ORgSys
(Organization Recognition System)
Use Case Specification

Submitted to:

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In partial fulfillment of academic requirements

Revision Control

History Revision:

| Revision Date	Person Responsible	Version Number	Modification
09/13/13	Patrick Granada Emir Mercado	1.0	Initial Document
09/25/2013	Emir Mercado	2.0	Revise whole document
10/04/2013	Emir Mercado	3.0	Revise whole document
10/15/2013	Emir Mercado Patrick Granada Sharmaine Yap	4.0	Added Use Case 5.0 specifications Renamed Senario 2 of Use Case 3.0

Use-Case Name: 1.0 Manage Organizations

Description: When an organization submits their documents for renewal, their respective unit head's task is to manage their submission and account in the system. Once the org's documents are approved, their submission will be uploaded online for further approval.

Preconditions: There must already be a requirements checklist released by the Associate Dean for Student Affairs before the organizations can submit their documents and the unit heads receive them.

Flow of Events:

Scenario Name	Description
Scenario 1 Create org account	The unit head creates an account for the organization which means that the organization has an intent to be recognized by the college and the documents that they initially submitted are approved.
Scenario 2 Delete current documents	If the organization wants to update their resubmission with new files, the unit head deletes the documents currently stored in the online storage.
Scenario 3 Delete documents	The online storage delete the files that the unit head wants to delete.
Scenario 4 Upload documents	This happens when the unit head approves the documents submitted by the organization. The unit head then uploads the documents through the online storage system to have them checked by the Associate Dean for Student Affairs and the Review Committee.
Scenario 5 Store documents	Cloud storage keeps the files easily accessible through the internet.

Activity Diagram of the Flow of Events:
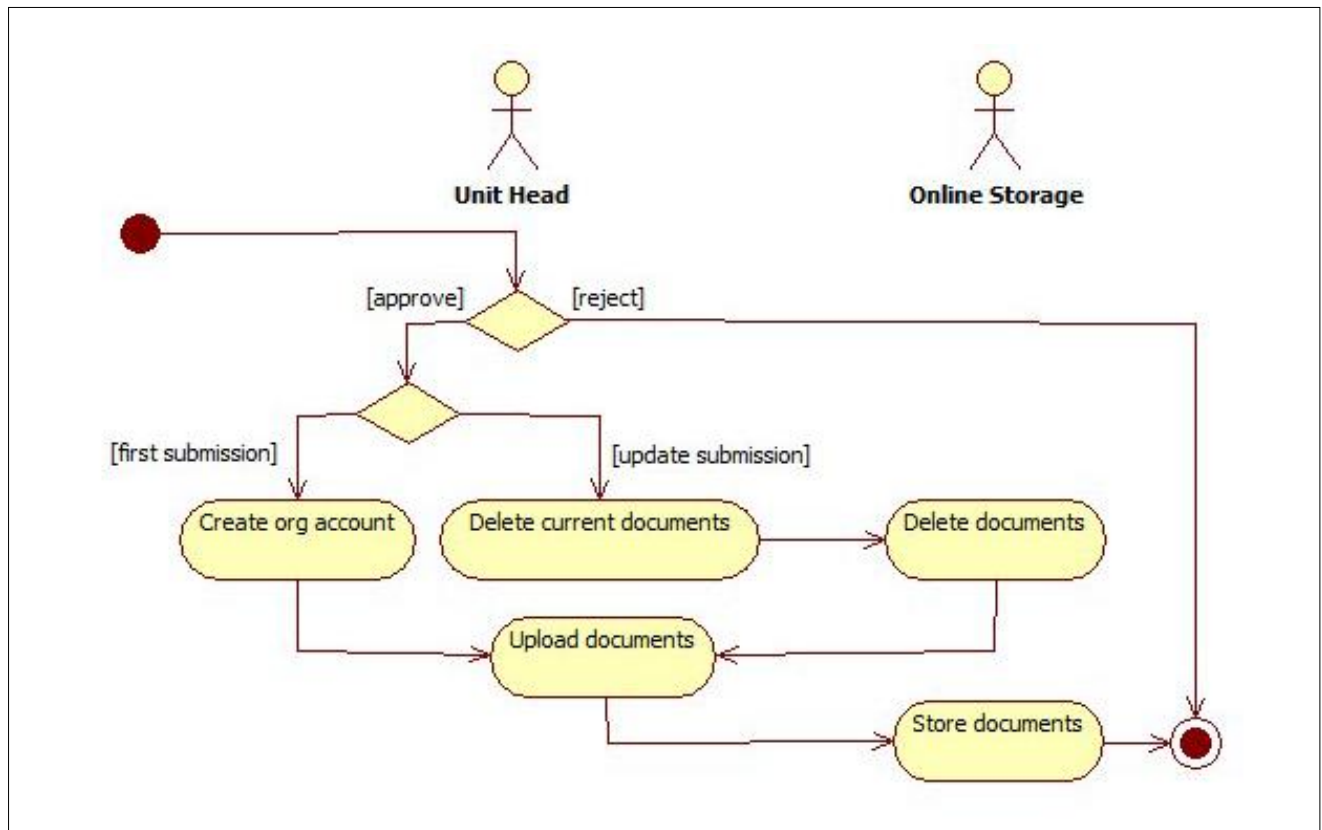
Postcondition:　　　NONE

