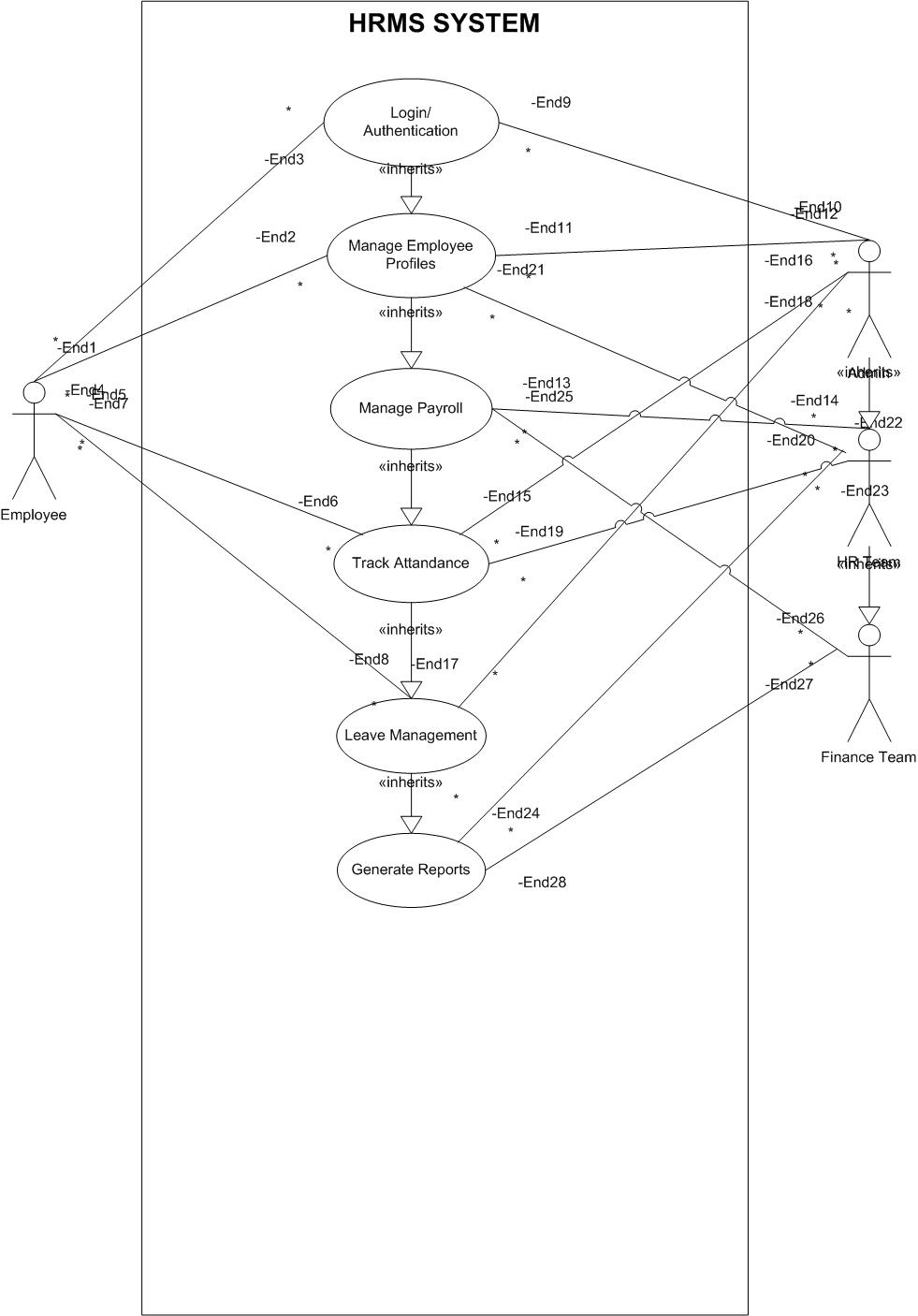
Part 2/2 Evaluation

Document 6- Please prepare a use case diagram, activity diagram, and a use case specification

