



UFCW

Functional Requirements Document



OVERVIEW

Inside the FRD

Our Process

The Functional Requirements Document (FRD) is based on the 11 desktop pages completed in DRF. Additional pages in the site architecture can be created with the legos we've designed.

- 03. Developer Notes
- 04. Homepage
- 07. Office
- 09. Participants
- 11. About
- 13. Announcements
- 14. Announcements Detail
- 15. Form Directory
- 16. Careers
- 17. Contact
- 31. Approval to Move Forward



OVERVIEW

Developer Notes

For Three29 internal use only

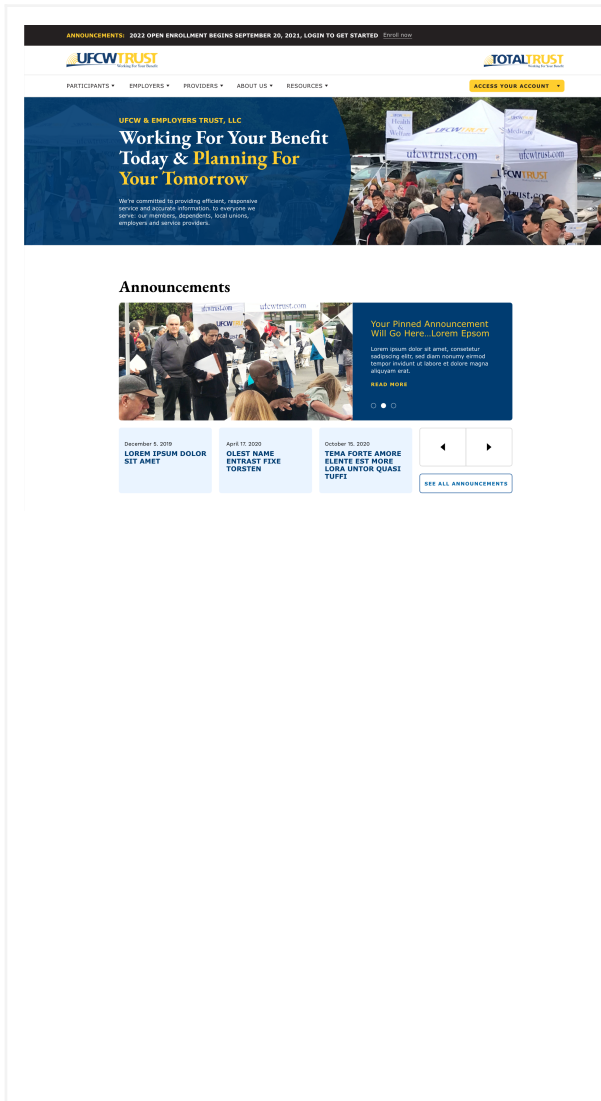
Assets

 [XD File Desktop & Mobile](#)

[Sitemap](#)

Notes

- Website and all legos will be fully responsive to adapt to any screen size.
- Unless otherwise noted, all functionality will leverage standard WordPress functionality.
- This website is built to run on the following web browsers: Google Chrome, Microsoft Edge, Mozilla Firefox, Apple Safari.
- Forms will be handled through the GravityForms plugin.
- Content in legos are specific to individual pages and will not be affected by other pages use of the lego



Homepage

1. Home Hero:

- a. The home hero will have a semi transparent overlay on half of the image in order to increase contrast against the background and increase legibility of the text on the page
- a. The following fields are editable:
 - i. Subheader text
 - ii. Header text
 - iii. Body text
 - iv. Image
- b. The home hero can be suppressed by the admin if they choose

2. Announcements Feed:

- a. The announcements feed will consist of featured announcements(top) and standard announcements(bottom).
- b. Featured announcements will be contained within a carousel and cycle every 5 seconds
- c. The admin can manually set featured announcements to populate in the featured carousel
- d. Standard announcements are populated based on the category selected for the section.
 - i. The admin can choose to set as many categories to populate the feed as they choose
 - ii. If no category is selected, the most recent announcements will populate the feed



- e. Admins have the ability to manually set start and end dates for announcements visibility on the site

3. Services Repeater

- a. This section will allow up to 3 columns to populate the space
- b. If less than 3 columns are used the columns will center
- c. There are a minimum of 2 columns allowed in the section
- d. The following fields are editable:
 - i. Image
 - ii. Link
 - iii. Text

