

Job Profiles

(Centralised Configuration)

Wireframes

0.2.4 - Work-In-Progress

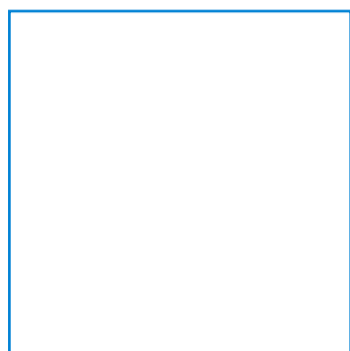
Version History

Date	Version	Comments
2015-08-13	0.2.4	Merged SLA form fields with LOT Division form fields into one screen (step 2); Renamed LOT Divisions to Job Distribution as term was Fujitsu-specific; Added UI for Audit Comments capture; Added screens for Edit, Clone & Delete process. Show HIP file selection using UNC paths; Group dynamically-generated form fields for parameters in steps 3,4,5 by "Capability".
2015-07-10	0.2.3	Change based on feedback from Guillaume: After Entry Point is entered, it will display Client Entity, Communications Type and Production Option fields.
2015-07-09	0.2.2	Updated wireframes to show real form fields and sample values for the dynamically generated form sections (steps 3,4 & 5); Renamed "Due-Time" text label to "Cut-Off Time" based on client feedback (item PM2 from usability testing results document); Added tabs for Steps 4 and 5 to separate out settings for each communications type and production option specified in step 1; Added a few more screens to show Client Entity selection modal and file selection modals after feedback from Weidong (09-Jul-2015).
2015-06-24	0.2.1	Removed "simplified version" (pages 17-19) as it has been decided to implement the multi-stage wizard version. Effectively, this version (0.2.1) is reverted back to version 0.1.1. Added config screen to show Job Profile icon which when clicked will access the Job Profiles screens.
2015-06-19	0.2	Added new section to simplify the UI by removing the multi-stage wizard and placing the entire form onto one page after discussions between Renée and Bob. Simplified Version (Single-Page Version) is towards the end of this document (Pages 17-19). - FOR REVIEW
2015-06-08	0.1.1	Added additional annotations for "New Job Profile - Step 1"; Changed SLA Duration unit from hours to Days (based on Guillaume's feedback). Separate the "Import & Export" wireframes into a new document (Import & Export - 0.1.pdf)
2015-05-27	0.1	Initial Version



Configuration Landing Page

with icon to access "Job Profiles"



Entry Points



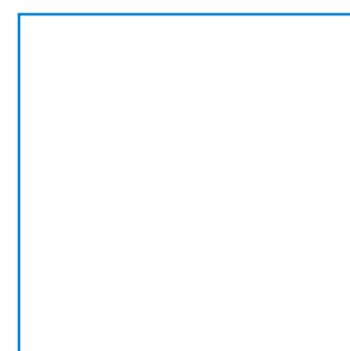
Sources



Config Item



Config Item



Config Item



Config Item



Job Profiles

Job Profiles + New

7 Job Profiles ⌵ ⌵

Name	Description	Entry Point	Client Entity	Communication Type	Last Updated
<input checked="" type="radio"/> VAT End Of Year Re...	Lorem ipsum dolor sit amet...	Entry Point 1	VAT	VAT End Of Year	05-May-2015
<input checked="" type="radio"/> CGT - Failure to Pay	In tincidunt justo suspicit se...	Entry Point ABC	Capital...	Failure to Pay	08-May-2015
<input type="radio"/> Income Tax - Braille	Workflow-1A-DataPrep	Entry Point 2	Income Tax	Income Tax - Braille	23-Jan-2014
<input checked="" type="radio"/> Corporation Tax	Annual Payment Reminder	Entry Point 3	Corporation T..	Annual Reminder	9-May-2013
<input type="radio"/> Self Assessment - An...	Annual Reminder	Entry Point CDE	Self Asses...	Annual Reminder	27-Aug-2014
<input checked="" type="radio"/> Self Assessment - La..	Late Penalty Charge	Entry Point 4	Self Asses...	Late Penalty Charge	17-Feb-2014
<input type="radio"/> Beer Duty	New Application Notice	Entry Point 5	Alcohol Duty	New Application Update	10-Sep-2012

Enabled Job Profile

Disabled / inactive Job Profile

FontAwesome Icon: "fa-circle" Color: 00B140

FontAwesome Icon: "fa-circle-o" Color: 5cb85c

Links within tables are displayed in PB Info Blue (#0070c4)
Links for entries with "disabled" status are same as above but at 50% opacity.



Job Profiles

+ New



7 Job Profiles



Search by Object Type



Name	Description	Entry Point	Client Entity	Communication Type	Last Updated
<input checked="" type="checkbox"/> VAT End Of Year Re...	Lorem ipsum dolor sit amet...	Entry Point 1	VAT	VAT End Of Year	05-May-2015
<input checked="" type="checkbox"/> CGT - Failure to Pay	In tincidunt justo suscipit se...	Entry Point ABC	Capital...	Failure to Pay	08-May-2015
<input type="checkbox"/> Income Tax - Braille	Workflow-1A-DataPrep	Entry Point 2	Income Tax	Income Tax - Braille	23-Jan-2014
<input checked="" type="checkbox"/> Corporation Tax	Annual Payment Reminder	Entry Point 3	Corporation T..	Annual Reminder	9-May-2013
<input type="checkbox"/> Self Assessment - An...	Annual Reminder	Entry Point CDE	Self Asses...	Annual Reminder	27-Aug-2014
<input checked="" type="checkbox"/> Self Assessment - La..	Late Penalty Charge	Entry Point 4	Self Asses...	Late Penalty Charge	17-Feb-2014
<input type="checkbox"/> Beer Duty	New Application Notice	Entry Point 5	Alcohol Duty	New Application Update	10-Sep-2012

Enabled Job Profile

Disabled / inactive Job Profile

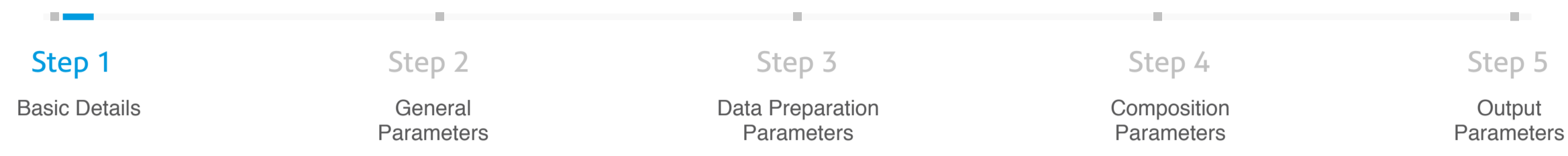
FontAwesome Icon: "fa-circle" Color: 00B140

