

UseCaseID	UCVR015
Module	Voter Registration
SubModule	
Summary	Manage Bulk Apply
Description	This use case allows Users to make mass updates / bulk apply to the system. Users may want to apply mass updates for several reasons. Such as, Voting History, 8D2 notices, Purge, Bulk Suspend & Reissue, Under Age voter activation & deactivation etc.
Trigger Event	<ul style="list-style-type: none"> <li>Staff identifies a need to apply mass updates / bulk apply to system.</li> </ul>
Precondition	<ul style="list-style-type: none"> <li>Staff has appropriate user access rights to the system.</li> <li>Staff has logged into the system to apply mass update / bulk apply to records</li> </ul>
ExpectedResult	1. The mass update / bulk apply has been executed and resulting changes have been saved in the system.
DetailedProcessFlow	<ol style="list-style-type: none"> <li>The User selects the option in the system to make mass update / bulk apply. <ol style="list-style-type: none"> <li>The system shall provide User with various types or options of mass updates / bulk apply such as but no limited to: <ol style="list-style-type: none"> <li>1.1.1.Cancelling all voter registrations for inactive individuals that have not voted in the last two federal elections and are in inactive status.</li> <li>1.1.2.Cancelling all voter registrations have had their address found to be invalid.</li> <li>1.1.3.Cancelling outstanding tasks and updating application status for applicants that have been issued a Notice of Incompleteness and no response had been received within a given time.</li> <li>1.1.4.Precinct, zip code changes</li> <li>1.1.5.Redistricting</li> <li>1.1.6. Under Age Voter Activation &amp; Deactivation</li> <li>1.1.7. Voting History (Rosters)</li> <li>1.1.8.Purge (Return Mail &amp; Return AV Mail)</li> <li>1.1.9.Poll Worker (Cards, Class Rosters)</li> <li>1.1.10. Voter opt Out / IN</li> <li>1.1.11. Suspend &amp; Reissue</li> <li>1.1.12. 8D2 Notices</li> <li>1.1.13. AV Ballot Returned (voted)</li> <li>1.1.14. AV Ballot Requests (Applications)</li> <li>1.1.15. Perm AV Ballot Requests</li> </ol> </li> <li>The system shall allow for the bulk standardization of addresses. <ol style="list-style-type: none"> <li>1.2.1.System shall include the capability to standardize residential and mailing addresses against USPS standards.</li> <li>1.2.2.System shall provide a means of overriding address standardizations needed to account for non-traditional residential addresses or non-US mailing addresses.</li> <li>1.2.3.System shall provide a means to export addresses for external validation against (CASS) certified address standardization software.</li> </ol> </li> </ol> </li> </ol>

	<p>1.2.4. System shall provide the capability to import and update addresses validated against (CASS) certified address standardization software.</p> <p>1.3. The system shall allow the User to verify the mass update / bulk apply prior to making it in the system such as through previewing the changes or testing the update in a test database.</p> <p>2. User executes the mass update / bulk apply.</p> <p>2.1. The system shall allow the User to make mass update / bulk apply to multiple records at one time.</p> <p>3. The system shall log changes &amp; save transaction based on specific mass update / bulk apply.</p>
AlternateFlow	<p>1. Users decides that they want to undo the mass update / bulk apply previously made in the system.</p> <p>1.1. The system shall allow User to undo any mass update / bulk apply that has been previously made in the system.</p>
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Related Use cases	<ol style="list-style-type: none"> <li>1. Apply Affidavit</li> <li>2. Process Responses to Notices/Mailings</li> <li>3. Merge Voter</li> <li>4. Confidential Voter</li> <li>5. Manage Duplicates</li> <li>6. Apply pending VoteCal Updates</li> <li>7. User Security Roles</li> <li>8. NCOA</li> <li>9. Bulk Processing NCOA Records</li> </ol>
Requirements	<p>UCVR015-01 The System shall provide User with various types or options of mass updates / bulk apply such as but no limited to:</p> <ol style="list-style-type: none"> <li>1.1. Cancelling all voter registrations for inactive individuals that have not voted in the last two federal elections and are in inactive status.</li> <li>1.2. Cancelling all voter registrations have had their address found to be invalid.</li> <li>1.3. Cancelling outstanding tasks and updating application status for applicants that have been issued a Notice of Incompleteness and no response had been received within a given time.</li> <li>1.4. Precinct, zip code changes</li> <li>1.5. Redistricting</li> <li>1.6. Under Age Voter Activation &amp; Deactivation</li> <li>1.7. Voting History (Rosters)</li> <li>1.8. Purge (Return Mail &amp; Return AV Mail)</li> <li>1.9. Poll Worker (Cards, Class Rosters)</li> <li>1.10. Voter opt Out / IN</li> <li>1.11. Suspend &amp; Reissue</li> <li>1.12. 8D2 Notices</li> <li>1.13. AV Ballot Returned (voted)</li> <li>1.14. AV Ballot Requests (Applications)</li> <li>1.15. Perm AV Ballot Requests</li> </ol> <p>UCVR015-02 The System shall allow for the bulk standardization of addresses.</p> <p>UCVR015-03 The System shall include the capability to standardize residential and mailing addresses against USPS standards.</p>

	<p>UCVR015-04 The System shall provide a means of overriding address standardizations needed to account for non-traditional residential addresses or non-US mailing addresses.</p> <p>UCVR015-05 The System shall provide a means to export addresses for external validation against (CASS) certified address standardization software.</p> <p>UCVR015-06 The System shall provide the capability to import and update addresses validated against (CASS) certified address standardization software.</p> <p>UCVR015-07 The System shall allow the User to verify the mass update / bulk apply prior to making it in the System such as through previewing the changes or testing the update in a test database.</p> <p>UCVR015-08 The System shall allow the User to make mass update / bulk apply to multiple records at one time.</p> <p>UCVR015-09 The System shall log changes &amp; save transaction based on specific mass update / bulk apply.</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	Elections operations management
Date	

USE CASE WORKSHEET