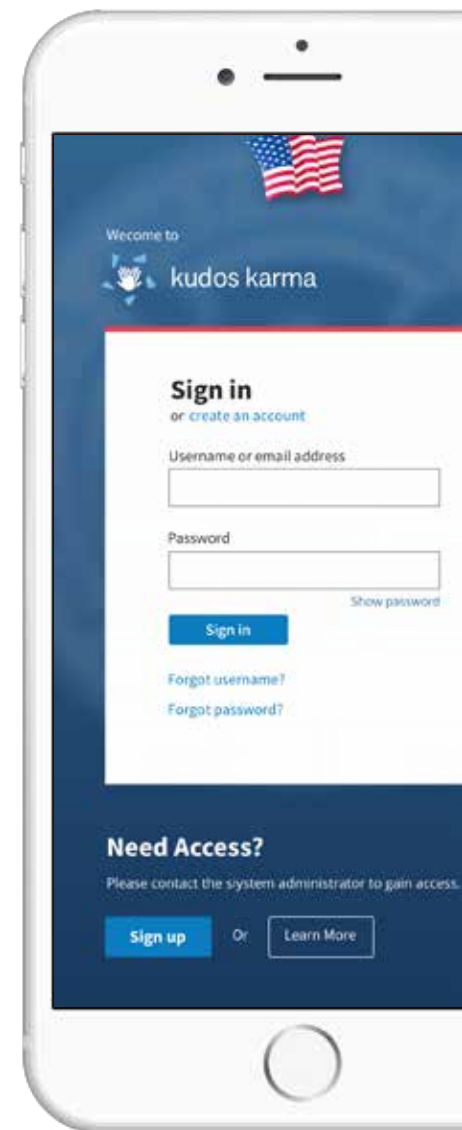


DHS FLASH

Concept Design Document



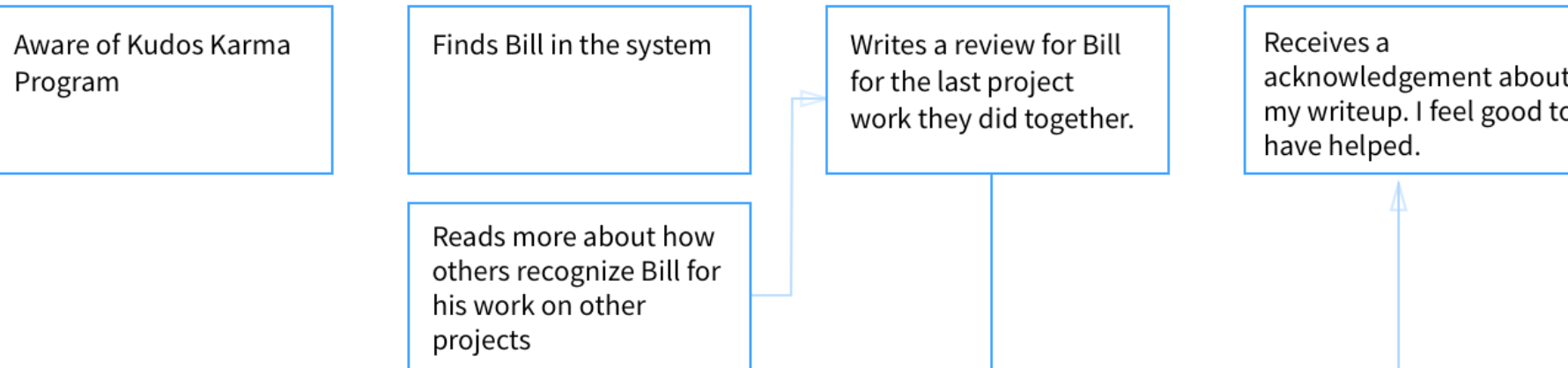
Jorney Map



Jane Doe
EMPLOYEE

GOAL

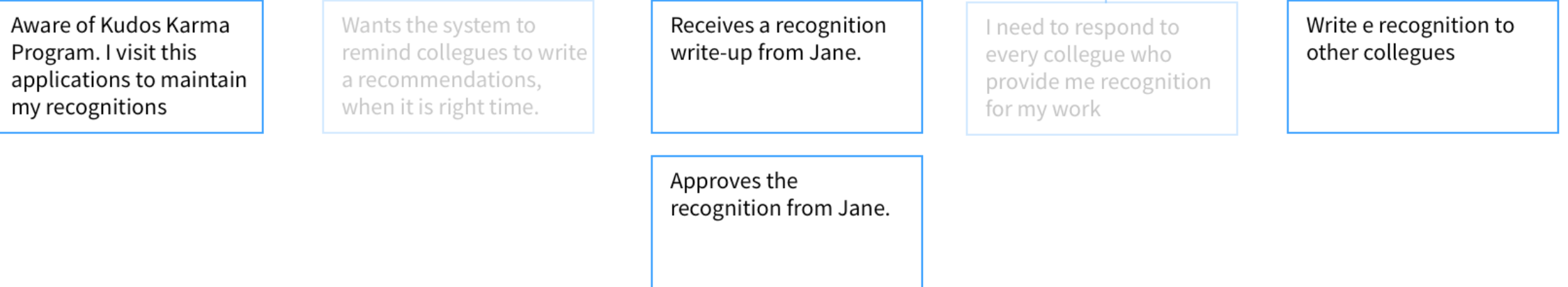
To be appreciated and recognize by my peers
To recognize my peers for their hardworks and excellent service to our organization
I want my recognitions to have some weightage towards our periodical performance review



Bill Prady
EMPLOYEE

GOAL

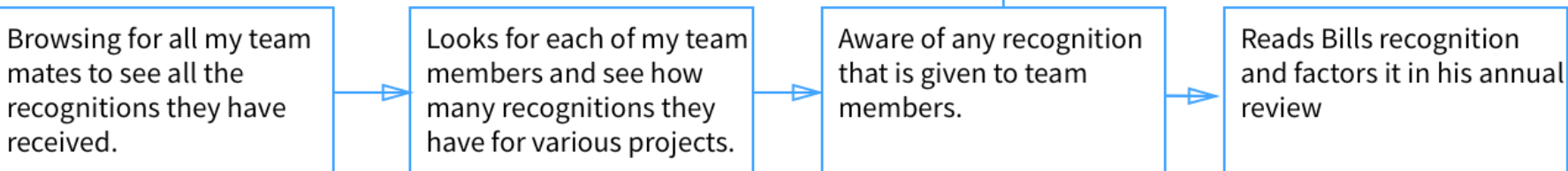
I want to keep my profile upto date.
I also want to review and approve how poeple write recognitions about my work.
Wants to recieprocate for any good recognitions that is provided by his colleagues



