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| Use case name: | Invite User to Workspace | |
| Scenario: | A Workspace admin invite user to a workspace | |
| Triggering event: | A workspace admin wants to invite a user to a workspace | |
| Brief description: | The admin will invite a user either with email or link | |
| Actors: | Workspace admin | |
| Related use cases: | Notified and Join workspace | |
| Stakeholders: | Workspace admin, workspace member, Targeted user | |
| Preconditions: | The workspace must exist.  The invited user must have Chello account. | |
| Postconditions: | The workspace is added new member  All the workspace member notified about new member | |
| Flow of activities: | Actor | System |
| 1. Workspace admin indicate desire to invite a new member   1. Admin chooses the invitation method    1. Admin choose the user to invited   5. Admin copy and share the invitation link | 1.1 System prompts user to choose either invite by email or link  3 For inviting by email, system display the uninvited users.  3.2 System validates the inputted email  3.3 System send invitation notification to the targeted user  4. For inviting by link, system generates the invitation link  4.1 System set link’s created time |
| Exception conditions: | 3.2 The user input an invalid email | |

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| Use case name: | Join Workspace | |
| Scenario: | A user joins a workspace | |
| Triggering event: | A user wants to join a workspace | |
| Brief description: | The user will join a workspace either by email or link | |
| Actors: | User | |
| Related use cases: | Notified | |
| Stakeholders: | Workspace admin, workspace member, User | |
| Preconditions: | The workspace must exist.  The invited user must have Chello account.  The invitation link is unexpired. | |
| Postconditions: | The workspace is added new member  All the workspace member notified about new member | |
| Flow of activities: | Actor | System |
| 1. Actor receives the invitation either by link or email  3. User accept the invitation through notification  4. If the invitation by link, user click the invitation link | 2.If the invitation is by email, system notified the user about the invitation  4.1 System validates the link’s expired time  5. System add user as a member of the workspace  5.1 System redirect user to the workspace  5.2 System notifies all the workspace member |
| Exception conditions: | 3. User decline the invitation  5.1 Invitation link is expired | |

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| Use case name: | View Home Page | |
| Scenario: | A user enters Home Page | |
| Triggering event: | A user wants to enter Home Page | |
| Brief description: | Home page will display all the workspaces the user has been joined based on user’s role. | |
| Actors: | User | |
| Related use cases: | - | |
| Stakeholders: | User | |
| Preconditions: | The user must already login | |
| Postconditions: | The user’s workspaces must be displayed. | |
| Flow of activities: | Actor | System |
| 1. User click icon ‘home’ | 1.1 System redirect user to page home  2.1 System displayed all the user’s workspaces |
| Exception conditions: | 2.1 User does not join any workspace. | |