*Use Case ID:* **WB-01: Make course creation file.**

*Scenario:*

*Actor:*WhiteBoard Administrator

*Pre-conditions:*

* 1. WhiteBoard Administrator is logged into the system.

*Description:*

1. Use case begins when WhiteBoard Administrator selects the create course batch from the administrator menu.
2. The system will display a menu to the WhiteBoard Administrator requesting information about the batch to be created.
3. The WhiteBoard Administrator will enter the **term and department(s)** of the courses the administrator wishes to create a batch for.
4. The WhiteBoard Administrator will send the request for course data by clicking the submit button
5. The system will connect with the student registration system and retrieve data based on the criteria provided.
6. The system will display a preview to the WhiteBoard administrator of the course details retrieved from the student registration system.
7. Use case ends when the WhiteBoard administrator saves the batch that was created.

*Post-conditions:*

1. The activity log is amended with a record of the creation of this course creation file.
2. The request has been saved in the system and marked not handled.

*Alternative Courses of Action:*

1. In step D.4 the user can cancel the request instead of creating a batch. This places the user at step D.2
2. In step D.6 should the user find the list of courses to be included in the file is incorrect the user can press “Edit Request” to be taken back to step D.3

*Exceptions:*

1. A link to the school’s information system is no available.
2. The web page hosting the create course shells page is not available.

*Related Uses Case:*

None.

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**Decision Support:**

*Frequency:* On average four course creation batches are created a year.

*Criticality:* High. Allows the CS user to report any problems encountered with either computer software or hardware in the CS department.

*Risk:* Medium. Implementing this use case employs standard web-based technology.

*Constraints:*

Non-functional requirements

*Performance* -- The system shall retrieve the data from the student information system in less than 250ms.

*Scalability -* The system must be able to retrieve up to 700 courses worth of details inside the system performance goal.

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**Modification History:**

*Owner:* Zach Nelson

*Initiation date:* 01/31/2018

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