

Committee Management Use Case Specification: Identify Workgroups

Version 1.3

Prepared By:

Northrop Grumman Information Technology, Computing Systems
(Formerly ROW Sciences)
1700 Research Blvd
Suite 400
Rockville MD 20850-3142

Prepared For:

The National Institutes of Health
Office of Extramural Research
6705 Rockledge Drive
Rockville MD 20817

REVISION HISTORY

Date	Version	Description of Change	Author
04/10/02	1.0	Initial Version	Carl Newcomer
04/19/02	1.1	Updated document template	C Blizzard
05/02/02	1.2	Updated with new screen sample and comments from Release 1 CDR 1.	Carl Newcomer
5/9/02	1.3	Added Change History Tracking to Other Requirements	C Blizzard

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1. Brief Description

The Identify Workgroups use case specification describes how to identify meetings that are being conducted as workgroups and assign them to a parent meeting. This use case goes beyond simple requirements for the following reasons:

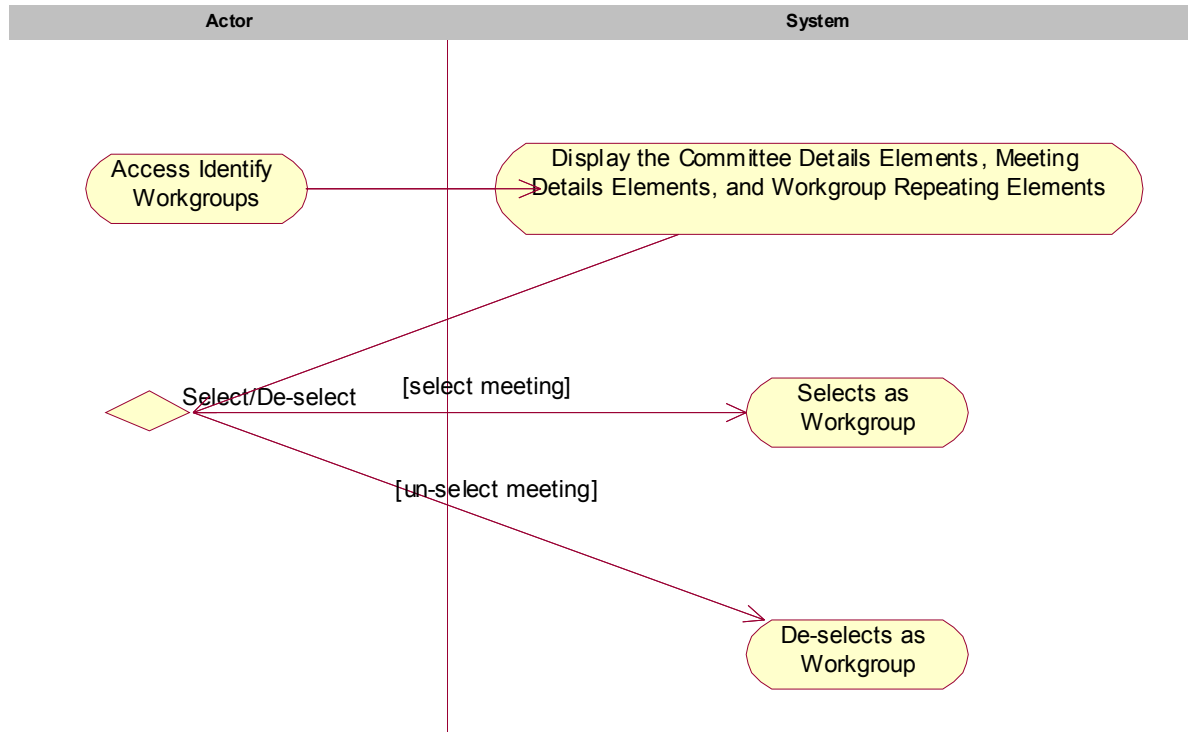
1. The system is a migration effort from Oracle Forms and as a result the underlying physical design will be used to the fullest extent possible.
2. The user has come to accept many GUI characteristics of the existing system.

