



BF Admin Module General.doc

Last Updated: 14-Apr-2014

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1 Modification History

Date	Who	Comments
18-May-11	Solveda	Initial
9-Jun-11	Solveda	Added daily "counter" in main banner Added PDF button on Order List
17-Jun-11	Solveda	Added PDF button on Order Detail (single order print) Added "Audit Trail" requirements Reworked main Dashboard page (split operational)
28-Jun-11	Solveda	Added "trends" to the dashboard Changed Promotions search/list
29-Jun-11	Solveda	Added section for Trend when no results can be compared
5-Jul-11	Solveda	Clarified "Primary" and "Secondary" Action Buttons
7-Jul-11	Solveda	<ul style="list-style-type: none"> - Specified sort sequence of Order List, Review List, Promotion List - Added Detail-Screen into section 4 to clarify font treatment for captions and data values. Mock-ups already conformed. - Revised Reviews section to match implementation (changed terminology to "Deleted" from "Rejected"; use checkbox selection for Status on search screen; added Review-Title to detail screen, added Review# to search); added "Days Since Post" column to list display, replaced Review-Text with Review-Title in list screen - In "List" screens, specified alignment for all columns displayed
11-Jul-11	Solveda	Added "Content" functionality
28-Jul-11	Solveda	Misc. Changes: Added page numbers to bottom right of page Added "Top Header" definition to 4: UI Guidelines Enhanced Access-Rights in 2: Overview Section 4.2.1 Top navigation bar sub-menus Section 4.2.2 Top navigation bar menu links [suggestions] Section 5.9 added #34 suggested changes to the Daily Sales Counter Added Section 15 Catalog
29-Jul-11	Solveda	<ul style="list-style-type: none"> - Removed Section 3: General Processing and move relevant content into Section 2: Overview - Enhanced Section 6: Navbar and Sub-Menu to include intermediate "descriptor" page text - Modified "toptop bar" (daily counter, hover help etc.)
1-Aug-11	Solveda	"Content" screens added for Home-Page-Spots, Top Nav, Footer and Static Pages
4-Aug-11	Solveda	Updated content Home-Page-Spot list and detail sections to reflect changes design changes. Not using sequence numbers any more. Some label changes.
5-Aug-11	Solveda	Modified Home-Page-Spots to use two status values: <ul style="list-style-type: none"> - Active (CTNT_PUBLISHED) - Inactive (CTNT_DEACTIVATE)
8-Aug-11	Solveda	<ul style="list-style-type: none"> - Added Page Title to all pages - Save on Detail screen displays message - Back replaces Cancel button - Removed "owner" from Home Page List

		<ul style="list-style-type: none"> - Added Message Area and Error Handling to 3: General UI Guidelines - Added Validation to Detail Screens
12-Aug-11	Solveda	<ul style="list-style-type: none"> - Added "Manage Logo"
16-Aug-11	Solveda	Several modifications
23-Aug-11	Solveda	Several changes to CONTENT sections: <ul style="list-style-type: none"> - included an editable "Description"; - created a General Guidelines section to describe rules that apply to all content areas. - Modified to reflect current implementation (moved Created-Date down to the bottom of the screen) - Changed STATIC PAGE content to be in-line with other content (removed content-type and display-type), removed Search capability
24-Aug-11	Solveda	Split main document into: <ul style="list-style-type: none"> - BF Admin Module - BF Admin Module Orders - BF Admin Module Catalog - BF Admin Module Promotions - BF Admin Module Ratings & Reviews - BF Admin Module Content - BF Admin Module Admin
30-Aug-11	Solveda	Several changes: <ul style="list-style-type: none"> - Added "Yesterday" helper date button selector - 4.9 Daily Counter. This now shows a "#" and "\$" indicator and allows for six numbers in the display - 4.10 Dashboard display changes. Columns for Orders / Sales. Additional information for recent and prior trending - Top Products, sorted by #ordered products - Top Products "[more]" option and associated new page
7-Sep-11	Solveda	<ul style="list-style-type: none"> - Split out Home Page / Dashboard information into BF Admin Module Dashboard - Renamed BF Admin Module to BF Admin Module General
30-Sep-11	Solveda	Clarification to display a standard "No Matching Data" when there are no results from a Search List Screen
12-Oct-11	Solveda	Hover background color changes. See Row-Hover section.
27-Oct-11	Solveda	Drop-down text for sub-navbar should NOT wrap.
28-Oct-11	Solveda	Section "Lists" modified to clarify Auto-Retrieve, Checkbox criteria and messaging
3-Nov-11	Solveda	Added section "List, Retrieve, Detail, Save and Return to List" to clarify the refresh of list data upon successful save of a detail.
7-Nov-11	Solveda	Added "tooltips" section
14-Nov-11	Solveda	Modified main header display; removed Logout from navbar; added "Help" functionality
15-Nov-11	Solveda	Changed all read-only data displays to be not-bold.
22-Nov-11	Solveda	Added generic "Confirm" function
30-Nov-11	Solveda	Added "Stores" to main navbar
1-Dec-11	Solveda	Clarified that the Help mapping is managed in the standard page controller XML mapping file
5-Jan-12	Solveda	Added <Show All> function on list screens
11-Jan-12	Solveda	Clarified interaction between <Show All> and <Show Pages>
19-Jan-12	Solveda	Clarified ADM_DEF_LIST_ROWS and ADM_WARN_LIST_ROWS when using <Show All> function

