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| **Use Case Name:** | Send Task Reminder Email | |
| **Scenario:** | Workspace owner would like to send a reminder email about a task | |
| **Trigger Event:** | Workspace owner indicates desire to send reminder email about a specific task. | |
| **Brief Description:** | Workspace owner selects which task to send reminder email about. Also chooses email subject line and additional email content | |
| **Actors:** | Workspace owner | |
| **Related Use Cases:** | |  | | --- | | Create tasks | | |
| **Stakeholders:** | Workspace owner, users | |
| **Preconditions:** | User must be registered.  User must be logged in.  User must be the workspace’s owner. | |
| **Post Conditions:** | All members of workspace receive reminder email | |
| **Flow of Activities:** | **Actor**   1. Workspace owner indicates desire to send email reminder about specific task 2. Workspace owner enters desired information. | **System**  1.1 System prompts user for email subject line and additional message content.    2.1 System sends email to all members of current workspace with the information input by workspace owner.  2.2 System redirects to page for current workspace. |
| **Exception Conditions:** | User indicating desire to send email is not the workspace owner. | |