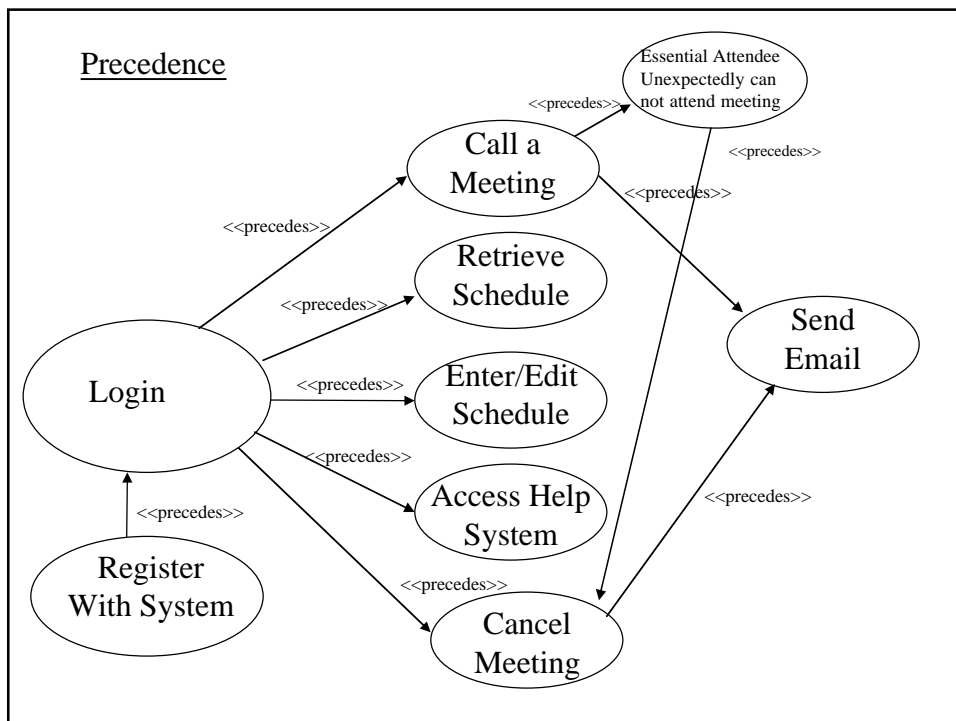
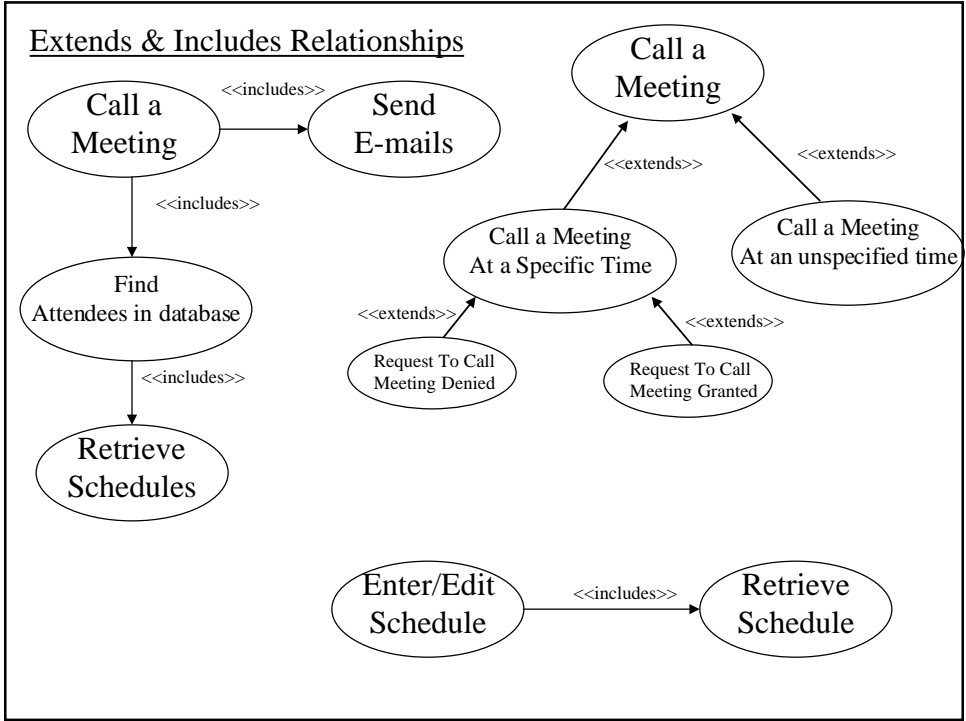


