

NCI/Office of Communications and Public Liaison

APPENDIX 1D

SMOKING CALL BACK TASK

Smoking Call Back Task

NCI Call Back Workspace:

The screenshot displays the NCI Call Back Workspace application. The interface includes a top ribbon with tabs for Home, Insert, and Control, and a sub-ribbon for Object Tools. The main workspace is divided into several sections:

- Left Sidebar:** Contains the 'OpenMethods Dot' logo, a 'Connect' button, and a 'Recent Items' list with search functionality. Below this is a 'Navigation' pane with a tree view showing categories like Staff Management, Application Appearance, Workspaces / Workflows, Client Workflow, Navigation Sets, Customizable Menus, Site Configuration, Internationalization, and Content.
- Top Ribbon:** Features various toolbars for text formatting (Bold, Italic, Underline, etc.), object manipulation (Read Only, Hidden, Tab Order), and data management (Fields, Campaign, Contact, Date Last Updated, etc.).
- Main Content Area:** Displays the 'NCI Call Back' form. It includes fields for Inquiry, Has Quit, Plan/Use Medication, No, why?, and Other Reason. There are also dropdown menus for Call Back Number, Call Back Attempt, Call Back Status, Why Refusal?, and Time Zone. A section titled 'Atlantic TZ calls must be scheduled between 9AM and 830PM Atlantic Time' lists various time zones and their corresponding call times. Below this, there are fields for Call Back (Client's Time) and Call Back (Pacific Time).
- Right Sidebar:** Contains a 'Quick Search' section with a search bar and buttons for Search and Clear. Below this is a 'Workspace Properties' section with fields for Last Name, First Name, and Email.

The bottom of the interface shows the user is logged in as 'Adrianna Gutierrez' and the application is running at 100% zoom.

Smoking Call Back Task

FileHomeInsert FieldInsert ControlDesignRules

Microsoft Sans Seri8

PreviewLabelBehavior

Read OnlyTab Order

Object Tools

RequiredHidden

AnswerAssignedCall Back (Client's Time)

Call Back (Pacific Time)Call Back AttemptCall Back NumberCall Back Status

CampaignContactDate CompletedDue DateDate CreatedEscalation Level

Date Last UpdatedDocumentDue Date

Has QuitIncidentMailingOpportunityOrganization

No, why?Notes

RibbonRulesAudit LogShow Outline

Spell CheckNotes

Workspace Properties

OpenMethods Dot < x

harmony

Unable to get Agent Information. Please try again.

Connect

Recent Items

Search...

Today

230802-00011

230918-00020

231218-00005

240118-00006

240124-00002

240201-00001

240205-00010

240209-00000

Navigation

Configuration

Staff Management

Application Appearance

Workspaces / Workflows

Client Workflow In

Navigation Sets

Customizable Men

Site Configuration

Internationalization

Console

NCI Call Back

Central TZ calls must be scheduled between 8AM and 730PM Central Time

Mountain TZ calls must be scheduled between 7AM and 630PM Mountain Time

Arizona TZ calls must be scheduled between 7AM and 530PM Arizona Time

Pacific TZ calls must be scheduled between 6AM and 530PM Pacific Time

Alaska TZ calls must be scheduled between 5AM and 430PM Alaska Time

Hawaii TZ calls must be scheduled between 4AM and 330PM Hawaii Time

Guam TZ calls must be scheduled between 6AM and 10AM Guam Time Tuesdays - Fridays (NOT Mondays)

Call Back (Client's Time)No Value

Call Back (Pacific Time)No Value

The Call Back (CC Time) field will not be populated until the Call Back is saved

Call Back NotesContact DetailsCT CB 1CT CB 2SMS Activity

Call Back Notes

Add

ViewAllSortDate - Descending

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Quick Search

Contact Quick Search

Last Name

First Name

Email

SearchClear

Logged in as: Adrianna Gutierrez

100%