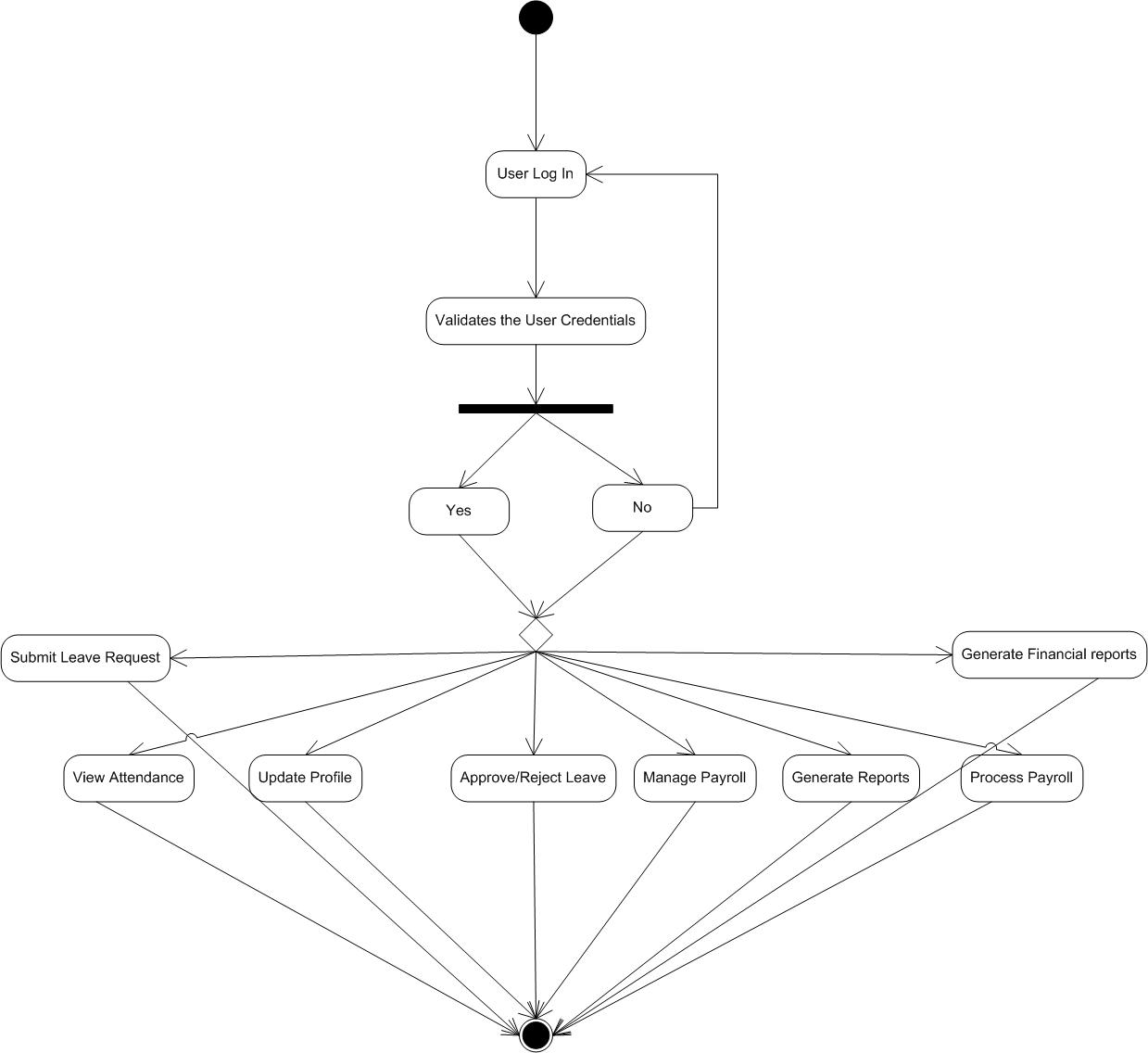
document.

