

Custom Web Site Applications



Frank Petrov

BCS Website Services

Richmond, VA

www.bcswebsiteservices.com

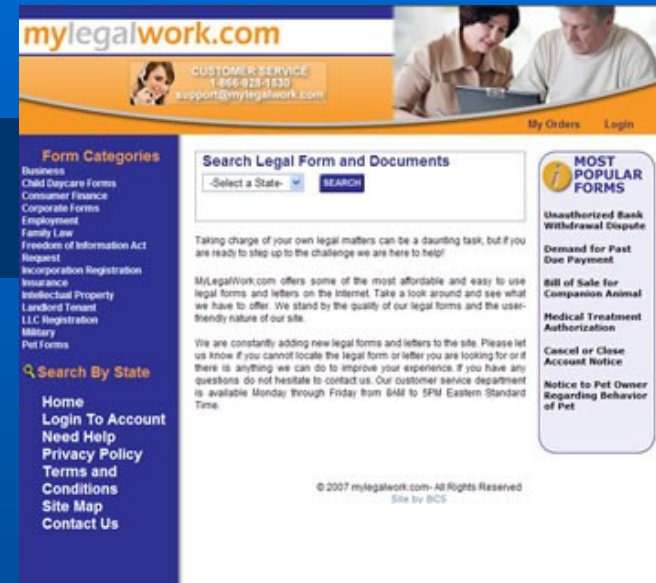
Solutions for your project

- BCS Website Services has a great deal of experience developing custom applications for clients
- In today's changing world, the efficiencies and cost savings associated with moving your applications online make sense.
- We can give you the functionality you need, managed from one administrative panel.

FOR MORE INFO...

See the following screens for a real world example of our administrative panel in use on a client site.

mylegalwork.com

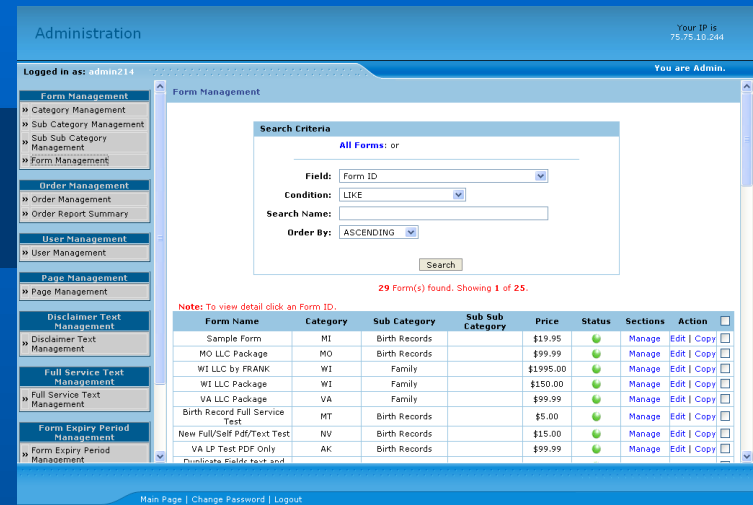
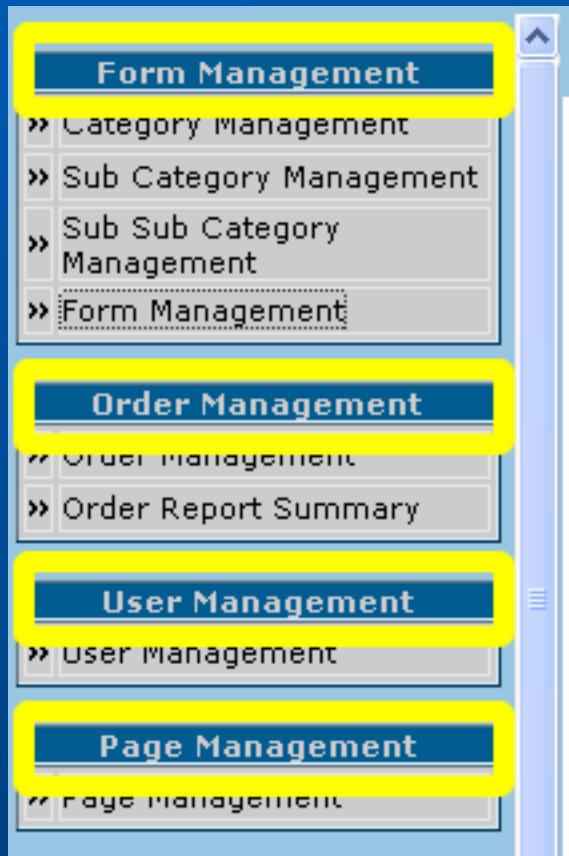


