

My People Design

Prepared for:
Steering Committee

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Overview

LatitudeLearning will engineer a new “My People” page on the Angular platform to replace the current ASPX page (/hr/user/my_employees2.aspx). This new page will provide an employee list based on the logged in user’s Organizational and Reporting Hierarchy oversight across all active profiles. It will include training summary graphs, user filters, and a results list with user detail expando and action buttons.

NOTE: No updates will be made to the “Employees” tab on the Classic Home page (/hr/user/my_employees.aspx) as part of this project.

Angular Platform Standards

See document on Sharepoint here:

<https://sharepoint.colatitude.com/Shared%20Documents/Forms/AllItems1.aspx?RootFolder=%2fShared%20Documents%2fLMS%20Team%20Documents&FolderCTID=%2f7bED715CC1-B382-48EC-A0DF-7504EDCE9693%7d>

My People Page Design and Functionality

Create a new "My People" page on the Angular platform to replace the current ASPX page (/hr/user/my_employees2.aspx). This new page will provide an employee list based on the logged in user's Organizational and Reporting Hierarchy oversight across all active profiles.

The *My People* page includes nine components:

1. Page Header text and icon
2. Navigation tabs
3. Summary Graphs
4. Filters
5. Results list
6. Status: Assignment Past Due Indicator
7. Progress Bar
8. Action button
9. User Detail



1 My People

2 My People | Goals | Certifications | Skills | User Groups

3 15 Courses | 13 Goals

4 Filter > Position Group Is Print Press Workers + Apply Filter

Showing 1 - 15 of 15 Items per page: 25

Status	Username	Location	Position	Progress	Goals Achieved 2 / 5	Action
	Press Manager A2LocMan	Ann Arbor Press	Staff Reporter	40%		
	Brent Smith BRENTSMITH2015	Ann Arbor Press	Staff Reporter	70%		
	Cole Gale cgale611	Saline Corporate Office	Training Administrator			
	Dillon Matthers CSAdminReporting	Ann Arbor Press	Customer Service CS Position Group			
	Lauren Denig LAUREHD	Denver Office	Customer Service CS Position Group	100%		

5 (User Row)

6 (User Row)

7 (User Row)

8 (Progress Bar)

9 (Profile Card)

C Email: lauren@example.com Preferred Language: English

E (Achievements)

D (Profile Card)

1. Page Header

Text: My People

Icon: users

2. Navigation Tabs

Page layout should be same as *Courses To Complete* and *Reports* pages, where user lands on "My People" tab, and are offered links to other employee management tools.

- **Goals** – Routes to new *Team Goals* page, described in section 11

- **Certifications** – Routes to *Team Certifications* page, described in section 12 (/certification/user/cert_managed_students_view2.aspx)
- **Skills** – Routes to *Team Skills* page, described in section 13 (/certification/user/curriculum_managed_students_view2.aspx)
- **User Groups** – Routes to *Manage User Group* page, described in section 14 (/hr/user/my_employees_program_participate2.aspx)

3. Summary Graphics

Provide visual summary of employee results set as follows. Hover text provides number of records and percent in each status.

- A. **Courses** – Donut chart totals number of Courses To Complete by category: Required, Enrollments, Interests
- B. **Goals** – Reuse “Assigned” graphic from new Goals page, displaying assigned goals by due date: No Due Date, More than 30 Days, Less than 30 Days, Past Due

4. Filter

Employee list defaults to “All Direct Reports” by applying filter on page load: User > Directly Reports To > [logged in user].

User can click the **[Filter>]** button and edit criteria to refine the list:

- None
- Audience
- Certification (Search Users criteria)
- Course (Search Users criteria)
- Department
- Organization
- Position
- Position Group
- Preferred Language > is, isn't > single select
- User
- User Group

5. Results List

Results sort alphabetically by Username on page load. Columns display Primary Profile assignments with sortable headers.

- Column 1: Status (click user icon to expand details)
- Column 2: Firstname Lastname, Username
- Column 3: Location
- Column 4: Position, Position Group (if any)
- Column 5: Progress (bar graph described below)

- Column 6: Action button (described below)

6. Status: Assignment Past Due Indicator

User icon displays gray UNLESS he has past due assignments.

Users who have at least one “Assigned” goal past its Due Date should display red.

Managers can then click “Status” header to sort by red Past Due icons first/last.

