

## FLUID: Basic Navigation and Overview

### Student Information System (SIS) – (Staff/Advisors/Faculty)



Introducing 'FLUID', a new look and feel to our 9.2 Student Information System (SIS). Users will navigate through the system slightly different and will get used to some new terminology like Homepages, Tiles, Navigation Bar, Navigation Collections, etc.

#### Logging In:

Log in to SIS as usual using the myVCCS portal and credentials. Clicking the SIS Tile will bring you to your FLUID Homepage.

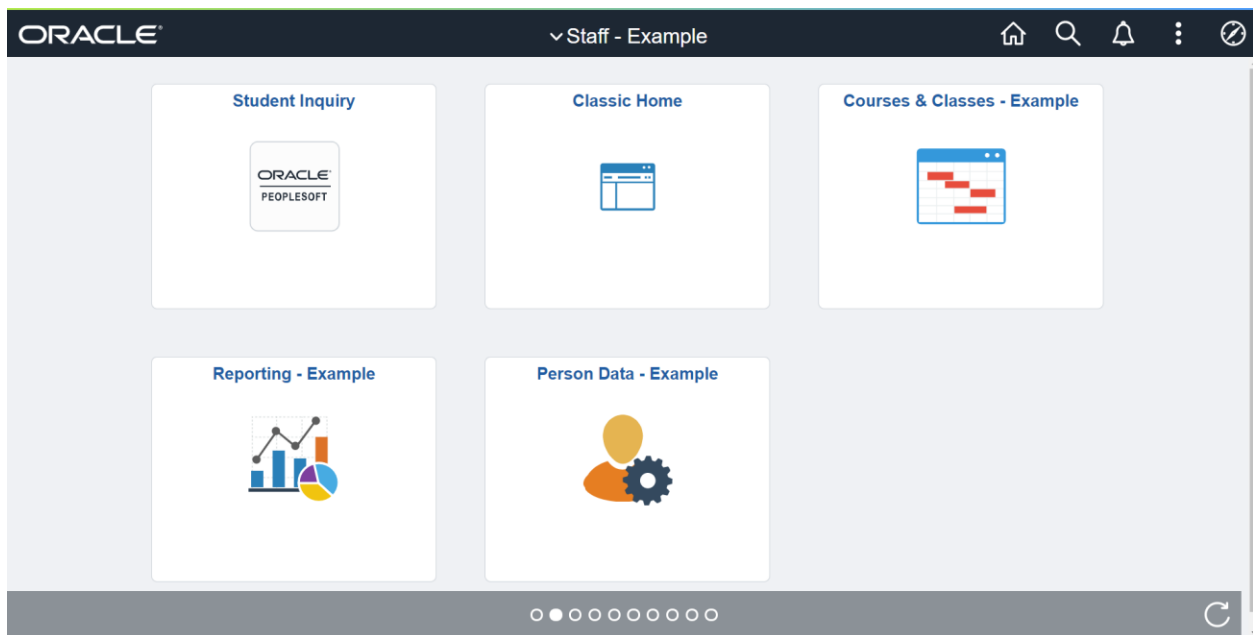
A screenshot of the login page for Virginia's Community Colleges. The page has a dark blue background with a white and red sailboat logo at the top. Below the logo, the text "Virginia's Community Colleges" is displayed in white. There are two input fields: "My Username" with a white text box containing "Username" and "My Password" with a white text box containing "Password". Below these fields is a red "SIGN IN" button. At the bottom, there are links for "Forgot Password" and "Forgot Username".

## Fluid User Interface:

The Fluid User Interface, which was designed to be used on mobile devices, can also be used on a laptop and desktop. The Fluid User Interface is more than a mobile platform; it is responsive and recognizes the device form factor being used and adapts the layout to optimize the user's experience.

## Homepages:

A Fluid homepage organizes navigation in an easy, familiar way for the user to access key parts of the PeopleSoft system. Homepages are role-based and can be assigned to various user types. Users can also have multiple homepages. Homepages offer notification and navigational features such as Tiles and a NavBar. The option of returning to 'Classic Home' is also available using a tile (below) or Nav Bar.



