



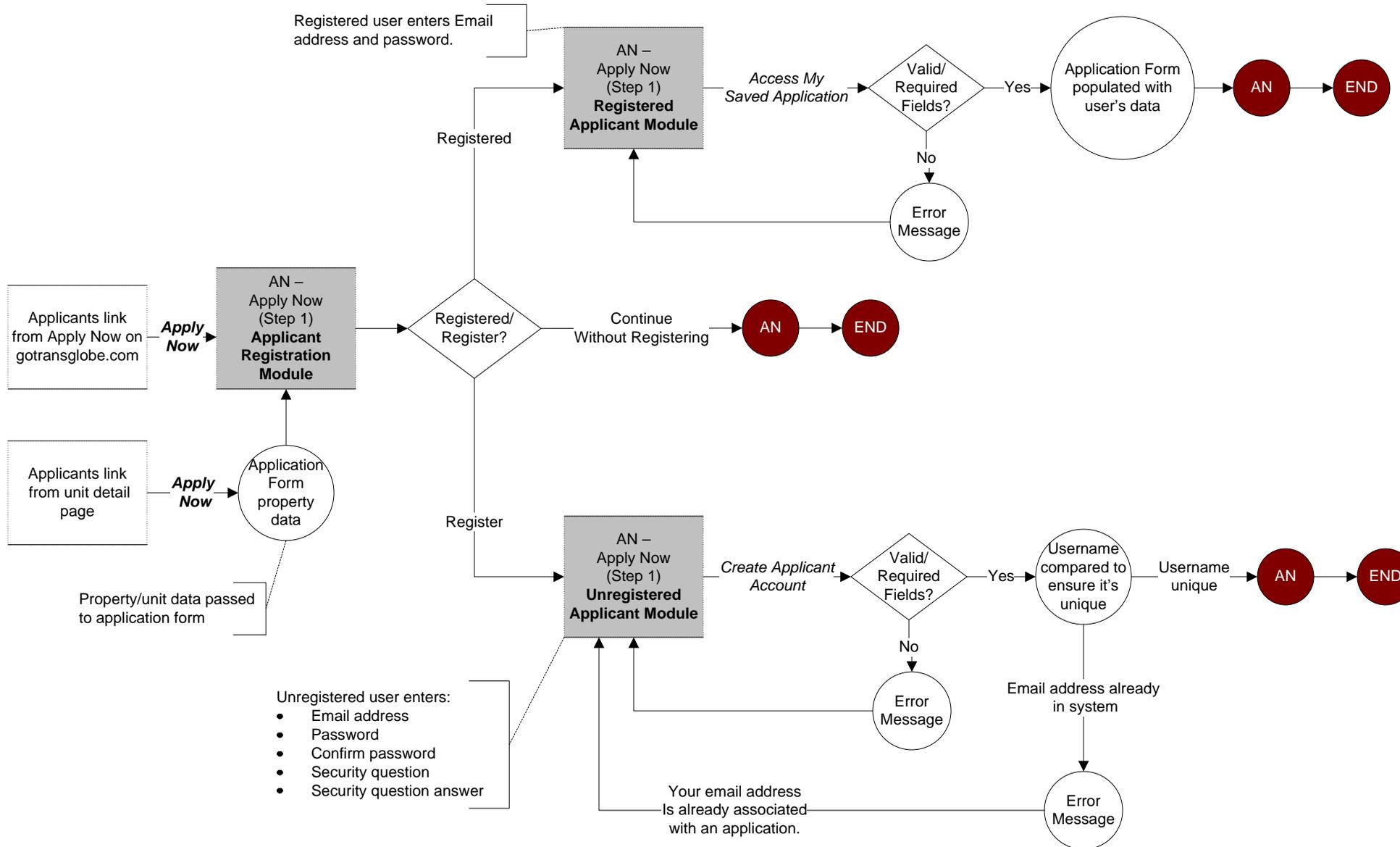
Workflows

Client: TransGlobe

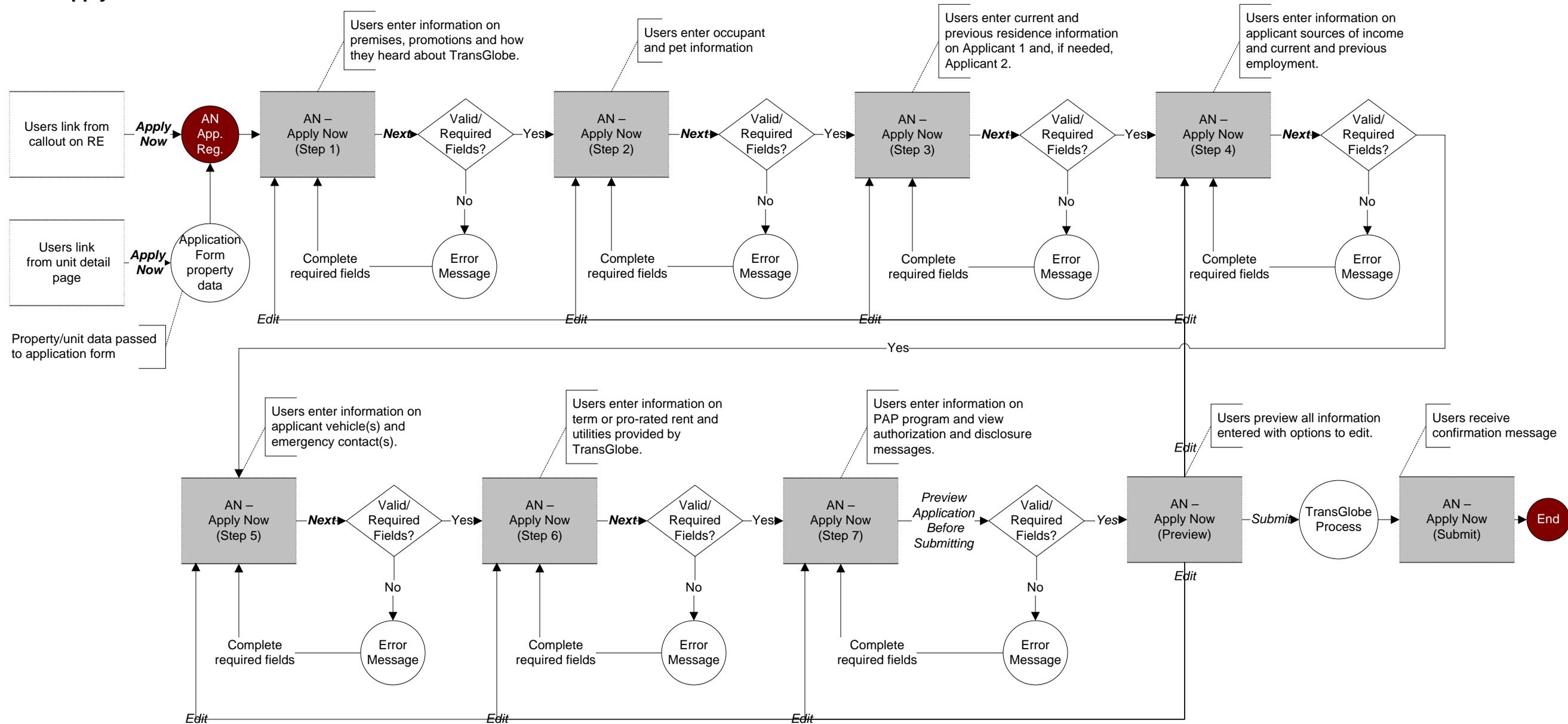