# Meeting Coordinator Software Functional Requirements (Use Cases)

**Donald Lawton**  
**Harvey Mudd College**  
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Extends & Includes Relationships

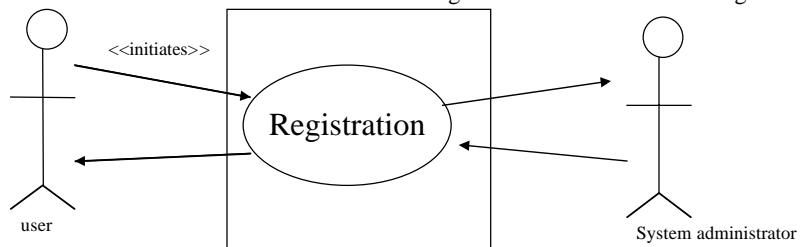


Brief Use-Case Description

See Precedence

•URS: User Registers With System

- **Actors:** Unregistered member of organization using software, system administrator
- **Description:** The unregistered member wishes to register so that he/she can be scheduled to attend the organization's meetings/events. The user fills out a registration form that is forwarded to the system administrator for approval. The system administrator then either denies or approves registration and the response is sent back to the user
- **Goal:** Allow new users to register with the system
- **Precondition:** The user is not registered
- **Postconditions:** The user is either registered or has been denied registration

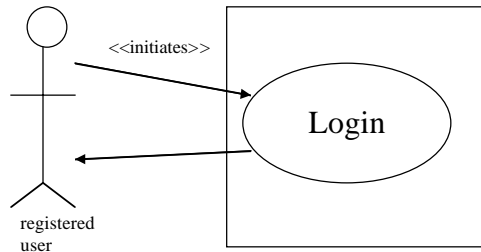


Brief Use-Case Description

See Precedence

•ULS: User Logs In To System

- **Actors:** registered user
- **Description:** The registered user wishes to use the meeting coordinator software. The user enters his username and password. If the username and password match the system's records, the user can gain access to the system. If the username or password does not match, the systems alerts the user.
- **Goal:** Prevent unauthorized access to the system
- **Precondition:** The user is logged out of system
- **Postconditions:** The user is either logged in or logged out.

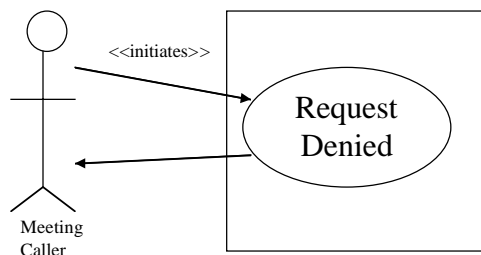


Brief Use-Case Description

See Precedence

•RCMD: Request to Call A Meeting (at specified time) Denied

- **Actors:** meeting caller
- **Description:** The meeting caller wishes to call at meeting at X time for T minutes with k optional attendees and j essential attendees. Because one or more of the j essential attendees has a conflict, the system alerts the meeting caller that the request is *denied*.
- **Goal:** To prevent the scheduling of a meeting that results in conflicts
- **Precondition:** The user wishes to schedule a meeting at X time for T minutes
- **Postconditions:** The meeting request is denied