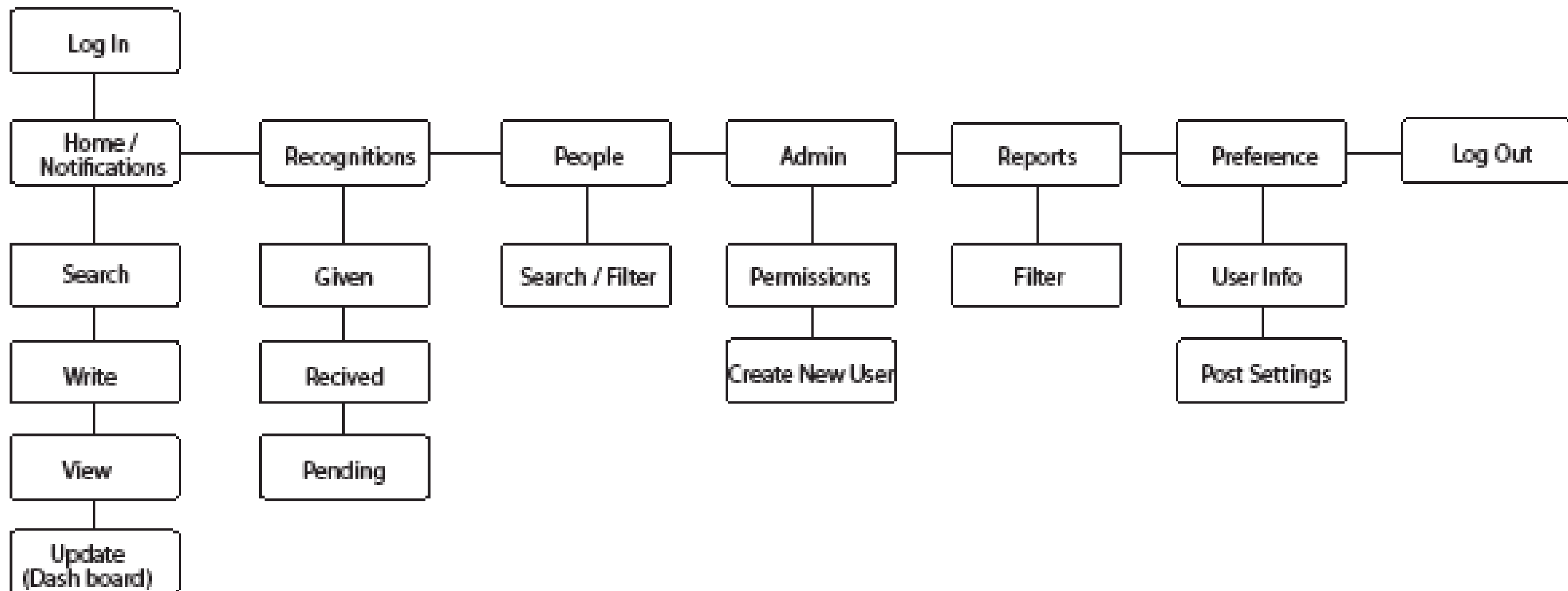
John Smith
MANAGER

GOAL

To create a culture of mutual respect within teams as well as across the whole organization
Constantly seek out recognition for my team members
To reach outside my organization for performance reviews of my team members
Factor in my team members recognition by others in their performance review



Site Map





Storyboard

User Journey through screen design

0.0 Application Login

Users will be authenticated to Peer Recognition App via the login page. They can reset their passwords or create a new account if new to this application.

Welcome to
kudos karma

Sign in
or [create an account](#)

Username or email address

Password

[Show password](#)

[Sign in](#)

[Forgot username?](#)
[Forgot password?](#)

Need Access?
Please contact the system administrator to gain access.

[Sign up](#) Or [Learn More](#)

Welcome to
kudos karma

Sign in
or [create an account](#)

Username or email address

Password

[Show password](#)

[Sign in](#)

[Forgot username?](#)
[Forgot password?](#)

Need Access?
Please contact the system administrator to gain access.

[Sign up](#) Or [Learn More](#)



1.0 Landing Page

After successful login, Application will display Notifications on left-hand side. The notifications will be pertaining to recognitions, if there are new recognitions given by other Peers or somebody is requesting a recognition. Users will be able to take related action per notification, i.e. write a recognition or accept and post one. User can also request updates to recognitions. There is a chart showing user's total score or recognitions received.

ALL NOTIFICATIONS

REQUEST 2 Hrs ago.

Jane Doe requests your recommendation for her work.

MESSAGE

Hi John, I am seeking your recognision for the work I did to help out your event last week. Lorem ipsum Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

TYPE EVENT

[Write Reco.](#)

[Remind Me Later](#)

RECOGNITION 2 Hrs ago.

Benjamin. E. wrote a recognition for your work.

MESSAGE

Hi John, I am seeking your recognision for the work I did to help out your event last week. Lorem ipsum Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse .

TYPE EVENT

[Accept & Post](#)

[Request Edit](#)

[Remove](#)

REMINDER 2 Hrs ago.

James D. requested recommendation for his work 2 days ago.

MESSAGE

TYPE EVENT

[Write Reco.](#)

[Remind Me Later](#)

YOUR RECOGNITIONS

17
Total

5 Given 8 Received 4 Pending

YOUR RECOGNITIONS

17
Total

5 Given 8 Received 4 Pending

ALL NOTIFICATIONS

REQUEST 2 Hrs ago.

Jane Doe requests your recommendation for her work.

MESSAGE

Hi John, I am seeking your recognision for the work I did to help out your event last week. Lorem ipsum... [+ MORE](#)

TYPE EVENT

[Write Reco.](#) [Remind Me Later](#)

REQUEST 2 Hrs ago.

Benjamin. E. wrote a recognition for your work.

MESSAGE

Hi John, I am seeking your recognision for the work I did to help out your event last week. Lorem ipsum... [+ MORE](#)

TYPE PERFORMANCE

[Accept & Post](#) [Request Edit](#) [Remove](#)

