Actors

1. Nonmembers
   1. Nonmembers can only use the system to search for books. To check out books, they must create an account (became a member) by supplying name, address phone and username.
2. Members
   1. Members must approach library associates to check out books. A member can have a **maximum of 10 books checked out**.
   2. Can make holds on books or renew books, either available or checked out, through the system or by contacting a library associate.
      1. If hold is place on a book, the member has 4 days to check it out once it becomes available
3. Library Associate
   1. Check out books to members (scan IBSN and 4-digit code)
   2. Makes returned books available again by retrieving them from the drop-in box, unless there is a hold.
   3. Display member info
4. Library Manager
   1. Can do all an associate can do and more
   2. Control book inventory
   3. Assess overdue charges
   4. Suspend/reactivate users
   5. Create/edit library associate accounts
5. System AI
   1. Generates username and 4-digit code
   2. Record data
      1. Book checkout date and time
      2. Overdue fees
      3. Book information
         1. Status –available or checked out
         2. Title, author, IBSN, year, keywords
      4. User info
         1. Book history
         2. Due dates
         3. Fine history
         4. Holds
   3. Allow members to make holds/renew books/ report books lost.
      1. Once book is reported lost, member is charged an replacement fee, and not charged late fees (must be paid in full)