15-Feb-12	Solveda	Tooltips limited to x characters (defined by parameter)
20-Apr-12	Solveda	Added clarification for those implementations that support more than one PRODUCT_STORE codes ("multi-store")
6-Jul-12	Solveda	General Processing and Validation section added, included validation for ID entry fields.
9-Jul-12	Solveda	Added clarification for helperText
1-Aug-12	Solveda	Changed helperText to an icon, with on-hover flyout. Added Warning icon.
5-Sep-12	Solveda	Added concept of "logical field focus", to be applied to all applicable screens
5-Sep-12	Solveda	Added "wildcard search" helper icon
19-Oct-12	Solveda	Clarified new "toolbar" drop-down
26-Oct-12	Solveda	Added page <title> tag rules
12-Mar-13	Solveda	Currency Display example and use of CURRENCY_UOM_ROUNDING
13-Mar-13	Solveda	Added validation for dates in Search screens
9-May-13	Solveda	Message and Error Handling section, includes highlights for fields in error
26-Nov-13	Solveda	Generate an "ID" for new customer, new order
31-Dec-13	Solveda	Defined "inline / dynamic warnings"
17-Mar-14	Solveda	Added cookie crumb
14-Apr-14	Solveda	Added guidelines for consistent "Action Icons"

2 Overview

2.1 General

- The Admin Module will be implemented as a separate application
- Similar concept to BF-eCommerce: have a white labeled version for each client
- Heavily CSS driven in order to manage styling easily
- From a UI point of view, common sense should be applied, examples:
 - If alignment of icons or helper content is not exactly as designed in a specification, but it is consistent throughout the application, then this may be acceptable
 - If other UI elements are not exactly as defined, but the overall look-and-feel is consistent and visually pleasing then this may be acceptable
- Focus:
 - dashboard provides real-time summary of activity
 - we are not competing with Google-Analytics! Whatever can be done in GA should be done there ... this should act as a good reminder as to when to “draw the line” for the Admin module
 - real focus is a light order-management module; product catalog module; etc.
- Specifications and “UI Guidelines”
 - “UI Guidelines” in specifications are just that, “guidelines”
 - However, unless otherwise stated in the specification, the UI should conform to the rules in this document

2.2 Access Rights

- Management (can see dashboard / performance based stuff)
- Admin (can change configurations)
- Operational
- Roles:
 - Users may “OWN” certain assets, for example products. Assets that have ownership are yet to be determined but may include:
 - Products
 - Images
 - Content
 - Orders (as they apply to other user’s who have purchased a product.)

- TBD
- Only display and allow changes to assets owned by a user.

NOTE: Lower Priority for implementation

2.3 General Processing

2.3.1 Page Title:

- The Page Title (the <title> tag), for all pages, should indicate the [client]. The same reference as used for the client home page should be used.
- For example, GMH:

“Gold Medal Hair: BigFish Admin Module”

2.3.2 Favicon

- Each BF Admin Module instance should use the BF favicon

2.3.3 Search:

- Unless otherwise stated, all alpha searching should NOT be case sensitive (e.g. Order#)
- Unless otherwise stated, all searches should be an EXACT match

2.3.4 Dates

- unless otherwise stated, all search dates should be “from-time” of 00:00:00 and to-time of 23:59:59
- Default format should be mm/dd/yy. This should apply for inputs, selectors and display.
- HOWEVER, this will be parameterized and formats will be relevant to location.

2.3.5 Currency

- The system parameters CURRENCY_DEFAULT_UOM and CURRENCY_UOM_ROUNDING are used to control the symbol and rounding for all money displays
 - This applies to both the eCommerce and Admin-Module for a specific implementation
- OFBiz incorporates the “icu-project” open source project to manage currency and other display formats
 - See <http://site.icu-project.org/home> for more information
- Examples:

Input	Parameters	Display
100.25	CURRENCY_DEFAULT_UOM = USD CURRENCY_UOM_ROUNDING= 2	\$100.25
1100.25	CURRENCY_DEFAULT_UOM = USD CURRENCY_UOM_ROUNDING= 0	\$1,100
1190	CURRENCY_DEFAULT_UOM = INR CURRENCY_UOM_ROUNDING= 0	Rs 1,199
1190	CURRENCY_DEFAULT_UOM = INR CURRENCY_UOM_ROUNDING= 2	Rs 1,199.00

2.3.6 Codes

- used in drop-downs or display should use the OFBiz terminology and values for display, unless otherwise stated.

