

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

**Step-by-step Description:**

1. Administrator selects Report Tab.
2. Administrator selects the desired Report Profile from the Reports List.
3. The fields on the Report Detail Pane is are populated using information from the database.
4. The user clicks the Edit Selected Report button
5. The fields transform into editable fields.
6. The Edit Selected Report button becomes a Save and Cancel button.
7. Administrator edits all necessary editable fields
8. Administrator clicks Save.
9. All information is stored into database.

**Possible Alternative:**

1. Administrator may cancel the changes made(if any) by clicking the Cancel button.
2. Administrator may attempt to navigate to a different report profile while still editing a report.
3. Administrator may select a different report profile without editing the selected report.
4. Administrator may edit an editable field in an incorrect manner(i.e. leave a required field empty)
5. The database may experience an internal error(lost connection, etc).

**Brief Description:**The “Preview Report” use case documents the user flow required to generate but not send a report.

**Step-by-step Description:**

1. Administrator selects Report Tab.
2. Administrator selects the desired Report Profile from the Reports List.
3. The fields on the Report Detail Pane is are populated using information from the database.

**Possible Alternative:**

1. Administrator may have an error in the fields.
2. Database may experience an internal error