

Employee Evaluation Form

Team 6

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Lance Elliot, Phyllistine McCrary

Spring 2019

Task 1)

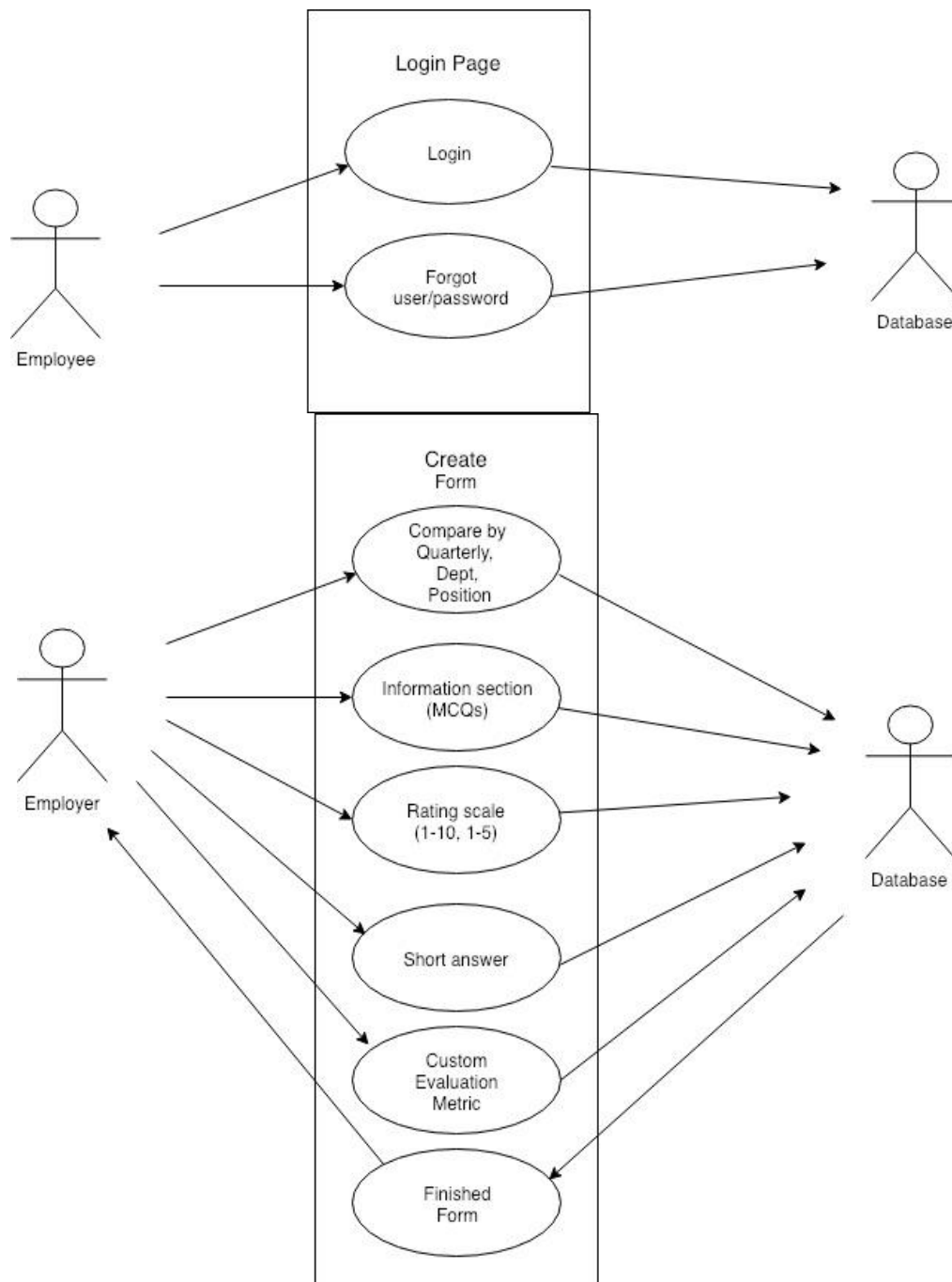
Assignee Name	Task	Duration (hours)	Dependency	Notes
Lance Elliot	Class Diagram	2	Project statement	100%
Doug Holloway	Design Database, Write up specs and tables	2 hours	none	100%
Phyllistine McCrary	Revised product statement/requirements	3	Use cases	100%
Shyam Patel	Use cases/diagrams	2 hours	none	100%

