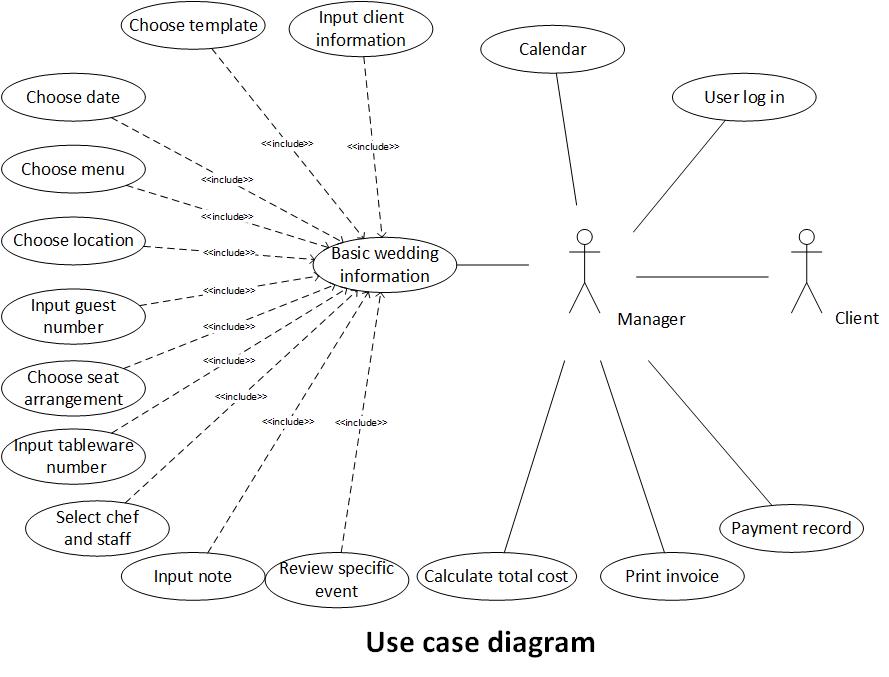
**Chinese style wedding**

**Part I**

**Jing Xu, Junjun Ruan, Jie Hou**

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**Requirement Document**

**A: Problem (Author: Jie Hou)**

The software help Chinese style wedding catering manager to manage orders information on his/her own computer. The software is full-featured and with simple user interface.

**B: Background information (Author: Jie Hou)**

Issue1: Is client able to get a summary of all the client’s requirements?  
Decision: Yes, the software can output a review which list all the client’s requirements.

Isssue2: Can client get an invoice of the wedding?  
Decision: Yes, client can receive the invoice either through email (PDF version) or of printed version.

Issue3: Are there any wedding style template that clients can choose?  
Decision: Yes, there are several wedding style templates to be chosen. Client can either use the template directly or modify it. A specific client’s wedding information can also be saved as template.

Issue4: Can client choose a specific chef?  
Decision: Yes, client can choose a specific chef based on the chef’s schedual.

Issue 5: Does the manager need to log in to access the software?  
Decision: Yes. He/she need to input username and password to access the software.

Issue 6: Manager should be able to input profile and requirement of client into the software.  
Decision: Manager will input information through keyboard or make a selection from a drop-down menu.

Issue 7: Can the client get a summary of all the requirements he/she need and decide if he/she still want to change any item.   
Decision: Yes. The software can output a review of all the requirements of client want.

Issue 8: Can client get an invoice before he/she make a payment  
Decision: Yes. Manager can print an invoice. And the invoice should list all items and the corresponding cost.

Issue 9: How can the client get the review of requirement or the invoice?   
Decision: The software can email client the review of requirements or invoice after manager’s permission. The software can also print out the review or invoice. So manager can mail them or client can also stop by the office to get them.

Issue 10: How can the manager easily know if the event is decided or still under negotiation?  
Decision: After the deposit is paid, the event is highlighted.

