

# **Committee Management Use Case Specification: Maintain FRN Agenda**

**Version 1.4**

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## REVISION HISTORY

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<b>Date</b>	<b>Version</b>	<b>Description of Change</b>	<b>Author</b>
02/27/02	1.0	Initial Version (Broken out from original Maintain Meetings Use Case.)	Carl Newcomer
04/10/2003	1.1	Changed name from Maintain Meetings to Maintain Federal Register Notice Agendas. Added screen samples and aligned text with screen sample.	Carl Newcomer
4/19/02	1.2	Updated document template	C Blizzard
05/02/02	1.3	Updated with comments from CM Release 1 CDR 1 and new screen sample.	Carl Newcomer
5/9/02	1.4	Added Change History Tracking to Other Requirements	C Blizzard

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## 1. Brief Description

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The Maintain Federal Register Notice (FRN) Agendas (formerly Maintain Detail Agendas) use case specification describes how to manage FRN agendas for a meeting where more than one agenda exists.

This use case goes beyond simple requirements for the following reasons:

1. The system is a migration effort from Oracle Forms and as a result the underlying physical design will be used to the fullest extent possible.
2. The user has come to accept many GUI characteristics of the existing system.

## 2. Pre-Conditions

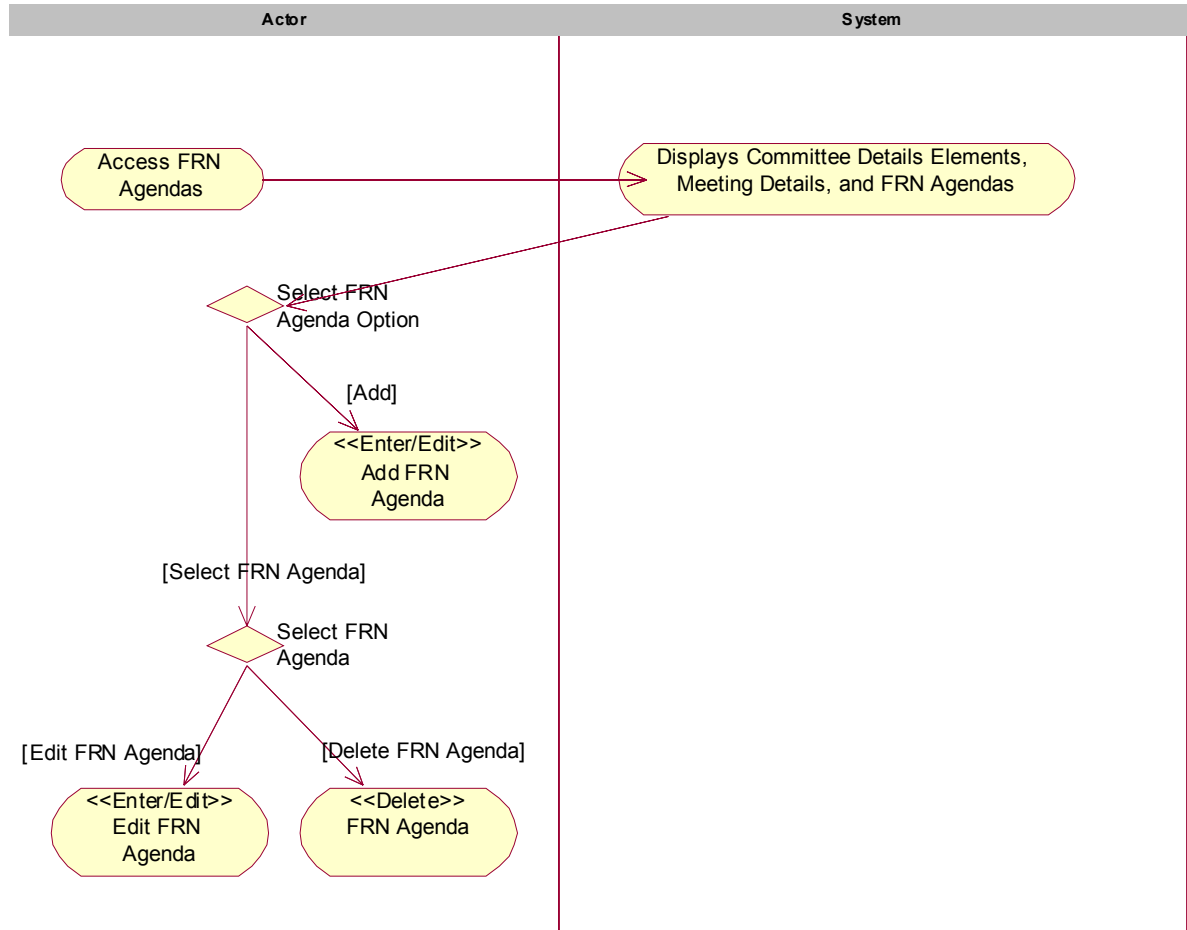
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1. Use Case Specification: Login to the Committee Management (CM) System.

Maintain Meetings Use Case.

## 3. Flow of Events

### 3.1 Activity Diagram



### 3.2 Textual Flow

1. Select the FRN Agenda option.
2. The system displays the Committee Details Elements (See the Common Use Case Components document Data Specifications), Meeting Maintenance Elements (See the Common Use Case Components document Data Specifications), and FRN Agendas Repeating Elements.

*Select FRN Agenda:*

3. Select an existing FRN Agenda.  
Alternative Flows: <<Enter/Edit>> Add FRN Agenda. See FRN Agendas Repeating Elements.
4. <<Enter/Edit>> Edit FRN Agenda. See FRN Agendas Repeating Elements.  
Alternative Flows: <<Delete>> Delete FRN Agenda.
5. <<Include>> Maintain Meeting Locations.

