Legacy Award
UX & UI

March 2024

Personas

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Cast Member

Lainey

I am a **cast member** in **DX** who needs to **efficiently and easily nominate a peer** for a **Legacy Award**.

NEEDS

- Nominate an employee using a simple but informative format
- Recognize what is being requested
- Understand the definitions of legacy qualities
- Receive prominent feedback for errors and submissions
- Edit previously-submitted nominations
- Cancel previously-submitted nominations
- “Save as Draft” option to finish a nomination at a later date

QUALIFYING EMPLOYEES

- DX or DX-Supporting Corporate Roles
- Global & Domestic
- All employment types *except* Contractors

Leader

Marri

I am a **leader of a nominated employee** in **DX** who needs to **efficiently and easily confirm a nomination** for a **Legacy Award**.

NEEDS

- All needs listed under “Cast Member” persona

Plus:

- View nominee approval requests
- Understand their allotted time to approve nominees
- View nominee and their nomination details
- Ability to approve a nomination
- Ability to decline a nomination
- Ability to mark themselves as the wrong leader and forward proper information to the form recipient

Selection Committee

Brennan

I am a **Selection Committee member** who needs to **view evaluation packets** and **vote on recipients** for the **Legacy Award**.

NEEDS

- Know when a voting window is opening
- Ability to virtually view a nominee's packet (nomination + leader evaluation)
- Vote yes or no for each nominee
- Know when a voting session is open

Landing Page

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Landing

Introductory Content

- Editable text, imagery, and videography telling the story behind the Walt Disney Legacy Award
- This content persists throughout the entire process

My Advocate Team

- Employee's advocate team + members
- One-click button for grouped email
- Persists when the employee has actions to take

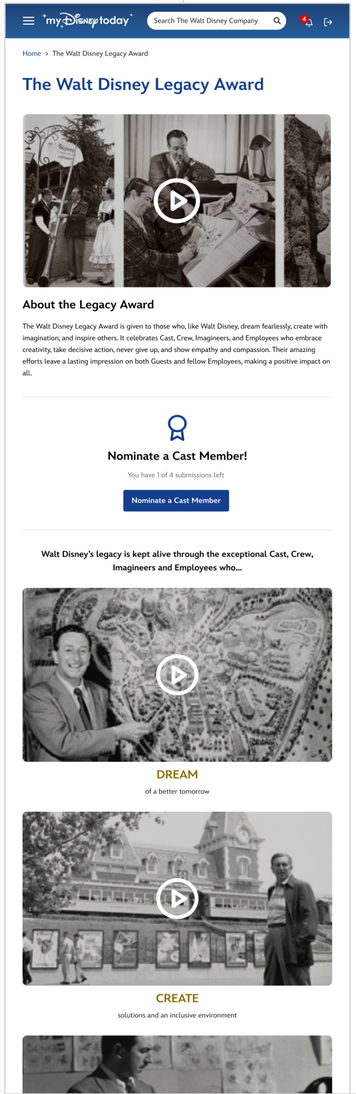
Evolving Content

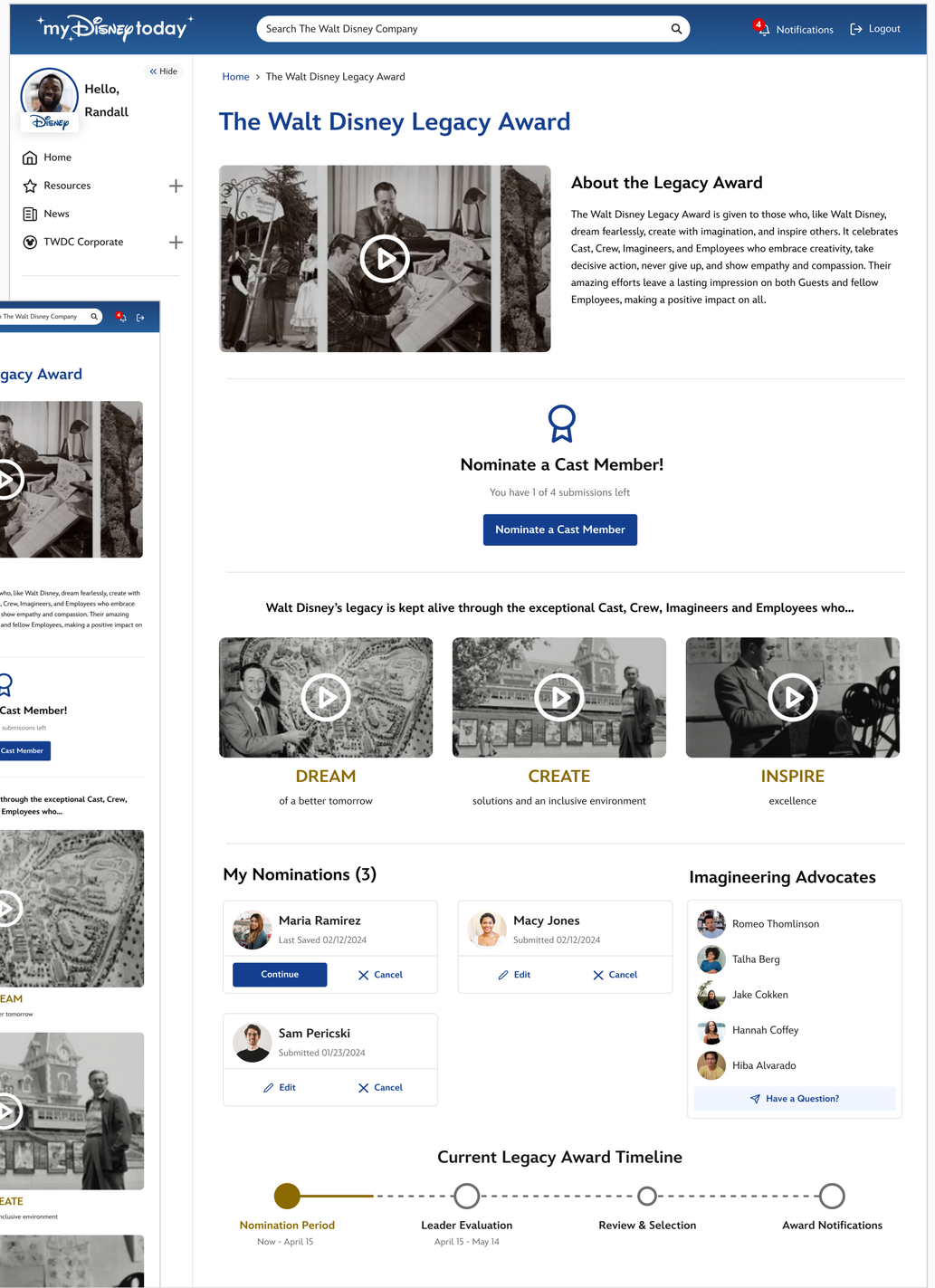
- This section will change as the timeline progresses: Nominations, Evaluations, & Voting Sessions

Legacy Award Timeline

- Persistent and dynamic timeline letting the employee know important dates and the currently-active phase

View Prototype



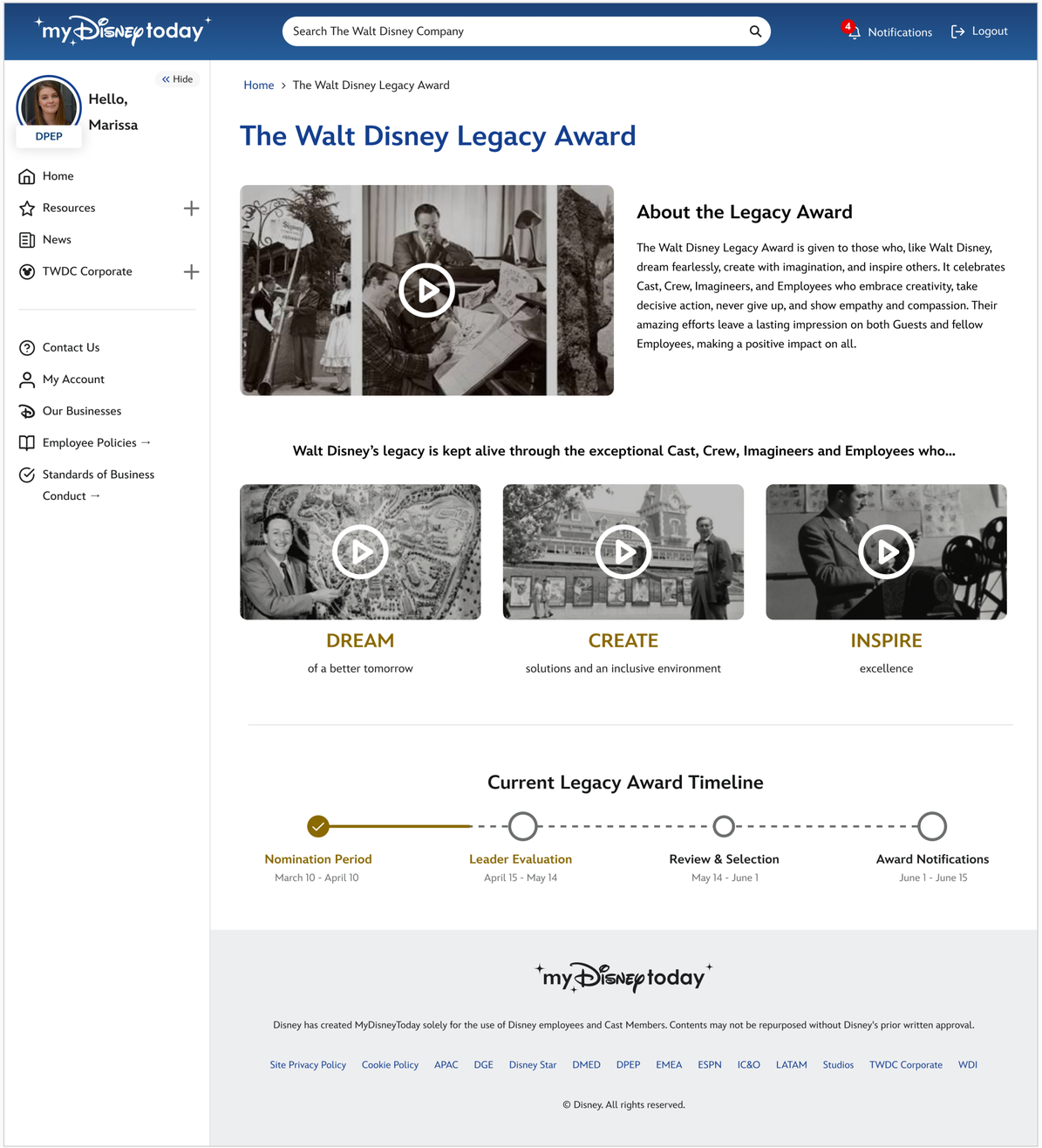


Landing - Interim Period

During phases when there are no front-end actions, such as Advocate Review or a phase where a user doesn't meet criteria, only the timeline will show.

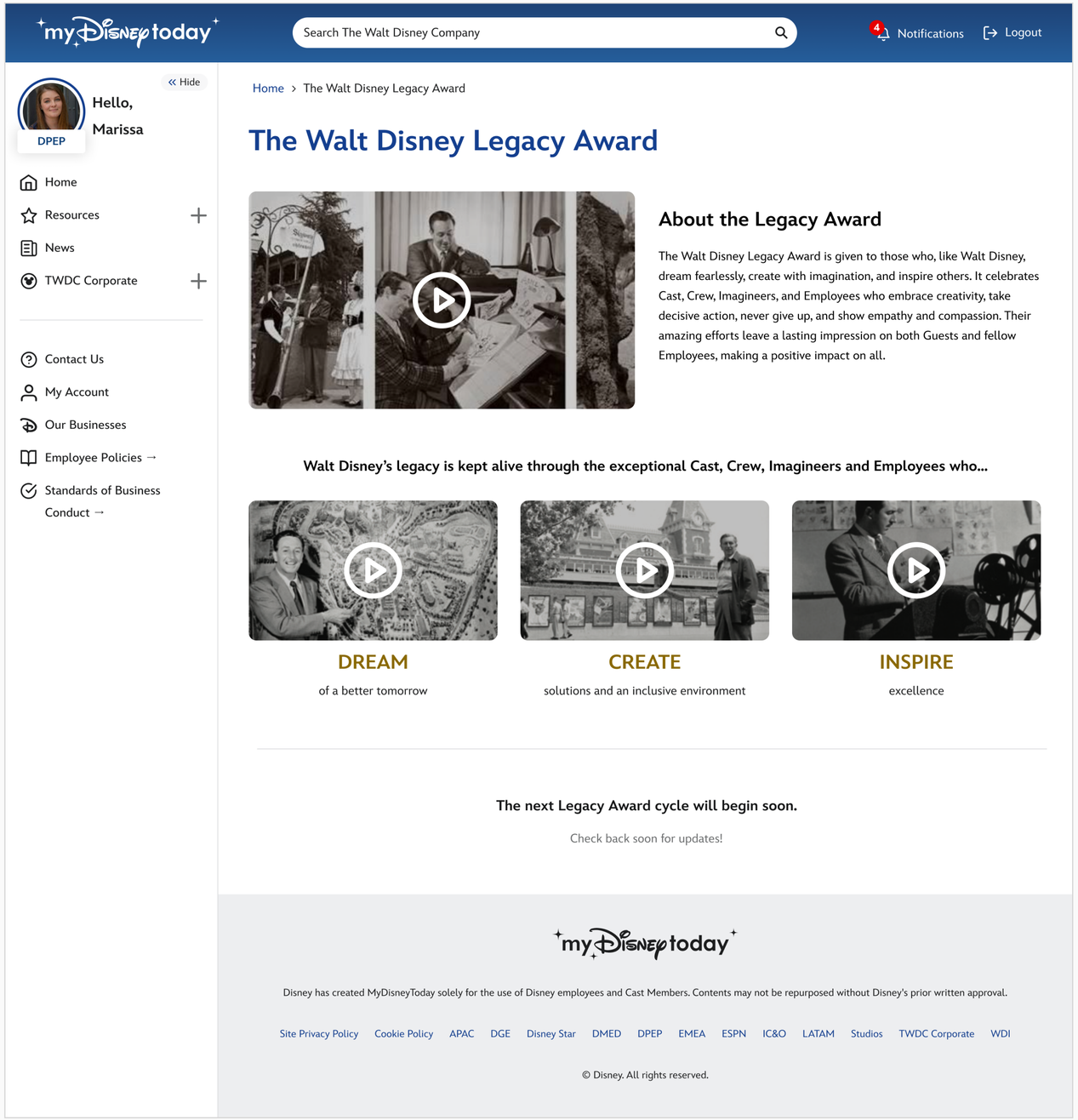
Timeline

- The evolving section will always display a timeline
- If a user sees no actions to take, they can see that a phase is upcoming or closed



Landing - Between Cycles

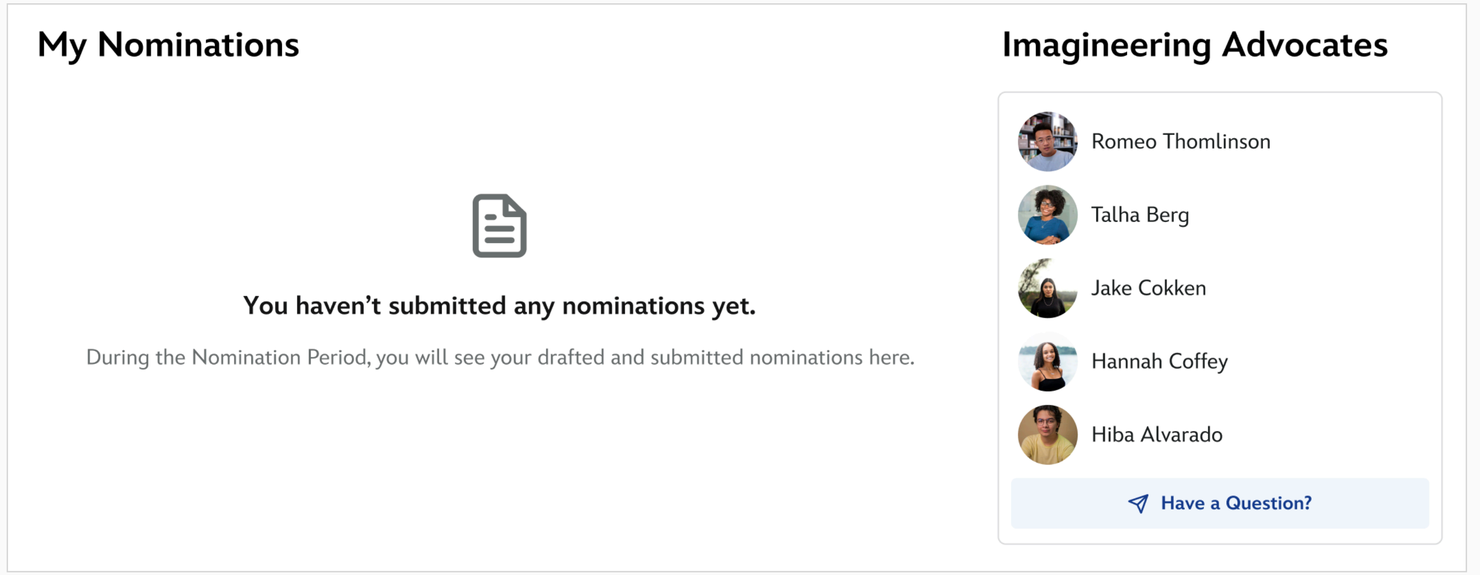
In between cycles, this page will still be active and visitable but displays a message to employees on when the next cycle will begin and when to return.

