

Terminology and Assumptions

- All users of the system will be referred to as employees.
- Each employee will belong to **exactly one** of any number of positions (for example cook, dishwasher, server, etc.).
- Each position will be classified as either a **managerial position** or not.
- Only Managerial positions will be able to create schedules

Managerial Flow

The following sequence captures how a manager would experience the application:

1. Login with username (no password)
2. See manager dashboard with the following options
 - a. Schedules
 - b. Employees
 - c. Positions
 - d. Configuration Settings

View Schedules

Manager sees a list of previously created schedules in the form of entries with a name and creation date. **Schedule name is unique. No two schedules can have the same name.** Each schedule entry will have an option to view, edit, or delete it. **One schedule can be selected as the “active schedule”.** This employees will be able to quickly access the active schedule on their dashboards

- Viewing shows the schedule in a graphical week view
- Editing it opens it in the same schedule editor (or similar) used for schedule creation
- Deleting it removes it from the system

There will also be a button to create a new schedule that will open a schedule editor. For each day of the week, the manager should be able to manage a list of “coverage windows”. These would include a timeframe and how many of each position are needed during that time.

Coverage windows have the following conditions:

- 24 hour format
- Min time 0:00 and max time 23:59
- Windows CAN overlap (system may automatically separate into blocks)
- End time must be greater than start time
- Cannot request more of a position type than exist in the system

Employees

Displays list of employees as entries with a name and ID. Each employee entry will have options to view, edit, or delete the employee.

- Viewing shows all the employees information and default settings like availability

- Editing brings up the same editor (or similar) used in the add employee interface
- Deleting removes the employee from the system

There will also be a button to add a new employee which displays a form with the following fields:

- Name
- Birth date
- Position (drop down)
- Availability (format below)

The availability field will have 7 components, one for each day. Each of these will be a list of continuous time intervals (for example {1:00-3:00, 10:00-14:00, 17:00-18:00}) These time intervals will be subject to the following conditions:

- 24 hour format
- End time must be greater than start time
- Time intervals cannot overlap
- Min time of 0:00 and max time of 23:59

The employee ID will be generated by the backend after the information is submitted. One means of doing this could just be adding 1 to the employee with the current highest ID.

Positions

This is where the manager will maintain the various positions that employees hold in their business. The page will display a list of positions with the name and a checkbox next to it for if that position has managerial capabilities. It will also have an 'X' icon for deleting the position.

Positions cannot be deleted if any employee still holds the position.

NOTE: there will be a hard-coded admin position whose managerial permission cannot be taken away. This will be accompanied by a hard-coded admin account (username admin) that cannot be deleted. This ensures the user of the system never loses access to critical operations.

There will be a text-field and button for adding a position that appends the title to the list and has managerial permissions unchecked by default.

Configuration Settings

This is a place where the manager can declare default settings/customizations to reduce repeated work in other areas of the program (Specifics not yet determined)

Non-managerial (Regular) Flow

The following sequence captures how a regular employee would experience the application:

3. Login with username (no password)
4. See employee dashboard with the following options

- a. Active Schedule
- b. All Schedules
- c. Availability

Active Schedule

Displays a graphical view of whichever schedule has been set as the “active schedule” in the system by a manager.

All Schedules

Similar to the managerial schedules page, but the employee cannot create, edit, or delete schedules. They can only access a graphical view of the schedules in the list.

Availability

Here employees can view and edit their availability. The format of the availability fields is the same as in the [employees page](#) of the managerial interface