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| **Use Case ID:** | 006 |
| **Use Case Name:** | Make User Inactive |
| **Description:** | Set user profile to inactive and removes their ability to edit information |
| **Actors:** | CU Engage Admin |
| **Pre-Conditions:** | 1. User must exist 2. User must have active status 3. User causing account to become inactive must have valid access to account. E.g. User must have administrative privileges |
| **Post-Conditions:** | 1. Intended account is set as inactive 2. Intended account’s access to editing its’ organizations information is removed. |
| **Frequency of Use:** | Whenever an organization needs to remove a member’s ability to edit their online information. |
| **Flow of Events:** | 1. User opens webpage portal to authentication screen. 2. Enters credentials and goes to user’s home page. 3. Hit “Edit Organization” button. 4. Hit “Deactivate User” button. 5. User inputs UserID for the intended account. 6. System replies with a request to confirm this is the intended account. 7. User confirms the account is correct. 8. System confirms that intended user is set to inactive status. 9. Intended users editing and log-in capabilities are removed. |
| **Variations:** | 1. Initial credentials are incorrect and the admin is denied access. 2. entered intended Username is invalid and cannot be set to inactive 3. User is already inactive and cannot be set to inactive a second time. 4. User clicks no when confirming account name and the entered username data is reset. |
| **Notes and Issues:** | User must have editing privileges for their organization’s information removed. |
| **Developer Notes:** | May keep boolean category of “active” in database to keep track of active users. |