Use Case Scenarios: Yuconz

Use case name	Login
Participating actors	Employees, Staff, Database
Flow of events: Normal flow	1. Employee or member of Staff inputs their login details 2. Database validates the details 3. Employee or member of Staff is logged in
Flow of events: Alternative flow	1. Employee or member of Staff inputs their login details 2. Database validates the details 3. Details are incorrect 4. Employee or member of Staff is given a notification and prompted to log in again
Pre-condition	• None
Post-condition	• Employee or member of Staff is logged in • Employee or member of Staff is not logged in

Use case name	Logout
Participating actors	Employees, Staff, Database
Flow of events: Normal flow	1. Employee or member of Staff clicks the logout button 2. Database prompts them if they wish to logout 3. Employee or member of Staff confirm they wish to logout 4. Employee or member of Staff is logged out
Flow of events: Alternative flow	1. Employee or member of staff do not confirm they wish to logout 2. Logout aborted

Pre-condition	• Employee or member of Staff need to be logged in
Post-condition	• Employee or member of Staff is logged out • Employee or member of Staff is not logged out

Use case name	Read document
Participating actors	Directors, Database
Flow of events: Normal flow	1. Director accesses the database to view files 2. Director finds the file they want to access 3. Director opens the file to read it
Flow of events: Alternative flow	No alternate flow
Pre-condition	• Director logged in
Post-condition	• Director has read the file • Director logs out, reads another file or takes another action in the file system

Use case name	Approves record
Participating actors	Directors, Database, Reviewee
Flow of events: Normal flow	1. Director reads annual review 2. Director approves Reviewee record addition done in regard to the annual review 3. Approved record is stored in the Database
Flow of events: Alternative flow	1. Director does not approve the Reviewee record addition 2. No record addition is stored in the Database 3. Annual review is flagged to be redone/reevaluated
Pre-condition	• Annual review must have been made with

	recommendations for the Reviewee
Post-condition	• Director approved an annual review's addition to a Reviewee's record • Director did not approve an annual review's addition to a Reviewee's record

Use case name	Perform Annual Review
Participating actors	Database, Reviewer, Reviewee

Flow of events: Normal flow	1. Reviewers review the Reviewee
	2. Reviewee gets an evaluation from the Reviewers
	    a. Review of previous year's achievements, training and mentoring outcomes
	    b. Review of future objectives and plans
	    c. Training required to enhance performance
	3. Summary is made of the review with Reviewee comments
	4. Review is stored in the database by a Reviewer and flagged for approval

Flow of events: Alternative flow	1. Review get's canceled once started 2. Review is abandoned and not stored by Database 3. Future date set for redo of the review
Pre-condition	• Reviewer and Reviewee are logged in to create and modify the review
Post-condition	• Review is stored in the Database and flagged for approval ○ Creates an annual review record and possibly either a promotion record, probation record or termination record • Review is not stored and a future date is set to complete the review

Use case name	Create annual review record
Participating actors	Database, Reviewer, Reviewee
Flow of events: Normal flow	1. Annual review is completed 2. Annual review record for reviewee is created by reviewer 3. Annual review record added to the database
Flow of events: Alternative flow	none
Pre-condition	● Reviewer and Reviewee have completed annual review
Post-condition	● Annual review record is stored in the database

Use case name	Create reviewee record
Participating actors	Database, Reviewer, Reviewee
Flow of events: Normal flow	1. Annual review is completed 2. Either probation, promotion or termination record is created 3. New record is added to the database
Flow of events: Alternative flow	none
Pre-condition	● Reviewer and Reviewee have completed annual review
Post-condition	● Either probation, promotion or termination record is stored in the database

Use case name	Remain in current post
Participating actors	Database, Director, Reviewee
Flow of events: Normal flow	Director takes annual review and decides to keep the Reviewee at their current post Database is updated to reflect the change (or lack thereof)
Flow of events: Alternative flow	none
Pre-condition	• Director approved reccord
Post-condition	• Reviewee remains in their current post, Database is updated to reflect that

Use case name	Promote to a senior role
Participating actors	Database, Director, Reviewee
Flow of events: Normal flow	1. Director takes annual review and decides to promote the Reviewee to a senior role 2. Database is updated to reflect the change
Flow of events: Alternative flow	none
Pre-condition	• Director approved reccord
Post-condition	• Reviewee is promoted to a senior role, Database is updated to reflect that