FontAwesome Icon: "fa-circle-o" Color: 5cb85c

New Job Profile



New Job Profile



Name

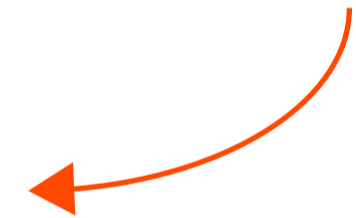
Description

Job Profile Status

Entry Point



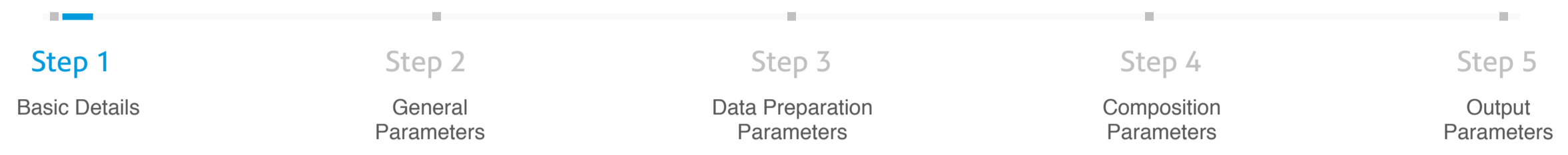
Note: Previous wireframes show this as "Production Options". This was renamed as it was agreed that the term "Production" did not encompass digital delivery/outputs.



Entry Point is selected by user clicking the "Browse" button which will display a modal



New Job Profile



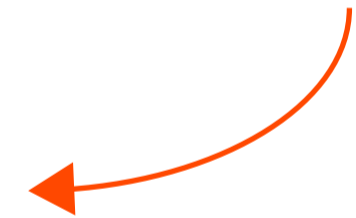
Name

Description

Job Profile Status

Entry Point

Entry Point is selected by user clicking the "Browse" button which will display a modal showing entry points (not illustrated within these wireframes)

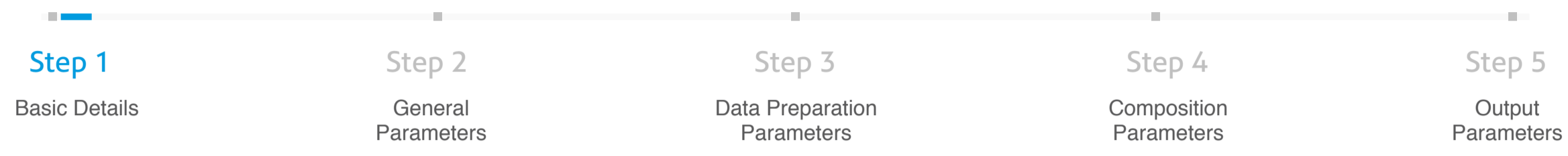


Next

Cancel



New Job Profile



Name

Description

Job Profile Status

Entry Point

Client Entity

Client Entity, Communication Type and Production Type fields are made visible and are pre-populated with all possible values after Entry Point field has been populated. The user is then free to remove unwanted values.

Entry Point selection will determine the valid Client Entity values and data preparation parameters that will be displayed in Step 3.



New Job Profile

Step 1

Basic Details

Name

XYZ99

Description

This is

Job Profile

Entry Point

General

Client Entity

Please select...

Browse

Next

Cancel

Step 5

Output Parameters

Select Client Entity



▼ **HMRC**

VAT

Self Assessment

Corporation Tax

Child Benefit

▼ **CDE Fictional Bank**

▶ Personal Banking

▶ **XYZ Fictional Bank**

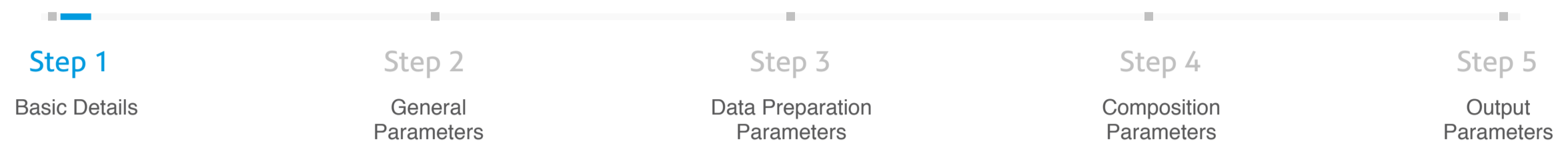
Select

Cancel

NEW



New Job Profile



Name

Description

Job Profile Status

Entry Point

 [Browse](#)

Client Entity

 [Browse](#)

Communication Type

[Next](#) [Cancel](#)

NEW:
No longer accepts multiple values, use dropdown for UI.

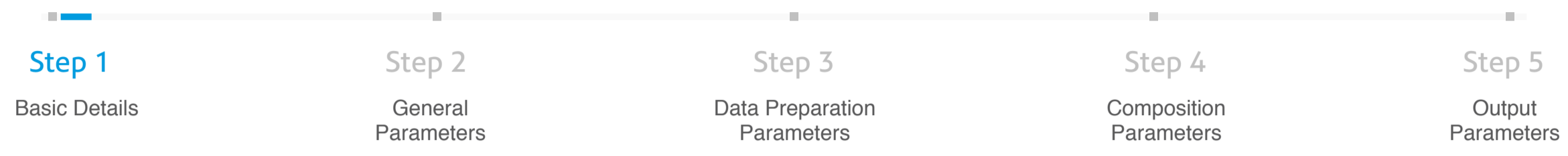
Example Values:
Booklet
Letter

Communication Type selection will determine the Composition parameters that will be displayed in Step 4.

NEW



New Job Profile



Name

Description

Job Profile Status

Entry Point

Client Entity

Communication Type

Output Options

After a value is selected, Output Options filed is displayed.

Note: Previous wireframes show this as "Production Options". This was renamed as it was agreed that the term "Production" did not encompass digital delivery/outputs.

