

## Attendance Management

Use case name	View Class Roster
Summary	Displays a list of all students in the class.
Dependency	None
Actors	Staff
Precondition	Staff must be logged in.
Description of Main Sequence	Staff clicks on "View Roster"  System retrieves and displays class list
Description of Alternative Sequence	If class data is missing, an error message is shown.
Special Requirements	None
Postcondition	Class list is successfully displayed.

Use case name	Take Attendance
Summary	Allows marking students as present or absent.
Dependency	View Class Roster
Actors	Staff
Precondition	Class roster must be available.
Description of Main Sequence	<ul style="list-style-type: none"><li>• Staff opens attendance page</li><li>• Marks each student</li><li>• Clicks "Save"</li></ul>
Description of Alternative Sequence	If save is not clicked, data is lost.
Special Requirements	View Class Roster
Postcondition	Attendance is recorded.

Use case name	Mark Absent
Summary	Marks a student specifically as absent.
Dependency	Take Attendance
Actors	Staff
Precondition	A student is selected.

Description of Main Sequence	<ul style="list-style-type: none"> <li>• Staff selects student</li> <li>• Clicks "Mark Absent"</li> </ul>
Description of Alternative Sequence	If no student is selected, an error is shown.
Special Requirements	Take Attendance
Postcondition	Absence is recorded.

Use case name	View Attendance Records
Summary	Views past attendance logs.
Dependency	Take Attendance
Actors	Staff, Admin
Precondition	User must be logged in.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• User selects a date range</li> <li>• System shows attendance logs</li> </ul>
Description of Alternative Sequence	If no records found, a "no records" message appears.
Special Requirements	Take Attendance
Postcondition	Records are displayed.

Use case name	Notify Absence
Summary	Sends notification to parents about absence.
Dependency	Mark Absent
Actors	System
Precondition	Student must be marked absent.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Absence marked</li> <li>• System sends message to parent</li> </ul>
Description of Alternative Sequence	If no contact info, fail to send
Special Requirements	Mark Absent
Postcondition	Notification is sent.

Use case name	Generate Attendance Reports
Summary	Generates downloadable reports based on attendance.
Dependency	
Actors	Admin
Precondition	Attendance data must be available.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Admin selects criteria</li> <li>• System compiles data and exports</li> </ul>
Description of Alternative Sequence	No data = error shown
Special Requirements	View Attendance Records
Postcondition	Report generated and saved.

## Cleaning and Maintenance

Use case name	Assign Task
Summary	Assigns cleaning/maintenance tasks to staff.
Dependency	None
Actors	Admin
Precondition	Admin logged in.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Select staff</li> <li>• Add task details</li> <li>• Confirm assignment</li> </ul>
Description of Alternative Sequence	Invalid staff → error
Special Requirements	None
Postcondition	Task is assigned.

Use case name	View Daily Task
Summary	Views list of daily assigned tasks.
Dependency	Assign Task
Actors	Staff
Precondition	Task must be assigned.
Description of Main Sequence	Staff opens task tab
Description of Alternative Sequence	No tasks assigned → message

Special Requirements	Assign Task
Postcondition	Task list is displayed.

Use case name	Logs the Progress of the Work
Summary	Updates system with progress.
Dependency	View Daily Task
Actors	Staff
Precondition	Task is ongoing.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Staff selects task</li> <li>• Updates progress</li> <li>• Saves</li> </ul>
Description of Alternative Sequence	Invalid input → show error
Special Requirements	View Daily Task
Postcondition	Progress status is saved.

Use case name	Track the Workflow
Summary	Tracks all task statuses.
Dependency	Logs Progress
Actors	Asmin
Precondition	Staff tasks in progress.
Description of Main Sequence	Admin opens tracking dashboard
Description of Alternative Sequence	No data → chart empty
Special Requirements	Logs Progress
Postcondition	Admin sees workflow chart.

Use case name	Report Issue
Summary	Reports problems in assigned task.
Dependency	Logs the Progress
Actors	Staff
Precondition	Task must be selected.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Click "Report Issue"</li> <li>• Describe problem</li> </ul>

	<ul style="list-style-type: none"> <li>• Submit</li> </ul>
Description of Alternative Sequence	Blank form → show error
Special Requirements	Logs the Progress
Postcondition	Admin is notified.

## Event Management

Use case name	Initiates Event Creation
Summary	Starts setting up a new event.
Dependency	None
Actors	Admin
Precondition	Admin is logged in.
Description of Main Sequence	Click “Create Event”
Description of Alternative Sequence	No permission → blocked
Special Requirements	None
Postcondition	Event form opened.

Use case name	Fill in Details
Summary	Inputs event information.
Dependency	Initiates Event Creation
Actors	Admin
Precondition	Creation initiated.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Fill form</li> <li>• Save</li> </ul>
Description of Alternative Sequence	Incomplete fields → error
Special Requirements	Initiates Event Creation
Postcondition	Event is saved.

Use case name	Sends Event Notifications
Summary	Notifies all users about an event.
Dependency	
Actors	System
Precondition	Event is created.

Description of Main Sequence	<ul style="list-style-type: none"> <li>• Event saved</li> <li>• System sends message</li> </ul>
Description of Alternative Sequence	No users → fail silently
Special Requirements	Fill in Details
Postcondition	Users are notified.

