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| **HRM Use-case Description** |
| Manage Employee History |
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# Use Case Description

## Brief Description

This use case allows user to Manage Employee History.

The following flows are described in this document:

* View information
  + Search information
  + Sort information
  + Filter information
* Add new information
* Edit information
* Delete information
* Print data
* Export file
* Import file

## Actors and UC Associations

**Actors:**

* Human Resource Planning and Managing Department members

**Use Case Associations:**

# Pre-conditions

1. User must log into HRM system
2. User has access Manage Employee History tab.

# Post-conditions

The information is viewed or updated.

# Flow of Events

## Basic flow – View information

### 4.1.1 The flow starts:

1. User is in a personal information management page and chooses menu “Detail Information management”.
2. The system displays a page as described in GUI – Detail Information Management, with all personal information had been stored in HRM system before.

The flow ends.

4.1.2 Search information

1. User inputs object that needs to search in a text field

2. User chooses “Search” button

3. The system handles and displays the information that user needs

The flow ends.

4.1.3 Sort information

1. User chooses object in a list to sort

2. The system handles and displays the information that user needs

The flow ends.

4.1.4 Filter information

1. User chooses object in a list to filter

2. The system handle and displays the information that user needs.

The flow ends.

## Alternative Flow 1 – Add new information

The flow starts:

1. User chooses menu “Manage Employee History”.
2. The system displays a tab as described in GUI – Manage Employee History.
3. Click button “add”
4. User input data
5. User can choose “OK” button or “Cancel” button.

* If user choose “OK” button, data will be saved.
* If user choose “Cancel” button, data won’t be saved.

The flow ends.

## Alternative Flow 2 – Edit information

### The flow starts:

1. User chooses menu “Manage Employee History”.
2. The system displays a tab as described in GUI – Manage Employee History.
3. Choose information need edit
4. Click button “edit”
5. User can choose “OK” button or “Cancel” button.

* If user choose “OK” button, data will be saved.
* If user choose “Cancel” button, data won’t be saved.

The flow ends.

## Alternative Flow 3 – Delete information

### The flow starts:

1. User chooses menu “Manage Employee History”.
2. The system displays a tab as described in GUI – Manage Employee History.
3. Choose information need delete
4. Choose delete this information
5. User can choose “OK” button or “Cancel” button.

* If user choose “OK” button, data will be saved.
* If user choose “Cancel” button, data won’t be saved.

The flow ends.

## Alternative Flow 4 – Print data

### The flow starts:

1. User chooses menu “Manage Employee History”.
2. The system displays a tab as described in GUI – Manage Employee History.
3. Choose “print” button

The flow ends.

# Exception Flow

## Exception Flow 1 – Add, Edit information

1. At step 3 of Alternative flows, the user chooses “Cancel” button
2. The system displays a message “Do you really close it”
3. The actor acknowledges message
4. The system closes the message, doesn’t save data and back to personal management page

The flow ends

## Exception Flow 2– Disconnection database

1. At step 3 of Alternative flows, HRM system disconnects database
2. The system displays a message “HRM disconnect”
3. The actor acknowledges message
4. The system closes the message, back to log in page.

The flow ends

# Business Rules

# Special Requirements

Use case can satisfy security and performance.