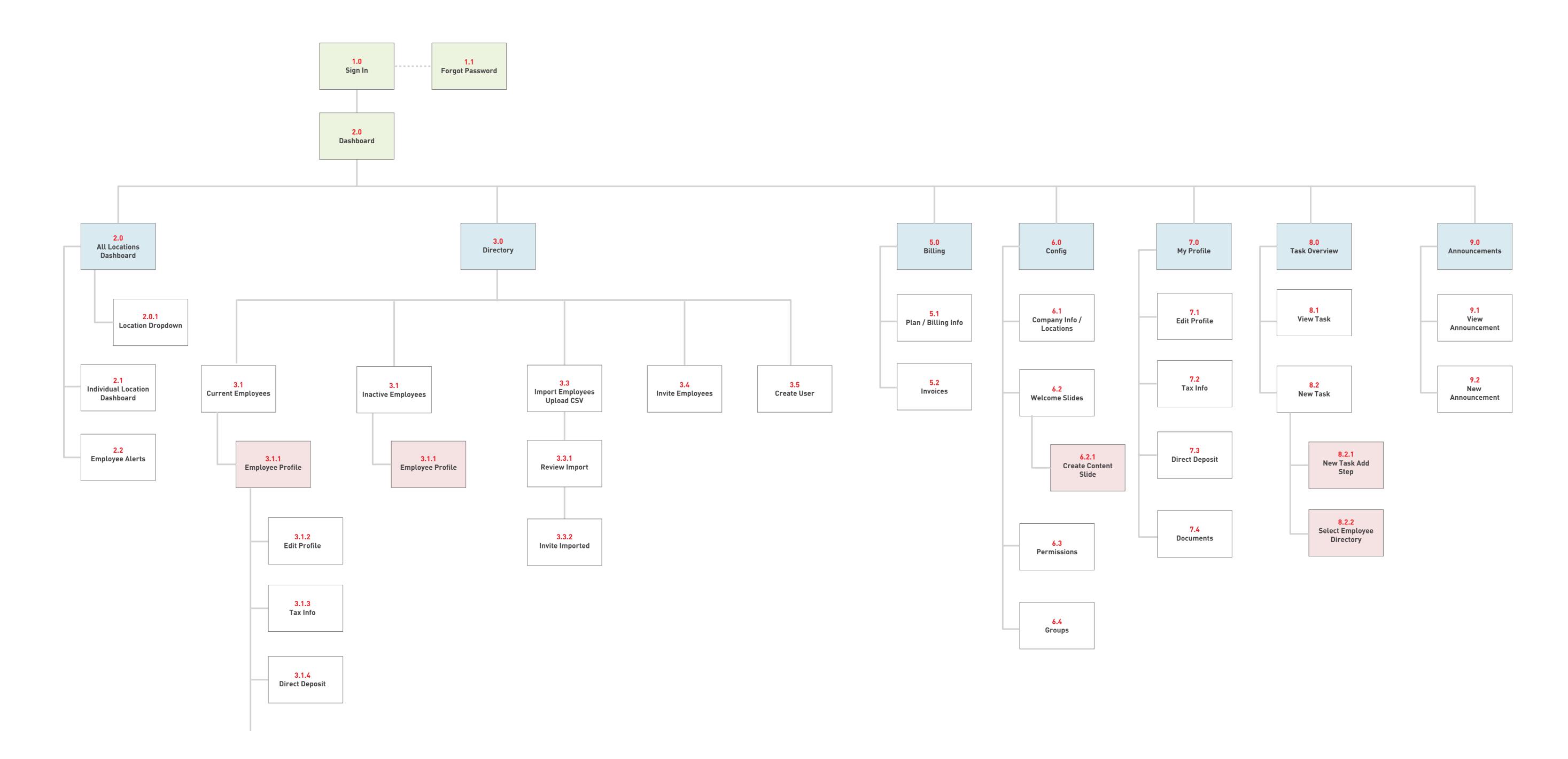


BOOMERANG WEB ADMIN FUNCTIONAL SPECS PHASE 1 - WEB

COMMENTS

Site Map



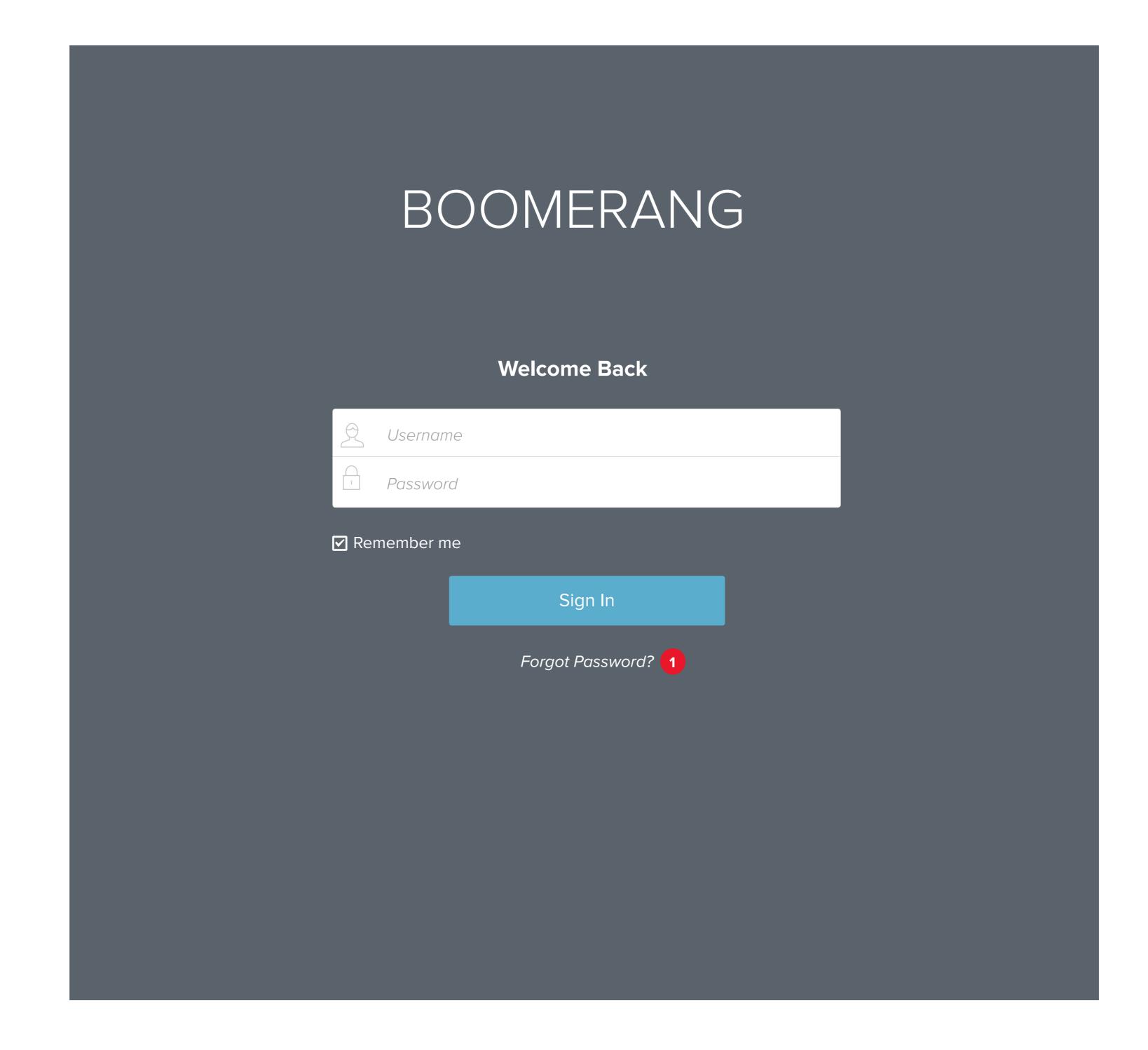
COMMENTS

1.0

Sign In

This is the first screen the user will see when visiting the web admin panel. They will enter their username and password created in the app to sign in.

 On click: Navigates to the forgot password screen. (page 4)





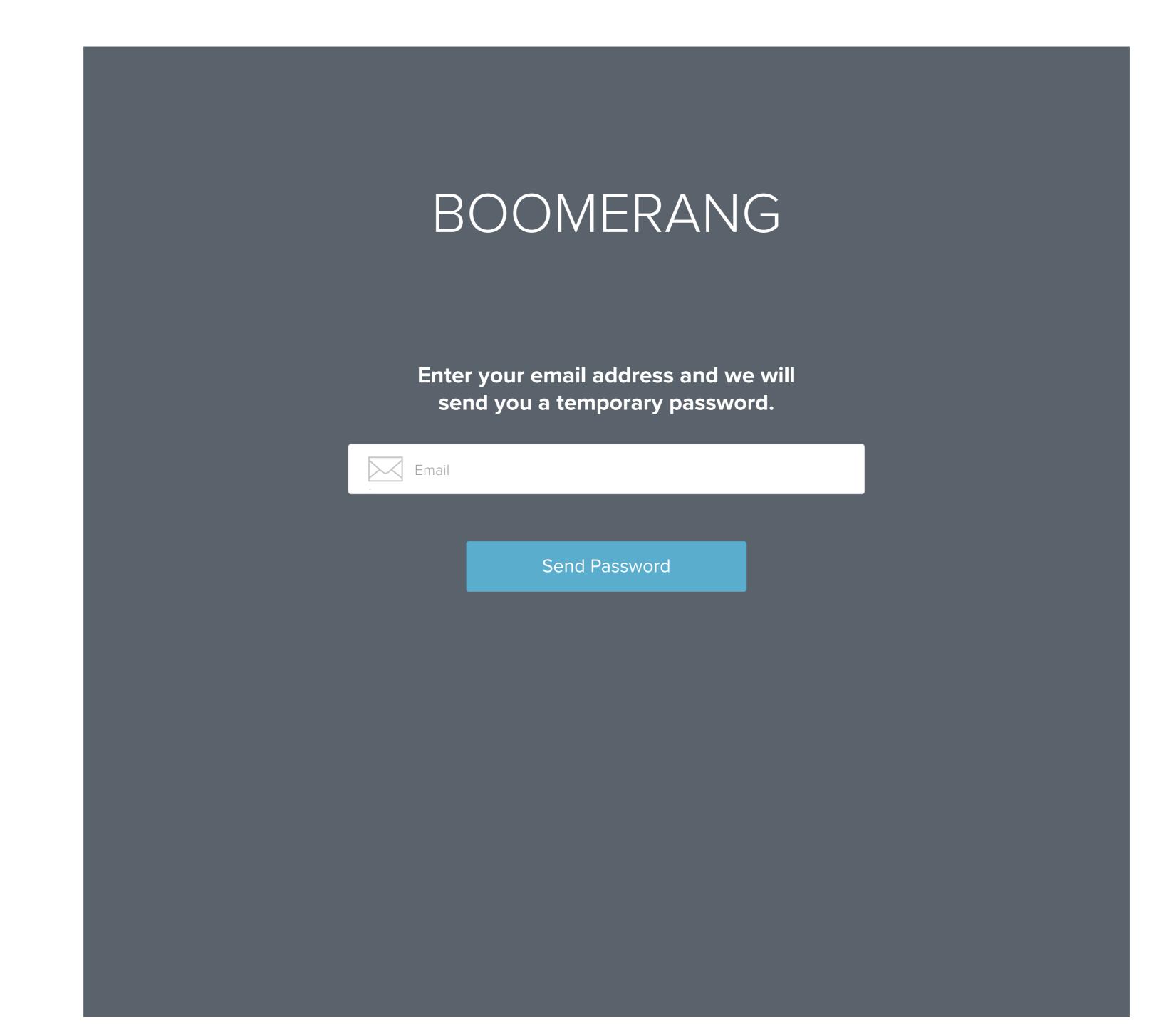


COMMENTS

1.1

Forgot Password

This is the screen the user gets to after clicking "forgot password" from the sign in screen. They will enter their email address and be sent a temporary password.





COMMENTS

2.0

Dashboard - All Locations

After signing in, the user is taken to the dashboard for all locations. This is the main screen for the dashboard. The dashboard displays info related to the selected location. If all locations are selected, all tasks and announcements are shown. If an individual location is selected, all content is filtered pertaining to that specific location.

- On click: locations dropdown. Shows a list of all the current locations and a way to switch to view an individual location dashboard.
 (page 7)
- 2. On click: Navigates to the dashboard. (this screen)
- 3. On click: Navigates to the employee directory (page 17)
- 4. On click: Navigates to the task overview. (page 28)
- 5. On click: Navigates to the announcement overview. (page 33)
- 6. On click: minimizes the menu. This will reduce the width of the menu just showing the icons without the labels. This will increase the overall area for the content.
- 7. On click: Navigates to the billing page. (page 10)
- 8. On click: Navigates to the config page. (page 12)
- 9. On click: Dropdown with edit profile and sign out. edit profile will navigate to the users profile page in edit mode. (page 9)
- 10. On click: Navigates to the directory.(page 17)On click Icon: Navigates to the invite employee screen.(page 21)
- 11. On click: Navigates to the task overview.

 (page 28)

 On click Icon: Navigates to the new task screen.

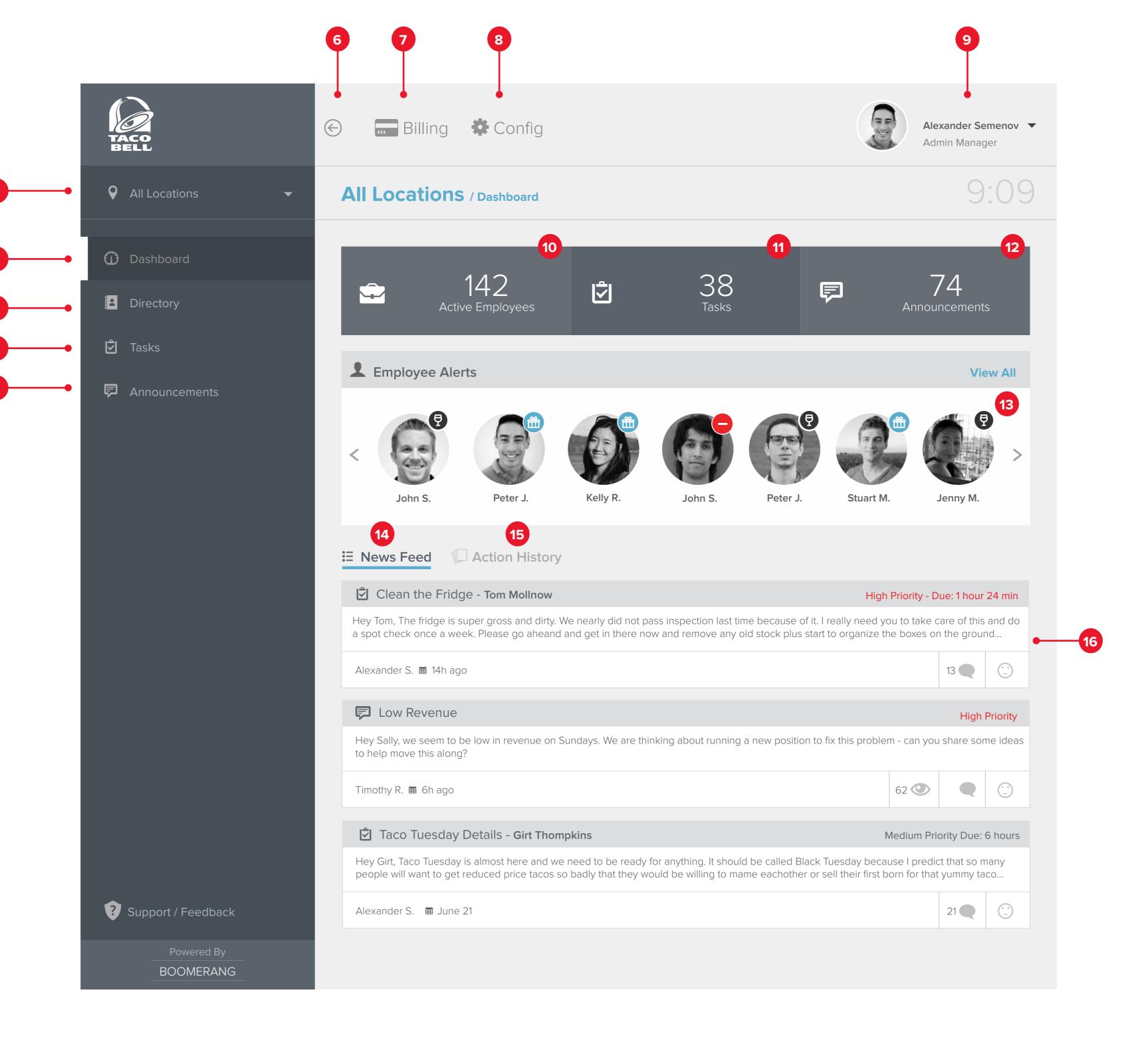
 (page 34)
- 12. On click: Navigates to the announcement screen.

 (page 33)

 On click Icon: Navigates to the new announcement screen.

 (page 35)
- 13. Employee alerts. Shows employee information like birthdays, anniversary or if they are currently at work.On click: navigate to that employee's profile page. (page 23)Clicking view all navigates to the all employee alerts page. (page 6)
- 14. On click: Shows the news feed. This is a feed of all tasks and announcements. This will also show when employees clock in or arrive at work.
- 15. On click: Shows a list of all the actions the current user has taken. Like created tasks and announcements.
- 16. On click: Navigates to that task or announcement detail where they can view the entire contents of the post and see the comment thread.