Ans 6.

Use Case Diagram of HRMS System



Activity Diagram



Use Case Specification Document

1. Project Information

|  |  |
| --- | --- |
| Field | Details |
| Project Name | HRMS System |
| Customer Name | Transcend Staffing Solutions |
| Project Version | 1.0 |
| Project Sponsor | Vipul Aggarwal |
| Project Manager | Smita Aggarwal |
| Date | 1-01-2025 |

**2. Introduction**

**2.1 Purpose**

This document provides a detailed description of each use case in the **HRMS System**. It outlines the actors, preconditions, main flow, alternate flows, and postconditions to ensure all requirements are met during development.

**3. Use Case List**

Here’s a list of key use cases included in the system:

|  |  |  |
| --- | --- | --- |
| Use Case ID | Use Case Name | Actors |
| UC001 | Login | Employee, Admin |
| UC002 | Manage Employee Profiles | Admin |
| UC003 | Manage Payroll | Admin, Finance Team |
| UC004 | Track Attendance | Employee, Admin |
| UC005 | Leave Management | Employee, Admin |
| UC006 | Generate Reports | Admin, Finance Team |

4. Use Case Specifications

Use Case: UC001- Login

|  |  |
| --- | --- |
| Attribute | Details |
| Use Case ID | UC001 |
| Use Case Name | Login |
| Actor(s) | Employee, Admin |
| Description | Allows authorized users to log in and access the HRMS System. |
| Preconditions | 1. User must be registered in the system. 2. Valid username and password required. |
| Postconditions | 1. The user is logged in successfully. 2. The system grants role-based access to the user. |
| Normal Flow | 1. The user navigates to the login page. 2. Enter username and password. 3. System validates credentials. 4. Redirect to the respective dashboard. |
| Alternate Flow(s) | 1a. If credentials are incorrect, show an error message. 1b. If the account is locked, notify the user. |
| Exceptions | 1. Network error prevents login. 2. System maintenance |

Use Case: UC002 – Manage Employee Profiles

|  |  |
| --- | --- |
| Attribute | Details |
| Use Case ID | UC002 |
| Use Case Name | Manage Employee Profiles |
| Actor(s) | Admin |
| Description | Allows Admin to add, update, and view employee profiles. |
| Preconditions | 1. Admin must be logged in. 2. Admin must have appropriate permissions. |
| Postconditions | 1. Employee profile is created/updated. 2. Changes are saved in the database. |
| Normal Flow | 1. Admin selects 'Manage Employee Profiles' option. 2. Adds/Updates employee information. 3. Submits the changes. 4. System confirms and updates records. |
| Alternate Flow(s) | 1a. If required fields are missing, system prompts for completion. 1b. If invalid data is entered, error message is shown. |
| Exceptions | 1. Database connectivity issues. 2. Unauthorized access attempt. |

Use Case: UC003 – Manage Payroll

|  |  |
| --- | --- |
| Attribute | Details |
| Use Case ID | UC003 |
| Use Case Name | Manage Payroll |
| Actor(s) | Admin, Finance Team |
| Description | Allows Admin and Finance Team to process payroll and generate pay slips. |
| Preconditions | 1. User must be logged in with appropriate privileges. 2. Employee salary data must be available. |
| Postconditions | 1. Payroll processed successfully. 2. Payslips generated and saved. |
| Normal Flow | 1. Admin/Finance Team selects 'Manage Payroll'. 2. Enters data for salary processing. 3. System processes payroll. 4. Generates payslips. |
| Alternate Flow(s) | 1a. If salary data is missing, system prompts for corrections. 1b. If errors occur during processing, system notifies user. |
| Exceptions | 1. Payment gateway failure. 2. Data synchronization error. |