Issue 11: How if the client had special requirement?  
Decision: All the special requirement will be recorded in the ‘NOTE’ section and shown in the review.

Issue 12: If there is any template that client can use directly or modify based on it?  
Decision: Yes. There are several templates client can choose. The software can also save a particular event as a template.

Issue 13: Can the manager review all the events of a month?  
Decision: Yes. There will be a calendar in the software. Manager can view any date of event by clicking the date.

Issue 14: Can the manager use the software on mobile or pad?  
Decision: No. The software can only run on PC.

**C: Environment and system models (Author: Junjun Ruan)**

This software is run in windows system of PC.

**D: Functional requirement**

* Log in (Author: Jie Hou)  
  Manager need to input username and password to log in to the software. If wrong username or password are inputted, system will display error message and prompt enter new username and password.
* Choose template(Author: Jie Hou)  
  There are several templates available for client to choose. By choosing a template, basic wedding information are filled out automatically. Client can use the template directly. Client can also modify it as many as he/she want.
* Output invoice (Author: Jie Hou)  
  After collecting all the client’s requirements, user can output an invoice which include a list of all the items and corresponding cost. The total cost and deposit will be shown in the bottom of the invoice. The invoice can either be sent out by email or printed.
* Calendar (Author: Jie Hou)  
  There is a calendar in the software. Through the calendar, user can easily know the available dates in the current month. By clicking a specific date, user can see the details of the event and even modify it.
* Payment (Author: Jie Hou)  
  There are two parallel parts in the “Payment” section. One is “Deposit”, the other one is “Fully payment”. Both “Deposit” and “Fully payment” are set to “No” by default, and “Payment Method” under it will be grey. If user select “yes”, the “Payment Mothod” will be lighten on and user can choose “Cash” or “Credit card” or “Check” or “Debit Card” through the dropdown menu.
* Cost calculation (Author: Jie Hou)  
  The software will calculate the cost automatically. If user want to add new costing item, he/she can click “Add” and input description and cost, the software will add the cost automatically in to the total cost. The user can add as many extra cost items as he/she want. The added costing items will also be shown in the invoice.
* **wedding guest number ( Author: Jing Xu)**
  + Onsite: if the location from ‘choose location’ is local or onsite, then the guest number will be no greater than 100, which is the maximum number of seats for the company’s own banquet room.
  + Offsite: other than onsite, if the client makes his/her own location arrangement, there will be no restrictions on the number of guest.
* **seat arrangement (Author: Jing Xu)**

Guests are pre-populated according to the guest list. The UI will include a drop-down list for choosing the table size or shape, and the corresponding table chart will be shown besides the guest list. Based on the number of guests and the size of the table, eg, 6-person,  8-person or 10-person, also shape of the table, round or rectangle, the manager can easily drag and drop guests to an appropriate table.

* **Tableware  (Author: Jing Xu)**

Once the number of guests is known, each total number of the chopsticks, spoons, plates, bowls, cups, and napkins needed is calculated automatically. This can also be done for each table.

* **chef and staff ( Author: Jing Xu)**

There will be one head chef for each wedding event. The UI will have a list of current/future available head chefs with a radio box in front of the name or ID. Even better the schedule of the chefs is shown. Staff can be chosen for serving and cleaning up from the staff list.

* **Review specific event ( Author: Jing Xu)**

After all the information of an event has been gathered, the event can be seen by manager in one page of the UI .

**E: Non-functional requirement** (Author: Jing xu)

(This requirement needs to be measurable.)

Platform

1. Web accessible: PC
2. Browser accessible: Chrome, Firefox, IE

Process

1. use  Netbean/eclipse software (.java)
2. Test version, completed in 2.5 months for $300

Quality

1. efficiency: an experienced user/manager can process a client’s request in less than 10 minutes
2. security/safety: system should be protected by an anti-virus software, eg, Macfee or Norton;

no loss of data when system goes down

**Use case description**

**Use Case: User log in (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Prevent people with no username and password accessing the software to see and change the information of clients.