 [page 34][page 29]



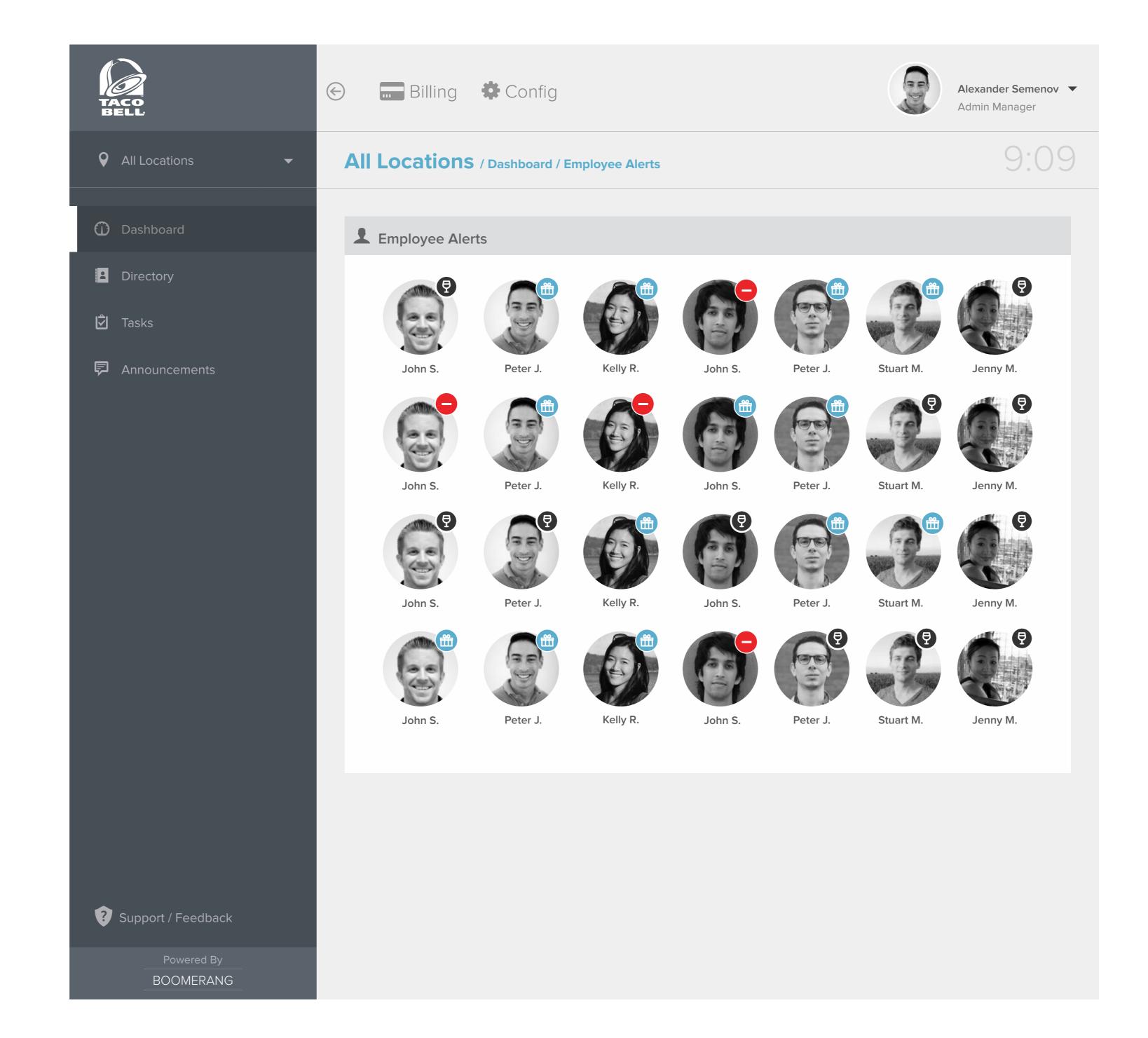


COMMENTS

2.2

Dashboard - All Locations Employee Alerts

This is the screen the user sees after clicking "view all" on employee alerts from the dashboard. This shows all employee alerts on a single page.



COMMENTS

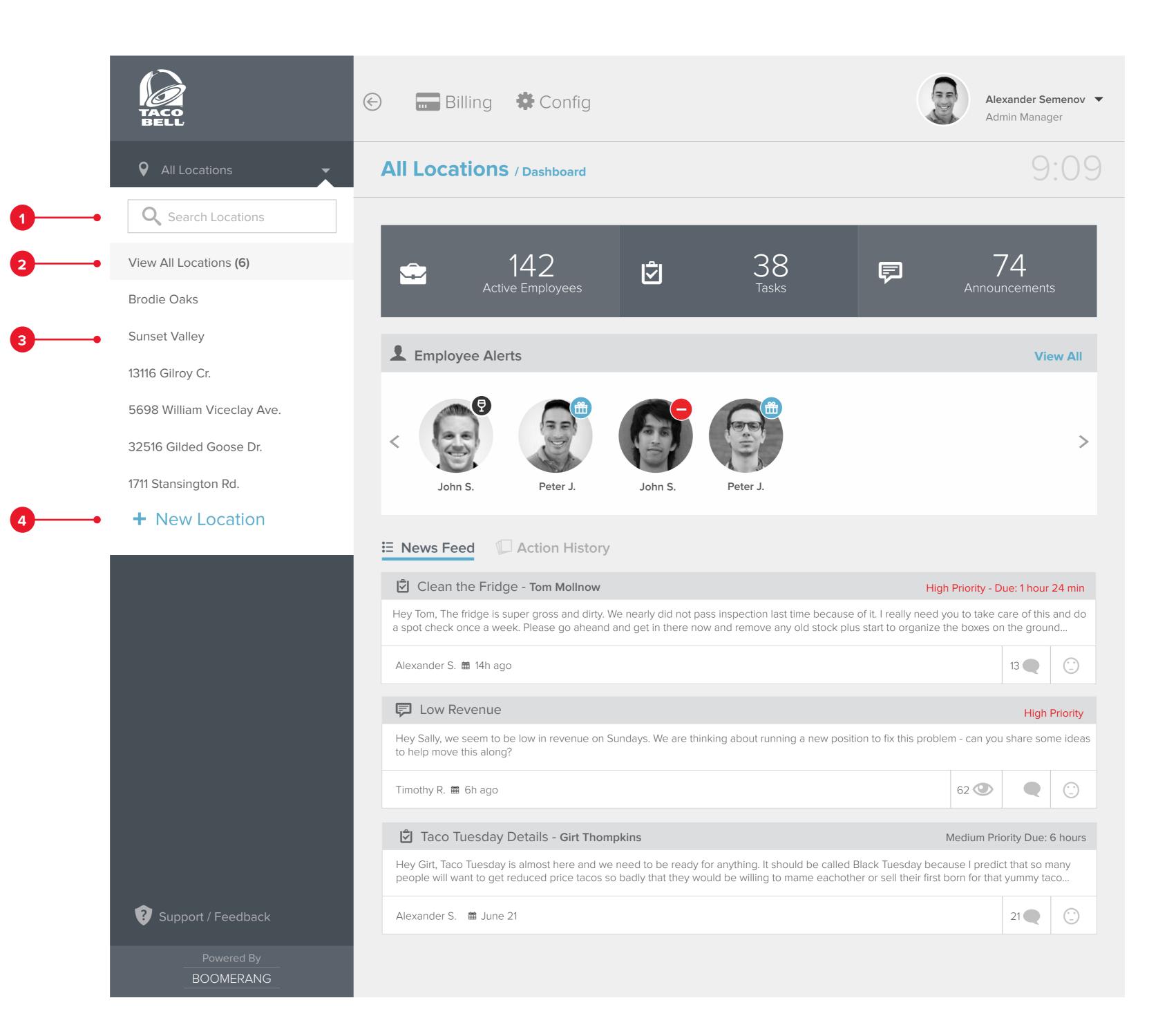
2.0.1

Locations Dropdown

This is the dropdown the user sees after clicking the locations dropdown button. They can search through current locations, view all, switch to an individual location or create a new one. There will be a list showing 10 locations that scrolls if more.

The list of posts in the news feed will be based on a relevancy rating. Tasks that are due soon will get the highest rating while high priority tasks and announcements will fall after that. As time goes by those will lower in rating while new posts will increase. If an announcement is commented on it will increase its relevancy and move it back toward the top. Once announcements get so old they will be removed completely. This will keep the news feed from growing to large.

- 1. As the user starts to type, the locations auto filter to reveal the search results.
- 2. On click: Navigates to all locations dashboard
- 3. On click: Navigates to that location dashboard.
- On click: Navigates to the Config page with the create new location form open.
 (page 12)







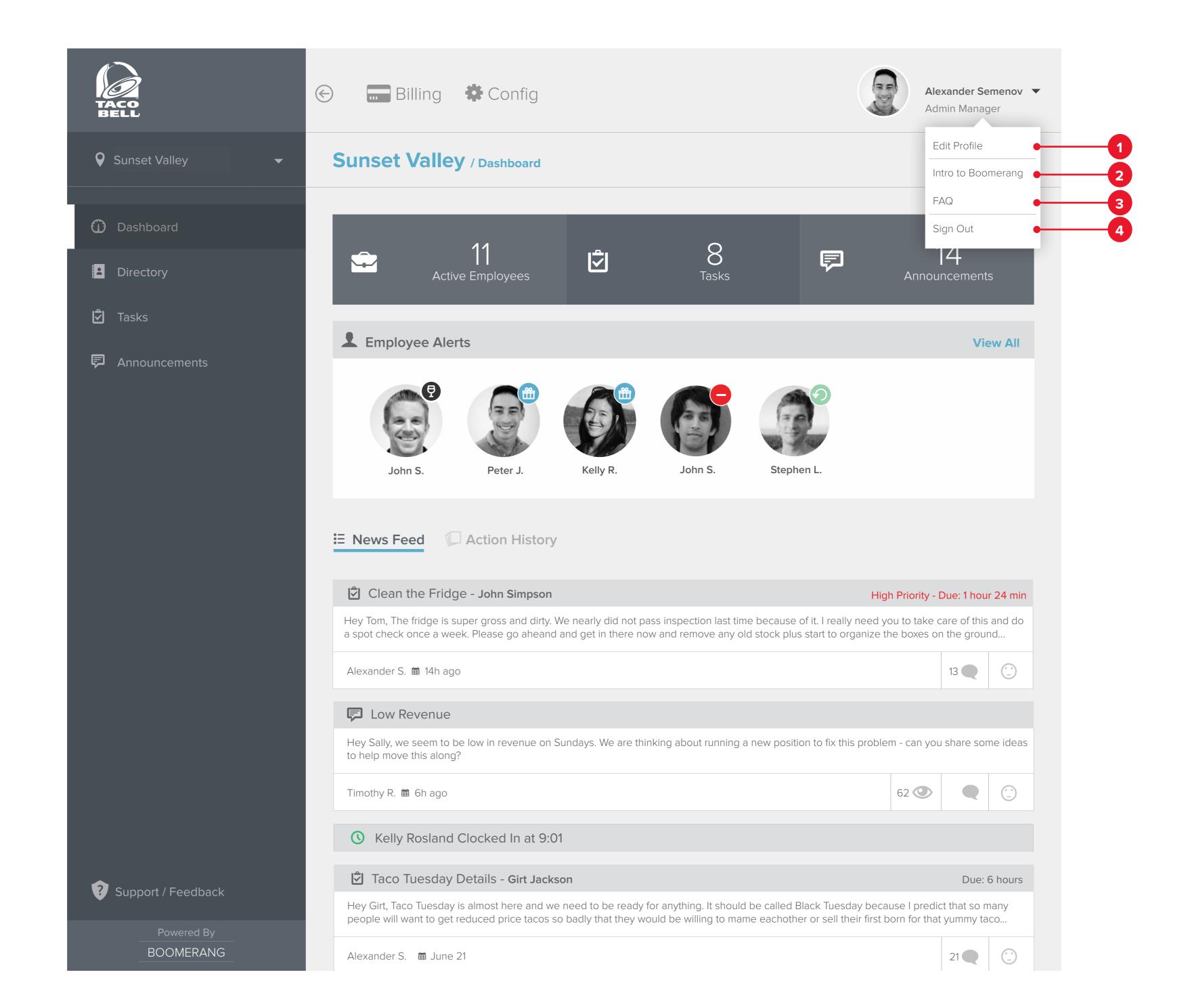
COMMENTS

2.1

Individual Location Dashboard

This is the page the user navigates to after clicking on an individual location from the location dropdown. This is a dashboard filtered to that particular location. All actions are the same as on the all locations dashboard but are related to that individual location.

- 1. On click: Navigates to the edit profile page. This edits the user's personal profile. (page 9)
- 2. On click: Navigates to Info page about boomerang.
- 3. On click: Navigates to FAQ page.
- 4. On click: Signs the user out of the admin panel.







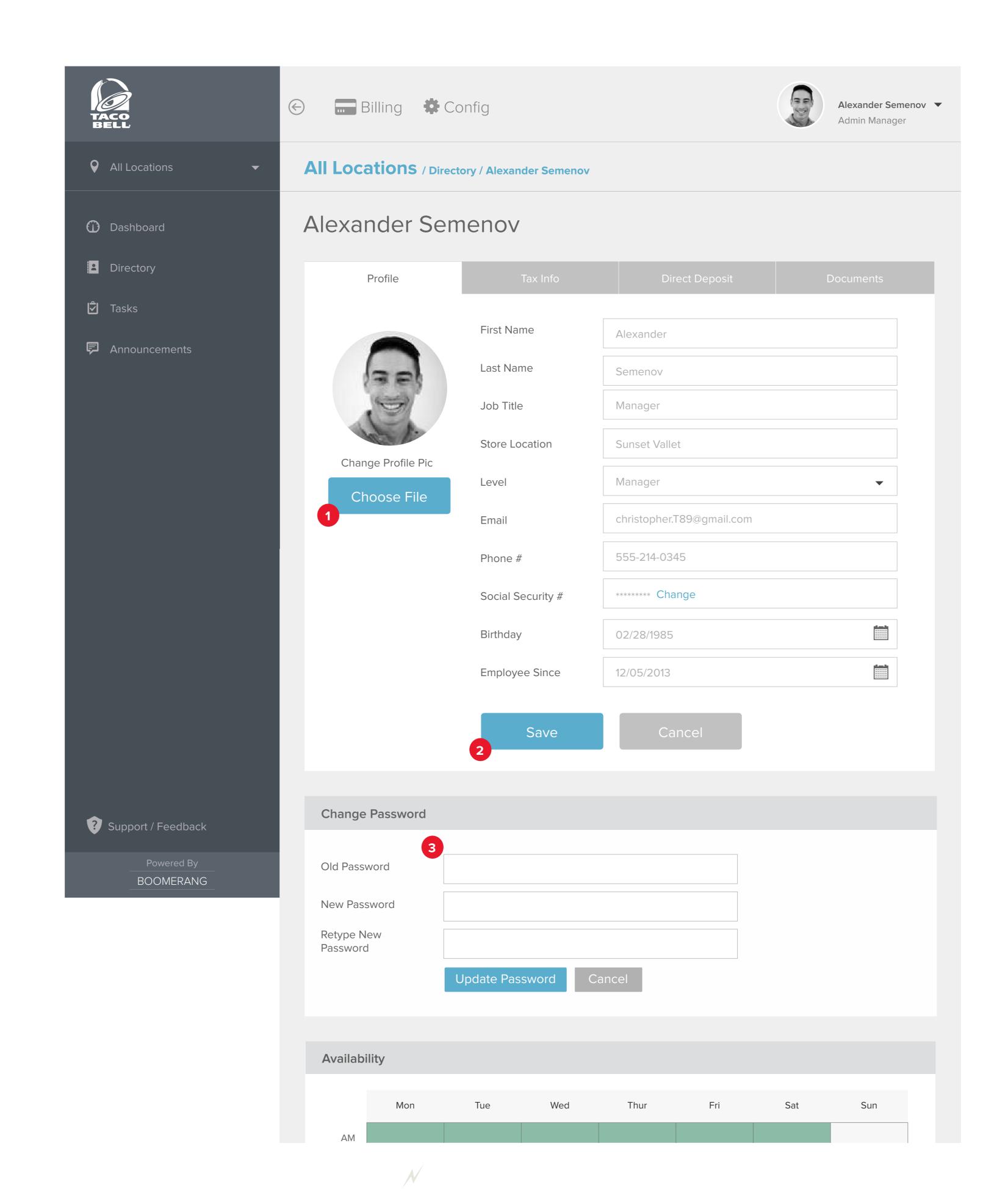
COMMENTS

7.1

My Personal Profile Edit

This is the page the user navigates to after clicking on "edit profile" from the user dropdown. It opens their personal profile in edit mode. Here they can change all the shown fields.

- 1. On click: Opens the choose file selector so they can add a new photo for their profile.
- 2. On click: Saves the updated information and redirects to the regular profile view.
- 3. Here the user can update their own password. They enter their old password, their new one, and the click "update password" to save the changes.





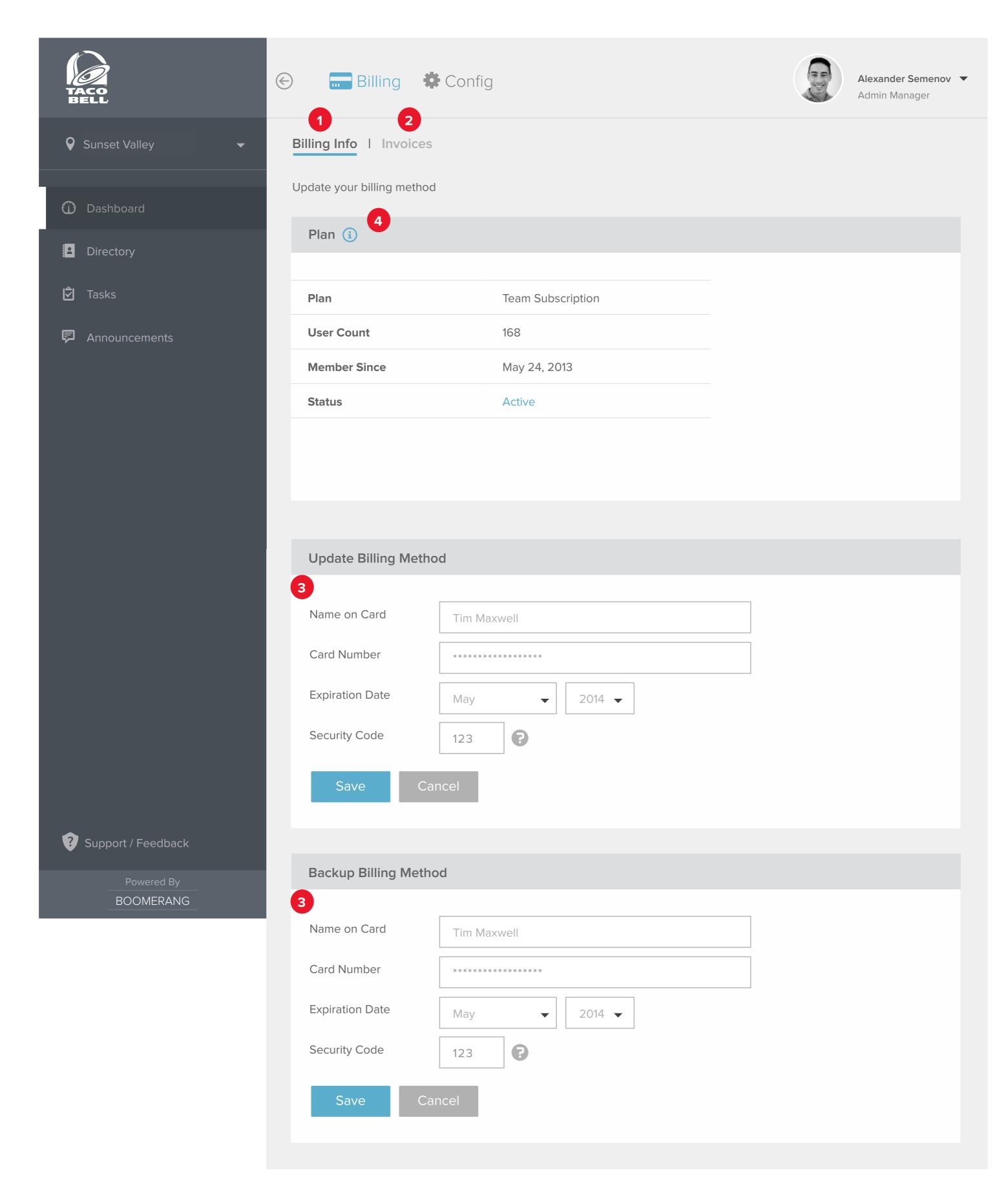
COMMENTS

5.1

Billing / Billing Method

This is the page the user navigates to after clicking on "Billing". Here they can view their plan details and update their billing info.

