UseCaseID	UC-PW006
Module	Election Worker
SubModule	
Summary	Phone App or Web Site for Attendance Check In/Out OR Two Way API between EMS and Pulse
Description	L.A. County needs a way to record check-in and check-out activities for: Vote Location attendance, Class Attendance, Trainers and CIC Workers. These will include Troubleshooter, Coordinators, and Pre Check in of Lead and Assistant Leads. L.A. County needs a Phone app or a web site so that attendees can check in via scanning barcodes or by searching for their names for quick processing while at the Vote Center or CIC. Or a two way API between EMS and ePulse so that workers can check it the Vote Locations and use ePollbook to check in/out.
Trigger	Class Training – Before Election Worker Training starts (e-60) Vote Center and CIC – From early voting till election day.
Precondition	Login and Password has been created for users. For Phone App - Phone App has been installed on County Cell Phones.
ExpectedResult	Check in and Check out data (date, time, location or where scanned, class ID) is uploaded in EMS.
DetailedProcessFlow	Vote Center Locations - Attendance: 1. User (Lead or Assistant Lead) will use County issued cell phone to logon to web site or use phone app. 2. User will select Check in option in the morning. 3. User will start scanning Barcode from Worker's Appt notice or by searching worker's name then selecting check in. 4. User will select Check out option during closing of Vote location. 5. User will select names to check out or scan to check out workers. API Connection 1. Workers will use ePollbook to check in/out at Vote Locations. 2. Check in/out data will be transmitted to EMS and will update attendance. Class Training - Attendance: 1. Trainer will use cell phone to logon to web site or use phone app. 2. Trainer will select Class ID and location from the app 3. Trainer will select Check in option at the start of training. 4. Trainer will start scanning Barcode from Worker's Appt notice or by searching worker's name then selecting check in. 5. Trainer will select Check out option at end of the training. 6. Trainer will scan barcodes to check out attendees.
AlternateFlow	
Parent	
Requirements	UC-PW006-01 Check in and Check out date, time, location, class ID, data will be uploaded for the workers into EMS UC-PW006-02 The app will refresh and default to current date and time every day. UC-PW006-03 EMS will create new check in/out record each day they check in/out

	UC-PW006-04 County Cell Phones will be associated to Service Area in EMS so that EMS will know which Service Location the Election Workers checked in. UC-PW006-05 EMS will have real time data of check in/out. UC-PW006-06 Phone app will have option for attendees to enter new phone number or address. This data will be uploaded in EMS on a separate tab for users to review and reconcile manually. UC-PW006-07 EMS will have attendance marked and appropriate fees applied for attendance will be populated if fees applies. UC-PW006-08 EMS will have the Class ID and attendance information and class pay will be applied to the record if fees applies. UC-PW006-09 EMS shall provide a dashboard reflecting the activities of attendance. UC-PW006-010 If API – Check in/out data will be transmitted to EMS and update the attendance in real time. UC-PW006-011 EMS shall allow to add pre check in/out for for Lead and Assistant Lead on the schedule
RequirementID	
Gap	
Risk	Without this feature Class Training requirements, attendance and payroll will be manual update and cause delay in payroll processing. This will also help for Worker Recruitment Unit to know if any Locations are short with workers.
Actors	
Documents	[List of documentation name, Link or location]
Author	Amelia Bartolome 05/17/2021 mod 5/28/21
Signoff	Election operations management Blanca Lopez and Keysa Rancharan
Date	[Date Signed off as Complete] 5/26/21