

UseCaseID	UC-CAN020
Module	Contest
SubModule	
Summary	Create & Manage Updates of the quantity order of sample ballot in an election.
Description	This use case allows Users to Create & Manage Updates of the quantity order of sample ballot in an election. Quantity Ordering process calculates the order quantity for the Sample Ballot Booklets, Vote by Mail Guides or the Military/Overseas. It determines the quantities to order as well as the printing cost for each of the processes.
Trigger Event	<ul style="list-style-type: none"> Staff identifies a need to create & manage updates of the quantity order of sample ballot in an election.
Precondition	<ul style="list-style-type: none"> Staff has appropriate user access rights to the system. Staff has logged into the system to create & manage updates of the quantity order of sample ballot in an election. Specified election has been selected.
ExpectedResult	Staff has managed & updated the quantity order of sample ballots in an election and created an export file for multiple uses.
DetailedProcessFlow	<ol style="list-style-type: none"> Staff selects the option to select an Election. <ol style="list-style-type: none"> System shall have the ability to select an Election Staff select option to update sample ballot pages table. <ol style="list-style-type: none"> System shall have the ability to update Sample Ballot Pages. Fields that can be edited include: <ol style="list-style-type: none"> Booklet Size Page Cost Price level max quantity Staff saves changes made. <ol style="list-style-type: none"> System shall be able to save & log transactions made to record. Staff selects option to Update Print Cost Table. <ol style="list-style-type: none"> System shall have the ability to Update Print Cost Table. Fields that can be edited include: <ol style="list-style-type: none"> Booklet Size Plate Cost Press Setup Cost Staff saves changes made. <ol style="list-style-type: none"> System shall be able to save & log transaction made to record. Staff selects option to update Sample Ballot Order Registration. <ol style="list-style-type: none"> If this is the first time the user launches the Quantity Ordering for this election, the system automatically imports the registration and notifies the user when it's complete. System shall display Sample Ballot Books information with editable fields that will include: <ol style="list-style-type: none"> Grouping Associated Parties Unassigned Parties

- 6.2.4. Mail Overage Percent
- 6.2.5. VBM Flat rate
- 6.2.6. VBM Overage Percent
- 6.2.7. VBM Flat rate Quantity
- 6.2.8. EOC Qt per Precinct
- 6.2.9. EP Qt per Precinct
- 6.2.10. EP Qt per Group
- 6.2.11. BMS Qt per Group
- 7. Staff selects option to Update Registration.
 - 7.1. System shall display the registration update date.
- 8. Staff selects option for Sample Ballot (SB) Grouping.
 - 8.1. System shall have the ability to assign or remove grouping of increment by 1 and continue until the last grouping is created for the entire 3 processes: Grouping should be:
 - 8.1.1. Sample Ballots
 - 8.1.2. Vote by Mail Guides
 - 8.1.3. Military/ Overseas
- 9. Staff highlights the grouping number in the grouping list box and assign an associated party that corresponds to the grouping.
 - 9.1. System shall have the ability assign or remove associated party to grouping that it corresponds to.
- 10. Staff selects option to input SB Quantity Parameters (Base Calculation for SB quantity order is the Voter Registration)
 - 10.1. System should have the ability to allow Staff to add onto calculations by specifying the additional quantities to order for each of the departments. Parameters should include:
 - 10.1.1. Mail Overage Percent
 - 10.1.2. VBM Flatrate Flag
 - 10.1.3. VBM Overage Percent Flag
 - 10.1.4. VBM Flatrate Quantity
 - 10.1.5. VBM Overage Percent
 - 10.1.6. EOC Qt per Precinct
 - 10.1.7. EP Qt per Group
 - 10.1.8. BMS Qt per Group
- 11. Staff enters necessary parameter and saves.
- 12. Staff selects option to calculate SB Ballot Order Quantity. Some Processes may require certain parameters to be entered and if they are not, the Generate Counts will be disabled.
- 13. System shall have the ability to determine the booklet size for each VR type and ballot group. The system will count number of pages in each booklet and updates ECBMS with the booklet size information. Then it takes the Sample Ballots Order Quantity to Order and the printing cost information to calculate the total printing cost for each ballot group based on the booklet size for that group.
- 14. Staff will generate counts.
 - 14.1. System shall save all changes.
- 15. Staff selects option to edit Sample Ballot Quantity.
 - 15.1. System shall have the ability edit Sample Ballot Quantity fields which will include:
 - 15.1.1. Parties

