

# **RIPPLE institute inc. Functional Requirements**

Version 1.0

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# Requirements Organized by Page

## Home Page

- 0.0.0 Home Page:** The site will have a static home page with global navigation, utility navigation and brand identity.
  - 0.1. Global Navigation:** The global navigation will appear horizontally and consistently on all pages and includes the following verbiage: Home, About Us, Programs, News & Events, Contribute, Contact Us
  - 0.2. Utility Navigation:** Utility navigation will appear in the upper right corner of every page and will consist of the following verbiage: Contact, Donate, Newsletter Request.
  - 0.3. Brand Identity:** Brand identity consists of an approved landmark design and will appear on the upper left corner of every page in the site. The landmark will also act as a link back to the home page.

## About Us

- 1.0. About Us:** This area will provide a brief explanation of the organization; how/when it was founded and the organization's philosophy. The page will also have a secondary navigation and will include a link label – Our Approach. The page will also contain relevant photography and a list of key officers within the organization
  - 1.1. Our Approach:** Users will be able to drill down to this level to locate the organization's methodology, learn how the organization is unique and discover a link to a recent success story.

## Programs

- 2.0. Programs:** Clicking on this link presents the user with a brief introduction of the programs and provides separate links within a secondary navigation containing the following verbiage: Journey, CEEP, SEED, RIPPLE Experience. A callout to the Contribute page will also be required
  - 2.1 Journey:** This page will explain the program in slightly greater detail, provide users with relevant imagery and photography, as well as provide a designated area to display landmarks of any sponsors, donors or volunteers to the program. A printable version of the page shall be included, as well as a link to download or view an application. An "email this to a friend" link. Callouts will be included if there are upcoming Journey programs. Callout shall include a link to the calendar within the News & Events page, as well as a link to the Contact Us page, where users may request an application.
  - 2.2 CEEP:** This page will explain the program in slightly greater detail, provide users with relevant imagery and photography, as well as provide a designated area to display landmarks of any sponsors, donors or volunteers to the program. A printable version of the page shall be included, as well as a link to download or view an application. An "email this to a friend" link. . Callouts will be included if there are upcoming CEEP programs. Callout shall include a link to the calendar within the News & Events page, as well as a link to the Contact Us page, where users may request an application.
  - 2.3 SEED:** This page will explain the program in slightly greater detail, provide users with relevant imagery and photography, as well as provide a designated area to display landmarks of any sponsors, donors or volunteers to the program. A printable version of the page shall be included, as well as a link to download or view an application. An "email this to a friend" link. . Callouts will be included if there are upcoming SEED programs. Callout shall include a link to the calendar within the News & Events page, as well as a link to the Contact Us page, where users may request an application.
  - 2.4 RIPPLE Experience:** This page will explain the program in slightly greater detail, provide users with relevant imagery and photography, as well as provide a designated area to display landmarks of any sponsors, donors or volunteers to the program. A printable version of the page shall be included, as well as a link to download or view an application. An "email this to a friend" link. . Callouts will be included if there are upcoming RIPPLE Experience programs.

Callout shall include a link to the calendar within the News & Events page, as well as a link to the Contact Us page, where users may request an application.

## News & Events

- 3.0. News & Events:** This page shall contain consistently up-to-date information on upcoming programs, special events, and important news about the organization. A calendar of the current month will be added and will be dynamic. Users should be able to hover over scheduled dates to learn more information about the event, as well as click on a link to request an application. The page will also display a secondary navigation with a link to Success Stories.
- 3.1. Calendar:** The calendar will be dynamic and will include a method for facilitating ease of use as well as an implementation technique which will allow the calendar to be easily updated by the website's maintenance owner.
- 3.2. Success Stories:** The information displayed to the user will include relevant and exciting news about the child and why their experience is considered exemplary. This is also an opportunity to introduce any landmarks relating to sponsors, donors, or volunteers, as well as feature photography.

## Contribute

- 4.0. Contribute:** This page will provide a brief explanation about why contributions are necessary, who has or is regularly contributing (either through donations or by volunteering time) and what the current contribution needs are. The page will also contain a secondary navigation including the verbiage: Donate , Volunteer.
- 4.1. Donate:** Designated area to present landmarks of featured donors, as well as explain the levels of donation, what the donations will provide the contributor, how it will benefit the child and/or organization, and an off-site link to Paypal. Optionally, if users would like to mail a donation, a link to the contact page should be provided.
- 4.1.1. PayPal:** Designated link to follow through with secured donation submission. An alert or brief explanation will be required and will inform users that clicking on the link will take them outside the RIPPLE site, and into the PayPal site.
- 4.2. Volunteer:** Users of the website will be able to read about relevant volunteer information. When volunteers are needed, current volunteer needs, how it their time will benefit a child or the organization. What benefits the volunteer will receive and a link to the Contact us page to sign up as a volunteer for an upcoming event. Featured photography will also be required.

## Contact Us

- 5.0. Contact Us:** This page will provide one to two primary contact names, email addresses, phone numbers, fax numbers and the individuals' title/role within the organization. The page will also provide a contact form. The form elements are outlined below.

**5.1. Form Elements:** Designated

Form Element	Field Type	Required	Notes
Title	Textbox	Yes	
First Name	Textbox	Yes	
Last name	Textbox	Yes	
Reason for contact	Dropdown	Yes	Display predefined list of reasons for contact
Phone Number	Textbox	No	
Email Address	Textbox	Yes	
How did you hear about us?	Dropdown	Yes	Displays predefined list of ways in which user discovered the organization