## User Homepages:

The VCCS has developed the following Homepages, which accommodate a variety of user groups.

### Student Homepage

Student users will have their own homepage that helps direct to the current, Student Center page and gives them a direct link to EAB Navigate which is specific to the authenticated user.

### Staff Homepage

College staff will share a common homepage which will include some standard tiles as well as those that are associated with a user's role security. For example, a Financial Aid staff person could see different tiles than an Admissions staff person.

## Advisor & Faculty Homepage

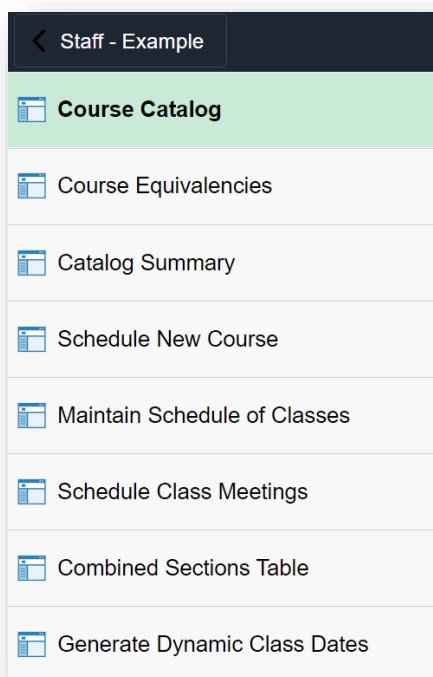
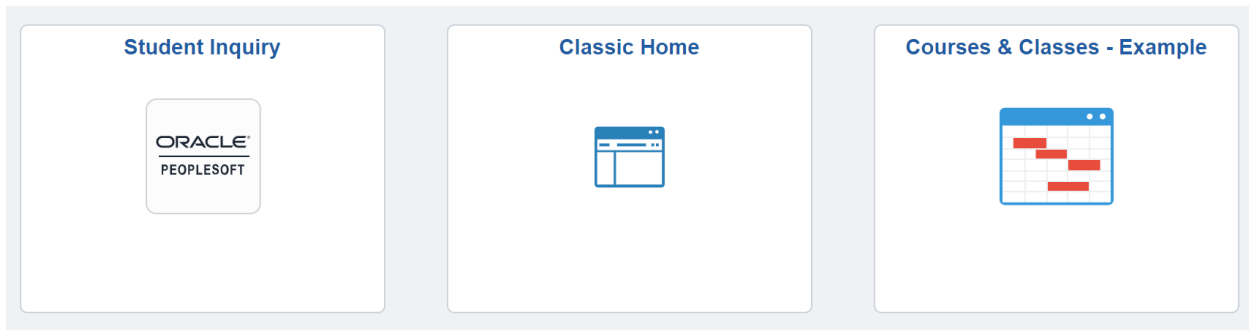
Due to the frequent overlap in responsibilities for both Advisors and Faculty, these two user groups will share a homepage. Like the Staff Homepage, users will view and have access to tile based on their role security.

## Technical Homepage

SIS Security, Developers and other Technical Staff usually have very different business processes and related access than that of other college staff. This homepage allows for an easier separation of duties and provides for this user group's unique needs.

### Tiles:

Tiles can point to both Classic as well as Fluid pages. In addition, a tile can point to a single page as well as a Navigation Collection. For example, each tile could represent a common business process and the underlying Navigation Collection would include all the pages or links needed for completing the process. A user can add any page to their homepage as a tile by selecting the Action List and selecting "Add to Homepage".



### Navigation Collections:

As noted above, Navigation Collections group together various SIS pages, or external links, that are used to complete a particular task or process. For example, Under the Courses & Classes tile, we see the following collection of pages.

## Common Elements Used with the Fluid User Interface:

A standard banner appears at the top of every Fluid page. The banner includes the page title and these standard buttons:



(Home) Select to return to the main User Homepage.



(Notifications) Select to view actions and alerts in a notifications window.



(Actions List) Select to see a list of available actions for the current window. The Sign Out command is always available under this menu; as well as Personalize Homepage, My Preferences, and Help.