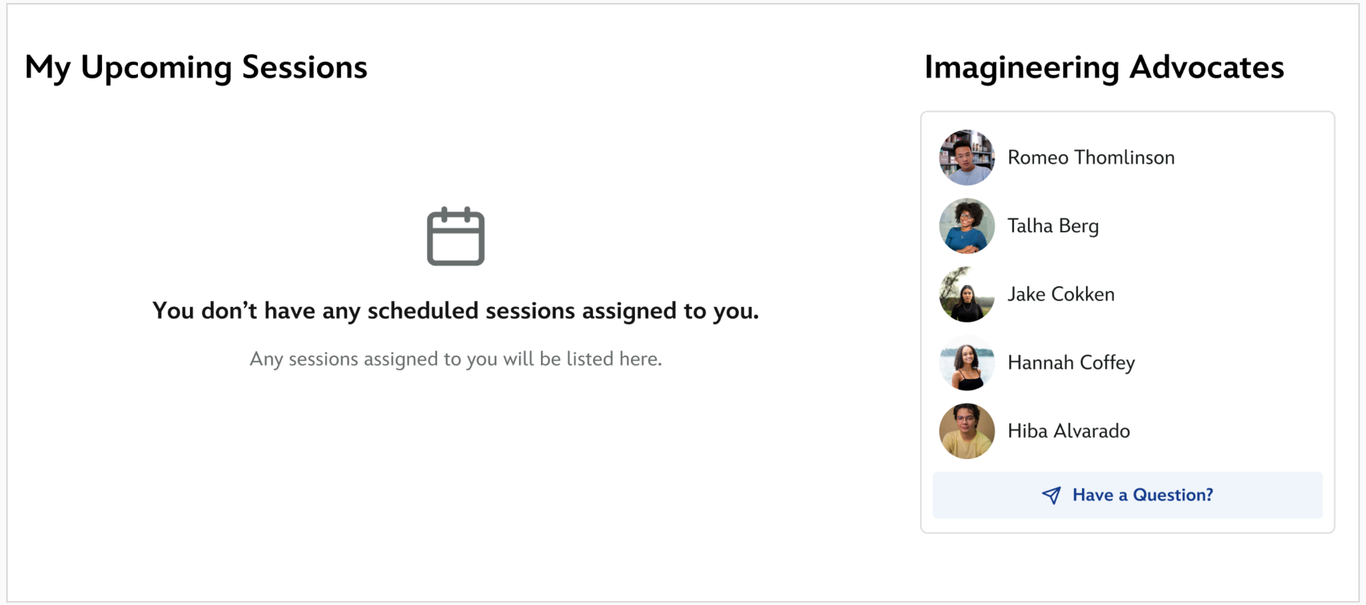


Landing - Empty States

Nomination Period
If an eligible cast member has not yet submitted nomination during the Nomination Period, messaging will appear letting them know they will see them in the space once submitted or drafted.

Selection Period
If the cast member is a part of a Selection Committee and there aren't any scheduled sessions for them, or they have already passed during the selection period, messaging will display letting them know why they aren't seeing any sessions.





Nomination UX | Legacy Award

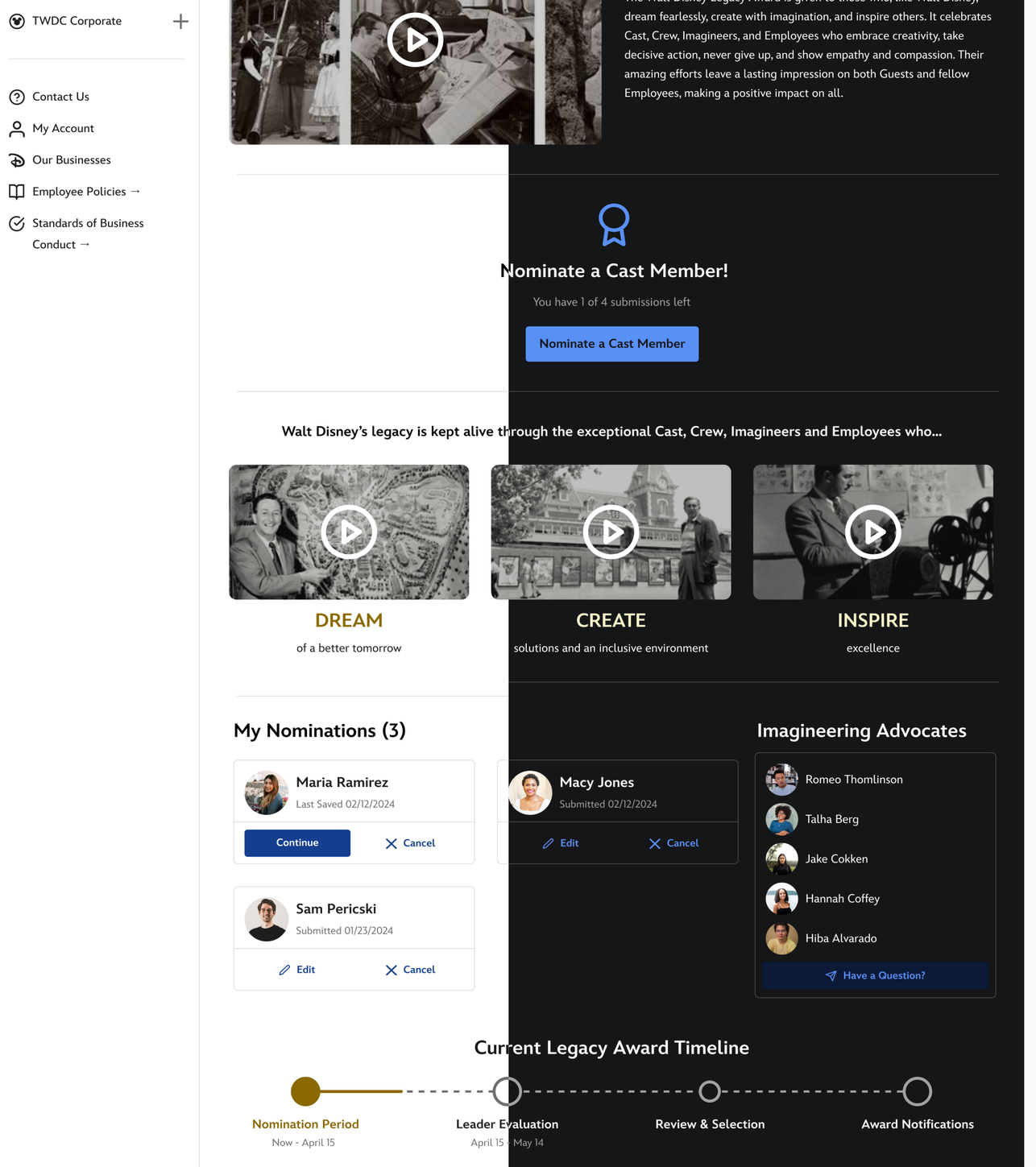
Dark Mode

User Preference

- On MyDisneyToday, dark mode is a preference set by each individual employee

Colors & Graphics

- Graphics likes images and videos will not change between light and dark mode
- Typography and developed elements of the pages *will react* to dark mode
- These elements should use MyDisney color variables so they react properly if a user has their theme preference set to dark mode



Mobile Experience

Responsive Grid

- All screens are designed to accommodate varying screen sizes. Some content layouts will be reconfigured depending on the viewport size.

Interactions

- The mobile experience will be the exact same as desktop - no more, no less.

DESIGNS

Nomination Period

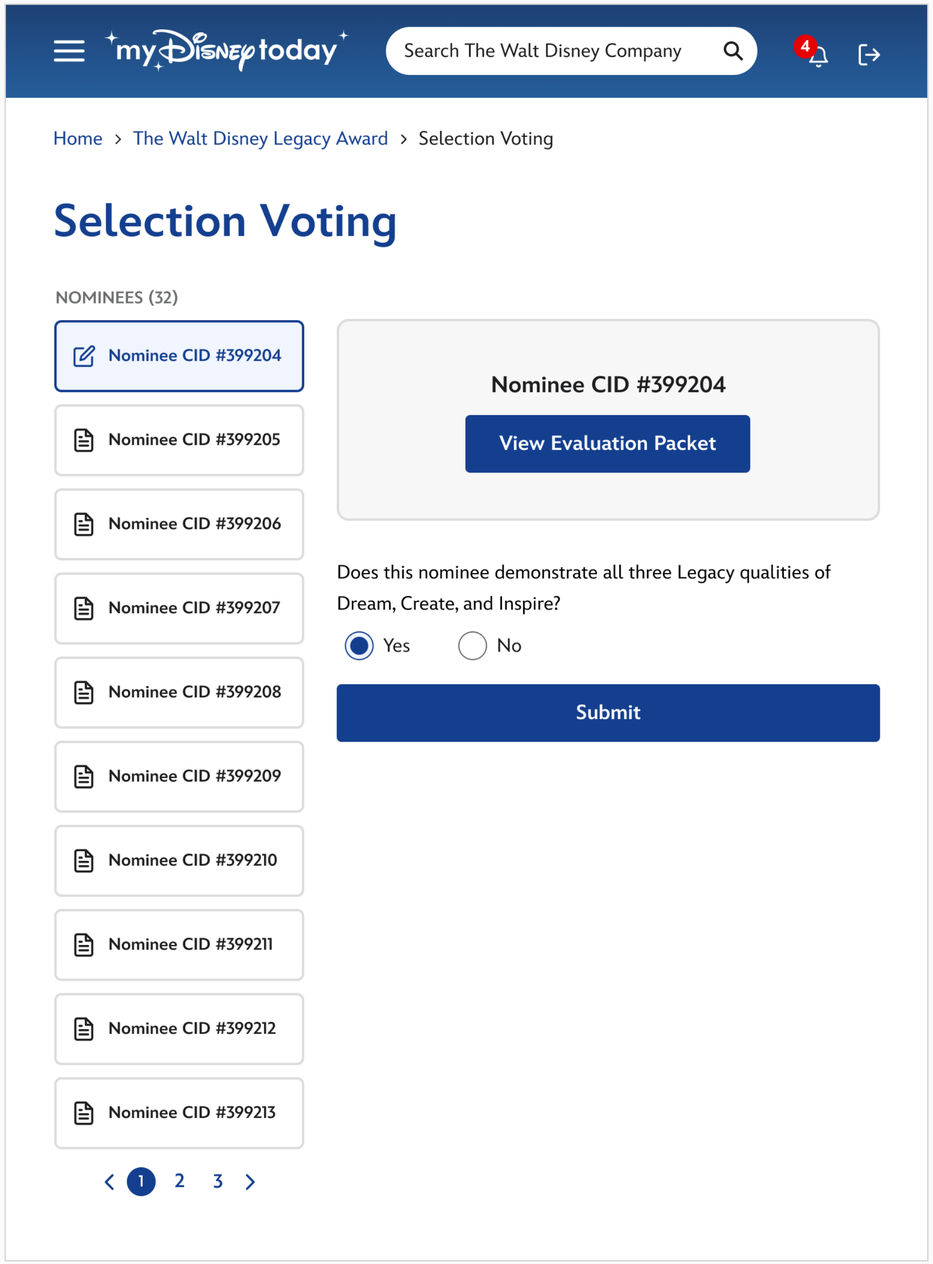
- Tablet | Smartphone

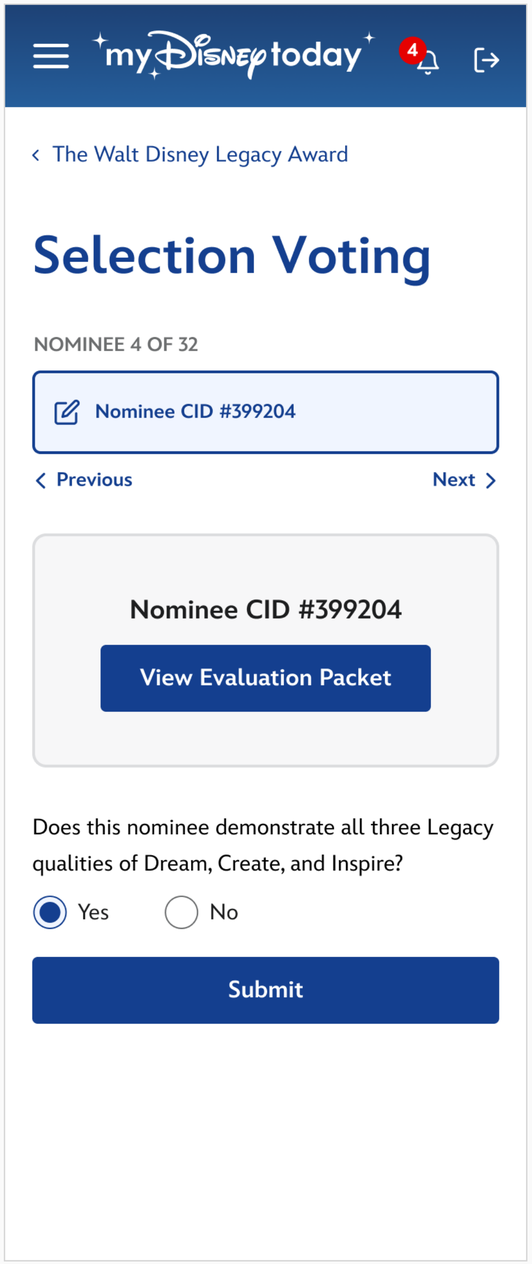
Leader Evaluation Period

- Tablet | Smartphone

Selection Period

- Tablet | Smartphone





Intro Content

In-Page Videos

- Hosted on vBrick Rev
- Embedded & playable *on* the page

Text Introduction

- Editable text that introduces page visitor to the award

Each Quality

- In-page video: hosted on Rev
- Quality name
- Short Description

About the Legacy Award

The Walt Disney Legacy Award is given to those who, like Walt Disney, dream fearlessly, create with imagination, and inspire others. It celebrates Cast, Crew, Imagineers, and Employees who embrace creativity, take decisive action, never give up, and show empathy and compassion. Their amazing efforts leave a lasting impression on both Guests and fellow Employees, making a positive impact on all.

Walt Disney's legacy is kept alive through the exceptional Cast, Crew, Imagineers and Employees who...