2.3.7 Lists

- Scrolling: should mimic the eCommerce implementation
- Default list results should show 50 rows (parameterized), unless otherwise stated
- Auto-Retrieve vs No Auto-Retrieve
 - In some cases, lists will auto-retrieve data for display
 - In some cases, typically when a list would be very large, auto-retrieve will NOT apply
 - In all cases the individual spec will note the desired functionality
- No Auto-Retrieve, initial message
 - For Lists that do NOT have an Auto-Retrieve an initial message of "Enter search criteria and click the Search button" should be displayed
- No Matching Data
 - For any "Search" actions, if rows are not found, then the message "No Matching Data" should be displayed
- Checkbox Criteria
 - For the most part checkbox search criteria will default to all boxes "checked"
 - If all checkboxes are unchecked then logically the "Search" will NOT return any rows

2.3.8 Detail Screens

- On "Save", an appropriate message should be displayed on the Detail Screen

3 General Processing and Validation Considerations

3.1 Generating an "ID" value

- Certain screens will allow for an "add" of a new entity
 - New Customer
 - New Order
- In this case, the system should generate the next sequential "ID"
 - It should behave in a similar way to the eCommerce application (newly registered customer, newly placed order)
- The "ID" should be editable

3.2 Validating an "ID" value

- When allowing users to enter an ID field validation is required to ensure that the format confirms to OFBiz standards
- Validation as follows:
 - Spaces are NOT allowed
 - Must be alpha, number digits, hyphen ("-") or underscore ("_")
 - Other special characters are NOT allowed
 - Length of the entry field must be 20 characters or less
 - For OFBiz entities this is normally the case, the implementation may be more specific depending on which entity is being referenced
- Message displayed "Your entry [text] is not valid. BigFish ID attributes must contain alpha, number digits, hyphens or underscores. Spaces and other special characters are not allowed."
- *Technical Note: implement in `OsafeAdminUtil.isValidId()`*

4 General UI Guidelines

4.1 Introduction

- All guidelines are “fontfinder” based, part of the Firefox “Firebug”

4.2 Top Header

The Top Header element is shown on each Admin Module webpage. It consists of the following:

- BigFish logo
- Admin Module application title (“ADMIN MODULE [BF]”)
- Welcome greeting
- Logout link (TBD)
- Daily Sales Counter (See section 5.9)

4.3 Navigation Bar

One	Two	Three	Four	Five
------------	------------	--------------	-------------	-------------

- Background
 - Orange (249,164,31)
- Text
 - Verdana, 12pt, Bold
 - Black
- Hover Over
 - Background (236,181,100)
 - Text (165,0,0)

4.4 Navigation Bar Sub-Menu Drop Down

One	Two	Three	Four	Five
			Four-#1	
			Four-#2	
			Four-#3	

Note: Navbar and Sub-Menu items are defined in *Section 6: Nav-Bar and Sub-Menu*. Both the main navbar item and the sub-menu are “clickable”. Clicking on the main navbar item will display an intermediate page that shows all sub-menu options and a description. Clicking on the sub-menu option will redirect to that specific function.

The drop-down menu should NOT wrap text. For example:

One	Two	Three	Four	Five
			Four-Drop-Down-Text1	

Four-Drop-Down-Text2

Four-Drop-Down-Text3

4.5 Dashboard "Box"

Dashboard Title (Verdana, 12pt, Bold) RGB=(191,116,0)	
Summary (Verdana, 10pt, Bold) RGB=(236,181,100)	
#Orders: (Verdana 10pt, normal) RGB=Black	373 (verdana, 10pt, BOLD) RGB=(165,0,0)

4.6 Row Striping

Odd Numbered Rows Background=(254,242,222)
Even Numbered Rows Background=(254,234,202)

4.7 Row Hover

As the cursor moves over a specific row the background color should alter to clearly indicate which row is "active". Background color for row hover is RGB(245,208,155). This is standard behavior in the OFBiz out-of-the-box implementation. Example:

Here is a list of Items			
ID	Description	Amount	Qty
1	This is item number 1	\$100.00	7
2	This is item number 2	\$37.50	9
3	This is item number 3	\$88.99	8
4	THIS IS THE HOVER ROW	\$23.01	12
5	This is item number 5	\$91.00	5
6	This is item number 6	\$55.50	6

4.8 Search Screen: Criteria

Some Text: (Verdana, 12pt, Bold) RGB=(191,116,0)	
Label:	<input type="text" value="Data"/>
Verdana, 10pt, normal:	<input type="text" value="Verdana, 10pt, (165,0,0)"/>
Background=(254,234,202)	

4.9 Search Screen: Validation

- Validation on the search criteria fields will be limited to validating DATE entries
- Dates must be in a valid format for the implementation

- Local preferences should be considered
- If any invalid date entries are detected:
 - Do NOT execute the Search query
 - Display an Info message as follows:

▼ Date field [DATE-FIELD] contains invalid data and is not recognized as a valid date. Please retry.

