

# PORTAL NAVIGATION

## Portal Navigation

Upon a successful login, the **CBS Web Portal** screen will appear.

The screenshot shows the CBS Web Portal interface. At the top is a dark blue header with the text "CBS Web Portal". Below the header is a navigation bar with links: Home, CFS, Data Warehouse, Reports Server, Password Control, and Logout. The main content area displays a welcome message: "Welcome OPS\$CHRMAR03 to CBS" followed by the login time "You logged in at: 05-MAR-2009 08:33:56" and the password expiration date "Password expires on: WEDNESDAY 13-MAY-2009". There are two sidebars: "Did You Knows?" on the left and "Document Messages" on the right. The "Did You Knows?" sidebar contains two bullet points: "Approval and assignment messages are now available on the portal." and "You can now reset your password without the help of the help desk." The "Document Messages" sidebar contains two bullet points: "You have 1 approval messages waiting." and "You have 59 messages waiting." The main content area also contains text about proxy server settings and a "Customize link of this portlet" option.

## Portal Screen Components

This screenshot is identical to the previous one but includes numbered callouts (1 through 6) pointing to specific components of the portal interface. Callout 1 points to the "CBS Web Portal" title in the header. Callout 2 points to the "Logout" link in the navigation bar. Callout 3 points to the user ID and password expiration information in the welcome message. Callout 4 points to the "Did You Knows?" sidebar. Callout 5 points to the "Customize link of this portlet" text in the main content area. Callout 6 points to the "Document Messages" sidebar.

① **Screen Title** – Gives the screen Title (CBS Web Portal)

② **Portal Links** – Links to click to go into different areas (described in the next section)

③ **Welcome Area** – Contains your user ID, when you logged into the system and the date your password will expire.

④ **Did You Know Area** – Gives some helpful hints

⑤ **Oracle Center Information** – Contains mainly information pertaining to Oracle Development

⑥ **Message(s) Notification** – Lists the number of approvals and/or messages you have waiting for you.

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## Portal Links

The area under the CBS Web Portal screen title is called the Portal Links.

Home	CFS	Data Warehouse	Reports Server	Password Control	Logout
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Each of these areas does a different functionality when clicking on them.

Link Name	Sub-Link Name	Description
Home		Clicking this link will take you back to the CBS Web Portal screen.
CFS	CBS	Clicking this link will bring up a submenu that may have one or more sub-link names. Clicking on the sub-link name will open up a new window into CBS application (AP, AR, BE, CPCS, GL, RA, etc)
Data Warehouse	DW	Clicking this link will bring up a submenu that may have one or more sub-link names. Clicking on the sub-link name will open up a new window into NOAA Data Warehouse.
Reports Server		Clicking this link will open up a new window for your Report Queue. This will default to the users' past jobs, which will be listed on the page.
Password Control	Change Password	Clicking this link will bring up a submenu that has one option called Change Password. Clicking this sub-link name will open up a new window allowing the user to enter their current password, to enter a new password and verify a new password.
Password Control	Challenge Questions	Clicking this link will bring up a submenu that has one option called Challenge Questions. Clicking this sub-link name will open up a new window allowing the user to change their challenge questions and responses.
Logout		Clicking this link will log the user out of the CBS Web Portal screen.