4. 50/50

- a. The following fields are editable
 - i. Image
 - ii. Header text
 - iii. Subheader text
 - iv. Body text
 - v. CTA text
 - vi. Button link
- b. The image can be on the left or right side of the page
- c. The ripple graphic and background will be present on the text section
 - i. The admin can choose whatever theme color they'd like for the background color

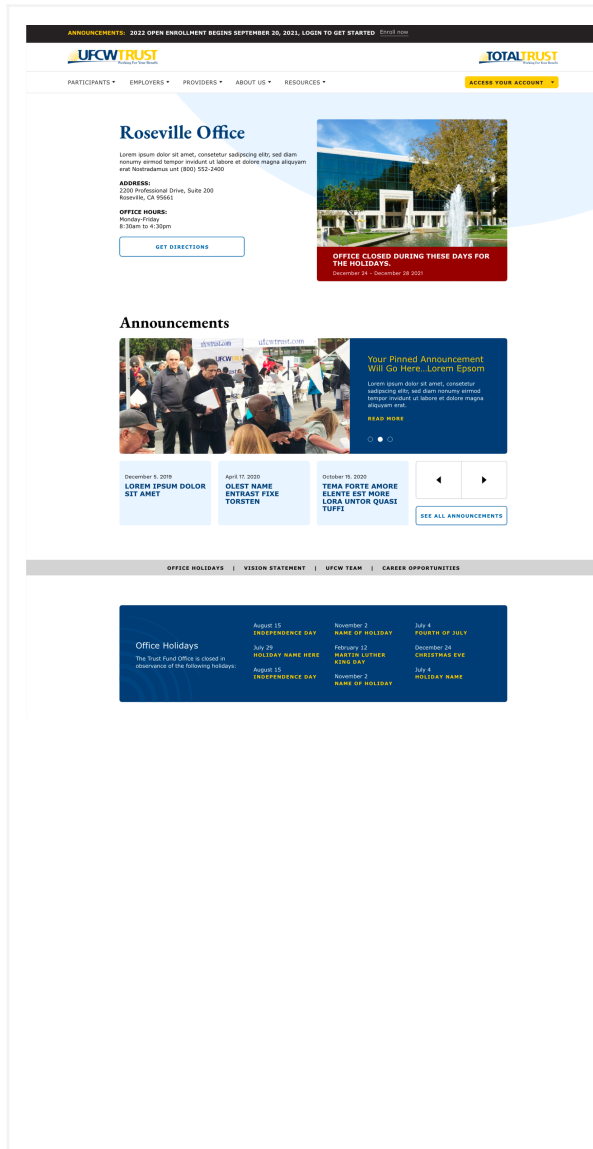


5. Centered 50/50

- a. The following fields are editable
 - i. Image
 - ii. Logo field
 - iii. Header text
 - iv. Body text
- b. The image can be on the left or right side of the page
- c. If the image is set to be oriented left, the text will be right and visa versa
- d. The ripple graphic and blue text background will be present on the text section

6. Stats Counter

- i. The stats counter will allow up to four numerical stats in a given module.
- ii. If there are less than four stats utilized, they should be centered on the page.
- iii. The numbers should start from zero between 1-500, start from 250 if it exceeds 500 and, start from 50,000 if it exceeds 100,000 500 if it exceeds 1000
- iv. The following fields should be editable:
 1. Number
 2. Name of stat



Office Page:

7. Location 50/50

- The following fields are editable
 - Image
 - Header text
 - Body text
 - The body text should be a WYSIWYG
 - CTA text
 - Button link

8. Announcements Feed:

- See Above

9. Anchors:

- Anchors can be set at any location on a page and anchor users down to specific content blocks
- This section will stick to the bottom of the navigation when it reaches the top of the page

10. Holidays CTA:

- The holiday CTA will act as a three column repeater with the following editable fields:
 - Header text (left)
 - Subheader text (left)
 - Holiday date
 - Holiday name



The screenshot displays the website's layout. At the top left is a circular image of a group of people. To its right is the header with the logo and tagline: "UFCW & Employers Trust Vision. Working For Your Benefit Today And Planning For Your Tomorrow." Below this is a large blue banner with the text "UFCW & Employers Trust Team" and a group photo of diverse employees. Underneath the photo is a dark blue box with the text: "Our purpose is to provide exceptional benefit services for those we serve." To the right of this banner is a circular image of an office scene. Below the office image is a section titled "This Will Be A Section Dedicated To Career Opportunities" with a "SEARCH JOB OPPORTUNITIES" button. At the bottom is a footer with navigation links for "UFCW TRUST" and "TOTAL TRUST", including links for Terms of Use, Privacy Policy, and various service categories like "EMPLOYER LOGIN" and "PROVIDER LOGIN".