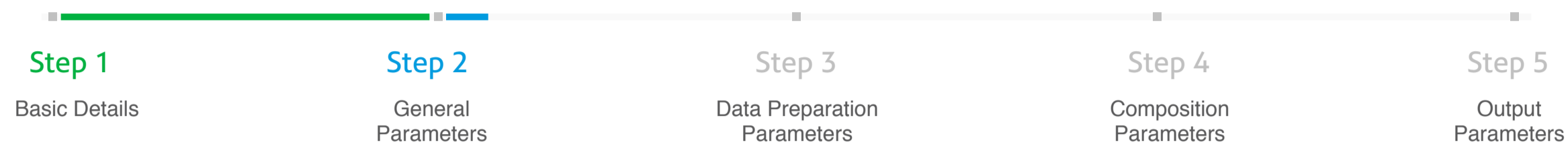
Output Options selection will determine the Output parameters that will be displayed in Step 5.

The user is free to remove unwanted output methods from the "Output Options"

NEW



New Job Profile



New tabs to separate out SLA fields and LOT division fields

Service-Level Agreements | Job Distribution

SLA Type

Please select ...

Values: Calendar Day Business Day

SLA Duration (Days)

1

Numeric Stepper Control where the up and down arrows (once clicked) increases or decreases the value by one.

Due time will always override the SLA duration

Due Time (HH:MM)

10 : 00

Default values for Hours & Minutes: "--"

Warning Offset Time (Hours)

24

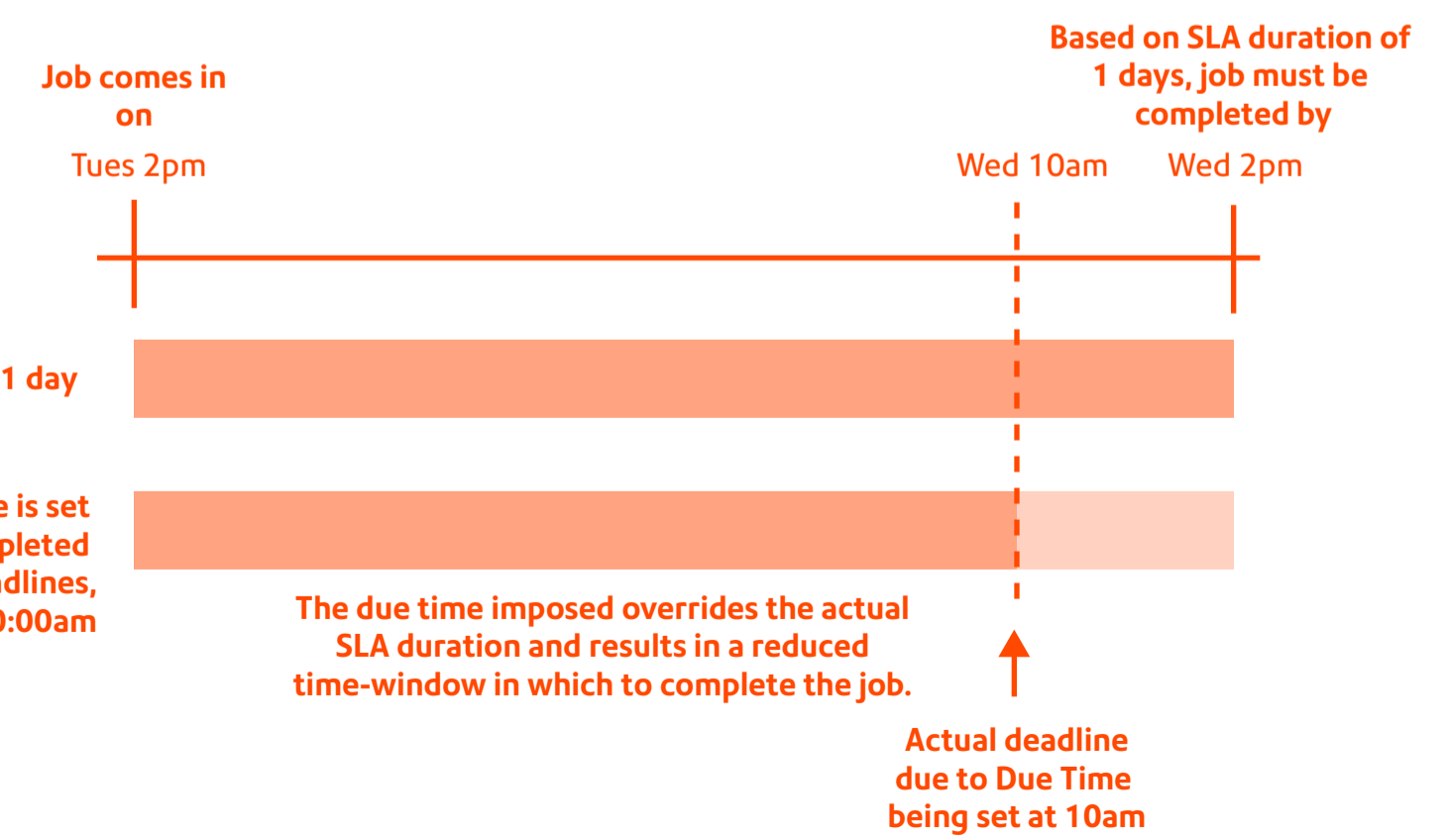
Warning Offset from

SLA Start Time Cut-Off Time

Exclude Postal Holidays from Due Time calculations?

Yes

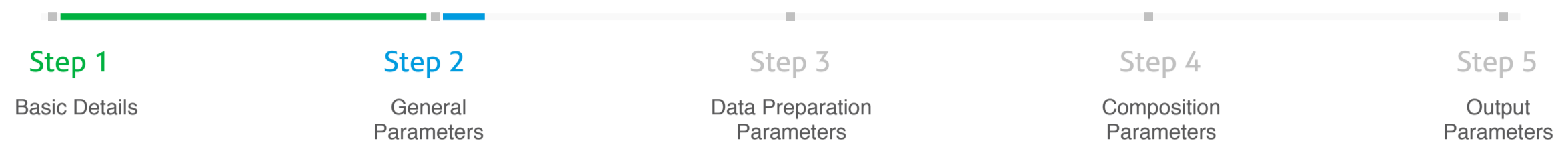
Previous Next Cancel



NEW



New Job Profile



Service-Level Agreements

Job Distribution

Site

Distribution Percentage



LOT Split Size

Previous

Next

Cancel

Data for illustration purposes

If there is only one site, the value will be pre-populated, otherwise the default "value" will be the placeholder text "Please select.."

