Admin User Stories

Admin can create a new user

- Admin navigates to the admin -> add user dashboard
- Admin fills in required fields including:
  - First and Last Name
  - W#
  - Department
  - Location
  - Permissions
  - Username
  - Password
  - Password Confirmation
- Admin clicks “Add”
- New user is added to the system and hashed password is saved in the database

Admin can view a group of users

- Admin navigates to the admin -> search users dashboard
- Admin can set filters for users based on department and permissions
- Admin sees a list of users that meet filtering criteria

Admin can view a single users details

- Admin navigates to the admin -> search users dashboard
- Admin can search for single user based on their first name, last name, or W#
- Admin can select a user and view their details including:
  - First and Last Name
  - W#
  - Username
  - Department
  - Permissions

Admin can change a user’s password

- From the user details page, admin can select “Change User Password”
- Admin sees password requirements
- Admin enters a new password for the selected user
- Admin enters confirmation of the new password
- Admin submits the new password
- Admin sees a confirmation of password change message or an error message if password doesn’t meet requirements or passwords don’t match.

Admin can change a user’s permissions

- From the user details page, admin can select “Change User Permissions”
- Admin is able to select multiple permissions to be granted to the user. Options include:
    - Add/edit assets
    - Archive assets
    - Import/Export csv data
    - Create/Remove users
    - Add/edit contact persons
    - Set user permissions
    - Add new departments, device types, buildings/room numbers, etc. (List Options)
- Admin selects desired permissions
- Admin saves permissions
- Admin sees a confirmation of permissions updated message

Admin can create a new “contact person”

- Admin navigates to the admin -> add list options dashboard
- Admins sees list of options to add from the following list:
    - Contact Person
    - Department
    - Location (Building and room number)
    - Device Type
    - Replacement Fiscal Year
- Admins selects to add a new contact person
- Admin fills in required fields including:
    - First and Last Name
    - W#
    - Department
    - Location
- Admin clicks “Add”
- New contact person is added to the system so that they can be accessed in drop down box when adding/editing an item

Admin can add new fields to combo boxes

- Admin navigates to the admin -> add list options dashboard
- Admins selects field to add options to from the following list:
    - Contact Person
    - Department
    - Location (Building and room number)
    - Device Type
    - Replacement Fiscal Year
    - Asset Class

- Admin sees a place to type in new option information
- Admin types in option to add to selected list
- Admin clicks “Add to List”
- New option is added to the system so that it can be accessed in dropdown box when adding/editing an item

=================== Additional Admin user stories========================

Admin Can Archive Retired Items

- Admin navigates to the Admin Dashboard and selects "Manage Assets."
- Admin searches for an item to retire.
- Admin selects **"**Archive Item**"**.
- Admin sees a confirmation prompt before proceeding.
- If confirmed, the item is marked as archived and no longer appears in active item lists.
- Admin sees a success message confirming that the item was archived.

Admin Role Can View All Items in All Departments and Archive Items

- Admin navigates to Admin Dashboard and selects "View All Items."
- Admin sees a full list of all items across all departments.
- Admin can filter items by department, category, or status (active/archived).
- Admin can archive any item from this view.
- Admin receives a confirmation message when an item is archived.

Admin Can Deactivate User Accounts

- Admin navigates to Admin Dashboard and selects "Manage Users."
- Admin searches for a user.
- Admin selects **"**Deactivate User**"**.
- Admin sees a confirmation prompt before proceeding.
- If confirmed:
    - The user can no longer log in.
    - Their account is marked as Inactive but not deleted.
- Admin sees a success message confirming deactivation.

Admin Can Authenticate Into The System

- Admin navigates to login screen
- Admin enters their W#
- Admin enters their password
- System validates credentials
- If valid credentials are entered
    - Admin is granted access to the system
    - Admin is redirected to the homepage
- If invalid credentials are entered

- Error message is displayed