HTH SIS Project
Use Cases

Last edited on: 6/8/2004

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General Requirements

Screen Resolution

- Default screen resolution will be 1024X768

Attendance

Use Case ATT1: Set up global attendance attributes of schedule

<table>
<tr><td>Created On:</td><td>5/31/2004</td><td>Last Modified On:</td><td>6/8/2004</td></tr>
<tr><td>Actors:</td><td colspan="3">Admin</td></tr>
<tr><td>Stakeholders and Interests:</td><td colspan="3">Admin: Wants to set attributes for attendance</td></tr>
<tr><td>Preconditions:</td><td colspan="3">1. Admin is identified and authenticated</td></tr>
<tr><td>Postconditions:</td><td colspan="3">1. System saves attendance attributes</td></tr>
<tr><td>Normal Flow:</td><td colspan="3">1.0 Admin sets global attendance attributes
1. Admin can set following attributes
a. Force attendance to be taken at the start of a second part of a split block (Double attendance taking)
b. Simple or Expanded Attendance taking (Use Case ATT2)
i. Simple: Only allow teachers to mark present or tardy
ii. Expanded: allow teachers to enter any mark in the system
c. Set password for shadow attendance taking (Use Case ATT4)
i. Password is shown in plain text</td></tr>
<tr><td>Alternative Flows:</td><td colspan="3"></td></tr>
<tr><td>Exceptions:</td><td colspan="3"></td></tr>
<tr><td>Business Rules:</td><td colspan="3">1. Teachers MUST take attendance at the start of both parts of a split block if forced to in the admin options (Use Case ATT1).
2. Teachers are not required to take attendance for both parts of a conjoined block (i.e. 2/3 or 4/5). However, admins must have the ability to override attendance for both parts of a conjoined block."</td></tr>
<tr><td>Special Requirements:</td><td colspan="3">The following attendance codes will be scripted into the database for the August 2nd deadline:
<table>
<tr><th>Attendance code</th><th>Description</th><th>How it counts for reporting</th></tr>
<tr><td>A</td><td>Not in class</td><td>Counts as Absent</td></tr>
<tr><td>L</td><td>Late to class</td><td>Counts as Present</td></tr>
<tr><td>P</td><td>In class</td><td>Counts as Present</td></tr>
<tr><td>I</td><td>Ill</td><td>Counts as Absent</td></tr>
<tr><td>S</td><td>Suspended</td><td>Counts as Present</td></tr>
<tr><td>C</td><td>Contract</td><td>Counts as Present</td></tr>
<tr><td>T</td><td>Truant</td><td>Counts as Absent</td></tr>
<tr><td>ED</td><td>Early Dismissal</td><td>Counts as Present</td></tr>
<tr><td>FT</td><td>Field Trip</td><td>Counts as Present</td></tr>
</table></td></tr>
<tr><td>Notes and Issues:</td><td colspan="3">1. Jim Wright stated that attendance should always be recorded by the system at the start of the second session of a conjoined or split block (i.e. 1/5, 2/3, or 4/5). If the admin does not force double attendance taking, the system will duplicate the results of the attendance taken during the first session and apply it to the second session.
2. System will not allow custom attendance codes. It will already contain the most common codes used by schools</td></tr>
<tr><td>UI Breadcrumb:</td><td colspan="3">Setup-->Configuration-->Attendance</td></tr>
<tr><td>UI Prototypes:</td><td colspan="3">Prototypes are listed in the box below</td></tr>
<tr><td></td><td colspan="3"></td></tr>
</table>

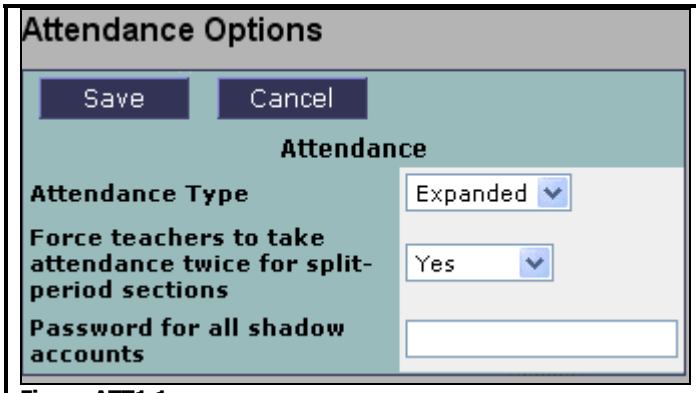


Figure ATT1.1

Use Case ATT1a: Set up teacher attendance taking requirement

Created On:	5/31/2004	Last Modified On:	6/8/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to force teachers to set an attendance code for every student		
Preconditions:	1. Admin is identified and authenticated		
Postconditions:	1. System saves attendance attributes		
Normal Flow:	**1a.0 Admin sets global attendance attributes** 1. Admin can set following attributes a. Force teachers to enter attendance codes for every student (Figure ATT1a.1)		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:	1. If set to "Yes", validation must take place on all screens in Use Case ATT2. a. Simple attendance: Teacher must choose "A", "P", or "T". If they do not choose, a warning will appear, and they will not be able to submit attendance. b. Expanded attendance: Teacher must choose one of the codes in the drop down. If they do not choose, a warning will appear, and they will not be able to submit attendance. 2. If set to "No", validation does not take place on all screens in ATT2. If a teacher does not choose an attendance code for a student on either the Simple or Expanded attendance screens, the system uses "P" or "Present" as the default.		
Notes and Issues:	THIS IS A CHANGE TO USE CASE ATT1		
UI Breadcrumb:	Setup-->Configuration-->Attendance		
UI Prototypes:	Prototypes are listed in the box below		

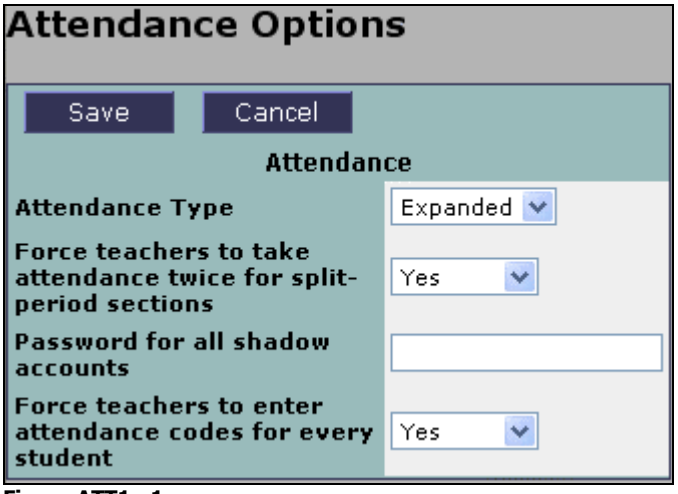


Figure ATT1a.1

Use Case ATT2: Enter attendance

Created On:	5/31/2004	Last Modified On:	6/8/2004
Actors:	Teacher		
Stakeholders and Interests:	Teacher: Wants to quickly enter attendance		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system 4. Students have been entered into teacher's section 5. Teacher has chosen either Simple or Expanded attendance policy		
Postconditions:	1. System saves attendance data		
Normal Flow:	**2.0 Teacher enters Simple attendance for regular block** 1. Teacher selects section 2. Teacher records present or tardy (Figure ATT2.1)		
Alternative Flows:	**2.1 Teacher enters Simple attendance for split block** (after step 1) **New Precondition:** 1. Double attendance option in ATT1 must be set to "Yes" 1. Teacher selects block (system should automatically select the correct block based on the time of day) 2. Teacher records attendance code (Figure ATT2.2) **2.2 Teacher enters Expanded attendance for regular block** (after step 1) 1. Teacher selects attendance code from list (Figure ATT2.3) **2.3 Teacher enters Expanded attendance for split block** (after step 1) **New Precondition:** 1. Double attendance option in ATT1 must be set to "Yes" 1. Teacher selects block (system should automatically select the correct block based on the time of day) 2. Teacher records attendance code (Figure ATT2.4) ~~**2.4 Teacher takes hourly attendance (for Supplementary Instruction)**~~ ~~1. Teacher confirms time that students arrived and left (Figure 2.6)~~		
Exceptions:	**2.*.E.1 Teacher tries to take attendance for a section not scheduled today** 1. System alerts teacher that the section they selected is not scheduled for that day **2.*.E.2 Teacher does not pick attendance code for all students AND requirement in Use Case ATT1a is set to "Yes".** 1. System alerts teacher that they must enter attendance for all students **2.*.E.3 Sub or alternate tries to take attendance for a section where attendance has already been taken** 1. System warns user that attendance has already been taken for the selected section. ~~**2.4.E.1 Teacher does not enter times for all students**~~ ~~1. System alerts teacher that they must enter a valid time for both arrival and departure.~~		

	~~**2.4.E.2 Teacher enters invalid time**~~ 1. ~~System alerts teacher that they must enter a valid time for both arrival and departure~~
Business Rules:	1. Teachers can only take attendance for the current date. No attendance taking for the past or future is allowed. System will automatically default to current day's attendance. 2. Teachers cannot override attendance that has been changed by office administration.
Special Requirements:	1. System will automatically display correct section for attendance taking depending on the time of the day 2. System will display note if office overrides attendance for any student. This is noted by the "Early Dismissal" note on the record for Gloria F. in Figure ATT2.1 3. System will automatically populate time boxes with the default start and end times for the section (Figure 2.4) 4. System will record attendance code, who entered attendance, and time attendance was changed. ~~5. If a teacher fails to take attendance for a section, they will receive and email notification reminding them to take attendance.~~ ~~a. The system should check every hour for sections that have not had attendance taken. The system should then send emails to the teachers of those sections if the section has already ended.~~ 6. Teachers are required to take attendance for the 2nd period of a split block if the admin has set the option in Use Case ATT1. a. A reminder should appear when they take attendance for the 1st session. It will say, "Please remember to take attendance for period X of this block." "X" stands for the second period of the block. ~~b. If they fail to take attendance for the 2nd, an email should be sent to them reminding them to take attendance.~~
Notes and Issues:	1. Calendar displayed is not used for changing dates. Teachers can only take attendance for the current day. THESE ARE CHANGES/ADDITIONS TO EXISTING SCREENS IN THE SYSTEM
UI Breadcrumb:	My Sections→Attendance
UI Prototypes:	Prototypes are listed in the box below

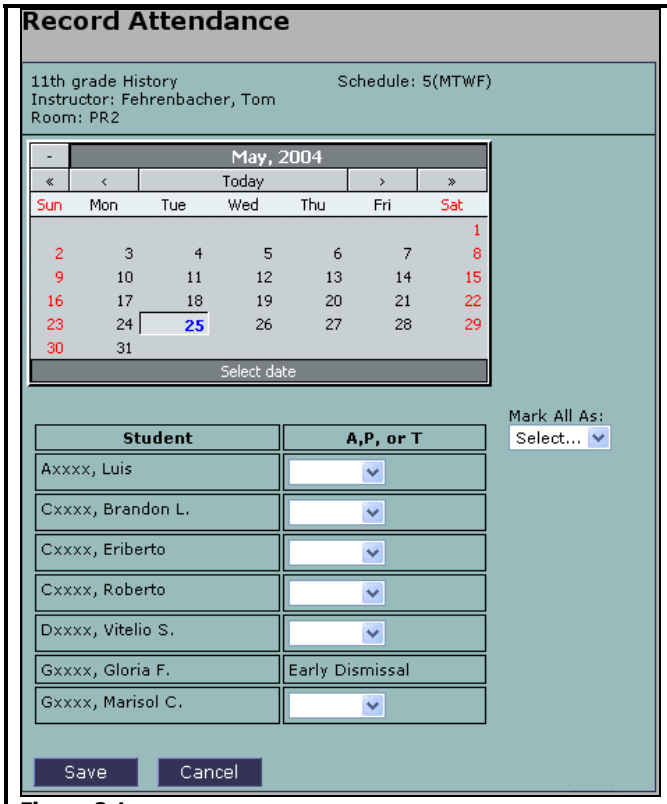


Figure 2.1

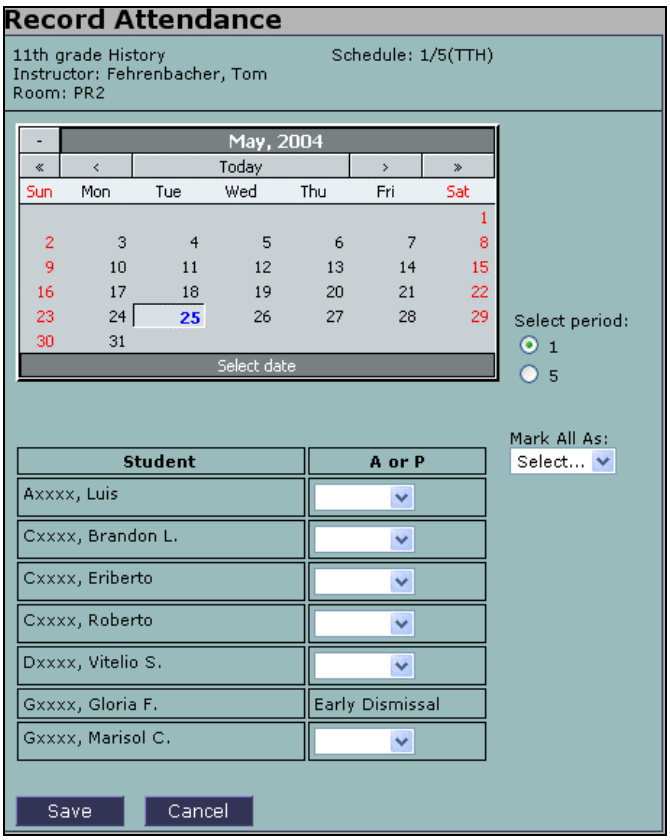


Figure ATT2.2

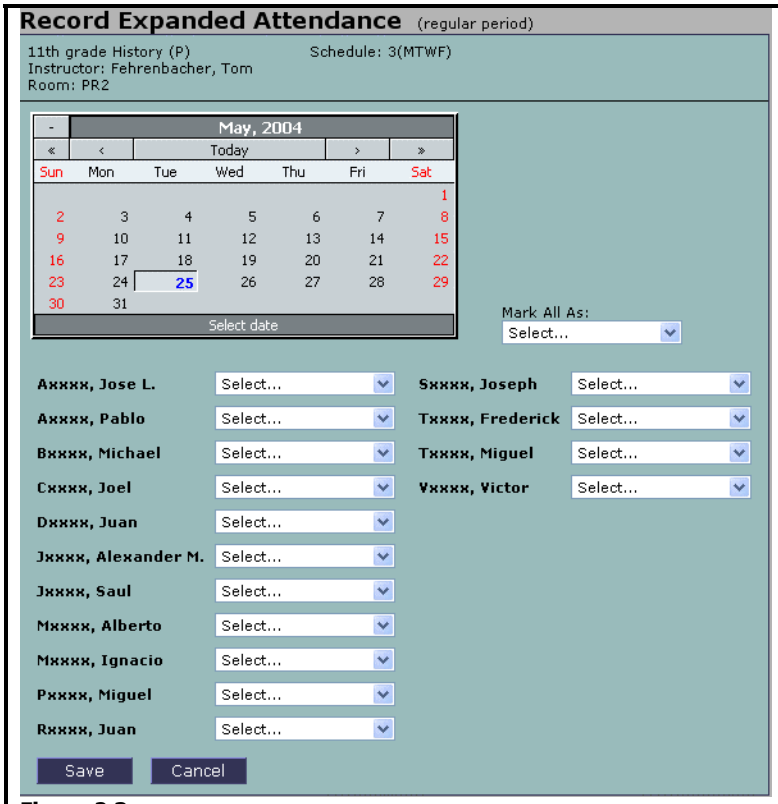


Figure 2.3

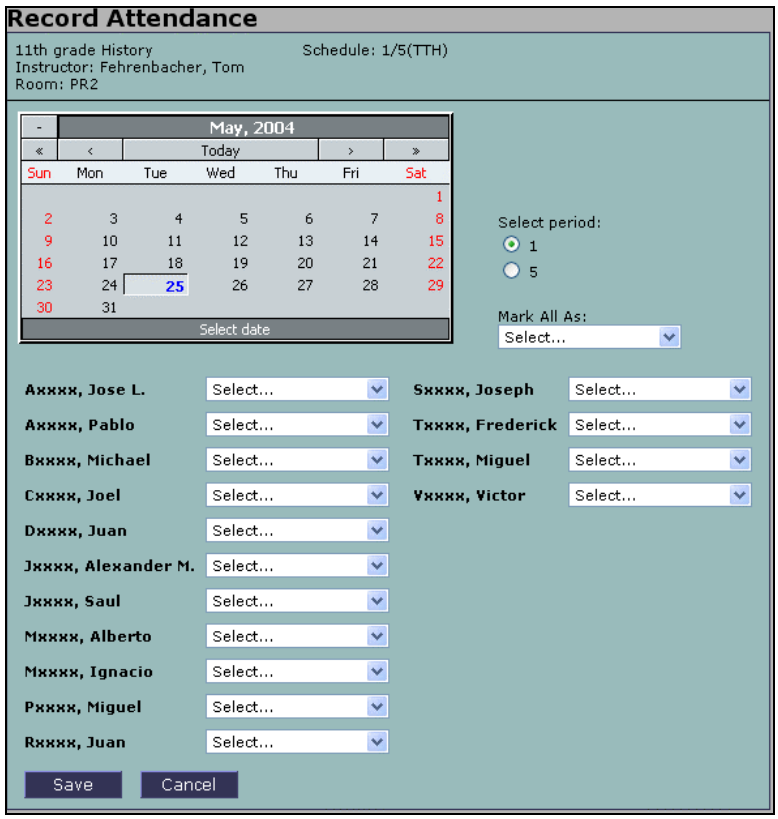


Figure ATT2.4

Use Case ATT3: Override attendance for one section

Created On:	5/31/2004	Last Modified On:	6/2/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to quickly override attendance data for section of students		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system 4. Students have been entered into sections		
Postconditions:	1. System logs change of attendance 2. System saves changes to attendance		
Normal Flow:	**3.0 Admin overrides attendance for one or more students in a regular block** 1. Admin chooses course 2. Admin chooses section 3. Admin chooses date 4. Admin overrides attendance for students and adds notes (Figure ATT3.1)		
Alternative Flows:	**3.1 Admin overrides attendance for one or more students in a split or conjoined block** (branch after step3) 1. Admin chooses block 2. Admin overrides attendance for students and adds notes (Figure ATT3.2)		
Exceptions:			
Business Rules:	1. Teachers cannot override attendance changes made by the admin		
Spc Requirements:	1. System will record attendance code, who entered attendance, and time attendance was changed.		
Notes and Issues:			
UI Breadcrumb:	School-->Sections-->Override Attendance		
UI Prototypes:	Prototypes are listed in the box below		

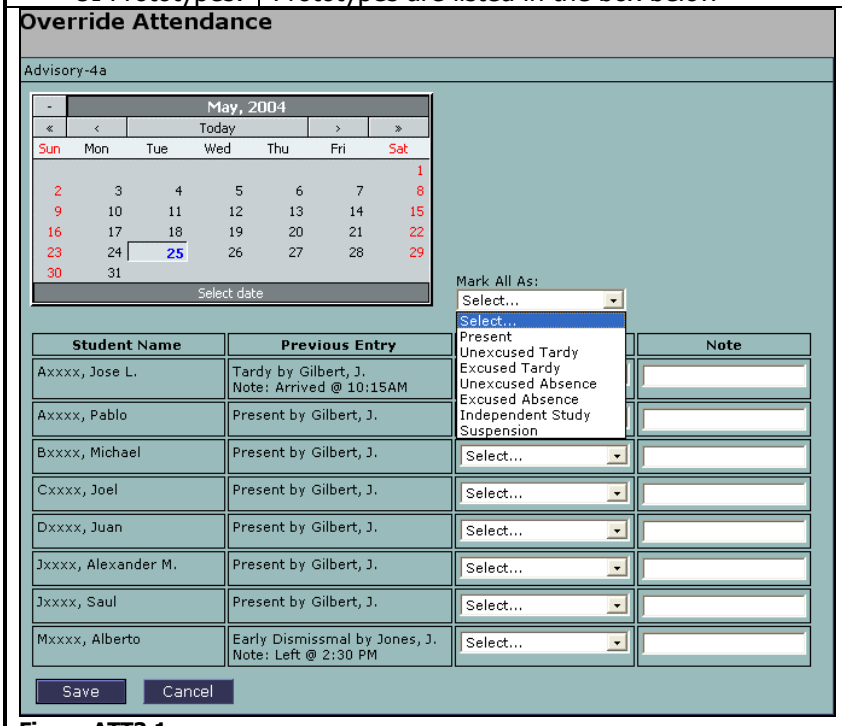


Figure ATT3.1

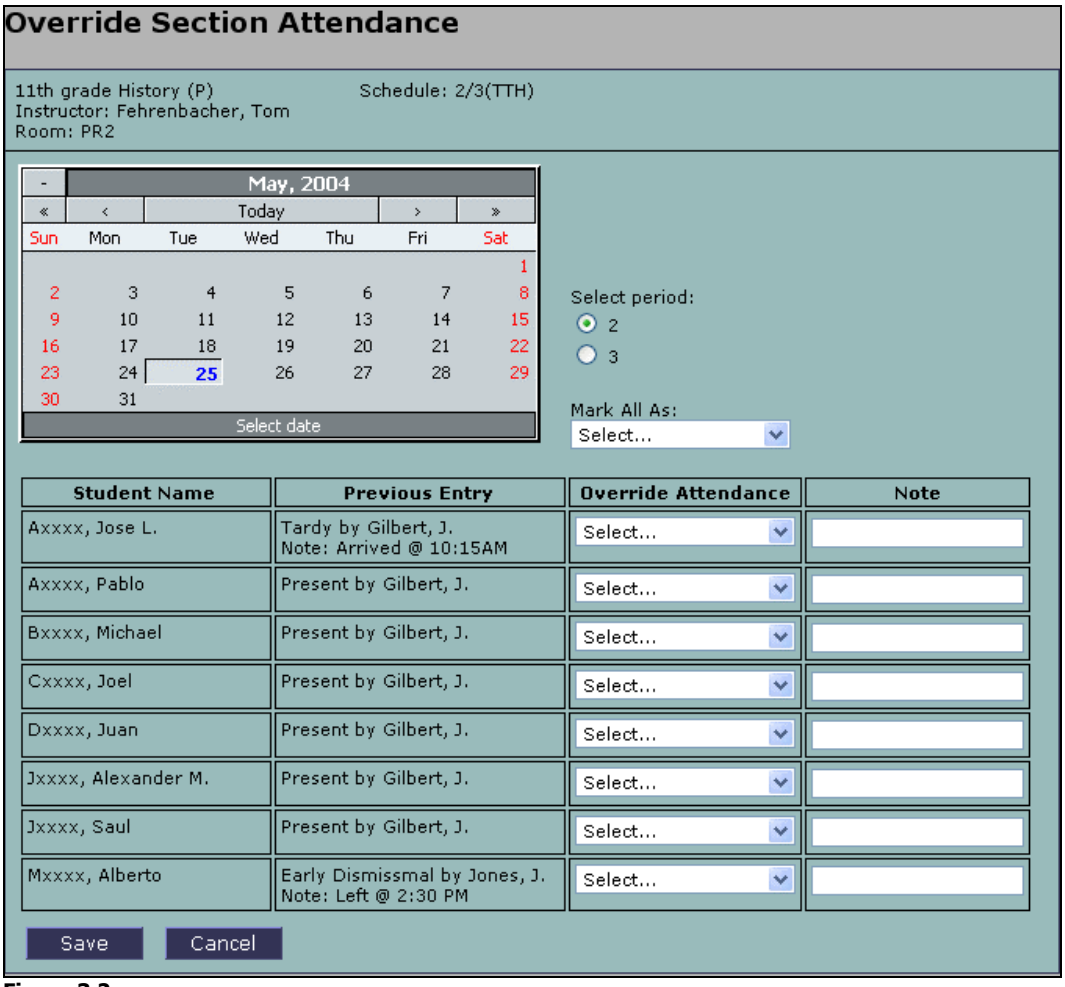

Override Section Attendance
11th grade History (P)
Instructor: Fehrenbacher, Tom
Room: PR2
Schedule: 2/3(TTH)
May, 2004
Today
Sun Mon Tue Wed Thu Fri Sat
Select date
Select period:
2
3
Mark All As:
Select...
Student Name
Previous Entry
Override Attendance
Note
Axxxx, Jose L.
Tardy by Gilbert, J.
Note: Arrived @ 10:15AM
Axxxx, Pablo
Present by Gilbert, J.
Bxxxx, Michael
Present by Gilbert, J.
Cxxxx, Joel
Present by Gilbert, J.
Dxxxx, Juan
Present by Gilbert, J.
Jxxxx, Alexander M.
Present by Gilbert, J.
Jxxxx, Saul
Present by Gilbert, J.
Mxxxx, Alberto
Early Dismissmal by Jones, J.
Note: Left @ 2:30 PM
Save
Cancel

