

## NTDP Core TRACK SET UP

### Set Track Parameters

Set Track NTDP Track **K W**

Track Status

Save

Cancel

Save validation info here?

### Pre-Class Data

- ☒ Date Welcome Email Sent **M**
- ☒ Attended Orientation Pre work **X**
- ☒ Completed Pre-Assessment **N**
- ☐ Completed Pre-Work – Part 1 **E**
- ☐ Completed PPA – Self Pace **N**
- ☐ Completed Pre-Work – Pa **O**
- ☒ Completed Pre-Work - Par **P**
- ☒ Completed Pre-work - Par **Q**

### Post-Class Data

- ☒ Completed Post Assessment **P**
- ☐ Completed NTDP Class? **Q**
- ☐ Date NTDP Class Completed **R**
- ☒ Reason Not Completing NTDP **S**
- ☐ TMS Credit Given **T**
- ☐ Date Enrolled NTDP Course **G**
- ☐ Org When Class Completed **S**
- ☐ Class Comments **Z**

### VILT Week 1

- ☒ Week 1: NTDP VILT Day 1 **A**
- ☒ Week 1 NTDP VILT Day 2 **B**
- ☒ Week 1: NTDP VILT Day 3 **C**
- ☐ Week 1: NTDP VILT Day 4 **a**

### VILT Week 2

- ☒ Week 2: NTDP VILT Day 1 **F**
- ☒ Week 2: NTDP VILT Day 2 **G**
- ☒ Week 2: NTDP VILT Day 3 **H**
- ☐ Week 2: NTDP VILT Day 4 **I**

### VILT Week 3

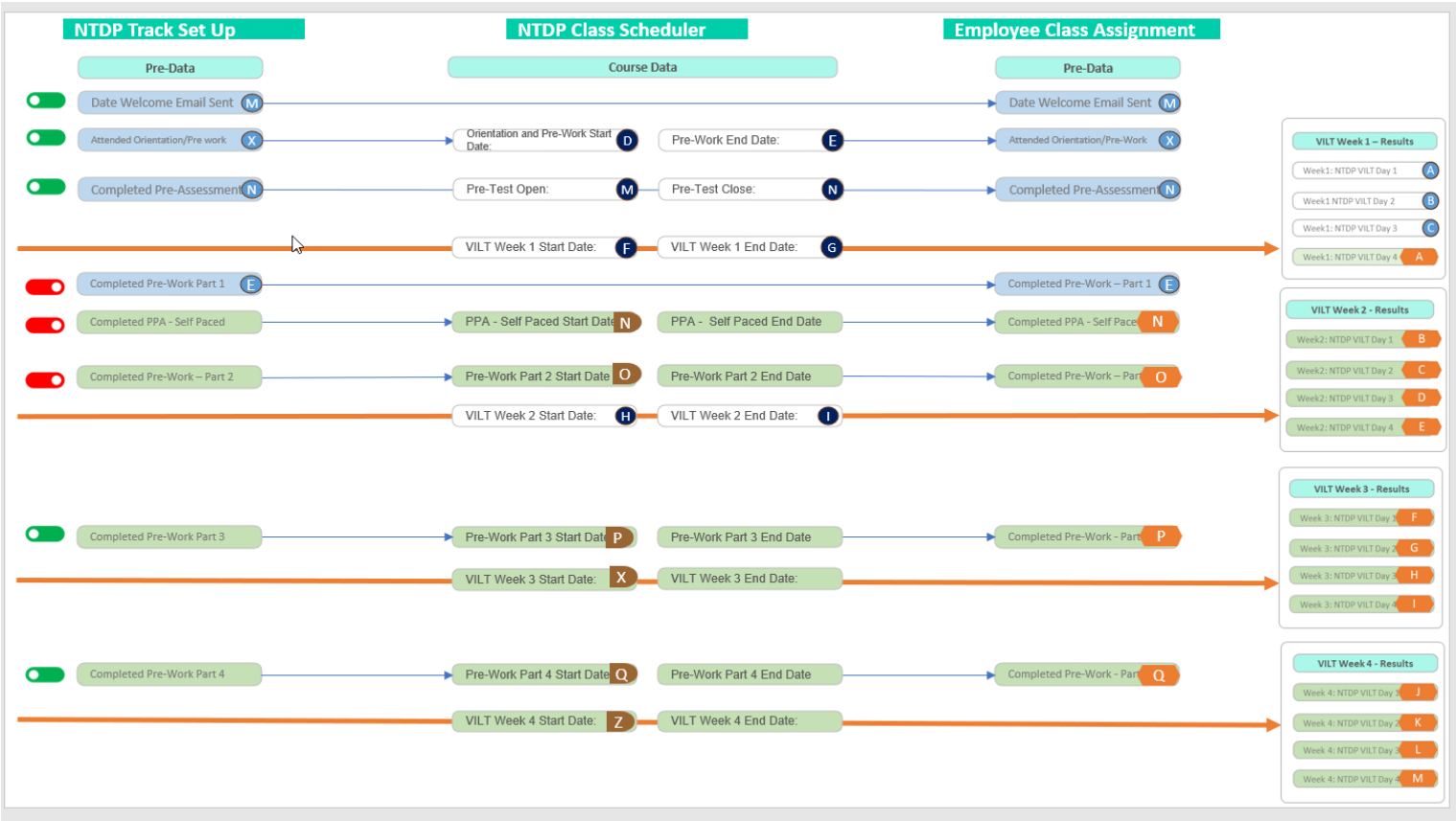
- ☐ Week 3: NTDP VILT Day 1 **B**
- ☐ Week 3: NTDP VILT Day 2 **C**
- ☐ Week 3: NTDP VILT Day 3 **D**
- ☐ Week 3: NTDP VILT Day 4 **E**

