# Functional Use Cases – To Be

The below table summarizes expected user functions within the Part-Time Faculty Module. There will be several actors within the application that will have varying rights and privileges. In general, all actors will have the ability to view the information, while others will be able to process work.

To the extent feasible, the major use/function, activities, actor, data requirements, and frequency have been identified (T=At the beginning of Term, OR=On Request, A=Automatic/Nightly).

| **User Functions** | **Activity** | **Actor** | **Data Requirements** | **Freq** | **Comment** |
| --- | --- | --- | --- | --- | --- |
| Enter and maintain Part-Time Faculty data, including LID requests | Courses and the corresponding instructor assignments will be loaded from PeopleSoft into the Part-Time Faculty Module using RDS as the source. | ITS DB Scheduled Job |  | A |  |
| Data entry for new Part-Time Faculty member to request an LID. | Super User, Dean, School Staff, Department User | SSN, First Name, Last Name, Date of Birth, one subject Eligible to Teach | OR | At a set time each day an email will be sent to all Super Users notifying them of the number of pending LID requests. |
| LID requested and added to the Pending LID Requests page. | Super User |  | OR | Users will navigate to this page by clicking the ‘Pending LID Request’ link. |
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# Roles & Users (e.g. actors)

The purpose of this section is to the outline key users and roles anticipated to utilize the TPM application.

**Roles**

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| **Role** | **Description** |
| Super User | Has access to view/update/delete all information and run Emeriti reports. Can set Administrative Options such as the Active Term and Stipend Cap. Cannot approve a pending stipend assignment. |
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