

# ***INTERFACE SPECIFICATIONS***

**PROJECT:** Career Builder training Guide  
**CLIENT:** Robert Half International, Inc.  
**DATE:** January 12, 1996  
**VERSION:** 3.0

[Assumption: The user has selected the CD-ROM disc which corresponds to the division they wish to receive training for, they have loaded this disc into CD-ROM drive; selected the appropriate program group and have double clicked the corresponding icon to launch the program.]

## **Welcome Screen:** [A01]

**PURPOSE:** To welcome the User and provide feedback that the *program* is loading

**FUNCTIONALITY:** This screen will automatically be displayed during *program* start-up. Depending on which welcome option RHI chooses, the *program* will either automatically advance to the *User ID Selection* or first wait for the User to agree to licensing before advancing.

**VISUAL:** (1) Graphical image or simple animation presenting the *program* title and accountemps logo  
(2) Textured background (Bkgd)

**AUDIO:** (1) Soft background style musical bridge lasting approximately 3 to 5 seconds

**OPTIONS:** (1) Display of additional textual information regarding licensing and restrictions  
(2) A “Continue” and “Quit” choice to serve as an agreement of understanding and acceptance of such licensing and restrictions by the User before proceeding into the *program*

**LINKS:** [A02] [A07] [A08]

## **User ID Selection Screen:** [A02]

**PURPOSE:** Track User’s log-on activity.

**FUNCTIONALITY:** (1) The *program* will prompt the User to choose either “New” or “Registered User”  
(2) Channel User to one of two *User Input* screens  
(3) “Quit” & “Help” buttons

**VISUAL:** (1) Two choice buttons with textural instruction/prompt for User  
(2) Textured Bkgd

**AUDIO:** Instructional narration

**LINKS:** [A03] [A04] [A07] [A08]

## **New User ID Screen:** [A03]

**PURPOSE:** Prompt new User to input unique identification information

**FUNCTIONALITY:** (1) New Users will be prompted to enter their name and Social Security Number (SS#)  
(2) Input information will be recorded into *program's* database, which will reside on computer hard drive  
(3) "Quit" & "Help" buttons

**VISUAL:** (1) Input dialog box with separate line for User's first & last name and for SS#  
(2) Textured Bkgd

**AUDIO:** Instructional narration

**LINKS:** [A05] [A07] [A08]

## **Registered User ID Screen:** [A04]

**PURPOSE:** Prompt registered User to choose their name from a "pick list"

**FUNCTIONALITY:** (1) Registered Users will choose their name from a pull-down "pick list," alphabetized based on User last name.  
(2) After selecting their name, the User will be prompted to enter their SS#, which will be cross-referenced with the *program's* database to insure the User is correctly accessing the stored information regarding what topics they have completed in the *program*. This function will allow repeat Users to "pick-up" from where they left off in earlier sessions  
(3) "Quit" & "Help" buttons

**VISUAL:** (1) Textural list box displaying registered user names  
(2) Input Dialog box for User to enter SS#.  
(3) Textured Bkgd

**AUDIO:** Instructional narration

**LINKS:** [A06] [A07] [A08]

## **Overview Screen:** [A05]

**PURPOSE:** Provide New User with an overview of the *program's* training mission and a review of the navigational controls

**FUNCTIONALITY:** (a) "Forward" and "Back" buttons  
(b) "Quit" & "Help" buttons

**VISUAL:** Text describing program's purpose  
Visual map of *program's* layout and control buttons  
Textured Bkgd

**AUDIO:** Instructional narration

**LINKS:** [A06] [A07] [A08]

## **Main Menu Screen:** [A06]

**PURPOSE:** Provide User with access to program's content

**FUNCTIONALITY:** (1) Four Main Menu Choice Areas:

- (a) Market Position      (c) Placement & Customer Service
- (b) Recruiting            (d) Sales & Development

Each button will have "roll-over" capability, which when the User's pointer device moves over a Menu Choose Button will cause a drop-down menu to appear. This drop-down Menu will contain a list of chooses providing access to the specific areas - *Chapters* - of the training program.

(2) "Quit" & "Help" buttons

**VISUAL:** (1) Four Menu Choice Buttons

(2) "Quit" & "Help" buttons

(3) Textured Bkgd

**AUDIO:** Instructional narration

**LINKS:** [B01] [A07] [A08]

## **Help Screen:** [A07]

**PURPOSE:** Provide User with navigational assistance

**FUNCTIONALITY:** (a) Help will be accessible from any where in the *program*

(b) "Quit" & "Close Help" buttons

**VISUAL:** (1) Graphical display of *program's* buttons and *program* structure

(2) Textural assistance regarding navigation

(3) "Quit" & "Close Help" buttons

(4) Textured Bkgd

**AUDIO:** Instructional narration

**LINKS:** [A\*] [A08]

## **Exit Screen:** [A08]

**PURPOSE:** (1) Provide User with an exit from the program

(2) Automatically save references ("check marks") of where the User has been in the *program* for recall during future training sessions

**FUNCTIONALITY:** (1) Exit confirmation "Yes" & "No" buttons.

(2) Automatic saving of pathways that User has navigated

**VISUAL:** (1) Final textural statement from RHI

(2) Exit confirmation "Yes" & "No" choice buttons.

(3) Textured Bkgd

**AUDIO:** Instructional narration

**LINKS:** [A\*]

## Chapter Level Screen: [B01]

[This information will remain essentially the same for each of the program's 30 chapters.]

**PURPOSE:** Provide User with instructional information related to the topic they selected at Main Menu.

**FUNCTIONALITY:**

Controls: Text - "Next" and "Previous" arrow buttons

These buttons will serve to move the User between "Pages" of information. The content of a Page can include text, graphics, photographs, audio and video. These controls will also move the

Navigation Controls: "Quit" "Help" "Main Menu" buttons

**VISUAL:** Based on final approval by R. Half, the Topic level screen will include a textured Bkgd which also integrates an enhanced photograph, a media box to display text, imagery and video; a title header area and control buttons as mentioned above.

The same Bkgd textural will be utilized in all Topic sections of the *program*, with a different Hue/Color applied for each of the four sections

**AUDIO:** Voice narration and page turning sounds

## Naming Conventions

Sections = Refers to Main Menu choices (i.e. Market Position, Recruiting, etc.)  
Chapter = Refers to the Topic (i.e. Interviewing, Client Visit, etc.)  
Page = Refers to one screen within a Chapter (i.e. Page 1 of 9)

[A01] = Welcome Screen  
[A02] = User ID Selection Screen  
[A03] = New User ID Screen  
[A04] = Registered User ID Screen  
[A05] = Overview Screen  
[A06] = Main Menu Screen  
[A07] = Help Screen  
[A08] = Exit Screen