Use case name	Remain with salary increase
Participating	Database, Director, Reviewee

actors	
Flow of events: Normal flow	1. Director takes annual review and decides to keep the Reviewee at their current post 2. Director also decides to increase the Reviewee's salary 3. Database is updated to reflect the change
Flow of events: Alternative flow	none
Pre-condition	● Director approved reccord
Post-condition	● Reviewee remains in their current post with a higher salary, Database is updated to reflect that

Use case name	Place on probation
Participating actors	Database, Director, Reviewee
Flow of events: Normal flow	1. Director takes annual review and decides to place the Reviewee on probation 2. Database is updated to reflect the change
Flow of events: Alternative flow	none
Pre-condition	● Director approved reccord
Post-condition	● Reviewee is placed on probation, Database is updated to reflect that

Use case name	Dismiss employee
Participating actors	Database, Director, Reviewee
Flow of events:	1. Director takes annual review and decides dismiss the

Normal flow	Reviewee 2. Database is updated to reflect the change
Flow of events: Alternative flow	none
Pre-condition	• Director approved reccord
Post-condition	• Reviewee is placed on probation, Database is updated to reflect that

Use case name	Read own employment details
Participating actors	Employee, Staff, Database
Flow of events: Normal flow	1. Employee or member of Staff loads up their own employment detail documents from the Database 2. Employee or member of Staff reads the documents 3. Employee of member of Staff closes the documents after reading them
Flow of events: Alternative flow	1. Database cannot find the employment detail documents 2. Database notifies the Employee or member of Staff of the error
Pre-condition	• Employee or member of Staff is logged in
Post-condition	• Employee or member of Staff has read their employment detail documents • Employee or member of Staff has not read their employment detail documents but has the information needed to create a support ticket

Use case name	Read own personal details

Participating actors	Employee, Staff, Database
Flow of events: Normal flow	1. Employee or member of Staff loads up their own personal detail documents from the Database 2. Employee or member of Staff reads the documents 3. Employee of member of Staff closes the documents after reading them
Flow of events: Alternative flow	1. Database cannot find the personal detail documents 2. Database notifies the Employee or member of Staff of the error
Pre-condition	• Employee or member of Staff is logged in
Post-condition	• Employee or member of Staff has read their personal detail documents • Employee or member of Staff has not read their personal detail documents but has the information needed to create a support ticket

Use case name	Assign manager/director
Participating actors	Human Resources, Database
Flow of events: Normal flow	1. The Human Resources employee loads another employee's profile in the Database 2. The Human Resources employee assigns a manager or director to the employee 3. The Database updates to reflect the change
Flow of events: Alternative flow	1. The employee being assigned a manager/director already has one 2. The Human Resources employee removes the existing manager/director and assigns a new one.
Pre-condition	• An employee had a manager/director in the Database

	• An employee did not yet have a manager/director in the Database
Post-condition	• The employee was assigned a manager/director by the Human Resources employee and the database was updated to reflect the change

Use case name	Handle Documents
Participating actors	Human Resources, Database
Flow of events: Normal flow	1. The Human Resources employee accesses the file explorer 2. The Database loads all files the Human Resources employee can access 3. The files are displayed in the file explorer
Flow of events: Alternative flow	none
Pre-condition	• The Human Resources employee is logged in
Post-condition	• The Human Resources employee can now create and modify files

Use case name	Create document
Participating actors	Human Resources, Database
Flow of events: Normal flow	1. The Human Resources employee creates a new file in the Database 2. The Human Resources employee names the file 3. The Human Resources employee writes in the file 4. The Human Resources employee saves the file

	5. The Database stores the file
Flow of events: Alternative flow	1. The Human Resources employee does not save the file 2. The Database warns the Human Resources employee that the file will not be saved 3. File is not stored in the database
Pre-condition	• The Human Resources employee accessed the file explorer
Post-condition	• A new file is stored in the Database by the Human Resources employee • No file is stored in the Database by the Human Resources employee

