b>	<b>View Staff</b>
<b>Use Case ID</b>	22
<b>Actors</b>	Manager/Owner/Receptionist
<b>Description</b>	Manager/Owner/Receptionist can view the staff of the system
<b>Precondition</b>	Logged into the system through Manager/Owner/Receptionist account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “View Staff” option.</li> <li>2. Search and select the staff member.</li> <li>3. Display staff member records.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 22: View Staff (Use Case Description)*

<b>Use Case</b>	<b>View Services</b>
<b>Use Case ID</b>	23
<b>Actors</b>	Manager/Owner/Receptionist
<b>Description</b>	Manager/Owner/Receptionist can view services of the system
<b>Precondition</b>	Logged into the system through Manager/Owner/Receptionist account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “View Services” option.</li> <li>2. Search and select the service.</li> <li>3. Display service records.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 23: View Services (Use Case Description)*

<b>Use Case</b>	<b>View Packages</b>
<b>Use Case ID</b>	24
<b>Actors</b>	Manager/Owner/Receptionist
<b>Description</b>	Manager/Owner/Receptionist can view packages of the system

<b>Precondition</b>	Logged into the system through Manager/Owner/Receptionist account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “View Packages” option.</li> <li>2. Search and select the package.</li> <li>3. Display package records.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

Table 24: View Packages (Use Case Description)

<b>Use Case</b>	<b>Accept/Reject Leave Requests</b>
<b>Use Case ID</b>	25
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can grant leave of the staff members
<b>Precondition</b>	Employee has requested leave. The Manager/Owner should log into the system through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Accept/Reject Leave Request” option.</li> <li>2. Display requested leaves.</li> <li>3. Select a leave request.</li> <li>4. Display leaves records.</li> <li>5. If Employee has got leaves more than the limit <ol style="list-style-type: none"> <li>5.1. Display “Leave limit has exceeded”</li> </ol> </li> <li>6. Else Employee has got leaves less than the limit <ol style="list-style-type: none"> <li>6.1. Display no of remaining leaves</li> </ol> </li> <li>7. Manager/Owner accept or reject the leave and mark as an accepted or rejected leave.</li> <li>8. Update leave records.</li> </ol>
<b>Post Condition</b>	Update the leave records of the system.
<b>Alternative Flows</b>	None

Table 25: Accept/Reject Leave Requests (Use Case Description)

<b>Use Case</b>	<b>View Reports</b>
<b>Use Case ID</b>	26



<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can generate reports of the system.
<b>Precondition</b>	Manager/Owner wants to take a report. Manager/Owner should log into the system through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “View Reports” option.</li> <li>2. Select the type of the report that the Manager/Owner wants.</li> <li>3. Display the report details.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 26: View Reports (Use Case Description)*

<b>Use Case</b>	<b>Employee Report, Parent 26-S7</b>
<b>Use Case ID</b>	27
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can generate employee reports of the system.
<b>Precondition</b>	Manager/Owner wants to take an employee report. Manager/Owner should log into the system through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Employee Reports” option.</li> <li>2. Select the employee.</li> <li>3. Display employee reports.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 27: Employee Report (Use Case Description)*

<b>Use Case</b>	<b>Daily Report, Parent 26-S7</b>
<b>Use Case ID</b>	28
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can generate daily reports of the system.
<b>Precondition</b>	Manager/Owner wants to take a daily report. Manager/Owner should log into the system through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Daily Reports” option.</li> <li>2. Select the date.</li> <li>3. Display the daily report.</li> </ol>

<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 28: Daily Report (Use Case Description)*

<b>Use Case</b>	<b>Monthly Report, Parent 26-S7</b>
<b>Use Case ID</b>	29
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can generate monthly reports of the system.
<b>Precondition</b>	Manager/Owner wants to take a monthly report. Manager/Owner should log into the system through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Monthly Reports” option.</li> <li>2. Select the month.</li> <li>3. Display the monthly report.</li> </ol>
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 29: Monthly Report (Use Case Description)*

<b>Use Case</b>	<b>Add Services</b>
<b>Use Case ID</b>	30
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can add services to the system
<b>Precondition</b>	Logged into the system through Manager/Owner account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Add services” option.</li> <li>2. Add service name, category, rates, other details and add employees.</li> <li>3. Validate entered data.</li> <li>4. Add the service to the system.</li> </ol>
<b>Post Condition</b>	New service is added to the system.
<b>Alternative Flows</b>	Invalid details are added <ul style="list-style-type: none"> <li>• Display an error message</li> <li>• Give a chance to reenter the details.</li> </ul>