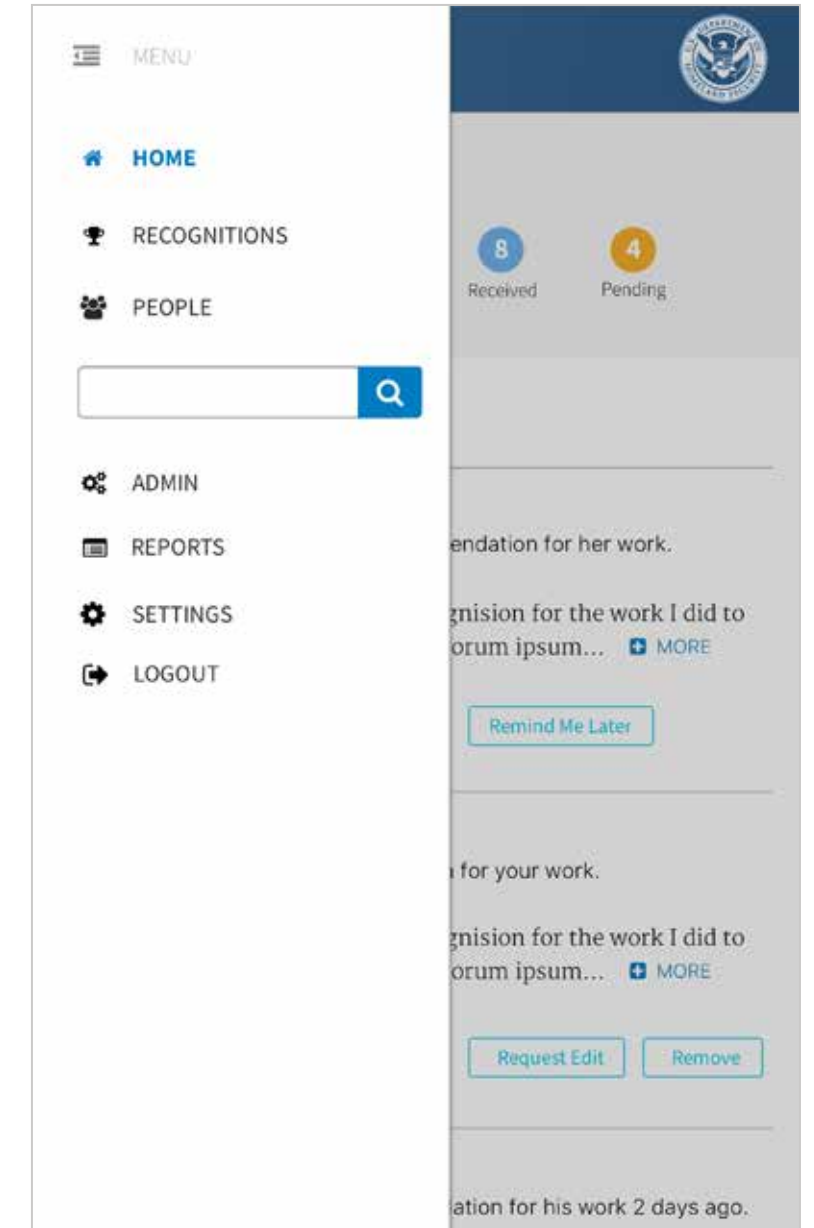
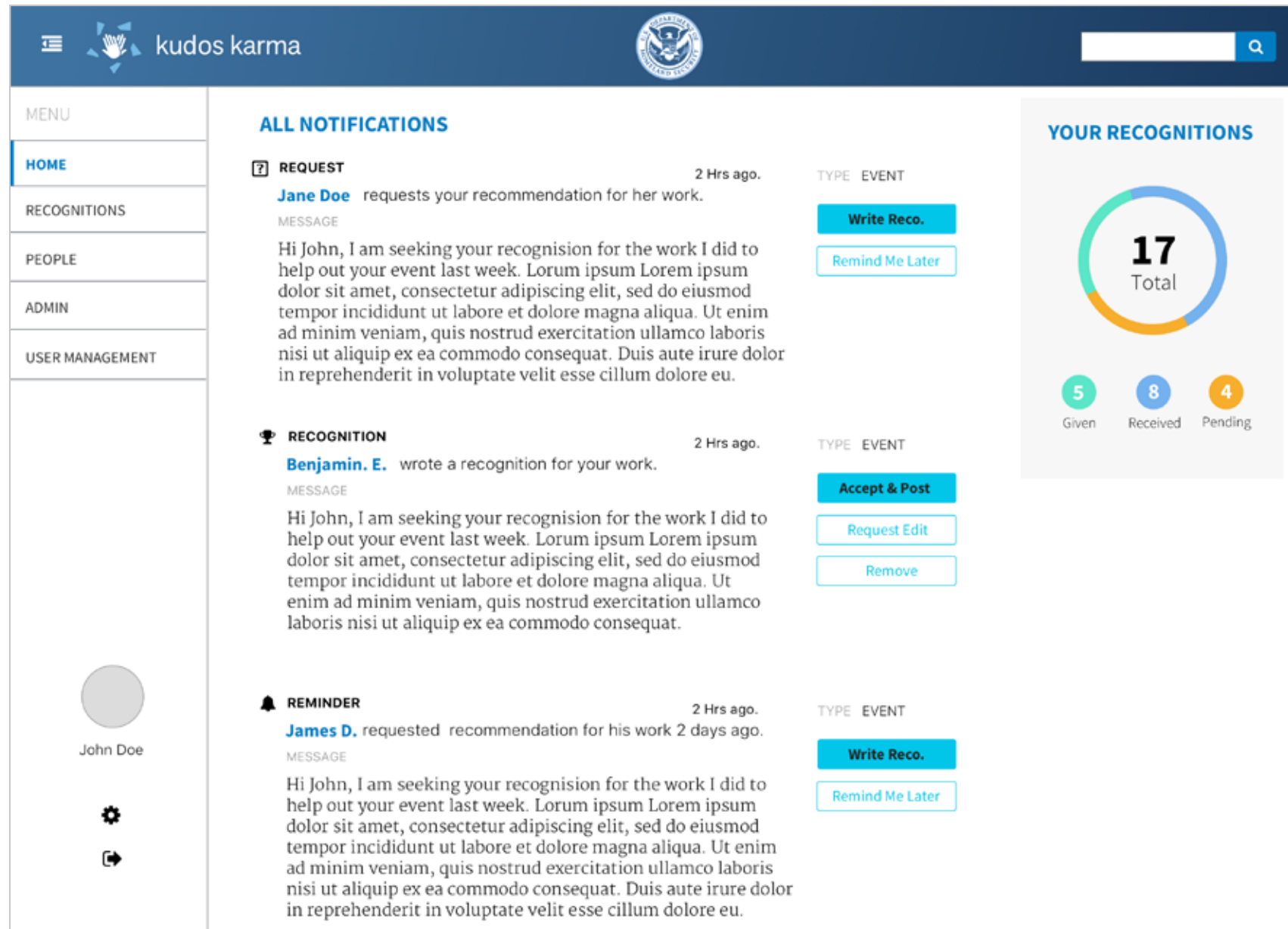
REMINDER 2 Hrs ago.

James D. requested recommendation for his work 2 days ago.



1.1 Landing Page - Navigatton

There is a navigation menu on the left-hand side that is role-based. Peer users will have access to Recognition, People and Home pages and Admin user will have all access.



1.2 Global Search

User can look up their peers or anyone in the organization via Search feature. The Search list also allows users to write or request recognitions with one click.

The image displays three screenshots of the 'kudos karma' application interface, which is designed for giving and receiving recognition within an organization. The interface includes a header with the 'kudos karma' logo and a search bar.

