

Uses Cases:

User opens main webpage

PUBLIC

1. To View Reservations Schedule
 - a. Viewing Lab page loads with links to titles currently available
 - i. User clicks on title link to go to Entry Description page for that title for more details.
 - b. User clicks on calendar to change view the schedule for a different date.
2. To Search
 - a. Search page loads. Searches by title (English, transliterated, original), description, language, media type, all.
 - b. User enters search criteria.
 - c. Search Page loads with list of results.
 - d. User clicks on result title to go to Entry Description page for more details.
3. To Make a Reservation (from Entry Page of catalog item)
 - a. User clicks on Request Reservation link
 - b. Reservation Request Page loads
 - i. User enters PID (must be valid Faculty or TA), name, type of request (checkout or viewing lab), dates requested, message.
 1. PID is invalid. User received alert message instructing them to call Master Administrator. User may retry.
 2. Dates conflicts with set reservations, error message. User may modify and retry.
 3. User request exceeds checkout limits. Warning issued on confirmation page that request may be denied. User may type explanation into message box and proceed.
 - a. User confirms. Request sent to Staff (see 4.h)
 - b. Back button – User sent back to previous request page.
 4. PID, dates are valid, Request sent to Staff (see 4.h)

ADMINISTRATIVE

4. To Login to Access Admin Functions
 - a. User logs in from Navigation Bar with username and password.
 - i. Login successful, appropriate admin functionality appears.
 - ii. Login unsuccessful, user receives error message. User may retry.
 - b. To Modify Catalog
 - i. Admin searches for entry
 - ii. Modify button appears with each entry
 1. Modify Entry page loads with all fields, unchangeable fields are greyed out.

- a. Faculty Admin may only modify English title, description
 - b. Master Admin may modify all fields
 - 2. Admin makes changes, clicks on Confirm button.
- c. To Add or Delete from Catalog
 - i. Admin can search for entry to delete
 - ii. Admin clicks on Add Entry
 - 1. Form loads with all fields for Admin to fill
 - 2. Admin fills fields and submits
 - a. If required fields are not filled, error Alert box appears. Admin may modify and retry.
 - b. If filled correctly, entry is added to database
- d. To Add, Delete, or Modify User Profiles
 - i. List of users appears with modify and delete buttons available.
 - 1. If selected, User Profile loads.
 - 2. Confirmation requested.
 - ii. Add Users button available
 - 1. If Admin selects this, Add User form loads.
 - 2. Admin fills in name, PID, and email of New User, user type, user limits (all required)
 - a. Error alert appears if not all fields are filled. Admin may modify and retry.
 - b. If successful, User Profile added to database.
- e. To View List of Overdue Items.
 - i. List of currently overdue items loads (like an email inbox view)
 - 1. Admin can select which overdue messages to send (generated email)
 - 2. Admin can individually personalize emails.
- f. To Import to Database
 - i. Import page loads
 - ii. Admin select table, file, append or overwrite
 - iii. Warning to backup table first (JavaScript)
 - 1. Change table anyway
 - a. Table changed in database
 - 2. Cancel
- g. To Export from Database
 - i. Export Page loads
 - ii. Admin selects table to export to .txt file
 - 1. Downloads file
 - iii. Admin selects table to view
 - 1. Complete table is generated
 - 2. UP and DOWN sortable by column (Secondary)
- h. To Checkout Items, or Place in Viewing Lab
 - i. Admin picks up item from shelf.
 - ii. Admin scans in item barcode.

- iii. Admin clicks Lookup button. Item schedule is dynamically loaded into bottom frame.
 - 1. If they are currently executing a reservation, change reservation to started.
 - iv. Admin scans or types in PID of person requesting item.
 - v. Admin enter dates and type of request (checkout, viewing lab)
 - vi. Dates are checked to ensure validity
 - 1. If dates valid, no conflict, Item is checked out.
 - a. Item is physically moved.
 - 2. If invalid entry, error describing problem appears. Admin may modify and retry.
 - vii. Must conform to User's Profile limits, checks to see if end date is close to a reservation date, warning issued if so, confirmation loads.
 - 1. Admin confirms. Item is checked out.
 - a. Item is physically moved.
 - 2. Back button – Admin sent back to previous request page.
 - i. To Confirm Pending Reservations on Items
 - i. Admin views Pending Reservations Requests list
 - ii. Admin cancels request
 - 1. Email generated to inform requestor
 - iii. Admin clicks on Fill button
 - 1. Reservation page loads with fields prefilled with information from request.
 - 2. Admin submits.
 - 3. Dates are checked to ensure validity
 - a. If dates valid, no conflict, Reservation is made. Email is generated and sent to requestor confirming reservation request accepted
 - b. If invalid entry, error describing problem appears. Admin may modify and retry.
 - 4. Must conform to User's Profile limits, checks to see if end date is close to another reservation date, warning issued if so, Confirmation Page loads.
 - a. Admin confirms. Reservation is made. Email is generated and sent to requestor confirming reservation request accepted
 - b. Back button – Admin sent back to previous request page.
 - 5. Admin returned to Pending Reservations Request Page
 - j. To Reserve Items
 - i. Admin views Today's Reservations list
 - ii. Admin cancels a request
 - 1. Email generated to inform requestor
 - iii. Admin clicks on Fill button next to request
 - 1. Checkout page loads with fields prefilled with information from request. (see 4.g)