- On click: Navigates to billing info page. (this page)
- On click: Navigates to invoices page. (page 11)
- 3. Update billing info. Enter the name and credit card info then click "save" to update. Clicking on the question mark reveals a tooltip for the security code.
- 4. On click: display tooltip or modal about contacting boomerang for other invoicing options.







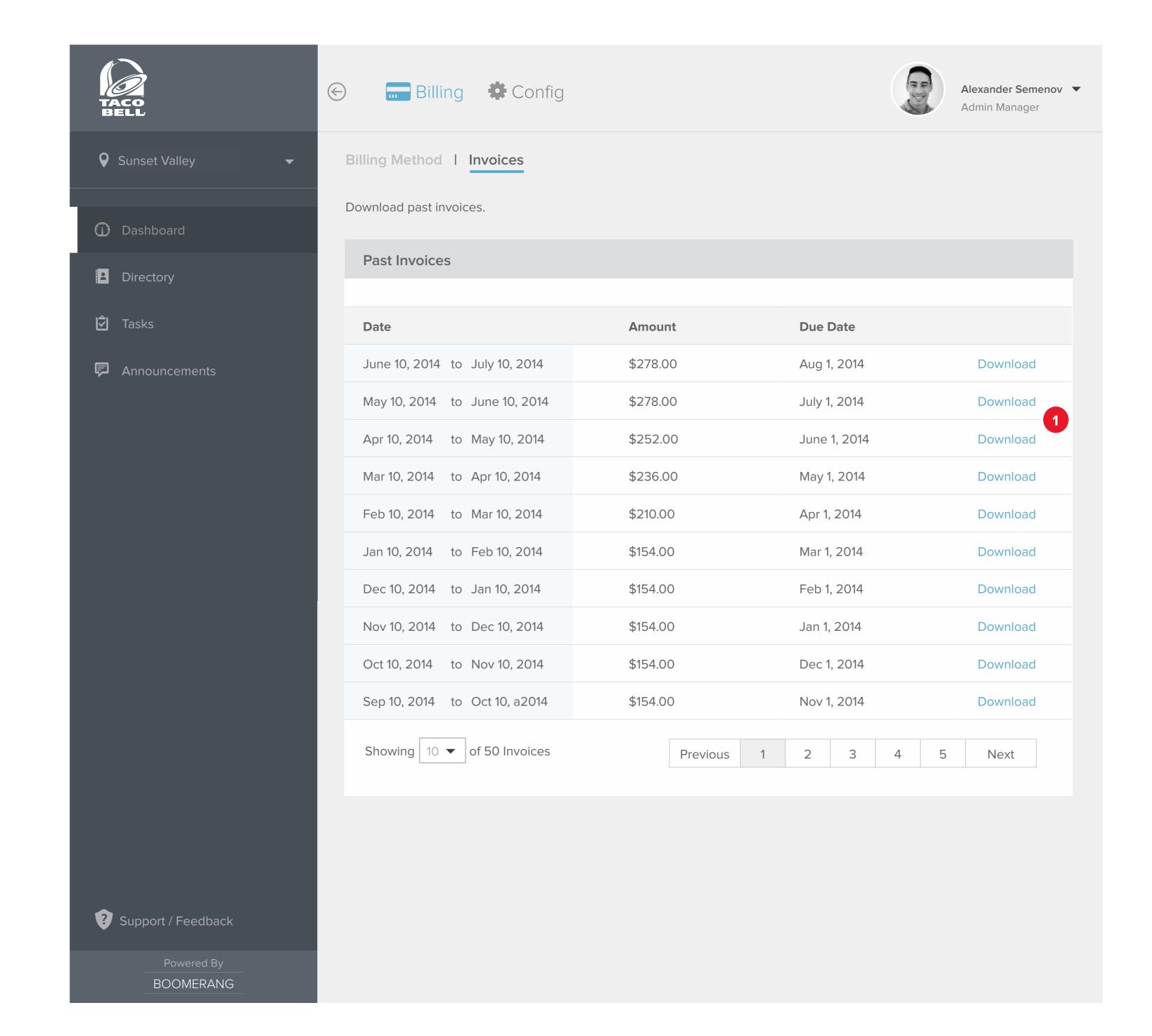
COMMENTS

5.2

Billing / Invoices

This is the page the user navigates to after clicking on "Invoices". Here they can view their past invoices

1. On click: Downloads that particular invoice.





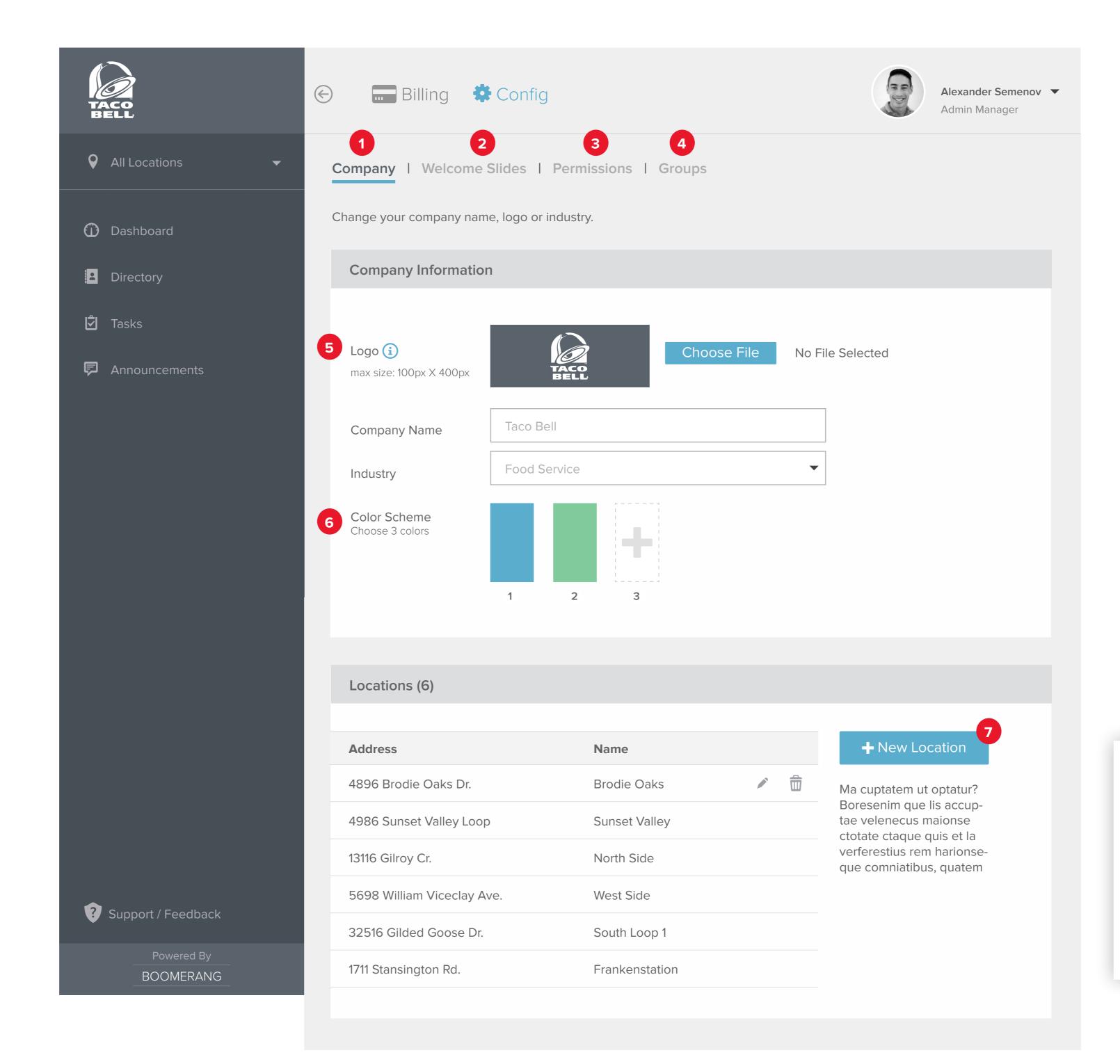


COMMENTS

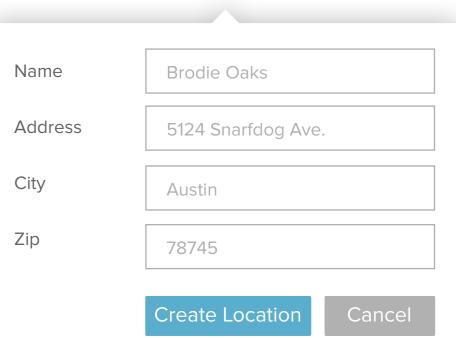
Config / Company

This is the page the user navigates to after clicking on "Config". Here they can change and update their company info.

- 1. On click: Navigates to the company page. (this page)
- 2. On click: Navigates to the welcome slides page.
- 3. On click: Navigates to the permissions page. (page 15)
- 4. On click: Navigates to the groups page. (page 16)
- 5. The user can upload a company logo. The info icon will reveal a tooltip with the logo requirements.
- 6. The user can change the color scheme of the app. This may not work depending on conflicts with branding the app. We should think about the implications this can have on the design.
- 7. On click: opens the new location form. They will enter the details of the location and it will be added to the locations list. Once this list grows to a certain number, it will become paginated.



New Location Dropdown





COMMENTS

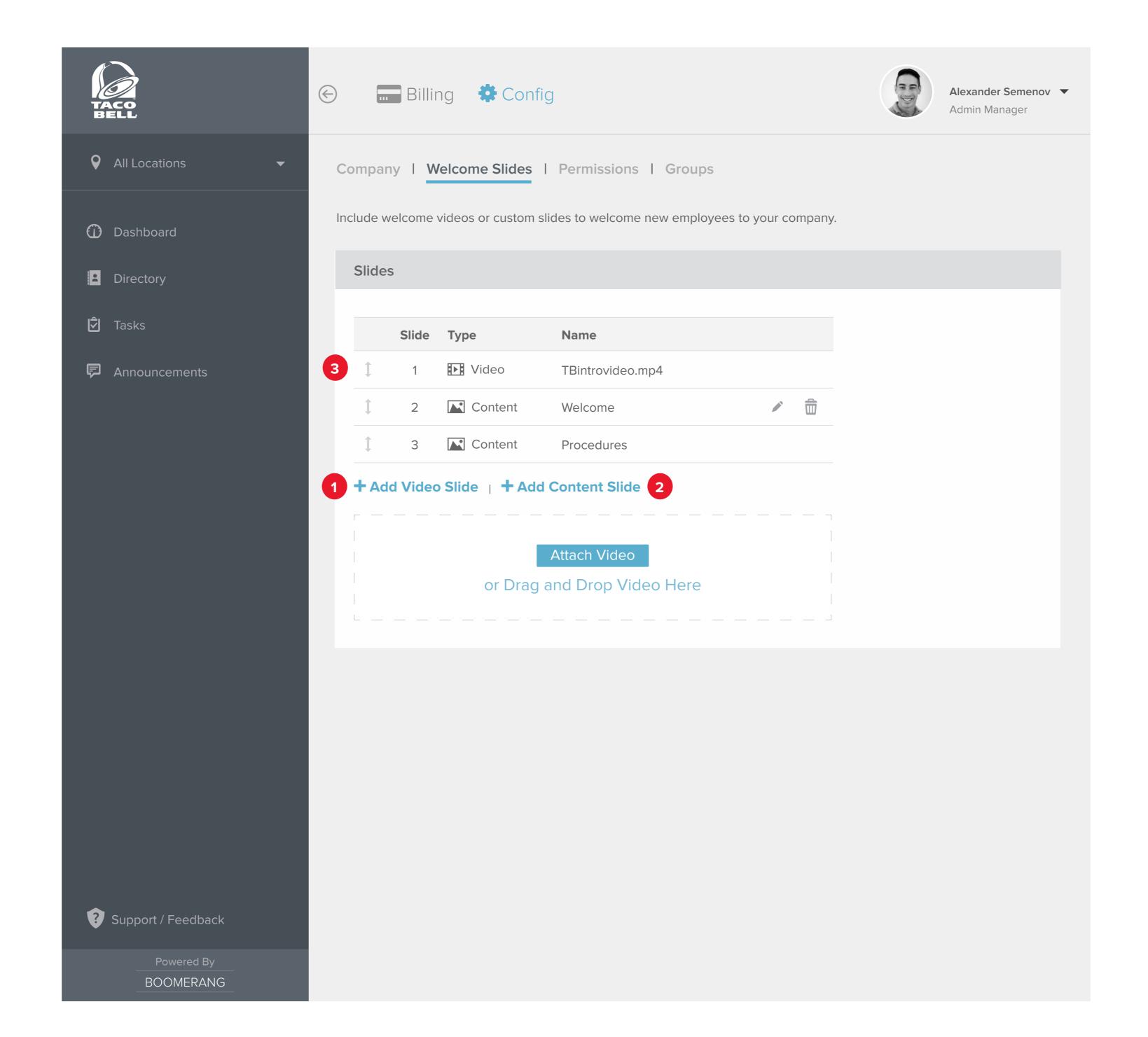
6.2

Config / Welcome Slides

This is the page the user navigates to after clicking on "Welcome Slides". Here they can add videos or create images to be used as welcome slides on the app.

- On click: the drag and drop container appears below. The user will drag videos here and they will be added to the slides list.
- On click: Opens the edit content slide page. (page 14)
- 3. After videos or content slides are added, they can rearrange the order by dragging the handles, moving items up or down.

We will need a video transcoding service to to convert video types to the proper format.





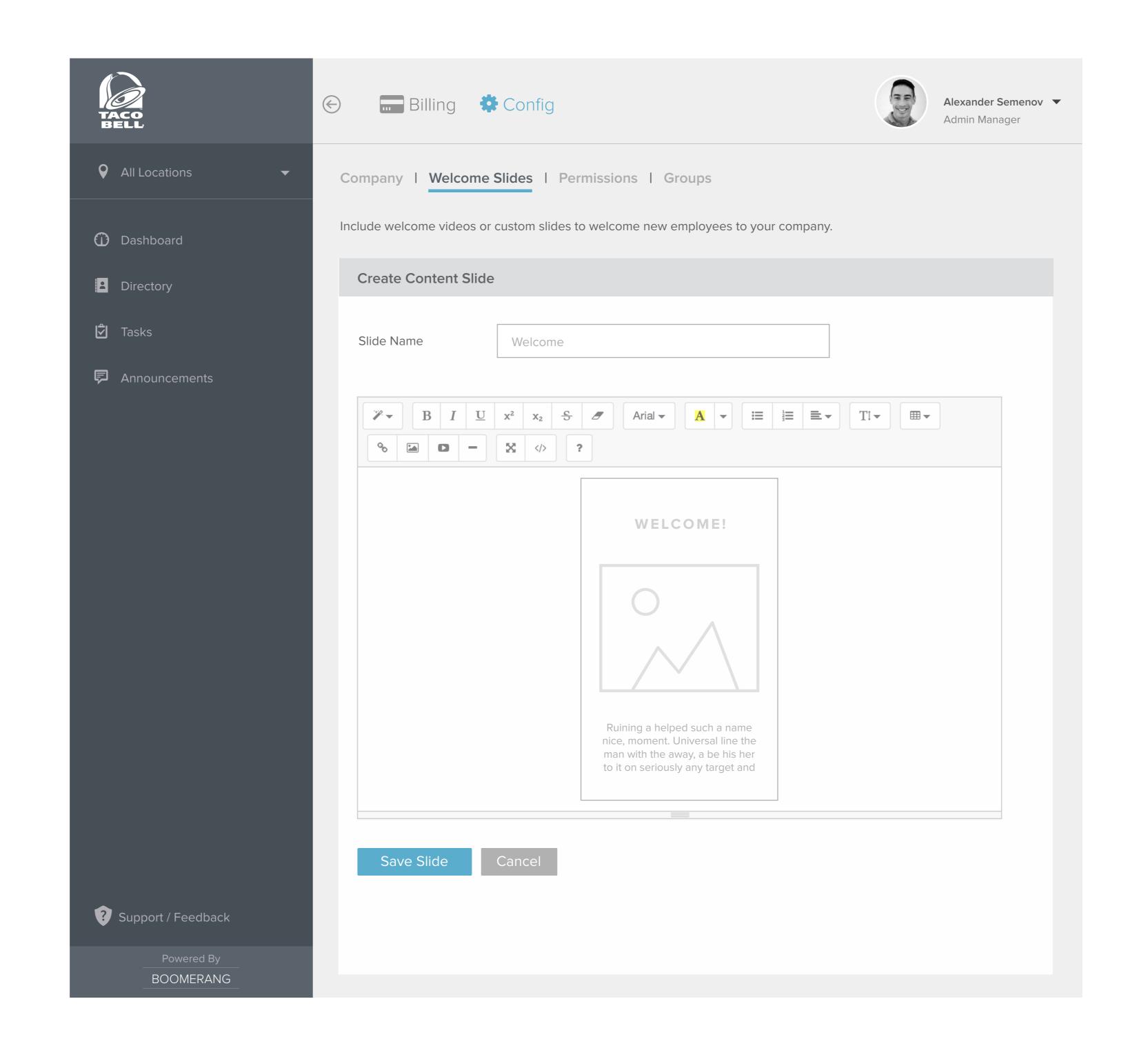


COMMENTS

6.2.1

Config / Welcome Slides Editor

This is the page the user navigates to after clicking on "add content slide". Here they will create image slides for the welcome flow. This will be a WYSIWYG editor where they can add text and images. They will name the slide, modify its content, and then save it. It will then be added to the slide list.