(Navigation Bar) Select to use the Navigation Bar (NavBar). The NavBar provides handy navigation options such as Recent Places, My Favorites, and Navigator (which expands to show the Classic menu hierarchy).



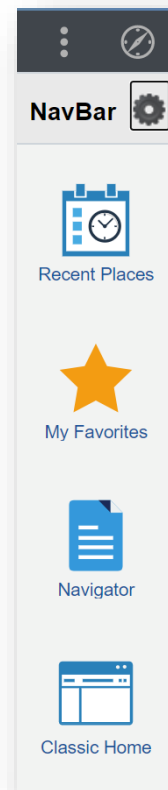
(Global Search) Search the entire system using keywords.

### Navigation Bar:

The NavBar offers intuitive navigation across SIS. This Fluid structure is available as a dynamic window that slides out from the side of the page. On Fluid-enabled systems, the Navigation Bar is also available on Classic pages, creating a seamless experience for users as they navigate the system. It can include the user's SIS menu, favorites, recently used links, and navigation tiles that help users access the parts of the system most important to them.

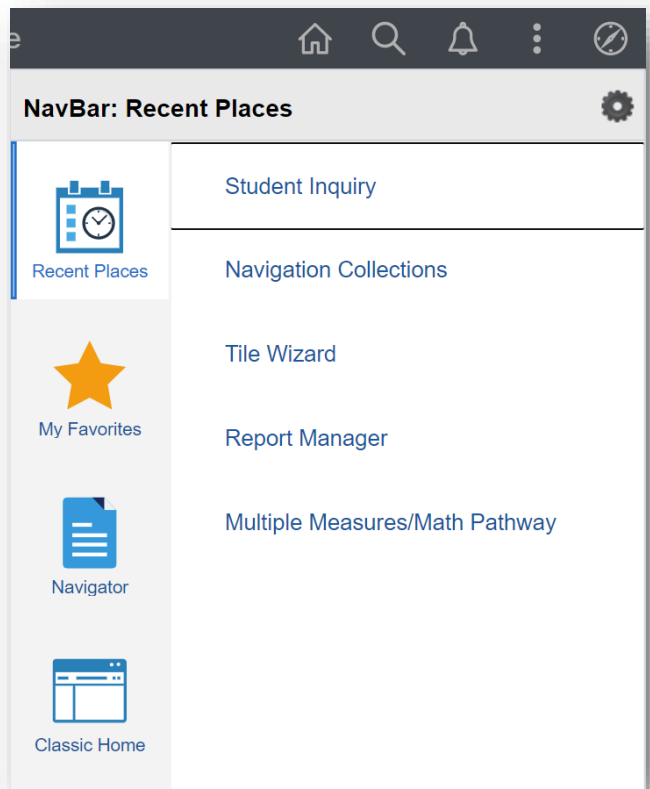
### Using the Navigation Bar:

After pressing the Navigation Bar button, the NavBar side page appears. Use this page to access additional navigational options. This example illustrates how the NavBar appears after it is first selected. It hugs the right side of the interface, displaying the available options. These options will be discussed in the following sections.



