**The process of coming up with an initial use case diagram**

Two fundamental Questions to identify system requirements:

* Who are the users/actors of the system?
* What are the use cases/functionalities for each user/actor?

Assumption: We are going to be working on an Advanced Employee management system such as UltiPro, this system will help Company X in managing employee and management access to employee information efficiently and allow employees to have a better understanding their roles/responsibilities, and to gain understanding of what is provided to them from the company such as PTO, Paternity leave and so on.

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| Users/actors | Use cases/Functionalities |
| Full Time Employee | * Login * See hours worked and PTO * Access company resources * Access paystubs * Request Form (PTO, NPTO) * Company feedback form * logout |
| Manager | * Login * View all employees’ hours * view Personal Identifying information of direct reports * View Paid Time Off (PTO) requests * Respond with Approval or rejection * Assign Work Hours for each employee * Logout |
| HR | * Admin login * Make changes as needed to the site * Respond to feedbacks * Insert new hire information into system * Create paystub to employees * logout |
| Site Admin | * Super Admin login * Maintenance of site and access * Delete/add/update users * Provide new user with login information * logout |