

Use Case ID	UC-ELE001
Module	ELECTION
Sub Module	[Enter sub module from Work Breakdown Structure (if exists)]
Summary	Configure election
Description	Create and manage an election in the EMS
Trigger Event	Request from Register Recorder County Clerk Election Operations to create an election
Precondition	<ul style="list-style-type: none"> • User has appropriate security role permissions <ul style="list-style-type: none"> • Completed between E-180 – E-74
Expected Result	<ul style="list-style-type: none"> • An election has been configured and is available for use within the system • Ballot information is available for LA County ECBMS system • Precinct/district data is available for LA County ECBMS system
Detailed Process Flow	<ol style="list-style-type: none"> 1. User makes selection to configure an election <ol style="list-style-type: none"> a. The system shall allow the user to enter data to configure the election including but not limited to: <ul style="list-style-type: none"> ▪ Election name(s) ▪ Job ID (a LA County defined field) ▪ Type of election (primary, general, special election, etc.) ▪ Election dates <ol style="list-style-type: none"> 1. Election day, 2. UOCAVA start date 3. VBM start/end dates 4. Early Voting/Vote Center dates 5. Close of registration 6. Candidate filing ▪ Specific election characteristics <ol style="list-style-type: none"> 1. Vote center 2. Mail only 3. HAVA required 4. Closed primary 5. Presidential Election 6. Sample ballot configuration 7. Countywide Election ▪ Jurisdiction running the election (County vs city) ▪ Election Tally and supplier b. The system shall create a unique election ID. c. The system should allow editing of any saved portion without requiring re-creating of any other portion of the election configuration (except is election_id which should remain fixed) d. The system shall allow matching of the local defined election with a State defined election. e. The system shall allow setting election as a State mock election or local mock\test election. <ul style="list-style-type: none"> ▪ A local mock\test election shall not send any election data to the State.

	<ul style="list-style-type: none"> f. The system shall allow users to define the districts in the election. <ul style="list-style-type: none"> ▪ The system shall allow the user to include districts in the election by selecting districts, jurisdictions and/or precincts. ▪ The system shall identify precincts in the election from the district selection. ▪ Users shall be able to add/delete districts in an election. g. The system shall allow the user to create ballot types for the election <ul style="list-style-type: none"> ▪ The system shall identify the ballot types for the election from election configuration and districts. h. They system shall allow the user to create precinct consolidations for the election. <ul style="list-style-type: none"> ▪ The system shall interface with ESRI GIS data files, or allow import of a GIS file to set up consolidations. ▪ The system shall serialize consolidated precincts. ▪ The system should follow user defined constraints for max/min voters and maximum precincts for consolidations. i. The system shall allow the user to create Polling places and/or Vote Center placements for the election as applicable from configuration. <ul style="list-style-type: none"> ▪ The system shall allow copying from eligible poll place /vote center locations, copying from an existing election, or creation of empty polling places (which would be filled out by the “Create Polling Place/Vote Center” use cases) j. The system should allow the user to create contests for the election. <ul style="list-style-type: none"> ▪ Contests shall be derived from offices k. The system should allow the user to create candidates for the election. l. The system shall allow the user to specify the directories that Election files are located <ul style="list-style-type: none"> ▪ Election Archives ▪ Av exported image directory m. The system should perform quality assurance steps to ensure integrity of all entered and derived data. n. The system should have the ability to interface with LA Counties ECBMS and ECU systems for the following: <ul style="list-style-type: none"> ▪ Candidate, ▪ Offices and contests ▪ Ballot ordering ▪ Initial election configuration o. The system shall allow for multiple overlapping elections to be managed. 2. The system shall allow the user to extract a report on election configuration <ul style="list-style-type: none"> a. User extract a report 3. The user saves the election configuration. <ul style="list-style-type: none"> a. The system saves the election configuration.
Alternate Flow	<ul style="list-style-type: none"> 1.) User selects existing election to configure by performing an Election Search. <ul style="list-style-type: none"> a. This follows the detailed process flow except where
Parent	
Related Use Cases/Process Flows	
Requirements	<p>UC-ELE001-01 - The system shall provide user the ability to configure an election within the system based on type of election. (e.g. statewide, local, primary, general, etc.).</p> <p>UC-ELE001-02 - The system shall provide user the ability to configure an election to sync with VoteCal database and ensure Voting History is transmitted as changes occur.</p>