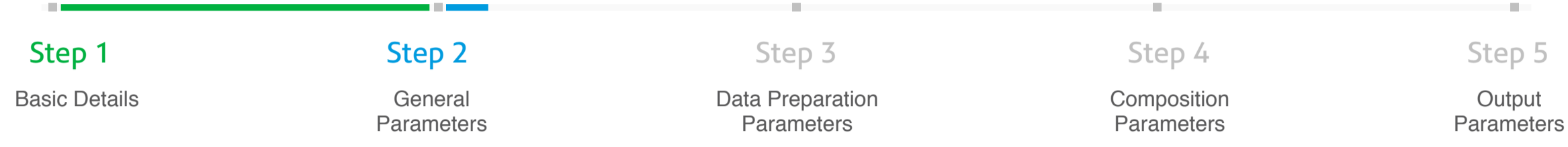
Button to add a new site. Visible if there is more than one site available to choose from.

Field pre-populated with 100%. If only one site, this field is shown disabled.

NEW



New Job Profile



Data for illustration purposes

Service-Level Agreements

Job Distribution

Site

Cumbernauld

Warrington

Distribution Percentage

75

25



LOT Split Size

125,000

Previous

Next

Cancel

The system needs to check that the percentage(s) totals 100%

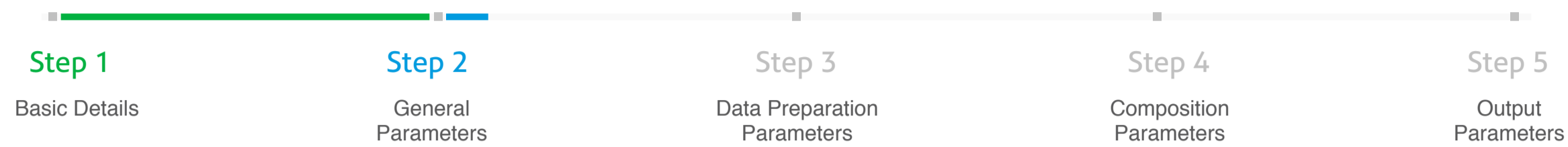
Client request from usability testing session (Jul-2015): The number of LOT divisions need to be configurable. Is this done via the Workflow modeler?

Update: Guillaume states that in order to achieve these functionality requests, this step needs to be developed and not be dynamically-generated. 09-Jul-2015)

NEW



New Job Profile

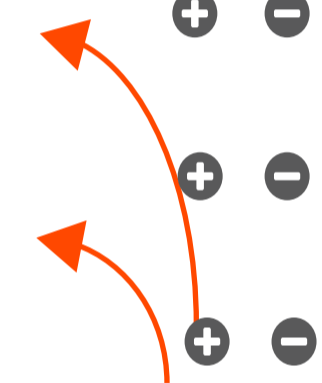


Site

Cumbernauld
Warrington
Secret Site A

Distribution Percentage

70	+	-
26	+	-
5	+	-



Please re-check your allocated distribution percentages. They must all add up to 100%.

The system needs to check that the percentage(s) totals 100%

LOT Split Size

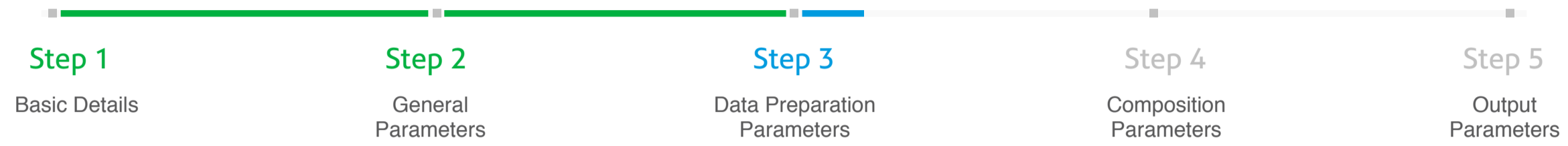
Client request from usability testing session (Jul-2015): The number of LOT divisions need to be configurable. Is this done via the Workflow modeler?

Update: Guillaume states that in order to achieve these functionality requests, this step needs to be developed and not be dynamically-generated. 09-Jul-2015)

NEW



New Job Profile



Capability Name

Dynamically Generated Label

Dynamically Generated Label

Dynamically Generated Label

Capability Name

Dynamically Generated Label

Dynamically Generated Label

Parameters grouped by Capabilities



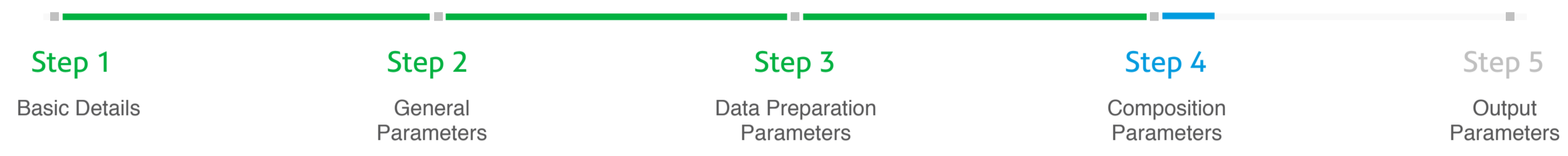
Previous

Next

Cancel



New Job Profile



Capability Name

Composition Engine

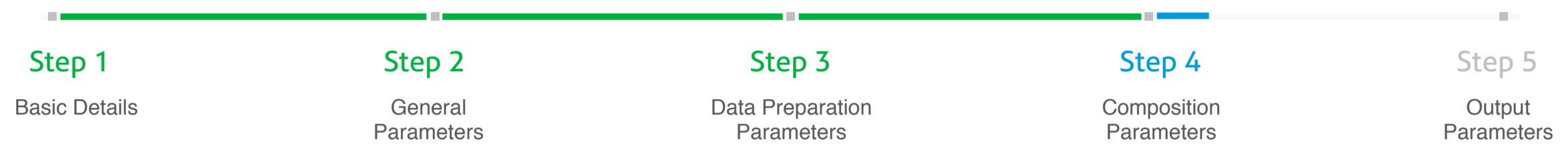
Production Rules File

Production Settings File

Cancel



New Job Profile



Capability Name

Composition Engine

High Speed Batch (Generate)

