



Deliverable: 2.2 VoteCal System Functional Specifications

VoteCal Statewide Voter Registration System Project

State of California, Secretary of State (SOS)



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1 Introduction

This document is Deliverable 2.2, the VoteCal System Functional Specification. It has been developed to the specifications presented in Deliverable Expectation Document (DED) 2.2 as approved by the Secretary of State (SOS).

The VoteCal System Functional Specification deliverable is responsible for documenting what (not how) the VoteCal System will provide. It presents the components of the system at a high level of abstraction, reflective of the “analysis model”. Subsequent deliverables will present continued elaborations of the design artifacts incorporated into the deliverable. At the culmination of the design phase is the delivery of deliverables that will contain the detailed design artifacts that document the “design model” – how the system will provide the required functionality.

1.1 Purpose and Objectives

There are three simultaneous objectives for Deliverable 2.2: VoteCal System Functional Specification:

- To serve as the analysis model of the system that will evolve into a full design model through a process of progressive elaboration.
- To serve as a framework and a backdrop for discussion during the discovery sessions.
- To demonstrate how the system will address all requirements in the form of:
 - Interface
 - Business Processing Logic
 - Process
 - Data Artifacts

1.2 Scope

Deliverable 2.2: VoteCal System Functional Specification will be produced in conjunction with Deliverable 2.1: VoteCal System Requirements Specification. The combination of Deliverables 2.1 and 2.2 will form the basis of the “analysis model” which will serve as the starting point for and input into the discovery sessions.

The VoteCal System Functional Specification conveys the aspects of the VoteCal System “analysis model” and serves as a bridge between the Validated System Requirements and Deliverable 2.3, the VoteCal System Detailed System Design Specification. The design artifacts are presented at a higher level of abstraction than what Deliverable 2.3 will present. Formal discovery sessions will occur between this Deliverable 2.2 and Deliverable 2.3 which will provide input for increased design elaboration.

1.3 Standards

The approach to the design of the VoteCal System is based on a single iteration of the Unified Process. The design artifacts are adapted from the Unified Modeling Language (UML).

1.4 Assumptions, Dependencies, and Constraints

This deliverable was prepared on the basis of the following assumptions, dependencies, and constraints.

- The use cases and other design artifacts are at a high level of abstraction and are subject to refinement and elaboration based on information gathered from SOS and the counties during the Discovery Sessions.
- The use cases and other design artifacts represent the design of the VoteCal system. These artifacts are maintained and updated separately. The Design deliverables capture the design of the VoteCal system at a point in time through the status of these artifacts at the time the deliverable is produced.

1.5 Document Control

This document contains a revision history log. When changes occur, the version number will be incremented and the date, name of the person authoring the change, and a description of the change will be recorded in the revision history log of the document.

As with other work products of the VoteCal Project, the approved VoteCal System Functional Specification will be placed under configuration management in accordance with the Document Management Plan (a subset of the Project Management Plan). Also, in accordance with the Document Management Plan, the VoteCal System Functional Specification will be stored on the SharePoint server and available to the project team, the Independent Project Oversight Consultant (IPOC), Independent Verification and Validation (IV&V) vendor, and SOS senior management.

2 Functional Specification

This is one of several documents intended to address the design of the VoteCal System. This document lays the foundation for the design of the VoteCal system by providing a high-level description of the general architecture, along with a description of the interfaces with other State agencies, a description of the database, processing functions, and the overall platform for the system.

This deliverable and its companion document, VoteCal System Requirements Specification (Deliverable 2.1) serve as the analysis model of the VoteCal system design. These documents will provide a preliminary view of the design in preparation for the Discovery sessions.

After the Discovery sessions, the VoteCal system design will be elaborated through the following design documents:

- Deliverable 2.3 – VoteCal Detailed System Design Specifications
- Deliverable 2.7 – VoteCal System Technical Architecture Documentation

Certain details of the design will be further elaborated in the following design deliverables:

- Deliverable 2.4 – VoteCal System Standard Report Specifications
- Deliverable 2.8 – VoteCal System Data Model and Data Dictionary
- Deliverable 2.9 – VoteCal System Data Conversion and Data Integration Plan

2.1 Use Cases

This deliverable presents the preliminary use cases. The preliminary use cases are descriptions of the behavior of the VoteCal system as it responds to requests from external actors. Each use case describes the behavior of the system needed to meet one or more of the requirements of the system as defined in the Request for Proposals.

2.1.1 Preliminary Use Case Inventory

This section presents the preliminary use case inventory.

The numbering scheme for the use cases is as follows:

UC99.99.01 {Use Case Name} v1.x, where:

- “UC” designates it as a use case
- 99 – the first number designates the use case category
- 99 - the second number indicates the use case sequence number within the category
- 01 – a designator to identify variations on a theme. The majority of use cases will only have a single variation.
- Use Case Name – an abbreviated name for the use case
- v1.x – The version for the use case.

The use case categories are:

- 01 – Voter Registration
- 02 – Voter Search
- 03 – List Maintenance
- 04 – Data Synchronization
- 05 – Administration
- 06 – Extracts/Lists
- 07 – Correspondence
- 08 – Reports
- 09 – Survey
- 10 – Public Website Access

The following table presents the inventory of the use cases for the VoteCal system:

Table 2-1 Use Case Inventory

#	Use Case #	Use Case Name	Category	Version	Status	Comments
1	01.01.01	Update Existing Voter Through VoteCal Application	01) Voter Registration	1.3	Include	
2	01.02.01	Respond to Missing Precinct Assignment Notice Through EMS	01) Voter Registration	1.2	Include	
3	01.03.01	Update Existing Voter Through EMS	01) Voter Registration	1.2	Include	
4	01.05.01	Add Comment or Contact to Voter Record	01) Voter Registration	1.2	Include	
5	01.06.01	Modify Confidential Voter Status	01) Voter Registration	1.3	Include	
6	01.11.01	Register New Voter Through EMS	01) Voter Registration	1.2	Include	
7	01.11.02	Transfer Voter Through EMS	01) Voter Registration	1.1	Include	
8	01.11.04	Enter Rejected Voter Through EMS	01) Voter Registration	1.2	Include	Replaces 01.21.01
9	01.14.01	Respond to Notice of Data Deficiency	01) Voter Registration	1.2	Include	
10	01.15.01	Process Failed IDV Retry Job	01) Voter Registration	1.3	Include	
11	01.16.01	Process DMV Registrations and COAs	01) Voter Registration	1.3	Include	
12	01.17.01	Modify VIG Opt-Out Status for a Voter	01) Voter Registration	1.3	Include	
13	01.18.01	Derive Unique Identifier for Voter Record	01) Voter Registration	1.3	Include	
14	01.19.01	Handle Local Voter Registration Contingency	01) Voter Registration	1.2	Include	
15	01.20.01	Attach or View Document for Voter Record	01) Voter Registration	1.3	Include	
16	02.01.01	Search Voter through Web Application	02) Voter Search	1.4	Include	
17	02.02.01	Search Voter through EMS Interface	02) Voter Search	1.3	Include	
18	02.03.01	View Voter Details Through Web Application	02) Voter Search	1.3	Include	
19	03.01.01	Process DHS Health Record File	03) List Maintenance	1.3	Include	CDPH Death Record File
20	03.02.01	Accept or Reject Death Record Match Case	03) List Maintenance	1.4	Include	Renumbered from 03.16.01 to 03.02.01

#	Use Case #	Use Case Name	Category	Version	Status	Comments
21	03.03.01	Undo Accepted Death Record Match Case	03) List Maintenance	1.2	Include	
22	03.11.01	Process CDCR Felon Record File	03) List Maintenance	1.3	Include	
23	03.12.01	Accept or Reject CDCR Felon Record Match Case	03) List Maintenance	1.5	Include	Renumbered from 03.21.01 to 03.12.01
24	03.13.01	Undo Accepted CDCR Felon Match Case	03) List Maintenance	1.3	Include	
25	03.21.01	Process DMV COA Record File	03) List Maintenance	1.3	Include	
26	03.22.01	Accept or Reject DMV COA Match Case	03) List Maintenance	1.5	Include	Renumbered from 03.06.01 to 03.22.01
27	03.23.01	Undo Accepted DMV COA Record Match	03) List Maintenance	1.3	Include	
28	03.31.01	Create NCOA-CASS Export	03) List Maintenance	1.0	Include	
29	03.32.01	Process NCOA-CASS Record File	03) List Maintenance	1.4	Include	
30	03.33.01	Accept or Reject NCOA Match Case	03) List Maintenance	1.1	Include	Renumbered from 03.28.01 to 03.33.01
31	03.41.01	Process Duplicate Voter Detection Job	03) List Maintenance	1.4	Include	
32	03.42.01	Accept or Reject Duplicate Voter Match Case	03) List Maintenance	1.3	Include	Renumbered from 03.08.01 to 03.42.01
33	03.43.01	Undo Accepted Duplicate Voter Match Case	03) List Maintenance	1.5	Include	
34	03.44.01	Re-Open Rejected Duplicate Voter Match Case	03) List Maintenance	1.3	Include	
35	03.50.01	Accept or Reject Transfer Out Condition	03) List Maintenance	1.4	Include	
36	04.06.01	EMS Processes Message Queue	04) Data Synchronization	1.2	Include	
37	04.07.01	Process VNC Printed Notification Batch	04) Data Synchronization	1.4	Include	
38	04.10.01	Process Election Participation Batch	04) Data Synchronization	1.4	Include	
39	04.11.01	Process Vote-By-Mail History Batch	04) Data Synchronization	1.3	Include	
40	04.12.01	Process Provisional Voting Batch	04) Data Synchronization	1.4	Include	
41	04.13.01	Process Precinct-District Mapping Batch	04) Data Synchronization	1.4	Include	
42	04.14.01	Process Voter Record Update Batch	04) Data Synchronization	1.3	Include	

#	Use Case #	Use Case Name	Category	Version	Status	Comments
43	04.15.01	Process Election Polling Place Batch	04) Data Synchronization	1.3	Include	
44	04.16.01	Process Voter Activity Batch	04) Data Synchronization	1.4	Include	
45	04.17.01	Send Signature Batch	04) Data Synchronization	1.2	Include	
46	04.18.01	Process Batch Data Exchange	04) Data Synchronization	1.0	Include	
47	05.01.01	Schedule Sweep of Expired Confidential Voter Status	05) Administration	1.3	Include	
48	05.08.01	Record Issuance of Affidavits for Organization	05) Administration	1.3	Include	
49	05.09.01	Determine Organization that was Issued an Affidavit	05) Administration	1.3	Include	
50	05.10.01	Log into VoteCal Web Application-User	05) Administration	1.3	Include	
51	05.12.01	Create User Account from VoteCal Application	05) Administration	1.3	Include	
52	05.15.01	Add Organization	05) Administration	1.2	Include	
53	05.16.01	Select Organization	05) Administration	1.2	Include	
54	05.17.01	Edit Organization	05) Administration	1.3	Include	
55	05.19.01	Add or Edit Customer Organization Contact	05) Administration	1.3	Include	
56	05.24.01	Print Screen Information	05) Administration	1.1	Include	
57	06.01.01	State User Generates Official List of Voters	06) Extracts/Lists	1.2	Include	
58	06.06.01	Enter PVRDR Jury Wheel Request for Organization	06) Extracts/Lists	1.4	Include	
59	06.07.01	Generate PVRDR File Set	06) Extracts/Lists	1.3	Include	
60	07.01.01	Generate Expired Confidential Voter Status Mailing	07) Correspondence	1.5	Include	
61	07.18.01	Generate Report or Correspondence	07) Correspondence	1.6	Include	
62	08.01.01	User Generates Orphaned Voter Report	08) Reports	1.4	Include	
63	08.03.01	Jurisdictional User Generates Precinct-District Report	08) Reports	1.4	Include	
64	08.10.01	Access VoteCal Help Feature	08) Reports	1.3	Include	
65	08.11.01	User Generates Orphaned Precincts Report	08) Reports	1.4	Include	
66	09.06.01	Answer ROR Survey	09) Survey	1.2	Include	
67	10.01.01	Verify Voter Registration Online	10) Public Website	1.2	Include	
68	10.02.01	Register to Vote Online	10) Public Website	1.3	Include	