- b. The user can choose to add the holiday event to their calendar by clicking the name of the holiday

11. Circle 50/50:

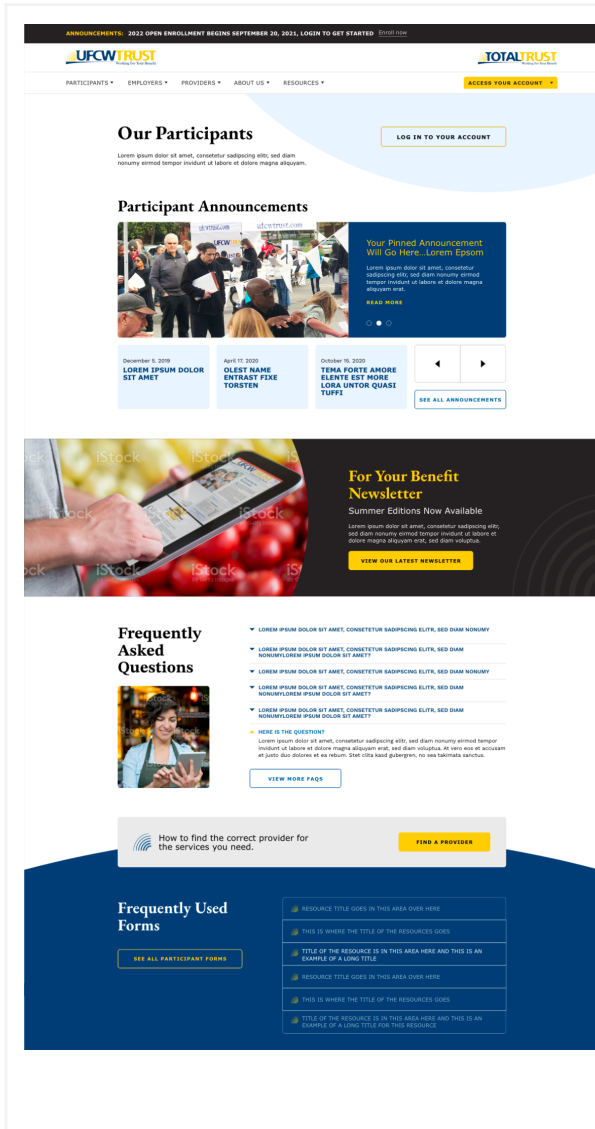
- a. The following fields are editable
 - i. Image
 - ii. Header text
 - iii. Body text
 - iv. CTA text
 - v. Button link
- b. The image can be on the left or right side of the page
- c. If the image is set to be oriented left, the text will be right and visa versa
- d. The ripple graphic above the header text will automatically generate
- e. The circle background graphic will automatically generate behind the image
 - i. The circle can be light or dark blue

12. Image Carousel:

- a. The images will cycle every 5 seconds to a new image
- b. The developer will determine the number of images allowed in the carousel in order to maintain the integrity of the design and practicality of the functionality
- c. The following fields will be editable:
 - i. Header Text
 - ii. Black Box text

13. Circle 50/50:

- a. See Above



Participants Page:

14. Page Hero:

- There will be no image present in this space
- The following fields are editable
 - Header text
 - Body text
 - CTA button text
 - CTA button link

15. Announcements Feed:

- See Above

16. 50/50:

- See Above

17. FAQ:

- The accordion can have multiple questions expanded at once
 - The user will need to collapse them in order to get them to close, they will not close on their own
- The following fields are editable:
 - Question
 - Answer body
- The admin can have up to 6 questions in a given section

18. Forms Feed:

- The this field will allow for as many form rows as the admin requires
- The admin will be able to select the forms from the media library