Relationships:　　　The Unit Head and the Online Storage

Special Requirements:
　　　NONE
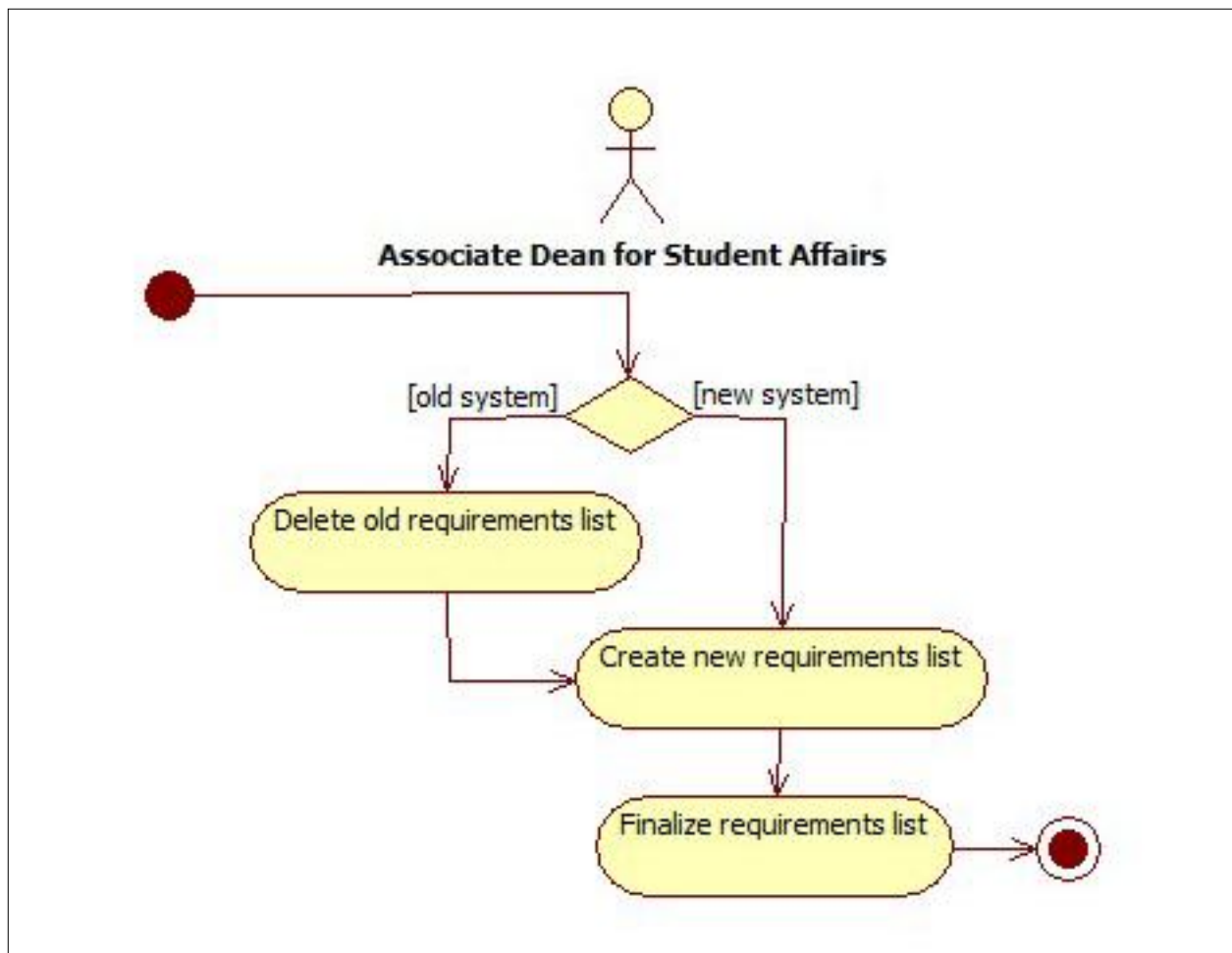
Use-Case Name: 2.0 Manage Requirements Checklist