Figure 3.2

Use Case ATT3a: Override attendance for one student

Created On:	5/31/2004	Last Modified On:	6/2/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to quickly override attendance data for one student		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system 4. Students have been entered into sections		
Postconditions:	1. System logs change of attendance 2. System saves changes to attendance		
Normal Flow:	**3a.0 Admin overrides attendance for one students** 1. Admin chooses student 2. System displays screen and defaults to current date (Figure ATT3a.1) 3. Admin overrides attendance for students and adds notes		
Alternative Flows:			
Exceptions:			
Business Rules:	1. Teachers cannot override attendance changes made by the admin		
Spc Requirements:	1. System will record attendance code, who entered attendance, and time attendance was changed.		
Notes and Issues:			
UI Breadcrumb:	Students-->Override Attendance		
UI Prototypes:	Prototypes are listed in the box below		

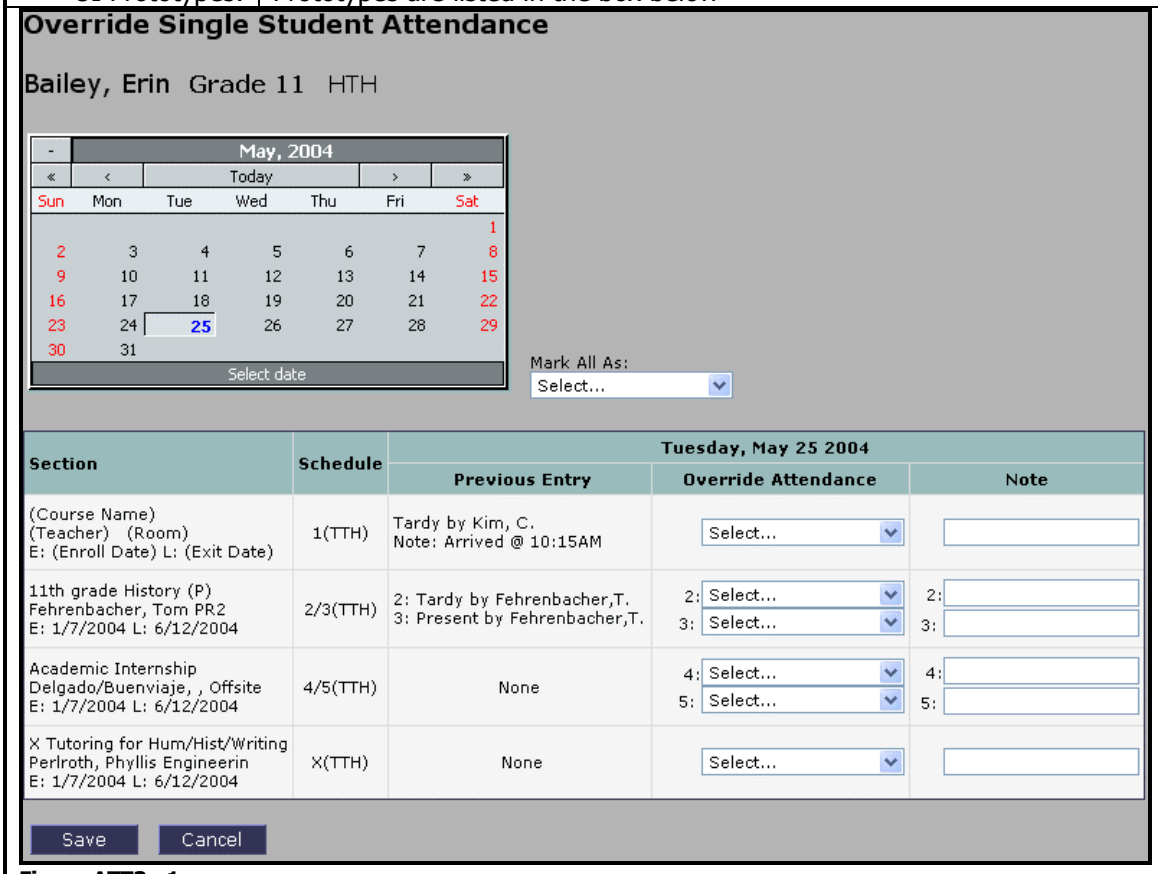


Figure ATT3a.1

Use Case ATT3b: Override attendance for a group of students

Created On:	5/31/2004	Last Modified On:	6/2/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to quickly override attendance data for a group of students		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system 4. Students have been entered into sections		
Postconditions:	1. System logs change of attendance 2. System saves changes to attendance		
Normal Flow:	**3b.0 Admin overrides attendance for a group of students** 1. Admin selects group of students using functionality in Use Case SEL1. a. If group is already active, system confirms that user wants to that group (Figure ATT3b.1) b. If a group is not active, system prompts user to select a group to use with this function. (Figure ATT3b.2) 2. Admin selects blocks where attendance will be overridden. a. If admin selects a regular block the system displays the students as in Figure ATT3b.2. b. If admin selects a split or conjoined block, the system will display an additional option allowing them to choose which part of the block they would like displayed. (Figure ATT3b.3) 3. Admin overrides attendance data		
Alternative Flows:			
Exceptions:			
Business Rules:			
Spc Requirements:	1. System will record attendance code, who entered attendance, and time attendance was changed. 2. System defaults to the current date		
Notes and Issues:			
UI Breadcrumb:	Students-->Override Attendance for group		
UI Prototypes:	Prototypes are listed in the box below		

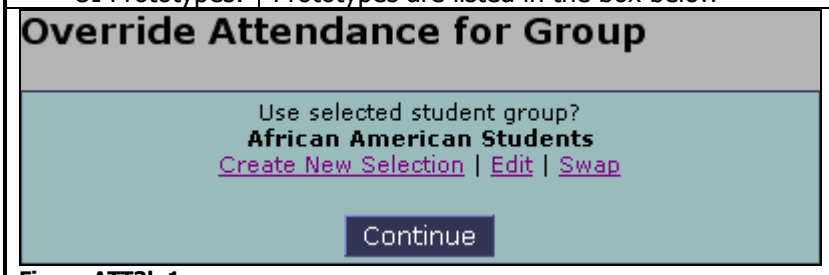


Figure ATT3b.1

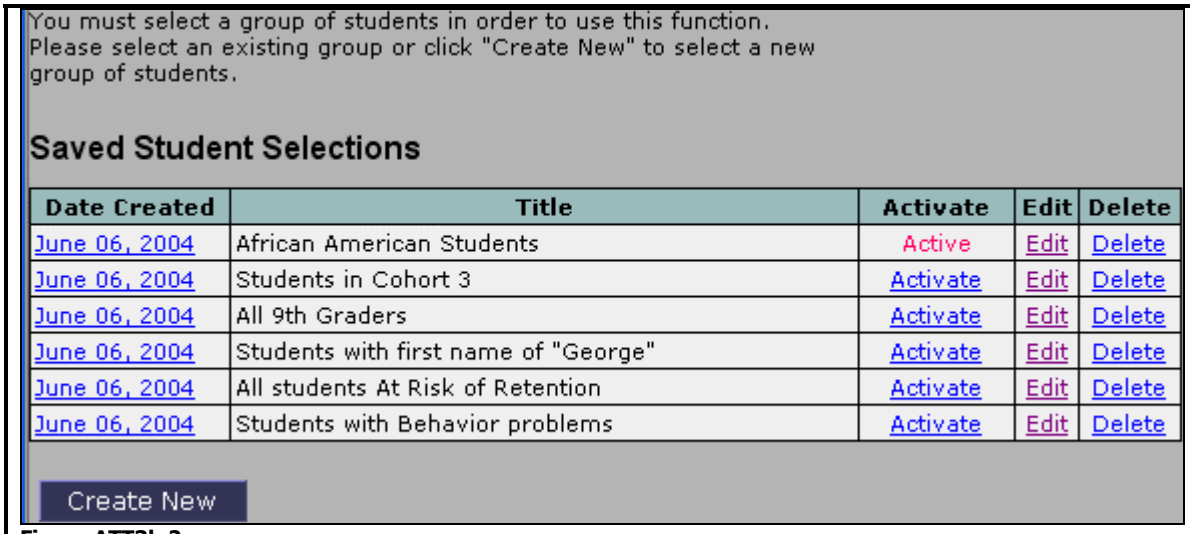


Figure ATT3b.2

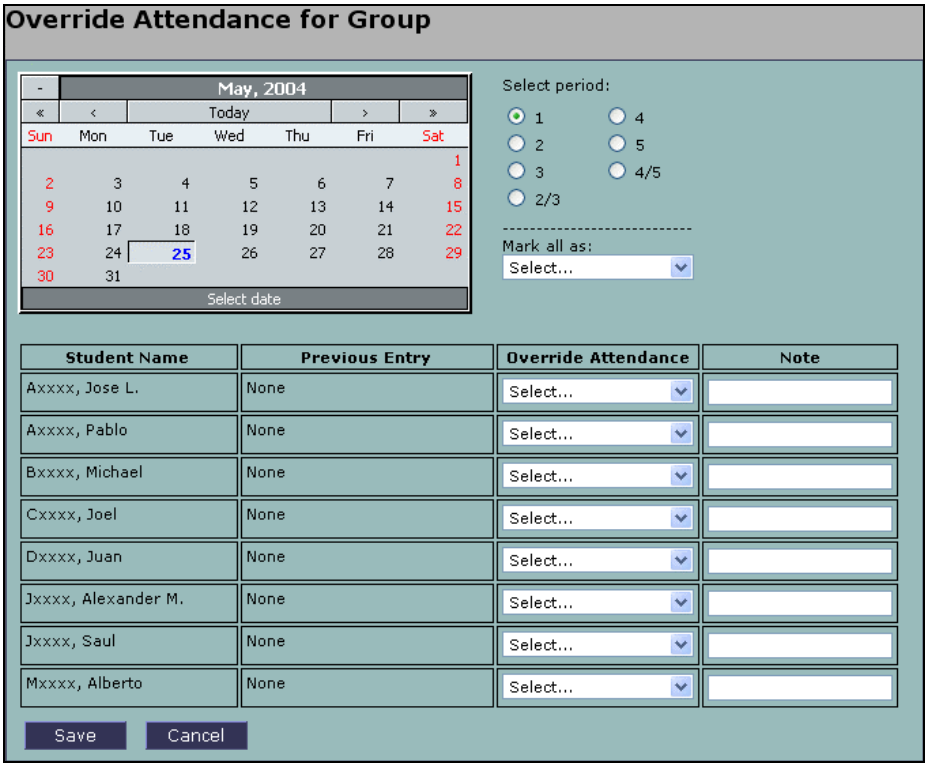


Figure ATT3b.3

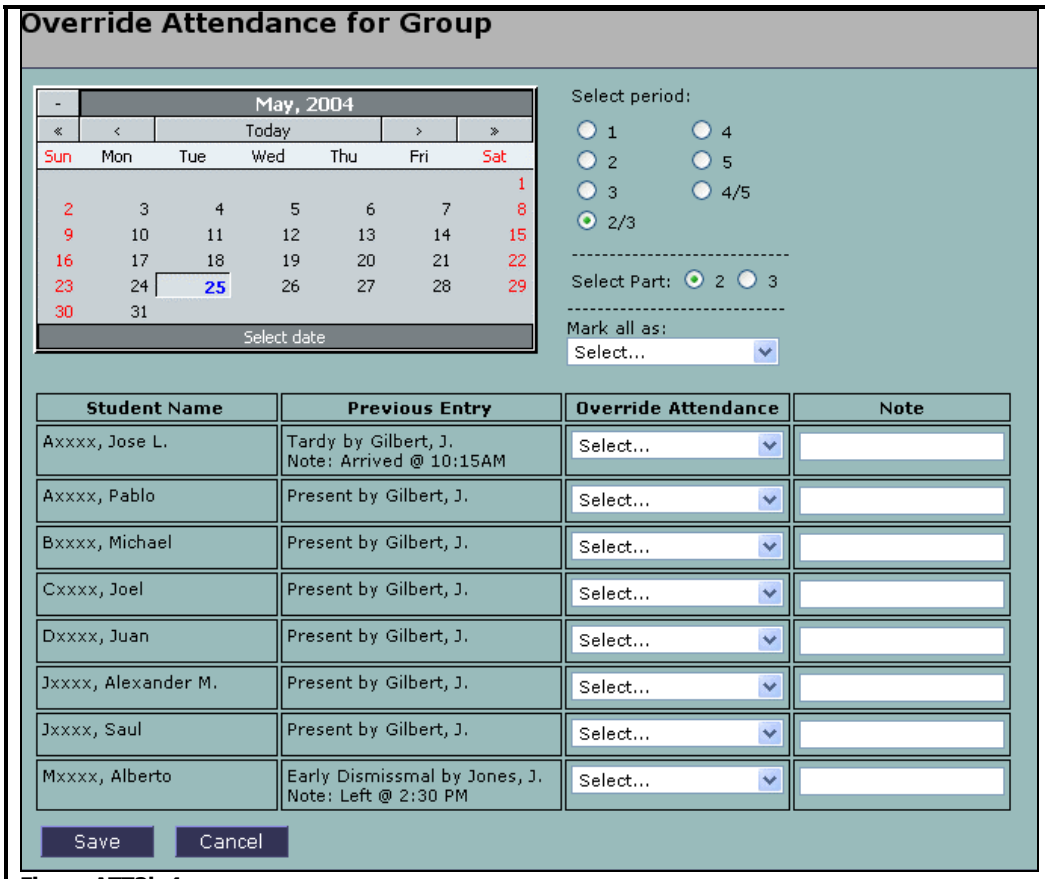


Figure ATT3b.4

Use Case ATT4: "Shadow-Account" for attendance taking

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Teacher		
Stakeholders and Interests:	Teacher: Wants to easily allow a substitute or other teacher to take attendance for them Sub or alternate: wants to quickly and easily take attendance with no training		
Preconditions:	1. Sub or alternate possesses a login they can use for the system		
Postconditions:	1. System logs change (code, date, user) of attendance 2. System saves changes to attendance		
Normal Flow:	**4.0 Sub or alternate uses shadow account for attendance taking** 1. Sub logs in using same username as the teacher with "-sub" appended to the username. Password is configured by the admin in Manager's App (Use Case ATT1) 2. System takes sub to attendance screen 3. System populates drop down list with all sections of the original teacher. (See Special Requirements 4) 4. Sub chooses section from the list. 5. System retrieves and displays all students for the selected section. 6. Sub enters Simple attendance (Figure ATT4.1)		
Alternative Flows:	**4.1 Sub enters Simple attendance for split block** (after step 4) **New Precondition:** 1. Double attendance option in ATT1 must be set to "Yes" 1. Sub selects block (system should automatically select the correct block based on the time of day) 2. Sub records attendance code (Figure ATT4.2) **4.2 Sub enters Expanded attendance for regular block** (after step 1) 1. Sub selects attendance code from list (Figure ATT4.3) **4.3 Sub enters Expanded attendance for split block** (after step 1) **New Precondition:** 1. Double attendance option in ATT1 must be set to "Yes" 1. Sub selects block (system should automatically select the correct block based on the time of day) 2. Sub records attendance code (Figure ATT4.4)		
Exceptions:	**4.0.E.1 Teacher does not choose attendance code for all students** 1. System alerts teacher that they must enter attendance for all students **4.0.E.3 Sub or alternate tries to take attendance for a section where attendance has already been taken** 1. System warns user that attendance has already been taken for the selected section.		
Business Rules:	1. Sub can only take attendance for the current day		
Special Requirements:	1. Sub should not be allowed to access any other functionality other than attendance. 2. All shadow accounts should use the same password as specified in Use Case ATT1. 3. System will record attendance code, who entered attendance, and time		

	attendance was changed. 4. The system should check the sections for the teacher and see if the current time falls in between the start and end times for a particular section. If it does, the system should automatically select and display the students for that section.
Notes and Issues:	
UI Breadcrumb:	(After sub or teacher logs in) My Sections→Attendance→Record Attendance
UI Prototypes:	Prototypes are listed in the box below

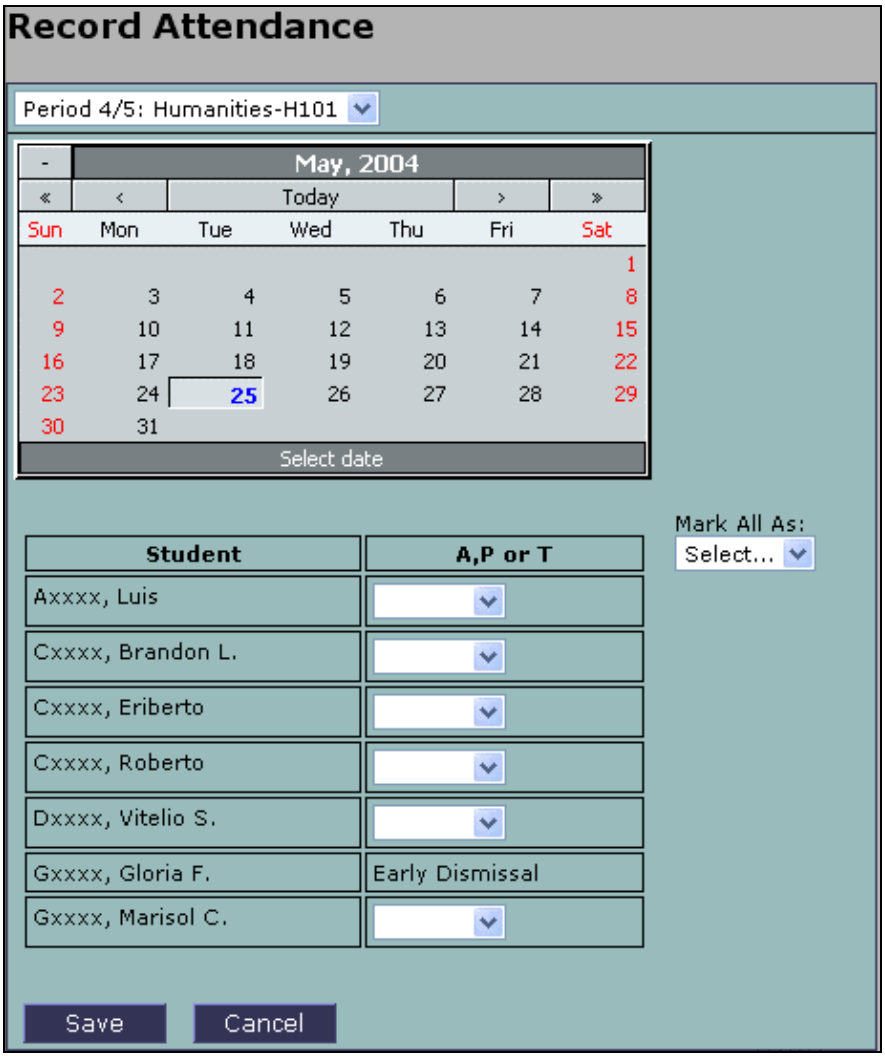


Figure ATT4.1

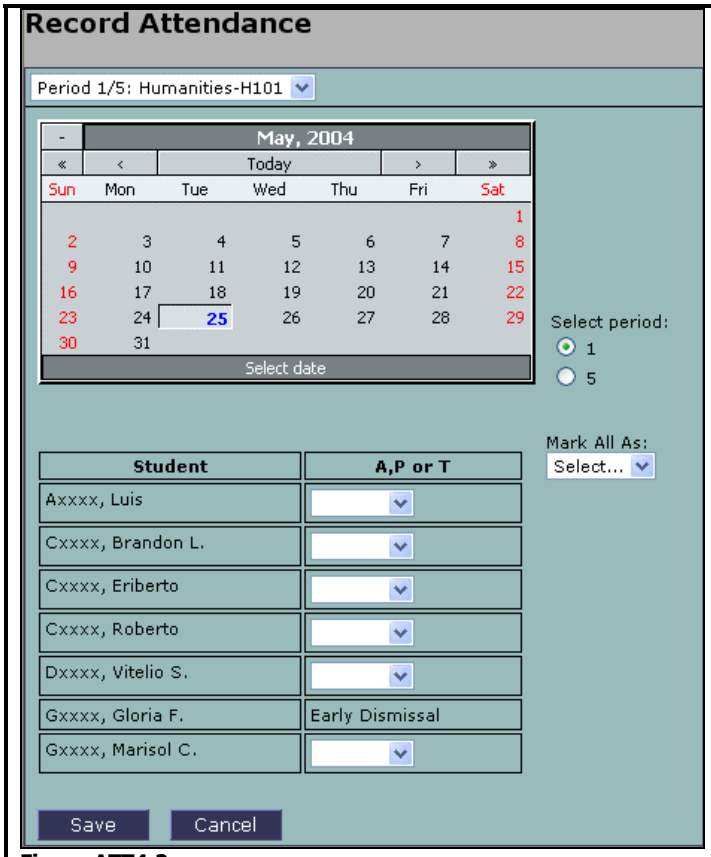


Figure ATT4.2

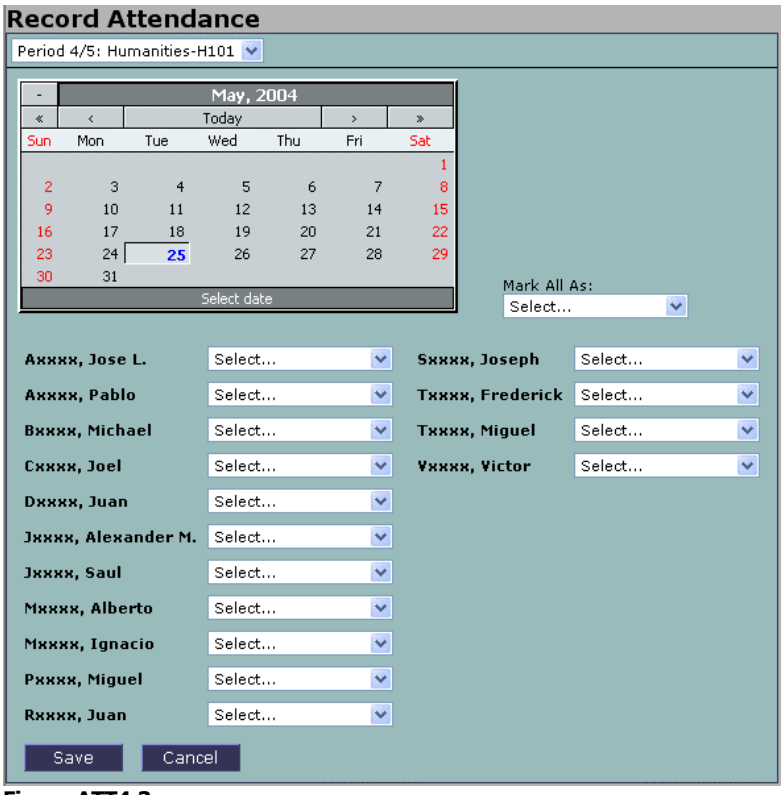


Figure ATT4.3

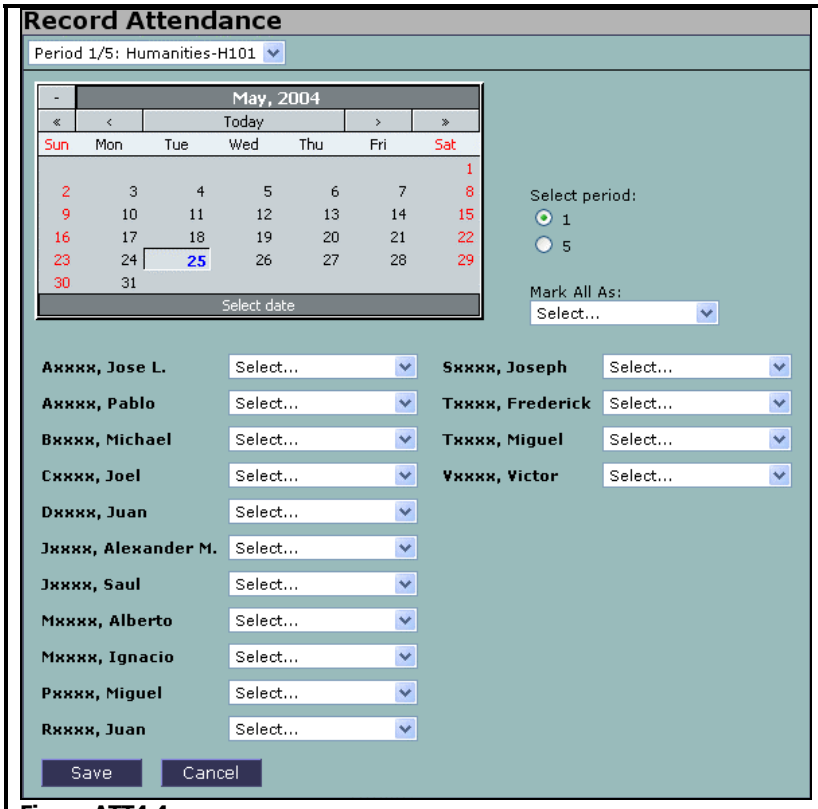


Figure ATT4.4

Use Case ATT5: Report - Teachers that haven't taken attendance

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to generate a report on which teachers haven't taken attendance		
Preconditions:	1. Admin is identified and authenticated		
Postconditions:	1. System generates report on teachers who haven't taken attendance (Figure ATT5.2)		
Normal Flow:	**5.0 Admin generates report on teachers who haven't taken attendance** 1. Admin chooses date (Figure ATT5.1) 2. System displays blocks available for that date 3. Admin chooses blocks (or all)		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:	1. Calendar should automatically default to current date 2. The hyperlink for the blocks ("1(MF)") should take them to a screen where they can view the section that is held during that block (S4 Manager-->School-->View Section) 3. The hyperlink for the teacher should take them to Staff-->Schedule-->Staff Member Profile.		
Notes and Issues:	1. In the "No Attendance for Sections" column, the system will display the block number followed by the days that the block is scheduled (i.e. MF = Monday, Friday).		
UI Breadcrumb:	Staff→Reports→Teacher Attendance Report		
UI Prototypes:	Prototypes are listed in the box below		