**Precondition:** The manager should have username and password.

**Summary:** The manager open the software, he/she should input the username and password to get a access permit to the software.

**Related use case:**

**Generalization of:** User name or password does not match

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Start the software | 2.Display the dialog to promote user to input user name and Password |
| 3a. Select text field after “User name” and input user name. |  |
| 3b. Select text field after “Password” and input password | 4. Log in to the software and display main menu |

**Postconditions: Manager log in to the software successfully**

**Use case: Username or password does not match (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Make sure only people input correct username and password can log in the software

**Summary:** When username or password does not match, display the error message and prompt user to input username and password again.

**Preconditions:** Wrong username or password was inputted

**Related use case:**

**Generalization:** User log in

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.If the username or password does not match | 2. A dialog displayed to prompt the error ask input username and password again |
| 3a.If the username and password still does not match , repeat 1 |  |
| 3b.If the username and password match, log in to the software |  |

**Postconditions:** Correct username and password were inputted.

**Use Case: Choose template (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Simplify the information input process

**Summary:** When a template is chosen, all basic wedding information are all fulfilled automatically, user are free to change them.

**Preconditions:** There are several templates available in the system.

**Related use case:**

**Generalization:** Basic wedding information

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Template” command | 2.Several different template names are shown in the dropdown menu |
| 3.Select a template from the selection | 4.The template name is displayed in the “Template” field |
| 5.Click “OK” | 6. Remove dialog from display |

**Postconditions:** After a template is chosen, all basic wedding information are all fulfilled automatically.

**Use Case: Input note (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Record any information that is not included in the software.

**Summary:** When client has extra requirement that is not include in the software, manager can record all of them in the note.

**Preconditions:** Client has extra requirement

**Related use case:**

**Generalization:** Basic wedding information

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Note” command | 2. A text field is displayed, with remind that words number cannot be exceeded 200 |
| 3.Input texts in to the text field, after 200 word, not word can be inputted any more | 4. Inputted texts are displayed in the text field |
| |  | | --- | | 5.Click “OK” | | 6. Display “Your note is saved” |

**Postconditions:** Client’s extra requirements are recorded in the note.

**Use Case: Output invoice (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Output invoice

**Summary:** Output invoice to PDF or to printer

**Preconditions:** PDF reader are installed in the computer.Printer is connected with the computer.

**Related use cases:**

**Generalization:** Basic wedding information

**Includes:**

* Output invoice to PDF
* Output invoice to printer

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Invoice ” command | 2.Display the invoice on screen |
| 3.Choose output destination |  |
| 4.Confirm selection | 5.Remove dialog from display |

**Postconditions:** Invoice is outputted.

**Use Case: Output invoice to PDF (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Output invoice to PDF

**Summary:** Output invoice to PDF

**Preconditions:** PDF reader is installed in the computer

**Related use cases:**

**Included by**: Output invoice

**Generalization of:** Typing file name that already exist

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Invoice ” command | 2.Display the invoice on screen |
| 3.Choose “Save as PDF” command | 4.Display “Save as” diagram |
| 4.Browse for saving destination |  |
| 5a.Select text field |  |
| 5b.Type file name |  |
| 6.Click “OK” | 7.Remove dialog from display |

**Postconditions:** Invoice is outputted to PDF.

**Use case: Typing file name that already exist (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Avoid file name conflicting

**Summary:** When try to save the file with the name that already exist in the folder, display error message and prompt user to input filename again

**Preconditions:** User input file name that already exist in the folder

**Related use cases:**

**Generalization:** Output invoice to PDF

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.If the file name is already exist in the direction | 2.Pop up alarm to user of the conflict |
| 3.Type a new file name again |  |
| 4. Repeat step 1 until there is no file with same name in the same file folder |  |

**Postconditions:** Suitable filename is inputted

**Use Case: Output invoice to printer (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Output invoice to printer

**Summary:** Output invoice to printer

**Preconditions:** Printer is connected with computer

**Related use cases:**

**Specialization of:** Output invoice

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Invoice ” command | 2.Display the invoice on screen |
| 3.Choose “Print” command | 4.Display selectable printer |
| 4.Select a printer |  |
| 5.Click “OK” | 6. Remove dialog from display |

**Postconditions:** Invoice is outputted to printer

**Use case: Calendar (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** User can find date available fast. User can also find a specific date event fast.