#	Use Case #	Use Case Name	Category	Version	Status	Comments
69	10.03.01	Determine Provisional Ballot Status Online	10) Public Website	1.3	Include	
70	10.04.01	Determine Vote-by-Mail Ballot Status Online	10) Public Website	1.3	Include	
71	10.05.01	Select Alternate Language for Online Features	10) Public Website	1.3	Include	
72	10.06.01	Modify VIG Opt-Out Status Online	10) Public Website	1.2	Include	
73	10.07.01	Verify Voter Identity Online	10) Public Website	1.5	Include	
74	01.13.01	Check for Duplicate Driver's License or State ID Rejections	01) Voter Registration		Reference	
75	03.51.01	Review Unresolved List Maintenance Issues	03) List Maintenance		Reference	
76	05.02.01	Modify Printed Notification and Post Card Templates	05) Administration		Reference	
77	05.03.01	Configure List Management Match Settings	05) Administration		Reference	
78	05.05.01	Configure Standard Codes	05) Administration		Reference	
79	05.06.01	Edit Political Party	05) Administration		Reference	
80	05.07.01	Modify ROR Format and Content	05) Administration		Reference	
81	05.11.01	Adjust Functions Assigned to Security Role	05) Administration		Reference	
82	05.13.01	Edit Security Policy Settings	05) Administration		Reference	
83	05.14.01	Adjust Allowed Idle Session Time	05) Administration		Reference	
84	05.18.01	Determine Organization that Requested PVRDR using Salt Record	05) Administration		Reference	
85	05.20.01	Schedule a Job	05) Administration		Reference	
86	05.21.01	Check Job Status	05) Administration		Reference	
87	05.22.01	Add or Edit Political Party Contact	05) Administration		Reference	
88	05.23.01	Add Political Party	05) Administration		Reference	
89	05.25.01	Enter Eligible Registrants Estimates for ROR	05) Administration		Reference	New Use Case (Added 02/05/2010)
90	06.08.01	Create or Modify PVRDR Salt Record	06) Extracts/Lists		Reference	
91	07.02.01	Generate Failed DMV COA Transaction Mailing	07) Correspondence		Reference	
92	07.03.01	Generate VNC Mailing	07) Correspondence		Reference	
93	07.07.01	Generate ARCP Mailing	07) Correspondence		Reference	

#	Use Case #	Use Case Name	Category	Version	Status	Comments
94	07.08.01	Genrate CAN Extract	07) Correspondence		Reference	
95	07.09.01	Generate VIG Mailing List	07) Correspondence		Reference	
96	07.10.01	Generate Post-VIG Mailing List	07) Correspondence		Reference	
97	07.16.01	Generate RCP Mailing	07) Correspondence		Reference	
98	07.17.01	Confirm VNC's Were Sent	07) Correspondence		Reference	
99	08.04.01	Generate Report of Registration (ROR) Components	08) Reports		Reference	
100	08.09.01	Define Ad-Hoc Report	08) Reports		Reference	
101	09.05.01	Open ROR Survey	09) Survey		Reference	
102	09.07.01	View or Edit ROR Survey Responses	09) Survey		Reference	
103	09.08.01	Close ROR Survey	09) Survey		Reference	

Note: For those use cases specified with a status of "Include", the use cases will be submitted with this deliverable. The remaining use cases specified with a status of "Reference" will only be referenced in this inventory table.

2.1.2 Preliminary Use Cases

Each use case is maintained as a separate word document. The use cases are submitted with this deliverable, but as separate documents. Please look to "Deliverable 2.2 Functional Specification - Addendum Use Cases v2.1.zip", included with this deliverable as a separate file. The .zip file contains all of the use cases listed in the use case inventory.

2.2 User Interface Specifications

The user interface (UI) specifications are presented in the form of an inventory of user interface pages and a page flow diagram.

2.2.1 Page Inventory

The following table presents an inventory of user interface pages extracted from the use cases that have been presented to date. The table breaks down the user interface pages into functional categories, referred to as areas.

Table 2-2 User Interface Page Inventory

#	UI Number	Area	Page Name
1	UI99.XX	All	Help Detail
2	UI99.XX	All	Help Index
3	UI99.XX	Main	Access Denied
4	UI99.XX	Main	Login

#	UI Number	Area	Page Name
5	UI99.XX	Main	Start Page
6	UI99.XX	Organizations	Add Organization
7	UI99.XX	Organizations	Add Organization Contact
8	UI99.XX	Organizations	Create PVRDR Salt Record
9	UI99.XX	Organizations	Edit Organization
10	UI99.XX	Organizations	Enter PVRDR/Jury Wheel Extract Request
11	UI99.XX	Organizations	Issue Voter Registration Affidavits
12	UI99.XX	Organizations	Look up Affidavit Issuance Record
13	UI99.XX	Organizations	Look up PVRDR by Salt Record
14	UI99.XX	Organizations	Modify PVRDR Salt Record Detail
15	UI99.XX	Organizations	Modify PVRDR Salt Record List
16	UI99.XX	Organizations	Organization Details
17	UI99.XX	Organizations	Organization PVRDR Details
18	UI99.XX	Organizations	Organization PVRDRs List
19	UI99.XX	Organizations	PVRDR Extract Details
20	UI99.XX	Organizations	Schedule PVRDR Extract
21	UI99.XX	Organizations	Select Organization
22	UI99.XX	Reporting and Correspondence	Alternate Residency Confirmation Postcard (ARCP)
23	UI99.XX	Reporting and Correspondence	Change of Address Notification (CAN)
24	UI99.XX	Reporting and Correspondence	Confidential Voter Status Expiration Notice
25	UI99.XX	Reporting and Correspondence	Failed DMV COA Transaction
26	UI99.XX	Reporting and Correspondence	Orphaned Precinct Report
27	UI99.XX	Reporting and Correspondence	Orphaned Voter Report
28	UI99.XX	Reporting and Correspondence	Post Voter Information Guide (VIG) Mailing List
29	UI99.XX	Reporting and Correspondence	Precinct-District Report
30	UI99.XX	Reporting and Correspondence	Report List
31	UI99.XX	Reporting and Correspondence	Report of Registration (ROR)
32	UI99.XX	Reporting and Correspondence	Report Request
33	UI99.XX	Reporting and Correspondence	Residency Confirmation Postcard (RCP)
34	UI99.XX	Reporting and Correspondence	VNC – District Detail Template
35	UI99.XX	Reporting and Correspondence	VNC – Standard Template
36	UI99.XX	Reporting and Correspondence	Voter Information Guide (VIG) Mailing List
37	UI99.XX	Reporting and Correspondence	Voter Invalid Addresses Report
38	UI99.XX	Reporting and Correspondence	Voter Registration Statistics Report
39	UI99.XX	Reporting and Correspondence	Voters by Party by County
40	UI99.XX	State Administration	Add Political Party

