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| Use case name: | Review days of work | |
| Scenario: | Finance will review if the employee has meet required days of work | |
| Triggering Events: | Verification of attendance | |
| Brief Description: | Checks the attendance for absences and tardy deductions | |
| Actor/s: | Finance | |
| Stakeholders: | Owner | |
| Related Use case | Verification of attendance | |
| Pre-conditions: | Finance must view attendance system | |
| Post-conditions: | Tally attendance | |
| Flow of events: | Actor  1.) Finance check systems  2.) Tally attendance | System  1.)Display attendance system |
| Exception Conditions: | Employee is terminated | |

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| Use case name: | Verification of attendance | |
| Scenario: | Employee will verify their attendance | |
| Triggering Events: | Generation of attendance report | |
| Brief Description: | System will generate the summary of the attendance for the whole payroll period | |
| Actor/s: | Employee | |
| Stakeholders: | Owner | |
| Related Use case | Generation of attendance report | |
| Pre-conditions: | Employee must match their attendance form with the attendance system | |
| Post-conditions: |  | |
| Flow of events: | Actor  1.) Verify attendance  2.) Match attendance form with attendance system | System   1. Summarize all attendance |
| Exception Conditions: | None | |

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| Use case name: | Generate attendance report | |
| Scenario: | Generate a report of all the attendance | |
| Triggering Events: | Compute gross salary | |
| Brief Description: | Provide the days worked at the payroll system to identify tardy or absences | |
| Actor/s: | System | |
| Stakeholders: | Owner | |
| Related Use case | Compute gross pay | |
| Pre-conditions: | Finance must confirm the attendance | |
| Post-conditions: | None | |
| Flow of events: | Actor  1.) Generate report  2.) transfer attendance information to payroll module | System |
| Exception Conditions: | None | |

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| Use case name: | Compute gross pay | |
| Scenario: | Add all basic pay/compensation/bonuses | |
| Triggering Events: | Deliverance of salary | |
| Brief Description: | Compute the base salary and additions | |
| Actor/s: | System | |
| Stakeholders: | Owner | |
| Related Use case | Compute Net Pay | |
| Pre-conditions: | Transfer attendance information to payroll module | |
| Post-conditions: | Process paycheck | |
| Flow of events: | Actor  1.) Connect to attendance module  2.) Compute gross pay | System |
| Exception Conditions: | Employee terminated | |

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| Use case name: | Compute net salary | |
| Scenario: | Deduction taxes and contributions with gross pay | |
| Triggering Events: | Deliverance of salary | |
| Brief Description: | Computation of net salary | |
| Actor/s: | System | |
| Stakeholders: | Owner | |
| Related Use case | Review net salary | |
| Pre-conditions: | Review deductions | |
| Post-conditions: |  | |
| Flow of events: | Actor  1.) Deduct taxes and contributions  2.) Total net salary | System |
| Exception Conditions: | none | |

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| Use case name: | Review pay slip | |
| Scenario: | Check pay slip for corrections | |
| Triggering Events: | Prepare salary breakdown | |
| Brief Description: | Verify deductions and compensations/bonuses | |
| Actor/s: | System | |
| Stakeholders: | Owner | |
| Related Use case | Review of salary breakdown | |
| Pre-conditions: | Generate a payroll register report | |
| Post-conditions: |  | |
| Flow of events: | Actor   1. Generate payroll register report 2. Verify deductions and compensations/bonuses | System |
| Exception Conditions: |  | |

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| Use case name: | Review of salary breakdown | |
| Scenario: | Let employees to verify deductions | |
| Triggering Events: | Send Salary breakdown to employee | |
| Brief Description: | Verify deductions for corrections | |
| Actor/s: | System | |
| Stakeholders: | Owner | |
| Related Use case |  | |
| Pre-conditions: | Employees must request it to finance | |
| Post-conditions: |  | |
| Flow of events: | Actor  1.) Send salary breakdown via phone/hard copy  2.) request from employee must be received by the finance head | System |
| Exception Conditions: |  | |

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| Use case name: | Hand out pay | |
| Scenario: | Disburse salary | |
| Triggering Events: | Disbursal of salary | |
| Brief Description: | Hand over pay | |
| Actor/s: | Finance | |
| Stakeholders: | Owner | |
| Related Use case |  | |
| Pre-conditions: |  | |
| Post-conditions: |  | |
| Flow of events: | Actor  1.) Total net pay | System |
| Exception Conditions: | None | |

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| Use case name: | Generate payroll register report | |
| Scenario: | Summarize deduction of all employees | |
| Triggering Events: | Confirmation of gross salary and net pay calculated | |
| Brief Description: | Review reports for all the money handed out | |
| Actor/s: | System | |
| Stakeholders: | Owner | |
| Related Use case |  | |
| Pre-conditions: | Finance must record all the money that was released | |
| Post-conditions: | Total all money released | |
| Flow of events: | Actor  1.) generate report  2.) | System  1) |
| Exception Conditions: | It must be reviewed and accepted by the finance officer | |

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| EVENT | TRIGGER | SOURCE | USE CASE | RESPONSE | DESTINATION |
| Review days of work | Verification of attendance | Finance | Check days of work | Verify number of days worked | System |
| Verification of attendance | Generation of attendance report | Employee | Authenticate attendance | Complete review and generate report | Finance/System |
| Generate attendance report | Compute Gross pay | System | Tally attendance during the payroll period | Include attendance in computation of gross pay | Finance |
| Compute Gross pay | Deliverance of salary | System | Compute basic pay/bonuses/compensation | Relocate gross pay to net pay | System |
| Compute Net salary | Deliverance of salary | System | compute all necessary deductions | Review Pay slip | Finance |
| Review Pay slip | Prepare salary breakdown | System | Inspect and verify Salary breakdown | Generate salary breakdown | Finance |
| Review of Salary breakdown | Send Salary breakdown to employee | System | Take salary breakdown for a specific employee | Send salary breakdown via phone/hard copy | Employee |
| Hand out pay | Disbursal of salary | Finance | Review pay slip and prepare cash for net pay | Hand over cash | Finance |
| Generate Payroll register report | Confirmation of gross salary calculated | System | Record all deductions from each employee | Issue register report | Finance |