Left Screenshot: ALL NOTIFICATIONS

- REQUEST:** A notification from Jane Doe, 2 Hrs ago, requesting a recommendation for her work. The message text is: "Hi John, I am seeking your recognision for the work I did to help out your event last week. Lorum ipsum Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum." Action buttons: "Write Reco." and "Remind Me Later".
- RECOGNITION:** A notification from Benjamin E., 2 Hrs ago, writing a recognition for your work. The message text is: "Hi John, I am seeking your recognision for the work I did to help out your event last week. Lorum ipsum Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse." Action buttons: "Accept & Post", "Request Edit", and "Remove".
- REMINDER:** A notification from James D., 2 Hrs ago, requesting a recommendation for his work 2 days ago. The message text is: "Hi John, I am seeking your recognision for the work I did to help out your event last week. Lorum ipsum Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse." Action buttons: "Write Reco." and "Remind Me Later".

Middle Screenshot: PEOPLE

- A search bar with the text "Jane Doe".
- A list of people with their names, roles, and departments, along with action buttons for "Write Reco." and "Request Reco.".
- People listed include Jane Doe (Business Analyst, Department A), Janise Williams (Technology Architect, Department B), Jannie Mae (Technology Architect, Department B), and Janise Smith (Technology Architect, Department B).
- A "Load More" button at the bottom.

Right Screenshot: PEOPLE

- A search bar with the text "Jane Doe".
- A list of people with their names, roles, and departments, along with action buttons for "Write Reco." and "Request Reco.".
- People listed include Jane Doe (Business Analyst, Department A), Janise Williams (Technology Architect, Department B), Jannie Mae (Technology Architect, Department B), and Janise Smith (Technology Architect, Department B).
- A "Load More" button at the bottom.



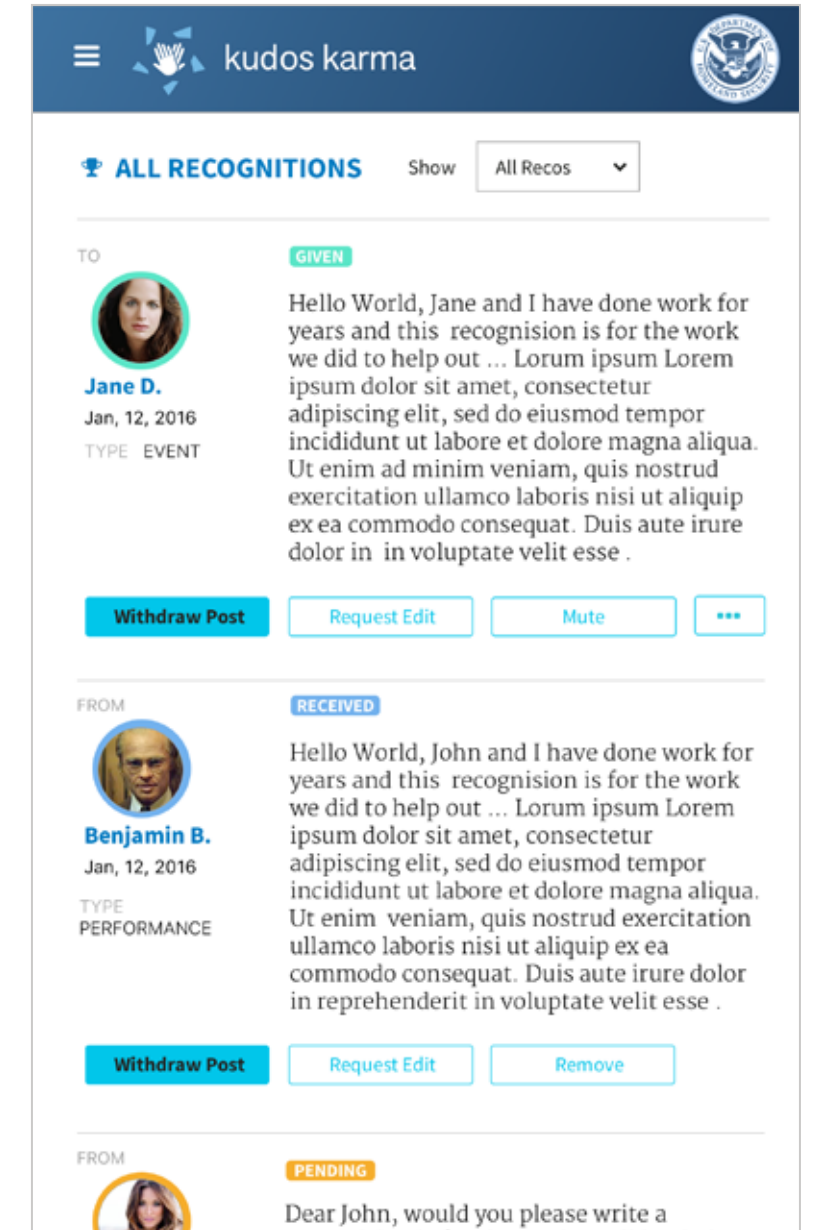
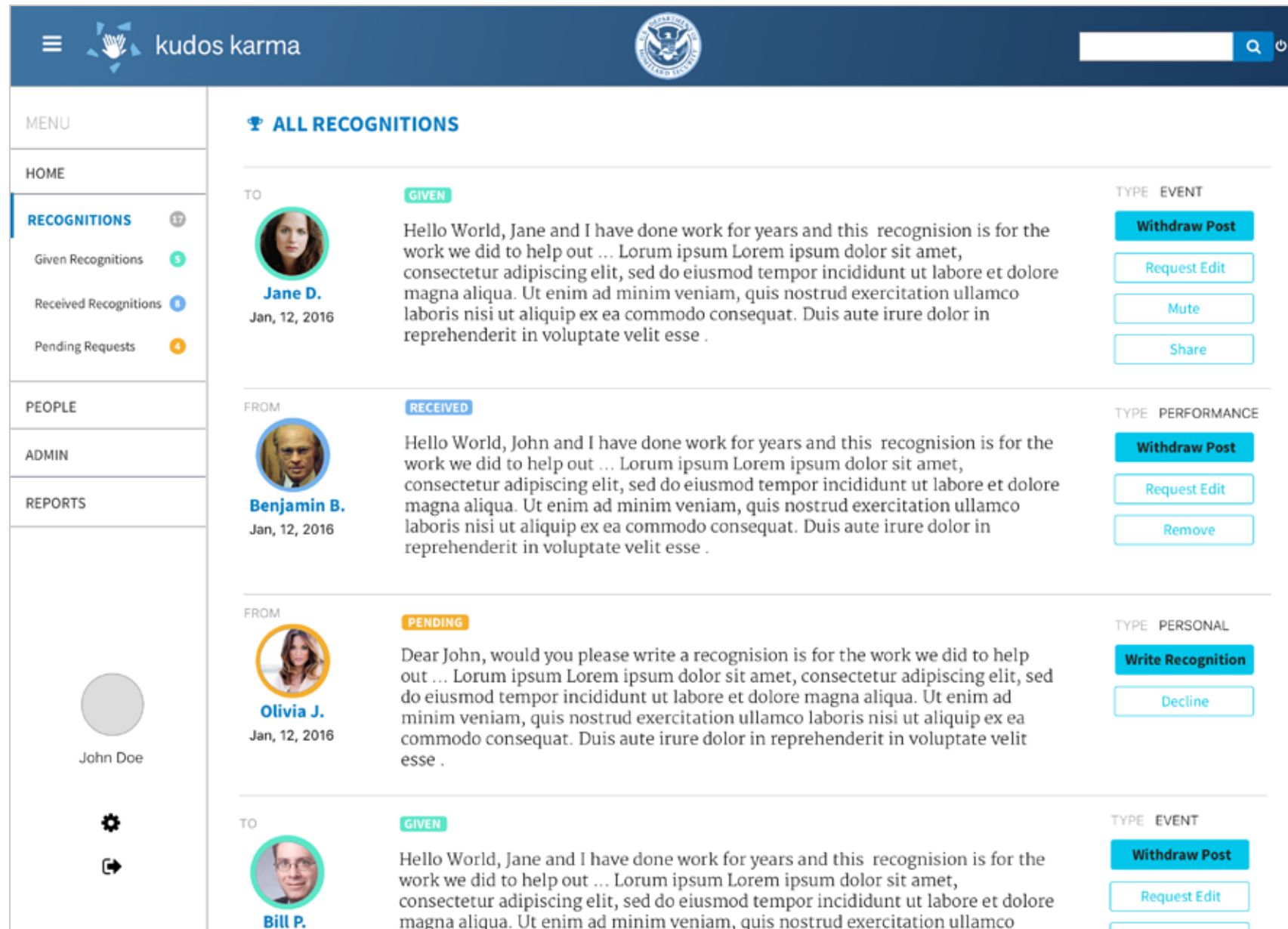
1.3 Write Recognition

