



Assist

**FUNCTIONAL/TECHNICAL
DESIGN SPECIFICATION**

PORTAL DESIGN DOC

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Client focused. Results driven.



Table of Contents

- 1 DOCUMENT CONTROL2**
 - 1.1 SERVICE REQUEST INFORMATION2
 - 1.2 DISTRIBUTION/REVIEWERS2
 - 1.3 CHANGE HISTORY2
- 2 PURPOSE4**
- 3 FUNCTIONAL CONCEPT.....4**
 - 3.1 OVERVIEW4
 - 3.2 SOLUTION4
 - 3.2.1 Login Page:.....4
 - 3.2.2 Prospective Students Home Page.....7
 - 3.2.3 Student Home Page.....15
 - 3.2.4 Continuing Education Page.....29
 - 3.2.5 Faculty Page.....29
 - 3.2.6 Security37
 - 3.2.7 Branding *Error! Bookmark not defined.*
 - 3.2.8 Context Sensitive Help40
- 4 TECHNICAL DESIGN42**
 - 4.1 NEW TABLES/VIEWS42
 - 4.2 PEOPLECODE42
 - 4.3 PAGELETS42
 - 4.4 QUERIES.....43
 - 4.5 HTML.....43
 - 4.6 PROJECT.....43
 - 4.7 SECURITY:43
 - 4.7.1 Roles:43
 - 4.7.2 Role43
 - 4.7.3 Page Access43
 - 4.7.4 Data Access.....43
 - 4.7.543
 - 4.7.643
 - 4.7.743
 - 4.7.8 Permissions.....43
 - 4.8 UNIT TEST SCENARIOS44
 - 4.9 MIGRATION INSTRUCTIONS.....44
 - 4.10 INSTALLATION INSTRUCTIONS44
- 5 FUNCTIONAL APPROVALS.....45**
- 6 TECHNICAL APPROVALS46**



Functional/Technical Design Specification



1 DOCUMENT CONTROL

1.1 Service Request Information

Service Request ID	
Title	Portal Design Document
Functional Area	Portal/iHub
Business Owner	
Functional Author	David Spence (SDCCD) Victor Devore (SDCCD) Ryan Block (Ciber)
Technical Author	Ryan Block (Ciber)

1.2 Distribution/Reviewers

Version	Name
V 1.0	Original Spec

1.3 Change History

Version	Date	Modified By	Comment
Original	07/19/2016	Ryan Block	Initial Draft
1.1	06/02/2017	Victor DeVore	Changes to portal design (Fluid)
1.1.1	06/30/2017	Victor DeVore	Removed residency info in Accounting section, 1098-T language change, text changes in financial aid banner, direct deposit translate values, footer design



Functional/Technical Design Specification



Version	Date	Modified By	Comment
1.1.2	09/25/2017	Victor DeVore	Adds functional requirements for faculty and CE faculty as well as how staff/admin users will interface with the portal
1.1.3	10/16/2017	Victor DeVore	Changes color scheme, changes text in faculty page, adjust requirements for news items.



2 PURPOSE

This document template, when completed, will contain both functional and technical specifications. Technical specifications are enclosed in a box to offset them from the functional specification. Functional specifications will be completed and signed off first in the appropriate sign off area.

Once functional specifications have been completed and signed off, the document will be assigned to the technical team for completion of the technical specification. Upon completion of the technical specification, the task will be assigned.

3 FUNCTIONAL CONCEPT

3.1 *Overview*

The Portal/iHub is used by SDCCD to provide a single point of entry and interface across all of the content provider databases. As part of the Campus Solutions (CS) rollout, certain pieces of CS data, content, and transactions will be exposed to users via the Portal.

3.2 *Solution*

During the previous phase of the Portal implementation, the development was constructed around the PeopleSoft Classic User Interface (UI) which provided a great deal of flexibility in the design and technical solution of the SDCCD Portal. However, with the CS release, SDCCD has decided to follow the Oracle road map and migrate to the Fluid UI. While this provided a much needed improvement in the usability of the underlying transactions, it also introduced a number of issues which have impacts on the design and abilities of the Portal.

- Fluid design and development is a more closed and rigid framework compared to the flexible Classic development.
- Only a few of transactions (components and pages) have been migrated to the Fluid UI, which can lead to a confusing UI.
- Custom Headers are no longer possible and we must use the delivered Fluid Header with minimal ability to change the look-and-feel of it.
- Footers are not supported in Fluid UI.
- Fluid Tiles do not provide any useful data or functionality and are simply big button links.

With the move to Fluid, we need to be sure that we can still use the code that was developed during the previous phases of the SDCCD Portal and we don't simply throw it away only to take huge leaps backwards in functionality. While we have limited design abilities in the header, Ciber will work to ensure we can implement the existing code base and still work within the confines in the Fluid UI. This document will reflect the updated Fluid UI look-and-feel of the SDCCD Portal.



Functional/Technical Design Specification



The Portal/iHub will be created based on the following landing pages, associated pagelets/tiles, branding, and security. While the portal will be the single point of entry and interface across all three pillars (HCM, Financials, CS) this functional design document will cover the design requirements for the following populations:

- Guest/Prospective Student
- College Student
- Continuing Education Student
- Faculty (Includes College and CE Faculty)
- Staff

However, it is noted that certain design changes in this document will be reflected across all three databases.

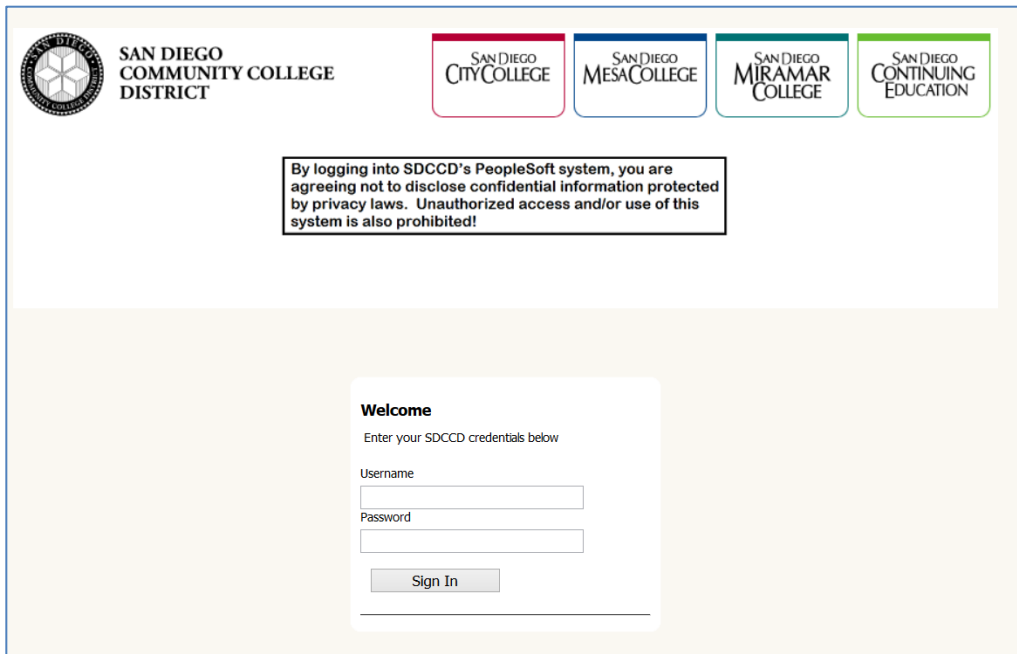
3.2.1 Login Page:

When a user attempts to login to the Portal (i.e. non-guest access), they will need to first authenticate against SDCCD's federated single-signon process. Previous phases have relied on Oracle OAM, however the onboarding, account provisioning, and SSO will be changing with the CS release. While these changes are out of the scope of this document, the SDCCD team would like to reformat the login page to be more college-centric. Below you will see the current look-and-feel followed by the proposed new look.