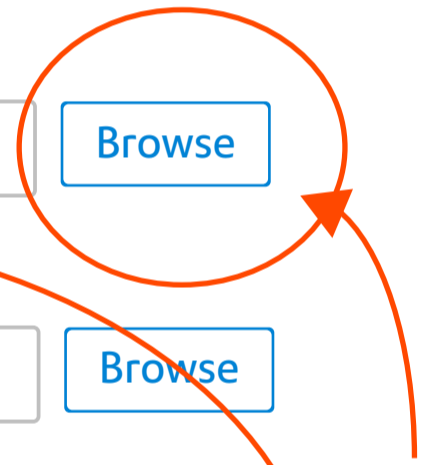
Production Rules File

Please select HIP file Browse

Production Settings File

Please select .OPS file Browse

Previous Next Cancel



Users can manually enter a file and its location via the text fields or select the file by using the Browse buttons



New Job Profile

Step 1
Basic Details

Capability

Composition Eng

High Speed B

Production Rules

Please select

Production Setti

Please select

Previous

Select HIP File

- Computer-1A
- Computer-1B
- Computer-1C**
- Computer-2A

Select Cancel

Step 5

Output
Parameters



New Job Profile

Step 1
Basic Details

Capability

Composition Eng

High Speed B

Production Rules

Please select

Production Setti

Please select

Previous

Next

Cancel

Select HIP File



↑ Back to parent folder

cdw-files

job profiles

corporation tax

child benefit

XYZ564.hip

XYZ564.ops

ZZZ123.hip

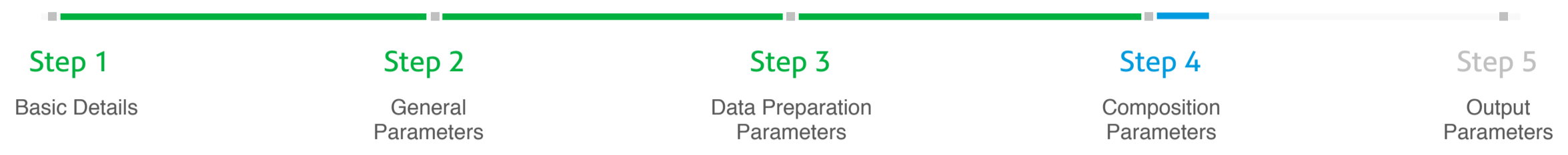
ZZZ123.ops

Select

Cancel



New Job Profile



Capability Name

Composition Engine

High Speed Batch (Generate)

Production Rules File

//Computer-1C/cdw-files/job profiles/child benefit/XYZ.564.hip

Browse

Production Settings File

Please select .OPS file

Browse

Previous

Next

Cancel



New Job Profile

Step 1
Basic Details

Capability

Composition Eng

High Speed B

Production Rules

Please select

Production Sett

Please select

Previous

Next

Cancel

Select OPS File

↑ Back to parent folder

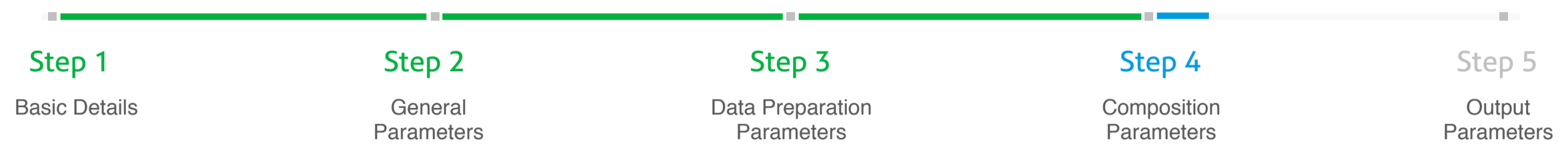
- cdw-files
 - job profiles
 - corporation tax
 - child benefit
 - XYZ564.hip
 - XYZ564.ops**
 - ZZZ123.hip
 - ZZZ123.ops

Select Cancel





New Job Profile



Capability Name

Composition Engine

High Speed Batch (Generate)

Production Rules File

//Computer-1C/cdw-files/job profiles/child benefit/XYZ.564.hip

Browse

Production Settings File

//Computer-1C/cdw-files/job profiles/child benefit/XYZ564.ops

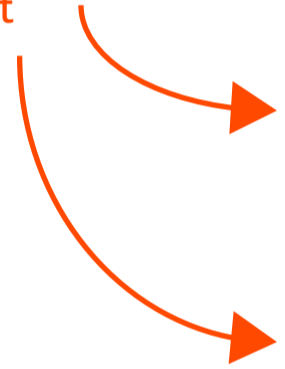
Browse

Previous

Next

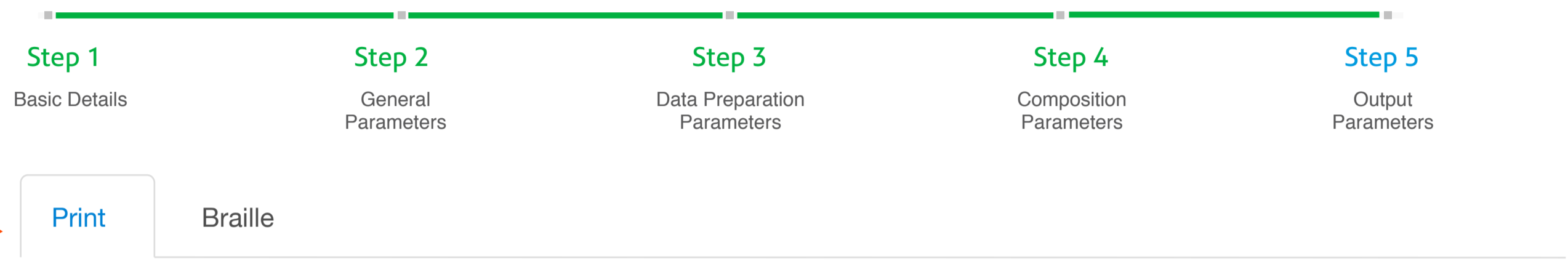
Cancel

Paths stored in UNC format





New Job Profile



Settings for each production option specified in Step 1 (e.g. Print & Braille) are displayed within separate tabs