#	UI Number	Area	Page Name
41	UI99.XX	State Administration	Add Political Party Contact
42	UI99.XX	State Administration	Configure Standard Codes
43	UI99.XX	State Administration	Edit Political Party
44	UI99.XX	State Administration	Edit Political Party Contact
45	UI99.XX	State Administration	Job Detail
46	UI99.XX	State Administration	Job List
47	UI99.XX	State Administration	Job Management
48	UI99.XX	State Administration	Job Scheduler
49	UI99.XX	State Administration	Job Status
50	UI99.XX	State Administration	Political Party Management
51	UI99.XX	State Administration	Schedule a Job
52	UI99.XX	State Administration	User Account Detail
53	UI99.XX	State Administration	User Account List
54	UI99.XX	Survey	Open ROR Survey
55	UI99.XX	Survey	Respond to Survey
56	UI99.XX	Survey	ROR Survey Details
57	UI99.XX	Survey	ROR Survey List
58	UI99.XX	Survey	Survey Answers
59	UI99.XX	Survey	Survey Management
60	UI99.XX	Survey	View Survey Responses
61	UI99.XX	VoteCal Public Website	Check Provisional Ballot Status
62	UI99.XX	VoteCal Public Website	Display Provisional Ballot Status
63	UI99.XX	VoteCal Public Website	Election Mail-In Ballot Status Participation Detail
64	UI99.XX	VoteCal Public Website	Election Mail-In Ballot Status Participation List
65	UI99.XX	VoteCal Public Website	Modify VIG Opt-out Status
66	UI99.XX	VoteCal Public Website	Select Preferred Language
67	UI99.XX	VoteCal Public Website	Verify Voter Identity: Step 1
68	UI99.XX	VoteCal Public Website	Verify Voter Identity: Step 2
69	UI99.XX	VoteCal Public Website	Verify Voter Identity: Step 2 (SSN4)
70	UI99.XX	VoteCal Public Website	VoteCal Public Website Splash
71	UI99.XX	Voter Management	Add Voter Comment
72	UI99.XX	Voter Management	Add Voter Contact
73	UI99.XX	Voter Management	Affidavit Image Detail
74	UI99.XX	Voter Management	Affidavit Images
75	UI99.XX	Voter Management	Attach a Document
76	UI99.XX	Voter Management	Edit Voter Comment

#	UI Number	Area	Page Name
77	UI99.XX	Voter Management	Edit Voter Contact
78	UI99.XX	Voter Management	Edit Voter Data
79	UI99.XX	Voter Management	Flag Voter as Confidential
80	UI99.XX	Voter Management	Remove Confidential Status
81	UI99.XX	Voter Management	Signature Image Detail
82	UI99.XX	Voter Management	Signature Images
83	UI99.XX	Voter Management	Voter Attachments
84	UI99.XX	Voter Management	Voter Comments
85	UI99.XX	Voter Management	Voter Contacts
86	UI99.XX	Voter Management	Voter Detail
87	UI99.XX	Voter Management	Voter Detail - Confidential
88	UI99.XX	Voter Management	Voter List
89	UI99.XX	Voter Management	Voter List and Search
90	UI99.XX	Voter Management	Voter VIG Opt-Out Status
91	UI99.XX	Work Item Management	CDCR Felon Record Match Case Detail
92	UI99.XX	Work Item Management	CDCR Felon Record Match Case List
93	UI99.XX	Work Item Management	Death Record Match Case Detail
94	UI99.XX	Work Item Management	Death Record Match Case List
95	UI99.XX	Work Item Management	DMV COA Match Case Detail
96	UI99.XX	Work Item Management	DMV COA Match Case List
97	UI99.XX	Work Item Management	Duplicate Voter Match Case Detail
98	UI99.XX	Work Item Management	Duplicate Voter Match Case List
99	UI99.XX	Work Item Management	NCOA Match Case Detail
100	UI99.XX	Work Item Management	NCOA Match Case List
101	UI99.XX	Work Item Management	Transfer Out Match Case Detail
102	UI99.XX	Work Item Management	Transfer Out Match Case List
103	UI99.XX	Work Item Management	Work Item Summary

2.2.2 Page Flow Diagram

This section presents a series of page flow diagrams. The diagrams are broken down into functional categories, referred to as areas, with each diagram sequence reflecting a single area. The diagrams are pasted into this section and also presented in a separate file. Please look to “Deliverable 2.2 Functional Specification - Addendum Page Flow v2.1.pdf”, included with this deliverable as a separate file.