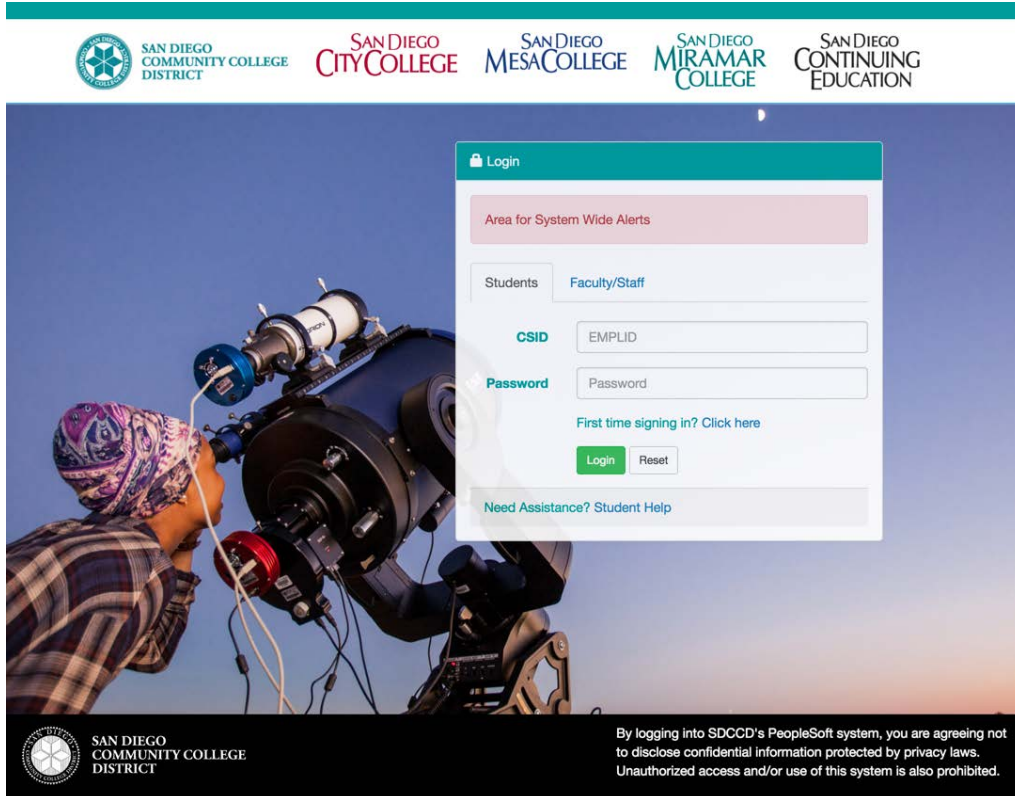


Functional/Technical Design Specification

Current



New:





Functional/Technical Design Specification

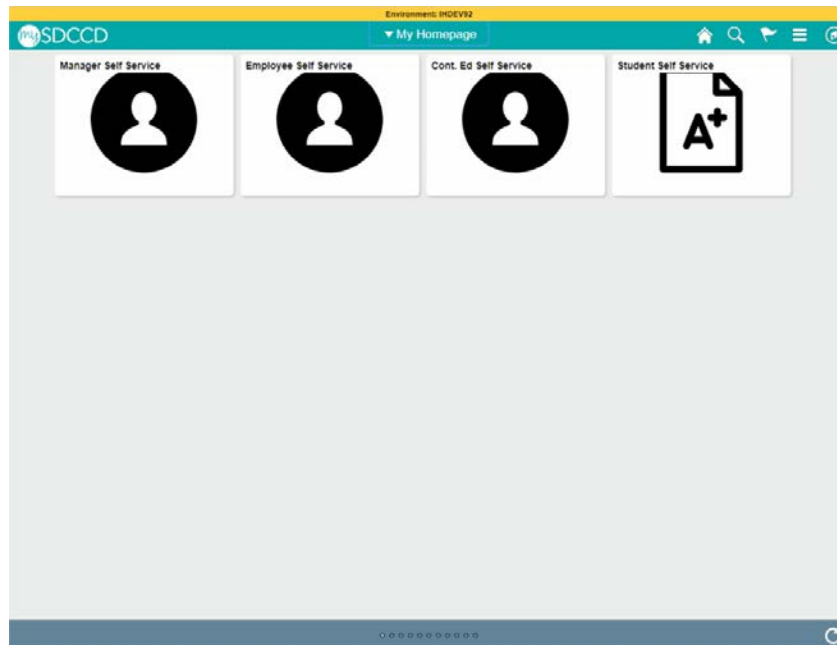


3.2.2 Portal Based on Security

When a user signs onto the portal, they will have their security checked to determine which portal homepage the user will have access to. Based upon their role, they will see one of several "landing pages:"

- 1) Guest/Prospective Home Page – This page does not require a login and will be typically accessed from the college websites or the district website.
- 2) College Student – Students with an EMPLID with a career of UGRD
 - a. Currently active students are identified as those with an active program/plan stack in career 0.
 - b. Former/Returning students with a career of UGRD, who do not have an active program/plan stack and would need to reapply
 - c. Students who have both a UGRD career and a CE career will be regarded as College Students
- 3) Continuing Education (CE) Student – Students with an academic program of CE or CEHS and no UGRD career activated
- 4) College Faculty
- 5) Continuing Education Faculty
- 6) Employees – Controlled by HCM
- 7) Managers/Supervisors – Controlled by Finance
- 8) Staff – Fluid Home Page for administrative functions.

When a user has access to more than one dashboard, they will have the ability to choose which one to access:





Functional/Technical Design Specification



3.2.3 Fluid Redesign

As mentioned previously, the Portal will utilize PeopleSoft Fluid UI. The color of the banner will be changed to match the district color (#009999) and will use the district logo. Sample of what the banner header will look like is below:

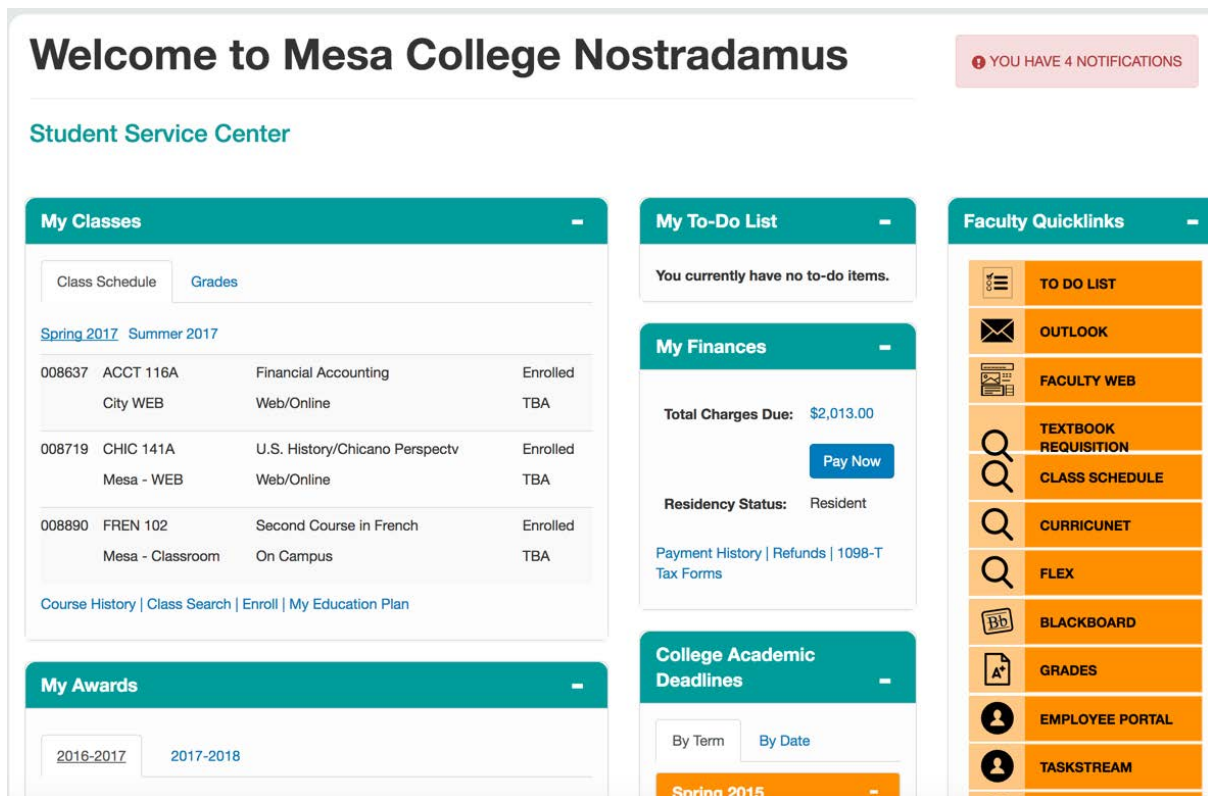


Header will have the mySDCCD logo that will link to the district website (<http://www.sdccd.edu>)



The header will contain a drop-down menu in the middle that indicates which portal they are viewing and allows them to switch between portals. If a user has access to more than one dashboard, they will view them in the order as delineated in section 3.2.2. Users will be able to set/establish their default portal dashboard once they login to the system.

The page will utilize the tile scheme and will inject the "portal" to the tile as shown in the sample below:



at the bottom of each "tile" will contain a footer with a black background as shown below:



Functional/Technical Design Specification



SAN DIEGO
COMMUNITY COLLEGE
DISTRICT

SAN DIEGO
CITY COLLEGE

SAN DIEGO
MESA COLLEGE

SAN DIEGO
MIRAMAR
COLLEGE

SAN DIEGO
CONTINUING
EDUCATION

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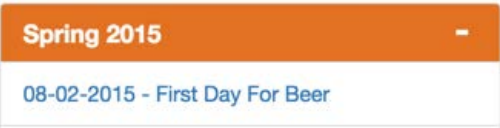

Footer will contain the district logo and college logos. Each will hyperlink to the college/district website.