	<ul style="list-style-type: none"> 15.1.2. Ballot Group 15.1.3. Precincts 15.1.4. Reg_Total 15.1.5. Reg_VBM 15.1.6. Reg_Declared 15.1.7. Mail 15.1.8. VBM 15.1.9. EOC 15.1.10. EP 15.1.11. BMS 15.1.12. Backup 15.1.13. Total 15.1.14. Overage <p>16. Staff enters new quantity and saves changes. Once the save button is clicked, the system recalculates all the quantity to order and the printing costs of each of the booklets.</p> <p>16.1. System shall have the ability to recalculate all the quantity to order and the printing costs of each of the booklets.</p> <p>17. Staff selects option to Export Sample Ballot Quantity File.</p> <p>17.1. System shall have the ability to export files that is generated for other sections to use in the sub-system to track the number of ballot booklets that being received and mailed out.</p>
AlternateFlow	
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Related Use cases	
Requirements	<p>UC-CAN020-01 System shall have the ability to select an Election</p> <p>UC-CAN020-02 System shall have the ability to update Sample Ballot Pages. Fields that can be edited include:</p> <ul style="list-style-type: none"> 1.1. Booklet Size 1.2. Page Cost 1.3. Price level max quantity <p>UC-CAN020-03 System shall be able to save & log transactions made to record.</p> <p>UC-CAN020-04 System shall have the ability to Update Print Cost Table. Fields that can be edited include:</p> <ul style="list-style-type: none"> 1.4. Booklet Size 1.5. Plate Cost 1.6. Press Setup Cost <p>UC-CAN020-05 System shall be able to save & log transaction made to record.</p> <p>UC-CAN020-06 The System shall automatically import the registration and notifies the user when it's complete.</p> <p>UC-CAN020-07 System shall display Sample Ballot Books information with editable fields that will include:</p> <ul style="list-style-type: none"> 1.7. Grouping 1.8. Associated Parties 1.9. Unassigned Parties 1.10. Mail Overage Percent 1.11. VBM Flat rate 1.12. VBM Overage Percent

- 1.13. VBM Flat Rate Quantity
- 1.14. EOC Qt per Precinct
- 1.15. EP Qt per Precinct
- 1.16. EP Qt per Group
- 1.17. BMS Qt per Group

UC-CAN020-08 System shall display the registration update date.

UC-CAN020-09 System shall have the ability to assign or remove grouping of increment by 1 and continue until the last grouping is created for the entire 3 processes: Grouping should be:

- 1.18. Sample Ballots
- 1.19. Vote by Mail Guides
- 1.20. Military/ Overseas

UC-CAN020-10 System shall have the ability assign or remove associated party to grouping that it corresponds to.

UC-CAN020-11 System should have the ability to allow Staff to add onto calculations by specifying the additional quantities to order for each of the departments. Parameters should include:

- 1.21. Mail Overage Percent
- 1.22. VBM Flatrate Flag
- 1.23. VBM Overage Percent Flag
- 1.24. VBM Flatrate Quantity
- 1.25. VBM Overage Percent
- 1.26. EOC Qt per Precinct
- 1.27. EP Qt per Group
- 1.28. BMS Qt per Group

UC-CAN020-12 System shall have the ability to determine the booklet size for each VR type and ballot group. The system will count number of pages in each booklet and updates ECBMS with the booklet size information. Then it takes the Sample Ballots Order Quantity to Order and the printing cost information to calculate the total printing cost for each ballot group based on the booklet size for that group.

UC-CAN020-13 System shall save all changes.

UC-CAN020-14 System shall have the ability edit Sample Ballot Quantity fields which will include:

- 17.2. Parties
- 17.3. Ballot Group
- 17.4. Precincts
- 17.5. Reg_Total
- 17.6. Reg_VBM
- 17.7. Reg_Declared
- 17.8. Mail
- 17.9. VBM
- 17.10. EOC
- 17.11. EP
- 17.12. BMS
- 17.13. Backup
- 17.14. Total
- 17.15. Overage

	<p>UC-CAN020-15 System shall have the ability to recalculate all the quantity to order and the printing costs of each of the booklets.</p> <p>UC-CAN020-16 System shall have the ability to export files that is generated for other sections to use in the sub-system to track the number of ballot booklets that being received and mailed out.</p>
RequirementID	[List of requirement IDs in Use Case]
Related Requirements	[Requirements not stated in use case that need to be captured or may impact]
Risk	[List of Risk IDs]
Actors	Staff
Documents	[List of documentation name, Link or location]
Author	Alan Castillo
Signoff	
Date	