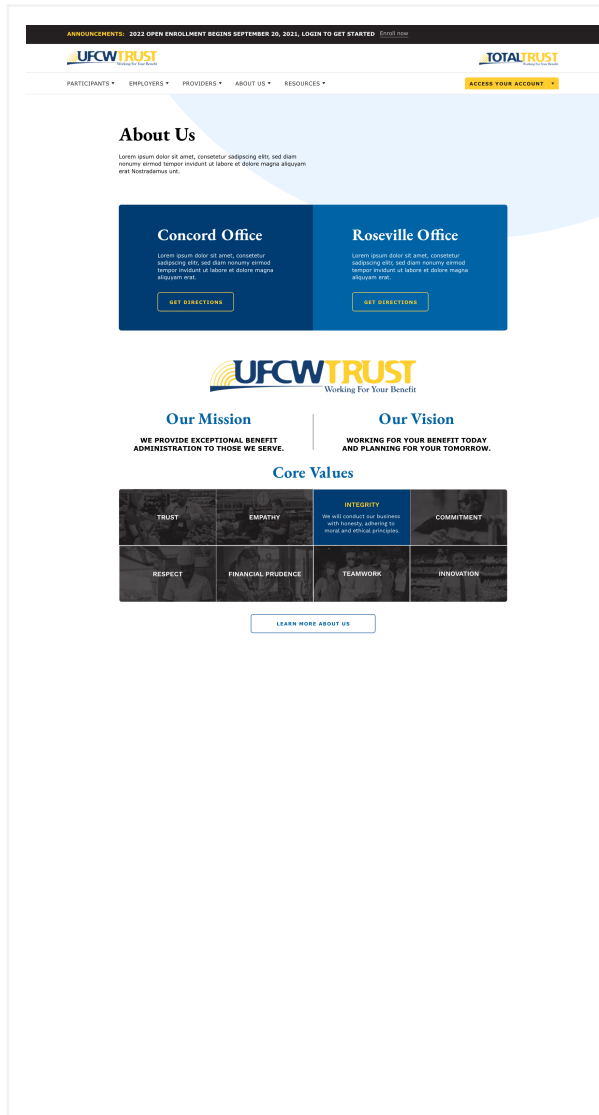
- c. The following form types are supported:
 - i. PDF
- d. The admin can choose to rename the form as it appears in the content block
- e. The following fields are editable:
 - i. Header text
 - ii. Button text
 - iii. Button link
 - iv. Form name

19. Circle 50/50:

- a. See Above

20. Quote 50/50:

- a. The following fields are editable
 - i. Image
 - ii. Header text
 - iii. Icon
 - iv. Body text
 - v. First name
 - vi. Company
- b. The image can be on the left or right side of the page
- c. The graphic will be present every time this lego is being used
 - i. The admin has the ability to swap out the icon



About Page:

21. Page Hero:

- a. There will be no image present in this space
- b. The following fields are editable
 - i. Header text
 - ii. Body text
 - iii. CTA button text
 - iv. CTA button link

22. 50/50 CTA:

- a. This content block will contain two CTA boxes
- b. The following fields are editable
 - i. Header text
 - ii. Body text
 - iii. Button text
 - iv. Button link
 - v. Background color
- c. The admin can choose from any of the theme colors as the background color

23. Values Repeater:

- a. The following fields are editable
 - i. Logo
 - ii. Header text - left
 - iii. Body text - left
 - iv. Header text - right



- v. Body text - right
- b. The tiles will act as a four column repeater
- c. The hover state will activate when a user is on the tile which will reveal the blurb assigned to the tile
- d. The following tile fields are editable:
 - i. Image
 - ii. Header text
 - 1. The header text will switch from white to yellow upon activation of the hover state
 - iii. Body text
 - iv. Button Text
 - v. Button Link

24. 50/50:

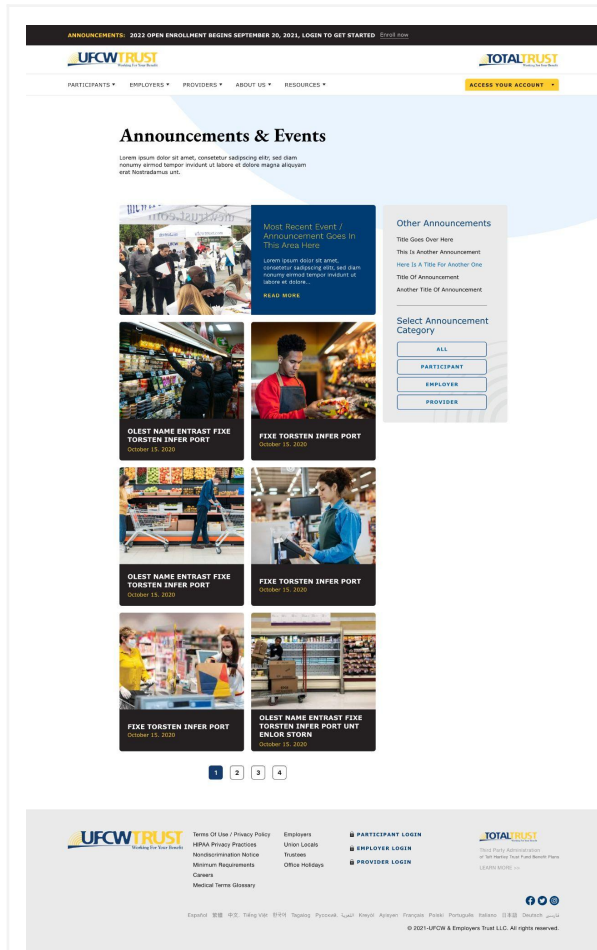
- a. See Above

25. Centered CTA:

- a. The following fields are editable:
 - i. Header text
 - ii. Body text
- b. The signature graphic can be uploaded in the admin
 - i. If the signature field is left blank it will not show up on the content block
- c. The ripple graphic and black text background will be present on the text section

26. CTA Bar

- a. The Following Fields are editable:
 - i. Header text



ii. CTA text

iii. CTA link

Announcements Page:

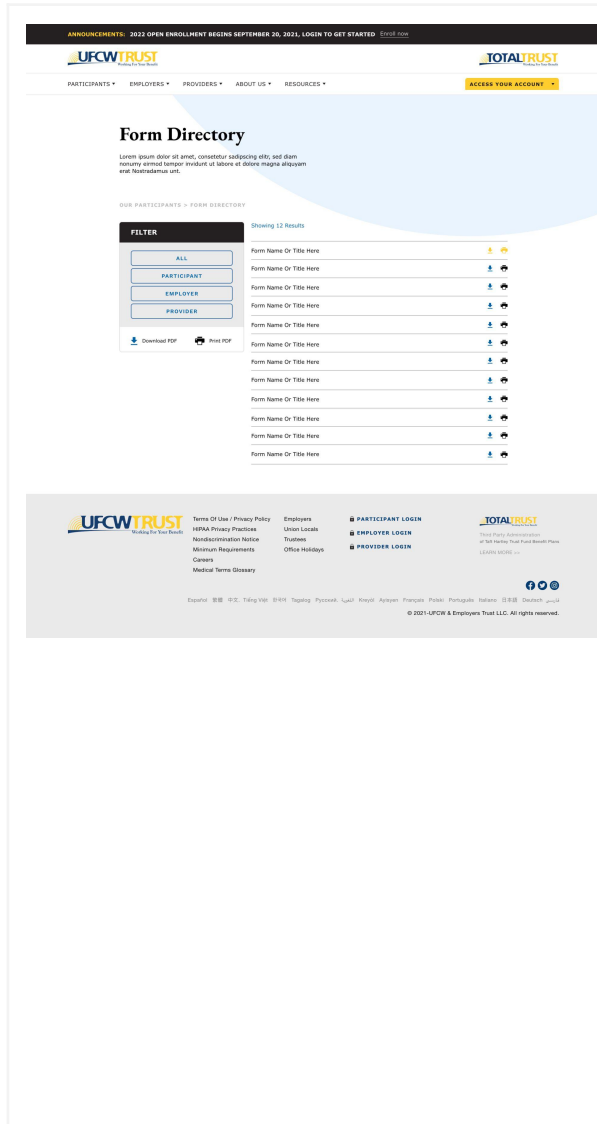
27. The announcements page will be set up as a page template to support the announcements post type
28. The page will paginate after 7 announcements populate the page
29. The right hand announcement filter will allow the user to filter by category as well as select from a list of “other” announcements which will be populated based on the total number of page views the announcement received
 - a. The most popular announcements from the last 12 months will be present here
 - b. The admin can choose to display or hide categories in the “select announcement category” list on this page
30. The announcement feed will display the most recent announcement first and the oldest announcement last
31. The following announcement details will be pulled from the announcement page(below):
 - a. Image
 - b. Title
 - c. Publish date



Announcements Detail Page:

32. This announcement post type will have the following editable fields:

- Header text
- Excerpt text
- Featured image
- Body content



Form Directory:

33. The this field will allow for as many form rows as the admin requires

- a. The admin will be able to select the forms from the media library
- b. The following form types are supported:
 - i. PDF
- c. The admin can choose to rename the form as it appears in the content block
- d. The following fields are editable:
 - i. Header text
 - ii. Button text
 - iii. Button link
 - iv. Form name
 - v. Category
- e. The filter will display all categories contained within the list of forms
 - i. Categories can be hidden from the category list by the admin
- f. The user has the option to either download the document or print it out
- g. After 12 forms the list will paginate and will continue to do so for ever subsequent 12 forms added to the section
- h. The forms will be listed in alphabetical order



Careers:

34. Page Hero:

- See Above

35. Stats Counter:

- See Above

36. Four Column Repeater:

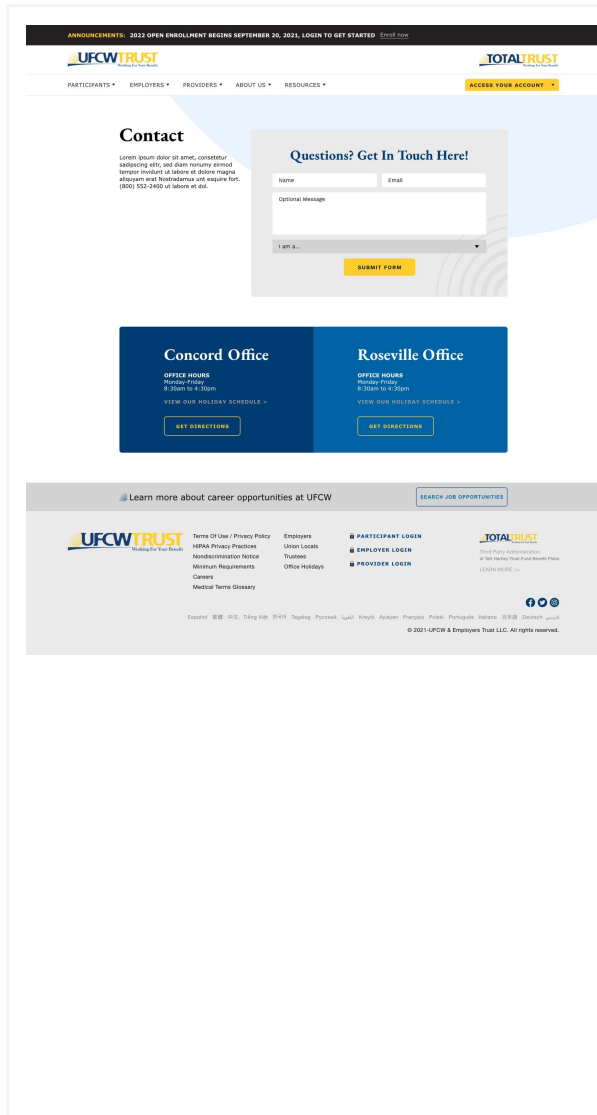
- This section will be a four column repeater that will allow as many rows as needed
- The following fields are editable:
 - Section header text
 - Icon
 - Tile text
 - The text will be capped at the discretion of the developer to maintain the integrity of the design
 - Tile link

37. Quote 50/50:

- See above

38. Values Repeater:

- See above



Contact Page:

39. This section will utilize a gravity form id to populate the form fields on the page

- a. The following additional fields are editable:
 - i. Header text(left)
 - ii. Body text(left)
 - iii. Form title(right)
 - iv. CTA button text

40. 50/50 CTA:

- a. See Above

41. CTA Bar

- a. See Above

Notes - Follow Up:

- Send a "find a provider" page comp - amy
- Swap out the download/print icon with a globe/chain link icon
 - Unless jess/amy finds something better
- Meeting recordings
- Add video capabilities to the 50/50 - youtube links
- Need a co-brand logo for mobile
- Final PDF for content



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DESIGN + FUNCTIONALITY

Approval to Move Forward

This document is presented to you for your review so you can approve the design and functionality of the project. Any design or functionality changes requested to this project may incur an added cost to be billed at your contracted hourly rate. An authorized signature below indicates the approval of this design, overarching functionality and the agreement of the terms and conditions outlined above.



By: _____ Date: _____

Name: _____ Title: _____