Use case name	View Event Details
Summary	Allows viewing event info.
Dependency	None
Actors	Staff, Parents
Precondition	Event exists.
Description of Main Sequence	Click on event
Description of Alternative Sequence	Event not found → error
Special Requirements	None
Postcondition	Info displayed.

Use case name	Confirm Attendance to Events
Summary	Confirms participation in an event.
Dependency	View Event Details
Actors	Parents
Precondition	Event info must be viewed.
Description of Main Sequence	Click “Confirm” or not
Description of Alternative Sequence	Click “Confirm”
Special Requirements	View Event Details
Post Condition	Confirmation saved.

## Meal Planning and Management

Use case name	Review Inventory
Summary	Views current stock of food items.
Dependency	None
Actors	Staff
Precondition	Staff logged in.
Description of Main Sequence	Open inventory tab
Description of Alternative Sequence	No items → show “empty”
Special Requirements	None

Postcondition	Inventory shown.
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Use case name	Update Inventory
Summary	Edits or adds stock info.
Dependency	Review Inventory
Actors	Staff
Precondition	Inventory visible.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Select item</li> <li>• Edit</li> <li>• Save</li> </ul>
Description of Alternative Sequence	Invalid input → show error
Special Requirements	Review Inventory
Postcondition	Inventory updated.

Use case name	Review Children Medical Details
Summary	Checks dietary or allergy needs.
Dependency	None
Actors	Staff
Precondition	Children registered.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Select child</li> <li>• View details</li> </ul>
Description of Alternative Sequence	No child found → fail
Special Requirements	None
Postcondition	Info displayed.

Use case name	Update Meal Plan
Summary	Adjusts food plan for children.
Dependency	Review Inventory, Review Medical Details
Actors	Admin
Precondition	Inventory + medical data available.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Select day</li> </ul>

	<ul style="list-style-type: none"> <li>Choose meals</li> </ul>
Description of Alternative Sequence	Allergic food selected → warning
Special Requirements	Review Inventory, Review Medical Details
Postcondition	Meal plan saved.

Use case name	View Meal Plan
Summary	Displays the meal plan.
Dependency	Update Meal Plan
Actors	Staff, Parents
Precondition	Meal plan created.
Description of Main Sequence	Open meal plan tab
Description of Alternative Sequence	No meal plan → “unavailable” message
Special Requirements	Update Meal Plan
Postcondition	Info shown.

Use case name	Give Feedback
Summary	Provides meal-related input.
Dependency	Meals served.
Actors	Parents
Precondition	View Meal Plan
Description of Main Sequence	<ul style="list-style-type: none"> <li>Click feedback</li> <li>Submit</li> </ul>
Description of Alternative Sequence	Empty form → prompt
Special Requirements	View Meal Plan
Postcondition	Feedback recorded.

Use case name	Notify Parents in Case of Emergency
Summary	Sends emergency alerts about food or health.



Dependency	Review Children Medical Details
Actors	Teacher, System
Precondition	Emergency identified.
Description of Main Sequence	<ul style="list-style-type: none"> <li>• Emergency triggered</li> <li>• System sends message</li> </ul>
Description of Alternative Sequence	No contact
Special Requirements	Review Children Medical Details
Postcondition	Parents alerted.

## Child Enrollment and Record Management

Use case name	Fills out child registration form
Summary	Fills in the form to begin enrolling a new child.
Dependency	None
Actors	Parent
Precondition	Has access to the registration form.
Description of Main Sequence	Opens the form Enters child's data Reviews Submits the form.
Description of Alternative Sequence	Saves form as draft to complete later.
Special Requirements	Validation for required fields; form must support saving drafts.
Postcondition	The child registration form is submitted and stored for review.

Use case name	Reviews the child's application
Summary	Admin reviews a submitted child registration form.
Dependency	Form must be submitted.
Actors	Admin
Precondition	Registration form has been submitted and is accessible.
Description of Main Sequence	Selects pending application Reviews form details

	Prepares decision.
Description of Alternative Sequence	Admin requests additional information from parents before proceeding.
Special Requirements	Interface to highlight missing/incomplete fields.
Postcondition	Application is either accepted, rejected, or marked for follow-up.

Use case name	Accepts or rejects application
Summary	Finalizes the enrollment decision for a child.
Dependency	None
Actors	Admin
Precondition	Application has been reviewed.
Description of Main Sequence	Staff chooses “Accept” or “Reject” System logs decision. Notifies parent.
Description of Alternative Sequence	Staff marks application as “On Hold” or “Pending”.
Special Requirements	Confirmation prompt before submission of final decision.
Postcondition	System updates child’s enrollment status accordingly.

Use case name	Update Child Records
Summary	Enters the accepted child's information into the system as a new official record.
Dependency	Accepts or rejects application
Actors	Admin, System
Precondition	The child’s application has been accepted.
Description of Main Sequence	Staff retrieves accepted application Enters complete child info Submits.
Description of Alternative Sequence	Edits auto-filled fields before final save.
Special Requirements	System should verify that application is accepted before allowing update.
Postcondition	Child is added to the system as a registered member with complete details.