**Summary:** Available data is highlighted in the calendar. User can get into a specific event by clicking the date

**Preconditions:** User need to be logged in to the software

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Calendar” command | 2.All the dates of the current month are displayed |
| 3.Click “left” or “right” arrow | 4. The dates of previous month or next month are displayed |
| 5.Choose a day by clicking corresponding date | 6. Get in the event page. Can see the details of the event and modify it. |

**Postconditions:** A specific date of event is shown

**Use Case: Payment record (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Record if client paid or not

**Summary:** No payment is set to be default. After the payment is paid, manager need to change it to “Yes” and choose the payment method

**Preconditions:** Payment is paid

**Related use cases:**

**Include:**

* Deposit payment
* Fully payment

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Payment” command | 2. Display choice of “Deposit” and “Fully payment” |
| 3.Choose “Deposit” or “Fully payment” | 4.The “Paid or not” is set to “No” by default |
| 5.Choose “Yes” from the dropdown menu | 6.”Payment method” is no more grey and can be chosen |
| 7.Choose a payment method from the dropdown menu | 8. Remove dialog from display |

**Postconditions:** Payment paid action is recorded

**Use case: Deposit payment (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Record the deposit payment

**Summary:** No payment is set to be default. After the payment is paid, manager need to change it to “Yes” and choose the payment method

**Preconditions:** Deposit is paid

**Related use cases:**

**Included by:**

Payment record

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Deposit” | 2.The “Paid or not” is set to “No” by default |
| 3.Choose “Yes” from the dropdown menu | 4.”Payment method” is no more grey and can be chosen |
| 5.Choose a payment method from the dropdown menu | 6. Remove dialog from display |

**Postconditions:** Deposit payment is recorded

**Use case: Fully payment (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Record the deposit payment

**Summary:** No payment is set to be default. After the payment is paid, manager need to change it to “Yes” and choose the payment method

**Preconditions:** Fully payment is paid

**Related use cases:**

**Included by:**

Payment record

**Steps:**

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Fully payment” | 2.The “Paid or not” is set to “No” by default |
| 3.Choose “Yes” from the dropdown menu | 4.”Payment method” is no more grey and can be chosen |
| 5.Choose a payment method from the dropdown menu | 6. Remove dialog from display |

**Postconditions:** Deposit payment is recorded

**Use case: Cost calculation (Author: Jie Hou)**

**Actor:** Catering manager

**Goals:** Calculate the wedding cost

**Summary:** The system calculate the cost automatically depending on your selection. Manager can add any extra fee to it.

**Preconditions:** Basic wedding information is filled out.

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| 1.Choose “Cost calculation” command | 2. A list of detailed cost and the total cost are calculated automatically and displayed. |
| 3. Choose “Add” command | 4. “Cost description” and “Cost” are displayed |
| 5a.Select text field after “Cost description” and input information |  |
| 5b. Select text field after “Cost” and input cost |  |
| 6. Click “OK” | 7. The dialog is removed from display. The items added are displayed on the list and the total cost is changed corresponded. |

**Postconditions:** Wedding cost is calculated.

**Use Case: Input client profile(Author Junjun Ruan)**

**Actor:** manager

**Goals**: To help the client to add a related event after adding his or her profile

**Preconditions**: The client comes and plans to do a wedding of Chinese style

**Summary:** When a client comes, the manage need to add his or her profile

**Steps:**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. Choose “Input client profile” command | 2.Display a new page to add the client profile(including name, phone, email, address) |
| 3. Input all the blank input field about the information of client, click “save” button | 4. save client profile, and add  client profile in the client list |