Figure 2-1 VoteCal Application - Main

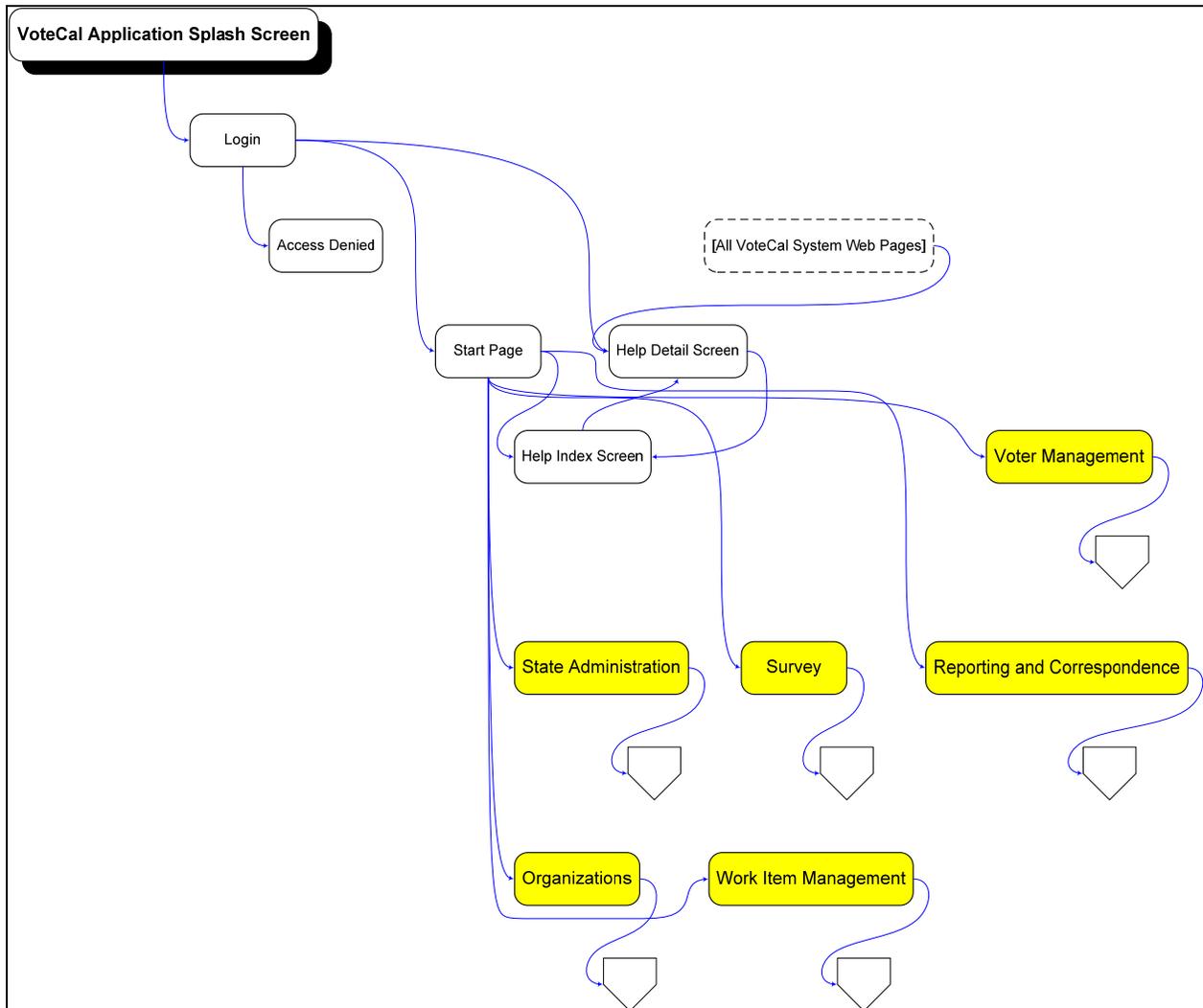


Figure 2-2 VoteCal Application - Reporting and Correspondence

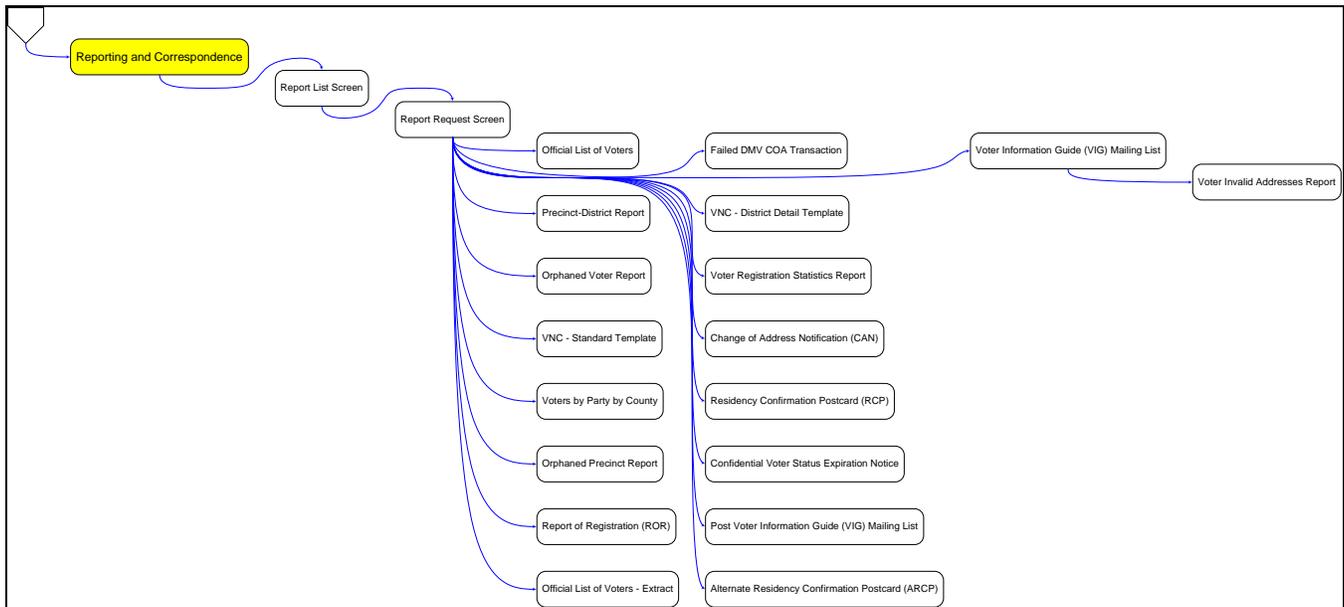