2. Pre-Conditions

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

3. Flow of Events

3.1 Activity Diagram



3.2 Textual Flow

1. Select the Identify Workgroups option.
2. The system displays the Committee Details Elements, Meeting Maintenance Elements, and the Workgroup Repeating Elements and lists all Meetings that have been identified as NON-FACA Workgroup Meetings which are not already assigned to another FACA/Final Scoring Meeting. If the selected meeting in the Meeting Details Repeating Elements is not a FACA/Final Scoring Meeting, no meetings are displayed.
3. To select a NON-FACA Workgroup Meeting for the selected FACA/Final Scoring Meeting in the Meeting Details Repeating Elements, select the Workgroup option.
4. The system assigns the agenda sequence number (agenda_seq_num) from the Meeting Details Repeating Elements to the parent agenda sequence number (parent_agenda_seq_num) of the Workgroup Meeting.
5. To remove a NON-FACA Workgroup Meeting from the selected FACA/Final Scoring Meeting in the Meeting Details Repeating Elements, select the Workgroup option.
6. The system clears (set to null) the parent agenda sequence number (parent_agenda_seq_num) of the Workgroup Meeting.

3.3 Alternative Flows

None.

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 Workgroup Repeating Elements

The workgroups functionality is very similar to the Combine Council Subcommittee Meeting functionality as follows:

1. Meeting is not a version (i.e., under current design, the version agenda sequence number is null).
2. Meeting is not a council subcommittee meeting (i.e., under current design, the council subcommittee meeting code is 'N').
3. Meeting is a Non-FACA Meeting (i.e., under the current design, the FACA NONFACA Code is 'N').
4. Meeting has not been assigned to another FACA meeting (i.e., under current design, the parent agenda sequence number is null or equal to the agenda sequence number).

Currently the workgroup repeating elements are handled through a recursive relationship with the meeting agendas table (meeting_agendas_t) where meeting_agendas_t.agenda_seq_num is the primary key and meeting_agenda_t.parent_agenda_seq_num is the foreign key.

Element name	Description	Formatting	Edits	Data Conversion
	Table/Column Name			
Workgroup Option	If the meeting is being selected as a workgoup, the system updates the parent agenda sequence number with the selected agenda sequence number. If the meeting is being removed as a workgroup, the system sets the parent agenda sequence number to null.			
WG#	A sequential number for each workgroup within a FACA meeting.	Number(3)	Display Only	N/A
Agenda Sequence Number	A system generated unique number. meeting_agendas_t.agenda_seq_num (primary key)	Number(10)	Not Visible	N/A
Parent Agenda Sequence Number	The agenda sequence number of the parent meeting. meeting_agendas_t.parent_agenda_seq_num (foreign key from meeting_agendas_t)	Number(10)	Not Visible	N/A
Federal Staff Number	A unique number identifying a federal staff. meeting_agendas_t.fed_staff_num (foreign key from cmte_fed_staffs_t)	Number(6)	Not Visible	N/A
Person ID	A unique number identifying a person.	Number(10)	Not Visible	N/A

Element name	Description	Formatting	Edits	Data Conversion
	Table/Column Name			
	cmte_fed_staffs_t.person_id (foreign key from persons_t)			
Fed Staff	Last name of federal staff person.	Char(30)	Display Only	N/A
	persons_t.last_name			
Grp	A code used for grouping meetings within a review cycle.	Char(2)	Display Only	N/A
	meeting_agendas_t.group_code			
Meeting Dates	The beginning date of the meeting.	Date, mm/dd/yyyy	Display Only	N/A
	meeting_agendas_t.start_date			
	The end date of the meeting (mm/dd/yyyy).	Date, mm/dd/yyyy	Display Only	N/A
	meeting_agendas_t.end_date			
Start Time	The start time of the meeting.	Char(5)	Display Only	N/A
	meeting_agendas_t.start_time			
Panel Name	Name of the Panel holding the meeting (For SEPs and NACs only).	Char(240)	Display Only	N/A
	meeting_agendas_t.panel_name			
Hotel/Organization	Meeting location.	Char(50)	Display Only	N/A
	meeting_agendas_t.line_1_addr			

3.5 Post – Conditions

1. Identify Workgroups setup complete.

3.6 Special Requirements

3.6.1 Data Validation

None.

3.6.2 Algorithms

None.

3.6.3 Other Requirements

3.6.3.1 Change History Tracking

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

3.6.4 Screen Samples

3.6.4.1 Proposed Workgroups Screen

