## ****Use Case List – BCM-MAP****

### ****Actor: Admin****

|  |  |  |
| --- | --- | --- |
| **Use Case ID** | **Use Case Name** | **Description** |
| UC-ADM-01 | Create/Edit/Delete User Accounts | Admin creates and manages users, assigning them roles. |
| UC-ADM-02 | Configure Assessment Framework | Set or modify BCM focus areas, questions, and scoring parameters. |
| UC-ADM-03 | Manage Roles and Permissions | Define access levels for each user type. |
| UC-ADM-04 | View System Audit Logs | Review logs of all user and system actions. |
| UC-ADM-05 | Configure Notifications & Alerts | Set rules for sending system reminders and alerts. |

### ****Actor: BCM Coordinator****

|  |  |  |
| --- | --- | --- |
| **Use Case ID** | **Use Case Name** | **Description** |
| UC-COOR-01 | Initiate New Assessment | Start a new maturity assessment for a specific business unit. |
| UC-COOR-02 | Assign Questions to Units | Delegate responsibility for question responses to Business Unit Champions. |
| UC-COOR-03 | Review Submitted Assessments | Review, comment on, and finalize assessments submitted by business units. |
| UC-COOR-04 | Upload or Review Evidence | Attach or review files linked to assessment items. |
| UC-COOR-05 | Generate and View Reports | Access dashboards and export reports for review. |

### ****Actor: Business Unit Champion****

|  |  |  |
| --- | --- | --- |
| **Use Case ID** | **Use Case Name** | **Description** |
| UC-BUC-01 | View Assigned Assessments | See a list of open assessments assigned to them. |
| UC-BUC-02 | Submit Maturity Ratings | Rate each assessment question (0–5) and add comments. |
| UC-BUC-03 | Upload Evidence Documents | Attach supporting documents for each question. |
| UC-BUC-04 | Edit/Update Submitted Responses | Make updates to responses before submission deadline. |

### ****Actor: Steering Committee Member****

|  |  |  |
| --- | --- | --- |
| **Use Case ID** | **Use Case Name** | **Description** |
| UC-STM-01 | View Dashboards | View overall maturity levels, trend charts, and gaps. |
| UC-STM-02 | Download Assessment Reports | Export reports to PDF or Excel for presentations or audits. |
| UC-STM-03 | Review BCM Improvement Roadmap | Access system-generated improvement plans. |

### ****System (Automated Use Cases)****

|  |  |  |
| --- | --- | --- |
| **Use Case ID** | **Use Case Name** | **Description** |
| UC-SYS-01 | Calculate Maturity Scores | Automatically calculate average scores per focus area and overall. |
| UC-SYS-02 | Send Task Notifications | Notify users of due dates, changes, or overdue items. |
| UC-SYS-03 | Track Version History | Maintain history of uploaded files and changes. |
| UC-SYS-04 | Audit Trail Generation | Record all key user actions for traceability. |
| UC-SYS-05 | Generate Roadmaps | Auto-create improvement roadmaps based on maturity gaps. |