Figure 2-3 VoteCal Application - Organizations

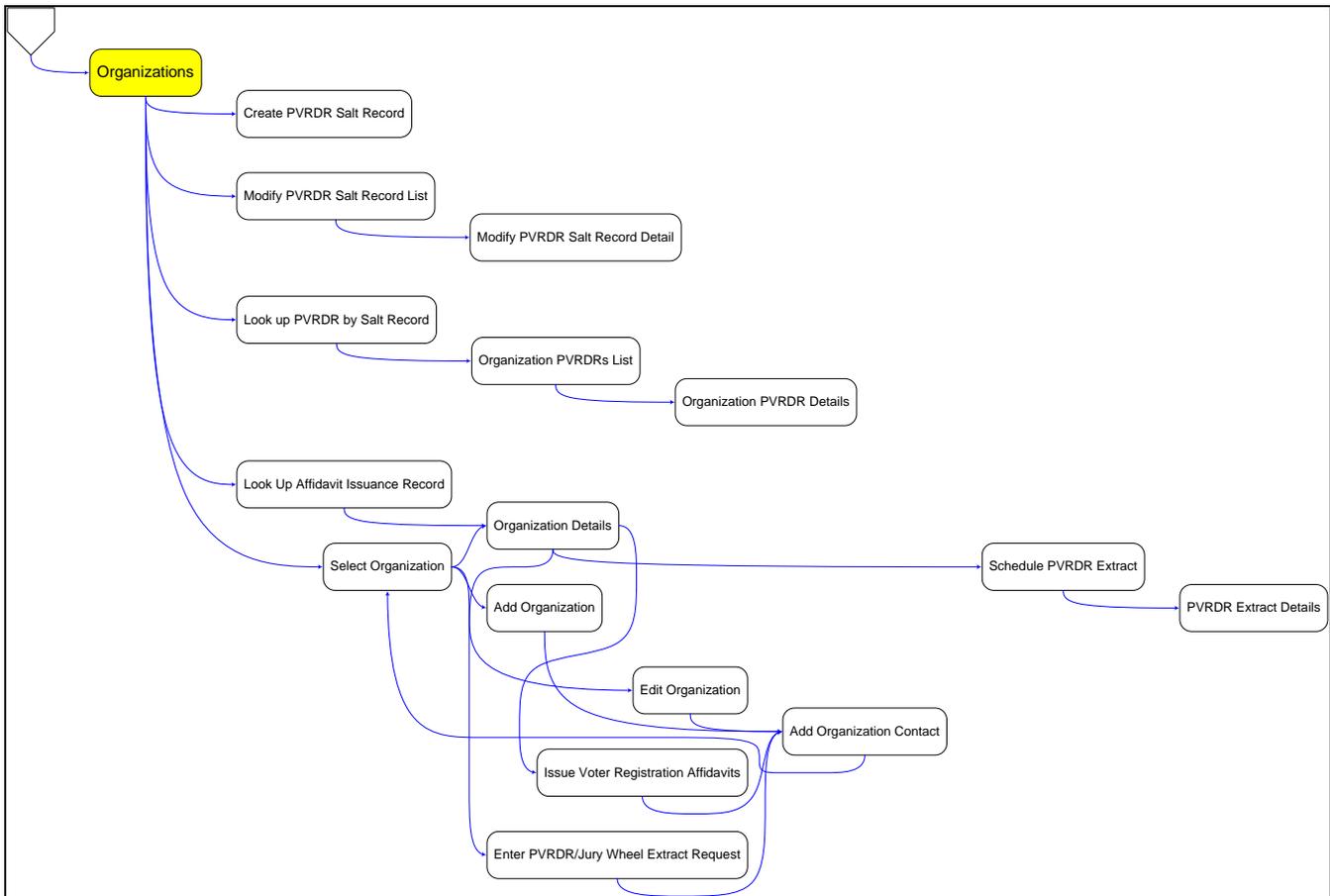


Figure 2-4 VoteCal Application - Survey

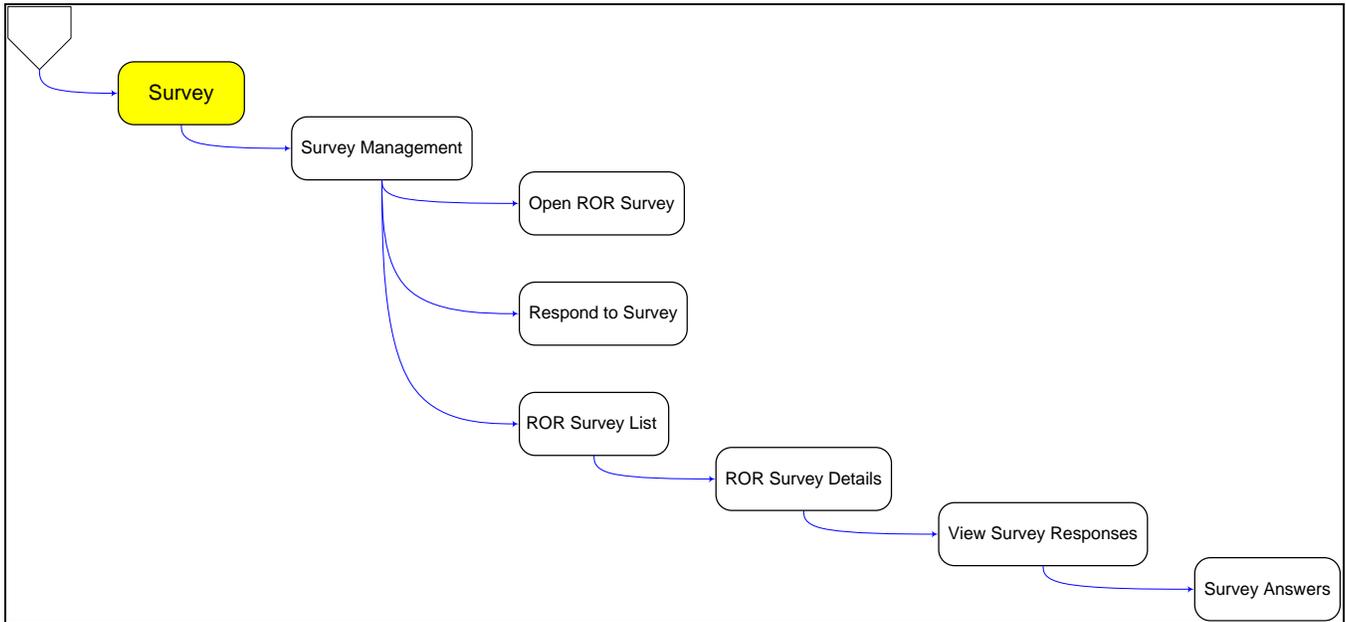


