

Use-Case Descriptions

Brief Description: The "Edit Settings" use case enables the administrator to change or edit the SQL server, email server, and email account being used.

Step-by-Step Description:

1. Administrator selects the "Settings" tab.
2. GUI displays the settings pane.
3. Administrator enters the appropriate information in each field.
4. Administrator clicks "Save Changes" button at the bottom of the GUI.
5. GUI displays the settings pane with the new settings and updates local settings file.

Possible Alternative:

1. Settings file may not be found.
 - a. GUI displays a pop-up window that the settings could not be found.
 - b. GUI displays a blank settings pane.
 - c. Administrator enter settings.
 - d. Administrator clicks "Save Changes" button at the bottom of the GUI.
2. Administrator wishes to cancel changes.
 - a. Administrator clicks "Revert Changes" button.
 - b. GUI displays the settings pane with the previously saved settings.
3. Administrator does not wish to save changes.
 - a. Administrator clicks "No"
 - b. GUI displays settings pane with changed settings, but setting may still be reverted.
4. Administrator may change values and exit with saving changes.
 - a. GUI displays a pop-up window warning that there are unsaved changes.
 - b. Administrator left clicks "Yes".
 - i. Settings are saved.
 - ii. GUI exits.
 - c. Administrator left clicks "No".
 - i. Settings are not saved.
 - ii. GUI exits.

Brief Description:The "Edit Contact" use case enables an administrator to change all or some of an existing contact information.

Step-by-step Description:

1. Administrator selects "Contacts" tab.
2. GUI displays the contacts' list and contacts' details pane screen.
3. Administrator selects contact to be changed from contacts list.
4. GUI displays the selected contact in the contacts' details pane.
5. Administrator left clicks the "Edit" button.
6. GUI updates "Edit" button to "Cancel" and "Save".
7. The fields are changed to editable fields in the contacts' details pane.
8. Administrator changes the fields that need to be updated.
9. Administrator left clicks the "Save" button to keep changes made.
10. GUI displays confirmation message.
11. Administrator left clicks the "Ok" button.
12. The contact's information becomes static again with the changes.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator searches for contact's name via search bar instead of choosing from list.
3. Administrator may enter an invalid value into a field.
 - a. The GUI will display a field error.
 - b. Administrator left clicks "Save" button
 - c. The GUI displays that there is an input error.
4. Administrator may changes values and attempt to exit without saving changes.
 - a. GUI displays a pop-up window warning that there are unsaved changes.
 - b. Administrator left clicks "Yes".
 - i. Contact is saved.
 - ii. GUI exits.
 - c. Administrator left clicks "No".
 - i. Contact is not saved.
 - ii. GUI exits.
5. Administrator may change values but cancel all changes.
 - a. Administrator left clicks "Cancel" button.
 - b. The department becomes static again without the changes.

Brief Description:The "Create Contact" use case enables an administrator to add a Contact to the list of existing Contacts.

Step-by-step Description:

1. Administrator selects "Contacts" tab.
2. The GUI displays the contacts' list and contacts' detail pane.
3. Administrator left clicks the create button.
4. The GUI displays an empty editable contact in the contacts' detail pane.
5. Administrator fills in the editable fields with the new contact in appropriate fields.
6. Administrator left clicks "Save" to save new Contact.
7. GUI displays the contacts' list and contacts' detail pane with the newly added contact.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator may fail to enter all necessary fields.
 - a. The GUI will display a field error.
 - b. Administrator left clicks "Save" button
 - c. The GUI displays that there is an input error.
3. Administrator may changes values and attempt to exit without saving changes.
 - a. GUI displays a pop-up window warning that there are unsaved changes.
 - b. Administrator left clicks "Yes".
 - i. Contact is saved.
 - ii. GUI exits.
 - c. Administrator left clicks "No".
 - i. Contact is not saved.
 - ii. GUI exits.
4. Administrator may change values but cancel all changes.
 - a. Administrator left clicks "Cancel" button.
 - b. The department becomes static again without the changes.

Brief Description:The "Delete Contact" use case enables an administrator to delete all or some of the existing Contact(s).

