MIP Service Pack 14

Content Release Notes

October 2007

FEMA

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1. Introduction

The Service Pack 14 Release Notes contain helpful information for the Mapping Information Platform (MIP) user community regarding the contents of this service pack. This document provides users with great detail relating to the exciting new enhancements, known as change requests (CRs), to the MIP. To review the individual CRs found in MIP Service Pack 14, please review *Section 2* of this document. Please note that certain CRs affect more than one function (such as Amendments, Revisions, and Studies) and may be listed multiple times.

For reference, the MIP team has identified each CR by a specific number. If you have more questions about a specific CR, please contact MIP User Care (miphelp@mapmodteam.com or 1-877-FEMA-MAP). In your request please provide the CR number, Service Pack number (Service Pack 14), and reference this document.

2. Service Pack 14 CRs

Amendment Workflow

CR 10781

The following options have been removed from the 'Data Type' dropdown menu of the Supplementary Data screen in the Review Data Received and Process Request activities:

- Fee Balance Required
- Initial Fee Required
- Refund Required

Amendment Reports

CR 11189

The Amendments National Report displays the Total Number of Cases Completed, which prior to Service Pack 14 included 'Suspended' and 'Withdrawn' cases. The report will now display the total number of Completed cases along with a more detailed breakdown of those Completed cases by showing the number of Determination Cases, Other Response Cases, Potential Violation Cases, Withdrawn Cases, and Suspended Cases. This will allow the managers to accurately report on the number of cases that resulted in a Determination being issued.

CR 11188

Users will now be able to search the Amendment Status by Region or Analyst name. This will provide users that process projects in more than one region greater flexibility and limit the need to run multiple reports.

CR 10571

Comments entered by Users will now be displayed in the Letter of Map Changes (LOMC) Case Tracking and Project Data Sheet reports. Comments to be displayed include:

Project Data Sheet

- Comments from the Review Violation activity (displayed in Comments section)
- Comments from Process Admin functions that have been performed on the project (displayed in Comments section)
- Reviewer Comments from the Review Draft Determination activity (displayed in Reviewer Comments section)
- Comments from the Suspend Due to Data/Fee activity - Data/Fee and Violation (displayed in Comments section)
- Comments from the Process Request activity (displayed in Comments section)

LOMC Case Tracking

- Payment Comments from the Record Initial Fee or Receive Additional Fee activities (displayed in Fee Info section)
- Internal Notes from the Process Request Activity associated with Data Items (displayed in Additional Data Requests section)

Content Manager

CR 11149

New text has been added to Content Manager to better inform users of the primary sources for the search and retrieval of data. These sources include the MIP database and the FEMA Library. This will allow users to identify and utilize available data more efficiently.

Dashboard

CR 12457

The community level within MIP Dashboard has been removed. MIP Dashboard will now allow users view the summary of their projects from county to project level because the vast majority of projects are at a county level, not a community level.

CR 12364

Previously, the phrasing within the Studies Dashboard screens and reports stated “SPI/CPI.” To be more accurate, this has been changed to state “Cumulative SPI/CPI” on those screens and reports.

CR 12040

This CR will create certain exceptions in the MIP for Corrective Action Plan 2 (CAP 2) projects. A user can contact MIP help to flag a project as CAP 2. At this point, the project will remain in the MIP but the workflow for it will be terminated and the project name will be modified to include "CAP 2" in it. The user will still be able to see the project through the Dashboard:

- Projects flagged as CAP 2 will be have N/A for the Earned Value Management (EVM) indicators as well as N/A for all indices (SPI, CPI, TCPI, etc…)
- Flagged projects will be excluded from geographic roll up calculations.
- In the "Project Details" section, there will be an explanation to indicate that the project is CAP 2.

eLOMA

CR 11341

The onscreen expired license notification that is displayed to an eLOMA Licensed Professional (LP) will provide better instructions regarding the steps necessary to update their MIP profile. The onscreen notification will also provide the LP a link to the appropriate form that must be filled out and submitted to MIP Help.

MIP Usability

CR 12587

The clickable buttons on the "Data Submission" screen have been redesigned to accurately portray their function. A "Refresh Status" button will be displayed in the Submission Status section. A "Refresh Contents" button will be displayed in the Submit Data section. This will clear up some of the confusion caused in the past when each button displayed "Refresh."

CR 12594

The "Work Item List" will not be displayed when the user does not have any active items. A message will notify the user that "There are no Work Items to Display". The "Refresh" and "Options" links will always be displayed.

CR 12588

The word "All" will be displayed as the default selection on all Work Item Details drop-down menus that were previously blank.

CR 12589

Users will be notified by a warning message 10 minutes before the session will time out. A clickable box will appear with the warning, allowing the user to keep the session active. If no response is received, the session will expire after 30 minutes of screen inactivity.

The “session time out” was designed and implemented as a mandatory security measure.