Use Case: UC004 – Track Attendance

|  |  |
| --- | --- |
| Attribute | Details |
| Use Case ID | UC004 |
| Use Case Name | Track Attendance |
| Actor(s) | Employee, Admin |
| Description | Allows the system to track and store employee attendance using biometric devices. |
| Preconditions | 1. Biometric system should be configured. 2. Employee profile must be active. |
| Postconditions | 1. Attendance data is recorded. 2. Reports can be generated from recorded data. |
| Normal Flow | 1. Employee checks in/out using biometric. 2. System captures data. 3. Admin can view attendance records. |
| Alternate Flow(s) | 1a. If device fails, manual entry option is provided. |
| Exceptions | 1. Device malfunction. 2. Network failure. |

Use Case: UC005 – Leave Management

|  |  |
| --- | --- |
| Attribute | Details |
| Use Case ID | UC005 |
| Use Case Name | Leave Management |
| Actor(s) | Employee, Admin |
| Description | Allows employees to apply for leave and Admin to approve/reject requests. |
| Preconditions | 1. Employee must be logged in. 2. Leave quota should be available. |
| Postconditions | 1. Leave status is updated. 2. Notifications are sent to the user. |
| Normal Flow | 1. Employee applies for leave. 2. Admin reviews and approves/rejects the request. 3. System updates leave status. |
| Alternate Flow(s) | 1. a. If the leave quota is exhausted, the system notifies the user. 1b. Admin can modify leave requests if necessary. |
| Exceptions | 1. Incorrect data input. 2. Leave approval delay. |

Use Case: UC006 – Generate Reports

|  |  |
| --- | --- |
| Attribute | Details |
| Use Case ID | UC006 |
| Use Case Name | Generate Reports |
| Actor(s) | Admin, Finance Team |
| Description | Allows Admin and Finance Team to generate detailed HRMS reports. |
| Preconditions | 1. User must be logged in. 2. Data must be available for generating reports. |
| Postconditions | 1. Reports are generated successfully. 2. Reports can be exported or viewed. |
| Normal Flow | 1. User selects 'Generate Reports'. 2. System fetches relevant data. 3. Generates and displays reports. 4. User downloads/export the reports. |
| Alternate Flow(s) | 1a. If data is incomplete, system prompts to correct it. 1b. If report generation fails, notify the user. |
| Exceptions | 1. System performance issues. 2. Database query errors. |

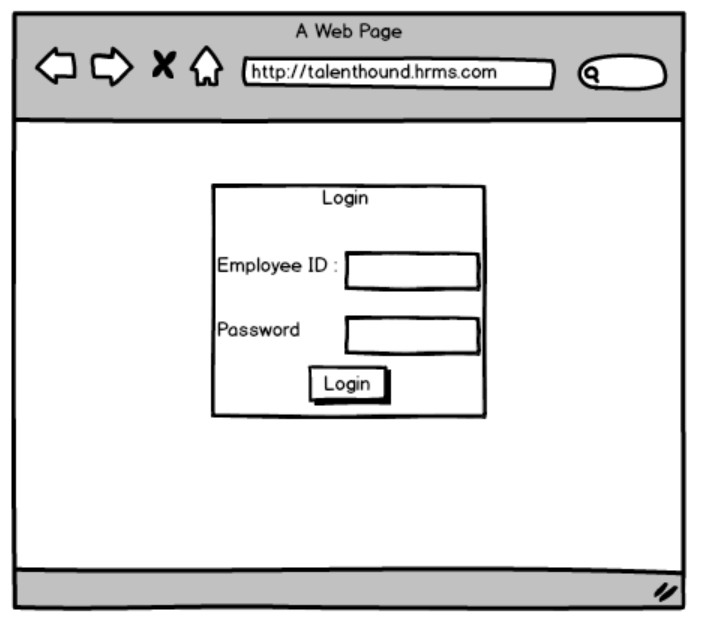
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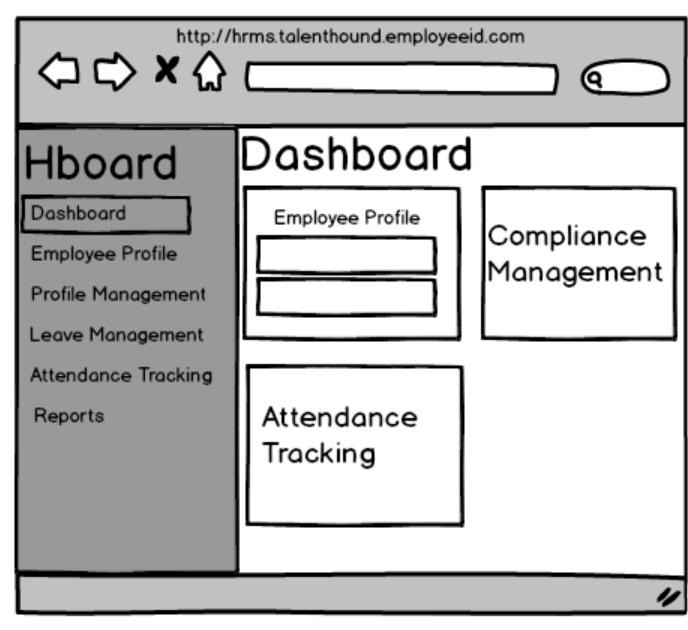
* The system should comply with security protocols (e.g., data encryption, role-based access).
* Internet connectivity is required for real-time attendance tracking.

