Citizen Developer Posting Board

Quick Start (TL;DR)

For Everyone	For Developers	For Managers
1. Login → Verify email 2. Complete profile 3. Browse ideas with filters 4. Submit new ideas 5. Check notifications (bell icon)	1. Must have Developer role 2. Find ideas matching skills 3. Click 'Claim This Idea' 4. Wait for dual approval 5. Track in My Ideas	1. Access My Team page 2. Approve claim requests 3. Monitor team metrics 4. Track spending/budget 5. Identify skill gaps

What is the Posting Board?

A platform connecting BlackRock L&F; business needs with technical talent. Teams post automation/development needs while skilled employees from any department can discover and implement solutions.

Browse & Filter Ideas

Filter by skill, priority, status • View bounties • Click for details

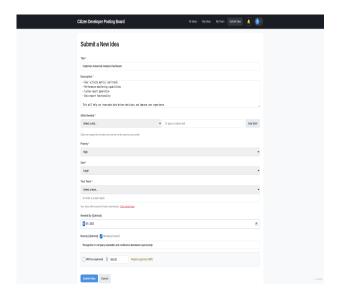|	
Email Authentication No passwords - verify with 6-digit code sent to your BlackRock email	**Role-Based Access** Developer, Citizen Developer, Idea Submitter, or Manager roles
Dual Approval Claims require approval from idea owner AND claimer's manager	**Monetary Bounties** Track spending; amounts >$50 require manager approval

For All Users

Submitting Ideas

Click 'Submit Idea' to post development needs:

- **Title:** Brief, descriptive name
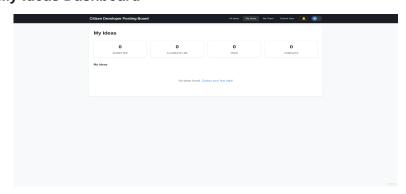- **Description:** Detailed requirements
- **Priority:** Low/Medium/High
- **Size:** S/M/L/XL effort estimate
- **Skills:** Required technical skills
- **Bounty:** Recognition/rewards

For Developers: Claiming Ideas

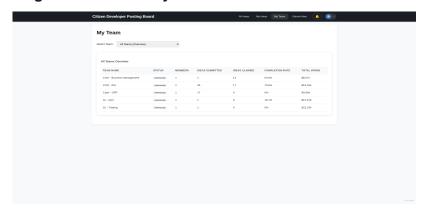|	
1. Browse ideas matching your skills	2. Click 'View Details' → 'Claim This Idea'
3. Wait for dual approval (owner + manager)	4. Track progress in My Ideas dashboard

My Ideas Dashboard

Track your activity:

- Statistics overview
- Submitted ideas status
- Claimed ideas progress
- Pending approvals
- Notification bell

For Managers

Manager Dashboard - My Team

Key Capabilities:
- Approve team claims
- View team analytics
- Assign ideas to members
- Edit member profiles
- Monitor spending
- Identify skill gaps

Team Analytics Overview

Team Overview	Visual Charts	Member Table
• Member count & activity	• Priority distribution	• Individual metrics
• Submission vs claim rates	• Size breakdown	• Edit profiles/skills
• Completion metrics	• Skills gap analysis	• Submitted/claimed
• Pending approvals	• Spending trends	• Activity tracking

Best Practices & Tips

For Everyone	For Developers	For Managers
• Keep profile updated	• Match skills to ideas	• Review claims promptly
• Check notifications daily	• Consider workload	• Monitor skill gaps
• Use filters effectively	• Update progress regularly	• Track team spending
• Write clear descriptions	• Communicate blockers	• Encourage participation

Important Notes

- Monetary bounties >$50 require manager/admin approval
- Email verification codes expire in 3 minutes
- Claims require dual approval (idea owner + claimer's manager)
- Only Developers and Citizen Developers can claim ideas

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