– Admin Maintain Reservations

Version 1.0

Revision History

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| --- | --- | --- | --- |
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# Maintain Reservations

## Brief Description

This use-case describes the reservation functionality of the scheduling application.

# Flow of Events

## Basic Flow

#### A. The user logs in to the system.

#### B. The user selects a room.

#### C. The user inputs the required data fields:

#### Reserving For email

#### Room Type filter

#### Reservation duration

#### Start Time

#### End Time

#### Recurring filter

#### Allow Room Sharing option

#### D. The user inputs any possible comments.

#### E. The user selects the button labeled Reserve with the specified room.

#### F. If successful, the system notifies the user with a successful message.

## Alternative Flows

### Quick Reservation

1. The user logs in to the system.
2. The user selects the Month View tab.
3. The user selects a room.
4. The user chooses a day of the month on the calendar.
5. The system displays a modal that will display any active reservations on that day and the option to quick reserve. If the user wishes to quick reserve, the user must input the following data:
   1. Duration start time
   2. Duration end time
   3. Reserving For email
6. The user also has the option to include any comments.
7. The user selects the Quick Reserve button.
8. The system displays a confirmation message.
9. The user selects the Book it! Button.

### Remove Reservation

1. The user logs in to the system.
2. The user selects the My Reservations tab.
3. The system displays the user’s current reservations with the options to edit or delete reservations.
4. The user selects Remove.
5. The system displays a message asking the user to confirm the removal, and the user confirms.
6. If successful, the system displays the removal confirmation.

### Update Reservation

1. The user logs in to the system.
2. The user selects the My Reservations tab.
3. The system displays the user’s current reservations with the options to edit or delete reservations.
4. The user selects Edit.
5. The user changes bookings and submits the changes.
6. If successful, the system notifies the user with a successful message.

# Special Requirements

## < First Special Requirement >

# Preconditions

## The user has a valid UNA email address and password.

## The user has administrative privileges.

# Postconditions

## < Postcondition One >

# Extension Points

## <Name of Extension Point>