

Use Case Description

ID	Use Case Name
1	Request a space

Scenario	Client request a space
Triggered Event	Client wants to reserve a space.
Brief Description	In order to reserve a space, Client makes a request by choosing an available space at the selected time. If the space needs approval(s), the system will then notify Approver which has an authority on the space to make a decision whether they'll approve or reject the request.
Actor	Client
Related Use Case	-
Stakeholder	Client and Approver
Exception Condition	Another Client's request get approved before the request is sent.
Pre – Condition	-
Post – Condition	The system sends notification to Approver to evaluate the request.

Flow of Events		
Client	No.	System
Choose a space	1	
Submit a reservation request	2	
	3	Store a request
Get notified about the request	4	

ID	Use Case Name
2	Cancel a request

Scenario	Cancel a request or reservation.
Triggered Event	Client wants to cancel a request.
Brief Description	Client cancel a request that has not been approved. If the space doesn't require Approver, Client needs to cancel the reservation before the designated time.
Actor	Client
Related Use Case	-
Stakeholder	Client and Approver
Exception Condition	1. The request has been approved. 2. Client try to cancel the reservation after the designated time.
Pre – Condition	The pending request is available in the system.
Post – Condition	Request will be marked as cancelled.

Flow of Events		
Client	No.	System
View pending request	1	
Choose a request	2	
Submit a cancellation	3	
	4	Mark the request as cancelled
	5	Notify Client about result of cancellation
Get notified about the cancellation result	6	

ID	Use Case Name
3	Report a problem

Scenario	Client reports a problem
Triggered Event	When user wants to report a problem to Admin.
Brief Description	Client can write a problem to the system which will forward to the corresponding Admin.
Actor	Client
Related Use Case	-
Stakeholder	Client and Admin
Exception Condition	-
Pre – Condition	-
Post – Condition	System sends notification to Admin to fix a problem.

Flow of Events		
Client	No.	System
Choose a space	1	
Submit a problem report	2	
	3	Store a report
Admin get notified about the new problem report	4	

ID	Use Case Name
4	Search and browse spaces

Scenario	Client views space details and availability.
Triggered Event	Client wants to view spaces details e.g. availability, schedule, seats capacity and equipment.
Brief Description	Client search and browse through spaces. Each space shows its information (e.g. seats, available time, facilities) and options to reserve it or report its problem.
Actor	Client, Guest, Admin and Approver
Related Use Case	-
Stakeholder	Client and Approver
Exception Condition	-
Pre – Condition	-
Post – Condition	User can go to Reserve a Space.

Flow of Events		
Client	No.	System
Enter search request	1	
	2	Find space(s) matching search request
See space(s) matching search request	3	
If satisfied, select a space to view space details	4	

ID	Use Case Name
5	Evaluate a request

Scenario	Approver views a space requests and evaluates it.
Triggered Event	Approver gets notified of a new request.
Brief Description	Approver evaluates a pending request and accepts it or rejects it with a reason.
Actor	Approver
Related Use Case	-
Stakeholder	Approver and Client
Exception Condition	-
Pre – Condition	The pending request is available in the system.
Post – Condition	The system sends notification to the Client.

Flow of Events		
Approver	No.	System
View pending requests	1	
Review a request	2	
Accept or reject the request	3	
	4	Mark the request as approved or rejected. If there's enough approval mark the request as approved, else wait for more Approver to approve
Get notified that the request is rejected or approved	5	

ID	Use Case Name
6	View a reported problem

Scenario	Admin view a reported problems.
Triggered Event	Admin get notified of a new reported problem
Brief Description	When Client report a problem, the system will notify Admin about the problem to take further action.
Actor	Admin
Related Use Case	-
Stakeholder	Client and Admin
Exception Condition	-
Pre – Condition	Problem report is available in the system
Post – Condition	-

Flow of Events		
Client	Event	System
View reported problems	1	
Select a problem	2	
	3	Find the selected problem
See the selected problem	4	

ID	Use Case Name
7	Manage spaces

Scenario	When admin wants to manage a space in the system
Triggered Event	Admin wants to manage spaces
Brief Description	Admin have permission to add, edit and delete spaces provisioning.
Actor	Admin
Related Use Case	-
Stakeholder	Admin and Client
Exception Condition	-
Pre – Condition	-
Post – Condition	-

Flow of Events		
User	Event	System
Choose an action to add, edit and remove spaces	1	
Submit the chosen action	2	
	3	Perform the action, based on selection
Get notified about the action result	4	

ID	Use Case Name
8	Manage roles

Scenario	Admin can manage user roles and permissions.
Triggered Event	Admin wants to manage roles and permissions.
Brief Description	Admin have permission to add, edit and delete roles.
Actor	Admin
Related Use Case	-
Stakeholder	Admin and Client
Exception Condition	-
Pre – Condition	-
Post – Condition	-

Flow of Events		
Admin	Event	System
Choose an action to add, edit or remove a role	1	
Submit the chosen action	2	
	3	Perform the action, based on selection
Get notified about the action result	4	

ID	Use Case Name
9	Manage users

Scenario	Assign a role to users.
Triggered Event	Admin wants to add roles to users.
Brief Description	Admin have permission to assign a role or permission(s) to user.
Actor	Admin
Related Use Case	-
Stakeholder	Admin and Client
Exception Condition	-
Pre – Condition	-
Post – Condition	-

Flow of Events		
Admin	Event	System
View users	1	
Select an action to apply to a user	2	
Assign a role or permission(s) to the user	3	
Submit the action	4	
	5	Perform the action
Get notified about the action result	6	