

SCOPE OF WORK

1 OBJECTIVE

1.1 Website

Create and develop a responsive website that offers easy access to company history, employment opportunities and contact information. However, the main objective is three fold; first being to provide information of fire system inspections and service targeted to tenants, property managers and building owners. Second being to showcase design/build projects in multiple areas of construction targeted to construction contractors. And third, offering FSI clients the ability to create an account and log-in to retrieve inspection reports for their respective properties from a database.

1.2 Database

Create a database where FSI employee's can log-in to add, edit or delete client accounts and upload inspection reports for each.

2 WEBSITE HIERARCHY

2.1 Home Page

Displays anchoring brand elements such as logo, color tone look and feel. A full screen statement image that have visual elements and messaging to reinforce company values and integrity. Prominent placement of the Inspections, Service, Projects and About US main navigation and Opportunities, Contact Us and Log-in secondary navigation. Global placement of copyright and a 24-hour emergency service phone number.

2.2 Inspections Page

Displays images that reinforce FSI's understanding and relating to the specific needs of tenants, owners, and property managers. Whether they receive a deficiency notice from the Fire Department or have a yearly inspections of sprinkler systems (wet/dry), fire alarm systems, back flows, fire hydrants, standpipe, fire pump, pre-action (sprinkler system type), anti-freeze systems and deluge systems.

2.3 Service Page

Displays images that reinforce the verbiage of the technical expertise required for repairs, improvements, deficiency corrections and after hour emergency calls of the following: Sprinkler systems (wet/dry), fire alarm systems, back flows, fire hydrants, standpipe, fire pump, pre-action (sprinkler system type), anti-freeze systems and deluge systems.

2.4 Projects Page

Displays image previews for the following project categories; In Progress, Commercial, Education, Remediation, Multi-Unit, and Residential. When an image is chosen by the user, the full image of the project will fill the screen with a textual case study of that project and its specifics. The case study itself will divulge the service expertise involved for each project. There will be up to 2 additional case studies for the category on the page, but displayed in textual title form only and will not have images or individual pages associated.

2.5 About Us Page

Displays verbiage and images of company history, mission statement, community outreach and overall heart of the company.

2.6 Opportunities Page

Displays verbiage that promotes opportunities within the organization along with e-mail contacts for Administrative, Design and Estimating departments. Each e-mail address will be labeled accordingly (e.g. admin@firesprinklersinc.com, design@..., etc.), but all e-mails will be delivered to both Brett Morrison (brett@firesprinklersinc.com) and Chari Kane (chari@firesprinklersinc.com) for internal review and delegation.

3 FRONT END (CLIENT SIDE) FUNCTIONALITY*

3.1 Client Login

Upon database population and accounts creations, an e-mail will be received by each client with a message advertising the launch of the new FSI site and the new inspection reports download system. Also displayed will be the clients e-mail as the User Name and a Temporary Password with a URL link to update the Temporary Password to a Personal Password. The client will then be greeted with the login page where they enter the updated credentials to gain access to their account.

3.2 Dashboard

Client sees a basic UI that displays their contact information, edit button, list of most recent PDF inspection reports, a link to View All PDF reports and search bar. The client can edit their contact information, change their password, and search for PDF reports.

3.3 File Search

The search bar shows options for location, month and or year. As client enters information in fields, an AJAX search filter pulls information from the database and auto updates their results real time. Single or multiple files can be chosen for download or can also be sent to a separate e-mail address if desired.

4 BACKEND (ADMIN SIDE) FUNCTIONALITY

4.1 Admin/Employee Login

FSI employees will receive an e-mail that displays the employees e-mail as the User Name and a Temporary Password with a URL link to update the Temporary Password to a Personal Password. The employee will then be greeted with the login page where they enter the updated credentials to gain access to their account.

4.2 Privileges

4.2.1 ADMININSTATORS – See a basic UI with search feature and have global access and full control to add, edit, set access privileges, or delete all employees or clients. Admins can upload all PDF reports to all clients.

4.2.2 EMPLOYEES – See a basic UI with search feature and have access privileges to add or edit a clients contact information only. Employees can upload PDF reports to all clients.

4.3 User Accounts

4.3.1 ADD ACCOUNT – Depending on privileges, user selects either Client, Admins or Employees. New Client, Admin, or Employee account requires a valid e-mail, auto-set password, and contact information. Property(s) and suite(s) information can be added to corresponding client. PDF files can be attached to corresponding client property(s) and suite(s).

4.3.2 EDIT ACCOUNT – Admins and Employees can edit Client contact, property(s) and suite(s) information. PDF reports can be attached to client corresponding property(s) and suite(s).

4.3.3 DELETE ACCOUNT – Admins have the exclusive privilege to delete Employee and Client accounts including all documents attached.

4.4 File/Contact Search

Admins and Employees will have the ability to search records by name, date, properties(s) and PDF reports.

**Client Side Front end and Back end will not be responsive.*