Step-by-step Description:

1. Administrator selects "Contacts" tab.
2. GUI displays the contacts' list and contacts' details pane.
3. Administrator selects contact to be deleted from contacts' list.
4. GUI displays the selected contact in the contacts' details pane.
5. Administrator left clicks the delete button.
6. GUI displays a pop-up window asking for confirmation of the deletion.
- NOTE: This will delete contact from both contacts' list and departments' list and is irreversible!
7. Administrator left clicks the "Yes" button to delete contact.
10. GUI displays updated contacts' list and blank contacts' detail pane.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator searches for contact's name via search bar instead of choosing from list.
3. Administrator may cancel deletion.
 - a. Administrator left clicks the "Cancel" button.
 - b. GUI displays the contact in the contacts' details pane.
4. Administrator exits before clicking "Cancel" or "Yes" buttons.
 - a. Contacts is not deleted and exit is not completed.

Brief Description:The "Edit Department" use case enables an administrator to change all or

some of an existing departments' information.

Step-by-step Description:

1. Administrator selects "Departments" tab.
2. GUI displays the departments' list and departments' details pane.
3. Administrator selects department to be changed from departments' list.
4. GUI displays the selected department in the departments' details pane.
5. Administrator left clicks the "Edit" button.
6. GUI updates "Edit" button to "Cancel" and "Save".
7. The fields are changed to editable fields in the departments' details pane.
8. Administrator changes the fields that need to be updated.
9. Administrator left clicks the "Save" button to keep changes made.
10. GUI displays a confirmation message.
11. Administrator left clicks "Ok" button.
12. GUI displays the department with static fields in the departments' detail pane.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator searches for department by name via search bar instead of choosing from list.
3. Administrator wishes to add contacts to department.
 - a. Administrator left clicks "Add" button while editing the department.
 - b. A pop-up window opens in the GUI that displays the contacts' list.
 - c. Administrator selects contact(s) from contacts' list.
 - d. Administrator left clicks "Ok".
 - e. The pop-up window closes and GUI displays the editable department screen with contact(s) added to contacts field for the selected department.
4. Administrator wishes to remove contacts from department.
 - a. Administrator selects contact to be removed from department's contacts' list while editing the department.
 - b. Administrator left clicks "Remove" button.
 - c. GUI displays the the editable department in the departments' detail pane with the contact removed from the department's contacts' list.
5. Administrator may fail to enter all necessary fields.
 - a. The GUI will display a field error.
 - b. Administrator left clicks "Save" button
 - c. The GUI displays that there is an input error.
6. Administrator may change values and attempt to exit without saving changes.
 - a. GUI displays a pop-up window warning that there are unsaved changes.
 - b. Administrator left clicks "Yes".
 - i. Department is saved.
 - ii. GUI exits.
 - c. Administrator left clicks "No".
 - i. Department is not saved.
 - ii. GUI exits.
7. Administrator may change values but cancel all changes.
 - a. Administrator left clicks "Cancel" button.
 - b. The department becomes static again without the changes

Brief Description:The "Create Department" use case enables an administrator to add a department to the list existing departments

Step-by-step Description:

1. Administrator selects "Departments" tab.
2. GUI displays the departments' list and departments' details pane.
3. Administrator left clicks the create button.
4. GUI displays a empty editable department in the departments' detail pane.
5. Administrator fills in department's information in correct fields.
6. Administrator left clicks "Add" button.
7. A popup window opens up in the GUI with the contacts' list.
8. Administrator selects contact(s) to be added from contacts' list and clicks "Ok".
9. The popup window closes and the GUI displays the department with editable fields and department's contacts' list is updated with newly added contact(s)
- NOTE: Department must have at least one Contact to be saved.
10. Administrator left clicks "Save" button to create the department.
11. GUI displays the departments' list with the newly created department and departments' detail pane with the newly created department with static fields.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator searches for department by name via search bar instead of choosing from list.
3. Administrator may fail to enter all necessary fields.
 - a. The GUI will display a field error.
 - b. Administrator left clicks "Save" button
 - c. The GUI displays that there is an input error.
4. Administrator may changes values and attempt to exit without saving changes.
 - a. GUI displays a pop-up window warning that there are unsaved changes.
 - b. Administrator left clicks "Yes".
 - i. Department is saved.
 - ii. GUI exits.
 - c. Administrator left clicks "No".
 - i. Department is not saved.
 - ii. GUI exits.
5. Administrator may change values but cancel all changes.
 - a. Administrator left the "Cancel" button.
 - b. The GUI displays the departments' list and blank departments' detail pane.