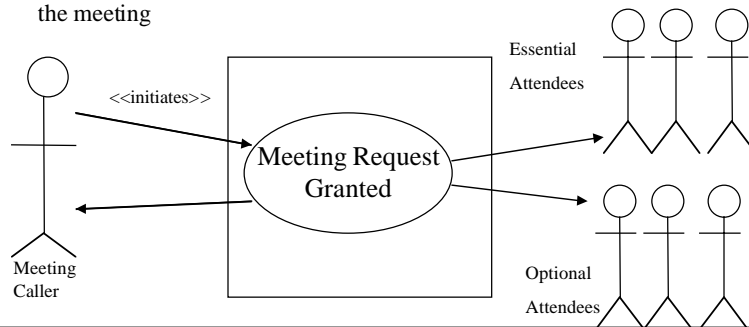


Brief Use-Case Description

See Precedence

•RCMG: Request to Call A Meeting (at specified time) Granted

- **Actors:** meeting caller, essential and optional meeting attendees
- **Description:** The meeting caller wishes to call at meeting at X time for T minutes with k optional attendees and j essential attendees. Because none of the j essential attendees has a conflict, the system alerts the meeting caller of the success and sends emails to the attendees alerting them that they have been requested to attend the meeting.
- **Goal:** To schedule a meeting and to alert the attendees of the meeting
- **Precondition:** The attendees have not been alerted of the meeting
- **Postconditions:** The attendees of the meeting have been requested to attend the meeting

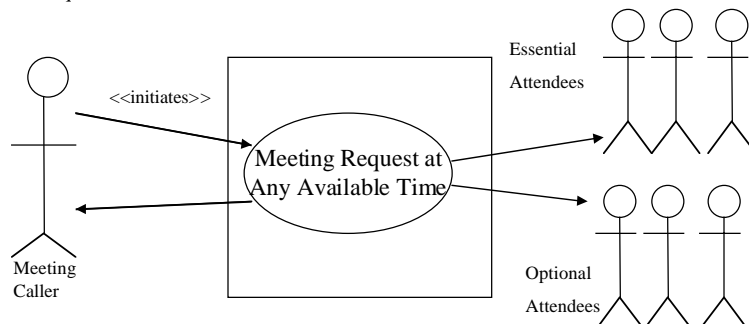


Brief Use-Case Description

See Precedence

•RCMAT: Request to Call A Meeting At Any Time

- **Actors:** meeting caller, essential and optional attendees
- **Description:** The meeting caller wishes to call at meeting at any time for T minutes with k optional attendees and j essential attendees. The meeting caller queries the system and the system returns the earliest times that the meeting could occur without conflict. The meeting caller can either select one of those times, query the system for more choices, or end the request. If the meeting caller selects one of the times given by the system, the meeting attendees are notified of the meeting by e-mail.
- **Goal:** To prevent the scheduling of a meeting that results in conflicts
- **Precondition:** The meeting caller wishes to schedule a meeting at X time for T minutes
- **Postconditions:** The meeting caller has either scheduled a meeting or has cancelled his request

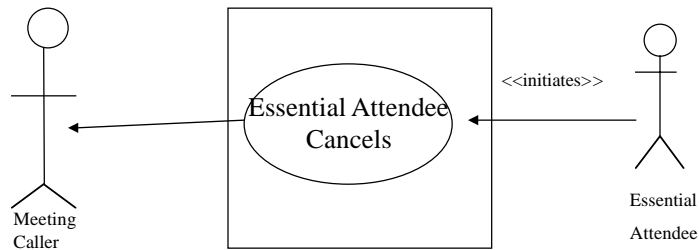


Brief Use-Case Description

See Precedence

•EACNAM: Essential Attendee Can Not Attend Meeting

- **Actors:** meeting caller, essential attendee
- **Description:** Although the essential attendee's schedule shows an opening for the meeting, the attendee has an unexpected engagement that prevents him/her from attending the meeting. The essential attendee alerts the system by e-mail and the system alerts the meeting caller
- **Goal:** To alert the meeting caller if the essential attendee can not attend meeting
- **Precondition:** All attendees are assumed to be attending meeting
- **Postconditions:** An essential attendee will not be attending meeting

