

## PHASE U3 – ADVANCED UI FLOWS RUNBOOK

Status: AUTHORITATIVE / ENFORCEMENT-READY

### U3.1 Create New Version (Supersedence Flow)

- Trigger: Create New Version on Approved document
- Preconditions: One approved version, permission valid, not archived
- Steps:
  1. User clicks Create New Version
  2. Confirmation modal explains impact
  3. User confirms
- Result: New Draft created, linked via `supersedesVersionId`
- Forbidden: Editing approved version, silent replacement

### U3.2 Submit for Approval

- Preconditions: Metadata complete, file uploaded
- Steps:
  1. User clicks Submit
  2. Validation runs
  3. Confirmation modal shown
- Result: Draft → Submitted, audit recorded

### U3.3 Approve Version

- Steps:
  1. Approver clicks Approve
  2. Modal shows version and warning
  3. Confirmation required
- Result: Submitted → Approved, previous approved → Superseded

### U3.4 Reject Version

- Steps:
  1. Approver clicks Reject
  2. Mandatory rejection reason
- Result: Submitted → Rejected

### U3.5 Resubmission After Rejection

- Steps:
  1. Author edits rejected version

2. Resubmits with confirmation

- Result: Rejected → Submitted

#### U3.6 Archive Document

- Preconditions: Approved version exists

- Steps:

1. Admin clicks Archive

2. Strong warning modal

- Result: Document archived permanently

#### U3.7 Read-Only Enforcement

- Disabled inputs visible

- Tooltips explain restriction

- No silent failures

#### U3.8 Error Handling

- Backend errors surfaced clearly

- No optimistic UI retries

#### U3.9 Validation Checklist

- No approved edits

- Mandatory confirmations

- Mandatory rejection reasons

- Backend truth always re-fetched

#### ENFORCEMENT STATUS

- Phase U3 is BLOCKING

- Non-compliance halts release