System will display 'Write Recognition' modal/window for users to enter recognition statement for their peer. Users can also view their profile before writing. There is a ranking 'star' icons that allows user to rank their peer in addition to statement. User can submit the recognition once completed.



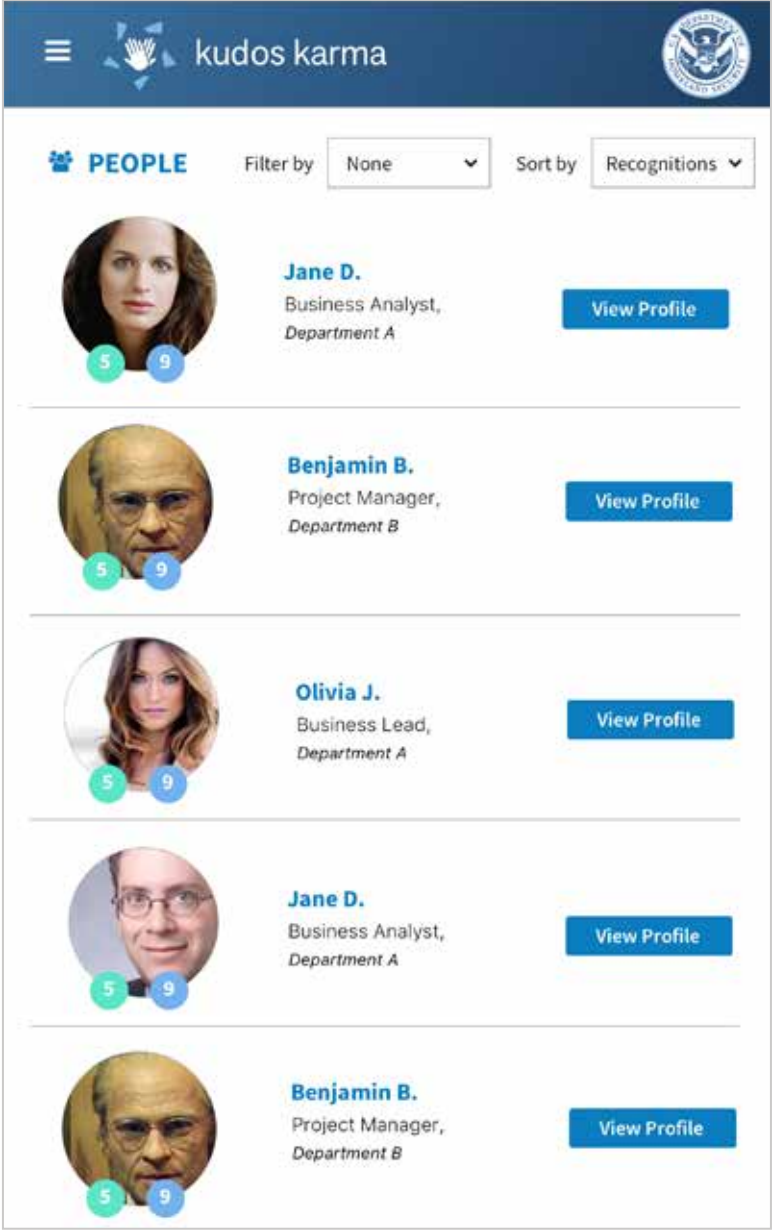
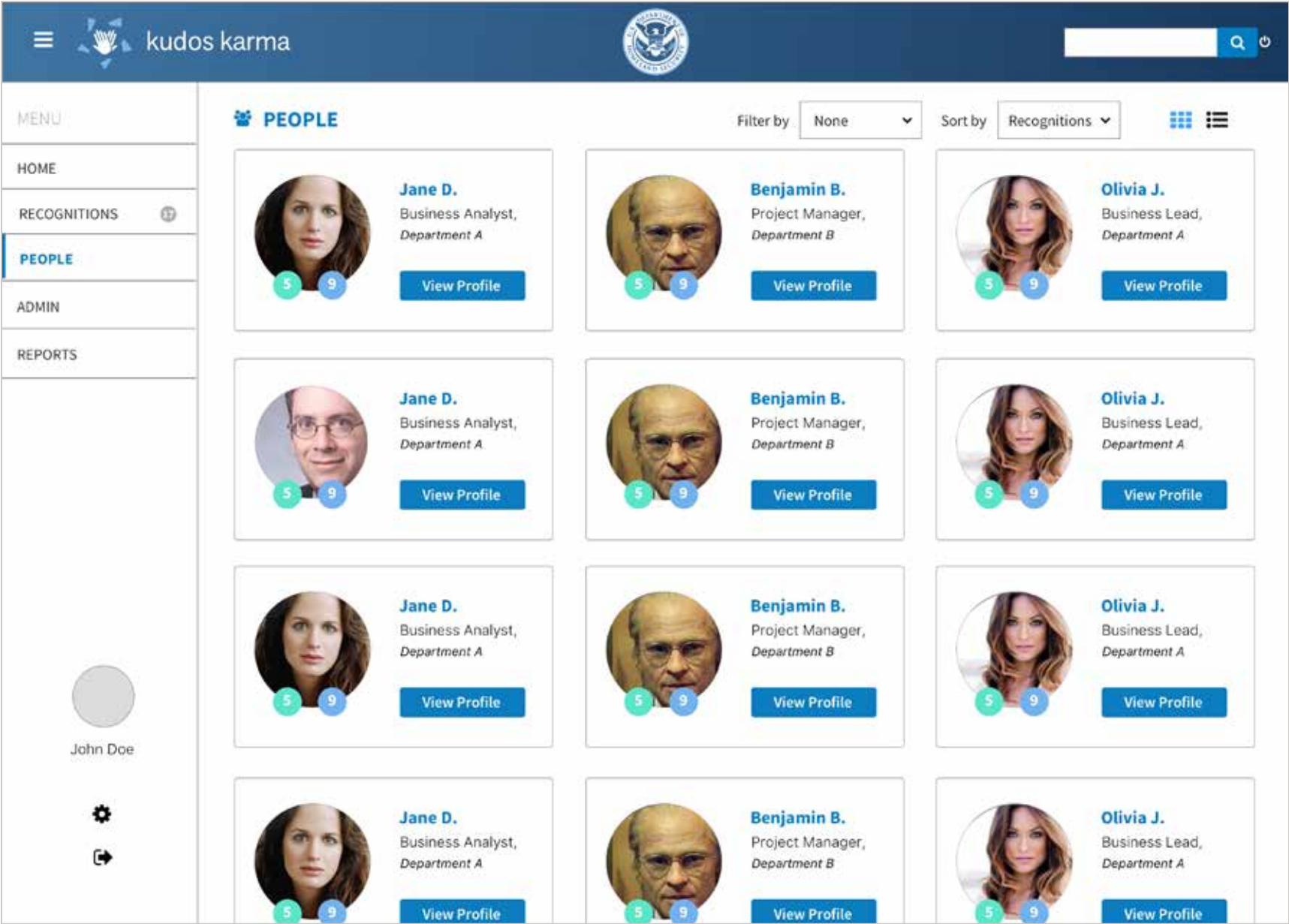
2.0 Recognitions

