



# Financial Partners Detailed Design Document

## FSA Financial Partners Portal - Release 2

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Version: 1.0



Change Record

Date	Author	Version	Change Reference
12/10/2002 12:21:36 PM	Chris Lawson	1.0	Begin document.

## 1. Introduction

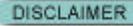
The items below describe the modifications that are being made to the existing pages on the Financial Partners portal. This document only describes items such as (a) the additions of links, (b) the removal of pages and content (c) and other functional or aesthetic changes

For a complete reference to what was built for Release I, please see the detailed design document produced for the first release. For clarity and readability it has been decided to only focus on changes to the existing release.

## 2. Disclaimer Icon and External Links

All external links, ones that leave the department, will supply a disclaimer icon . Also the privacy statement will be augmented to that similar to ED, which states:

### Links to Other Sites

*Our policy discloses the privacy practices for the ED web site. But ED provides links to other web sites. When you leave the ED Web site (www.ed.gov), you will be going to sites that are beyond our control. We try to ensure that links that leave our site are clearly labeled, usually with a  icon. These other sites may send their own cookies to users, collect data, or solicit personal information. The privacy policies and procedures described here for ED do not apply to any external links. We encourage you to read the privacy policies of any site you link to from ours, especially if you share any personal information. Be informed. You are the person best qualified to protect your own privacy.*

## 3. Document Posting/Modification Information

Documents posted on the site will contain both a stamp of the document type (e.g. .doc) and the date modified.

## 4. THOMAS Link

The publications page will include a link to THOMAS (<http://thomas.loc.gov/>).

## 5. Contact Resources Page

The contact resources page will provide a legend for the map describing the colors of the regions. For each regional page more data will be entered that will include the following:

**Taken from the detailed requirements** – “The name of the Regional Director, the RD’s email and phone number, the mailing address for that region, and the state contacts. The state contacts will be listed alphabetically (by state) and will include the contact’s name,



email, and phone number. Also, the RD’s description at the bottom of the page will be removed.”