**Use Case: Input basic event information(Author: Junjun Ruan)**

**Actor:** manager

**Includes**: choose date, choose location, input guests number, choose seat arrangement, input tableware number, select chef and staff, input note, choose menu, choose template

**Goals:** To input basic event information after adding client profile

**Preconditions:** The manage has already saved client profile

**Summary:** When client want to hold a wedding, the manage need to add an event

**Steps:**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. Choose “basic event information” | 2.Display all the item about the event(including date, location, guests number, seat arrangement, tableware number, chef and staff, note, menu) |
| 3. fill out all the item, click “save” | 4. Add detail event to the calendar according to the date |

**Use Case: Choose date(Author: Junjun Ruan)**

**Goals:** To choose date when adding event

**Extends:** Attempt to choose a date that is unavailable

**Preconditions:** The manage has already open “basic event information”

**Summary:** When client want to choose date for a wedding, the manage can select the date

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1.select “date” drop list | 2.display the calendar |
| 3.Select a valid date from calendar | 4. the chose date became gray, which means it can’t be chose the next time |
|  |  |

**Use Case:** Attempt to choose a date that is unavailable (Extension) **(Author: Junjun Ruan)**

Related use case:

Extension of: choose date

**Goals:** To choose date when adding event

**Preconditions:** The manage has already open “basic event information”

**Summary:** When client want to choose date that is already chosen by any others, the manage can’t select the date

**Steps:**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. select “date” drop list | 2. display the calendar |
| 3. Select an invalid date from calendar | 4. The date can’t be chose |

**Use Case: Choose menu(Author: Junjun Ruan)**

**Goals:** To choose menu when adding event

**Preconditions:** The manage has already open “basic event information”

**Summary:** When client want to choose menu, manage can show the menu to him or her

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1.Choose “Menu” command | 2. Display a dialog, there are three menus to choose: high price, regular price, low price. And for each price, there will be detail |
| 3.choose one, there | 4. Remove dialog from display |
| |  | | --- | |  | |  |

**Use Case: Choose location**

**Related use case:**

choose banquet room supported by catering company

choose off-site location supported by client

**Goals:** To choose location when adding event

**Preconditions:** The manage has already open “basic event information”

**Summary:** It is used for client to choose location

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1.Choose “Location ” command | 2.Display location dialog |
| 3.Choose a location | 4. display the selected location for review |
|  |  |

**Use Case:** choose banquet room supported by catering company**(Author: Junjun Ruan)**

**Related use case:**

Generalization: choose location

**Goals:** To choose location supported by catering company when adding event

**Preconditions:** The manage has already open “basic event information”

**Summary:** It is used for client to choose location which is supported by catering company

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1.Choose “Location ” command | 2.Display location dialog |
| 3.Choose a location in the list | 4. display the selected location for review |

**Use Case:** choose off-site location supported by client**(Author: Junjun Ruan)**

**Related use case:**

Generalization: choose location

**Goals:** To choose off-site location supported by client when adding event

**Preconditions:** The manage has already open “basic event information”

**Summary:** It is used for client to choose off-site location supported by client Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1.Choose “Location ” command | 2.Display location dialog |
| 3.type a location in the input field | 4. display the selected location for review |

**Use case:** input guest number (Author: Jing Xu)

**Name:** input guest number

**Actors:** Manager

**Goals:** to help manager to record the number of the guests for the wedding event.

**Preconditions:** The system was in the ‘choose location’ state. The client needs to have a client number less than 100 if he or she chooses the location as the company’s banquet room; otherwise the number of the clients can be any number.

**Summary:** when a manager needs to collect the number of the guests for the wedding information, he or she can easily just type in the number.