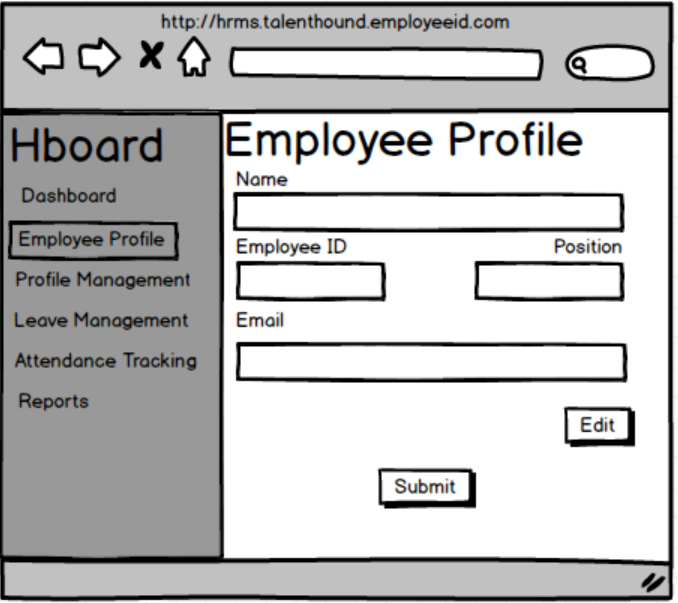
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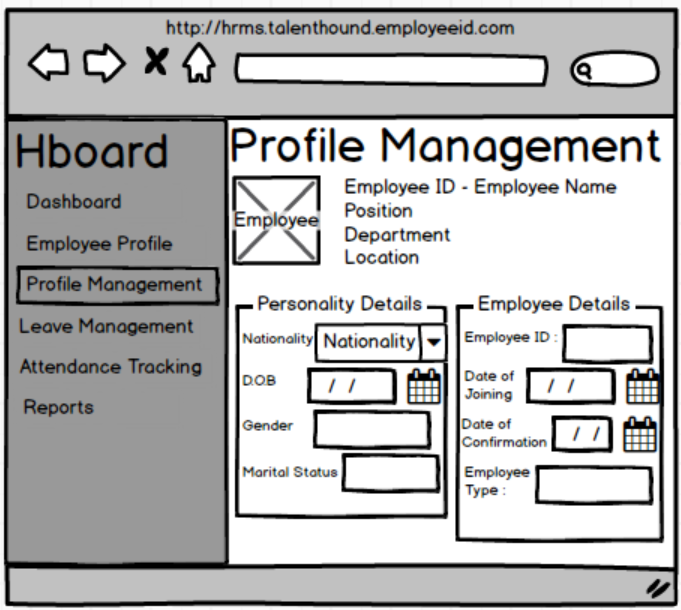
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| --- | --- | --- | --- |
| **Role** | **Name** | **Signature** | **Date** |
| **Project Sponsor** | **Vipul Aggarwal** |  | **1-01-2025** |
| **Project Manager** | **Smita Aggarwal** |  | **24-01-2025** |
| **Business Owner** | **Deepak Sachdeva** |  | **14-01-2025** |