4.10 Search Screen: List Results

Some Text: (Verdana, 12pt, Bold) RGB=(191,116,0)			
Label	Verdana	10pt	Bold
Data	Verdana	10pt	Normal RGB=165,0,0

4.11 Search Screen: NO Results

Some Text: (Verdana, 12pt, Bold) RGB=(191,116,0)			
Label	Verdana	10pt	Bold
No Matching Data			

4.12 Paging / Scrolling

<< Previous Page		Showing Rows 1-8 of 300 <Show All>		Next Page>>
Some Text: (Verdana, 12pt, Bold) RGB=(191,116,0)				
Label	Verdana	10pt	Bold	
Data	Verdana	10pt	Normal RGB=165,0,0	

- Verdana 8pt, BOLD
- Default should be to display 50 rows
 - Parameter: ADM_DEF_LIST_ROWS
 - category: ADM
 - seed value: 50
- If Rows <= 50 then only display "Showing Rows 1-n", do not display "of n", do not display scrolling buttons
- "Previous Page", "Next Page" and "Show All" are only displayed if relevant

4.13 Show All / Show Pages

- If the "<Show All>" link is pressed, first check if the result will exceed the warning level
 - Parameter: ADM_WARN_LIST_ROWS
 - category: ADM

- seed value: 500
- If the row-count does exceed the ADM_WARN_LIST_ROWS, then display a pop-up box:
 - Message: "WARNING: List will exceed ADM_WARN_LIST_ROWS. Are you sure you want to continue?"
 - Buttons: Yes / No
- "<<Previous" and "Next>>" will NOT be displayed
- The "<Show All>" will now display as "<Show Pages>"
- Clicking on "<Show Pages>" will show the first page, and Previous/Next will display as appropriate

Showing Rows 1-300 of 300 <Show Pages>			
Some Text: (Verdana, 12pt, Bold) RGB=(191,116,0)			
Label	Verdana	10pt	Bold
Data	Verdana	10pt	Normal RGB=165,0,0

4.14 Detail Screen

Some Text	
Display Caption:	Displayed Value
Entry Caption:	<input type="text" value="Entry Component"/>

- Caption is black, regular text
- Data is (verdana, 10pt, Normal) RGB=(165,0,0)
- Spacing of rows should be consistent throughout the application
 - "UI Guideline" sections in specifications should adhere to this spacing requirement, unless specifically stated as different

4.15 Mandatory Entry Indicator

Some Text	
* Caption:	<input type="text" value="Entry Field"/>

- Asterisk is Verdana 12pt, RGB=128,0,0

4.16 Column Sorting on List Screens

- For certain list screens a column-click-sort option should be implemented
- These should only be implemented when the spec for the particular function mentioned a column-click-sort capability is required
- CSS Styling should allow control of:
 - Position to left / right / right justified of arrow image
 - Color of arrows

<< Previous Page		Showing Rows 1-8 of 300 <Show All>	Next Page>>
Here is a list of Items			
ID	Description	Amount	Qty
1	This is item number 1	\$100.00	7
2	This is item number 2	\$37.50	9
3	This is item number 3	\$88.99	8
4	This is item number 4	\$23.01	12
5	This is item number 5	\$91.00	5
6	This is item number 6	\$55.50	6

- "Left" positioning shown above.
- "Right" positioning as follows:

ID	Description	Amount	Qty
----	-------------	--------	-----

4.17 Primary and Secondary Button Styling

Primary Action Buttons



- Background
 - (128,0,0)
- Text
 - Verdana, 10pt, BOLD
 - Capitalized
- Hover Over=RGB (254,242,222)

Secondary Action (Helper) Buttons



These are typically buttons that help the user change the status of a field. They are just that, an easy "one click" way to set a value, rather than using drop-downs or checkboxes. Action is typically a simple setting of a value in the appropriate field.

- Background
 - RGB=254,242,222)
- Text
 - Color RGB=128,0,0
 - Verdana, 10pt, Regular
 - Capitalized
- Hover Over=Black Text

4.18 Logical Field Focus

- For most functions, particularly those that have a Search function, the cursor should be placed on the most logical field to encourage immediate entry
- When this is done, the “field focus” indicator (colored background and border) should be enabled

Search Screen	
Main Field:	<input type="text" value="Default the focus to this field"/>
Sub Field:	<input type="text"/>
<input type="button" value="Back"/>	<input type="button" value="Search"/>

4.19 Save and Back Buttons

- On most of the Detail screens the user will have the option to Save the details or to go Back
- “Save” will perform the validation, update the database and **return** to the appropriate page (typically a List) with a success message display immediately underneath the H1 title of that page

title of page (h1)

<input checked="" type="checkbox"/> Your CATALOG changes ([catalog-entry]) have been saved
--

List Screen
List of items

- “Back” will execute a simple “browser back” action

4.20 List, Retrieve, Detail, Save and Return to List

- A typical course of action will be as follows:
 - (1) User navigates to a List screen
 - (2) Rows may be auto-retrieved, users may enter selection criteria and click on the “Search” button
 - (3) User clicks on a link to navigate to the Detail page
 - (4) User modifies data and clicks on the “Save” button
 - (5) Successful “Save” returns to the List screen with a success message displayed

- (6) Page is refreshed (rows are re-retrieved) using the same criteria, if any, from Step 2
- (7) Returning to the List screen with a "Back" action or any action other than "Save" will NOT cause a refresh of the List screen. However, the search criteria should be retained in the Search section of the page.

