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**Project Use Case Specification Template**  
Rev. 1.5 April, 2016

**SAMPLE: For Evaluation Only**

## PROJECT USE CASE SPECIFICATION

 = Inline Help. Mouse Over the symbol to see help text.

**Commented [1.1]:** Congratulations! You have found inline help.

<b>Project Name:</b>	
<b>Use Case Name:</b>	
<b>Analyst Name:</b>	

A Use Case specification document is a written description of the interaction between an Actor (e.g. a business role such as Clerk) and a system (e.g. software application) during execution of a process (e.g. Pay Bill). The Use Case is a powerful means of documenting functional requirements, and provides important support to designers, developers, test teams, documentation staff and others.

*Note: Enter N/A in any section of the template that does not apply to a given Use Case*

**Sample Document – For Evaluation Only**

**The first 5 of 11 pages are provided here for your review**

**For the complete template, see:**

**[www.cvr-it.com](http://www.cvr-it.com)**

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**Use Case Name:** <Enter name here>

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## Contents






PROJECT USE CASE SPECIFICATION	1
1. Description	3
2. Actors	3
3. Assumptions	3
4. Constraints	3
5. Trigger	4
6. Primary Scenario	4
7A. Alternative Scenario 1	5
7B. Alternative Scenario 2	6
8A. Exception Scenario 1	7
8B. Exception Scenario 2	8
9. "Includes" Use Cases	9
10. Special Actions	9
11. List of Scenarios	10
12. Data	10
13. Business Rules	10
14. Non-Functional Requirements	11
15. Use Case Glossary	11
16. Comments/Concerns/Issues/Notes	11
17. Project Use Case Specification Form / Signatures	12

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Use Case Name: <Enter name here>

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1. Description	
<i>Provide a unique I.D. and a brief description of this Use Case</i>	
Unique Identifier 	
Use Case Description:	
Use Case Value: 	
Priority: 	<input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low
Urgency: 	<input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low
Link to Use Case Diagram 	

**Commented [.2]:** Every Use Case should have a unique identification code.


**Commented [.3]:** What is the value of this use case? Why should this functionality be included in the solution?

**Commented [.4]:** Priority is an indication of the importance of the use case. Put an X in the appropriate box. Select from **High** (Central to the purpose of this solution; failure would make the solution unusable), **Medium** (Important; Failure would cause significant disruption but the solution can still be used) or **Low** (Failure would cause minor disruption in use of the solution)


**Commented [.5]:** In a multi-phase project, how immediate is the need for this use case? Choose High, Medium or Low or else enter the phase in which the use case should be delivered.


**Commented [.6]:** Provide a link to the Use Case Diagram where this use case is referenced.

**Commented [.7]:** An Actor is any person, device or external system that can access, change or makes use of solution information and functions. This template assumes that the solution includes a software application and there is at least one Actor in addition to the System Actor.

2. Actors	
<i>List and describe all Actors that will participate in this Use Case. Add lines as needed. </i>	
Actor 2.1	
Actor 2.2	
Actor 2.3	

**Commented [.8]:** An Assumption is anything that is said to be true for planning purposes but which may not actually be true.

3. Assumptions	
<i>List any assumptions that you have made in developing this Use Case. Add lines as needed. </i>	
3.1	
3.2	
3.3	

4. Constraints	
<i>List any constraints relevant to this Use Case. Add lines as needed. </i>	
4.1	
4.2	
4.3	

**Commented [.9]:** A Constraint is any externally imposed factor that limits the range of choices available.

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### 5. Trigger

List at least one specific action or condition that can trigger the Use Case.

- 5.1
- 5.2
- 5.3

**Commented [..10]:** A trigger is the event or condition that initiates the use case, or that provides the reason for an actor to initiate the use case.

### 6. Primary Scenario

**6.1 Scenario Identifier:** <Enter Primary Scenario name and brief descriptor here>

**6.2 Preconditions:** List any conditions that must be present before this scenario can be used. Add lines as needed.

- 6.1.1
- 6.1.2
- 6.1.3

**6.3 Scenario actions:** Describe the most common sequence of actions in this scenario. Add lines as needed. Clear example data before using this template.

Step	User Action	System Response (optional)
6.3.1	Action	
6.3.2		Action
6.3.3	Action	
6.3.4	Action	
6.3.5		Action
6.3.7	Action – may lead to an Alternative Scenario	
6.3.8	Action – if an Alternative Scenario is used, it returns here	
6.3.9		Action
6.3.11	Action	
6.3.12	Action – point of known possible error. Exception Scenario may start here	
6.3.13	Action – If Exception Scenario is used, it may return here	
6.3.14		Action

**Commented [..12]:** The Primary Scenario is that sequence of actions that, if nothing goes wrong, is most often chosen or that will most likely occur.

**Commented [..11]:** A Scenario is a path through the use case. For example, if there is one main flow and two alternate flows, there are three possible scenarios in the use case. If each alternate flow includes an exception flow, then there are five possible scenarios in the use case. Each scenario can be used as the basis for a Test Case.

**Commented [..13]:** The primary Actor is referred to here as the User. If there is more than one Actor, be certain to identify which one takes each action, or create one or more additional columns in the table.

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6. Primary Scenario		
6.3.15		Action
6.3.16	Action	
6.3.17	End Use Case	
6.4 Post-conditions: List the states of the system and outputs from the process at the end of the scenario. Add lines as needed.		
6.4.1		
6.4.2		
6.4.3		
6.5 Artifacts: List all artifacts created by this scenario. Add lines as needed.		
6.5.1		
6.5.2		
6.5.3		

Commented [14]: A post-condition is a non-tangible result such as a change in state, e.g. overdrawn account

Commented [15]: An artifact is a tangible output from the scenario such as a report, working software, or documentation.

7A. Alternative Scenario 1		
An Alternative Scenario is a variation of the Primary scenario. It is a legitimate expression of the use case, but is used less often.		
7A.1 Scenario Identifier:	<Enter Alternative Scenario name and brief description here>	
7A.2 Preconditions: List any conditions that must be present before this scenario can be used. Add lines as needed.		
7A.2.1		
7A.2.2		
7A.2.3		
7A.3 Scenario actions: List the steps of this scenario. Add additional lines as needed.		
Step	User Action	System Response (optional)
7A.3.1	Source step <Enter the number of the Primary Scenario Step that leads to this Alternative Scenario  >	
7A.3.2		
7A.3.3		
7A.3.4		

Commented [16]: For example, if Step 6.7 in the Primary Flow is a decision point that can lead to this Alternative Flow, enter "6.7" here.