DREAM

of a better tomorrow

CREATE

solutions and an inclusive environment

INSPIRE

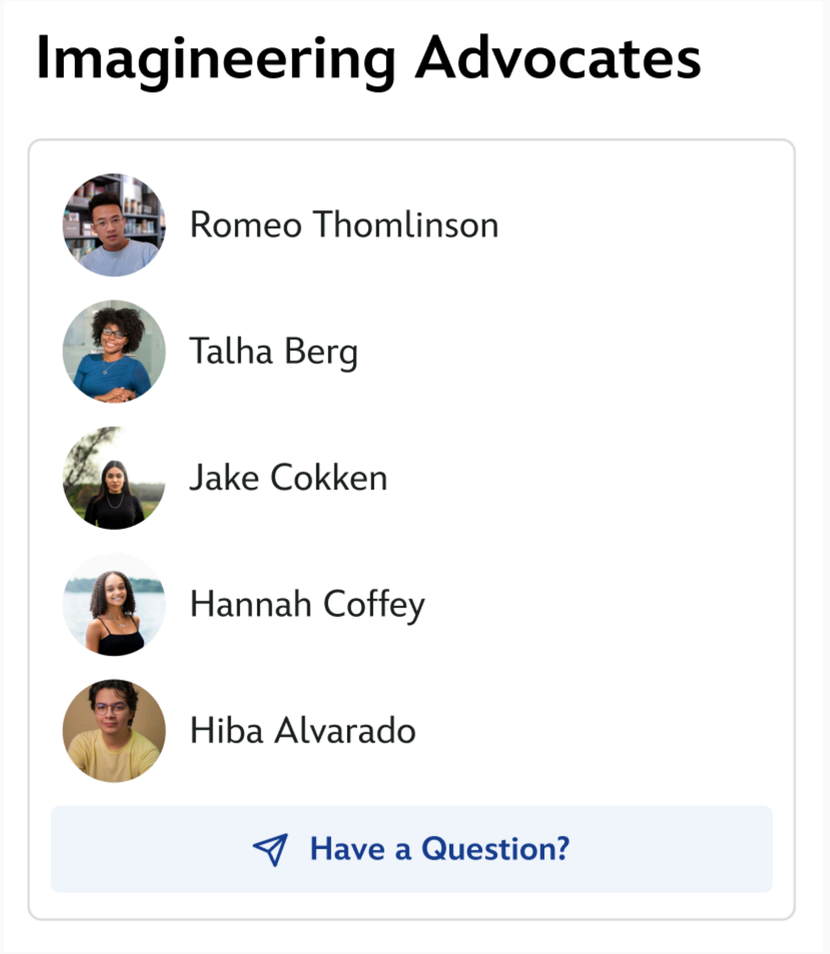
excellence

Advocate Team

Available to employees and leaders when they meet criteria for the timeline.

Advocate Team List

- Profile photo
- Advocate name
- One-click email button: combines all emails of the Advocates (required to have an email upon becoming an advocate)



Timeline

This timeline will change depending on the active phase at the time.

Before a Phase

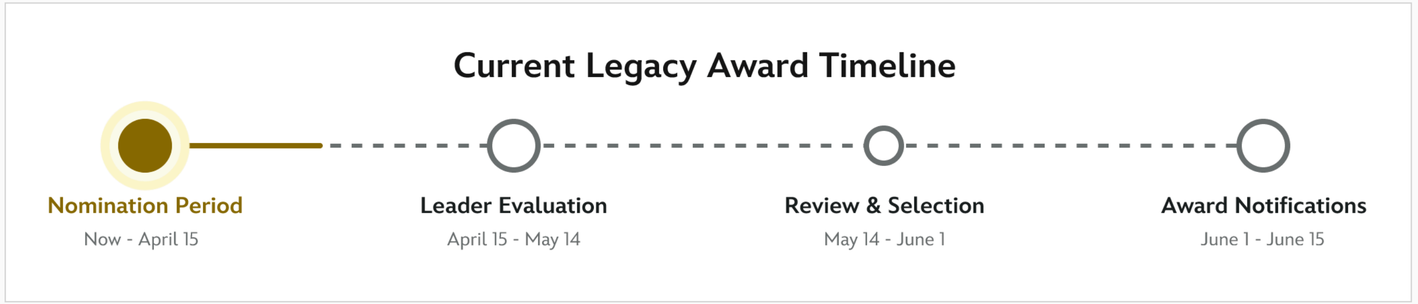
- Phase name
- Dates of the phase
- Open timeline marker

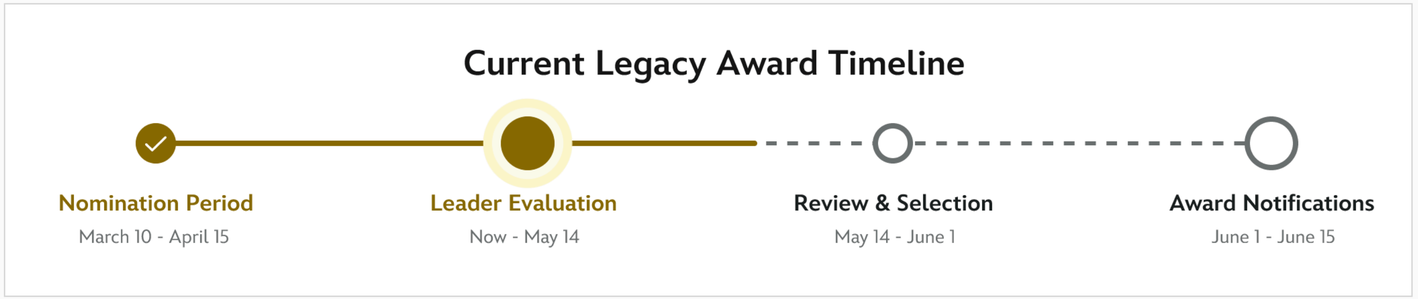
During a Phase

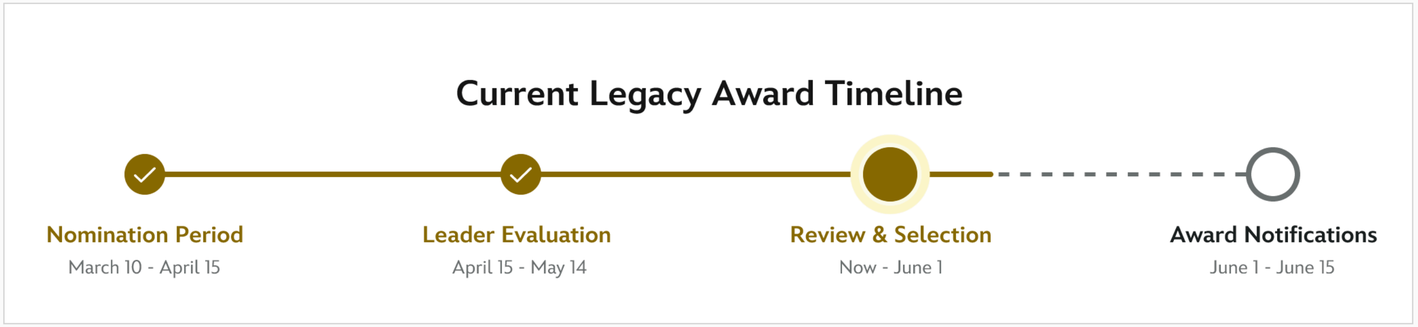
- Phase name
- “Now” to End Date of the phase
- Filled, pulsing timeline marker

After a Phase

- Phase name
- Smaller, checked timeline marker
- Dates of the phase







Nomination

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Nomination Workflow

Legacy Homepage + Overview Info

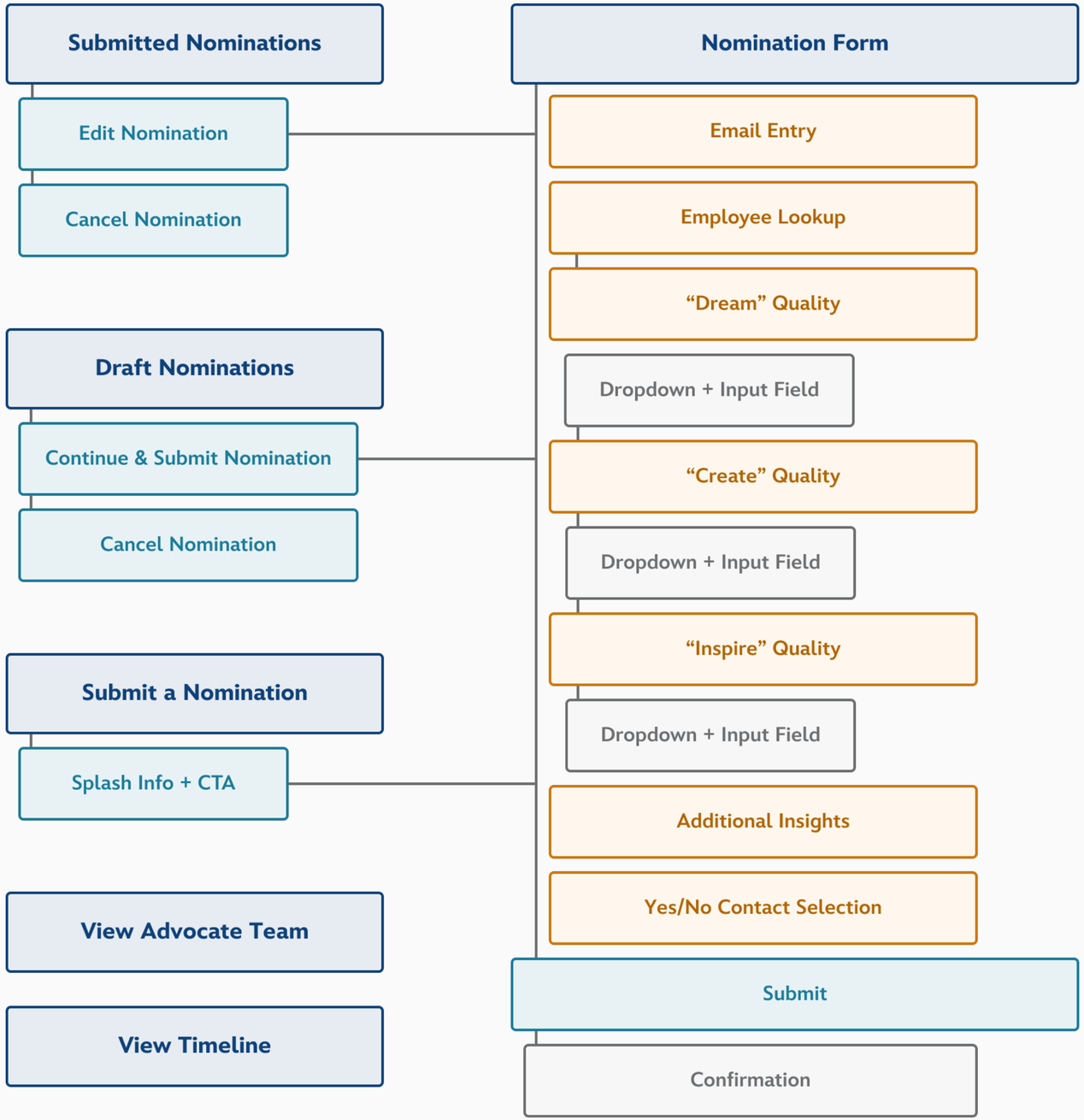
Timeline & Advocate Team Details

Submitted Nominations
Nominations that the employee has submitted within that given year.

Drafts Nominations
Nomination drafts the employee has started but not yet submitted.

Submit a Nomination
Navigates to a new, blank nomination form.

The Nomination Form
- Employee lookup
- Quality Dropdowns (can add/remove)
- Additional Insights + Contact Selection
- Submission



Landing

Introductory Content

- Brief text, imagery, and videography telling the story behind the Walt Disney Legacy Award
- This content persists throughout the entire process

Nomination CTA

- Nomination button to start a new nomination form
- Text letting the user know how many more nominations they are allotted to submit
- This button will only display during the Nomination Phase

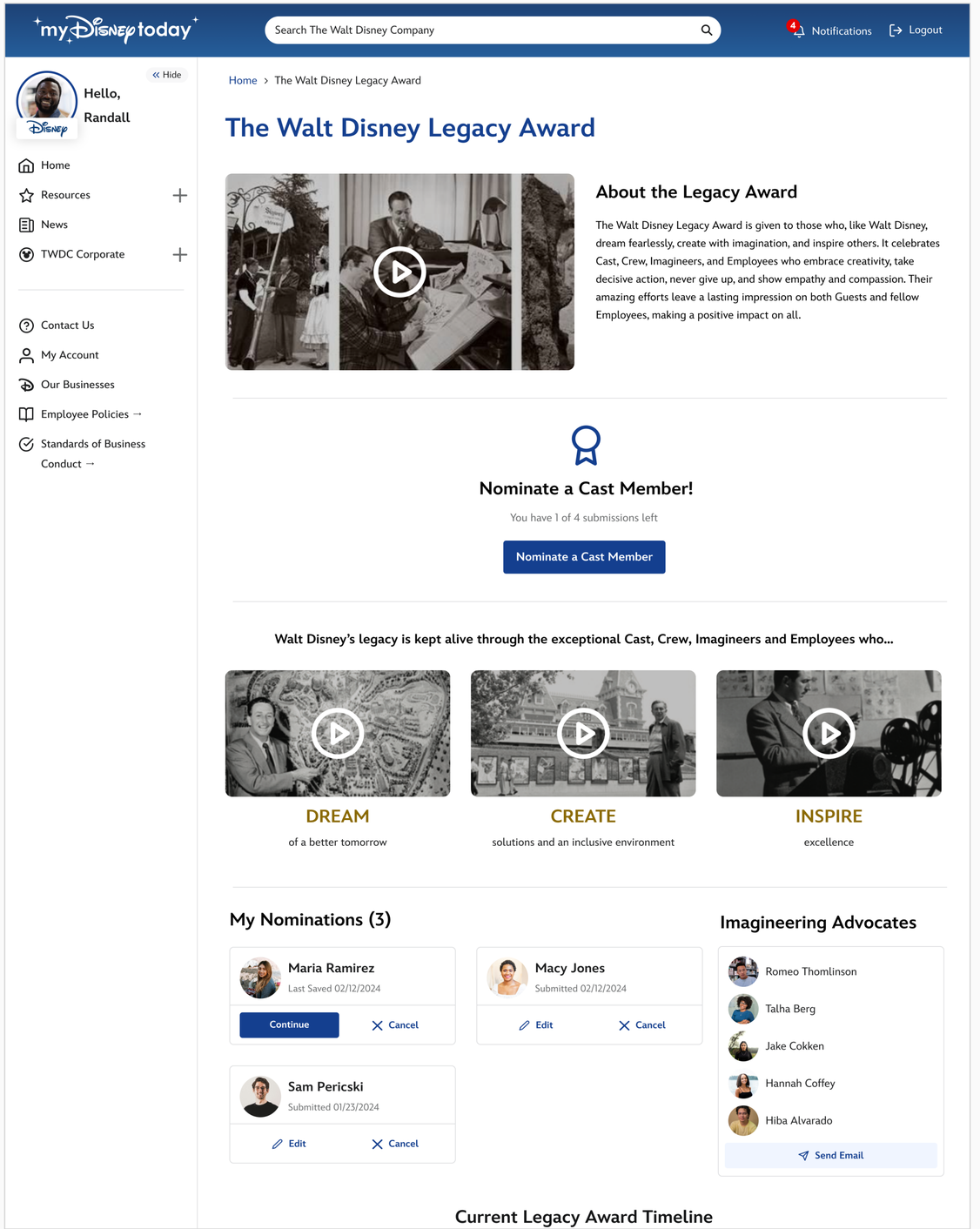
My Nominations

- The user's submitted or drafted nominations
- The user can continue, edit or cancel nominations

Legacy Award Timeline

- Persistent and dynamic timeline letting the user know important dates and the current phase