Copyright section will contain a disclaimer link that will create a pop-up modal window to display the following message:

“Any or all uses of this system and all files on this system may be monitored, recorded, copied, audited, inspected, and disclosed to authorized SDCCD officials and law enforcement personnel. The SDCCD PeopleSoft system is for authorized use only. SDCCD complies with state and federal law regarding certain legally protected confidential information (including, but not limited to, local, state and federal privacy laws, HIPAA, and FERPA). As outlined by SDCCD Policy and Procedures, unauthorized or improper use of this system may result in administrative/student disciplinary action and/or civil charges/criminal penalties. LOG OFF IMMEDIATELY if you do not agree to the conditions stated in this warning. CONTINUED USE OF THE SYSTEM indicates your awareness of and consent to these terms and conditions.”

3.2.4 Color Scheme

The portal shall employ the following color scheme:

Component	#Hex	Comments
Top Header 	#009999	Text is white
Portlet Header 	#009999	Text is white
Buttons 	#EA983E Hover color is #E37222	Text is white
Accordion Header 	#E37222	Text is white
Quicklinks 	#009999 Hover color is #E37222	Still has the opaque reduced in the area where the icon is. Text is white Icon color is black



Functional/Technical Design Specification



3.2.5 Visitors Home Page

The Portal will contain a Home Page/Dashboard for Prospective Students (Visitors) to access important dates and links and to be able to search the SDCCD course and college catalogs. This page will be open to the public via the Portal’s guest access so that users will not need to login first to get to it. The page will also use a guest-specific header which will contain a smaller subset of functionality vs. the header that are on the Student and Employee home pages. The page will look like something like the below mockup.

Welcome to City, Mesa, Miramar Colleges and Continuing Education

Welcome

Welcome to the San Diego Community College District Portal. This is an introduction paragraph about the three colleges and Continuing Education. Community Education are fee-based courses for adults, how to apply etc.

As the second largest community college district in California, we offer over 400 areas of study and programs of interest. To see the full list of majors and programs offered, download the Endless Possibilities Guide or pick one up in the Student Outreach Office on campus.

Quick Links

- [Student Web Services](#)
- [Continuing Education Programs](#)
- [Login to Portal](#)
- [Apply to City/Mesa/Miramar](#)
- [Financial Aid](#)
- [Transcripts](#)
- [Register Non-Credit \(No Fee\) Classes](#)
- [Community Education Fee Classes \(Not for Credit\)](#)

College Class Schedule and Course Catalog

[Class Schedule](#) | [Course List](#) | [College Catalogs](#)

Note: If you are searching for college classes that offer units, be sure to select "Undergraduate" Course Career.

[Search College Credit Class Schedule](#)

Non-Credit Continuing Education Class Schedule

[Class Schedule](#) | [Course List](#)

Note: If you are searching for non-credit, Continuing Education classes, please select "Continuing Education" Course Career.

[Search Non-Credit \(No Fee\) Class Schedule](#)

[Register](#)

College Academic Deadlines

By Term | By Date

02/09/2018 - Last Day to Add/Drop

02/17/2018 - Last Day to Apply for ADT

03/1/2018 - Last Day to change to P/NP

Header



The Guest Landing page will be called: Guest Portal

The header will leverage the Fluid Header and will contain the following

1. mySDCCD logo
2. SDCCD branded color scheme
3. Home button to return the user to the dashboard
4. Search box to search for content and links



Functional/Technical Design Specification



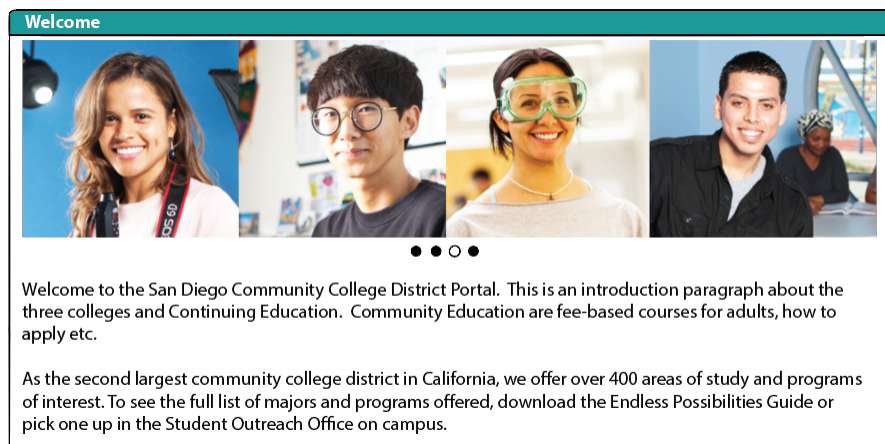
Depending upon our abilities to further configure the Header, we may desire to hide the following:

1. Flag icon - this is not used for guests.
2. Menu icon - since there isn't much functionality that is used by guests.
3. Fluid Navigation - since there isn't much functionality that is used by guests.

It is also important to note that the "Guest Portal" may be available in the drop down for Employees and Students in addition to their landing pages. This is due to the way that the Fluid security and landing pages work and we are no longer able to restrict access go the guest page for Employees and Students.

Welcome

The welcome message will contain text to be displayed to the prospective student about the district and searching for courses. The text will be housed in the Portal CMS and will be editable by the Portal Content Team.



A place for a rotating picture will be above the text. The welcome box will be expanded to 75% width. The content management system will allow for placing photos along with text and links if needed.



Functional/Technical Design Specification



Class Schedule and Course List and Course Catalog for College and CE

College Class Schedule and Course Catalog	Non-Credit Continuing Education Class Schedule
<p>Class Schedule Course List College Catalogs</p> <p>Note: If you are searching for college classes that offer units, be sure to select "Undergraduate" Course Career.</p> <p>Search College Credit Class Schedule</p>	<p>Class Schedule Course List</p> <p>Note: If you are searching for non-credit, Continuing Education classes, please select "Continuing Education" Course Career.</p> <p>Search Non-Credit (No Fee) Class Schedule</p> <p>Register</p>

This section will contain text about searching the SDCCD college and course catalogs and will allow the user to search for both. The Class Schedule will link towards the PeopleSoft class schedule search. The "Course List" will direct users towards the course catalog and the College Catalogs will direct users to the current year and previous year college catalogs. The approach for the catalogs will contain two buttons, when pressed, will display the current year college catalogs, along with any addendums, and previous year college catalogs + addendums.

College Catalog Sample

Class Schedule and Course Catalog

[Class Schedule](#) | [Class List](#) | **[College Catalogs](#)**

Click on the button to view a list of college catalogs along with any addendums if available.

City	Current Year	Previous Years ▾
Mesa	Current Year	<div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <ul style="list-style-type: none"> 2015-2016 City College Catalog Addendum 2015-2016 City College Catalog 2014-2013 City College Catalog Addendum 2014-2013 City College Catalog </div>
Miramar	Current Year	

Academic Deadlines

This section will provide important dates and deadlines that the prospective students will need to be aware of such as drop dates and enrollment dates. We would need the ability to show multiple term information in this space in the even that we need to show the current terms dates but also dates for the upcoming term that could be a week away or so. Users will be able to view dates by term, or by date (in which case it will show all dates that are available to the user).



Functional/Technical Design Specification



College Academic Deadlines	
By Term By Date	
Fall 2016	-
02/09/2018 - Last Day to Add/Drop	
02/17/2018 - Last Day to Apply for ADT	
03/1/2018 - Last Day to change to P/NP	
Spring 2017	+
Summer 2017	+

College Academic Deadlines	
By Term By Date	
02/09/2018 - Last Day to Add/Drop	
02/17/2018 - Last Day to Apply for ADT	
03/1/2018 - Last Day to change to P/NP	

Guest Quicklinks

This section will contain links which may be important to prospective students. Each link should have associated icon that represents the content of the link. Although we don't have the exact list of links at this time, we can easily add them using the Portal functionality.

Example:

Quick Links	
	Student Web Services
	Continuing Education Programs
	Login to Portal
	Apply to City/Mesa/Miramar
	Financial Aid
	Transcripts
	Register Non-Credit (No Fee) Classes
	Community Education Fee Classes (Not for Credit)



Functional/Technical Design Specification



Directions for links are contained in Section 3.2.13 Portal Specifications Links and Pagelets.

Footer

As mentioned previously, we do not have the ability to have a branded footer within the Fluid UI, so the current footer will be removed from the Portal. However, with our Ciber Accelerator method, we will be able to add a pagelet to the bottom of the tile on the page to show some footer-type of information.



