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| **Use Case ID:** | 004 |
| **Use Case Name:** | Add Organization |
| **Description:** | Create New Organization on CU Engage Website |
| **Actors:** | CU Engage Admin |
| **Pre-Conditions:** | 1. User has administrative access. 2. Organization is not already active in CU Engage. |
| **Post-Conditions:** | 1. New Organization is listed on CU Engage website with related information. 2. Organization has all correct relations to other organizations and/or off-campus programs as well. |
| **Frequency of Use:** | Once per Organization |
| **Flow of Events:** | 1. User opens webpage portal to authentication screen. 2. Enters credentials, and goes to admin page. 3. Hit add organization button on admin page. 4. Prompted to enter required information on new program, including but not limited to: Name, main contact, email, description/goals, and partners. 5. User prompted to accept credentials. 6. System creates a webpage and URL based on entered credentials. 7. New Organization & Webpage is active on CU Engage System.. |
| **Variations:** | Invalid Credentials, Cannot create new Organization. |
| **Notes and Issues:** | 1. Any other information that should be attributed for each Organization? 2. Must have connection to create. |
| **Developer Notes:** | User has administrative access and network connection.  Automatic HTML Page making for new Organizations. |