

Integrated ERP (I-ERP) Form Conventions and Code Standard

Purpose

The purpose of this document is to maintain name and development conventions for all I-ERP Application form and code standard.

Branding Standards

Currently the I-ERP forms should have any GBISS, Inc branding. Color standards are described in the next section.

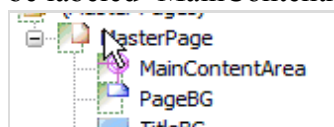
Page & Font Standards

The following fonts will be used for each section of the I-ERP Forms.

Field Type	Color	RGB	HEX	Font	Size	Bold	Underline
Page	White	R255, G255, B255	FFFFFF				
Page Sub Sections	Light Ivory	R248, G246, B234	F8F6EA				
Field Labels	Black	R0, G0, B0	000000	Arial	10		
Field Values	Black	R0, G0, B0	000000	Arial	10		
Buttons	Gray	R204, G204, B204	CCCCCC	Arial	10		
Button(s) Text	Dark Teal	R0, G120, B145	007891	Arial	10		
Form Main Header Text	Black	R0, G0, B0	000000	Arial	22	X	
Form Sub-headers Text	Black	R0, G0, B0	000000	Arial	18	X	X

i Object Naming Conventions

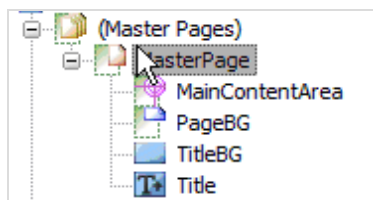
- Forms
 - Each form will have one (1) content area which will be labeled 'MainContentArea'



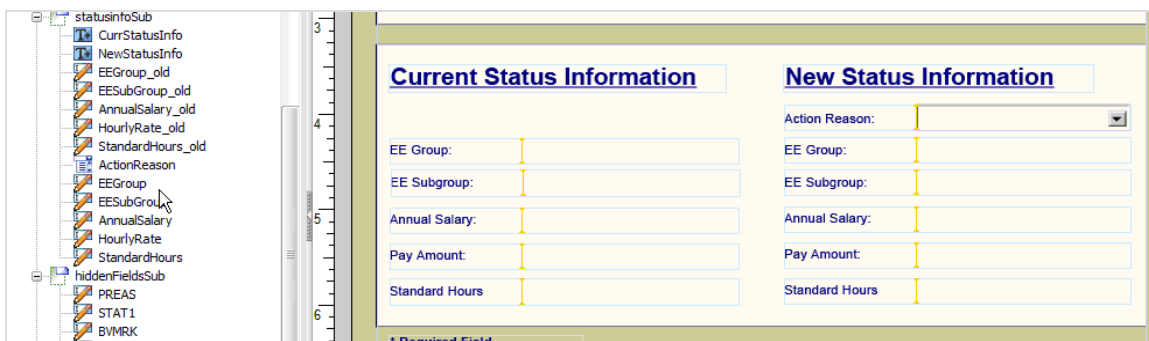
- Pages & Subforms
 - Camelback notation will be used when naming
 - Example: contentSub, employeeInformationSub
 - In Camelback notation all subsequent words contain capital letters
 - All subforms will be appended with the string `Sub'
 - All forms will consist of one page called `BodyPage'
- Page Objects (i.e. input fields, drop downs, text labels)
 - Will have each word in the name capitalized
 - Example: CurrentStatusInfo
 - Will not be appended with any field type determinant (such as pages/subforms)
 - If a form houses a new and old value (current vs. new) of a particular field then the new field will not have any text appended whereas the old will be appended with `_old'

Hierarchy Structure

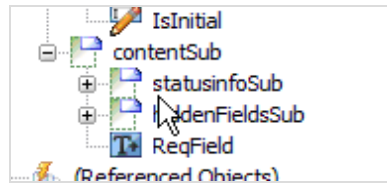
- Master Pages
 - Each form will have one master page with the following Hierarchy



- The Master Page is where you determine or resize the `Content Area', and outside of the `Content Area' is where the header of the page (i.e., title of the page and company logo) and footer is maintained and managed.
- Objects in the hierarchy will be listed in the order they are shown on the form.
 - Top down and from left to right
- Any object that resides within its own `module' will have a subform created for it, an example is seen below (`statusInfoSub' subform created for current/new status info fields)

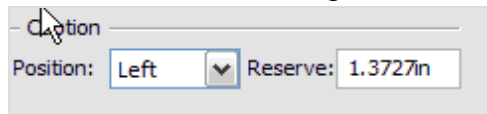


- Every form will have a contentSub subform that will wrap any subforms that are added the form excluding empInfoSub which is used to initialize the form. Below is a screenshot of what this hierarchy will look like.