View Prototype



Email & Employee Lookup

Search Criteria Options

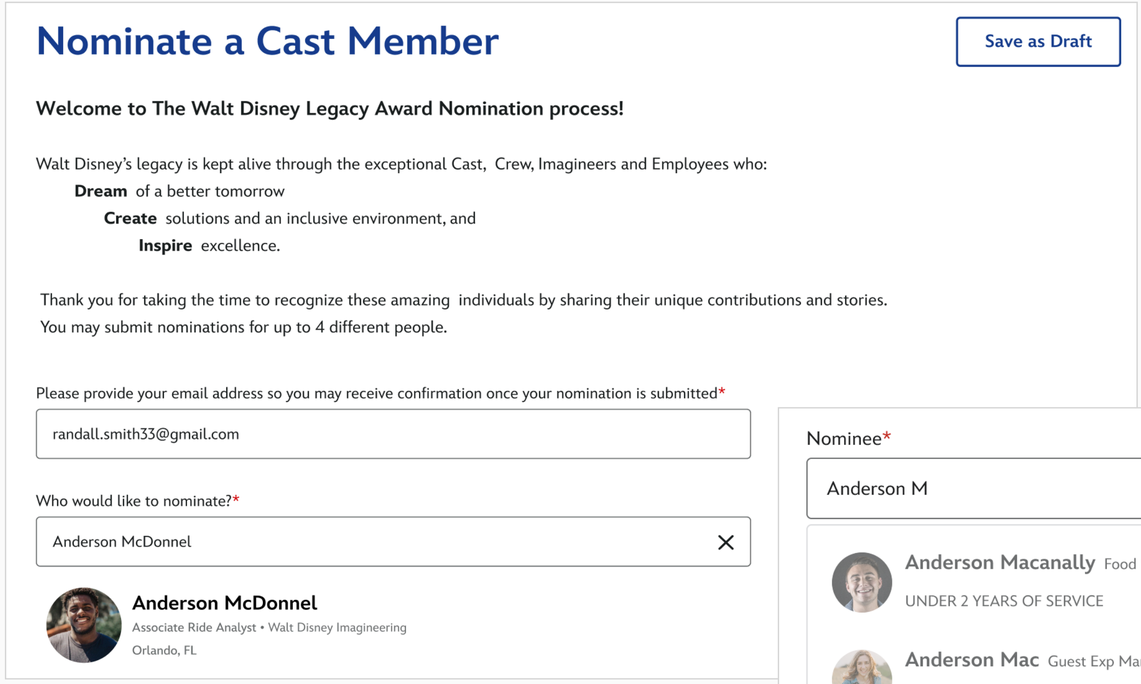
- Name, Email, Title

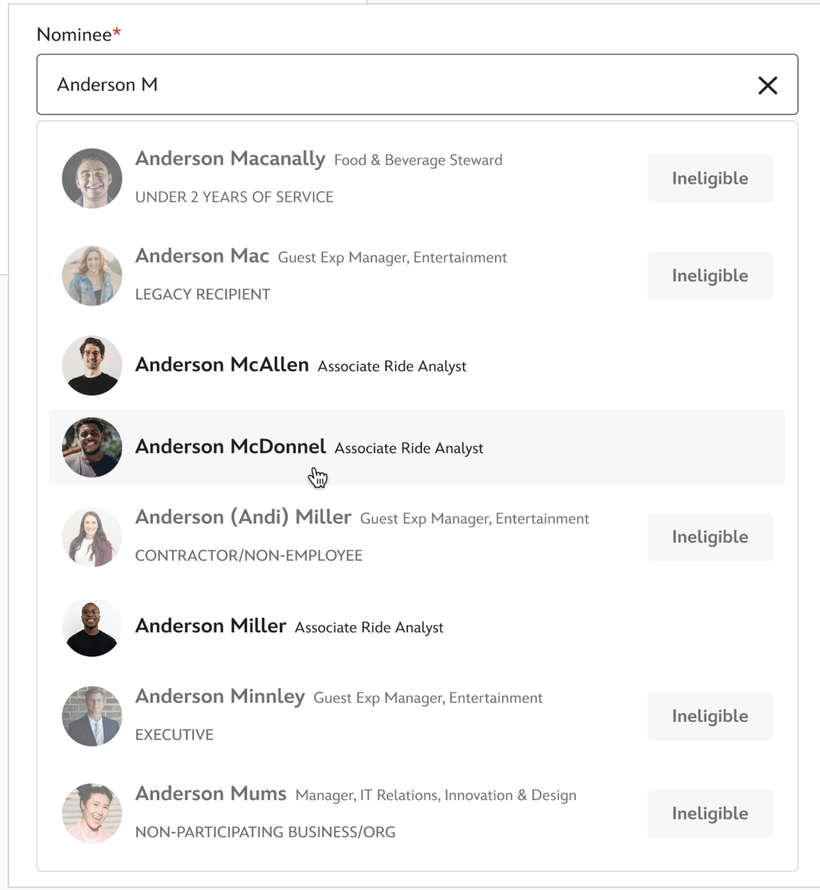
Typeahead

- As soon as user begins typing, the system should search and suggest names that match the input: Image, Name, Title
- Ineligible note & tag

Selection

- Selecting an employee will display their profile photo, name, title, business, and location.





Selecting Qualities

Once an employee has been selected, the “Legacy Recipient Qualities” section will appear. It will include:

Brief Summary

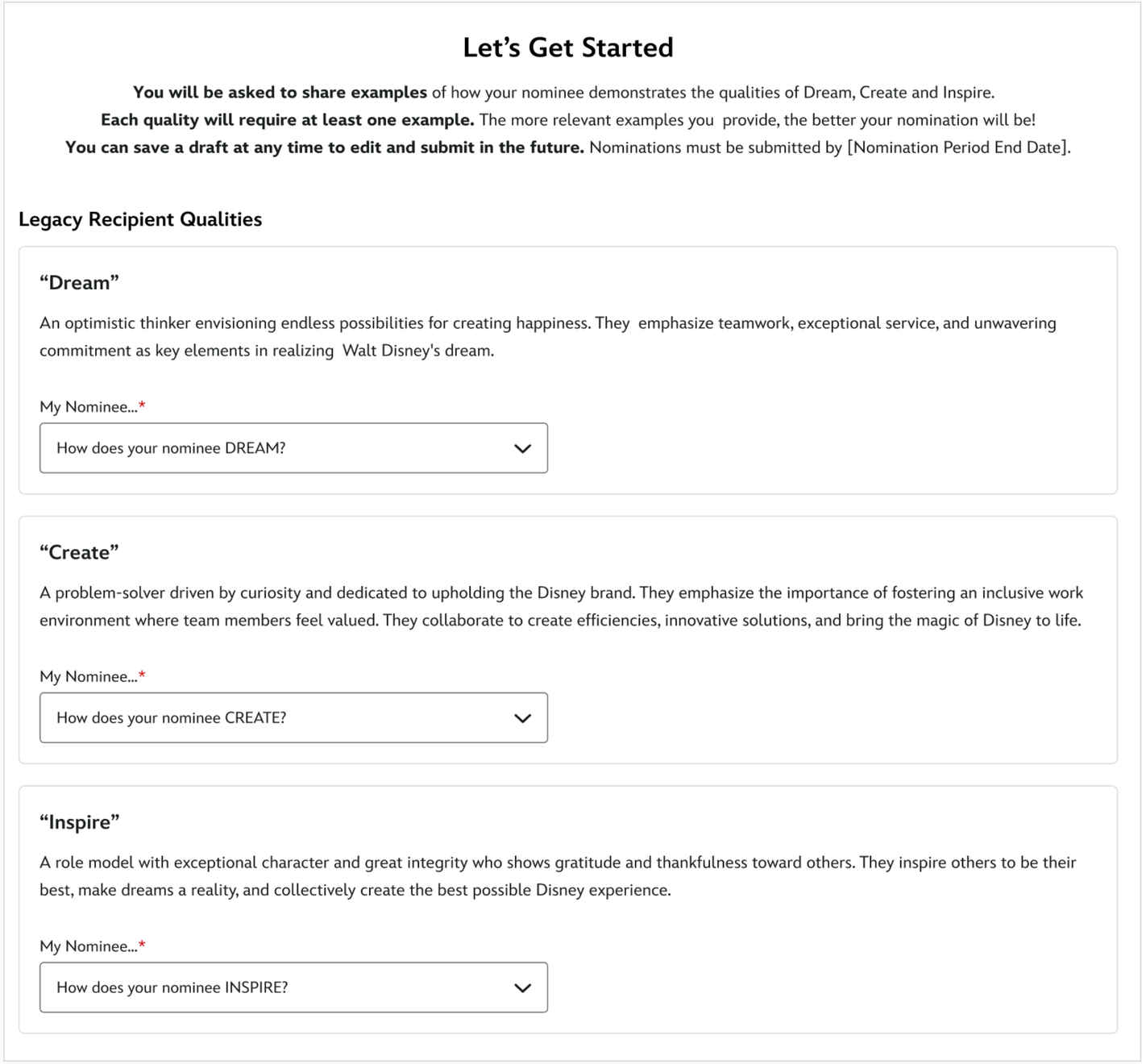
- A summary of the legacy qualities of no more than 2 or 3 sentences.

Quality Buckets

Each quality bucket will include:

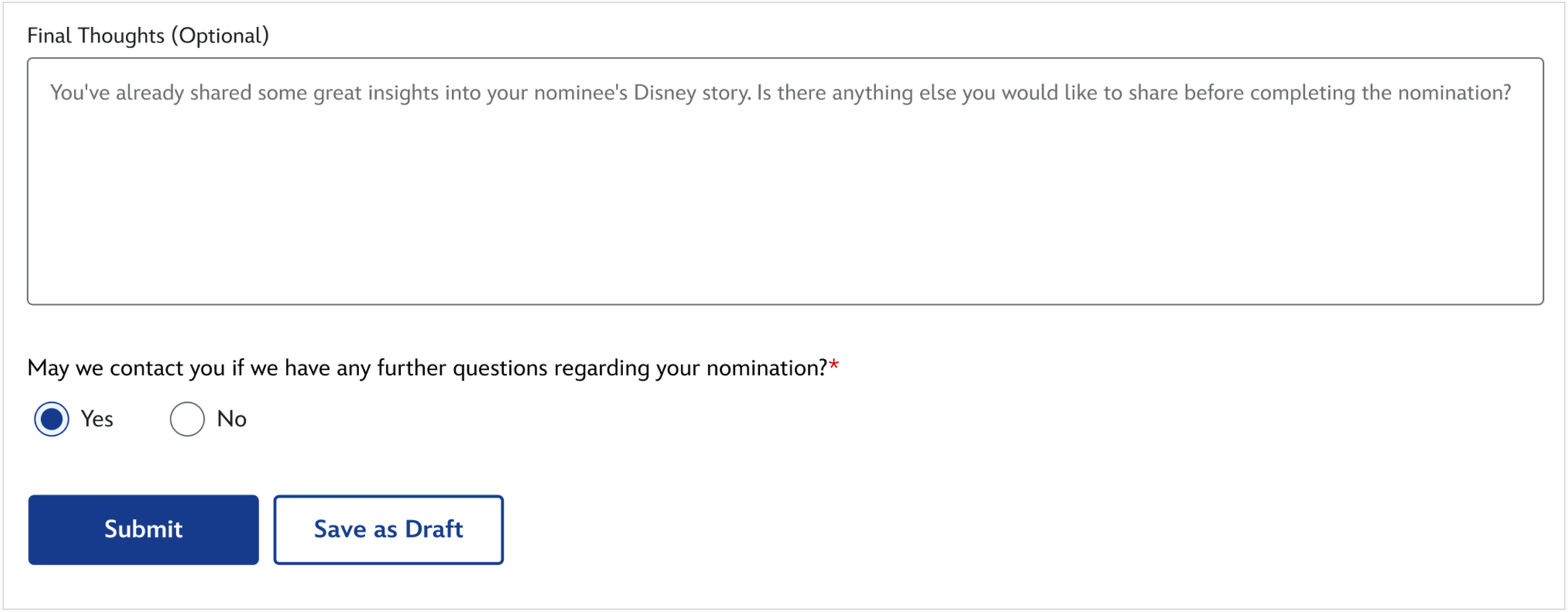
- Quality Name
- Description
- Dropdown

After selecting from the dropdown, a text box will appear as well as an option to add another answer within that quality bucket. The first dropdown is required; any additionally-added ones are not.



Final Thoughts

After entering at least one question for each quality, the user can input additional insights and confirm contact after submission.

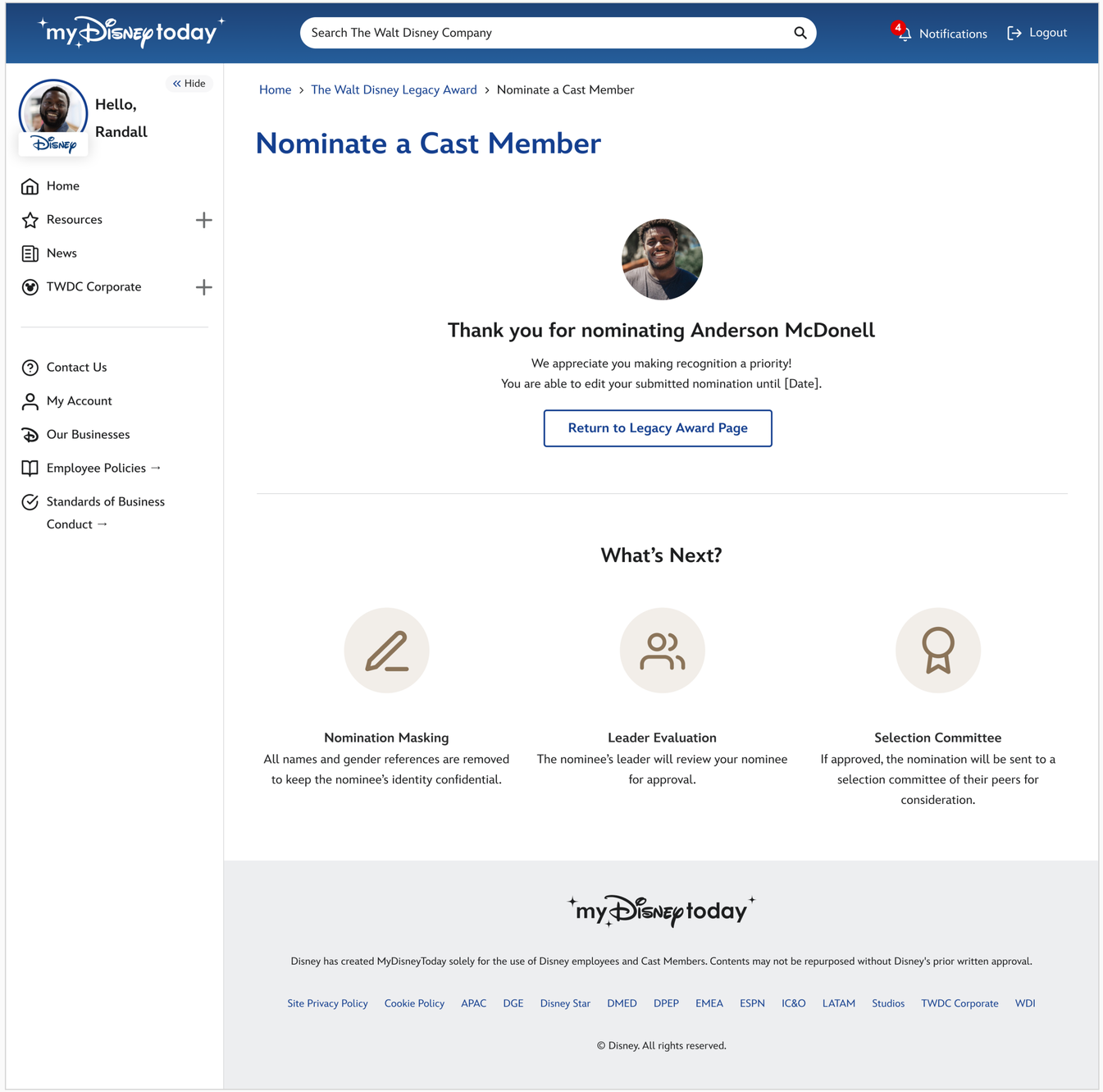


Nomination UX | Legacy Award

Form Submission

After submission, a confirmation page will display confirming the nominee they selected and letting them know they can edit the submission up until the noted date.

Additionally, a return button and next steps display to make the user aware of the process going forward.



