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Issuing Organisation Name

MySystem (v1.0)

Messip User Manual

- v 1.0.3 -

Based on IEEE Std 1063-2001 [\[1\]](#)

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Chapter 1

Product information

1.1 Identification

Include precise information of the software product like identification name (that you can include in the [Glossary](#)), list of parts that compose it (indicating identification numbers for each part). Specify the applicable operating environment(s), including version(s) of hardware, communications, and operating system(s).

1.2 Copyright

1.3 Trademark notices

1.4 Restrictions

Restrictions on copying or distributing the software and its associated documentation.

1.5 Warranties

1.6 Contractual obligations

1.7 Disclaimers

1.8 Contact

Information for contacting the issuing organization.

Chapter 2

Introduction

2.1 Scope

Introduction scope goes right here. An example of using glossary might be. Zzzz

This document provides ...

This document does not ...

This document is not ...

This document may be used with ...

2.2 Purpose

In this section you explain the purpose (i.e. aim, objectives) of the user's manual. In the following some examples of opening statements to be used in this section. W

The purpose of this document is ...

This document defines ...

This document is meant to ...

2.3 Intended audience

Description of the categories of persons targeted by this document together with the description of how they are expected to exploit the content of the document.

2.4 *MySystem (v1.0)*

Here

2.4.1 *Actors & Functionalities*

Overview of all the *actors* interacting with the software being them either humans (called end-users in the standard [1]) or not. For each actor, describe the main software functions that are offered to him. Structure of this sub-section MUST be by actor/functionalities.

2.4.2 Operating environment

Brief overview of the infrastructure on which the software is deployed and used.

2.5 Document structure

Information on how this document is organised and it is expected to be used. Recommendations on which members of the audience should consult which sections of the document, and explanations about the used notation (i.e. description of formats and conventions) must also be provided.

Chapter 3

Usage Guide

This section is aimed at describing the general use of the software, since it is **deployed, configured and run**.

This software is used by actors. These actors rely on the software to perform a set of business activities (called here procedures) aimed at reaching a particular goal.

These procedures are split in two groups:

- **Multi-procedures:** which are procedures at **summary** or **user-goal** level involving several active or pro-active actors. Each of these procedures aims at illustrating intertwined business activities required to be performed by the involved actors to reach the expected goal. Each business activity between the system and an actor must correspond to a **system operation** instance given with actual parameter values.
- **Mono-procedures:** which are procedures at **summary** or **user-goal** level involving only one active or pro-active actor. Each of these procedures aims at illustrating the required business activities an actor has to perform to reach the expected goal. Each business activity between the system and the actor must correspond to a **system operation** instance given with actual parameter values.

Each process has to be documented using the following textual description template [2] **BUT its content must be as low level as possible with actual values:**

Procedure: ProcessMissionOne

Scope: Crisis Management System (*CMS*)

Primary Actor: Coordinator John

Secondary Actor(s): FirstAidWorker Bob,
ExternalResourceSystem ERS

Goal: The intention of the Coordinator is to process mission with ID equal to 1.

Level: User-goal level

Main Success Scenario :

1. *John* instructs the *CMS* to process the mission with ID equal to 12.031005
2. *CMS* selects the internal worker *Bob* to execute the mission 12.031005
3. *CMS* instructs *Bob* to behave as *First Aid Worker (FAW)*
4. *Bob* informs the *CMS* of his arrival
5. *Bob* informs the *CMS* that he starts to execute the mission 12.031005
6. *Bob* informs the *CMS* that the mission 12.031005 outcome is "Mission completed"

Extensions :

- 2.a None internal worker can execute the mission
 - 2.a.1 *CMS* sends a request for an external resource to the *ERS* actor instance
 - 2.a.2 *ERS* informs *CMS* that the request can be processed
 - 2.a.3 *ERS* informs *CMS* that *Bob* can now be selected as first aid worker
- procedure continues at step 3**
-

Remark-Processes presentation: processes should be introduced to the reader in a pedagogical manner. Thus, simple and common processes should be presented before than more complex and less utilised ones.

