Committee Management Use Case Specification: Amend, Cancel or Reset

Version 1.3

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REVISION HISTORY

Date	Version	Description of Change	Author
02/26/02	1.0	Initial Version (Broken out from original Maintain Meetings Use Case.)	Carl Newcomer
04/19/02	1.1	Added activity diagram and aligned text.	Carl Newcomer
04/19/02	1.2	Updated document template	C Blizard
05/02/02	1.3	Updated with new screen sample and comments from Release 1 CDR 1.	Carl Newcomer

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1. Brief Description

The Amend, Cancel, or Reset Meetings use case specification describes how to manage committee meeting activities in regard to changing (amending) or canceling a published meeting. The use case also describes how to reset a pending amendment or cancellation provided it has not been published.

When a meeting is created for the first time it is assigned a notice action type of '01' (New) as shown below:

Agenda Seq Num	Version Agenda Seq Num	Notice Action Type	Meeting Location
123456	null	01 (New)	Washington Hyatt

If changes are required to the meeting such as a change in time, location, or format after it has been published with the Office of the Federal Register, it must be amended. Before the changes are entered for the amendment, the system creates a copy of the original meeting with a link to the new meeting through the version_agenda_seq_num recursive relationship as shown below:

Agenda Seq Num	Version Agenda Seq Num	Notice Action Type	Meeting Location
123456	null	02 (Amendment)	Rockville Ramada
200001	123456	01 (New)	Washington Hyatt

If the amended meeting were published with the Office of the Federal Register and it was to be cancelled, the system would creates a copy of the original meeting with a link to the new meeting through the version_agenda_seq_num recursive relationship as shown below:

Agenda Seq Num	Version Agenda Seq Num	Notice Action Type	Meeting Location
123456	null	02 (Cancellation)	Rockville Ramada
310000	123456	02 (Amendment)	Rockville Ramada
200001	123456	01 (New)	Washington Hyatt

If the cancellation has NOT been published with the Office of the Federal Register, the user can reset the meeting back to the amendment as shown below:

Agenda Seq Num	Version Agenda Seq Num	Notice Action Type	Meeting Location
123456	null	02 (Amendment)	Rockville Ramada
200001	123456	01 (New)	Washington Hyatt

However, the amended meeting cannot be reset since it has already been published with the Office of the Federal Register.

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 extend possible.

2. The user has come to accept many GUI characteristics of the existing system.
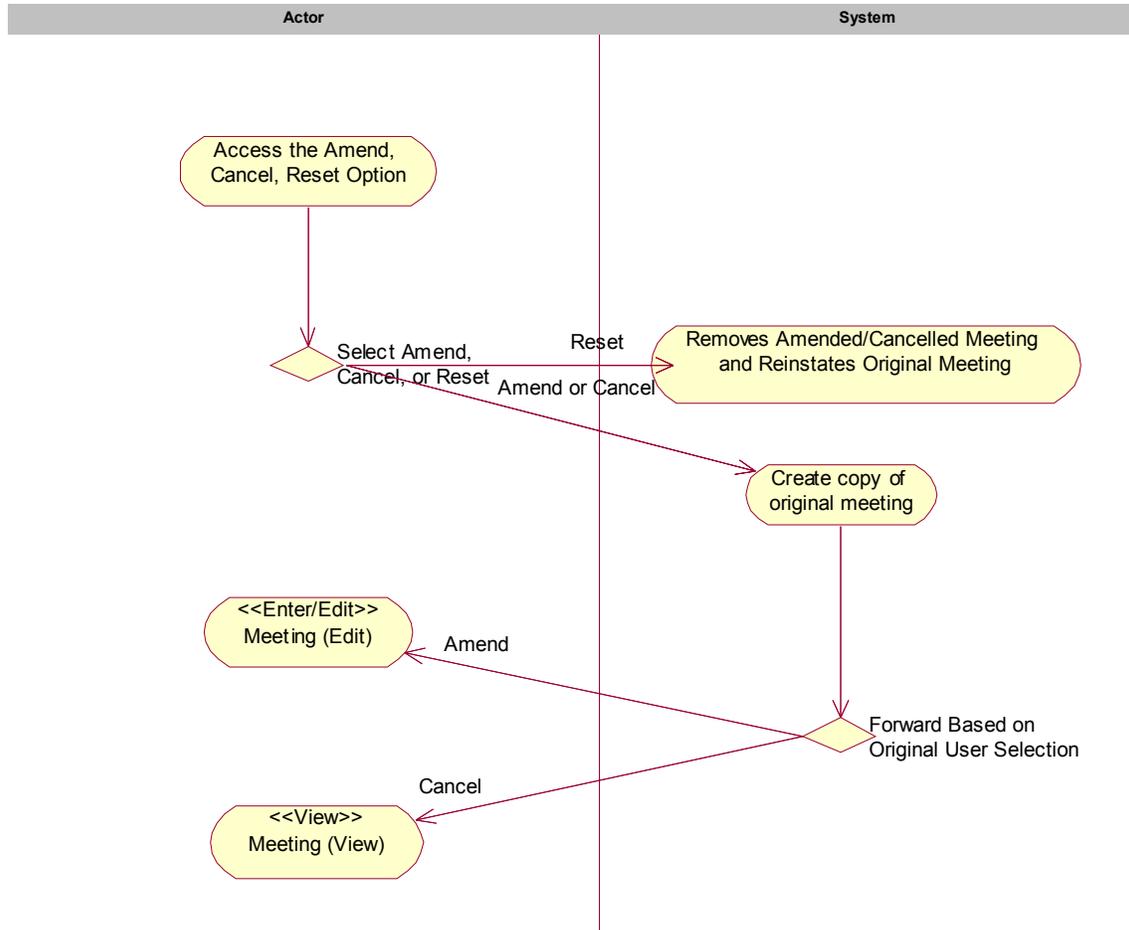
2. Pre-Conditions

