Iteration 3

Maintain Meeting Notes

Version 1.0

Revision History

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Version** | **Description** | **Author** |
| 11/11/2015 | 1.0 | First Copy | Katelyn Sherrard |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Table of Contents

1. Maintain Meeting Notes 2

1.1 Brief Description 2

2. Flow of Events 2

2.1 Basic Flow 2

3. Special Requirements 2

4. Pre-conditions 2

5. Post-conditions 2

Maintain Meeting Notes

# Maintain Meeting Notes

## Brief Description

The admin will update content that reflects the board meetings of the KSOA.

# Flow of Events

## Basic Flow

Administrator navigates to KSOA.com. From there, the admin will login as an admin and select the edit page function. At this point the admin is now able to edit the page. Once the notes are posted, they will be visible on the website.

# Special Requirements

User must have an active account on the website and have admin rights.

# Pre-conditions

Member must have an active account on the website and admin rights. A meeting or event must have occurred in order to the admin to have something to post about..

# Post-conditions

After the admin has finished and posted the content, the meeting notes page will reflect any changes made