UseCaseID	UC-SB002
Module	Sample Ballot
SubModule	
Summary	Mail an additional sample ballot. RR/CC does not expect a one-to-one relationship with the outlined steps so long as the outcomes / results are met.
Description	A voter can request have an additional sample ballot issued to them. The request can be via email, phone or other methods.
Trigger Events	▪ User received a request for an additional sample ballot to be mailed to the voter.
Precondition	▪ User has appropriate user access rights to the system to export data ▪ Receive request from registered voter in the election
ExpectedResult	▪ Sample ballot is mailed to the voter

DetailedProcessFlow	1. User selects option to enter Election module
	    1.1. System shall display option to search for a voter
	2. User selects option to search for a voter with information about the voter
	    2.1. The system shall present a list of fields that can be used to search for a voter. Fields include:
	        2.1.1. Last name
	        2.1.2. First Name
	        2.1.3. City
	        2.1.4. Place of Birth
	        2.1.5. State
	        2.1.6. Date of Birth
	        2.1.7. ZIP
	        2.1.8. Voter ID
	        2.1.9. Email
	        2.1.10. Social Security Number
	        2.1.11. Driver's License Number
	3. User enters information and proceeds with their search
	    3.1. System shall be able to display a list of matches to the search criteria
	        3.1.1. The system shall jump directly to the voter record when the search results in only one match.
	4. User selects a specific voter record to manage
	    4.1. System shall display information about the voter.
	        4.1.1. All search criteria from 1.1
	        4.1.2. District
	        4.1.3. Party
	        4.1.4. Registration date
	        4.1.5. Precinct
	        4.1.6. Ballot Group Number
	        4.1.7. Serial Number
	        4.1.8. Language
	5. User selects option to mail additional sample ballot
	    5.1. System shall have an option to send an additional ballot

	5.2. System displays the following:
	    5.2.1. Date supplemental ballot mailed
	    5.2.2.Number of sample ballots sent to the voter
	5.3. System shall generate and mail an additional sample ballot to the voter
	5.4. System shall increment the number of sample ballots sent to the voter

Alternative Work Flow	NA
Associated Use Case	▪ Mail Sample ballot
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]

Requirements	UC-SB002-01 The System shall display options to search for a voter.
	UC-SB002-02 The System shall present a list of fields that can be used to search for a voter, including:
	  1. Last name
	  2. First Name
	  3. City
	  4. Place of Birth
	  5. State
	  6. Date of Birth
	  7. ZIP
	  8. Voter ID
	  9. Email
	  10. Social Security Number
	  11. Driver's License Number
	UC-SB002-03 The System shall display a list of matches to the search criteria.
	UC-SB002-04 The system shall display the voter record when the search results in only one match.
	UC-SB002-05 The System shall display information about the voter.
	  1. All search criteria from 1.1
	  2. District
	  3. Party
	  4. Registration date
	  5. Precinct
	  6. Ballot Group Number
	  7. Serial Number
	  8. Language
	UC-SB002-06 The System shall allow user an option to send an additional ballot
	UC-SB002-07 The System shall allow user to generate and mail an additional sample ballot to the voter.
	UC-SB002-08 The System shall increment the number of sample ballots sent to the voter.

Additional Requirements	▪ The system shall allow wide card characters or other method to be used in text fields to search for text that begin or end with specific characters.
RequirementID	[List of requirement IDs in Use Case]
Risk	[List of Risk IDs]
Actors	User
Documents	[List of documentation name, Link or location]
Author	Phillip George
Signoff	VBM
Date	[Date Signed off as Complete]