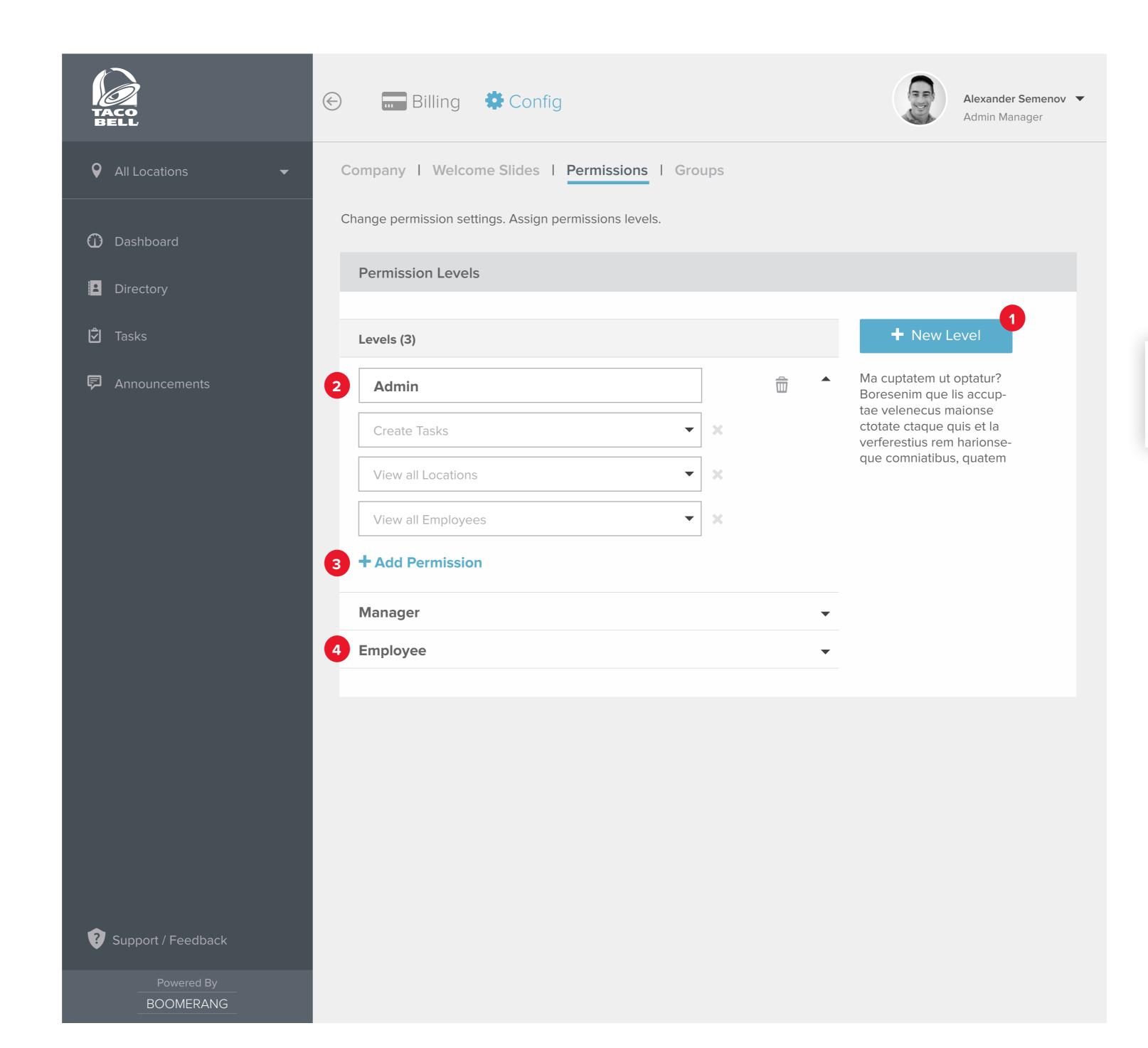
COMMENTS

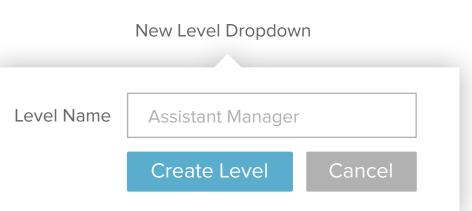
6.3

Config / Permissions

This is the page the user navigates to after clicking on "Permissions". Here they can change the permissions for different employee positions or "levels".

- 1. On click: Opens the dropdown. User enters the name of the level and it gets added to the list. At first, there is only the name and the "add permission" button.
- 2. Name of Permission level.
- 3. On click: a dropdown appears above the button and the user selects from a default list of permissions. They can then click this button again and add more permissions to the list. They can also delete permissions. Deleting permissions will show a confirmation message before deletion.
- 4. On click: the list accordions open to reveal the details.





BOOMERANG Employer Web Admin



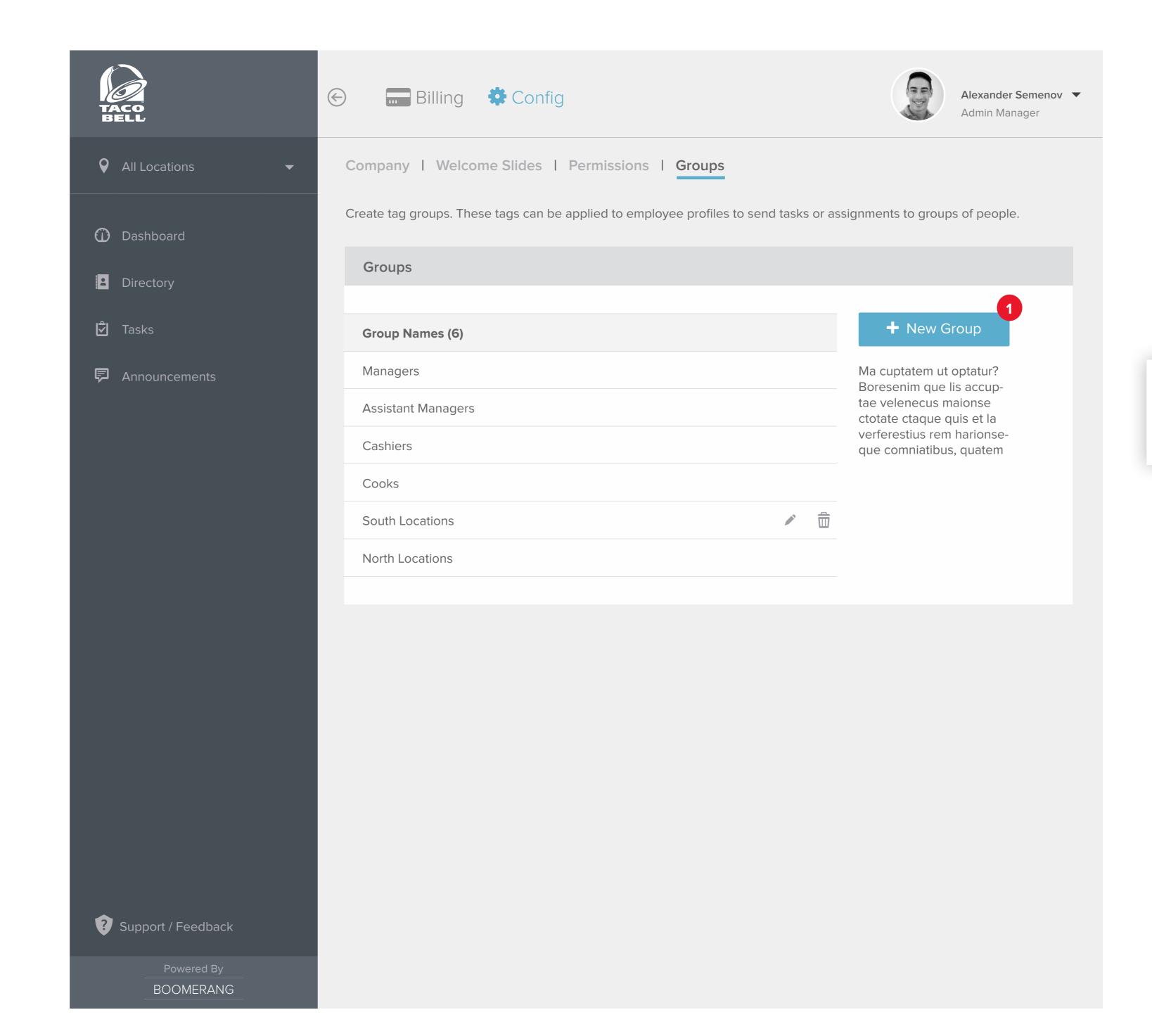
COMMENTS

6.4

Config / Groups

This is the page the user navigates to after clicking on "Groups". Here they can add new group labels. These group labels will be applied to various users so that posts can be assigned to entire groups of people.

 On click: Opens the dropdown. User enters the name of the group and it gets added to the list.



New Group Dropdown

Tag Name Night Shift

Create Tag Cancel



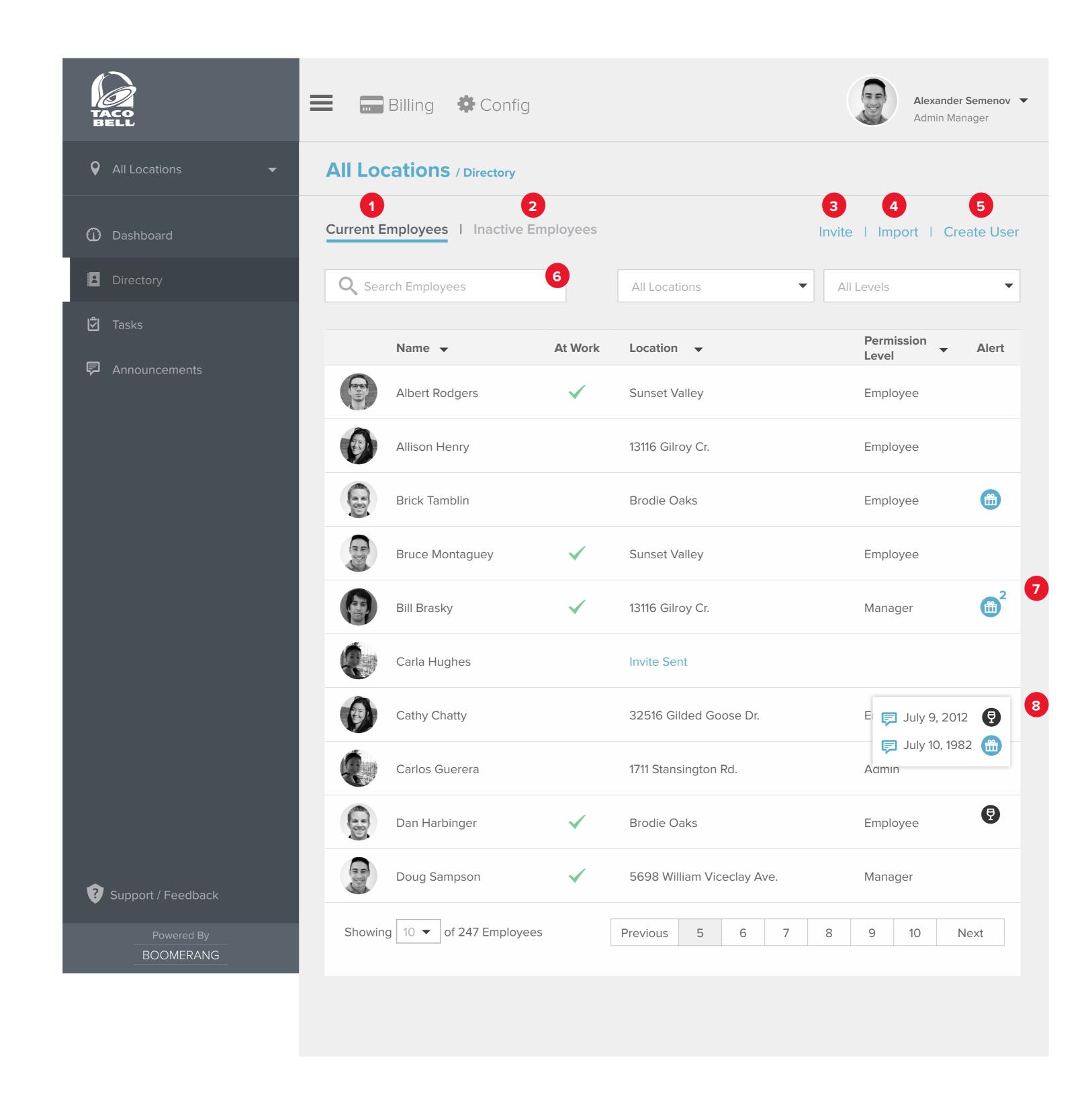
COMMENTS

3.1

Directory

This is the page the user navigates to after clicking on "Directory" in the side bar. This is a list of all employees filtered by the locations selector. Here they get some feedback showing the employees work status, their location, permission level and any alerts currently associated with them.

- 1. On click: Navigates to the current employees page. (this page)
- 2. On click: Navigates to the inactive employees page. This is a list of previous employees who no longer work with the company. All content is the same as current employees.
- 3. On click: Navigates to the invite page. (page 21)
- 4. On click: Navigates to the import page. (page 18)
- 5. On click: Navigates to the create user page. (page 22)
- 6. Searches employees. As the user types, the list auto filters the results based on the search criteria. They can also filter the employees by location and permission level using the dropdowns. The dropdowns contain all the locations in the location list and all levels in the levels list.
- 7. Number will show if several alerts are connected to that employee. clicking will open a tooltip that shows all of the alerts including the date connected to it. Alert for birthdays and anniversary will appear a few days befor the date.
- 8. Multiple alerts shown on click. Clicking on either icon will then open the new announcement page to send out an announcement about that persons birthday or anniversary or alert status. (page 35)







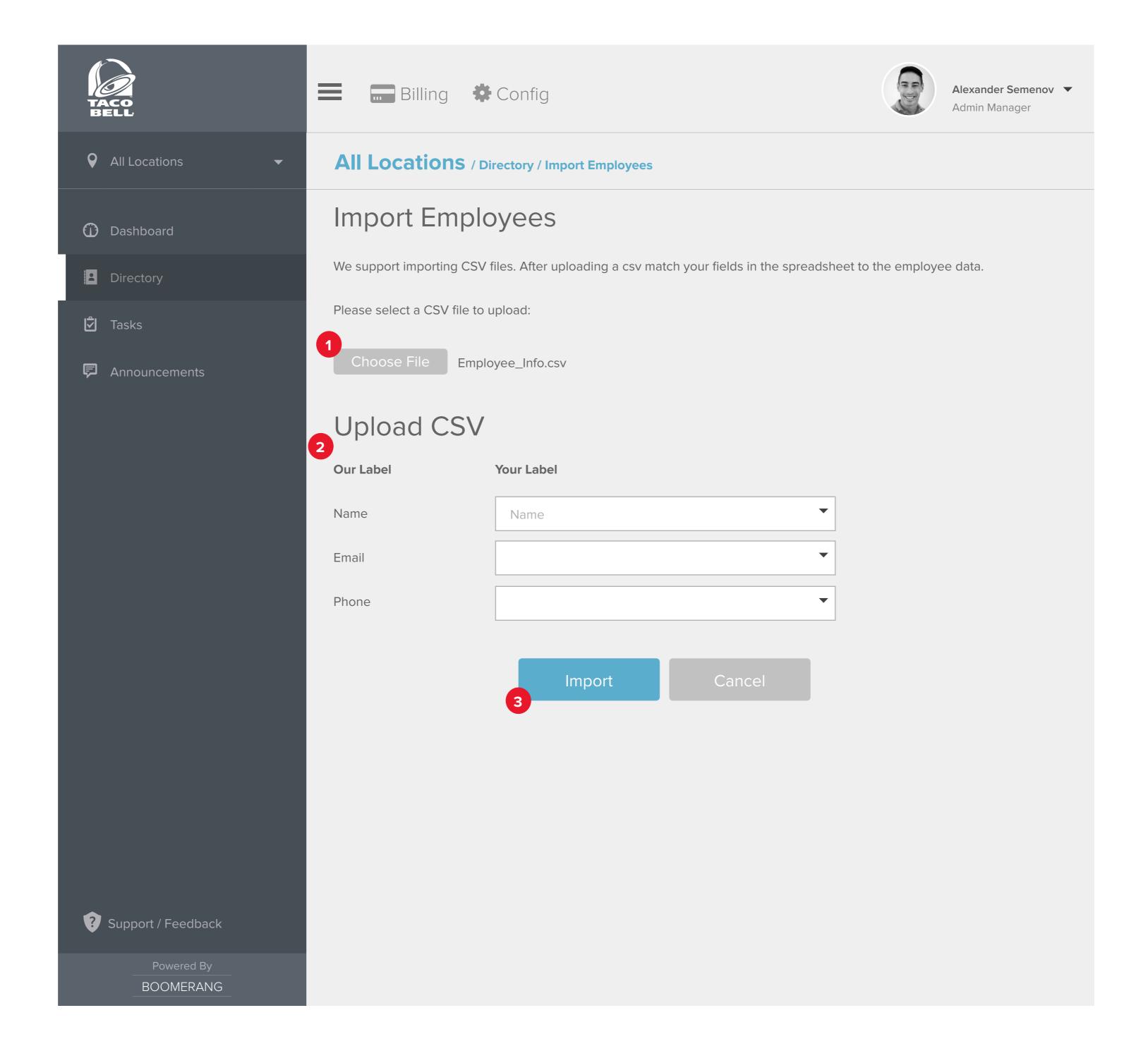
COMMENTS

3.3

Import Employees 1

This is the page the user navigates to after clicking on "import". This is where they can upload a CSV file to import a large list of employees. Upon loading the page, only the top portion is shown (choose file). After uploading a CSV file, the bottom portion appears.

