| SUMMARY | | | | | |
|------------------------------------|---|---|--|------------|--|
| ID | UC-3 | | | | |
| Name | My Vacation Requests | | | | |
| Goal | Provide employees with a centralized screen to view, track, and manage their vacation requests. | | | | |
| Actors | Employee | | | | |
| TRIGGERS | | | | | |
| Trigger | ger Employee navigates to the 'My Vacation Requests' screen. | | | | |
| PRE-CONDITIONS | | | | | |
| 1 | Employee has access to the vacation management system (web or mobile). | | | | |
| 2 | Employee is a full-time Muslim Saudi employee (system scope). | | | | |
| 3 | Employee is not a trainee (system scope). | | | | |
| BASIC FLOW (MAIN SUCCESS SCENARIO) | | | | | |
| # | User Action | System Response System Response | | | |
| 1 | Employee selects 'My Vacation Requests' from the dashboard. | System displays a summary table of vacation requests. | | | |
| 2 | Employee views columns: Vacation Type, Start Date, End Date, Status, and Expand/Collapse control. | System shows summarized requests in tabular format. | | | |
| 3 | Employee clicks the expand icon for a specific request. | System expands and displays detailed request information. | | | |
| 4 | _ | System displays Vacation Request Details (Vacation Type, Dates, Period, Notes) as read-only. | | | |
| 5 | _ | System displays Review History table with Reviewer, Notes, Status, and Date. | | | |
| 6 | _ | System displays Attachments table with file numbers and file names. | | | |
| 7 | Employee views the Actions section with the Cancel button. | System enables or disables the Cancel button depending on rules. | | | |
| BUSINESS VALIDATION RULES | | | | | |
| Rule ID | Description | | Condition | Message ID | |
| BV-301 | Cancel button disabled for approved requests. | | status == Approved | MSG-301 | |
| BV-302 | Cancel button disabled for already cancelled requests. | | status == Cancelled | MSG-302 | |
| BV-303 | Cancel button disabled for requests with passed start dates. | | currentDate >= startDate | MSG-303 | |
| BV-304 | All request details displayed in detailed view are read-only. | | fieldEditable == false | MSG-304 | |
| EXCEPTIONS (ERROR CONDITIONS) | | | | | |
| ID | At Step | Issue | Resolution | | |
| EX-1 | Step 3 | Employee attempts to expand request but data is unavailable. | System shows error message MSG-304. | | |
| EX-2 | Step 7 | Employee clicks Cancel on a disabled button. | System ignores action and provides tooltip explaining why. | | |
| EX-3 | Step 7 | System fails to load attachments. | System shows warning 'Attachments unavailable' but continues displaying other details. | | |
| POST-CONDITIONS | | | | | |
| 1 | Employee has visibility into all their vacation requests in summary and detailed view. | | | | |
| 2 | Employee can only cancel requests when rules allow. | | | | |
| 3 | System maintains audit trail of all actions and reviews. | | | | |
| NOTES | | | | | |
| Note | Interactive features include expandable/coll | Interactive features include expandable/collapsible details and conditional cancel button enablement. | | | |
| Note | Maintain strict data integrity by keeping all detailed fields read-only. | | | | |
| | | | | | |