Agenda Item Request Updates

Audience?	Public
Jira Item(s)	- SMD-527 - SMD-528 - SMD-529 - SMD-530 - SMD-4033
Programs Impacted	Meetings
Why?	More features for Requesting agenda items
Testing Highlights	- Ensure the Contributed Agenda Items menu link under Meetings only appears when the setting is enabled. - Ensure you cannot request an agenda item if approvers are required and there are none. - As a reviewer, ensure you can delete a contributed agenda item. - Editing is not allowed (nothing is saved) when you are reviewing. Ensure all the sub-sections (like attachments, goals, links, etc.) don't show edit options. - Test as a Reviewer without Request permissions and without Agenda Manager permissions. - Ensure the emails are sent (or are not sent) based on the not-new Requested Agenda Item settings. - When one of your Contributed agenda items is returned, ensure you receive an email. - As an Agenda Manager without Reviewer permissions, ensure you can see the Contribution Notes, add a Contribution Note, return the agenda item - and when you do, it sends the email. - As an Agenda Manager, try to return a Contributed agenda item that has been approved without any Reviewer notes. - Test all the contributed email settings and ensure they work. - On an Agenda Item Template, utilize the new checkbox to designate the template as a Request Template.

	• Create a new Agenda Item Request and utilize the new Request Template.

Via a new setting, Requested Agenda items can be created as Contributed instead.

When Agenda Items are Contributed, they require an Agenda Item Reviewer (a new permission) to approve them before they become Requested.

Contribution notes can be added throughout the process. These notes are visible to the requestor, the reviewer, and then to Agenda Managers before they add the Requested Agenda Item to an Agenda.

New Agenda Item Templates can also be used specifically for Agenda Item Requests.

In Meeting Display Real Estate

Audience?	Public
Jira Item(s)	- SMD-4691 - SMD-4694 - SMD-4697
Programs Impacted	Meetings
Why?	Utilize the display real estate more efficiently while in a meeting.
Testing Highlights	- Utilizing the two new Application Settings added for the menu and footer, verify both items display (or not) while in a meeting. - Utilize the new menu option to toggle the Fullscreen mode.

The Sparq Menu and Footer can optionally be removed from the screen when in a Meeting. This gives more screen space to the actual meeting information.

A "Full Screen" toggle was added to the Meeting page. When toggled, the browser goes full screen and the Footer and Sparq User Menu bar will be hidden.

Allow Users to revise Main Motion text after Amendment Passes

Audience?	Public
Jira Item(s)	• SMD-5280
Programs Impacted	Meetings
Why?	Ability to edit the verbiage of the main motion after a passed amendment
Testing Highlights	• Verify the Main Motions Text after an Amendment passes, that will be set based off of the new settings value (or lack of value).

The Main Motion's text box is now editable even after an Amendment passes.

If there is a value provided from the new "Default Amendment Motion Passed Text" setting, when an Amendment is successfully saved the Main Motions' Text will be overridden with the setting. If no value is provided in the settings, the Main Motion's Text will continue to be the new Amended Motion text.

Link Online Publishing documents to meeting actions for approval

Audience?	**Public**
Jira Item(s)	• [SMD-6300](#)
Programs Impacted	Meetings
Why?	To quickly approve or decline policy changes.
Testing Highlights	• Enable the integration in Online Publishing and Meetings. • Act on Agenda Items created by the integration.

For users of both Meetings and Online Publishing, document updates (policies, exhibits, regulation, etc.) pushed down may optionally create an agenda item.

The documents will be shown on the agenda item. When clicked, the comparison page will be shown.

If the agenda item is added to an agenda, you may then take action on it and send those results to Online Publishing to approve or decline the changes.

Increase the Maximum value for Minimum Password Length

Audience?	**Public**
Jira Item(s)	• [SMD-6162](#)
Programs Impacted	Meetings and Data Manager
Why?	Increase security requirements
Testing Highlights	• Ensure the Minimum Password Length accepts 15 and other values greater than 10. • Ensure it saves and loads.

The optional minimum password length field was expanded to allow larger numbers.

Ensure the numbers on downloaded reports have enough space

Audience?	Public
Jira Item(s)	• SMD-4901
Programs Impacted	Meetings & Services
Why?	Formatting for downloaded reports was not correct.
Testing Highlights	• Ensure the Agenda Report's Formatting is correct.

All agenda item numbers should now correctly display on downloaded reports, for all settings and options.

Accessibility Updates

Audience?	Public
Jira Item(s)	- SMD-5949 - SMD-6037
Programs Impacted	Meetings
Why?	Improve Accessibility
Testing Highlights	Ensure no contrast errors show up.

Low contrast errors on the homepage were updated, making links and the calendar more accessible.

Text in the Start Time Description field adds the weekday

Audience?	Public
Jira Item(s)	• SMD-5926
Programs Impacted	Meetings
Why?	Additional text is being added to the Meeting title.
Testing Highlights	• Verify the display date and time when using the start time description field.

The day of the week no longer appears before the meeting date when using a start time description.

Calendar for Your Organizations' Meetings

Audience?	**Partner**
Jira Item(s)	• SMD-5923
Programs Impacted	Meetings
Why?	The calendar for "Your Organizations' Meetings" currently displays other partner organizations' names.
Testing Highlights	• Verify only Your Organizations' Meetings are displayed

Names of organizations for other partners have been removed, so only your organizations' names will display.

Rename "Organization Template" to "Organization Type" when displayed

Audience?	**Partner**
Jira Item(s)	• SMD-3674
Programs Impacted	Data Manager
Why?	To avoid confusion with, and better differentiate from, the much more common Templates in Meetings
Testing Highlights	• Create and edit an organization type. Ensure it still works. • Ensure it doesn't still show "template" (and instead shows "type").

Labels for Organization Templates have been updated to Organization Type. Sub-Types were updated as well.

Updates to the PDF Viewer

Audience?	Partner
Jira Item(s)	• SMD-5204 • SMD-6120 • SMD-6453
Programs Impacted	Meetings
Why?	To stop accidental highlighting.
Testing Highlights	• Verify the Highlight feature is not enabled by default when opening any document in the new Browser-Based Document Viewer. • Ensure the correct text is being selected/highlighted based off of the mouse cursor location.

The annotation menu of the online PDF Viewer is not selected by default. So now highlighting is not enabled by default.

Updated the WebViewer to 11.3

To resolve the issue with highlights not highlighting the correct area, we have updated the WebViewer to utilize an iframe.