Use Case ID	UC-LOC018
Module	Service Areas
Sub Module	
Summary	Provide users the ability to import service areas into the election management system.
Description	The system shall allow user to import or manually set up service areas into the election management system for the following information to be assigned to Service Areas and group by dates of operation (i.e. 11 days, 5 days, 4, days, 3 days, 2 days, 1 day) and Designations (VBM Drop Box, CIC and Vote Centers) • Areas • Group Precincts • Registered Voters • Vote Center ID • Vote Center Name • Room/Area • Type • vote center • # of voters, priority • Languages • Route • Stop • Type • serial number • CIC • Sequence • # of Ballot Box (BTB) • # of Ballot Security Envelope (BSE) • # of Green Stripe Envelope (GSE) • # of Provisional S I (PSI) • # of (OBS) • # of (PR) • Service Area Outline • County Cell Phone • Consolidation ID • Consolidation Name
Precondition	User shall have proper security level to import or manually set up Service Areas into election management system.
Expected Result	1. User shall be able to use a template to import service areas 2. Use shall be able to add new service areas manually 3. User shall be able to export service area data. 4. User shall be able to import service areas shapes as kmz files. 5. User shall be able to export for import (Label & Info) service areas info for labeling election material. 6. User shall be able to import (Label & Info) service areas for review and reimport, as needed. 7. User shall be able to export for import (Precinct & Vote Center) service areas 8. User shall be able to import (Precinct & Vote Center) for review and reimport, as needed. 9. User shall be able to add/delete/edit service area information. 10. User shall be able to print service area labels. 11. User shall be able to export service area barcodes.

	12. User shall have the ability to search for service areas by keyword search, Account Manager, and Type.
Detailed Process Flow	1. User shall open Service Areas module 2. User shall select the Service Areas dates of operation between 30 and 1 day, for example 11 days, 5 days, 4 days, even 1 day to add the Service Area 3. User shall select add New to add Service Areas with the following information: - vote center # of voters, priority - Languages - Route - Stop - Type - serial number - CIC - Sequence # of Ballot Box (BTB) # of Ballot Security Envelope (BSE) # of Green Stripe Envelope (GSE) # of Poll Safety Inspection (PSI) # of Official Ballot Statement (OBS) # of Provisional List (PR) - Service Area Outline - County Cell Phone - Consolidation ID - Consolidation Name - Comment 4. User shall be able to use a template to import service areas 5. Use shall be able to add new service areas manually 6. User shall be able to export service area data. 7. User shall be able to import service areas shapes as kmz files. 8. User shall be able to export for import (Label & Info) service areas info for labeling election material. 9. User shall be able to import (Label & Info) service areas for review and reimport, as needed. 10. User shall be able to export for import (Precinct & Vote Center) service areas 11. User shall be able to import (Precinct & Vote Center) for review and reimport, as needed. 12. User shall be able to add/delete/edit service area information. 13. User shall be able to print service area labels. 14. User shall be able to add precincts. 15. User shall be able to remove and save service area record. 16. User shall be able to export service area barcodes. 17. Once the Vote Center is assigned to the Service Area, user shall be able to view the following information in the Service Area module screen: - Areas - Group Precincts - Registered Voters - Vote Center ID. - Vote Center Name - Room/Area - Type - Action (Edit)

Alternate Flow	
Parent	
Requirements	UCLOC018 – 01 – The System shall allow user to open Service Areas module. UCLOC018 – 02 – The System shall allow user to select the Service Areas dates of operation between 30 and 1 day, for example 11 days, 5 days, 4 days, even 1 day to add the Service Area. UCLOC018 – 03 – The System shall allow user to select add New to add Service Areas with the following information: - vote center # of voters, priority - Precincts - Languages - Route - Stop - Type - serial number - CIC - Sequence # of Ballot Box (BTB) # of Ballot Security Envelope (BSE) # of Green Stripe Envelope (GSE) # of Poll Safety Inspection (PSI) # of Official Ballot Statement (OBS) # of Provisional List (PR) - Service Area Outline - County Cell Phone - Consolidation ID - Consolidation Name - Comment UCLOC018 – 04 – The System shall allow user to use a template to import service areas. UCLOC018 – 05 – The System shall allow user to add new service areas manually. UCLOC018 – 06 – The System shall allow user to export service area data. UCLOC018 – 07 – The System shall allow user to import service areas shapes as kmz files. UCLOC018 – 08 – The System shall allow user to export for import (Label & Info) service areas info for labeling election material. UCLOC018 – 09 – The System shall allow user to import (Label & Info) service areas for review and reimport, as needed. UCLOC018 – 10 – The System shall allow user to export for import (Precinct & Vote Center) service areas. UCLOC018 – 11 – The System shall allow user to import (Precinct & Vote Center) for review and reimport, as needed. UCLOC018 – 12 – The System shall allow user to add/delete/edit service area information. UCLOC018 – 13 – The System shall allow user to print service area labels. UCLOC018 – 14 – The System shall allow user to add precincts. UCLOC018 – 15 – The System shall allow user to remove and save service area record. UCLOC018 – 16 – The System shall allow user to export service area barcodes. UCLOC018 – 17 – Once the Vote Center is assigned to the Service Area, the system shall display the following information in the module screen - Areas - Group Precincts - Registered Voters - Vote Center ID

	• Vote Center Name • Room/Area • Type • Action (Edit)
Requirement ID	
Risk	
Actors	
Documents	Staff
Author	
Signoff	Carolynn Vu-Tran
Date	Election operations management
Use Case ID	[Date Signed off as Complete]