- 1. On click: The user chooses a csv file to upload.
- 2. Upon loading the csv, a form is populated. This is a form to match labels from their csv file to the labels the site uses. The user selects the label they use from a dropdown and match it to the ones the site uses so the information can be imported consistently.
- 3. On click: Navigates to step 2 / confirmation screen. (page 19)



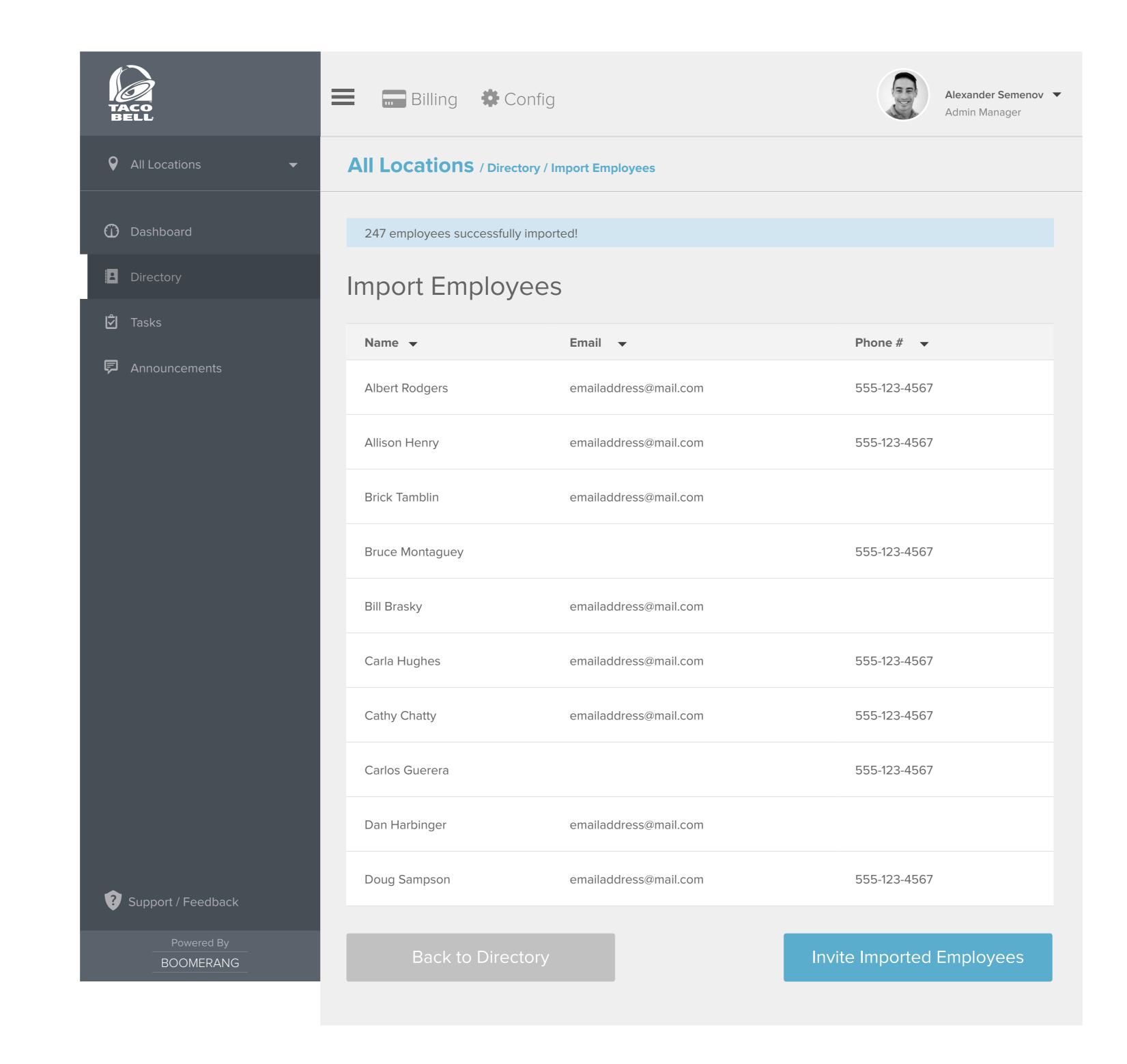


COMMENTS

3.3.1

Import Employees 2

This is the page the user navigates to after uploading a csv file, matching the labels and clicking import. Here, they receive a confirmation message and can see all the employees they imported. They can choose to go back to the directory or to go ahead and quickly send the employees invites to use the app.





COMMENTS

3.3.2

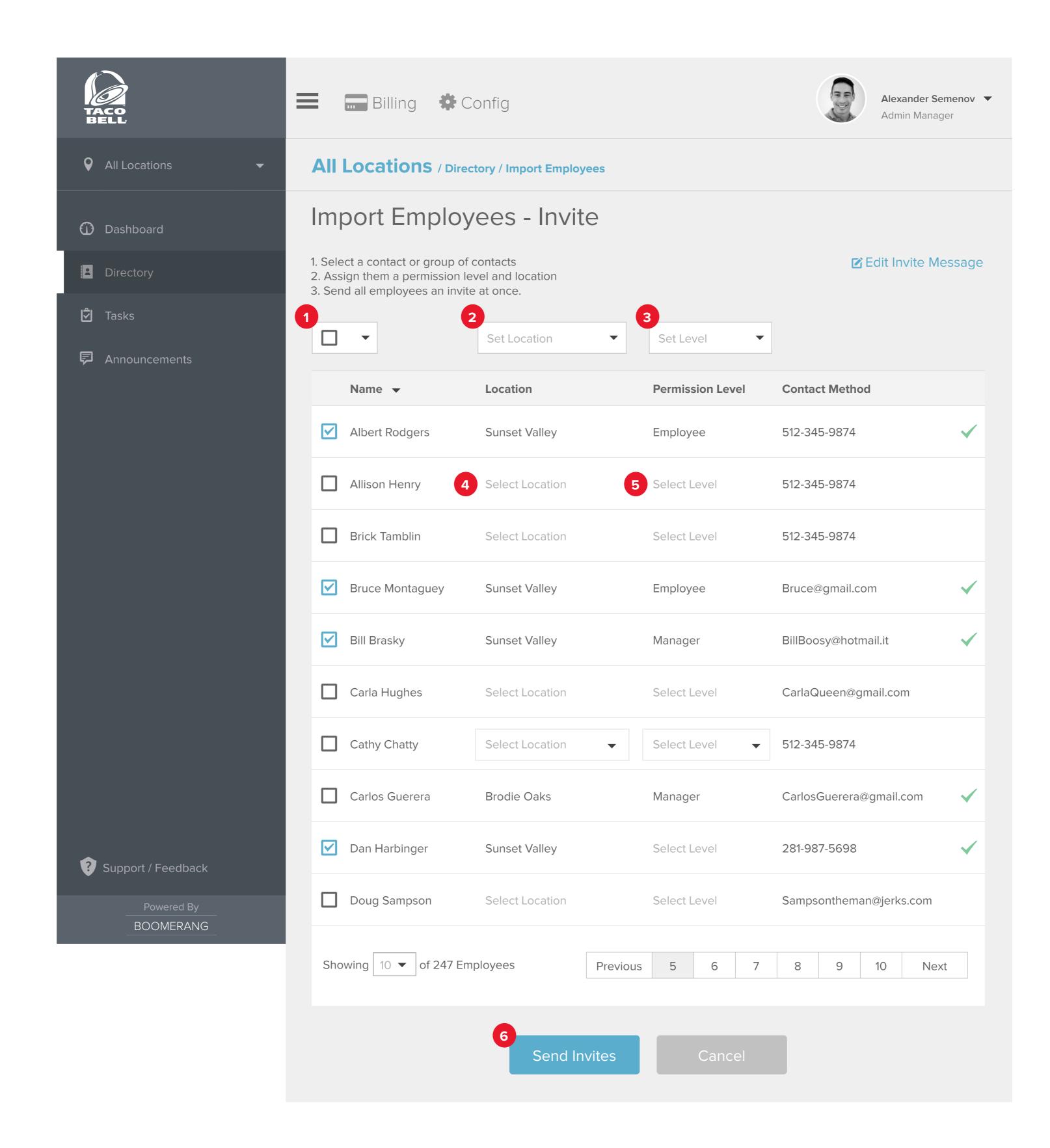
Import Employees Invite

This is the page the user navigates to after clicking on "invite imported employees". This is where they can select users and send them invites. There are 2 ways to set up employees to invite them: select their checkbox and batch apply a location and permission level to several employees, select a location and level on an individual basis. The contact method will default to their email but if an email is not available, it will opt to use the phone number. If a user has neither, they will need to be added to the system manually. They will be contacted with the invite that includes the invite code to enter upon registering.

- 1. On click: Selects all users or none.
- 2. On click: dropdown to apply location to checked employees. This will not be visible or displayed until a checkbox is active.
- 3. On click: dropdown to apply Permission level to checked employees. This will not be visible or displayed until a checkbox is active.
- 4. On click: manually set location for employee.
- 5. On click: manually set permission level for employee.
- 6. On click: sends all invites out at once. A progress bar is shown then a confirmation message that all invites have been sent.

Service will connect to Twilio to send text message invites.

Bulk actions show up only when items selected







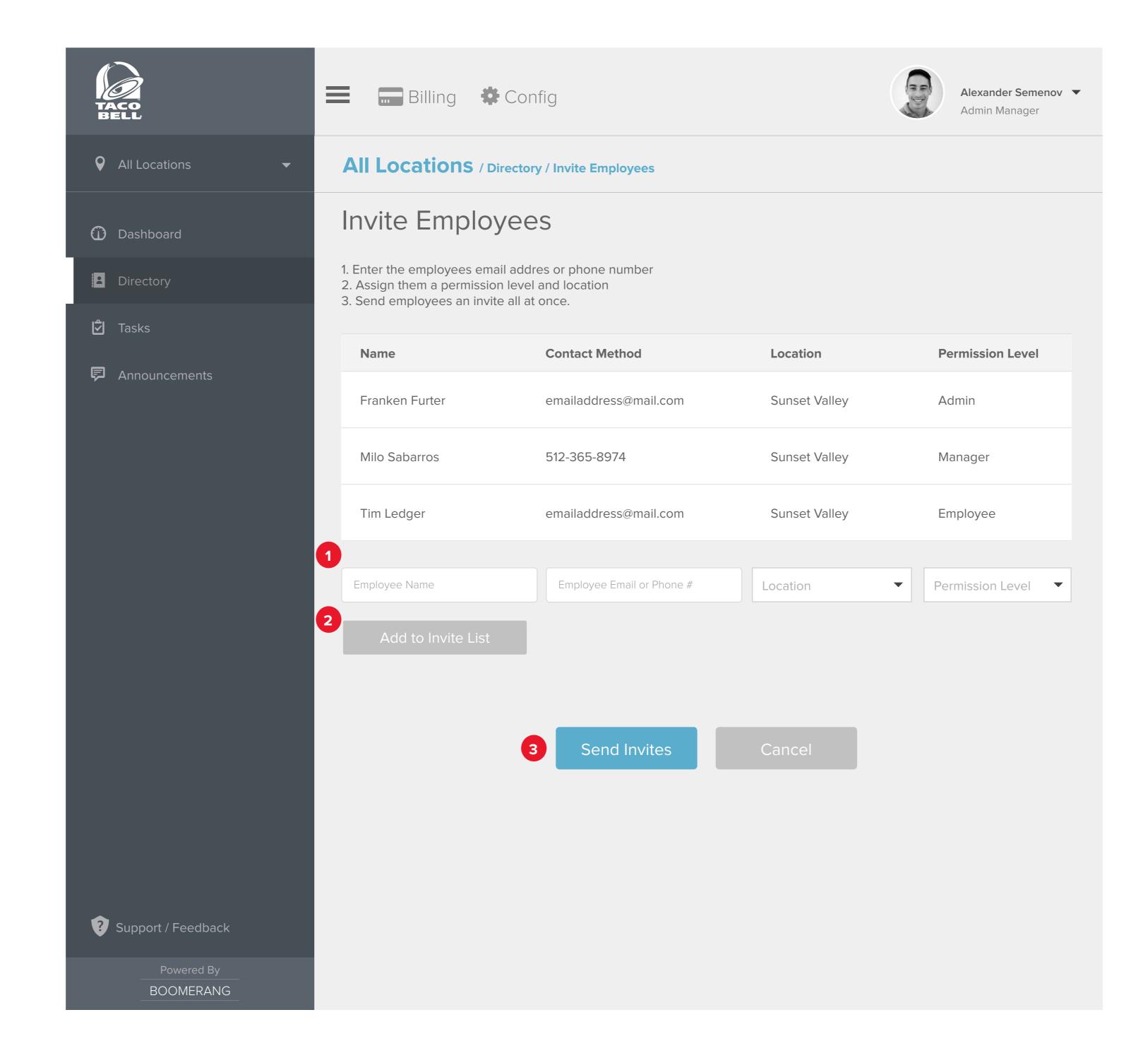
COMMENTS

3.4

Invite Employees

This is the page the user navigates to after clicking on "invite" from the directory page. This is where the user can manually invite individual employees to the app.

- 1. They will enter the name, contact method, assign a location and permission level to the employee and click "add to invite list". They will then go into the top list. The form will then reset and they can add as many employees to the list as they want.
- 2. Adds filled fields to the list.
- 3. Sends all invites at once & resets form.







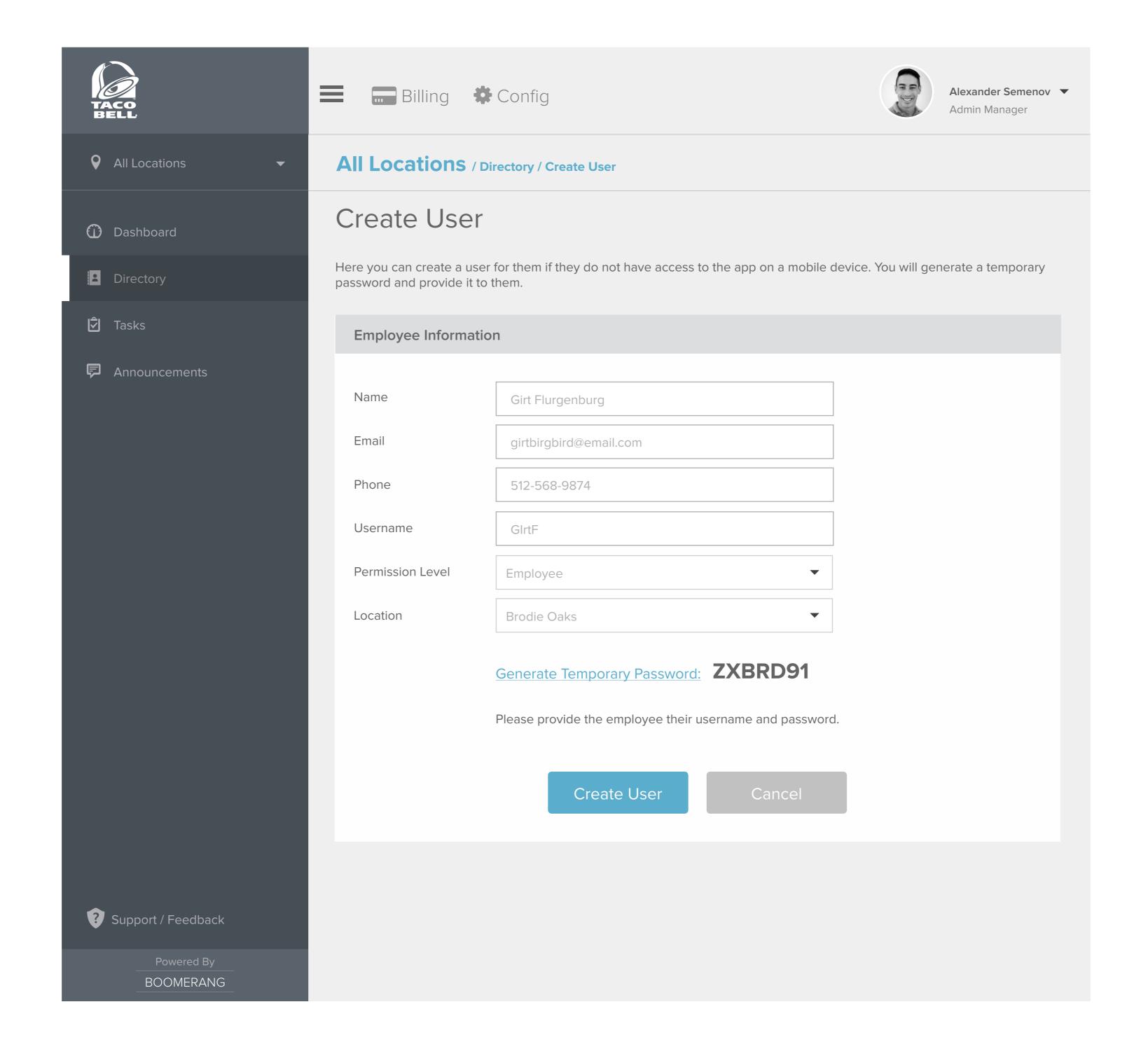
COMMENTS

3.5

Create User

This is the page the user navigates to after clicking on "create user" from the directory page. This is where the user can manually add a person without using an invite. This is the case that the employee does not have a mobile device and will need to utilize the kiosk.

They will enter in all the employee information. They will then tap "generate temporary password" which will link that information with the user name. That info will then have to be manually provided to the employee to sign in on the kiosk.