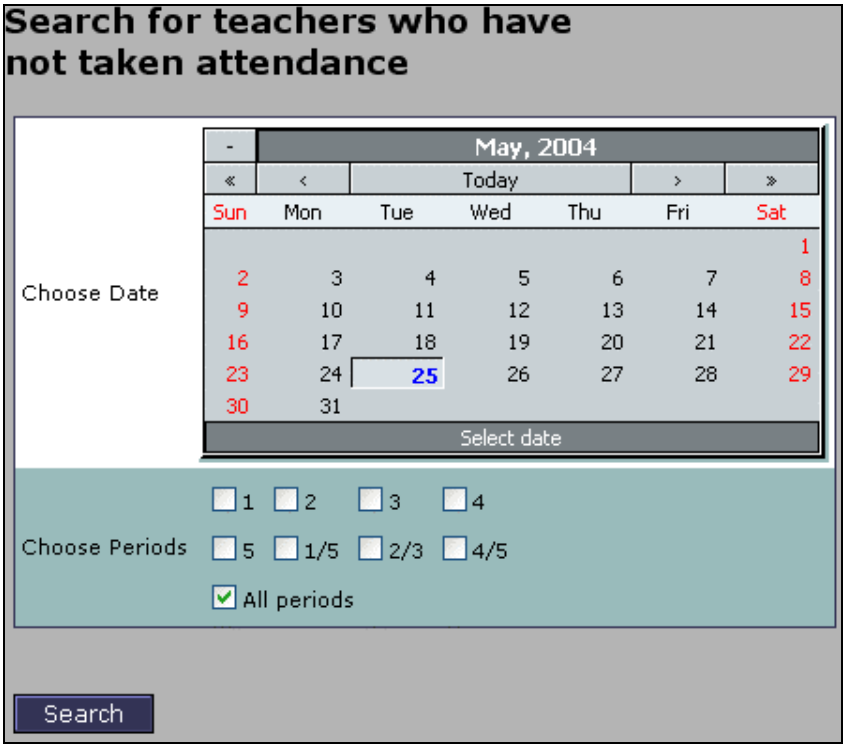


Figure ATT5.1

Teacher	No Attendance For Section(s)
Adame, Lupita	1(MF), 2(MF), 3(MF)
Aguirre, Mark	1(MF),4/5(MF)
Bell, Marcus	4/5(MF)
Berggren, David	1(MF), 2(MF), 4/5(MF)
Ching, Rachel	1(MF), 4/5(MF)
Cicalo, Erin	1(MF), 3(MF)
Cook, Andrea	2(MF), 4/5(MF)
Daley, Ben	4/5(MF)
Delgado/Buenviaje	1(MF), 4/5(MF)
Estacio, Peter F	1(MF), 2(MF), 3(MF)
Fehrenbacher, Tom	1(MF), 3(MF)
Fraser, Bryan	2(MF), 3(MF),1/5(MF),
Garton, Tim	3(MF)
Gilly, Theresa	2(MF), 4/5(MF)
Gloag, Anne	1(MF), 2(MF), 3(MF), 4/5(MF)
Haddock, Rebecca	3(MF),4/5(MF)
Hatch, Blair	1(MF), 2(MF), 3(MF), 4/5(MF)

Figure ATT5.2

Use Case ATT6: Report – Single Day Absentee

Created On:	5/25/2004	Last Modified On:	6/8/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to generate a report listing absences for a selected group of students for a given day (usually the current day)		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system 4. Students have been entered into teacher's section		
Postconditions:	1. System generates report for selected group of students (Figure ATT6.2)		
Normal Flow:	**6.0 Admin generates attendance report for selected group of students** 1. Admin chooses report options (Figure ATT6.1)		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:	1. Different cohorts of students may have different schedules (see Scheduling UI Prototype 2.2 for more info). User is allowed to filter report results by cohort. System will display only the blocks that are used by that cohort. 2. On the options screen (Figure 5.1), the system will allow the user to choose from all the attendance codes listed in Use Case ATT1. If the user views "All Cohorts", the system will display columns for all the blocks of all days, regardless of whether a cohort uses a block for a particular day. A dash "-" will indicate that a student does not have that block in their schedule for that day. 3. Clicking on an attendance code will take only the admin to the screen where they can override attendance codes. (Use Case ATT3). 4. Split and conjoined block attendance is always displayed in "code/code" format. 5. Notes associated with the attendance code are noted with an asterisk "*" and listed at the bottom of the report.		
Notes and Issues:	None		
UI Breadcrumb:	School→Reports→Single Day Absentee report		
UI Prototypes:	Prototypes are listed in the box below		

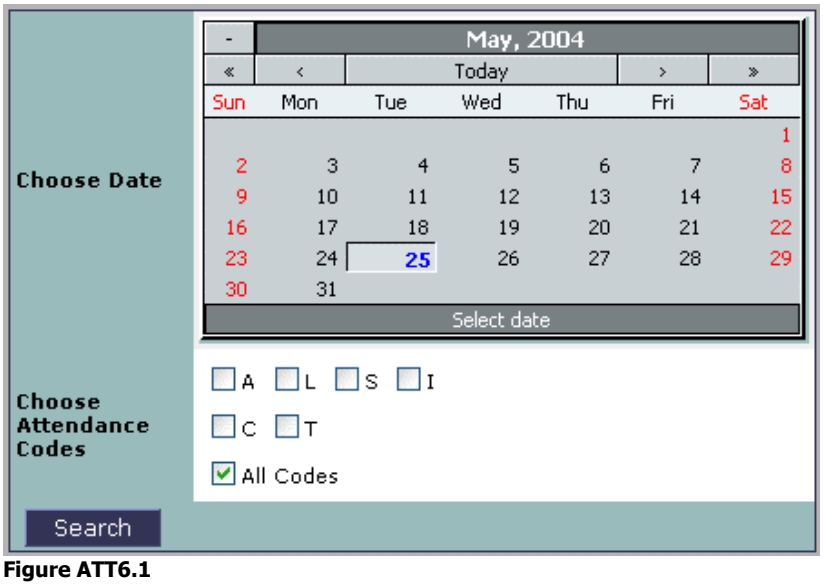


Figure ATT6.1

Absentee Report

May, 2004

« ‹ Today › »

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Select date

	Phone	Tuesday, May 25, 2004			
Name		1	2/3	X	4/5
Jxxxx, Jojo	(619) 555-4938	A	A/A	A	A/A
Lxxxx,	(619) 394-3493	A			
Lxxxx,	(619) 394-3956	A			
Mxxxx,	(619) 985-0999	A			
Mxxxx, May	(619) 393-4958	A			
Mxxxx,	(619) 594-0956	A			
Pxxxx, Pete	(619) 950-4594		A/A		
Pxxxx,	(619) 139-5490		A/A		
Rxxxx, Rick	(619) 948-3943	A			
Bxxxx, Ben	(619) 785-9094	A	A/A	L	
Bxxxx, Bing	(619) 393-3948		A/A		
Bxxxx, Bob	(619) 565-4434	A			
Cxxxx,	(619) 890-9489	A			
Fxxxx,	(619) 590-0008	A			
Gxxxx,	(619) 399-9988	A			
Sxxxx, Rae	(619) 787-9987	A			

○ Cohort 1 ○ Cohort 2
○ Cohort 3 ○ Cohort 4
○ Cohort 5 ○ Cohort 6
◉ All Cohorts

Figure ATT6.2

Use Case ATT7: Report – Single Student Attendance Summary

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Teacher, Admin		
Stakeholders and Interests:	Teacher, Admin: Wants to see an attendance report for all of 1 student's blocks for a given length of time.		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system 4. Students have been entered into teacher's section		
Postconditions:	1. System generates and displays report		
Normal Flow:	**7.0 Teacher or Admin generates report** 1. Teacher or Admin chooses student		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:	1. By default, the current week should be the last week in the report. In other words, it should show the current week and the 2 previous weeks. 2. If a section does not meet on a certain day, a dash ("-") is placed in that cell. This is not reflected in the screenshot. 3. Clicking on an attendance code will take only the admin to the screen where they can override attendance codes for that student. (Use Case ATT3a). 4. Split and conjoined block attendance is always displayed in "code/code" format. 5. Notes associated with the attendance code are noted with an asterisk "*" and listed at the bottom of the report.		
Notes and Issues:			
UI Breadcrumb:	Students→Reports→Single Student Attendance Summary		
UI Prototypes:	Prototypes are listed in the box below		

Single Student Attendance Summary

Bailey, Erin Grade 11 HTH

<<See previous weeks See following weeks>>

Section	Schedule	1/5-1/11							1/12-1/18							1/19-1/25						
		M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	S	S
(Course Name) (Teacher) (Room) E: (Enroll Date) L: (Exit Date)	1(MF)	A*	-	-	-	P	-	-	P	-	-	-	P	-	-	P	-	-	-	P	-	-
Biology (P) Vavra, Jay BioTech E: 1/7/2004 L: 6/12/2004	2/3(MWF)	A A	-	P P	-	P P	-	-	P P	-	P P	-	P P	-	-	P P	-	P P	-	P P	-	-
11th grade History (P) Fehrenbacher, Tom PR2 E: 1/7/2004 L: 6/12/2004	2/3(TTH)	-	A A	-	P P	-	-	-	-	P P	-	P P	-	-	-	-	P P	-	P P	-	-	-
Math III (P) Delgado/Buenviaje, , PR1 E: 1/7/2004 L: 6/12/2004	4/5(MWF)	A A	-	P P	-	P P	-	-	P P	-	P P	-	P P	-	-	P P	-	P P	-	P P	-	-
Academic Internship Delgado/Buenviaje, , Offsite E: 1/7/2004 L: 6/12/2004	4/5(TTH)	-	A P*	-	P P	-	-	-	-	P P	-	P P	-	-	-	P P	-	P P	-	P P	-	-
Advisory Spilker, Janel 4 E: 12/3/2003 L: 6/12/2004	X(MF)	A	-	-	-	L	-	-	P	-	-	-	P	-	-	P	-	-	-	P	-	-
X Tutoring for Hum/Hist/Writing Perlroth, Phyllis Engineerin E: 1/7/2004 L: 6/12/2004	X(TTH)	-	P	-	P	-	-	-	-	P	-	P	-	-	-	-	P	-	P	-	-	-

\- indicates that section does not meet on that day
A absent
P present
L late

* Monday, 1/5: Student sent home
* Tuesday, 1/6 (period 5): Arrived @ 1:30pm

Figure ATT7.1

Use Case ATT8: Report – Multiple Student Weekly Summary

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to quickly view an attendance report on a chosen group of students		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system 4. Students have been entered into teacher's section		
Postconditions:	1. System generates multiple student attendance summary report (Figure ATT8.1)		
Normal Flow:	**8.0 Admin requests weekly attendance summary for group of students** 1. Admin selects group of students using functionality in Use Case SEL1. a. If group is already active, system confirms that user wants to that group (Figure ATT8.1) b. If a group is not active, system prompts user to select a group to use with this function. (Figure ATT8.2)		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:	1. Report defaults to the current week 2. Different cohorts of students may have different schedules (see Scheduling UI Prototype 2.2 for more info). User is allowed to filter report results by cohort. System will display only the blocks that are used by that cohort. 3. If the user views "All Cohorts", the system will display columns for all the blocks of all days, regardless of whether a cohort uses a block for a particular day. A dash ("-") will indicate that a student does not have that block in their schedule for that day. 4. Clicking on an attendance code will take only the admin to the screen where they can override attendance codes. (ATT3). 5. Split and conjoined block attendance is always displayed in "code/code" format. 6. Notes associated with the attendance code are noted with an asterisk "*" and listed at the bottom of the report.		
Notes and Issues:			
UI Breadcrumb:	Students→Reports→Multiple Student Attendance Summary		
UI Prototypes:	Prototypes are listed in the box below		

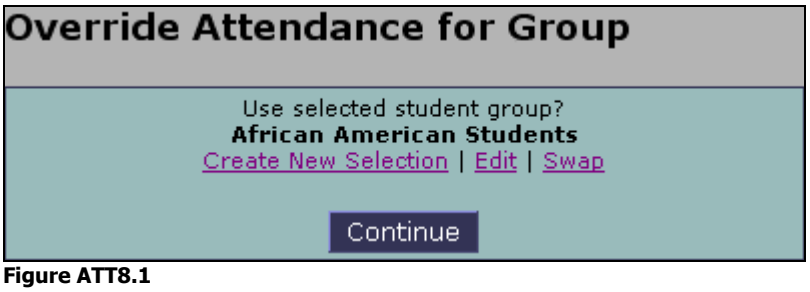


Figure ATT8.1

You must select a group of students in order to use this function.
Please select an existing group or click "Create New" to select a new group of students.

Saved Student Selections

Date Created	Title	Activate	Edit	Delete
June 06, 2004	African American Students	Active	Edit	Delete
June 06, 2004	Students in Cohort 3	Activate	Edit	Delete
June 06, 2004	All 9th Graders	Activate	Edit	Delete
June 06, 2004	Students with first name of "George"	Activate	Edit	Delete
June 06, 2004	All students At Risk of Retention	Activate	Edit	Delete
June 06, 2004	Students with Behavior problems	Activate	Edit	Delete

Create New

Figure ATT8.2

Multi-Student Attendance Summary

<<Previous Week Week of 6/7/2004-6/11/2004 Next Week>>

	M				T				W				Th				F			
Name	1	2/3	X	4/5	1	2/3	X	4/5	1	2/3	X	4/5	1	2/3	X	4/5	1	2/3	X	4/5
Jxxxx, Jojo J.	A	A/P	A	A/A																
Lxxxx, Larry L.																				
Lxxxx, Laura L.	L																			
Mxxxx, Mary M.																				
Mxxxx, May M.																				
Mxxxx, Mirna M.											L									
Pxxxx, Pete P.																				
Pxxxx, Rose P.																				
Rxxxx, Rick R.																				
Bxxxx, Ben B.	L	L/P	L				L				L			L				L		
Bxxxx, Bing B.																				
Bxxxx, Bob B.																				
Cxxxx, Nancy Y.																				
Fxxxx, Flora F.																				
Gxxxx, George G.												L	S	S/S	S	S/S	S	S/S	S	S/S
Sxxxx, Rae S.																				
Sxxxx, Sally A.																				
Sxxxx, Sam S.	L												L							
Sxxxx, Sara Z.																				
Txxxx, Don G.																				
Wxxxx, Eve F.					A	A/A	A	A												
Wxxxx, Wally W.																				
Zxxxx, Cindy H.								L												

○ Cohort 1	○ Cohort 2		
○ Cohort 3	○ Cohort 4		
○ Cohort 5	○ Cohort 6		
○ All Cohorts			

Figure ATT8.3

Use Case ATT9: Report - Weekly attendance by teacher

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to generate and print reports that list weekly attendance by teacher. These reports will be given to teachers to sign, then will be archived for audit preparation.		
Preconditions:	1. Admin is identified and authenticated		
Postconditions:	1. System generates HTML report		
Normal Flow:	**9.0 Admin requests weekly attendance report by teacher** 1. Admin chooses teacher (Figure ATT9.1)		
Alternative Flows:	**9.1 Admin exports report to PDF directly from teacher list** 1. Admin chooses teacher (Figure ATT9.1) 2. Admin exports to PDF format **New Postcondition** 1. System generates PDF report for selected teacher **9.2 Admin requests weekly attendance report by teacher and exports to PDF** 1. Admin chooses teacher (Figure ATT9.1) 2. Admin exports to PDF format **New Postcondition** 1. System generates PDF report for selected teacher		
Exceptions:			
Business Rules:			
Special Requirements:	1. The HTML (flow 9.0) version of the report is a continuous screen that shows all the sections for one teacher. 2. The PDF version of the report is in greyscale, displays 1 section per page, uses landscape format, and has a signature panel at the bottom of every page.		
Notes and Issues:	1. First section in Figure ATT9.2 shows a report for a split or conjoined block. The second part shows a regular section.		
UI Breadcrumb:	Staff→Reports→Weekly Attendance Verification		
UI Prototypes:	Prototypes are listed in the box below		

Figure ATT9.1

Weekly Attendance Summary by Teacher

Fehrenbacher, Tom

<<Previous Week Week of 6/7/2004-6/11/2004 Next Week>>

11th grade History
Mon/Fri - Period 1/5
8:45-9:50; 2:45-3:45

	M		F	
Name	1	5	1	5
Jxxxx, Jojo J.	A	A	A	
Mxxxx, Mary M.				
Mxxxx, May M.				
Mxxxx, Mirna M.				
Pxxxx, Pete P.				
Pxxxx, Rose P.				
Rxxxx, Rick R.				
Bxxxx, Ben B.	L	L		
Bxxxx, Bing B.				
Bxxxx, Bob B.				
Cxxxx, Nancy Y.				
Fxxxx, Flora F.			L	
Gxxxx, George G.				
Sxxxx, Rae S.				

10th grade History
Mon-Fri Period 3
11:20-12:30

	M	T	W	Th	F
Name	3	3	3	3	
Jxxxx, Jojo J.	A			L	
Lxxxx, Larry L.					
Lxxxx, Laura L.	L				
Mxxxx, Mary M.					
Mxxxx, May M.					
Mxxxx, Mirna M.					
Pxxxx, Pete P.					
Pxxxx, Rose P.					
Rxxxx, Rick R.					
Bxxxx, Ben B.	L	L	L		
Cxxxx, Nancy Y.					
Fxxxx, Flora F.			A		
Gxxxx, George G.				A	
Sxxxx, Rae S.					

