Use Case – Fully Dressed Format

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| **Use Case Name: editing items** | | | **ID:** | | **Priority:high** | |
| **Brief Description: user wishes to edit a specific ID or item in a spreadsheet and all information around it** | | | | | | |
| **Actor: office worker** | | | | | | |
| **Trigger:**  **Type 🗹 External 🞎 Temporal** | | | | | | |
| **Preconditions:**  **Must have a spreadsheet and information within it to work with, alongside a reliable internet connection and knowledge of their own spreadsheet** | | | | | | |
| **Normal Course**   1. Standard user (ex. Office worker) wants to sort their spreadsheets quickly by a few different filters. 2. They first upload their file through the site’s upload button and go to edit it. 3. They search for a specific employee ID using the selection dropdown 4. They see the information associated with the employee 5. Real time edit information 6. They then are able to download their newly edited spreadsheet and check to make sure it did everything that it was supposed to, and are now done | | | | **Information for Steps**  **4. information will be displayed under dropdowns with a header so users can see info and** | | |
| **Alternative Course(s):**   1. **Selection of information for ID wont show: user will have to go manually into the spreadsheet to find it and fix the error** 2. **Functions or function list is too narrow or wont work: user will have to manually enter the spreadsheet** | | | | | | |
| **Postconditions: Employee information is fully edited and correct, and changes have been saved** | | | | | | |
| **Exceptions: certain functions wont be available if not selecting multiple items, so selecting a single ID may provide less utility** | | | | | | |
| **Summary:**  **Inputs Source Outputs Source** | | | | | | |
| Excel spreadsheet | Users local files | Edited Spreadsheet | | | | Downloadable File from site |