**Use Case Names and Descriptions**

**Submit Report**

Actors: Managers, Supervisors, C-Levels

Description: Actor is able to submit a report regarding the performance review for

individual employees.

**Submit Performance Review**

Actors: Managers, Supervisors, C-Levels

Description: Actor is able to submit performance reviews for individual employees.

**Enter Grade for Employee**

Actors: Managers, Supervisors, C-Levels

Description: Actor is able to adjust any aspects in or of relation to Grade rates for employees after performance reviews.

**View Performance Review Guidelines**

Actors: Managers, Supervisors, C-Levels

Description: Actor is able to view the merit guidelines in regards to giving employees a

required performance review.

**View Employee Information**

Actors: Managers, Supervisors, C-Levels

Description: Actor can view any company related or personal information of employees

currently in their team or branch.

**View Team Employees**

Actors: Managers, Supervisors, C-Levels

Description: Actor can view current supervisor and list of members in a certain team.

**View Profile**

Actors: Employees, Managers, Supervisors, C-Levels

Description: Actor is able to view only their profile containing their personal and

company information.