Brief Description:The "Delete Department" use case enables an administrator to delete department from the list of existing departments

Step-by-step Description:

1. Administrator selects "Departments" tab
 2. GUI displays the departments' list and departments' details pane.
 3. Administrator selects department to be deleted from the departments' list.
 4. GUI displays the selected department in the departments' details pane.
 5. Administrator left clicks delete button.
 6. GUI displays a pop-up window asking for confirmation of the deletion.
 7. Administrator left clicks "Yes" button to delete department.
- NOTE: Contacts will be removed from department, but will not be deleted. The deletion of a department is irreversible.
8. GUI displays the departments' list without the deleted department and a blank departments' details pane.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator searches for department by name via search bar instead of choosing from list.
3. Administrator may changes values and attempt to exit without saving changes.
 - a. Department is not deleted and exit is completed.
4. Administrator may want to cancel the delete.
 - a. Administrator left clicks the "Cancel" button.
 - b. The GUI will display the departments' list and departments' details pane with the department selected.

Brief Description:The "Edit Report" use case documents the user flow required to edit an existing report.

Step-by-step Description:

1. Administrator selects "Reports" Tab.
2. GUI displays the reports' list and the reports' details pane.
3. Administrator selects the desired report from the reports' List.
4. GUI displays the selected report in the reports' details pane.
5. Administrator left clicks the "Edit" button.
6. GUI updates "Edit" button to "Cancel" and "Save".
7. The fields are changed to editable fields in the reports' details pane.
8. Administrator changes the fields that need to be updated.
9. Administrator left clicks the "Save" button to keep changes made.
10. GUI displays confirmation message.
11. Administrator left clicks the "Ok" button.
12. The report's fields becomes static again with the changes.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator searches for report by name via search bar instead of choosing from list.
3. Administrator wishes to add recipients.
 - a. Administrator left clicks "Add" button next to recipients field while editing the report.
 - b. A pop-up window opens in the GUI that displays the contacts' and departments' lists.
 - c. Administrator selects contact(s) or department(s) from contacts' list.
 - d. Administrator left clicks "Ok".
 - e. The pop-up window closes and GUI displays the editable report screen with recipients added to recipients field for the selected report.
4. Administrator wishes to remove recipients.
 - a. Administrator selects contact(s) or department(s) to be removed from report's recipients field while editing the report.
 - b. Administrator left clicks "Remove" button.
 - c. GUI displays the the editable report in the reports' detail pane with the contact(s) or department(s) removed from the recipients field.
5. Administrator may fail to enter all necessary fields.
 - a. The GUI will display a field error.
 - b. Administrator left clicks "Save" button
 - c. The GUI displays that there is an input error.
6. Administrator may change values and attempt to exit without saving changes.
 - a. GUI displays a pop-up window warning that there are unsaved changes.
 - b. Administrator left clicks "Yes".
 - i. Report is saved.
 - ii. GUI exits.
 - c. Administrator left clicks "No".
 - i. Report is not saved.
 - ii. GUI exits.
7. Administrator may change values but cancel all changes.
 - a. Administrator left clicks "Cancel" button.
 - b. The department becomes static again without the changes

Brief Description:The "Create Report" use case enables an administrator to create a new report and save the report to Reports.

Step-by-step Description:

1. Administrator selects "Reports" tab.
 2. GUI displays the reports' list and the reports' details pane
 4. Administrator left clicks create button.
 5. GUI displays an empty report with editable fields in the reports' detail pane.
 6. Administrator inputs the report in the appropriate editable fields.
- NOTE: Reports require at least one metric.
- NOTE: Reports are not required to have specified recipients. They may be added when sending report results.
7. Administrator left clicks "Save" button.
- NOTE: Reports are saved in database.
8. GUI displays a confirmation message.
 9. Administrator left clicks "Ok".
 10. GUI displays the reports' list with the newly added report and reports' detail pane with the newly added report with static fields.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator wishes to add recipients.
 - a. Administrator left clicks "Add" button next to the recipients field.
 - b. A pop-up window opens in the GUI that displays the contacts' and departments' lists.
 - c. Administrator selects contact(s) or department(s) from contacts' list.
 - d. Administrator left clicks "Ok".
 - e. The pop-up window closes and GUI displays the editable report screen with recipients added to recipients field for the new report.
3. Administrator may fail to enter all necessary fields.
 - a. The GUI displays a field error.
 - b. When the administrator left clicks the "Save" button, the GUI displays that there is a input error.
4. Administrator may change values and attempt to exit without saving changes.
 - a. GUI displays a pop-up window warning that there are unsaved changes.
 - b. Administrator left clicks "Yes".
 - i. Report is saved.
 - ii. GUI exits.
 - c. Administrator left clicks "No".
 - i. Report is not saved.
 - ii. GUI exits.
5. Administrator may change values but cancel.
 - a. Administrator left clicks the "Cancel" button.
 - b. The GUI displays the reports' list without the new report and a blank reports' detail pane.

Brief Description:The "Delete Report" use case enables an administrator to delete a report.

Step-by-step Description:

1. Administrator selects "Reports" tab
 2. GUI displays the reports' list and a blank reports' details pane.
 3. Administrator selects report to be deleted from the reports' list.
 4. Administrator left clicks delete button.
 5. GUI displays a pop-up window asking for confirmation of the deletion.
 6. Administrator left clicks "Yes" button.
- NOTE: Deleting a report is irreversible.
7. The GUI displays the reports' list and a blank reports' detail pane.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Administrator may changes values and attempt to exit without saving changes.
 - a. Report is not deleted and exit is completed.
3. Administrator want to cancel the delete.
 - a. Administrator left clicks "Cancel" button.
 - b. The GUI displays the reports' list with the selected report and report in the reports' detail pane.

Brief Description:The "Preview Report Results" use case documents the user flow required to generate but not send report results.

Step-by-step Description:

1. Administrator selects "Reports" Tab.
2. The GUI displays the reports' list and the reports' details pane.
3. Administrator selects the desired report from the reports' list.
4. GUI displays the selected report in the reports' details pane.
5. Administrator left clicks the "Preview" button.
6. GUI displays a pop-up window containing the report results.
7. Administrator left clicks "Ok" to close the pop-up window.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Program may fail to connect to GA server and will display server error.
3. Administrator searches for report by name via search bar instead of choosing from list.

Brief Description:The "Send Report Results" use case enables an administrator to send report results to specified recipients.

Step-by-step Description:

1. Administrator selects "Reports" Tab.
2. The GUI displays the reports' list and the reports' details pane.
3. Administrator selects the desired report from the reports' list.
4. GUI displays the selected report in the reports' details pane.
5. Administrator left clicks the "Send" button.
6. GUI displays a pop-up window containing the recipients pre-populated from the report.
7. Administrator left clicks "Send Report" button.
8. GUI closes pop-up window and sends report results to all specified recipients.
9. GUI display a pop-up window confirming that the report results have been sent.

Possible Alternative:

1. Program may fail to connect to database will display database error.
2. Program may fail to connect to GA server and will display server error.
3. Program may fail to connect to mail server and will display server error.
4. Administrator wishes to add recipients.
 - a. Administrator left clicks the "Send" button.
 - b. GUI displays a pop-up window containing the recipients pre-populated from the report.
 - c. Administrator left clicks the "Add" button.
 - d. Another pop-up window opens in the GUI that displays the contacts' list and departments' list.
 - e. Administrator selects contact(s) and department(s) from the lists.
 - f. Administrator left clicks "Ok".
 - g. The second pop-up window closes and GUI displays the updated recipients.
5. Administrator attempts to send report results with no specified recipients.
 - a. Administrator left clicks the "Send" button.
 - b. GUI displays a message that there are no specified recipients with the option to add recipients.
 - c. Administrator may add recipients if desired by clicking the "Add" button.
6. Administrator does not wish to send report results.
 - a. Administrator left clicks the "Send" button.
 - b. GUI displays a pop-up window containing the recipients pre-populated from the report.
 - c. Administrator left clicks the "Cancel" button.