Use Case Description
Example Relationship Database

Use Case Name:	Record donation
Iteration:	Filled
Summary:	The user enters or changes information about a donation
Basic Course of Events:	1. The user indicates that information about donation is to be entered 2. The system allows the user to: a. Provide identifying information for the record to be entered/altered: i. Name of donor ii. b. Exit the use case 3. The system: a. displays information from pre-existing records in the system that match the information provided by the user in step 2 i. donation date ii. amount iii. description or remark iv. indication of whether the donation was a "proxy" donation v. for a "proxy" donation, name of "original donor" vi. indication of whether the donation was a "matching funds" donation vii. indication of whether the donation was eligible for matching funds b. allows the user to select the action desired: i. select one of the existing records for modification ii. indicate that a new record is to be entered iii. indicate that a different set of identifying information should be entered iv. exit the use case 4. The system prompts the user for: a. donation date b. value c. type (money, material, services, etc.) d. indication of whether donation is a gift e. indication of whether donation is a "memorium" f. description or remark g. indication of whether the donation was a "proxy" donation h. for a "proxy" donation, a mechanism for indicating who the "original donor" was (pick list, search mechanism or similar, NOT a free-text field) i. indication of whether the donation was a "matching funds" donation j. indication of whether the donation was eligible for matching funds The system also prompts the user to indicate what action to take with the information displayed/altered by the user: a. Save to database b. start anew for this record, discard changes c. select a different record for modification, discard changes 5. If the user has selected "save" in step 4, the system displays the information entered and prompts the user to indicate when they are finished viewing that information 6. The system stores the information and returns the user to step 2
Alternative Paths:	1. At step 3, if the user selects "different set of identifying information", the system returns the user to step 2 2. At step 4, if the user selects "discard changes", the system returns them to step 4, displaying the information originally present on the record before step 4, or to a blank screen in the case where a new record is being entered.

	3. At step 4, if the user selects "select a different record", the system discards any changes made by user and returns the user to step 2
Exception Paths:	1. At step 3, if no records matching the information provided by the user at step 2 are pre-existing, the user is still presented with the standard "step 3" display, but with a clear indication that no matching records were found. (Prompts user for creation of new record.)
Extension Points:	1.
Trigger:	1.
Assumptions:	1. The user has appropriate privileges for working with donation information 2. Any classification codes, etc. to be applied to this record have already been entered into the system. 3. Information representing the donor has already been entered into the system before this use case is started.
Preconditions:	1.
Postconditions:	1. Information modifications entered by the user are appropriately stored in the system.
Related Business Rules:	
Author:	L.Bednar
Date:	Facade 7/29/2003; Filled 8/13/2003;

Notes

1. The usual mechanism for the user to exit the use case is to select "exit" at step 2.
2. How should we deal with anonymous contributions?
3. It may be desirable to provide a mechanism for creating a new record with most attributes copied from an existing record. It is unclear whether step 3 or 4 would be the most appropriate place to offer the user this alternative.
4. At step 4, a gift or memorium may be a clear enough indication of a proxy donation to require the user to make entries under original donor, etc.

Information Item Descriptions

Use Case Name – A very short phrase describing the interaction of an actor (person, program, system, etc) with the system. Should begin with an active verb.
Iteration – Relates to the four stages through which a use case typically progresses

- façade – use cases entered primarily with summary information as "placeholders", with no strongly focused cross-checks or similar analysis completed
- filled – preliminary description completed, some cross-checking with other described use cases to eliminate duplicates, etc.
- focused – use cases analyzed, prioritized to differentiate essential from nonessential user interactions with the system, common elements identified
- finished. – user interface requirements and nonfunctional requirements are added, and use cases documentation is packaged for the system design effort

Summary – A short paragraph (1-2 sentences) explaining the interaction.
Basic Course of Events – A numbered outline of the usual course of the interaction. A "normal" interaction without errors, malfunctions or mishaps should be represented. If several different courses are possible, the most commonly occurring should be described.
Alternative Paths – Outlines of less common courses of interaction. These should represent "normal" interactions without errors, malfunctions, or mishaps.
Exception Paths - Outline of alternative courses of interactions in case of errors, malfunctions, or mishaps.
Extension Points – Shows the steps in a related use case that includes the use of the interaction described here.
Trigger – Description of the event or circumstance that causes the start of the use.
Assumptions – Description of any conditions assumed to be true, but which might not be true.
Preconditions – List of things that must be true before this interaction can occur.
Postconditions – List of things that are expected to be true after the interaction.
Related Business Rules – Business rules are the written and unwritten rules that dictate how a company runs its business. This section documents or refers to business rules that relate to this interaction.
Author – The name of the individual entering information into the use case description.
Date – The date of modification for the use case description.