OrangeHRM Application

OrangeHRM is a comprehensive, open-source human resource management platform designed to empower organizations in managing their HR processes efficiently. OrangeHRM provides a robust foundation for HR professionals, catering to the diverse needs of businesses, from large enterprises to smaller firms. With its extensive feature set, OrangeHRM enables organizations to streamline HR operations, enhance employee engagement, and ensure compliance with HR regulations.

Requirement	Description	Priority	Acceptance Criteria
User Management	ESS users should be able to manage their own employee accounts and access rights efficiently.	High	1. ESS users can access the user management module from their dashboard. 2. ESS users can update their personal information (contact details, emergency contacts, etc.). 3. ESS users can reset their passwords if forgotten.
Leave Management	ESS users should be able to request and manage leaves effectively.	High	1. ESS users can request leaves through the leave management module. 2. ESS users can view their leave balances and history. 3. ESS users can track the status of their leave requests.

			4. ESS users receive email notifications for leave approvals or rejections.
Employee Self-Service	ESS users should be able to access and update their personal information.	Medium	1. ESS users can log in and access their profiles. 2. ESS users can update contact details, emergency contacts, and personal information. 3. ESS users can view and download their own HR documents.
User Support	ESS users should have access to reliable support and resources.	High	1. A knowledge base and documentation are available for ESS users. 2. Helpdesk and support channels are accessible for issue resolution.
Time and Attendance	ESS users should be able to track their attendance and work hours.	High	1. ESS users can clock in and out through the time and attendance module. 2. ESS users can view their attendance records.

User Management

User Stories

As an ESS user, I want to access the user management module from my dashboard so that I can efficiently manage my employee account and access rights.
As an ESS user, I want to update my personal information, including contact details and emergency contacts, within the system.
As an ESS user, I want the ability to reset my password if I forget it.

Leave Management

User Stories

As an ESS user, I want to request leaves through the leave management module for effective leave management.
As an ESS user, I want to view my leave balances and history to keep track of my time off.
As an ESS user, I want to track the status of my leave requests to know if they have been approved or rejected.
As an ESS user, I expect to receive email notifications for leave approvals or rejections.

Employee Self-Service

User Stories

As an ESS user, I want to log in and access my profile to review and manage my personal information.
As an ESS user, I want the ability to update my contact details, emergency contacts, and personal information within the system.
As an ESS user, I want the capability to view and download my HR documents directly from my account.

User Support

User Stories

As an ESS user, I want access to a knowledge base and documentation so that I can find answers to my questions and resolve issues.
As an ESS user, I want easy access to helpdesk and support channels to seek assistance with any problems or concerns.

Time and Attendance

User Stories

As an ESS user, I want the ability to clock in and out through the time and attendance module to track my work hours accurately.

As an ESS user, I want to view my attendance records within the system for reference.

As an ESS user, I expect the system to calculate and display overtime and late attendance information.