Users can view all recognitions associated to them in a list. The recognitions will be tagged as 'Given', 'Received' and 'Pending' along with the recognition type. Each recognition will have a link to their peer profile. Users will be able to take relevant action on each recognition by the links provided under the recognition type.



3.0 People

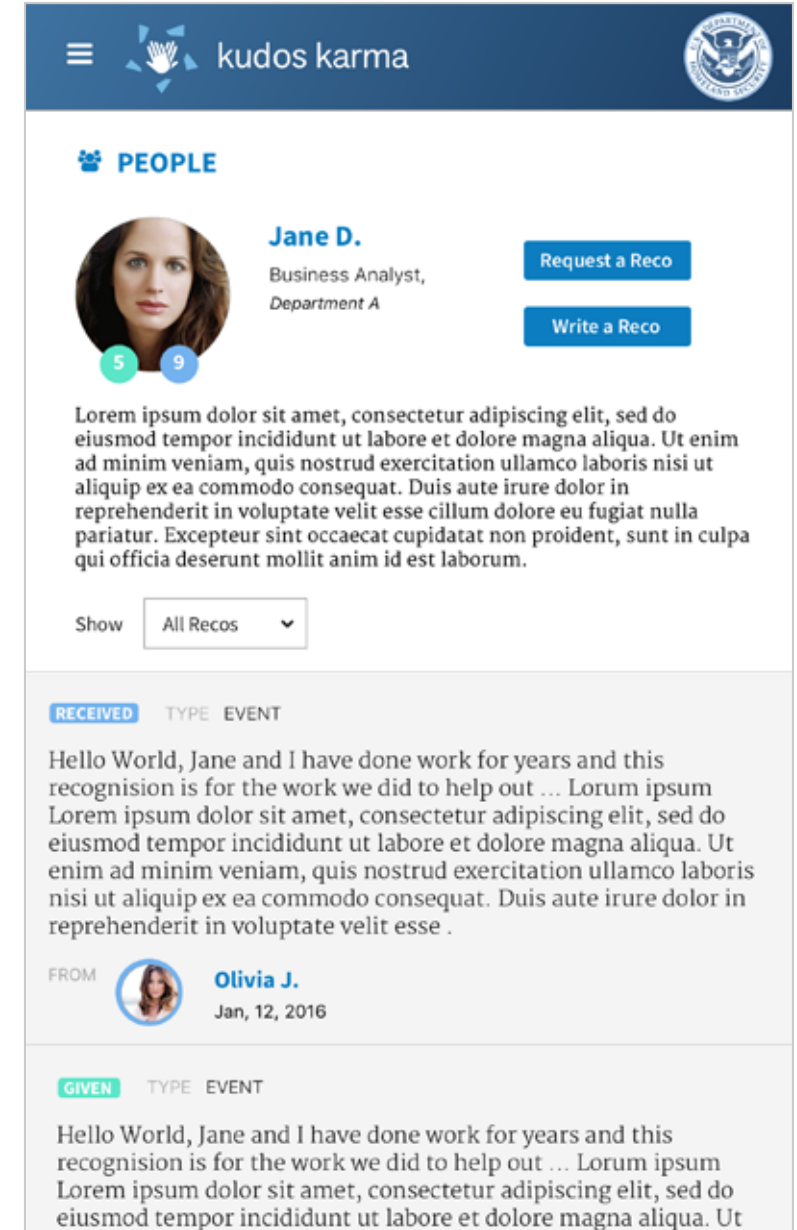
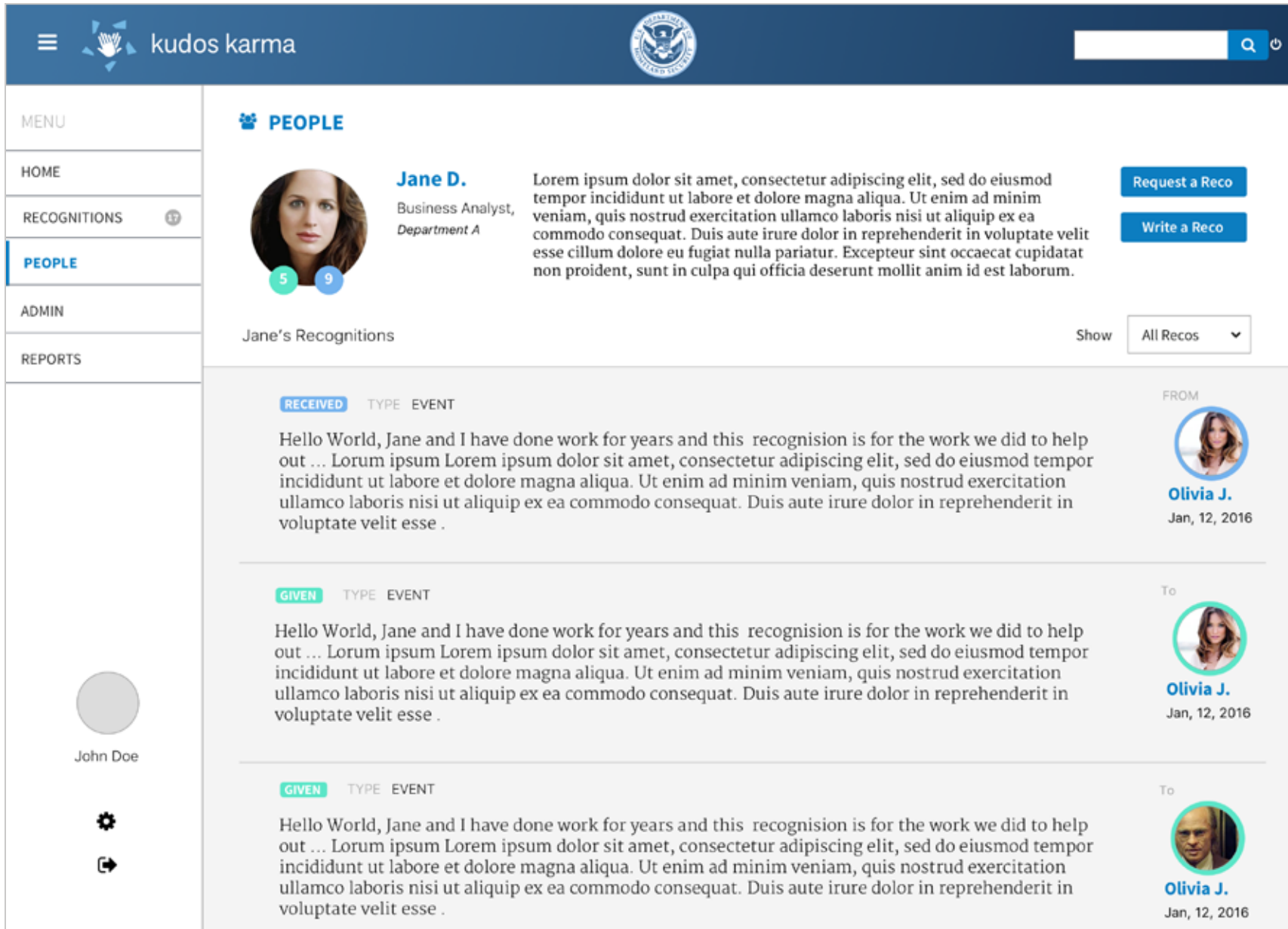
User can view other people's profiles, including their recognitions, score, department. They can filter by departments and sort recognitions type options. There is the options to view the people list by the list view and card view.



