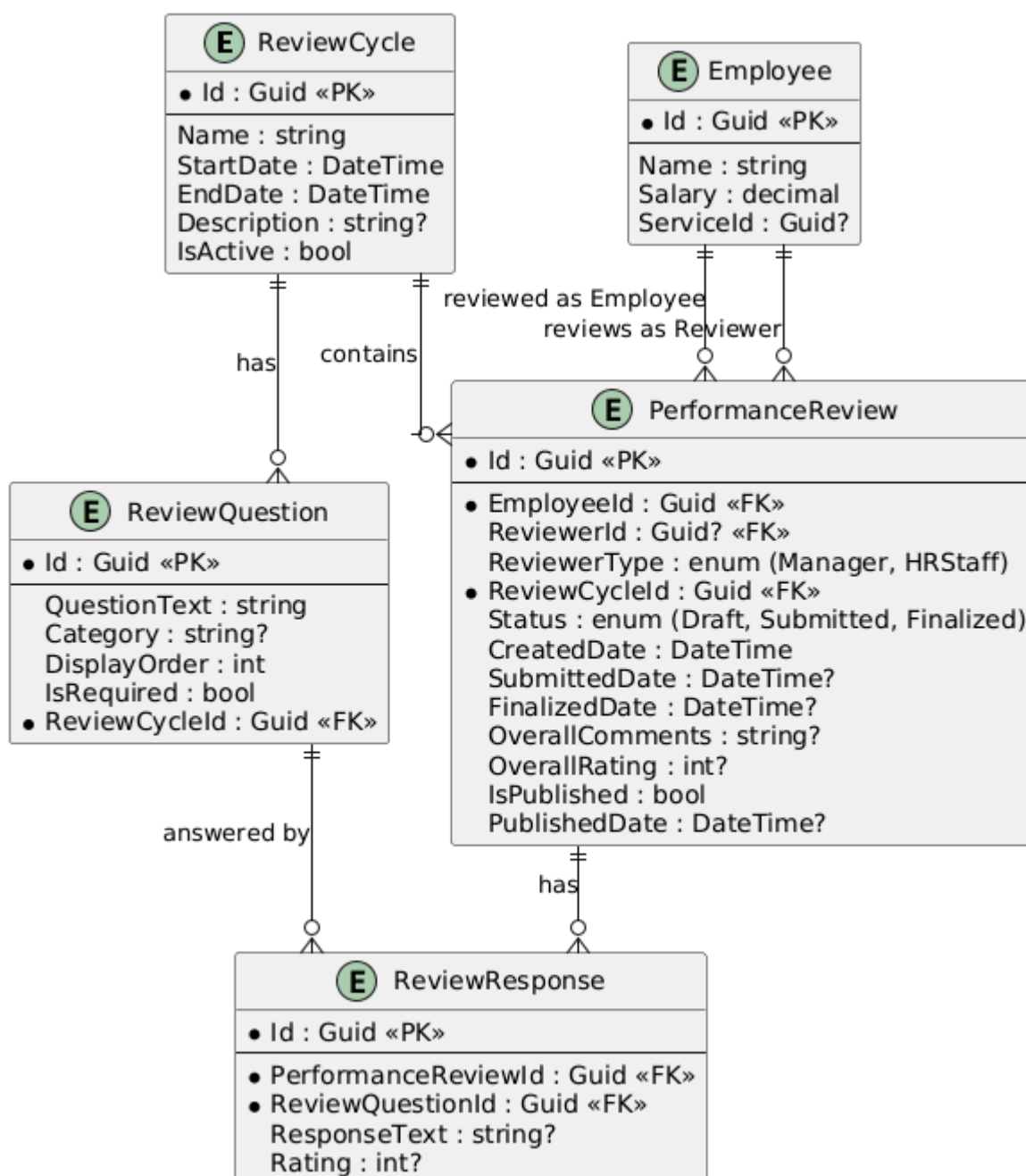


# PerformanceReviewLifecycle

## Performance Review Lifecycle Documentation

### Data Model

#### Entity Relationship Diagram



### Model Classes

## 1. ReviewCycle

Represents a review period (e.g., Q1 2026, Annual 2026).

Property	Type	Description
Id	Guid	Primary key
Name	string	Name of the cycle (e.g., "Q1 2026 Review")
StartDate	DateTime	Start date of the review period
EndDate	DateTime	End date of the review period
Description	string?	Optional description
IsActive	bool	Whether this cycle is currently active

## 2. ReviewQuestion

Represents a question in a performance review.

Property	Type	Description
Id	Guid	Primary key
QuestionText	string	The question text
Category	string?	Category (e.g., "Communication", "Technical Skills")
DisplayOrder	int	Order in which to display the question
IsRequired	bool	Whether this question must be answered
ReviewCycleId	Guid	Foreign key to ReviewCycle

## 3. PerformanceReview

Represents a performance review for an employee.

