

Resource Tracking and Documentation

Sample designs for a system that tracks resources and creates documents.

Document Creator Design

PROJECT SUMMARY

These designs are a part of a significantly larger ongoing project spanning over 3 years to update a current client's system. The major function of the system is to record and keep track of resources. These designs represent one moving part of a complete overhaul of the current system based on previously recorded user feedback via user interviews and observations of current system use.

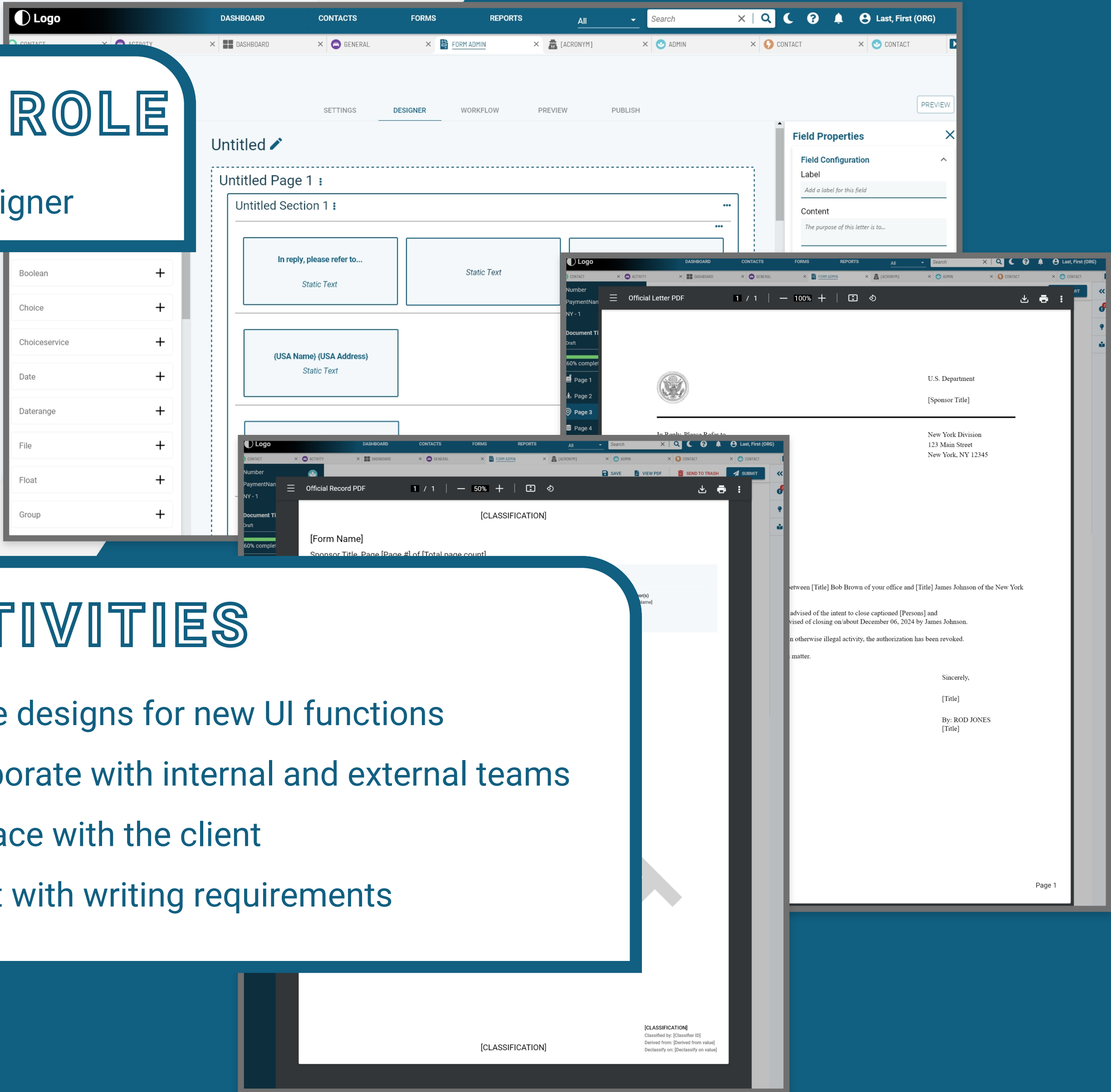
The first design displays how an admin could create the logic, layout, and function of a document. The other two provide an idea of how a document might look after admin configuration, a user fills in fields, and the document is rendered as a PDF. These designs in particular show two different types of documents rendered as PDFs.

MY ROLE

UX Designer

ACTIVITIES

- Create designs for new UI functions
- Collaborate with internal and external teams
- Interface with the client
- Assist with writing requirements



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CONTACTACTIVITYDASHBOARDGENERALFORM ADMIN[ACRONYM]ADMINCONTACTCONTACT

Admin > Forms > Test

Edit Form

TestStatus: Draft

SETTINGSDESIGNERWORKFLOWPREVIEWPUBLISH

EXISTING ATTRIBUTESNEW ATTRIBUTESFORM ELEMENTS

Search

Address

Approval

Boolean

Choice

Choiceservice

Date

Daterange

File

Float

Group

Untitled

Untitled Page 1 :

Untitled Section 1 :

In reply, please refer to...Static TextStatic TextStatic Text

{USA Name} {USA Address}Static Text

{Date}Static Text

Dear {ISA Name}

Field Properties

Field Configuration

LabelAdd a label for this field

ContentThe purpose of this letter is to...

Style

Heading

Subheading

Success

Info

Warning

Error

Default

Hide

Hide on review

Hide on export

Business Rules

ADD BUSINESS RULE

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[CLASSIFICATION]

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Sponsor Title, Page [Page #] of [Total page count]

Serial Number [Serial number - blank if not serialized]	Serialization Date [Date - blank if not serialized]		
Contact [Contact Name]	Office [Office Location]	Author [Display Name]	Co-Author(s) [Display Name]
Drafted Date [Date]	Group [Group]		

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In Reply, Please Refer to
[Information]

November 11, 2024

John Smith
[Title]
Northern District of New York
100 Center Street
New York, NY 12345

Re: Rocky

Dear Daniel Smith:

The purpose of this letter is to confirm contact between [Title] Bob Brown of your office and [Title] James Johnson of the New York Division regarding the captioned [Persons].

On December 05, 2024, [Title] Bob Brown was advised of the intent to close captioned [Persons] and the reasons for closing. [Title] Rocky will be advised of closing on/about December 06, 2024 by James Johnson.

If the [Title] had been authorized to participate in otherwise illegal activity, the authorization has been revoked.

Thank you very much for your assistance in this matter.

Sincerely,

[Title]

By: ROD JONES
[Title]

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