Export this teacher's sections to PDF for printing

Figure ATT9.2

Use Case ATT13: Report – Single Student Daily Attendance Summary

Created On:	5/25/2004	Last Modified On:	7/1/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to generate and print report that lists daily student attendance from enroll date to exit date. Report will be printed and placed in student cumulative file.		
Preconditions:	1. Admin is identified and authenticated		
Postconditions:	1. System generates report		
Normal Flow:	**13.0 Admin requests student Daily Attendance Summary** 1. Admin chooses student 2. Admin chooses dates (Figure ATT13.1)		
Alternative Flows:			
Exceptions:	**13.0.E.1 Admin enters end date that is before start date** 1. System warns admin that end date must come after the start date		
Business Rules:			
Special Requirements:	1. Start date defaults to the first day of the current school year 2. End date defaults to the last day of the current school year 3. System only displays blocks that are in that student's schedule during the specified date range. In the screenshot, this student only has blocks 1, 2/3, 4/5, and X in his schedule. 4. "P" code (for present) is not displayed. Blank cells are assumed to be Present. All other codes are displayed. 5. The "Notes" column displays any notes that are entered by an admin for this student on that day in Use Case ATT3. Semicolons (;) separate multiple notes. 6. "Enroll date" is stored in the database when a student enters the school for the first time. 7. "Exit date" " is stored in the database when a student leaves the school permanently		
Notes and Issues:			
UI Breadcrumb:	Students→Reports→Student summary (enroll to exit date)		
UI Prototypes:	Prototypes are listed in the box below		

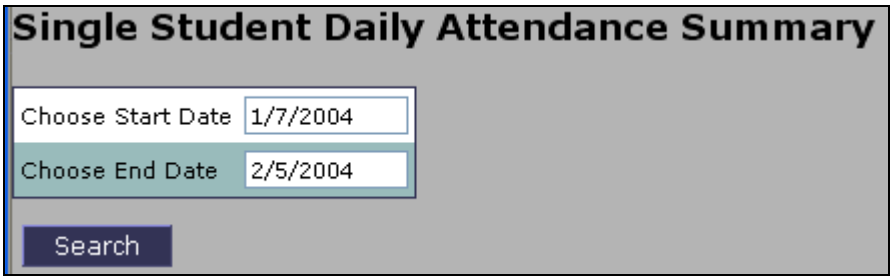


Figure ATT13.1

Single Student Daily Attendance Summary

Bailey, Erin
Grade 11 High Tech High
1/7/2004 - 2/5/2004

	Period				
Date	**1**	**2/3**	**4/5**	**X**	**Notes**
7-Jan					Enroll Date
8-Jan	L			A	Early Dismissal: 2:30
9-Jan					
12-Jan					
13-Jan					
14-Jan					
15-Jan					
16-Jan		L/			
20-Jan					
21-Jan	L				
22-Jan				A	
23-Jan					
26-Jan					
27-Jan			/A	A	Early Dismissal: 1:15
28-Jan					
29-Jan					
30-Jan					
2-Feb					
3-Feb					
4-Feb					
5-Feb		A/A		L	Truant for period 2/3; Arrived @2:15 to period x
6-Feb					
9-Feb					
10-Feb					
11-Feb					
12-Feb					
17-Feb	L				Arrived @ 9:30am
18-Feb					
19-Feb					
20-Feb	L				
23-Feb					
24-Feb	L				
25-Feb					
26-Feb					
27-Feb					Exit Date

Figure ATT13.2

Use Case ATT14: Report – Daily ADA summary

Created On:	5/25/2004	Last Modified On:	7/1/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to generate and download digital report that lists ADA calculations by day between a specified range of dates.		
Preconditions:	1. Admin is identified and authenticated		
Postconditions:	1. System generates report (Figure ATT14.2)		
Normal Flow:	**14.0 Admin requests daily ADA summary** 1. Admin chooses date range (Figure ATT14.1)		
Alternative Flows:			
Exceptions:	**14.0.E.1 Admin enters end date that is before start date** 1. System warns admin that end date must come after the start date		
Business Rules:			
Special Requirements:	1. Start date defaults to the first day of the current school year 2. End date defaults to the last day of the current school year 3. Notes column lists any Fridays and Fridays before holidays. School Holidays are set up in the scheduling app. Please see scheduling use cases.		
Notes and Issues:			
UI Breadcrumb:	School→Reports→Daily ADA Summary		
UI Prototypes:	Prototypes are listed in the box below		

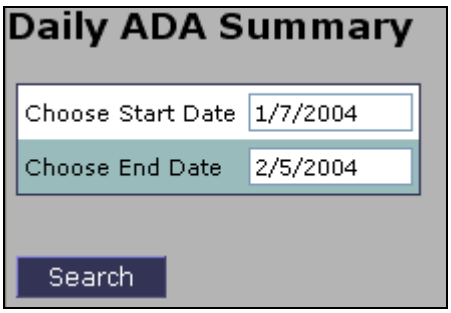


Figure ATT14.1

Date	# Absent	Total Enrollment	ADA	% of Absent Students	Notes
7-Jan	17	432	96%	4%	
8-Jan	14	432	97%	3%	
9-Jan	17	432	96%	4%	Friday
12-Jan	15	432	97%	3%	
13-Jan	13	432	97%	3%	
14-Jan	22	432	95%	5%	
15-Jan	25	432	94%	6%	
16-Jan	26	432	94%	6%	Friday before holiday
20-Jan	18	427	96%	4%	
21-Jan	14	426	97%	3%	
22-Jan	15	426	96%	4%	
23-Jan	24	426	94%	6%	Friday
26-Jan	22	428	95%	5%	
27-Jan	24	428	94%	6%	
28-Jan	19	429	96%	4%	
29-Jan	18	429	96%	4%	
30-Jan	17	430	96%	4%	Friday
2-Feb	17	431	96%	4%	
3-Feb	21	431	95%	5%	
4-Feb	12	430	97%	3%	
5-Feb	22	430	95%	5%	
Totals	**392**	**9027**			

Figure ATT14.2

Student Info

Use Case STU1: Detailed Student Profile

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Teacher, Admin		
Stakeholders and Interests:	Teacher, Admin: Wants to view miscellaneous student information		
Preconditions:	1. Teacher or Admin is identified and authenticated 2. Students have been entered into system		
Postconditions:	1. System generates demographics view		
Normal Flow:	**1.0 User requests demographics view** 1. Teacher or Admin chooses a student		
Alternative Flows:			
Exceptions:			
Business Rules:			
Spc Requirements:	Sub should not be allowed to access any other functionality other than attendance		
Notes and Issues:	THIS IS A CHANGE TO AN EXISTING SCREEN IN THE SYSTEM		
UI Breadcrumb:	Students→Detailed Profile		
UI Prototypes:	Prototypes are listed in the box below		

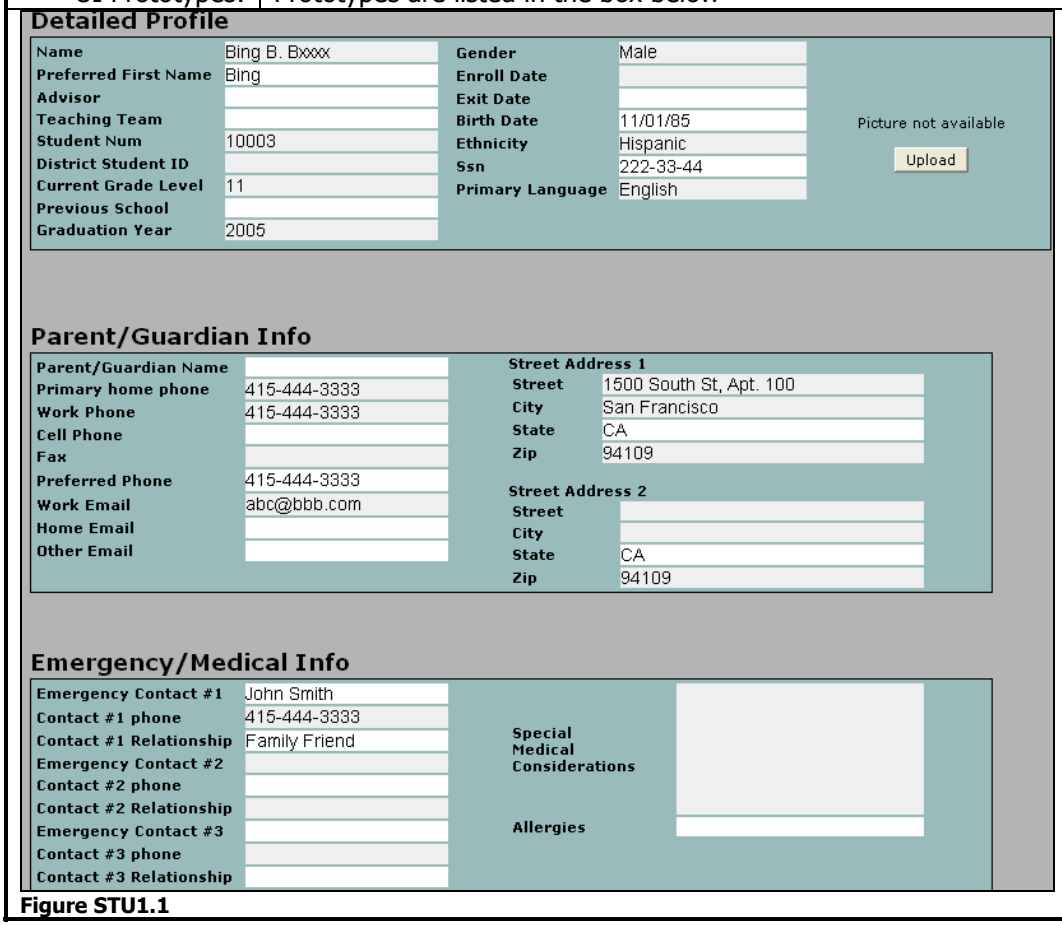


Figure STU1.1

Use Case STU1a: Upload Student Picture

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to upload a student photo to the system		
Preconditions:	1. Teacher or Admin is identified and authenticated 2. Students have been entered into system		
Postconditions:	1. System uploads and displays photo		
Normal Flow:	**1a.0 Admin uploads student picture** 1. Admin chooses a student and views Detailed Student Profile (Use Case STU1) 2. Admin chooses file (Figure STU1a.1)		
Alternative Flows:			
Exceptions:			
Business Rules:			
Spc Requirements:	1. File size of picture should be limited to 2mb. 2. Uploaded file should replace existing picture (if there is one)		
Notes and Issues:			
UI Breadcrumb:	Students→Detailed Profile→Upload a picture		
UI Prototypes:	Prototypes are listed in the box below		

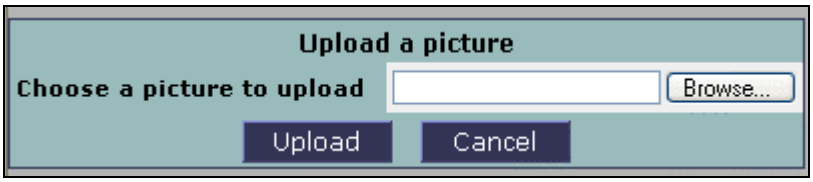


Figure STU1a.1

Use Case STU2: Manage Teacher Comments

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Teacher, Admin		
Stakeholders and Interests:	Teacher, Admin: Wants to view comments that have been made about this student		
Preconditions:	1. Teacher, Admin is identified and authenticated 2. Students have been entered into system		
Postconditions:	1. System displays teacher comments		
Normal Flow:	**2.0 User views teacher comments (Figure STU2.1)** 1. Teacher or Admin chooses a student		
Alternative Flows:	**2.1 User adds teacher comment (Figure STU2.2)** 1. User chooses "Add Note" 2. User chooses section 3. User enters note (See Special Requirements 2) 4. User saves note **New Postcondition:** 1. System saves teacher comment 2. Return to original postcondition **2.2 User edits teacher comment (Figure STU2.3)** 1. User chooses note to edit 2. User chooses section 3. User edits note (See Special Requirements 2) 4. User saves note **New Postcondition:** 1. System updates teacher comment 2. Return to original postcondition **2.3 User deletes teacher comment (Figure STU2.1)** 1. User chooses note to delete (See business rule 1) 2. System confirms that user wants to delete this note **New Postcondition:** 1. System deletes teacher comment 2. Return to original postcondition		
Exceptions:	**2.1.E.1 User does choose a section** 1. System alerts user that they must choose a section **2.1.E.2 User does not enter any text in the note area** 1. System alerts user that they must enter text in the note area		
Business Rules:	1. Only admins can delete any note. Teachers can only delete a note that they created themselves.		
Special Requirements:	1. The content in the Note column should be truncated at some reasonable number of characters, let's say 50 or 60 characters (whichever looks better), with an ellipse marking the truncation point -- don't cram the whole note content in the cell. An ellipse is a series of three periods like this ... 2. Store & display everything as-is, exactly as it was originally typed into the text box, even if it includes HTML tags for some reason.		
Notes and Issues:	THIS IS A CHANGE TO AN EXISTING SCREEN IN THE SYSTEM		

UI Breadcrumb:	Students→Teacher Comments
UI Prototypes:	Prototypes are listed in the box below

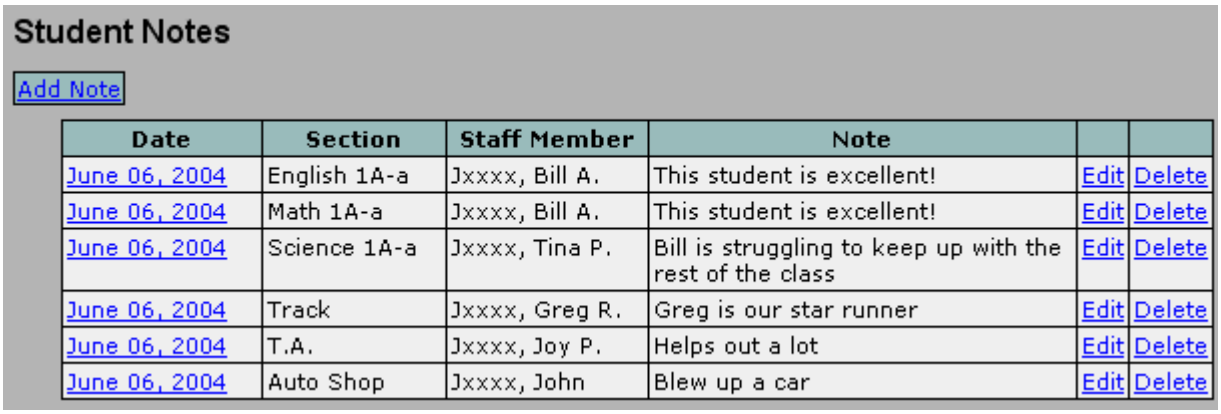


Figure STU2.1

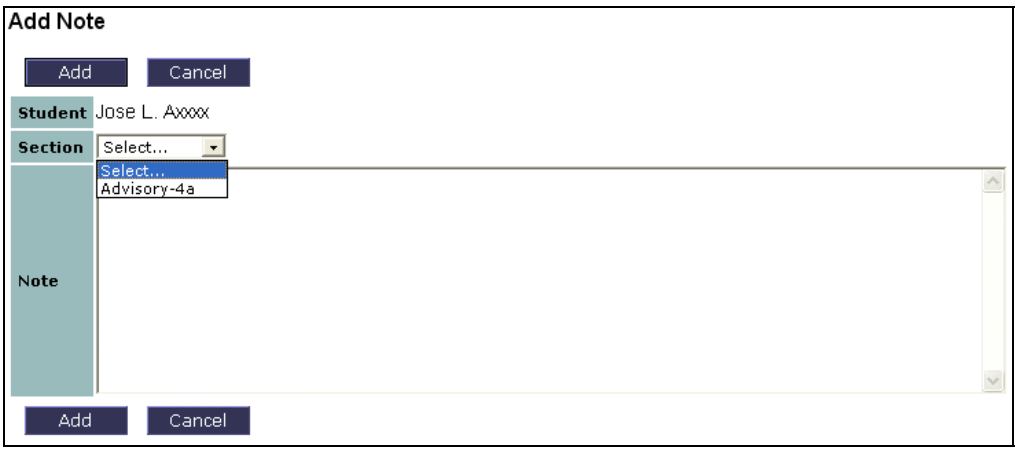


Figure STU2.2

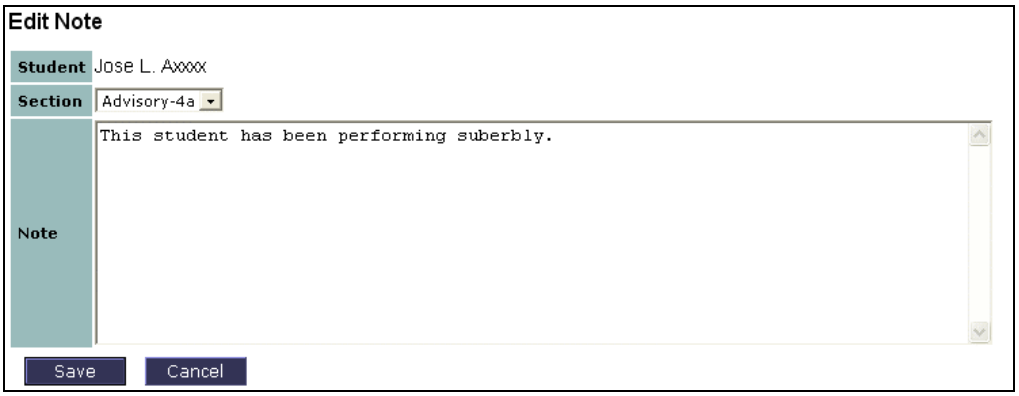


Figure STU2.3

Student Selection

Use Case SEL1: Mass-select group of students to work with

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Teacher, Admin, OM		
Stakeholders and Interests:	Teacher, Admin, OM: Wants to easily select a group of students based on certain criteria, and perform an action on those groups of students		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system		
Postconditions:	1. System retrieves student group and makes it "active"		
Normal Flow:	**1.0 User mass-selects group of students to work with** 1. User selects criteria for group of students (Figure SEL2.1 a. Grade b. Section c. Course d. Cohorts e. Last Name f. First Name g. Ethnicity 2. User selects students to include (Figure SEL2.2)		
Alternative Flows:	**1.1 User saves the selection** (branch after step 1) 1. User enters name for selection **New Postcondition:** 1. System saves selected students **1.2 User retrieves already saved selection** (branch before step 1) 1. User chooses to activate saved search from list (Figure SEL1.3)		
Exceptions:			
Business Rules:			
Special Requirements:	1. The user should be able to select a group of students, make it "active", and perform any number of actions on them. 2. The System should always display somewhere on the screen if any selected students are "active". (Figure SEL1.4) 3. In Figure SEL1.1, the "Section" drop down will be populated after the "Course" dropdown has been selected. 4. "Finish" button should take them back to wherever they were before they started creating or editing the selection. If they started creating it from a report, the "Finish" button should take them back to that report. If they started editing it from Figure SEL1.3, "Finish" should take them back there.		
Notes and Issues:	Actions where mass-selection could be used 1. Mass enrolling students in a section 2. Overriding attendance 3. Generating certain types of reports a. Attendance b. Grades c. Report cards d. Transcripts 4. Exporting 5. Promotion		

	6. Logging Behavioral incidents
UI Breadcrumb:	Students→Selections
UI Prototypes:	Prototypes are listed in the box below

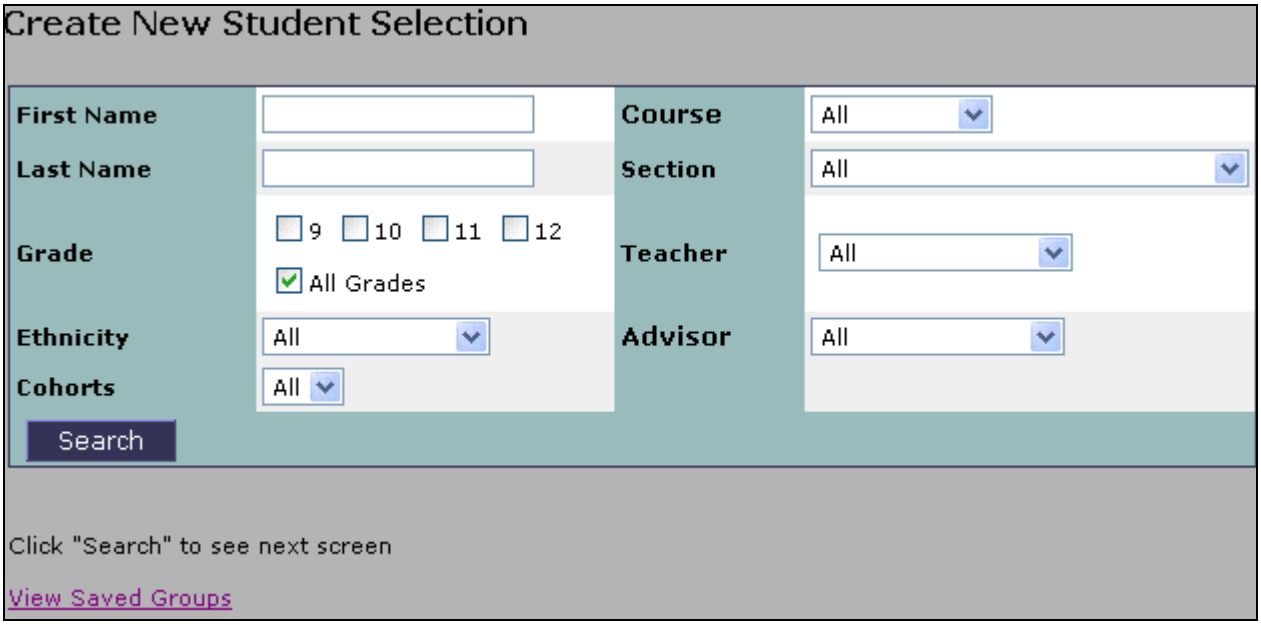


Figure SEL1.1

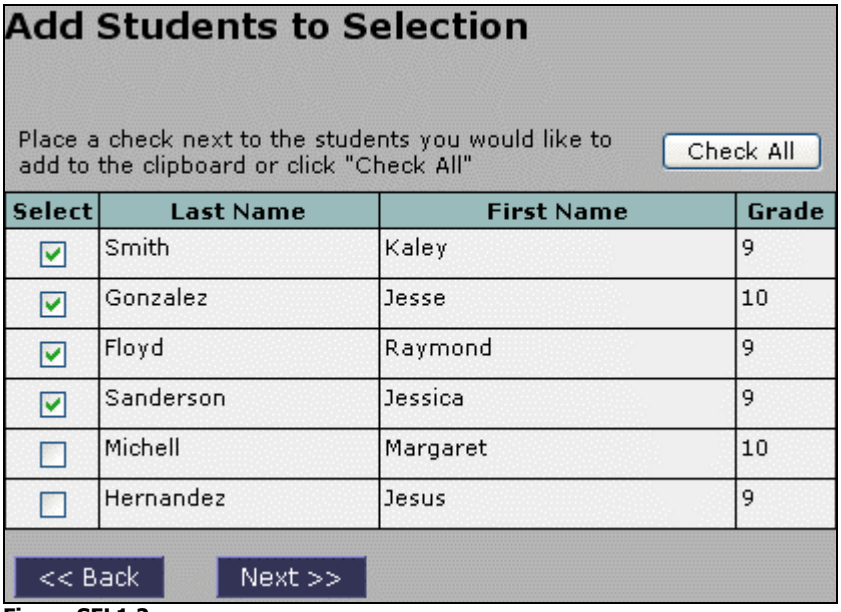


Figure SEL1.2

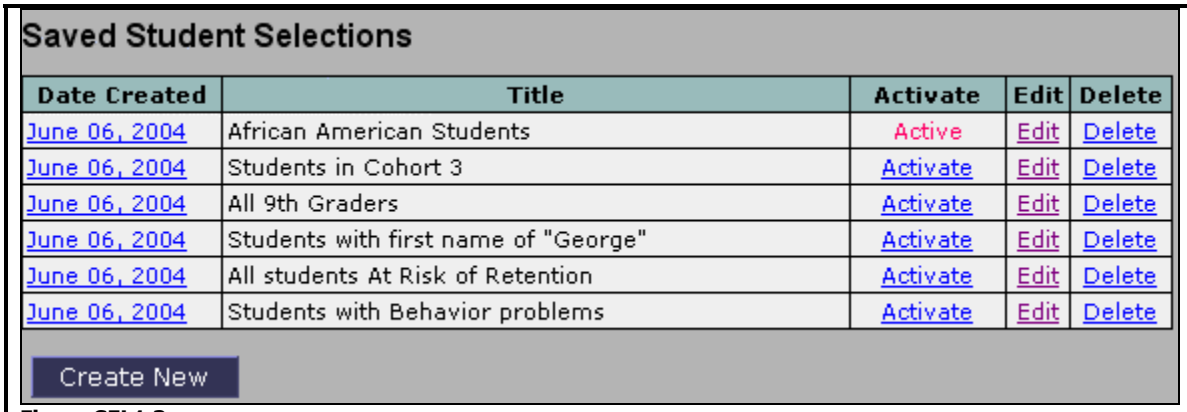


Figure SEL1.3

Figure SEL1.4

Use Case SEL2: Manage Saved Student Selections

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Teacher, Admin, OM		
Stakeholders and Interests:	Teacher, Admin, OM: Wants to easily select a group of students based on certain criteria, and perform an action on those groups of students		
Preconditions:	1. Teacher, Admin, OM is identified and authenticated 2. Students have been entered into system		
Postconditions:	1. System saves edited student selection		
Normal Flow:	**2.0 User edits student selections** 1. User views list of saved student selections (Figure SEL2.1) a. The currently active student selection will be noted with a red "Active" in the "Activate" column. b. List is sorted by "Date created" from newest to oldest 2. User selects group to edit by selecting "Edit" 3. User edits selection title 4. User deletes students (if necessary)		
Alternative Flows:	**2.1 User adds students to a student selection** (branch after step 3) 1. User searches for students to add to current selection 2. User chooses students to add to current selection 3. System adds students to list for current selection **2.2 User deletes student selection** (branch after step 1) 1. User selects group to delete (Figure SEL2.1) **New Postcondition** 1. System deletes student selection		
Exceptions:			
Business Rules:			
Special Requirements:			
Notes and Issues:			
UI Breadcrumb:	Students→Selections→Saved Selections		
UI Prototypes:	Prototypes are listed in the box below		