Margins & Spacing

- The main page ('BodyPage') will have a total width of 8in and height of 9.625in. This is to be determined by the MainContentArea
- Every subform added to the page will use 100% width (8in)
- Each subform will be separated by proximally .3in by using the snap to grid functionality
- Field reserve will be set at 1.3727in globally unless this value needs to be modified to accommodate larger labels



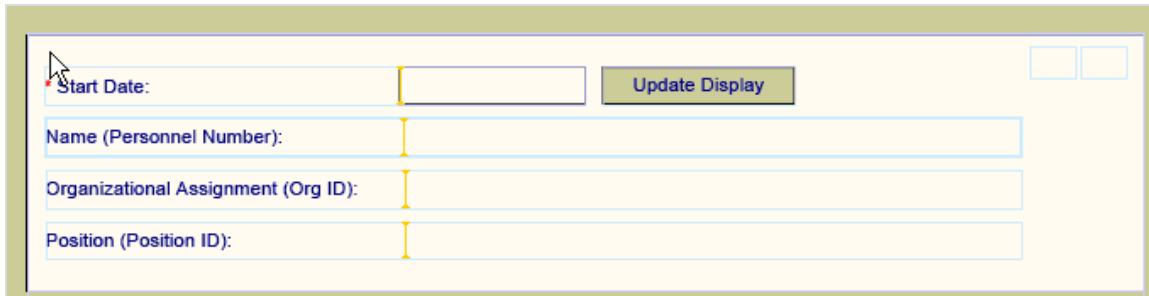
- *In the event that the reserve must change within a subform all fields in that subform will attempt to adopt the new reserve unless the different is so different that the practice does not make much sense.*
- Field width will be 2.2213in w/o labels
- Field width will be 3.6281in w/ labels
- Buttons will have left/right padding of 0.0693in

Miscellaneous Standards

- Field labels will be appended a semicolon
 - Example: 'First Name:'
- Required fields will have a red asterisk prepended to them `*`
- Employee Name will have bigger text than any other header fields (position, org)
- In the event that certain subforms are made 'hidden' all content underneath it shall collapse accordingly

Form Layout

All forms will have a text only title that will be centered on the header of the form. The font conventions for the header text are explained previously.



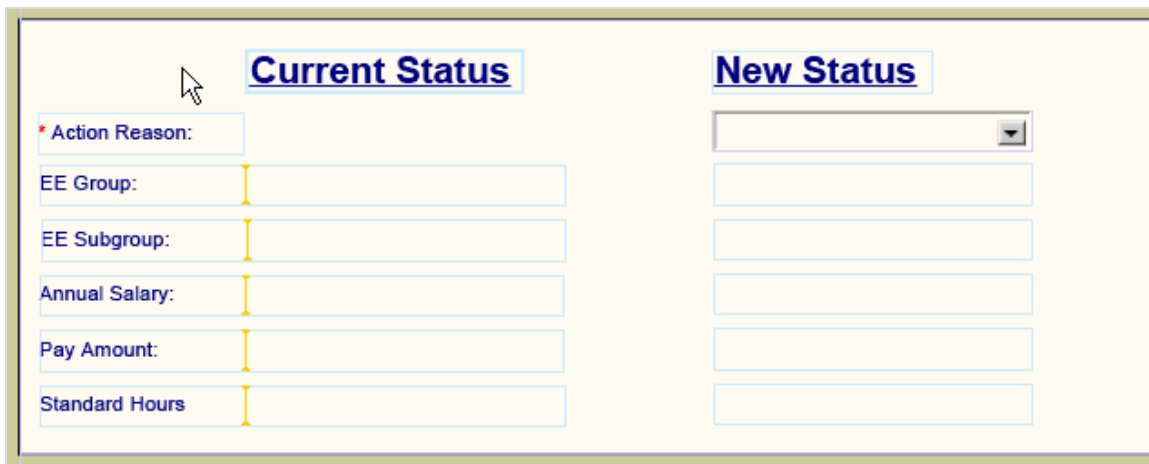
Start Date:

Name (Personnel Number):

Organizational Assignment (Org ID):

Position (Position ID):

There will also only be one label for both New & Current statuses



Current Status	New Status
* Action Reason: <input type="text"/>	<input type="text"/>
EE Group: <input type="text"/>	<input type="text"/>
EE Subgroup: <input type="text"/>	<input type="text"/>
Annual Salary: <input type="text"/>	<input type="text"/>
Pay Amount: <input type="text"/>	<input type="text"/>
Standard Hours <input type="text"/>	<input type="text"/>

All content will be initially hidden when the user first enters the form; once a date is selected and the 'Update Display' button is clicked, the appropriate content will be displayed.