**Apply for a Reader's Ticket**

**Primary actor(s):**   Patron

                             National Library Login System

**Precondition(s):** Photographic ID

Must be over the age of 16

**Normal Scenario:**

1. Patron goes to the National Library Main building
2. Patron approaches a librarian to request a reading ticket
3. The librarian then checks that the patron has valid photographic identification and is older than the age of 16
4. The patron must then fill out an online application
5. The patron must wait a few minutes for their card to be processed.

**Error Scenario:**

* 1. **Patron has to renew there card**

1. Patron enters the National Library Reading Ticket Office
2. The Patron presents their most recent reading ticket to the librarian
3. The librarian validates the ticket.
4. If the reading ticket has been out of date for over 12 months then the patron must present some form of photographic IS.
5. Once the patron has been validated a new Reading Ticket is issued.
6. **The patron does not have valid ID**
7. Patron enters the National Library Reading Ticket Office
8. The patron requestS for a Reading Ticket
9. The patron fails to present a suitable form of photographic ID
10. The patron is refused a Reading Ticket until a suitable form of identification is presented.
11. **The patron has lost their ticket**
12. If the patron has lost or misplaced their ticket they must apply for a new one
13. Patron goes to the National Library Main building
14. Patron approaches a librarian to request a reading ticket
15. The librarian then checks that the patron has valid photographic identification and is older than the age of 16
16. The patron must then fill out an online application
17. The patron must wait a few minutes for their card to be processed.

**Request a Consultation**

**Primary actor(s):**   Patron

                             National Library Login System

Librarian

**Precondition(s):** Valid Reading Ticket

An available consultation room

An available librarian

**Normal Scenario:**

1. Patron logs onto to the online system
2. The Patron requests a consultation
3. The librarian the checks if there is a consultation room and librarian available.
4. Once the location and the librarian are confirmed the booking can be finalized.
5. The patron then comes into the library and attends the appointment

**Error Scenario:**

1. **No room available**
2. If there are no rooms available the patron has the option of posting their appointment or cancelling their appointment.
3. **No librarian available**
4. If there are no rooms available the patron has the option of posting their appointment or cancelling their appointment.

**Authenticate Readers Ticket**

**Primary actor(s):**   Patron

                             National Library Login System

**Precondition(s):** Reading Ticket

A working electronic device

**Normal Scenario:**

1. The Patron logs onto the the online system
2. They search and enter the details of the material they would like to view
3. They then move onto entering their reader card details.
4. If the ticket is valid the material request order goes through successfully

**Special Scenario:**

**None**

**Error Scenario:**

1. **No room available**
2. The Patron must apply for a new Readers Ticket

**Search Material Database**

**Primary actor(s):**   Patron

                             National Library Login System

  Material Database

**Precondition(s):** A working electronic device

**Normal Scenario:**

1. Patron logs onto the NLI online order system
2. The patron enters their desired material type to view
3. Search material call(ID) number in NLI Catalogue in order to complete the first section of the online order form
4. The patron enters the material Author and Title
5. The patron then navigates to the following website: <http://catalogue.nli.ie/>
6. The patron then searches other additional information on their requested material.

**Error Scenario:**

* 1. **Invalid Reading Ticket**

1. Patron enters the material information in the online application
2. The Patron enters their Reading Ticket number
3. The Patrons Reading Ticket comes back as Invalid
4. The Patron renews their Reading Ticket in person at the National Library
5. **No Reading Ticket**
6. Patron enters the material information in the online application
7. If the Patron does not have a Reading Ticket they fill out the online application after entering the material information
8. **Material is not available/Access Denied**
9. Patron enters the material information in the online order application
10. If the requested material is not available the Patron receives an error message
11. The Patron then has the choice to be put on a waiting list for the requested material

**Deliver material**

**Primary actor(s):**   Patron

  Material Database

Librarian

**Precondition(s):** Viewed Material

**Normal Scenario:**

1. The patrons order is then submitted to the National Library Ireland
2. The material database is then updated
3. The patron arrives at the library desk
4. The librarian validates the patrons Reader Ticket
5. The librarian gives the patron their ordered material

**Special Scenario:**

**None**

**Error Scenario:**

**None**

**Return material to stack**

**Primary actor(s):**   Material Database

Librarian

**Precondition(s):** Material

**Normal Scenario:**

1. The Patron completes use of material
2. The Patron returns the material to the librarian
3. The librarian places the material back on the stack
4. The Material Database is then updated

**Special Scenario:**

**None**

**Error Scenario:**

**None**

**Update Material Status**

**Primary actor(s):**   Patron

                             National Library Login System

  Material Database

**Precondition(s):** Valid Reading Ticket

Material is available

**Normal Scenario:**

1. Patron logs onto the NLI online order system
2. The patron enters their desired material type to view
3. Search material call(ID) number in NLI Catalogue in order to complete the first section of the online order form
4. The patron enters the material Author and Title
5. The patron enters Reading Ticket number to validate their ticket
6. The patrons order is then submitted to the National Library Ireland
7. The material database is then updated
8. The patron arrives at the library desk
9. The Patron completes use of material
10. The Patron returns the material to the librarian
11. The librarian places the material back on the stack
12. The Material Database is then updated

**Special Scenario:**

**None**

**Error Scenario:**

**None**

**Requesting a material to view**

**Primary actor(s):**   Patron

                             National Library Login System

  Material Database

Librarian

**Precondition(s):** Valid Reading Ticket

Material is available

Space available in Reading Room

**Normal Scenario:**

1. Patron logs onto the NLI online order system
2. The patron enters their desired material type to view
3. Search material call(ID) number in NLI Catalogue in order to complete the first section of the online order form
4. The patron enters the material Author and Title
5. The patron enters Reading Ticket number to validate their ticket
6. The patrons order is then submitted to the National Library Ireland
7. The material database is then updated
8. The patron arrives at the library desk
9. The librarian validates the patrons Reader Ticket
10. The librarian gives the patron their ordered material
11. The Librarian then assigns the Patron to a Reading Room
12. The Patron completes use of material
13. The Patron returns the material to the librarian
14. The librarian places the material back on the stack
15. The Material Database is then updated

**Special Scenario:**

1. Patron has the option of booking a genealogy consultation
2. The patron requests a consultation at the librarian desk
3. The Librarian checks the availability of a consultation session
4. If there is a slot available the Librarian hosts a consultation session for the Patron

**Error Scenario:**

* 1. **Invalid Reading Ticket**

1. Patron enters the material information in the online application
2. The Patron enters their Reading Ticket number
3. The Patrons Reading Ticket comes back as Invalid
4. The Patron renews their Reading Ticket in person at the National Library
5. **No Reading Ticket**
6. Patron enters the material information in the online application
7. If the Patron does not have a Reading Ticket they fill out the online application after entering the material information
8. **Material is not available/Access Denied**
9. Patron enters the material information in the online order application
10. If the requested material is not available the Patron receives an error message
11. The Patron then has the choice to be put on a waiting list for the requested material
12. **No Reading Spaces available**
13. Patron enters the material information in the online order application
14. If the Reading space is not available the Patron receives an error message
15. The Patron then has the choice to be postpone their viewing to a later date
16. **Library Material Not Returned**
    * 1. Librarian checks list of Materials not returned at the close of business.
      2. Librarian Checks to see if the material has been left at an alternative location, if not he/she will contact the patron to request information about the material.