SAN DIEGO
COMMUNITY COLLEGE
DISTRICT

SAN DIEGO
CITY COLLEGE

SAN DIEGO
MESA COLLEGE

SAN DIEGO
MIRAMAR
COLLEGE

SAN DIEGO
CONTINUING
EDUCATION

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Navigation

Since there is limited functionality for the prospective student, we will try to remove access to the Fluid Navigation. However, there will be links from the different pagelets to reach any desired transactions or links from the page.



Functional/Technical Design Specification



3.2.6 Student Home Page

Note: This section will have changes that are incorporated through CR #200

The Portal will contain a Home Page/Dashboard for Students so that they can easily access their CS transactions and be able to view student data without having to drill into the CS application such as grades, classes, calendars, etc. Since the user must login to reach this page, and have the Student Role, the Portal and CS will be able to work together to retrieve up specific data tailored for the individual student (Like College of Record). The data will be delivered pagelets mentioned in these sections and will look something similar to the below mockup.

Column widths of 50% / 25% / 25%

Welcome Student

YOU HAVE 4 NOTIFICATIONS

My Classes

Class Schedule | Grades

Fall 2017 | Spring 2018

008434	ACCT 116A City WEB	Financial Accounting Web/Online	Enrolled	TBA
008765	CHIC 141A Mesa - WEB	U.S. History/Chicano Perspectv Web/Online	Waitlisted - 3 of 30	TBA
020323	FREN 102 Mesa - Classroom	Second Course in French On Campus	Enrolled	TBA

Class Search | Enroll | My Education Plan | Request Unofficial Transcript

My To-Do List

To Do	Due Date
Parent 2015 Tax Return Trans	10-26-2017
Adoption Papers	10-27-2017

Red = Past Due

Student Quicklinks

- MESSAGE CENTER
- STUDENT INFORMATION
- CLASS SEARCH
- CLASS REGISTRATION
- BLACKBOARD
- MY FINANCES
- FINANCIAL AID
- REQUEST UNOFFICIAL TRANSCRIPTS
- REQUEST OFFICIAL TRANSCRIPTS
- PERSONAL INFORMATION

My Financial Aid Awards

2016-2017 | 2017-2018

Fall 2016 | Spring 2017 | Summer 2017

Please select your awards below

Award	Category	Offered	Accepted	Estimated Disburse
Federal Pell Grant	Grant	\$ 1,444.00	\$ 1,444.00	9/2/2016
Federal SEOG	Grant	\$ 544.00	\$ 544.00	9/2/2016
Cal Grant B	Grant	\$ 824.00	\$ 824.00	9/2/2016
Federal Work-Study	Work-Study	\$ 2,000.00	\$ 2,000.00	9/2/2016
BOG C	Waiver	\$ 552.00	\$ 552.00	9/2/2016

College of Record: Mesa College
 FA Satisfactory Academic Progress: Unknown
 Residency Status: Unknown
 Direct Deposit: Not Set Up

Shopping Sheet | Cost of Attendance | Student Loan Counseling

College Academic Deadlines

By Term | By Date

Spring 2015

- 08-02-2015 - First Day For Beer
- 08-09-2015 - First Day For Beer
- 01-02-2017 - First asdf

Summer 2016 +
 Fall 2016 +
 Fall 2017 +

Short Term Academic Deadlines

My Student Store

Associated Students Membership

Bookstore

Bus Pass

Documents and Forms

Help and Support

My Success Path

My Goal: Not Set

My Program: Associate - Certificate Anthropology

Catalog Year: 2006-2007 Catalog Year

Current Academic Standing: Academic Probation

Transfer Coursework | Milestones | Plan Progress | Petition For Graduation



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Functional/Technical Design Specification



Header



The header will be called “Student Portal”

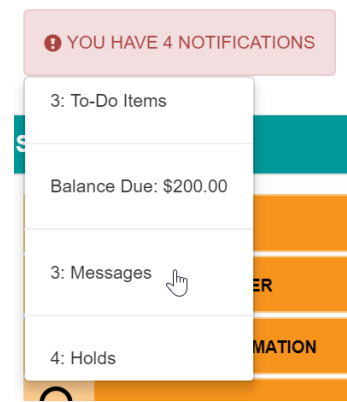
The header will leverage the Fluid Header and will contain the following

1. mySDCCD Logo
2. SDCCD branded color scheme
3. Home button to return the user to the dashboard
4. Search box to search for content and links
5. Flag icon - this is not used by Campus Solutions, may be removed.
6. Menu icon - Where favorites, other portal delivered settings reside
7. Navigator - Will only display for staff with role level access to CS pages.

Note: SDCCD would like the ability for users to set their default landing pages after they login if they have multiple roles (e.g. Student and Staff). With the Classic UI this was able to be performed, however with Fluid we are not sure if this can be accomplished.

Notifications

Alerts and Notifications are “reminders” that will show all new and current items that students will need to act on. In the Classic UI, we were able to put a consolidated Alerts and Notifications into the Header, however with Fluid we cannot do that. Instead we will roll all of the items into a single pagelet on the home page.



The following are a list of items that will serve as a notification.

- To Do Items
 - This section will display any to-do’s for the student along with the short description/title and any corresponding due date.
 - Any checklist that has an item status of “initiated”
 - If the task is overdue, the date will be marked in red font. One thing to note is that this is simply a list of items, the user cannot click a link to take them to the transaction or site to perform that action.
 - The steps that the student should take can be accessed by clicking on the item in the list which will open in a modal window.



Functional/Technical Design Specification



- Payment Due
 - Shows total amount of fees owed
 - If they click on it, takes them to account summary: http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICE.SSE_SS_ACCT_SUMM.GBL?EMPLID=0005462051&IsFolder=false
- Academic Holds
 - Service indicators or Holds that a student may have on their account. SRVC_IND_CD_TBL_SCC_HOLD_DISPLAY set to "Y"
 - The student can view the details by clicking on the item, which will then open up a modal window with the details
- Messages
 - Displays communications generated to them via the message center
 - The total number of messages pending will be displayed if greater than 0.
 - If they click on it, will take them to message center within CS (TBD).

The notification will appear next to the name area. When they click on the notification it will cause a dropdown menu to appear that will indicate what is due. Users will be able to click on the corresponding item and be taken to the appropriate page as indicated above.

My To-Do-List

My To-Do Lists	Red = Past due
<input checked="" type="checkbox"/> Complete Orientation	08/01/2016
<input checked="" type="checkbox"/> Submit Official Transcripts	02/04/2016
<input checked="" type="checkbox"/> Complete Student Education Plan	06/30/2016

This section will display any to-do's for the student along with the short description/title and any corresponding due date. If the task is overdue, the item will be marked in red font. One thing to note is that this is simply a list of items, the user cannot click a link to take them to the transaction or site to perform that action. That steps that the student should take can be accessed by clicking on the item in the list. Once that is done further details, similar to the delivered CS functionality, will be displayed in a modal window.



Functional/Technical Design Specification



My Classes/Grades

This section is actually broken down into three sub-sections; Class Schedule, Grades, and Links

- Class Schedule

This section will contain the student’s class schedule information with the below data for the current term plus the next term if available. It will also display the time when the student can enroll in their next courses. When the user clicks one of the term links, the associated data for that term will display.

The screenshot shows a web interface titled "My Classes" with two tabs: "Class Schedule" (selected) and "Grades". Below the tabs are two term links: "Fall 2017" and "Spring 2018". The main content is a table with three rows of course data. At the bottom, there are four navigation links: "Class Search", "Enroll", "My Education Plan", and "Request Unofficial Transcript".

Course ID	Course Name	Description	Status
008434	ACCT 116A City WEB	Financial Accounting Web/Online	Enrolled TBA
008765	CHIC 141A Mesa - WEB	U.S. History/Chicano Perspectv Web/Online	Waitlisted - 3 of 30 TBA
020323	FREN 102 Mesa - Classroom	Second Course in French On Campus	Enrolled TBA

- Grades

This section will display the student’s grade information for the current term and the previous term. If the current term does not have any grades just yet, it should display “In Progress”. When the user clicks one of the term links, the associated data for that term will display.



Functional/Technical Design Specification

My Classes			
Class Schedule		Grades	
Spring 2016 Fall 2017 <u>Spring 2017</u>			
Course	Course Name	Units	Grade
ADJU 300	First Aid	0.5	A
HEAL 131	Emergency Response	3.0	B
ARTF 44	Supervised Tutoring/Art-Fine	0.0	W
HIST 175	California History	3.0	C
Statistics	Semester	Overall	
Units Attempted	6.5	24.5	
Units Completed	6.5	3.0	
GPA	3.0	3.5	
Semester Academic Standing: Good			
Class Search Enroll My Education Plan Request Unofficial Transcript			

- Links

This section will contain a list of links to be accessed from the pagelet. For go-live, we'll keep the top and bottom "Tabs" and "Navigation" that are found on the transaction pages. To clean up the page, we could hide that information via some Portal configurations, but we can revisit that later post-go-live.

