The Race to a New System

Use Case Specification: EmailNewsletter

Version 1.0

Revision History

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| 07/Mar/17 | 1.0 | Use Case for Email Newsletter | Jordan Gates |
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Use Case Specification: EmailNewsletter

# Use-Case Name

## Brief Description

The system allows the ability to send out newsletters through emails. The admin logs on to GSuite and emails the master member list, and an email is sent out to everyone in the group instantaneously.

# Flow of Events

## Basic Flow

The use case begins when the employee logs onto the GSuite account. The employee then types out the email, and sends it to the master list from their database of email addresses.

## Alternative Flows

### Mailing News

An Alternative to using the GSuite would be to hand mail their newsletters and information to everyone’s addresses. This is not recommended as it is much more expensive, and a lot of printing and mailing is involved. If a member does not have an email on file, this option may be necessary.

# Special Requirements

None

# Pre-conditions

## Subscription

The company must have a subscription to use the GSuite account.

## Connection

The company must have an internet connection to connect to GSuite.

# Post-conditions

## Email Error

On rare occasions an email might be mistyped in the database, this could cause sending errors. It is easily fixed by removing or editing the email address entered.