SONAR

Use Case Specification: Update Contact Information(Alumni)

Version <1.0>

Revision History

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Table of Contents

1. Email Alumni Form 4

1.1 Brief Description 4

2. Flow of Events 4

2.1 Basic Flow 4

2.2 Alternative Flows 4

2.2.1 None Selected 4

2.2.1.1 Cancel 4

2.2.2 Reset Form 4

3. Special Requirements 4

3.1 System Requirements 4

3.2 Student must be alumnus 4

3.3 Legal requirements 4

4. Pre-conditions 4

4.1 Access to System 4

4.2 Student required 5

5. Post-conditions 5

5.1 Alumnus information updated 5

5.2 Errors generated 5

6. Extension Points 5

6.1 Information to be updated 5

Use Case Specification: Email Alumni Form

# Email Alumni form

## Brief Description

Advisors will use the form to update the contacts for alumni with information provided through the email.

# Flow of Events

## Basic Flow

Advisors will be able log into the system in order to update the Email, Phone number, and mailing address for the everyone on the alumni list.

## Alternative Flows

### None selected

At least one student must be selected to update the information for.

#### Cancel

In the event, an error is generated where advisor doesn’t make required selections, system will allow user to cancel the task and go to the previous screen.

### Reset Form

This will reset the form for advisor the clear the information for alum. This saves time for deleting data in each field.

# Special Requirements

## System Requirements

* Microsoft windows server 2012
* SQL 2016

## Student must be alumnus

Student must be on the alumni list before their information can be updated.

## Legal Requirements

System must be compliant with FERPA regulations and hence must keep student information safe. Advisors will need to access system from behind the university firewall to be safe. Contact information provided by alumni doesn’t have to behind university firewall and can be stored anywhere.

# Pre-conditions

## Access to system

Advisors must have access to system via a secure network.

## Student required

Student must be in the database with appropriate information and be on the alumni list before they can be contacted.

# Post-conditions

## Alumnus information updated

Contact information updated and replaced with information received from alumnus email response.

## Errors Generated

Errors will be generated in the event student information is corrupt, invalid, or alumnus does not exist in the system.

# Extension Points

## Information to be updated

Information requested via email will include current non-university email address, updated phone number, and mailing address.