<u>Features that Need to be Added to CMS:</u>

- When you create a link there should be different the option to create different classifications of links, such as in a alphabetical listing of A-F, the ability to click on "E" and jump down to that part of the page

- A feature that allows on to upload pdfs

- Need to create the option to sign up and receive update. This menu item should sit on the page between "News" and "About the United Hospital Fund"

- The picture on the homepage currently says "Watch the video." The text needs to be removed with the option of adding it and linking it later

<u>Need to Explain Further at Next Meeting:</u>

- The function of all the different subcategories under Links
  - Info
  - Target
  - Upload
  - Advance

- How one can upload pdfs

<u>Left Hand Menu Item Notes</u>

The following is a review of the menu items on the left hand side of the home page and what each item contains.

- For Family Caregivers
  - Tools (17)
  - Pdfs
- For Health Care Providers
  - Tools (20) some of which will be specific to this heading only

The questions was raised on how to organize it, either alphabetically or by place

- A Topical Guide
  - Replace "Topical Guide and replace it with two new items "Glossary" and "Resources," although the name of the latter will probably change. Items under Glossary will be organized alphabetically

- Show Me Everything
  Note: remove this item

- Learn More About This Campaign
  - Goes to a single page with submenus

- Share Your Story About What Works
  - Will allow visitors to email their own personal stories. The question that remains is how will they be organized

- News
  - Need to organize according to related news
  - Press releases
  - Articles
  - Calendar of Events

- About the United Hospital Fund (1 page)

Bottom Menu Item Notes

The following is a review of the menu items on the bottom of the home page and what each item contains.

- Family Caregivers
  - Text
  - Complete list of guides

- Health Care Providers
  - Text
  - Complete list of guides

Transition Options Box
The internal pages should contain text and a right hand menu. These are the only pages that will contain the right hand menu.
The menu will include the following:

- Admissions
- Planning for admissions
- Planning for discharge

Note that each link will lead to a page that contains
- Text
- Relevant tools with subcategories