Property	Type	Description
Id	Guid	Primary key
EmployeeId	Guid	Employee being reviewed
ReviewerId	Guid?	Reviewer conducting the review (Manager or HR)
ReviewerType	ReviewerType	Type of reviewer (Manager or HRStaff)
ReviewCycleId	Guid	Foreign key to ReviewCycle
Status	ReviewStatus	Current status (Draft/Submitted/Finalized)
CreatedDate	DateTime	When the review was created
SubmittedDate	DateTime?	When the review was submitted

Property	Type	Description
FinalizedDate	DateTime?	When the review was finalized
OverallComments	string?	Reviewer's overall comments
OverallRating	int?	Overall rating (1-5 scale)
IsPublished	bool	Whether the review is visible to the employee
PublishedDate	DateTime?	When the review was published

## 4. ReviewResponse

Represents a response to a review question.

Property	Type	Description
Id	Guid	Primary key
PerformanceReviewId	Guid	Foreign key to PerformanceReview
ReviewQuestionId	Guid	Foreign key to ReviewQuestion
ResponseText	string?	Text response
Rating	int?	Rating for this question (1-5)

## 5. ReviewStatus (Enum)

```
public enum ReviewStatus
{
    // Review is being prepared
    Draft = 0,
    // Review has been submitted for approval
    Submitted = 1,
    // Review is complete and locked
    Finalized = 2
}
```

## 6. ReviewerType (Enum)

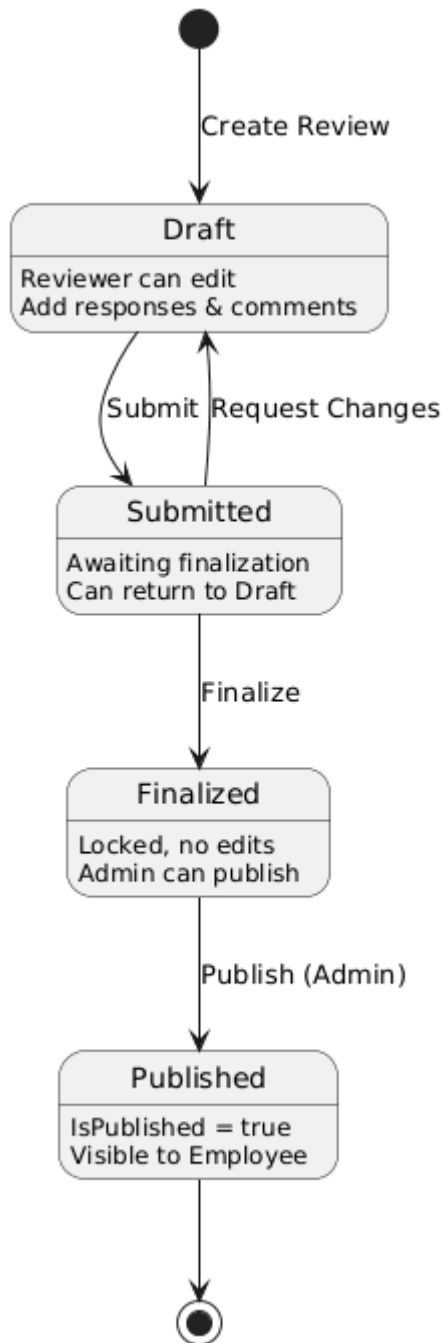
```
public enum ReviewerType
{
    // Review conducted by employee's manager
    Manager = 0,
    // Review conducted by HR staff
}
```

```
HRStaff = 1
```

```
}
```

## Review Lifecycle

### State Diagram



### Lifecycle Stages

#### 1. Draft

Initial state when a review is created

Allowed Actions:

- Edit review responses

- Add/modify overall comments and rating
- Submit for approval

Who Can Edit:

- Manager
- HR Staff (reviewer)

## 2. Submitted

Review has been submitted and is awaiting finalization

Allowed Actions:

- View review details
- Return to Draft (if changes needed)
- Finalize the review

Who Can Edit:

- Manager
- HR Admin

## 3. Finalized

Review is complete and locked

Allowed Actions:

- View only (no edits allowed)
- Publish to employee (Admin only)

Who Can View:

- Employee (only after published)
- Manager
- HR Admin

## 4. Published

Review has been published and is visible to the employee

Allowed Actions:

- View only (no edits allowed)

Who Can View:

- Employee
- Manager
- HR Admin

Note:

- `IsPublished = true` and `PublishedDate` is set

## Workflow Steps

### 1. Create Review Cycle

- HR Admin creates a new review cycle with start/end dates
- Add review questions to the cycle

## 2. Initiate Reviews

- System or HR Admin creates PerformanceReview records for each employee
- Reviews start in Draft status

## 3. Complete Review

- Manager answers all required questions
- Manager provides overall rating and comments
- Manager submits the review

## 4. Finalize Review

- HR Admin or Manager finalizes the review
- Review becomes read-only
- Employee can view their completed review

# Database Tables

The following tables are created by the migration:

`ReviewCycles` - Stores review cycle information

`ReviewQuestions` - Stores questions for each cycle

`PerformanceReviews` - Stores individual employee reviews

`ReviewResponses` - Stores responses to questions

# API Endpoints (Controllers)

Controller	Route	Description
ReviewCyclesController	/ReviewCycles	CRUD for review cycles
ReviewQuestionsController	/ReviewQuestions	CRUD for review questions
PerformanceReviewsController	/PerformanceReviews	CRUD for performance reviews
ReviewResponsesController	/ReviewResponses	CRUD for review responses