

UseCaseID	UC-PET007
Module	Petition Management
SubModule	[Enter sub module from Work Breakdown Structure (if exists)]
Summary	Staff will verify signatures of a petition and add a disposition.
Description	County staff will receive a list of random sample signatures to be verified for local petition. This use case includes staff adding a disposition for selected signature lines and to lock down the petition.
Trigger Events	<ul style="list-style-type: none"> ▪ Staff has created a random sample of signatures to be verified
Precondition	<ul style="list-style-type: none"> ▪ Staff has appropriate user access rights to the system
ExpectedResult	<ul style="list-style-type: none"> ▪ All signature random sampled from a petition have been verified and the results recorded in the system.
DetailedProcessFlow	<ol style="list-style-type: none"> 1. Staff selects the option for Petition Management <ol style="list-style-type: none"> 1.1. The system shall display a list of petition management options. 2. Staff shall select the petition to verify signatures (See Use Case – Recheck and manage a petition) <ol style="list-style-type: none"> 2.1. The system shall allow staff to view the signature lines to be verified. 2.2. If the random sample is not used, the next signature line is used to be verified. 3. Staff selects the option to view voter information for the signature line to be verified. <ol style="list-style-type: none"> 3.1. If the signature lines are not scanned into the system, the system shall allow staff to link and identify a voter for the petition line. 3.2. If signature line has been scanned into the system, the system shall allow staff the ability to view selected signature line at the same time they are viewing the voter registration information. 3.3. The system shall display information about the voter and the signature line. Information displayed shall include but not limited to: <ol style="list-style-type: none"> 3.3.1.Petition Name 3.3.2.Line Number 3.3.3.Signature number 3.3.4.Sign Date 3.3.5.Voter Name 3.3.6.Voter Address 3.3.7.City 3.3.8.Zip code 3.3.9.Latest signature 3.3.10. Challenge code 4. Staff will record the results of signature verification <ol style="list-style-type: none"> 4.1. The system shall allow staff to record the result of the signature verification for each signature line

	<p>4.1.1.If the signature line is verified, then the system shall allow staff to update the voter registration record of the signer with the history that the voter signed the petition.</p> <p>4.1.2.If the signature line is not verified, the system shall allow staff to indicate a reason for the signature line is not qualified.</p> <p>4.1.3.If the signature line has not been scanned into the system, staff will also indicate on the petition sheet the disposition of the signature line.</p> <p>4.1.4.The system shall allow staff to indicate different dispositions of a signature line.</p> <p>5. Staff may do multiple checks of signature verification for each signature line.</p> <p>6. Staff will finalize each signature line</p> <p>6.1. The system will allow staff to finalize each signature line.</p> <p>6.2. The system shall record the disposition of each signature line</p> <p>6.3. The system shall calculate and display the total number of verified signature lines, total number of disqualified signature lines, and the total number of any other status.</p> <p>6.4. The system shall allow staff to certify their signature verification findings.</p> <p>6.4.1.The system shall provide the capability for staff to lock down petitions after the challenge period.</p> <p>6.4.2.The system shall allow staff to report on the petition status (See Use Case – Check and manage a Petition)</p>
Associated Use Cases	<ul style="list-style-type: none"> ▪ View voter information ▪ Check and Manage a petition
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Requirements	<p>UC-PET007-01 The system shall display a list of petition management options.</p> <p>UC-PET007-02 The system shall allow staff to view the signature lines to be verified. If the random sample is not used, the next signature line is used to be verified.</p> <p>UC-PET007-03 If the signature lines are not scanned into the system, the system shall allow staff to link and identify a voter for the petition line.</p> <p>UC-PET007-04 If signature line has been scanned into the system, the system shall allow staff the ability to view selected signature line at the same time they are viewing the voter registration information.</p> <p>UC-PET007-05 The system shall display information about the voter and the signature line. Information displayed shall include but not limited to:</p> <ul style="list-style-type: none"> ▪ Petition Name ▪ Line Number ▪ Signature number ▪ Sign Date ▪ Voter Name ▪ Voter Address ▪ City ▪ Zip code ▪ Latest signature ▪ Challenge code <p>UC-PET007-06 The system shall allow staff to record the result of the signature verification for each signature line.</p> <p>UC-PET007-07 If the signature line is verified, then the system shall allow staff to update the voter registration record of the signer with the history that the voter signed the petition.</p> <p>UC-PET007-08 If the signature line is not verified, the system shall allow staff to indicate a reason for the signature line is not qualified.</p>

	<p>UC-PET007-09 If the signature line has not been scanned into the system, staff will also indicate on the petition sheet the disposition of the signature line.</p> <p>UC-PET007-10 The system shall allow staff to indicate different dispositions of a signature line.</p> <p>UC-PET007-11 If the signature line is not verified, the system shall allow staff to indicate a reason for the signature line is not qualified.</p> <p>UC-PET007-12 If the signature line has not been scanned into the system, staff will also indicate on the petition sheet the disposition of the signature line.</p> <p>UC-PET007-13 The system shall allow staff to indicate different dispositions of a signature line</p> <p>UC-PET007-14 The system will allow staff to finalize each signature line.</p> <p>UC-PET007-15 The system shall record the disposition of each signature line</p> <p>UC-PET007-16 The system shall calculate and display the total number of verified signature lines, total number of disqualified signature lines, and the total number of any other status.</p> <p>UC-PET007-17 The system shall allow staff to certify their signature verification findings.</p> <p>UC-PET007-18 The system shall provide the capability for staff to lock down petitions after the challenge period.</p> <p>UC-PET007-19 The system shall allow staff to report on the petition status (See Use Case – Check and manage a Petition)</p> <p>UC-PET007-20 The system shall have the ability for staff to change the recorded disposition for each signature line.</p>
Additional Requirements	<ul style="list-style-type: none"> ▪ Ability for staff to change the recorded disposition for each signature line
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	Data Entry
Date	5/13/2021