- Course History -This section will have a link to the Unofficial Transcript
- Class Search - Go CS class search page on the search tab http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.CLASS_SEARCH.GBL?PAGE=SSR_CLSRCH_ENTRY&IsFolder=false
- Register - Go to CS search page on the enroll tab http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SSR_SSENRL_CART.GBL?ACAD_CAREER=UGRD&EMPLID=0005462051&INSTITUTION=SDCCD&STRM=2157&PAGE=SSR_SSENRL_CART&IsFolder=false
 - Adds functionality (based on CR 200) - Shows a drop down menu with links to Add, Drop, Swap, Edit
- My Education Plan - **Goes to Student Education Plan**

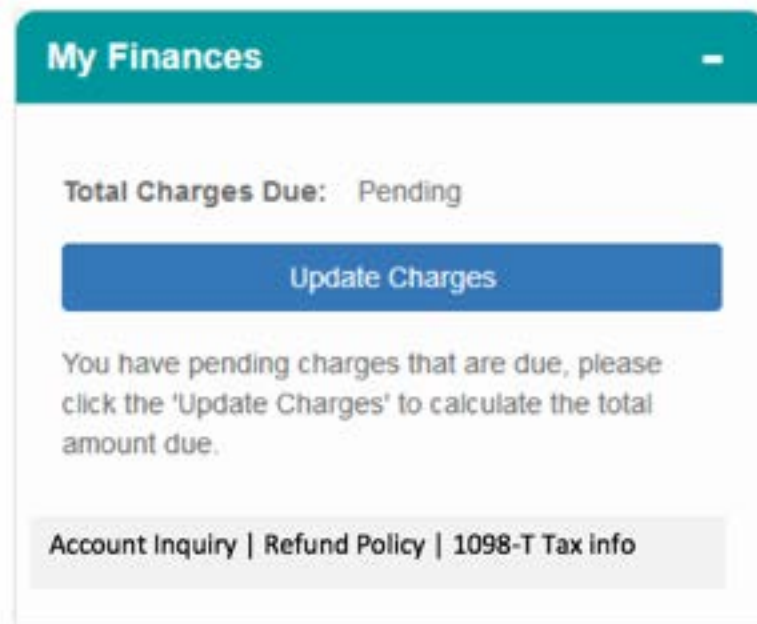
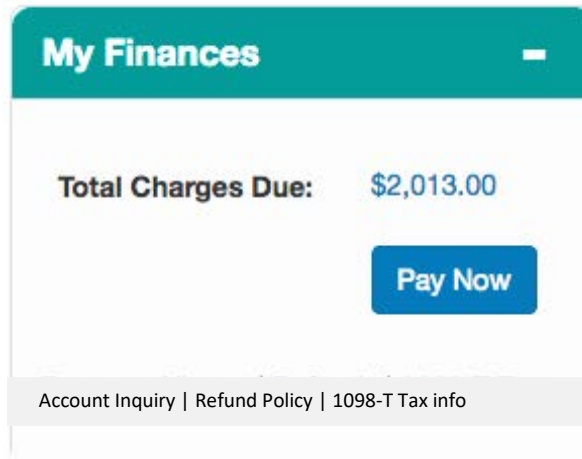


Functional/Technical Design Specification



My Finances

This section will display the current payment amount that is due. This will contain the sum past, present, and future payments due, or display a message “No Payment Due” if the student is current in their account. The due date is based on the closest upcoming date. This would include dates that have already occurred in the past if a balance is still due on the account. When the student clicks on the amount, the CS page will be launched to view the detailed items, or we can show in a modal window if able. There will also be a “Pay Now” button to allow the student to pay their account using TouchNet.





Functional/Technical Design Specification

- Links

This section will contain a list of links to be accessed from the pagelet.

- Payment History - Go to CS payment history page http://test-web1.sdccd.edu:24140/psc/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SF_SS_ACCT_SUMM.GBL?Page=SSF_SS_ACCT_SUMM&Action=U
- Refunds- Pop up modal window with information to display
- 1098-T Tax- Go to 1098T Form in CS http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SSF_SS_1098.GBL?EMPLID=0005462051&IsFolder=false

My Financial Aid Awards

This section will contain information about the student’s financial aid if appropriate.

My Financial Aid Awards

2016-2017

2017-2018

[Fall 2016](#) | [Spring 2017](#) | [Summer 2017](#)

Please select your awards below

Award	Category	Offered	Accepted	Estimated Disburse
Federal Pell Grant	Grant	\$ 1,444.00	\$ 1,444.00	9/2/2016
Federal SEOG	Grant	\$ 544.00	\$ 544.00	9/2/2016
Cal Grant B	Grant	\$ 824.00	\$ 824.00	9/2/2016
Federal Work-Study	Work-Study	\$ 2,000.00	\$ 2,000.00	9/2/2016
BOG C	Waiver	\$ 552.00	\$ 552.00	9/2/2016

College of Record: Mesa College

FA Satisfactory Academic Progress: Unknown

Residency Status: Unknown

Direct Deposit: Not Set Up

[Shopping Sheet](#) | [Cost of Attendance](#) | [Student Loan Counseling](#)

- Academic Year

This will show the current academic year as well as the previous and next academic year, which the student can click on to get the terms. The available years will be determined by



Functional/Technical Design Specification



configurations made in the CS system. Therefore, the years must be active for the student to view them. Otherwise, we will display a message that there is no data available. The student can click on the academic year to view the term data for that year.

- Terms

This will show the terms for the academic years and will display the financial aid data for the associated term including Award Description, Category, Amount Offered, Amounted Accepted, and the Estimated Disbursement date for each item. In addition, it will also show the summary data for the entire aid year.

- FA Data

The following data will be displayed for the student

- College of Record
- Financial AID SAP: if clicked open the Financial AID Sap Link
- FA Residency – Based on State FA Residency value (RESIDENCY_OFF.FIN_AID_ST_RES)
- Accept/Decline Awards: Button to launch CS page
- Direct Deposit: **If not setup display “Enroll Now” if already set up display “Currently Enrolled”**

- Links

This section will contain a list of links to be accessed from the pagelet. All of these links will be driven by the aid year selected in the portlet.

- Shopping Sheet: Go to shopping sheet in FA that they selected on the portlet
http://test-web1.sdccd.edu:24140/psc/CSTST/EMPLOYEE/CS/s/WEBLIB_SFA.SFA_SHOPPING_SHEET.FieldFormula.IScript_ShoppingSheet
- Cost of Attendance: Go to FA Awards Page (this is summary page) http://test-web1.sdccd.edu:24140/psc/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SS_FA_AWARDS.GBL?EMPLID=0005462051&PAGE=SS_FA_AWD_AY_SEL&IsFolder=false
- Student Loan Counseling: Go to Loan counseling page
/psc/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SS_FA_AWARDS.GBL
- Accept Awards Button: go to accept page

ACCEPT/DECLINE AWARDS



Functional/Technical Design Specification

- My Program – This will show the students academic plan (Career = UGRD, Career Nbr = 0 and lowest numbered academic plan)
- Catalog Year – This will show the catalog year for the student’s enrollment. This is based off the requirement term of the lowest numbered academic plan.
- Graduation Status – Ideally this would show if the student is able to enroll for graduation. However we need to figure out if we can easily track this
- Links

This section will contain a list of links to be accessed from the pagelet.

- Transfer Coursework: view my transfer credit report
 - http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SS_TRCR_RPT.GBL?EMPLID=0005462051&PAGE=SS_TRCR_RPT&IsFolder=false

- Milestones: View Milestones page off of student center



- Plan Progress: http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SAA_SS_DPR_ADB.GBL?ANALYSIS_DB_SEQ=0&EMPLID=0005462051&INSTITUTION=----&SAA_CAREER_RPT=----&PAGE=SSS_DISPLAY_MSG&IsFolder=false

- Petition for Graduation: Links to SDCCD petition for graduation page





Functional/Technical Design Specification



My Student Store

This section will contain a list of links pertaining to the student store. Ideally these will be contained in the Portal CMS so that the content team can easily manage the list of links.

My Student Store
Parking Permit
Bus Pass
AS Membership
Bookstore
Cap and Gown

Links:

- Parking Permit - Links to "My Finance" link TBD to Parking Permit
- Bus Pass - Links to lightbox with information on how to purchase bus pass
- AS Membership - Links to page to purchase AS membership
- Bookstore - <http://www.bookstore.sdccd.edu/sdccmesa/main/default.asp>
- Cap and Gown - Links to lightbox with information on how to purchase a cap/gown.
Will have links to bookstore:
<http://www.bookstore.sdccd.edu/sdccmesa/main/default.asp>



Functional/Technical Design Specification



Student Quick Links

This section will contain links which may be important to students. Each link should have associated icon that represents the content of the link.

