

UseCaseID	UC-RESO-028 User makes inactive an email message
Module	
SubModule	
Summary	A user updates an email message distribution list and makes it inactive
Description	The User updates the email distribution List to inactive
Trigger Events	<ul style="list-style-type: none"> ▪ Need to update the distribution list for a new service
Precondition	<ul style="list-style-type: none"> ▪ Modern web browser ▪ An ESR exist in the system ▪ User is logged into account
Expected Result	<ul style="list-style-type: none"> ▪ Updated distribution list is made inactive
DetailedProcessFlow	<ol style="list-style-type: none"> 1. The User selects Update Email. 2. The system presents the email distribution with the following information: <ul style="list-style-type: none"> ○ Email Distribution ID (system auto generates) ○ E-date ○ Recipient ○ Subject of Email ○ Message ○ Is Active? ○ Add Date (view only) ○ Modified Date (automatically generated) 3. User selects an email 4. The system displays selected email distribution list in editable form 5. User selects inactive 6. The system displays a confirmation message 7. Users saves information 8. The system updates the email distribution message to inactive
Alternative Work Flow	<ol style="list-style-type: none"> 6a. User clicks cancel to cancel. 6b. System prompts user if user wants to cancel. 6c. User confirms cancellation. 6d. System closes the form and returns to the main page without saving the email.
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Requirements	<p>UC-RESO-028-01 The system shall provide the user the ability to make an email message/distribution list inactive.</p> <p>UC-RESO-028-02 The system shall the ability for staff to see email message\distribution list status.</p> <p>UC-RESO-028-03 The system shall provide the user the ability to an email distribution list active.</p>

Associated Use Cases	
Additional Requirements	
RequirementID	[List of requirement IDs in Use Case]
Risk	[List of Risk IDs]
Actors	System Administrator, User
Documents	[List of documentation name, Link or location]
Author	Phillip George
Signoff	Election Planning
Date	07/18/2021