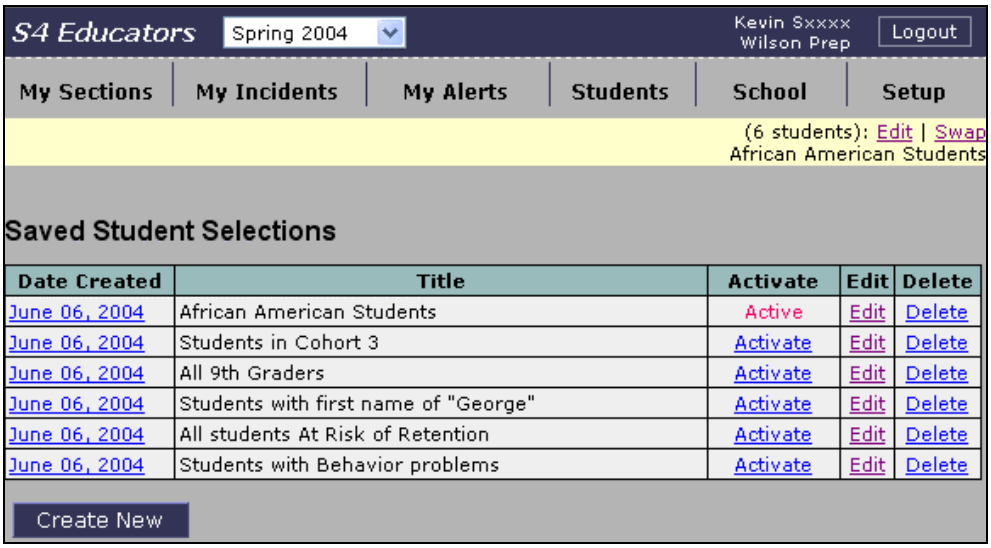


Figure SEL2.1

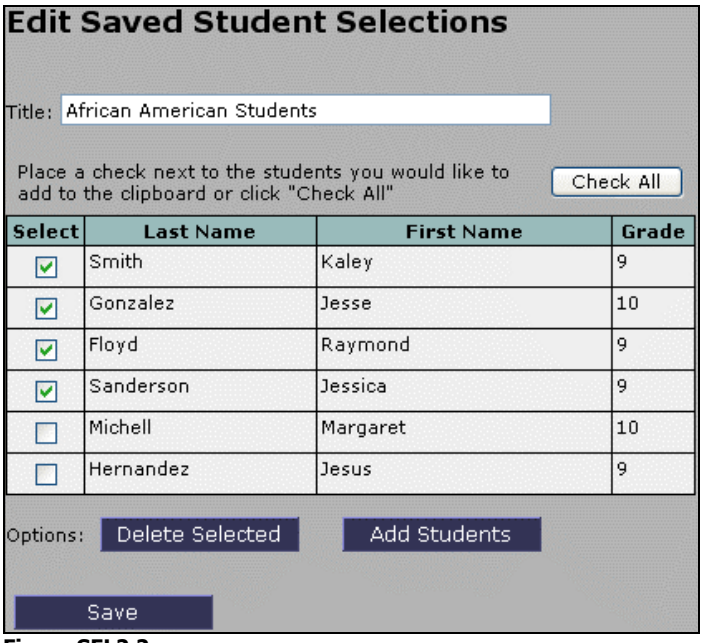


Figure SEL2.2

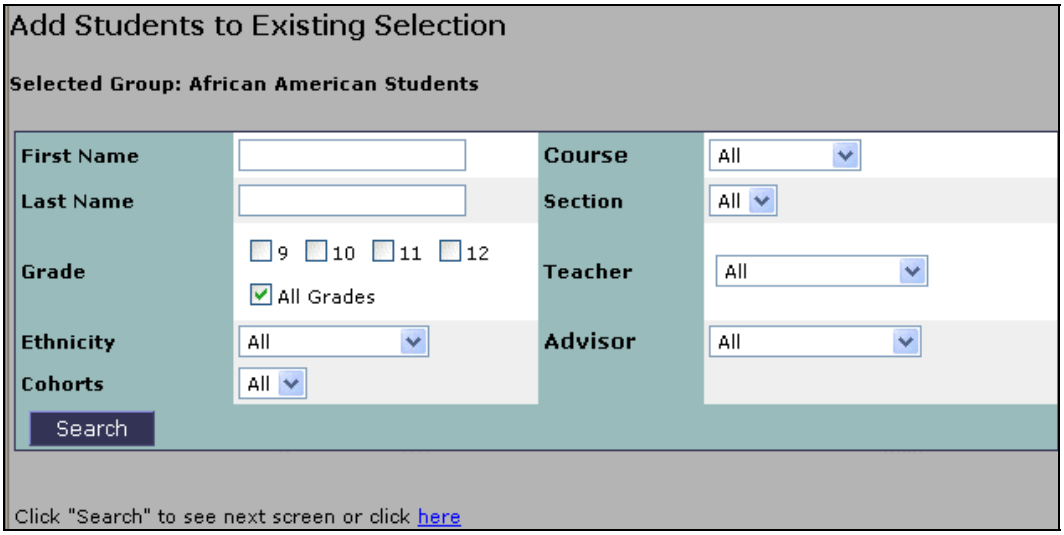


Figure SEL2.3

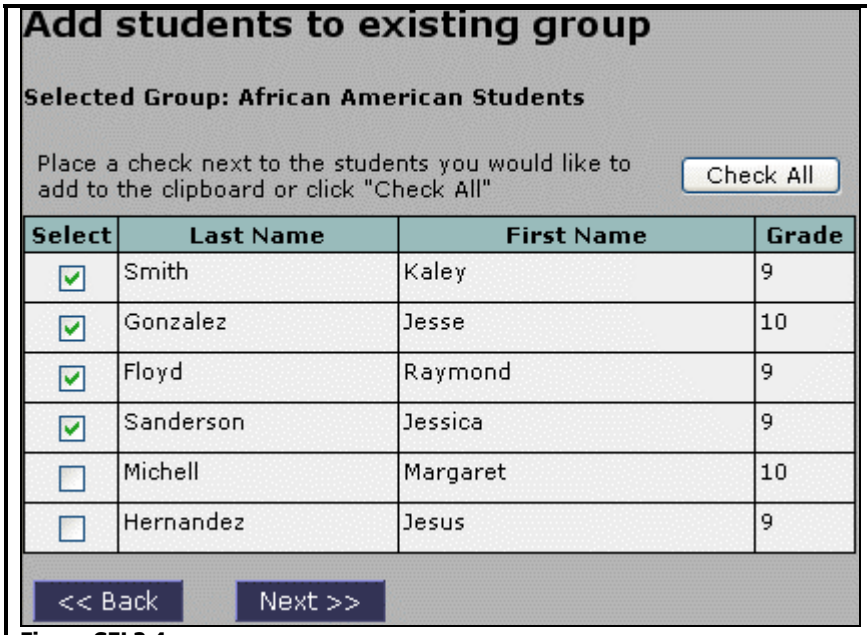


Figure SEL2.4

Enrollment

Use Case ENR1: Manage enrollment rules

Created On:	5/20/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to quickly create enrollment rules and apply them to certain sections or schools		
Preconditions:	1. Admin is identified and authenticated 2. Sections have been entered into system		
Postconditions:	1. System saves and enforces enrollment rules		
Normal Flow:	**1.0 Admin creates new enrollment rule** 1. Admin chooses type of rule a. Class size restriction (Figure ENR1.1) b. Grade restriction (Figure ENR1.2) c. Prerequisite restriction (Figure ENR1.3) d. Age restriction (Figure ENR1.4) 2. Admin chooses restricted value 3. Admin chooses course and sections where enrollment rules will be applied		
Alternative Flows:	**1.1 Admin edits existing enrollment rule** (branch before step 1) 1. Admin chooses enrollment rule to edit (Figure ENR1.5) 2. Admin edits rule (Figure ENR1.4) 3. Return to step 2 **1.2 Admin deletes existing enrollment rule** 1. Admin chooses enrollment rule to delete (Figure ENR 1.5) **New Postcondition:** 1. System deletes selected enrollment rule		
Exceptions:	**1.0,1.E.1 New enrollment rule is violated by existing data** (at step 3) 1. System notifies user that enrollment rule is violated by existing data 2. Admin given choice to allow previous rule violations		
Business Rules:			
Special Requirements:	HTH enrollment rules: 1. Cap enrollment in a section. 2. 9th graders can only take Math I / Physics and Humanities 9. 3. 10th graders can only take math II / Chem and Humanities 10. 4. 11th graders can only take math III, biology, and Humanities 11. 5. Students can not take spanish 2 unless they passed spanish 1. they can not take spanish 3 unless they passed spanish 2. 6. Only students who are 15 ½ or older may take painting or multimedia or biotechnology.		
Notes and Issues:	None		
UI Breadcrumb:			
UI Prototypes:	Prototypes are listed in the box below		

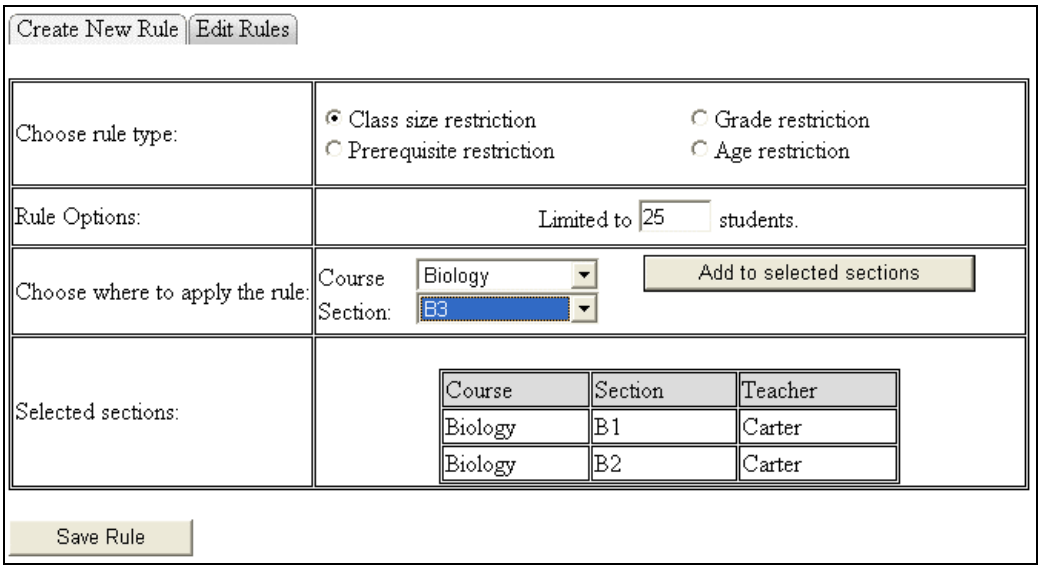


Figure ENR1.1

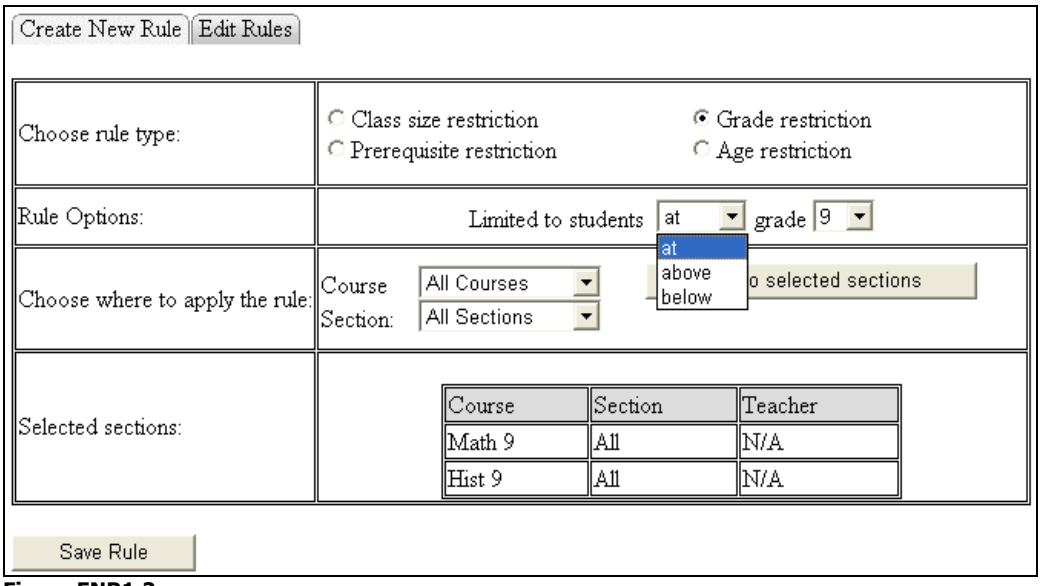


Figure ENR1.2

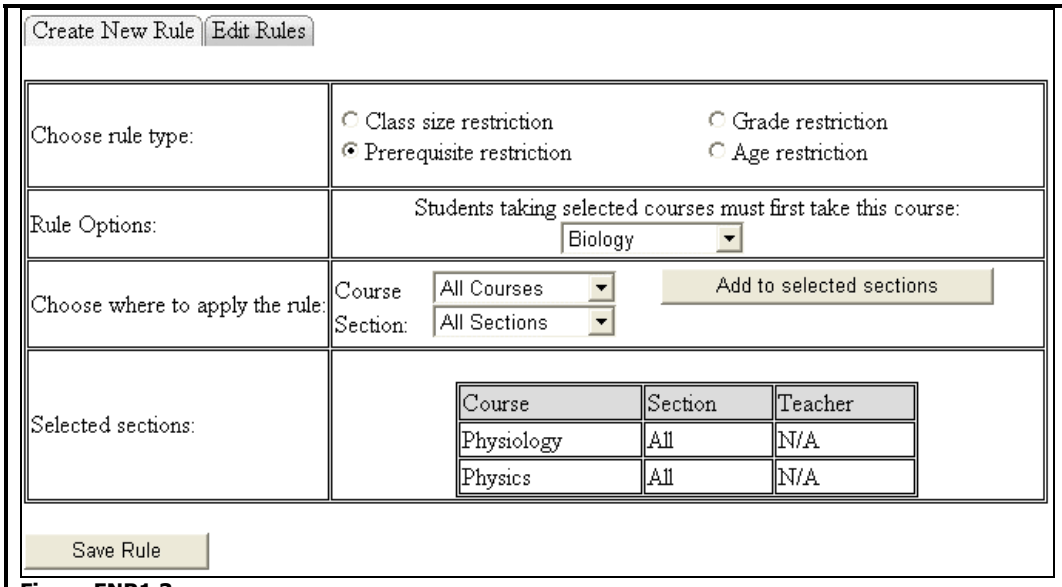


Figure ENR1.3

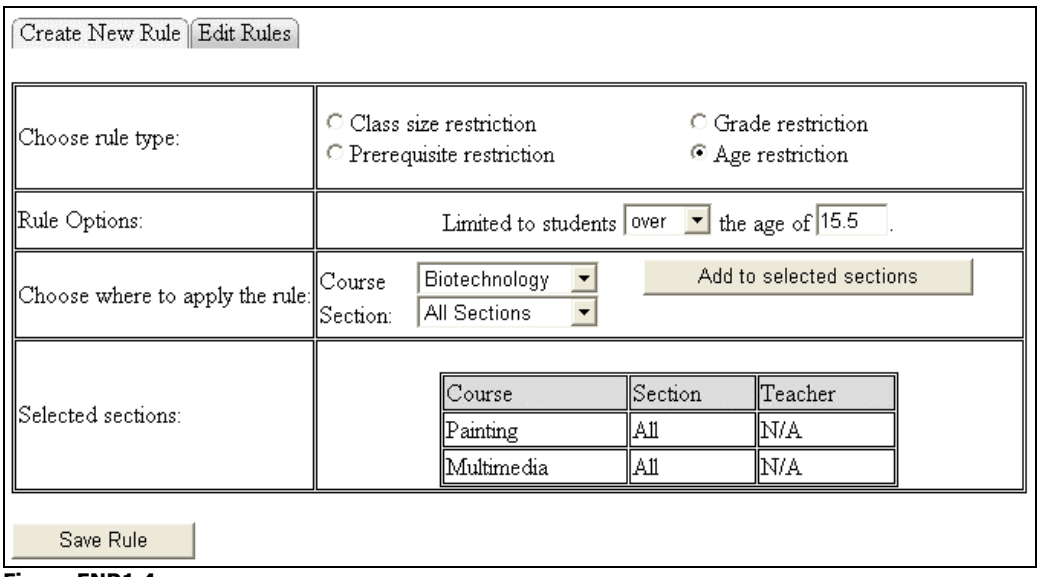


Figure ENR1.4

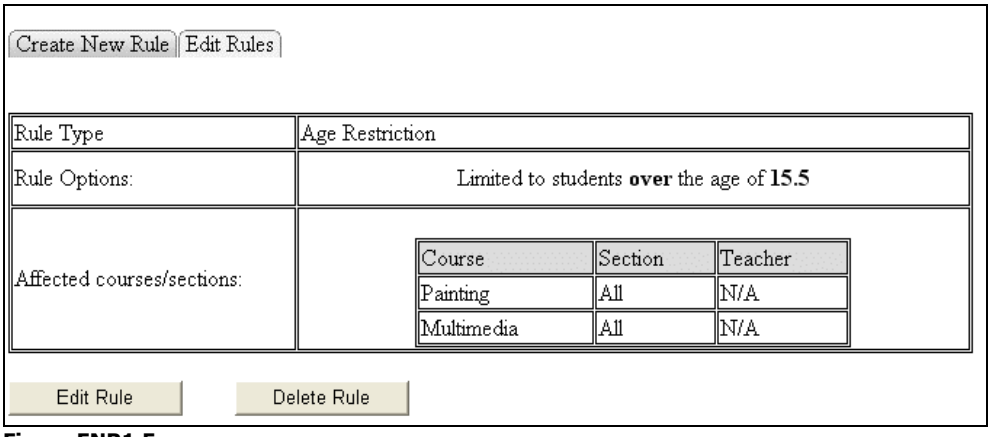


Figure ENR1.5

Use Case ENR2: Enroll multiple students in 1 section

Created On:	5/20/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to quickly enroll students in a single section		
Preconditions:	1. Admin is identified and authenticated 2. Sections have been entered into system 3. Students have been entered into the system 4. At least 1 section has been entered into the system		
Postconditions:	1. System saves enrollment information		
Normal Flow:	**2.0 Admin enrolls multiple students in 1 section by pasting student names** 1. Admin chooses course (Figure ENR2.1) 2. Admin chooses child courses (Figure ENR 2.2) 3. Admin chooses section (Figure ENR2.1) 4. System displays students that are already in the section 5. Admin enters (or pastes) list of student names (Figure ENR2.3) 6. System verifies student names 7. System adds verified students into section (on display only) 8. Admin confirms enrollment additions		
Alternative Flows:	**2.1 Admin enrolls multiple students by manually selecting from a list** (branch after step 3) 1. Admin selects individual students from a list (Figure ENR2.4) 2. Return to step 6 **2.2 Admin enrolls multiple students by filtering for a group of students** (branch after step 3) 3. Admin selects a group of students using a filter (Figure ENR2.5) 4. Return to step 6		
Exceptions:	**2.*.E.1 Selected students violate enrollment rule** 1. Systems notifies admin that enrollment rule has been violated 2. System displays enrollment rule 3. System displays which students violate enrollment rule **New Postcondition:** 1. System does not allow students to be enrolled in section **2.0.E.2 Student already enrolled in selected section** 1. System notifies admin that student is already enrolled in section 2. Return to step 3 **2.0.E.3 System cannot identify student in list** (Figure ENR2.6) 1. System displays students that cannot be identified 2. System prompts user to match entered student with actual student 3. Return to step 5		
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:			