3.1 User Profile

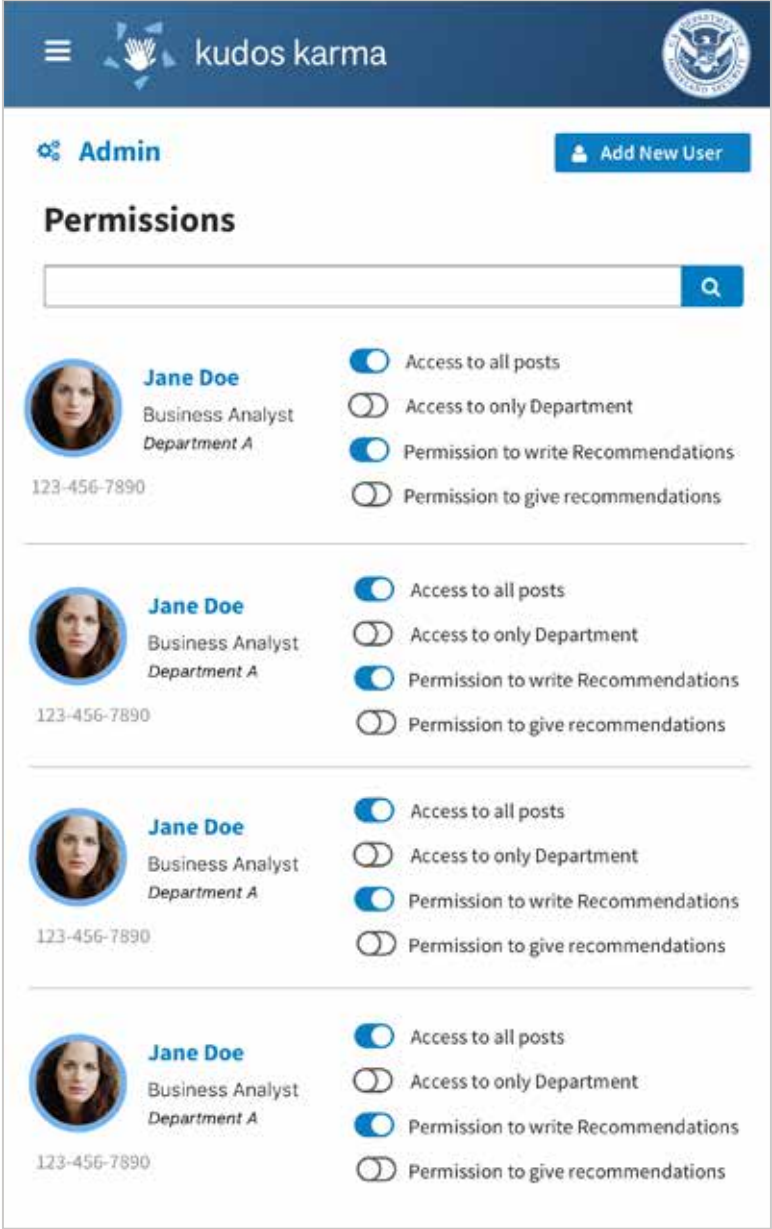
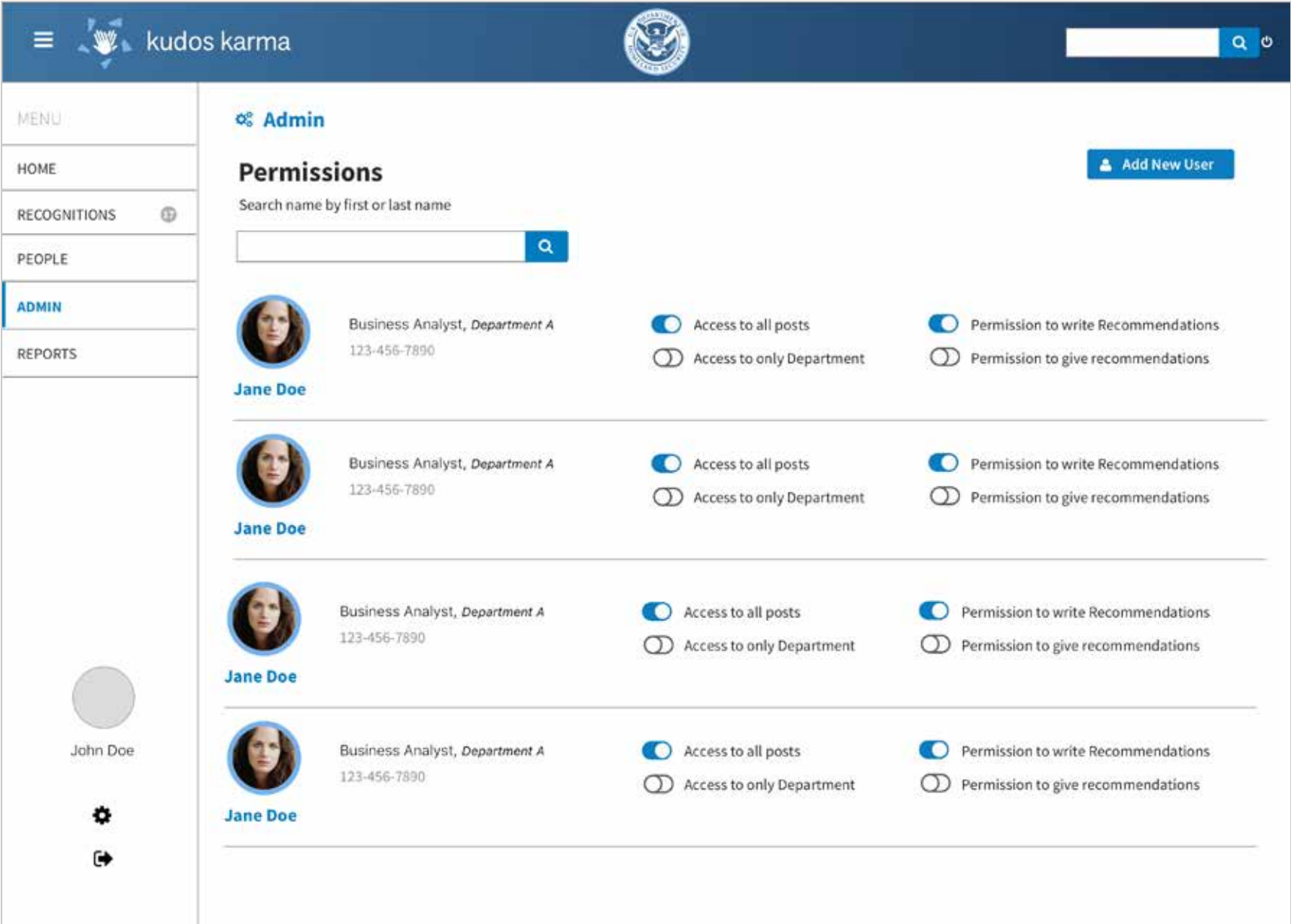
shows the selected person and the list of people who have interacted.