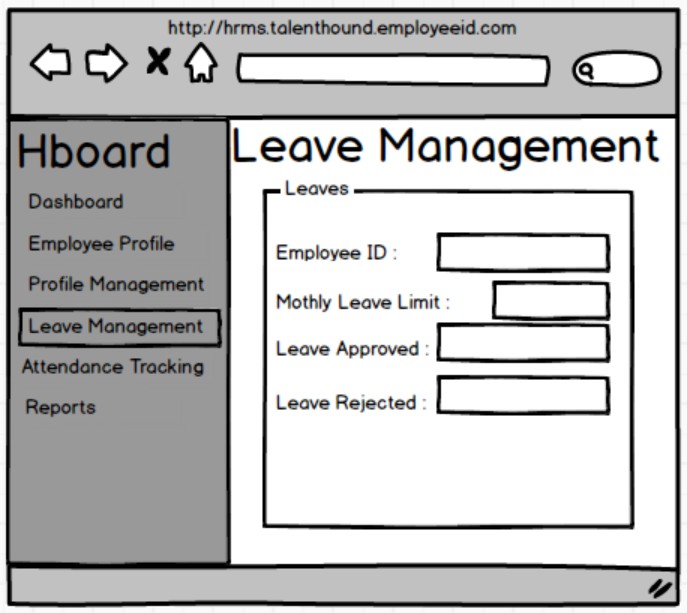
Document 7- Screens and pages

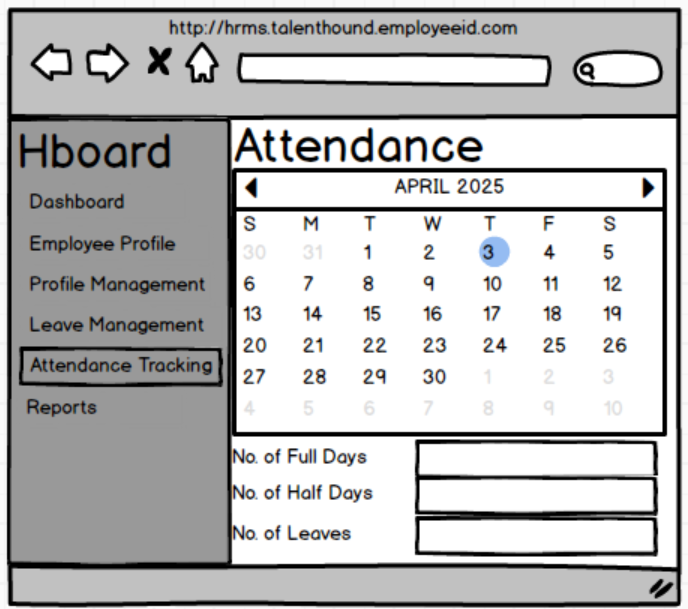


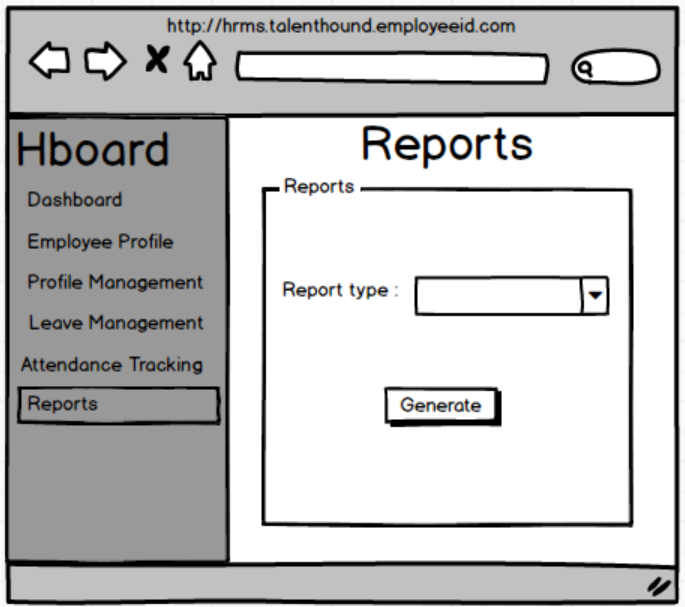




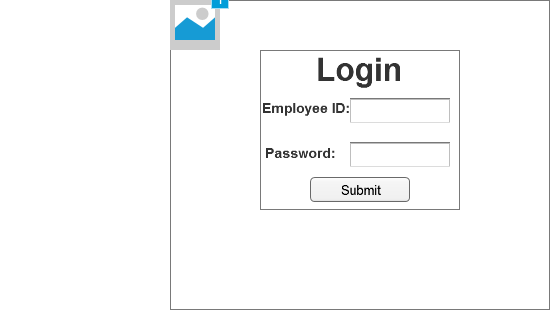


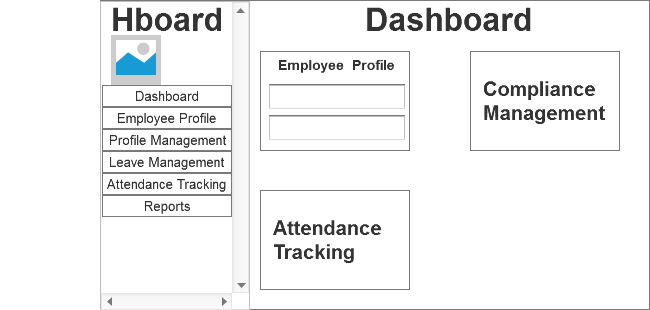


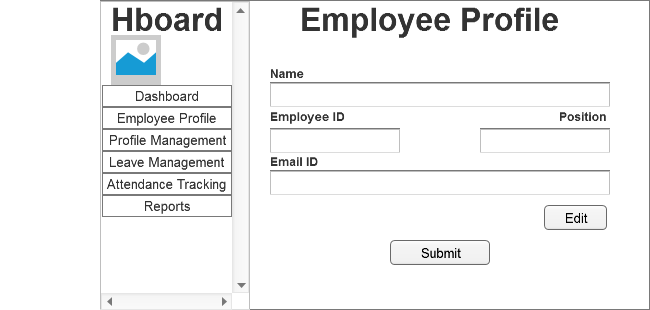


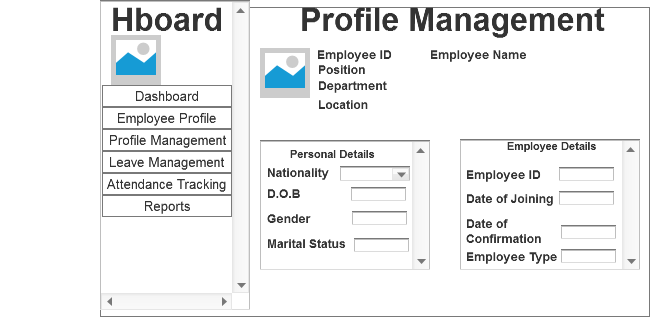


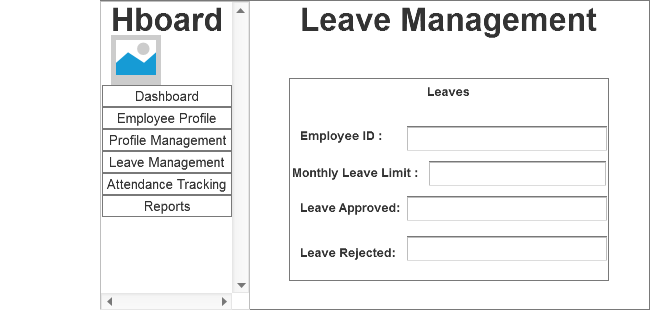
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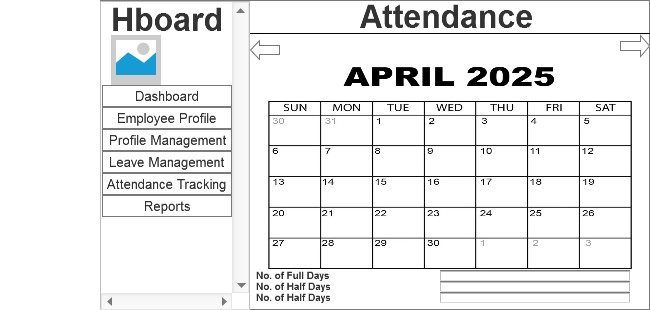


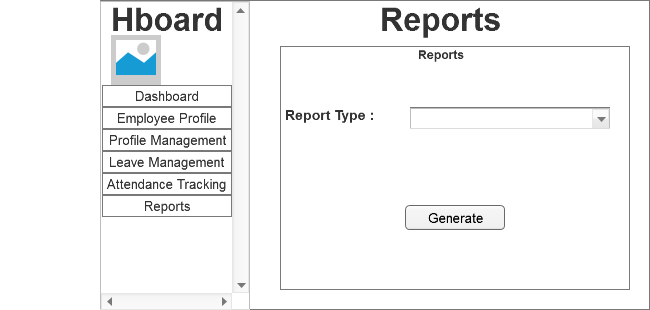












Document 9- BA experience

My experience as a BA in the following phases:

1. Requirement gathering:
2. Requirement Analysis:
3. Design:
4. Development:
5. Testing:
6. Deployment:

Ans 9.

**My Experience as a Business Analyst in the Following Phases**

**1. Requirement Gathering**

* Conducted stakeholder interviews, surveys, and workshops to gather business and system requirements.
* Created detailed Business Requirement Documents (BRD) and Use Case Documents.