4.21 Confirm Action

- Some functions will require a User Confirm before the action takes place
 - For example: when deleting content
- The Confirm function will popup a small confirmation dialog, for example:

X

Please Confirm

Are you sure you want to DELETE this content?

Yes


No

- The Confirm function will take as parameters:
 - Title (e.g. "Please Confirm")
 - Text (e.g. "Are you sure ...")
 - Button1 Text (e.g. "Yes")
 - Button2 Text (e.g. "No")
- The Confirm function will return a code indicating the user response:
 - 0: dialog box was cancelled ("X")
 - 1: button1 was clicked
 - 2: button2 was clicked

4.22 Date and Time Selectors

- Visual Guideline

Title

Date Caption: 

Time Caption: :

- Dates
 - The Calendar icon will popup the standard date selector
 - If a date is required, it must be valid
- Time

- HH represents Hours and will be represented as a drop-down (01 thru 12)
- MM represents Minutes and will be represented as a drop-down (00 thru 59)
- AM/PM will be represented as a drop down with two values (AM and PM)
- Validation:
 - All components must have a valid entry selected
 - HH must be selected
 - MM must be selected
 - AM/PM must be selected

4.23 Address Formatting

- See spec "BF General Concepts.doc" for additional information regarding the display of Addresses within the eCommerce implementation
 - These general rules apply to the display of Address information in the Admin Module

4.24 In Progress Indicator

- Some functions within the Admin Module may take a little while to complete
- For these an "In Progress" indicator is required
- Specific functions that can run for more than several seconds are:
 - SOLR Re-indexing
 - Product Export
- UI Guideline
 - Screen should have a "coloring" effect that clearly shows that functions are no longer available and that the system is waiting
 - Typically this is a "graying out" of the background
 - An animated in-progress indicator should be displayed as follows (centered):



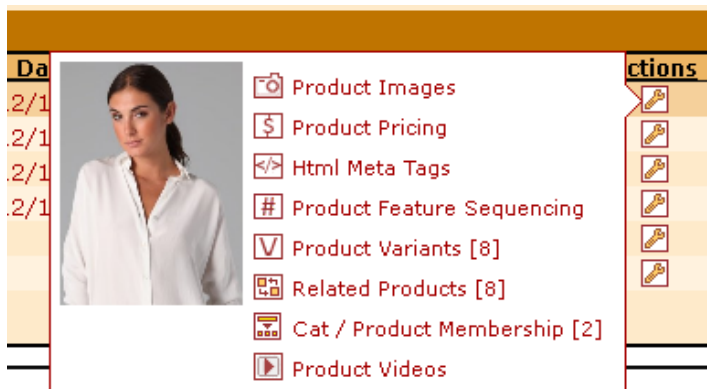
5 Toolbars, Icons and Tips

5.1 Toolbar Icon

- A ToolBar Icon should be implemented via CSS Styling
- Style Guide:
 - Border, 1pt, RGB=165,0,0
 - Background, white
 - Font, Verdana 8pt Regular, RGB=165,0,0
- The Toolbar Icon is an approach to have a single icon, displayed on the right hand side of a row, and will allow for additional action icons to be displayed upon hover
- List Page, showing ToolBar Icon:

List of Items				
ID	Description	Amount	Qty	
1	This is item number 1	\$100.00	7	
2	This is item number 2	\$37.50	9	
3	This is item number 3	\$88.99	8	
4	This is item number 4	\$23.01	12	
5	This is item number 5	\$91.00	5	











- List Page, showing action icons on hover:



- This approach should be implemented for all list screens that have underlying Action Icons. Rules are essentially:
 - If the Action Icons redirect control to a new page then they should appear as displayed above
 - If the Action Icons interact directly with the list screen (such as delete a row, add a row) then these Icons will appear inline
 - Each specification will clearly identify which approach is to be used
- In the event that a long text string is available for display, restrictions are as follows:
 - Limit length of text display to the number of characters defined in the ADM_TOOLTIP_MAX_CHAR system parameter


- If the total number of characters exceed, truncation should be done so that a whole word is displayed at the end of the tooltip
- The tooltip is followed by the text " ..." to indicate that more text is available

