



8/31/2025

Analyst Base Contact

STAFFING

Full Project Lifecycle by Leroy Costor.

(Design, Development, Testing, and Implementation)



ABC!

Attention All Analyst

Analyst Base Contact (ABC) - Staffing

ABC-Staffing application empowering our organizations with transparency, accountability, and user-focused staffing solutions.

ADDING

Create Member Record

Add new staff member information including name, office location, floor, assigned seat, and sitting area

LISTING

List All Members

Compile a comprehensive listing of all staff members, detailing names, job titles, departments, ect.

MANAGING

Update Your Profile

Update and manage your profile or settings. You can change your first or last names, phone number, ect.



Administrator: Leroy Logout

Listing Add Staffing

View Comments or Notes

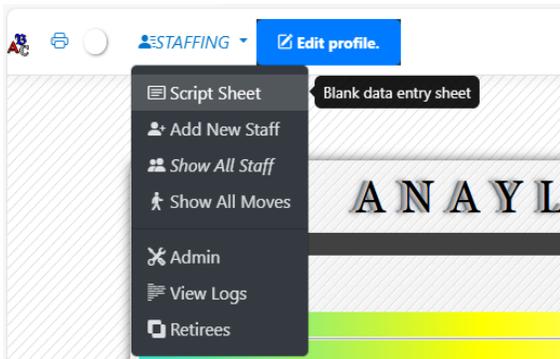
ANAYLIST BASE CONTACT

STAFFING

Functions

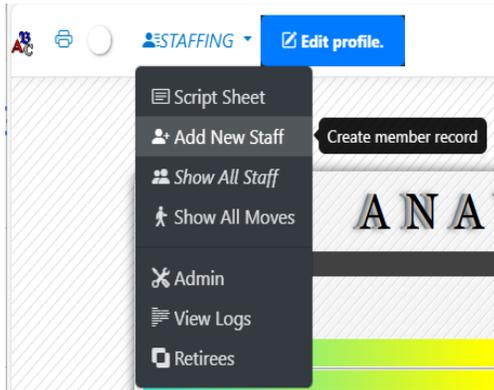
ADDING	LISTING	MANAGING
Create Member Record Add new staff information: name, office location, floor, assigned seat, and seating area. Identify the peripherals and devices used by each staff member.	List All Members A listing of all staff members, including their full names, job titles, departments, email addresses, phone numbers, and designated seat numbers.	Update Your Profile Update and manage your profile. You can change your phone number, email address, and password, or permanently delete your account.
Create Member Record	View List Of All Members	Updating Your Profile

Vertical sidebar icons: profile, user, woman, profile, woman, close



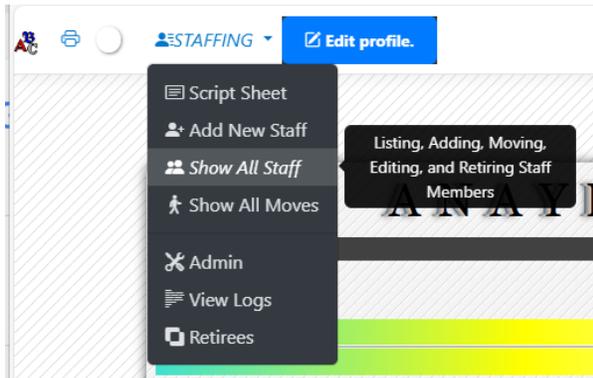
Data Entry Sheet

Full out data entry sheet with all requested information, on the sheet. **See Page 10**



Add New Staffs Member

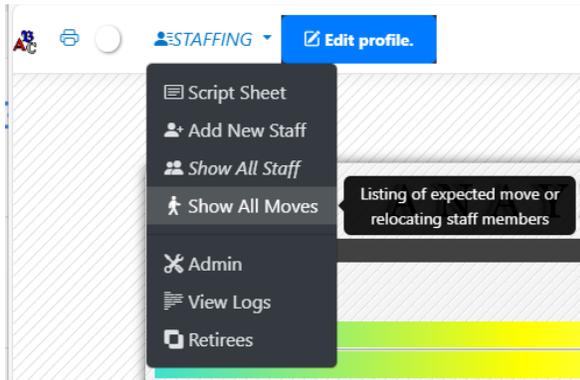
Add new staff member information including name, office location, floor, assigned seat, and sitting area. Also, document all peripherals and devices for each staff member **See Page 11**



Listing Staffs Member

A compile list of all staff members, including their name, title, department, contact info, gender, computer name, and seat number.