* Facilitated JAD (Joint Application Development) sessions to gather feedback and prioritize requirements.
* Used tools like JIRA, Confluence, and MS Excel to track and organize requirements.

**2. Requirement Analysis**

* Analyzed gathered requirements for feasibility, clarity, and alignment with business goals.
* Created process flow diagrams, swimlane diagrams, and activity diagrams to understand workflows.
* Identified gaps and redundancies in legacy systems using AS-IS and TO-BE models.
* Collaborated with tech leads and QA to ensure testable, traceable, and complete requirements.

**3. Design**

* Supported the design team in creating wireframes, UI mockups, and navigation flows.
* Participated in design walkthroughs and design approval meetings.
* Ensured designs reflected the functional and non-functional requirements.
* Used tools like Axure, Balsamiq, and Figma to review and validate designs.

**4. Development**

* Acted as a liaison between developers and business teams.
* Clarified requirement-related queries and helped resolve blockers during development.
* Participated in sprint planning and daily stand-ups (in Agile environments).
* Tracked progress and ensured development adhered to signed-off requirements.

**5. Testing**

* Created and reviewed test cases and test scenarios for functional and UAT testing.
* Performed UAT coordination, tracked bugs, and ensured issue resolution.
* Maintained a Requirements Traceability Matrix (RTM) to ensure full test coverage.
* Validated that system behavior aligned with the business needs.

**6. Deployment**

* Participated in go/no-go decision meetings for production release.
* Ensured all release notes, training materials, and user documentation were in place.
* Supported change management and user training during deployment.
* Collected feedback post-deployment for improvements and handled minor enhancements.