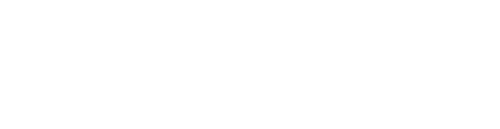


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| User Manual |
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| September 6  EPI-USE  Authored by: Vian Reynecke |

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| Employee Hierarchy Management System<https://vian-epiuse.vercel.app/> **1. Landing Page**     |  |  | | --- | --- | |  | 🡨 Click here to start |   **2. Home Page**  *2.1 Create Tab (Allows users to create new employees with input validation.*)  **\*\*Please fill in all the fields below to create a new employee profile**   |  |  | | --- | --- | |  | Note: Selecting "CEO" as a role excludes the option to choose a reporting manager since CEO is the highest role. | |  | Click here to create a new profile |   *2.2. Manage Tab*  **2.2.1 Hierarchy View Tab**   |  |  | | --- | --- | |  | Search: In the hierarchy view, searching by name, surname, or role highlights matching employees. | |  | Edit: Click the edit button next to a user to open their edit dialog. | | **Restrictions**   * Cannot change role if others report to them (has children nodes). * Cannot assign themselves as their own manager or subordinates as their managers. * Cannot delete employees with subordinates. * Includes all create tab validations. | |   **List View Tab** (Displays a sortable and filterable table of employees.)   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Filter: by Role | | | | |  | Filter: By Reporting Manager | | | | |  | | | | Filter: Combine filters for more specific results | |  | | | Search: In the list view, searching by any of the column headings returns matching employees. | | |  | | Edit: Click the edit button next to a user to open their edit dialog. | | | |
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| 3. Hierarchy Page  Displays the hierarchy in an expandable and collapsible tree format.     |  |  | | --- | --- | |  | Expand and collapse nodes/users by clicking on the plus/minus icon |   **4. About Page:**  Project information and links to personal profiles.    **5. Dark/Light Mode:**  Auto-adapts to user’s system theme. |