

## **Actor Detail**

### **Actor Employee**

Employees are the base type in the system with the lowest permissions, and will comprise the bulk of all users. Vacation time and shift changes can be requested, but will have to be approved by a Supervisor.

### **Actor IT Support**

IT Support are responsible for maintaining the WebAgenda system and fixing any errors that are found. As the client already has web servers and employees to maintain them, all support actions are limited to software and database maintenance only.

### **Actor Managers**

Managers have the highest permission levels in the system, and are the only people capable of adding and removing supervisors, or changing their permissions. At least one manager must be active at all times.

### **Actor Supervisors**

Supervisors are responsible for the schedules of all employees that work below them. They can add new employees or disable current ones, and approve/deny employee requests.

## **System Boundary Detail**

### **System Boundary WebAgenda Project**

The WebAgenda project provides automatic scheduling for employee shift times, including vacation time and shift changes.

This system monitors employees only, and does not deal with monitoring equipment, daily employee clock in/out times, or employee payroll.

## **UseCases**

### **UseCase Access Schedule**

All employees will be able to access and view their personal schedule at any time.

### **UseCase Add New Employees**

As new employees are hired, they must be added into the scheduling system to be included in future schedules.

### **UseCase Add Supervisors**

New supervisors can be added to the system, and employees can be promoted to supervisor status.

### **UseCase Approve Employee Requests**

Supervisors will receive employee requests. If approved, the requests will be taken into account in any future generated schedules and the employee will be notified. This includes requests for shift changes, vacation time, or time off outside of vacations.

### **UseCase Approve Generated Schedule**

If a generated schedule meets the requirements of the supervisor it will become the new schedule once it has been approved.

### **UseCase Backup Database**

The employee and scheduling data contained in the database should be backed up regularly to ensure it can not be lost, and a quick recovery can be made in the event of a system failure.