Capability Name

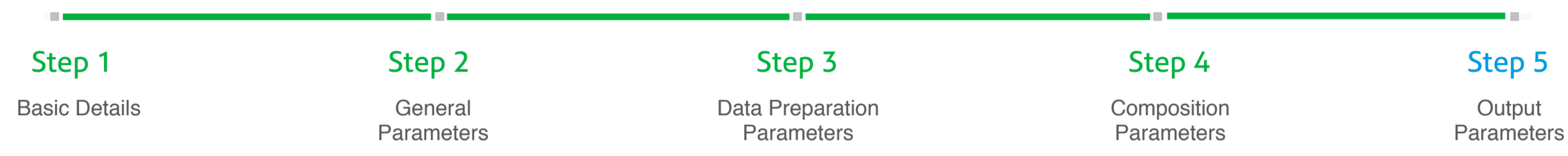
B/W or Colour or MICR

Simplex or Duplex

'N'-up



New Job Profile



Print

Braille

Capability Name

B/W or Colour or MICR

B/W

Simplex or Duplex

Duplex

'N'-up

2

Previous

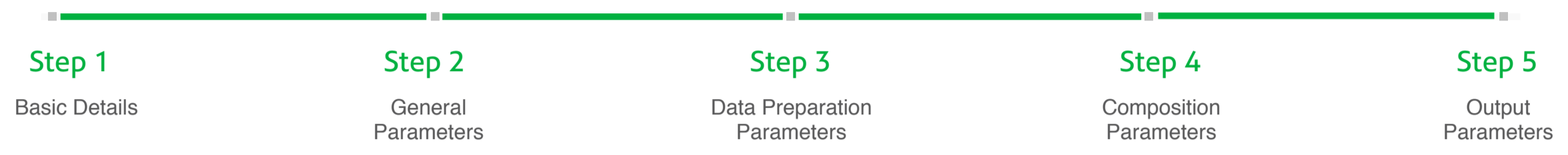
Create

Cancel



New Job Profile "XXXYYYZZZ" created. ✕

New JOB Profile



Print

Braille

Capability Name

B/W or Colour or MICR

B/W

Simplex or Duplex

Duplex

'N'-up

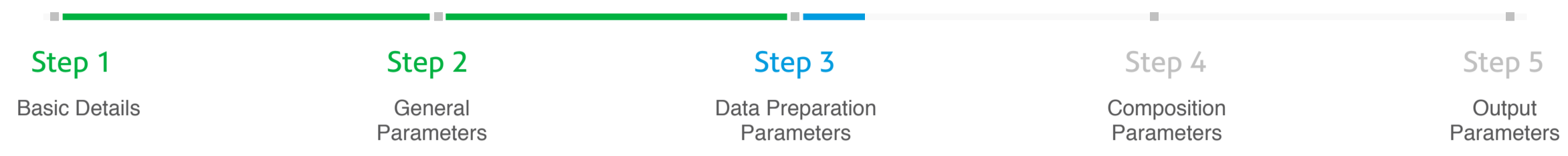
2

[Return to Job Profiles](#)

If User Cancels New Job Profile Setup



New Job Profile



Capability Name

Dynamically Generated Label

Dynamically Generated Label

Dynamically Generated Switch

Capability Name

Dynamically Generated Dropdown Menu

Dynamically Generated Label

Previous

Next

Cancel



New Job

Step 1
Basic Details

Capability Name

Dynamically Generated Label

Dynamically Generated Label

Dynamically Generated Switch

Capability Name

Dynamically Generated Dropdown Menu

Dynamically Generated Label

Cancel New Job Profile Setup?

Are you sure you want to cancel the new Job Profile setup? If so, any details you have entered will not be saved.

[Yes, Cancel New Job Profile Setup](#) [No, Continue with New Job Profile Setup](#)



Job Profile creation process was cancelled and not saved.

Job Profiles

+ New

7 Job Profiles

Search by Object Type



Name	Description	Entry Point	Client Entity	Communication Type	Last Updated
<input checked="" type="radio"/> VAT End Of Year Re...	Lorem ipsum dolor sit amet...	Entry Point 1	VAT	VAT End Of Year	05-May-2015
<input checked="" type="radio"/> CGT - Failure to Pay	In tincidunt justo suspicit se...	Entry Point ABC	Capital...	Failure to Pay	08-May-2015
<input type="radio"/> Income Tax - Braille	Workflow-1A-DataPrep	Entry Point 2	Income Tax	Income Tax - Braille	23-Jan-2014
<input checked="" type="radio"/> Corporation Tax	Annual Payment Reminder	Entry Point 3	Corporation T..	Annual Reminder	9-May-2013
<input type="radio"/> Self Assessment - An...	Annual Reminder	Entry Point CDE	Self Asses...	Annual Reminder	27-Aug-2014
<input checked="" type="radio"/> Self Assessment - La..	Late Penalty Charge	Entry Point 4	Self Asses...	Late Penalty Charge	17-Feb-2014
<input type="radio"/> Beer Duty	New Application Notice	Entry Point 5	Alcohol Duty	New Application Update	10-Sep-2012

Edit Job Profile



Edit



Job Profiles

+ New

7 Job Profiles

Name	Description	Entry Point	Client Entity	Communication Type	Last Updated
<input checked="" type="radio"/> VAT End Of Year Re...	Lorem ipsum dolor sit amet...	Entry Point 1	VAT	Letter	05-May-2015
<input checked="" type="radio"/> CGT - Failure to Pay	In tincidunt justo suspicit se...	Entry Point ABC	Capital...	Booklet	08-May-2015
<input type="radio"/> Income Tax - Braille	Workflow-1A-DataPrep	Entry Point 2	Income Tax	Braille	23-Jan-2014
<input checked="" type="radio"/> Corporation Tax	Annual Payment Reminder	Entry Point 3	Corporation T..	Letter	9-May-2013
<input type="radio"/> Self Assessment - An...	Annual Reminder	Entry Point CDE	Self Asses...	Letter	27-Aug-2014
<input checked="" type="radio"/> Self Assessment - La..	Late Penalty Charge	Entry Point 4	Self Asses...	Booklet	17-Feb-2014
<input type="radio"/> Beer Duty	New Application Notice	Entry Point 5	Alcohol Duty	Letter	10-Sep-2012



Each tab label for the steps are clickable so that the user doesn't have to navigate sequentially using the 'previous' and 'next' buttons along the bottom of each screen to reach the desired step (screen).



In "Edit" mode, the user is presented with the same set of screens as the "New Job Profile" task, but the name field will be disabled. All other fields are enabled for editing.



Edit Job Profile

Basic Details General Parameters Data Preparation Parameters Composition Parameters Output Parameters

Name

Description

Job Profile Status
 Inactive

Entry Point

Client Entity

Communication Type

Output Options

Save button is disabled until a change to existing data has been made.