*Table 30: Add Services (Use Case Description)*

<b>Use Case</b>	<b>Update/Remove Services</b>
<b>Use Case ID</b>	31
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can update and remove services of the system
<b>Precondition</b>	Logged into the system through Manager/Owner account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Update/Remove Services” option.</li> <li>2. Select the service.</li> <li>3. If the manager/owner selects the “Update/Hold Service” option. <ol style="list-style-type: none"> <li>3.1. If select the “Update Service” option <ol style="list-style-type: none"> <li>3.1.1. Update the selected service details.</li> <li>3.1.2. Validate updated details.</li> <li>3.1.3. Update the system.</li> </ol> </li> <li>3.2. Else select the “Hold Service” option. <ol style="list-style-type: none"> <li>3.2.1. Hold the service from the system.</li> </ol> </li> </ol> </li> <li>4. Else the manager/owner selects the “Remove Service” option. <ol style="list-style-type: none"> <li>4.1. Update the system.</li> </ol> </li> </ol>
<b>Post Condition</b>	Update the system after update/removal.
<b>Alternative Flows</b>	Invalid modification is done <ul style="list-style-type: none"> <li>• Display an error message</li> <li>• Give a chance to update the details.</li> </ul>

*Table 31: Update/ Remove Services (Use Case Description)*

<b>Use Case</b>	<b>Add Packages</b>
<b>Use Case ID</b>	32
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can add packages to the system
<b>Precondition</b>	Logged into the system through Manager/Owner account

<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Add Packages” option.</li> <li>2. Enter package details and add services to the package.</li> <li>3. Enter package discount rate and other details.</li> <li>4. Calculate the package price.</li> <li>5. Validate entered data.</li> <li>6. Add the package to the system.</li> </ol>
<b>Post Condition</b>	New package is added to the system.
<b>Alternative Flows</b>	Invalid details are added <ul style="list-style-type: none"> <li>• Display an error message.</li> <li>• Give a chance to reenter the details.</li> </ul>

Table 32: Add Packages (Use Case Description)

<b>Use Case</b>	<b>Update/Remove Packages</b>
<b>Use Case ID</b>	33
<b>Actors</b>	Manager/Owner
<b>Description</b>	Manager/Owner can update and remove packages from the system
<b>Precondition</b>	Logged into the system through Manager/Owner account
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Update/Remove Packages” option.</li> <li>2. Select the package.</li> <li>3. If the manager/owner selects the “Update Package” option.               <ol style="list-style-type: none"> <li>3.1 Update the selected package details.</li> <li>3.2 Validate updated details.</li> <li>3.3 Update the system.</li> </ol> </li> <li>4. Else the manager/owner selects the “Remove Package” option.               <ol style="list-style-type: none"> <li>4.1 Update the system.</li> </ol> </li> </ol>
<b>Post Condition</b>	Update the system after update/removal.
<b>Alternative Flows</b>	Invalid modification is done <ul style="list-style-type: none"> <li>• Display an error message</li> <li>• Give a chance to update the details.</li> </ul>

Table 33: Update/Remove Packages (Use Case Description)

<b>Use Case</b>	<b>Take Leave</b>
<b>Use Case ID</b>	34
<b>Actors</b>	Manager
<b>Description</b>	Manager can take leaves from the system

<b>Precondition</b>	Manager wants to take a leave. The Manager/Owner should log into the system through their accounts.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “Take Leave” option.</li> <li>2. Display leaves records.</li> <li>3. If Employee has got leaves more than the limit <ol style="list-style-type: none"> <li>1.1. Display “Leave limit has exceeded”</li> </ol> </li> <li>2. Else Employee has got leaves less than the limit <ol style="list-style-type: none"> <li>2.1. Display no of remaining leaves 3.</li> </ol> </li> </ol> Select the date. <ol style="list-style-type: none"> <li>4. If the leave limit of that date is exceeded <ol style="list-style-type: none"> <li>4.1. Display “Leave limit has exceeded for the date”</li> </ol> </li> <li>5. Else the leave limit of that date is not exceeded 5.1. <ol style="list-style-type: none"> <li>Display no of remaining leaves in the date</li> <li>5.2. Mark as a leave.</li> <li>5.3. Update the no of leaves.</li> </ol> </li> </ol>
<b>Post Condition</b>	Update the leave records in the system.
<b>Alternative Flows</b>	None

Table 34: Take Leave (Use Case Description)

<b>Use Case</b>	<b>Add staff</b>
<b>Use Case ID</b>	35
<b>Actors</b>	Owner, System Admin
<b>Description</b>	Adding new staff members
<b>Precondition</b>	Logged into the system as owner or System Admin.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select “Add staff” option.</li> <li>2. Enter staff details and type.</li> <li>3. Add Staff.</li> <li>4. Issue the Staff-Id and password.</li> </ol>
<b>Post Condition</b>	New staff members were added successfully.
<b>Alternative Flows</b>	Entered invalid data <ul style="list-style-type: none"> <li>• Display an error message</li> <li>• Can enter again</li> </ul>

Table 35: Add Staff (Use Case Description)

