

Employee Portal System

Group 16

Refresh – some problems with current FDM system

Employees being unable to independently perform basic tasks such as viewing and updating their own personal information.

If employees of FDM required personal information changes, they had to contact HR and have them perform the requests on their behalf.

Employees and consultants working outside the office are unable to access FDM-specific documentation such as the employee handbook and HR policies.

Reduction in productivity as employees are unable to achieve the same quality of work quality outside the office as opposed to when they would operate in a more traditional working environment.

Due to many employees working both within the office as well as outside the office, HR are unable to guarantee that all employee announcements will reach all of FDM employees.

This loss of communication can often mean that off-site employees miss out on important internal updates as well as potential HR process changes.

System Introduction

Platform:

- Web-based Application
- Accessible from anywhere via **any** device.

Our Aims:

- Improve communication within the company.
- The EPS to be a hub for accessing FDM documents/resources.
- Reduce the workload of Managers across the organisation.
- Ensure FDM employees don't miss out on any FDM announcement.
- Provide an efficient that allows employees to be able to identify and if necessary, contact other FDM employees throughout the entire organisation.

Our Solution.

- Users can sign in and sign out of our system using their assigned credentials.
- We created an Employee Directory which **all** users can view.
- Managers can create announcements.
- Managers can edit announcements.
- Managers can delete announcements.
- Admins can create new users.
- Employees can view FDM announcements.
- Employees can view the latest announcement via the Homepage.
- Employees can update their personal information.

Characters



Name: Katie Collier
Email:
Password:
Role: **Employee**



Name: Adam Willis
Email:
Password:
Role: **Manager**



Name: Aaron Howell
Email:
Password:
Role: **Administrator**

Employee

View Announcements.

Update personal information such as Address, password, etc.

View employee directory.



Name: Katie Collier

Email:

Password:

Role: **Employee**

Manager

A Manager can do everything that an Employee can do:
Things employees can do...

But they also have unique system functionalities such as:

- Create Announcements.
- Edit Announcements.
- Delete Announcements.

Note: For the prototype, we merged both General and HR manager into one role called ***Manager***.



Name: Adam Willis

Email:

Password:

Role: Manager

Administrator

Create users.



Name: Aaron Howell

Email:

Password:

Role: Administrator

Demonstration Time.