

## **General Admin:**

Ability for Admin to login.

Ability for Admin to change login and password information.

Ability for Admin to create and delete other Users. (User Management)

Ability for Admin to edit permissions for other Users.

Ability for Admin to change login and password information of other users

Ability for Admin to create new content.

Ability for Admin to select content type: article, image, or video.

Ability for Admin to select content prominence/template. (Ex: A1, A2, A3)

Ability for Admin to visualize post prominence on timeline. (WYSIWYG)

Ability for Admin to edit metadata for each content.

Ability for Admin to add content for each content. (Art & Copy)

- \* Add plain text of articles

- \* Add images as post images, display images

- \* Add embedded content native or non-native to the CMS

Ability for Admin to visualize content for each content. (WYSIWYG)

Ability for Admin to revise content.

Ability for Admin to unpublish content.

Ability for Admin to schedule content publication.

Ability for Admin to save content as draft or push back to draft.

Ability for Admin to customize the published URL.

Ability for admin to utilize CareerBuilder's Bit.ly API to create shortened links as well.

Ability for Admin to sort content by rating.

Ability for admin to sort by # of saves.

Ability for admin to short by # of shares.

Ability for Admin to create promos to timeline.

Ability for Admin to add widgets to timeline.

Ability for Admin to see how many people are in each job search phase.

Ability for Admin to see how many pieces of content are in each subcategory.

Ability to add biographic information for authors.

Ability to add photos of authors to relevant posts.

Ability for Admin to search by:

- \* Author

- \* Category

- \* Title

- \* Published Date

- \* Channel/Audience (whomever it's distributed to)

\* Article body

Comments (determining platform to use)

As admin, I want to view all comments that are new.

As admin, I want to view all comments that need to be reviewed.

As admin, I want the ability to delete or edit comments.

As admin, I want to see comments from the last 24 hours.

As an admin, I want to see the top 10 most common interests among my entire user base to influence content creation.

As a job seeker, I want to print out articles so that I can have hard copies of content I read.

As a job seeker, I want to follow stories I've commented on.

As a job seeker, I want to view content by author.

As a job seeker, I want to subscribe to content by author.

### **General Content Creator:**

Ability for Content Creator to approve and create workflow/versioning of content. (Draft, Unpublished, Published.)

Ability to preview the live content before it's published.

Ability to create RSS feeds based off of:

- \* All content
- \* Content by sub category
- \* Content by job phase
- \* We need the ability to be able to create RSS as necessary.

### **Content-Article Scenarios, Content Creators:**

Ability to add/visualize images from media storage.

Ability to add/visualize thumbnail image. (Image that appears on landing page in module)

Ability to add/visualize internal images inline with content copy.

Ability to view image cropping in various responsive formats.

Ability to edit images. (Absolute size / position / percentage / crop / rotation / conversion)

Ability to optionally present images in fullscreen view.

Ability to create a gallery of images when presented in fullscreen view.

Ability to add/visualize header styles. (h1 / h2 / h3 / h4) (Other metadata excluded.)

Ability to stylize copy within header styles. (Italic, Bold – Only for h2/h3)

Ability to include outbound links within copy.

### **Content-Image Scenarios, Content Creators:**

Ability to add/visualize images from media storage.  
Ability to add/visualize thumbnail image. (Image that appears on landing page in module)  
Ability to add/visualize internal images inline with content copy.  
Ability to view image cropping in various responsive formats.  
Ability to edit images. (Absolute size / position / percentage / crop / rotation / conversion)  
Ability to optionally present images in fullscreen view.  
Ability to create a gallery of images when presented in fullscreen view.  
Ability to add/visualize header styles. (h1 / h2 / h3 / h4) (Other metadata excluded.)  
Ability to stylize copy within header styles. (Italic, Bold – Only for h2/h3)  
Ability to include outbound links with in copy.

**Ability to create slideshows with images**

- \* Add captions
- \* Add links within those captions
- \* Add final spot recommendation, advertised

**Content-Video Scenarios, Content Creators:**

Ability to add/visualize videos from media storage.  
**Ability to present linked videos (i.e. if the video is not native to the CMS, but lives on YouTube)**  
Ability to add/visualize video image/thumbnail from video. (Image that appears on landing page in module)  
Ability to add/visualize internal images inline with content copy.  
Ability to view image/thumbnail cropping in various responsive formats.  
Ability to edit image/thumbnail. (Absolute size / position / percentage / crop / rotation / conversion)  
Ability to optionally present videos in fullscreen view.  
Ability to add/visualize header styles. (h1 / h2 / h3 / h4) (Other metadata excluded.)  
Ability to stylize copy within header styles. (Italic, Bold – Only for h2/h3)  
Ability to include outbound links within copy.

