

UseCaseID	UC-PW025
Module	Election Worker
SubModule	
Summary	Self Service Portal for Election Workers
Description	Los Angeles County would like a self service portal for Election Workers are able to apply as election workers, manage their profile, confirm availability, find answers to common questions regarding Election Assignments, Training and updates to assignments. Portal to interface with EMS Workers and locations module.
Trigger Event	Election is set up and Election Workers requirements have been defined on EMS. Locations or pseudo locations are on EMS.
Precondition	Election is set up and Election Workers requirements have been defined on EMS.
ExpectedResult	Portal will allow new workers to apply and or select the election they want to participate and state their availability, select schedule. The workers records will show up on EMS workers module as showing interest in working and pending for review and approval. The workers/applications shall show up on the respective worker type tab (community, students, county employees, etc.) Portal and EMS must sync.
DetailedProcessFlow	<p>New Worker Process</p> <ol style="list-style-type: none"> 1. New applicant will create a login on the Portal. 2. New applicant will put in their information and select election they want to participate in. 3. Portal will sync with EMS. 4. New applicant's information will show up on EMS queue waiting for review and approval. 5. Staff will approve applicant and contact applicant. 6. Workers name will now be added on the workers table as available ready for assignment. 7. Applicant will assignment in Portal and can schedule training 8. A transaction log shall be created from the update. <p>Workers already on EMS</p> <ol style="list-style-type: none"> 9. Worker will login to Portal using the credentials sent to them via email (communication). 10. Worker will update their information if needed, confirm availability, select election if there are multiple elections. 11. Portal will sync with EMS. 12. Worker will review assignment & can sign up for training class. 13. A transaction log shall be created from the update.
AlternateFlow	[An Alternate process flow]
Parent	[Parent id of the Use Case as documented in Project Scope or Business Case]

Related Use cases	[Use cases that relate to, have a super/subset of functionality or are pre/post conditions. Note: minimize overlap]
Requirements	<p>UC-PW025-01 EMS shall assign a unique login for each worker and remain the same for all future elections.</p> <p>UC-PW025-02 EMS shall allow workers to reset their own password if they wish.</p> <p>UC-PW025-03 Staff should be able to manage, reset passwords if needed.</p> <p>UC-PW025-04 Portal and EMS should sync</p> <p>UC-PW025-05 EMS shall create transaction log</p> <p>UC-PW025-06 EMS shall allow workers to view their assignment, roster and building contacts.</p> <p>UC-PW025-07 Any change in schedule or location assignment should show in Portal for the workers to view in real time.</p> <p>UC-PW025-08 Workers should be able to see message such as reminder to take training, training location etc.</p> <p>UC-PW025-09 Workers should be able to send comments and questions back to Staff from Portal thru EMS. Staff's message should be seen by workers thru Portal.</p> <p>UC-PW025-010 Portal must have different application forms to differentiate between the worker types: community workers, County Employees, Students and CIC Workers etc...</p> <p>UC-PW025-011 New applicant records should show up on their respective worker type tabs waiting for review and approval.</p> <p>UC-PW025-012 Workers are able to view the Training required, training schedule and location and schedule their training classes.</p> <p>UC-PW025-013 Workers should be able to select availability and select the election they want to serve.</p>
RequirementID	[List of requirement IDs in Use Case]
Gap	
Risk	Without this feature, Election Worker will miss the opportunity to apply online. Will not be able to see messages and updates in real time and will have to wait for the mail or email to get the latest information and notices.
Actors	Election Workers
Documents	[List of documentation name, Link or location]
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