7. Progress Bar

Progress column displays bar graph showing percent of achieved goals out of total assigned. E.g. User assigned 5 goals with 2 achieved = 40% complete

- Bar graph displays percent achieved in green (same color as Goals page): **X%**
- Hover text displays: Goals Achieved **Z / Y**

8. Action button

Two action buttons listed.

- **User Drill Down** -- Enter “View Home Page V2” mode on click.
 - Icon: street-view
 - Hover Text: User Drill Down
- **Training History** – Routes user to directly to View Home Page V2 > Training History V2 page (/hr/user/learning_history2.aspx)
 - Icon: history
 - Hover Text: Training History

9. User Detail

Manager can click “Status” icon to expand User Detail. Employee records should display and function as follows.

C. Account Details

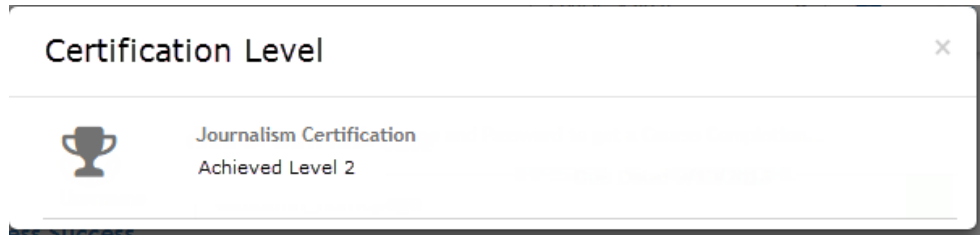
- Email
- Preferred Language

D. Profile Details

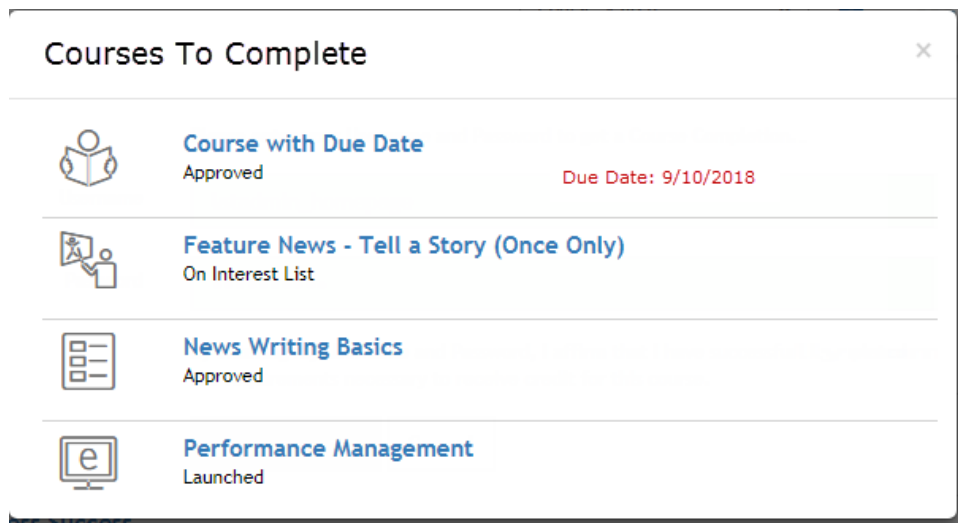
- List all profiles within manager’s organization domain (retain profile scoping logic). If available, list Primary Profile first.
 - **Profile:** Organization Name
 - **Positions:** Primary, Others
 - **Roles:** Highest first
 - **User Groups:** User Group Names

E. Training Details

- Each icon in will display employee’s training information, with icon counters and modal popups on click.
- Trophy Icon = Certification Level
 - Highest Certification Ordinal value of achieved certification list. (See Gamification Requirements on R&D blog for details.)
 - If value list is NULL, hide icon
 - Modal opens on click: Display highest achieved Certification, by Certification Ordinal.
 - Certification Name



- Book Icon = Courses to Complete
 - Total should match employee’s “Courses To Complete” icon counter
 - Modal opens on click: List of user’s Courses To Complete (All)
 - Users with red Past Due icon should see Due Dates past in red font



- Training Goal Icon = User Goals
 - Total should match employee’s “My Goals” icon counter
 - Modal opens on click: List employee’s training goals in “Assigned” status
 - Users with red Past Due icon should see Due Dates past in red font

Goals ×

Sales New Hire
Assigned

New Hire - Press Machinist Certification
Assigned

Other Enhancements

10. Enhance LMS Information Page

Add a new "Allow Managers to Set Goals" flag to the page that defaults to Yes.

