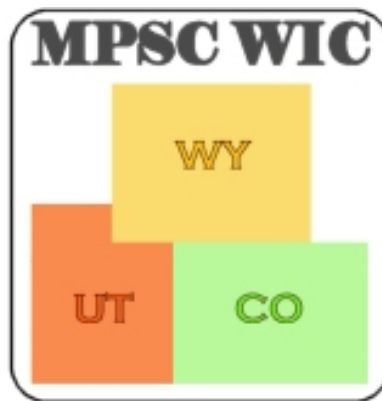

Mountain Plains States Consortium WIC System Project

DETAILED FUNCTIONAL DESIGN DOCUMENT SA 0 SYSTEM ADMINISTRATION OVERVIEW

Presented to:



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Document Revisions

Revision Date	Updated By	Requested By	Description of Revision

Table of Contents

1	Introduction	4
2	Navigation Panel	5
2.1	Navigation Button	5
2.2	Navigation Tree Structure	5
2.2.1	Connected Mode	5
2.2.2	Disconnected Mode	7
2.3	Saving Work	8
3	Main Panel	9
4	Information Panel.....	10
5	Menu Bar	11
5.1	File Menu.....	11
5.1.1	Change Clinic	12
5.2	Help Menu.....	13
5.2.1	About (System Name) Pop-up.....	14
6	Tool Bar.....	16

1 Introduction

The System Administration system area provides access to the screens where tasks relevant to maintaining the operation of the system are performed. System Administration is comprised of five subsystems: System-Wide Administration, Clinic Services Administration, Operations Administration, Scheduler Administration and Vendor Management Administration. Access to the different subsystems is controlled by the user group that the user is assigned to.

System-Wide Administration

System-wide Administration provides the functionality to create and assign an authorization key when required by a clinic to operate in a disconnected mode, setup a broadcast message, search for and maintain clinics and local agencies, transfer families from one clinic to another clinic, view error messages, view items of the drop-downs used throughout the system as well as edit some of the items. System-wide Administration also provides the functionality to manage system parameters, perform system monitoring, maintain security roles and permissions, modify some UI outputs, and search for and maintain users.

Clinic Services Administration

Clinic Services Administration provides the functionality to set up and maintain breastfeeding peer counselor (BF PC) documentation topics, peer counselor coordinators, clinic educators, clinic staffing profiles, income guidelines, nutrition education class titles, nutrition education topics, nutrition education sub-topics and counseling points as well as nutrition education topics and pamphlets. It also provides the functionality to reserve Family and Person identification numbers as well as print paper FIs, setup interview starter/prompt text, maintain referral and outreach organizations, maintain waiting list criteria, maintain other program participation programs, maintain risk codes and signature pad texts as well as searching for and maintaining surveys.

Operations Administration

Operations Administration provides the functionality to set up serialized and non-serialized inventory categories, competencies, time study and time study activities. Each of these areas provides the user with the opportunity to create and edit codes used in the operations screens throughout the system.

Scheduler Administration

Scheduler Administration provides the functionality to edit the master schedule and edit schedule templates, maintain appointment type details, and maintain processing standards.

Vendor Management Administration

Vendor Management Administration provides the functionality to set up violations (both mandatory and state-defined violations) peer group values which are used in the automated calculation of peer groups, and high risk factors. Each of these areas provides the user with the opportunity to create and edit codes used in the vendor management screens throughout the system.

2 Navigation Panel

The Navigation Panel contains the Navigation Buttons (stacked starting from the bottom of panel) and the Navigation Tree Structure (top of panel).

2.1 Navigation Button

The Navigation Button labeled "System Administration" allows the user to access the system administration screens.

When the user clicks on the System Administration Navigation Button,

- Navigation Panel contains the system administration tree structure with the highest level nodes collapsed. See Navigation Tree Structure section in this document for more details.
- Main Panel contains the System Brand Screen. See System Overview DFDD for more details on the System Brand Screen.
- Information Panel displays the System tab by default.

