START

User fills in (uses) existing template

Main Use: Provide quick feedback by ticking boxes on template

BRANCH # 1

User Creates Template

Page(s) to create new template and save it. User can name the template to reflect eg. a role or response type

BRANCH # 2

READY TO SEND ALL

Send Feedback

Branch # 3

Edit / Delete

Edit existing template (with option to delete)

Give option to 'Save As' also

BRANCH # 4

TEMPLATE: Key Database object. Can carry info about the roles it is associated with and the info to generate the template for the feedback page.

ROLE: Can be captured as part of the template definition. i.e. the user might save a template containing info specifically for a particular role. -> might not need to be a database object(?

CANDIDATE: Name filled in on the header; pdf name includes name; link to PDF stored in the database

[1.1] Before the feedback writing process starts, the template to be used has to be selected.

The feedback window contains the header [1.2], the comments that can be selected via checkboxes or radio buttons and a text box for free comment. [1.3]

The feedback is saved [1.4 + 1.5] as a pdf file using the applicant's code / name.

Create [2], edit, delete [4] a template
A template has: A header
[fixed] - containing relevant information about the person the feedback is for, the person giving the feedback and what the feedback is for (CV, interview, technical interview, etc) [metadata 2.1]

A number of comments to be included in the feedback. [2.2]

The template can be used to review the applications for one or more positions advertised. [metadata 2.1]

Branch # 1 - 'Give Feedback'

Branch # 2 - 'User creates template'

• Way of choosing: page populates with icons to select existing template

1.1 - Select Template

2.1 - Enter template title + meta data

Template object created + meta data (display name, role association etc.)

* Fill in <NAME> ,<REVIEWER>, <ROLE> date can be read from system.

1.2 - Fill in Header - Must be unique i.e. name

2.2 - Select items to include in feedback form template

The feedback will be a letter with key phrases injected. These phrases are the 'options points'

Tick the boxes and select feedback from the options

1.3 - Select feedback options to include

2.3 - Fill in the free text boxes to link the options points/nodes*

Saves a record of he info entered. This will end up on a PDF document which will be generated from a database record

PDF + Link saved in DB

1.4 - Hit 'Save'

2.4 - Save template

Saves the Template object to DB

2.5 - Confirm saved

Message to user

Continue with this batch (i.e. the pile of CVs on desk) or finish

1.5- Screen refreshes for new entry

Finished?

<-- Save PDF + link in candidate record in DB; Back to Start page

Back to start page

<-- Save Template into db & Back to start