**Some Program: ATouchpoint**

|  |  |
| --- | --- |
| **Brief Description** | Simply create a new word doc and saved in a git repo (danone) |

Touchpoint Settings

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Setting | Specification |  |  | |
| Tags |  | | | |
| Identifier |  | Date Taken defaults to blank | No | |
| Section Quick Links |  | Record on behalf of |  | |
| Question Numbering |  | Save a Draft |  | |
| Completion Restrictions |  | Save and Record Similar |  | |
| Update period |  | Add Fund Disbursement |  | |
| Date taken in Enroll. Per. |  | Primary/Sub? |  |  |

Standards

|  |  |
| --- | --- |
| Setting | Specification |
| Short Text | 75 characters |
| Long Text | 8000 characters |
| Exclusive choices | Always use dropdown format |
| Yes/No | Use a List dropdown |
| Section Headers | Bold, colored font |
|  |  |
|  |  |

Touchpoint Contents

|  |  |  |  |
| --- | --- | --- | --- |
| Element Type | Question (prompt text) | Choice Options | Conditionals/Calculations/Comments |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

When Based on Original Form:

|  |  |  |
| --- | --- | --- |
| Form Name | Attachment | Note(s) |
|  |  |  |

#### Touchpoints Security

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Subject | s/m | Permission | Roles | Sites/ Programs | Programs/ Collections |
|  |  | Add/Edit/ View/ Delete Responses | Staff and Above |  |  |
|  |  | View Others’ Responses | Staff and Above |  |  |
|  |  | Edit Others’ Responses | Program Manager and Above |  |  |
|  |  | Delete Others’ Responses | Site Manager and Above |  |  |
|  |  | Manage Touchpoint | Site Manager and Above |  |  |