Links for this section are defined in section 3.2.13 – Portal Specifications Links and Pagelets

Hold Service Indicators

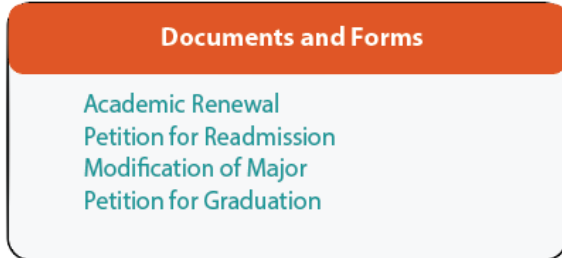
~~This section will show the number of service indicators or Holds that a student may have on their account. If no holds are found for the student then nothing will be displayed. If there are items found, the student can click on the indicator to open up the CS Holds page.~~

Note: This section is obsolete due to the change in the notification system



Documents and Forms

This section will display lists of forms and documents that a student may need. The list will be broken into subjects (i.e. Admissions) and will point to other locations such as the existing Student Web Services. After go-live, the Portal Content Team can begin adding the content into the Portal CMS and update the links accordingly.



Help and Support

This section will open up a modal lightbox to display a list of phone numbers, text, and email addresses for a student to get assistance with. This will be similar to how the existing HR Help and Support works. The content will be housed in the Portal CMS so that the Portal Content Team can easily make updates.





Functional/Technical Design Specification



Campus Solutions Help and Support

Content TBD

Close



Functional/Technical Design Specification



Navigation

This section is removed as this feature will be deprecated with the fluid update.



7



Functional/Technical Design Specification



3.2.7 Continuing Education Page

Header: Continuing Education Student

mySDCCD
Student Web Portal

Welcome CE Student

4 YOU HAVE 4 NOTIFICATIONS

My CE Classes

Grades

[Spring 2017](#) [Summer 2017](#)

008637	ACCT 116A	Financial Accounting	Enrolled
	City WEB	Web/Online	TBA
008719	CHIC 141A	U.S. History/Chicano Perspectv	Enrolled
	Mesa - WEB	Web/Online	TBA
008890	FREN 102	Second Course in French	Enrolled
	Mesa - Classroom	On Campus	TBA

[Course History](#) | [Class Search](#) | [Enroll](#) | [My Education Plan](#)

My CEHS Classes

Grades

[Spring 2017](#) [Summer 2017](#)

008637	ACCT 116A	Financial Accounting	Enrolled
	City WEB	Web/Online	TBA
008719	CHIC 141A	U.S. History/Chicano Perspectv	Enrolled
	Mesa - WEB	Web/Online	TBA
008890	FREN 102	Second Course in French	Enrolled
	Mesa - Classroom	On Campus	TBA

[Course History](#) | [Class Search](#) | [Enroll](#) | [My Education Plan](#)

My To-Do List

You currently have no to-do items.

Continuing Education Calendar

By Date

Spring 2015

08-02-2015 - First Day For Beer

08-09-2016 - First Day For Beer

01-02-2017 - First asdf

Summer 2016 +

Fall 2016 +

Fall 2017 +

Short Term Academic Deadlines

My Success Path

My Goal: Not Set

My Program: Associate - Certificate Anthropology

Catalog Year: 2006-2007 Catalog Year

[Transfer Coursework](#) | [Milestones](#) | [Plan Progress](#) | [Petition For Graduation](#)

Student Quicklinks

TO DO LIST

MESSAGE CENTER

STUDENT INFORMATION

CLASS SEARCH

REGISTER

BLACKBOARD

GRADES

TRANSCRIPTS

PERSONAL INFO

Documents and Forms

Help and Support

SAN DIEGO
COMMUNITY COLLEGE
DISTRICT

SAN DIEGO
CITY COLLEGE

SAN DIEGO
MESA COLLEGE

SAN DIEGO
MIRAMAR COLLEGE

SAN DIEGO
CONTINUING
EDUCATION

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Ciber

March 7, 2018

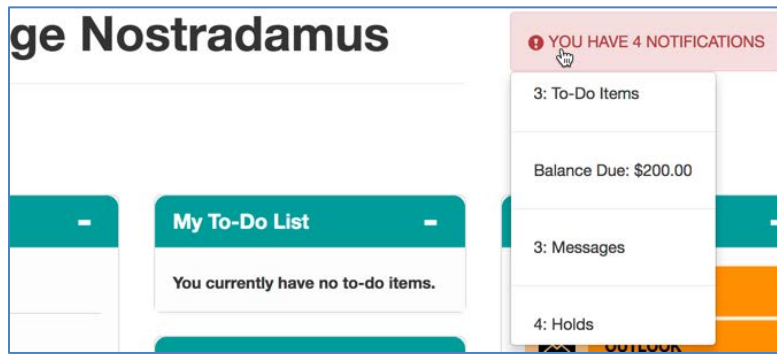
Page 29 of 47

Proprietary and Confidential



Functional/Technical Design Specification

Notifications



Similar to Student, CE Student Portal will contain notifications that are “reminders” that will show all new and current items that students will need to act on. The following are a list of items that will serve as a notification.

- To Do Items
 - Any checklist that has an item status of “initiated”
 - If they click on it, takes them to: http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/CC_PORTFOLIO.SS_C_C_TODOS.GBL?EMPLID=0005462051&IsFolder=false
- Any fees owed by the student
 - Shows total amount of fees owed
 - If they click on it, takes them to account summary: http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/SA_LEARNER_SERVICES.SSF_SS_ACCT_SUMM.GBL?EMPLID=0005462051&IsFolder=false
- Any service indicators with the flag SRVC_IND_CD_TBL_SCC_HOLD_DISPLAY set to “Y”
 - Show total number of service indicators active
 - If they click on it, takes them to: http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/CC_PORTFOLIO.SS_C_C_HOLDS.GBL?EMPLID=0005462051&IsFolder=false
- Message Center indicator if student has any communications generated to them, indicate the number here. If they click on it, will take them to message center (link TBD)

The notification will appear next to the name area. When they click on the notification it will cause a dropdown menu to appear that will indicate what is due. Users will be able to click on the corresponding item and be taken to the appropriate page as indicated above.

Portal Content

Similar to student page, this portal for Continuing Education students will show the following portlets:

- My To-Do Lists – derived from incomplete checklists assigned to the student.



Functional/Technical Design Specification

- My Continuing Education Classes -
 - Class Schedule: derived from any class enrolled in the CE career. will show the current semester, and any classes they are enrolled in. Note: CE students are only able to register in the current semester, they do not register for future semesters.
 - Grades: Same as college student, show CE grades if available
- My CEHS Classes-
 - Same as college, show CEHS courses
 - Same as college, show CEHS grades
- Continuing Education Calendar portlet will be used to display important academic deadlines. This portlet will be controlled by CMS



- Continuing Education Success Path -
 - My Goal: Will display the educational goal of the student. This information will be pulled from CE information
 - My Program - Shows the current CE career (Career number 0)
 - Apply to graduate - TBD
 - Plan Progress - will link to CE SSSP (FDD 732 Record Receipt of SSSP Services)



Functional/Technical Design Specification



1) Quicklinks (CE)

Links to CE quicklinks are defined in 3.2.13 Portal Specifications Links and Pagelets



Functional/Technical Design Specification



3.2.8 College Faculty Page

The college faculty home page will show for any person that has a record in the instructor advisor table. Requirements for the faculty page will be delineated in 3.2.7 College Faculty Page and 3.2.8 CE Faculty Page.

Design:

The screenshot shows a web interface for a faculty portal. At the top is a teal header with the 'mySDCCD' logo, 'Faculty Portal' text, and navigation icons. Below the header is a 'Welcome Professor' section. On the right, a pink box indicates 'CENSUS ROSTERS DUE'. The main content area is divided into several columns:

- Faculty Announcements:** A table with columns 'Date' and 'News'. It lists three announcements from 08/15/2018 to 01/01/2016.
- College Faculty Schedule:** A table with columns for course ID, course name, location, dates, enrollment, and waitlist. It shows three courses: ACCT 44, DSPS 21, and ESOL 15.
- Academic Deadlines:** A section with 'By Term' and 'By Date' tabs. It shows deadlines for Spring 2017 (02/09/2016, 02/12/2016, 09/03/2016) and Fall 2017.
- Faculty Quicklinks:** A vertical list of orange buttons for 'OUTLOOK', 'FACULTY WEB (SUMMER 2018)', 'TEXTBOOK REQUISITION', 'ONLINE CLASS SCHEDULE', 'CURRICUNET', 'FLEX', 'BLACKBOARD', 'TASKSTREAM', and 'COUNSELOR CENTER'.
- Faculty Assignment:** A table with columns 'Category', 'Type', and 'FTEF'. It lists 'Classroom' (Contract, Overload) and 'Non-Classroom' (Contract) assignments.

At the bottom, there is a red 'Documents and Forms' button and a yellow 'Help and Support' button. The footer includes logos for San Diego Community College District and its constituent colleges, along with a disclaimer.

