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| **Use Case No.** | 1 | |
| **Name** | Import Revenue Reports | |
| **Source** | Top-level Manager | |
| **Trigger Event** | Reports to be imported are ready | |
| **Brief Description** | The manager imports revenue reports into the system for forecasting | |
| **Related Use Case** | Generate Forecast Reports | |
| **Actor** | Top-level Manager | |
| **Preconditions** | Reports are ready to be entered as input into the system | |
| **Post conditions** | The system received the report/s and is saved into database | |
| **Event Flow** | **Actor** | **System** |
|  | 1. System shows import user interface. |
| 1. Manager chooses a file in Excel Format. | 1. System checks if the file is a valid Oracle generated report. |
| * 1. If file is invalid, return to event flow no. 3. | 1. If file is valid, filter it |
|  |  | 1. Save file to database |
| **Exception Conditions** | 1. M&S Staff cancels importing data 2. Data is in a wrong format and 3. Oracle report already exists in database | |

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| **Use Case No.** | 2 | |
| **Name** | Generate Forecast Reports | |
| **Source** | Top-level Manager | |
| **Trigger Event** | Imported reports are ready to be used for forecasting | |
| **Brief Description** | The manager generates a forecast report using the system. | |
| **Related Use Case** | Import revenue reports, view reports | |
| **Actor** | Top-level Manager | |
| **Preconditions** | Data is sufficient until the timespan indicated by user | |
| **Post conditions** | Forecast report is generated | |
| **Event Flow** | **Actor** | **System** |
|  | 1. System prompts user whether they want to use default timespan. |
| * 1. M&S Staff chooses no.      1. M&S Staff sets timespan   2. M&S Staff chooses yes. | 1. System creates a forecast using the set timespan and the set forecasting conditions. 2. Forecast report is saved to database. 3. Forecast Report is displayed for M&S Staff. |
| **Exception Conditions** | 1. M&S Staff cancels forecast 2. The selected timespan exceeds the available data | |

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| **Use Case No.** | 3 | |
| **Name** | View Reports | |
| **Source** | Top-level Manager | |
| **Trigger Event** | A report or forecast report is to be reviewed | |
| **Brief Description** | A manager chooses to view the reports available for a certain period. | |
| **Related Use Case** | Edit reports, generate forecast reports | |
| **Actor** | Top-level Manager | |
| **Preconditions** | 1. User must be a top-level manager 2. At least one report is present in the database | |
| **Post conditions** | The system displays the desired reports | |
| **Event Flow** | **Actor** | **System** |
| 1. Select report type/s | 1. Retrieve and display reports |
|  | 1. Generate graphical report elements |
|  |  | 1. Display report/s |
| **Exception Conditions** | Time period chosen does not contain a report | |

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| **Use Case No.** | 4 | |
| **Name** | Edit Reports | |
| **Source** | Top-level Manager | |
| **Trigger Event** | A manager wishes to alter a user-generated | |
| **Brief Description** | Top-level manager checks existing reports and validates them | |
| **Related Use Case** | Generate forecast reports, view Reports | |
| **Actor** | Top-level Manager | |
| **Preconditions** | The edit count threshold has not yet been reached | |
| **Post conditions** | Reports are labeled as valid or invalid | |
| **Event Flow** | **Actor** | **System** |
| 1. Prompt to change values in the report | 1. Compares new values against generated ones |
|  | 1. Confirms change with user |
| 1. Confirms change | 1. Update report in database |
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| **Exception Conditions** | Top-level manager cancels updating | |

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| **Use Case No.** | 5 | |
| **Name** | Create Account | |
| **Source** | Admin | |
| **Trigger Event** | Application for user registration | |
| **Brief Description** | The admin generates a username for a user and lets him/her decide his/her password for the account to activate | |
| **Related Use Case** | None | |
| **Actors** | 1. Admin 2. Top-level Manager | |
| **Preconditions** | An application for user registration has been submitted  User must be an Admin | |
| **Post conditions** | A new user account is produced and saved in database. | |
| **Event Flow** | **Actor** | **System** |
| * 1. Admin initializes account creation interface. | * 1. System displays account creation interface |
|  | * 1. System creates an inactive account with a system generated username |
| * 1. Marketing and Sales staff inputs user information and password. | * 1. System activates the account and notifies the Admin |
| * 1. Admin confirms account creation | * 1. System saves account to database |
| **Exception Conditions** | 1. Admin cancels account creation midway 2. Top-level manager takes too long to input user information and password | |

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| **Use Case No.** | 6 | |
| **Name** | Manage Accounts | |
| **Source** | Admin | |
| **Trigger Event** | Admin wishes to view user account activity logs | |
| **Brief Description** | The admin monitors the activities that were done using the system’s accounts. | |
| **Related Use Case** | 1. Reactivate account 2. Archive account | |
| **Actor** | Admin | |
| **Preconditions** | There has to be at least one user account with at least one activity | |
| **Post conditions** | Account activities are monitored and if desired, accounts become archived/reactivated | |
| **Event Flow** | **Actor** | **System** |
|  | 1. System retrieves list of activities from Database and displays it |
| 1. Admin checks for irregular or suspicious activities |  |
| * 1. Suspicious activities found   2. No Suspicious activities found |  |
| * + 1. Archive account |  |
|  | * 1. System saves changes to database |
| **Exception Conditions** | Admin cancels monitoring activities | |

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| **Use Case No.** | 7 | |
| **Name** | Archive Account | |
| **Source** | Admin | |
| **Trigger Event** | Admin decides to archive an account based on activity logs | |
| **Brief Description** | The admin deactivates an account with confirmed irregular/suspicious activities. | |
| **Related Use Case** | Manage Accounts | |
| **Actor** | Admin | |
| **Preconditions** | 1. Admin must be viewing an activity 2. Account to deactivate is currently active 3. Suspicious/Irregular activities must be confirmed | |
| **Post conditions** | Account is rendered deactivated | |
| **Event Flow** | **Actor** | **System** |
|  | 1. System prompts user to confirm |
| * 1. Admin clicks Yes   2. Admin clicks No      1. Admin returns to monitoring activity (UC# 7) | * + 1. System disables chosen account     2. System saves changes to database |
| **Exception Conditions** | Admin cancels deactivation  Account is already deactivated | |

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| **Use Case No.** | 8 | |
| **Name** | Reactivate Account | |
| **Source** | Admin | |
| **Trigger Event** | Admin wishes to reactivate an archived account | |
| **Brief Description** | The admin reactivates a deactivated account | |
| **Related Use Case** | Manage account, archive account | |
| **Actor** | Admin | |
| **Preconditions** | Account must be an archived ne | |
| **Post conditions** | A deactivated account gets reactivated | |
| **Event Flow** | **Actor** | **System** |
|  | 1. System retrieves list of deactivated accounts from database and displays it |
| 1. Admin chooses account to reactivate | 1. System prompts Admin to confirm |
|  | * 1. If Admin clicks No, return to event no. 1   2. Admin clicks Yes | 1. Enable account and save changes to database. |
| **Exception Conditions** | Admin cancels account reactivation | |