2.2 Navigation Tree Structure

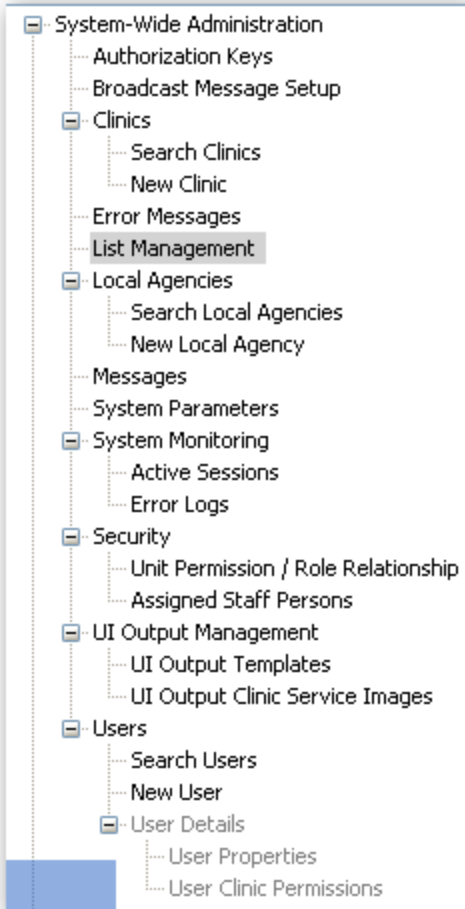
The Navigation Tree Structure for the System Administration area contains the functions that are described in the accompanying functional DFDDs. Users' views differ based on their security access profile.

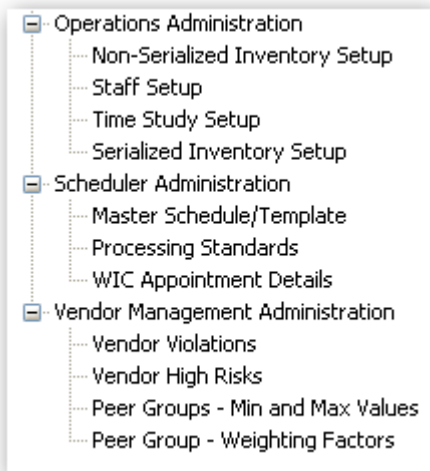
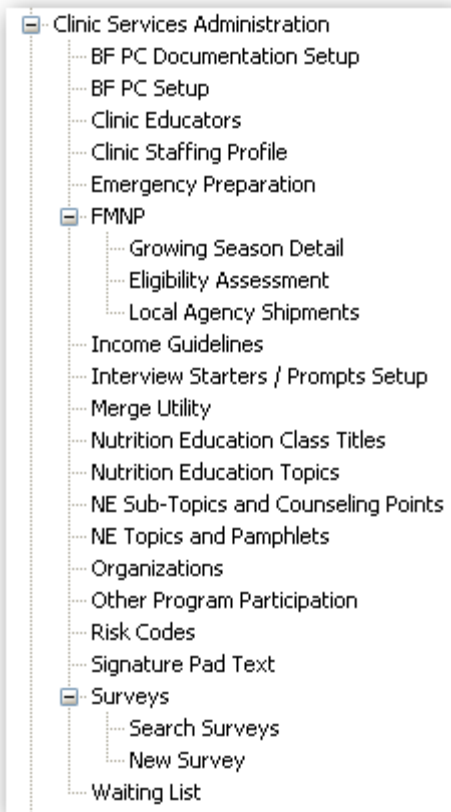
2.2.1 Connected Mode

This tree structure shows the maximum possibilities for this functional area for a user in connected mode.

Business Rules
<ol style="list-style-type: none">1. When the system parameter, ClinicServices.UseFarmersMarket, is set to "Yes", FMNP screens are displayed in the tree structure.2. When the system parameter, System.UseEmergencyPreparedness, is set to "Yes", Emergency Preparation is displayed in the tree structure.3. The User Details links will remain disabled until a User has been selected from the Search screen or a New User has been added.

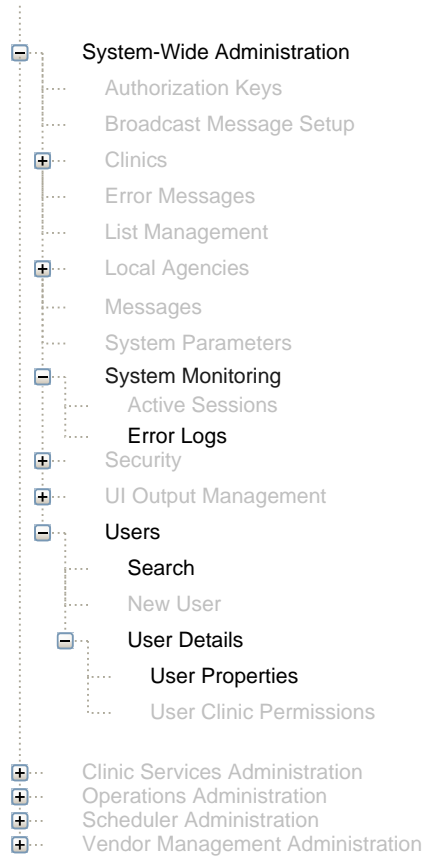
Developer Notes
<ol style="list-style-type: none">1.