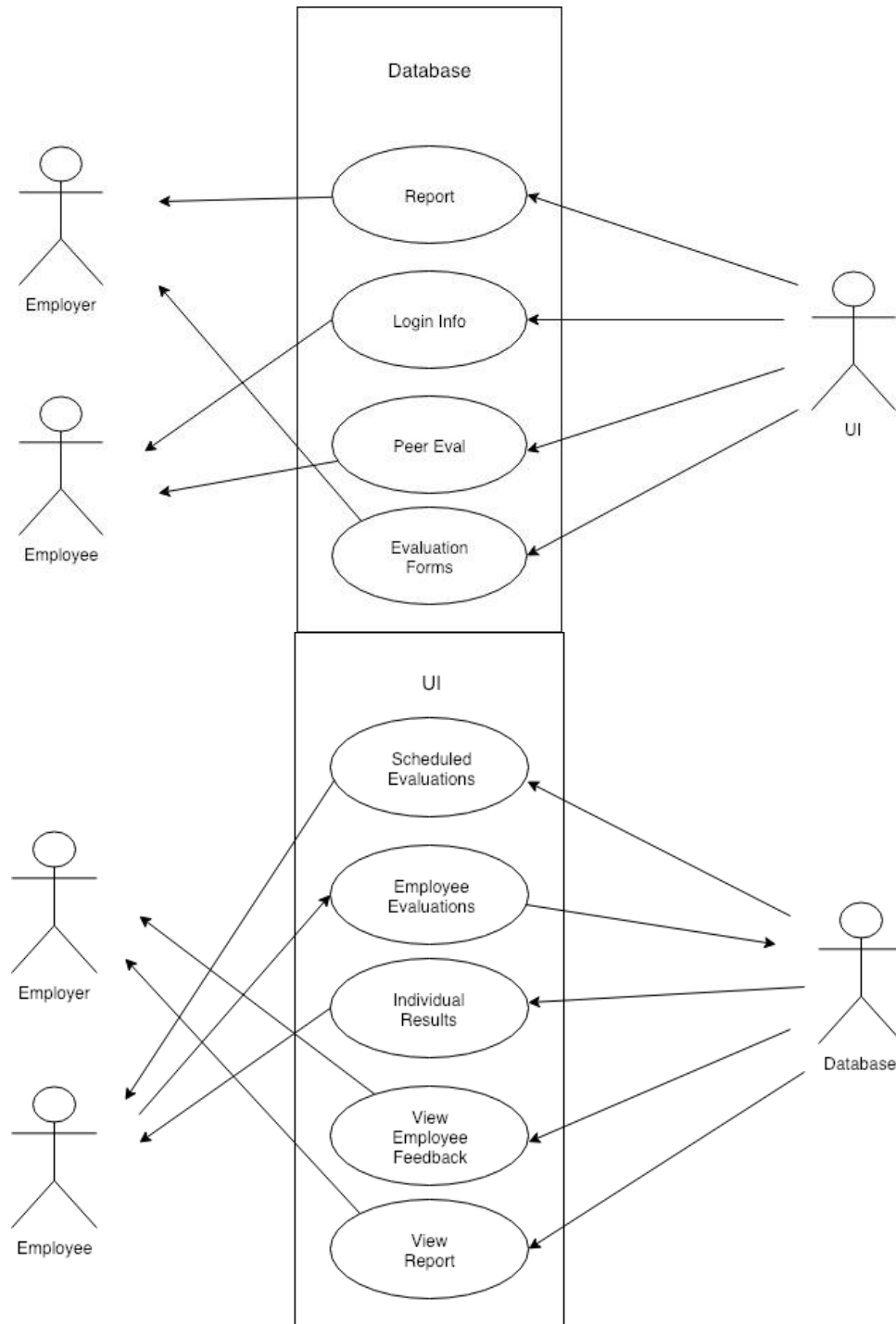
Task 3)

Revised Product Statement:

Our product gives employers the ability to evaluate employees based on their performance in the work environment. This evaluation system assesses employees based on criteria such as their dependability, productivity, work ethic, attitude and cooperation. We also give the option to write a brief description of the employees in terms of areas like their accomplishments, suggestions, changes or improvements that can be made. This system will be unique amongst competitors as it will feature an assortment of analytic reporting options for individuals and groups within each organization using our system based on scheduled and year-round impromptu evaluations, customizable evaluation forms, and feedback that connects employees with workshops and events to improve their skills and further each company's goals. Evaluations can help employees increase their commitment to the company and productivity. It shows that the firm cares for their workers, and their effort is being recognized. Our system can help develop employees' careers by allowing managers to see which areas they are lacking and need improvement; they will then be able to create plans for those specific employees to mature their career and meet goals that benefit the company. Fulfilling the explicit and implicit needs of our clients will be require a variety of resources and techniques. Our evaluation system will feature a database to store and query entries and various webpages to interface and display each service. Even though components of our system will be simple, the algorithms, services, and interactions between each component and user will be the most difficult and interesting aspect of this project.

Task 4)





Case no: 1**Case name: Login page**

Actors: Employee, Database

Description: An employee may login to the system by inputting their given username and password. That info is verified with the database and be given access to the system.

