Goal: A user wants to login but forgets password.

1. Clicks forgot password, in Login page.

2. Correctly answers their secret question.

3. Enters their new password.

4. Logs in with new password.

Goal: An employee wants to book a desk.

1. Logs in

2. On Desk History page, clicks ‘Book New Desk’.

3. On the New Desk page, Employee selects a day, time, and a desk in the office via the GUI. There are covid restrictions so he can only select some desks, and can’t book seats that he has been before, or if someone else has already booked it.

4. Clicks confirm booking.

Goal: An employee wants to view their current and past bookings.

1. Logs in

2. On Desk History page, employee can scroll down and view where they previously sat knowing which areas of office he prefers.

3. At top of this page, the employee can clearly distinguish the current booking, so he can’t make anymore.

Goal: An employee wants update their account details.

1. Employee login.

2. Employee clicks on his name, which is a dropdown list, and selects ‘Update Details’.

3. On the Update Details page, they choose to update their role and last name (they got promoted and married).

Goal: An employee wants to log out.

1. When employee is currently logged in, they can click on their username on the top right.

2. From this dropdown list, they select, ‘Logout’.

Goal: An admin wants to check his desk requests.

1. Admin log in.

2. On the Desk Requests page, they can view all booking requests as well as relevant info.

3. Then they select which employees’ desk requests they want to accept (tick icon) and reject (cross icon) according to company rules, COVID rules.

Goal: An admin wants to block some desks because of COVID.

1. Admin login.

2. Clicks their username, and selects Block Desks from the dropdown list.

3. From the Block Desks page, admin can choose a date, time, and location of desk to be blocked.

4. Admin confirms their blockings.

Goal: An admin wants to delete another admin who is leaving the company.

1. Admin login.

2. Clicks their username, and selects Modify Admins from the dropdown list.

3. In Modify Admins page, they search the username of the admin to delete.

4. They click confirm to delete admin.

Goal: An admin wants to add another admin who is joining the company.

1. Admin login.

2. Clicks their username, and selects Modify Admins from the dropdown list.

3. In Modify Admins page, they click ‘Add New Admin’.

4. They register the new admin, by filling in their details.

Goal: An admin wants to remove an employee who is leaving the company.

1. Admin login.

2. Clicks their username, and selects Modify Employees from the dropdown list.

3. They search the username of the employee they want to delete.

4. They click delete.

5. They click confirm in the pop up confirmation.

Goal: An admin wants to generate reports about the employees and their accepted bookings.

1. Admin login.

2. Clicks their username, and selects Reports from the dropdown list.

3. Now they can download both employee and booking csv files.