Nomination Walk-through

Watch Walk-through

Leader Evaluation

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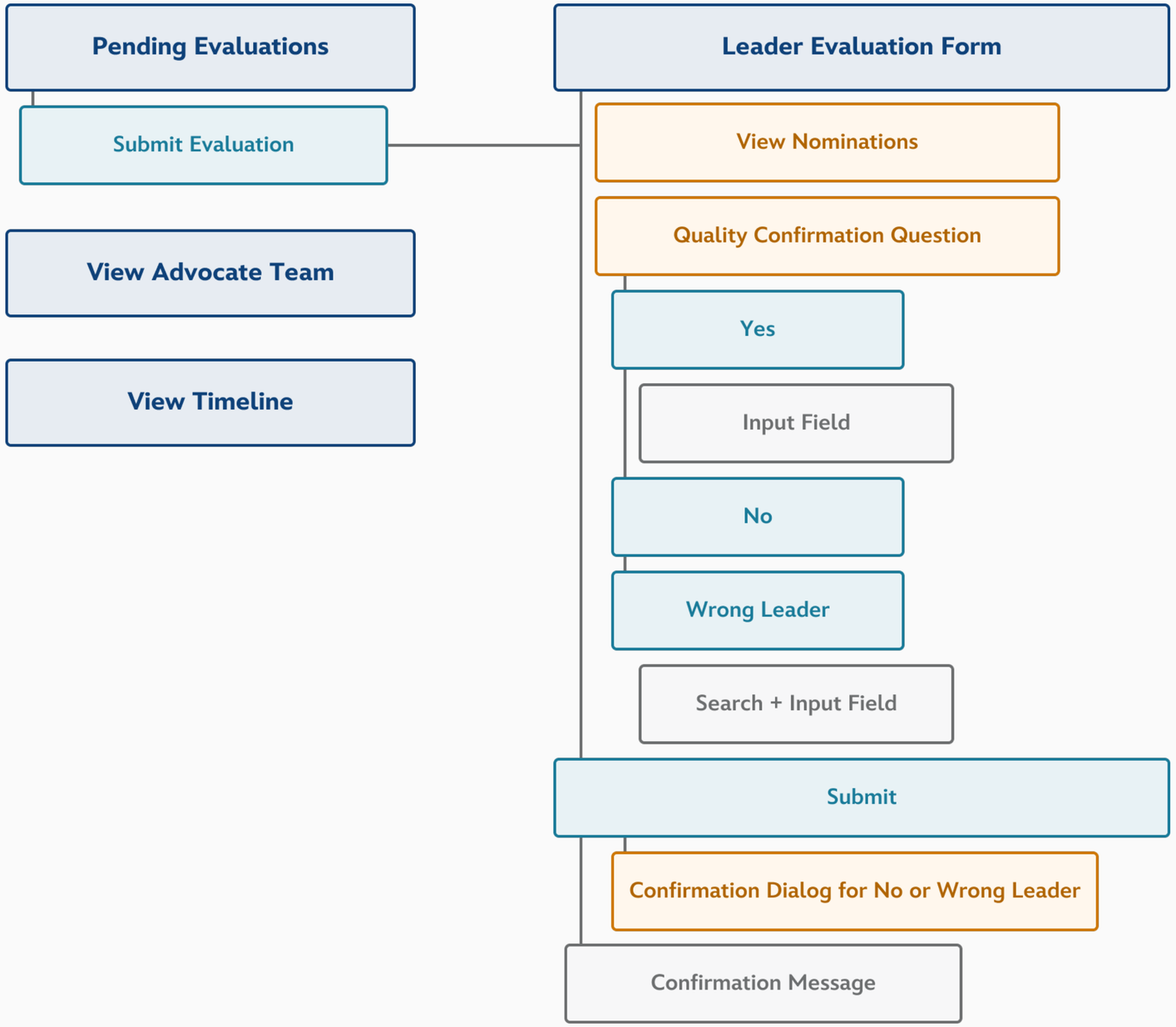
Leader Workflow

Legacy Homepage + Overview Info

Timeline & Advocate Team Details

Pending Evaluations
Submit leader evaluation for each requested employee



Landing

Introductory Content

- Brief text, imagery, and videography telling the story behind the Walt Disney Legacy Award
- This content persists throughout the entire process

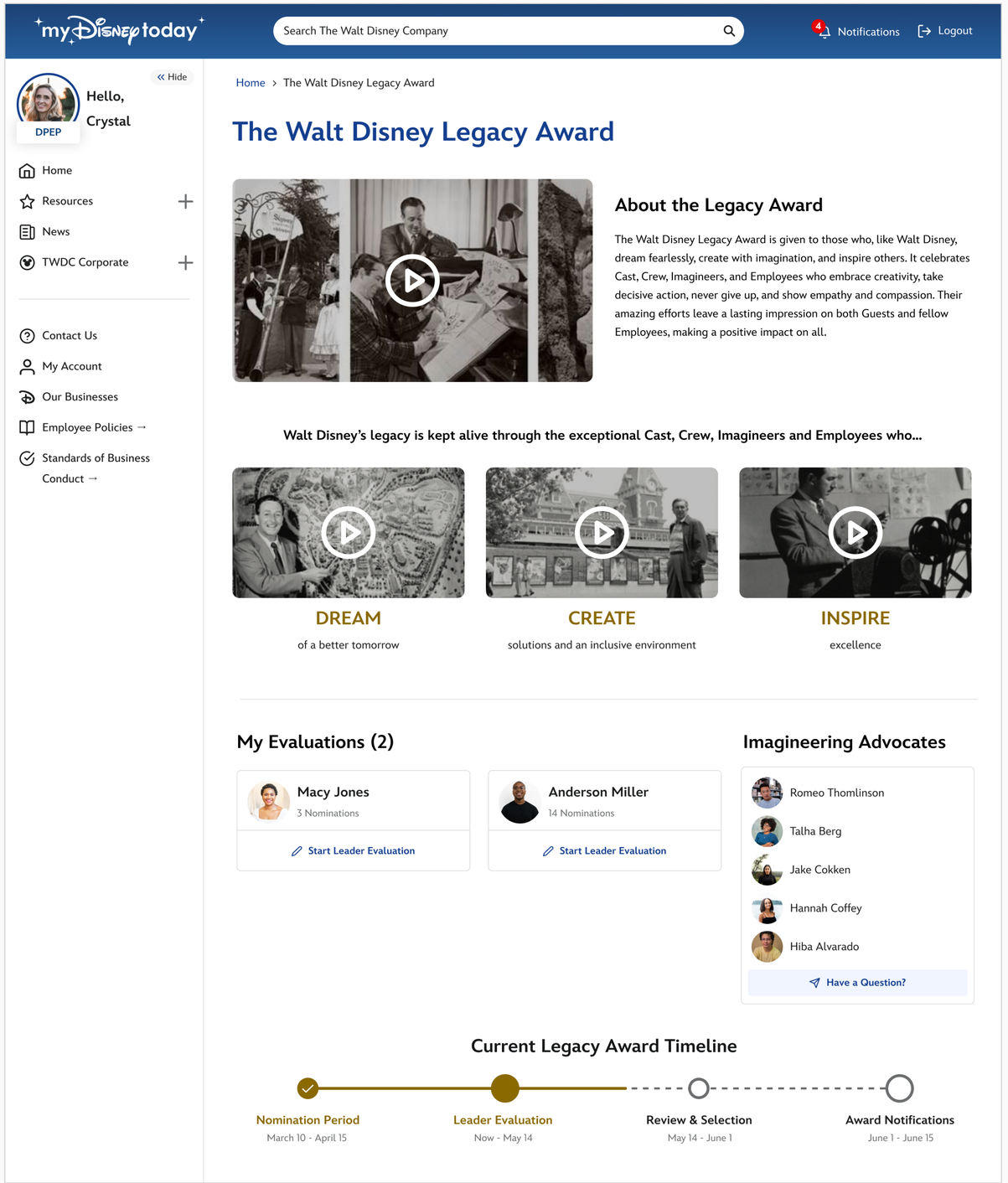
My Evaluations

- Pending evaluations for the leader appear here
- Not started and drafted evaluations will appear here with actions to continue or start an eval
- Submitted evaluations will appear here as well but will be marked “Submitted” and not editable
- This section will only display during the Leader Evaluation phase

Legacy Award Timeline

- Persistent and dynamic timeline letting the user know important dates and the current phase

View Prototype



The Form

Brief Introduction

- Text to give the leader a brief overview of why they are being asked to fill out the form

View Nominations

- The leader must click the “View Nominations” button before receiving the yes/no question
- The nomination packet will open in a new tab

The Nominee

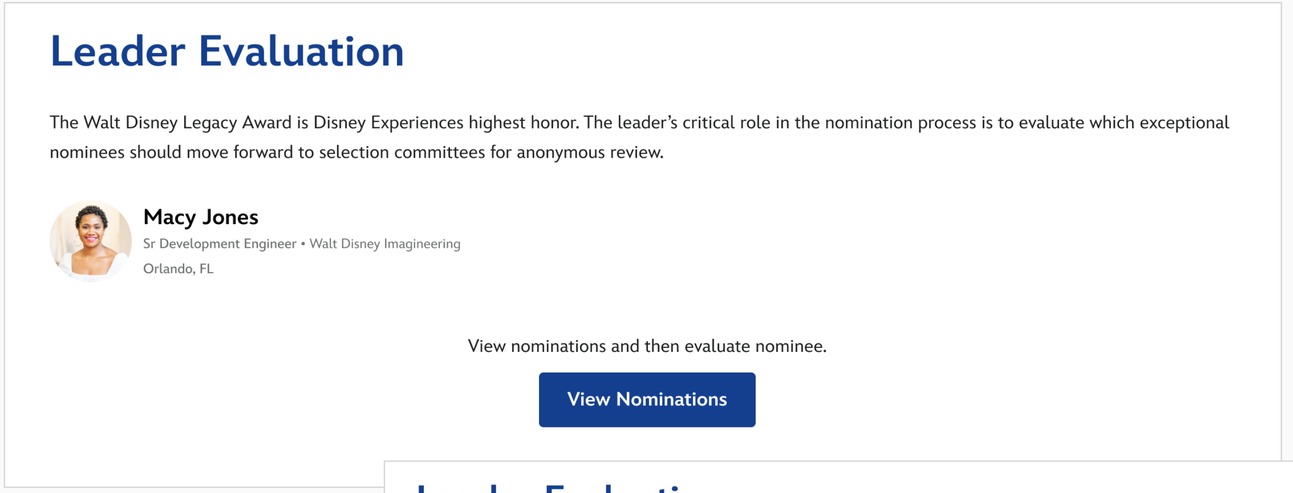
- Profile photo, name, and link to view nomination(s)

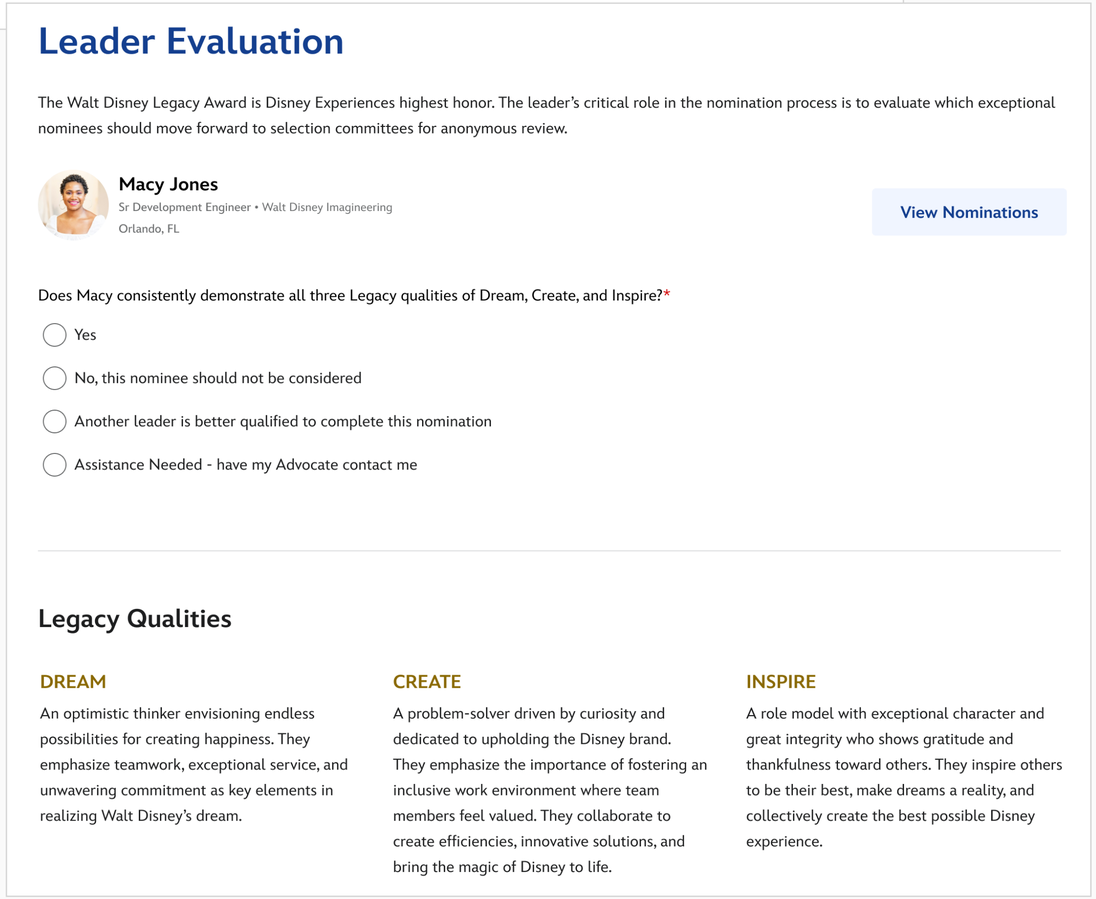
Legacy Qualities

- Dream, Create, and Inspire persist along the bottom of the form

Form Question

- Main question of the form - Yes, no, wrong leader, or assistance needed





Viewing Nominations

Viewing nominations opens in a new tab. If multiple nominations were submitted for the nominee, this page will be cumulative of all nomination entries.

Nominee Info

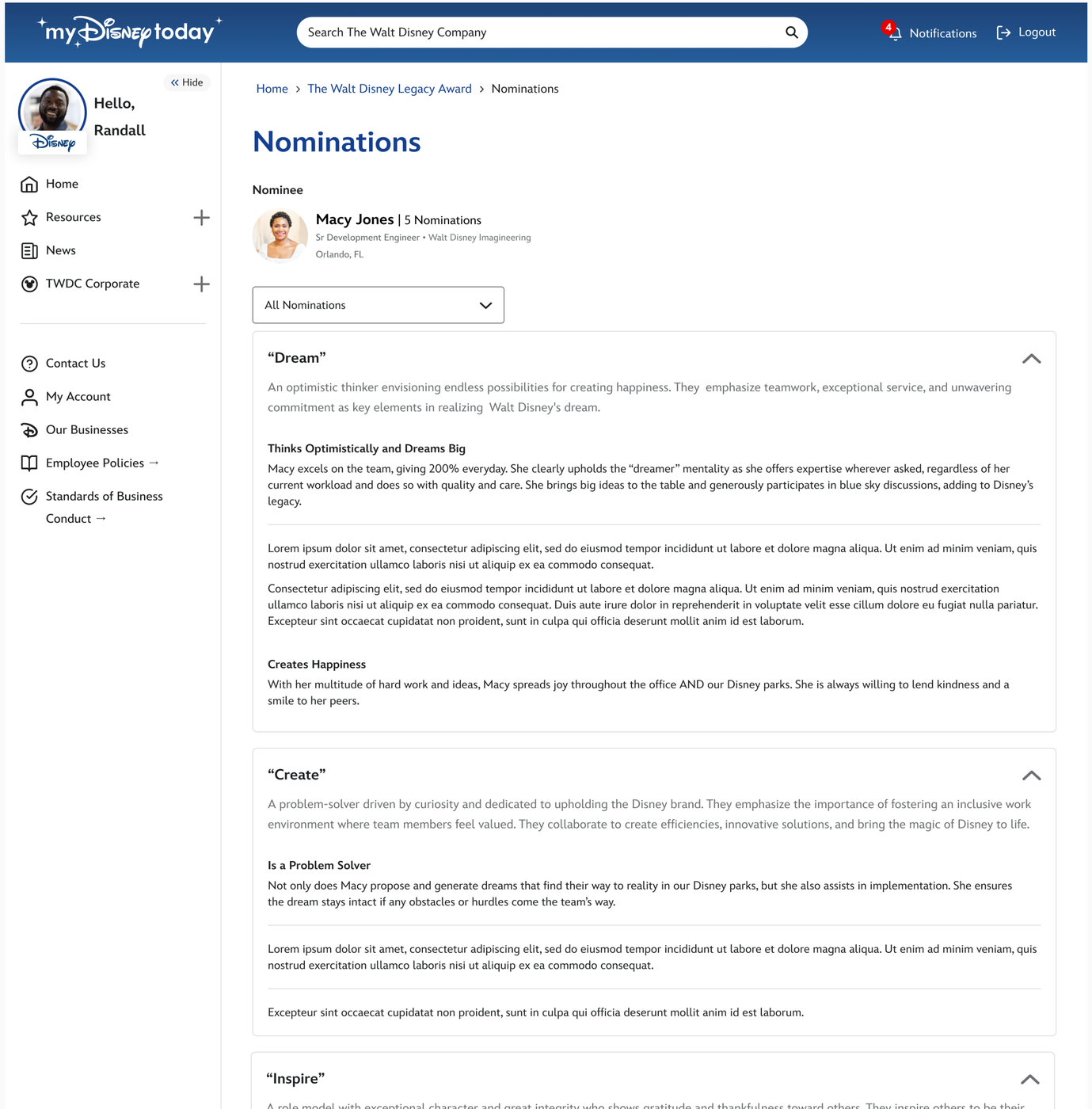
- Profile image, name (+ nomination count), title, business, and location

Qualities

- Collapsible sections for each quality are available; they should be expanded by default

