UseCaseID	UC-VR012
Module	Voter Registration
SubModule	
Summary	Change voter record to active (if registered or voted in election)
Description	For various reasons, a voter's record will be changed to Active.
Trigger Event	• Staff identifies a need to change voter record to Active.
Precondition	▪ Staff has appropriate user access rights to the system. ▪ Staff has logged into the system to change voter record to Active. ▪ Voter Record must exist in system. ▪ Voter registered or has participated in election.
ExpectedResult	1. The voter's record has been updated to Active. 2. The system has logged and recorded the change to the voter record.

DetailedProcessFlow	1. The User makes selection to search for Voter (See Use Case Search for Voter)
	2. The User selects Voter Record.
	3. The User selects the option to change Status to a Voter Record.
	   3.1. The system shall allow User to change Status, Pend Code, Reason Code to Voter Record.
	4. The User marks status of record as Active.
	5. The User will change the Reason Code that corresponds to Active Status I.e. (Voted in election, New Reg, Re-Reg, etc.)
	   5.1. The system shall reflect change to record by changing Reason code, Status, and color code.
	6. The System logs changes & save transaction.

AlternateFlow	
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Related Use cases	1. Apply Affidavit 2. Process Responses to Notices/Mailings 3. Merge Voter 4. Confidential Voter 5. Manage Duplicates 6. Apply pending VoteCal Updates 7. User Security Roles 8. NCOA 9. Bulk Processing NCOA Records
Requirements	UCVR012-01 The System shall allow User option to search for a voter record (see Use Case UC-VR001 – Search for voter)

| | UCVR012-02 The System shall allow User to change Status, Pend Code, Reason Code to Voter Record.

UCVR012-03 The System shall reflect change to record by changing Reason code, Status, and color code.

UCVR012-04 The System logs changes & save transaction.

UCVR012-05 The System must alerts user to any deficiencies in voter record and provides user with specific resolution instructions to correct any deficiencies
UCVR012-06 The System shall autocorrect or alert user to any record deficiency that would result in a record fault. |
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| 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