UC-ELE001-03 - The system shall allow the user to enter data to configure the election including but not limited to:

- Election name(s)
- Job ID (a LA County defined field)
- Type of election (primary, general, special election, etc.)
- Election dates
 - Election day,
 - UOCAVA start date
 - VBM start/end dates
 - Early Voting/Vote Center dates
 - Close of registration
 - Candidate filing
- Specific election characteristics
 - Vote center
 - Mail only
 - HAVA required
 - Closed primary
 - Presidential Election
 - Sample ballot configuration
 - Countywide Election
- Jurisdiction running the election (County vs city)
- Election Tally and supplier

UC-ELE001-04 - The system shall allow user to create a unique election ID.

UC-ELE001-05 - The system should allow user to edit any saved portion without requiring re-creating of any other portion of the election configuration (except is election_id which should remain fixed)

UC-ELE001-06 - The system shall allow user to match local defined election with a State defined election.

UC-ELE001-07 - The system shall allow user to set election as a State mock election or local mock\test election.

- A local mock\test election shall not send any election data to the State.

UC-ELE001-08 - The system shall allow users to define the districts in the election.

- The system shall allow user to include districts in the election by selecting districts, jurisdictions and/or precincts.
- The system shall allow user to identify precincts in the election from the district selection.
- Users shall allow user to add/delete districts in an election.

UC-ELE001-09 - The system shall allow user to create ballot types for the election

- The system shall identify the ballot types for the election from election configuration and districts.

UC-ELE001-10 - They system shall allow user to create precinct consolidations for the election.

- The system shall allow user to interface with ESRI GIS data files, or allow import of a GIS file to set up consolidations.
- The system shall allow user to serialize consolidated precincts.

	<ul style="list-style-type: none"> ▪ The system shall user to define constraints for max/min voters and maximum precincts for consolidations. <p>UC-ELE001-11 - The system shall allow user to create Polling places and/or Vote Center placements for the election as applicable from configuration.</p> <ul style="list-style-type: none"> ▪ The system shall allow user to copy from eligible poll place /vote center locations, copying from an existing election, or creation of empty polling places (which would be filled out by the “Create Polling Place/Vote Center” use cases) <p>UC-ELE001-12 - The system should allow user to create contests for the election.</p> <ul style="list-style-type: none"> ▪ Contests shall be derived from offices. <p>UC-ELE001-13 - The system should allow user to create candidates for the election.</p> <p>UC-ELE001-14 - The system shall allow user to specify the directories that Election files are located</p> <ul style="list-style-type: none"> ▪ Election Archives ▪ AV exported image directory <p>UC-ELE001-15 - The system shall allow user to perform quality assurance steps to ensure integrity of all entered and derived data.</p> <p>UC-ELE001 -16 - The system should allow user the ability to interface with LA Counties ECBMS and ECU systems for the following:</p> <ul style="list-style-type: none"> ▪ Candidate, ▪ Offices and contests ▪ Ballot ordering ▪ Initial election configuration <p>UC-ELE001-17 - The system shall allow for multiple overlapping elections to be managed.</p> <p>UC-ELE001-18 - The system shall allow user to extract a report on election configuration</p> <ul style="list-style-type: none"> ▪ User extract a report <p>UC-ELE001-19 - The system shall allow user to save the election configuration.</p>
Requirement ID	[List of requirement IDs in Use Case]
Related Requirements	NA
Risk	[List of Risk IDs]
Actors	Staff
Documents	Election Initiation and Ballot configuration & Layout processes (01/01/2016)
Author	Stephen Murray - revised 04/20/21
Signoff	[Key operational stakeholder to validate Use Case]
Date	[Date Signed off as Complete]

USE CASE WORKSHEET