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

Maintain Meetings Use Case.

3. Flow of Events

3.1 Activity Diagram

Actor	System

Access the Amend, Cancel, Reset Option

Select Amend, Cancel, or Reset

Reset → Removes Amended/Cancelled Meeting and Reinstates Original Meeting

Amend or Cancel → Create copy of original meeting

<<Enter/Edit>> Meeting (Edit)

Amend

Forward Based on Original User Selection

Cancel

<<View>> Meeting (View)

3.2 Textual Flow

1. Select the Amend/Cancel Meeting Option.

    Alternative Flows: Reset Amended/Cancelled Meeting

2. The system checks that the meeting is in the following state:

    a. Only FACA-Meetings are published and can be amended or cancelled.

    b. The meeting must already be published with the Office of the Federal Register which means it exists in the federal register notice meetings with a status code of 'NIH' indicating that the notice has been published.

    c. The meeting notice type must be New ('01') or Amended ('02').

3. The system displays a dialogue box to determine if the meeting is to be amended or cancelled.

    a. If the Amend option is selected, <<Enter/Edit>> Edit Meeting. See Meeting Maintenance Elements.

Note: Currently a meeting can only be amended once. However, a new requirement has emerged to allow meetings to be amended multiple times. The current physical design does not support amending meetings more than once.

     i.   The system makes a copy of the original meeting before storing the new information, so that the amendment can be reset, and updates the Notice Action Type to '02' (Amended).

     ii.   The system makes a copy of any detail agendas in the detail_agendas_t table and sets the "agenda sequence number details of" (detail_agendas_t.agenda_seq_num_details_of) to the copied meetings agenda sequence number (meeting_agendas_t.agenda_seq_num)

     iii.   The system must also update the agenda sequence number (agenda_seq_num) foreign key in the Federal Register Meetings Elements with the newly created copy of the meeting above.

b. If the Cancel option is selected, <<View>> Edit Meeting. See Meeting Maintenance Elements.

     i.   The system make a copy of the original meeting before storing the new information, so that the amendment can be reset, and updates the Notice Action Type to '03' (Cancelled).

     ii.   The system makes a copy of any detail agendas in the detail_agendas_t table and sets the "agenda sequence number details of" (detail_agendas_t.agenda_seq_num_details_of) to the copied meetings agenda sequence number (meeting_agendas_t.agenda_seq_num)

     iii.   The system must also update the agenda sequence number (agenda_seq_num) foreign key in the Federal Register Meetings Elements with the newly created copy of the meeting above.

3.3   Alternative Flows

3.3.1 Reset Amended/Cancelled Meeting

1. The system checks the state of the meeting to ensure that it has been amended or cancelled but has not been published in a Federal Register Notice yet.

2. The system displays a message and prompt to ensure that the meeting should be reset.

3. Select the Yes option.

4. The system resets the meeting to the previous copy of the meeting (i.e., if the meeting was cancelled it resets it to either amended or new; if the meeting was amended, it resets the meeting to new.) and removes the meeting being reset.

5. The system must also update the agenda sequence number (agenda_seq_num) foreign key in the Federal Register Meetings Elements from the copy above to the original meeting agenda sequence number.

6. The system must delete any detail agendas from the detail_agendas_t table for the meeting being reset and then updates the agendas sequence number (detail_agendas_t.agenda_seq_num) foreign key from the copy above to the original meeting agendas sequence number and clears the "agenda sequence number details of" field (agenda_seq_num_details_of).

3.4   Data Specifications

3.4.1 Meeting Maintenance Elements

See Common Use Case Components document Data Specifications

3.5   Post – Conditions

1.   Amend, cancel, or reset meeting complete.

3.6   Special Requirements

3.6.1 Data Validation

None.

3.6.2 Algorithms

None.

3.6.3 Other Requirements

None.