UI Prototypes:	Prototypes are listed in the box below

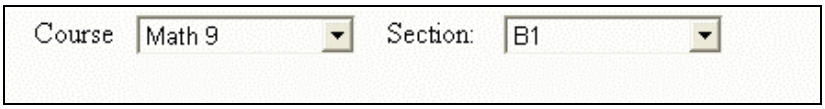


Figure ENR2.1

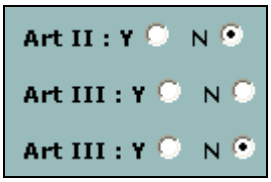


Figure ENR2.2

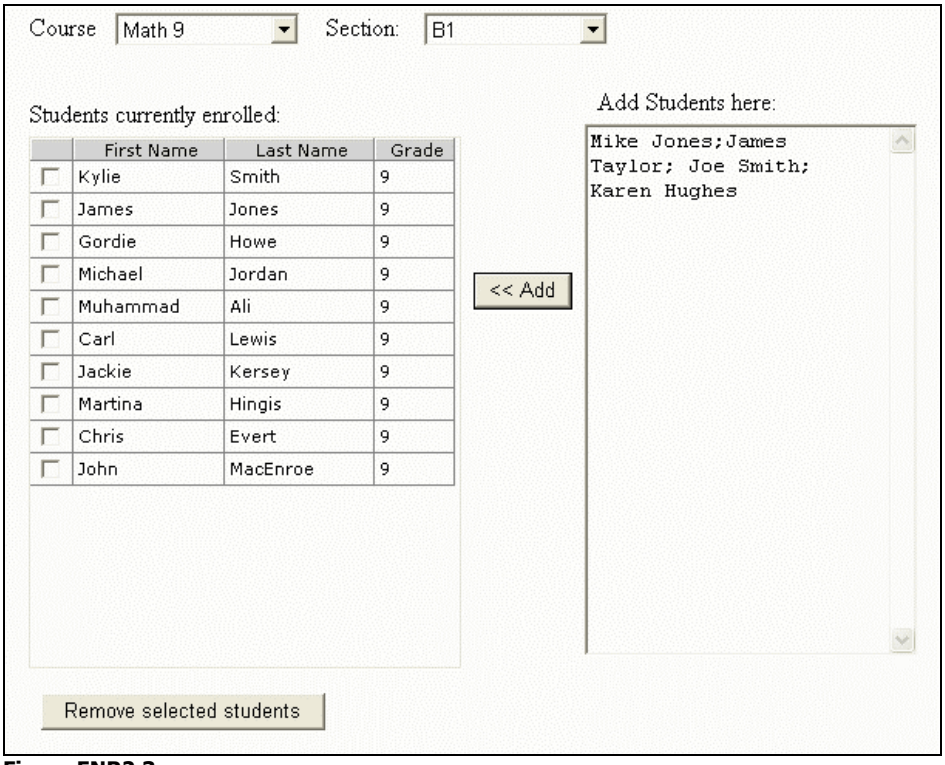


Figure ENR2.3

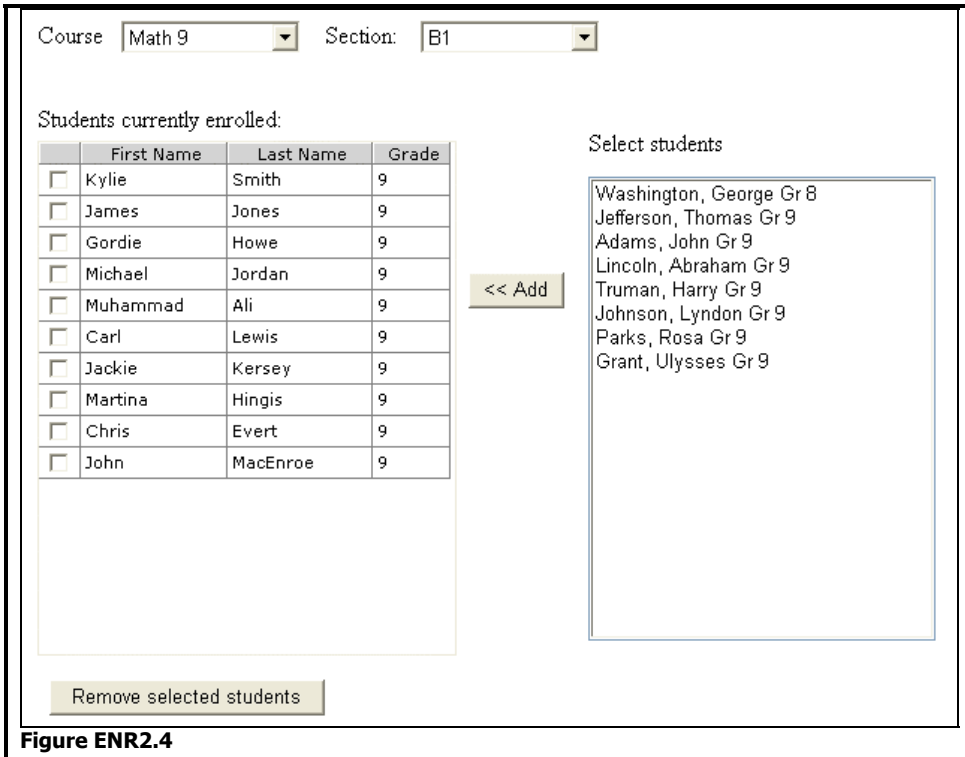


Figure ENR2.4

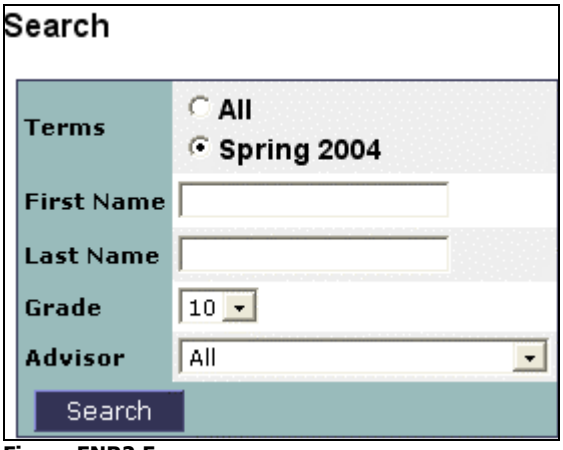


Figure ENR2.5

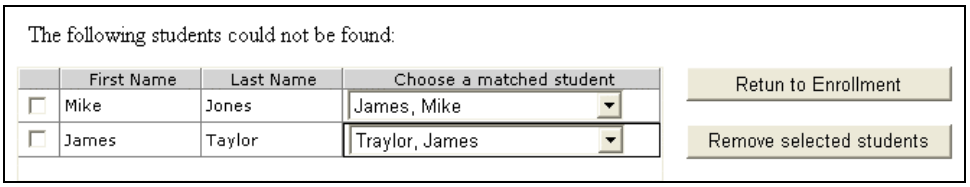


Figure ENR2.6

Use Case ENR3: Enroll 1 student in multiple sections

Created On:	5/20/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to enroll a single student into 1 or more sections		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into the system 3. Sections have been entered into system		
Postconditions:	1. System saves and enforces enrollment rules		
Normal Flow:	**3.0 Admin enrolls single student by filtering for student** 1. Admin chooses student by entering first and last name (Figure ENR3.1) 2. System finds student and displays current schedule for student (Figure ENR3.3) 3. Admin chooses course (Figure ENR3.4) 4. Admin chooses child course, if any (Figure ENR3.5) 5. Admin chooses section (Figure ENR3.6) 6. System adds and displays chosen section in schedule for student 7. Admin confirms that student be enrolled in selected sections		
Alternative Flows:	**3.1 Admin enrolls student by entering ID** (branch before step 1) 1. Admin chooses student by entering student ID 2. Return to step 2		
Exceptions:	**3.*.E.1 Selected student violates enrollment rule** 1. Systems notifies admin that enrollment rule has been violated 2. System displays enrollment rule 3. System displays which students violate enrollment rule **New Postcondition:** 1. System does not allow students to be enrolled in section **3.0,1.E.1 System cannot find student** (at step 1) 1. System notifies admin that student cannot be found with that criteria **3.0.E.2 System finds multiple students that match names** (at step 2) 1. System notifies admin that multiple students have been found 2. System allows admin to choose correct student (Figure ENR3.2) **3.0.E.3 Selected section overlaps with existing section** (at step 3) 1. System notifies admin that selected section times overlap with existing section		
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:			
UI Prototypes:	Prototypes are listed in the box below		

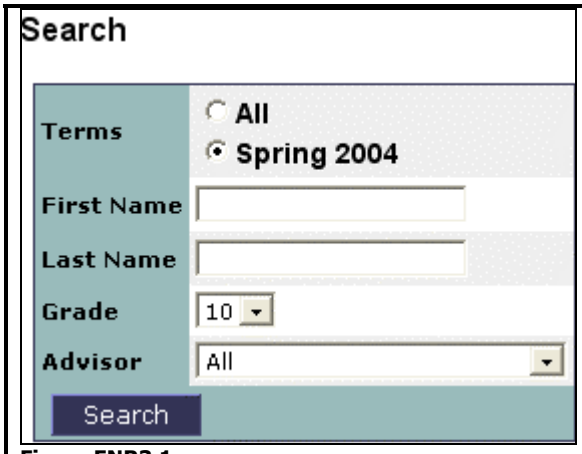


Figure ENR3.1

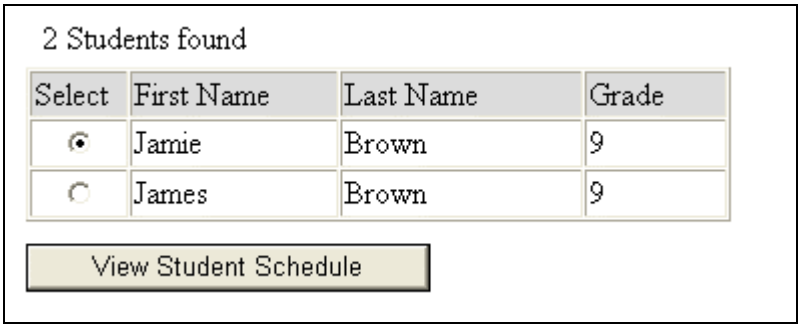


Figure ENR3.2

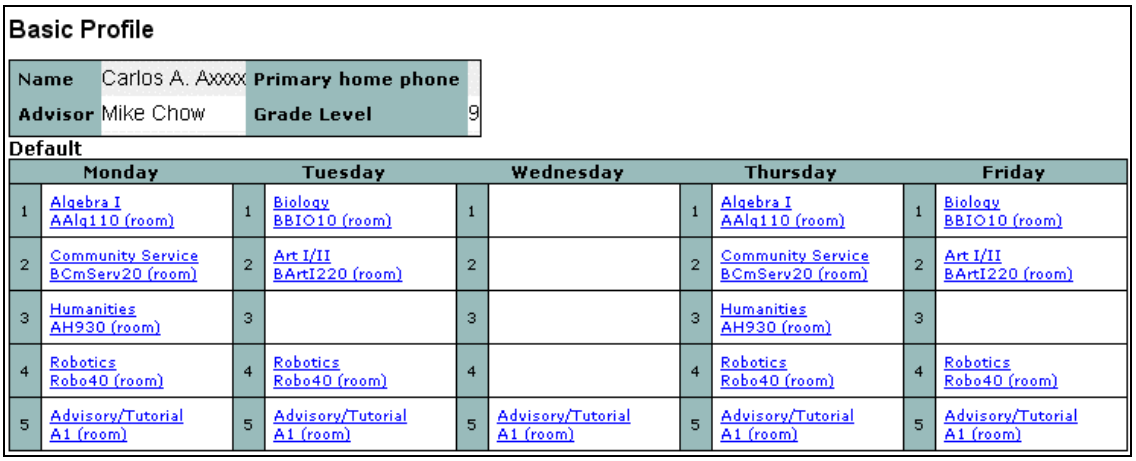


Figure ENR3.3

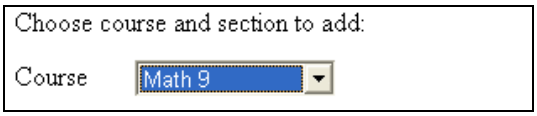


Figure ENR3.4

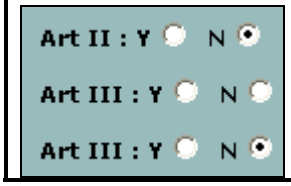


Figure ENR3.5

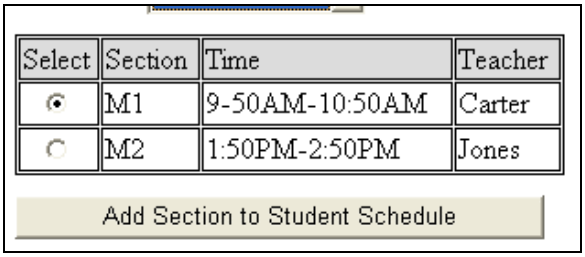


Figure ENR3.6

Use Case ENR4: View sections/Disenroll student from section

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to quickly view sections and disenroll students		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into system 3. Sections have been entered into system		
Postconditions:	1. System displays students in section		
Normal Flow:	**4.0 Admin views students in section** 1. Admin chooses course (Figure ENR4.1) 2. System displays sections in course 3. Admin chooses section		
Alternative Flows:	**4.1 Admin disenrolls student from section** (branch after step 3) 1. Admin chooses student to disenroll **New Postcondition:** 1. System disenrolls student from section 2. System displays updated section roster		
Exceptions:			
Business Rules:			
Special Requirements:	1. Students are not "deleted" from a course, they are "disenrolled". They system keeps a history of who has been enrolled and disenrolled from each course.		
Notes and Issues:	None		
UI Breadcrumb:	Students→Scheduling		
UI Prototypes:	Prototypes are listed in the box below		

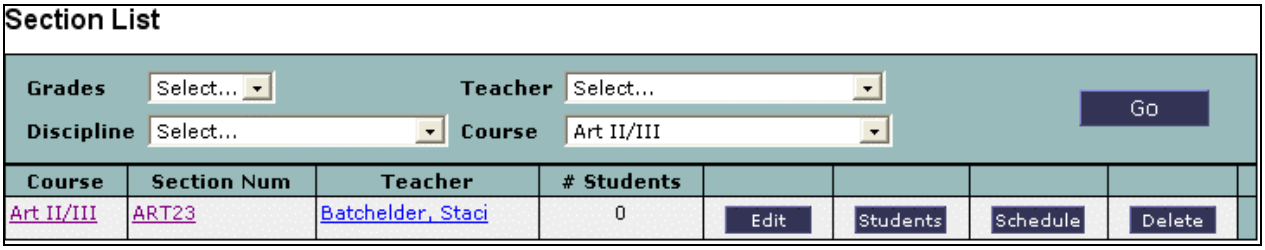


Figure ENR4.1

View Section

View Schedule | Edit Section

Term	Spring 2004
Course	Art II/III
Segment #	1/1
Segment Length	1.0 Term
Section Num	ART23
Teacher	Batchelder, Staci
Schedule	
Block	
Student Count	0
Has Child Sections	true

Child Sections

Course	Section Num	Teacher	Students	
Art II	ART23	Batchelder, Staci	0	Edit
Art III	ART23	Batchelder, Staci	0	Edit

Section Members Add Student to Section

	Student	Advisor					
1.	Axxxx, Dulce N.	Ehsanipour, Tina	View Progress	View	Edit	Delete	Move
2.	Bxxxx, Eduardo U.	Wright, Danielle	View Progress	View	Edit	Delete	Move
3.	Bxxxx, Niesha M.	Padnos Altamirano, Rebecca	View Progress	View	Edit	Delete	Move
4.	Cxxxx, Martin	Batchelder, Staci	View Progress	View	Edit	Delete	Move
5.	Dxxxx, Diana M.	Batchelder, Staci	View Progress	View	Edit	Delete	Move
6.	Ixxxx, Salvador	Wright, Danielle	View Progress	View	Edit	Delete	Move
7.	Lxxxx, Andrea C.	Padnos Altamirano, Rebecca	View Progress	View	Edit	Delete	Move
8.	Mxxxx, Adilene	Leslie, Seth	View Progress	View	Edit	Delete	Move
9.	Mxxxx, Cinthia	Ehsanipour, Tina	View Progress	View	Edit	Delete	Move
10.	Mxxxx, Jose R.	Leslie, Seth	View Progress	View	Edit	Delete	Move
11.	Mxxxx, Mariana	Gilbert, Jeff	View Progress	View	Edit	Delete	Move
12.	Mxxxx, Ricardo M.	Dean, William	View Progress	View	Edit	Delete	Move
13.	Oxxxx, David M.	Ehsanipour, Tina	View Progress	View	Edit	Delete	Move
14.	Rxxxx, Natasha N.	Marino, Maura	View Progress	View	Edit	Delete	Move
15.	Rxxxx, Ricardo G.	Ramos-Beban, Nicky	View Progress	View	Edit	Delete	Move
16.	Sxxxx, Emanuel	Dean, William	View Progress	View	Edit	Delete	Move
17.	Sxxxx, Luis A.	Ehsanipour, Tina	View Progress	View	Edit	Delete	Move
18.	Sxxxx, Natika S.	Leslie, Seth	View Progress	View	Edit	Delete	Move
19.	Sxxxx, Patisepa L.	Ramos-Beban, Nicky	View Progress	View	Edit	Delete	Move
20.	Txxxx, Eduardo	Dean, William	View Progress	View	Edit	Delete	Move

Figure ENR4.2

Use Case ENR5: Transfer students to another section

Created On:	5/20/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants to move multiple or single students from one section to another		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into the system 3. Sections have been entered into system 4. Students have been enrolled in at least 1 section		
Postconditions:	1. System disenrolls students from first selected section 2. System deletes assignments for student in old section 3. System adds students to second selected section		
Normal Flow:	**5.0 Admin transfers multiple students from one section to another** 1. Admin chooses 1st course and section (Figure ENR5.1) 2. Admin chooses 2nd course and section 3. Admin chooses which students to move from one section to another 4. System warns Admin that all assignments in the old section will be deleted 5. Admin confirms changes to sections		
Alternative Flows:	**5.1 Admin transfers single student from one section to another** (at step 1) 1. Admin chooses student 2. Admin displays student schedule 3. Admin chooses section 4. System displays all students in section (Figure ENR5.2) 5. Admin chooses course to transfer student to (Figure ENR5.3) 6. Return to step 4		
Exceptions:	**5.*.E.1 Selected student violates enrollment rule** 1. Systems notifies admin that enrollment rule has been violated 2. System displays enrollment rule 3. System displays which students violate enrollment rule **New Postcondition:** 2. System does not allow students to be enrolled in section **5.*.E.2 Selected section conflicts with existing section in student schedule**(at step 4) 1. System notifies admin that student cannot be moved into that section because it conflicts with another section in that student's schedule		
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:			
UI Prototypes:	Prototypes are listed in the box below		

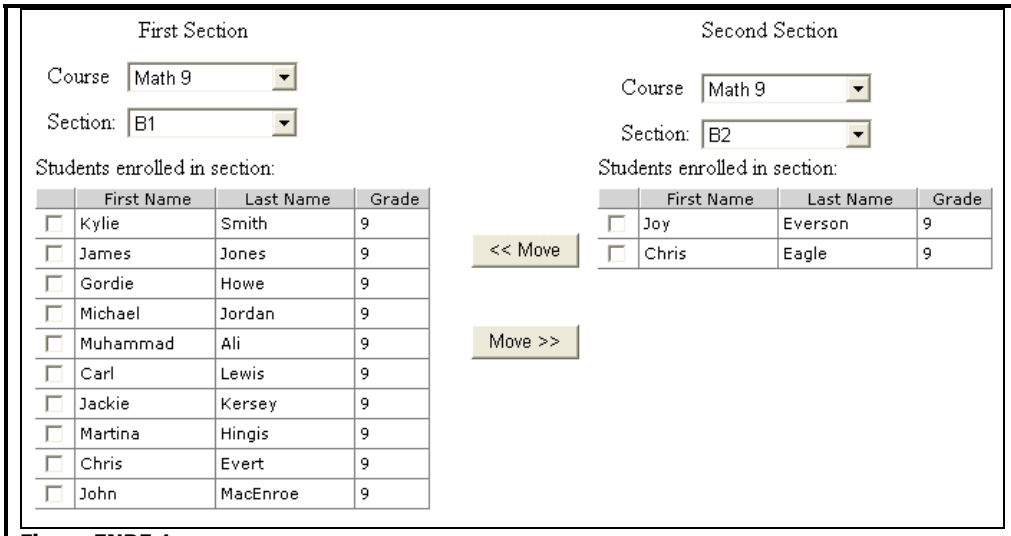


Figure ENR5.1

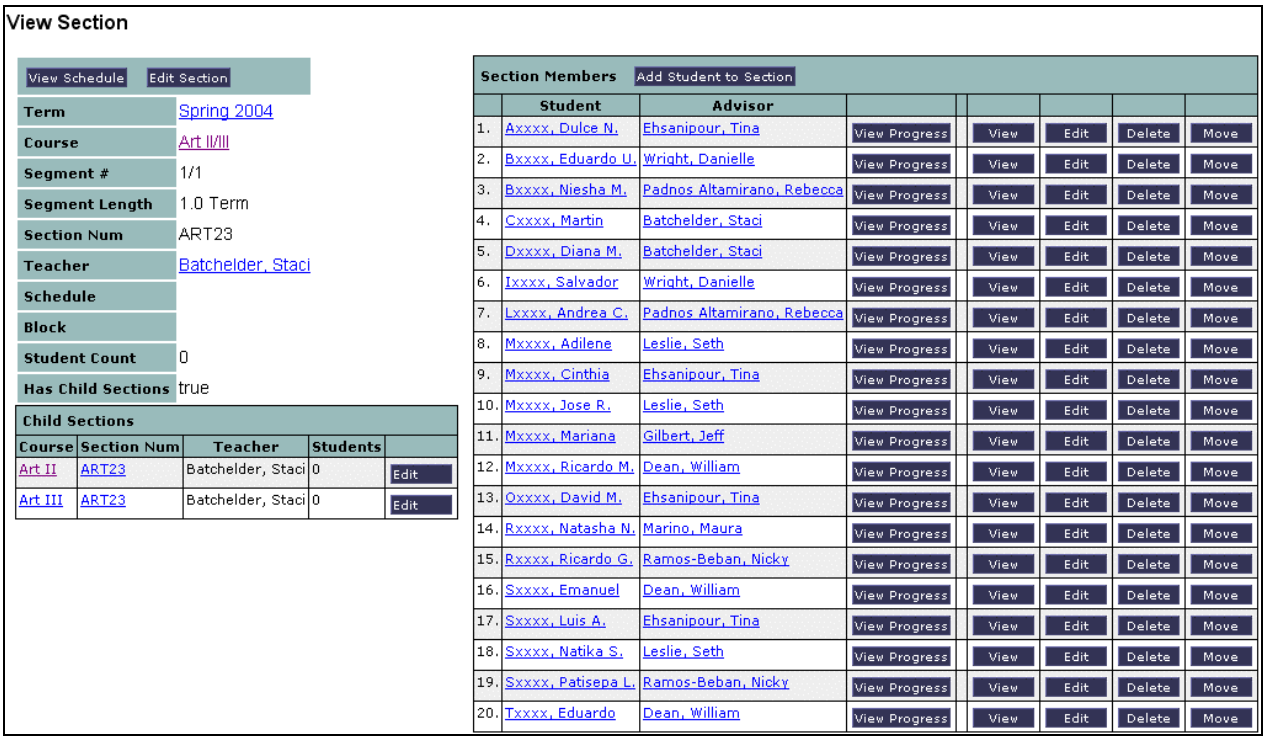


Figure ENR5.2

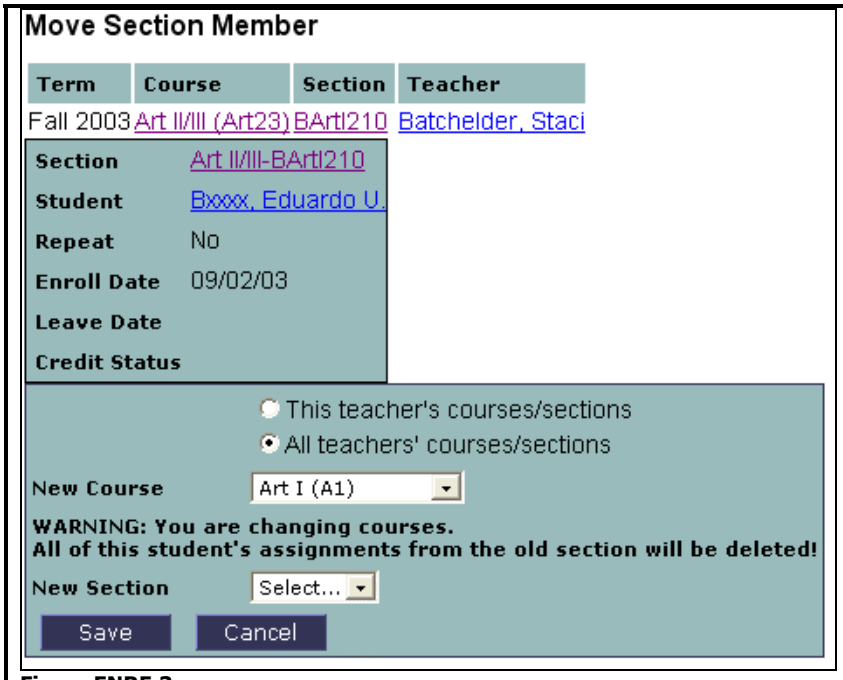


Figure ENR5.3

Use Case ENR6: Report - student schedules are not yet "filled"

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants a report that list which student schedules are not yet "filled"		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into the system 3. Sections have been entered into system 4. Students have been enrolled in at least 1 section		
Postconditions:	1. System generates and displays report		
Normal Flow:	**6.0 Admin generates report on unfilled student schedules**		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:			
UI Prototypes:	Prototypes are listed in the box below		

Use Case ENR7: Report - View history of enrollments for a section

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants a report that lists the history of enrollments for a selected section		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into the system 3. Sections have been entered into system 4. Students have been enrolled in at least 1 section		
Postconditions:	1. System generates and displays report		
Normal Flow:	**7.0 Admin generates report of history of enrollments for a section** 1. Admin chooses course 2. Admin chooses section		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:	Admin→Enrollment→Reports→Section Enrollment History		
UI Prototypes:	Prototypes are listed in the box below		

Section Enrollment History

Course	Section Num	Teacher
Art II/III	ART23	Batchelder, Staci

	Student Name	Action Taken	Action Date	Action By	Action Time
	Flesch, Steve	Enrolled	5/15/2004	dgilbert	5:15 pm
	Jones, Art	Disenrolled	5/15/2004	dgilbert	5:15 pm
	Grimm, Amy	Enrolled	5/15/2004	jthomas	6:10pm

Figure ENR7.1

Use Case ENR8: Report - View history of enrollments for a student

Created On:	5/25/2004	Last Modified On:	5/25/2004
Actors:	Admin		
Stakeholders and Interests:	Admin: Wants a report that list which student schedules are not yet "filled"		
Preconditions:	1. Admin is identified and authenticated 2. Students have been entered into the system 3. Sections have been entered into system 4. Students have been enrolled in at least 1 section		
Postconditions:	1. System generates and displays report		
Normal Flow:	**8.0 Admin generates report of history of enrollments for student** 1. Admin chooses student		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:	Admin→Enrollment→Reports→Student Enrollment History		
UI Prototypes:	Prototypes are listed in the box below		

Student Enrollment History

Name	Carlos A. Axxxx	**Primary home phone**	
Advisor	Jeff Gilbert	**Grade Level**	9

	Course	Section Num	Teacher	Action	Action Date	Action Time	Action by
	Art II/III	ART23	Batchelder, Staci	Enrolled	5/15/2004	5:15 pm	jgilbert
	Biology	BIO	Smith, John	Enrolled	5/15/2004	5:16pm	jgilbert
	Biology	BIO	Smith, John	Disenrolled	5/15/2004	5:20pm	jgilbert
	Physics	PHY	Hayes, Joan	Enrolled	5/15/2004	5:25pm	jgilbert

Figure ENR8.1

Gradebook

Use Case GB1: Manage grade scales (Teacher)

Created On:	5/4/2004	Last Modified On:	5/12/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly set up grade scales for assignments		
Preconditions:	1. Teacher is identified and authenticated		
Postconditions:	1. Grade scale is saved		
Normal Flow:	**1.0 Teacher creates a new grade scale** 1. Teacher chooses section 2. Teacher enters name for grade scale (Figure GB1.1) 3. Teacher enters grades in scale (A, A-, B, Pass, Fail, etc.) (Figure GB1.2) 4. Teacher enters minimum percentage needed to attain grade (minimum %) (Figure GB1.2)		
Alternative Flows:	**1.1 Teacher edits existing grade scale** (branch after step 1) 1. Teacher chooses grade scale to edit (Figure GB1.3) 2. Teacher edits grades in scale and minimum percentage needed for grade (Figure GB1.2) **New Postcondition:** 1. System recalculates existing grades for assignments entered by teacher that use this grade scale 2. Grade scale is updated **1.2 Teacher deletes existing grade scale** (branch after step 1) 1. Teacher selects grade scale and chooses "Delete" (Figure GB1.4) **New Postcondition:** 1. Selected grade scale is deleted		
Exceptions:	**1.0.E.1 Grade scale has already been set up and enforced** 1. System notifies teacher that they cannot set up a new grade scale because an administrator has already set up and enforced a grade scale policy. **1.*.E.2 Teacher does not enter minimum percentages in descending order** 1. System notifies teacher that they must enter percentages in descending order (Figure GB1.5) **1.*.E.3 Teacher does not enter unique minimum percentages** 1. System notifies teacher that all percentages must be unique (Figure GB1.5) **1.2.E.3 Existing assignments use grade scale to be deleted** 1. System notifies teacher that all they must change the grade scale for all assignments using the grade scale they want to delete a. System should display a list of assignments using the grade scale to be deleted		
Business Rules:	1. HTH uses standard grade scale, from A-F with +/- gradations. 2. D or below is a failing mark. (At a traditional school, an F is a failing mark.)		