**Related use cases**:

**Includes**: Basic wedding information

**Steps**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. input the number of the guests | 2. Display the number on the screen |

**Postconditions:** the system has a record of the number of the guests

**Use case:** choose seat arrangement (Author: Jing Xu)

**Name:** choose seat arrangement

**Actors:** Manager

**Goals:** to help manager arrange the seats for the guests

**Preconditions:** The system was in the ‘input guest number’ state. After the number of the guests has been decided, the seats for the guests of this wedding event can be arranged.

**Summary:** The manager can arrange the seats of the guests according to the size of the table.

**Related use cases**:

**Includes**: Basic wedding information

**Steps**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. choose size of the table | 2. the choice of the table size is shown |

**Postconditions:** the system has a record of the arrangement of the guest seats

**Use case:** input tableware number (Author: Jing Xu)

**Name:** input tableware number

**Actors:** Manager

**Goals:** to help manager record the number of the tableware for the event

**Preconditions:** The system was in the ‘input guest number’ state. After the number of the guests has been decided, the tableware for this wedding event can be calculated.

**Related use cases**:

**Includes**: Basic wedding information

**Steps**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. type in the number of tableware | 2. display the number  3.  check if the number is too small, compared to the number calculated automatically according to the number of the guests. |

**Postconditions:** the system has a record of number of the tableware for the event

**Use case:** select chef and staff (Author: Jing Xu)

**Name:** select chef and staff

**Actors:** Manager

**Goals:** to help manager to choose the chef and the staff for the wedding event.

**Summary:** the manager can choose a head chef from the drop down list of the chefs. Each member of the staff belongs to a certain group with the head chef as the team leader

**Related use cases**:

**Includes**: Basic wedding information

**Steps**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. choose the chef from the drop down list | 2. Display the chef chosen on the screen  3. Display in the staff field the group number of the staff related to the chef |

**Postconditions:** the system has a record of the chef and the staff chosen for an event

**Use case:** review specific event (Author: Jing Xu)

**Name:** review specific event

**Actors:** Manager

**Goals:** help manager to review a specific event

**Related use cases**:

**Includes**: Basic wedding information

**Scenario**

**Input client profile(Author: Junjun Ruan)**

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| Choose “**Input client profile**” command | Display a new page to add the client profile |
| Input client name (Jane), phone(443-333-3333), email(Jane@gmail.com), address(1717 spring garden street), click save | Display “completely saved” |
|  |  |

**Input basic event information(Author: Junjun Ruan)**

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| Choose “basic event information” | Display all the item about the event(including date, location, guests number, seat arrangement, tableware number, chef and staff, note, menu) |
| fill out all the item like follows, date(10-18-2013), location(333 Spring garden), guests number(443-333-3333), seat arrangement(10people a table), tableware number(from 1-10), chef and staff(Jay), note(Jane want to more flowers), menu click “save” | Add detail event to the calendar according to the date |
|  |  |

**choose date** **(Author: Junjun Ruan)**

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| select “date” drop list | display the calendar(the current month September) |
| Select a valid date (10-18-2013)from calendar | the chose date became gray, which means it can’t be chose the next time |

**Use Case:** Attempt to choose a date that is unavailable (Extension) **(Author: Junjun Ruan)**

**Steps:**

|  |  |
| --- | --- |
| Actor actions | System responses |
| select “date” drop list | display the calendar |
| Select an invalid date from calendar | The date can’t be chose |

**Choose menu** **(Author: Junjun Ruan)**

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| Click “menu” | display three menus to choose: high price, regular price, low price |
| Choose high price, click save | Display a dialog “You have chosen the high price” |

Choose regular price, click save Display a dialog “You have chosen the regular price”

Choose low price, click save Display a dialog “You have chosen the low price”

**Choose location(Author: Junjun Ruan)**

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1.Choose “Location ” command | 2.Display location dialog |
| 3.Choose a location(banquet room) | 4. display the selected location(banquet room) for review |
|  |  |