Description: The list of requirements that the organizations must submit will be created by the Associate Dean for Student Affairs. Once finalized, this will be the list to be followed by the organizations for their submissions.

Preconditions: NONE

Flow of Events:

Scenario Name	Description
Scenario 1 Delete old requirements list	If this system has already been implemented year/s ago, the requirements list of the last year it was implemented will be deleted.
Scenario 2 Create new requirements list	A draft of the new requirements checklist will be created for the current school year.
Scenario 3 Finalize requirements list	The requirements checklist will be finalized by the Associate Dean for Student Affairs. Once it has been finalized, the requirements list cannot anymore be changed until the school year ends.

Activity Diagram of the Flow of Events:

Postcondition: For the use-case to terminate, the requirements checklist must have been finalized and released already by the Associate Dean for Student Affairs. The checklist must exist so that the organizations know what to submit.

Relationships   Associate Dean for Student Affairs

Special Conditions:
    NONE

Use-Case Name: 3.0 Review Orgs for Recognition

Description: Using the requirements checklist and the criteria created, the review committee, together with the Associate Dean for Student Affairs will evaluate all the organizations.

Preconditions: Only the organizations who have their files uploaded in the online storage system will be reviewed by the Associate Dean for Student Affairs and the Review Committee.

Flow of Events:

Scenario Name	Description
Scenario 1 Provide organization documents	The documents stored in the Online Storage will be made available for the Associate Dean for Student Affairs for gathering.
Scenario 2 Upload list of enrolled students	The Associate Dean will retrieve the list of enrolled students from the university registrar and upload it in the system. The list is used mainly to check if the students in the rosters are currently enrolled or not.
Scenario 3 Validate org members	Using data from the University Registrar, it will be determined if all the members of the organization listed on their roster are currently enrolled or not. The organizations' status will partly depend on the result of this validation.
Scenario 4 Evaluate submitted documents	The other documents submitted by the organizations, as to be specified by the requirements checklist, will be checked by the review committee and provide the proper evaluation of each set of documents.
Scenario 5 Finalize list of approved orgs	After all the evaluation done, the review committee, with the guidance of the Associate Dean, will decide on which orgs to approve or reject their renewal.
Scenario 6 Recommend Approval	The Associate Dean will sign the appropriate documents signifying that he has recommended approval of these orgs to the dean. It is sign that all documents submitted by the orgs are valid and conform to the requirements given during the start of the renewal process.

Activity Diagram of the Flow of Events:
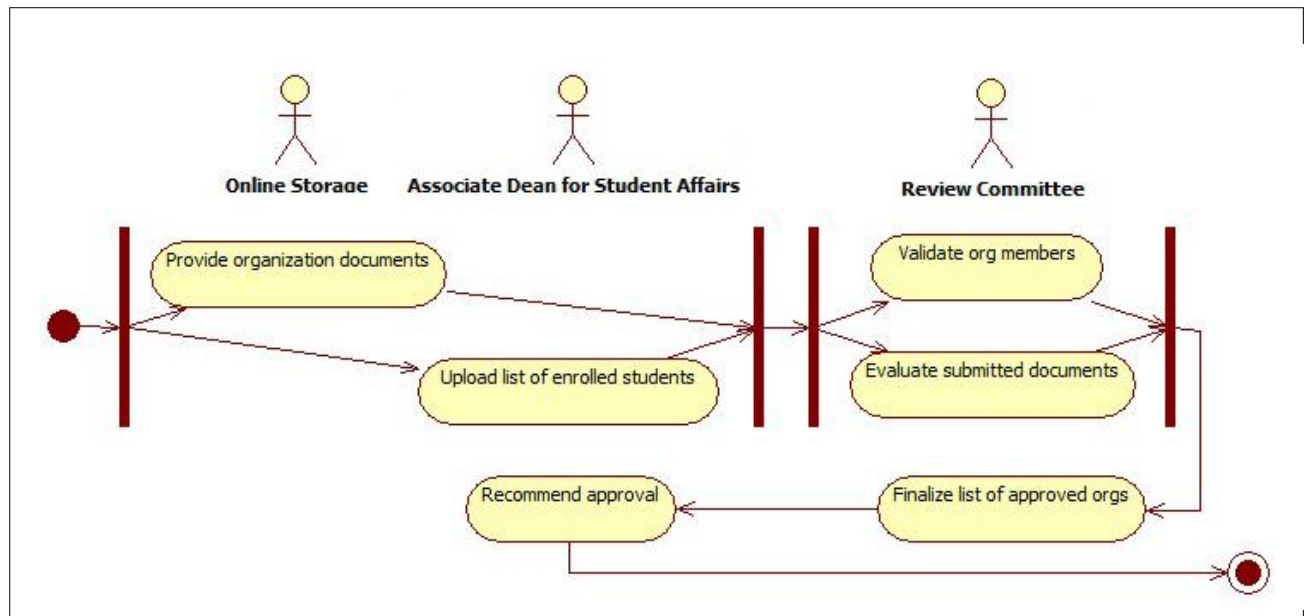
Postcondition: For the use-case to terminate, the review committee and the associate dean must be able to generate a status for each organization who had documents stored in the online storage.