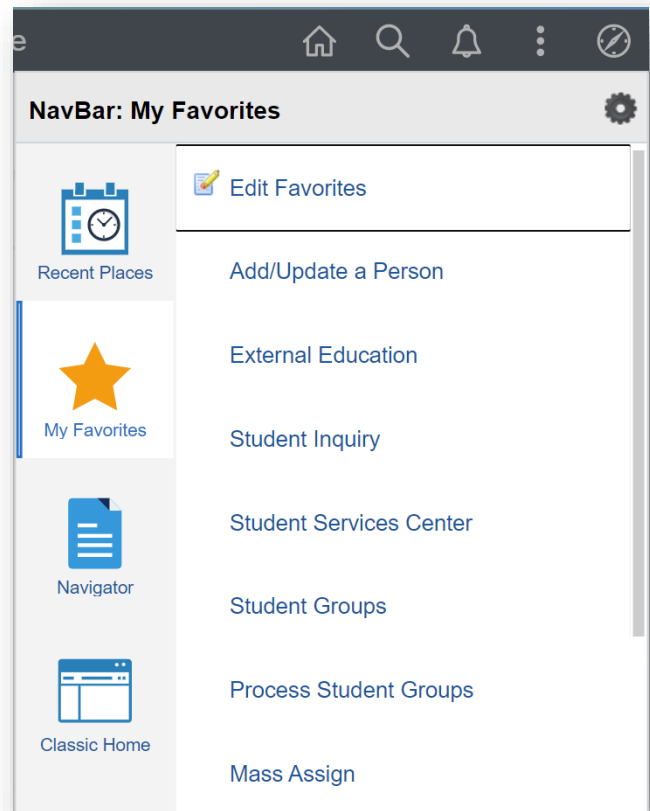
**Recent Places:**

This option displays the five most recent places in the application a user has been, and allows quick access to recent, frequently used pages.



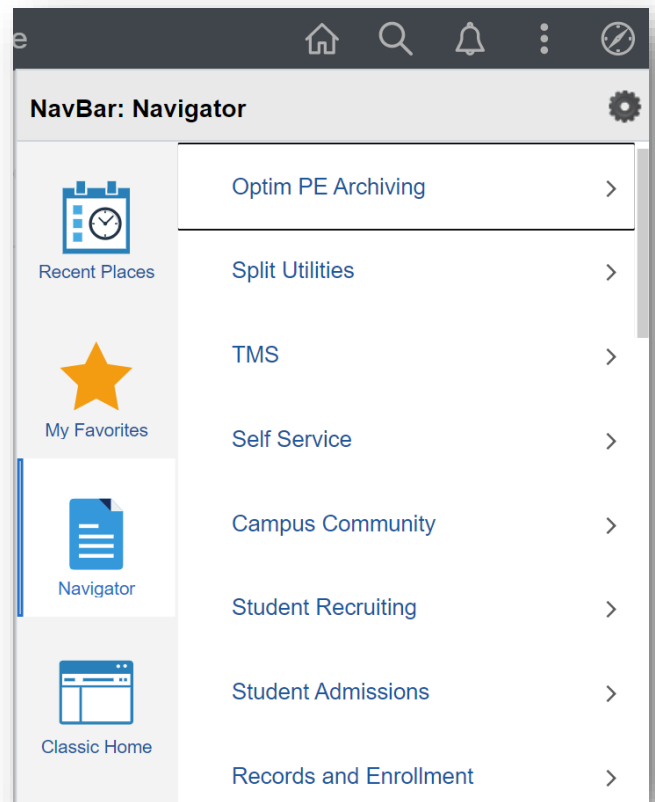
**My Favorites:**

Displays any specified favorite pages. Favorites can be added through the *Add To Favorites* link in both Classic SIS or FLUID. This example illustrates using My Favorites. To remove a favorite, select Edit Favorites and modify the list as needed.



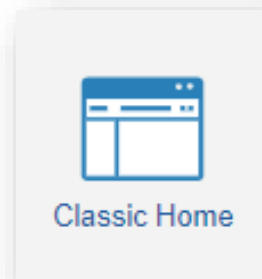
**Navigator:**

Displays the traditional menu structure as the user would see when accessing Classic SIS and using the Main Menu. Users can navigate through the set of links just as they would using the Main Menu in SIS Classic.



**Classic Home:**

Quick access to the familiar, 'Classic' version of SIS is available under the Nav Bar. This will allow users to switch between interfaces as they become more comfortable with FLUID.



**Additional Information:**

Instructions for personalization options will be made available ahead of the May 2021 release.

These options include:

- Adjusting Tile Order
- Adding and Removing Tiles

As noted above, the FLUID Project Team has gathered feedback and requirements to create standard 'Business Process Tiles'. These tiles contain the pages and links required to complete a particular process, grouped together for easy access. If you or others in your department/SIS module area have any suggestions or questions, please send them to Matt Fitzgerald – [mafitzgerald@vccs.edu](mailto:mafitzgerald@vccs.edu).