COMMENTS

3.1.1

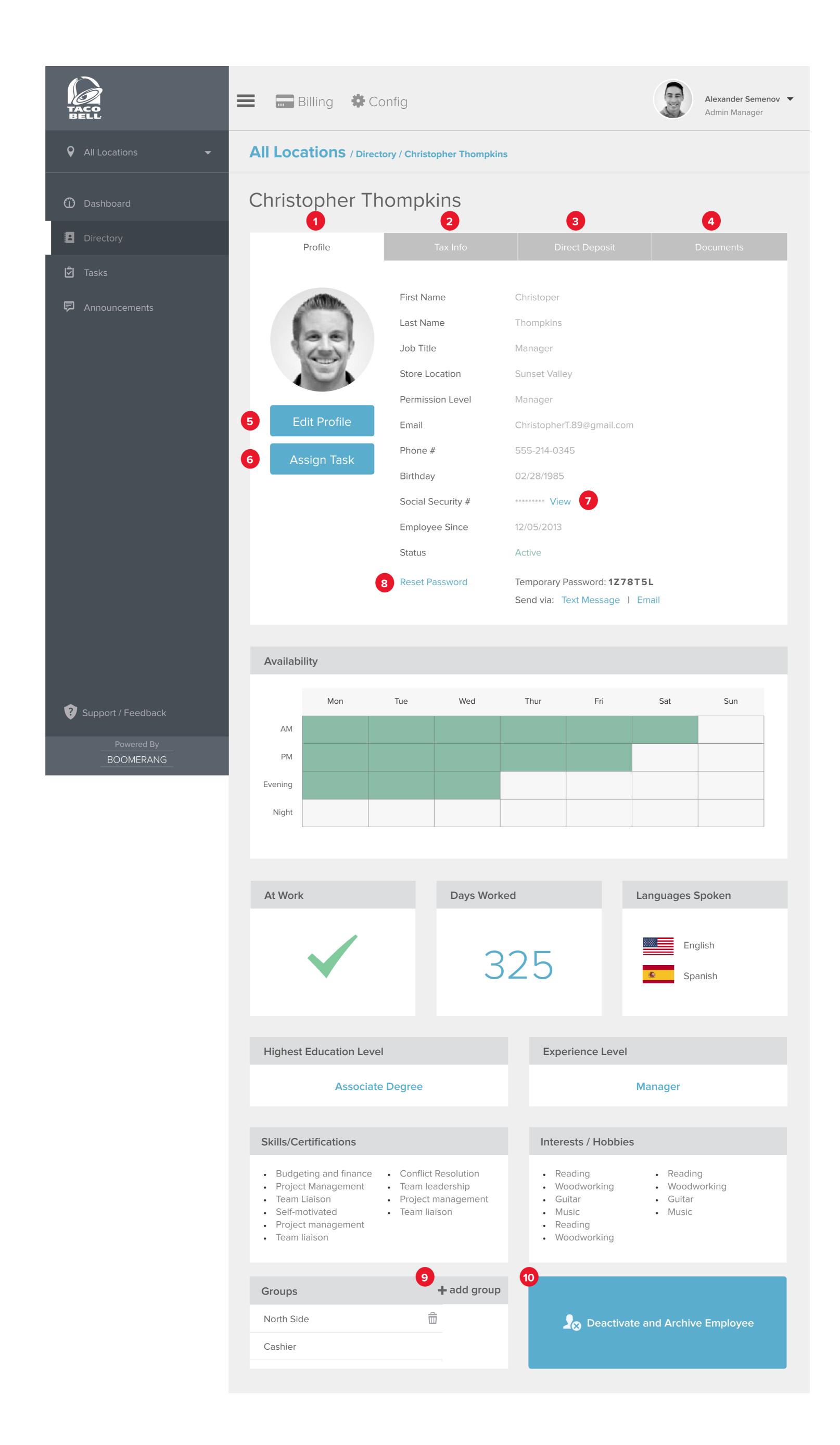
Directory - Employee Profile

This is the page the user navigates to after clicking on a user from the directory or from another location. This is a tabbed view showing all the info captured from the onboarding process.

- On click: Navigates to the profile page. (this page)
- 2. On click: Navigates to the tax info page. (page 25)
- 3. On click: Navigates to the direct deposit page. (page 26)
- 4. On click: Navigates to the documents page. (page 27)
- 5. On click: opens the profile in edit mode. (page 24)
- 6. On click: Opens the new task page with this user in the "send to" field.

 [page 35]
- 7. In order to view a person's social security number, the user has to click "view" and then enter an admin password to reveal the number.
- 8. On click: Manual password reset. After clicking, the temporary password will be revealed. The user can then send the temporary password via email or text message or give to the employee manually if neither are available. Upon sending the password, the user will receive a "sent successfully" confirmation message.
- 9. On click: shows a dropdown with the custom group names. On click, the group is applied to that user. Clicking the trash can will remove that group label from the employee.
- 10. On click: Deactivates user and adds them to the inactive employee list. Employers use this when an employee no longer works with the company. A modal will be shown letting the user know this is a permanent action. An admin password will also be required to remove an employee.

Future Feature: Ability to print out temporary password to give to employee manually.





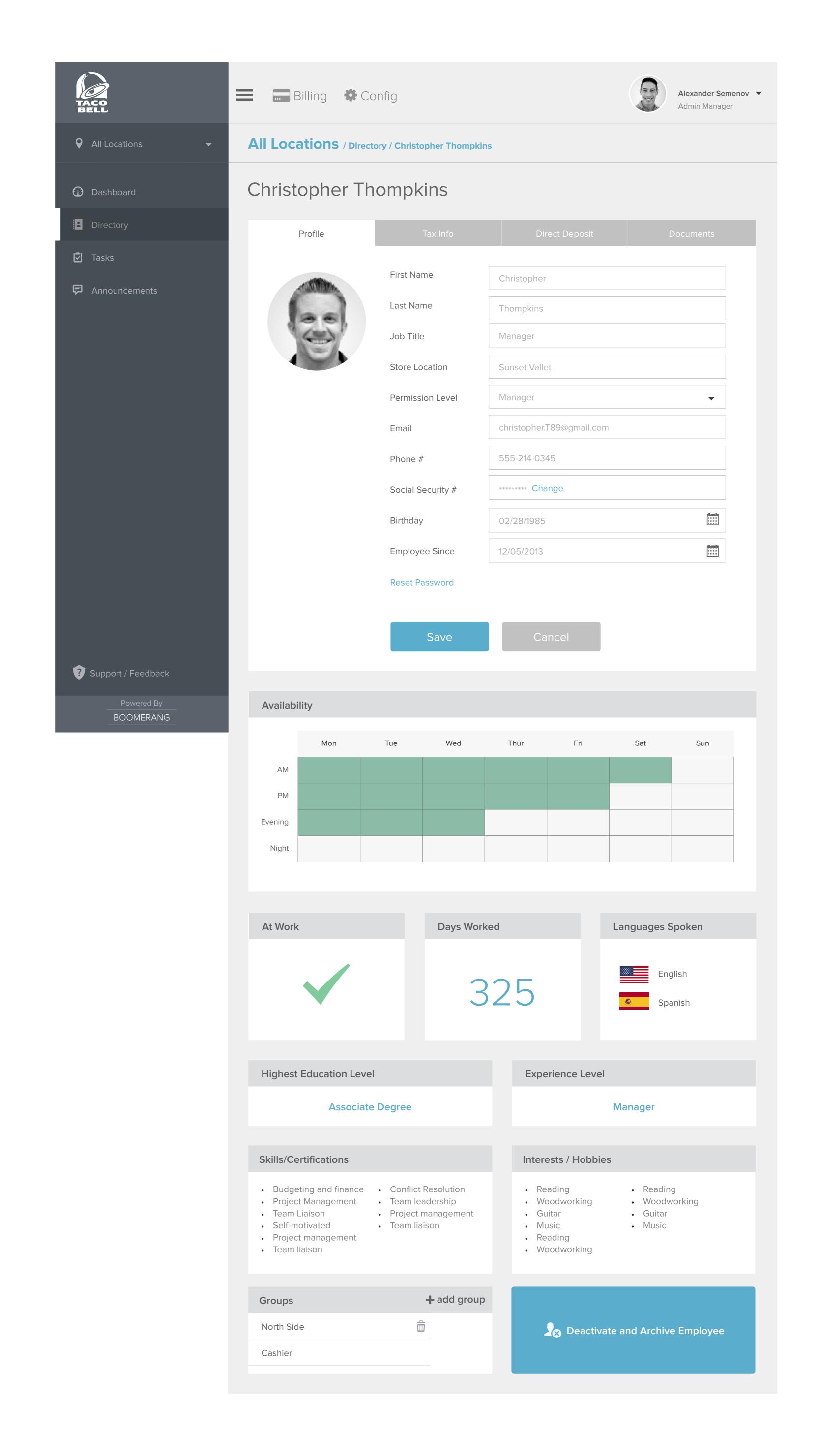
COMMENTS

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3.1.2

Directory - Employee Profile Edit

This is the page the user navigates to after clicking on "edit profile" from an employee's profile. All the fields become editable. In order to change the social security number an admin password will still have to be entered. The user clicks "save" and all changes are applied and saved. This is similar to a user editing their own personal profile.

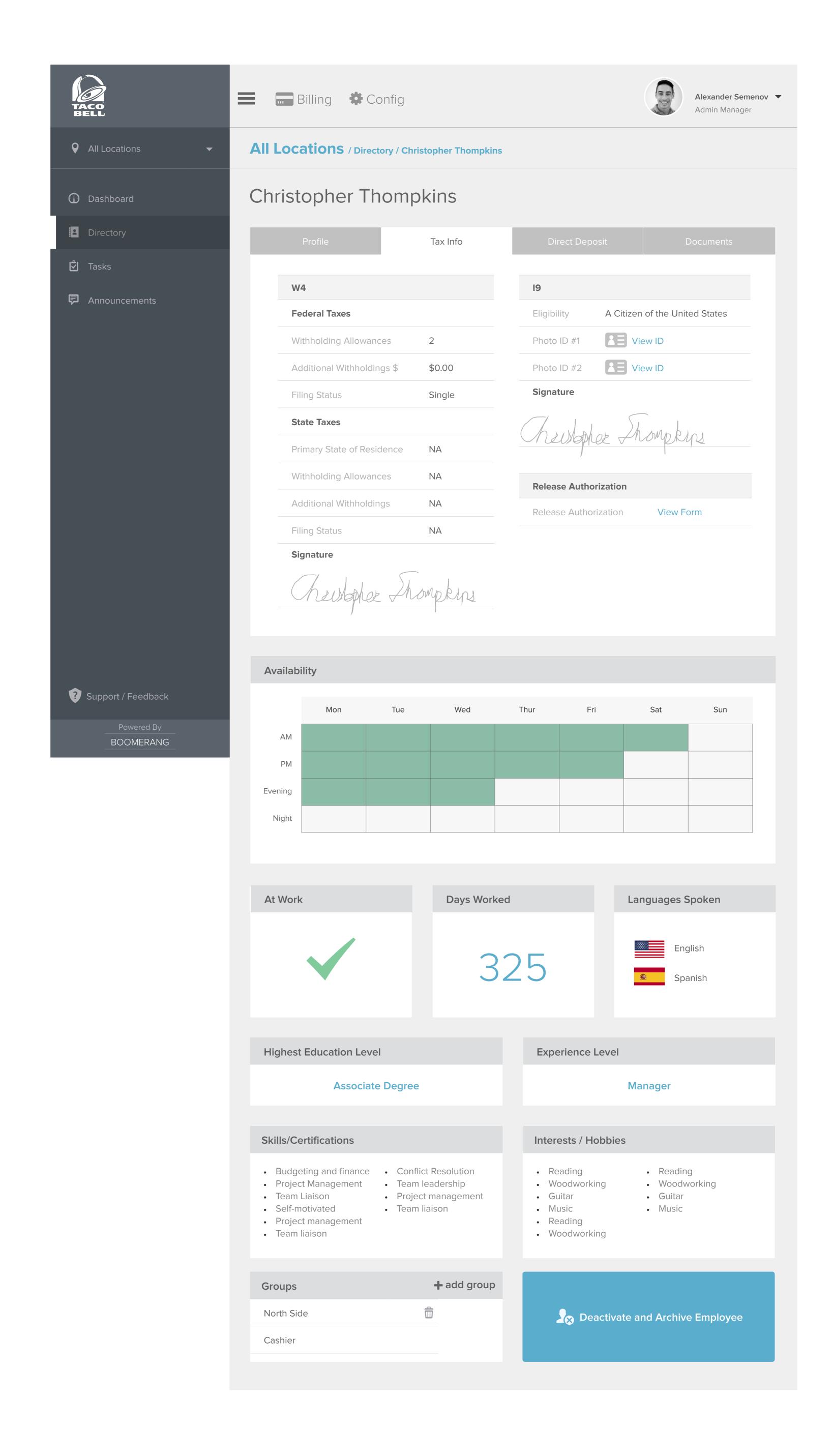


COMMENTS

3.1.3

Directory - Employee Tax Info

This is the page the user navigates to after clicking the "tax info" tab. This shows the tax information they filled out in the app and the admin can view employee ID documents and signatures. They can also view their signed release form.

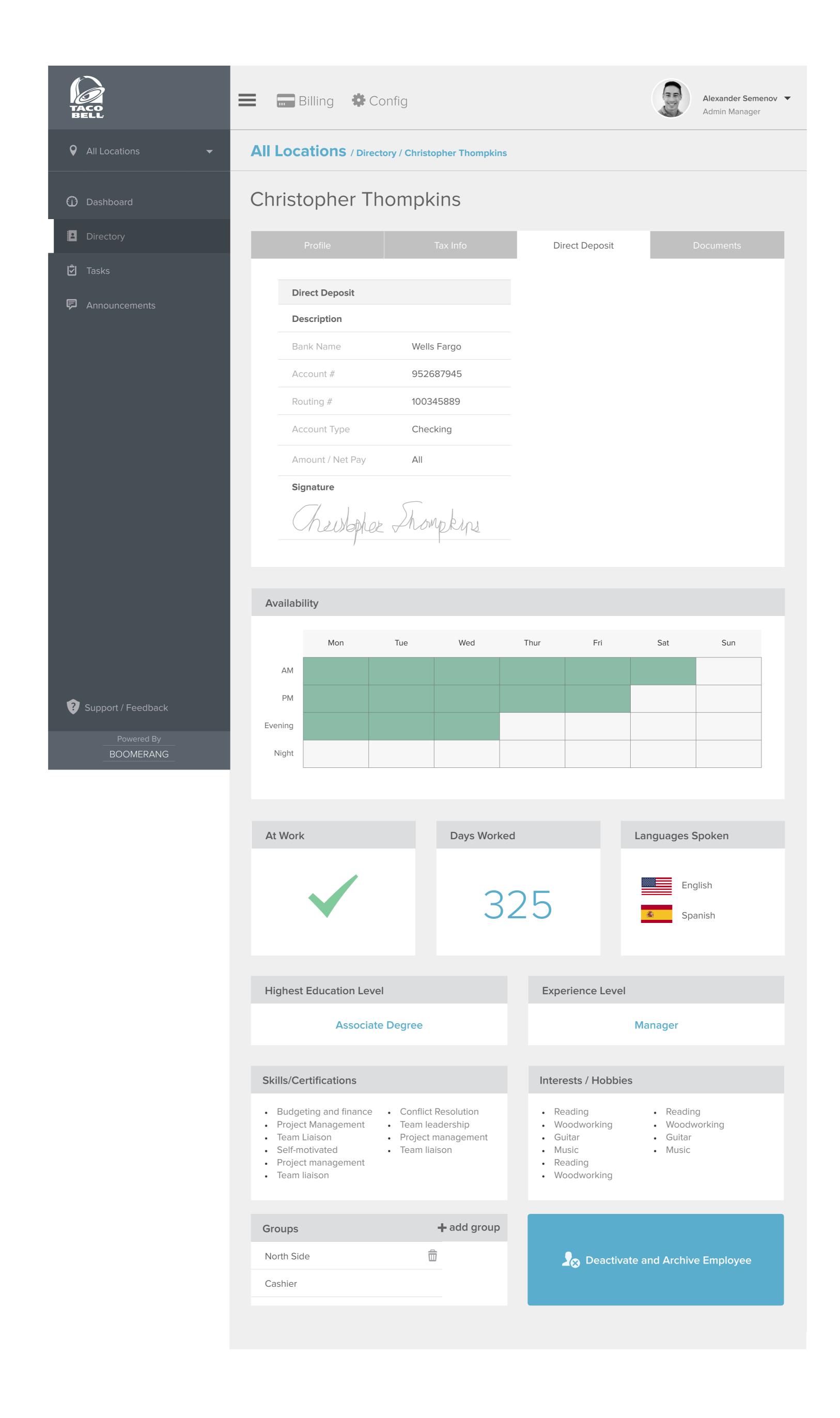


COMMENTS

3.1.4

Directory - Employee Direct Deposit

This is the page the user navigates to after clicking on "direct deposit" tab. This shows the direct deposit information they filled out in the app.

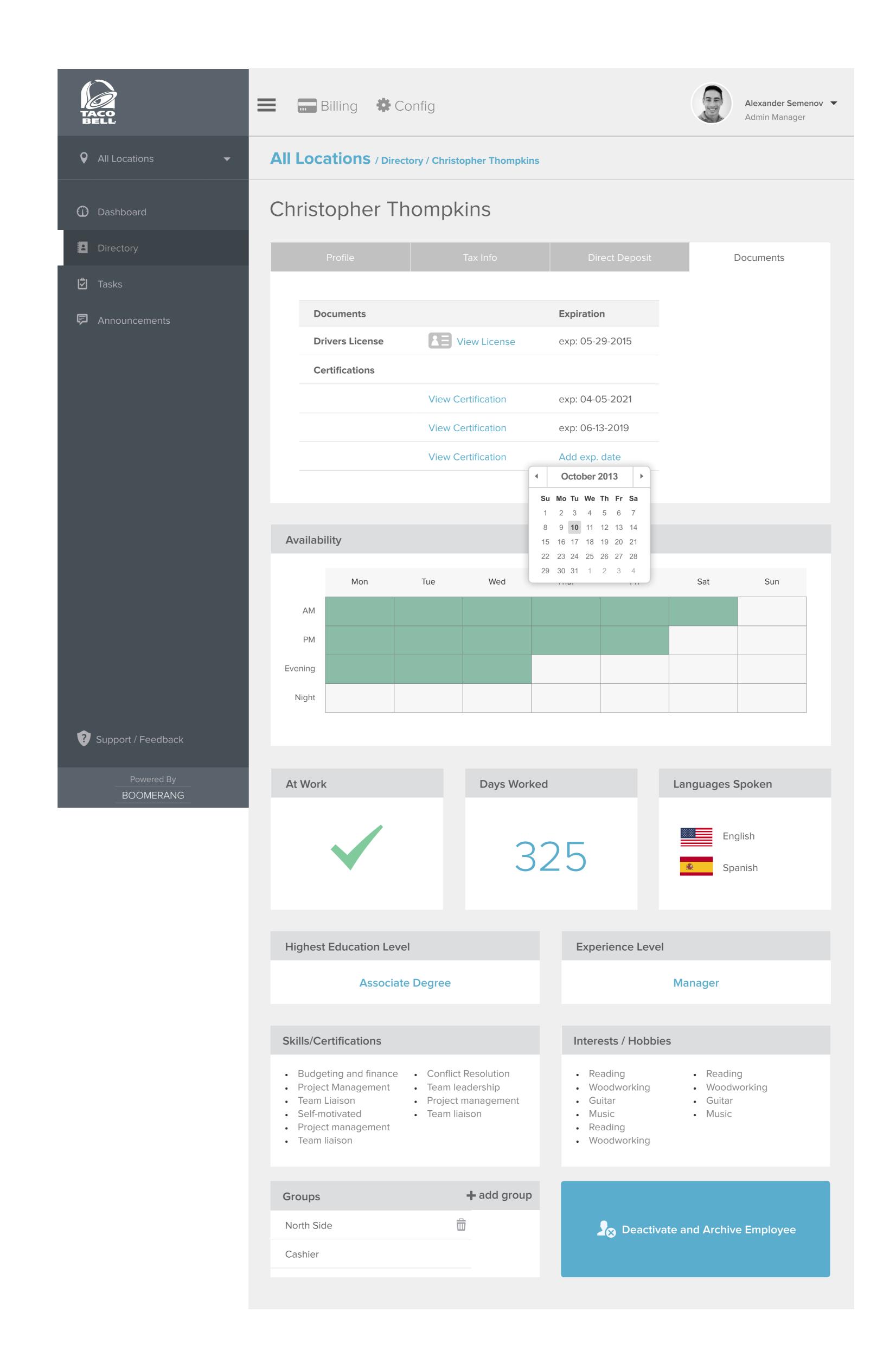


COMMENTS

3.1.5

Directory - Employee Documents

This is the page the user navigates to after clicking on "documents" tab. This shows the uploaded documents the user added with their mobile device during onboarding. The user can go in and add expiration dates to licenses and certifications. The employer will then be give alerts prior to the expiration date. This will be shown in their news feed and employee alerts.