- Yes – Display the [+Goal] button on the top right of new People Goals page, described below
- No – Hide the [+Goal] button on the top right of new People Goals page, described below

11. Create Team Goals Page

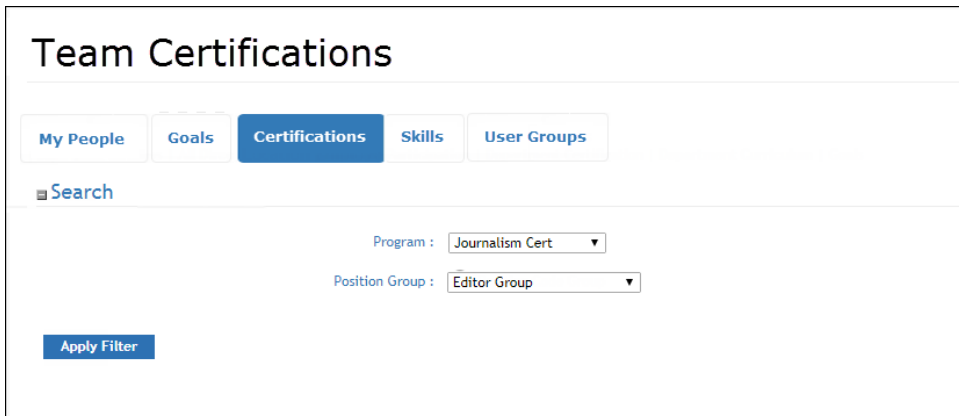
Create a new page called "Team Goals". The new page will have the exact functionality as the current *Goals* page except for the following:

- [+Goal] navigation button display depends on LMS Information page setting described above.
- Add the new *My People* navigation tabs described in section 2.

12. Update Department Certification Status V2 Page

URL: (/certification/user/cert_managed_students_view2.aspx)

- Rename page: Team Certifications
- Update navigation links to match text and style on new *My People* page
- Remove [+Goal] button from page
- Remove radio button "Position Code Group" from "Position Group" field
- Rename "Search" button to "Apply Filter"



13. Update Department Curriculum V2 Page

URL: /certification/user/curriculum_managed_students_view2.aspx)

- Rename page: Team Skills
- Update navigation links to match text and style on new *My People* page
- Remove [+Goal] button from page
- Remove radio button "Position Code Group" from "Position Group" field

- E. Rename “Search” button to “Apply Filter”

14. Update User Group Participation V2 Page

URL: /hr/user/my_employees_program_participate2.aspx

- A. Rename page: Manage User Groups
- B. Update navigation links to match text and style on new *My People* page
- C. Remove [+Goal] button from page
- D. Bring search criteria into standard LMS filter component
- E. Replace “Filter” button with “Apply Filter”
- F. Replace “Submit” button with “Save” and “Cancel” standard (Cancel triggers page refresh)

Manage User Groups

My People
Goals
Certifications
Skills
User Groups

Department : <<All>> ▼

Position : <<All>> ▼

User Group : CS Managers ▼

Apply Filter

The character # indicates the user's primary position code.

Page 1 of 1 Record 1-8 of 8

Username	Name	Department	Position	CS Managers
LatAdmin_SROBINSON	Administrator, Latitude		PERSONAL Training Administrator #	<input type="checkbox"/>
DENVERADMIN2017	AdminRole, Denver	Editorial Team	Staff Reporter #	<input type="checkbox"/>
WBovee142016	Bovee, Whit-ney		News Reporter #	<input type="checkbox"/>
TeamLead	Denig, Alexis		PERSONAL Manager #	<input checked="" type="checkbox"/>
DemoRobinson	Roberts, Daniel		PERSONAL Manager #	<input type="checkbox"/>
S_ROBINSON08	ROBINSON, NAME	Publishing / Distribution	Press Manager #	<input type="checkbox"/>
test572015	Training, Free	Editorial Team	Staff Reporter #	<input checked="" type="checkbox"/>
CHINESE_6717	Truong, Judy	Editorial Team	Staff Reporter #	<input type="checkbox"/>

Save
Cancel

15. Enhance User Search

Add new criteria to Search Users page: Preferred Language > is, isn't > single select menu (e.g. Audience)