User Stories

Leave Management

**Entitlements**

* As an administrator I want to add leave entitlements so that I can assign entitlement to my employees.
* As an administrator I want to authorize employees so that the employees can have leave as required.
* As an administrator I want to search employee entitlements so that I can find all the employees and their leave period.
* As an administrator I want to set the location of entitlement so that employees in different locations can also have leave privilege.
* As an administrator I want to specify sub-unit so that each sub-unit can be assigned leave and managed properly.
* As an administrator I want to add leave type and period so that leave types can be made as required by the employees.
* As a user I want to find report for specific employee so that I can get the complete idea of how much leave is taken by the employee.
* As a user I want to get leave period so that I can get the result leave period d an employee.

**Reports**

* As an administrator I want to retrieve the employee reports so that I can obtain all the leave report of employees.
* As an administrator I want to view all information in the reports.
* As an administrator I want to insert any employee detail so that they can be stored safely in the company’s database.
* As an administrator I want to check past reports of employees so that I may manipulate them or just view them for use.
* As a user I want to view my report so that I may keep myself updated with the system.

**Configure**

* As an administrator I want to assign the leave period for each employee so that he/she can enjoy the period for the time specified.
* As an administrator I want have the facility to change the leave period for the employees so that it can be done when necessary.
* As an administrator I want to create leave types for all employees so that the leave can be authorized to specific employees or groups.
* As an administrator I want to have the option to change the leave types so that it be done when needed.
* As an administrator I want to remove leave types when it needs to be done.
* As an administrator I want to add holidays for the company so that the employees may enjoy the facility of public and other holidays.
* As an administrator I want to delete holidays so that it can be done when necessary.
* As an administrator I want to change the holidays so that it can be done in case of any unavoidable circumstances.
* As an administrator I want to search the holidays for the employees.
* As an administrator I want to assign work days to employees so that each employee can work according to the direction specified.
* As an administrator I want to change the work days so that it can be done for additional or alternative purposes.

**Leave List**

* As an administrator I want to obtain the leave lists for employees.
* As an administrator I want to reset the leave list.
* As an administrator I want to insert necessary constraints for search.
* As an administrator I want to check all leave history.
* As an administrator I want to save the changes made to the leave list.
* As an employee I want to view my reports so that I may remain updated.

**Assign Leave:**

* As an administrator I want to assign leave for employees so that they can enjoy the leave facility.
* As an administrator I want to comment on the leave assigned to employees so that they can be informed of their status.
* As an administrator I want to set the leave balance for each employee so that different leave statuses can be maintained for different employees.
* As an administrator I want to assign the leave period for each employees.
* As an administrator I want to set the type of leaves so that different employees can have different types of leaves on the basis of their ranks.