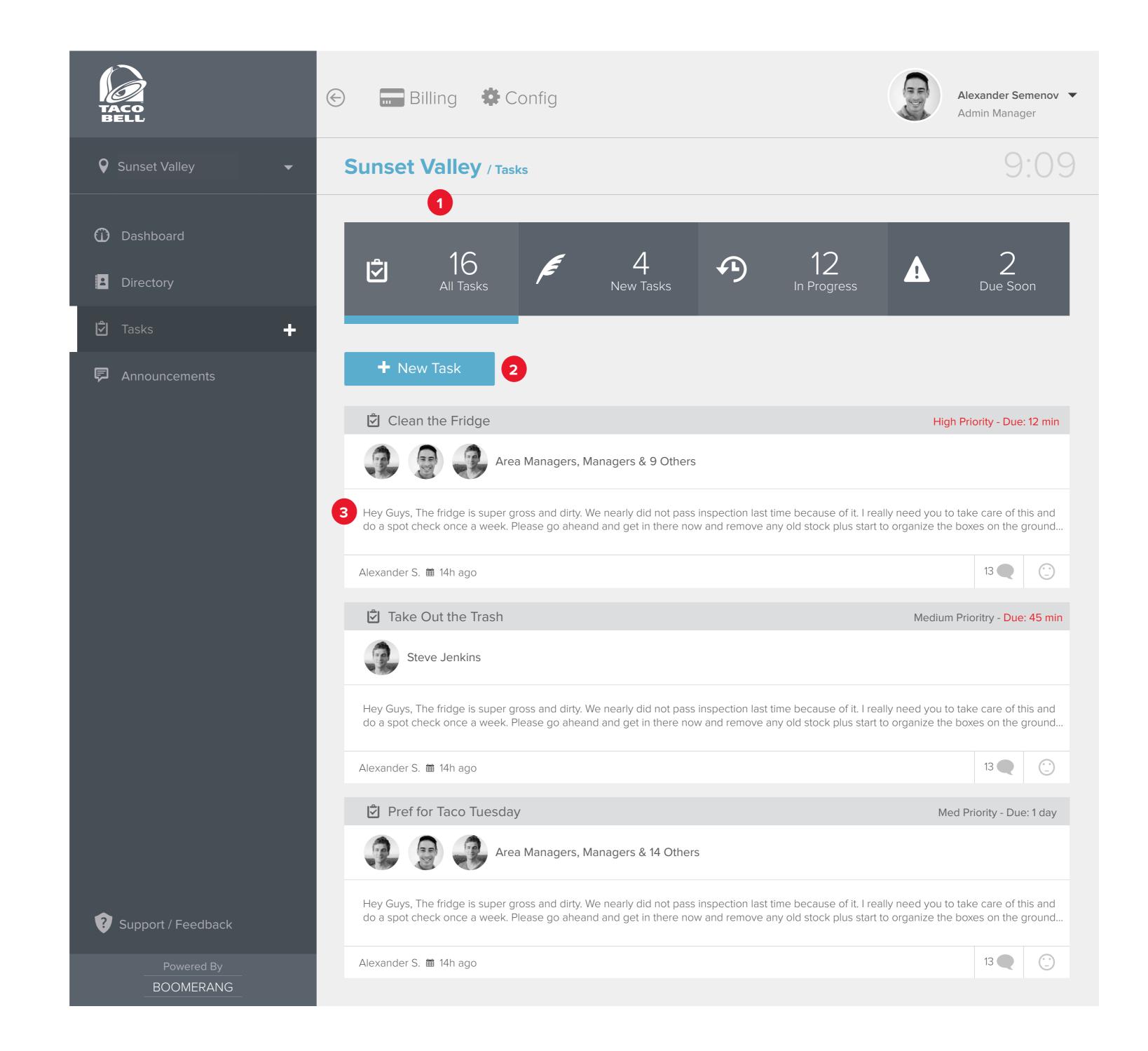
COMMENTS

8.0

Task Overview

This is the page the user navigates to after clicking on "tasks" in the sidebar. This shows a list of tasks that can be filtered in various ways by the tabs on top. They can also create a new task. Tasks are shown here just like in the app. The due soon is always at the top followed by high priority. Once tasks are completed they are moved to the bottom of the list.

- 1. On click: Filters the tasks by All, New, In Progress and Due Soon. New tasks are tasks that have not been marked in progress. In progress tasks have been marked in progress and due soon tasks are tasks due within the next hour or so.
- 2. On click: Navigates to the new task form. (page 34)
- 3. On click: Navigates the task detail view. This shows the people the task is assigned to, the title, details, who created it and when, when it is due, and the comments. (page 29)







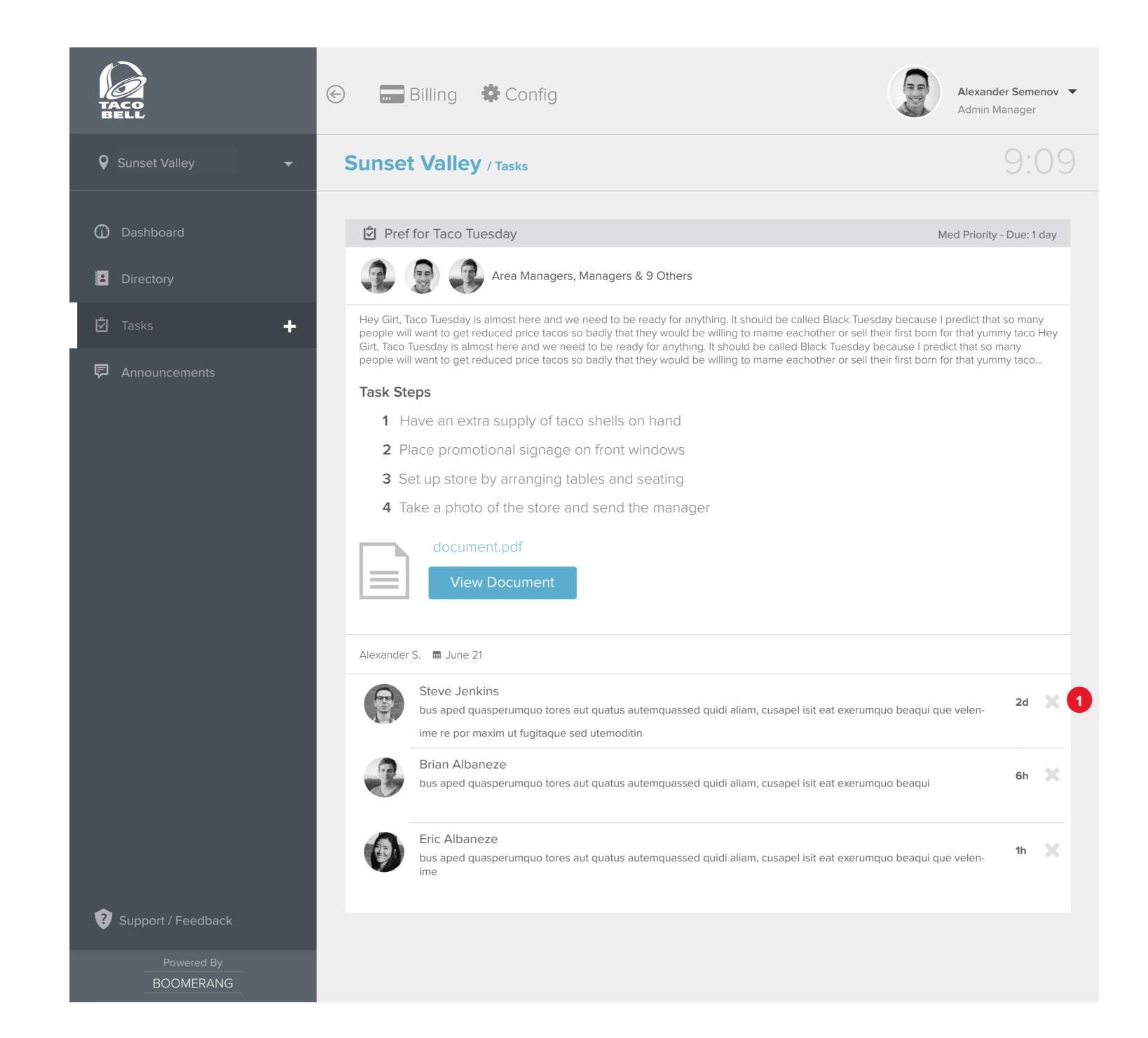
COMMENTS

8.1

Task Detail

This is the page the user navigates to after clicking on a task post from task lists view. Here they will see all of the tasks details and the comment thread. They have the option to delete individual comments.

1. On click: Deletes comment. User receives inline confirmation.







COMMENTS

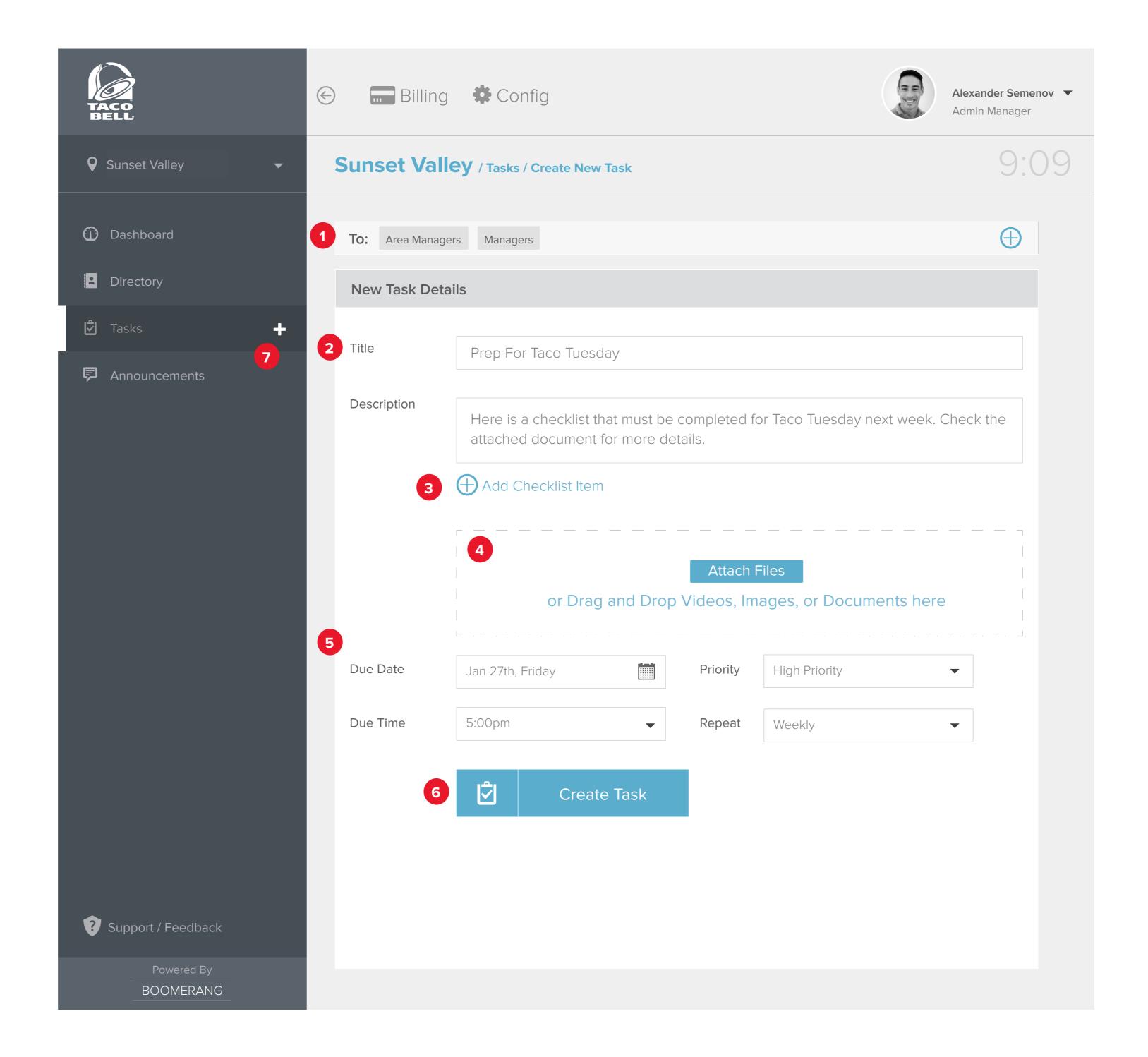
8.2

Create New Task

This is the page the user navigates to after clicking on "new task" from task lists view. Here they can create a new task. This functionality is very similar to the employer ipad version.

- On click: Modal appears matching the tabbed employee profiles just like the employer ipad. They can select entire locations, individuals, or groups of people to send the task to. (page 32)
- 2. User enters title and description of task.
- 3. Clicking on "add checklist item" will open the checklist form.

 (page 31)
- 4. The user can select or drag and drop documents, images and video files.
- 5. The user sets the due date, priority, time and repeat. Tasks can be repeated daily, weekly, monthly or yearly.
- 6. On click: Sends the task to the selected employees.
- 7. On hover, or when selected, the user can click on the plus icon to quickly jump to create a new task.





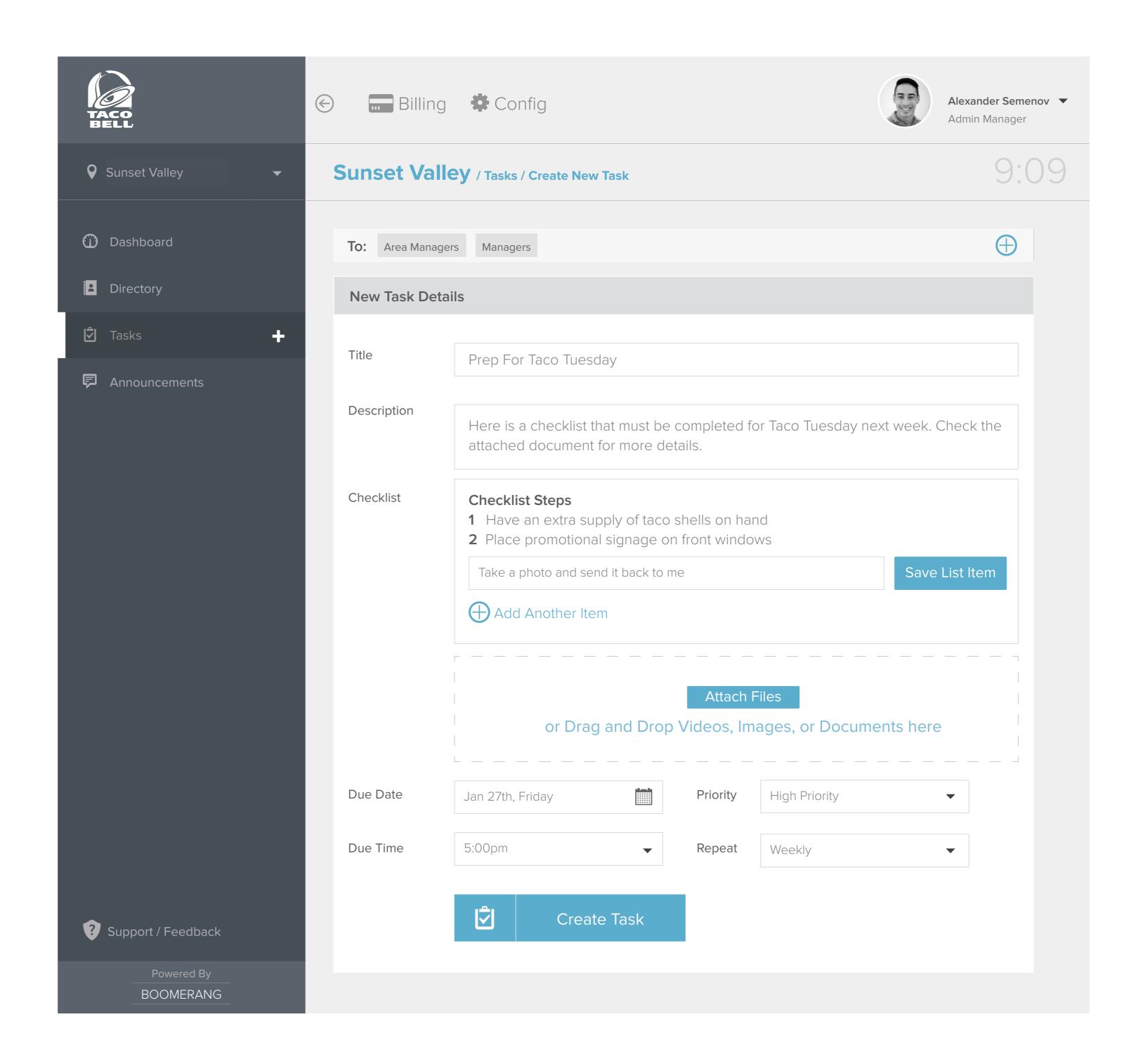


COMMENTS

8.2.1

Create New Task add Checklist Item

This is the page the user navigates to after clicking on "add checklist item". A text input form appears to start adding task steps to the checklist. Clicking on a previous list item will make it editable. They can just click in the text and the textfield appears for them to edit.