Can BCS implement an online, do-it-yourself legal forms order and administration system for this startup company? Sure, as long as we can create the system from scratch- there is no off the shelf solution for this type of project.

Client Needs

- 1) Must be able to insert data into existing PDF documents in an automated fashion.
- 2) Must be able to combine these PDF documents with custom text documents such as instruction sheets and cover letters.
- 3) Must be able to easily manage hundreds of forms and variations as needed on a state-by-state basis.

Administration



mylegalwork.com needed specific functionality included in the administrative area in order to effectively manage a large number of forms and sales, so we built a custom solution.

Form Management

Add New Form

Form Type:

Both PDF and Text ▼

Category:

AK ▼

Sub Category:

Select Sub Category ▼

Sub Sub Category:

Form Name:

Form Price:

Full Service Cost:

PDF File:

Browse...

Description:

To add a new form, the administrator simply selects PDF, Text, or Both PDF and Text. Categories, name, price, and description are assigned and if a PDF is used the administrator browses for the local file.

Form Management

ALABAMA AUTOMOBILE BILL OF SALE "AS IS"

Penalty of Fifteen Dollars (\$15) due if the Vehicle is not registered in the name of the New Owner within 20 Calendar Days.

SLFF-:1-:ELFF "SELLER"/"TRANSFEROR"
SLFF-:2d-:ELFFSLFF-:2e-:ELFF, in consid
SLFF-:4-:ELFF"BUYER"/"TRANSFeree"o
SLFF-:5d-:ELFFSLFF-:5e-:ELFF, the recei
deliver unto SLFF-:4-:ELFF"BUYER"/"TRA

FF-:2c-:ELFF, State of
(F), paid by
5c-:ELFF, State of
grant, sell, transfer and
namely

Make: SLFF-:6a-:ELFF
Model: SLFF-:6b-:ELFF
Year: SLFF-:6c-:ELFF

Make: SLFF-:6a-:ELFF
Model: SLFF-:6b-:ELFF
Year: SLFF-:6c-:ELFF

Next

Text forms are added via a WYSIWYG editor that allows complete control of formatting. Special marker codes surround the areas that will contain user entered data. This makes the importing of existing forms easier. Duplicate named fields are treated as one by the system to ease user data entry.

Form Management

5c		☐ Required	Extra Information:
5d		☐ Required	Extra Information:
5e		☐ Required	Extra Information:

PDF Fields

GENDER:		☐ Required	Extra Information:
	Option Labels		
	Female		
	Male		
Adoption:		☐ Required	Extra Information:

The system reads all form fields in the PDF and text forms so that the administrator can assign questions to these fields. In this sample the admin might type “What is your gender?”. Note too that this is a select list (drop-down) form field in the PDF. The system recognizes and preserves that option.

Form Management

Status	Sections	Action	☐
	Manage	Edit Copy	☐
	Manage	Edit Copy	☐
	Manage	Edit Copy	☐
	Manage	Edit Copy	☐
	Manage	Edit Copy	☐
	Manage	Edit Copy	☐
	Manage	Edit Copy	☐

Copy Above Form to: [Copying form will maintains the same category structure]



These details show that the administrator can Manage, Edit, or Copy any existing form. The Copy function means that the administrator can quickly copy a form to any or all other state categories, saving a great deal of time versus manually entering the same form for each state.