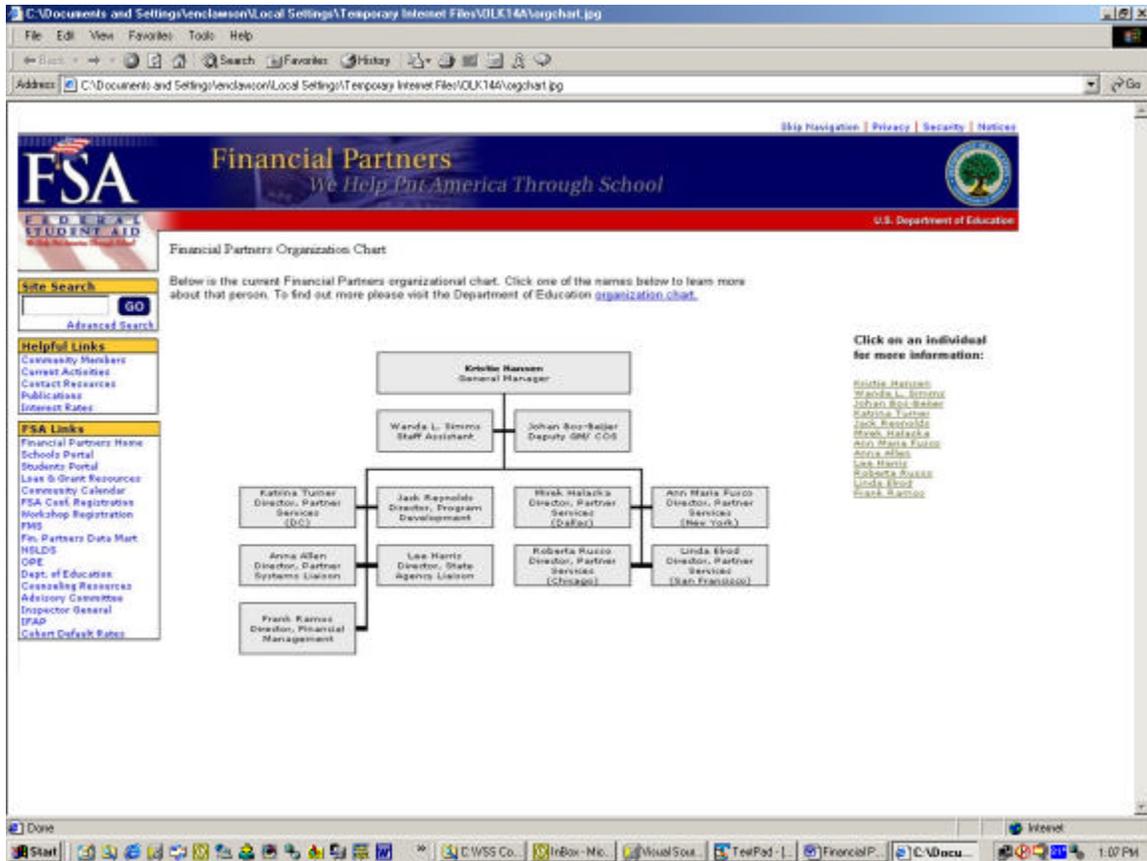
## 6. Community Member Data

The database for community member data will consist of data specified in the detailed requirements. The data will be initially loaded into the FP\_COMMUNITY table and manually updated until a later release. The table structure is as follows:

FP_COMMUNITY	
PK	ID
	GAL_ID
	SERVICER_ID
	OPEID
	NAME
	ADDRESS_LINE1
	ADDRESS_LINE2
	CITY
	STATE
	REGION
	ZIP_CODE
	ACRONYM
	URL
	CONTACT_PHONE
	CONTACT_EMAIL
	CATEGORY

## 7. Organization Charts

The organization charts for Financial Partners will be made into an image and the names (or boxes) will not be hyperlinks. However, the names of all of the individuals will be listed on the page and their name will be hyperlinked to a popup window. The popup windows for individuals will have a “mailto” link for their e-mail address. See the example below:



The Students, CFO, CIO, and Schools org charts will be copied as they are now from the intranet and put onto the portal. These individuals' names will not link to a popup box.

## 8. Students Portal Link

There will be a link at the bottom and top of the Loan and Grant Resources Page that reads "If you are a student looking for counseling resources or loan/grant information, please see our Students Portal at [www.studentaid.ed.gov](http://www.studentaid.ed.gov) (hyperlink)"

## 9. Feedback Link

There will be a 'Feedback' link at the bottom of the Loan and Grant Resources page in case the community notices any critical resources that are not listed. The link will go to the following address: [fpportal@ed.gov](mailto:fpportal@ed.gov).

## 10. Reorganization of Publications Page

The publications listed on the Publications page need to be organized more logically. For example, all of the handbooks, the user guides, the Acronym List, the NSLDS Status Codes, and the Lender Audit Guide should be in a general "Reference Material" (Documentation)



section within the Publications page. Also, the regulatory and legal information such as New Federal Registers, Dear Partner/Colleague Letters, and Electronic Announcements should be grouped within a “Regulatory and Legal Information” section on the Publications page. There should also be a “Statistics and Trends” section that contains Top 100 Originating Lenders list and the Default Rate Materials information.

## **11. Email Link to on Calendar**

There will be an email link to [fpportal@ed.gov](mailto:fpportal@ed.gov) at the bottom of the Community Calendar page so community members can inform the team of new entries.

## **12. Counseling Resources**

This page will be deleted from the portal.

## **13. Remove VFA Initiative**

The VFA Initiative needs to be removed from the Publications page. Any information that is not already in the VFA Initiative section of the Current Activities page should be moved from the Publications page to the Current Activities page of the portal.

## **14. Department of Education Link**

There will be a link to the Department of Education at the bottom of every Search/Advanced results page. There will also be text explaining to the user ‘If you have not found what you are looking for, you can also try searching the Department of Education’s website at [www.ed.gov](http://www.ed.gov)’

## **15. What’s New Page**

There will be a new page created on the portal called the ‘What’s New’ page. This page will contain only recent news and/or postings (i.e. new forms, meeting minutes, presentations, announcements.) This page will be as dynamic as often as the page is updated.