Project: Web Site Redesign

Version: 1.3

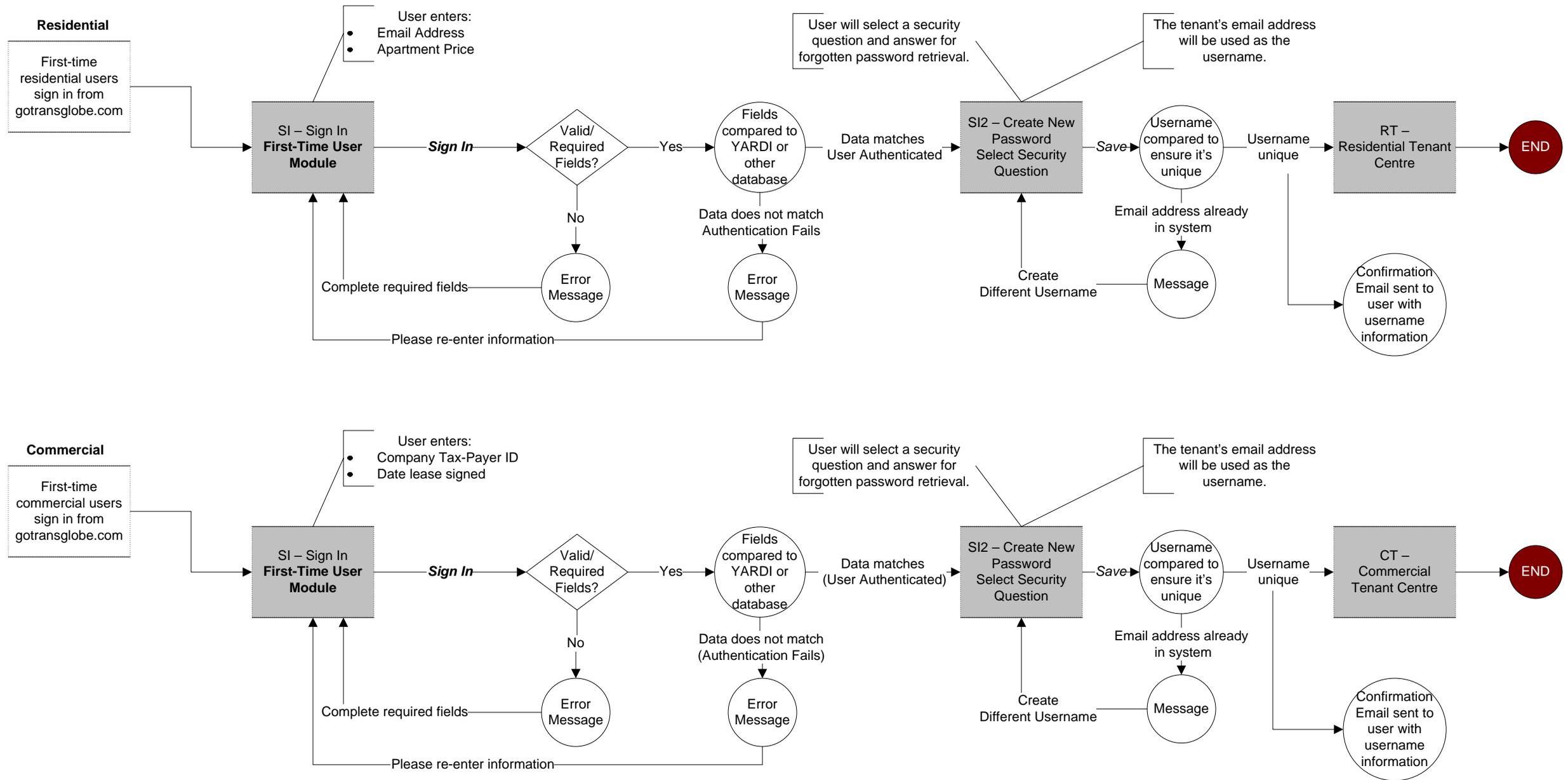
AN - Applicant Registration



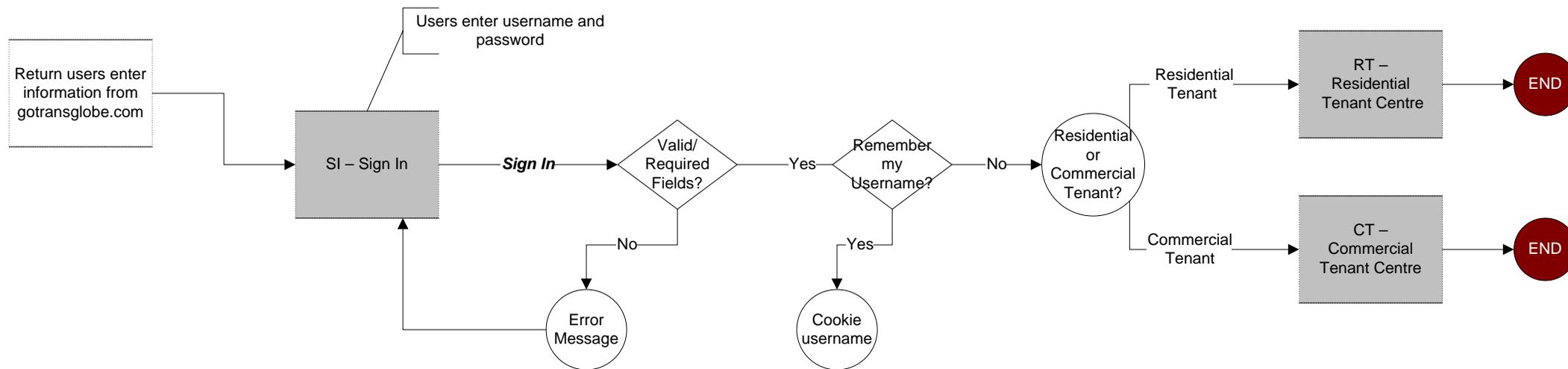