### 3.3 Alternative Flows

#### 3.3.1 Add FRN Agenda

1. <<Enter/Edit>> Add FRN Agenda. See FRN Agendas Repeating Elements.
2. <<Include>> Maintain Meeting Locations.
3. Continue at Select FRN Agenda label.

#### 3.3.2 Delete FRN Agenda

1. <<Deletet>> Delete FRN Agenda.
2. Continue at Select FRN Agenda label.

### 3.4 Data Specifications

#### 3.4.1 Committee Detail Elements

See the Common Use Case Components document Data Specifications section for the Committee Detail Elements.

#### 3.4.2 Meeting Detail Elements

See the Common Use Case Components document Data Specifications section for the Meeting Detail Elements.

#### 3.4.3 FRN Agendas Repeating Elements

The FRN agendas repeating elements are currently stored in detail\_agendas\_t table.

Element name	Description	Formatting	Edits	Data Conversion
Table/Column Name				
Agenda Sequence Number	A system generated unique number identifying the meeting	Number(10)	Not Visible	N/A
detail_agendas_t.agenda_seq_num (foreign key from meeting_agendas_t)				
Agenda Sequence Number Details Of	The parent meeting agenda sequence number for this detail agenda version.	Number(10)	Not Visible	N/A
detail_agendas_t.agenda_seq_num_detail_of (foreign key from meeting_agendas_t)				

Element name	Description	Formatting	Edits	Data Conversion
Table/Column Name				
Meeting Access Code	A code defining the meeting access (e.g. open or closed).	Char(2)	Required, See Common Use Case Components document Data Validation section for Meeting Access Types, {01 – Open, 02 – Closed}, See Algorithm for Detail Agenda Meeting Access.	N/A
detail_agendas_t.meeting_access_type_code (foreign key from meeting_access_types_t)				
Meeting Access Code Description	A description of the meeting access code.	Char(20)	Display Only, See Commons Use Case Components document Data Validation section Meeting Access Types.	N/A
meeting_access_types_t.descrip				
Meeting Date	The date of the agenda detail.	Date, mm/dd/yyyy	Required, Meeting Date must be equal to or fall between the Meeting Start and Meeting End Date.	N/A
detail_agendas_t.start_date				
From Time	The start time of the agenda detail.	Char(4), hh:mi	Required	N/A
detail_agendas_t.start_time				
From Meridian	The start time meridian of the agenda detail (AM/PM).	Char(2), Upper Case	Required, {AM, PM}	N/A
detail_agendas_t.start_meridian_code				
To Time	The end time of the agenda detail.	Char(4), hh:mi	Optional, Required if End Time Text is null.	N/A

Element name	Description	Formatting	Edits	Data Conversion
<b>Table/Column Name</b>				
detail_agendas_t.end_time				
To Meridian	The end time meridian of the agenda detail.	Char(2), Upper Case	Optional, {AM, PM}, Required if End Time is entered.	N/A
detail_agendas_t.end_meridian_code				
To Time Text	Free-form text representing end time if actual time not known.	Char(60)	Optional, Required if End Time is null, null if End Time entered.	N/A
detail_agendas_t.end_time_text				
Agenda Code	A code defining the agenda of the meeting.	Char(2)	Optional, See Common Use Case Components document Data Validation section for Agenda Classification Codes	N/A
detail_agendas_t.agenda_classification_code (foreign key from agenda_classifications_t)				
Agenda Code Description	A description of the agenda code.	Char(120)	Display Only, See Common Use Case Components document Data Validation section for Agenda Classification Codes	N/A
agenda_classifications_t.descrip				
Agenda Code Text	Free-form text for an agenda code of 'Other'.	Char(400)	See Common Use Case Components document Algorithm section for Agenda Code Text.	N/A
detail_agendas_t.agenda_text				



Element name	Description	Formatting	Edits	Data Conversion
	<b>Table/Column Name</b>			
<b>Meeting Location Option</b>	An option to enter, edit, or search Meeting Locations. Currently the system has a foreign key to meeting locations named meeting_agendas_t.meeting_address_id. However, this foreign key is being dropped and should not be used any longer!			
Hotel/Organization	Line 1 of the address.	Char(50)	Required, Display Only	N/A
	meeting_agendas_t.line_1_addr			
Building	Line 2 of the address.	Char(50)	Display Only	N/A
	meeting_agendas_t.line_2_addr			
Street Address	Line 3 of the address.	Char(50)	Display Only	N/A
	meeting_agendas_t.line_3_addr			
City	Name of the city.	Char(35)	Display Only	N/A
	meeting_agendas_t.city_name			
State	State code.	Char(2)	Display Only	N/A
	meeting_agendas_t.state_code			
ZIP	ZIP code.	Char(9)	Display Only	N/A
	meeting_agendas_t.zip_code			

### 3.5 Post – Conditions

1. FRN Agendas setup complete.

### 3.6 Special Requirements

#### 3.6.1 Data Validation

None.

#### 3.6.2 Algorithms

None.

##### 3.6.2.1 Detail Agenda Meeting Access

If Parent Meeting Agenda is Open (01), then Detail Agenda must be Open (01).

If Parent Meeting Agenda is Closed (02), then Detail Agenda must be Closed (02).

If Parent Meeting Agenda is Partial (03), then Detail Agenda can be Open (01) or Closed (02).

### **3.6.3 Other Requirements**

#### **3.6.3.1 Change History Tracking**

See Common Use Case Components, Other Requirements, Change History Tracking.

## Screen Samples

### 3.6.3.2 Proposed Federal Register Notice Agenda Screen

