

2. EMPLOYEE SUB-SYSTEM

View Employee

Screen Controls

View Employee Screen - Details

- ▶ The [View Employee Screen](#) displays the employee details of a certain employee.
- ▶ The [Edit Button](#) can be used to go to the [Edit Employee Screen](#).

View Employee Screen - Layout

The screenshot shows a 'View Employee' window with the following layout and numbered callouts:

- 1. Personal Information 1**
 - First Name : Michael **2** ✓
 - Last Name : Reece **3** ✓
 - Address : 832 11th Avenue Hatfield 0082 Pretoria **4**
 - ID Number : 9106205014083 **5** ✓
 - Gender : Male **6** ▾
 - Marital status : Single **7** ▾
 - Title : Mr **8** ▾
- 2. Contact Information 9**
 - Phone Number : 0823631234 **10** ✓
 - Email Address : michaelreece@gmail.com **11** ✓
- 3. Business Information 12**
 - Employee Type : Photographer **13** ▾
 - Add Employee Type **14**
- 15** Edit **16** OK

View Employee Screen – Controls

No	Control Name	Description
1	Personal Information Section Label	Indicates that the following section is for the employee's personal information.
2	First Name Textbox	This textbox displays the first name of the employee.
3	Last Name Textbox	This textbox displays the last name of the employee.
4	Address Multiline Textbox	This multiline textbox displays the address of the employee.
5	ID Number Textbox	This textbox displays the id number of the employee.
6	Gender Combobox	This combobox displays the gender of the employee.
7	Marital Status Combobox	This combobox displays the marital status of the employee.
8	Title Combobox	This combobox displays the title of the employee.
9	Contact Information Section Label	Indicates that the following section is for the employee's contact information.
10	Phone Number Textbox	This textbox displays the phone number of the employee.
11	Email Address Textbox	This textbox displays the email address of the employee.
12	Business Information Section Label	Indicates that the following section is for the employee's business information.
13	Employee Type Combobox	This combobox displays the employee type. This indicates the employee's role and access level.
14	Add Employee Type Button	This button redirects the user to the Add Employee Type Screen to add an employee type to the system and the Employee Type Combobox . This is disabled on this screen.
15	Edit Button	This button enables all the textboxes on the form, making it the Edit Employee Screen .
16	OK Button	This button redirects the user to the previous screen.