

UseCaseID	UCVR027
Module	Voter Registration
SubModule	
Summary	Soft Pend Voter Record
Description	For various reasons, potential voters will be flagged and thus their voter record will be marked as Soft Pend.
Trigger Event	<ul style="list-style-type: none"> • Staff identifies a need to flag voter record.
Precondition	<ul style="list-style-type: none"> ▪ Staff has appropriate user access rights to the system. ▪ Staff has logged into the system to Soft Pend a voter. ▪ Voter Record must exist in system with an Active or Inactive status.
ExpectedResult	<ol style="list-style-type: none"> 1. The potential voter's record has been updated to reflect Soft Pend status. 2. The potential voter's record has been added to the que for notice generation.
DetailedProcessFlow	<ol style="list-style-type: none"> 1. The User makes selection to search for Voter (See Use Case Search for Voter) 2. The User selects Voter Record. 3. The User selects the option to change Pend Code to a Voter Record. <ol style="list-style-type: none"> 3.1. The system shall allow User to change Pend Code and Reason Code to Voter Record. 4. The User changes Pend Code to Soft Pend Voter Record for the following reasons: <ol style="list-style-type: none"> 4.1. Confirm or Provide ID 4.2. District Attorney Fraud 4.3. Failed to Check Citizen Box 4.4. Failed to Check Over 18 Years Old Box 4.5. Mail Address Required to Precinct Address 4.6. Mailing Address Incomplete 4.7. New Citizens 2006 Gen 4.8. Party Not on Party Table 4.9. Residential Apartment Number 3 Required 4.10. Residential / Commercial (A/Bus) 4.11. State Validation Required 4.12. Two or more Parties 5. The system displays change to record. <ol style="list-style-type: none"> 5.1. The system shall reflect change to record by changing Reason code, Status, and color code. 6. The System logs changes & save transaction.
AlternateFlow	
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Related Use cases	<ol style="list-style-type: none"> 1. Apply Affidavit 2. Process Responses to Notices/Mailings 3. Merge Voter 4. Confidential Voter

	<ul style="list-style-type: none"> 5. Manage Duplicates 6. Apply pending VoteCal Updates 7. User Security Roles 8. NCOA 9. Bulk Processing NCOA Records
Requirements	<p>UCVR027-01 The System shall allow User to search for Voter (See Use Case Search for Voter)</p> <p>UCVR027-02 The system shall allow User to change Pend Code and Reason Code to Voter Record.</p> <p>UCVR027-03 The system shall reflect change to record by changing Reason code, Status, and color code.</p> <p>UCVR027-04 The System logs changes & save transaction.</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]
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Signoff	Elections operations management
Date	

USE CASE WORKSHEET