Use Case Documentation

Taylor Scafe | 11/12/2016

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**Use Case Name: Enter Student Information**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Actor starts the sign-up process | |
| Brief Description: | Actor enters required information to enroll for the program | |
| Actors: | Student or Administrator | |
| Related use cases: | None | |
| Stakeholders: | Student, Enactus | |
| Preconditions: | None | |
| Postconditions: | None | |
| Flow of Activities: | **1** Actor opens sign-up page | **1.1** System presents actor fields to fill |
|  |  | **1.2** If actor is logged in, system autofills known information |
|  | **2** Actor fills remaining information | **2.1** System acknowledges and saves information |
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| Exception Conditions: | If required field is blank: Present error and have actor redo 2 | |
|  | If email is not valid: Present error and have actor redo 2 | |
|  | If phone number is not valid: Present error and have actor redo 2 | |
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**Use Case Name: Enter Alumnus Information**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Actor starts the sign-up process | |
| Brief Description: | Actor enters required information to enroll for the program | |
| Actors: | Allumnus or Administrator | |
| Related use cases: | None | |
| Stakeholders: | Student, Enactus | |
| Preconditions: | None | |
| Postconditions: | None | |
| Flow of Activities: | **1** Actor opens sign-up page | **1.1** System presents actor fields to fill |
|  |  | **1.2** If actor is logged in, system autofills known information |
|  | **2** Actor fills remaining information | **2.1** System acknowledges and saves information |
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| Exception Conditions: | If required field is blank: Present error and have actor redo 2 | |
|  | If email is not valid: Present error and have actor redo 2 | |
|  | If phone number is not valid: Present error and have actor redo 2 | |
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**Use Case Name: Match Student and Alumnus**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Alumnus and Students have been paired by committee and need to be added to the system. | |
| Brief Description: | Admin selects the student and alumnus using filters to create a match | |
| Actors: | Admin | |
| Related use cases: | View Info, Inform student and Alumnus | |
| Stakeholders: | Student, Alumnus | |
| Preconditions: | There must be students and alumnus in the database | |
| Postconditions: | None | |
| Flow of Activities: | **1a** Admin asks the system for a list of students | **1.1a** System uses **View Info** to return information |
| NOTE: Admin selects to use track A or B | **2a** Admin selects a student | **2.1a** System stores that value and opens **View Info** for alumnus |
|  | **3a** Admin selects an alumnus | **3.1a** System asks for conformation presents selected information |
|  | **4a** Admin confirms | **4.1a** System saves pairing and **Informs student and Alumnus** |
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|  | **1b** Admin asks the system for a list of alumnus | **1.1b** System uses **View Info** to return information |
|  | **2b** Admin selects an alumnus | **2.1b** System stores that value and opens **View Info** for students |
|  | **3b** Admin selects a student | **3.1b** System asks for conformation presents selected information |
|  | **4b** Admin confirms | **4.b** System saves pairing and **Informs student and Alumnus** |
| Exception Conditions: | No Students in list: Return error as precondition is not met | |
|  | No Alumnus in list: Return error as precondition is not met | |
|  | Admin does not confirm: Redo step 1.1 or 2.1 depending on Admin request | |
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**Use Case Name: View Info**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Admin requests to view information | |
| Brief Description: | System displays a list of info based on filter criteria | |
| Actors: | Admin | |
| Related use cases: | None | |
| Stakeholders: | Admin | |
| Preconditions: | None | |
| Postconditions: | None | |
| Flow of Activities: | **1** Admin requests to view info | **1.1** System presents a list of filters |
|  | **2** Admin selects wanted filter(s) | **2.2** System displays information |
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| Exception Conditions: | No data matches filters: Return “No records found” | |
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**Use Case Name: Inform Student and Alumnus**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Student and Alumnus have been matched | |
| Brief Description: | System sends an email to the selected student and alumnus | |
| Actors: | System | |
| Related use cases: | Match Student and Alumnus | |
| Stakeholders: | Students, Alumnus and Enactus | |
| Preconditions: | Student and Alumnus have been matched | |
| Postconditions: | None | |
| Flow of Activities: | **1** System sends email to Student with Alumnus Information |  |
|  | **2** System sends email to Alumnus with Student information |  |
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| Exception Conditions: | Email is bounced back: Notify Admin | |
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**Use Case Name: Create Survey**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Admin wants to create a new survey | |
| Brief Description: | Admin creates a new survey | |
| Actors: | Admin | |
| Related use cases: | Send Survey | |
| Stakeholders: | Admin, Enactus | |
| Preconditions: | None | |
| Postconditions: | Time assigned for survey to be sent | |
| Flow of Activities: | **1** Admin opens survey creation tool | **1.1** System presents survey options |
|  | **2** Admin fills out questions and requirements | **2.1** System checks if all required information is entered and prompts for confirmation |
|  | **3** Admin confirms new survey | **3.1** System stores new survey in the database |
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| Exception Conditions: | Admin denies new survey: return to step 1.1 | |
|  | Admin misses required information: show error and return to step 1.1 | |
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**Use Case Name: Send Survey**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Time for survey to be sent has been reached | |
| Brief Description: | Survey is sent to students and/or alumnus based on schedule | |
| Actors: | Time | |
| Related use cases: | Create Survey | |
| Stakeholders: | Students, Alumnus and Enactus | |
| Preconditions: | Time dictated on survey has been reached | |
| Postconditions: | Report of bounced emails. | |
| Flow of Activities: | **1** System sends survey to email of recipient |  |
|  | **2** System records survey being sent |  |
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| Exception Conditions: | Email is bounced: System records the error and reports to admin. | |
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**Use Case Name: Fill Survey**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Actor receives survey from the system | |
| Brief Description: | Actor fills out a survey and the system records the results | |
| Actors: | Alumnus or Student | |
| Related use cases: | Send Survey | |
| Stakeholders: | Students, Alumnus and Enactus | |
| Preconditions: | Survey was received from the system | |
| Postconditions: | None | |
| Flow of Activities: | **1** Actor opens up survey | **1.1** System shows actor list of questions |
|  | **2** Actor fills out survey | **2.1** System checks that all required questions are answered and asks actor to confirm. |
|  | **3** Actor confirms survey. | **3.1** System saves survey results |
|  |  | **3.2** System updates survey status |
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| Exception Conditions: | Actor failed to fill required questions: Show actor missed fields and return to step 1.1 | |
|  | Actor does not confirm survey: Return to step 1.1 | |
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**Use Case Name: View Survey Results**

**Author (s): Taylor Scafe**

**Date: 11/12/2016**

**Version: 1.0**

**Required (Y/N): Yes**

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| Triggering Event: | Admin decides to view survey results | |
| Brief Description: | Admin views results of the survey(s) | |
| Actors: | Admin | |
| Related use cases: | Fill Survey | |
| Stakeholders: | Admin, Enactus | |
| Preconditions: | A survey must be created and sent | |
| Postconditions: | None | |
| Flow of Activities: | **1** Admin opens survey viewing window | **1.1** System gives a list of filters and a list of all surveys |
|  | **2a** Admin choses to filter surveys | **2a.1** System returns revised list of filters. |
|  | **2b** Admin choses survey | **2b.1** System shows results of the survey. |
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| Exception Conditions: | No results are found with filter: Return error and return to step 1.1 | |
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