### Requirement 1 – Logon

#### Description & Priority

The user logs on and is authenticated to the system. Their privilege level is obtained and they are presented with their available options. This is a top priority as it allows use of the system

#### Use Case

**Scope**

The scope of this use case is to allow the user to logon and access the system.

**Description**

This use case describes the process by which the user logs on to the system.

**Flow Description**

**Precondition**

The logon page is open in the user’s browser.

**Activation**

This use case starts when a user enters their username/password and hits the logon button.

**Main flow**

1. The System checks to see if the user exists
2. The User is assigned the User Privilege (See A1)
3. The system presents the user with the options available to them

(See E1)

**Alternate flow**

A1 : Administrator Logon

1. The User is assigned the Administrator Privilege.
2. The use case continues at position 3 of the main flow.

**Exceptional flow**

E1 : Failed Logon

1. The system Cannot find the username/password pair entered.
2. The user is denied access.
3. The system returns to the logon page.

**Termination**

The system presents the options available to the user.

**Post condition**

System awaits user input.

### Requirement 2 – Open existing ticket

#### Description & Priority

The user opens an existing ticket. This is an elected process and as such, is a low priority.

#### Use Case

**Scope**

The scope of this use case is to allow the user to view an existing ticket.

**Description**

This use case describes the process by which a user views an existing ticket

**Flow Description**

**Precondition**

The user is logged into the system

**Activation**

This use case starts when the user selects an existing ticket

**Main flow**

1. The system queries the database for the ticket information
2. The ticket information is displayed.

**Alternate flow**

A1: No Alternate Flow

**Exceptional flow**

E1: No Exceptional Flow

**Termination**

The ticket information is displayed

**Post condition**

Ticket is viewable

### Requirement 3 – View existing Renewals

#### Description & Priority

The user views an existing renewal. This is an elected process and as such, is a low priority.

#### Use Case

**Scope**

The scope of this use case is to allow the user to view the details of an existing renewal.

**Description**

This use case describes the process by which the user views an existing renewal.

**Flow Description**

**Precondition**

The user is logged into the system.

**Activation**

This use case starts when the user selects an existing renewal.

**Main flow**

1. The system queries the database for the renewal details.
2. If the renewal is open the renewal is displayed (See A1).

**Alternate flow**

A1 : Expired Renewal

1. The System displays an expired renewal warning.

**Exceptional flow**

E1 : No exceptional flow.

**Termination**

The system displays the renewal information.

**Post condition**

Renewal information is viewable.

### Requirement 4 – Update existing ticket

#### Description & Priority

The user manipulated and changes data contained within a currently existing ticket. This is a main requirement of the application so is medium priority.

#### Use Case

**Scope**

The scope of this use case is to allow the user to edit an existing ticket.

**Description**

This use case describes the process by which the user makes changes to an existing ticket.

**Flow Description**

**Precondition**

Requirement 2 – Open existing ticket, has been successful.

**Activation**

This use case starts when a user selects to edit an open existing ticket.

**Main flow**

1. The System checks to see if the ticket is open (See A1).
2. Ticket is now editable.
3. Ticket changes are made.

**Alternate flow**

A1 : Ticket is closed

1. The ticket is currently marked as closed.
2. Ticket may be marked as open (Continues at Step 2 in main flow).
3. System returns to main menu.

**Exceptional flow**

E1 : No exceptional flow.

**Termination**

The user saves the changes made.

**Post condition**

System is at main menu.

### Requirement 5 – Create new ticket

#### Description & Priority

The user creates a new ticket and enters the required data. This is the primary action for the system and as such, is high priority.

#### Use Case

**Scope**

The scope of this use case is to allow the user to create a new ticket.

**Description**

This use case describes the process by which the user creates and populated a new ticket.

**Flow Description**

**Precondition**

User is logged in.

**Activation**

This use case starts when the user selects the Create new ticket action.

**Main flow**

1. The system gets the next available ticket ID.
2. The system displays the relevant fields.
3. The user selects the company from a drop down.
4. The user populates the fields required.
5. The user submits the ticket (See E1).

**Alternate flow**

A1 : No Alternate Flow.

**Exceptional flow**

E1 : Missing Data

1. The user neglected to enter a required piece of data.
2. The ticket entry is displayed, highlighting the missing field.
3. Continues at step 4 in main flow.

**Termination**

The user receives notification that the ticket was submitted successfully.

**Post condition**

The system is at the main menu.

### Requirement 6 – Create new renewal

#### Description & Priority

The user creates a new renewal and enters the required data. This is the primary action for the system and as such, is high priority.

#### Use Case

**Scope**

The scope of this use case is to allow the user to create a new renewal.

**Description**

This use case describes the process by which the user creates and populated a new renewal.

**Flow Description**

**Precondition**

User is logged in.

**Activation**

This use case starts when the user selects the Create new renewal action.

**Main flow**

1. The system gets the next available renewal ID.
2. The system displays the relevant fields.
3. The user selects the company from a drop down.
4. The user populates the fields required.
5. The user submits the renewal (See E1).

**Alternate flow**

A1 : No Alternate Flow.

**Exceptional flow**

E1 : Missing Data

1. The user neglected to enter a required piece of data.
2. The renewal entry is displayed, highlighting the missing field.
3. Continues at step 4 in main flow.

**Termination**

The user receives notification that the renewal was submitted successfully.

**Post condition**

The system is at the main menu.

### Requirement 7 – Create new user

#### Description & Priority

This allows an administrator to create new users and grant them access to the system.

#### Use Case

**Scope**

The scope of this use case is to allow an administrator to add a new user.

**Description**

This use case describes the process by which an administrator creates a new user.

**Flow Description**

**Precondition**

A user is logged in with administrator privileges.

**Activation**

The administrator selects the add new user action.

**Main flow**

1. The new user entry is displayed.
2. The administrator populates the required fields.
3. The system checks to see if the user exists. (See E1)
4. The administrator saves the new user.
5. The new user is notified (SMS/Email) of their username/password.

**Alternate flow**

A1 : No alternate flow

**Exceptional flow**

E1 : User already exists.

1. The defined user already exists.
2. The administrator is prompted to change the username.
3. Continues at step 3 in main flow.

**Termination**

The administrator saves the new user.

**Post condition**

System is at main menu.

### Requirement 8 – Logon

#### Description & Priority

The user logs on and is authenticated to the system. Their privilege level is obtained and they are presented with their available options. This is a top priority as it allows use of the system

#### Use Case

**Scope**

The scope of this use case is to allow the user to logon and access the system.

**Description**

This use case describes the process by which the user logs on to the system.

**Flow Description**

**Precondition**

The logon page is open in the user’s browser.

**Activation**

This use case starts when a user enters their username/password and hits the logon button.

**Main flow**

1. The System checks to see if the user exists
2. The User is assigned the User Privilege (See A1)
3. The system presents the user with the options available to them

(See E1)

**Alternate flow**

A1 : Administrator Logon

1. The User is assigned the Administrator Privilege.
2. The use case continues at position 3 of the main flow.

**Exceptional flow**

E1 : Failed Logon

1. The system Cannot find the username/password pair entered.
2. The user is denied access.
3. The system returns to the logon page.

**Termination**

The system presents the options available to the user.

**Post condition**

System awaits user input.

### Requirement 9 – Logon

#### Description & Priority

The user logs on and is authenticated to the system. Their privilege level is obtained and they are presented with their available options. This is a top priority as it allows use of the system

#### Use Case

**Scope**

The scope of this use case is to allow the user to logon and access the system.

**Description**

This use case describes the process by which the user logs on to the system.

**Flow Description**

**Precondition**

The logon page is open in the user’s browser.

**Activation**

This use case starts when a user enters their username/password and hits the logon button.

**Main flow**

1. The System checks to see if the user exists
2. The User is assigned the User Privilege (See A1)
3. The system presents the user with the options available to them

(See E1)

**Alternate flow**

A1 : Administrator Logon

1. The User is assigned the Administrator Privilege.
2. The use case continues at position 3 of the main flow.

**Exceptional flow**

E1 : Failed Logon

1. The system Cannot find the username/password pair entered.
2. The user is denied access.
3. The system returns to the logon page.

**Termination**

The system presents the options available to the user.

**Post condition**

System awaits user input.

### Requirement 10 – Logon

#### Description & Priority

The user logs on and is authenticated to the system. Their privilege level is obtained and they are presented with their available options. This is a top priority as it allows use of the system

#### Use Case

**Scope**

The scope of this use case is to allow the user to logon and access the system.

**Description**

This use case describes the process by which the user logs on to the system.

**Flow Description**

**Precondition**

The logon page is open in the user’s browser.

**Activation**

This use case starts when a user enters their username/password and hits the logon button.

**Main flow**

1. The System checks to see if the user exists
2. The User is assigned the User Privilege (See A1)
3. The system presents the user with the options available to them

(See E1)

**Alternate flow**

A1 : Administrator Logon

1. The User is assigned the Administrator Privilege.
2. The use case continues at position 3 of the main flow.

**Exceptional flow**

E1 : Failed Logon

1. The system Cannot find the username/password pair entered.
2. The user is denied access.
3. The system returns to the logon page.

**Termination**

The system presents the options available to the user.

**Post condition**

System awaits user input.

### Requirement 11 – Logon

#### Description & Priority

The user logs on and is authenticated to the system. Their privilege level is obtained and they are presented with their available options. This is a top priority as it allows use of the system

#### Use Case

**Scope**

The scope of this use case is to allow the user to logon and access the system.

**Description**

This use case describes the process by which the user logs on to the system.

**Flow Description**

**Precondition**

The logon page is open in the user’s browser.

**Activation**

This use case starts when a user enters their username/password and hits the logon button.

**Main flow**

1. The System checks to see if the user exists
2. The User is assigned the User Privilege (See A1)
3. The system presents the user with the options available to them

(See E1)

**Alternate flow**

A1 : Administrator Logon

1. The User is assigned the Administrator Privilege.
2. The use case continues at position 3 of the main flow.

**Exceptional flow**

E1 : Failed Logon

1. The system Cannot find the username/password pair entered.
2. The user is denied access.
3. The system returns to the logon page.

**Termination**

The system presents the options available to the user.

**Post condition**

System awaits user input.

### Requirement 12 – Logon

#### Description & Priority

The user logs on and is authenticated to the system. Their privilege level is obtained and they are presented with their available options. This is a top priority as it allows use of the system

#### Use Case

**Scope**

The scope of this use case is to allow the user to logon and access the system.

**Description**

This use case describes the process by which the user logs on to the system.

**Flow Description**

**Precondition**

The logon page is open in the user’s browser.

**Activation**

This use case starts when a user enters their username/password and hits the logon button.

**Main flow**

1. The System checks to see if the user exists
2. The User is assigned the User Privilege (See A1)
3. The system presents the user with the options available to them

(See E1)

**Alternate flow**

A1 : Administrator Logon

1. The User is assigned the Administrator Privilege.
2. The use case continues at position 3 of the main flow.

**Exceptional flow**

E1 : Failed Logon

1. The system Cannot find the username/password pair entered.
2. The user is denied access.
3. The system returns to the logon page.

**Termination**

The system presents the options available to the user.

**Post condition**

System awaits user input.