1. **PURPOSE AND DESCRIPTION**

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| **Project ID** | SGL15009 | | **Project Name** | | | Associate Portal | |
| **Use Case ID** | UC – 024 | | | | | | |
| **Use Case Name** | Project trainings | | | | | | |
| **Purpose/Goal** | To identify project trainings and plans | | | | | | |
| **Description** | Lead plan the project trainings to improve the team’s capability on project’s critical skills. There are two types of trainings namely personal and group trainings. | | | | | | |
| **Actors** | * Associate * Lead | | | | | | |
| **User** | * Associate/Lead | | | | | | |
| **Priority** | Medium | Frequency of Use | | | On Demand | | |
| **Includes** | NA | | | | | | |
| **Prepared By** | Shivudu Maddi | | | **Date** | | | 14/09/2016 |
| **Reviewed By** |  | | | **Date** | | |  |
| **Last Updated By** |  | | | **Date** | | |  |

1. **TRIGGERS, PRE-CONDITIONS AND POST-CONDITIONS**

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| **Triggers** | * After skill gap assessment |
| **Pre-Conditions** | * User logged in to Associate Portal. |
| **Post- Conditions** | * Assign the trainings with its target dates to associates |

1. **NORMAL FLOW**

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| User | System |
| 1. User clicks on Talent Management Tab. | * System shows Project Management menu option. |
| 1. User clicks on Project Trainings menu option. | * System shows a screen with Role Assignment, Skill Gap Assessment, Project Trainings, and Associate Feedback as tabs on the screen. Project Trainings tab is shown as selected. * System shows below UI controls in the Project Trainings tab   + Associate dropdown   + Training dropdown   + From Date and To Date   + Assessed BY dropdown   + Assessed Date   + Proficiency Level   + Add button   + Edit Button   + A grid with added Trainings and its status |
| 1. User selects the Associate name from the Associate dropdown. | * System displays and allows to select any Associates who are working in that project. |
| 1. User selects the Trainings to be addressed. | * System allows to select any Trainings from the list. |
| 1. User provides the from date and to date | * System captures the date as tenure of the selected Training. |
| 1. User selects Assessed By name from the Assessed By dropdown. | * System displays the Assessed By name as selected. |
| 1. User provides the assessed date. | * System displays the provided date as Assessed Date. |
| 1. User selects Proficiency Level. | * System displays the Proficiency as selected. |
| 1. User clicks ‘Add’ button | * System saves all the provided data and displays in the below grid. |
| 1. User clicks ‘Edit button | * System allows to modify the data. |
| 1. User clicks ‘Is Skills Applied’ radio button | * System updates the Skill Gaps as closed in the database, the training is completed. |

1. **ALTERNATIVE FLOW**

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| Alt 1:   1. User click on “Save as Draft” button and the recorded information will be saved.   Alt 2:   1. User (Associate) clicks on Project Management Tab. 2. User click on Project Trainings menu item. 3. User can view the assigned trainings to him. 4. After attending the trainings, he can record the feedback.   Alt3:   1. User click on “Cancel” button and logged out from application. |

1. **EXCEPTIONS**

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| NA |

1. **BUSINESS RULES**

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| NA |

1. **SPECIAL REQUIREMENTS**

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| NA |

1. **ASSUMPTIONS**

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| Associate has to be allocated to the project |

1. **NOTES AND ISSUES**

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| NA |

1. **ACCEPTANCE CRITERIA AND TESTS**

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| * Trainings are assigned to associates * Associates has provide the feedback. |