

UseCaseID	UC-ADM006
Module	EMS Management
SubModule	Reports
Summary	Generate Reports. RRCC does not expect a one to process relationship, but that the end results are the same.
Description	This use case allows staff to generate a reports
Trigger Events	<ul style="list-style-type: none"> ▪ Staff identifies a need to gather information from the system
Precondition	<ul style="list-style-type: none"> ▪ Staff has appropriate user access rights to the system
ExpectedResult	<ul style="list-style-type: none"> ▪ The needed information is displayed to the user in the format that they requested (graphical, table, etc.) or the information has been provided outside of the system in a file format with the correct data inside as specified by the user.
DetailedProcessFlow	<ol style="list-style-type: none"> 1. Staff selects the option to run a report <ol style="list-style-type: none"> 1.1. The system shall display options to run to the user to run reports on all information in the system. 1.2. The system shall allow the user to filter the report to a subset of the data based on any information in the system 1.3. The system shall allow authorized users with read access to database tables to query the data. 1.4. The system shall allow only authorized users with write access to update database tables. <ol style="list-style-type: none"> 1.4.1. 2. A staff user selects the option to schedule a report (e.g., to occur at a specific date, time, occurrence frequency. <ol style="list-style-type: none"> 2.1. The system shall provide the availability for a report to be scheduled, run and delivered to the user(s). 3. A staff user selects the option to run the report now <ol style="list-style-type: none"> 3.1. The system shall provide the selected report in a graphical display and data table format available for export from the system.
Alternative Work Flow	NA
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Requirements	<p>UC-AMD006-01 The system shall display options to run to the user to run reports on all information in the system.</p> <p>UC-AMD006-02 The system shall allow the user to filter the report to a subset of the data based on any information in the system</p> <p>UC-AMD006-03 The system shall allow authorized users with read access to database tables to query the data.</p> <p>UC-AMD007-04 The system shall allow only authorized users with write access to update database tables.</p> <p>UC-AMD007-05 The system shall provide the availability for a report to be scheduled, run and delivered to the user(s).</p>

UC-ADM006 –06 The system shall provide the selected report in a graphical display and data table format available for export from the system.

UC- ADM006-07 The System shall provide the capability to generate a report on underage voters

UC-ADM006-07 The System shall provide the ability to generate extractions such UOCAVA/Mass VBM, etc.

UC-ADM006-08 System shall have the ability to save, print and email reports and extractions

UC-ADM006-09 System shall provide the ability to extract voter registration data example of information include UOCAVA ballot files, Sample Ballots, VBM ballots, etc.

- Additional Requirements**
- System shall provide the capability to generate a report on underage voters
 - System shall provide the ability to generate extractions such UOCAVA/Mass VBM, etc.
 - System shall have the ability to save, print and email reports and extractions
 - System shall provide the ability to extract voter registration data example of information include UOCAVA ballot files, Sample Ballots, VBM ballots, etc.
 - System shall provide multiple “canned” reports for the user to select from and run or modify prior to running. Report examples include but not limited to:
- | Report Name | Brief Description | Frequency of use |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-------------------------|
| Report of voters who have returned more than 1 ballot | List of all voters who have returned more than 1 ballot in an election | Daily for each election |
| Detailed Ballot returns by district | Detailed list of returned ballots. Can be run for specific districts (eg city, legislative district) | Daily for each election |
| Detail Issued and received ballots | List of issued and received ballots based on specific criteria such as challenged, , suspended, UOCAVA, etc. | Daily for each election |
| | | |
- System shall provide the ability to export files to a number of different file formats including flat file, tab delaminated, comma delimited.

RequirementID	[List of requirement IDs in Use Case]
Risk	[List of Risk IDs]
Actors	Staff
Documents	[List of documentation name, Link or location]
Author	Phillip George
Signoff	
Date	[Date Signed off as Complete]