5.2 Action Icons

- Action Icons will be displayed consistently for groups of functions
 - E.g. Customers and Orders
- As an example, for the Customer set of screens the same Action Icons should always be displayed EXCEPT the icon for the current screen
 - Customer Notes Screen
 - Edit Customer Details
 -  Customer Orders
 -  Contact Us Events
 -  Catalog Requests
 -  Customer Website Activity
 -  Export Customer to PDF
 - Export Customer to XML
 - Key is that ALL icons are displayed EXCEPT the "Customer Notes" option
 - Customer Website Activity Screen
 - Edit Customer Details
 -  Customer Orders
 -  Customer Notes
 -  Contact Us Events
 -  Catalog Requests
 -  Export Customer to PDF
 - Export Customer to XML
 - Key is that ALL icons are displayed EXCEPT the "Customer Website Activity" option
- Technical Guideline
 - This should be implemented in such a way as to centralize the processing
 - In simple terms, as an example, the implementation could be as follows:
 - setUpActionIcons ("Customer", "Notes")
 - This would indicate that ALL "Customer" icons are to be displayed EXCEPT the "Notes" icon
 - setupActionIcons ("Customer", "WebsiteActivity")
 - This would indicate that ALL "Customer" icons are to be displayed EXCEPT the "WebSiteActivity" icon


5.3 Helper Tooltip

- Some functions will contain information of type helperText in order to provide additional instructions or warnings
- The helper icon should be displayed, with appropriate text available “on mouse hover”
- The helper text should be displayed in the same way as Tooltip text

Some Screen	
Caption:	<input type="text" value="Some Data"/> 


5.4 Warning Tooltip

- This will typically contain text that informs the client that an additional step needs to be taken
- For example: reset cache

Some Screen	
Caption:	<input type="text" value="Some Data"/>
<input type="button" value="Back"/>	<input type="button" value="Save"/> 

5.5 Wildcard Search Tooltip


- This will typically contain text that indicates the search criteria has some sort of wildcard capability
- See specific specs for tooltip details

Search Screen	
 Search Criteria:	<input type="text"/>
<input type="button" value="Back"/>	<input type="button" value="Search"/>


6 Message and Error Handling

6.1 Message Types


- Error Message

 This is an Error Message

- Success Message

 This is a Success Message

- Information Message

 This is an Informational Message

6.2 Message Area & Error Handling

- A hard error, typically because of validation rule violation will display as follows:

title of page (h1)

 We're sorry but it appears as if the information you have provided is incomplete.

Detail Screen	
Caption:	<input type="text" value="No data"/>
<input type="button" value="Back"/>	<input type="button" value="Search"/>

6.3 Highlighting Fields in Error

- The primary message area will itemize each individual error within the page, particularly in general "Add" functions
- In addition to the error messages, the field should have a "highlight" that indicates an error condition
- Styling of the "highlight" should be delegated to the CSS / JQuery layer

title of page (h1)


 We're sorry but it appears as if the information you have provided is incomplete

Attribute-One cannot be blank
Attribute-Two must be a value between 1 and 10
Attribute-Five must contain at least one special character

Detail Screen	
* Attribute One:	<input type="text"/> Attribute-One cannot be blank
* Attribute Two:	<input type="text" value="17"/> Attribute-Two must be a value between 1 and 10
Attribute Three:	<input type="text"/>
* Attribute Four:	<input type="text" value="Good data entered"/>
Attribute Five:	<input type="text"/> Attribute-Five must contain at least one special character
<input type="button" value="Back"/>	<input type="button" value="Save"/>

6.4 Inline / Dynamic Warnings

- For some entry fields a warning message is displayed immediately after input of a certain value
 - This will be dynamic, a trip to the server is not required
- This technique is used because the entered data will be accepted on "Save" but a warning indicator *may* point out an input issue
- A specific warning "style" should be defined in order to control the visual presentation via CSS

Detail Screen	
Ship Date:	<input type="text" value="12/31/29"/>  WARNING: entered Ship-Date is in the future
<input type="button" value="Back"/>	<input type="button" value="Save"/>

7 Navbar and Sub-Menu

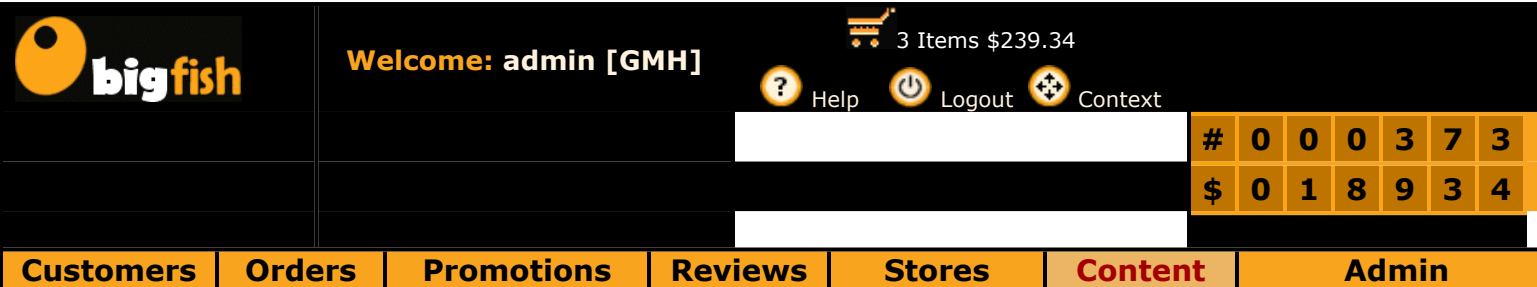
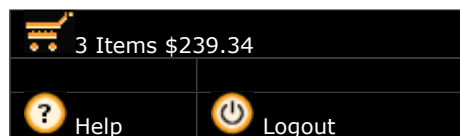
7.1 Overview


