

These requirements can be broke into four sections: the editor, deployment, user management and technical requirements. The purpose of this document is to outline these requirements, and provide a basis for judging the merits of the WCMS's this project will evaluate.

## The Editor

- OS and browser compatibility
  - Windows XP and Vista
    - Firefox 3+
    - IE 7+
  - Mac OS 10.5+
    - Safari 3+
    - Firefox 3+
- Usability
  - Present only options available to that user
  - Steps to add links and images to pages is few as possible while still being intuitive
  - User's only see the content they manage
  - Clear path of navigation
    - Limited number of steps for
      - New page creation
      - Link creation
      - Image creation
      - Folder creation
- Flexibility
  - Customizable interface for
    - Styles
    - Inserting multi-media items
    - Removing unwanted or unneeded options
  - Ability to add and edit CSS based layouts outside of editor
  - Unwanted tags or content types can be removed or filtered out of content
- Pasting from Word
  - Option or default to paste with all formatting removed
  - Paste with formatting intact, but just as pure html (optional)
- Coding standards
  - XHTML 1.0 strict compliant code output
  - Section 508/WAI AA accessible code output
  - Hand written or pasted html code is not mangled
- User Experience
  - Web 2.0/modern engaging user interface

- Dependable/consistent performance when managing content
- Enhanced performance over the Collage user experience
- Live in-context editing (optional)

### Deployment

- External content replication
  - Database export
  - RSS or ATOM feeds
  - Deployment of static content to other web servers
  - Dynamic Content generation
  - Web Services
- Content approval publishes changes immediately live
- Can deploy to multiple server and or sub domains
- Publishes search friendly and human readable URL's
- Customizable URL mapping
- Mobile device support or customized sites
- Public and private sites (internet, intranet)

### User Management

- LDAP authentication
  - Automatic role provisioning based on group membership (optional)
- Role or group based permissions settings
- Granular control over content permissions
  - Per page control
    - Ability to control access to individual content blocks per page (optional)
  - Allow for a content owner to add dynamic content to page but require approval from an administrative user
- Workflow
  - Content creation process management
  - Content expiration and review
    - Date based expiration
    - Content owners are contacted for content reviews at timed intervals

### Technical Requirements

- Link management
  - File or folder moves automatically change/approve links system wide
  - External link management

- Verified
- Changeable
  - When changed no approval is needed
- Easily manage orphaned links or files
- Links are fully qualified URI's
- Incorporating external data sources
  - Script libraries
  - Digital Asset Management(DAM) integration
  - Streaming video
  - Database content
  - RSS or ATOM Feeds
  - Web Services
  - XML and JSON Objects
- Content types or abilities
  - Structured content built via fully customizable input forms
    - Ability to reuse structured content anywhere in the system
    - RSS/ATOM feeds automatically generated
  - Metadata and taxonomy that can be used system wide
  - Ability to make non-structured content
  - Site Maps (optional)
  - In-system statistics/analytics (optional)
  - Event Calendar (optional)
    - Requirements will be determined by that project team
  - Form/Registration Management (optional)
    - Easily create complete and accessible forms
    - Form data is saved in the database for later processing or use
    - Ability to export results via email or excel
    - Ability to upload files
  - Image Gallery (optional)
    - Upload multiple images at once
    - Multiple gallery types
    - Customizable
      - Style
      - Navigation
      - Pull images from DAM
      - Placement on page
  - Support for adding new mime types
    - Office 2007

- Video , image formats
  - Other scripting languages (if supported)
- Administrative Interface
  - OS and browser compatibility
    - Same as Editor requirements
  - Intuitive interface
    - Features and settings aren't hidden
    - Complete documentation is available for all settings/features
  - Granular access to administrative features
    - Role or group access per feature
- Environment
  - Hosted in-house
  - Multiple server installations
    - Development, quality assurance and production environments
    - Load balancing
  - OS Platform
    - Windows
      - Server 2008 (preferred)
    - Linux
      - Suse Enterprise Linux (preferred)
  - Database Platform
    - MS-SQL
      - Required
        - SQL Server 2005 STD with sp3
      - Preferred
        - Supports a Mirrored environment
        - Supports automatic failover
        - Operates well in a shared environment
        - Few SQL Account logins
    - Oracle
      - Must support version 10.2.04
  - Data migration and site development
    - Ability to import structured XML content (optional)
    - Redeveloping a site currently in the CMS can be done while updates to the production site simultaneously occur.
    - Ability to export all structured content and associated metadata out of the system in a portable format (preferably XML)