Warning icons to indicator to user that change of basic details on the first tab may require user to re-check other parameters for validity or to enter values for new fields that appear in the highlighted tabs.

Edit Job Profile

Basic Details

General Parameters

Data Preparation Parameters

Composition Parameters

Output Parameters

Please complete this section and, if necessary, re-check that any existing values still apply.

Capability Name

Dynamically Generated Label

Dynamically Generated Label

Dynamically Generated Label

Capability Name

Dynamically Generated Label

Dynamically Generated Label

Parameters grouped by Capabilities

Previous

Next

Save

Cancel



Edit Job Profile

Basic Details

General Parameters

Data Preparation Parameters

Composition Parameters

Output Parameters

Please complete this section and, if necessary, re-check that any existing values still apply.

Capability Name

Dynamically Generated Label

Dynamically Generated Label

Dynamically Generated Label

Capability Name

Dynamically Generated Label

Dynamically Generated Label

Saving will trigger a modal for user to enter comments/notes for auditing purposes.

Previous

Next



Cancel



Edit Job P

Basic Details

Please complete

Capability N

Dynamically Genera

Dynamically gene

Dynamically Generated Label

Dynamically generated field

Dynamically Generated Label

2

Capability Name

Dynamically Generated Label

Dynamically generated text field

Dynamically Generated Label

Dynamically generated text field

Previous

Next

Save

Cancel

Audit Requirement



Reason(s) for Edit

This is a mandatory requirement. Provide as much detail as possible.

Submit

Cancel



Job Profile "Corporation Tax" was edited successfully.

Job Profiles

+ New

7 Job Profiles

Search by Object Type



Name	Description	Entry Point	Client Entity	Communication Type	Last Updated
<input checked="" type="radio"/> VAT End Of Year Re...	Lorem ipsum dolor sit amet...	Entry Point 1	VAT	VAT End Of Year	05-May-2015
<input checked="" type="radio"/> CGT - Failure to Pay	In tincidunt justo suspicit se...	Entry Point ABC	Capital...	Failure to Pay	08-May-2015
<input type="radio"/> Income Tax - Braille	Workflow-1A-DataPrep	Entry Point 2	Income Tax	Income Tax - Braille	23-Jan-2014
<input checked="" type="radio"/> Corporation Tax	Annual Payment Reminder	Entry Point 3	Corporation T..	Annual Reminder	9-May-2013
<input type="radio"/> Self Assessment - An...	Annual Reminder	Entry Point CDE	Self Asses...	Annual Reminder	27-Aug-2014
<input checked="" type="radio"/> Self Assessment - La..	Late Penalty Charge	Entry Point 4	Self Asses...	Late Penalty Charge	17-Feb-2014
<input type="radio"/> Beer Duty	New Application Notice	Entry Point 5	Alcohol Duty	New Application Update	10-Sep-2012

Clone Job Profile



Clone

Job Profiles

+ New



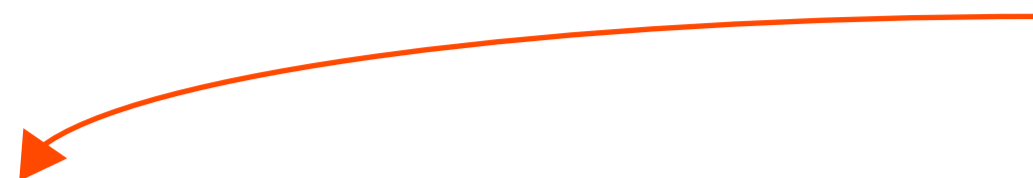
7 Job Profiles

Search by Object Type

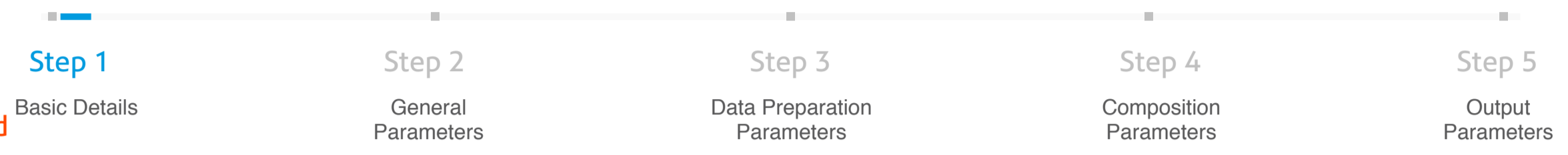
Name	Description	Entry Point	Client Entity	Communication Type	Last Updated
<input checked="" type="radio"/> VAT End Of Year Re...	Lorem ipsum dolor sit amet...	Entry Point 1	VAT	Letter	05-May-2015
<input checked="" type="radio"/> CGT - Failure to Pay	In tincidunt justo suspicit se...	Entry Point ABC	Capital...	Booklet	08-May-2015
<input type="radio"/> Income Tax - Braille	Workflow-1A-DataPrep	Entry Point 2	Income Tax	Braille	23-Jan-2014
<input checked="" type="radio"/> Corporation Tax	Annual Payment Reminder	Entry Point 3	Corporation T..	Letter	9-May-2013
<input type="radio"/> Self Assessment - An...	Annual Reminder	Entry Point CDE	Self Asses...	Letter	27-Aug-2014
<input checked="" type="radio"/> Self Assessment - La..	Late Penalty Charge	Entry Point 4	Self Asses...	Booklet	17-Feb-2014
<input type="radio"/> Beer Duty	New Application Notice	Entry Point 5	Alcohol Duty	Letter	10-Sep-2012



Each label for the steps are clickable so that the user doesn't have to navigate sequentially using the 'previous' and 'next' buttons along the bottom of each screen to reach the desired step (screen).



Clone Job Profile



Name

Description

Job Profile Status

 Inactive

Entry Point

Client Entity

Communication Type

Output Options

Save button is disabled until a change to existing data has been made.



