

# 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
  - 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 <input type="text"/>	Company ID <input type="text" value="102"/>
Please enter or verify your e-mail address <input type="text"/>	Company Name <input type="text" value="Wells Fargo Bank"/>
Please enter or verify your Phone/Ext. <input type="text"/>	

### ▼ Request Information

Customer Reference # <input type="text"/>	Created on: 9/5/18 9:02 AM
(For Customer Use Only)	Closed on:
*Short Description (Enter a brief description of your issue): <input type="text"/>	
*Detailed Description (Describe your issue below. Please be specific and include any steps to reproduce the issue:) <input type="text"/>	
<b>** Attachments can be added below. Scroll Down.</b>	
Current Status (MFS Use Only) <input type="text"/>	
Solution Information (MFS Use Only) <input type="text"/>	
Job #	Rel #

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

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

The screenshot shows a software interface with a sidebar on the left containing a tree view of menu items. The main area is titled 'Reporting Information' and contains the following fields:

- Officer: NOT ASSIGN (00)
- Broker: [dropdown]
- Assessor: [dropdown]
- Source: [dropdown]
- Processor: [dropdown]
- Property/Collateral Type: MISSING N (Z)
- Loan Purpose: ORIGINATED (02)
- Employee Relationship: [dropdown]
- Loan Type: COMMERCIAL (X)
- Loan Classification: MULTI (MM)
- Warehouse: NO (N)
- Investor Sold Loan: YES (Y)
- Branch Office: CRE AFS (CR)
- Service: FEE LOAN (ZZ)
- Cost Center: [dropdown]
- Currency: US DOLLARS (USD)
- Yield Differential %: .000000000000
- Market Region: [dropdown]
- Market Type: [dropdown]
- Date of Last Personal Contact: 00/00/0000
- Cross Reference Field A: [dropdown]
- Cross Reference Field B: [dropdown]
- Cross Reference Field C: 0
- Cross Reference Field D: [dropdown]
- Cross Reference Field E: [dropdown]
- Sub Servicer Fee Rate %: .000000000000
- Sub Servicer Interest Basis: [dropdown]
- Annual Statement Start Date: 00/00/0000
- Posting Flag: [dropdown]
- Census Tract: [dropdown] (highlighted with a red circle)
- WBS: [dropdown]
- FASB Pool #: 0
- Bypass Date Purge: YES (Y)
- Report on NAIC Schedule B: [dropdown]
- HUD Date Assigned: 00/00/0000
- GAAP RRR: .000000000000
- Pre Payment Premium Tax: .00

- 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
    - Sample: To better identify what the data in the field is for audit purposes.