General Setup

The faculty portal is meant to display items in the faculty center in a user-friendly format using the Integration Hub portal. Both College Faculty and CE Faculty will have a portal. Both are separated and only accessible to those that are active in the Instructor Advisor Table in the respective UGRD and CE/CEHS careers.

This document does not have the requirements for faculty to be on the Instructor Advisor Table and should be referenced in FDD 731 – Instructor Advisor Load)

Portal Header

The portal header is similar to the other portal setups:

The header will be called “Faculty Portal”



Functional/Technical Design Specification



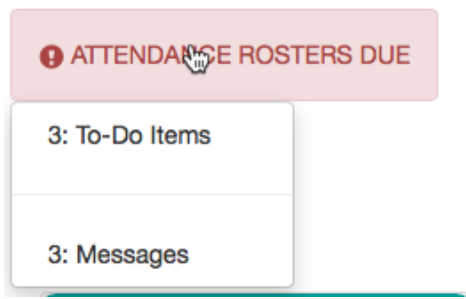
The “Welcome <FIRSTNAME> <LASTNAME>” is located at the top, where the Professor is the preferred name of the PERSON record accessing the system.

The header will leverage the Fluid Header and will contain the following

1. mySDCCD Logo
2. SDCCD branded color scheme
3. Home button to return the user to the dashboard
4. Search box to search for content and links
5. Menu icon - Where favorites, other portal delivered settings reside
6. Navigator - Will only display for staff with role level access to CS pages (e.g. counselors who have access to the Counselor (Advisor) Center.

Note: SDCCD would like the ability for users to set their default landing pages after they login if they have multiple roles (e.g. Student and Staff). With the Classic UI this was able to be performed, however with Fluid we are not sure if this can be accomplished.

Notifications



Notifications are “reminders” that will show all new and current items that faculty will need to act on. The following are a list of items that will serve as a notification.

- To Do Items
 - Any checklist that has an item status of “initiated”
 - If they click on it, takes them to: http://test-web1.sdccd.edu:24140/psp/CSTST/EMPLOYEE/CS/c/CC_PORTFOLIO.SS_C_C_TODOS.GBL?EMPLID=0005462051&IsFolder=false
 - Note: Only checklists that are set for faculty will show here.
- Message Center indicator if faculty have any communications generated to them, indicate the number here. If they click on it, will take them to message center (link TBD)

The notification will appear next to the name area. When they click on the notification it will cause a dropdown menu to appear that will indicate what is due. Users will be able to click on the corresponding item and be taken to the appropriate page as indicated above.



Functional/Technical Design Specification



Portal Content

The faculty page will comprise of the following components:

- College Faculty Announcements – This portlet is driven primarily by the content management system (CMS). News items will show to all faculty. This will limit the number of items to only show the latest 4 items. More items can be accessible either via a “Read More” link or a scrolling bar.

College Faculty Announcements	
Date	News
08/15/2018	SDCCD remains deeply committed to our students and will do everything we can to ensure their academic success Click here for details
08/11/2017	Important Updates to District Policies and Procedures
01/01/2016	Supporting Students with Disabilities

- College Faculty Schedule – shows all teaching assignments for the selected semester. Will show the current semester and the next semester if assignments have been completed.

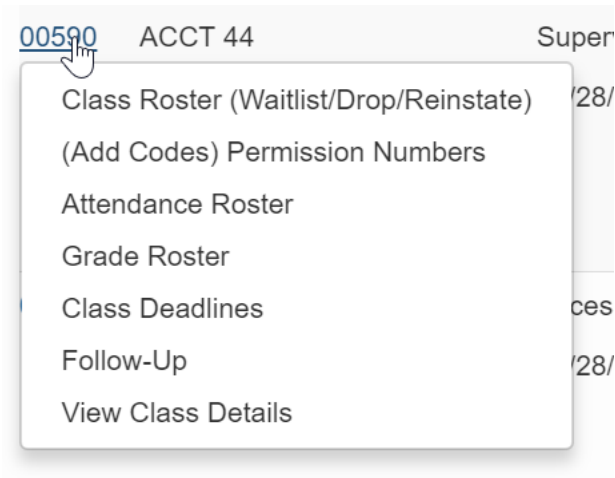
College Faculty Schedule			
Spring 2017 Fall 2018			
00590	ACCT 44 City M-204 On Campus	Supervised Tutoring/Accounting 01/28/2017 - 05/30/2017	Enrolled: 30 of 45 Waitlist: 0 of 10 MoTuWeThFr: 09:10 PM-11:10 PM TuTh: 09:10 PM-11:10 PM
08434	DSPS 21 Mesa LR-110 On Campus	Accessible Computer Lab 01/28/2017 - 05/30/2017	Enrolled: 30 of 30 Waitlist: 8 of 10 TBA
03212	ESOL 15 Univ Of Calif San Diego-Clsrm Off Campus	Essay Wrtnng/Grammar Nonnative 01/28/2017 - 05/30/2017	Enrolled: 20 of 30 Waitlist: 0 of 0 WF: 08:00 AM-10:20 AM

Class schedule will show any classes the faculty member has been assigned for the selected term. Each class will display the following information:

- Class Number (SSR_CLS_DTL.WRK_CLASS_NBR) that will be hyperlinked to create a drop down menu with the following options:



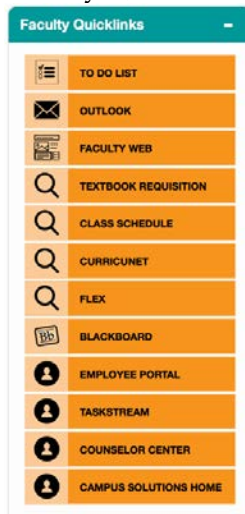
Functional/Technical Design Specification



Links are defined in 3.2.13 - Portal Specification Links and Pagelets.

Additional sections include:

- Calendar and Deadlines - Controlled by CMS. Shows important deadline dates.
- Important Numbers - List of important numbers, controlled by CMS
- Documents and Forms - Controlled by CMS
- Help and Support - Controlled by CMS
- Faculty Quicklinks as defined in 3.2.13 - Portal Specification Links and Pagelets





Functional/Technical Design Specification



3.2.9 CE Faculty Portal

The CE Faculty Portal is similar to the Faculty Center and is provided to those who are assigned access to teach CE faculty classes as determined by the instructor advisor table.

Header to read "Welcome <FIRSTNAME> <LASTNAME>"

The screenshot displays the CE Faculty Portal interface. At the top, there is a teal header with the SDCCD logo, a "Student Web Portal" link, and navigation icons. Below the header, a teal banner reads "Welcome Professor CE Faculty". To the right of the banner is a pink notification box: "ATTENDANCE ROSTERS DUE".

The main content area is divided into several portlets:

- Faculty Announcements:** A table with columns "Date" and "News".

Date	News
06/15/2016	SDCCD remains deeply committed to our students and will do everything we can to ensure their academic success. Click here for details.
08/11/2017	Important Updates to District Policies and Procedures
01/01/2016	Supporting Students with Disabilities
- Continuing Education Faculty Schedule:** A table with columns for course ID, name, location, and enrollment.

Course ID	Course Name	Location	Enrollment
000590 ABED 44 4232	Adult Education	City M-204	Enrolled: 30
	Rescue Mission 322	Off Campus	THFSA: 09:10 PM-11:10 PM FSA: 4:00 PM-5:00 PM
000590 ACCT 44	Supervised Tutoring/Accounting	City M-204	Enrolled: 30
		On Campus	THFSA: 09:10 PM-11:10 PM
000590 ACCT 44	Supervised Tutoring/Accounting	City M-204	Enrolled: 30
		On Campus	THFSA: 09:10 PM-11:10 PM
008434 DSPS 21	Accessible Computer Lab	Mesa LR-110	Enrolled: 28
		On Campus	TBA
003212 ESOL 15	Essay Writing/Grammar: Nonnative	Univ Of Calif San Diego-Clarm	Enrolled: 20
		Off Campus	WF: 08:00 AM-10:20 AM
- Academic Deadlines:** A section with "By Term" and "By Date" filters. It shows "Spring 2017" and "Fall 2017" sections with specific dates and actions like "Last Day to Add/Drop", "Open More Beer", and "Pay For Fees".
- Faculty Quicklinks:** A vertical list of orange buttons: TO DO LIST, OUTLOOK, CE FACULTY WEB, CE CLASS SCHEDULE, CE FLEX, BLACKBOARD, EMPLOYEES, COLLEGE FACULTY.
- CE Faculty Assignment:** A table showing "Total FTEF: 1.00" and "Flex Obligation: 8 hours".

Category	Type	FTEF
Classroom	Contract	0.75
Classroom	Overload	0.25
Non-Classroom	Contract	0.10
- Documents and Forms:** Two red buttons labeled "Documents and Forms".
- Help and Support:** A yellow button labeled "Help and Support".