Alternate path: If password is forgotten, employees should contact an administrator. Permission not granted.

Pre-condition: An employee needs to know their username and password.

Case no: 2**Case name: Create eval form**

Actors: Employer, Database

Description: The employer will be able to create an employee evaluation form compared by quarterly, dept. or position. The forms include 4 sections for employees to fill out; Information section (MCQs), rating scale section (1-10, 1-5), short answer, and a custom eval metric to which the employer can decide what is best suitable for their company. The completed form will then be sent to the employer to verify and saved in the database.

Alternate path: Incomplete form, changes not admitted if not saved.

Pre-condition: Employer has to make sure he has the necessary metrics to adjust the form for their needs.

Case no: 3**Case name: User Interface**

Actors: Employer, Employee, Database

Description: The user interface will display the scheduled evaluations made by employees. Employees can take their evaluations and view their individual results. The employer is able to view feedback and a report generated by the data from the database.

Alternate path: Evaluations are not shown if not scheduled. Report not generated if there are not enough evaluations completed.

Pre-condition: Having evaluations scheduled.

Case no: 4**Case name: Database**

Actors: Employer, Employee, UI

Description: Employers will have access to the evaluation forms and reports. Employees login information and their evaluation history is saved in the database. The UI is able to take this information from the database and display to the viewer.

Alternate path: Record not found

Pre-condition: Records need to be stored initially in database.

Requirements:

Requirement Number: 1

Use Case Number: 1

Introduction: The login page is needed so each user can access the system. It will grant access or display a permission error depending on the inputs. Without this function each employee's participation cannot be monitored and each employer could not securely review their employees' evaluations.

Inputs: Employee username and password.

Outputs: Redirection to system to confirm access or Error message to reject permission

Requirements Description: A database with each user's credentials is needed. There should also be different pages each user is redirected to whenever their login is successful. If a user forgets their login info, a resetting mechanism or admin contact should be used. Lastly some form of encryption is needed so each user's information is secure.

Requirement Number: 2

Use Case Number: 2

Introduction: The creation of the evaluation form is essential for the purpose of the project. Without a customizable form each employer cannot evaluate their employees in personally significant way.

Inputs: Specifications/Selections on evaluation metrics and fields of interest for the employer

Outputs: Copy of evaluation form and verification or error message

Requirements Description: A database to store each form and the information to be entered by each employee. An interface to allow each employer to easily create forms. Pages/interfaces to display the evaluation form upon completion or an error message upon failure.

Requirement Number: 3

Use Case Number: 3

Introduction: A user interface is essential to user friendly site. It will enable easier navigation & data input and display essential features such as feedback for employees and analytic reports for employers.

Inputs: mouse clicks & text entry from users

Outputs: Several screens display employer and employee feedback and analytics diagrams, screens for filling, creating, and moderating evaluation forms.

Requirements Description: Several webpages to display information from the database and take user input.

Requirement Number: 4

Use Case Number: 4

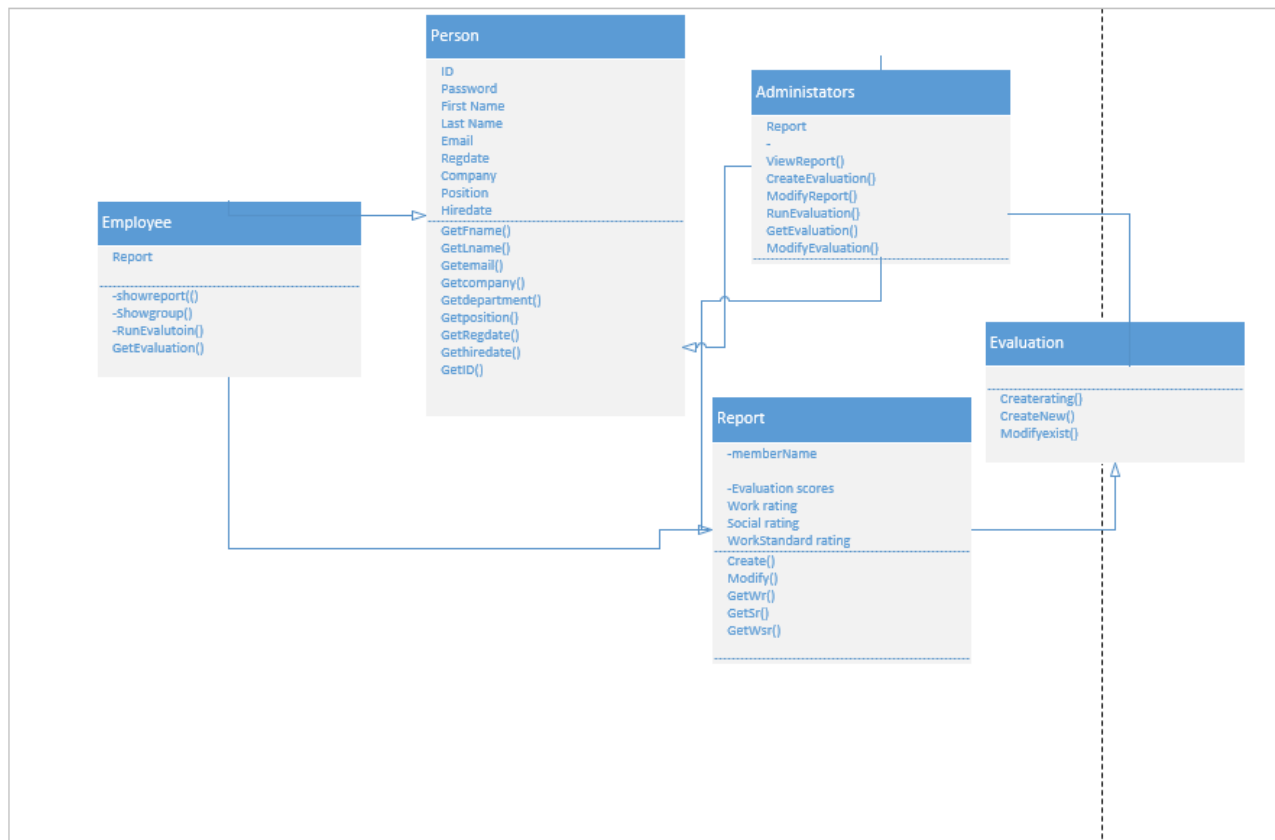
Introduction: A database is essential to proper information management. The database will store all information related to users and evaluation forms, and without it, there would be no storage mechanism for the user to use.