2.2.2 Disconnected Mode

This tree structure shows the maximum possibilities for this functional area for a user in disconnected mode.



2.3 Saving Work

The System Administration area saves units of work at the screen level except for Users, which is saved at the branch node level.

3 Main Panel

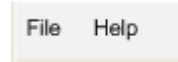
This panel is where all the screens described in the accompanying DFDDs are displayed.

4 Information Panel

The Information Panel contains two tabs. The first is entitled "System" which contains active "System Wide" messages. The second is entitled "Messages" which contains warning and error messages associated with the main panel screen. These are described in the System Overview DFDD.

5 Menu Bar

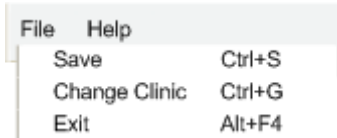
The System Administration Menu Bar is visible at all times.



Control	Description	
File	Select File to display File menu options. See File Menu section for more information.	
	Type	Menu Item
	Hot Key	Alt + F
Help	Select Help to display Help menu options. See Help Menu section for more information.	
	Type	Menu Item
	Hot Key	Alt + H

5.1 File Menu

The File menu provides access to functions related to creating and saving information.



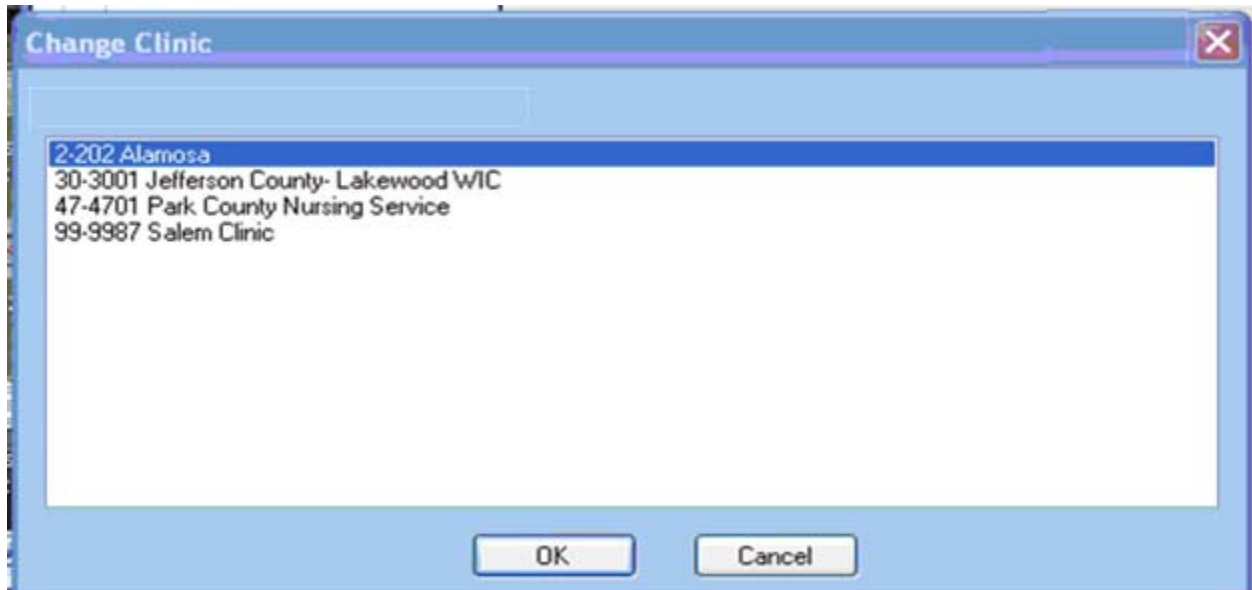
Control	Description	
Save	Clicking the Save menu item saves any changes that were made on the current screen to the database. This menu item is available only on updateable screens.	
	Type	Menu Item
	Hot Key	Ctrl + S
Change Clinic	Select Change Clinic to select a different clinic.	
	Type	Menu Item
	Hot Key	Ctrl + G
Exit	Clicking the Exit menu item closes the application.	
	Type	Menu Item
	Hot Key	Alt + F4

Business Rules
1.

Developer Notes
1.

5.1.1 Change Clinic

This pop-up window is used to change the clinic that the user is logged into. At user login, the user selects a clinic. The access for the user is based on the clinic.

