# OrangeHRM Demo - Master Use Case Document

## Login

### UC\_LOGIN\_01 - User Login

Actors: Employee, Admin

Preconditions: User must be registered in the system.

Postconditions: User is logged in and redirected to Dashboard.

Main Flow:

1. 1. User navigates to login page.
2. 2. User enters username.
3. 3. User enters password.
4. 4. User clicks 'Login'.
5. 5. System verifies credentials.
6. 6. User is redirected to Dashboard.

Alternate Flow:

1. 1. If username or password is invalid → system displays 'Invalid credentials'.
2. 2. If username or password is blank → system displays 'Required'.

### UC\_LOGIN\_02 - User Logout

Actors: Employee, Admin

Preconditions: User must be logged in.

Postconditions: User is logged out and returned to login page.

Main Flow:

1. 1. User clicks on profile icon.
2. 2. User selects 'Logout'.
3. 3. System logs the user out.
4. 4. Login page is displayed.

Alternate Flow:

1. 1. If session expires, system redirects user automatically to login page.

## Dashboard

### UC\_DASH\_01 - View Dashboard

Actors: Employee, Admin

Preconditions: User must be logged in.

Postconditions: Dashboard is displayed with widgets.

Main Flow:

1. 1. User logs in successfully.
2. 2. System displays dashboard with widgets (Quick Launch, Assign Leave, Leave List, Timesheets).

Alternate Flow:

1. 1. If widgets are not available, system shows an error or empty state.

## Admin

### UC\_ADMIN\_01 - Search User

Actors: Admin

Preconditions: Admin must be logged in.

Postconditions: User search results displayed.

Main Flow:

1. 1. Admin navigates to Admin → User Management.
2. 2. Admin enters username.
3. 3. Admin clicks Search.
4. 4. System displays matching user details.

Alternate Flow:

1. 1. If no user found, system displays 'No Records Found'.

### UC\_ADMIN\_02 - Add New User

Actors: Admin

Preconditions: Admin must be logged in.

Postconditions: User is created successfully.

Main Flow:

1. 1. Admin navigates to Admin → User Management.
2. 2. Admin clicks 'Add'.
3. 3. Admin fills in details (Employee Name, Username, Password).
4. 4. Admin clicks Save.
5. 5. System creates new user and confirms creation.

Alternate Flow:

1. 1. If username already exists, system displays 'Already Exists' error.

## PIM

### UC\_PIM\_01 - Add Employee

Actors: Admin

Preconditions: Admin must be logged in.

Postconditions: Employee record created successfully.

Main Flow:

1. 1. Admin navigates to PIM → Add Employee.
2. 2. Admin enters first name, last name, employee ID.
3. 3. Admin clicks Save.
4. 4. System saves employee record.

Alternate Flow:

1. 1. If mandatory fields missing, system shows validation error.

### UC\_PIM\_02 - Search Employee

Actors: Admin, Employee

Preconditions: Employee must exist in system.

Postconditions: Employee record is displayed.

Main Flow:

1. 1. User navigates to PIM → Employee List.
2. 2. User enters employee name.
3. 3. User clicks Search.
4. 4. System shows matching employee record.

Alternate Flow:

1. 1. If no employee found, system shows 'No Records Found'.

## Leave

### UC\_LEAVE\_01 - Apply Leave

Actors: Employee

Preconditions: Employee must be logged in.

Postconditions: Leave request created successfully.

Main Flow:

1. 1. Employee navigates to Leave → Apply.
2. 2. Employee selects leave type and date range.
3. 3. Employee adds comment and submits.
4. 4. System creates leave request.

Alternate Flow:

1. 1. If leave balance is insufficient, system shows error message.

### UC\_LEAVE\_02 - View Leave List

Actors: Employee, Admin

Preconditions: Leave records must exist.

Postconditions: Leave list displayed.

Main Flow:

1. 1. User navigates to Leave → My Leave.
2. 2. System displays applied leave records.

Alternate Flow:

1. 1. If no records, system shows empty state.

## Recruitment

### UC\_REC\_01 - Add Candidate

Actors: Admin, HR Manager

Preconditions: Admin logged in.

Postconditions: Candidate created successfully.

Main Flow:

1. 1. Admin navigates to Recruitment → Candidates.
2. 2. Admin clicks Add.
3. 3. Admin fills candidate details (name, email, resume upload).
4. 4. Admin clicks Save.
5. 5. System stores candidate record.

Alternate Flow:

1. 1. If email already exists, system displays duplicate error.

## MyInfo

### UC\_INFO\_01 - Edit Personal Details

Actors: Employee

Preconditions: Employee logged in.

Postconditions: Personal details updated successfully.

Main Flow:

1. 1. Employee navigates to My Info.
2. 2. Employee clicks Edit.
3. 3. Employee updates details (DOB, Gender).
4. 4. Employee clicks Save.
5. 5. System updates personal record.

Alternate Flow:

1. 1. If invalid data entered, system shows validation error.

### UC\_INFO\_02 - Upload Profile Picture

Actors: Employee

Preconditions: Employee logged in.

Postconditions: Profile picture updated successfully.

Main Flow:

1. 1. Employee navigates to My Info → Profile Picture.
2. 2. Employee selects image file.
3. 3. Employee clicks Upload.
4. 4. System updates profile picture.

Alternate Flow:

1. 1. If file format invalid, system shows error message.