COMMENTS

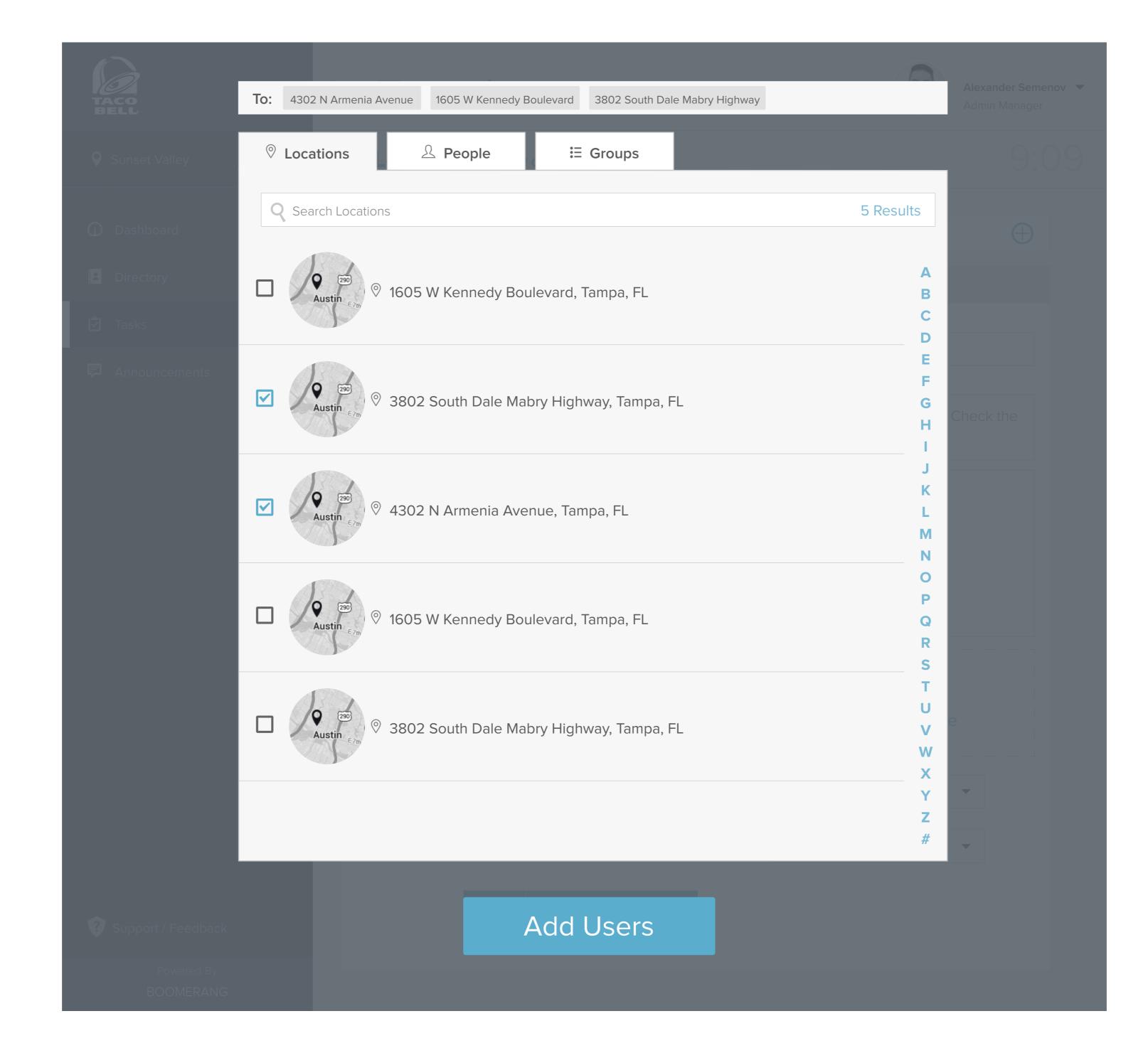
8.2.2

To: Select Employees

This is the page the user navigates to after clicking on "to" from create new task or create new announcement. This modal will appear and the user will select the location, people or groups they want to send the task or announcement to.

Locations and people can be filtered with a search.

Groups can be filtered by location.





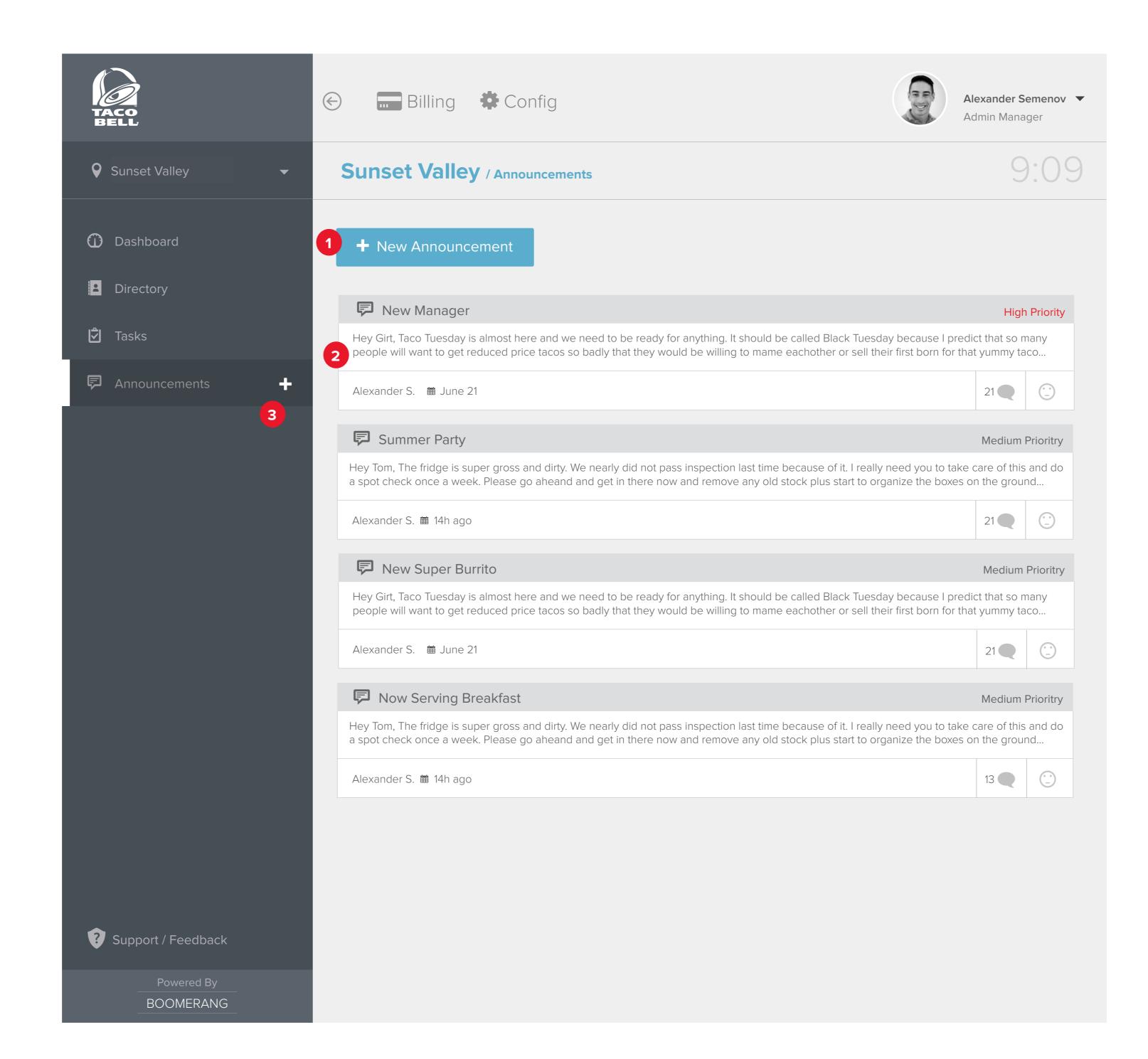
COMMENTS

9.0

Announcement Overview

This is the page the user navigates to after clicking on "announcements" in the sidebar. This shows a lits of announcements. They are arranged in similar fashion as tasks according to priority. Announcements also arrange based on activity. When a new comment arrives the announcement is pushed back to the top of the list. They degrade over time with newer announcements moving to the top.

- 1. On click: Navigates to new announcement page. (page 35)
- 2. On click: Opens that announcement detail view.
- 3. On hover or when selected the user can click on the plus icon to quickly jump to create a new announcement.



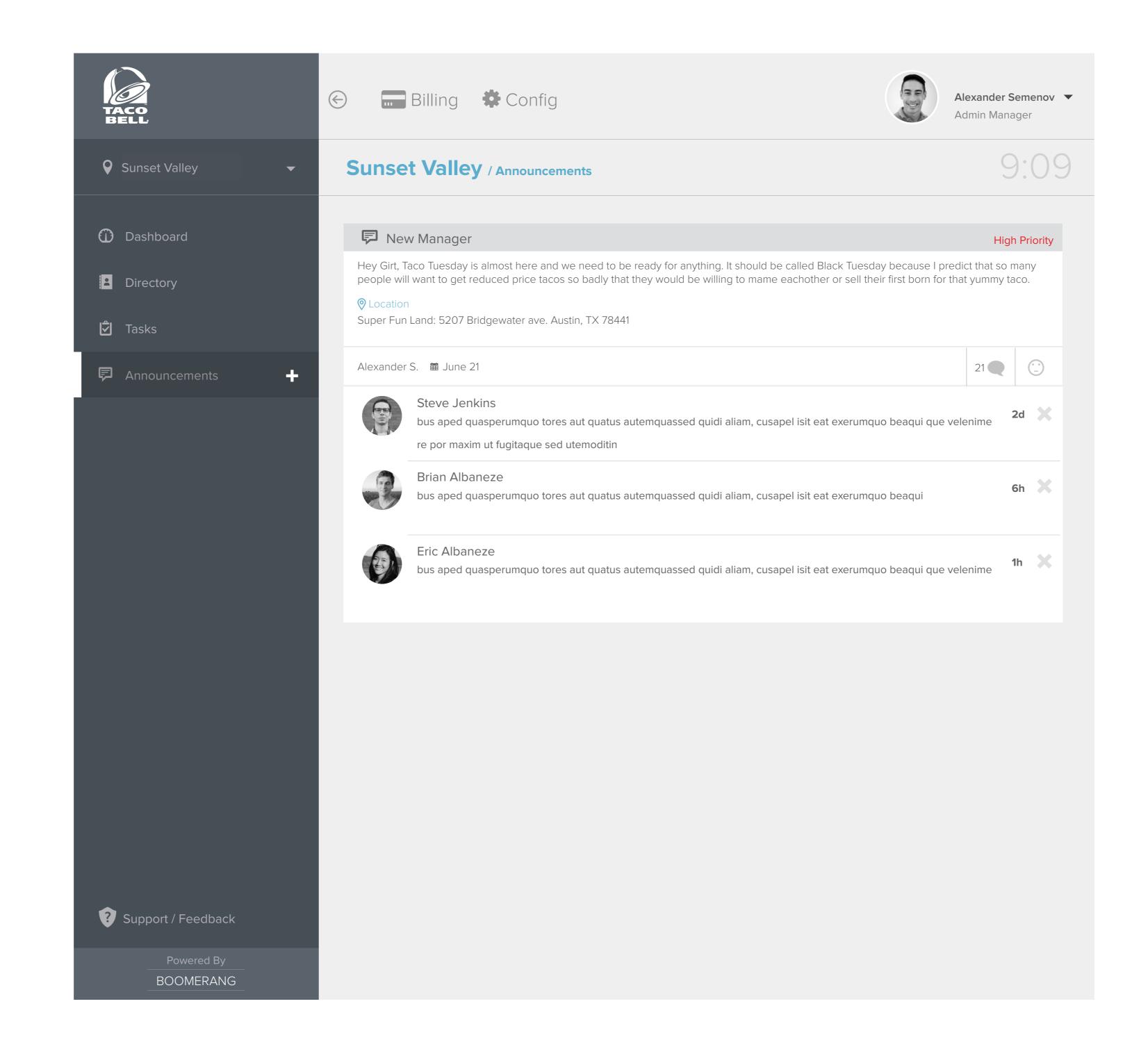


COMMENTS

9.1

Announcement Detail

This is the page the user navigates to after clicking on an announcement post from announcement lists view. Here they will see all of the announcement details and the comment thread. They have the option to delete individual comments.







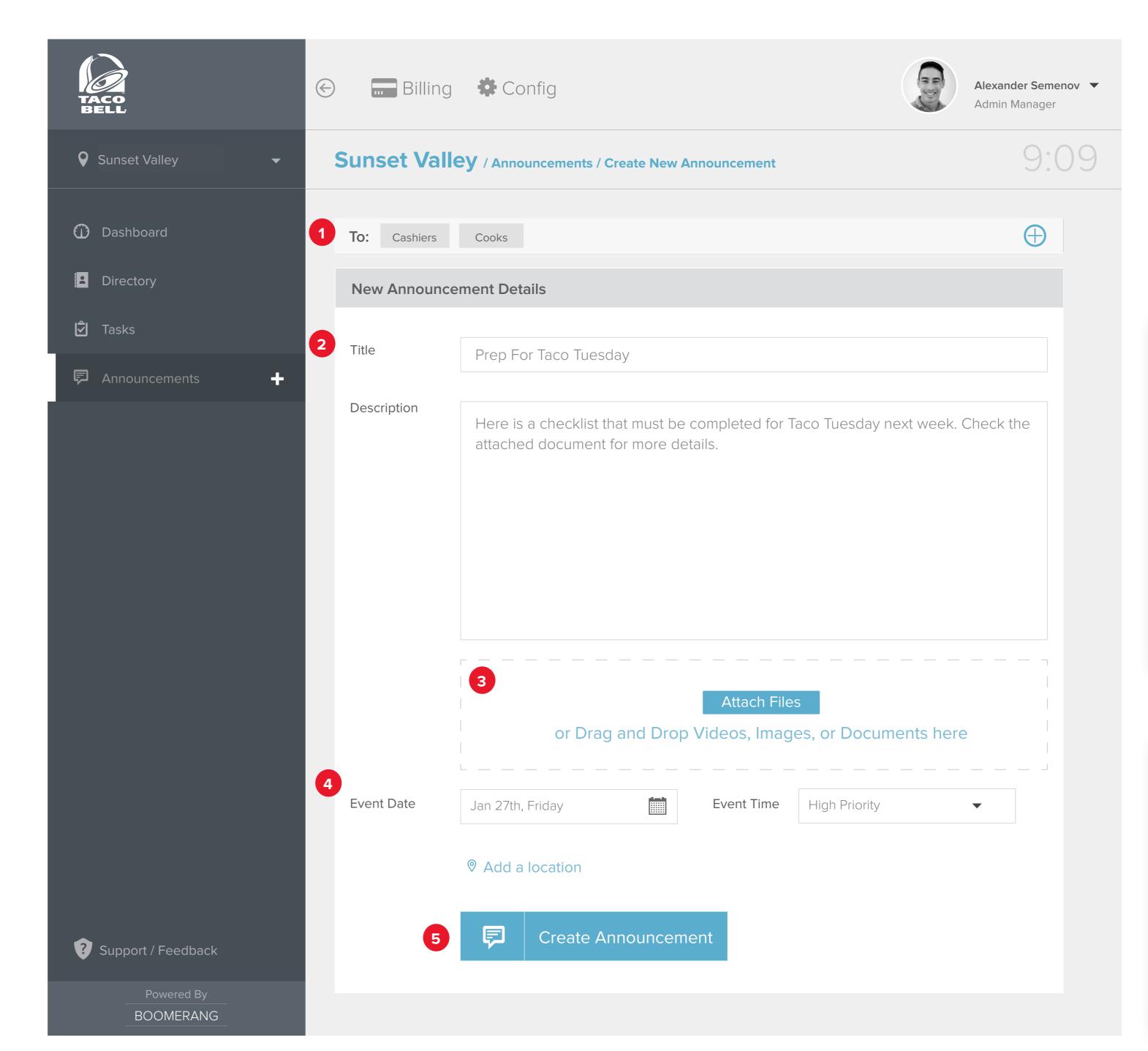
COMMENTS

9.2

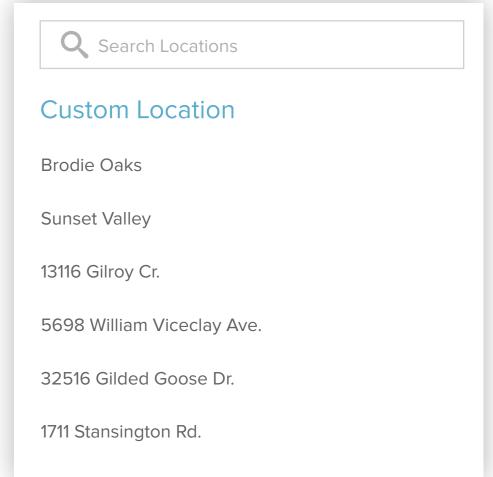
Create New Announcement

This is the page the user navigates to after clicking on "new announcement" from announcement lists view. Here they can create a new announcement. This functionality is very similar to the employer ipad version.

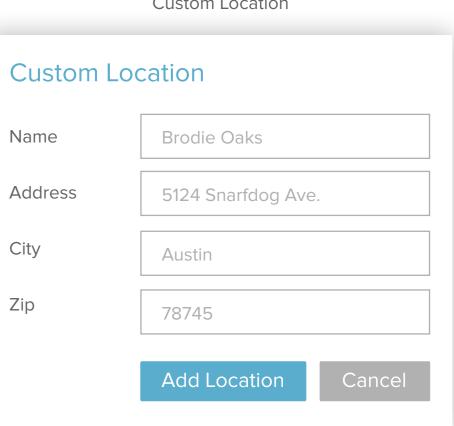
- 1. On click: Modal appears matching the tabbed employee profiles just like the employer ipad. They can select entire locations, individuals, or groups of people to send the announcement to. (page 32)
- 2. User enters title and description of announcement.
- 3. The user can select or drag and drop documents, images and video files.
- 4. The user sets the event date event time and can add a location. If they click on "add location" a dropdown appears so they can select a company location or enter in the name and address of a unique location.
- 5. On click: Sends the announcement.



Add Location Dropdown



Custom Location



THANKYOU

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PHONE **512.420.8800**