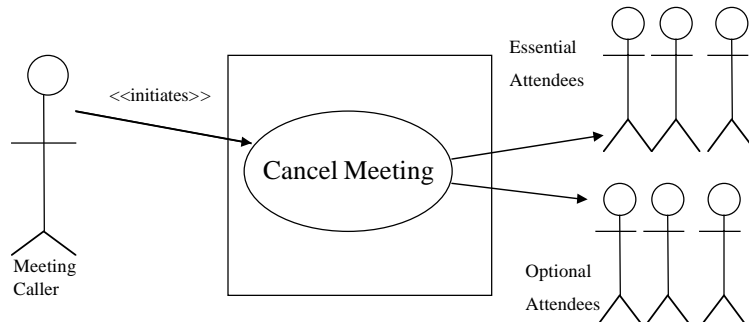


Brief Use-Case Description

See Precedence

•CM: Cancel Meeting

- **Actors:** meeting caller, essential and optional attendees
- **Description:** Because an essential attendee can not make the meeting, or for one of many other possible reasons, the meeting caller decides that the meeting must be cancelled. The meeting caller logs into the system and cancels the meeting, causing an e-mail notification to be sent to all of the attendees alerting them of the cancellation.
- **Goal:** To Allow the Meeting Caller to cancel the meeting if necessary
- **Precondition:** Attendees are scheduled for the meeting
- **Postconditions:** Attendees are not scheduled for the meeting

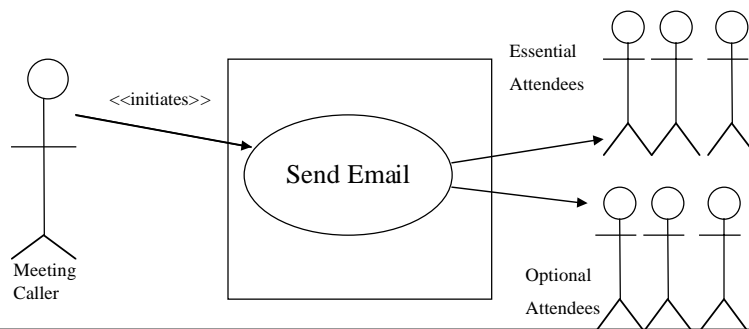


Brief Use-Case Description

See Precedence

•SE: Send Email

- **Actors:** meeting caller, essential and optional attendees
- **Description:** The meeting caller has created or cancelled a meeting and wishes to let the attendees know about it. The meeting caller has already given the system a list of attendees. The meeting caller asks the system to send the attendees e-mail notifications.
- **Goal:** To notify the attendees of the existence or cancellation of a meeting
- **Precondition:** Attendees are not aware of changes to their schedule
- **Postconditions:** Attendees are aware of changes to their schedule

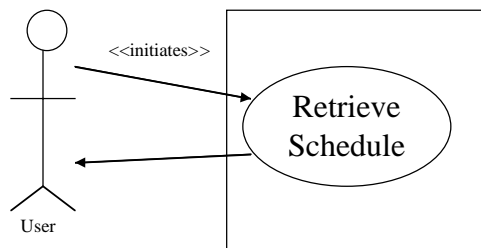


Brief Use-Case Description

See Precedence

•RS: Retrieve Schedule

- **Actors:** user
- **Description:** The user wishes to retrieve his/her schedule for the next k days. The user initiates the request and the system then outputs the user's schedule
- **Goal:** Allow the user to retrieve his schedule from the system
- **Precondition:** The user wishes to see his/her schedule
- **Postconditions:** The user's schedule has been outputted

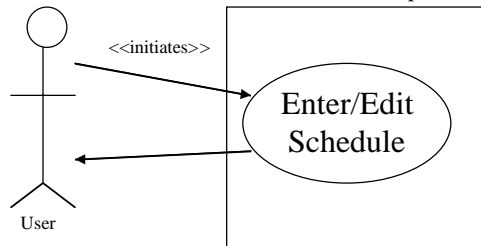


Brief Use-Case Description

See Precedence

•EES: Enter/Edit Schedule

- **Actors:** user
- **Description:** The user either wishes to input his/her schedule to the system or the user wishes to make changes to the schedule. The user can either specify a time block as being occupied or not occupied. If a time block is occupied, the user provides a brief description of his/her activity during that time.
- **Goal:** Allow the user to enter/edit his schedule on the system so that the system can make good decisions as to whether the user can be scheduled for a meeting
- **Precondition:** Either the user has not entered his schedule or there are changes that need to be made
- **Postconditions:** The user's schedule has been entered/updated.



Brief Use-Case Description

See Precedence

•AHS: Access Help System

- **Actors:** user
- **Description:** The user wishes to seek guidance on how to accomplish a specific function. The system redirects the user to a web-based help system.
- **Goal:** To provide the user with assistance
- **Precondition:** The user does not understand one or more aspects of the system
- **Postconditions:** The user has been given help