AN - Apply Now

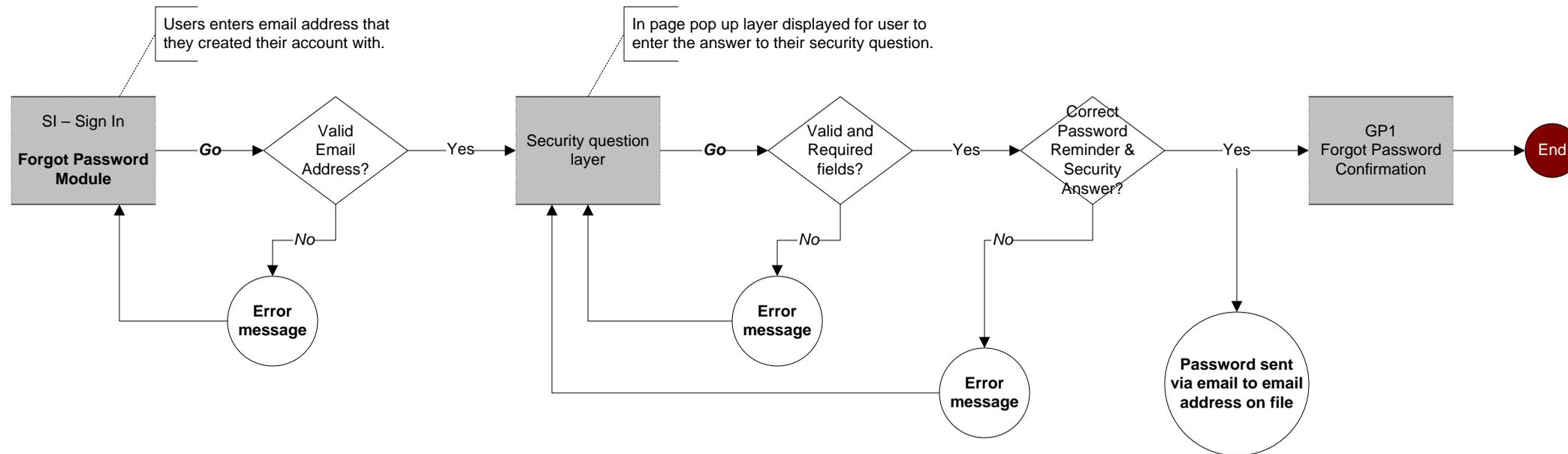


SI - Tenant Centre Sign In (First-Time Users)