Additional Insights

- Displays any insights left on the nomination entries



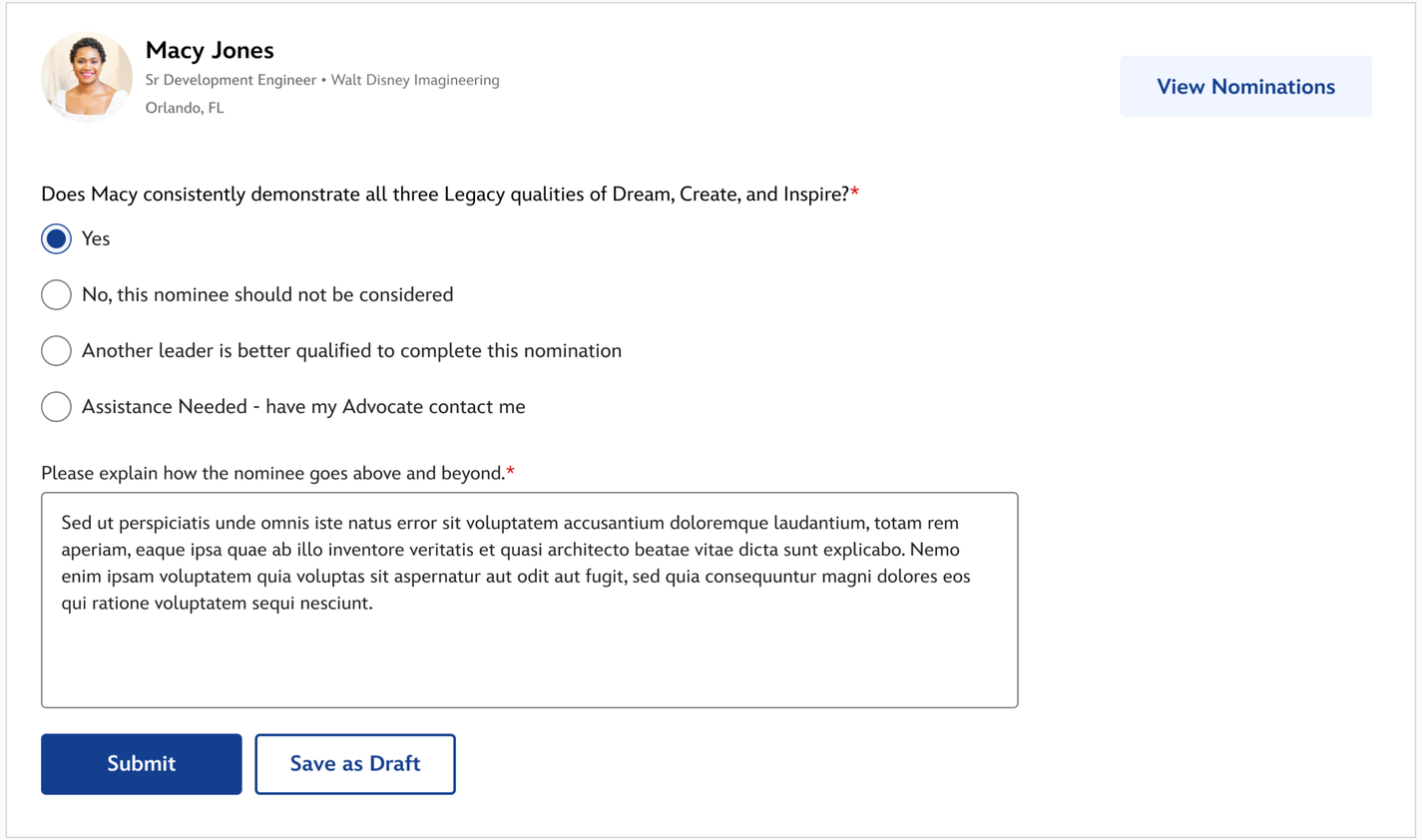
Approving a Nominee

Text Input Field

- When “Yes” is selected, an additional required field will appear asking them to expand on how that nominee contributes to each legacy quality

Submit Button

- Once the text area is filled, the “Submit” button will appear
- No modal will appear upon submission of “Yes”



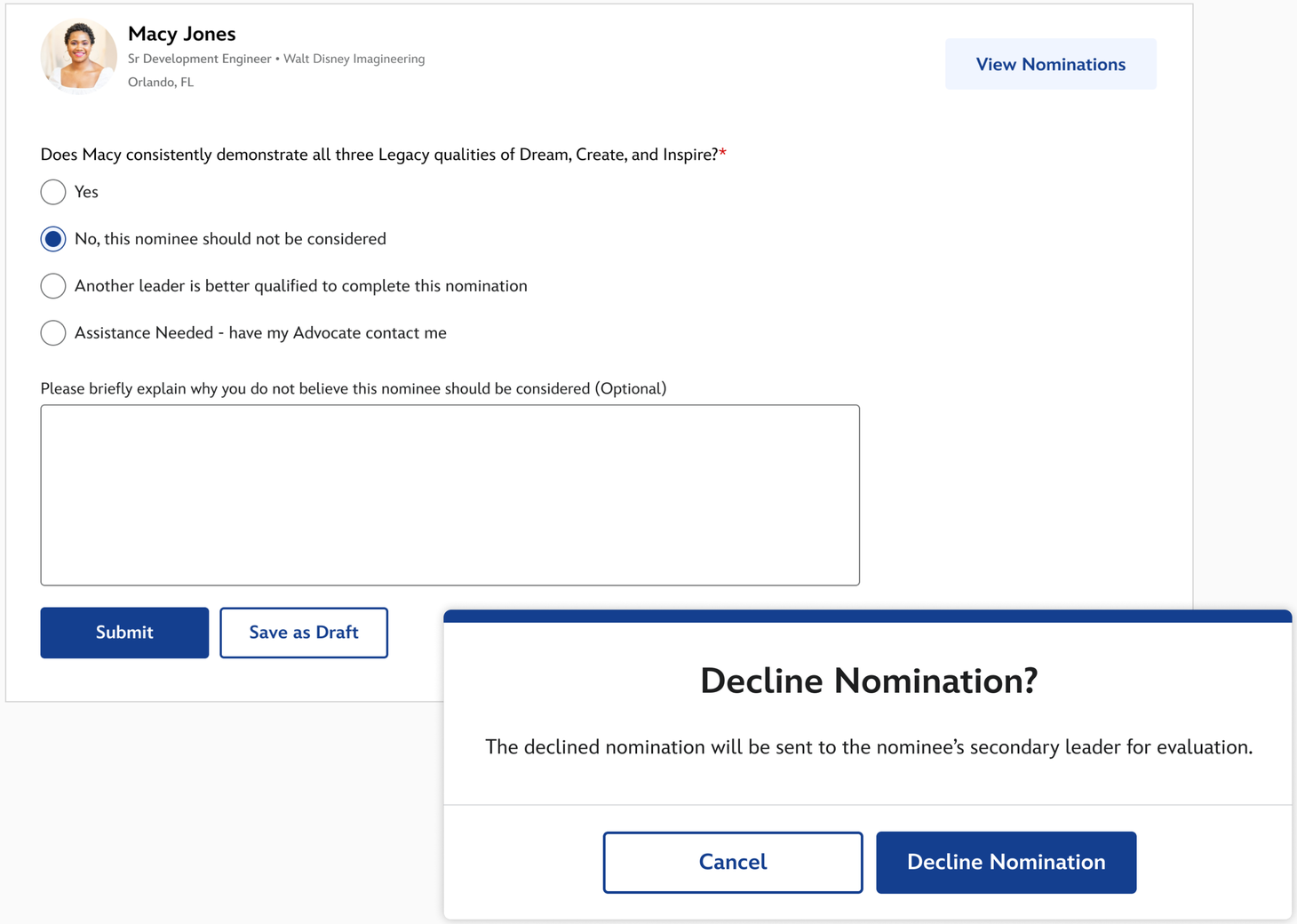
Declining a Nominee

Submit Button

- If “No, this nominee should not be considered” is selected, an *optional* textbox will display and the“Submit” button will appear

Confirmation Modal

- Submitting a declined evaluation prompts the user to confirm the declination upon submission



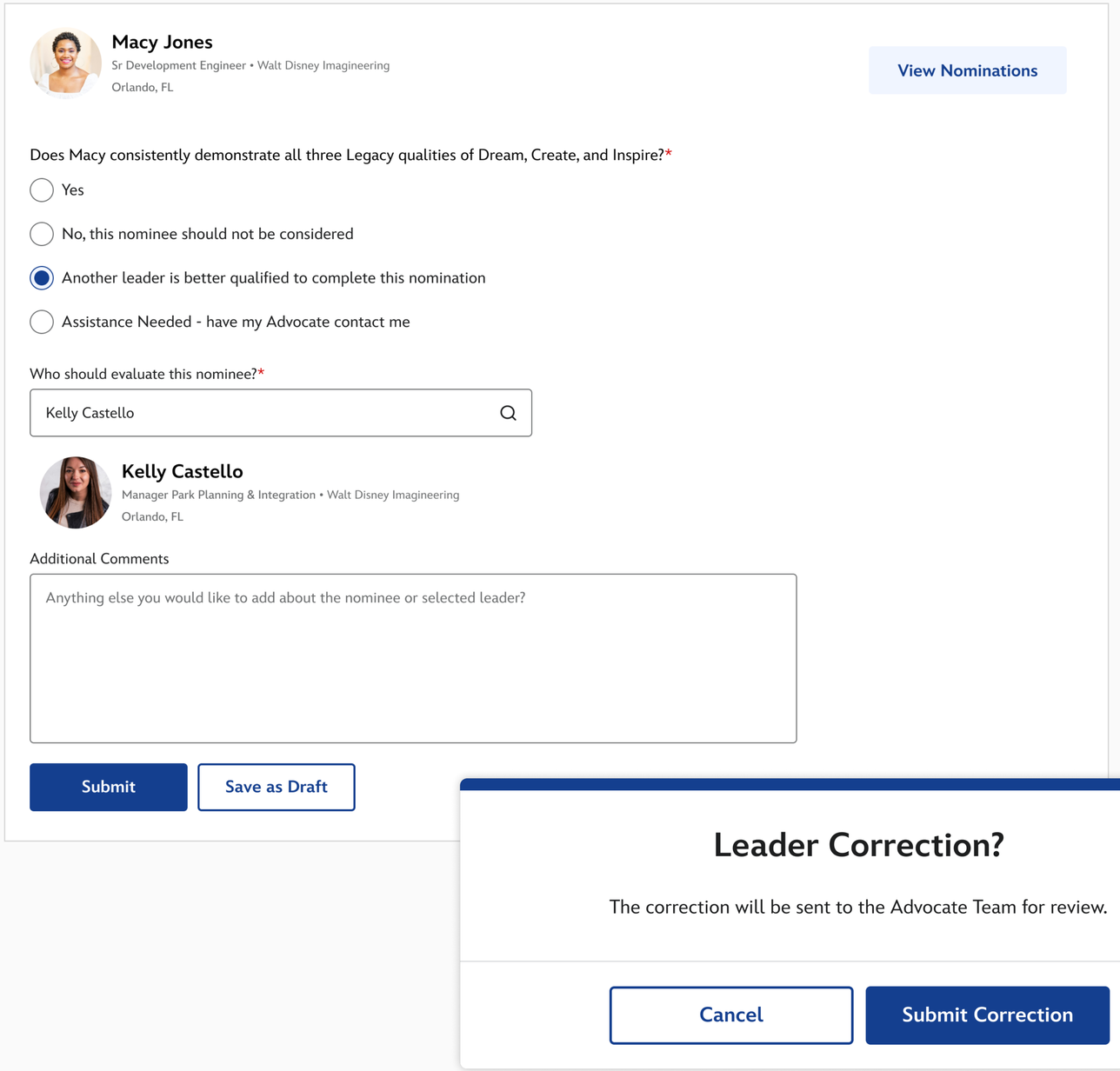
Identifying a Leader

Search Field

- Selecting the third option prompts a search field that looks and operates exactly like the employee search field on the nomination form with
- Search criteria options of:
  - Name
  - Email Address
  - Title
- Typeahead displays name, image and title
- Selecting a leader from the dropdown displays their name, image, title, business, and location
- Additional comments offers the ability to add details to the leader you selected

Confirmation Modal

- Submitting an alternate leader prompts a confirmation modal



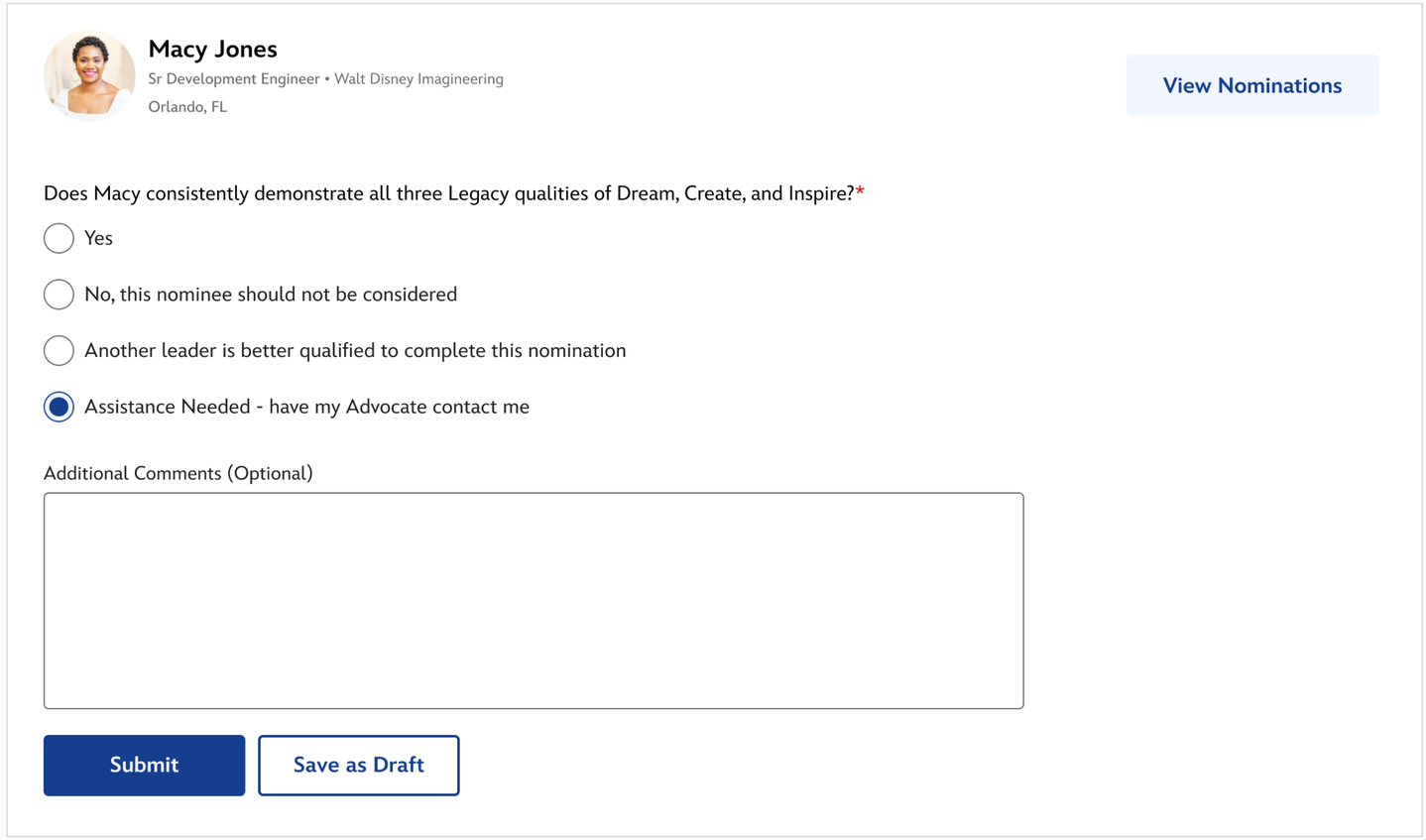
Assistance Needed

Text Input Field

- When the fourth option, “Assistance Needed” is selected, an additional *optional* field will appear offering them an area to provide additional comments