In "Clone" mode, the user is presented with the same set of screens as the "New Job Profile" task, with all fields enabled and the name field set in focus. The text value should have the suffix "- CLONE"



Delete Job Profile



Job Profiles

+ New

7 Job Profiles

Delete



Name	Description	Entry Point	Client Entity	Communication Type	Last Updated
<input checked="" type="radio"/> VAT End Of Year Re...	Lorem ipsum dolor sit amet...	Entry Point 1	VAT	Letter	05-May-2015
<input checked="" type="radio"/> CGT - Failure to Pay	In tincidunt justo suspicit se...	Entry Point ABC	Capital...	Booklet	08-May-2015
<input type="radio"/> Income Tax - Braille	Workflow-1A-DataPrep	Entry Point 2	Income Tax	Braille	23-Jan-2014
<input checked="" type="radio"/> Corporation Tax	Annual Payment Reminder	Entry Point 3	Corporation T..	Letter	9-May-2013
<input type="radio"/> Self Assessment - An...	Annual Reminder	Entry Point CDE	Self Asses...	Letter	27-Aug-2014
<input checked="" type="radio"/> Self Assessment - La..	Late Penalty Charge	Entry Point 4	Self Asses...	Booklet	17-Feb-2014
<input type="radio"/> Beer Duty	New Application Notice	Entry Point 5	Alcohol Duty	Letter	10-Sep-2012



Job Profile

- VAT End O
- CGT - Failu
- Income Tax
- Corporation
- Self Assess
- Self Assess
- Beer Duty

Delete Confirmation



Are you sure you want to delete the Job Profile named "Corporation Tax"?

Reason(s) for Deletion

This is a mandatory requirement. Provide as much detail as possible.

"Delete" button is disabled until Reason for Change field has been populated

Delete

Cancel

Last Updated
05-May-2015
08-May-2015
23-Jan-2014
9-May-2013
27-Aug-2014
17-Feb-2014
10-Sep-2012

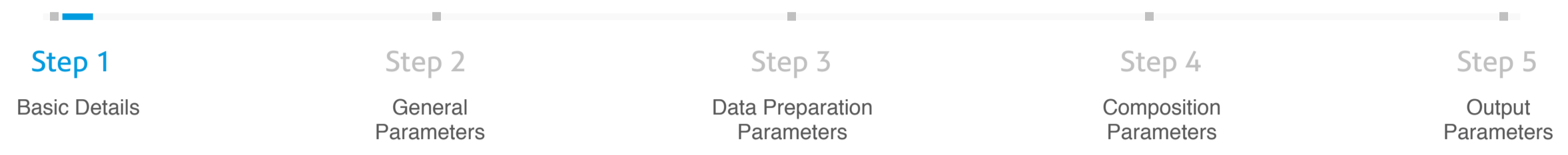
New Requirement

Ability to set job profile
activation and deactivation dates

Satisfies items PM1 & PM4 from Usability Testing session
with client (Jul-2015).



New Job Profile



Name

Description

Job Profile Status

 Inactive

Enable Activation Date

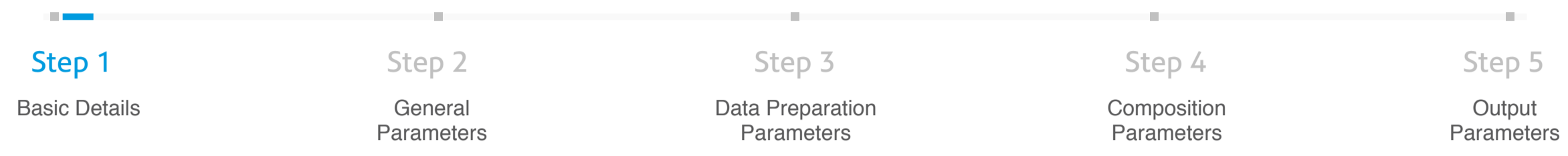
Enable Deactivation Date

Entry Point

Cancel



New Job Profile



Name

Description

Job Profile Status

 Inactive

Enable Activation Date

 :

Enable Deactivation Date

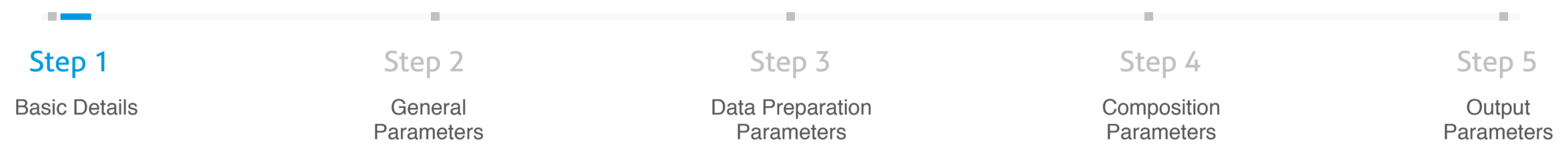
Entry Point

Next

Cancel



New Job Profile



Name

Description

Job Profile Status

 Inactive

Enable Activation Date

 :

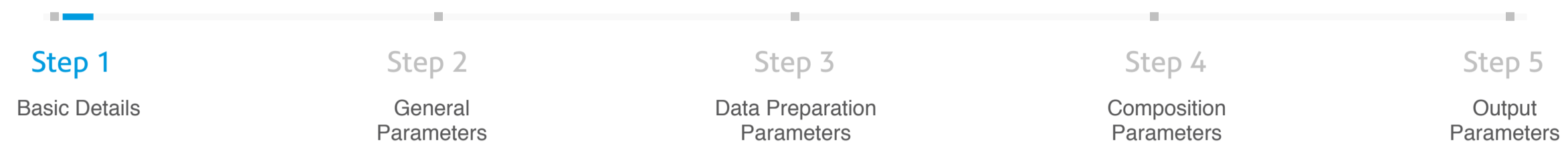
Enable Deactivation Date

 :

Entry Point



New Job Profile



Name

Description

Job Profile Status

 Active

Enable Activation Date

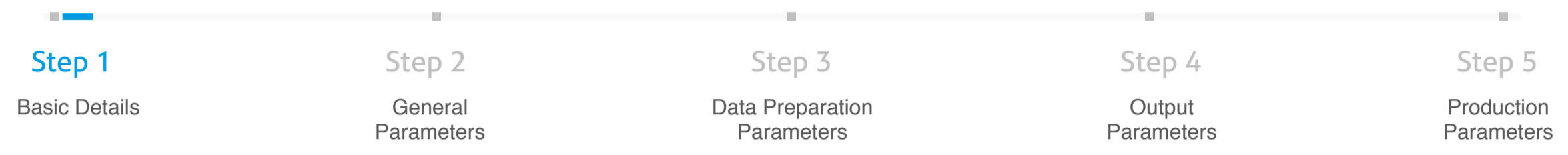
Enable Deactivation Date

Entry Point

Cancel



New Job Profile



Name

Description

Job Profile Status

 Active

Enable Activation Date

Enable Deactivation Date

 -- : --

Entry Point

Browse

Next

Cancel