Inputs: Queries from the UI

Outputs: Information to UI or employers

Requirements Description: Query functions related to each field in the database

Task 5)



Database Specifications and Analysis:

We will be using MySQL for our overall database management with the addition of tools to be decided upon when we have more of the project built. The metrics and notes section will ultimately be decided by the client, so we will make space but cannot say exactly what they will be as they will change in a case to case basis. Our current plan for our tables and which will be primary and foreign keys are as follows:

users Table Primary Key	
user_id	mediumINT
email	varchar(60)
first_name	varchar(20)
last_name	varchar(40)
pass	char(40)
registration_date	datetime

notes Table foreign key	
1-5 note/short ans	mediumtext

company Table foreign key	
department	varchar(60)
company	varchar(60)
position	varchar(60)
hire_date	datetime

metrics Table foreign key	
10-20 metrics	tinyint
metric_avg	tinyint
overall_avg	tinyint

Appendix

The image displays two screenshots of a GitHub Projects board for the repository 'dougholloway20 / Swe-Fall-project-gr-6'. The board is organized into four columns: 'A2', 'In Progress', 'Done', and 'A1'. Each column contains a list of tasks with checkboxes and status indicators.

Top Screenshot:

- A2 (6 items):**
 - Report Shyam (Added by phyllmccrary)
 - Class Diagrams Lance (Added by phyllmccrary)
 - Requirements based on Use Cases Phyll (Added by phyllmccrary)
 - Use Cases & 1 Use Case Diagram Shyam (Added by phyllmccrary)
- In Progress (1 item):**
 - Update Github All (Added by phyllmccrary)
- Done (1 item):**
 - Database Specification Doug (Added by phyllmccrary)
- A1 (13 items):**
 - Resume: Add resume to Resume.docx Shyam (Added by dougholloway20)
 - Problem Statement: 3 bullet points 2 (Added by dougholloway20)
 - Resume: Add resume to Resume.docx Phyllistine (Added by dougholloway20)
 - Teamwork Basics summary: Ground Rules, Difficult Behavior (Added by dougholloway20)

Bottom Screenshot:

- A2 (4 items):**
 - Requirements based on Use Cases Phyll (Added by phyllmccrary)
 - Use Cases & 1 Use Case Diagram Shyam (Added by phyllmccrary)
 - Revise and Refine Problem Statement Phyll (Added by phyllmccrary)
 - Plan Table & Peer Evaluation All (Added by phyllmccrary)
- In Progress (1 item):**
 - Update Github All (Added by phyllmccrary)
- Done (1 item):**
 - Database Specification Doug (Added by phyllmccrary)
- A1 (4 items):**
 - Resume: Add resume to Resume.docx Shyam (Added by dougholloway20)
 - Problem Statement: 3 bullet points 2 (Added by dougholloway20)
 - Resume: Add resume to Resume.docx Phyllistine (Added by dougholloway20)
 - Teamwork Basic Rules, Difficult B (Added by dougholloway20)

The screenshots show the progression of tasks from 'To do' to 'In progress' to 'Done' over time, with the bottom screenshot showing more tasks completed in the 'A2' column and the 'A1' column.