Order Management

Order Management

- » Order Management
- » Order Report Summary

Order Detail

[Download and Print Form](#)

[Update Status](#)

Order ID	Product Name	Price
#fd326988d5	10122007	59.00

Bill To

Frank Petrov
Phone:
Email: frankp@bizcashflow.com
PO Box 36406 , Ringwood
Virginia , 23235

Ship To

Frank Petrov
Phone:
Email: frankp@bizcashflow.com
PO Box 36406 , Ringwood

[Original Data](#)

[Original Data Entered by User](#)

Tenant's Information

What is the tenant's first and last name?

What is the tenant's current street address?

What is the tenant's current city, state, and zip code?

The administrator can get order details, print the finalized form for full service (prepared and mailed to customer) orders, and even edit the user's input data. This is useful when a user enters in ALL CAPS. Note that the system always preserves the originally entered data for legal reasons.

Order Management

Order Management

- » Order Management
- » Order Report Summary

Form Types

Form Type	Orders	Price
Full Service	0	\$0
Do It Yourself	3	\$122

Statuses

Status
paid/complete

States

Form Type	Orders	Price
AK	3	\$122

Categories

Form Type
Family

Monthly (this year)

Form Type	Orders	Price
-----------	--------	-------

Order Report Summary gives the administrator a quick look at several key pieces of information. For example, a paid/not complete order indicates that there is a Full Service form that needs to be prepared and mailed.

How it Works



The screenshot displays the mylegalwork.com website interface. At the top, there is a header with the logo and a customer service contact box. Below the header, a navigation bar includes links for 'My Orders' and 'Logout'. The main content area is divided into two sections: 'Form Categories' on the left and 'Main Section' on the right. The 'Form Categories' section lists various record types and a search function. The 'Main Section' contains a form for user registration with several required fields.

mylegalwork.com

CUSTOMER SERVICE
1-800-458-4589
support@mylegalwork.com

My Orders Logout

Form Categories
Birth Records
Family
General

Search By State

Home
Login To Account
Need Help
Terms and Conditions
Site Map
Glossary
What's New

Main Section

This is where we gather the majority of the user's personal information needed for the state form.

*Required fields

*Your Name
 (as it appears on birth certificate)