Relationships: Online Storage, Review Committee, Associate Dean for Student Affairs

Special Requirements:
NONE

Use-Case Name: 4.0 View Recognition Status

Description: The organizations, unit heads, Associate Dean, and review committee can view the recognition status of the orgs. The information they can view depends on who made the request.

Preconditions: The account of the organization/s to be viewed must exist so that there is a status to display.

Flow of Events:

Scenario Name	Description
Scenario 1 View org status	The organizations are only allowed to view their own recognition status.
Scenario 2 View dept. org status	The unit heads are allowed to view only the status of the orgs in their own department/institute.
Scenario 3 View all org status	Both the Associate Dean and the Review Committee are able to view the recognition status of all organizations.

Activity Diagram of the Flow of Events:
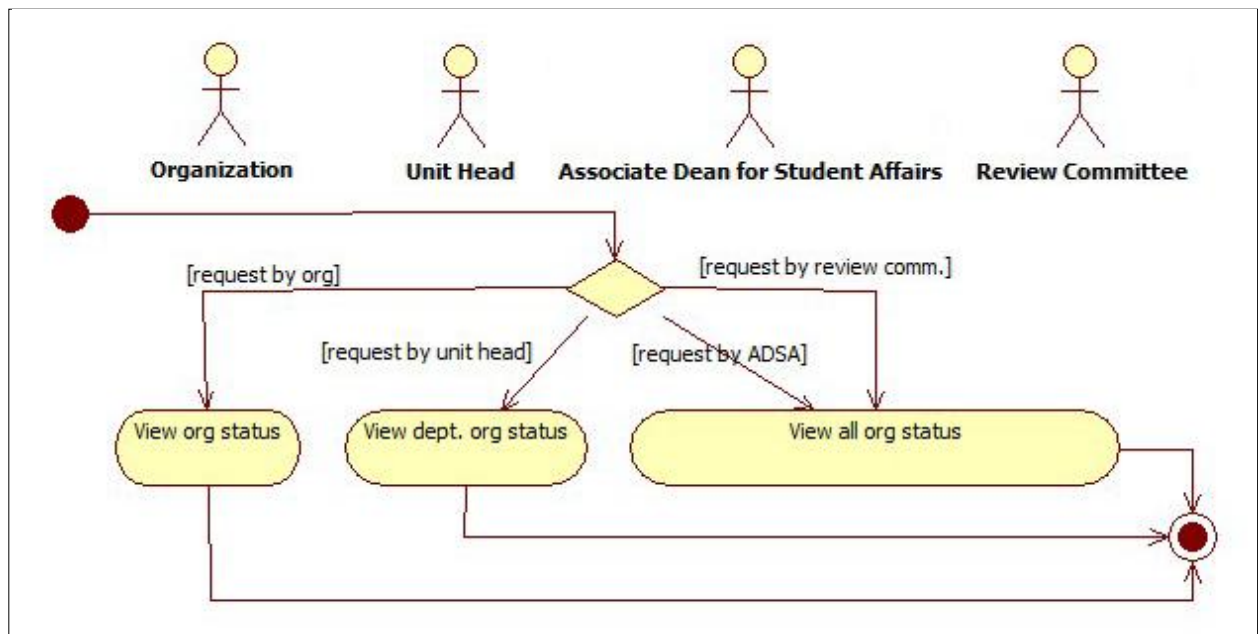
Postcondition: NONE

