*Eni Fejzo User Scenarios/ Use Cases SE2020*

***User Scenarios***

1. *Scenario-Admin Logs In*
2. Admin enters his/her credentials & clicks the login button.
3. If credentials proven correct, admin is redirected to the Admin Dashboard.
4. Otherwise, an error message pops up and the administrator is asked to re enter accurately his/her credentials.
5. Once logged in, the Admin Dashboard including a dropdown menu, business statistics, the appointments calendar for the current day, quick reports generation, information regarding employees having their birthday, and a sign out button, reveals itself. This would be the Home section of the menu.
6. When Admin clicks one of the reports listed under the Quick Reports section, a PDF file is generated with respect to that file.
7. The menu includes four other sections, all four being dropdown buttons: Appointments, Employees, Accounting & Clients.
8. When Admin clicks the sign out button, he/she is redirected to the login page.

*2. Scenario-Appointments Button*

If the Appointments button is clicked, three more buttons dropdown, Booking Calendar, Completed Appointments Table, and Appointment Statistics

*2.1. Scenario-Booking Calendar*

1. If Admin clicks the Booking Calendar button, he/she is redirected to a three day Booking Calendar, showing all the bookings for the current day and the two following days.
2. Admin can Add an appointment by selecting the service through the dropdown list of services that the salon offers and then clicking the Add button.
3. Admin can click on any appointment to check the information about it. Once he/she clicks on an appointment, a textarea with the information shows up.
4. Admin can either choose to edit this information by writing on the textarea and then clicking the Modify button to save the editing, or not to edit.
5. If the Cancel button is clicked, the appointment is cancelled and deleted from the Booking Calendar.
6. Accept the Appointments Calendar, the To Do Lists for every bride including their name, the number of days the bride has been receiving the services from the salon, the employees assigned to her, and the schedule for the services to be taken, also show up.
7. Admin can Add another bride By clicking the Add Bride button.

*2.2. Scenario-Completed Appointments*

1. When Admin clicks the Completed Appointments, a table of the information regarding all past completed appointments is shown.
2. If the Admin wants to see the past appointments of a certain service, then he/she should group appointments by that specific service. For example, if the administrator wants to see the past appointments that received a haircut, he should choose Haircut under the services dropdown list.
3. When the Admin selects one of the employees, then he will see all past appointments that that employee has offered his/her service to.
4. Admin can also search through the Search Bar for a specific appointment.
5. There may be many past appointments, so the Next & Prev buttons serve to go forth and back through the appointments.
6. Admin can also generate a PDF file with the table of all the past appointments by clicking the Print Table button.

*2.3. Scenario-Appointments Statistics*

1. Admin clicks the Appointments Statistics button.
2. Several statistics regarding the employees that had the most appointments, or the services that customers received the most, appear.

*3. Scenario-Employees Button*

1. When the Employee button is clicked, a table with information regarding all employees shows up.
2. Search Bar is used to search for a specific employee.
3. Admin clicks the Print button, a PDF file with a table of employees is generated.

*3.1. Scenario-Delete Employee.*

1. When Admin clicks the Delete Button at a certain employee, that employee is automatically erased from the employees’ database and cannot login in the software anymore.
2. The deleted employee will not be shown in the employee table anymore.

*3.2. Scenario-Add new Employee.*

1. Admin clicks the Add button on top of the Employees page.
2. He/she is redirected to the Add Employee page.
3. Admin enters all the credentials required for the employee, including the username and the password that the employee will be using to login into the system.
4. If the administrator clicks the Save button, then the employee is added to the users’ database, and the employee can now access the software with the username and password that admin has assigned to him/her.
5. If the administrator clicks the Cancel button, he/she is redirected to the Employees page.

*4. Scenario-Accounting Button.*

Accounting Button is a dropdown button from which the Admin can choose whether to go to Inventory, Revenue or Accounting Reports pages.

*4.1. Scenario-Inventory*

1. When Admin clicks on the Inventory button, he/she is redirected to the inventory page, showing a table of the all available products and their quantities, with products with limited quantities ranked first.
2. Admin can use the Search Bar to look for a specific product.
3. If Admin clicks on the Print Button, a PDF file is generated showing the table of products.
4. Next & Prev buttons when clicked navigate you through the long list of products.

*4.1.1. Scenario-Add Inventory*

1. When the administrator clicks on the Add Inventory button at the top of the page, he/she is redirected to the Invoice page.
2. Admin fills the Supplier & Date input boxes, generating in this way an invoice line.
3. To add the product to inventory, Admin clicks on Confirm, and the product is added to the inventory database.
4. If Admin clicks on Cancel, he is redirected to the inventory page.

*4.2. Scenario-Revenues*

1. If the Revenues button clicked by the administrator, he/she is redirected to the Revenues page where he/she can check revenues & bills for a specified time frame.
2. Admin chooses a time frame (ex: 1 year), the revenues for that year and a table of full information of bills recognized for that year are generated.
3. Admin can print the generated data through the Print button, or he/she can use another time frame to track its revenues and expenses.