The main navbar items are clickable. Control will be passed to a descriptor page that will show the sub-menu options available with a description.

Users may also use the drop-down sub-menu for more direct access.


This section shows the concepts of this approach. For specifics on the NavBar and associated Sub-Items refer to the specific BF-Admin-Module-* document.

7.2 Visual Guideline



 Help Function, see section below

 Logout

 Context, see section below

7.3 Example

nav-bar title

<u>Sub-Item-Number-1</u> This function provides the ability to search for rows. Users may also add additional rows.	<u>Sub-Item-Number-2</u> This function provides the ability to search for rows. Users may also add additional rows.	<u>Sub-Item-Number-3</u> This function provides the ability to search for rows. Users may also add additional rows.
--	--	--

Sub-Item-Number-4

This function provides the ability to search for rows. Users may also add additional rows.

Sub-Item-Number-5

This function provides the ability to search for rows. Users may also add additional rows.

Sub-Item-Number-6

This function provides the ability to search for rows. Users may also add additional rows.

7.4 Cookie Crumb

- A cookie crumb should be displayed for every page within the Admin Module
- This is a “fixed” crumb
 - So regardless of how the function is accessed, a specific page has a specific cookie crumb
 - Example:
 - Order Detail page will have a fixed cookie crumb when accessed via the primary Order navigation OR accessed via a Customer screen

Orders ► Order Detail

- Structure of cookie crumb

- The first portion should reflect the primary navigation

Admin

- Subsequent portions must reflect the title of the page

Admin ► Manage Emails ► Email Templates List

- With the exception of the current reference (from above this is “Email Templates List”), all sections of the cookie crumb are clickable links and will redirect appropriately

- Styling

- Classic

admin ► manage emails ► email templates list

email templates list

- Gunmetal

Admin ► Manage Emails ► Email Templates List

Email Templates List

8 Multi Store Implementations

8.1 Overview

- A multi-store implementation is one that supports more than one PRODUCT_STORE entity
- A PRODUCT_STORE is used to separate many aspects of a BigFish implementation:
 - eCommerce implementations
 - Content
 - Product Catalog
 - Etc.
- For those implementations that support “multi-store” a selector in the main navigation will be available that will:
 - Clearly show which Product Store” is currently selected
 - Provide the ability to switch to another Product Store
- If there is only one store then this should NOT be displayed

8.2 Visual Guideline

- Simple illustration, styling may dictate an alternate UI:



8.3 Changing Stores

- The [change] function will display a list of available Product Stores (visuals tba)
- The Admin Module should use the WEBSITE database entity in order to understand where various non-database reside
- For example: the labels-and-captions file is located on the file system. An attribute in the WEBSITE table will define the structure so that the location can be derived for this Store
- When changing a Store, the Admin Module should redirect to the main DashBoard screen and refresh the page for this selected store

8.4 Processing Considerations

- The “Store” indicator will limit any selection criteria to that Store

- For business user “managing the site” functions Admin Module this is appropriate:
 - In other words, the following functions should be limited to the current Store, since the data associated to these functions, are Store specific, and the business user will have a specific Store in mind:
 - Catalog
 - Promotions
 - Reviews
 - Stores
 - Content
 - Shipping
 - Users
 - Admin
- For “customer centric” functions this may not be the case
 - Consider a CSR discussing an Order with a customer. In this case, the CSR may not be sure which Store the Customer is registered to or which Store the Order was placed
 - So, for the Customer and Order functions an option of “All Stores” will be offered as a search override
 - Additionally an indicator of which Store the Customer or Order belongs to will be required

8.5 “All Store” functionality

- For Customer and Order functions, a typical display within a Multi-Store implementation will be as follows:
- Search Screen

view customers

Enter Search Criteria	<input type="checkbox"/> All Stores
More Search Criteria	

- Detail Screen


customer detail (PARTY05)

Customer PARTY05 Information	Store: Fashion House
Details Shown Here	

- In a single Store implementation:
 - the “All Stores” selector will NOT be displayed
 - the “Store” indicator will NOT be displayed
- See specs “*BF Admin Module Customers.doc*” and “*BF Admin Module Orders.doc*” for additional details

