**Possible Uses Cases**

* **General use cases**
  + Propose a potential project
  + Review, approve, and reject a proposed project
  + View the status of a project, program, or portfolio
  + View the status of issues, risks, or deliverables
  + View and print reports
  + Time Entry
* **Project manager–focused use cases**
  + Accept and initiate a new or approved project or program
  + View resources’ availability and assignments
  + Request resources
  + Build project team (if permissions allow)
  + Assignment of resources to tasks
  + Update project status (progress updates and plan maintenance)
  + Create and assign issues, risks, or deliverables
* **Use cases for the resource manager**
  + Add/update resource data
  + Review, approve, and reject timesheets
  + Allocate resources to a project
  + Approve administrative time
* **Team member**
  + View and update task progress
  + Create, update, and submit a timesheet
  + Create or update issues, risks, or deliverables
  + Request nonproject/admin time with and without approval option enabled

**Each Use Case may have following fields**

* Title of the Use Case
* Author and Date
* Version Number
* Overview/Summary
* Assumptions/Preconditions
* Triggers
* Basic flow
* Alternative Paths or Scenarios
* Poststate(s) or Condition(s)
* Business Requirements or Rules
* Notes