*4.3. Scenario-Accounting Reports*

1. To get an accountant report such as a Statement of Financial Position, the Admin can choose the Accounting Reports button.
2. Admin can select the year and the period (monthly/quarterly) in which he wants to check the financial position of the salon.
3. The Statement of the Financial Position will be created for that period.
4. Admin can download the report, through the download button.

*5. Scenario-Clients*

1. Once clicked, a table of all registered clients will show up
2. The clients that have been inactive for a considerable period of time will be shown first
3. The administrator can deactivate their account through the deactivate button that every client has.
4. Once deactivated, the client will not be able to login.

***Use Cases***

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| Name | Admin Login |
| Summary | Admin, like every other user, enters his/her credentials to log in his/her account |
| Actor | Admin, Client, Employee, Accountant, Secretary |
| Description | Users can be logged in into their accounts if the data entered was proven correct. |
| Precondition | Every user should have previously been registered by himself/herself (Client), or by the Admin (Employees & Admin). |
| Alternatives | If the credentials entered were incorrect, then the user is notified & asked to reenter the right credentials. |
| Post Condition | Users are logged into their accounts |

*3. Use Case-Admin Login*

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| --- | --- |
| Name | Add/ Modify/ Cancel Appointment |
| Summary | Admin can create a new appointment for a certain client by adding the necessary information after clicking the Add Appointment button. Admin can also modify the information regarding a specific scheduled appointment, or he can cancel it if a client requests to |
| Actor | Admin |
| Description | Admin clicks the Add Appointment button & a new window where he can enter the data regarding the service required, the time & data, and the employee that will offer its services to this newly created appointment. When clicking a specific appointment, Admin can modify the previously added information that appears in a textarea, and then click the Modify button to save the changes. Admin can also click the Cancel Appointment button to cancel an appointment |
| Precondition | Admin must be previously logged in. He/she should have navigated through the Appointments section on the menu bar, to the Booking Calendar. To Modify & Cancel an appointment, the appointment should have previously been scheduled and shown in the Booking Calendar. |
| Alternatives | Admin can either Add a new appointment, Modify an existing appointment, or Cancel a current appointment |
| Postcondition | Admin has either created a new appointment in the Booking Calendar, modified an existing one, or deleted an appointment that is no longer shown in the Booking Calendar. |

*2. Use Case-Add/ Modify/ Cancel Appointment (Booking Calendar)*

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| --- | --- |
| Name | Add / Delete Employee |
| Summary | Admin is the only user who can register or delete an employee. With the Add Employee button, admin can register a new employee, while with the Delete button he/she can delete an existing Employee |
| Actor | Admin |
| Description | Admin clicks the Add Employee button on the top of the employee page. He enters the credentials required for the registration of the employee along with a username and a password for the new employee. The Delete button stays alongside every registered employee and when Admin clicks on it, the employee is deleted from the database, so he can no longer login. |
| Precondition | Admin must have been logged in, navigated through the Employee section on the menu bar to the Employee dedicated page. To delete an employee, he/ she must have previously registered that employee |
| Alternatives | Admin can either choose to Add a new Employee, or delete an existing one. When clicking either of these buttons, Admin can always choose to go back and perform none of these actions by clicking the Cancel/ Back button that shows after he clicks on the Add & Delete buttons. |
| Postcontition | Admin has registered a new employee or deleted from the database an existing employee. |

*3. Use Case-Add/ Delete Employee (Employee)*

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| --- | --- |
| Name | Add Inventory |
| Summary | The limited quantity products are listed first in the inventory table. Admin can choose to increase their quantity by clicking on the Add Inventory button. |
| Actor | Admin |
| Description | Admin clicks on the Add Inventory button, and is redirected to the invoice page. He/she chooses the supplier and the quantity of the product he/she wants to purchase, and a new invoice line is created. |
| Preconditions | Admin must be logged in, have navigated through the Accounting button on the menu to the Inventory dedicated page. The supplier admin wants to purchase products from to increase his/her inventory, must have previously been recorded. |
| Alternatives | After clicking the Add Inventory button, Admin can either choose to make the purchase by clicking on the Confirm button, add another product to that invoice by creating a new invoice line, or cancel the purchase by hitting the Cancel button. |
| Postcondition | Admin increases the quantity of a specific product. |

*4. Use Case-Add Inventory*

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| --- | --- |
| Name | Deactivate Client |
| Summary | Admin can choose to deactivate the account of a client that has not been active for a long period of time. Those clients that have been inactive the longest, appear first on the clients’ table. |
| Actor | Admin |
| Description | There is a deactivate button alongside every registered client, and Admin can choose to deactivate a specific client. When clicking the deactivate button, the client will be temporarily unable to log into his/her account, and gets the ‘inactive’ status on the database, but it’s not deleted from the database. Admin can activate his/her account through the activate button |
| Precondition | Admin should have been logged in and navigated through the Clients section on the menu to the Clients page. The client he is about to deactivate must have previously been registered and appears on the clients table. |
| Alternatives | After deactivating, Admin can choose to reactivate the client again, through the Activate button that becomes active after the deactivation process has come to an end for that specific client. |
| Postcondition | The client is Deactivated and he/ she can no longer login, unless the Admin reactivates him/her again. |

*5. Use Case-Deactivate Client*