Use case name	Modify document
Participating actors	Human Resources, Database
Flow of events: Normal flow	1. The Human Resources employee loads a file from the database 2. The Human Resources employee edits the file 3. The Human Resources employee saves the file 4. The Database stores the edited file
Flow of events: Alternative flow	1. The Human Resources employee does not save the file 2. The Database warns the Human Resources employee that the modifications will not be saved 3. File is not stored in the database
Pre-condition	• The Human Resources employee accessed the file explorer
Post-condition	• A file is modified in the Database by the Human Resources employee • No file is modified in the Database by the Human Resources employee

Use case name	Read employment and personal details
Participating actors	Human Resources, Database
Flow of events: Normal flow	1. The Human Resources employee loads a personal details or employment details file from the database 2. The Human Resources employee reads the file
Flow of events: Alternative flow	none
Pre-condition	● The Human Resources employee accessed the file explorer
Post-condition	● A personal details or employment details file is read by the Human Resources employee

Use case name	Read subordinate:
Participating actors	Manager, database
Flow of events: Normal flow	1. A manager attempts to view the records of a subordinate 2. The manager requires permission from human resources in order to view the records 3. The manager has permission and is granted access
Flow of events: Alternative flow	1. A manager attempts to view the records of a subordinate 2. The manager requires permission from human resources in order to view the records 3. The manager does not have permission and is not granted access
Pre-condition	● The viewer is a manager

Post-condition	• The manager was either successful or unsuccessful in attempting to read a subordinates records

Use case name	Make support ticket
Participating actors	Employee, Staff, Database
Flow of events: Normal flow	1. Employee or member of Staff run into an issue accessing files 2. Employee or member of Staff create a new support ticket 3. Database stores the support ticket for the HR department to resolve
Flow of events: Alternative flow	none
Pre-condition	• Employee or member of Staff are logged in and encounter an issue with accessing files
Post-condition	• Database now has a new support ticket

Use case name	Resolve support ticket
Participating actors	Employee, Staff, Database, Human Resources
Flow of events: Normal flow	1. The Human Resources employee sees a new support ticket 2. The Human Resources employee loads the support ticket from the Database 3. The Human Resources employee resolves the issue to allow the Employee or member of Staff to access their files again 4. The Human Resources employee marks the support

	ticket as resolved 5. The Database flags the support ticket as resolved and archives it
Flow of events: Alternative flow	1. The Human Resources employee cannot resolve the issue himself 2. The Human Resources employee marks the support ticket as unresolved again 3. Another Human Resources employee loads the support ticket
Pre-condition	• A support ticket is created in the Database
Post-condition	• A Human Resources employee resolved the issue and the support ticket is flagged as resolved in the Database and archived

Use case name	Gain permission
Participating actors	Managers, Human Resources, database
Flow of events: Normal flow	1. A manager needs permission to view an employee's records 2. The manager asks human resources for permission 3. The manager receives permission
Flow of events: Alternative flow	1. A manager needs permission to view an employee's records 2. The manager asks human resources for permission 3. The manager does not receive permission
Pre-condition	• User is a manager
Post-condition	• The manager either receives permission or does not

Use case name	Salary increase details
Participating actors	Managers, database
Flow of events: Normal flow	4. A manager has permission from Human Resources 5. The manager loads the employee's salary increase details 6. The manager has read the details.
Flow of events: Alternative flow	none
Pre-condition	• User is a manager • User has permission from Human Resources
Post-condition	• The user has read the employee's salary increase details

Use case name	Promotion records
Participating actors	Managers, database
Flow of events: Normal flow	1. A manager has permission from Human Resources 2. The manager loads the employee's promotion details 3. The manager has read the details.
Flow of events: Alternative flow	none
Pre-condition	• User is a manager • User has permission from Human Resources
Post-condition	• The user has read the employee's promotion details

Use case name	Probation records

Participating actors	Managers, database
Flow of events: Normal flow	1. A manager has permission from Human Resources 2. The manager loads the employee's probation details 3. The manager has read the details.
Flow of events: Alternative flow	none
Pre-condition	• User is a manager • User has permission from Human Resources
Post-condition	• The user has read the employee's probation details

Use case name	Employment details
Participating actors	Managers, database
Flow of events: Normal flow	1. The manager loads the employee's employment details 2. The manager has read the details.
Flow of events: Alternative flow	none
Pre-condition	• User is a manager
Post-condition	• The user has read the employee's employment details