Special Requirements:	
Notes and Issues:	None
UI Breadcrumb:	My Sections→Gradebook → Grade Scales
UI Prototypes:	Images below

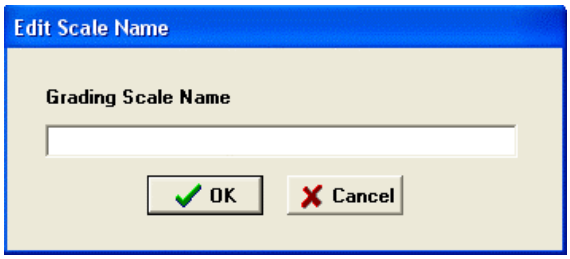


Figure GB1.1

Figure GB1.2

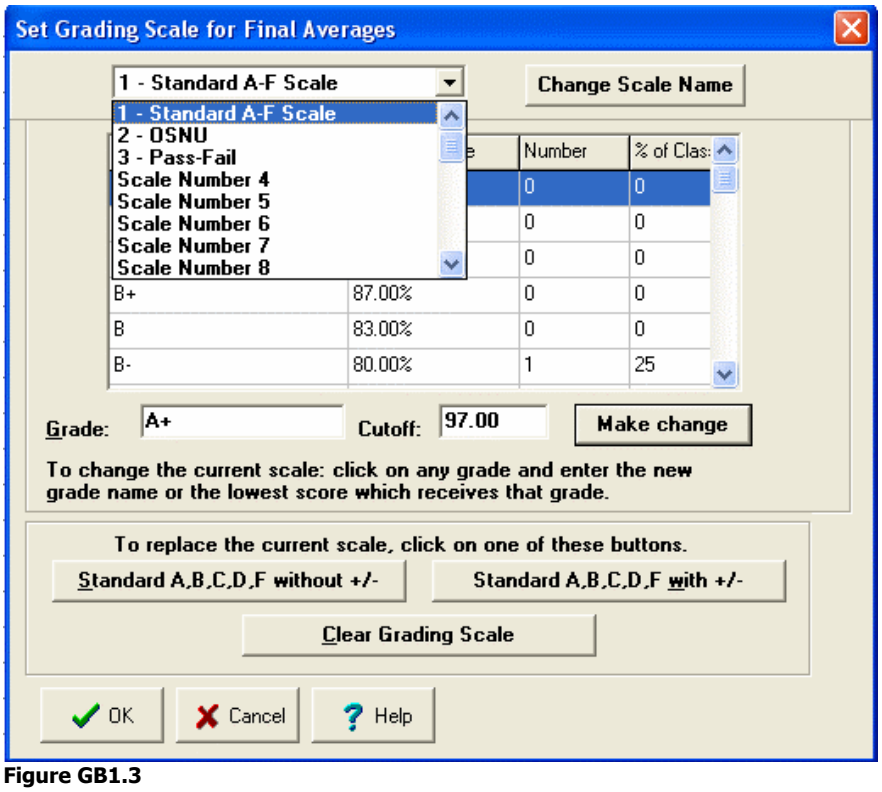


Figure GB1.3

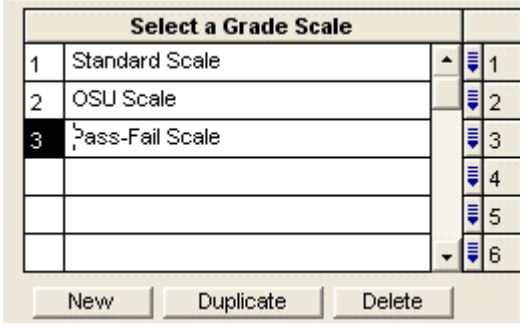


Figure GB1.4

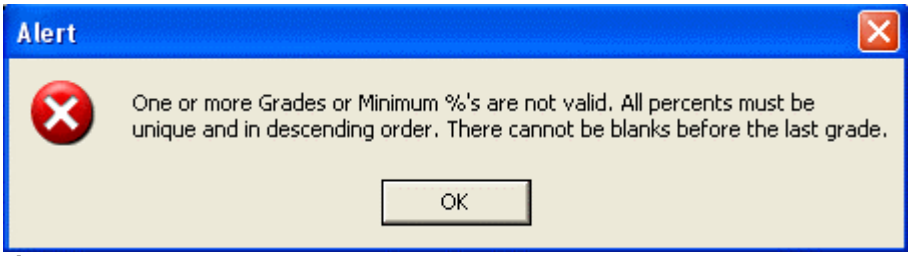


Figure GB1.5

Use Case GB2: Manage and enforce use of grade scale (Admin)

Created On:	5/4/2004	Last Modified On:	5/12/2004
Actors:	Admin		
Stakeholders and Interests:	1. Admin: Wants to quickly set up a grade scale and enforce it for entire school		
Preconditions:	1. Admin is identified and authenticated		
Postconditions:	1. Grade scale is saved and enforced		
Normal Flow:	**2.0 Admin creates a new grade scale** 1. Admin enters name for new grade scale 2. Admin enters grades in scale (A, A-, B, Pass, Fail, etc.) (Figure GB2.1) 3. Admin enters minimum percentage needed to attain grade (minimum %) (Figure GB2.1) 4. Admin whether or not to enforce grade scale to entire school (Figure GB2.4)		
Alternative Flows:	**2.1 Teacher edits existing grade scale** (branch before step 1) 1. Admin chooses grade scale to edit (Figure GB2.1) 2. Admin edits grades in scale 3. Admin edits minimum percentage needed for grade (Figure GB2.1) **New Postcondition:** 1. System recalculates existing grades for assignments that use this grade scale 2. Grade scale is updated **2.2 Teacher deletes existing grade scale** (branch before step 1) 1. Teacher selects grade scale and chooses "Delete" (Figure GB2.2) **New Postcondition:** 1. Selected grade scale is deleted		
Exceptions:	**2.*.E.1 Admin does not enter minimum percentages in descending order** 1. System notifies admin that they must enter percentages in descending order (Figure GB2.3) **2.*.E.2 Admin does not enter unique minimum percentages** 1. System notifies admin that all percentages must be unique (Figure GB2.3) **2.2.E.3 Existing assignments use grade scale to be deleted** 1. System notifies admin that some assignments use the grade scale they want to delete. a. System should display a list of assignments and teachers using the grade scale to be deleted.		
Business Rules:	1. HTH uses standard grade scale, from A-F with +/- gradations. 2. D or below is a failing mark. (At a traditional school, an F is a failing mark.)		
Special Requirements:	System already contains commonly used grade scales: 1. A-F with +/- 2. A-F without +/- 3. OSU (Outstanding, Satisfactory, Unsatisfactory) 4. Pass-Fail		
Notes and Issues:	None		
UI Breadcrumb:	Admin→Gradebook→Grade Scales		
UI Prototypes:	Images below		

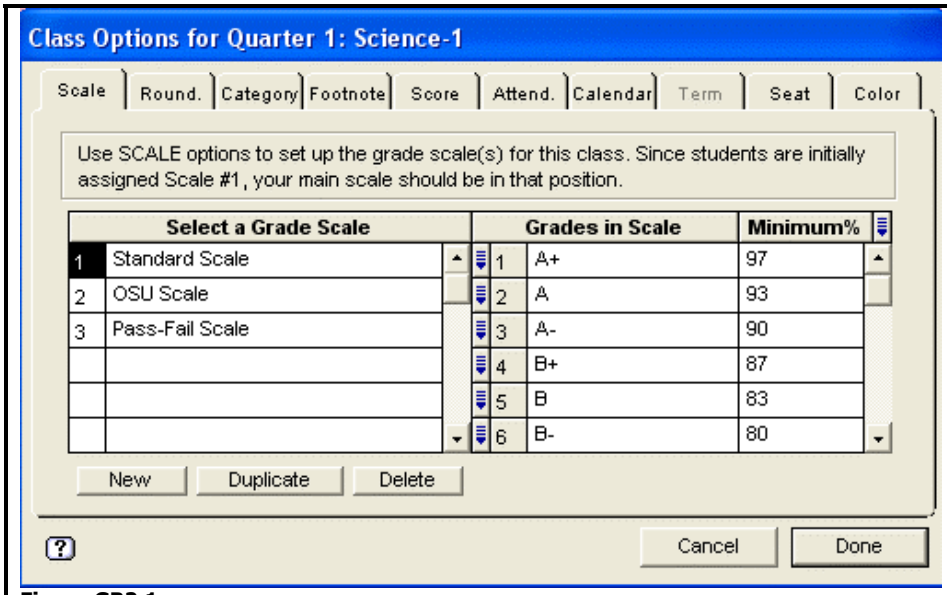


Figure GB2.1

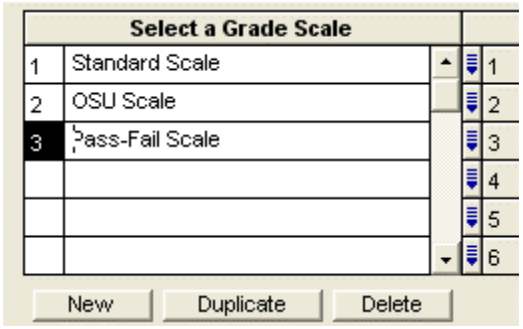


Figure GB2.2

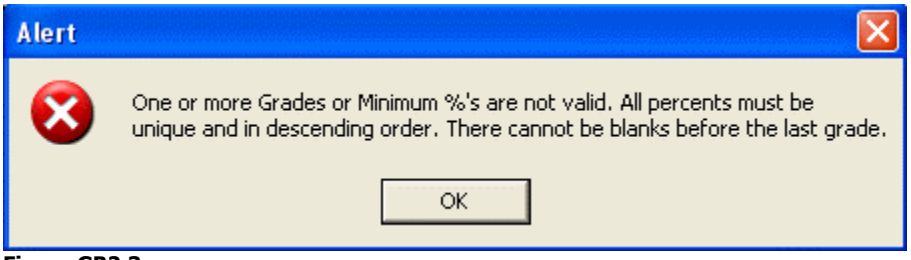


Figure GB2.3

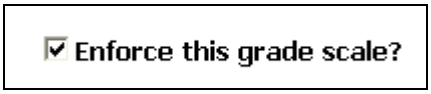
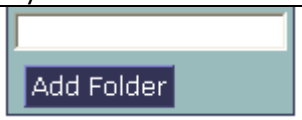


Figure GB2.4

Use Case GB3: Manage folders

Created On:	5/4/2004	Last Modified On:	5/12/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly create, edit and delete folders		
Preconditions:	1. Teacher is identified and authenticated 2. Assessment scheme has been set up		
Postconditions:	1. System saves folder information 2. System recalculates averages and weights for assignments if weighting is used		
Normal Flow:	**3.0 Teacher creates a new folder** 1. Teacher chooses section 2. Teacher enters name of new folder (Figure GB3.1) 3. Teacher saves folder		
Alternative Flows:	**3.1 Teacher creates a new folder within another folder** (branch from step 1) 1. Teacher selects an existing folder (Figure GB3.2) 2. Return to step 2 **3.2 Teacher renames a folder** (branch after step 1) 1. Teacher selects folder to rename 2. Teacher selects "Rename folder" 3. Return to step 3 **3.3 Teacher deletes a folder** 1. Teacher selects folder they want to delete 2. Teacher chooses "Delete" 3. System confirms that teacher wants to delete the selected folder **New Postcondition:** 1. System deletes folder and assignments in folder (if any) 2. Folder weighting and assignment averages are recalculated		
Exceptions:	**3.*.E.1 Teacher does not enter name for folder** 1. Systems notifies teacher that they must fill in a name for the folder **3.3.E.1 Folder marked for deletion contains assignments** 1. System notifies teacher that all assignments in the folder will also be deleted 2. System gives option to move assignments to different location		
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:	My Sections→Gradebook→Manage Folders		
UI Prototypes:	 **Figure GB3.1**		

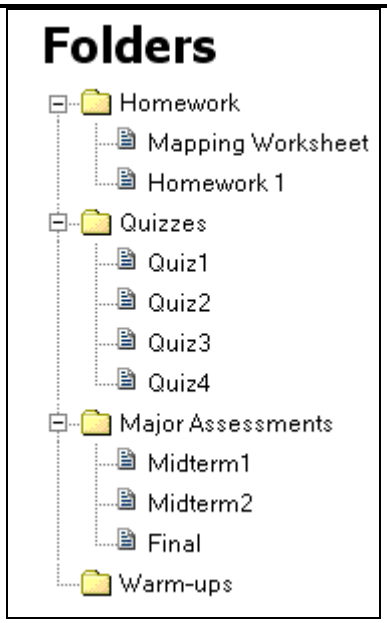
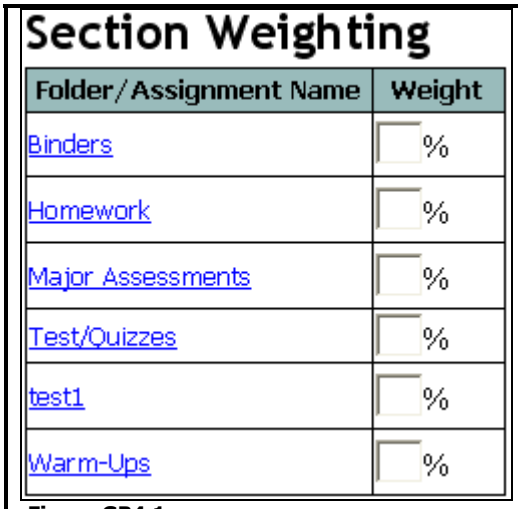

Folders
Homework
Mapping Worksheet
Homework 1
Quizzes
Quiz1
Quiz2
Quiz3
Quiz4
Major Assessments
Midterm1
Midterm2
Final
Warm-ups

Figure GB3.2

Use Case GB4: Weighting Folders

Created On:	5/4/2004	Last Modified On:	5/12/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly set up and enter weights for previously created folders 2. Administrators: Want real-time access to averages of weighted scores entered into system		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up 4. At least 1 folder has been created		
Postconditions:	1. Weighting data is saved 2. System calculates averages of assignments in folders based on weights of the folders, subfolders and included assignments		
Normal Flow:	**4.0 Teacher sets folder weights** 1. Teacher chooses section 2. Teacher selects Folders→Weighting 3. Teacher enters percentage weight (folder is worth 10% of the grade) a. Does not have to equal 100% (Figure GB 4.2)		
Alternative Flows:	**4.1 Weighting type already set for section** (branch after step 2) 1. Return to step 4 **4.2 Teacher changes weighting type for section** (branch after step 2) 1. Teacher chooses what type of weighting to apply 2. Return to step 4 **4.3 Teacher removes weighting for section** (branch after step 2) **New Postcondition:** 1. Weighting data is erased 2. System calculates averages of assignments in folders based on weights of the folders, subfolders and included assignments		
Exceptions:	**4.*.E.1 Teacher does not enter weights for all folders** 1. Percentage: System distributes weights among remaining folders 2. Relative: System assigns weight of 1x to remaining folders **4.2.E.1 Weights have already been entered in the previous weighting type** 1. System notifies teacher that all previous weights will be removed if weighting type is changed. 2. Relative→Percentage: System distributes weights among all assignments 3. Percentage→Relative: System sets all weights to default of 1x **4.3.E.1 Weights have already been entered in the previous weighting type** 1. System notifies teacher that all previous weights will be removed if weighting is removed.		
Business Rules:			
Special Requirements:	1. Teacher is not allowed to choose different weighting types for different folders in the same section. They must choose one or the other.		
Notes and Issues:	None		
UI Breadcrumb:	My Sections→Gradebook → Manage Folders → Weighting		
UI Prototypes:	Prototypes are listed in the box below		



Section Weighting

Folder/Assignment Name	Weight
Binders	%
Homework	%
Major Assessments	%
Test/Quizzes	%
test1	%
Warm-Ups	%

Figure GB4.1

Use Case GB5: Re-order student rows

Created On:	5/4/2004	Last Modified On:	5/12/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to sort rows in gradebook quickly and easily		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up		
Postconditions:	1. Student rows are re-ordered (sorted)		
Normal Flow:	**5.0 Teacher re-orders student rows** 1. Teacher chooses section 2. Teacher selects sort by option and ascending and descending option (Figure GB5.1)		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:	1. Teacher should be able to sort on the assignment columns. This can be accomplished 2 ways: a. Including the column names in the drop down list b. Allowing the user to click on the column header to sort by that column (Figure GB5.2)		
Notes and Issues:	None		
UI Breadcrumb:	My Sections→Gradebook		
UI Prototypes:	Prototypes are listed in the box below		

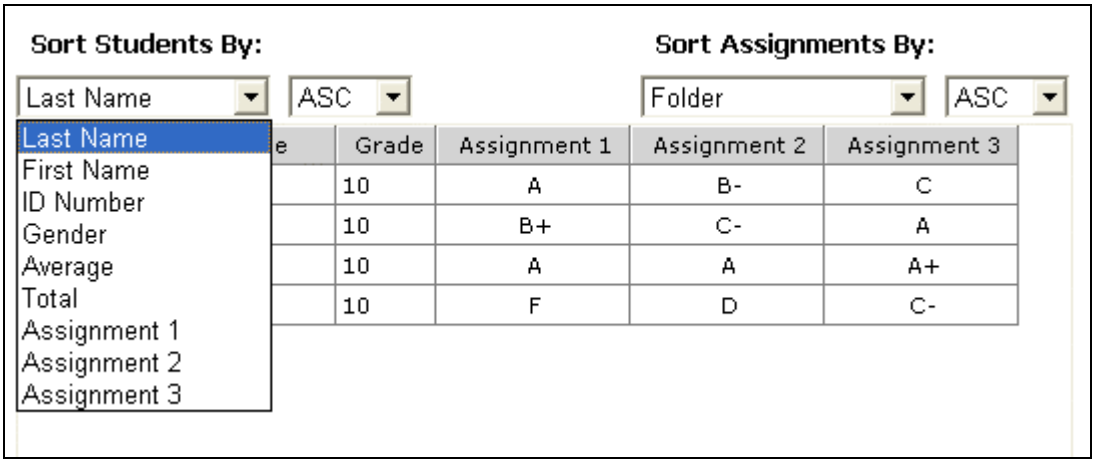


Figure GB5.1

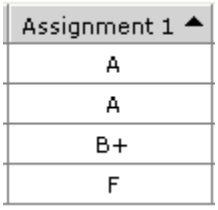


Figure GB6.2

Use Case GB6: Re-order assignment columns

Created On:	5/4/2004	Last Modified On:	5/12/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly re-order assignment columns		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up 4. At least 1 assignment has been created		
Postconditions:	1. System re-orders assignment columns 2. System saves order of assignment columns		
Normal Flow:	**6.0 Teacher re-orders columns by sorting** 1. Teacher chooses section 2. Teacher selects sort by option (Figure GB6.1)		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:	My Sections→Gradebook		
UI Prototypes:	Prototypes are listed in the box below		

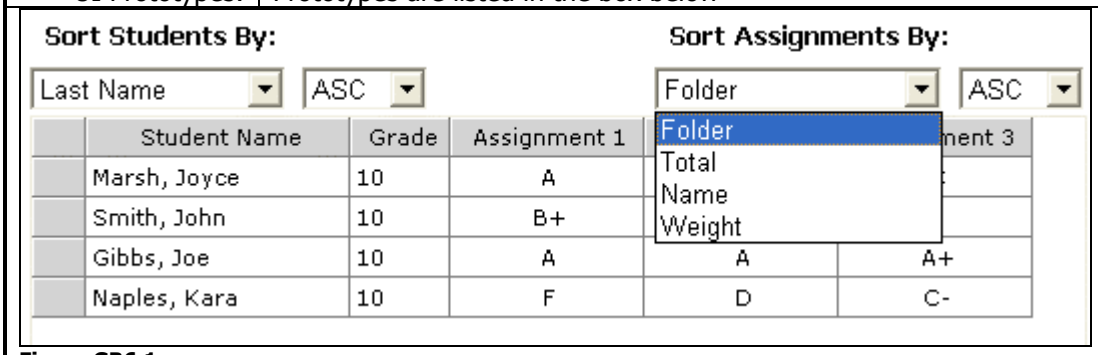


Figure GB6.1

Use Case GB7: Manage Assignments

Created On:	5/12/2004	Last Modified On:	5/28/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly create, edit and delete assignments		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Sections with enrolled students have been set up 4. Assessment scheme has been set up		
Postconditions:	1. Assignment is saved into system 2. Assignment totals and averages are recalculated		
Normal Flow:	**7.0 Teacher creates an assignment** 1. Teacher chooses section 2. Teacher selects Create new assignments 3. Teacher enters required information a. Assignment Name b. Maximum Points c. Due Date d. Grade Scale (see use case GB1) a. Teacher is not required to use grade scale e. Folder (defaults to currently selected folder) f. Status (How the points will be counted in the gradebook) i. Normal ii. Extra Credit g. Default Display (how the points will be displayed in the gradebook) i. Raw Scores ii. Percents iii. Grades a. Displaying grades *requires* that a teacher choose a grade scale in step d. above h. Include/Exclude assignment in Total Grade i. Include assignment ii. Include if student has a score iii. Exclude assignment i. Miscellaneous Notes 4. Teacher saves added assignments		
Alternative Flows:	**7.1 Teacher creates an assignment within a folder** (branch after step 1) 1. Teacher navigates to a folder 2. Return to step 2 **7.2 Teacher edits an assignment** (branch after step 1) 1. Teacher chooses "Edit assignments" 2. Return to step 3 **New Postcondition:** 1. System updates assignments **7.3 Teacher deletes an assignment** (branch after step 1) 1. Teacher chooses "Edit assignments" 2. Return to step 3 **New Postcondition:** 1. System updates assignments		

