

UseCaseID	UC-AFF007
Module	Affidavits / Voter Registration Cards
SubModule	
Summary	Update Account Group. RR/CC does not expect a one-to-one relationship with the outlined steps so long as the outcomes / results are met.
Description	This use case allows staff to update account group/classification information (eg. Name, source, delivery, etc.). A group account is the classification.
Trigger Event	<ul style="list-style-type: none"> ▪ Staff receives a request to update group information.
Precondition	<ul style="list-style-type: none"> ▪ Staff has searched for an existing Account Group record ▪ Staff has appropriate user access rights to the system
ExpectedResult	<ul style="list-style-type: none"> ▪ Staff will Update an existing Account Group ▪ Staff can view all pertinent Account Group information ▪ Staff can modify pertinent Account group information and save the record with changes
DetailedProcessFlow	<ol style="list-style-type: none"> 1. Staff selects option to search for Account Group <ol style="list-style-type: none"> 1.1. System shall present a list of fields to search for Account Group(s). Fields include: <ol style="list-style-type: none"> 1.1.1.Organization Name 2. Staff enters data as search condition <ol style="list-style-type: none"> 2.1. The system shall require staff to enter data in required search field and enters: <ol style="list-style-type: none"> 2.1.1.Organization Name 2.2. The system shall be provide the ability for staff to able to use wildcards to search text. For example "T%" to search for text that begins with T. Wildcards shall include (SQL examples are given but could be any standard wildcard notation) <ol style="list-style-type: none"> 2.2.1. Zero or more characters (%) 2.2.2. A Single character (_) 2.2.3. A Single number or letter (#,?) 2.2.4. Ranges or lists and their negation (^[,]) 3. Staff executes search 4. The system shall displays affidavit group search results <ol style="list-style-type: none"> 4.1. If Multiple results: <ol style="list-style-type: none"> 4.1.1.A summary list of Account Group(s) matching search criteria is displayed, with pertinent identifying information, where items in the list are selectable to open the pertinent Account Group. Pertinent identifying information include: <ol style="list-style-type: none"> 4.1.2.Account Group ID (fixed) 4.1.3.Organization Name 4.1.4.Contact 4.1.5.Contact Phone Number 4.1.6.Source 4.2. The system shall provide the ability for staff to sort results by any summary fields returned

	<p>4.3. System shall provide the ability for staff be able to return to original search screen to modify previously entered search parameters.</p> <p>5. Staff selects existing Account Group</p> <p>6. Staff modifies record</p> <p>6.1. The system shall allow authorized staff to update any non-fixed information on Account Group record according to the staff's security role.</p> <p>6.1.1.Under Account Group Details Staff Updates:</p> <ul style="list-style-type: none"> 6.1.1.1. Organization Name 6.1.1.2. Contact 6.1.1.3. Source 6.1.1.4. Delivery Source (In Person, In Office etc.) 6.1.1.5. Contact Phone Number 6.1.1.6. Email 6.1.1.7. Fax 6.1.1.8. Organization Flag 6.1.1.9. By Mail Flag <p>7. Staff saves changes</p> <p>8. System Updates Existing Account Group</p> <p>8.1. System shall log all changes to Account Group record</p>
AlternateFlow	NA
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Related Use cases	
Requirements	<p>UC-AFF006-01 The system shall display affidavit options include Create Account holder, Find Account Holder, Create Account Group, Find Account Group.</p> <p>UC-AFF006-02 The system shall present a list of fields to search for Account Group(s). Fields include:</p> <ul style="list-style-type: none"> ▪ Organization Name <p>UC-AFF006-03 The system shall require staff to enter data in required search field and enters:</p> <ul style="list-style-type: none"> ▪ Organization Name <p>UC-AFF006-04 The system shall be provide the ability for staff to able to use wildcards to search text. For example "T%" to search for text that begins with T. Wildcards shall include (SQL examples are given but could be any standard wildcard notation)</p> <ul style="list-style-type: none"> ▪ Zero or more characters (%) ▪ A Single character (_) <ul style="list-style-type: none"> ▪ A Single number or letter (#,?) ▪ Ranges or lists and their negation (^[,]) <p>UC-AFF007-05 The system shall displays affidavit group search results</p> <ul style="list-style-type: none"> ○ If Multiple results: <ul style="list-style-type: none"> ▪ A summary list of Account Group(s) matching search criteria is displayed, with pertinent identifying information, where items in the list are selectable to open the pertinent Account Group. Pertinent identifying information include: <ul style="list-style-type: none"> ▪ Account Group ID (fixed) ▪ Organization Name ▪ Contact ▪ Contact Phone Number

	<p>UC-AFF007-06 The system shall provide the ability for staff to sort results by any summary fields returned.</p> <p>UC-AFF007-07 The system shall provide the ability for staff be able to return to original search screen to modify previously entered search parameters.</p> <p>UC-AFF007-08 The system shall allow authorized staff to update any non-fixed information on Account Group record according to the staff's security role. Under Account Group Details Staff Updates:</p> <ul style="list-style-type: none"> ▪ Organization Name ▪ Contact ▪ Source ▪ Delivery Source (In Person, In Office etc.) ▪ Contact Phone Number ▪ Email ▪ Fax ▪ Organization Flag ▪ By Mail Flag <p>UC-AFF007-09 The system shall update and save existing Account Group record</p> <p>UC-AFF007-10 The system shall log all changes to the Account Group record</p>
RequirementID	[List of requirement IDs in Use Case]
Related Requirements	NA
Risk	[List of Risk IDs]
Actors	Staff
Documents	[List of documentation name, Link or location]
Author	Alan Castillo
Signoff	VBM
Date	5/26/21

USE CASE WORKSHEET