Figure 2-5 VoteCal Application - Voter Management

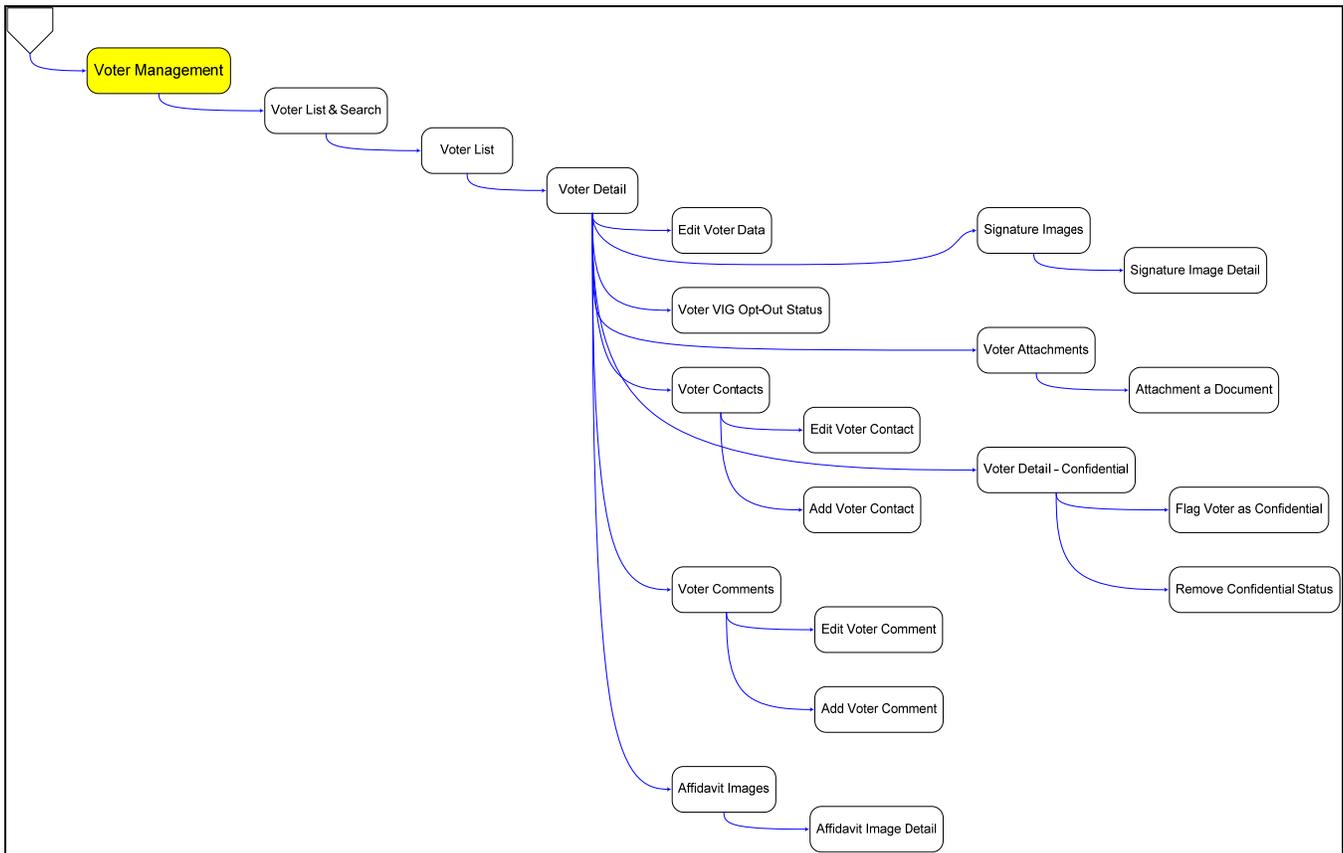


Figure 2-6 VoteCal Application - Work Item Management

