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| **Number** | 001 | |
| **Name** | Employee Registration. | |
| **Summary** | Administrator registering employee details for the company. | |
| **Priority** | 1 | |
| **Pre-conditions** | User should log into the system successfully. | |
| **Post-conditions** | Employee will be registered or rejected. | |
| **Primary Actor(s)** | Administrator | |
| **Trigger** | Employee applying for the registration. | |
| **Main Scenario** | **Step** | **Action** |
|  |  | Registration form published in the  Employee management system. |
|  |  | Input first name. |
|  |  | Input middle name. |
|  |  | Input last name. |
|  |  | Select the gender. |
|  |  | Input the address. |
|  |  | Select the date of birth. |
|  |  | Input the mobile number. |
|  |  | Input the position. |
|  |  | Input the NIC. |
|  |  | Input the email address. |
|  |  | Select the user privileges. |
|  |  | Press “Add” button & details will be added to the system. |
|  |  | After that select that row & press “Activate User” button, only then the employee status will be changed into active. |
|  |  | Administrator logout from the system. |
| **Extensions** | **Step** | **Action** |
|  | 13a | If the registration details invalid,  the system prompt error messages &  re-enter the valid details. |