

CEIS400 Use Case Description Template

Use Case Name: Check Out Equipment	ID: UC1	Importance Level: High
Primary Actor: Maintenance Employee	Use Case Type: User-Initiated	
Stakeholders and Interests: Maintenance Employees, Equipment Depot Staff		
Brief Description: This use case allows employees to check out equipment from the Equipment Checkout System (ECS).		
Trigger: Employee initiates the checkout process. Type: Manual		
Relationships: Include: Authenticate User Extend: Check Equipment Availability		
Normal Flow of Events: -Employee types their ID to authenticate. - Employee types the barcode of the equipment. - The system verifies availability and assigns the item to the employee. - The system logs the transaction and updates the inventory. - System notifies the employee of the due date.		
SubFlows: S-1: Authenticate User: The system verifies the employee ID and permission level. S-2: Verify Equipment Availability: The system checks if the equipment is available for checkout.		
Alternate/Exceptional Flows: - If the employee is not authorized, the system denies the checkout. - If the equipment is not available, the system notifies the employee and suggests alternatives.		

Use Case Name: Check In Equipment	ID: UC2	Importance Level: High
Primary Actor: Maintenance Employee	Use Case Type: User-Initiated	
Stakeholders and Interests: Maintenance Employees, Equipment Depot Staff		
Brief Description: This use case allows employees to return checked-out equipment to the Equipment Checkout System (ECS).		
Trigger: Employee initiates the check-in process.		
Type: Manual		
Relationships: Include: Authenticate User Extend: Generate Condition Report		
Normal Flow of Events: - Employee types ID for authentication. - Employee types the barcode of returning equipment. - System verifies return validity and updates inventory. - If the item is damaged, the system prompts for a condition report.		
SubFlows: S-1: Authenticate User: The system verifies the employee ID and permission level. S-2: Log Equipment Condition: If the item is damaged, the system records it for maintenance tracking.		
Alternate/Exceptional Flows: - If the employee returns an unregistered item, the system flags it for manual review. - If the equipment is returned late, the system logs a late return report.		

Use Case Name: Generate Equipment Usage Report	ID: UC3	Importance Level: High
Primary Actor: Supervisor	Use Case Type: System-Initiated	
Stakeholders and Interests: Supervisors, IT Team		
Brief Description: This use case allows supervisors to generate reports on equipment usage.		
Trigger: Supervisor requests a report Type: Manual		
Relationships: Include: Check Out Equipment, Check In Equipment		
Normal Flow of Events: - Supervisor logs into the system. - The supervisor selects a reporting period. - System retrieves equipment transaction logs. - The system generates a detailed usage report. - The supervisor exports or prints the report.		
SubFlows: S-1: Retrieve Transaction Logs: The system gathers checkout and check-in records within the selected time frame. S-2: Format Report Data: The system formats the report into a readable document.		
Alternate/Exceptional Flows: - If no data is available for the selected period, the system notifies the supervisor.		

Use Case Name: Notify Overdue Equipment	ID: UC4	Importance Level: High
Primary Actor: ECS (Automated Process)	Use Case Type: System-Initiated	
Stakeholders and Interests: Supervisors, Maintenance Employees		
Brief Description: This use case notifies employees and supervisors of overdue equipment.		
Trigger: System detects overdue equipment. Type: Automated		
Relationships: Include: Check Out Equipment Extend: Escalate to Supervisor		
Normal Flow of Events: - The system scans the database for overdue checkouts. - The system sends email reminders to employees. - If overdue beyond the threshold, the system escalates to supervisors.		
SubFlows: S-1: Send Reminder: The system sends a notification to the employee about overdue equipment. S-2: Escalate to Supervisor: If the due date passes a threshold, the system alerts the supervisor for further action.		
Alternate/Exceptional Flows: - If an employee no longer works for the company, the system alerts HR for retrieval.		

Use Case Name: Manage User Access and Permissions	ID: UC5	Importance Level: High
Primary Actor: IT Team	Use Case Type: Admin-Initiated	
Stakeholders and Interests: IT Team, Supervisors		
Brief Description: This use case allows IT staff to manage user access and permissions within ECS.		
Trigger: IT team modifies user permissions. Type: Manual		
Relationships: Include: Authenticate User		
Normal Flow of Events: - IT team logs into the system. - The IT team adds/removes users or modifies roles. - System updates permissions accordingly. - Changes are logged for auditing.		
SubFlows: S-1: Authenticate IT User: The system verifies IT credentials before allowing modifications. S-2: Log Changes: Every modification is recorded for auditing purposes.		
Alternate/Exceptional Flows: - If the IT team accidentally revokes access, they must manually restore it.		