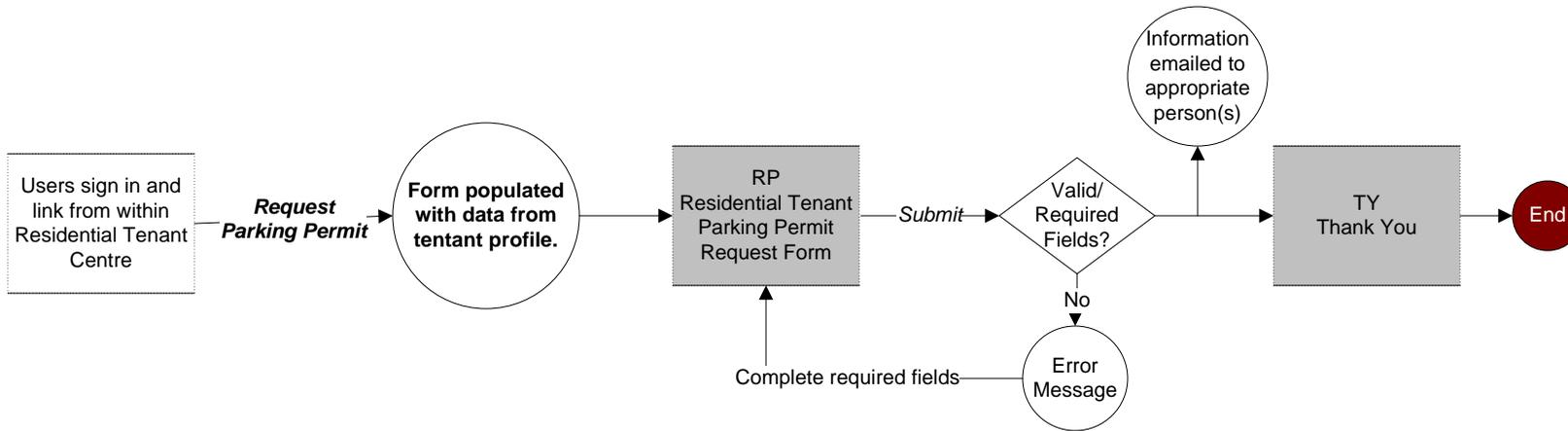


SI - Tenant Centre Sign In (Return Users)



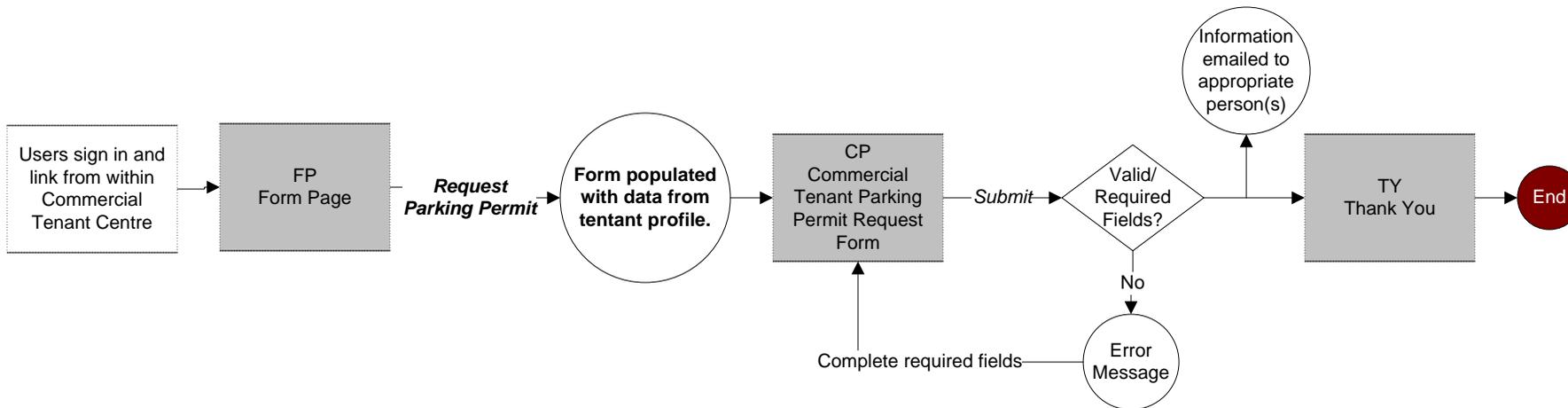
GP - Forgot Password

RP/CP - Parking Permit Request Form



Residential Tenant Parking Permit Request Form Fields:

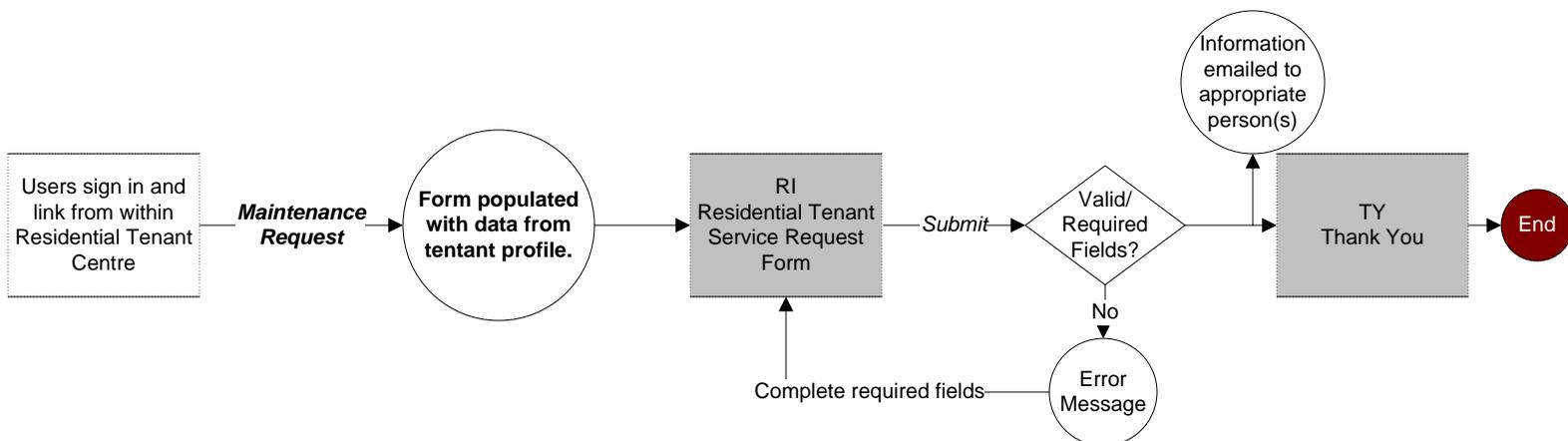
- Resident Name (auto populated)
- Building Number (auto populated)
- Unit Number (auto populated)
- Email address (auto populated)
- Resident contact number (text field)
- Vehicle make (text field)
- Vehicle model (text field)
- Vehicle year (text field)
- Vehicle license plate number (text field)



Commercial Tenant Parking Permit Request Form Fields:

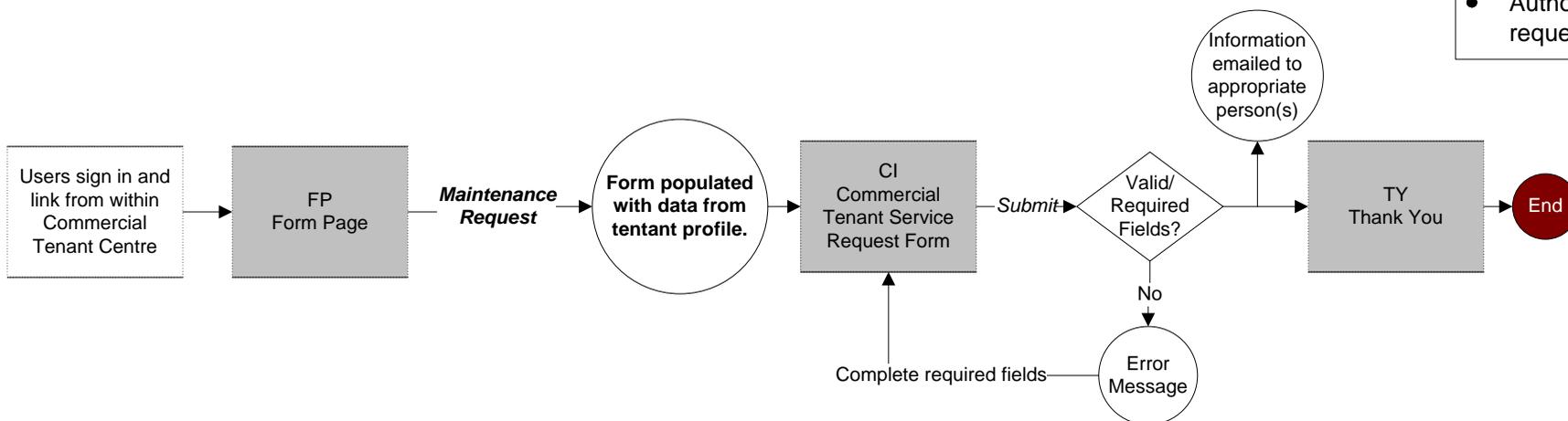
- Tenant Name (company name auto populated)
- Building Number (auto populated)
- Suite Number (auto populated)
- Email address (auto populated)
- Tenant contact number (text field)
- Alternate tenant contact number (text field)
- Employee first name (text field)
- Employee last name (text field)
- Vehicle make (text field)
- Vehicle model (text field)
- Vehicle year (text field)
- Vehicle license plate number (text field)

RI/CI - Service Request Form



Residential Tenant Service Request Form Fields:

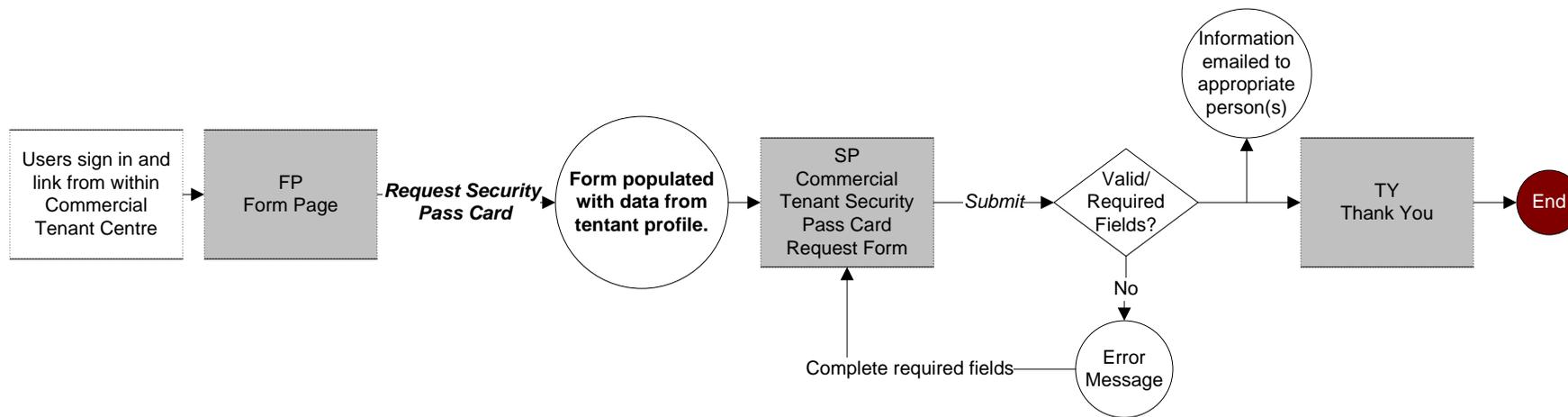
- Resident Name (auto populated)
- Building Number (auto populated)
- Unit Number (auto populated)
- Email address (auto populated)
- Resident contact number (text field)
- Alternate resident contact number (text field)
- Pet at home? (Yes/No radio buttons)
- Type of issue (text box or drop-down menu with pre-determined issues, ie. plumbing, electrical, heating cooling)
- Other issue (text field)
- Location of problem (text box or drop-down menu with pre-determined locations, ie. kitchen, master bedroom, master bath, living room)
- Other location (text field)
- Detailed description of problem (text field)
- 3 preferred maintenance times (date and time drop-down menus and pop-up calendar)
- Authorization to enter apartment (checkbox unchecked by default; service request may not be submitted without the authorization box being checked)



Commercial Tenant Service Request Form Fields:

- Tenant Name (company name auto populated)
- Building Number (auto populated)
- Suite Number (auto populated)
- Email address (auto populated)
- Tenant contact number (text field)
- Alternate tenant contact number (text field)
- Type of issue (text box or drop-down menu with pre-determined issues, ie. plumbing, electrical, heating, cooling)
- Other issue (text field)
- Location of problem (text box or drop-down menu with pre-determined locations, ie. reception, conference room, kitchen)
- Other location (text field)
- Detailed description of problem (text box)

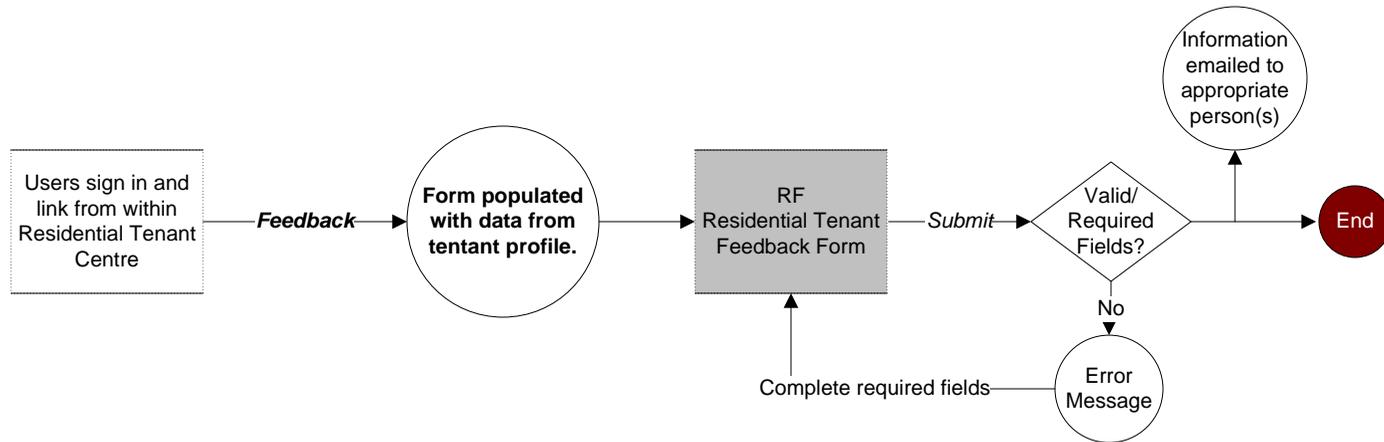
SP - Security Pass Card Request



Commercial Tenant Security Pass Card Request Form Fields:

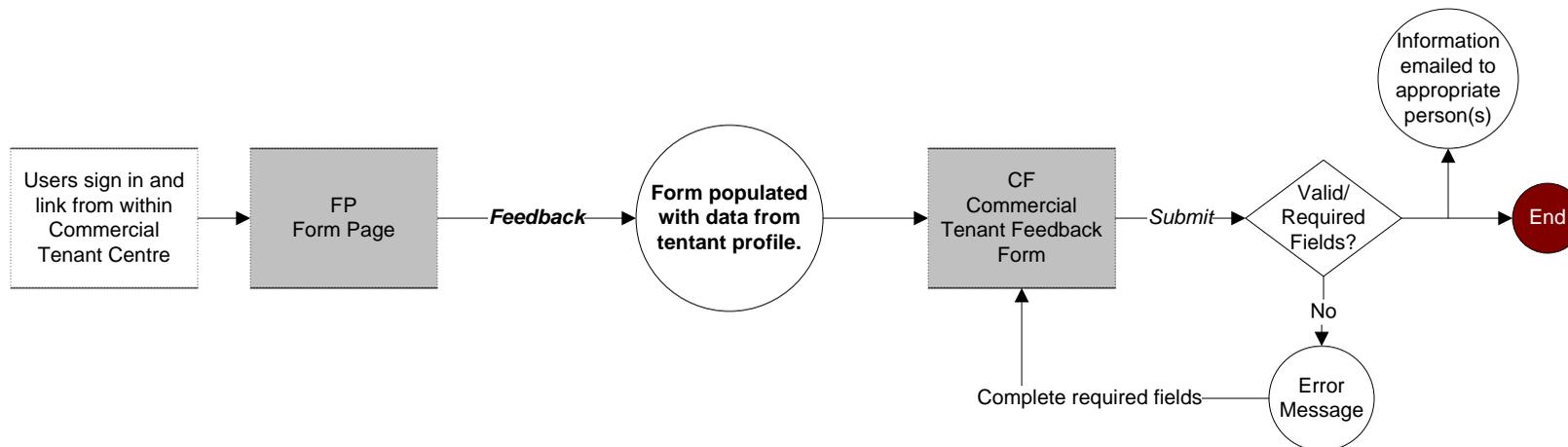
- Tenant Name (company name auto populated)
- Building Number (auto populated)
- Suite Number (auto populated)
- Email address (auto populated)
- Tenant contact number (text field)
- Alternate tenant contact number (text field)
- Employee first name (text field)
- Employee last name (text field)
- Employee start date (drop-down menus with pop-up calendar)
- Company visiting (text field)
- Date of visit (drop-down menus with pop-up calendar)
- Time of visit (drop-down menus)

RF/CF - Tenant Feedback Form



Residential Tenant Feedback Form Fields:

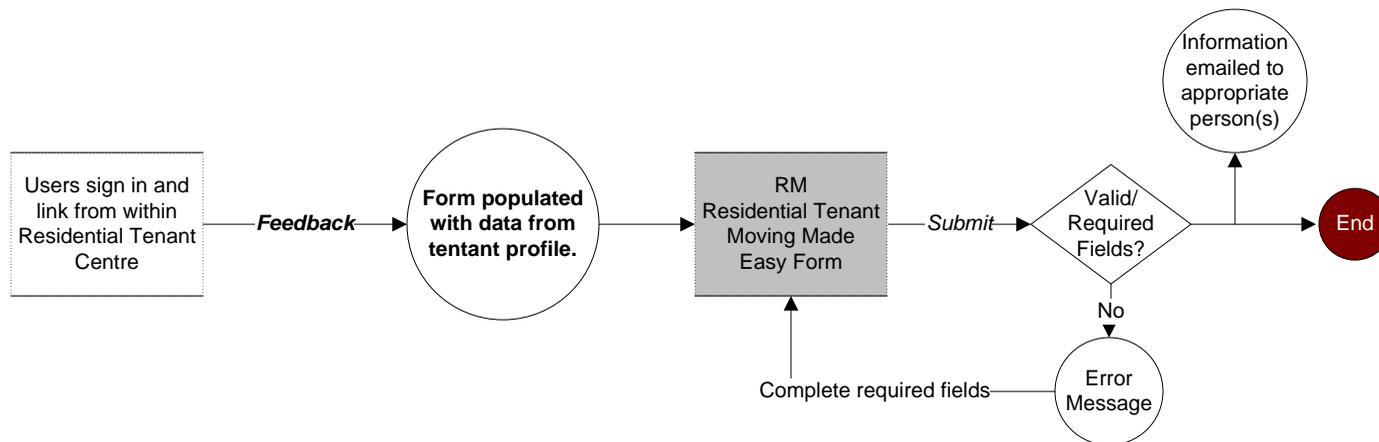
- Resident Name (auto populated)
- Building Number (auto populated)
- Unit Number (auto populated)
- Email address (auto populated)
- Resident contact number (text field)
- Type of feedback (drop-down menu with list of topics, ie. general, parking, common areas, suggestion)
- Comments/Questions (text field)



Commercial Tenant Feedback Form Fields:

- Tenant Name (company name auto populated)
- Building Number (auto populated)
- Suite Number (auto populated)
- Email address (auto populated)
- Tenant contact number (text field)
- Alternate tenant contact number (text field)
- Type of question (drop-down menu with pre-determined types, ie. general, common areas, parking, utilities, events)
- Question/Comment (text field)

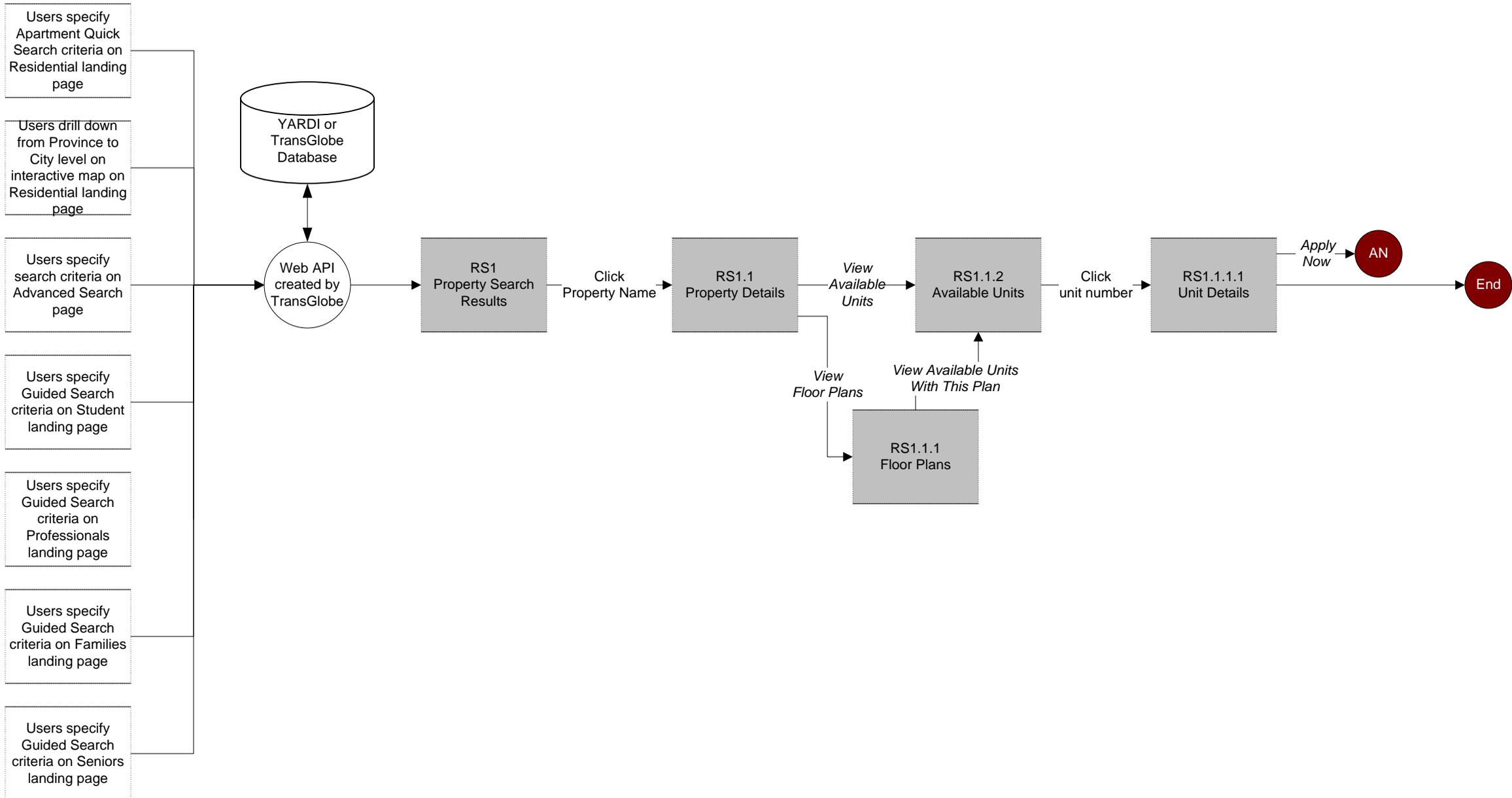
RM - Moving Made Easy

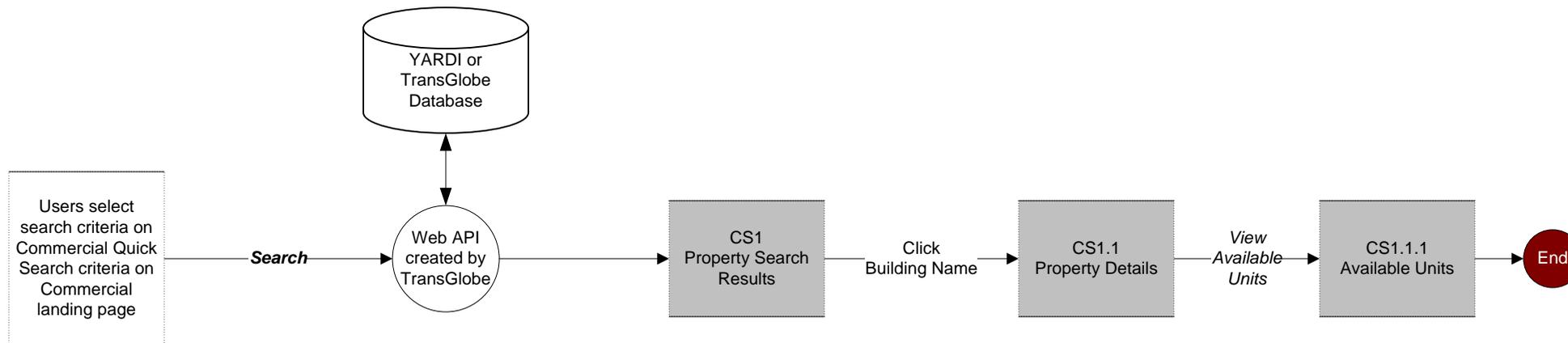


Residential Tenant Moving Made Easy Form Fields:

- Resident Name (auto populated)
- Building Number (auto populated)
- Unit Number (auto populated)
- Email address (auto populated)
- Resident phone number (auto populated)
- Alternate phone number (text field)
- Key pick-up (checkbox) with date and time drop-down menus
- Reserve an elevator (checkbox) with date and time drop-down menus

RS - Residential Search



CS - Commercial Search

EP - Email Page

