UseCaseID	UC-VBM053
Module	Vote By Mail
SubModule	
Summary	Sample ballot booklet returns. RR/CC does not expect a one-to-one relationship with the outlined steps so long as the outcomes / results are met.
Description	Staff receives a sample ballot booklet return with updated voter information prior to the close of election registration date.
Trigger Events	▪ Staff receives sample ballot booklet
Precondition	▪ Staff has appropriate user access rights to the system to export data
ExpectedResult	▪ Staff updates information and/or address

DetailedProcessFlow	1. Staff selects option to search for a voter with information about the voter
	  1.1. The system shall present a list of fields that can be used to search for a voter. Fields include:
	   1.1.1. Last name
	   1.1.2. First Name
	   1.1.3. City
	   1.1.4. Place of Birth
	   1.1.5. State
	   1.1.6. Date of Birth
	   1.1.7. ZIP
	   1.1.8. Voter ID
	   1.1.9. Email
	   1.1.10. Social Security Number
	   1.1.11. Driver's License Number
	2. Staff enters information and proceeds with their search
	  2.1. System shall be able to display a list of matches to the search criteria
	   2.1.1. The system shall jump directly to the voter record when the search results in only one match.
	3. Staff selects a specific voter record to manage
	  3.1. System shall display information about the voter.
	   3.1.1. All search criteria from 1.1
	   3.1.2. District
	   3.1.3. Party
	   3.1.4. Registration date
	   3.1.5. Precinct
	   3.1.6. Comments
	   3.1.7. Voting History of the voter
	   3.1.8. Ballot status
	   3.1.9. Voter Status
	   3.1.10. Most recent signature

	3.2. System shall allow for viewing of Uniformed and Overseases Citizens Absentee Voting Act (UOCAVA) flags.
Alternative Work Flow	NA
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]
Requirements	UC-VBM053-01 The system shall present a list of fields that can be used to search for a voter. Fields include: 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-VBM053-02 The system shall be able to display a list of matches to the search criteria UC-VBM053-03 The system shall jump directly to the voter record when the search results in only one match. UC-VBM053-04 System shall display information about the voter. 1. All search criteria from 1.1 2. District 3. Party 4. Registration date 5. Precinct 6. Comments 7. Voting History of the voter 8. Ballot status 9. Voter Status 10. Most recent signature UC-VBM053-05 The System shall allow for viewing of Uniformed and Overseases Citizens Absentee Voting Act (UOCAVA) flags
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	Staff
Documents	[List of documentation name, Link or location]
Author	Phillip George
Signoff	VBM
Date	6/6/21