### VILT Week 4

- ☐ Week 4: NTDP VILT Day 1 **J**
- ☐ Week 4: NTDP VILT Day 2 **K**
- ☐ Week 4: NTDP VILT Day 3 **L**
- ☐ Week 4: NTDP VILT Day 4 **M**

Track Set Up  
Notes

Track Set Up Notes





### Add NTDP Core – Track Set Up form

#### Role:

#### Part 1: Add Track Set Up form

1. Add Course Data Entry form = Big outer container
  1. Light grey background with Light grey border
2. Add Tab Form Header container = If active = light green spans top of form
  1. Bold Black font, left justify
  2. Label = NTDP Track: **Display Track**

#### Part 2: Add Form Label

1. Add Form Label -- Above the container
  1. Dark Green background, Bold white text
2. Label =
  1. Top row = NTDP Core
  2. Row 2 = Track Set Up (small caps)

#### Part 3: Add container – Track Status

1. Add top container = White background with thin light grey border
  1. Add container header
    1. Light green w/ thin light grey border
    2. Black bold text = **Set Track Parameters**
  2. Same field = NTDP Track (required)
    1. Db = **InstructorTrack**
  3. NEW field = Track Status (required)
    1. Draft
    2. Active
    3. Inactive
  4. Add button = Save
    1. Save all items in the form
  5. Add Button = Cancel
    1. No items are saved
  6. Add save validation

The screenshot shows a web form titled "NTDP Core TRACK SET UP" within a browser window labeled "NTDP Track: CSC". The form has a light green header bar. Below the header, there's a section titled "Set Track Parameters" with a sub-label "Set Track NTDP Track" and a dropdown menu for "Track Status". The "Track Status" dropdown is currently set to "Draft". Below the dropdown, there are two buttons: "Save" (blue) and "Cancel" (orange). At the bottom of the form, there's a red-bordered box with the text "Save validation info here?". The form is displayed on a light yellow background.

### Add NTDP Core – Track Set Up form

#### Role:

The Track Set Up form allows the user to configure the fields to display in a Track. By setting the toggle to yes, that specific toggle will display specific fields in both the Class Scheduler and the Employee Assignment forms.

#### Part 1: Add container – Pre-Class Data

1. Add top container = White background with thin light grey border
  1. Add container header
    1. Light green w/thin light grey border
    2. Black bold text = **Set Pre-Class Data**
  2. Add toggle = **existing field** = Date Welcome Email Sent
  3. Add toggle = **existing field** = Attended Orientation Pre work
  4. Add toggle = **existing field** = Completed Pre-Assessment
  5. Add toggle = **existing field** = Completed Pre-Work – Part 1
  6. Add toggle = **NEW field** = Completed PPA - Self Paced
  7. Add toggle = **NEW field** = Completed Pre-Work – Part 2
  8. Add toggle = **NEW field** = Completed Pre-Work - Part 3
  9. Add toggle = **NEW field** = Completed Pre-Work - Part 4

#### Part 2: Add container – Track Set Up Notes

1. Add top container = White background with thin light grey border
  1. Add container header
    1. Light green w/thin light grey border
    2. Black bold text = **Track Set Up Notes**
  2. New field = 300 characters

What is required when?