*What is your gender?
Female

*Your Drivers License Number

*Address

*City

*State

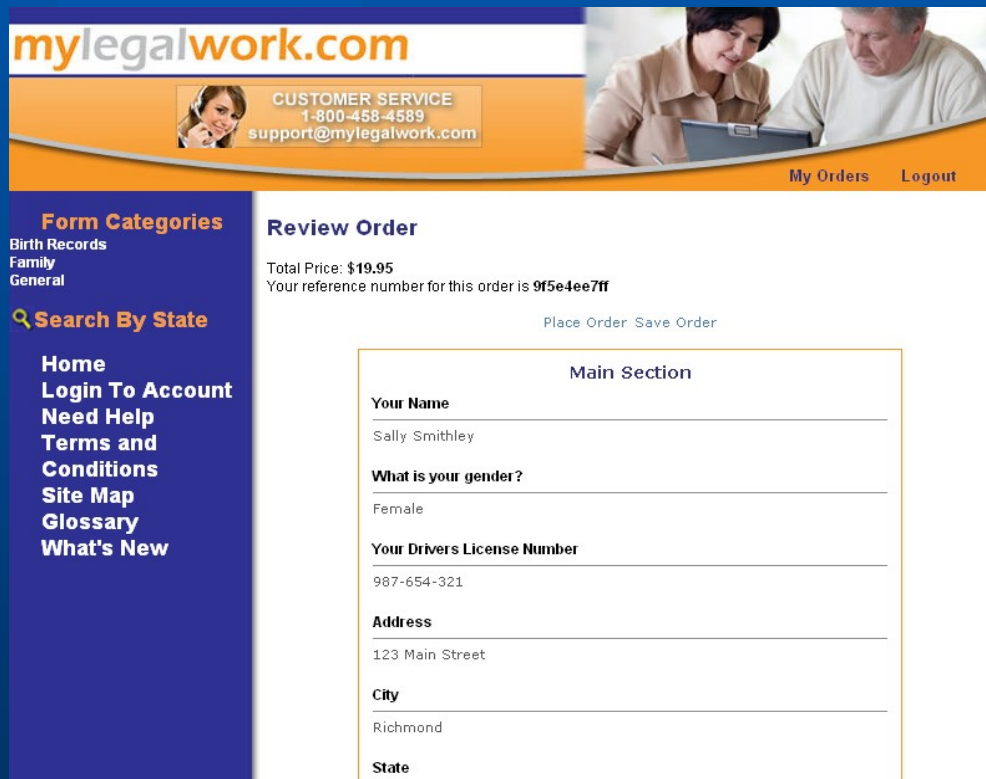
*Zip Code

*Daytime Phone

Alternate Phone

The end user enters their information for each section, answering the questions that the administrator has entered relating to each form field. The system saves each step so that if the user leaves the session, they can always start again where they left off. The administrator also designates required fields.

How it Works



The screenshot displays the mylegalwork.com website interface. At the top, there is a header with the company logo, a customer service contact box (1-800-458-4589, support@mylegalwork.com), and a navigation bar with 'My Orders' and 'Logout' links. A sidebar on the left contains links for 'Form Categories' (Birth Records, Family, General), 'Search By State', and a list of site navigation links (Home, Login To Account, Need Help, Terms and Conditions, Site Map, Glossary, What's New). The main content area is titled 'Review Order' and shows a summary of the order: Total Price: \$19.95 and Your reference number for this order is 9f5e4ee7ff. Below this, there are links for 'Place Order' and 'Save Order'. The form itself is titled 'Main Section' and contains several input fields with pre-filled data: 'Your Name' (Sally Smithley), 'What is your gender?' (Female), 'Your Drivers License Number' (987-654-321), 'Address' (123 Main Street), 'City' (Richmond), and 'State'.

mylegalwork.com

CUSTOMER SERVICE
1-800-458-4589
support@mylegalwork.com

My Orders Logout

Form Categories
Birth Records
Family
General

Search By State

Home
Login To Account
Need Help
Terms and Conditions
Site Map
Glossary
What's New

Review Order

Total Price: \$19.95
Your reference number for this order is 9f5e4ee7ff

Place Order Save Order

Main Section

Your Name
Sally Smithley

What is your gender?
Female

Your Drivers License Number
987-654-321

Address
123 Main Street

City
Richmond

State

Once done, the user gets a summary screen with all the information they have entered. At this time, or any time in the future, the user can make corrections to the data they have entered. Next the user can either place or save the order.

How it Works

mylegalwork.com

CUSTOMER SERVICE
1-800-458-4589
support@mylegalwork.com

My Orders Logout

[Review] [Delete]
Expires: March 04, 2009
Purchase for \$19.95

[Review] [Delete]
Expired
Purchase for \$19.00

[Review] [Delete]
Expires: March 04, 2009
Download

[Review] [Delete]
Expires: March 04, 2009
Purchase for \$19.95

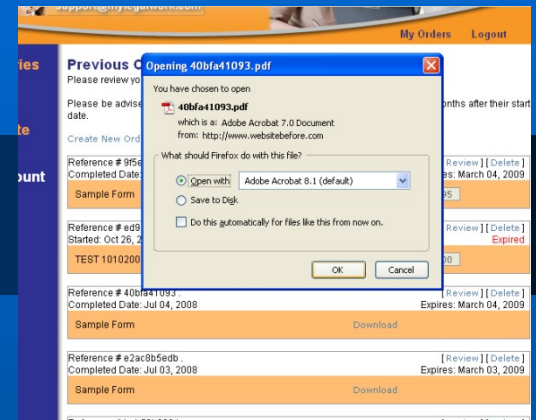
[Review] [Delete]
Expired
Purchase for \$19.00

[Review] [Delete]
Expires: March 04, 2009
Download

[Review] [Delete]
Expires: March 03, 2009
Download

In the My Orders screen, the user can purchase saved forms, download purchased forms, or delete forms. They also have the ability to review and edit the information they have entered, if needed. This makes for a truly do-it-yourself system.