9 Context

9.1 Overview

- The Context function is accessed by hovering on the  icon at any time
- A hover over action will display context as follows (in tooltip format):

Customer:	<u>100876</u>	John Smith
Order:	<u>WS11560</u>	8 Items for \$45.99
Product:	<u>100999 red</u>	Big Red Blouse
Store:	<u>789001</u>	Manhattan Head Office

- Where:

Customer	Identifier	Party ID
	Descriptor	First Name + Last Name
Order	Identifier	Order ID
	Descriptor	n Item(s) for [monetary-amount]. Standard display should indicate "1 item" or "n items".
Product	Identifier	Product ID
	Descriptor	Product Name
Store	Identifier	Store Code
	Descriptor	Store Name

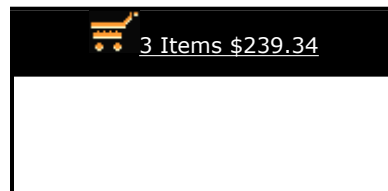
- If a particularly entity does NOT have any context then leave it blank. For example, Order information has no context:

Customer:	<u>100876</u>	John Smith
Order:		
Product:	<u>100999 red</u>	Big Red Blouse
Store:	<u>789001</u>	Manhattan Head Office

- The ID is linkable and will redirect control to the appropriate "Detail" page


10 Shopping Cart and Checkout

- Products are added to the Cart via the Product pages
 - See spec "*BF Admin Module Catalog.doc*" for details
- The "Shopping Cart", in the main header, is updated whenever items are added
- On hover the items and monetary value will become underlined and linkable
 - Link to the Cart and Check Out function
 - See spec "*BF Admin Module Cart and Checkout.doc*" for details
 - UI Guideline:



11 Help Function

11.1 Overview

- The Help function is accessed by clicking on the  icon at any time
- Help will be *page sensitive*.
 - Example: if a user is viewing Orders and clicks on the Help icon then the Orders help will be displayed
- Help will be displayed in a new tab
- The Help content will be maintained in a directory on the file system. Each help page, corresponding to a specific Admin Page, will have the same name as the Admin page with a "Help.htm" suffix.
- The controller mapping file will be used to map the page name to the Help file. For example:

```
<screen name="orderManagement">
  <section>
    <actions>
      <various tags>
      <set field="helperFileName" value="orderManagementHelp.htm"/>
```

```
<screen name="searchOrders">
  <section>
    <actions>
      <various tags>
      <set field="helperFileName" value="orderManagementHelp.htm"/>
```

- The URL location is defined by the system parameter ADM_HELP_URL
- Example:
 - If a user views the Request Catalog function the URL is:

bigfish.salmonllc.com/osafe-admin/control/custRequestCatalogList

- If the "Help" icon were clicked the system would look for HTML content:

ADM_HELP_URL/custRequestCatalogListHelp.htm

- In other words, the Help content is expected in a specific directory, with "Help.htm" appended to the current URL, as controlled in the controller mapping XML file

- If Help content is NOT found, then the following will be displayed:

ADM_HELP_URL/index.htm

12 Other Processing Considerations

12.1 H1 Tags

- <H1> tags should display appropriate information for each page displayed, as per specs
- Defaults should be represented with "proper case", first letter capitalized, subsequent letters lower-case
- <H1> tags can be styled via the CSS file, which may override the default "proper case"
- In some pages, a further indicator is displayed, such as Order Number or Customer Number:
 - When this occurs "case" styling from the CSS should NOT be applied since this indicator should reflect actual value from the database
- Examples:

Page	H1 Tag
Manage Prod	manage product list
Order Detail	Order Details (WS123)
Order Detail	order details (WS123)
Cust Detail	CUSTOMER DETAILS (PARTY1)

12.2 Page Title Tags

- Page <title> tags should reflect a useful indication of the page, and should be the same in content as each <H1> tag
- Defaults should be represented with "proper case", first letter capitalized, subsequent letters lower-case
- Styling should not be applied
- This will include the [Store-Name] + ": " + "BigFish Admin + ", " + page name
- NOTE: The main reason for this change is to make it easier when seeing previous links in the Browser "back" button.
- Examples:

Page	Title
Manage Prod	ABC: BigFish Admin, Manage Product List
Order Detail	ABC: BigFish Admin, Order Details (WS123)
Order Detail	ABC: BigFish Admin, Order Details (WS123)
Cust Detail	ABC: BigFish Admin, Customer Details (PARTY1)

13 Generic Audit Trail

TODO

- General

Generic log that will track various actions

Should include date/time/user and the change

Changes can be recorded in a "textual" format (for example, "Status changed from OPEN to NEW) – we can discuss

Changes should be displayed as an "Audit Trail" box within the appropriate "Detail" screen

- Orders

Status Changes

Download (Export) Actions

- Reviews

Approve / Deny changes

14 Access Rights / Security

- See spec "*BF-Admin-Module-Manage-Users*"