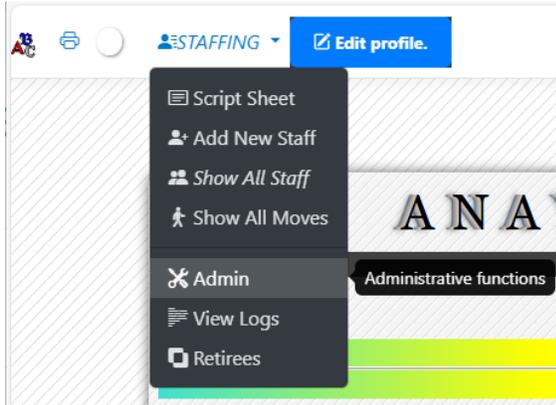
See Page 12



Staffs Member who are in Transition of Moving.

A comprehensive listing of all staff members, who are in the process of relocating from one seat to another.

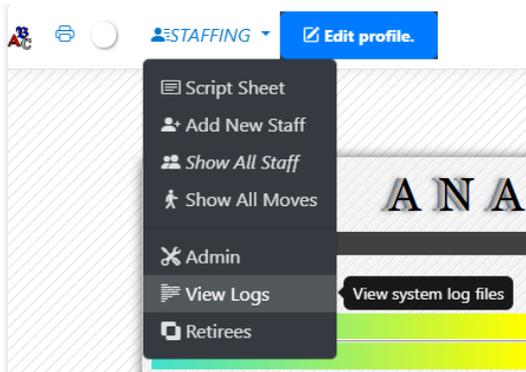
See Page 13



Administrative Use Only

Managing staffs member roles

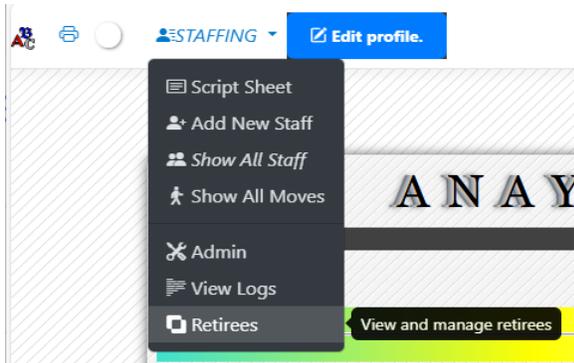
See Page 14



Administrative Use Only

Display ABC Staffing log files

See Page 15



Administrative Use Only

Removing staffs member from roster entity.

See Page 16



7 ENTRY SCRIPT sheet ↻

Location	Floor
FirstName	LastName
Phone	Email
LoginPin	Sex
Title	Dpt.
Seat	WorkArea
LaptopLock	DockLock
LaptopKeyNo	DockKeyNo
PCenterNo	PCCode
Region	StateCode

ABOUT ©2014 Sunday, 31st of August 2015 11:00 AM EDT (26 PM - STAFFED)

Data Entry Sheet

Click on the printer icon, in menu bar, to print this form. Get your printed form from the printer, and fill out data entry sheet with all requested information, on the sheet.

Use this form to key-in the information you gather on it, about your self and the equipment in your care.



Count each field from #1 to #41

Helper Pop-up

#1 Select Payment Center Location

#2 Select your floor

It shows here too

Return to previous page

#25 Browse for a photo

#28 Select an alphabetic letter

#29 Select a number for seat

#38 Pop-up calendar appears. Move 1 month down, then select a number that will generate 30 days in the future, prior of the current date, today.

#37 Number of days will shown here

NEW STAFF Member

Select Office location	Select Floor	First Name	Last Name	Gender	Lex
Phone number	Email Address	Job Title	Department	Work Area	Login P
Region	PC Number	PC Code	NYS Code	Laptop Lock	Do
Laptop Key	Dock Key	Computer	Serial No	SSA tag	Monitor 2

PHOTO



COMMENTS

Characters entered: 0 / 500 remaining

SEAT PANEL

5th. Floor

6th. Floor

7th. Floor

A B C

01 02 03

Grade	User Number
	0B6A911B-58F3-496D-8
Sup Pin	

SEAT PANEL

5th. Floor

6th. Floor

7th. Floor

A B C

01 02 03

Is Removed ?	Date Removed	Is Ret	Date Retire	Grade	User Number
No	mm/dd/yyyy	No	mm/dd/yyyy		0B6A911B-58F3-496D-8
Is Moved ?	Days Remaining	Scheduled Move Date	Sup First Name	Sup Last Name	Sup Pin
No	30	mm/dd/yyyy			

ABOUT - © 2024 - Thursday, 28th of August 2025 Time Now 1:24:50 PM - STAFFING

Add New Staffs Member Profile

Add new staff member information, first and last name, office location, floor, assigned seat, and sitting area. Also, enter your equipment. **You must put an image in field #25**



