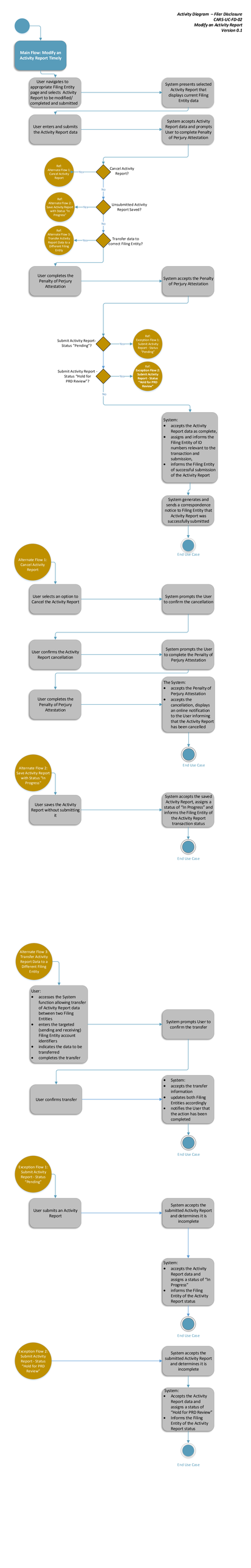
Main Flow: Modify an Activity Report Timely
User navigates to appropriate Filing Entity page and selects Activity Report to be modified/ completed and submitted
System presents selected Activity Report that displays current Filing Entity data
User enters and submits the Activity Report data
System accepts Activity Report data and prompts User to complete Penalty of Perjury Attestation
Ref: Alternate Flow 1: Cancel Activity Report
Cancel Activity Report?
Yes
No
Ref: Alternate Flow 2: Save Activity Report with Status "In Progress"
Unsubmitted Activity Report Saved?
Yes
No
Ref: Alternate Flow 3: Transfer Activity Report Data to a Different Filing Entity
Transfer data to correct Filing Entity?
Yes
No
User completes the Penalty of Perjury Attestation
System accepts the Penalty of Perjury Attestation
Submit Activity Report - Status "Pending"?
Yes
Ref: Exception Flow 1: Submit Activity Report - Status "Pending"
Submit Activity Report - Status "Hold for PRD Review"?
Yes
Ref: Exception Flow 2: Submit Activity Report - Status "Hold for PRD Review"
No
System:
accepts the Activity Report data as complete,
assigns and informs the Filing Entity of ID numbers relevant to the transaction and submission,
informs the Filing Entity of successful submission of the Activity Report
System generates and sends a correspondence notice to Filing Entity that Activity Report was successfully submitted
End Use Case
Alternate Flow 1: Cancel Activity Report
User selects an option to Cancel the Activity Report
System prompts the User to confirm the cancellation
User confirms the Activity Report cancellation
System prompts the User to complete the Penalty of Perjury Attestation
User completes the Penalty of Perjury Attestation
The System:
accepts the Penalty of Perjury Attestation
accepts the cancellation, displays an online notification to the User informing that the Activity Report has been cancelled
End Use Case
Alternate Flow 2: Save Activity Report with Status "In Progress"
User saves the Activity Report without submitting it
System accepts the saved Activity Report, assigns a status of "In Progress" and informs the Filing Entity of the Activity Report transaction status
End Use Case
Alternate Flow 3: Transfer Activity Report Data to a Different Filing Entity
User:
accesses the System function allowing transfer of Activity Report data between two Filing Entities
enters the targeted (sending and receiving) Filing Entity account identifiers
indicates the data to be transferred
completes the transfer
System prompts User to confirm the transfer
User confirms transfer
System:
accepts the transfer information
updates both Filing Entities accordingly
notifies the User that the action has been completed
End Use Case
Exception Flow 1: Submit Activity Report - Status "Pending"
User submits an Activity Report
System accepts the submitted Activity Report and determines it is incomplete
System:
accepts the Activity Report data and assigns a status of "In Progress"
informs the Filing Entity of the Activity Report status
End Use Case
Exception Flow 2: Submit Activity Report - Status "Hold for PRD Review"
System accepts the submitted Activity Report and determines it is incomplete
System:
Accepts the Activity Report data and assigns a status of "Hold for PRD Review"
Informs the Filing Entity of the Activity Report status
End Use Case