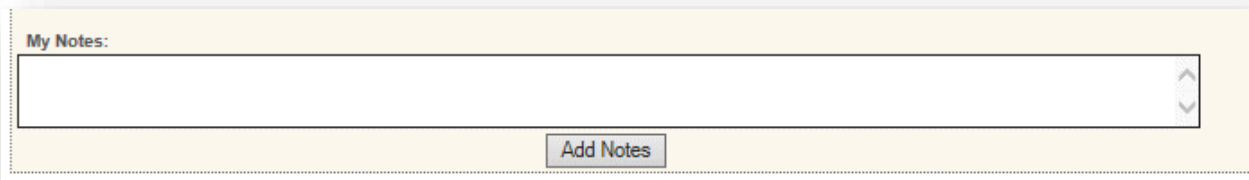


**Requirement Name:** Adding a Notes text box to the Assessment question screens

**Requirement Description:** Part A. Please add a free text “Notes” box to each page of the Assessment questions (all questions). A note can be entered by either or both the user and their manager. Each entry should be user, date stamped. The stamping should appear before the note entered by either the user or manager once the notes have been added and the “Add Notes” button has been selected. The notes should appear in chronological order, newest appearing on top. The name of the person who wrote the note and the date should appeared in bold text with a colon separating the stamp and the note.

In spirit of being consistent let’s keep the look-and-feel the same as the My Notes box on the Development Plan including keeping the “Add Notes” button. However, let’s increase the depth (the vertical) of the box so more than 1 note can appear on the screen without a ton of scrolling.

Screenshot of the “My Notes” free text box on the Development Plan:

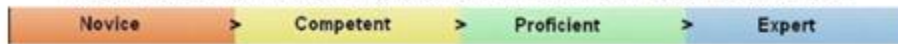
A screenshot of a web interface element titled "My Notes:". It features a large, empty text area with a vertical scrollbar on the right side. Below the text area is a button labeled "Add Notes". The entire component is enclosed in a light yellow border.

Novice	Competent	Proficient	Expert
<b>Learning the foundational skills that will enable the achievement of the desired behaviors</b> <ul style="list-style-type: none"> <li>• Aware of organizational technologies and how they're applied</li> <li>• Stays informed of advances in technology</li> <li>• Sees technology as a tool to solve a problem</li> <li>• Is able to translate technology into business language</li> </ul>	<b>Possesses working knowledge of the foundational skills and begins to use them to achieve the desired behaviors</b> <ul style="list-style-type: none"> <li>• Technically competent in a specific discipline, but collaborates with other technical areas</li> <li>• Understands the steps that constitute the work, the flow of the work between groups (across functional boundaries) and the related outcome</li> <li>• Uses data modeling to understand business situations/processes</li> </ul>	<b>Is experienced in using the foundational skills consistently to achieve desired behaviors</b> <ul style="list-style-type: none"> <li>• Acts as a source of high-level technical information</li> <li>• Aware of emerging technologies</li> <li>• Exhibits a broad range of high-level technical knowledge</li> <li>• Applies technical knowledge and skills to achieve desired strategic results</li> <li>• Understands solution impacts across the organization</li> <li>• Maintains an inventory of staff technical competencies and weaknesses</li> </ul>	<b>Employs and refines the skills at a strategic level to consistently achieve and exhibit the desired behaviors</b> <ul style="list-style-type: none"> <li>• Keeps up on new technology and employs it when appropriate</li> <li>• Plans technology resources to meet future client need and determines the best mix of resources (internal and external)</li> <li>• Cultivates understanding and support of technology with key leaders of the organization</li> <li>• Establishes strategic technology direction to advance business goals</li> </ul>
<p><a href="#">Click to hide</a></p> <p><b>My Notes:</b></p> <div> Amy Tessier, 07/28/15: My notes go here....and here and here and here... </div> <p><a href="#">Add Notes</a></p>			

Part B. When the Gap reports appears the notes should be viewable on a per competency level. Within the table, each Self Score and Manager Target should have a hyperlink appear under the rating with a hover, similar to below showing the notes. Each user has the ability to then click on an “Expand All Notes” feature which will display a compilation of all notes from both the user and manager. These notes will appear in order of the default Assessment questions (shown below) with the notes appearing in chronological order, user and time stamped.

## Self/Target Results for: Terry Manager Demo2 Assessment

Using the development path below you can gauge your scores compared to your targeted developmental goals.



Your Level: Manager

[Print Report](#)

Your Selected Level: Manager ([change level](#))

Competencies	Self Score	Manager Target	Gap	Build your Plan
Client Orientation	<a href="#">Expert</a>	Proficient	Excel	<a href="#">Resource Guide</a>
Influencing Others	Proficient	Proficient		
Leading Change	<a href="#">Proficient</a>	Competent		
Leadership	Proficient	Proficient	Proficient	<a href="#">Resource Guide</a>
Strategic Focus	Proficient	Proficient	Proficient	<a href="#">Resource Guide</a>
Communication Skills	<a href="#">Expert</a>	Expert	Proficient	<a href="#">Resource Guide</a>

**Expand All Notes**  
 Amy Tessier, 07/28/2015: View my notes  
[Expand](#)

Part C. **Expand All Notes** should displays a screen and printable report that shows all of the notes again listed in the order of the Assessment questions and the notes appearing chronologically. The header changes slightly to say "Notes".

**Client Orientation**

Amy Tessier, 07/28,2015: Notes Onesjflkasjdklfjaskl jfklsdjaklfjasdklfjkljsdklfjkljdjsklafjklldsajfpoiijwjflaskdjf

Susie Manager, 07/28/2015: Notes Two askfjd;laskjfdkljaskljfdklasjdfkljdsakjf;klasdjf a;lskjfkldjas;klfj as;lkjfs

**Influencing Others**

Amy Tessier, 07/28,2015: Notes One ajdkl aljda;lk da;lkjadkl a;lkjdkla fas;lkjdf ;kla slkfj;lka f;adlks

Susie Manager, 07/28/2015: Notes Two

**Leading Change**

Amy Tessier, 07/28,2015: Notes One

Susie Manager, 07/28/2015: Notes Two