There is a filter lets user view peers list by all, received or given recognitions.



4.0 Admin

Admin page allows Admin user to view all users by their departments and roles. They can search for users by departments. For each user profile, Admin can manage their user permissions such as to give recognitions and view other people's recognitions.



4.1 Add New User

Admin user can add new users to the recognition system and assign user privileges by clicking on the 'Add New User' link.

kudos karma

MENU

HOME

RECOGNITION

PEOPLE

ADMIN

REPORTS

John Doe

Admin

Add New Employee

Title

First name

Required

Middle name

Last name

Required

Suffix

Department

Office Number

Phone Number

Permissions

☒ Access to all posts



☐ Permission to write Recommendations


☐ Access to only Department


☐ Permission to give recommendations

Save

Cancel




Go Back

Add New Employee

Employee Info

Title	First name	Required	Middle name
<input type="text"/>	<input type="text"/>		<input type="text"/>
Last name	Required	Suffix	
<input type="text"/>		<input type="text"/>	
Department	Office Number		
<input type="text"/>	<input type="text"/>		
Phone Number			
<input type="text"/>			

Permissions

☒

Access to all posts

☐

Access to only Department

☒

Permission to write Recommendations

☐

Permission to give recommendations

Submit

Cancel



5.0 Reports

Admin user can run recognition reports by department to share it with managers across the organization. The reports page will allow Admin to first select a department and time period criteria from the drop-down options and run reports. The Admin can download and print the reports by clicking on the appropriate icons. Admin can also email reports to managers or any other stakeholder requesting recognition reports within the organization.

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MENU

HOME

RECOGNITIONS

PEOPLE

ADMIN

REPORTS

John Doe

Departmental Reports

DHS Department

Period

Employees	Recieved Recognitions	Given Recognitions
John Doe	7	7
Jame Miller	5	2
John Doe	1	2
John Doe	1	2
John Doe	2	1
John Doe	1	2

kudos karma

Departmental Reports

DHS Department

Period

Employees	Recieved Recognitions	Given Recognitions
John Doe	7	7
Jame Miller	5	2
John Doe	1	2
John Doe	1	2
John Doe	2	1
John Doe	1	2



6.0 Settings

Setting page will allow users to enter or update their contact and departmental information which will be saved to their user profile in the recognition system. The users can also manage the visibility of their profile information to All, Managers or their departments.

kudos karma

MENU

HOME

RECOGNITIONS

PEOPLE

ADMIN

REPORTS

John Doe

SETTING

User Info

Job Title

Business Analyst

Official Email

obama@usds.com

Add Email

LinkedIn Profile

Department

Technology Group A

Office Number

1234 b

Phone Number

123-456-7890

Post Settings

Show recognitions to

All

My Department

Managers

Save

kudos karma

SETTING

User Info

Job Title

Business Analyst

Official Email

obama@usds.com

Add Email

Department

Technology Group A

Office Number

1234 b

Phone Number

123-456-7890

Post Settings

Show recognitions to

All

My Department

Managers

Save


DHS FLASH
Concept Design Document


09.07.16 | pradyot@prady.com


7.0 Performance Review

A manager can access an employee's performance review page where the manager can add received kudos to the employee's performance review. The manager can send, print and export the performance review information.




kudos karma








My Report



Name	Role	Performance	Kudos Recieved
John Doe	Business Analyst		93

Add Kudos



thanks