Submit Button

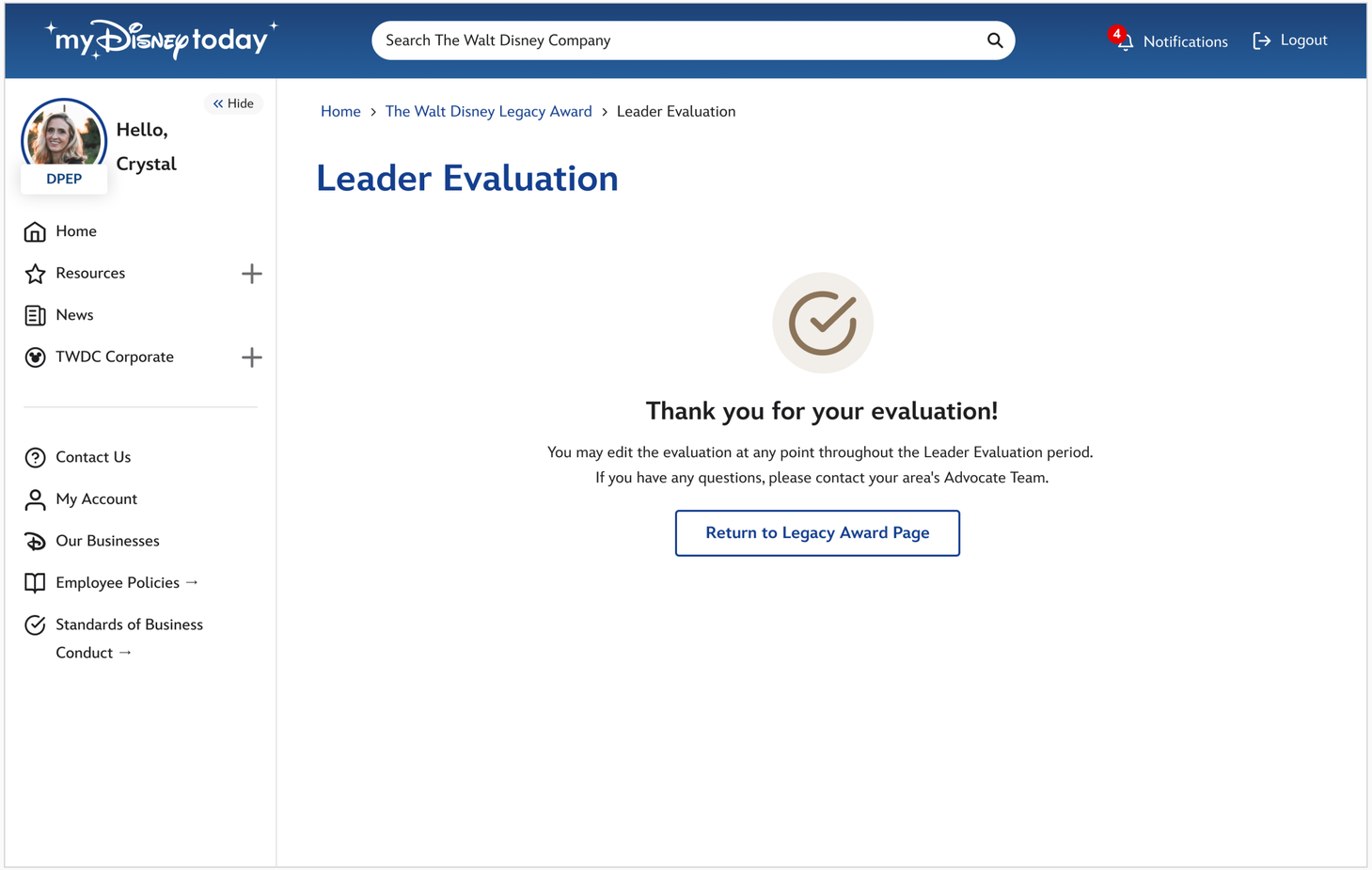
- Once the text area is filled, the “Submit” button will appear
- No modal will appear upon submission of “Assistance Needed”



Eval Submission

After submission, a confirmation page will display thanking the leader for taking their time to evaluate the nominee and who to contact with further questions.

If the Leader selected “Yes” the top sentence will appear in the confirmation message letting them know they can edit their response.



Leader Walk-through

Watch Walk-through

Selection Committee

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Selection Committee

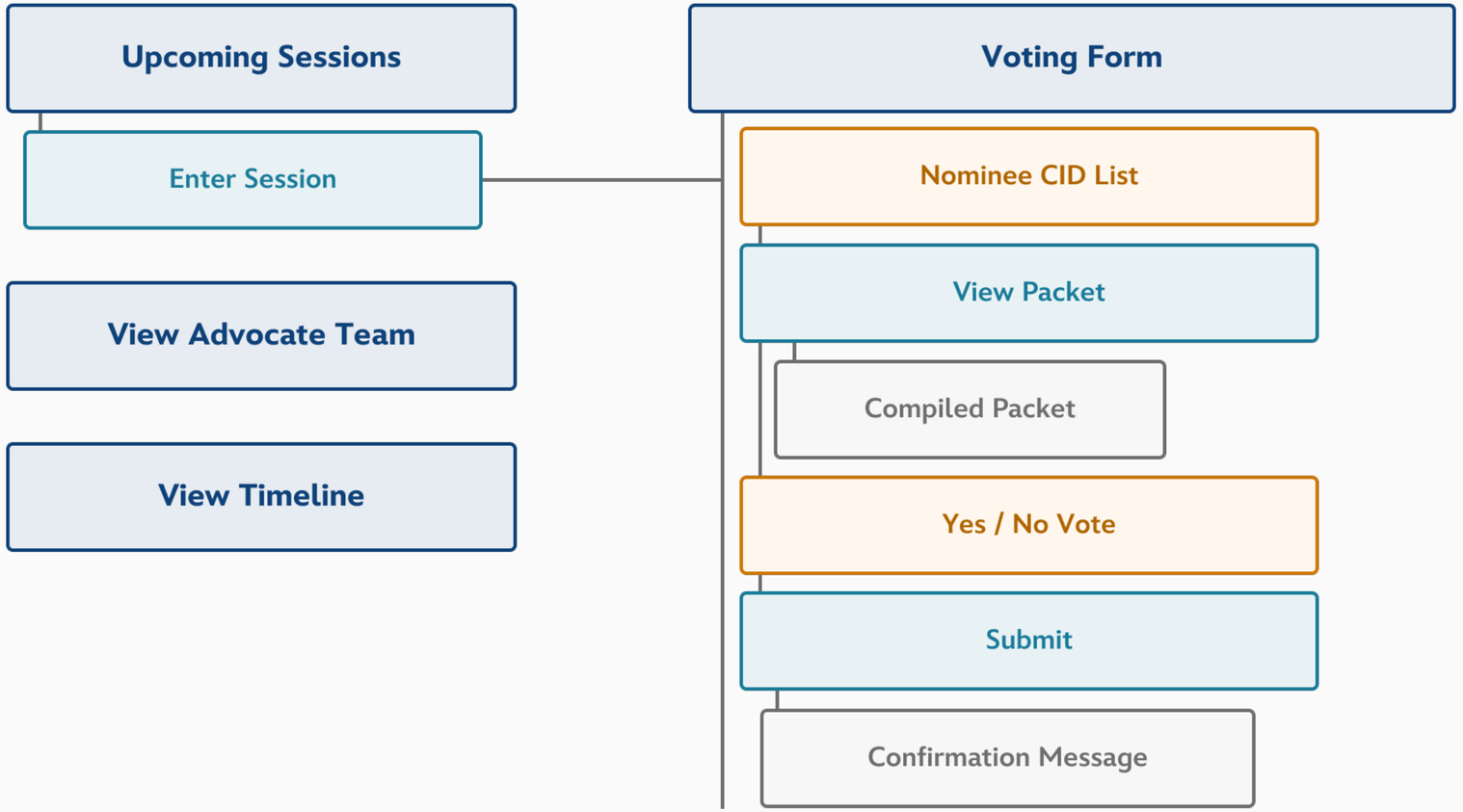
Legacy Homepage + Overview Info

Voting Windows

- Upcoming voting windows with date & timeframe
- Active voting window with link to begin voting

Voting Form

- Link to packet PDF for viewing
- List of nominees within session
- Yes/No selection + submit
- Vote confirmation for that nominee



Landing

Introductory Content

- Brief text, imagery, and videography telling the story behind the Walt Disney Legacy Award
- This content persists throughout the entire process

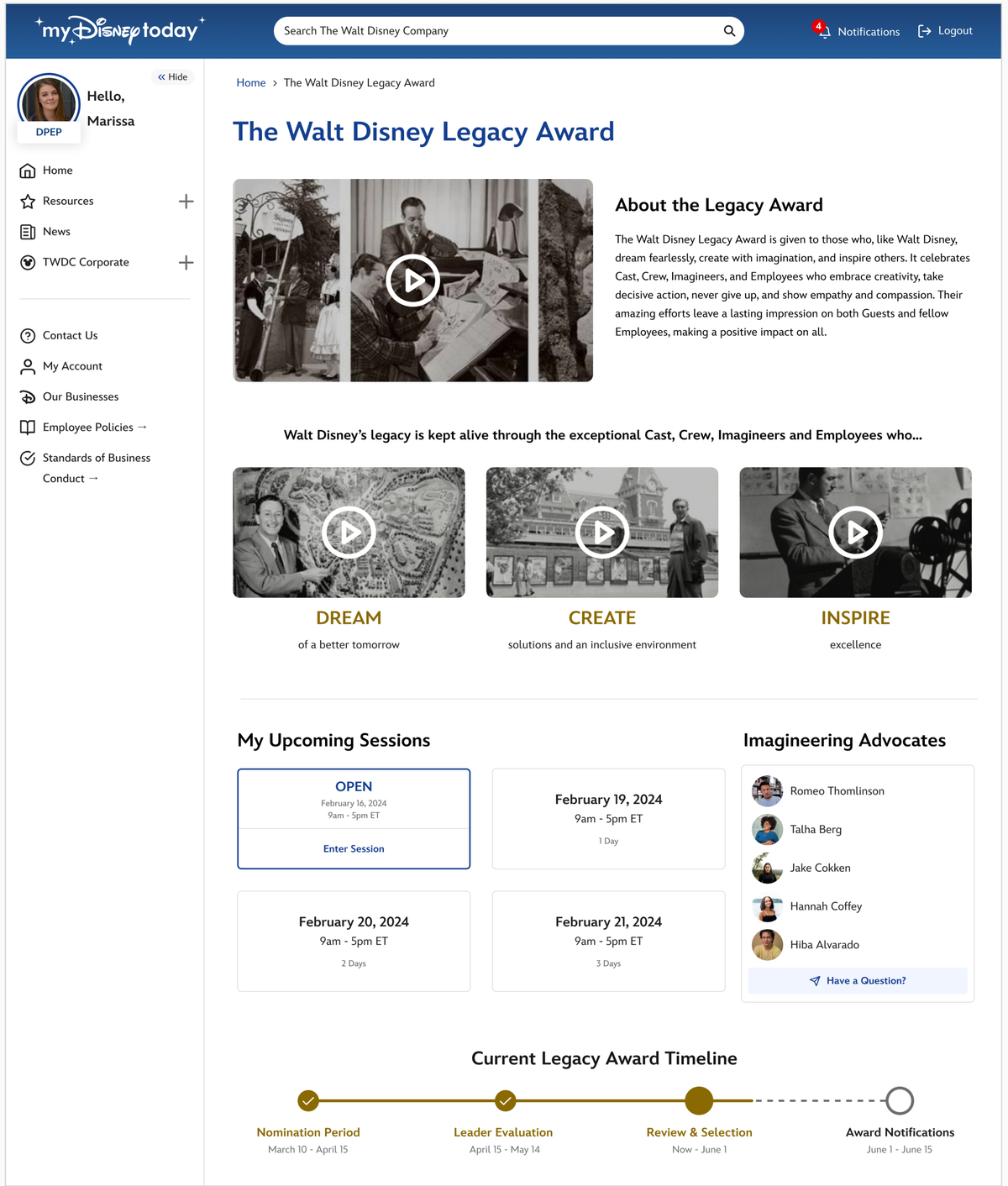
Upcoming Sessions

- Upcoming voting sessions with date & timeframe
- Open sessions will have an action button to enter the session

Legacy Award Timeline

- Persistent and dynamic timeline letting the user know important dates and the current phase

View Prototype



Evaluation Packet

Masked Nominee via CID

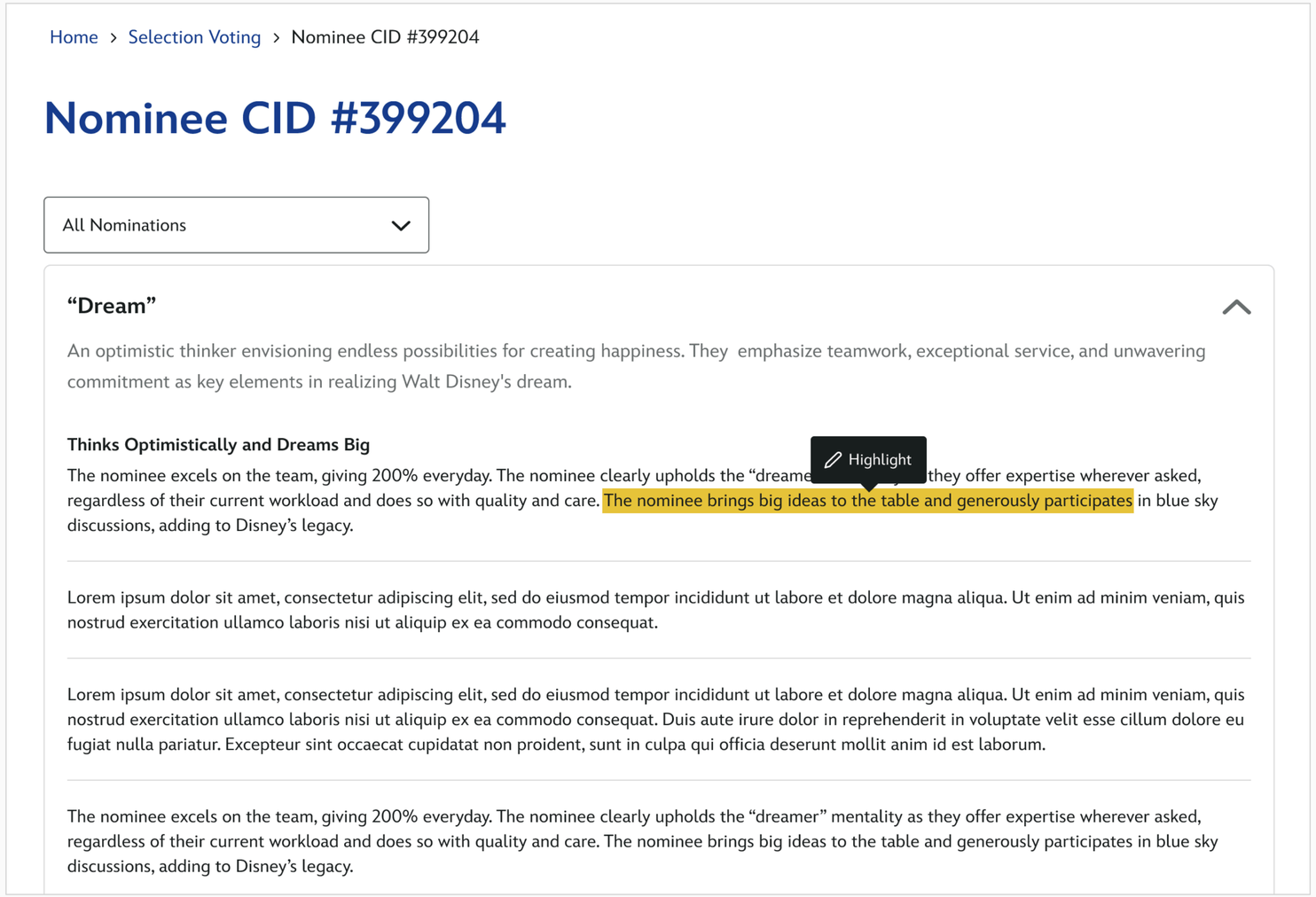
- The evaluation packet should only user “the nominee”, they, them, or their
- The nominee’s name, photo, and business details will not be visible on this page

All Nomination Details

- Collapsible sections for each quality are available; they should be expanded by default
- The packet can get long with the compilation of the nominations, the ability to collapse each quality will mediate this
- Ability to highlight and save packet details for discussion (packet should auto-save highlights, user should not be responsible to save highlights)

Leader Evaluation Details

- After the quality buckets will be a collapsible leader evaluation bucket with details from their evaluation



