	United States Department of Agriculture Office of the Chief Financial Officer National Finance Center Government Employees Services Division
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Functional Requirements Document (FRD)		
Project# 1049737	Project Title: EmpowHR MSS/MPR Component Modification	Date Prepared: 7/22/2015

Scope:	To modify the Manager Self Service, Manager PAR Request component of EmpowHR by altering the visibility of the "View Attachment" button until an attachment has been added to the submitted record.
Assumptions:	N/A

Functional Requirements	
<input type="checkbox"/> Payroll Applications Systems Branch (PASB) Requirements	"Not Applicable"
<input type="checkbox"/> Personnel Applications Systems Branch (PESB) Requirements	"Not Applicable"
<input type="checkbox"/> Administrative Applications Systems Branch (AASB) Requirements	"Not Applicable"
<input type="checkbox"/> Payroll Web Systems Branch (PWSB) Requirements	"Not Applicable"
<input type="checkbox"/> Administrative Web Systems Branch (AWSB) Requirements	

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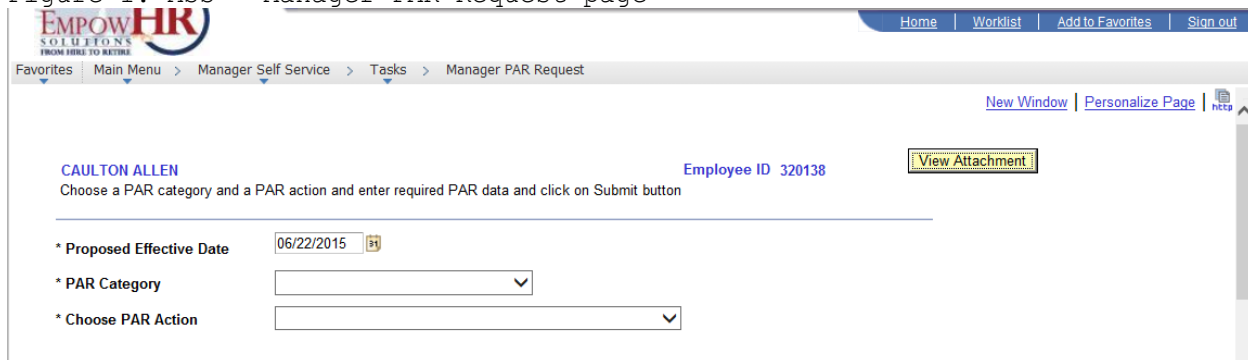
"Not Applicable"

☒ Human Resources Applications Branch (HRAB) Requirements

The capability to upload a document and attach it to a PAR request in Manager Self Service (MSS) only becomes available after the record has been submitted to the Manager PAR Request workflow. Therefore, the display and/or use of the "View Attachment" button (Refer to Figure 1) should not be available or visible until after the record has been submitted and once an actual file has been uploaded and is attached to the record.

Modify programming to remove the display/use of the "View Attachment" button on the Manager PAR Request page. The display/use of the View Attachment button will only become available when an actual file has been uploaded and is attached to the record submitted to the workflow.

Figure 1: MSS - Manager PAR Request page



☐ External Vendor Requirements

"Not Applicable"

Signature of Systems Requirements Branch Chief:

Date:

Signature of Web Requirements Branch Chief:
/s/ Alisa Wells

Date: 7/23/15