**Use Case:** choose off-site location supported by client**(Author: Junjun Ruan)**

Steps:

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1.Choose “Location ” command | 2.Display location dialog |
| 3.type a location(2121 Walker Avenue) in the input field | 4. display the selected location for review |

**User log in: (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Start the software | The software is started and display “Input your username password ” |
| Input wrong username and password | Display “You username and password does not match. Please try again” |
| Input username and password again | Log in to the software |

**Choose template (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Click “Template” | Several templates’ name are displayed in the dropdown menu |
| Choose one template | The template name is shown in the field |
| Click “OK” | Display “You have chosen XX(template that is chosen)”  Items of “Menu”, “location”, “Seat arrangement” and “Tableware number” are set to default choice according to the template. |

**Input note (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Click “Note” | Display an empty text field, with a remind “Maxim words number: 200 “ |
| Input texts in to the text field | Inputted texts are displayed in the text field |
| Click “OK” | Display “Your note is saved” |

**Output invoice to PDF (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Click “Output invoice” | Display “Save the invoice as PDF” and “Print to printer” |
| Click “Save the invoice as PDF” | Display “Save to” and a browse button |
| Click the “Browse” button and choose the save destination, and input file name (the file with same name is already exist in the folder), then click “OK” | Display “The filename is already in the folder, please input another name” |
| Input another file name, click “OK” | Display “The PDF version of invoice is already saved to XXX(path you chose)” |

**Output invoice to printer (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Click “Output invoice” | Display “Save the invoice as PDF” and “Print to printer” |
| Click “Print to printer” | Display “Choose printer” |
| Choose a printer, click “OK” | The invoice is printed from the printer |

**Calendar (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Choose “Calendar” command | Display dates of current month |
| Click “left” arrow | Display previous dates of month |
| Click a date | Turn into the event page. Details of the event are displayed |

**Deposit payment (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Click “Payment” command | Display “Deposit” and “Fully payment” |
| Click “Deposit” | Display “No” after “Paid or not”. The “Payment method” section under it is grey and cannot modify |
| Choose “Yes” from the dropdown menu | Display “Yes” after “Paid or not”. The “Payment method” section under it is lighten and modifiable |
| Choose a payment method from the dropdown menu | Display the chosen payment method |
| Click “Save” | Display “The payment method is saved” |

**Fully payment (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Click “Payment” command | Display “Deposit” and “Fully payment” |
| Click “Fully payment” | Display “No” after “Paid or not”. The “Payment method” section under it is grey and cannot modify |
| Choose “Yes” from the dropdown menu | Display “Yes” after “Paid or not”. The “Payment method” section under it is lighten and modifiable |
| Choose a payment method from the dropdown menu | Display the chosen payment method |
| Click “Save” | Display “The payment method is saved” |

**Cost calculation (Author: Jie Hou)**

Steps:

|  |  |
| --- | --- |
| **Actor actions** | **System responses** |
| Click “Cost calculation” | Display list of detailed cost and the total cost |
| Click “Add” | Display “Cost description” and “Cost” |
| Input cost description and cost |  |
| Click “OK” | Display list of detailed cost and the total cost with added item. |

**Use case:** input guest number (Author: Jing Xu)

|  |  |
| --- | --- |
| Actor actions | System responses |
| click the ‘basic event information’ tab button | Display the whole event information |
| Input the number of the guests |  |

**Use case: choose seat arrangement (Author: Jing Xu)**

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. choose size of the table | 2. the choice of the table size is shown |

**Use case:** input tableware number (Author: Jing Xu)

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. type in the number of tableware | 2. display the number  3.  check if the number is too small, compared to the number calculated automatically according to the number of the guests. |

**Use case:** select chef and staff (Author: Jing Xu)

|  |  |
| --- | --- |
| Actor actions | System responses |
| 1. choose the chef from the drop down list | 2. Display the chef chosen on the screen  3. Display in the staff field the group number of the staff related to the chef |