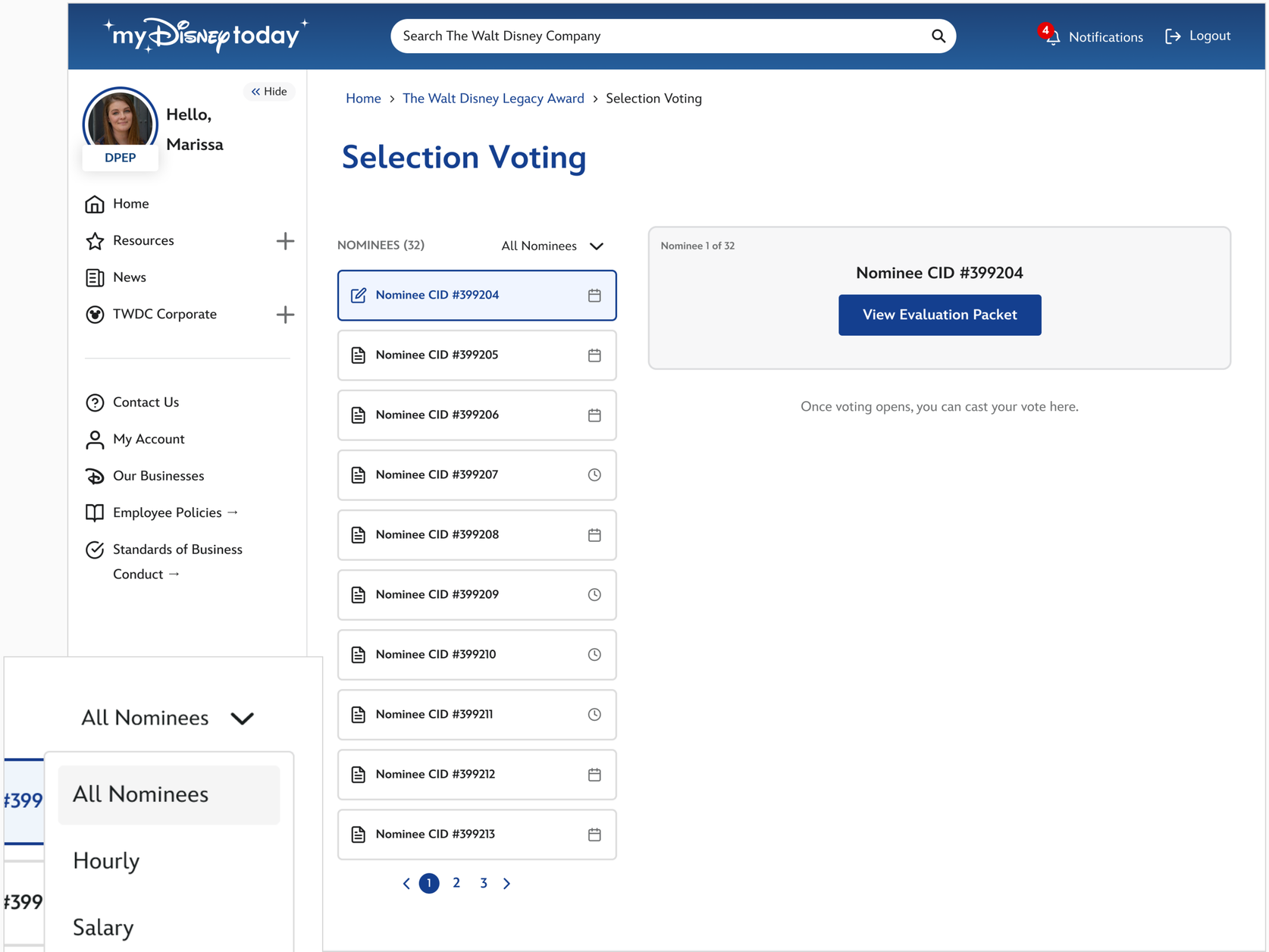
Before Voting

Nominees List

- The left will contain a list of all the nominees within a selection committee's session
- Employment Type dropdown to filter list by salary and hourly employees
- Calendar (Salary) and Clock (Hourly) icons indicate employment type
- The active nominee will show in blue and display its packet on the right

Packet Link

- Links to a new tab with the
- evaluation packet and ability to view



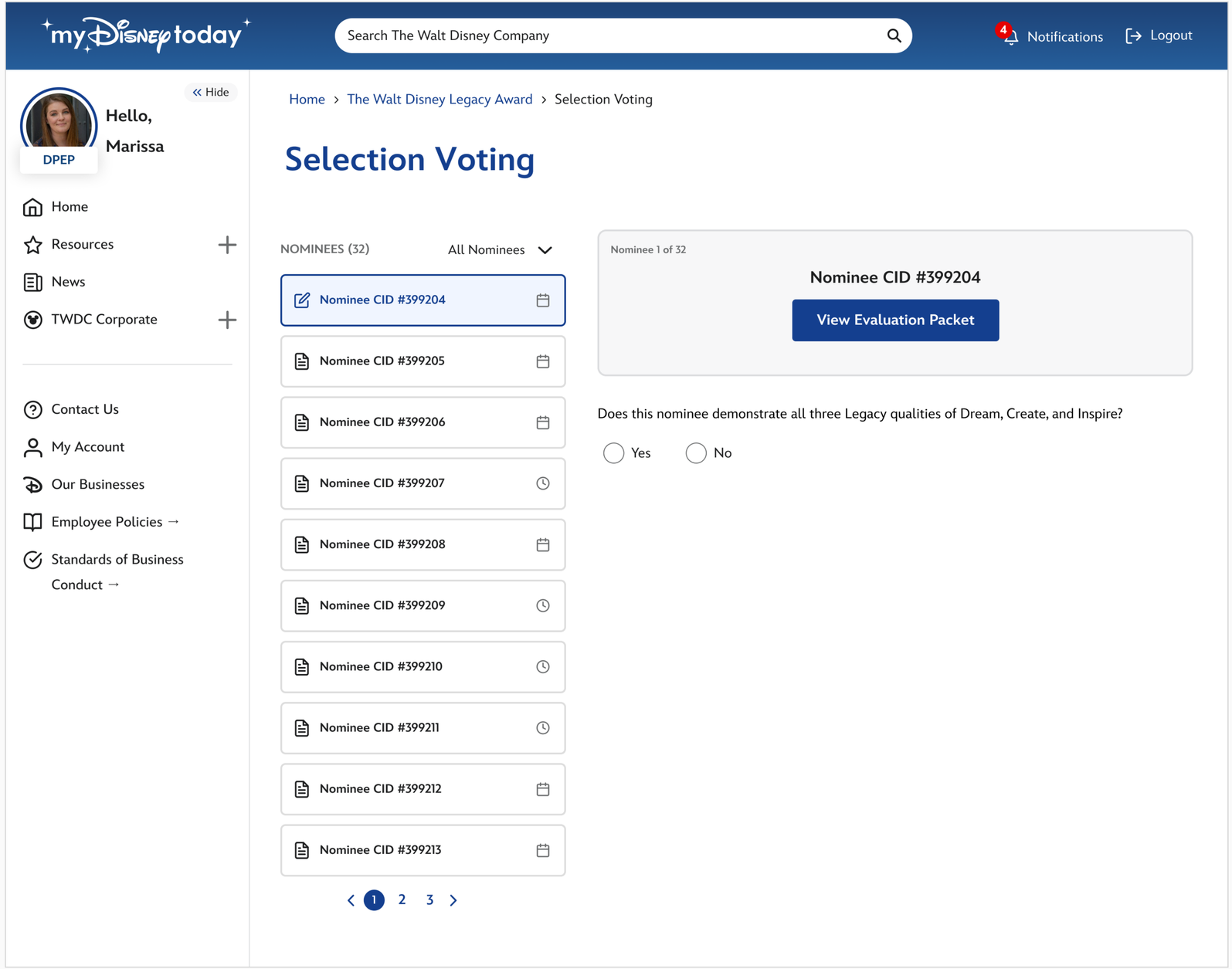
During Voting

Nominees List

- The left will contain a list of all the nominees within a selection committee's session
- The active nominee will show in blue and display its packet & voting options on the right

Packet Link

- Links to a new tab with the evaluation packet and ability to view



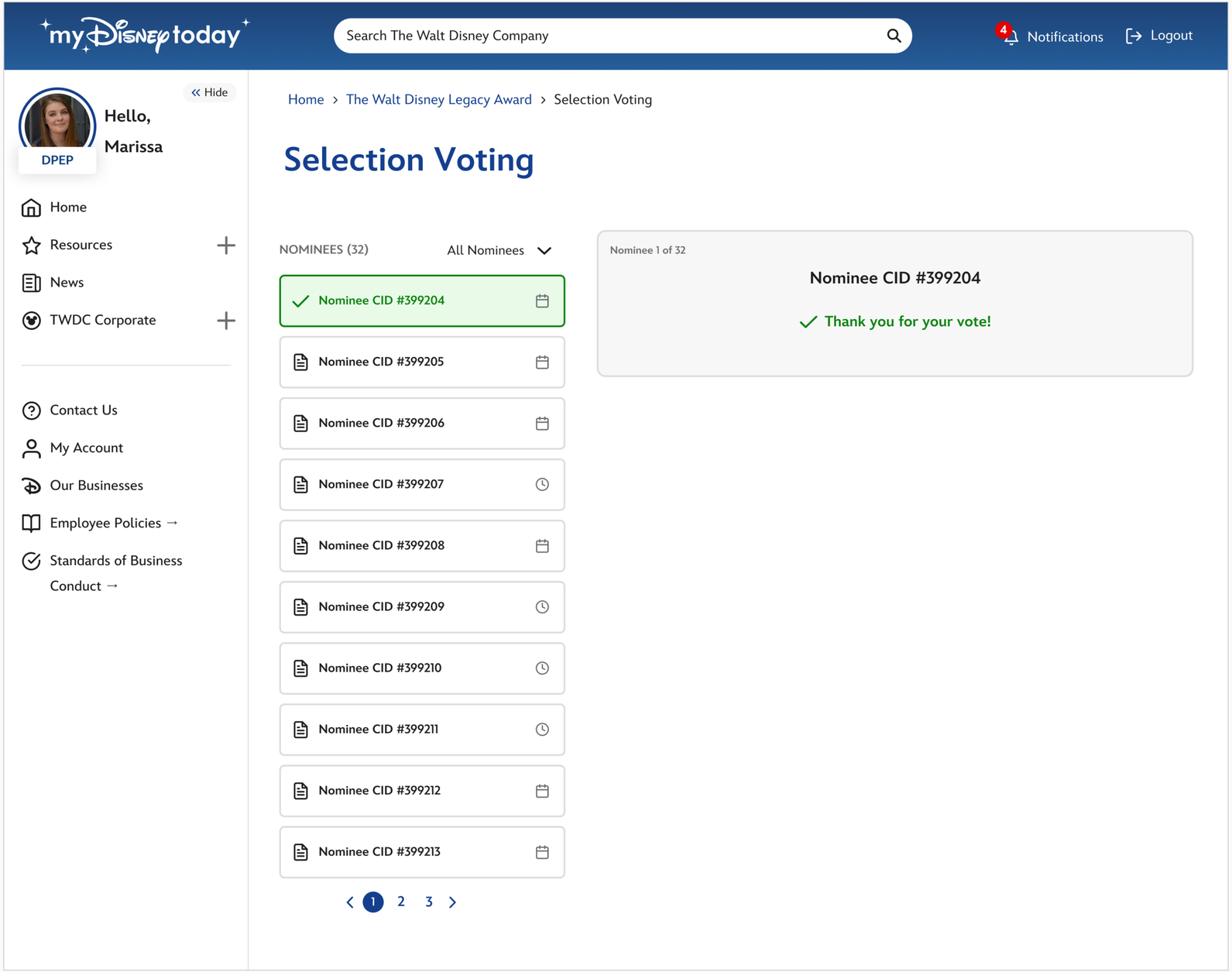
After Voting

Nominees List

- The left will contain a list of all the nominees within a selection committee's session
- A nominee will show in green when a vote is submitted

Packet Link

- Disappears once the vote is submitted and is replaced with thank you message



Selection Walk-through

Watch Walk-through

Final Approval

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Final Approval UX | Legacy Award

Approval Form

Introductory Text

- Brief text describing why they're filling out the form

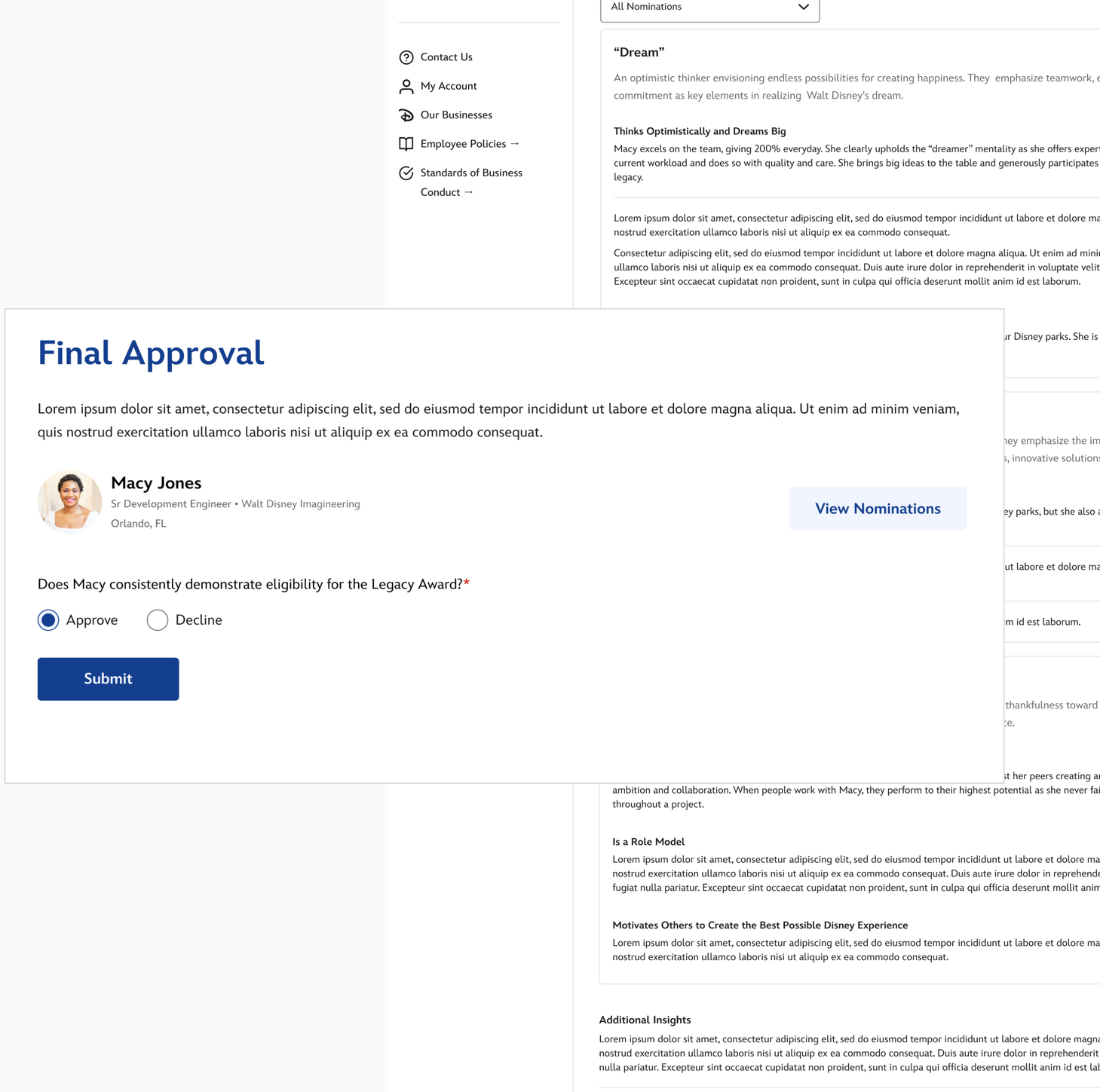
Approve/Decline Question

- Two options:
  - Approve
  - Disapprove

View Nominations

- Similar to the Leader Evaluation form, this links to the compiled nominations of the nominee they are approving

View Prototype



Final Approval Walk-through

Watch Walk-through

Appendix

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Helpful Links

DESIGNS

Nomination Period
- Dektop | Tablet | Smartphone
- Empty State

Leader Evaluation Period
- Dektop | Tablet | Smartphone
- Nomination Packet

Selection Period
- Dektop | Tablet | Smartphone
- Evaluation Packet
- Empty State

Other
- Final Approval Form
- Interim Period
- Between Cycles

DEV SPECS

Legacy Page Content

Nomination Period
- Nomination Management
- Nomination Form

Leader Evaluation Period
- Leader Eval Management
- Leader Eval Form
- Nomination Packet

Selection Period
- Session Management
- Selection Form | Pre-Voting
- Selection Form | Open Voting
- Evaluation Packet

Empty States

VIDEO WALKTHROUGHS

Nomination

Leader Evaluation

Selection

Final Approval