The screenshot displays the 'NTDP Track Setup' form. It is divided into two main sections: 'Pre-Class Data' and 'Track Set Up Notes'. The 'Pre-Class Data' section contains a list of toggles with labels and status indicators. The 'Track Set Up Notes' section is currently empty.

Pre-Class Data	
<input checked="" type="checkbox"/>	Date Welcome Email Sent <b>M</b>
<input checked="" type="checkbox"/>	Attended Orientation Pre work <b>A</b>
<input checked="" type="checkbox"/>	Completed Pre-Assessment <b>N</b>
<input checked="" type="checkbox"/>	Completed Pre-Work – Part 1 <b>E</b>
<input checked="" type="checkbox"/>	Completed PPA - Self Paced <b>N</b>
<input checked="" type="checkbox"/>	Completed Pre-Work – Part 2 <b>O</b>
<input checked="" type="checkbox"/>	Completed Pre-Work - Part 3 <b>P</b>
<input checked="" type="checkbox"/>	Completed Pre-work - Part 4 <b>Q</b>

Track Set Up Notes

## Add NTDP Core – Track Set Up form

### Role:

The Track Set Up form allows the user to configure the fields to display in a Track. By setting the toggle to yes, that specific toggle will display specific fields in both the Class Scheduler and the Employee Assignment forms.

### Part 1: Add container – Post-Class Data

1. Add top container = White background with thin light grey border
  1. Add container header
    1. Light green w/thin light grey border
    2. Black bold text = **Set Post-Class Data**
  2. Add toggle = existing field = Completed Post Assessment/EOC
  3. Add toggle = existing field = Completed NTDP Class?
  4. Add toggle = existing field = Date NTDP Class Completed
  5. Add toggle = existing field = Reason Not Completing NTDP
  6. Add toggle = existing field = TMS Credit Given
  7. Add toggle = existing field = Date Enrolled NTDP Course
  8. Add toggle = NEW field = Org When Class Completed
  9. Add toggle = existing field = Class Comments

Slide 1,2

Slide 4

Post-Class Data

Completed Post Assessment/EOC

Completed NTDP?

Date NTDP Class Completed

Reason Not Completing NTDP

TMS Credit Given

Date Enrolled NTDP Course

Org When Class Completed

Class Comments

### Add NTDP Core – Track Set Up form

#### Role:

The Track Set Up form allows the user to configure the fields to display in a Track. By setting the toggle to yes, that specific toggle will display specific fields in both the Class Scheduler and the Employee Assignment forms.

#### Part 1: Add container – VILT Week 1

1. Add top container = White background with thin light grey border
  1. Add container header
    1. Light green w/thin light grey border
    2. Black bold text = **VILT Week 1**
  2. Add toggle = **existing field** = Week 1: NTDP VILT Day 1
  3. Add toggle = **existing field** = Week 1: NTDP VILT Day 2
  4. Add toggle = **existing field** = Week 1: NTDP VILT Day 3
  5. Add toggle = **NEW field** = Week 1: NTDP VILT Day 4

#### Part 3: Add container – VILT Week 3

1. Add top container = White background with thin light grey border
  1. Add container header
    1. Light green w/thin light grey border
    2. Black bold text = **VILT Week 3**
  2. Add toggle = **NEW field** = Week 3: NTDP VILT Day 1
  3. Add toggle = **NEW field** = Week 3: NTDP VILT Day 2
  4. Add toggle = **NEW field** = Week 3: NTDP VILT Day 3
  5. Add toggle = **NEW field** = Week 3: NTDP VILT Day 4

Slide 1,2,3

The screenshot shows a configuration interface for VILT (Virtual Instructor-Led Training) weeks. It features two main sections: 'VILT Week 1' and 'VILT Week 3'. Each section has a header with a toggle switch and a list of days with corresponding toggle switches and field labels. In the 'VILT Week 1' section, the first four days (1-4) have green toggle switches and labels 'A', 'B', 'C', and 'a' respectively. The 'VILT Week 3' section has red toggle switches for all four days (1-4) with labels 'B', 'C', 'D', and 'E' respectively. The interface is clean with a light green header and a light grey border.

Slide 5