The following use cases are involved in the Digital Asset Management application.

* UC-1: User Login
* UC-2: Search
* UC-3: Preview
* UC-4: Download File
* UC-5: Upload File
* UC-6: Add User
* UC-7: View Report

**UC-1: User Login**

**Use Case Overview**

|  |  |
| --- | --- |
| **Description** | This is the process of an Administrator or a departmental user logging into their account. |
| **Actor(s)** | User, System |
| **Pre-Conditions** | User has already been added to the system. |
| **Post-Conditions** | Success end condition  User will be logged into their account and able to function in the system with their given privileges. |
| **Trigger** | User clicks the log in button |

## Main Flow

|  |  |
| --- | --- |
| **Main** |  |
| 1 | User enters their user name. |
| 2 | User enters their password. |
| 3 | System validates user name and password. |
| 4 | System displays application home page with either departmental user or administrator functionality. |

## Alternate Flows

|  |  |
| --- | --- |
| **Alt 1** | **User not in the system** |
| 1 | System does not find the entered user name. |
| 2 | User will be prompted to submit a request to be set up with a user account. |
| 3 | Use case ends |
| **Alt 2** | **User is logging in for the first time** |
| 1 | System determines that the user is logging in for the first time. |
| 2 | System will prompt user to change their default password and generate a new password. |
| 3 | User enters new password. |
| 4 | System validates that password is acceptable. |
| 5 | System will store new password. |
| 6 | Use case resumes at step 4. |

**UC-2: Search**

**Use Case Overview**

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| --- | --- |
| **Description** | This case focuses on searching the database. |
| **Actor(s)** | User, System |
| **Pre-Conditions** | User is logged into their account. |
| **Post-Conditions** | Success end condition  Results from the user’s query will be displayed. |
| **Trigger** | User clicks in the search box. |

## Main Flow

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| --- | --- |
| **Main** |  |
| 1 | User types their key words in the search field. |
| 2 | Optional: The user may limit the search to only certain file types by selecting the file type they are searching for.  The following file types will be available:  .mov  wmv  mp4  swf  fla  wav  mp3  jpg  gif  tiff  bmp  png  psd  ai  eps  pdf |
| 3 | Optional: The user may limit the search to only files within specified dates by entering a date range. |
| 4 | Optional: User may enter advanced options to further define the search. (Advanced Options TBD) |
| 5 | User submits query. |
| 6 | System queries database using the user’s key words to select from the tags table. |
| 7 | Results from the query are displayed in the center panel of the web page. |
| 8 | If no match is found in the database the System will display a message indicating that no matches were found for the user’s search. |

**UC-3: Preview**

**Use Case Overview**

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| --- | --- |
| **Description** | This case focuses on displaying a preview of a selected file. |
| **Actor(s)** | User, System |
| **Pre-Conditions** | User is logged into their account.  A successful search has been performed with at least one file returned as the result. |
| **Post-Conditions** | Success end condition  User is able to view a preview of the selected file. |
| **Trigger** | User clicks on a file to preview. |

## Main Flow

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| --- | --- |
| **Main** |  |
| 1 | From the search results, user clicks on a file to preview. |
| 2 | System queries database for selected file to retrieve file’s detailed information. |
| 3 | System uses file type to determine how to display on the web page. |
| 3 | System display preview page with a preview of the file and information about the file. |

**UC-4: Download File**

**Use Case Overview**

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| --- | --- |
| **Description** | This case focuses on a user downloading a file from the server. |
| **Actor(s)** | User, System |
| **Pre-Conditions** | User is logged into their account.  A successful search has been performed with at least one file returned as the result. |
| **Post-Conditions** | Success end condition  File will be downloaded from the server to the user’s desired local location. |
| **Trigger** | User selects file or files to download |

## Main Flow

|  |  |
| --- | --- |
| **Main** |  |
| 1 | User selects a file or multiple files from the search results by clicking in a check box or multiple check boxes. |
| 2 | User clicks download button. |
| 3 | System prompts user to select a local location to store the file or files. |
| 3 | User selects desired local location for file storage. |
| 4 | User clicks button to begin download. |
| 5 | System uses user selection to select the appropriate files from the server’s file system. |
| 6 | Data is sent to user’s local machine using HTTP. |

**UC-5: Upload File**

**Use Case Overview**

|  |  |
| --- | --- |
| **Description** | This case focuses on a user uploading a file to the server. |
| **Actor(s)** | User, System |
| **Pre-Conditions** | User is logged into their account.  User is logged in with an administrator account. |
| **Post-Conditions** | Success end condition  File will be uploaded to the server. |
| **Trigger** | User clicks upload button. |

## Main Flow

|  |  |
| --- | --- |
| **Main** |  |
| 1 | System prompts user to select a file for upload. |
| 2 | User selects a valid file from their local file system. If an invalid file is selected then system will prompt user to select a different file.  The valid file types are:  .mov  wmv  mp4  swf  fla  wav  mp3  jpg  gif  tiff  bmp  png  psd  ai  eps  pdf |
| 3 | System prompts user to enter information for the file, including tags to be used in searches. |
| 3 | User clicks upload button. |
| 4 | File is transferred to server using HTTP. |
| 5 | System stores file on server file system. |
| 6 | System stores information about the file in the database. |
| 7 | System displays a message for the user indicating the upload is complete. |

**UC-6: Add User**

**Use Case Overview**

|  |  |
| --- | --- |
| **Description** | This case focuses on a user uploading a file to the server. |
| **Actor(s)** | User, System |
| **Pre-Conditions** | User is logged into their account.  User is logged in with an administrator account. |
| **Post-Conditions** | Success end condition  A new user is added. |
| **Trigger** | User selects Add New User option. |

## Main Flow

|  |  |
| --- | --- |
| **Main** |  |
| 1 | User types new user log in name into user name field. |
| 2 | User types default password into password field. |
| 3 | User clicks submit button. |
| 3 | System verifies that user name is unique. |
| 4 | System adds new user name and password to the database. |
| 5 | System displays a message indicating that the new user has been successfully added. |

## Alternate Flows

|  |  |
| --- | --- |
| **Alt 1** | **User name already exists in database** |
| 1 | System prompts user that the entered already exists and a new unique user name must be entered. |
| 2 | Use case resumes at step 1. |

**UC-7: View Report**

**Use Case Overview**

|  |  |
| --- | --- |
| **Description** | This case focuses on a user viewing a report. |
| **Actor(s)** | User, System |
| **Pre-Conditions** | User is logged into their account.  User is logged in with an administrator account. |
| **Post-Conditions** | Success end condition  The report is displayed. |
| **Trigger** | User selects the option to view a report. |

## Main Flow

|  |  |
| --- | --- |
| **Main** |  |
|  | User selects one of the available reports.  The following reports are available:  Statistical.  History. |
| 1 | System queries database for report information. |
| 2 | System builds report. |
| 3 | Report is displayed in the center panel of the web page. |
|  | Optional: User may choose to export the report by clicking the export button. System then transfers file to user’s local machine using HTTP. |