At the bottom, there is a footer with logos for San Diego Community College District, City College, Mesa College, Miramar College, and Continuing Education, along with a copyright notice: "© San Diego Community College District | Disclaimer".

The CE faculty page will comprise of the following components:

- CE Faculty Announcements – This portlet is driven primarily by the content management system (CMS). News items will show to all faculty. This will limit the number of items to only show the latest 4 items. More items can be accessible either via a "Read More" link or a scrolling bar.



Functional/Technical Design Specification

CE Faculty Announcements	
Date	News
08/15/2018	SDCCD remains deeply committed to our students and will do everything we can to ensure their academic success Click here for details
08/11/2017	Important Updates to District Policies and Procedures
01/01/2016	Supporting Students with Disabilities

- CE Faculty Schedule – shows all teaching assignments for the selected semester. Will show the current semester and the next semester if access has been granted.

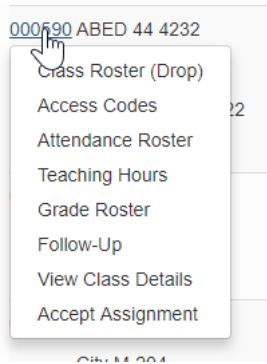
Continuing Education Faculty Schedule			
Spring 2017 Fall 2018			
000590	ABED 44 4232	Adult Education	Enrolled: 30
	City M-204	On Campus	THFSA: 09:10 PM-11:10 PM
	Rescue Mission 322	Off Campus	FSA: 4:00 PM-5:00 PM
000590	ACCT 44	Supervised Tutoring/Accounting	Enrolled: 30
	City M-204	On Campus	THFSA: 09:10 PM-11:10 PM
000590	ACCT 44	Supervised Tutoring/Accounting	Enrolled: 30
	City M-204	On Campus	THFSA: 09:10 PM-11:10 PM
008434	DSPS 21	Accessible Computer Lab	Enrolled: 28
	Mesa LR-110	On Campus	TBA
003212	ESOL 15	Essay Wrtnng/Grammar	Enrolled: 20
	Univ Of Calif San Diego-Clstrm	Nonnative Off Campus	WF: 08:00 AM-10:20 AM

CE Class schedule will show any classes the faculty member has been assigned for the selected term. Each class will display the following information:

- Class Number (SSR_CLS_DTL.WRK_CLASS_NBR) that will be hyperlinked to create a drop down menu with the following options:



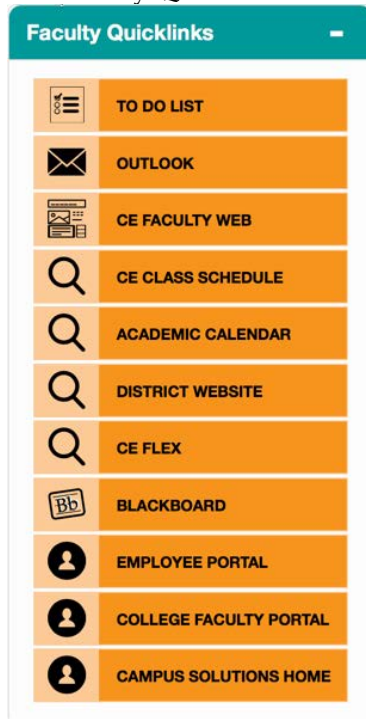
Functional/Technical Design Specification



Links will be defined in 3.2.13 – Portal Specifications Links and Pagelets

Additional sections include:

- Calendar and Deadlines – Controlled by CMS. Shows important deadline dates.
- CE Important Numbers – List of important numbers, controlled by CMS
- Documents and Forms – Controlled by CMS
- Help and Support – Controlled by CMS
- CE Faculty Quicklinks





Functional/Technical Design Specification



3.2.10 Security

With the implementation of CS into the Portal, we will need to create some new roles to help drive content, branding, navigation, and data within the Portal. The majority of the roles will be created for CS specifically, and the Portal will not need to leverage them. However, we will need to create some roles for the following use cases to be assigned dynamically.

College Students

We will need to identify if a student is a college student. This role will be tied to the student landing page and associated pagelets and content in the Portal.

Career = UGRD

Continuing Education Student

We will need to identify if a student is a continuing education student. This role will be tied to the prospective landing page and associated pagelets and content in the Portal and be tied to the guest access.

Career = CE or CEHS

Faculty/CE Faculty

Users found in the instructor advisor table will be given access to the Faculty and CE Faculty portals.

Staff

Administrative staff - Employees that are given access to the Campus Solutions administrative pages will be granted access to the delivered Campus Solutions home page.

3.2.11 Context Sensitive Help

SDCCD would like to be able to target content, documents, links, and support to students as they make their way through different transactions with CS and the Portal. For instance, when a student is enrolling in classes, it would be helpful to show information on tuition fees and payments, how to apply for financial aid, links to the course catalog, FAQs, and documents. Out of the box, this level of contextual help does not exist. Therefore, SDCCD would like to utilize Ciber's Contextual Related Content. While the code will be delivered to SDCCD, the Portal Content Team will need to work with the CS Functional Teams to come up with the related content. An example of this display is shown below.



Functional/Technical Design Specification

Search for Classes
Enter Search Criteria

Search for Classes

Institution: San Diego Community Coll Distr
Term: Fall 2015
Select at least 2 search criteria. Select Search to view your search results.

Class Search

Subject: [Dropdown]
Course Number: is exactly [Text Box]
Course Career: Undergraduate
 Show Open Classes Only
 Open Entry/Exit Classes Only

Campus: [Dropdown]
Location: [Dropdown]

Additional Search Criteria

CLEAR SEARCH

Help icons/tabs appear if there is any Related Content configured for the Component. The items are configured in Portal by the Content Team.

Get Help

Search for Classes
Enter Search Criteria

Search for Classes

Institution: San Diego Community Coll Distr
Term: Fall 2015
Select at least 2 search criteria. Select Search to view your search results.

Class Search

Subject: [Dropdown]
Course Number: is exactly [Text Box]
Course Career: Undergraduate
 Show Open Classes Only
 Open Entry/Exit Classes Only

Campus: [Dropdown]
Location: [Dropdown]

Additional Search Criteria

CLEAR SEARCH

List of items determined by PS Component

Get Help

- Where can I get my W2
- Change my withholding for taxes
- My Paycheck

Student can click to open the content, document, URL, etc

3.2.12 Portal Specification Links and Pagelets

Link specifications and other pagelet information are contained in the attached excel spreadsheet.



Portal Specification Links and Pagelets.xls:



4 TECHNICAL DESIGN

4.1 *New Tables/Views*

Action (New, Modified , Deleted)	Record	Field	Key	Search	List Box	Audit	Default

4.2 *PeopleCode*

Action (New/ Mod/ Delete)	PeopleCode Type	Name	Action	Example of Business Rules/Logic

4.3 *Pagelets*

Action (New/ Mod/ Delete)	Pagelet Name	Type	Location	Notes\Comments



Functional/Technical Design Specification



4.4 Queries

4.5 HTML

Action (New/Mod/Delete)	HTML Name	Location	Notes\Comments

4.6 Project

Action (New/Mod/Delete)	Project Name	Notes\Comments

4.7 Security:

Security access for pay group setup will be controlled by the delivered "Security by Permission List" component.

4.7.1 Roles:

4.7.2 Role	4.7.3 Page Access	4.7.4 Data Access
4.7.5	4.7.6	4.7.7

4.7.8 Permissions



Functional/Technical Design Specification



4.8 UNIT TEST SCENARIOS

The Development team's standard testing process of viewing the data through PeopleSoft's online pages, adding a row, deleting a row, etc. is necessary. Additionally, here are some specific test scenarios.

<i>Test</i>	<i>Condition</i>	<i>Steps</i>	<i>Test Data</i>	<i>Expected Results</i>	<i>Actual Results</i>	<i>Pass / Fail</i>
1.		1.				
2.		1.				

4.9 MIGRATION INSTRUCTIONS

TBD

4.10 INSTALLATION INSTRUCTIONS

TBD



Functional/Technical Design Specification



5 FUNCTIONAL APPROVALS

Functional Analyst - CIBER	
Signature	Date

Functional Analyst (Guest/Staff) - SDCCD	
<i>Victor DeVore</i>	7/6/2017
Signature	Date

Functional Analyst (Student) - SDCCD	
<i>Victor DeVore</i>	7/6/2017
Signature	Date

Functional Analyst (CE Student) - SDCCD	
<i>Victor DeVore</i>	7/6/2017
Signature	Date

Functional Analyst (Faculty) - SDCCD	
<i>Victor DeVore</i>	10/10/2017
Signature	Date



Functional/Technical Design Specification



6 TECHNICAL APPROVALS

Technical Lead - CIBER	
Ryan Block N/A	
Signature	Date

Technical Lead - SDCCD	
David Taniguchi N/A	
Signature	Date