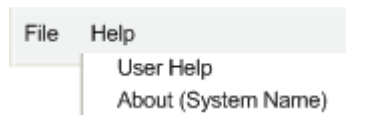


Control	Description		
Unlabeled	The unlabeled data grid within the Change Clinic pop-up window allows the user to select another clinic. The user sees clinics that he or she has access rights to see. The user highlights the clinic that he or she wants to go to and clicks the OK button.		
	Type	Read-Only Data Grid	
	Display	Yes	
LA-Clinic number	This is the local agency-clinic number.		
	Format	Z9-ZZZZ9	Calculated
Clinic name	This is the name of the clinic.		
	Format	Alphanumeric	Calculated
OK	Clicking the OK button changes the clinic and returns the user back to the main application.		
	Type	Command Button	
	Hot Key	Alt + O	

Control	Description	
Cancel	Clicking the Cancel button returns the user back to the main application.	
	Type	Command Button
	Hot Key	Alt + L

5.2 Help Menu

The Help menu provides access to information related to the system and WIC policies. It is visible at all times.



Control	Description	
User Help	Clicking the User Help menu item allows the user to view the current version of the application User Help. This opens a Help Window as described in the System Overview DFDD.	
	Type	Menu Item
	Hot Key	None
About [System Name]	Clicking the About [System Name] menu item displays the system information.	
	Type	Menu Item
	Hot Key	None

Business Rules

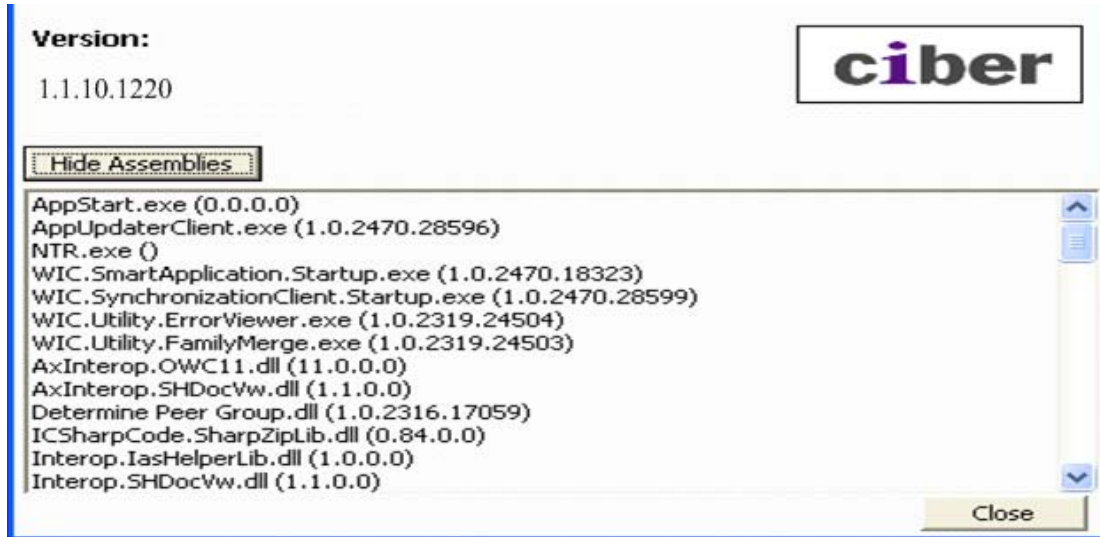
1. The system parameter, System.SystemName, provides the identification of the system.


Developer Notes

1. Substitute the value for System.SystemName in the About [System Name].

5.2.1 About (System Name) Pop-up

This pop-up provides the user with the version number of the application and allows for assemblies to be viewed as needed.



Control	Description			
Version	The version number that is displayed shows the version of the application that is currently being used (as defined in system parameter).			
	Type	Text Box		
	Required	NA		
	Length	NA		
	Validation	NA		
	Display Only	Yes	Calculated	No
	DB Column	Not Stored		
	The CIBER logo appears for branding purposes. This is the company that developed the application.			
	Type	Text Box		
	Required	Yes		
	Length	NA		
	Validation	NA		
	Display Only	Yes	Calculated	No
	DB Column	NA		

Control	Description	
Show Assemblies/Hide Assemblies	By default, the About (System Name) Pop-Up displays the version number of the application. Clicking the Show Assemblies command button displays system assemblies. Clicking the Hide Assemblies command button returns to the default view.	
	Type	Command Button
	Hot Key	Alt + M
Close	Clicking the Close command button closes the About (system name) pop-up window.	
	Type	Command Button
	Hot Key	Alt + C


Business Rules
1.

Developer Notes
1.

6 Tool Bar

The System Administration Tool Bar is visible at all times, giving access to frequently used functions.



Control	Description	
	Click the Save button to save any changes made within System Administration to the database.	
	Type	Command Button
	Hot Key	None