Helper Pop-up

Return to previous

Click to **Print seat label**

Click to **Send email message**

Click to **Replace image**

Click to **Move** staffs from one seat to another

Click to **Edit** staffs fine to make changes

Click to **show** staffs file details

Click to **Delete Retired Staff** permanently from our records

Click to **Delete** staffs member permanently

The screenshot shows a web application interface for managing staff. At the top, there is a navigation bar with a user profile icon, a 'STAFFING' dropdown menu, and an 'Edit profile.' button. Below this is a header section with the text 'Listing ALL Staffs' and a 'Return to previous' button. The main content area features a table with columns for 'Phone', 'Computer', 'DLock', 'H...', 'image', 'Area', 'Lex', and 'Actions'. The table contains several rows of staff data. Below the table, there is a footer section with a date 'Thursday, 28th of August 2025 Time Now' and a 'STAFFING' label. A red vertical bar is visible on the right side of the page.

	Phone	Computer	DLock	H...	image	Area	Lex	Actions
...	(212) 240-3813	5428068	77863...	91L	5A-35	Mro	2005	...
...	(212) 240-3234	5488065	581030	41D	41L	Mro	2037	...
...	(212) 240-3151	31D	31L	Mro
...	(212) 240-3248	5489013	...	18D	18L	...	5932	...
...	(212) 240-3163	309090	...	155L	3F-11	Sys	1234	...



Helper Pop-up

Return to previous page

Select floor number

Select work location area

Select an alphabetic letter

Select a number for seat

After selecting seat number it will appear in this text box here, and at the top To:

Floor	Letter	Seat Number
5th. Floor	A	01
6th. Floor	B	02
7th. Floor	C	03



A screenshot of a web application interface. At the top left, there is a small 'ABC' logo. To its right are a globe icon and a circular profile icon. Further right is a dropdown menu labeled 'STAFFING' with a downward arrow. To the right of this menu is a blue button labeled 'Edit profile.'. Below the 'STAFFING' menu, a dark grey dropdown menu is open, listing several options: 'Script Sheet', 'Add New Staff', 'Show All Staff', 'Show All Moves', 'Admin', 'View Logs', and 'Retirees'. A tooltip with the text 'Blank data entry sheet' is positioned over the 'Script Sheet' option. In the background, the word 'ANAYL' is visible in a large, serif font. The interface has a light grey background with a diagonal line pattern on the left side.



A screenshot of a web application interface. At the top left, there are three small icons: a person, a gear, and a circle. To their right is a dropdown menu labeled 'STAFFING' with a downward arrow. Next to it is a blue button with a checkmark icon and the text 'Edit profile.'. Below the 'STAFFING' dropdown, a dark grey menu is open, listing several options: 'Script Sheet', 'Add New Staff', 'Show All Staff', 'Show All Moves', 'Admin', 'View Logs', and 'Retirees'. The 'Retirees' option is highlighted with a yellow background, and a tooltip with the text 'View and manage retirees' is visible next to it. In the background, the word 'ANAY' is visible in a large, serif font.



STAFFING [Edit profile.](#)

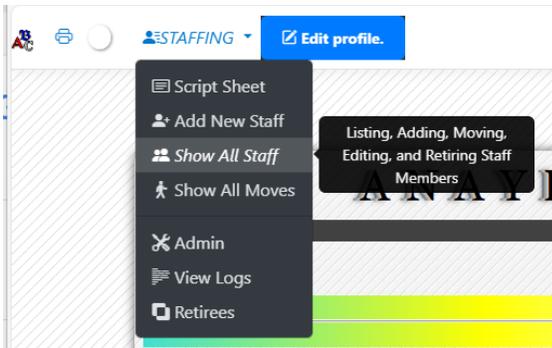
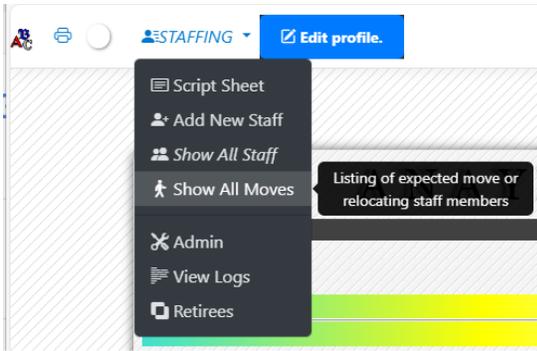
- Script Sheet
- Add New Staff
- Show All Staff
- Show All Moves
- Admin
- View Logs [View system log files](#)
- Retirees

ANA

STAFFING [Edit profile.](#)

- Script Sheet
- Add New Staff
- Show All Staff
- Show All Moves
- Admin [Administrative functions](#)
- View Logs
- Retirees

ANA





STAFFING [Edit profile.](#)

- Script Sheet
- Add New Staff [Create member record](#)
- Show All Staff
- Show All Moves
- Admin
- View Logs
- Retirees

ANA