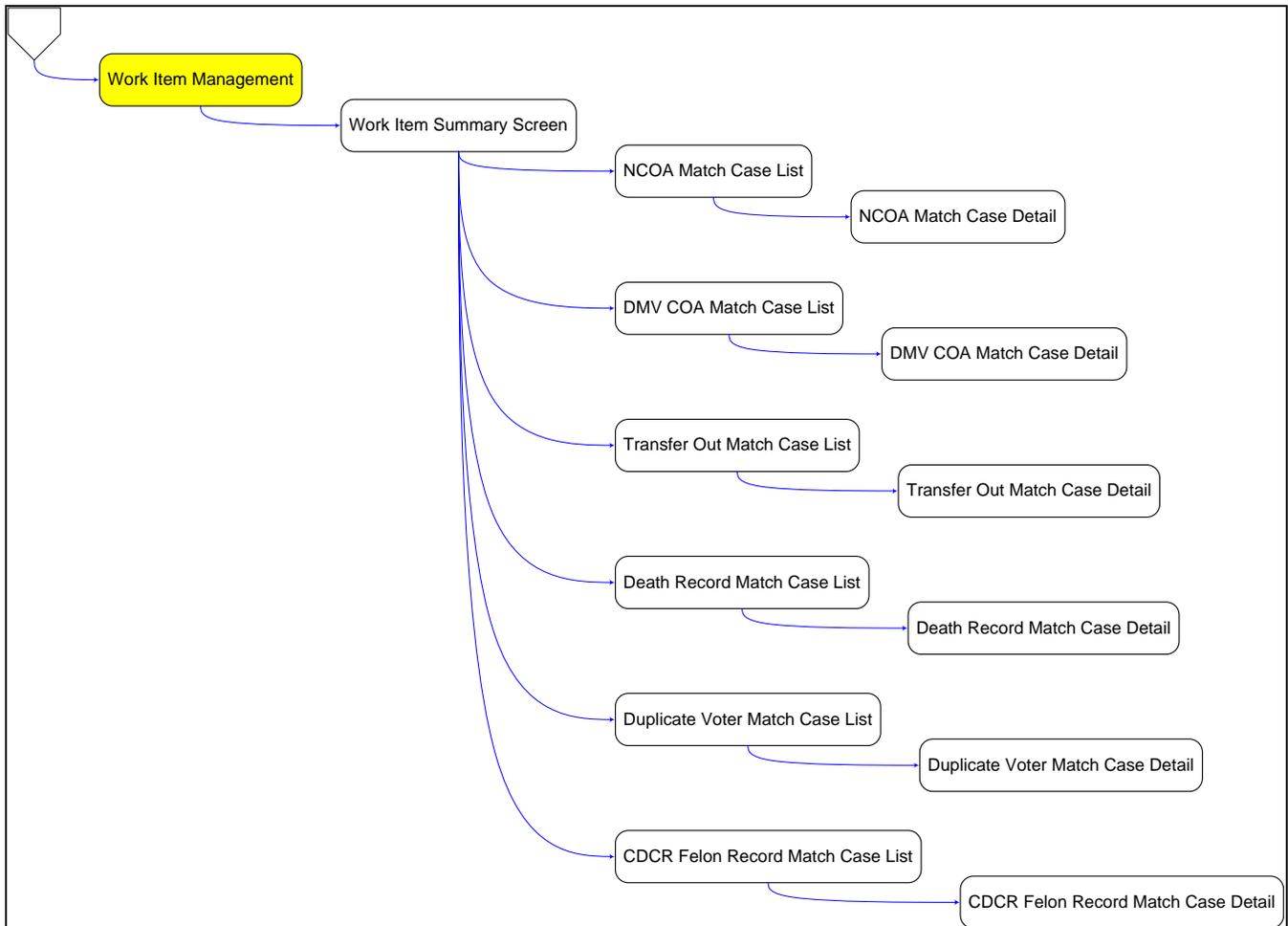


Figure 2-7 VoteCal Application - State Administration

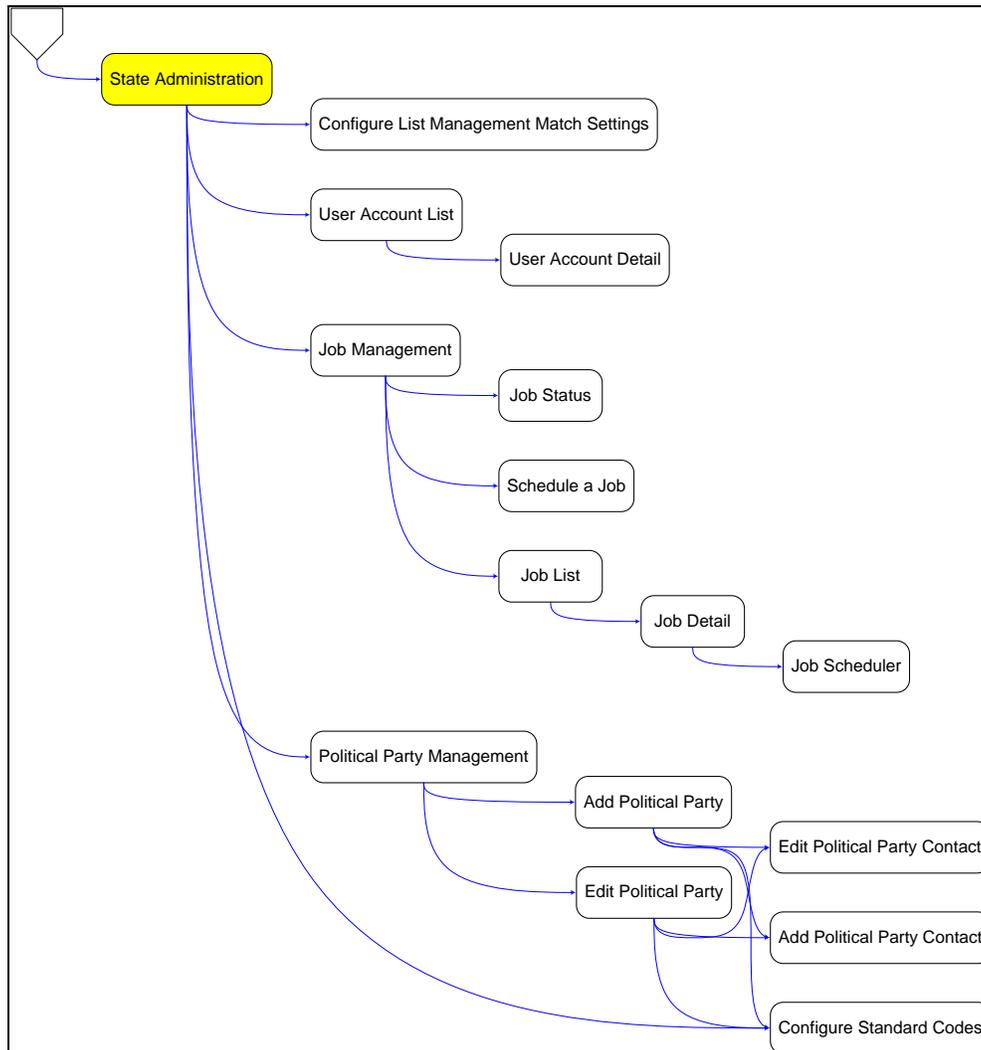


Figure 2-8 VoteCal Public Website - Main