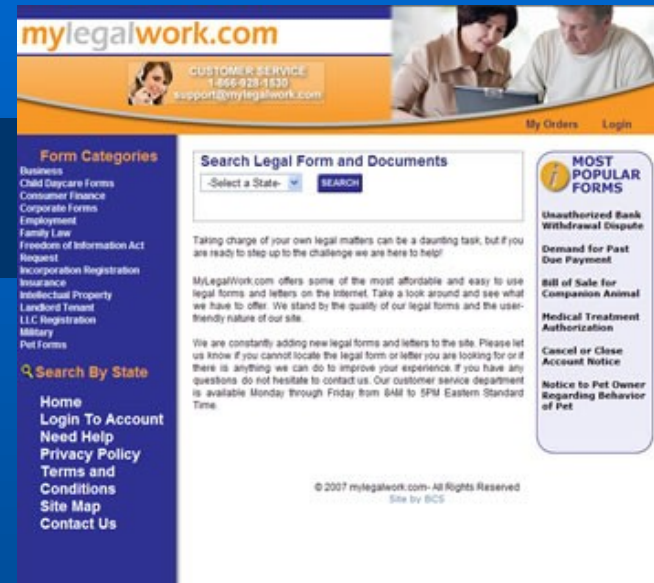
How it Works



When the user selects “download” for a form in the My Orders screen, the system generates a PDF document. The user’s data is added to the document automatically by the system. Here we see a state government form in which the system has added user data.

APPLICATION FOR A CERTIFIED COPY		MICHIGAN BIRTH RECORD	
www.michigan.gov/mdch		PLEASE PRINT CLEARLY AND LEGIBLY	
Applicant's Name: Fred Smith		Driver's License or State Identification #: 123-456-789	
Address: (Cannot send to General Delivery) 123 Main Street		City/State: Richmond VA Zip: 12345	
Daytime Phone Required: () 804-421-2400		Other Phone: () [REDACTED]	
To protect you from identity theft, we require PHOTO IDENTIFICATION to be presented along with this application. (See back for details)			
REQUESTED BIRTH RECORD INFORMATION		STATE FILE NUMBER: _____ (If Known)	
If you cannot provide all of the following information, we may not be able to locate the record.			
NAME AT BIRTH		GENDER	
First	Middle	Last	☒ Male ☐ Female
DATE OF BIRTH (mm/dd/yyyy)			
IF THE PERSON ON RECORD IS ADOPTED OR HAS HAD A LEGAL NAME CHANGE (OTHER THAN MARRIAGE) PLEASE INDICATE THAT NAME HERE			
☐ Adoption ☐ Legal Name Change		First Middle Last	
PLACE OF BIRTH: Hospital City County			
MOTHER'S NAME BEFORE FIRST MARRIED: First Middle Last		FATHER'S NAME: First Middle Last	
Please provide any additional information that would help us locate the record, such as other names that the child or mother have used.			
PLEASE INDICATE PURPOSE FOR REQUESTING RECORD:		Do you know if a birth record has ever been issued? ☐ Yes ☐ No	

Project Completion



After 90 days of development the system was put through a rigorous testing phase by both the client and BCS. Bugs were corrected, and the system was installed on the client's production server. Site is scheduled to go live approximately July 18, 2008.

Putting It All Together

You have come to BCS Website Services seeking development of a complex application for your business. We have a proven track record with projects such as mylegalwork.com, swimodac.com, easternalpacasauction.com, bcps.k12.va.us, and many more.

What's Next

Are there any questions?

The next step in the project development will be to perform application requirements gathering, analysis, and documentation. With a complete understanding of your project, we can work to give you an accurate estimate of your cost to develop.

Thank you! We look forward to being of service to you!

BCS Website Services

- The design team at BCS Website Services has been developing top-rated web sites for clients worldwide, from our offices in Richmond, VA, since 1997.
- Most client sites are database-driven, utilizing content management systems and e-commerce applications.
- Close attention to details such as cross-browser compatibility, image optimization, valid HTML coding, and planned future growth.
- Training and ongoing support included with every design project.
- Clients include [REDACTED].