

**[PF-55] Verify Structure functionality**

Created: 21/Apr/23 2:11 PM - Updated: 22/Jun/23 2:05 PM - Resolved: 22/Jun/23 2:05 PM

Status:	Done		
Project:	Project final		
Component/s:	None		
Fix Version/s:	None		
Type:	Task	Priority:	Medium
Reporter:	Sabina Gabor	Assignee:	Unassigned
Resolution:	Done	Votes:	0
Labels:	None		
Original Estimate:	Not Specified		
Remaining Estimate:	Not Specified		
Time Spent:	Not Specified		

Description

This feature allows the admin to define the hierarchy of the company by defining sub units. Since the parent company is already defined in the General Information, it would automatically appear in the Company Structure screen.

*Note: You need to define the company name of the parent company before you create the Company Structure.

To add a sub- unit to the company structure, go to Admin>> Organization>> Structure and click on [+] as shown in Figure 2.9 and the screen shown in Figure 3.0 would appear.

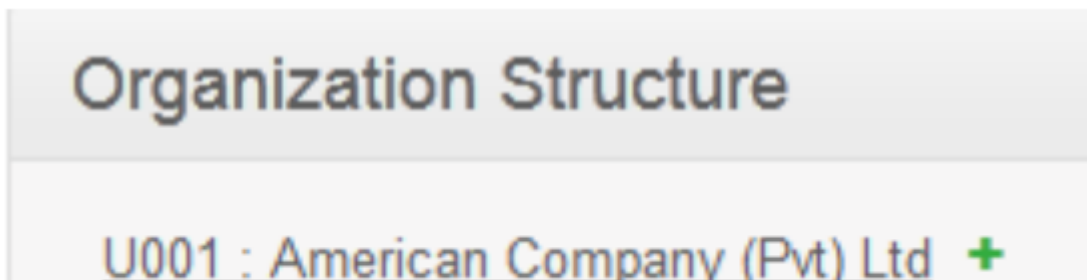


Figure 2.9: Add Sub-Unit

OrangeHRM - Add Unit

Unit Id

U002

Name *

IT Division

Description

This unit will be added under U001 : American Company (Pvt) Ltd

* Required field

Save

Cancel

Figure 3.0: Sub-Unit Details

*Note: Company Structure may be defined according to the company's specifications and hierarchy. When entering the fields, you need to specify if the sub-unit is a Department, Division or Team.

Once you have entered the field, click "Save" and the Sub-Unit will appear as shown in Figure 3.1.

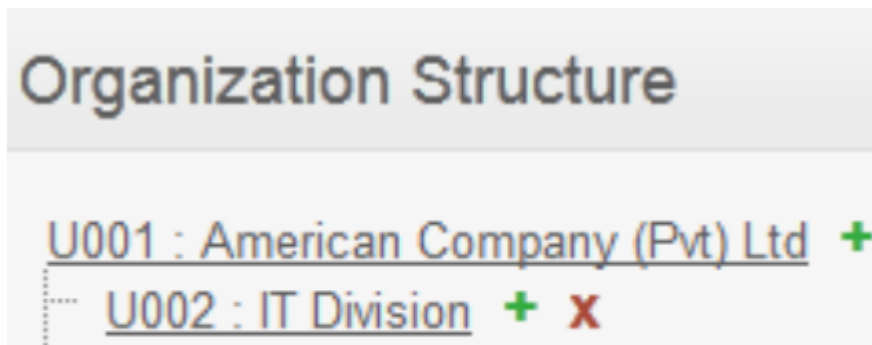




Figure 3.1: Sub-Unit Structure

You may also add further sub-units by clicking [+] option next to the relevant fields to indicate the hierarchy levels of the company and create a pyramidal structure of your organization as shown in Figure 3.2.



Figure 3.2: Company Structure Hierarchy

To delete an entry, you can simply click "[x]" next to the relevant sub units. Click "Done" below the screen to save the information. You can also collapse/expand the sub-units by clicking on the  and  on the right hand side of the sub-units to further view the company structure hierarchy.

Attachments

Organization Structure

U001 : American Company (Pvt) Ltd +

Figure 2.9: Add Sub-Unit

Fig. 2.9.png (36 kB)

OrangeHRM - Add Unit

Unit Id

U002

Name *

IT Division

Description

This unit will be added under U001 : American Company (Pvt) Ltd

* Required field

Save

Cancel

Figure 3.0: Sub-Unit Details

Fig. 3.0.png (45 kB)

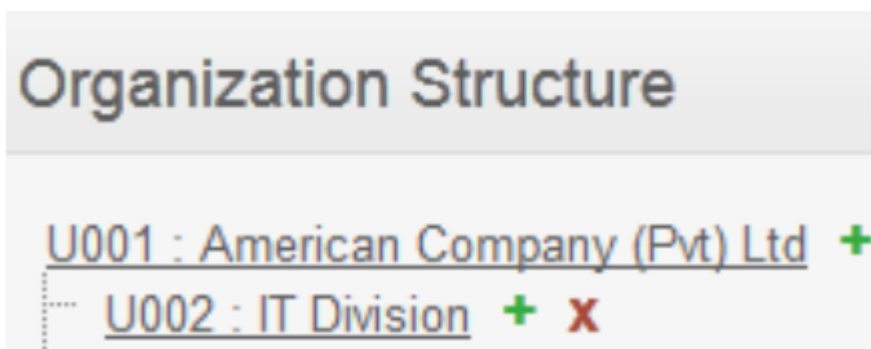


Figure 3.1: Sub-Unit Structure

Fig. 3.1.png (39 kB)



Figure 3.2: Company Structure Hierarchy

Fig. 3.2.png (80 kB)

Links			
Relates			
relates to	PF-56	Verify if you can add a sub-unit to the company structure	Done
relates to	PF-57	Verify the presence of the fields in the "Add Sub-Unit " page, present in Figure 3.0	Done
relates to	PF-58	Verify if you can add a Sub-Unit to the company structure without filling in the required fields	Done
relates to	PF-59	Verify if you can add other subunits to the relevant fields to indicate the hierarchical levels of the company and create a pyramidal structure of the organization.	Done

<i>relates to</i>	PF-60	Verify if you can collapse/expand the sub-units	Done
<i>relates to</i>	PF-61	Verify if you can delete Sub-Units	Done
<i>relates to</i>	PF-73	A subunit can't be added to the company structure on the path mentioned in the busniess requirements	Done
<i>relates to</i>	PF-74	A subunit can't be deleted as specified in the business requirements	Done
<i>relates to</i>	PF-41	Verify Organization functionality	Done