<b>Use Case</b>	<b>Update/Remove Staff</b>
<b>Use Case ID</b>	36

<b>Actors</b>	Owner, System Admin
<b>Description</b>	Update staff members details, remove staff members.
<b>Precondition</b>	Logged into the system as owner or System Admin
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select “Update/Remove Staff members”.</li> <li>2. Search and select the staff member.</li> <li>3. If Updating <ol style="list-style-type: none"> <li>3.1. make changes.</li> <li>3.2. System validates changes.</li> <li>3.3. System updates database.</li> </ol> </li> <li>4. Else if removing, <ol style="list-style-type: none"> <li>4.1. If the staff member is an employee <ol style="list-style-type: none"> <li>4.1.1.If the employee has upcoming reservation denied the request to delete.</li> <li>4.1. 2.Else delete the employee.</li> </ol> </li> <li>4.2. Else delete the staff member.</li> </ol> </li> </ol>
<b>Post Condition</b>	Updated/ removed staff successfully or viewed the monthly salary reports.
<b>Alternative Flows</b>	If there are pending works reject the delete request

Table 36: Update/ Remove Staff (Use Case Description)

<b>Use Case</b>	<b>Remove Customer</b>
<b>Use Case ID</b>	37
<b>Actors</b>	Owner, System Admin
<b>Description</b>	Owner and System Admin can remove or view customers.
<b>Precondition</b>	Logged into the system as owner or System Admin.
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select Remove Customer option.</li> <li>2. Search &amp; select the customer.</li> <li>3. Check whether the customer have upcoming reservations.</li> <li>4. If the customer has upcoming reservation denied the request to delete the customer.</li> <li>5. Else delete the customer.</li> </ol>
<b>Post Condition</b>	Deleted or viewed the customer.
<b>Alternative Flows</b>	Entered invalid data <ul style="list-style-type: none"> <li>• Customer deleting/ viewing failed</li> <li>• Re-enter the details</li> </ul>

Table 37: Remove Customer (Use Case Description)

<b>Use Case</b>	<b>View Monthly salary Reports</b>
<b>Use Case ID</b>	38
<b>Actors</b>	Owner
<b>Description</b>	Generating salary reports of the employees
<b>Precondition</b>	Logged into the system as owner
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select “View Monthly Salary Report” option.</li> <li>2. Owner can view last generated salary report.</li> <li>3. Owner can update salary payment logs and view a in detail salary statement.</li> </ol>
<b>Post Condition</b>	Viewed monthly salary reports.
<b>Alternative Flows</b>	None

*Table 38: View Monthly Salary Reports (Use Case Description)*

<b>Use Case</b>	<b>View salary payment Logs</b>
<b>Use Case ID</b>	39
<b>Actors</b>	Owner
<b>Description</b>	View staff members' salary logs.
<b>Precondition</b>	Logged into the system as owner
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “View salary payment logs” option.</li> <li>2. The Owner can view or print a report of salary payment logs.</li> </ol>
<b>Post Condition</b>	Owner viewed Salary payment logs
<b>Alternative Flows</b>	None

*Table 39: View Salary Payment Logs (Use Case Description)*

<b>Use Case</b>	<b>Change Rates</b>
<b>Use Case ID</b>	40
<b>Actors</b>	Owner
<b>Description</b>	Change the salary rates, leave rates.
<b>Precondition</b>	Logged into the system as owner
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the “change rate” option.</li> <li>2. Select the rate to change.</li> <li>3. Change the rates.</li> <li>4. Update.</li> </ol>
<b>Post Condition</b>	Changed rates successfully
<b>Alternative Flows</b>	Input incorrect rates <ul style="list-style-type: none"> <li>• Cancel the current process</li> <li>• Reenter details</li> </ul>

*Table 40: Change Rates (Use Case Description)*

<b>Use Case</b>	<b>Salon Close</b>
<b>Use Case ID</b>	41
<b>Actors</b>	Owner
<b>Description</b>	Close the salon
<b>Precondition</b>	Log in
<b>Main Flow</b>	<ol style="list-style-type: none"> <li>1. Select the close salon option.</li> <li>2. Select the date.</li> <li>3. Owner can cancel the decision by considering the number of reservation or depending on any other reasons.</li> <li>4. Owner can postpone the date or close the salon and recall the already placed appointments on that date.</li> </ol>



<b>Post Condition</b>	Salon closed for a specific date.
<b>Alternative Flows</b>	Regarding the number of appointments on that period cancel or postpone the closing date.

*Table 41: Salon Close (Use Case Description)*

<b>Use Case</b>	<b>View System Logs</b>
<b>Use Case ID</b>	42
<b>Actors</b>	System Admin
<b>Description</b>	System Admin can check system logs.
<b>Precondition</b>	Logged into the system as System Admin.
<b>Main Flow</b>	1. Select “View System log” option. 2. Display System logs
<b>Post Condition</b>	None
<b>Alternative Flows</b>	None

*Table 42: View System Logs (Use Case Description)*