

UseCaseID	UC-VCM001
Module	VoteCal Management
SubModule	
Summary	Synchronize County EMS voters and precincts\districts with VoteCal.
Description	VoteCal and the county EMS are 2 separate systems that must maintain synchronicity. Optimally VoteCal and the county EMS should be in constant two- way synch. An explicit synch process is necessary in cases where synch thresholds aren't met.
Trigger Event	Synch is outside of 99.987 threshold for voters or 100% for precinct districts
Precondition	<ul style="list-style-type: none"> • Network connection between VoteCal and county.
ExpectedResult	<ul style="list-style-type: none"> • Voter records are synched between VoteCal and County • EMS is available for users and fully functioning during synch process
DetailedProcessFlow	<ol style="list-style-type: none"> 1. The User initiates synch process <ul style="list-style-type: none"> ▪ The system sends a synch request to VoteCal and receives a response ▪ The system monitors VoteCal notifications relative to the active synch request 2. The user requests status feedback on the synch. <ul style="list-style-type: none"> ▪ The systems shall provide status feedback according to the different stages of synch ▪ The system provides VoteCal notification feedback <ol style="list-style-type: none"> 2..1. Synch request ID and time submitted 2..2. Synch request processing 2..3. Currently downloading x files of n 2..4. Download complete ▪ The system displays feedback on hash status and activities ▪ The system provides statistics on out of synch conditions <ol style="list-style-type: none"> 2..1. Voters missing from EMS 2..2. Voters missing from VoteCal 2..3. Voters in both systems but with different data including but not limited to: <ol style="list-style-type: none"> 2..3.1. Addressees or precinct 2..3.2. Status 2..3.3. Political party 2..3.4. Birth date 2..3.5. Registration date 2..3.6. Voter Participation History (VPH) 2..3.7. Correspondence ▪ The system shall alert the user as each synch stage is completed with synch request ID, time/date, outcome and results 3. The system automatically synchronizes data between the VoteCal AND EMS systems according to rules which include but are not limited to: <ul style="list-style-type: none"> ▪ In cases where a record exists in both systems but data different, the system shall correctly determine which data to replace. <ol style="list-style-type: none"> 3..1. If the differences are due to a newer registration, the record with the newer registration should be used. 3..2. If the difference(s) are due to a correction from the voter or staff member and the edit date is after the last edit date or registration of the other record, those changes should be used.

	<p>3..3. If the difference is administrative data, then only the most recent administrative data should be used.</p> <ul style="list-style-type: none"> ▪ The system shall correctly identify records that are in process queues and only update relevant non-contentious portions of a record. <p>4. User requests final report on synchronization</p> <ul style="list-style-type: none"> ▪ The system shall have the ability to validate that the data processed for synch has been synched. ▪ The system shall report on any records that could not be synchronized, with their reason, and make available such records for export. ▪ The system shall allow users to export reports
AlternateFlow(s)	<ol style="list-style-type: none"> 1. Synchronization is an automated process that occurs with each voter or precinct/district transaction. 2. User in voter record or precinct/district can synch record to VoteCal records individually. 3. System reports on records out of synch in different categories <ol style="list-style-type: none"> a. User manually sends/retrieves batches of records to VoteCal in respective categories including but not limited to: <ol style="list-style-type: none"> i. Precinct/Districts ii. Voter not in VoteCal iii. Voter not in EMS iv. Voter VPH v. Voter correspondence
Parent	
Related Use Cases/Process Flows	
Requirements	<p>UC-VCM001-01 The system shall provide the capability for staff to start the synch process</p> <p>UC-VCM001-02 The system shall send a synch request to VoteCal and receives a response</p> <p>UC-VCM001-03 The system shall monitor VoteCal notifications relative to the active synch request</p> <p>UC-VCM001-04 The system shall provide status feedback according to the different stages of synch</p> <p>UC-VCM001-05 The system shall provide VoteCal notification feedback to include:</p> <ol style="list-style-type: none"> 1. Synch request ID and time submitted 2. Synch request processing 3. Currently downloading x files of n 4. Download complete <p>UC-VCM001-06 The system shall display feedback on hash status and activities</p> <p>UC-VCM001-07 The system will provides statistics on out of synch conditions</p> <ul style="list-style-type: none"> ▪ Voters missing from EMS ▪ Voters missing from VoteCal ▪ Voters in both systems but with different data including but not limited to: <ul style="list-style-type: none"> • Addressees or precinct • Status • Political party • Birth date • Registration date • Voter Participation History (VPH) • Correspondence <p>UC-VM001-08 The system shall provide a visual and email alert the user as each synch stage is completed with synch request ID, time/date, outcome and results.</p> <p>UC-VM001-09 The system automatically synchronizes data between the VoteCal AND EMS systems according to rules which include but are not limited to:</p>

	<ul style="list-style-type: none"> ▪ In cases where a record exists in both systems but data different, the system shall correctly determine which data to replace. <ul style="list-style-type: none"> ▪ If the differences are due to a newer registration, the record with the newer registration should be used. ▪ If the difference(s) are due to a correction from the voter or staff member and the edit date is after the last edit date or registration of the other record, those changes should be used. ▪ If the difference is administrative data, then only the most recent administrative data should be used. <p>UC-VM001-10 The system shall correctly identify records that are in process queues and only update relevant non-contentious portions of a record.</p> <p>UC-VM001-11 The system shall have the ability to validate that the data processed for synch has been synched.</p> <p>UC-VM001-12 The system shall report on any records that could not be synchronized, with their reason, and make available such records for export.</p> <p>UC-VM001-13 The system shall allow users to export reports</p>
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	Stephen Murray
Signoff	[Key operational stakeholder to validate Use Case]
Date	[Date Signed off as Complete]

USE CASE WORKSHEET