Remark-Graphical User Interfaces (GUIs): include GUIs screenshots to show the different stages of the process while its is performed by the actor(s).

3.1 Multi-procedures

3.1.1 *MyMultiProcedure1*

...

3.1.2 *MyMultiProcedure2*

...

3.1.3 *MyMultiProcedure3*

...

3.2 Mono-procedures

Mono-procedures must be grouped by actors.

3.2.1 *MyActor1*

3.2.1.1 MyProcedure1MyActor1

...

3.2.1.2 MyProcedure2MyActor1

...

3.2.2 *My-Actor2*

3.2.2.1 MyProcedure1MyActor2

...

3.2.2.2 MyProcedure2MyActor2

...

Chapter 4

Software operations

Explain each allowed software operations (i.e. an atomic unit of treatment, a service, a functionality) including a brief description of the operation, required parameters, optional parameters, default options, required steps to trigger the operation, assumptions upon request of the operation and expected results of executing such operation. Describe how to recognise that the operation has successfully been executed or abnormally terminated. The template given below (i.e. section 4.1 has to be used).

Group the operations devoted to the needs of specific actors. Common operations to several actors may be grouped and presented once to avoid redundancy.

4.1 MyOperation

The system operator creates and adds a new crisis to the system after being informed by a third party (citizen, organization) and selects a crisis handler for the crisis.

Parameters: Reporter Personal Information, Crisis Information, Crisis Handler

Precondition: The system operator is logged in and has received information from a reporter.

Post-condition: A new crisis has been added to the system and the new crisis has been assigned to a crisis handler, the Handler has received an automatic notification from the system.

Output messages: The selected Crisis Handler will be notified automatically once the crisis has been created.

Triggering:

1. From within the crisis management window fill out the required entries related to the personal information of the reporter such as name and phone number.
2. Fill out the entries related to the crisis type, impacted area, priority, description, GPS coordinates, address and finally choose a Crisis Handler from the combo box.
3. Click on the “Submit” button in and add the entry to the database.

4.1.1 MyExample1

Examples should illustrate the use of **complex operations**.

Each example must show how the actor uses the software operation under description to achieve (at least one of) its expected outcome.

It might be required to include GUI screenshots to illustrate the example.

Chapter 5

Error messages and problem resolutions

All known problems in using the software should be listed and explained in details using the structure presented below.

Contact information for reporting any problems (either with the software or this document) should be clearly indicated

5.1 Error message 1

5.1.1 Problem identification

A description explaining the meaning of the faced problem.

5.1.2 Probable cause

A description explaining the reasons why such a problem has been raised.

5.1.3 Corrective actions

Describe the required steps the actor should take to recover from such situation.

Appendix A

Title of the appendix 1

Here you write the context of the appendix, structuring such content in sections, sub-sections and sub-sub-sections, if needed.

An example of appendix is the flat presentation of all the graphical user interface screens. Each screen can be presented (identification symbol and description) and screens transition graph can be given.

A.1 My Section

Description of the section.

A.1.1 My subSection

A.1.1.1 My subSubSection

Glossary

Actor	An actor is a person, organization, or external system that plays a role in one or more interactions with the system.	7
Glossary	the description of terms that are likely unfamiliar to the audience. The glossary shall include an alphabetical list of terms and definitions. Documentation using abbreviations and acronyms unfamiliar to the audience shall include a list with definitions, which may be integrated with the glossary. Terms included in the glossary should also be defined on their first appearance in printed documentation. Here there is an example of how to include an expression into the glossary: Societics	5
Societics	Represents the fields of hardware/software systems used for the society extension.	17

References

1. IEEE: IEEE Standard for Software User Documentation. IEEE Std 1063-2001 (Dec 2001) 1–24
2. Armour, F., Miller, G.: Advanced Use Case Modeling: Software Systems. Addison-Wesley (2001)