Exceptions:	**7.*.E.1 Teacher does not complete required fields** 1. System notifies user to complete required fields: a. Name b. Date c. Maximum Points **7.0.E.2 Teacher chooses to display grades but has not chosen a grade scale** 1. System notifies teacher that they must choose a grade scale if they want to display grades as the default display in the gradebook
Business Rules:	Extra Credit Assignments: system must save maximum points for an Extra Credit assignment (for teacher reference), but max points possible for this assignment will not be calculated with the average. The number of points a teacher gives the student will be added to the point total for that student.
Special Requirements:	
Notes and Issues:	None
UI Breadcrumb:	My Sections→Gradebook→Manage Assignments
UI Prototypes:	Prototypes are listed in the box below

	10 of 10 Assignments	Max. Score	Points	Date	Category	Status	Display	Progress Report	Note
1	Make Your Map	25	25	11/2/2001	Map Skills	Normal	Raw Scores	Include Assignment	
2	Class Map Posters	50	50	11/5/2001	Map Skills	Normal	Raw Scores	Include Assignment	
3	Map Skills Test	25	100	11/9/2001	Test-Quiz	Normal	Raw Scores	Include Assignment	
4	S. A. Peoples	25	25	11/16/2001	Classwork	Normal	Raw Scores	Include Assignment	
5	S. A. Worksheet	25	50	11/19/2001	Classwork	Normal	Raw Scores	Include Assignment	
6	S. A. Countries	50	50	11/20/2001	Homework	Normal	Raw Scores	Include Assignment	
7	S. America Review	50	50	11/30/2001	Classwork	Normal	Raw Scores	Include Assignment	
8	S. A. Fiesta	50	50	12/11/2001	Performance	Normal	Raw Scores	Include Assignment	
9	S. America Report	100	100	12/4/2001	Homework	Normal	Raw Scores	Include Assignment	
10	Quarter Test	50	100	12/14/2001	Test-Quiz	Normal	Raw Scores	Include Assignment	
11	ADD ASSIGNMENT +								

Figure 3

Use Case GB8: Weighting Assignments

Created On:	5/12/2004	Last Modified On:	5/25/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly set up and enter weights for previously entered assignments. 2. Administrators: Want real-time access to averages of weighted scores entered into system		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up 4. Sections with enrolled students have been set up 5. At least 1 assignment has been entered		
Postconditions:	1. Weighting data is saved 2. System calculates averages based on weights		
Normal Flow:	**8.0 Teacher sets weights for assignments without a folder** 1. Teacher chooses "Weight Assignments" option 2. Teacher chooses what type of weighting to enter b. Weights can be entered in 2 formats: i. Relative (assignment with 5x weight is worth 5 times as much as a regular assignment left at the default 1x weight) ii. Percentage (assignment is worth 10% of the grade) 1. Does not have to equal 100% 3. Teacher enters weights 4. System removes Total and Max columns from screen (Figure GB8.5)		
Alternative Flows:	**8.1 Teacher sets weight for assignments within folder** (branch after step 1) 1. Teacher navigates to a folder 2. Return to step 1 **8.2 Teacher enters test results before setting weight** (branch after step 1) 1. System must automatically assign a weight equal to the points possible on that assignment, which maintains the same balance among tests as the unweighted method would yield. 2. Teacher must change default weights assigned by system 3. Return to step 2 **8.3 Teacher removes weights from assignments** (branch at step 1) 1. Teacher removes "Weight Assignments" option 2. System automatically removes all weights from corresponding assignments **New Postconditions:** 1. System recalculates and displays Total, Max and Average columns (Figure GB8.4)		
Exceptions:	**8.0.E.1 Teacher does not enter weights for all assignments** 1. Percentage: System distributes weights among remaining assignments 2. Relative: System assigns weight of 1x to remaining assignments		
Business Rules:			
Special	1. Weighting Formula		

Requirements:	let %1 = % correct on test 1, let %2 = % correct on test 2, let w1 = weight on test 1, let w2 = weight on test 2, etc. $$\frac{(\%1 \times w1) + (\%2 \times w2) + (\%3 \times w3) + (\%4 \times w4)}{w1 + w2 + w3 + w4}$$ 2. No need to track rubrics in the system. Each sub-quality is assigned points and only the sum of points is entered into the system, as a regular grade. 3. Teacher can only choose 1 type of weighting for all assignments within a folder.
Notes and Issues:	None
UI Breadcrumb:	My Sections→Gradebook→Weight Assignments
UI Prototypes:	Prototypes are listed in the box below

	Name	ID	Chipping	Putting	Driving	IronPlay
	Long Name		How to Chi	How to Put	How to Dri	How to flag
	Term		1	1	1	1
	Category		ShrtGame	ShrtGame	LongGame	LongGame
	Date		5/2/04	05/05/04	5/2/04	5/2/04
	Weight		30	30	20	20
	Possible		100	100	100	100
1.	Mike Prosper		56	45	95	55
2.	Rich Church		75	88	86	56
3.	Matt Davis		70	92	85	45
4.	Jim Church		86	75	97	75

Figure GB8.4: Entering weights into gradebook

IronPlay	Tot	Max	Avg	Grade
How to flag				Yr
1				
LongGame				
5/2/04				
100				
55	251	400	62.75	D
56	305	400	76.25	C
45	292	400	73.00	C
75	333	400	83.25	B

Figure GB8.5: Total, Max and Avg columns without weights

IronPlay	Avg	Grade
How to flag		Yr
1		
LongGame		
5/2/04		
20		
100		
55	60.30	D
56	77.30	C
45	74.60	C
75	82.70	B

Figure GB8.6: Avg column with weights active

Use Case GB9: Record Assessments

Created On:	5/12/2004	Last Modified On:	5/25/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly enter results for previously created assessments		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up 4. Sections with enrolled students have been set up 5. At least 1 assignment has been set up		
Postconditions:	1. System saves assignment results 2. System calculates averages of assignments based on weights of the folders and assignments		
Normal Flow:	**9.0 Teacher records raw score assignment results** 1. Teacher chooses section 2. Teacher enters results for assignments 3. Teacher chooses to save results		
Alternative Flows:	**9.1 Teacher records percentage assignment results** (branch after step 1) 1. Teacher enters results for assignments 2. Return to step 3 **9.2 Teacher records grade assignment results (A, C+, etc)** (after step 1) 1. Teacher chooses result from grade scale presented by system		
Exceptions:	**9.0.E.1 Teacher enters points greater than maximum points of an assignment** 1. System notifies teacher that student points must be less or equal to the maximum number of points for that assignment. **9.1.E.1 Teacher enters percentage greater than 100** System notifies teacher that student percentage must be less than or equal to 100.		
Business Rules:	2. System must recognize special marks a. Excused (ex) b. Absent (ab) c. Missing (mi) d. Incomplete (inc) 3. System must display "Extra Credit", "Excluded" and "Include if student has score", assignments differently in the gradebook. (See Use Case GB7) Possible Options: (Figure GB9.1) a. Color code column b. Place "Extra Credit", "Excluded" or "Include if student has score" in header		
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:	My Sections→Gradebook		
UI Prototypes:	Prototypes are listed in the box below		

10 of 10 Assign.	1 **Make Your Map** Map Skills 11/2/2001	2 **Class Map Posters** Map Skills 11/5/2001	3 **Map Skills Test** Test-Quiz 11/9/2001	4 **S. A. Peoples** Classwork 11/16/2001	5 **S. A. Worksheet** Classwork 11/19/2001	6 **S. A. Countries** Homework 11/20/2001	7 **S. A. America Review** Classwork 11/30/2001	8 **S. A. Fiesta** Performance 12/11/2001	9 **S. A. America Report** Homework 12/4/2001	10 **Quarter Test** Test-Quiz 12/14/2001	11 **ADD ASSIGNMENT +**
	25	EC	25	25	25	50	50	EC	100	50	
	A	50	A	A	A	A	A	50	A	A	
	B	50	B	A		A	A	50	A	B	
M	A	50	A	A	A	A	A	mi	A	A	
	cr	50	A	B	B	A	B	50	B	B	
	C	50	C	C	C	ok	B	50	ok	cr	
M	mi	50	C	C	B	A	C	50	C	D	
	D	50	C	D	C	A	C	50	C	D	
M	A	50	A	A	B	A	mi	50	A	A	
	A	50	B	B	B	A	B	50	A	A	
	C	50	C	C	B	A	B	50	C	B	

Figure GB9.1 Marking assignments with special codes

Use Case GB10: Display statistics on an assignment

Created On:	5/12/2004	Last Modified On:	5/25/2004
Actors:	Teacher		
Stakeholders and Interests:	Teacher: Wants to display statistics for a specific assignment		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up 4. Sections with enrolled students have been set up 5. At least 1 assignment has been set up		
Postconditions:	1. System generates report (Figure GB10.1)		
Normal Flow:	**10.0 Teacher generates assignment report** 1. Teacher chooses assignment		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:	My Sections→Gradebook→Reports		
UI Prototypes:	Prototypes are listed in the box below		

	ASSIGNMENT GRADES	Score	Percent	Grade
1	Bradford, Karen	50/50	100.0%	A+
2	Brown, Jonathan	50/50	100.0%	A+
3	Chu, Jeff	50/50	100.0%	A+
4	Goodman, Michael	50/50	100.0%	A+
5	Gustavson, Peter	50/50	100.0%	A+
6	Haynes, Terri	50/50	100.0%	A+
7	Kramer, Jennifer	50/50	100.0%	A+
8	Radcliffe, Missy	50/50	100.0%	A+
9	Robinson, LaTonya	50/50	100.0%	A+
10	Taylor, Roger	50/50	100.0%	A+
▪	AVERAGE	50	100.0%	A+
▪	STANDARD DEVIATION	0	0.0%	
▪	MAXIMUM	50	100%	A+
▪	MINIMUM	50	100%	A+
▪	STUDENTS IN STATS	10		

Figure GB10.1

Use Case GB11: Report - Student

Created On:	5/12/2004	Last Modified On:	5/25/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to quickly generate and print a report d		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up 4. Sections with enrolled students have been set up 5. At least 1 assignment has been set up		
Postconditions:	1. System generates report		
Normal Flow:	**11.0 Teacher generates individual student report** 1. Teacher chooses section (Figure GB9.1) 2. Teacher chooses student (Figure GB9.2) Teacher generates student summary report (Figure GB9.3)		
Alternative Flows:			
Exceptions:			
Special Requirements:			
UI Breadcrumb:	My Sections→Gradebook→Reports		
UI Prototypes:	Prototypes are listed in the box below		

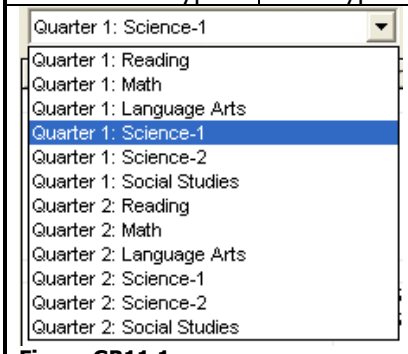


Figure GB11.1

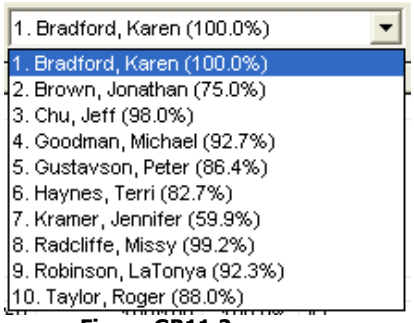
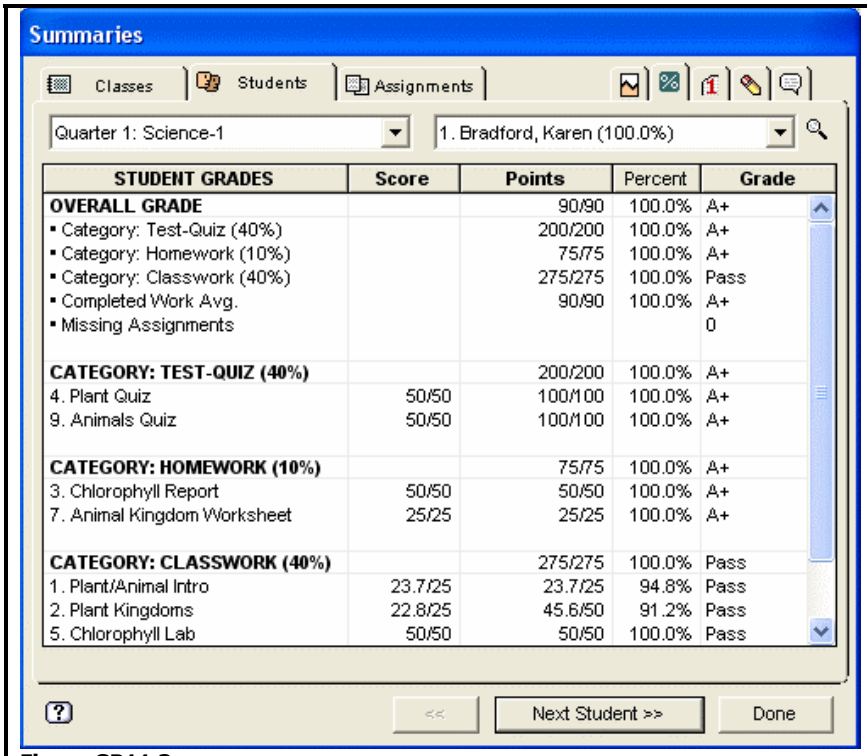


Figure GB11.2



STUDENT GRADES	Score	Points	Percent	Grade
OVERALL GRADE		90/90	100.0%	A+
▪ Category: Test-Quiz (40%)		200/200	100.0%	A+
▪ Category: Homework (10%)		75/75	100.0%	A+
▪ Category: Classwork (40%)		275/275	100.0%	Pass
▪ Completed Work Avg.		90/90	100.0%	A+
▪ Missing Assignments				0
CATEGORY: TEST-QUIZ (40%)		200/200	100.0%	A+
4. Plant Quiz	50/50	100/100	100.0%	A+
9. Animals Quiz	50/50	100/100	100.0%	A+
CATEGORY: HOMEWORK (10%)		75/75	100.0%	A+
3. Chlorophyll Report	50/50	50/50	100.0%	A+
7. Animal Kingdom Worksheet	25/25	25/25	100.0%	A+
CATEGORY: CLASSWORK (40%)		275/275	100.0%	Pass
1. Plant/Animal Intro	23.7/25	23.7/25	94.8%	Pass
2. Plant Kingdoms	22.8/25	45.6/50	91.2%	Pass
5. Chlorophyll Lab	50/50	50/50	100.0%	Pass

Figure GB11.3

Use Case GB12: Report – Class Summary

Created On:	5/12/2004	Last Modified On:	5/25/2004
Actors:	Teacher		
Stakeholders and Interests:	1. Teacher: Wants to generate and print a class summary report		
Preconditions:	1. Teacher is identified and authenticated 2. Students are entered into the system 3. Assessment scheme has been set up 4. At least 1 assignment has been set up		
Postconditions:	1. System generates printable class summary report (Figure GB12.1,2)		
Normal Flow:	**12.0 Teacher generates class summary report** 1. Teacher chooses section		
Alternative Flows:			
Exceptions:			
Business Rules:			
Special Requirements:			
Notes and Issues:	None		
UI Breadcrumb:	My Sections→Gradebook→Reports		
UI Prototypes:	Prototypes are listed in the box below		

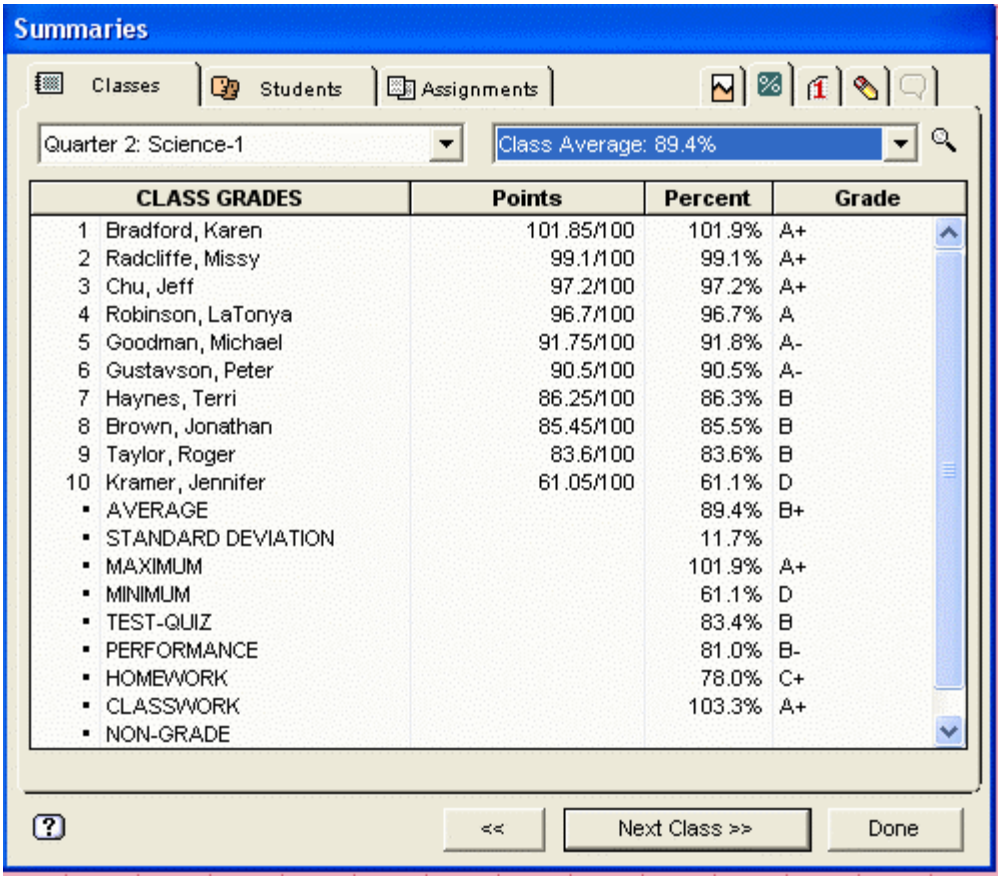


Figure GB12.1

Biology II 05/11/04
Prepared by For Evaluation Only - 10 Student Max

#	Assignment	Category	Misc
5	Lab 2	Labs	9/27/2000
6	Homework 3	Homework	p.32 odds

#	Assignment	Category	Misc
7	Homework 4	Homework	p.47 evens
8	Final Exam	Tests	10/2/2000

#	Name	ID	Misc. 1	Misc. 2	Scores				Quarter 1	
					5	6	7	8	Tests	
1	Graf, Polly	Truth	Soccer	555-7654	10.0	46.0	Ã	190.0	100.0%	A+
2	Hand, Boyd N.	2nBush	Baseball	555-1234	9.0	48.0	+	150.0	98.0%	A
3	Gee, A1R.	Achoo	Soccer	555-9876	8.0	47.0	-	156.0	97.0%	A
4	Turner, Paige	Reader	Chess	555-2345	7.0	44.0		160.0	94.0%	A
5	Danz, Wanda	Waltz	Debate	555-8765	6.0	40.0	dr	158.0	95.0%	Pass
6	Key, Kari O.	Sing along	Marching Banc	555-3456	5.0	36.0	+	189.0	80.0%	B-
7	Poole, Gene	Double hel	Basketball	555-4567	4.0	30.0	+	198.0	56.0%	F
8	Watt, Meg O.	Power	Chess	555-6543	3.0	35.0	ab	177.0	64.0%	D
9	Burr, Tim	Lumberjacl	Soccer	555-5678	2.0	40.0	dr	188.0	58.0%	F+
10	Knott, Mae B.	Cautious	Debate	555-5432	12.0	46.0	+	169.0	76.0%	C
Pts Possible					10.0	50.0	10.0	200.0		

Key: blank=Incomplete ex=Excused dr=Dropped Score ab=Absent ch=Cheating Ã=Completed +=Outstanding tr=Truant -=Unsatisfactory

Figure GB12.2

Site Map

1. Gradebook
    a. Manage Grade Scales (GB1)
        i. Create grade scale
        ii. Edit grade scale
        iii. Delete grade scale
    b. Manage Folders (GB3)
        i. Create Folder
        ii. Edit Folder
        iii. Delete Folder
        iv. Weight Folders (GB4)
    c. Re-order student rows (GB5)
    d. Re-order assignment columns (GB6)
    e. Manage Assignments (GB7)
        i. Create assignment
        ii. Edit assignment
        iii. Delete assignment
        iv. Weight assignments (GB8)
    f. Record Assessments (GB9)
    g. Reports
        i. Assignment Statistics (GB10)
        ii. Student Report (GB11)
        iii. Class Summary Report (GB12)
2. Enrollment
    a. Enroll multiple students in 1 section
    b. Enroll single student in multiple sections
    c. Transfer student to another section
3. Attendance
    a. Enter attendance
    b. Set up seating chart
4. Admin
    a. System Setup
        i. Assessment
            1. Manage Grade Scales (GB2)
                a. Create new grade scale
                b. Edit grade scale
                c. Delete grade scales
                d. Enforce use of grade scale
        ii. Enrollment
            1. Manage enrollment rules (ENR1)
        iii. Attendance
            2. Manage attendance attributes

Data Dictionary

Term	Definition
Assessment Scheme	See "grade scale".
Assignment	Any graded or ungraded classroom material that needs to be recorded for each individual student. This can be homework, quizzes, tests, worksheets, etc. Assignments do not have to count towards a final grade (e.g. extra credit)
Attendance entry, Expanded	When taking attendance, a teacher can enter any attendance code that is in the system
Attendance entry, Simple	When taking attendance, a teacher can only enter Absent ("A") or Late ("L").
Cohort	A group of students. Typically they move through many or all of their classes together. A cohort therefore has its own schedule.
Folder	Folders are the assignment grouping mechanism in TIMS. You can put several assignments into a folder, and weight each folder using the weighted or unweighted system. Folders are only allowed to contain assignments, not other folders.
Grade	A measure of student performance. In this application it is applied to individual assignments.
Grade, final	The average of all assignments in a given block, accounting for weights.
Grade scale	A standard set of grades used to measure the performance of a student. Most common types of grade scales are: 1. A-F with +/- gradations 2. A-F without +/- gradations 3. Outstanding/Satisfactory/Unsatisfactory (OSU) 4. Pass-Fail
Block	A collection of 1 or more periods spanning 1 or more days. A block can be composed of single or multiple periods.
Block, conjoined	Consecutive periods that are joined together to create a larger block of time. These are referred to with numbers and slashes (e.g. period 2/3, period 4/5).
Block, split	Non consecutive periods that are joined together to create a single block that occurs over 2 separate periods of time. These are referred to with numbers and slashes (e.g. period 1/3, period 1/5). For example, block 1/5 means that a single section will meet during the period 1, and later in the day come back together to meet for period 5.
Section	A class meeting in a location in a certain Block or portion of a Block
Weight	The relative importance of an assignment or folder.
Weight, relative	An assignment's importance is based on how it compares to the other assignments in the folder. For example, an assignment with 5x weight is worth 5 times as much as a regular assignment left at the default 1x weight. Folders can also be weighted in this way.
Weight, percentage	An assignment is ranked according to percentage that it contributes towards the final grade. For example, percent weight simply says that a given assignment is worth 10% of the grade. Folders can also be weighted in this way.
Weight, point-based	Assignments are given a point value to determine their weight. An assignment given a max point total of 100 is worth ten times an assignment given a maximum point total of 10. In the points-based case, the weight of each test is determined by the maximum points possible for that assignment. So if you had a situation as follows:

	Assignment #1 - 100 points Assignment #2 - 100 points Assignment #3 - 50 points And student Johnny Johnson got the following grades: Assignment #1 - 87 points Assignment #2 - 85 points Assignment #3 - 42 points Then you'd have (87+85+42)/(100+100+50), or 214/250, or 85.6 as the average for this set of assignments.