Hi Peter,

I have rewritten the use cases below as I think they were incorrect before, the Brief description is what I would like you to check please to ensure we have fully understood your requirement, I have attached the appropriate change control requests forms.

Use Case 33, Monthly Invoicing, previously read;

***Copy Express desires to produced Invoices by turnaround period of 20th of every month.***

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| **Use Case Number:** | 33a |
| **Use Case Name:** | Monthly Invoicing |
| **Scenario:** | By 20th of every month Copy Express would like to generate Invoices that can contain multiple jobs completed for the on-account customer over the previous month. |
| **Triggering Event:** | System Calendar turning to set date |
| **Brief Description:** | The system can be set to batch certain customers individual job invoices together to be loaded into Xero once a month (on a set date) for the production of a monthly invoice; the individual job prices must still be included rather than summarised into a monthly total. Batching must be performed by the web solution and not by Xero. |
| **Actors:** | Administrator, system |
| **Related Use Cases:** | Load Invoices into Xero |
| **Pre-conditions:** | Customer must be on-account, System calendar set, Customer Account set to monthly batching of invoices. |
| **Post-conditions:** | Database gets updated, Customer get copy of the invoice |

Use Case 34 Weekly Invoicing previously read:

***Copy Express desires to produce weekly Invoices on Friday of every week to know the transactions happened so far in that particular week.***

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| **Use Case Number:** | 34a |
| **Use Case Name:** | Weekly Invoicing |
| **Scenario:** | On a Friday Copy Express would like to generate weekly Invoices for cash customers that pay weekly rather than per job. |
| **Triggering Event:** | System Calendar turning Friday and/or administrator generate one. |
| **Brief Description:** | The system can be set to batch certain customers’ individual job invoices together to be loaded into Xero once a week for the production of a weekly invoice; the individual job prices must still be included rather than summarised into a weekly total. Batching must be performed by the web solution and not by Xero. |
| **Actors:** | Administrator, System |
| **Related Use Cases:** | Load Invoices into Xero |
| **Pre-conditions:** | System calendar Turning Friday every week. |
| **Post-conditions:** | Database gets updated, Customer get copy of the invoice |

Regards

Chesda