Relationships: Associate Dean for Student Affairs, Review Committee, Organization, Unit Head

Special Requirements:
    NONE
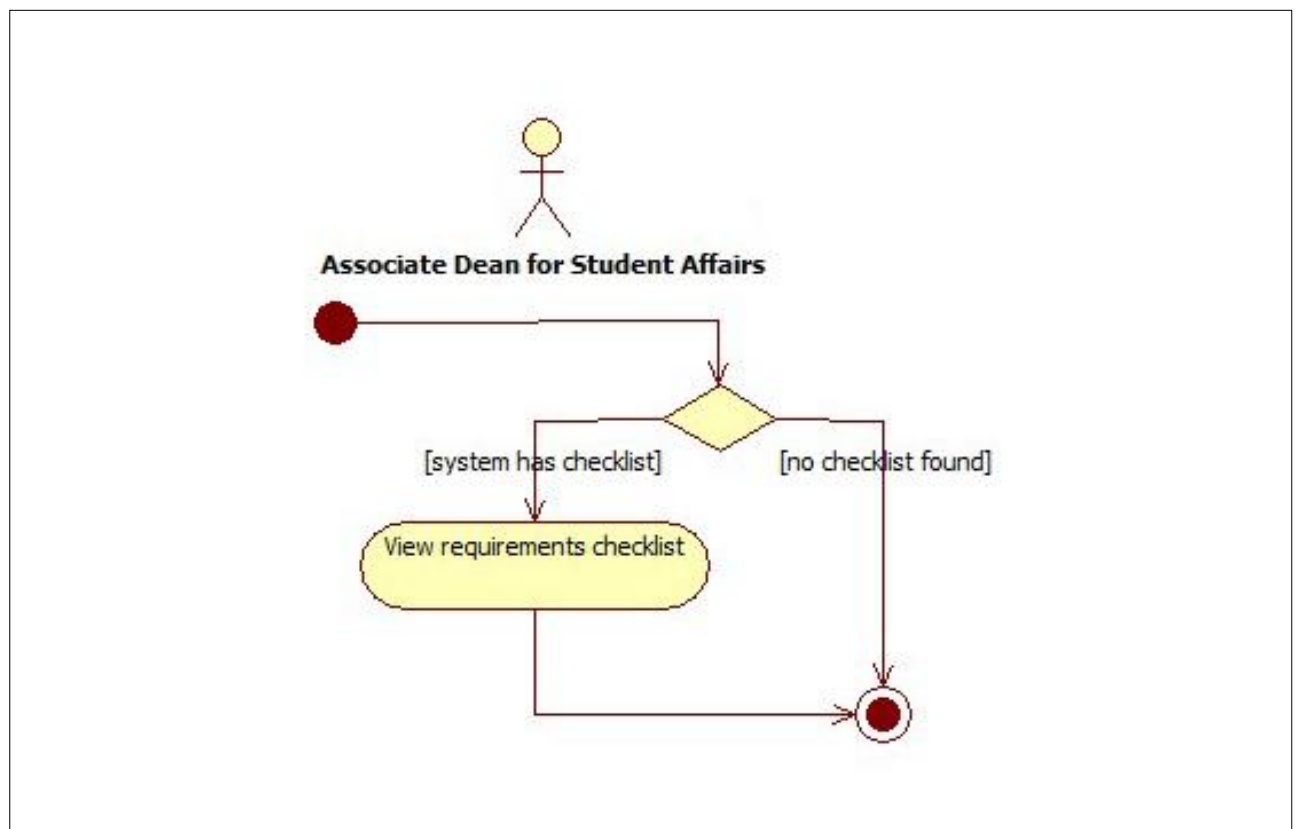
Use-Case Name: 5.0 View Requirements Checklist

Description: The associate dean may be able to view the requirements checklist for reference purposes.

Preconditions: NONE

Flow of Events:

Scenario Name	Description
Scenario 1 View requirements checklist	If no checklist has been made yet, no checklist will be shown. Otherwise, the latest finalized checklist of requirements will be displayed.

Activity Diagram of the Flow of Events:

Postcondition: NONE

Relationships: Associate Dean for Student Affairs

Special Requirements:
     NONE