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# ERA National Institutes of Health

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## Xtrain Use Case Specification: Reappoint Trainee

Version 1.5

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## Revision History

<b>Date</b>	<b>Version</b>	<b>Description</b>	<b>Author</b>
5/23/2001	Draft	Draft Version	R. Reifsnider
12/29/2002	1.1	Clarified Basic Flow	Steve Fitzgerald
01/01/2003	1.2	Modified table data	S. Fitzgerald
03/12/2003	1.3	Several modifications	Steve Fitzgerald
04/07/2003	1.4	Changed terminology to reflect selecting project instead of grant.	Steve Fitzgerald
04/08/2003	1.5	Modified textual flow and diagram to account for selecting a grant. Added additional requirements that a reappointment can be made for a prior support year.	Steve Fitzgerald

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## Use Case Specification: Reappoint Trainee

### 1. Brief Description

This use case describes how a Program Director (PD) at a grantee institution reappoints a trainee to a grant.

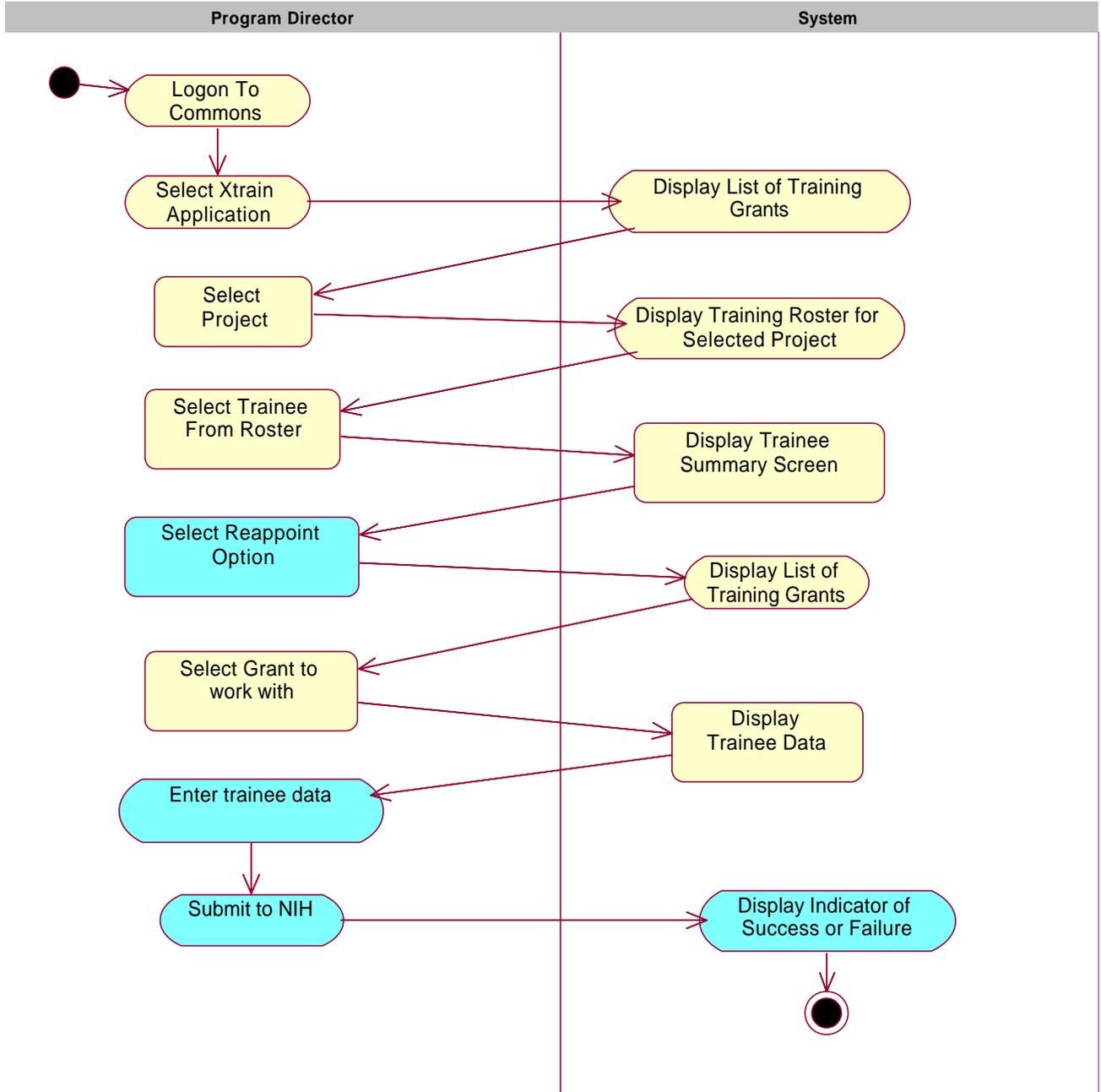
### 2. Pre-Conditions

1. Actor has logged into the Commons
2. Actor has chosen Xtrain Application
3. Actor has selected a project to work with
4. Actor has selected a trainee from the Trainee Roster Screen

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## 2.1 Basic Flow

### 2.1.1 Flow Chart



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### 2.1.2 Re-Appoint Trainee Textual Flow

5. Log in to Commons
6. Select X-train Application
7. The system displays a list of training projects associated with actor (Program Director) (The grant project is displayed for selection)  
*Alternative Flow:* Invalid Request - No Projects found exception.
8. Actor selects the project
9. The system displays the roster of trainees.  
*Alternative Flow:* Invalid Request - No Trainee Appointments
10. Actor selects the trainee from the list.
11. The system displays the Trainee Summary form. Existing data for trainee is displayed. The data for the most recent appointment is displayed. In addition, appointment history summary information will be displayed.
12. Actor selects the reappoint trainee button.
13. The system displays a list of all grants associated with the current project.
14. Actor selects a specific support year (specific grant).
15. System provides an interface where actor can enter appointment start and end dates, stipend information, and verify address information.
16. Actor makes changes to the editable fields on the Trainee Reappointment form (The data on this form are shown in the Special Requirements Section, Table 1).
17. Actor submits the form to the system.
18. The system displays an indicator of success.

## 2.2 Alternative Flows

### 2.2.1 Invalid Trainee Reappointment Form Entry

Data entered on the form is invalid.

1. The system redisplay the screen with the invalid entries marked and with an explanation of the problem.
2. Continue with "Enter Form Data"

## 3. Post-Conditions

1. A Trainee is reappointed

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#### **4. Special Requirements**

##### **4.1 Data Validation**

See supplementary specification for data validation.

##### **4.2 Additional Requirements**

Reappointments can be made for previous support years. This is functionally equivalent to adding a new trainee appointment in a prior year. The reappointment must conform to the business rules for previous/overlapping appointments. (trainee can not have more than one trainee appointment at the same time (same month/year), unless each of those appointments are part time appointments. )