Studies Workflow

CR 11242

Service Pack 14 contains a significant redesign of the Studies Workflow. One of the main components of the redesign is the split of Manager and Producer tasks, so each can focus on the things they should focus on as opposed to spend time on tasks irrelevant to their job function. The split was achieved by creating a new “Manager” role and separating manager tasks from existing production related tasks. The production tasks will continue to be performed by users associated with the “producer” role which is not a new physical role with SP14 but rather a general term to refer to the existing task lead roles. Separating out the manager and producer tasks better aligns the MIP roles with those users’ job functions.

Managers will have management oversight of the entire production activity and quality assurance (QA) process for that activity. The redesign will provide users with more flexibility in regards to how tasks are completed.

Producers will realize a more intuitive data upload process while being better equipped to identify data and content issues prior to submission.

Overall these changes will improve the ability for Mapping Partner managers and producers to meet the minimum submission program requirements. The end result will be increased efficiencies and improved data quality.

CR 11929

Submissions checklist is now configurable within the database. This will provide FEMA with more flexible checklists that can be changed easier.

CR 8955

The comments field will now be required when a user selects reject within the quality assurance (QA) screens.

This will provide better insight as to why a project is rejected and create a more efficient process for addressing why the project was rejected during the QA process.

CR 11990

The Validate Content Submission email subscription has been enhanced to provide the actual task type that the Validate activity applies to. For example, the email would include “Validate Content Submission: Develop Hydrologic Data”.

CR 11885

Reports (MS Word and Excel) will now be uploaded in the Independent and National QA workflow screens.

CR 11880

Users will now have the option to choose “No To All” in the Summary of Map Amendments (SOMA) application. This will allow users to close out a large list of Letter of Map Changes (LOMCs) without being required to submit notes/additional information when it is not required. Users will then be able to return to the application to enter the LOMCs that do require additional information. This change will save the user considerable time, when working with SOMA.

CR 11842

The data development task, “Perform Redelineation Data Development (DD)” has been removed.

CR 11746

Users are now able to do a “Partial Save” during the Data Development screens. Previously, the “Save and Close” button would not work unless all required data fields on that screen were filled in. Users will now be able to partially complete a screen’s required fields, and click “Save and Close.” The MIP will save the fields that were entered.

CR 11253

Cost information will now be provided in the Independent quality control (QC) screen. This will provide the user with baseline information when they are required to enter final cost information.

CR 11703

The QA results will now be available on a tab on the screen. This report will help the mapping partners to make the corrections to the study.

CR 11699

This CR allows the MIP to accept FIS text uploads through the upload portlet during the Prelim/Final map products activities. This CR enables the portlet to accept the file formats necessary for FIS uploads (PDF’s).

CR 11697

The revalidation process has been further refined as part of the major redesign (CR 11242_. The activity “Determine Revalidation Required” no longer exists, and the MIP automatically generates the revalidation activities.

CR 11696

This CR addresses the changes that were made to Obligate Project Funds to reflect removed Data Development activities (Redelineation).

CR 11052

The C2D1 Quality Checklist/Report will now be captured in the MIP workflow. This will allow the mapping partner to review the 10% checklist and make the corrections

CR 11613

Mapping partners will now be able to update their projected map date within the MIP Studies Workflow. Mapping partners will capture this information by entering the following while performing their Data Development task:

- Projected Preliminary Date (prelim)
- Projected LFD Date (post prelim)
- Projected Effective Date (post prelim)

CR 11943

A new field has been added to the Manage Preliminary (Prelim) and Manage Post Prelim activity for mapping partners to enter comments relating to the study.

CR 11698

Estimated CPI and SPI displayed “On-The-Fly” in the manager screens. Managers will be able to update cost and schedule information at the task level, and the changes will be reflected immediately on the manager’s screen.

CR 11865

An upload field has been added to the “Prepare LFD” step. This field will allow mapping partners to upload Letter of Final Determination (LFD) letters and verification forms. These letters will then be stored by community within the MIP.

CR 13778

A link and status of the Summary of Map Actions (SOMA) report has been added to the ‘Distribute Preliminary’ screen.

Studies Reports

CR 11251

This change will provide the user much more flexibility when using the Studies Report. Specific changes list below:

A sorting function has been added to the report allowing the user to sort projects by one or more categories before the data are pulled into Crystal reports. These categories include: state, fiscal year, contract/agreement number, or by alphabetical order.

Users can now select and display specified sections of information within the report. This will allow the user to filter out data that is not important or needed before the data are pulled into Crystal reports, such as: Community Information or Project Summary.

The “Project Task Summary” will be displayed in table format so that it fits on one page.

“Project Budget” and “Project Task” summary sections will be combined within the report as they present the same information.

CR 8984

The report can now be filtered to “Organization.” This will provide organizations with data on projects assigned to them across the nation.

Submissions QA/QC

CR 10436

The Submissions Upload portlet within the workflow will provide clearer instructions regarding validation steps. Submissions made through the upload portlet will not get copied back to the MIP for validation in the workflow. Users’ must pass the validation step within the workflow.

CR 11858

Changes have been made to the way metadata files are created and stored in the DFIRM database folders. Previously, data was saved as XML and TXT files, however, these two types were unable to coexist within the aforementioned folder. The problem has since been fixed and will allow users to move a study success through the workflow.