Mike's Use Cases

Send Text Message	
Actors	Group leader
Goals	Send a short, SMS-specific message to certain group members
Preconditions	Desired members already have special texting numbers entered into gus
Related Use Cases	Send e-mail message, create a mailing/texting list
Steps	
1. Log in to gus 2. Click 'Messages' 3. Click 'New Text Message' 4. Select recipients from displayed list (those without texting numbers are grayed out) 5. Enter message into box 6. Click 'Send'	
Alternatives	1. Send an email in addition 2. Send as an addition to an email 3. Send to a mailing/texting list
Postconditions	The selected users receive the text message

Create a Mailing/Texting List	
Actors	Group leader
Goals	Define a list of people to email or text in the future
Preconditions	Desired members already have special texting numbers entered into gus
Related Use Cases	Send e-mail message, send text message
Steps	
1. Log in to gus 2. Click 'Messages' 3. Click 'Create New Mailing/Texting List' 4. Enter name of list 5. Select email recipients from list, if any 7. Select text message recipients from displayed list (those without texting numbers are grayed out), if any 6. Click 'Save'	
Alternatives	1. Click 'Save and Send Message' to save and create a new message 2. Select existing mailing/texting list as a recipient
Postconditions	Gus now allows the selection of a mailing/texting list as a recipient

Add Group-wide Event Reminder	
Actors	Group leader
Goals	Add group-wide email or text reminders for events
Preconditions	None
Related Use Cases	Send e-mail message, send text message, add event
Steps	

1. Log in to gus
2. Click 'Calendar'
3. Select the event on the calendar
4. Click 'Edit Event'
5. Click 'Set up Reminder'
6. Select a time relative to the event to send the reminder on the menu
7. Choose whether to recur with the event via checkbox
8. Select email recipients from list, if any
9. Select text message recipients from displayed list (those without texting numbers are grayed out), if any
10. Edit the default event reminder message, if desired
11. Click 'Save Reminder'

Alternatives	1. Choose an e-mail/texting list instead of individuals
	2. Set up a reminder at event creation
Postconditions	Gus is set up to send automated reminders through the appropriate channels at the specified time

Add Individual Reminder

Actors	Group member
Goals	Set up an individual reminder for an event on the group calendar
Preconditions	An event exists on the group calendar
Related Use Cases	Send e-mail message, send text message, add group-wide event reminder
Steps	

1. Log in to gus
2. Select the event on the displayed calendar
3. Click 'Set up Reminder'
4. Select a time relative to the event to send the reminder on the menu
5. Choose whether to recur with the event via checkbox
6. Select channels of communication (e-mail, texting, or both)
7. Edit the default event reminder e-mail message, if desired
8. Edit the default event reminder text message, if desired
9. Click 'Save Reminder'

Alternatives	None
Postconditions	Gus is set up to send an automated reminder through the appropriate channels at the specified time

[Replace With Event Name]

Actors	
Goals	
Preconditions	
Related Use Cases	
Steps	

1.

| Alternatives | |

Postconditions	