McCRACKEN ADVISORY COUNCIL

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Enhancement Request Submission Form Instructions

The MAC Committee will review and prioritize enhancement requests. In order to ensure timely review, please submit any new enhancement requests via HEAT as follows:

Provide the following information in the Detailed Description

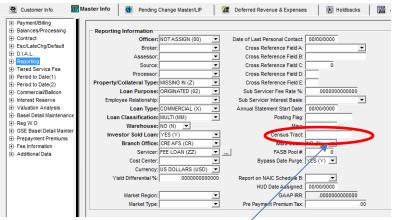
- Module/Function/Feature
 - o Sample: CS, Loan Admin/Master Information/Reporting, Field
- Short description of the Enhancement
 - Sample: Change field name to "XYZ" vs "ABC"
- Criticality (Critical, Urgent, Medium, Low) / Deadline
 - Sample: Medium, Regulators would like by Jan 1st
- Why the Enhancement is needed and how it will improve Strategy
 - Sample: To better identify what the data in the field is. Auditors want better description.

Heat input Screen

Your Name	Company ID 102
Please enter or verify your e-mail address	Company Name Wells Fargo Bank
Please enter or verify your Phone/Ext.	
Request Information	
	Created on: 9/5/18 9:02 AM
Customer Reference #	Closed on:
(For Customer Use Only)	
*Short Description (Enter a brief description of your issue):	
*Detailed Description (Describe your issue below. Please be specific and include any steps to reproduce the issue:)	
** Attachments can be added below. Scroll Down.	
Current Status (MFS Use Only)	
Solution Information (MFS Use Only)	
loh # Del #	

Use the Strategy Enhancement Request Submission Form and attach to the HEAT call.

- Module/Function/Feature
 - o Sample: CS, Loan Admin/Master Information/Reporting, Field
 - Print screen of current location or sample of report



- Identify where with line, circle, etc.
- Short description of the Enhancement
 - Sample: Change field name to "XYZ" vs "ABC"
- Criticality (Critical, Urgent, Medium, Low) / Deadline
 - Sample: Medium, Regulators would like by Jan 1st
- Full Description of Enhancement
 - Provide:
 - How it functions today
 - Include what steps you do
 - What loan types are impacted provide program id's, if applicable
 - Criteria What dates did you use, field 1 = X and field 2 = Y
 - How you would like it function after the Enhancement
 - Include any new steps, calculations, new fields needed, etc.
 - What loan types provide program id's, if applicable
 - What criteria 0 date ranges, field 1 must be X, field 2 must be y, etc.
 - Include mockup of screens, reports, etc.
- Why the Enhancement is needed and how it will improve Strategy
 - \circ $\;$ Sample: To better identify what the data in the field is for audit purposes.