**Media Library:**

Ability for Admin to manage media. (Cloudflare / External URLs.)  
Ability to store images.  
Ability to store videos.  
Ability to store files. (PDF, PPT, etc.)  
Ability to add meta data to each piece of media.  
Ability to manage media files. (Copy, delete, organize by folder, duplicate.)  
Ability to sort media. (Size, duration, filetype.)  
Ability to preview media. (Img, video.)

Ability to set permissions on media. (Allowing users to download, share.)

Ability to see metrics on media usage

- \* Downloads
- \* Shares
- \* Views

**Section/Page we need:**

**About Us**

- \* **Feedback**
- \* **User Submissions**
- \* **Reprint Requests**

**(staci suggestion: contact us/error submission)**

## **Content - ELearning Scenarios, Content Creators: (Staci Black)**

<b>Job seeker can search for a course</b>	<b>As a job seeker, I should be able to search for a course by keyword, title or any metadata.</b>  <b>Acceptance Criteria:</b> <b>- Implementation should set foundation for ability to search general catalog/content on EmpowerU</b>
<b>Job seeker can search for a course</b>	<b>As a job seeker, I should be able to sort/filter courses by categories or customizable fields set by Admin</b>  <b>Acceptance criteria:</b> <b>- customer has the ability to pull reports on a field that is custom to them (ie, tanf)</b> <b>- this field should be attached to all content, not just e-learning</b>
<b>Job seeker can search for a course</b>	<b>As an Admin, I should be able to create and define a customizable field related to a course</b> <b>- acceptance criteria: this does not need to be a customer-field, but we do need to have the ability to "Tag" content with a customizable field where the data on that content is exportable in standard reports</b>
<b>Job seeker can search for a course</b>	<b>As a job seeker, I should be able to sort my courses by the following statuses:</b> <b>- enrolled</b> <b>- in progress</b> <b>- completed</b> <b>- recommended</b> <b>- assigned</b>  <b>Acceptance criteria:</b> <b>- the job seeker should be able to toggle between content that is viewable to them through these statuses</b>
<b>Job seeker can search for a course</b>	<b>As a job seeker, I should be able to launch a course from the catalog</b>
<b>Job seeker can play a course</b>	<b>As a job seeker, I should be able to launch a course from my browser and have the time recorded</b>
<b>Job seeker can play a course</b>	<b>As a job seeker, I should be able to view the status of a course (enrolled, in progress, completed, recommended) and</b>

	the my score for the course if available
Job seeker can play a course	<p>As a job seeker, I should be to print my course certificate with customer branding</p> <p>Acceptance criteria:</p> <ul style="list-style-type: none"> <li>- certificates should allow or map the client logo onto the certificate and accurately represent course status (only when complete or successful) with the course title, date and learner name on a standard certificate format that is printable and downloadable by the learner</li> </ul>
Job seeker can play a course	<p>As a job seeker, I should be able to re-access/re-launch a course I have already completed</p> <p>acceptance criteria:</p> <ul style="list-style-type: none"> <li>- users should be able to access training after it is completed, and be able to sort that training by status. There should be no lockout on courses due to status or score</li> </ul>
Job seeker can play a course	<p>As a job seeker, I should be able to export my course status to a file</p> <p>acceptance criteria:</p> <ul style="list-style-type: none"> <li>- learners should be able to pull reports on themselves (just of themselves).</li> <li>- For simplicity they should be able to access the same reports that admins can access, however confidential information should be removed in the case of assessment being non user-facing</li> </ul>

Admin CRUD	<p>CB Admin can CRUD content catalog</p> <ul style="list-style-type: none"> <li>-Online Course</li> <li>-Webinar</li> <li>-Downloadable document resource</li> <li>-E-book</li> <li>-Worksheet</li> <li>-File Format TBD (Excel, PDF, .mp3, .mp4, .mov, etc)</li> </ul> <p>I need to store content in an efficient database that allows for tagging of metadata for the purposes of content recommendations. The content should be able to be locked and unlocked at the group level. This content should</p>
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	have the ability to push through any user interface and be independent of the UI.
Selecting content for later	Job Seeker should be able to "enroll" or "select" content from the catalog and place it in a shopping card or personal library for later use

## Heather schedule:

<https://docs.google.com/a/fig1brandstudio.com/spreadsheet/ccc?key=0AISFjq7BU5mUdHVtRlc2LVVDNTRSUKlpOUY3RExPMHc&usp=sharing>

## Last round's PDF of wires:

<https://docs.google.com/a/fig1brandstudio.com/file/d/0B8TfXr-Tsu6tSG1Sdkl5SjFLX00/edit?usp=sharing>

## Early comp of the CMS frontend:

