United States Government Printing Office

Manufacturing Workflow System (MWS) Requirements Document (RD)

Version 3.0

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Document Change Control

Date	Filename/ Version	Author(s)	Description of Revisions
7/21/08	MWS Requirements Document v3.0	Adam Schwartz	Initial baseline after Gate 3 review. All requirements in Caliber.

Document Owner

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1 Introduction

This Requirements Document (RD) defines the user requirements for the Manufacturing Workflow System (MWS) and is intended to communicate what Government Printing Office (GPO) users want and expect according to their various needs. The purpose of the RD is facilitate communications between all stakeholders in the development of the system, and outline the opportunities for development of successful products to satisfy user needs.

The following assumptions were made during the development of this RD:

- Readers of this document are expected to have a basic knowledge of the GPO mission and operations, specifically current GPO Plant Operations processes. Documents listed in Section 1.4, References, of this RD can provide information helpful in understanding the current as-is operational environment and concept for the proposed system.

- IEEE standard 1233-1998 was used to provide guidance to the development of this RD.

1.1 System Overview

MWS will be composed of the necessary technology and business practices to enable GPO to replace its current Production, Estimating, and Planning System (PEPS). It will provide job entry, inquiry, scheduling, estimating, and tracking functionality for GPO Plant Operations and Customer Services for in-house publishing services. It will also integrate with evolving enterprise-wide systems including GPO's Federal Digital System (FDsys), Oracle Financials applications, Business Objects reporting tool applications, Pitney Bowes delivery tracking system, and the Address Distribution List Management System (ADMS).

MWS will be aligned with GPO's *Strategic Vision for a 21st Century* and the agency's enterprise architecture (EA).

1.2 Requirements Overview

MWS is being implemented in a series of incremental releases, each of which builds on those preceding it, and add improvements to system capability and underlying infrastructure. Each requirement is assigned to a system release to designate the point in time for its implementation. The requirements set is organized by "Feature Groups", and then by "Features" within that "Feature Group." Each "Feature" is a set of similar or related functionality.

Each requirement is also assigned a priority to the release indicated. A priority designation of "Must" indicates a requirement essential to the successful function of the system at the time of that release. A designation of "Should" denotes functionality users will expect, and which should be implemented at that release in as many cases as possible. A designation of "Could" indicates functionality that, although desirable, is not viewed as critical to system function or user experience at the time of the release indicated.

The RD is a living document that will evolve in collaboration with industry and GPO's stakeholders.

1.3   Definitions, Acronyms and Abbreviations

Appendix 1 and Appendix 2 contains a complete set of definitions and a list of acronyms used in MWS RD.

1.4   References

Standards, guidelines, and other documentation used to support the MWS RD are described in Sections 1.4.1 – 1.4.2.

1.4.1 Standards and guidelines

IEEE Guide for Developing System Requirements Specifications - Description.
        IEEE Std. 1233-1998 IEEE Computer Society/Software & Systems
        Engineering Standards Committee, 1998.

1.4.2 GPO documentation

United States Government Printing Office. Supplement to the Manufacturing
        Workflow System Requirements Document v3.0. 21July 2008.

United States Government Printing Office. Manufacturing Workflow System
        Program Plan v3.0. 18 June 2008.

United States Government Printing Office. Manufacturing Workflow System As-Is
        Process Document v2.0. 22 April 2008.
        http://www.gpo.gov/opportunities/mws_as-is_processes_v2.0_printing.pdf

United States Government Printing Office. Manufacturing Workflow System
        Concept of Operations Document v2.0. 22 April 2008.
        http://www.gpo.gov/opportunities/mws_conops_v2.0_printing.pdf

United States Government Printing Office. Oracle Release 2 As-Is Process
        Documentation v1.0. 16 November 2007.

United States Government Printing Office. Oracle Release 2 To-Be Process
        Documentation v2.0. 4 February 2008.

United States Government Printing Office. Concept of Operations for the Future
        Digital System V2.0. 16 May 2005.
        http://www.gpo.gov/projects/pdfs/FDsys_Conops_v2.0.pdf.

United States Government Printing Office. Federal Digital System Requirements
        Document for Public Release V3.2. 4 December 2007.
        http://www.gpo.gov/projects/pdfs/FDsys_RD_v3.2.pdf

United States Government Printing Office. A Strategic Vision for the 21st Century.
        Washington: U.S. Government Printing Office, 2004.
        http://www.gpo.gov/congressional/pdfs/04strategicplan.pdf

United States. Government Printing Office. Information Technology Security
        Program Statement of Policy: GPO Publication 825.33A. 12 December
        2007.

2 User Requirements

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Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20616	Entry & Inquiry	Browse Jobs	The system shall provide GUIs that allow users to browse by the specific criteria of the job.	Release 1	Should	
MWS20619	Entry & Inquiry	Browse Jobs	The system shall provide the capability to browse by Billing Address Code.	Release 1	Should	
MWS20620	Entry & Inquiry	Browse Jobs	The system shall provide the capability to browse by delivery date.	Release 1	Should	
MWS20621	Entry & Inquiry	Browse Jobs	The system shall provide GUIs that allow users to browse jobs.	Release 1	Should	Browsing could be by a specific product type or customer.
MWS20622	Entry & Inquiry	Browse Jobs	The system shall provide the capability to browse by customer.	Release 1	Should	Customers include Congressional departments and Federal agencies.
MWS20617	Entry & Inquiry	Browse Jobs	The system shall provide the capability to browse by product type.	Release 1	Should	
MWS20618	Entry & Inquiry	Browse Jobs	The system shall provide the capability to browse by delivery date.	Release 1	Should	
MWS20623	Entry & Inquiry	Browse Jobs	The system shall provide the capability to browse by Requisition Number and Billing Address Code.	Release 1	Should	The requisition must be tied to the billing address code.
MWS20624	Entry & Inquiry	Browse Jobs	The system shall provide the capability to browse by date submitted/created.	Release 1	Should	This refers to when the date when the job was created in MWS.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20625	Entry & Inquiry	Duplicate Detection	The system shall have the capability for an authorized user to reject a duplicate job.	Release 1	Must	
MWS20626	Entry & Inquiry	Duplicate Detection	The system shall have the capability for an authorized user to accept a duplicate job.	Release 1	Must	
MWS20627	Entry & Inquiry	Duplicate Detection	The system shall have the capability to have duplicate jobs.	Release 1	Must	
MWS20628	Entry & Inquiry	Duplicate Detection	The system shall have the capability to detect duplicate jobs.	Release 1	Must	This requirement refers to a duplicate of all select BPI elements TBS when the job is created/submitted.
MWS20629	Entry & Inquiry	Duplicate Detection	The system shall notify authorized users when a duplicate job is detected.	Release 1	Must	This requirement refers to a duplicate of all select BPI elements TBS when the job is created/submitted.
MWS20630	Entry & Inquiry	Duplicate Detection	The system shall alert authorized users when a duplicate job is detected.	Release 1	Must	This requirement refers to a duplicate of all select BPI elements TBS when the job is created/submitted.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20631	Entry & Inquiry	Enter Jobs	The system shall have the capability for users to enter BPI that includes scheduling information about a job.	Release 1	Must	
MWS20632	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes scheduling information about a job.	Release 1	Must	
MWS20633	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes scheduling information about a job.	Release 1	Must	
MWS20634	Entry & Inquiry	Enter Jobs	The system shall have the capability for users to enter BPI that includes planning information about a job.	Release 1	Must	
MWS20635	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes planning information about a job.	Release 1	Must	
MWS20636	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes planning information about a job.	Release 1	Must	
MWS20637	Entry & Inquiry	Enter Jobs	The system shall have the capability for users to enter BPI that includes tracking information about a job.	Release 1	Must	
MWS20638	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes tracking information about a job.	Release 1	Must	
MWS20639	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes tracking information about a job.	Release 1	Must	
MWS20640	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes product specifications about a job.	Release 1	Must	
MWS20641	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes product specifications about a job.	Release 1	Must	
MWS20642	Entry & Inquiry	Enter Jobs	The system shall provide the capability to edit BPI that includes product specifications about a job.	Release 1	Must	
MWS20643	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes prepress specifications about a job.	Release 1	Must	
MWS20644	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes prepress specifications about a job.	Release 1	Must	
MWS20645	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes prepress specifications about a job.	Release 1	Must	
MWS20646	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes press specifications about a job.	Release 1	Must	
MWS20648	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes press specifications about a job.	Release 1	Must	
MWS20649	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes proof information about a job.	Release 1	Must	
MWS20650	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes proof information about a job.	Release 1	Must	
MWS20651	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes proof information about a job.	Release 1	Must	
MWS20652	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes estimating information about a job.	Release 1	Must	Estimating information can include elements such as Not to exceed, agency estimate, GPO estimate, surcharge, line of accounting, and discounts.
MWS20655	Entry & Inquiry	Enter Jobs	The system shall have the capability for authorized users to denote the BPI elements that are used to flag jobs.	Release 1	Must	For example, the ability to flag jobs with surcharges, hot jobs, those that are on the PM list (with a PM list number), are must to destination, that are for a specific product type, etc. The specific elements are TBS.
MWS20656	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes miscellaneous information about a job.	Release 1	Must	Miscellaneous information can include specification remarks specific to a particular area. Notes are meant to be captured during job processing while miscellaneous information about a job is captured at the job entry stage.
MWS20658	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes shipping and delivery specifications about a job.	Release 1	Must	This includes quantities, due dates, partial deliveries. This is for single or multiple addresses. The vision is to have all addresses and distribution lists managed in ADMS and integrated with MWS. This requirement is if ADMS is not operational.
MWS20659	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes shipping and delivery specifications about a job.	Release 1	Must	This includes quantities, due dates, partial deliveries. This is for single or multiple addresses. The vision is to have all addresses and distribution lists managed in ADMS and integrated with MWS. This requirement is if ADMS is not operational.
MWS20660	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes bindery specifications about a job.	Release 1	Must	This includes the ability for users to denote that the job was sent to the Digital Print Center.
MWS20661	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes bindery specifications about a job.	Release 1	Must	This includes the ability for users to denote that the job was sent to the Digital Print Center.
MWS20662	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes bindery specifications about a job.	Release 1	Must	This includes the ability for users to denote that the job was sent to the Digital Print Center.
MWS20663	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes purchase order information about a job.	Release 1	Must	This requirement is meant to capture purchase order data that is generated by legacy systems (e.g. Oracle Inventory). It is not an interface to Oracle to exchange purchase order data, but rather provide the ability for users to enter in BPI data specific
MWS20664	Entry & Inquiry	Enter Jobs	The system shall provide the capability to create common phrases used in specifications.	Release 1	Should	
MWS20665	Entry & Inquiry	Enter Jobs	The system shall provide the capability to enter common phrases used in specifications into jobs.	Release 1	Should	

MWS20666	Entry & Inquiry	Enter Jobs	The system shall provide the capability to save common phrases used in specifications into jobs.	Release 1	Should	
MWS20667	Entry & Inquiry	Enter Jobs	The system shall persist the BPI in a database with proper access controls to ensure data is not inadvertently changed.	Release 1	Must	
MWS20668	Entry & Inquiry	Enter Jobs	The system shall provide a user interface for job entry.	Release 1	Must	
MWS20669	Entry & Inquiry	Enter Jobs	The system shall allow a GPO product code to be entered for a job.	Release 1	Must	
MWS20670	Entry & Inquiry	Enter Jobs	The system shall provide the capability to break a job into multiple items.	Release 1	Must	
MWS20671	Entry & Inquiry	Enter Jobs	The system shall provide the capability to manage BPI for specific items of a job.	Release 1	Must	
MWS20672	Entry & Inquiry	Enter Jobs	The system shall provide the capability to break a job into multiple parts.	Release 1	Must	
MWS20673	Entry & Inquiry	Enter Jobs	The system shall provide the capability to manage BPI for specific parts with a job.	Release 1	Must	
MWS20674	Entry & Inquiry	Enter Jobs	The system shall provide the capability to copy BPI to a new job.	Release 1	Must	
MWS20675	Entry & Inquiry	Enter Jobs	The system shall be able to create job templates.	Release 1	Must	
MWS20676	Entry & Inquiry	Enter Jobs	The system shall be able to manage job templates.	Release 1	Must	
MWS20677	Entry & Inquiry	Enter Jobs	The system shall be able to create a new job from a job template.	Release 1	Must	
MWS20678	Entry & Inquiry	Enter Jobs	The system shall allow users to enter BPI about portions of jobs that have been procured.	Release 1	Must	
MWS20679	Entry & Inquiry	Enter Jobs	The system shall be capable of linking a job with an address(es) within the Address/Distribution List Management System (ADMS).	Release 1	Must	
MWS20680	Entry & Inquiry	Enter Jobs	The system shall be capable of linking a job with a distribution list(s) within the Address/Distribution List Management System (ADMS).	Release 1	Must	
MWS20681	Entry & Inquiry	Enter Jobs	The system shall have the capability to alert an authorized user that a new job has been created.	Release 1	Must	
MWS20682	Entry & Inquiry	Enter Jobs	The system shall have the capability to notify an authorized user that a new job has been created.	Release 1	Must	
MWS20683	Entry & Inquiry	Enter Jobs	The system shall have the capability to enter BPI for job riders.	Release 1	Must	
MWS20685	Entry & Inquiry	Enter Jobs	The system shall allow users to denote a job as "hot" or as a hot job.	Release 1	Must	
MWS20686	Entry & Inquiry	Enter Jobs	The system shall have the capability for users to enter BPI that includes billing information about a job.	Release 1	Must	Billing information can include elements such as Requisition Number and Billing Address Code.
MWS20687	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes billing information about a job.	Release 1	Must	Billing information can include elements such as Requisition Number and Billing Address Code.
MWS20688	Entry & Inquiry	Enter Jobs	The system shall have the capability for users to edit BPI that includes billing information about a job.	Release 1	Must	Billing information can include elements such as Requisition Number and Billing Address Code.
MWS20689	Entry & Inquiry	Enter Jobs	The system shall have the capability for users to enter BPI that includes estimating information about a job.	Release 1	Must	Estimating information can include elements such as Not to exceed, agency estimate, GPO estimate, surcharge, line of accounting, and discounts.
MWS20690	Entry & Inquiry	Enter Jobs	The system shall have the capability for users to enter BPI that includes general information about a job.	Release 1	Must	General information can include elements such as title, agency, and quality level.
MWS20691	Entry & Inquiry	Enter Jobs	The system shall store BPI that includes general information about a job.	Release 1	Must	General information can include elements such as title, agency, and quality level.
MWS20692	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes general information about a job.	Release 1	Must	General information can include elements such as title, agency, and quality level.
MWS20693	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes miscellaneous information about a job.	Release 1	Must	Miscellaneous information can include specification remarks specific to a particular area. Notes are meant to be captured during job processing while miscellaneous information about a job is captured at the job entry stage.
MWS20694	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes miscellaneous information about a job.	Release 1	Must	Miscellaneous information can include specification remarks specific to a particular area. Notes are meant to be captured during job processing while miscellaneous information about a job is captured at the job entry stage.
MWS20696	Entry & Inquiry	Enter Jobs	The system shall allow BPI to be customized to a specific product type.	Release 1	Must	Specific product types include Federal Register, Blank Paper, Congressional jobs, Department jobs. Each product type will have the capability to have job specific BPI elements and workflows.
MWS20697	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI data specific fields contained on GPO specifications.	Release 1	Must	Specification information can include elements such as paper, ink, size, general, product, proof, binding, quantity, and prepress data.
MWS20698	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI data specific fields contained on GPO specifications.	Release 1	Must	Specification information can include elements such as paper, ink, size, general, product, proof, binding, quantity, and prepress data.
MWS20699	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI data specific fields contained on GPO specifications.	Release 1	Must	Specification information can include elements such as paper, ink, size, general, product, proof, binding, quantity, and prepress data.
MWS20700	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI data specific fields contained on the GPO Form 2511.	Release 1	Must	The specific fields for the GPO Form 2511 are available at: http://www.gpo.gov/forms/pdfs/2511.pdf

MWS20701	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI data specific fields contained on the GPO Form 2511.	Release 1	Must	The specific fields for the GPO Form 2511 are available at: http://www.gpo.gov/forms/pdfs/2511.pdf
MWS20702	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI data specific fields contained on the GPO Form 2511.	Release 1	Must	The specific fields for the GPO Form 2511 are available at: http://www.gpo.gov/forms/pdfs/2511.pdf
MWS20703	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI data for specific fields contained on the GPO jackets (red, black, brown, blue, supplemental).	Release 1	Must	The specific fields for the jackets are specified as follows in MWS As-Is Process Document v.2: brown jacket (pg. 125), supplemental jacket (pg. 126). Samples of the red, black, and blue jackets are available upon request.
MWS20705	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI data for specific fields contained on the GPO jackets (red, black, brown, blue, supplemental).	Release 1	Must	The specific fields for the jackets are specified as follows in MWS As-Is Process Document v.2: brown jacket (pg. 125), supplemental jacket (pg. 126). Samples of the red, black, and blue jackets are available upon request.
MWS20706	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI data specific fields contained on the Standard Form 1.	Release 1	Must	The specific fields for the Standard Form 1 are available at: http://www.gpo.gov/forms/pdfs/sf1.pdf
MWS20707	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI data specific fields contained on the Standard Form 1.	Release 1	Must	The specific fields for the Standard Form 1 are available at: http://www.gpo.gov/forms/pdfs/sf1.pdf
MWS20708	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI data specific fields contained on the Standard Form 1.	Release 1	Must	The specific fields for the Standard Form 1 are available at: http://www.gpo.gov/forms/pdfs/sf1.pdf
MWS20709	Entry & Inquiry	Enter Jobs	The system shall have the capability to copy portions of a job.	Release 1	Must	This is the copying of select BPI elements (elements TBS) of a job.
MWS20710	Entry & Inquiry	Enter Jobs	The system shall have the capability to copy a job.	Release 1	Must	This is the copying of select BPI elements (elements TBS) of a job. It would be used to copy single jobs to a template.
MWS20711	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes purchase order information about a job.	Release 1	Must	This requirement is meant to capture purchase order data that is generated by legacy systems (e.g. Oracle Inventory). It is not an interface to Oracle to exchange purchase order data, but rather provide the ability for users to enter in BPI data specific
MWS20712	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes purchase order information about a job.	Release 1	Must	This requirement is meant to capture purchase order data that is generated by legacy systems (e.g. Oracle Inventory). It is not an interface to Oracle to exchange purchase order data, but rather provide the ability for users to enter in BPI data specific
MWS20713	Entry & Inquiry	Enter Jobs	The system shall be capable of viewing delivery information retrieved from the Address/Distribution List Management System (ADMS).	Release 1	Must	This would be the ship to information.
MWS20714	Entry & Inquiry	Enter Jobs	The system shall alert a user if mandatory elements are not entered.	Release 1	Must	Until the mandatory elements are entered, the job cannot proceed to the next step in the workflow.
MWS20715	Entry & Inquiry	Enter Jobs	The system shall accept business process information (BPI) for jobs from FDsys.	Release 2	Must	
MWS20716	Entry & Inquiry	Enter Jobs	The system shall exchange BPI with FDsys for portions of jobs that have been procured.	Release 2	Must	
MWS20717	Entry & Inquiry	Enter Jobs	The system shall have the capability to notify authorized users that a new job has been received by the system.	Release 2	Must	This refers to a job that is received from FDsys.
MWS20647	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI that includes press specifications about a job.	Release 1	Must	
MWS20653	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to edit BPI that includes estimating information about a job.	Release 1	Must	Estimating information can include elements such as Not to exceed, agency estimate, GPO estimate, surcharge, line of accounting, and discounts.
MWS20654	Entry & Inquiry	Enter Jobs	The system shall have the capability to flag jobs with particular BPI elements.	Release 1	Must	For example, the ability to flag jobs with surcharges, hot jobs, those that are on the PM list (with a PM list number), are must to destination, that are for a specific product type, etc. The specific elements are TBS.
MWS20657	Entry & Inquiry	Enter Jobs	The system shall provide the capability for users to enter BPI that includes shipping and delivery specifications about a job.	Release 1	Must	This includes quantities, due dates, partial deliveries. This is for single or multiple addresses. The vision is to have all addresses and distribution lists managed in ADMS and integrated with MWS. This requirement is if ADMS is not operational.
MWS20684	Entry & Inquiry	Enter Jobs	The system shall have the capability for authorized users to denote that a job has a Rider (s).	Release 1	Must	
MWS20695	Entry & Inquiry	Enter Jobs	The system shall provide a means to add notes to each job.	Release 1	Must	Notes are meant to be captured during job processing while miscellaneous information about a job is captured at the job entry stage.
MWS20704	Entry & Inquiry	Enter Jobs	The system shall provide the capability to store BPI data for specific fields contained on the GPO jackets (red, black, brown, blue, supplemental).	Release 1	Must	The specific fields for the jackets are specified as follows in MWS As-Is Process Document v.2: brown jacket (pg. 125), supplemental jacket (pg. 126). Samples of the red, black, and blue jackets are available upon request.
MWS20718	Entry & Inquiry	Enter Jobs	The system shall have the capability to notify customers that their job has been received.	Release 2	Could	This would be accomplished through FDsys.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20721	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to alert users that job BPI has been changed.	Release 1	Must	
MWS20722	Entry & Inquiry	Error Handling and Verification	The system shall verify that all mandatory BPI elements are present in order to move a job to the next step in workflow.	Release 1	Must	
MWS20723	Entry & Inquiry	Error Handling and Verification	The system shall alert a user if a job is successfully saved.	Release 1	Must	
MWS20724	Entry & Inquiry	Error Handling and Verification	The system shall provide the capability to send a job back to any part of a workflow.	Release 1	Must	
MWS20725	Entry & Inquiry	Error Handling and Verification	The system shall provide the capability for users to denote why a job was sent back to any part of a workflow.	Release 1	Must	
MWS20726	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to apply a timestamp to a job upon entry.	Release 1	Must	
MWS20727	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to display the user name of who edited a job.	Release 1	Must	
MWS20728	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to timestamp when a job has been edited.	Release 1	Must	
MWS20729	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to notify authorized users that BPI for a job has been edited.	Release 1	Must	
MWS20731	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to record user information (e.g. highlight) for revisions to BPI for a job.	Release 1	Must	For example, this would record what user changed the job.
MWS20732	Entry & Inquiry	Error Handling and Verification	The system shall alert a user if the correct syntax for a GUI element was not utilized and options for proceeding.	Release 1	Must	Options for proceeding include highlighting the mandatory elements not entered or entered incorrectly and directing the user to enter the correct information.
MWS20733	Entry & Inquiry	Error Handling and Verification	The system shall provide the capability to alert a user that the job was not updated due to an error and options for proceeding	Release 1	Must	Options for proceeding include highlighting the mandatory elements not entered and directing the user to enter the correct information.
MWS20734	Entry & Inquiry	Error Handling and Verification	The system shall notify authorized users that a job has been inactive for a period of time.	Release 1	Must	The specific time is TBS.
MWS20735	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to denote (e.g. highlight) revisions to BPI for a job.	Release 1	Must	This would highlight changes from one version of a job to another.
MWS20736	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to timestamp (e.g. highlight) revisions to BPI for a job.	Release 1	Must	This would record when the job was changed.
MWS20719	Entry & Inquiry	Error Handling and Verification	The system shall provide the capability for an authorized users to approve a job process so it can proceed to the next step in the workflow.	Release 1	Must	
MWS20720	Entry & Inquiry	Error Handling and Verification	The system shall have the capability to notify users that job BPI has been changed.	Release 1	Must	
MWS20730	Entry & Inquiry	Error Handling and Verification	The system shall be capable of having specific syntax for GUI elements.	Release 1	Must	For example, number only fields. This would allow for the assignment of field attributes.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20737	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall be capable of maintaining the relationship between a job and its multiple parts.	Release 1	Must	
MWS20738	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to relate a job to its items.	Release 1	Must	
MWS20739	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to relate a job to its parts.	Release 1	Must	
MWS20740	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to relate a job to its riders.	Release 1	Must	
MWS20743	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to relate a job to its open requisition.	Release 1	Must	
MWS20744	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to relate a job to its open jacket.	Release 1	Must	
MWS20748	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall provide the capability for users to access information about job relationships.	Release 1	Must	This requirement would allow users to retrieve previous job versions or to see all jobs that are associated with an open requisition.
MWS20741	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to relate a job to its print orders.	Release 1	Must	
MWS20742	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to relate a job to its strapped jobs.	Release 1	Must	
MWS20745	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability for authorized users to denote relationships between jobs.	Release 1	Must	
MWS20746	Entry & Inquiry	Follow Relationships To Other Jobs	The system shall have the capability to associate a job rider with a job.	Release 1	Must	Note: Riders may have different specifications than the original associated job.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20751	Entry & Inquiry	Inquiry	The system shall provide the capability to search equipment information.	Release 1	Must	
MWS20749	Entry & Inquiry	Inquiry	The system shall provide the capability for users to search all jobs.	Release 1	Must	
MWS20750	Entry & Inquiry	Inquiry	The system shall provide the capability for users to search job specifications related to a user account or agency.	Release 1	Must	
MWS20754	Entry & Inquiry	Inquiry	The system shall provide the capability for users to search by GPO defined BPI fields within the system.	Release 1	Must	
MWS20755	Entry & Inquiry	Inquiry	The system shall provide the capability to search for and retrieve jobs from the system.	Release 1	Must	
MWS20756	Entry & Inquiry	Inquiry	The system shall provide the capability for users to select product types to search.	Release 1	Must	
MWS20757	Entry & Inquiry	Inquiry	The system shall provide the capability for users to select search complexity levels (e.g., simple search, advanced/fielded search).	Release 1	Must	
MWS20758	Entry & Inquiry	Inquiry	The system shall provide an advanced/fielded search that allows users to search for specific BPI fields.	Release 1	Must	
MWS20759	Entry & Inquiry	Inquiry	The system shall support standard Boolean search language.	Release 1	Must	
MWS20760	Entry & Inquiry	Inquiry	The system shall support full Boolean operators, including AND, OR, NOT.	Release 1	Must	
MWS20761	Entry & Inquiry	Inquiry	The system shall support implied Boolean operators, including "+" and "-".	Release 1	Must	
MWS20762	Entry & Inquiry	Inquiry	The system shall allow users to use wildcard characters to replace characters within words.	Release 1	Must	
MWS20763	Entry & Inquiry	Inquiry	The system shall be able to recognize alternate spellings of search terms.	Release 1	Must	
MWS20765	Entry & Inquiry	Inquiry	The system shall provide the capability to support user search while other system functions are being performed (e.g., re-indexing databases, updating jobs).	Release 1	Must	
MWS20766	Entry & Inquiry	Inquiry	The system shall provide the capability to search audit logs.	Release 1	Must	
MWS20767	Entry & Inquiry	Inquiry	The system shall provide the capability to search lists.	Release 1	Must	
MWS20768	Entry & Inquiry	Inquiry	The system shall provide the capability to search job tracking information (status).	Release 1	Must	
MWS20769	Entry & Inquiry	Inquiry	The system shall provide the capability to search by section.	Release 1	Must	
MWS20770	Entry & Inquiry	Inquiry	The system shall provide the capability to search by division.	Release 1	Must	
MWS20771	Entry & Inquiry	Inquiry	The system shall provide the capability to search by operation.	Release 1	Must	
MWS20772	Entry & Inquiry	Inquiry	The system shall provide the capability to search user accounts.	Release 1	Must	
MWS20773	Entry & Inquiry	Inquiry	The system shall provide the capability to search job templates.	Release 1	Must	
MWS20774	Entry & Inquiry	Inquiry	The system shall provide the capability to display results on the user interface.	Release 1	Must	
MWS20775	Entry & Inquiry	Inquiry	The system shall allow users to search job BPI related to a user account or agency.	Release 1	Must	
MWS20776	Entry & Inquiry	Inquiry	The system shall have the capability to allow authorized users to access jobs from the search results.	Release 1	Must	
MWS20777	Entry & Inquiry	Inquiry	The system shall provide the capability to search for and retrieve jobs from the system.	Release 1	Must	
MWS20778	Entry & Inquiry	Inquiry	The system shall provide search results to users.	Release 1	Must	
MWS20779	Entry & Inquiry	Inquiry	The system shall allow users to sort search results bi-directionally based on displayable attributes in the result set.	Release 1	Must	
MWS20780	Entry & Inquiry	Inquiry	The system shall provide the capability for users to limit the number of results displayed.	Release 1	Must	
MWS20781	Entry & Inquiry	Inquiry	The system shall provide the capability to display the total number of results in the result set returned by the search.	Release 1	Must	
MWS20782	Entry & Inquiry	Inquiry	The system shall provide the capability to have navigational elements to allow users to navigate through search results.	Release 1	Must	
MWS20783	Entry & Inquiry	Inquiry	The system shall provide the capability to display a job summary in a search result.	Release 1	Must	
MWS20784	Entry & Inquiry	Inquiry	The system shall provide the capability to search within search results.	Release 1	Must	
MWS20785	Entry & Inquiry	Inquiry	The system shall provide read only search capabilities.	Release 1	Must	
MWS20786	Entry & Inquiry	Inquiry	The system shall allow users to search job tracking information.	Release 1	Must	
MWS20787	Entry & Inquiry	Inquiry	The system shall have the capability to display all job information related to a search.	Release 1	Must	
MWS20788	Entry & Inquiry	Inquiry	The system shall provide the capability to search by job status.	Release 1	Must	For example, partial deliveries.
MWS20789	Entry & Inquiry	Inquiry	The system shall provide the capability to categorize results.	Release 1	Must	This means to categorize by certain BPI elements (e.g., job number, customer, title).
MWS20790	Entry & Inquiry	Inquiry	The system shall suggest corrected spellings of search terms.	Release 1	Must	This refers to a ""Did you mean ____?"" feature.
MWS20791	Entry & Inquiry	Inquiry	The system shall have the capability to relate jobs to other jobs for inquiry purposes.	Release 1	Must	This requirement could be for jobs that have similar specifications (same ink color, same paper).
MWS20792	Entry & Inquiry	Inquiry	The system shall have the capability for users to select the specific BPI elements that they want to perform inquiries on.	Release 1	Must	This would be the advanced search capability.
MWS20793	Entry & Inquiry	Inquiry	The system shall provide the capability to perform searches within Oracle Financials Inventory.	Release 1	Must	To search for available paper or materials inventory.

MWS20795	Entry & Inquiry	Inquiry	The system shall provide the capability for users to filter search results.	Release 1	Must	
MWS20764	Entry & Inquiry	Inquiry	The system shall provide authorized users with access to a Web-based search administrator graphical user interface (GUI).	Release 1	Must	
MWS20794	Entry & Inquiry	Inquiry	The system shall provide the capability for users to return to their original search results after results have been filtered.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20796	Entry & Inquiry	Job Identifiers	The system shall accept job identifier data from Oracle Financials.	Release 1	Must	
MWS20799	Entry & Inquiry	Job Identifiers	The job ID shall be human-readable.	Release 1	Must	
MWS20800	Entry & Inquiry	Job Identifiers	The job ID shall be an alphanumeric identifier (ANI).	Release 1	Must	
MWS20801	Entry & Inquiry	Job Identifiers	The job ID shall have the capability to include the numbers 0-9 and letters A-Z (minus I and O).	Release 1	Must	
MWS20802	Entry & Inquiry	Job Identifiers	The job ID shall not contain special characters.	Release 1	Must	
MWS20803	Entry & Inquiry	Job Identifiers	The job ID shall be unique.	Release 1	Must	
MWS20804	Entry & Inquiry	Job Identifiers	The system shall allow the capability for an authorized user to retrieve a job by its job ID.	Release 1	Must	
MWS20805	Entry & Inquiry	Job Identifiers	The system shall have the capability for authorized users to manually enter secondary job identifiers.	Release 1	Must	
MWS20806	Entry & Inquiry	Job Identifiers	The system shall have the capability to create and assign a job ID to jobs.	Release 1	Must	This job identifier would be in addition to other GPO identifiers.
MWS20807	Entry & Inquiry	Job Identifiers	The system shall allow authorized users to manage job identifiers.	Release 1	Must	
MWS20808	Entry & Inquiry	Job Identifiers	The system shall allow the capability for an authorized user to retrieve a job using any GPO job identifier.	Release 1	Must	
MWS20809	Entry & Inquiry	Job Identifiers	The system shall be capable of using GPO's current job identifiers.	Release 1	Must	Job identifiers include BAC, Requisition Number, Jacket Number, Print Order Number, Part Number, Open Requisition, Legislative ID, and Issue Number.
MWS20810	Entry & Inquiry	Job Identifiers	The system shall accept job identifier data from FDsys.	Release 2	Must	
MWS20798	Entry & Inquiry	Job Identifiers	The system shall have the capability to create and assign a job ID to a item.	Release 1	Must	
MWS20797	Entry & Inquiry	Job Identifiers	The system shall have the capability to create and assign a job ID to a part.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20813	Entry & Inquiry	Manage Jobs	The system shall have the capability to generate a bar code based upon the GPO print order number.	Release 1	Must	
MWS20814	Entry & Inquiry	Manage Jobs	The system shall allow authorized users to assign jobs to other users.	Release 1	Should	
MWS20815	Entry & Inquiry	Manage Jobs	The system shall provide the capability to notify a user that a job assignment has been completed.	Release 1	Must	
MWS20816	Entry & Inquiry	Manage Jobs	The system shall provide the capability to alert a user that a job assignment has been completed.	Release 1	Must	
MWS20817	Entry & Inquiry	Manage Jobs	The system shall have the capability to strap jobs.	Release 1	Must	
MWS20818	Entry & Inquiry	Manage Jobs	The system shall have the capability to detect similar jobs for the purpose of strapping.	Release 1	Could	
MWS20819	Entry & Inquiry	Manage Jobs	The system shall have the capability to notify users of similar jobs for the purpose of strapping.	Release 1	Could	
MWS20820	Entry & Inquiry	Manage Jobs	The system shall provide the capability for authorized users to manage business process information.	Release 1	Must	
MWS20821	Entry & Inquiry	Manage Jobs	The system shall have the capability for the system to denote mandatory BPI elements.	Release 1	Must	
MWS20822	Entry & Inquiry	Manage Jobs	The system shall have the capability to automatically save jobs	Release 1	Must	
MWS20823	Entry & Inquiry	Manage Jobs	The system shall have the capability to save jobs.	Release 1	Must	
MWS20824	Entry & Inquiry	Manage Jobs	The system shall allow authorized users to enter BPI at any point in a workflow.	Release 1	Must	
MWS20825	Entry & Inquiry	Manage Jobs	The system shall provide the capability for authorized users to cancel a job.	Release 1	Must	
MWS20826	Entry & Inquiry	Manage Jobs	The system shall provide the capability for authorized users to delete a job.	Release 1	Must	
MWS20827	Entry & Inquiry	Manage Jobs	The system shall provide the capability for authorized users to close out jobs.	Release 1	Must	
MWS20828	Entry & Inquiry	Manage Jobs	The system shall have the capability to alert an authorized user that a request for a job estimate has been submitted.	Release 1	Must	
MWS20830	Entry & Inquiry	Manage Jobs	The system shall have the capability for authorized users to send jobs to an specific user based upon a specific workflow.	Release 1	Must	
MWS20831	Entry & Inquiry	Manage Jobs	The system shall have the capability to alert an appropriate user based upon a specific workflow.	Release 1	Must	
MWS20832	Entry & Inquiry	Manage Jobs	The system shall have the capability to notify an appropriate user based upon a specific workflow.	Release 1	Must	
MWS20833	Entry & Inquiry	Manage Jobs	The system shall have the capability to designate a job to a specific workflow.	Release 1	Must	
MWS20834	Entry & Inquiry	Manage Jobs	The system shall have the capability to determine where to send jobs based upon a specific workflow.	Release 1	Must	
MWS20835	Entry & Inquiry	Manage jobs	The system shall have the capability to provide role based access to a job.	Release 1	Must	
MWS20836	Entry & Inquiry	Manage jobs	The system shall allow authorized users to view a history of all previous jobs based on user rights.	Release 1	Must	
MWS20837	Entry & Inquiry	Manage Jobs	The system shall allow simultaneous management of jobs by multiple authorized users.	Release 1	Must	For example, a user in press can edit at the same time as someone in bindery.
MWS20840	Entry & Inquiry	Manage Jobs	The system shall allow simultaneous access to jobs by multiple authorized users.	Release 1	Must	For example, this would allow two authorized users in the same division to access the job simultaneously. However, the user who accesses the job first can edit the job while the second user to access the job can only view.
MWS20841	Entry & Inquiry	Manage Jobs	The system shall have the capability to store job information at any point in the job entry process.	Release 1	Must	Note: Mandatory elements do not have to be filled in order to be saved.
MWS20842	Entry & Inquiry	Manage jobs	The system shall have the capability to save all jobs.	Release 1	Must	The length of time jobs are to be saved is TBS.
MWS20844	Entry & Inquiry	Manage Jobs	The system shall be capable of managing jobs that are produced both in-house and procured.	Release 1	Must	This capability is for portions of jobs that would be sub-contracted out. The system must be able to link the in-house job (black jacket) with the procured job (red jacket).
MWS20845	Entry & Inquiry	Manage Jobs	The system shall provide the capability for authorized users to reopen a closed out job.	Release 1	Must	This could be needed due to errors in the production process (e.g., printed on the wrong stock).
MWS20847	Entry & Inquiry	Manage Jobs	The system shall have the capability to save all BPI associated with a job.	Release 1	Must	This requirement relates to the version control capabilities.
MWS20811	Entry & Inquiry	Manage Jobs	The system shall have the capability to break a job into parts for prepress processing.	Release 1	Must	
MWS20812	Entry & Inquiry	Manage Jobs	The system shall have the capability to generate a bar code based upon the GPO jacket number.	Release 1	Must	
MWS20829	Entry & Inquiry	Manage Jobs	The system shall have the capability to notify an authorized user that a request for a job estimate has been submitted.	Release 1	Must	
MWS20838	Entry & Inquiry	Manage Jobs	The system shall control the management of jobs by multiple users by division.	Release 1	Must	For example, a user in press can edit at the same time as someone in bindery.
MWS20839	Entry & Inquiry	Manage Jobs	The system shall have the capability to retrieve a job.	Release 1	Must	For example, the retrieval could be accomplished by searching by a job identifier.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20848	Entry & Inquiry	Version Control	The system shall have the capability to track revisions to BPI for a job.	Release 1	Must	
MWS20849	Entry & Inquiry	Version Control	The system shall create a new job version when BPI has been changed.	Release 1	Must	
MWS20850	Entry & Inquiry	Version Control	The system shall timestamp a job version when it has been changed.	Release 1	Must	
MWS20852	Entry & Inquiry	Version Control	The system shall denote the last version of the job as the current version.	Release 1	Must	
MWS20853	Entry & Inquiry	Version Control	The system shall allow authorized users to revert back to a previous version as the version of record.	Release 1	Must	
MWS20854	Entry & Inquiry	Version Control	The system shall allow authorized users to view version information.	Release 1	Must	
MWS20855	Entry & Inquiry	Version Control	The system shall provide the capability for authorized users to navigate to other versions of jobs.	Release 1	Must	
MWS20856	Entry & Inquiry	Version Control	The system shall record the order of versions.	Release 1	Must	
MWS20857	Entry & Inquiry	Version Control	The system shall associate all versions of jobs.	Release 1	Must	
MWS20858	Entry & Inquiry	Version Control	The system shall retrieve the most recent version of job.	Release 1	Must	
MWS20859	Entry & Inquiry	Version Control	The system shall have the capability to provide access to all versions of a job to authorized users.	Release 1	Must	
MWS20860	Entry & Inquiry	Version Control	The system shall alert authorized users if they are accessing a previous version of a job.	Release 1	Must	
MWS20861	Entry & Inquiry	Version Control	The system shall distinguish job edits between versions.	Release 1	Must	For instance, in bold face type.
MWS20862	Entry & Inquiry	Version Control	The system shall save all versions of a job.	Release 1	Must	Note: A new version of a job is created when any BPI is edited.
MWS20851	Entry & Inquiry	Version Control	The system shall allow users to access the current version of a job.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20863	Estimating	Estimate Jobs	The system shall estimate costs for GPO products and services for jobs based upon BPI.	Release 1	Must	
MWS20864	Estimating	Estimate Jobs	The system shall have the capability for an authorized user to enter an estimate approval/disapproval.	Release 1	Must	
MWS20865	Estimating	Estimate Jobs	The system shall have the capability to estimate shipping costs based upon BPI.	Release 1	Must	
MWS20866	Estimating	Estimate Jobs	The system shall allow users to retrieve estimates for previous jobs.	Release 1	Must	
MWS20867	Estimating	Estimate Jobs	The system shall save job estimates.	Release 1	Must	
MWS20868	Estimating	Estimate Jobs	The system shall store job estimates as BPI.	Release 1	Must	
MWS20869	Estimating	Estimate Jobs	The system shall have the capability to generate multiple estimates for a single job.	Release 1	Should	
MWS20872	Estimating	Estimate Jobs	The system shall have the capability to associate a estimate with a job.	Release 1	Must	
MWS20873	Estimating	Estimate Jobs	The system shall have the capability to allow authorized users to manually adjust estimates.	Release 1	Must	
MWS20874	Estimating	Estimate Jobs	The system shall have the capability to automatically adjust surcharges based upon a product type.	Release 1	Must	
MWS20875	Estimating	Estimate Jobs	The system shall have the capability to automatically discount a job based upon a product type.	Release 1	Must	
MWS20876	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate for a job's material costs only.	Release 1	Must	
MWS20878	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate for a job's labor time only.	Release 1	Must	
MWS20879	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate for a job's machine time only.	Release 1	Must	
MWS20880	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate for a job's estimated production time only.	Release 1	Must	
MWS20881	Estimating	Estimate Jobs	The system shall have the capability to denote an estimate as informal.	Release 1	Must	
MWS20882	Estimating	Estimate Jobs	The system shall have the capability to denote an estimate as firm.	Release 1	Must	
MWS20883	Estimating	Estimate Jobs	The system shall generate estimates based upon the current scale of price rates.	Release 1	Must	
MWS20884	Estimating	Estimate Jobs	The system shall have the capability to breakdown a job estimate by make-ready costs only.	Release 1	Must	
MWS20885	Estimating	Estimate Jobs	The system shall have the capability to generate estimates for items within a job.	Release 1	Must	
MWS20886	Estimating	Estimate Jobs	The system shall have the capability to estimate the total paper (by sheets) used for a job.	Release 1	Must	
MWS20887	Estimating	Estimate Jobs	The system shall have the capability to estimate the total paper (by total weight) used for a job.	Release 1	Must	
MWS20888	Estimating	Estimate Jobs	The system shall have the capability to determine the size of mailing cartons based upon the BPI.	Release 1	Could	
MWS20889	Estimating	Estimate Jobs	The system shall have the capability for users to re-estimate jobs that have been sent back in the workflow.	Release 1	Must	
MWS20890	Estimating	Estimate Jobs	The system shall have the capability to determine the total number of mailing cartons required based upon BPI.	Release 1	Could	
MWS20891	Estimating	Estimate Jobs	The system shall have the capability to search estimates based upon BPI.	Release 1	Must	All fields within estimate data fields must be searchable.
MWS20892	Estimating	Estimate Jobs	The system shall have the capability to generate estimates based upon classes.	Release 1	Must	Classes include job materials, machine time, labor costs, labor time, estimated production time, etc.
MWS20893	Estimating	Estimate Jobs	The system shall have the capability to separate a estimate into classes.	Release 1	Must	Classes include job materials, machine time, labor costs, labor time, estimated production time, etc.
MWS20894	Estimating	Estimate Jobs	The system shall have the capability to generate estimates that include job production time.	Release 1	Must	Estimated job production times is comprised of make-ready time and running time.
MWS20895	Estimating	Estimate Jobs	The system shall have the capability to determine select job materials needed for the job based upon BPI.	Release 1	Should	For example, based upon an estimate you will need 40 pounds of paper.
MWS20896	Estimating	Estimate Jobs	The system shall have the capability to automatically generate estimates based upon a product type.	Release 1	Must	For example, Congressional Hearings are charged at the current page rate.
MWS20897	Estimating	Estimate Jobs	The system shall have the capability to generate multiple estimates for the same job.	Release 1	Must	For example, Customer A might be charged X amount and Customer B might be charged Y amount.
MWS20898	Estimating	Estimate Jobs	The system shall have the capability to perform estimating scenarios.	Release 1	Should	For example, generating estimates for a job on different kinds of stock.
MWS20899	Estimating	Estimate Jobs	The system shall alert an authorized user that a generated estimate does not match the BPI.	Release 1	Must	For example, if an estimate is created for a job with a single type of paper when the specifications asked for multiple types of paper.
MWS20903	Estimating	Estimate Jobs	The system shall have the capability to send estimates to Oracle Project Costing.	Release 1	Must	Note: The system of record for Plant Operations jobs will be MWS.
MWS20905	Estimating	Estimate Jobs	The system shall be capable of retrieving scale of price rates from Oracle Project Costing.	Release 1	Must	The scale of price rates includes: the rate for personnel, rate for equipment, rate for operations, rate for classes, materials costs (paper, ink, consumables), make-ready time, and local delivery rate.
MWS20906	Estimating	Estimate Jobs	The system shall have the capability to consolidate the total amount of waste for all jobs for a specific period of time.	Release 1	Could	The time period is TBS.
MWS20908	Estimating	Estimate Jobs	The system shall have the capability for users to manually enter additional charges.	Release 1	Must	This could be used for rush jobs or items not included in the scale of price rates.
MWS20909	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate of the total weight (in pounds) of the entire finished job.	Release 1	Could	This does not include the make-ready product.

MWS20910	Estimating	Estimate Jobs	The system shall have the capability to generate estimates by running rate 'per thousand' pieces.	Release 1	Must	This estimate would not include make-ready costs. It would be for running costs only and is known as the rider rate.
MWS20911	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate of the total weight (in pounds) of the entire job.	Release 1	Could	This includes the make-ready product.
MWS20912	Estimating	Estimate Jobs	The system shall have the capability to allow authorized users to input an estimate for a job.	Release 1	Must	This is an estimate that is in addition to a system generated estimate.
MWS20913	Estimating	Estimate Jobs	The system shall have the capability to allow authorized users to override a system generated estimate.	Release 1	Must	This is for a particular line(s) item within an estimate.
MWS20914	Estimating	Estimate Jobs	The system shall have the capability for users to manually enter surcharges.	Release 1	Must	This is will be used after the system has generated an estimate.
MWS20915	Estimating	Estimate Jobs	The system shall have the capability for users to manually enter discounts.	Release 1	Must	This is will be used after the system has generated an estimate.
MWS20916	Estimating	Estimate Jobs	The system shall have the capability to generate estimates based upon historical scale of price rates.	Release 1	Should	This provides the ability to generate a estimate from the 2004 GPO Scale of Price Rates.
MWS20917	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate for job time only.	Release 1	Could	Time is the estimated total running time (make-ready and production) for all operations.
MWS20918	Estimating	Estimate Jobs	The system shall have the capability to generate the total amount of waste produced for a job.	Release 1	Could	Waste is calculated by the total paper issued (including make-ready, running, and trim-off allowances) for a job minus the finished product that is delivered.
MWS20919	Estimating	Estimate Jobs	The system shall have the capability to send estimates to FDsys.	Release 2	Must	
MWS20920	Estimating	Estimate Jobs	The system shall have the capability to retrieve an estimate approval/disapproval through FDsys.	Release 2	Must	
MWS20904	Estimating	Estimate Jobs	The system shall have the capability to estimate select raw materials used for a job.	Release 1	Must	Select raw materials include materials used in operations of production. Specific materials are TBS.
MWS20870	Estimating	Estimate Jobs	The system shall have the capability to save versions of estimates.	Release 1	Should	
MWS20871	Estimating	Estimate Jobs	The system shall have the capability to generate estimates based upon the scale of price rates.	Release 1	Must	
MWS20877	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate of the total weight (in pounds) of a single copy of a finished job.	Release 1	Could	
MWS20900	Estimating	Estimate Jobs	The system shall have the capability to save estimates if they are not complete.	Release 1	Must	For example, if the paper price is not known.
MWS20901	Estimating	Estimate Jobs	The system shall have the capability to generate an estimate for a job's labor costs only.	Release 1	Must	Note: Job equipment costs are built into the labor costs.
MWS20902	Estimating	Estimate Jobs	The system shall have the capability to breakdown a job estimate by rider cost only.	Release 1	Must	Note: Riders do not include make-ready costs.
MWS20907	Estimating	Estimate Jobs	The system shall have the capability to alert users that material specified is not available in inventory.	Release 1	Must	This alert would occur as a user is generating a estimate.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21609	Scheduling	Schedule Jobs	The system shall have the capability for users to reserve equipment to jobs for scheduling purposes.	Release 1	Must	This is for reoccurring jobs or to block off time for Congressional jobs.
MWS21623	Scheduling	Schedule Jobs	The system shall have the capability to identify jobs with similar BPI for scheduling purposes.	Release 1	Must	This would provide the capability to gang jobs, follow them on press, impose them together, etc.
MWS21624	Scheduling	Schedule Jobs	The system shall notify users that a job is scheduled for an operation that they are associated with.	Release 1	Should	Users could be associated with a cost center, section, operation, or division.
MWS21616	Scheduling	Schedule Jobs	The system shall have the capability to manage equipment.	Release 1	Must	This will provide the ability to specify the equipment's capabilities for various functions.
MWS21543	Scheduling	Schedule Jobs	The system shall allow authorized users to manage a configurable list of products and services.	Release 1	Could	
MWS21544	Scheduling	Schedule Jobs	The system shall alert users when they schedule a job on equipment that it is not capable of producing.	Release 1	Could	
MWS21545	Scheduling	Schedule Jobs	The system shall have the capability to specify products and services that equipment is capable of providing from a configurable list.	Release 1	Could	
MWS21546	Scheduling	Schedule Jobs	The system shall allow users to input customized capabilities not included on the configurable list in a note field.	Release 1	Could	
MWS21940	Scheduling	Schedule Jobs	The system shall provide the capability for users to schedule jobs for equipment even if it doesn't match the equipment profile.	Release 1	Must	
MWS21547	Scheduling	Schedule Jobs	The system shall have the capability to dynamically adjust the schedule based upon job attributes (e.g., escalate, surcharge, suspend, and reprioritize jobs).	Release 1	Should	
MWS21548	Scheduling	Schedule Jobs	The system shall have the capability to support scheduling scenarios.	Release 1	Should	
MWS21549	Scheduling	Schedule Jobs	The system shall have the capability to schedule reoccurring jobs.	Release 1	Must	
MWS21550	Scheduling	Schedule Jobs	The system shall be able to schedule portions of a job.	Release 1	Must	
MWS21551	Scheduling	Schedule Jobs	The system shall have the capability to schedule a job for a particular section.	Release 1	Must	
MWS21552	Scheduling	Schedule Jobs	The system shall have the capability to schedule a job for a particular division.	Release 1	Must	
MWS21553	Scheduling	Schedule Jobs	The system shall have the capability to schedule a job for a particular operation.	Release 1	Must	
MWS21554	Scheduling	Schedule Jobs	The system shall have the capability to strap jobs together for the purposes of scheduling.	Release 1	Must	
MWS21555	Scheduling	Schedule Jobs	The system shall have the capability to put jobs back on the schedule.	Release 1	Must	
MWS21556	Scheduling	Schedule Jobs	The system shall allow users to schedule jobs on available equipment.	Release 1	Must	
MWS21557	Scheduling	Schedule Jobs	The system shall allow authorized users to reschedule jobs.	Release 1	Must	
MWS21558	Scheduling	Schedule Jobs	The system shall allow authorized users to enter multiple schedule dates.	Release 1	Must	
MWS21559	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter prepress schedules.	Release 1	Must	
MWS21560	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter press schedules.	Release 1	Must	
MWS21561	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter binding schedules.	Release 1	Must	
MWS21562	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter delivery/shipping schedules.	Release 1	Must	
MWS21563	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter schedule dates by division.	Release 1	Must	
MWS21565	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter schedule dates by operation.	Release 1	Must	
MWS21566	Scheduling	Schedule Jobs	The system shall be able to overlap scheduled jobs on the same piece of equipment.	Release 1	Must	
MWS21567	Scheduling	Schedule Jobs	The system shall have the capability to obligate materials to a job through Oracle Inventory.	Release 1	Must	
MWS21568	Scheduling	Schedule Jobs	The system shall have the capability to display inventory availability through Oracle Financials Inventory.	Release 1	Must	
MWS21569	Scheduling	Schedule Jobs	The system shall have the capability for users to manage the priority (sequence) jobs.	Release 1	Must	
MWS21570	Scheduling	Schedule Jobs	The system shall have the capability for users to manage the priority (sequence) jobs by a product type.	Release 1	Must	
MWS21571	Scheduling	Schedule Jobs	The system shall have the capability to obligate materials to a job by property number.	Release 1	Must	
MWS21574	Scheduling	Schedule Jobs	The system shall have the capability to alert users of a hot job for planning purposes.	Release 1	Must	
MWS21575	Scheduling	Schedule Jobs	The system shall have the capability to notify users that a job is behind schedule based upon tracking data.	Release 1	Must	
MWS21576	Scheduling	Schedule Jobs	The system shall have the capability for users to schedule jobs.	Release 1	Must	
MWS21577	Scheduling	Schedule Jobs	The system shall have the capability for users to create a job plan.	Release 1	Must	
MWS21578	Scheduling	Schedule Jobs	The system shall have the capability to automatically recommend the optimal schedule to users.	Release 1	Could	
MWS21579	Scheduling	Schedule Jobs	The system shall have the capability to breakdown the estimate of the total job production time by section.	Release 1	Must	
MWS21580	Scheduling	Schedule Jobs	The system shall have the capability to breakdown the estimate of the total job production time by operation.	Release 1	Must	
MWS21581	Scheduling	Schedule Jobs	The system shall have the capability for authorized users to schedule jobs based upon the estimated job production time.	Release 1	Must	

MWS21582	Scheduling	Schedule Jobs	The system shall have capability to schedule a job on multiple pieces of equipment at the same time.	Release 1	Must	
MWS21583	Scheduling	Schedule Jobs	The system shall have capability to schedule a job on multiple pieces of equipment.	Release 1	Must	
MWS21584	Scheduling	Schedule Jobs	The system shall have the capability for authorized users to escalate the priority of a job.	Release 1	Must	
MWS21585	Scheduling	Schedule Jobs	The system shall have the capability to reprioritize jobs.	Release 1	Must	
MWS21586	Scheduling	Schedule Jobs	The system shall have the capability to create a job plan based upon schedule and plan data.	Release 1	Must	
MWS21587	Scheduling	Schedule Jobs	The system shall have the capability to save a job plan.	Release 1	Must	
MWS21588	Scheduling	Schedule Jobs	The system shall have the capability for users to manage a job plan.	Release 1	Must	
MWS21589	Scheduling	Schedule Jobs	The system shall have the capability for users to copy a job plan.	Release 1	Must	
MWS21590	Scheduling	Schedule Jobs	The system shall have the capability to schedule a job by its parts.	Release 1	Must	
MWS21591	Scheduling	Schedule Jobs	The system shall have the capability for users to reschedule jobs that have been sent back in the workflow.	Release 1	Must	
MWS21593	Scheduling	Schedule Jobs	The system shall have the capability to alert users that jobs have not been scheduled based upon BPI.	Release 1	Must	For example, a job with a past due delivery date that has yet to be scheduled.
MWS21594	Scheduling	Schedule Jobs	The system shall have the capability for users to reserve equipment for predetermined periods of time.	Release 1	Must	For example, block off a web press from 1 to 5AM every day.
MWS21595	Scheduling	Schedule Jobs	The system shall have the capability to denote that equipment is unavailable.	Release 1	Must	For example, down for maintenance.
MWS21596	Scheduling	Schedule Jobs	The system shall have the capability to determine equipment utilization based upon planned use.	Release 1	Must	For example, if a press has only been planned for 50% of it's available time capacity (has 50% idle time). This is not actual equipment utilization but time that the equipment has been planned for use. It does not include integration with legacy cost an
MWS21597	Scheduling	Schedule Jobs	The system shall have the capability for users to reserve equipment groups to jobs for scheduling purposes.	Release 1	Must	For example, the 98 press group.
MWS21598	Scheduling	Schedule Jobs	The system shall alert users when job BPI does not align to allocated inventory.	Release 1	Should	For example, the press sheet size can not be cut out of the issue size.
MWS21599	Scheduling	Schedule Jobs	The system shall have the capability to break a job into parts for scheduling purposes.	Release 1	Must	For example, to partially print a job.
MWS21600	Scheduling	Schedule Jobs	The system shall allow users to view an equipment's planned workload.	Release 1	Must	For example, to view the workload on a particular press or bindery equipment.
MWS21601	Scheduling	Schedule Jobs	The system shall have the capability to notify users of materials required for a scheduled job.	Release 1	Must	For example, you need binder's boards for a job and they have not been obligated out of Inventory. The system should verify the allocated inventory against a job's bill of materials.
MWS21604	Scheduling	Schedule Jobs	The system shall have the capability for authorized users to suspend a job.	Release 1	Must	This action would be performed controlled by schedulers only.
MWS21605	Scheduling	Schedule Jobs	The system shall allow users to view a schedule for a particular day.	Release 1	Must	This includes the ability to view a particular piece of equipment, section, division, operation, or all of Plant Operations. It also includes the ability to view for a particular product type, single job, or user requested (input) job.
MWS21606	Scheduling	Schedule Jobs	The system shall allow users to view a schedule for a week.	Release 1	Must	This includes the ability to view a particular piece of equipment, section, division, operation, or all of Plant Operations. It also includes the ability to view for a particular product type, single job, or user requested (input) job.
MWS21603	Scheduling	Schedule Jobs	The system shall allow users to access jobs that they have been scheduled for.	Release 1	Must	The system shall provide read only capability to all users. It should control write capabilities according to a user's role and access rights.
MWS21602	Scheduling	Schedule Jobs	The system shall have the capability to alert users of materials required for a scheduled job.	Release 1	Must	For example, you need binder's boards for a job and they have not been obligated out of Inventory. The system should verify the allocated inventory against a job's bill of materials.
MWS21592	Scheduling	Schedule Jobs	The system shall have the capability to schedule a job by its items.	Release 1	Must	
MWS21573	Scheduling	Schedule Jobs	The system shall have the capability to associate a schedule with a specific workflow.	Release 1	Must	
MWS21572	Scheduling	Schedule Jobs	The system shall have the capability to obligate materials to a job by property number and order number.	Release 1	Must	
MWS21564	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter schedule dates by section.	Release 1	Must	
MWS21607	Scheduling	Schedule Jobs	The system shall allow users to view a schedule for a month.	Release 1	Must	This includes the ability to view a particular piece of equipment, section, division, operation, or all of Plant Operations. It also includes the ability to view for a particular product type, single job, or user requested (input) job.
MWS21608	Scheduling	Schedule Jobs	The system shall allow users to view the schedule for a specific time period.	Release 1	Must	This includes the ability to view a particular piece of equipment, section, division, operation, or all of Plant Operations. It also includes the ability to view for a particular product type, single job, or user requested (input) job.
MWS21610	Scheduling	Schedule Jobs	The system shall interface with Oracle Financials Inventory.	Release 1	Must	This is for the purpose of obligating materials.

MWS21611	Scheduling	Schedule Jobs	The system shall have the capability to estimate the total job production time.	Release 1	Must	This is for total running time, including make-ready and wash-up (where applicable), on equipment.
MWS21612	Scheduling	Schedule Jobs	The system shall have the capability to breakdown the estimate of the total job production time by division.	Release 1	Must	This is for total running time, including make-ready and wash-up (where applicable), on equipment.
MWS21613	Scheduling	Schedule Jobs	The system shall have the capability to prioritize jobs.	Release 1	Must	This is to prioritize jobs for the Production Manager's List
MWS21614	Scheduling	Schedule Jobs	The system shall have the capability to manage divisions.	Release 1	Must	This will provide the ability to specify the divisions' capabilities for various functions.
MWS21615	Scheduling	Schedule Jobs	The system shall have the capability to manage equipment groups.	Release 1	Must	This will provide the ability to specify the equipment groups capabilities for various functions.
MWS21617	Scheduling	Schedule Jobs	The system shall have the capability to manage operations.	Release 1	Must	This will provide the ability to specify the operations' capabilities for various functions.
MWS21618	Scheduling	Schedule Jobs	The system shall have the capability to manage sections.	Release 1	Must	This will provide the ability to specify the section's capabilities for various functions.
MWS21619	Scheduling	Schedule Jobs	The system shall have the capability to recommend available equipment based upon current usage.	Release 1	Must	This would allow the system to recommend appropriate equipment capable of producing the job based upon BPI.
MWS21620	Scheduling	Schedule Jobs	The system shall have the capability to take jobs off the schedule.	Release 1	Must	This would be for a job that already has been scheduled and is already in production.
MWS21621	Scheduling	Schedule Jobs	The system shall have the capability to allow users to enter proof schedules.	Release 1	Must	This would be the date the job has to be out of the section, division, or operation.
MWS21622	Scheduling	Schedule Jobs	The system shall have the capability to create a standard job plan.	Release 1	Must	This would be used for reoccurring jobs.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21682	Tracking	Track Jobs	The system shall have the capability for authorized users to send a job back to a particular equipment group.	Release 1	Must	This would require the job to be rescheduled.
MWS21683	Tracking	Track Jobs	The system shall have the capability to interface with FDsys to exchange job tracking data.	Release 2	Must	
MWS21684	Tracking	Track Jobs	The system shall have the capability to notify users of job tracking status through FDsys.	Release 2	Must	
MWS21666	Tracking	Track Jobs	The system shall have the capability to interface with the Pitney Bowes Delivery Tracking System.	Release 1	Must	
MWS21665	Tracking	Track Jobs	The system shall have the capability to provide delivery notification to authorized users.	Release 1	Must	
MWS21662	Tracking	Track Jobs	The system shall provide the capability to alert users that the status of a job has been requested.	Release 1	Must	
MWS21656	Tracking	Track Jobs	The system shall have the capability to track job status using a job identifier(s).	Release 1	Must	
MWS21680	Tracking	Track Jobs	The system shall have the capability for authorized users to send a job back to a particular operation.	Release 1	Must	This would require the job to be rescheduled.
MWS21678	Tracking	Track Jobs	The system shall have the capability for authorized users to send a job back to a particular division.	Release 1	Must	This would require the job to be rescheduled.
MWS21679	Tracking	Track Jobs	The system shall have the capability for authorized users to send a job back to a particular section.	Release 1	Must	This would require the job to be rescheduled.
MWS21625	Tracking	Track Jobs	The system shall have the capability to have specialized tracking screens by product type.	Release 1	Must	
MWS21626	Tracking	Track Jobs	The system shall have the capability to track jobs.	Release 1	Must	
MWS21627	Tracking	Track Jobs	The system shall have the capability to track jobs by divisions.	Release 1	Must	
MWS21628	Tracking	Track Jobs	The system shall have the capability to track jobs by sections.	Release 1	Must	
MWS21629	Tracking	Track Jobs	The system shall have the capability to track jobs by operations.	Release 1	Must	
MWS21630	Tracking	Track Jobs	The system shall have the capability to track jobs by equipment.	Release 1	Must	
MWS21631	Tracking	Track Jobs	The system shall have the capability to track jobs by equipment groups.	Release 1	Must	
MWS21632	Tracking	Track Jobs	The system shall have the capability to track jobs that are partially complete.	Release 1	Must	
MWS21633	Tracking	Track Jobs	The system shall allow an authorized user to input tracking information.	Release 1	Must	
MWS21634	Tracking	Track Jobs	The system shall allow an authorized user to input additional tracking information by division.	Release 1	Must	
MWS21635	Tracking	Track Jobs	The system shall allow an authorized user to input additional tracking information by operation.	Release 1	Must	
MWS21636	Tracking	Track Jobs	The system shall allow an authorized user to input additional tracking information by equipment.	Release 1	Must	
MWS21637	Tracking	Track Jobs	The system shall allow an authorized user to input additional tracking information by equipment group.	Release 1	Must	
MWS21638	Tracking	Track Jobs	The system shall record the user who inputs tracking information.	Release 1	Must	
MWS21639	Tracking	Track Jobs	The system shall timestamp when a user has inputted tracking information.	Release 1	Must	
MWS21640	Tracking	Track Jobs	The system shall allow authorized users to manage tracking information.	Release 1	Must	
MWS21641	Tracking	Track Jobs	The system shall have the capability to track a job across multiple operations at the same time.	Release 1	Must	
MWS21642	Tracking	Track Jobs	The system shall have the capability to track a job across multiple sections at the same time.	Release 1	Must	
MWS21643	Tracking	Track Jobs	The system shall have the capability to track a job across multiple divisions at the same time.	Release 1	Must	
MWS21644	Tracking	Track Jobs	The system shall have the capability to track a job across multiple pieces of equipment at the same time.	Release 1	Must	
MWS21645	Tracking	Track Jobs	The system shall have the capability to track a job across multiple equipment groups at the same time.	Release 1	Must	
MWS21646	Tracking	Track Jobs	The system shall have the capability to track jobs by parts.	Release 1	Must	
MWS21647	Tracking	Track Jobs	The system shall have the capability to track jobs by items.	Release 1	Must	
MWS21648	Tracking	Track Jobs	The system shall have the capability to associate tracking information with a workflow.	Release 1	Must	
MWS21649	Tracking	Track Jobs	The system shall have the capability for users to inquire on the tracking information for a job.	Release 1	Must	
MWS21650	Tracking	Track Jobs	The system shall have the capability for users to inquire on the tracking information for a job by a particular product type(s).	Release 1	Must	
MWS21651	Tracking	Track Jobs	The system shall have the capability for authorized users to send a job back to press.	Release 1	Must	
MWS21652	Tracking	Track Jobs	The system shall have the capability for authorized users to denote that a job that is sent back to press is ready to run.	Release 1	Must	
MWS21653	Tracking	Track Jobs	The system shall have the capability to notify users that a job was sent back to press.	Release 1	Must	
MWS21654	Tracking	Track Jobs	The system shall have the capability for users to input quality control information for a job.	Release 1	Must	
MWS21655	Tracking	Track Jobs	The system shall have the capability for users to denote why a job was sent back to a process.	Release 1	Must	
MWS21657	Tracking	Track Jobs	The system shall have the capability for an authorized user to inform the system that an activity has been completed.	Release 1	Must	
MWS21658	Tracking	Track Jobs	The system shall allow authorized users to modify status information about job activities.	Release 1	Must	

MWS21659	Tracking	Track Jobs	The system shall have the capability to notify users of job tracking status.	Release 1	Must	
MWS21660	Tracking	Track Jobs	The system shall provide the capability to automatically request job status information from users.	Release 1	Should	
MWS21661	Tracking	Track Jobs	The system shall provide the capability to notify users that the status of a job has been requested.	Release 1	Must	
MWS21663	Tracking	Track Jobs	The system shall have the capability for authorized users to request automated notifications of job activities.	Release 1	Must	
MWS21664	Tracking	Track Jobs	The system shall have the capability to provide shipping notification to authorized users.	Release 1	Must	
MWS21667	Tracking	Track Jobs	The system shall provide the capability to view Pitney Bowes tracking data.	Release 1	Must	
MWS21668	Tracking	Track Jobs	The system shall provide the capability to track jobs throughout a workflow.	Release 1	Must	
MWS21669	Tracking	Track Jobs	The system shall allow authorized users to denote the status of a job.	Release 1	Must	Examples of job status include ok to print, out on proof, job on hold, etc.
MWS21670	Tracking	Track Jobs	The system shall have the capability to notify authorized users if a job is falling behind schedule.	Release 1	Must	The time that specifies if a job is behind schedule is TBS.
MWS21671	Tracking	Track Jobs	The system shall have the capability to alert authorized users if a job is falling behind schedule.	Release 1	Must	The time that specifies if a job is behind schedule is TBS.
MWS21672	Tracking	Track Jobs	The system shall have the capability to track a job by its parts.	Release 1	Must	This capability would be utilized in prepress processing.
MWS21673	Tracking	Track Jobs	The system shall allow an authorized user to input additional tracking information by section.	Release 1	Must	This could be accomplished through a comments field.
MWS21674	Tracking	Track Jobs	The system shall allow authorized users to add status information about job activities.	Release 1	Must	This could be accomplished through a comments field.
MWS21675	Tracking	Track Jobs	The system shall have the capability to track when a job is completed.	Release 1	Must	This refers to when a job is completed by date and time at any point in the production process.
MWS21676	Tracking	Track Jobs	The system shall have the capability to track when a job is received.	Release 1	Must	This refers to when a job is received by date and time at any point in the production process.
MWS21677	Tracking	Track Jobs	The system shall have the capability for authorized users to enter shipping and delivery tracking information.	Release 1	Must	This would include the shipping company, tracking numbers, etc.
MWS21681	Tracking	Track Jobs	The system shall have the capability for authorized users to send a job back to a particular piece of equipment.	Release 1	Must	This would require the job to be rescheduled.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20921	Infrastructure	508 Compliant User Interfaces	MWS software applications and operating systems shall be Section 508 compliant according to 36 CFR Part 1194.21.	Release 1	Must	
MWS20922	Infrastructure	508 Compliant User Interfaces	MWS operating systems shall be Section 508 compliant according to 36 CFR Part 1194.21.	Release 1	Must	
MWS20923	Infrastructure	508 Compliant User Interfaces	MWS system interfaces shall be Section 508 compliant according to 36 CFR Part 1194.21.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20924	Infrastructure	Alerts and notifications	The system shall allow all users to subscribe and unsubscribe to notification services	Release 1	Must	
MWS20925	Infrastructure	Alerts and notifications	The system shall provide email notifications.	Release 1	Must	
MWS20926	Infrastructure	Alerts and notifications	The system shall provide the capability to provide notifications based on a user account.	Release 1	Must	
MWS20927	Infrastructure	Alerts and notifications	The system shall have the capability to automatically send notifications to users based on system events.	Release 1	Must	
MWS20928	Infrastructure	Alerts and notifications	The system shall have the capability to automatically send notifications to authorized users based on job workflow events.	Release 1	Must	
MWS20929	Infrastructure	Alerts and notifications	The system shall provide the capability for authorized users to manage notifications.	Release 1	Must	
MWS20930	Infrastructure	Alerts and notifications	The system shall provide the capability for authorized users to manage alerts.	Release 1	Must	
MWS20931	Infrastructure	Alerts and notifications	The system shall have the capability to send notifications.	Release 1	Must	
MWS20932	Infrastructure	Alerts and notifications	The system shall have the capability to send alerts.	Release 1	Must	
MWS20934	Infrastructure	Alerts and notifications	The system shall have the capability to escalate notifications to alerts when necessary.	Release 1	Must	For example, escalating a notification to another user if the initial notification was not acted upon in a timely manner. The specific notifications that would be escalated are TBS.
MWS20935	Infrastructure	Alerts and notifications	The system shall have the capability to alert users.	Release 1	Must	Specific alerts are outlined in MWS requirements and are determined by a user's role.
MWS20936	Infrastructure	Alerts and notifications	The system shall have the capability to notify users.	Release 1	Must	Specific notifications are outlined in MWS requirements and are determined by a user's role.
MWS20937	Infrastructure	Alerts and notifications	The system shall provide the capability to deliver alerts that based upon a specific format.	Release 1	Must	This would allow a standard alert format.
MWS20938	Infrastructure	Alerts and notifications	The system shall provide the capability to deliver notifications that is based upon a specific format.	Release 1	Must	This would allow a standard notification format.
MWS20939	Infrastructure	Alerts and notifications	The system shall provide the capability for users to opt-out of notifications.	Release 1	Must	This would allow users to turn off select notifications or all notifications.
MWS20933	Infrastructure	Alerts and notifications	The system shall send notifications via additional methods in the future.	Release 1	Should	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20940	Infrastructure	Digital Time Stamping	The system shall provide date and time verification through a network time server.	Release 1	Must	
MWS20941	Infrastructure	Digital Time Stamping	The system shall have the capability to apply a digital timestamp when actions are performed.	Release 1	Must	Specific actions that must be time stamped are TBS.
MWS20942	Infrastructure	Digital Time Stamping	The system time shall be controlled by the network time.	Release 1	Must	Using network time protocol. PKI is not needed for MWS.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS20943	Infrastructure	Enterprise Service Bus	The system shall provide the capability to interoperate with services or applications deployed in different hardware and software platforms, using industry-accepted standards.	Release 1	Must	
MWS20944	Infrastructure	Enterprise Service Bus	The system shall have the capability to utilize GPO's Enterprise Service Bus.	Release 1	Must	
MWS20945	Infrastructure	Enterprise Service Bus	The ESB shall support interoperability with Java Enterprise Edition (JEE).	Release 1	Must	
MWS20946	Infrastructure	Enterprise Service Bus	The ESB shall support interoperability with .Net.	Release 1	Must	
MWS20947	Infrastructure	Enterprise Service Bus	The ESB shall support interoperability with Web Services.	Release 1	Must	
MWS20948	Infrastructure	Enterprise Service Bus	The ESB shall support interoperability with Java Message Service (JMS).	Release 1	Must	
MWS20949	Infrastructure	Enterprise Service Bus	The ESB shall support Microsoft Windows Server 2003.	Release 1	Must	
MWS20950	Infrastructure	Enterprise Service Bus	The ESB shall support Red Hat Enterprise Advanced Server 2.1.	Release 1	Must	
MWS20951	Infrastructure	Enterprise Service Bus	The ESB shall support application programmer interfaces in common programming languages.	Release 1	Must	
MWS20953	Infrastructure	Enterprise Service Bus	The ESB shall support application programmer interfaces in C++.	Release 1	Must	
MWS20954	Infrastructure	Enterprise Service Bus	The ESB shall support application programmer interfaces in Java.	Release 1	Must	
MWS20955	Infrastructure	Enterprise Service Bus	The ESB shall support application programmer interfaces in C#.	Release 1	Must	
MWS20956	Infrastructure	Enterprise Service Bus	The system shall support the ability to authenticate applications and services and control which applications can invoke a service.	Release 1	Must	
MWS20957	Infrastructure	Enterprise Service Bus	The system shall provide the capability to integrate existing (or legacy) services or applications.	Release 1	Must	
MWS20958	Infrastructure	Enterprise Service Bus	The system shall provide the capability to support synchronous communications between services or applications.	Release 1	Must	
MWS20959	Infrastructure	Enterprise Service Bus	The system shall provide the capability to queue communications between services and applications.	Release 1	Must	
MWS20960	Infrastructure	Enterprise Service Bus	The system shall provide the capability to manage process transactions declaratively using a GUI.	Release 1	Must	
MWS20961	Infrastructure	Enterprise Service Bus	The system shall provide the capability to store process transactions configuration information in XML.	Release 1	Must	
MWS20962	Infrastructure	Enterprise Service Bus	The system shall provide the capability to execute pre-defined process transactions.	Release 1	Must	
MWS20964	Infrastructure	Enterprise Service Bus	The system shall provide the capability to validate messages against the appropriate published schema.	Release 1	Must	
MWS20965	Infrastructure	Enterprise Service Bus	The system shall provide the capability to perform XML document-based routing between services or applications.	Release 1	Must	
MWS20967	Infrastructure	Enterprise Service Bus	The ESB shall support the capability to remove services without disrupting system operations that do not rely on the service which is being removed.	Release 1	Must	
MWS20968	Infrastructure	Enterprise Service Bus	The ESB shall support the capability to deploy applications without disrupting system operations.	Release 1	Must	
MWS20969	Infrastructure	Enterprise Service Bus	The ESB shall support the capability to remove applications without disrupting system operations that do not rely on the application which is being removed.	Release 1	Must	
MWS20970	Infrastructure	Enterprise Service Bus	The system shall provide the capability to support exception handling.	Release 1	Must	
MWS20971	Infrastructure	Enterprise Service Bus	The system shall provide the capability to generate compensating transactions for exceptions where possible.	Release 1	Must	
MWS20972	Infrastructure	Enterprise Service Bus	The ESB shall support WS-Security.	Release 1	Must	
MWS20973	Infrastructure	Enterprise Service Bus	The ESB shall support WS-Reliability or WS-Reliable Messaging	Release 1	Must	
MWS20974	Infrastructure	Enterprise Service Bus	The system shall store information about business processes in logs.	Release 1	Must	
MWS20975	Infrastructure	Enterprise Service Bus	The system shall support the capability to record information about business process execution in logs.	Release 1	Must	
MWS20976	Infrastructure	Enterprise Service Bus	The system shall provide the capability to perform integration configurations.	Release 1	Must	
MWS20977	Infrastructure	Enterprise Service Bus	The system shall provide the capability to manage integration configurations using a GUI.	Release 1	Must	
MWS20978	Infrastructure	Enterprise Service Bus	The system shall provide the capability to perform integration configurations in XML.	Release 1	Must	
MWS20979	Infrastructure	Enterprise Service Bus	The system shall provide the capability to store integration configuration information in XML.	Release 1	Must	
MWS20980	Infrastructure	Enterprise Service Bus	The system shall provide the capability to add redundancy to critical ESB functions.	Release 1	Must	
MWS20981	Infrastructure	Enterprise Service Bus	The system shall provide the capability to impose rule-based security control over administrative tasks.	Release 1	Must	
MWS20982	Infrastructure	Enterprise Service Bus	The system shall provide the capability to manage services or applications dynamically.	Release 1	Must	
MWS20984	Infrastructure	Enterprise Service Bus	The system shall provide the capability to disable services dynamically.	Release 1	Must	
MWS20985	Infrastructure	Enterprise Service Bus	The system shall provide the capability to manage business processes.	Release 1	Must	
MWS20986	Infrastructure	Enterprise Service Bus	The system shall provide the capability to support business process orchestration.	Release 1	Must	
MWS20987	Infrastructure	Enterprise Service Bus	The system shall provide the capability to terminate business processes that are being orchestrated.	Release 1	Must	
MWS20988	Infrastructure	Enterprise Service Bus	The system shall provide the capability to suspend business processes that are being orchestrated.	Release 1	Must	

MWS20989	Infrastructure	Enterprise Service Bus	The system shall provide the capability to resume business processes that are suspended.	Release 1	Must	
MWS20990	Infrastructure	Enterprise Service Bus	The system shall provide the capability to monitor ESB processes that are being orchestrated.	Release 1	Must	
MWS20991	Infrastructure	Enterprise Service Bus	The system shall provide the capability to monitor the business processes at all available statuses: active, suspended, terminated, and completed.	Release 1	Must	
MWS20992	Infrastructure	Enterprise Service Bus	The system shall provide the capability to monitor communication latencies.	Release 1	Must	
MWS20995	Infrastructure	Enterprise Service Bus	The system shall provide the capability to perform administrative tasks via a GUI tool.	Release 1	Must	
MWS20996	Infrastructure	Enterprise Service Bus	The system shall provide the capability to transform messages to different schemas.	Release 1	Must	Communications are expressed in XML, and messages can be transformed via XSLT.
MWS20997	Infrastructure	Enterprise Service Bus	The system shall support the capability to authenticate external processes attempting to invoke a service provided by the system.	Release 1	Must	External refers to invoking services that are outside of MWS but still within the GPO.
MWS20998	Infrastructure	Enterprise Service Bus	The system shall provide the capability to support incremental implementations.	Release 1	Must	Incremental implementation means that new services can be deployed on the ESB without affecting any existing clients or services. It also means that the implementation of a service can be changed without affecting existing clients of the service.
MWS20999	Infrastructure	Enterprise Service Bus	The system shall support the capability to authenticate internal processes attempting to invoke a service provided by the system.	Release 1	Must	Internal refers to invoking services that are within MWS.
MWS21000	Infrastructure	Enterprise Service Bus	The system shall provide the capability to specify the quality of service for communications between services or applications.	Release 1	Must	Quality of service is further defined as the set of standards under WS-*.
MWS21001	Infrastructure	Enterprise Service Bus	The system shall provide the capability to manually commit and roll back process transactions.	Release 1	Must	Refers to Transaction Process Monitoring
MWS21002	Infrastructure	Enterprise Service Bus	The system shall provide the capability to support reliable communications between services or applications.	Release 1	Must	Reliable communications is further defined as the set of standards under WS-*.
MWS21004	Infrastructure	Enterprise Service Bus	The system shall provide the capability to support asynchronous communications between services or applications.	Release 1	Must	This is relative to JMS.
MWS21005	Infrastructure	Enterprise Service Bus	The ESB shall support WSDL.	Release 1	Must	This is relative to Web Services.
MWS21006	Infrastructure	Enterprise Service Bus	The system shall store information related to the ESB in logs.	Release 1	Must	This refers to information to be stored in logs.
MWS21007	Infrastructure	Enterprise Service Bus	The system shall store information about transactional operations in logs.	Release 1	Must	This refers to information to be stored in logs.
MWS21008	Infrastructure	Enterprise Service Bus	The system shall store information about communications in logs.	Release 1	Must	This refers to information to be stored in logs.
MWS21009	Infrastructure	Enterprise Service Bus	The system shall store information about data types exchanged over the ESB in XML schema.	Release 1	Must	This refers to schemas within the process.
MWS21010	Infrastructure	Enterprise Service Bus	The system shall provide the capability to coordinate and manage services or applications in the form of enterprise business processes.	Release 1	Must	This refers to supporting business process orchestration.
MWS21011	Infrastructure	Enterprise Service Bus	The system shall provide the capability to run process transactions.	Release 1	Must	This refers to the ability to undo process transactions and to Transaction Process Monitoring.
MWS21012	Infrastructure	Enterprise Service Bus	The system shall provide the capability to manage process transactions declaratively via system configurations.	Release 1	Must	This refers to the process where if one process fails, all will fail.
MWS20952	Infrastructure	Enterprise Service Bus	The ESB shall support application programmer interfaces in C.	Release 1	Must	
MWS20963	Infrastructure	Enterprise Service Bus	The system shall provide the capability to create communications between services or applications, internal or external, in XML form with published schemas.	Release 1	Must	
MWS20966	Infrastructure	Enterprise Service Bus	The ESB shall support the capability to deploy services without disrupting system operations.	Release 1	Must	
MWS20983	Infrastructure	Enterprise Service Bus	The system shall provide the capability to enable services dynamically.	Release 1	Must	
MWS20993	Infrastructure	Enterprise Service Bus	The system shall provide the capability to send notifications in the event of problems with ESB functions.	Release 1	Must	
MWS20994	Infrastructure	Enterprise Service Bus	The system shall provide the capability to perform configuration tasks via a Graphical User Interface (GUI) tool.	Release 1	Must	
MWS21003	Infrastructure	Enterprise Service Bus	The system shall provide the capability to integrate newly developed (or acquired) services or applications (e.g. FDsys, Oracle Financials) using industry standard protocols.	Release 1	Must	This is considered as a placeholder to identify and integrate newly developed systems or applications as they are identified.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21013	Infrastructure	Event And Audit Logging	The system shall keep an audit log of all transactions in the system.	Release 1	Must	
MWS21014	Infrastructure	Event And Audit Logging	The system shall create audit logs which contain sufficient information to establish what events occurred, the source(s) of the events, and the outcomes of the events.	Release 1	Must	
MWS21015	Infrastructure	Event And Audit Logging	Audit logs shall contain logged events which each contain the date the event occurred.	Release 1	Must	
MWS21016	Infrastructure	Event And Audit Logging	Audit logs shall contain logged events which each contain the time the event occurred.	Release 1	Must	
MWS21017	Infrastructure	Event And Audit Logging	Audit logs shall contain logged events which contain the name of the component, application, or service that logged the event.	Release 1	Must	
MWS21018	Infrastructure	Event And Audit Logging	Audit logs shall contain logged events which each contain a classification of the event by the event source.	Release 1	Must	
MWS21019	Infrastructure	Event And Audit Logging	Audit logs shall contain logged events which each contain a classification of the event severity: Error, Information, or Warning in the system and application logs; Success Audit or Failure Audit in the security log.	Release 1	Must	
MWS21021	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event.	Release 1	Must	
MWS21022	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event containing the user name of the user on whose behalf the event occurred.	Release 1	Must	
MWS21025	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event containing information about infrequent significant events that describe successful operations of major server services.	Release 1	Must	
MWS21026	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event containing warnings, events that are not necessarily significant, but that indicate possible future problems.	Release 1	Must	
MWS21027	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event containing an audit of the security access attempts to objects that were successful.	Release 1	Must	
MWS21028	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event containing an audit of the security access attempts to objects that failed.	Release 1	Must	
MWS21030	Infrastructure	Event And Audit Logging	The system shall maintain a system log containing events logged by the system components.	Release 1	Must	
MWS21031	Infrastructure	Event And Audit Logging	The system shall allow system logs to be viewed by all authorized users.	Release 1	Must	
MWS21032	Infrastructure	Event And Audit Logging	The system shall have the capability to maintain a security log containing valid and invalid logon attempts as well as events related to resource use, such as creating, opening, or deleting files or other objects.	Release 1	Must	
MWS21033	Infrastructure	Event And Audit Logging	The system shall maintain a security log containing events related to resource use, such as creating, opening, or deleting files or other objects.	Release 1	Must	
MWS21034	Infrastructure	Event And Audit Logging	The system shall maintain an application log containing events logged by applications.	Release 1	Must	
MWS21035	Infrastructure	Event And Audit Logging	The system shall have an Audit Log manager for system administrator functions.	Release 1	Must	
MWS21036	Infrastructure	Event And Audit Logging	The system shall have an Audit Log manager to consolidate logs.	Release 1	Must	
MWS21037	Infrastructure	Event And Audit Logging	The Audit Log manager application shall be searchable.	Release 1	Must	
MWS21038	Infrastructure	Event And Audit Logging	The system shall provide the capability to view a completed transaction.	Release 1	Must	
MWS21039	Infrastructure	Event And Audit Logging	The system shall keep an audit log of user job entry and inquiry transactions.	Release 1	Must	
MWS21040	Infrastructure	Event And Audit Logging	The system shall keep an audit log of estimating transactions.	Release 1	Must	
MWS21041	Infrastructure	Event And Audit Logging	The system shall keep an audit log of security administrator transactions.	Release 1	Must	
MWS21042	Infrastructure	Event And Audit Logging	The system shall keep an audit log of system access rights changes.	Release 1	Must	
MWS21043	Infrastructure	Event And Audit Logging	The system shall keep an audit log of job tracking processes.	Release 1	Must	
MWS21044	Infrastructure	Event And Audit Logging	The system shall keep an audit log of scheduling activities.	Release 1	Must	
MWS21045	Infrastructure	Event And Audit Logging	The system shall keep an audit log of infrastructure related activities.	Release 1	Must	
MWS21046	Infrastructure	Event And Audit Logging	The system shall keep an audit log of converted content activities.	Release 1	Must	
MWS21047	Infrastructure	Event And Audit Logging	The system shall keep an audit log of version control activities.	Release 1	Must	
MWS21048	Infrastructure	Event And Audit Logging	The system shall have the capability to maintain integrity of audit logs.	Release 1	Must	
MWS21049	Infrastructure	Event And Audit Logging	The system shall protect the audit log from unauthorized user modification.	Release 1	Must	
MWS21050	Infrastructure	Event And Audit Logging	The system shall detect user attempts to edit audit logs.	Release 1	Must	
MWS21051	Infrastructure	Event And Audit Logging	The system shall keep an audit log of attempts to access the system.	Release 1	Must	
MWS21052	Infrastructure	Event And Audit Logging	The system shall keep an audit log of any detected breaches of security policy.	Release 1	Must	
MWS21056	Infrastructure	Event And Audit Logging	The system shall not allow system log files to be changed.	Release 1	Must	
MWS21057	Infrastructure	Event And Audit Logging	The system shall allow authorized users to specify the attributes that are logged.	Release 1	Must	

MWS21058	Infrastructure	Event And Audit Logging	The system shall keep an audit log for reporting/output capabilities.	Release 1	Must	Audit logs will be limited to reporting functionality available for that particular release.
MWS21059	Infrastructure	Event And Audit Logging	The system shall allow security logs to be viewed by authorized users.	Release 1	Must	Note that access to these logs is determined by user role.
MWS21060	Infrastructure	Event And Audit Logging	The system shall allow applications logs to be viewed by authorized users.	Release 1	Must	Note that access to these logs is determined by user role.
MWS21061	Infrastructure	Event And Audit Logging	The system shall keep an audit log of support activities (e.g., support status).	Release 1	Must	Support activities are those associated with system or software maintenance activities (e.g., system patches, OS upgrades, software version upgrade).
MWS21062	Infrastructure	Event And Audit Logging	The system shall consolidate audit logs using GPO's log consolidation tool.	Release 1	Should	The log consolidation tool is Log Logic.
MWS21063	Infrastructure	Event And Audit Logging	The system shall manage audit log stores.	Release 1	Must	This refers to the ability to store audit logs and make copies of the logs.
MWS21020	Infrastructure	Event And Audit Logging	Audit logs shall contain logged events which each contain a number identifying the particular event type.	Release 1	Must	
MWS21023	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event containing the name (IP address and DNS name) of the system on which the event occurred.	Release 1	Must	
MWS21024	Infrastructure	Event And Audit Logging	Audit logs shall contain a description of the event involving significant problems such as a loss of data or functions.	Release 1	Must	
MWS21029	Infrastructure	Event And Audit Logging	Audit logs shall contain additional data fields where binary data can be displayed in bytes or words.	Release 1	Must	
MWS21053	Infrastructure	Event And Audit Logging	The system shall store audit logs (e.g. audit trails) per GPO P825.33.	Release 1	Must	
MWS21054	Infrastructure	Event And Audit Logging	The system shall save audit logs as specified in GPO Publication 825.33.	Release 1	Must	
MWS21055	Infrastructure	Event And Audit Logging	The system shall have the capability to create a log of all transactions and activities.	Release 1	Must	
MWS21064	Infrastructure	Event And Audit Logging	The system shall provide the capability to log completed transaction information.	Release 1	Must	This requirement refers to the ability to reconstruct transactions so that administrators can establish what events occurred, the source(s) of the events, and the outcomes of the events including data, transmission information, user, time of occurrence, a

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21069	Infrastructure	Manage Security	The system shall support the capability of maintaining user privacy in accordance with GPO Publication 825.33.	Release 1	Must	
MWS21070	Infrastructure	Manage Security	The system shall support the capability of maintaining support privacy (e.g., user identity).	Release 1	Must	
MWS21071	Infrastructure	Manage Security	The system shall support the capability of maintaining confidentiality of user data (e.g., passwords).	Release 1	Must	
MWS21072	Infrastructure	Manage Security	The system shall have the capability to provide confidentiality of user authentication data exchanged through external interfaces.	Release 1	Must	
MWS21073	Infrastructure	Manage Security	The system shall use a minimum 128 bit key length for all symmetric encryption operations.	Release 1	Must	
MWS21074	Infrastructure	Manage Security	The system shall have the capability to provide confidentiality of user data, including confidentiality of user authentication data stored within the system (e.g., passwords).	Release 1	Must	
MWS21075	Infrastructure	Manage Security	The system shall provide a method of protecting confidential and private MWS system data (e.g., passwords, private user data, PII)	Release 1	Must	
MWS21076	Infrastructure	Manage Security	The system shall provide the capability to use passwords to verify the identity of authorized users.	Release 1	Must	
MWS21077	Infrastructure	Manage Security	The system shall provide the capability to verify the authorization level of authorized users to perform requested functions.	Release 1	Must	
MWS21079	Infrastructure	Manage Security	The system shall allow authorized security administrators to assign users to roles for access to system functions.	Release 1	Must	
MWS21080	Infrastructure	Manage Security	The system shall provide the capability to create user accounts.	Release 1	Must	
MWS21081	Infrastructure	Manage Security	The system shall provide the capability to access user accounts.	Release 1	Must	
MWS21082	Infrastructure	Manage Security	The system shall provide the capability for authorized users to manage (add, modify, delete) user account information.	Release 1	Must	
MWS21083	Infrastructure	Manage Security	The system shall provide the capability to delete user accounts.	Release 1	Must	
MWS21084	Infrastructure	Manage Security	The system shall provide the capability to suspend user accounts.	Release 1	Must	
MWS21085	Infrastructure	Manage Security	The system shall provide the capability to reactivate suspended user accounts.	Release 1	Must	
MWS21086	Infrastructure	Manage Security	The system shall provide an administrative graphical user interface to perform user administration.	Release 1	Must	
MWS21087	Infrastructure	Manage Security	The system shall provide an administrative graphical user interface to perform security administration.	Release 1	Must	
MWS21088	Infrastructure	Manage Security	The system shall have the capability for authorized security administrators to implement system security policy.	Release 1	Must	
MWS21089	Infrastructure	Manage Security	The system shall support authorized encryption algorithms.	Release 1	Must	
MWS21090	Infrastructure	Manage Security	The system shall have the capability for authorized security administrators to maintain system security policy.	Release 1	Must	
MWS21091	Infrastructure	Manage Security	The system shall provide the capability for authorized security administrators to monitor system security policy settings.	Release 1	Must	
MWS21092	Infrastructure	Manage Security	The system shall provide the capability for authorized security administrators to monitor system security policy enforcement.	Release 1	Must	
MWS21093	Infrastructure	Manage Security	The system shall check content for malicious code (e.g., worms and viruses) prior to ingest to maintain integrity.	Release 1	Must	
MWS21095	Infrastructure	Manage Security	The system shall provide the capability for users to update their account information.	Release 1	Must	
MWS21096	Infrastructure	Manage Security	The system shall provide a means to ensure that users cannot view information of other users unless authorized.	Release 1	Must	
MWS21097	Infrastructure	Manage Security	The system shall provide a means to ensure that users cannot modify information of other users unless authorized.	Release 1	Must	
MWS21098	Infrastructure	Manage Security	The system shall securely store personal information (e.g. user names and passwords).	Release 1	Must	
MWS21099	Infrastructure	Manage Security	The system shall not allow critical transaction files to be adjusted by any unauthorized party.	Release 1	Must	
MWS21100	Infrastructure	Manage Security	The system shall allow users to change their password.	Release 1	Must	
MWS21101	Infrastructure	Manage Security	The system shall provide the capability for security administrators to reset a user's password.	Release 1	Must	
MWS21102	Infrastructure	Manage Security	The system shall utilize GPO virus scanner technology.	Release 1	Must	Be compatible with the Symantec Anti-Virus.
MWS21103	Infrastructure	Manage Security	The system shall have the capability to expire user accounts, configurable by security administrators.	Release 1	Must	Expire refers to a set time with which a user account can be active. If this time passes, a notification/alert is sent to a security administrator to resolve, and the account is suspended by the system.
MWS21104	Infrastructure	Manage Security	The system shall comply with controls specified in NIST SP 800-53A - System Security Control Requirements.	Release 1	Must	MWS must comply with select controls specified for 'medium' systems.
MWS21105	Infrastructure	Manage Security	The system shall permit stronger authentication techniques to be used for system and security administrators (such as longer and/or more complex passwords, public key certificate, and token based authentication).	Release 1	Could	Talk with John about NIST special publication for specific security requirements.
MWS21106	Infrastructure	Manage Security	A user shall only be allowed to manage attributes associated with their own user identity.	Release 1	Must	This would not allow a user to control their role(s).

MWS21065	Infrastructure	Manage Security	The system shall support a configurable minimum eight character password.	Release 1	Must	
MWS21066	Infrastructure	Manage Security	The system shall permit authorized users to create a unique user identity for access to the system.	Release 1	Must	
MWS21067	Infrastructure	Manage Security	The system shall enforce uniqueness of user identity so that no two users can use the exact same identity.	Release 1	Must	
MWS21068	Infrastructure	Manage Security	The system shall comply with GPO authentication policies specified in P825.33.	Release 1	Must	
MWS21078	Infrastructure	Manage Security	The system shall permit authorized security administrators to create roles.	Release 1	Must	
MWS21094	Infrastructure	Manage Security	The system shall provide the capability for users to request that their accounts be cancelled.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21107	Infrastructure	Network Security	The system shall have the capability to utilize mutually authenticated, high speed network connections.	Release 1	Must	This requirement only applies if the system is a hosted solution outside the GPO network.
MWS21108	Infrastructure	Network Security	The system shall have the capability to utilize connections using industry standard IPSEC Virtual Private Network (VPN) and strong (128 bit key minimum) encryption.	Release 1	Must	This requirement only applies if the system is a hosted solution outside the GPO network.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21111	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered on the GPO Standard Form 1 (SF-1).	Release 1	Must	
MWS21112	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered on print specifications.	Release 1	Must	
MWS21113	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered on a supplemental jacket.	Release 1	Must	
MWS21114	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered on GPO Form 2511 (Print Order).	Release 1	Must	
MWS21117	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered for all lists.	Release 1	Must	
MWS21118	Infrastructure	Reporting/Output	The system shall have the ability to generate reports.	Release 1	Must	
MWS21119	Infrastructure	Reporting/Output	The system shall have the capability to utilize Business Objects software to generate reports.	Release 1	Must	
MWS21120	Infrastructure	Reporting/Output	The system shall have the ability to generate static reports.	Release 1	Must	
MWS21121	Infrastructure	Reporting/Output	The system shall have the ability to generate dynamic reports.	Release 1	Must	
MWS21122	Infrastructure	Reporting/Output	The system shall have the capability to email reports to users upon request.	Release 1	Must	
MWS21123	Infrastructure	Reporting/Output	The system shall have the capability to make reports accessible via the interface.	Release 1	Must	
MWS21124	Infrastructure	Reporting/Output	The system shall have the capability to control reports through role based access.	Release 1	Must	
MWS21125	Infrastructure	Reporting/Output	The system shall be capable of extracting data from the entire collection of BPI.	Release 1	Must	
MWS21126	Infrastructure	Reporting/Output	The system shall be capable of extracting data from select GPO data sources (e.g., Oracle Financials).	Release 1	Must	
MWS21127	Infrastructure	Reporting/Output	The system shall be capable of extracting data from Oracle Financials Project Costing.	Release 1	Must	
MWS21128	Infrastructure	Reporting/Output	The system shall be capable of extracting data from Oracle Financials Project Inventory.	Release 1	Must	
MWS21129	Infrastructure	Reporting/Output	The system shall be capable of extracting data from the Address & Distribution Management System.	Release 1	Must	
MWS21131	Infrastructure	Reporting/Output	The system shall be able to extract data according to authorized user defined queries.	Release 1	Must	
MWS21132	Infrastructure	Reporting/Output	The system shall allow authorized users to input data to supplement system data (e.g., Web log, historical sales data).	Release 1	Must	
MWS21133	Infrastructure	Reporting/Output	The system shall have the capability to save queries.	Release 1	Must	
MWS21134	Infrastructure	Reporting/Output	The system shall have the capability to share queries with other users.	Release 1	Must	
MWS21135	Infrastructure	Reporting/Output	The system shall allow authorized users to enter supplemental historical data.	Release 1	Must	
MWS21136	Infrastructure	Reporting/Output	The system shall allow authorized users to restrict access to supplemental data.	Release 1	Must	
MWS21137	Infrastructure	Reporting/Output	The system shall allow authorized users to store supplemental data for future use.	Release 1	Must	
MWS21138	Infrastructure	Reporting/Output	The system shall be capable of extracting data from multiple formats.	Release 1	Must	
MWS21139	Infrastructure	Reporting/Output	The system shall be capable of extracting data from data sources in XML format.	Release 1	Must	
MWS21140	Infrastructure	Reporting/Output	The system shall be capable of extracting data from data sources in PDF format.	Release 1	Must	
MWS21141	Infrastructure	Reporting/Output	The system shall be capable of extracting data from data sources in XLS format.	Release 1	Must	
MWS21142	Infrastructure	Reporting/Output	The system shall be capable of extracting data from data sources in CSV format.	Release 1	Must	
MWS21143	Infrastructure	Reporting/Output	The system shall be capable of data extraction at speeds sufficient to support the creation of real-time reports.	Release 1	Must	
MWS21144	Infrastructure	Reporting/Output	The system shall be able to merge and separate data sets based on administrator defined parameters (e.g., joining or separating fields, removing NULL values, string conversion of date data).	Release 1	Must	
MWS21145	Infrastructure	Reporting/Output	The system shall be able to perform single variable analysis operations on extracted data.	Release 1	Could	
MWS21148	Infrastructure	Reporting/Output	The system shall be able to calculate medians.	Release 1	Must	
MWS21149	Infrastructure	Reporting/Output	The system shall be able to calculate modes.	Release 1	Must	
MWS21150	Infrastructure	Reporting/Output	The system shall be able to perform cross tabulations.	Release 1	Could	
MWS21151	Infrastructure	Reporting/Output	The system shall be able to perform clusterization.	Release 1	Could	
MWS21152	Infrastructure	Reporting/Output	The system shall be able to perform categorization.	Release 1	Could	
MWS21154	Infrastructure	Reporting/Output	The system shall be able to perform regression analysis.	Release 1	Could	
MWS21155	Infrastructure	Reporting/Output	The system shall be able to expose hierarchical or parent/child relationships.	Release 1	Could	
MWS21156	Infrastructure	Reporting/Output	The system shall be able to expose sequential relationships.	Release 1	Could	
MWS21157	Infrastructure	Reporting/Output	The system shall be able to expose sequential patterns.	Release 1	Could	
MWS21158	Infrastructure	Reporting/Output	The system shall be able to expose temporal relationships.	Release 1	Could	
MWS21159	Infrastructure	Reporting/Output	The system shall be able to expose temporal patterns.	Release 1	Could	
MWS21160	Infrastructure	Reporting/Output	The system shall be able to expose inferences and rules that led to a result set.	Release 1	Could	
MWS21161	Infrastructure	Reporting/Output	The system shall be able to warn authorized users attempting illogical operations (e.g., calculating averages out of categorical data).	Release 1	Could	
MWS21162	Infrastructure	Reporting/Output	The system shall be capable of showing the authorized user the rule violation that led to the warning.	Release 1	Must	
MWS21163	Infrastructure	Reporting/Output	The system shall allow authorized users to suspend an analysis that is in progress.	Release 1	Must	

MWS21164	Infrastructure	Reporting/Output	The system shall allow authorized users to resume a suspended analysis.	Release 1	Must	
MWS21165	Infrastructure	Reporting/Output	The system shall allow authorized users to restart an analysis from the beginning.	Release 1	Must	
MWS21167	Infrastructure	Reporting/Output	The system shall be able to produce reports summarizing the analysis of BPI.	Release 1	Must	
MWS21168	Infrastructure	Reporting/Output	The system shall allow authorized users to choose from the data types available in BPI and choose operations performed on that data.	Release 1	Must	
MWS21169	Infrastructure	Reporting/Output	The system shall be able to produce a report summarizing system usage for an authorized user-defined time range.	Release 1	Must	
MWS21170	Infrastructure	Reporting/Output	The system shall be capable of including charts in reports.	Release 1	Must	
MWS21171	Infrastructure	Reporting/Output	The system shall be capable of including tables in reports.	Release 1	Must	
MWS21172	Infrastructure	Reporting/Output	The system shall be capable of including graphs in reports.	Release 1	Must	
MWS21173	Infrastructure	Reporting/Output	The system shall allow a set of default report templates to be accessible for each user class.	Release 1	Must	
MWS21174	Infrastructure	Reporting/Output	The system shall allow authorized users to manage the default templates for reports.	Release 1	Must	
MWS21175	Infrastructure	Reporting/Output	The system shall allow authorized users to create custom reports and report templates based on access rights to BPI.	Release 1	Must	
MWS21176	Infrastructure	Reporting/Output	The system shall allow authorized users to create custom report templates.	Release 1	Must	
MWS21177	Infrastructure	Reporting/Output	The system shall allow authorized users to update custom report templates.	Release 1	Must	
MWS21178	Infrastructure	Reporting/Output	The system shall allow authorized users to delete custom report templates.	Release 1	Must	
MWS21179	Infrastructure	Reporting/Output	The system shall be capable of automatically creating reports using report templates according to a schedule defined by authorized users.	Release 1	Must	
MWS21181	Infrastructure	Reporting/Output	The system shall enable GPO authorized users to control which users can view a report template.	Release 1	Must	
MWS21182	Infrastructure	Reporting/Output	The system shall enable GPO authorized users to control which users can modify a report template.	Release 1	Must	
MWS21183	Infrastructure	Reporting/Output	The system shall be capable of delivering reports to authorized users.	Release 1	Must	
MWS21184	Infrastructure	Reporting/Output	The system shall support the capability to deliver reports to authorized users using E-mail.	Release 1	Must	
MWS21185	Infrastructure	Reporting/Output	The system shall allow authorized users to create notifications based on real-time analysis of BPI.	Release 1	Must	
MWS21186	Infrastructure	Reporting/Output	The system shall be able to expose analysis criteria and algorithms.	Release 1	Could	
MWS21187	Infrastructure	Reporting/Output	The system shall be able to export results in a format specified by the authorized user (e.g., HTML, MS Word, MS Excel, CSV, XML, PDF)	Release 1	Must	
MWS21188	Infrastructure	Reporting/Output	The system shall be able to export reports in MS Word format.	Release 1	Must	
MWS21189	Infrastructure	Reporting/Output	The system shall be able to export reports in HTML format.	Release 1	Must	
MWS21190	Infrastructure	Reporting/Output	The system shall restrict access to extracted data based on user role.	Release 1	Must	
MWS21191	Infrastructure	Reporting/Output	The system shall allow authorized users to extract data from security audit logs for reporting/output.	Release 1	Must	
MWS21192	Infrastructure	Reporting/Output	The system shall store extracted data.	Release 1	Must	
MWS21193	Infrastructure	Reporting/Output	The system shall provide the capability to store the corpus of extracted data.	Release 1	Must	
MWS21194	Infrastructure	Reporting/Output	The system shall provide the capability to delete selected portions of the corpus of extracted data.	Release 1	Must	
MWS21195	Infrastructure	Reporting/Output	The system shall provide the capability to reload selected portions of the corpus of extracted data by re-extracting the data.	Release 1	Must	
MWS21196	Infrastructure	Reporting/Output	The system shall have the capability to automatically generate lists.	Release 1	Must	
MWS21197	Infrastructure	Reporting/Output	The system shall have the capability for authorized users to create lists based upon any BPI element.	Release 1	Must	
MWS21198	Infrastructure	Reporting/Output	The system shall have the capability for authorized users to manually create lists.	Release 1	Must	
MWS21199	Infrastructure	Reporting/Output	The system shall have the capability for authorized users to manage lists.	Release 1	Must	
MWS21200	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs that in process.	Release 1	Must	
MWS21202	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs that are in process by section.	Release 1	Must	
MWS21203	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs that are in process by operation.	Release 1	Must	
MWS21204	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs that are in process by product type.	Release 1	Must	
MWS21205	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs that have been completed.	Release 1	Must	
MWS21208	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs based on a ""must to destination"" date.	Release 1	Must	
MWS21209	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs based on a ship date.	Release 1	Must	
MWS21210	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs based on a delivery date.	Release 1	Must	
MWS21211	Infrastructure	Reporting/Output	The system shall have the capability to generate reports for jobs that are scheduled for a section.	Release 1	Must	
MWS21212	Infrastructure	Reporting/Output	The system shall have the capability to generate reports for jobs that are scheduled for a division.	Release 1	Must	

ID	Category	Subcategory	Requirement	Release	Priority	Comments
MWS21213	Infrastructure	Reporting/Output	The system shall have the capability to generate reports for jobs that are scheduled for a operation.	Release 1	Must	
MWS21214	Infrastructure	Reporting/Output	The system shall have the capability to generate reports for total waste for a specific time period.	Release 1	Could	
MWS21215	Infrastructure	Reporting/Output	The system shall have the capability to generate reports for jobs that are delinquent.	Release 1	Must	Delinquent jobs are those for which the shipping or delivery date has passed but they have not yet been closed out.
MWS21216	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs by planning information.	Release 1	Must	For example, all the jobs that have been planned for the bindery
MWS21217	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs by scheduling information.	Release 1	Must	For example, all the jobs that have been scheduled for the June 1.
MWS21218	Infrastructure	Reporting/Output	The system shall have the capability to generate reports from multiple sources.	Release 1	Must	For example, extracting data for reporting purposes from FDsys, Oracle, and MWS at the same time.
MWS21219	Infrastructure	Reporting/Output	The system shall have the capability to assign rules to a list.	Release 1	Must	For example, once a job is generated on the OK list it is removed from the PM list.
MWS21221	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered on a jacket (black, red, blue).	Release 1	Must	Includes variations on the black jacket (for instance, for Digital Copy Center jobs).
MWS21222	Infrastructure	Reporting/Output	The system shall have the capability to generate the Bills to Press list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21224	Infrastructure	Reporting/Output	The system shall have the capability to generate the Departmental list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21225	Infrastructure	Reporting/Output	The system shall have the capability to generate the House Bill Clerk list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21226	Infrastructure	Reporting/Output	The system shall have the capability to generate the Production Managers list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21227	Infrastructure	Reporting/Output	The system shall have the capability to generate the Partial Delivery list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21228	Infrastructure	Reporting/Output	The system shall have the capability to generate the PM Section Tracking list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21229	Infrastructure	Reporting/Output	The system shall have the capability to generate the Reports Document list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21230	Infrastructure	Reporting/Output	The system shall have the capability to generate the Senate Bill Clerk list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21231	Infrastructure	Reporting/Output	The system shall have the capability to generate the Electronic Online Products list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21233	Infrastructure	Reporting/Output	The system shall have the capability to generate the Federal Register Rider list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21234	Infrastructure	Reporting/Output	The system shall have the capability to generate the Serial Set list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21235	Infrastructure	Reporting/Output	The system shall have the capability to generate the Surcharge/Must list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21236	Infrastructure	Reporting/Output	The system shall have the capability to generate the Priority List All Jobs list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21237	Infrastructure	Reporting/Output	The system shall have the capability to generate the Bates list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21239	Infrastructure	Reporting/Output	The system shall have the capability to generate reports on any BPI element.	Release 1	Must	Selection criteria. Users can select the data that a report can be generated from.
MWS21240	Infrastructure	Reporting/Output	The system shall have the capability for authorized users to create a Production Manager's List.	Release 1	Must	The PM list is created from information provided by GPO customers, Customer Service, scheduling, and priority data within MWS.
MWS21241	Infrastructure	Reporting/Output	The system shall allow authorized users to upload files from which data will be extracted for analysis.	Release 1	Must	These would be external files (e.g. CSV format) that would allow users to combine external data with MWS data for analysis.
MWS21242	Infrastructure	Reporting/Output	The system shall have the capability to generate the Delivered Work list.	Release 1	Must	This is also referred to as the OK list. Reference the MWS As-Is Process Document for a sample of this list.
MWS21243	Infrastructure	Reporting/Output	The system shall be able to link analysis results to data.	Release 1	Must	This means that analysis of BPI can be linked back to the BPI, web usage statistics can be linked back to the web analysis tool, etc.
MWS21244	Infrastructure	Reporting/Output	The system shall be capable of real-time population of report templates.	Release 1	Must	This means the system shall be able to create a report using a report template.
MWS21245	Infrastructure	Reporting/Output	The system shall allow users to select the data for analysis.	Release 1	Must	This refers to the range of data for the analysis.
MWS21246	Infrastructure	Reporting/Output	The system shall generate reports based on the estimated equipment utilization.	Release 1	Must	This report would be based upon the estimated scheduled equipment utilization, and not actual use.
MWS21247	Infrastructure	Reporting/Output	The system shall be capable of supporting dynamically changing reporting.	Release 1	Must	This requirement refers to the ability to create executive dashboards.
MWS21248	Infrastructure	Reporting/Output	The system shall have the capability to maintain current reporting functionality.	Release 1	Must	This would permit the replication of current PEPS and SERsynergy reports.
MWS21249	Infrastructure	Reporting/Output	The system shall have the capability to output any system interface GUI.	Release 1	Must	This would provide the ability to print what is on the user's screen.
MWS21250	Infrastructure	Reporting/Output	The system shall have the capability to automatically generate a list for jobs that have been partially or totally delivered.	Release 1	Must	This would replicate the 'OK' list.
MWS21251	Infrastructure	Reporting/Output	The system shall be capable of extracting data from FDsys.	Release 2	Must	
MWS21223	Infrastructure	Reporting/Output	The system shall have the capability to generate the Congressional list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21109	Infrastructure	Reporting/Output	The system shall have the capability to render and output the system generated print order number bar code on the jacket.	Release 1	Must	
MWS21110	Infrastructure	Reporting/Output	The system shall have the capability to render and output the system generated jacket number bar code on the jacket.	Release 1	Must	
MWS21115	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered on a print estimate.	Release 1	Must	

MWS21116	Infrastructure	Reporting/Output	The system shall provide the capability for BPI to be rendered on a blank paper jacket (brown jacket).	Release 1	Must	
MWS21130	Infrastructure	Reporting/Output	The system shall be capable of extracting data according to a schedule defined by authorized users.	Release 1	Must	
MWS21146	Infrastructure	Reporting/Output	The system shall be able to perform multivariable analysis operations on extracted data.	Release 1	Could	
MWS21147	Infrastructure	Reporting/Output	The system shall be able to calculate means.	Release 1	Must	
MWS21153	Infrastructure	Reporting/Output	The system shall be able to perform association and link analyses.	Release 1	Could	
MWS21253	Infrastructure	Reporting/Output	The system shall be capable of extracting data from data sources in CSV format.	Release 2	Should	
MWS21252	Infrastructure	Reporting/Output	The system shall be capable of extracting data from additional GPO data sources in the future.	Release 2	Should	
MWS21238	Infrastructure	Reporting/Output	The system shall have the capability to generate the Beitel list.	Release 1	Must	Reference the MWS As-Is Process Document for a sample of this list.
MWS21220	Infrastructure	Reporting/Output	The system shall be capable of extracting data from Pitney Bowes system.	Release 1	Must	In particular the Pitney Bowes Arrival Tracking System and CFR subscription application.
MWS21207	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs based upon tracking information.	Release 1	Must	
MWS21206	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs by scheduling and planning information.	Release 1	Must	
MWS21201	Infrastructure	Reporting/Output	The system shall have the capability to generate reports of jobs that are in process by division.	Release 1	Must	
MWS21180	Infrastructure	Reporting/Output	The system shall allow authorized users to request notification that a scheduled report is available.	Release 1	Must	
MWS21166	Infrastructure	Reporting/Output	The system shall be capable of providing the authorized user with an estimated analysis time.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21254	Infrastructure	Save Search Query	The system shall allow users with an established user account to enter or store queries, preferences, and results sets or portions of results sets.	Release 1	Could	
MWS21256	Infrastructure	Save Search Query	The system shall allow users with an established user account to enter or store and recall preferences.	Release 1	Could	
MWS21257	Infrastructure	Save Search Query	The system shall provide the capability to automatically execute saved searches on a schedule defined by the user.	Release 1	Could	
MWS21258	Infrastructure	Save Search Query	The system shall provide the capability to notify users when automatically executed searches return results that were not included in the original search.	Release 1	Could	The intent of this requirement is for authorized users to log into a system and save a search. The user will then have the ability to receive new jobs when they become available. Will also have the ability to set the frequency.
MWS21255	Infrastructure	Save Search Query	The system shall allow users with an established user account to enter or store and recall queries.	Release 1	Could	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21259	Infrastructure	Save Search Results	The system shall allow users to save search results individually or as a batch (e.g., without selecting each result individually) for delivery.	Release 1	Could	
MWS21260	Infrastructure	Save Search Results	The system shall allow users with an established user account to enter or store and recall results sets as a whole.	Release 1	Could	
MWS21261	Infrastructure	Save Search Results	The system shall allow users with an established user account to enter or store and recall portions of results sets.	Release 1	Could	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21262	Infrastructure	Storage Management	Storage media shall provide the capability to preserve data integrity and quality for no less than 10 years in a data center environment.	Release 1	Must	
MWS21263	Infrastructure	Storage Management	The system shall support the capability for authorized users to configure the policies used by the system to migrate data from one class of storage to another.	Release 1	Must	
MWS21264	Infrastructure	Storage Management	Storage design shall have the capability to scale to multiple petabytes of data.	Release 1	Must	
MWS21265	Infrastructure	Storage Management	The system back-up tapes shall conform to Linear Tape-Open (LTO) standard.	Release 1	Must	
MWS21266	Infrastructure	Storage Management	The system shall provide the capability to hot swap power supplies when a power supply has failed.	Release 1	Must	
MWS21267	Infrastructure	Storage Management	The system shall provide the capability to hot swap cooling fans when a cooling fan has failed.	Release 1	Must	
MWS21268	Infrastructure	Storage Management	The system shall provide the capability to hot swap disk drives in disk storage systems when a disk drive has failed.	Release 1	Must	
MWS21269	Infrastructure	Storage Management	The system shall have the ability to dynamically move data to improve system performance.	Release 1	Must	
MWS21270	Infrastructure	Storage Management	The system shall support the management of heterogeneous storage architectures (e.g. direct attached storage (DAS), network attached storage (NAS), storage area network (SAN)).	Release 1	Must	
MWS21271	Infrastructure	Storage Management	The system shall provide the capability to automatically allocate additional storage when a user configurable threshold is crossed.	Release 1	Must	
MWS21272	Infrastructure	Storage Management	The system shall be able to manage any infrastructure storage device attached to the system.	Release 1	Must	
MWS21273	Infrastructure	Storage Management	The system shall allow manual compression of data at various compression levels.	Release 1	Must	
MWS21274	Infrastructure	Storage Management	The system shall provide the capability to allocate storage on new devices after they have been identified by the system and formatted for use.	Release 1	Must	
MWS21275	Infrastructure	Storage Management	The system shall have the capability to manage storage (e.g., delete files and reports at a defined time).	Release 1	Must	
MWS21276	Infrastructure	Storage Management	The system shall provide storage usage metrics that allow projection of future storage needs.	Release 1	Must	
MWS21277	Infrastructure	Storage Management	The system shall automatically allocate stand-by drives to replace drives that have failed.	Release 1	Must	Allocating stand-by drives refers to unused drives inside a storage device that can be allocated to replace a drive that has failed.
MWS21278	Infrastructure	Storage Management	The system shall support the capability to include multiple storage classes.	Release 1	Must	Different storage classes (tape, spinning disk, etc.) have different price/performance characteristics. Supporting multiple classes helps to optimize the performance of the system while also optimizing the cost of the system. Data requiring fast access
MWS21279	Infrastructure	Storage Management	The system shall be capable of utilizing a storage environment for all data.	Release 1	Must	The storage management requirements are written to apply to the system level only. They do not apply to various sub-system levels (database, application, etc.).
MWS21280	Infrastructure	Storage Management	The system shall support the capability to transparently migrate data from one storage class to another based on system policies.	Release 1	Must	This allows the system to automatically optimize the storage class for data based on its frequency of access, but which can be overwritten by a manual operation. Making the system perform this automatically is more optimal and less labor intensive than h
MWS21282	Infrastructure	Storage Management	The system storage shall support ANSI INCITS 388-2004 Storage Management Initiative Specification.	Release 1	Must	This is a Storage Area Network (SAN) specification.
MWS21281	Infrastructure	Storage Management	The system shall support the capability to add additional storage classes in the future without a major redesign.	Release 1	Must	This capability supports the ability to use new storage technologies. It also supports the ability to scale by adding high capacity storage classes, such as tape, when data volume requires.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21283	Infrastructure	System Backup/Restore	The system shall provide the capability to switchover operations from the primary to the backup site in the event of a disaster.	Release 1	Must	
MWS21284	Infrastructure	System Backup/Restore	The system shall provide appropriate redundant components to ensure availability to meet customer and GPO needs.	Release 1	Must	
MWS21285	Infrastructure	System Backup/Restore	The system shall have the capability to return to normal operations post-disaster.	Release 1	Must	
MWS21286	Infrastructure	System Backup/Restore	The system shall adhere to GPO's Continuity of Operations (COOP) plans.	Release 1	Must	
MWS21287	Infrastructure	System Backup/Restore	The system shall adhere to guidelines set forth in Federal Preparedness Circular 65.	Release 1	Must	
MWS21288	Infrastructure	System Backup/Restore	The system shall have appropriate failover components.	Release 1	Must	
MWS21289	Infrastructure	System Backup/Restore	The system shall replicate workflow data to failover location(s).	Release 1	Must	
MWS21290	Infrastructure	System Backup/Restore	The system shall be able to reconstitute and switch-over to alternate systems at a remote site in the event of local catastrophic damage.	Release 1	Must	
MWS21291	Infrastructure	System Backup/Restore	The system shall replicate all system data to a disaster recovery site.	Release 1	Must	
MWS21292	Infrastructure	System Backup/Restore	The system shall allow the switchover to redundant components via user action.	Release 1	Must	
MWS21293	Infrastructure	System Backup/Restore	The system shall allow the switchover to redundant components automatically in case of failure.	Release 1	Must	
MWS21294	Infrastructure	System Backup/Restore	The system shall replicate all BPI to a disaster recovery site.	Release 1	Must	
MWS21296	Infrastructure	System Backup/Restore	The system shall prevent the loss of workflow data.	Release 1	Must	
MWS21297	Infrastructure	System Backup/Restore	The system shall allow the frequency of backup processes to be controlled by authorized users.	Release 1	Must	
MWS21298	Infrastructure	System Backup/Restore	The system shall allow the backup processes to be controlled automatically or manually by authorized users.	Release 1	Must	
MWS21299	Infrastructure	System Backup/Restore	The system shall backup all necessary data required to retrieve workflow data to its original state in the event of a system failure.	Release 1	Must	
MWS21300	Infrastructure	System Backup/Restore	The system shall perform workflow backup processes without interruption to users.	Release 1	Must	
MWS21301	Infrastructure	System Backup/Restore	The system shall be able to accomplish periodic backup on mass removable storage media.	Release 1	Must	
MWS21303	Infrastructure	System Backup/Restore	The system shall allow backups on multiple types of mass removable storage media.	Release 1	Must	
MWS21304	Infrastructure	System Backup/Restore	That system shall be able to accomplish a full back-up of all critical data in less than six hours or scheduled periodically over 24 hours.	Release 1	Must	
MWS21305	Infrastructure	System Backup/Restore	The system shall allow users to storage and manage which data is listed as critical.	Release 1	Must	
MWS21306	Infrastructure	System Backup/Restore	The system shall allow users to manage the backup schedule.	Release 1	Must	
MWS21307	Infrastructure	System Backup/Restore	The system shall perform backups that not interfere with current system processes.	Release 1	Must	
MWS21308	Infrastructure	System Backup/Restore	The system shall support mirroring the write data in cache as a method of data protection.	Release 1	Must	
MWS21309	Infrastructure	System Backup/Restore	The system shall allow users to manage which data should be backed up.	Release 1	Must	
MWS21310	Infrastructure	System Backup/Restore	The system shall support proactively testing data for errors even when the cache or disk is inactive, so that problems can be detected before they can disrupt data flow.	Release 1	Must	
MWS21311	Infrastructure	System Backup/Restore	The system shall allow users the ability to both schedule and manually test data for errors even when the cache or disk is inactive.	Release 1	Must	
MWS21312	Infrastructure	System Backup/Restore	The system shall provide appropriate backup capability to ensure recovery to meet customer and GPO needs.	Release 1	Must	
MWS21313	Infrastructure	System Backup/Restore	The system shall back up system applications at a frequency as determined by business requirements.	Release 1	Must	
MWS21314	Infrastructure	System Backup/Restore	The system shall back up system data at a frequency as determined by business requirements.	Release 1	Must	
MWS21315	Infrastructure	System Backup/Restore	The system applications shall be backed up at off-site storage location.	Release 1	Must	
MWS21316	Infrastructure	System Backup/Restore	The system data shall be backed up at off-site storage location.	Release 1	Must	
MWS21317	Infrastructure	System Backup/Restore	The system shall maintain data integrity during backup processing.	Release 1	Must	
MWS21318	Infrastructure	System Backup/Restore	The system shall have the capability to automatically backup application data.	Release 1	Must	
MWS21320	Infrastructure	System Backup/Restore	The system shall have the capability to automatically backup data at the database level.	Release 1	Must	
MWS21321	Infrastructure	System Backup/Restore	The system shall have the capability to support advanced protection capabilities.	Release 1	Must	This includes functionality such as clustering.
MWS21323	Infrastructure	System Backup/Restore	The system shall be operational at appropriate GPO alternate facilities.	Release 1	Must	This refers to whether the system is running from the primary or secondary location. Both must be accessible from GPO alternate facilities.
MWS21322	Infrastructure	System Backup/Restore	The system shall be operational in the event of disaster situations with minimal business interruption to business functions.	Release 1	Must	This refers to critical systems functions, and a disaster can only affect one instance. It is assumed that external infrastructure will still be available.
MWS21319	Infrastructure	System Backup/Restore	The system shall have the capability to backup system data at a configurable frequency.	Release 1	Must	

| MWS21302 | Infrastructure | System Backup/Restore | The system shall allow users to manage periodic backup schedules. | Release 1 | Must | |
| MWS21295 | Infrastructure | System Backup/Restore | The system shall have the capability to certify integrity of content during backup and other system processes. | Release 1 | Must | |

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21324	Infrastructure	System Flexibility	The system shall not preclude storage on multiple devices.	Release 1	Must	
MWS21325	Infrastructure	System Flexibility	The system shall support the capability to accommodate changes in hardware technologies without requiring major reengineering or design changes.	Release 1	Must	
MWS21326	Infrastructure	System Flexibility	The system shall conform to commonly used, industry standard protocols.	Release 1	Must	
MWS21327	Infrastructure	System Flexibility	The system shall support the capability to interface with industry standard protocols.	Release 1	Must	
MWS21328	Infrastructure	System Flexibility	The system shall use industry standard protocols when there is one that meets the system requirements.	Release 1	Must	
MWS21329	Infrastructure	System Flexibility	The system shall use non-standard protocols only when there is no industry standard that meets the system requirements.	Release 1	Must	
MWS21330	Infrastructure	System Flexibility	The system shall have no restrictions that would prevent the system from being operated at a hosting vendor site, at GPO's sole discretion, at any point in the future.	Release 1	Must	
MWS21331	Infrastructure	System Flexibility	The system shall support the capability to accommodate changes in personnel without requiring major reengineering or design changes.	Release 1	Must	
MWS21332	Infrastructure	System Flexibility	The system shall support the capability to accommodate changes in system locations without requiring major reengineering or design changes.	Release 1	Must	
MWS21333	Infrastructure	System Flexibility	The system shall provide for the use of internal and external open interfaces.	Release 1	Must	
MWS21334	Infrastructure	System Flexibility	The system may provide for the use of proprietary interfaces only when open interfaces are not available or do not meet system requirements.	Release 1	Must	
MWS21335	Infrastructure	System Flexibility	The system shall be available for use at all GPO locations.	Release 1	Must	
MWS21336	Infrastructure	System Flexibility	The system shall provide open and interoperable access to BPI.	Release 1	Must	
MWS21337	Infrastructure	System Flexibility	The system shall use plug-in components that can be replaced with minimal impact to remaining components as workload and technology change.	Release 1	Must	
MWS21338	Infrastructure	System Flexibility	The Application Programmer Interfaces of the system shall be based on open standards.	Release 1	Must	
MWS21339	Infrastructure	System Flexibility	The system shall accommodate changes in technologies and policies without requiring major re-engineering or design changes.	Release 1	Must	
MWS21340	Infrastructure	System Flexibility	The system shall support the capability to accommodate changes in software technologies without requiring major reengineering or design changes.	Release 1	Must	This refers to application changes and not O/S changes.

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21341	Infrastructure	System Monitoring	The system shall provide the capability to utilize technology which monitors the health of system components in real time.	Release 1	Should	
MWS21342	Infrastructure	System Monitoring	The system shall monitor the health of the network components in real-time.	Release 1	Should	
MWS21343	Infrastructure	System Monitoring	The system shall monitor the health of the system applications in real-time.	Release 1	Should	
MWS21344	Infrastructure	System Monitoring	The system shall monitor the health of the storage components in real-time.	Release 1	Should	
MWS21345	Infrastructure	System Monitoring	The system shall monitor the health of the operating system in real-time.	Release 1	Should	
MWS21347	Infrastructure	System Monitoring	The system shall have the ability to send notifications and alerts to users via multiple channels should a performance problem, failure condition or impending failure be detected.	Release 1	Should	
MWS21348	Infrastructure	System Monitoring	The system shall send alerts and notifications to authorized users when a performance problem is detected.	Release 1	Should	
MWS21349	Infrastructure	System Monitoring	The system shall send alerts and notifications to users when a failure condition is detected.	Release 1	Should	
MWS21350	Infrastructure	System Monitoring	The system shall send alerts and notifications to users when a failure is impending.	Release 1	Should	
MWS21351	Infrastructure	System Monitoring	The system shall send system monitoring alerts to the appropriate user screen.	Release 1	Should	
MWS21352	Infrastructure	System Monitoring	The system shall send system monitoring notifications to the appropriate e-mail.	Release 1	Should	
MWS21353	Infrastructure	System Monitoring	The system shall allow the users to configure the problem severity level that triggers a user notification.	Release 1	Should	
MWS21354	Infrastructure	System Monitoring	The system shall have the capability to monitor real-time performance of the system in terms of service levels.	Release 1	Should	
MWS21346	Infrastructure	System Monitoring	The system shall provide the capability for the user to configure the upper and lower bounds for system parameters being monitored.	Release 1	Should	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21355	Infrastructure	System Performance	The system shall have the capability to support 1,000 concurrent users.	Release 1	Must	
MWS21356	Infrastructure	System Performance	The system shall provide feedback to the user in the event of an error.	Release 1	Must	
MWS21357	Infrastructure	System Performance	The system shall have the capability to support 2,000 named users.	Release 1	Must	
MWS21360	Infrastructure	System Performance	The system shall support an average peak time availability of 99.7%.	Release 1	Must	- The unscheduled downtime for the system shall be no greater the .3% of peak time. Peak time is defined as all times except for 12:00 AM to 6:00 AM Eastern Time on Saturday and Sunday. Scheduled maintenance will not be done during peak time. Scheduled maintenance may be postponed when requested by the GPO to support Congressional needs.
MWS21363	Infrastructure	System Performance	The system response time while searching for jobs shall be 2 seconds or less.	Release 1	Must	This requirement is not meant that the system search jobs within 2 seconds, but that the system has received the request and is processing it.
MWS21358	Infrastructure	System Performance	The system shall provide the capability to maintain required response times when there are 1,000 concurrent users performing a mix of operations during peak time operational use.	Release 1	Must	
MWS21361	Infrastructure	System Performance	The system shall have the capability to provide secure interfaces for MWS operations.	Release 1	Must	The term ""secure interfaces"" in this requirement refers to implementing the controls that are appropriate for providing the required protection of the confidentiality, integrity, and availability requirements of the information being transmitted over that interface.
MWS21362	Infrastructure	System Performance	The system response time when accessing jobs shall be 2 seconds or less.	Release 1	Must	This requirement is not meant that the system must deliver jobs within 2 seconds, but that the system has received the request and is processing it.
MWS21359	Infrastructure	System Performance	The system shall provide the capability to support 10 million jobs without software redesign.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21364	Infrastructure	User Help	The system shall provide context specific help menus.	Release 1	Should	
MWS21365	Infrastructure	User Help	The system shall provide the capability for users to search context specific help menus.	Release 1	Should	
MWS21366	Infrastructure	User Help	The system provide the capability for users to turn off contextual help.	Release 1	Should	
MWS21367	Infrastructure	User Help	The system shall provide email addresses for authorized users to contact users for user assistance.	Release 1	Must	
MWS21368	Infrastructure	User Help	The system shall provide the capability to notify authorized users of a help request.	Release 1	Must	
MWS21369	Infrastructure	User Help	The system shall provide the capability to alert authorized users of a help request.	Release 1	Must	
MWS21370	Infrastructure	User Help	The system shall provide phone numbers for authorized users to contact users for user assistance.	Release 1	Must	
MWS21371	Infrastructure	User Help	The system shall provide users with the ability to enable or disable context specific help that consists of customizable descriptive text displayed when a user points the mouse over an item on the user interface.	Release 1	Should	
MWS21372	Infrastructure	User Help	The system shall provide users with the ability to enable or disable context specific help that consists of clickable help icons or text on the user interface.	Release 1	Should	
MWS21373	Infrastructure	User Help	Content of context specific help shall be related to what is being viewed on the screen and shall be dynamically generated.	Release 1	Should	
MWS21374	Infrastructure	User Help	The system shall provide the capability for authorized users to manage information that is displayed as a result of clicking on a help icon or text.	Release 1	Must	
MWS21375	Infrastructure	User Help	The system shall provide context specific help menus that contain user support information related to what is on the current user interface.	Release 1	Should	
MWS21376	Infrastructure	User Help	The system shall provide context specific help menus that provide access to all available user support information for the system.	Release 1	Should	
MWS21377	Infrastructure	User Help	The system shall provide the capability for authorized uses to manage information (text, images, audio, video, multimedia) in the context specific help menus.	Release 1	Should	
MWS21379	Infrastructure	User Help	The system shall provide the capability to have context specific help that consists of descriptive text that's displayed when a user points the mouse over an item on the user interface.	Release 1	Should	
MWS21380	Infrastructure	User Help	The system shall provide the capability for authorized users to manage descriptive text that is displayed in context specific help when a user points the mouse over an item on the user interface.	Release 1	Should	
MWS21381	Infrastructure	User Help	The system shall provide the capability to have context specific help that consists of clickable help icons or text on the user interface.	Release 1	Should	
MWS21383	Infrastructure	User Help	The system provide context specific help for GUI fields.	Release 1	Should	
MWS21384	Infrastructure	User Help	The system shall provide the capability for users to access users manuals or guides through the system interface.	Release 1	Must	
MWS21385	Infrastructure	User Help	The system shall provide general help information for each interface.	Release 1	Must	This would provide a help screen per every GUI screen.
MWS21382	Infrastructure	User Help	The system shall provide the capability for users to access context specific help menus .	Release 1	Should	
MWS21378	Infrastructure	User Help	The system shall provide the capability for user to navigate the context specific help menus using an index.	Release 1	Should	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21386	Infrastructure	User Interface	The system shall have the capability to make the GUIs product specific.	Release 1	Must	
MWS21387	Infrastructure	User Interface	The system shall have the capability to relate GUIs to a workflow.	Release 1	Must	
MWS21388	Infrastructure	User Interface	The system shall provide the capability for authorized users to manage GUIs (change fields).	Release 1	Must	
MWS21389	Infrastructure	User Interface	GUIs shall be developed in accordance with the Research Based Web Design & Usability Guidelines, 2006 edition.	Release 1	Must	
MWS21390	Infrastructure	User Interface	Web GUIs shall be developed in accordance with the Web Style Guide, 2nd edition.	Release 1	Must	
MWS21391	Infrastructure	User Interface	The system shall provide the capability for users to customize GUIs by selecting text size from available options.	Release 1	Must	
MWS21392	Infrastructure	User Interface	The system shall provide the capability for users to revert to default GUIs as displayed prior to any customization.	Release 1	Must	
MWS21393	Infrastructure	User Interface	The system shall provide the capability for users to maintain GUI configurations across user sessions.	Release 1	Must	
MWS21395	Infrastructure	User Interface	The system shall provide the capability for public users to bookmark search results.	Release 1	Must	
MWS21396	Infrastructure	User Interface	The system shall provide GUIs that are fully functional in Mozilla Firefox 1.5.x on Macintosh, Windows, and Linux.	Release 1	Must	
MWS21397	Infrastructure	User Interface	The system shall provide GUIs that are fully functional in Microsoft Internet Explorer 6.x on Windows.	Release 1	Must	
MWS21398	Infrastructure	User Interface	The system shall provide GUIs that are fully functional in Mozilla Firefox 2.0.x on Macintosh, Linux, and Windows.	Release 1	Must	
MWS21399	Infrastructure	User Interface	The system shall provide GUIs that are fully functional in Microsoft Internet Explorer 7.x. on Windows.	Release 1	Must	
MWS21400	Infrastructure	User Interface	The system shall provide GUIs that are fully functional in Netscape Navigator 7.x on Windows.	Release 1	Must	
MWS21401	Infrastructure	User Interface	The system shall provide GUIs that are fully functional in Safari 2.x on Macintosh.	Release 1	Must	
MWS21402	Infrastructure	User Interface	The system shall provide GUIs that are fully functional in Konqueror 2.x on Linux.	Release 1	Must	
MWS21403	Infrastructure	User Interface	The system shall provide GUIs that are capable of providing context specific help and user support.	Release 1	Must	
MWS21404	Infrastructure	User Interface	The system shall support Extensible Markup Language (XML).	Release 1	Must	
MWS21405	Infrastructure	User Interface	The system shall support Extensible Style sheet Language (XSL).	Release 1	Must	
MWS21406	Infrastructure	User Interface	The system shall support Document Type Definition (DTD).	Release 1	Must	
MWS21407	Infrastructure	User Interface	The system shall support schema.	Release 1	Must	
MWS21408	Infrastructure	User Interface	The system shall support XSL Transformations (XSLT).	Release 1	Must	
MWS21409	Infrastructure	User Interface	The system shall support XML Path Language (XPath).	Release 1	Must	
MWS21410	Infrastructure	User Interface	The system shall support Extensible HyperText Markup Language (XHTML).	Release 1	Must	
MWS21411	Infrastructure	User Interface	The system shall support Cascading Style Sheets (CSS)	Release 1	Must	
MWS21412	Infrastructure	User Interface	The system shall support DHTML.	Release 1	Must	
MWS21413	Infrastructure	User Interface	The system shall maintain a consistent look and feel throughout GUIs.	Release 1	Must	
MWS21394	Infrastructure	User Interface	The system must provide user interfaces that are specific to their user role.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21414	Infrastructure	User Registration	The system shall display a message to users if they fail to authenticate.	Release 1	Must	
MWS21415	Infrastructure	User Registration	The system shall provide the capability for users to register with the system.	Release 1	Must	
MWS21416	Infrastructure	User Registration	The system shall provide the capability to establish a user account for each registered user.	Release 1	Must	
MWS21417	Infrastructure	User Registration	The system shall provide the capability to create user accounts for registered users.	Release 1	Must	
MWS21418	Infrastructure	User Registration	The system shall provide the capability to record information submitted by users during registration with system.	Release 1	Must	
MWS21421	Infrastructure	User Registration	The system shall provide the capability to collect role-based information from the user during registration.	Release 1	Must	
MWS21422	Infrastructure	User Registration	The system shall provide GUIs that allow users to input and submit registration information and login to the system.	Release 1	Must	
MWS21420	Infrastructure	User Registration	The system shall have the capability to collect contact information from the user during registration (e.g., address, city, state, zip code, country, phone number, fax number, email address).	Release 1	Must	
MWS21419	Infrastructure	User Registration	The system shall have the capability to collect name from the user during registration (e.g., honorific title, first name, last name, job title).	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21423	Infrastructure	User Roles	The system shall have a predefined separate of roles where applicable.	Release 1	Must	
MWS21424	Infrastructure	User Roles	The system shall have the capability to enforce the separation of functions through assigned roles.	Release 1	Must	
MWS21425	Infrastructure	User Roles	The system shall associate registered users with at least one user role.	Release 1	Must	
MWS21426	Infrastructure	User Roles	The system shall be capable of permitting authorized users to assign roles to users.	Release 1	Must	
MWS21427	Infrastructure	User Roles	The system shall prevent a user from performing a function unless the user possesses a user role permitting that function.	Release 1	Must	
MWS21428	Infrastructure	User Roles	The system shall integrate with Unix and Windows based Directory Services (Lightweight Directory Access Protocol, Active Directory) to support role based access.	Release 1	Must	
MWS21429	Infrastructure	User Roles	The system shall integrate with Lightweight Directory Access Protocol (LDAP).	Release 1	Must	
MWS21430	Infrastructure	User Roles	The system shall have the capability to integrate with Active Directory.	Release 1	Must	
MWS21431	Infrastructure	User Roles	The system shall have the capability to arbitrate access driven by GPO business policy.	Release 1	Must	
MWS21432	Infrastructure	User Roles	The system shall allow the use of standards based LDAP technology for the role based access model.	Release 1	Must	
MWS21433	Infrastructure	User Roles	The system shall have the capability to provide access to system functions by user role.	Release 1	Must	
MWS21434	Infrastructure	User Roles	The system shall only display GUI functionality appropriate to the authorized user's role.	Release 1	Must	
MWS21435	Infrastructure	User Roles	The system shall have the capability to assign access to system functionality based on a user role.	Release 1	Must	
MWS21437	Infrastructure	User Roles	The system shall allow users to be members of multiple user roles simultaneously.	Release 1	Must	
MWS21438	Infrastructure	User Roles	The system shall support multiple user roles.	Release 1	Must	
MWS21439	Infrastructure	User Roles	The system shall support the assignment of one or more roles to a user.	Release 1	Must	
MWS21441	Infrastructure	User Roles	The system shall have the capability to integrate with the enterprise directory management service application.	Release 1	Must	The enterprise directory management service application is Critical Path Meta-Directory Server.
MWS21440	Infrastructure	User Roles	The system shall support the management of the functions permitted by a user role.	Release 1	Must	
MWS21436	Infrastructure	User Roles	The system shall provide a default interface for System Administrators that is based on their user role.	Release 1	Must	

Requirement Number	Feature Group	Feature	Description	GPO Release	Priority	Comments
MWS21442	Infrastructure	Workflow Management	The system shall have the capability to develop workflows based upon business processes.	Release 1	Must	
MWS21443	Infrastructure	Workflow Management	The system shall have the capability to develop workflows based upon business processes associated with a product type.	Release 1	Must	
MWS21444	Infrastructure	Workflow Management	The system shall have the capability to send a job back to a previous step in the workflow.	Release 1	Must	
MWS21445	Infrastructure	Workflow Management	The system shall store information about jobs in BPI.	Release 1	Must	
MWS21446	Infrastructure	Workflow Management	The system shall store information about activities in BPI.	Release 1	Must	
MWS21447	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to control the execution of workflow instances.	Release 1	Must	
MWS21449	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign deadlines for jobs.	Release 1	Must	
MWS21450	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign deadlines for activities.	Release 1	Must	
MWS21451	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign estimated completion times for jobs.	Release 1	Must	
MWS21452	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign estimated completion times for activities.	Release 1	Must	
MWS21453	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign human resources to manual activities.	Release 1	Must	
MWS21454	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to suspend activities.	Release 1	Must	
MWS21455	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to suspend workflow instances.	Release 1	Must	
MWS21456	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to resume activities.	Release 1	Must	
MWS21458	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to cancel activities.	Release 1	Must	
MWS21542	Infrastructure	Workflow Management	The system shall provide the capability to estimate resource requirements for manual activities.	Release 1	Must	This requirement points to reporting scheduling information back to the authorized user based on what resources are available. Resources can be technical or human.
MWS21541	Infrastructure	Workflow Management	The system shall provide the capability to estimate resource requirements for automated activities.	Release 1	Must	This requirement points to reporting scheduling information back to the authorized user based on what resources are available. Resources can be technical or human.
MWS21536	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to schedule for manual and automated activities.	Release 1	Must	"Schedule" means the system is aware of how long a process or activity will take, and reacts accordingly in order to meet deadlines and send alerts and notifications.
MWS21521	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to validate workflow definitions against the established schema.	Release 1	Must	
MWS21512	Infrastructure	Workflow Management	The security control (allow or deny actions) for workflow shall be rule based.	Release 1	Must	
MWS21511	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to have security controls on workflow activities.	Release 1	Must	
MWS21498	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor workflow instances.	Release 1	Must	
MWS21486	Infrastructure	Workflow Management	The workflow monitoring tool shall provide the capability for authorized users to monitor processing history of workflow instances.	Release 1	Must	
MWS21483	Infrastructure	Workflow Management	The workflow monitoring tool shall provide the capability for authorized users to see the status of the workflow instances.	Release 1	Must	
MWS21482	Infrastructure	Workflow Management	The workflow monitoring tool shall provide the capability for authorized users to see how many instances of a workflow exist.	Release 1	Must	
MWS21476	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to adjust the priority of a job manually or automatically.	Release 1	Must	
MWS21457	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to resume workflow instances.	Release 1	Must	
MWS21448	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign priorities to workflow instances.	Release 1	Must	
MWS21459	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to cancel workflow instances.	Release 1	Must	
MWS21460	Infrastructure	Workflow Management	The system shall provide the capability to log activities.	Release 1	Must	
MWS21461	Infrastructure	Workflow Management	The system shall provide the capability to log activity start time.	Release 1	Must	
MWS21462	Infrastructure	Workflow Management	The system shall provide the capability to log activity end time.	Release 1	Must	
MWS21463	Infrastructure	Workflow Management	The system shall provide the capability to log the person(s) performing the activity.	Release 1	Must	
MWS21464	Infrastructure	Workflow Management	The system shall provide the capability to log the resources associated with an activity .	Release 1	Must	
MWS21465	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to manage lists of workflow instances.	Release 1	Must	
MWS21466	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to view lists of workflow instances.	Release 1	Must	
MWS21467	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign lists of workflow instances to other users.	Release 1	Must	

MWS21468	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to perform actions on a batch of workflow instances.	Release 1	Must	
MWS21469	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to control the execution of jobs.	Release 1	Must	
MWS21470	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to assign priorities to jobs.	Release 1	Must	
MWS21471	Infrastructure	Workflow Management	The priority of a job shall be inherited by workflow instances associated with the job.	Release 1	Must	
MWS21472	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to suspend jobs.	Release 1	Must	
MWS21473	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to resume jobs.	Release 1	Must	
MWS21474	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to cancel a job.	Release 1	Must	
MWS21475	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to adjust the priority of a job at any time.	Release 1	Must	
MWS21477	Infrastructure	Workflow Management	The system shall provide the capability to log jobs.	Release 1	Must	
MWS21478	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to manage work lists of jobs.	Release 1	Must	
MWS21479	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to perform actions on a batch of jobs.	Release 1	Must	
MWS21480	Infrastructure	Workflow Management	The system shall provide a workflow monitoring tool for all workflow instances.	Release 1	Must	
MWS21481	Infrastructure	Workflow Management	The workflow monitoring tool shall provide the capability for authorized users to see how many instances of a workflow exist as well as the status of the workflow instances.	Release 1	Must	
MWS21484	Infrastructure	Workflow Management	The workflow monitoring tool shall provide the capability for authorized users to customize views.	Release 1	Must	
MWS21485	Infrastructure	Workflow Management	The workflow monitoring tool shall provide the capability for authorized users to save customized views for future use.	Release 1	Must	
MWS21487	Infrastructure	Workflow Management	The workflow monitoring tool shall provide the capability for authorized users to monitor processing history over a specified time period.	Release 1	Must	
MWS21488	Infrastructure	Workflow Management	The workflow monitoring tool shall report the throughput for workflow instances.	Release 1	Must	
MWS21489	Infrastructure	Workflow Management	The workflow monitoring tool shall report the loads for workflow instances.	Release 1	Must	
MWS21490	Infrastructure	Workflow Management	The workflow monitoring tool shall report additional performance measures in the future.	Release 1	Must	
MWS21491	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor jobs.	Release 1	Must	
MWS21492	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor a list of jobs.	Release 1	Must	
MWS21493	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor a batch of jobs.	Release 1	Must	
MWS21494	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor planned times for selected jobs.	Release 1	Must	
MWS21495	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor scheduled times for selected jobs.	Release 1	Must	
MWS21496	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor actual times for selected jobs.	Release 1	Must	
MWS21497	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to group jobs with a defined status.	Release 1	Must	
MWS21499	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor workflow instances or a list of workflow instances.	Release 1	Must	
MWS21500	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor a batch of workflow instances.	Release 1	Must	
MWS21501	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor planned times for selected workflow instances.	Release 1	Must	
MWS21502	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor scheduled times for selected workflow instances.	Release 1	Must	
MWS21503	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to monitor actual times for selected workflow instances.	Release 1	Must	
MWS21504	Infrastructure	Workflow Management	The system shall provide the capability to sort workflow instances with a defined status.	Release 1	Must	
MWS21505	Infrastructure	Workflow Management	The system shall provide the capability to associate notifications with workflows.	Release 1	Must	
MWS21506	Infrastructure	Workflow Management	The system shall provide the capability to manage notifications associated with workflows.	Release 1	Must	
MWS21507	Infrastructure	Workflow Management	The system shall send workflow notifications via e-mail.	Release 1	Must	
MWS21508	Infrastructure	Workflow Management	The system shall send workflow alerts via the user's screen.	Release 1	Must	
MWS21509	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to configure the list of recipients of workflow notifications and alerts.	Release 1	Must	
MWS21510	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to escalate workflow notifications.	Release 1	Must	
MWS21513	Infrastructure	Workflow Management	Manual activities in the workflows shall be assigned with one or more security rules.	Release 1	Must	
MWS21514	Infrastructure	Workflow Management	The system shall provide a Graphical User Interface (GUI) edit tool to manage workflow definitions and executions.	Release 1	Must	
MWS21515	Infrastructure	Workflow Management	The Monitoring Tool shall contain a GUI for all workflow monitoring capabilities.	Release 1	Must	
MWS21516	Infrastructure	Workflow Management	The system shall allow workflow steps to be skipped.	Release 1	Must	

MWS21517	Infrastructure	Workflow Management	The system shall allow users to denote why a workflow step was skipped.	Release 1	Must	
MWS21518	Infrastructure	Workflow Management	The system shall have the capability to assign human resources to manual activities.	Release 1	Must	
MWS21519	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to define workflows.	Release 1	Must	
MWS21520	Infrastructure	Workflow Management	The workflow definition shall be in the XML form conforming to a well established schema, such as XML Process Definition Language (XPDL) of Workflow Management Coalition (WfMC) or the Business Process Execution Language (BPEL) schema.	Release 1	Must	
MWS21522	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to create new versions of workflow definitions.	Release 1	Must	
MWS21523	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to test new versions of workflow definitions without interfering with any existing workflow instances.	Release 1	Must	
MWS21524	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to place new versions of workflow definitions into production.	Release 1	Must	
MWS21525	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to deploy newly developed or modified workflow definitions without interfering with existing workflow instances.	Release 1	Must	
MWS21526	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to revert to previous workflow definitions without interfering with existing workflow instances.	Release 1	Must	
MWS21527	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to revert to previous workflow definitions without interfering with other non-completed instances of workflows.	Release 1	Must	
MWS21528	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to manage business rules.	Release 1	Must	
MWS21529	Infrastructure	Workflow Management	The workflow-related business rules shall be configurable by authorized users to control the order in which the rules are applied.	Release 1	Must	
MWS21530	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to manage automated activities.	Release 1	Must	
MWS21531	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to append comments on jobs.	Release 1	Must	
MWS21532	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to append comments on activities.	Release 1	Must	
MWS21533	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to append comments on workflow instances.	Release 1	Must	
MWS21534	Infrastructure	Workflow Management	The system shall store information related to workflows in BPI.	Release 1	Must	
MWS21535	Infrastructure	Workflow Management	The system shall store information about workflows in BPI.	Release 1	Must	
MWS21537	Infrastructure	Workflow Management	The workflow monitoring tool shall report any delays for workflow instances.	Release 1	Must	Delay refers to exceeding the scheduled time for a workflow instance. Reporting will be done through alerts and notifications.
MWS21538	Infrastructure	Workflow Management	The system shall provide the capability to estimate resource requirements associated with external workflow.	Release 1	Must	Example: An internal workflow passes information to an external workflow (ex: Oracle Financials). The external workflow will provide a time estimate for completion of their workflow back to the internal workflow to be used in scheduling information report
MWS21539	Infrastructure	Workflow Management	The system shall provide the capability for authorized users to manage manual activities.	Release 1	Must	The system manages manual activities by sending alerts and notifications to users to inform them that they need to perform an activity, by escalating workflows that have stalled to other users, and by allowing users to manually report on the status of act
MWS21540	Infrastructure	Workflow Management	The system shall provide the capability to estimate resource requirements associated with internal workflow.	Release 1	Must	This requirement points to allowing a due date to be assigned, and can report scheduling information back to the authorized user based on what resources are available. Resources can be technical or human.

Appendix 1: Glossary

Activity: A unit of work performed by the system or a human within the workflow.

Alert: A notification sent to the active user of the system via the GUI, e.g. pop-up.

Application security: The protection of application data and systems against unauthorized access to or modification of information, whether in storage, processing or transit, and against the denial of service to authorized users or the provision of service to unauthorized users, including those measures necessary to detect, document, and counter such threats at the application level. See also Security.

Attribute: A feature or characteristic; a property. Often used to describe the nature of electronic data. For example, a data value's attributes may include its data type (numeric, character, or date), range of values, or length.

Authorized user: Users who are permitted access to the system component.

Availability: The degree to which information is obtainable through an intentional or unintentional provision of information and services.

Bates List: A list of the daily 6AM Senate Bills and Reports.

Beitel List: A list of the daily 6AM House Bills and Reports.

Billing Address Code: A six-digit code assigned by GPO that identifies an agency and its billing address. Agencies can have multiple billing address codes to facilitate their payments.

Bills to Press List: A list of Congressional Bills scheduled to go to press each night followed by those that are past due.

Blank Paper Jobs: Orders placed by Congress and other Federal agencies for miscellaneous items such as blank paper, envelopes, inks, and services.

Browse: To explore a body of information on the basis of the organization of the collections or by scanning lists.

Business process information (BPI): Administrative, non-content-specific information that is used or created by a business process.

Business process: A set of one or more linked activities which collectively realize a business objective or policy goal, normally within the context of an organizational structure defining functional roles and relationships.

Class(es): A specific category of a job estimate. Examples include job materials, machine time, labor costs, labor time, and estimated production time.

Closeout: The process that occurs when the total quantity of the completed finished product has been completely delivered.

Congressional List: A list of jobs (excluding Congressional Bills, Reports, Documents) ordered by Congress that have not been delivered.

Congressional Record: The official record of the proceedings and debates of the United States Congress that is published daily when Congress is in session.

Context specific help: A focused set of help topics that is related to the current context that can be shown to users on demand.

Delivered Work List: A list of jobs that were assigned to the Production Manager's List that have been delivered.

Delivery date: A date when a job must arrive at its destination. Also known as must at destination.

Departmental List: A list of jobs ordered by the Federal agencies (other than Congress) that have not been delivered.

Discount: A reduced charge (usually based upon a percentage) applied to a job's total cost.

Division: A production unit within GPO's Production department. Divisions are comprised of sections. The Production department is comprised of the following divisions: Congressional Record Index Branch (Division), Production Engineering Division, Production Planning and Control Division, Prepress Division, Press Division, Binding Division, and Delivery Section (Division).

Duplicate detection: The ability to identify exact syntactic terms and sequence, with or without formatting differences. Duplicate detection is achieved by calculating a unique hash value for each document.

Dynamic report: A report generated once for a single, unique purpose from user defined criteria.

Electronic Online Products List: A list of jobs that have been posted online at GPO Access.

Equipment: A tool, device, or piece of machinery needed to perform a task. An example is a 6-color offset web printing press.

Equipment group: Two or more pieces of equipment with similar functionality (sheet fed, sheet size, color stations). An example is the 98 series press group.

Estimate: The unofficial approximate calculation of the cost of a job or a component within a job (e.g., cost per thousand, cost for paper only). Also known as a cost estimate, informal estimate, or estimated cost.

Federal Register: A legal newspaper published every business day by the National Archives and Records Administration (NARA). It contains Federal Agency Regulations,

Proposed Rules and Notices, Executive Orders, Proclamations, and other Presidential Documents.

Federal Register Rider List: A list of rider jobs for the Federal Register that have not been delivered.

Firm estimate: The official cost of the job prior to production processes occurring. Firm estimates are only used for internally produced (Production) jobs.

GPO Form 2511: A GPO form that informs the contractor of the specific requirements of an individual request by a GPO customer for goods or services under a term contract. Also known as a print order.

Hot job: A job that is a high priority and/or urgent.

House Bill Clerk List: A list of House Bills that have not been delivered.

Informal estimate: A request for an estimate based upon general BPI elements (usually estimated number of pages, colors, and copies). These are often produced when not all job BPI is known and are usually based upon the price per thousand.

Inquiry: See search.

Internal activity (Workflow): An activity conducted within MWS.

Interoperability: The ability of two or more systems or components to exchange information and to use the information that has been exchanged.

Item: A specific manifestation of a job. Examples include business cards and letterhead within a single job, the same product in multiple finishing options (e.g., case bound and paper bound), or a book with both cover and text stock.

Jacket: A GPO project-control card. GPO uses jackets printed with black ink for in-house work, red ink for contracted work, blue ink for in-house digital media services work only (graphic design work only), and brown ink for blank paper jobs.

Job (Request for product or service): The business process information submitted by a user to request a product or service. It also includes the information concerning business and system processes to manage the request until fulfillment. Also referred to as an order.

Job (Workflow): A set of manual and automated activities that produce a product or service. A job may use one or more workflows in order to produce a product or service. It can be a system process, not tied to content. It's tied to processes defined in a workflow application.

Job Plan: The order specifications and information on how a job is to be completed. It also includes the resulting production processes, scheduling, planning, equipment, and materials necessary to complete the job (or produce the product ordered).

Legislative Number: A unique identifier used to distinguish certain congressional publications (Bills, Reports, and Documents) order on fiscal year open jackets.

List: Static reports generated and used by GPO Plant Operations for scheduling, planning, and tracking purposes. Examples include Production Manager's List, Congressional List, and Bills to Press list.

Make-ready time: The activities involved in the set-up and preparation of equipment for operation. For example, the make-ready time for a printing press includes setting the registration, balancing the color, and adjusting the plates and blankets for paper thickness.

Manage: In Information Technology contexts, to add, modify, or delete a job(s).

Manual activity (Workflow): An activity conducted in such a manner that the system cannot exert direct control. Manual activities are performed by users and require the system to wait for a user action to be completed.

Must at destination: See delivery date.

Message (Workflow): Communication between a process and the Workflow Management System.

Modified workflow: Workflow process that are changed during process development or during runtime.

Notification (Notify): A message sent to a process or user, e.g. email, RSS, workflow instance.

Open jacket: The business process information submitted by a user to request multiple like products or services over a specific time period. Multiple print orders can be associated with an open jacket (e.g. Army magazine jobs are requested monthly and each are associated to a fiscal year open jacket). It is an active order on a SF-1 submitted for the purchase of a series of like items, or a purchase made up of several distinct segments, over a period of time such as a fiscal year. A requisition is submitted by a customer and an open jacket is established. Print orders are then created for each job within that open jacket.

Open requisition: The business process information submitted by a user to request multiple like products or services over a specific time period. Multiple jackets can be associated with an open requisition (e.g. Congressional Bills jobs are requested daily and each are associated to a fiscal year open requisition). It is an active order on a SF-1 submitted for the purchase of a series of like items, or a purchase made up of several distinct segments, over a period of time such as a fiscal year.   A requisition is submitted by a customer and an open requisition is established. Specific, separate jackets are created for each job within that open requisition.

Operation: A specific process within a particular GPO Production section. Operations are comprised of equipment and equipment groups. An example of an operation is saddle stitching within the pamphlet section of the Bindery Division.

Order: See Job.

Part: The break down of a job into separate components (either logical or physical) for processing or production purposes. For example, multiple print runs for a job, a publication separated into different volumes, or manageable units of work within the prepress process.

Partial Delivery: A portion and/or part of a job that is delivered to a customer that does not represent the quantity ordered. Examples include the complete delivery of an agency's job quantity but not the rider quantity, or hot copies needed as soon as possible with the balance to be delivered later.

Plan: See Job Plan.

Print Order: See GPO Form 2511.

Priority All Jobs List: Jobs in the plant (excluding jobs that are partially delivered or on the Delivered Work List) that have not been delivered.

Process: A formalized view of a "business process", represented as a coordinated (parallel and/or serial) set of activities that are connected in order to achieve a common goal.

Product: A publication or service regardless of presentation media or format.

Product code: A two-byte code used to categorize a product. Examples include 06=Books, 58=Blank Paper, 74=Document Envelopes.

Product type: A categorization of products or publications that may have similar BPI or follow the same production processes for a particular customer group. Examples include the Federal Register (Daily Issue), Congressional jobs, and the Congressional Record.

Production Manager's List: A list of hot jobs prioritized by each shift's Production Manager.

Production Manager's Section Tracking List: The Production Manager's List with additional information displaying the working sections (received but not completed) for each job.

Purchase order: An offer or award notice used by GPO to buy certain supplies or non-personal services from commercial sources, with specified terms and conditions.

Quality Level: A ranking of the degree of reproduction fidelity required in the final product. Under GPO's quality assurance program (QATAP), products can be purchased under five product quality levels, from Level I, the highest, to Level V, the lowest.

Query: A word, phrase or group of words characterizing the information a user seeks.

Real time: The time in which reporting of events or recording of events is simultaneous with the event.

Relationship: A statement of association between instances of entities.

Render: To transform digital information in the form received from a repository into a display on a computer screen or other presentation to a user. The expectation for this requirement would be to capturing fields on a GUI and being able to output and edit them on a printed form such as the SF-1 in a PDF format.

Reopen: The process to restart a job that has been closed out at a particular step in a workflow.

Report: A document characterized by information or other content based upon user or system defined parameters.

Reports/Documents List: A list of Reports and Documents scheduled to go to press each night followed by the Reports and Documents that are past due.

Requirements: In system planning, a requirement describes what users want and expect according to their various needs. Requirements draw a comprehensive picture to facilitate communication between all stakeholders in the development of a system, and outline the opportunities for the development of successful products to satisfy user needs.

Requisition number: A number assigned by a Federal agency to a request to the Public Printer for printing, binding, or related services. The format of a portion of this number is established by the GPO while the rest is defined by the ordering agency.

Response time: The elapsed time between the end of an inquiry or demand on a computer system and the beginning of a response; for example, the length of the time between an indication of the end of an inquiry and the display of the first character of the response at a user terminal.

Rider: A Federal agency's request for printing, binding and related services that is in addition to the initial order by another Federal agency. Riders are billed separately from the initial order.

Role: Attributes assigned to a system user that grant them certain permissions.

Running time: The time required to print or bind a job on equipment exclusive of the make-ready time. For example, the time required to print a job on a 4-color sheet fed printing press.

Scale of price rates: The GPO costs for make-ready and running time on equipment, operations, and non-paper inventory items.

Schedule: The date when a job will be completed by a particular user class.

Search: Process or activity of locating specific information in a database or system. A search involves making a statement of search terms and refining the terms until a satisfactory result is returned. Also known as Inquiry.

Section: A production unit within a particular GPO Production division. Sections are comprised of operations, equipment groups, and equipment. For example, the Pamphlet Section and Blank Section within the Bindery Division.

Section 508: Section 508 of the Rehabilitation Act requires access to electronic and information technology procured by Federal agencies. The Access Board developed accessibility standards for the various technologies covered by the law. These standards have been folded into the Federal government's procurement regulations.
http://www.access-board.gov/508.htm

Security: The protection of systems against unauthorized access to or modification of information, whether in storage, processing or transit, and against the denial of service to authorized users or the provision of service to unauthorized users, including those measures necessary to detect, document, and counter such threats. The measures and controls, including physical controls in conjunction with management, technical and procedural controls, that ensure the confidentiality, integrity and availability of information processed and stored by a system. Also see Application Security.

Senate Bill Clerks List: A list of Senate Bills that have not been delivered.

Serial Set List: A list of all House and Senate documents and House and Senate Reports bound by the session of Congress.

Ship date: The date finished product leaves the contractor's facility.

Specification: A description of the technical requirements for a material, product, or service.

Standard Form 1: The Government's standard form used by agencies to order general printing and binding services from GPO.

Static report: A report generated from user defined criteria on a regular basis.

Status: A representation of the internal conditions defining the state of a process or activity at a particular point in time.

Storage: The functions associated with saving digital publications on physical media, including magnetic, optical, or other alternative technologies.

Storage class: Computer components, devices, and recording media that retain digital data used for computing for an interval of time. Examples of storage classes include Storage Area Network (SAN), Direct Attached Storage (DAS), and magnetic tape.

Strap: Jobs with certain similarities (e.g., common specifications, papers, dimensions, schedules, etc.) that are produced by a single contractor due to economic, quality, or time issues. Strapped jobs are combined into a series of jackets and awarded to a single contractor (external or internal) under one purchase order.

Surcharge: An additional charge imposed for a specific service, product or purpose.

System: An organized collection of components that have been optimized to work together as a functional whole.

System administrator: A user class that directly supports the use, operation, and integrity of the system.

Term contract: The business process information (job) submitted by a user to request products or services over a specific time period with specific Service Providers. Multiple jobs can be ordered off a term contract (e.g. a magazine printed once a week for a year). Term contracts include single award, multiple award, direct deal, and general usage.

Tracking: The ability to follow a job through the production (workflow) process. In GPO, tracking begins when a job is awarded, continues through the production process, and ends when the job is closed out.

Unique identifier: A character string that uniquely identifies digital objects, content packages and jobs within the system.

User: The person who uses a program, system, or collection of information to perform tasks and produce results.

Validation: A process that ensures (e.g., proves) that data conforms to standards for format, content and metadata.

Version: A unique manifestation of a job.

Version control: The activity of identifying and managing versions.

Version information: Information stored in metadata that describes the relationship between versions.

Workflow: The automation of a business process, in whole or part, during which documents, information or tasks are passed from one participant to another for action, according to a set of procedural rules.

Workflow definition: A document that defines the activities, business rules, data flows, and personnel roles that specify how a GPO business process will be performed within MWS.

Workflow instance: A workflow definition that is being executed on a specific entity by a specific person.

Workflow Management System (WMS): A system that defines, creates, and manages the execution of workflows through the use of software, running on one or more workflow engines, which is able to interpret the process definition, interact with workflow participants and, where required, invoke the use of IT tools and applications.

Workflow participant: A resource, human or computer tool/application, which performs the work represented in an activity.

Appendix 2: Acronyms

ADMS
Address & Distribution Management System

BAC
Billing Address Code

BPI
Business Process Information

COOP
Continuity of Operations Plan

CSS
Cascading Style Sheets

CSV
Comma-separated values

DAS
Direct Attached Storage

DTD
Document Type Definition

ESB
Enterprise Service Bus

FDsys
Federal Digital System

GPO
Government Printing Office

GUI
Graphical User Interface

HTML
HyperText Markup Language

JEE
Java Enterprise Edition

JMS
Java Message Service

LDAP
Lightweight Directory Access Protocol

LTO
Linear Tape Format

MS
Microsoft

MWS
Manufacturing Workflow System

NAS
Network Attached Storage

PDF
Portable Document Format

PII
Personally identifiable information

PO
Purchase Order

RD
Requirements Document

SAN
Storage Area Network

SF-1
Standard Form 1

TBS
To-Be Specified

VPN
Virtual Private Network

XHTML
Extensible HyperText Markup Language

XLS
Microsoft Excel

XML
Extensible Markup Language

XSL
Extensible Style sheet Language