**Use Case Template**

**Project Name:**

**Project ID:**

**Executive Sponsor:**

**Project Manager:**

**Business Analyst:**

Date: February 17, 2015

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Revision History

| **Version** | **Date** | **Revision Description** |
| --- | --- | --- |
| .01 |  |  |
| .02 |  |  |
| .03 |  |  |
| .04 |  |  |
| 1.0 |  | Approved Use Case |
|  |  |  |
|  |  |  |

# Approvals

We have carefully assessed the Use Cases for this project. This document has been completed in accordance with the requirements of the System Development Methodology.

MANAGEMENT CERTIFICATION - Please check the appropriate statement.

\_\_\_\_\_\_ the document is accepted.

\_\_\_\_\_\_ the document is accepted pending the changes noted.

\_\_\_\_\_\_ the document is not accepted.

We fully accept the changes as needed improvements and authorize initiation of work to proceed. Based on our authority and judgment, the continued operation of this system is authorized.

(\*=Required \*\*= Submit for Review Approval Not Required)

Executive Sponsor\*\* DATE

Project Sponsor\* DATE

Quality Assurance Manager / Team Lead\* DATE

Business Analyst Manager / Team Lead\* DATE

Project Manager DATE

# Use Case List

|  |  |  |
| --- | --- | --- |
| **Use Case ID** | **Primary Actor** | **Use Cases** |
|  |  |  |
|  |  |  |
|  |  |  |

# Use Case (Example: ATM Transaction)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Use Case ID:** | INV-2A | | | |
| **Use Case Name:** | Adding Item to Inventory | | | |
| **Created By:** | David, Tung, Jonathan | | **Last Updated By:** | David, Tung, Jonathan |
| **Date Created:** | 17/02/2015 | | **Last Revision Date:** | 19/02/2015 |
| **Actors:** | | Manager (primary)  Chef 1 (secondary)  Chef 2 (secondary) | | |
| **Description:** | | The reason for adding an item to the inventory would be either that they’ve run out of a given item, are about to run out, or need a new item that the inventory doesn’t currently hold. The intended outcome would be for the inventory to now contain said item(s). | | |
| **Trigger:** | | An item has run out  An item is about to run out  Need a new item | | |
| **Preconditions:** | | 1. Preparation for an upcoming event calls for a specific item(s) 2. Quantity of item(s) in stock is less than required amount 3. Need a new item they currently weren’t holding | | |
| **Postconditions:** | | 1. If the actor's goal is not achieved, the company could fall behind schedule 2. If the actor succeeds, they can proceed as planned | | |
| **Normal Flow:** | | 1. Client hires company for event 2. Chefs/cooks/manager check inventory to make sure they are stocked properly 3. If not, chefs/cooks make list of required items 4. Managers sees to the acquisition of these items 5. Items are added | | |
| **Alternative Flows:**  **[Alternative Flow 1 – Not in Network]** | | 1a. No one hires company/they're between events   1. Employees do sweep of inventory 2. Dispose of any expired or obsolete items 3. Replenish necessary inventory 4. Use case resumes on Step 1   4a. Can't acquire item(s) for whatever reason   1. Manager will need to exhaust all possible distributors 2. Employees will have to decide on substitute for unobtainable items 3. Acquire these new, available, items 4. Use case resume on Step 5 | | |
| **Exceptions:** | | 2-3a. Employees miss something during inventory check   1. Make their number 1 priority attaining the overlooked item(s) 2. Use case resumes on Step 4   4a. Shipment mix up, wrong cargo   1. Send it back 2. Await proper shipment or change menu 3. Use case resumes on Step 5 | | |
| **Includes:** | | Monetary transactions between clients and item distributors.  This case would be part of overall inventory management. | | |
| **Frequency of Use:** | | On demand - once a week. | | |
| **Special Requirements:** | | Distributors need to have desired items on hand. | | |
| **Assumptions:** | | 1. The company will get hired for an event 2. At least one item will need to be added to the inventory at any given point in time | | |
| **Notes and Issues:** | | 1. How much inventory can the company hold? 2. Could they ever get hired for an event that would demand more inventory than they can store/afford? 3. Is there a budget allotted to how much can be spent on purchasing inventory over a given period of time? | | |

# Use Case (Repeat for multiple features)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Use Case ID:** |  | | | |
| **Use Case Name:** |  | | | |
| **Created By:** |  | | **Last Updated By:** |  |
| **Date Created:** |  | | **Last Revision Date:** |  |
| **Actors:** | |  | | |
| **Description:** | |  | | |
| **Trigger:** | |  | | |
| **Preconditions:** | |  | | |
| **Postconditions:** | |  | | |
| **Normal Flow:** | |  | | |
| **Alternative Flows:** | |  | | |
| **Exceptions:** | |  | | |
| **Includes:** | |  | | |
| **Frequency of Use:** | |  | | |
| **Special Requirements:** | |  | | |
| **Assumptions:** | |  | | |
| **Notes and Issues:** | |  | | |