Highlights of the new ESC Consultant Service Log

28 October 2017

At the very beginning of the Service Log there is an expanded introduction, including this paragraph:

“NEW! If you choose an Activity Category of "Other" you will then be REQUIRED to enter more details. It’s important that the purpose of every hour entered into the Service Log be tracked so that our auditors can approve it for inclusion in our “in-kind” revenues. By making this change, we seek to reduce staff time spent tracking down the purpose of hours recorded under the “Other” category without full details.”

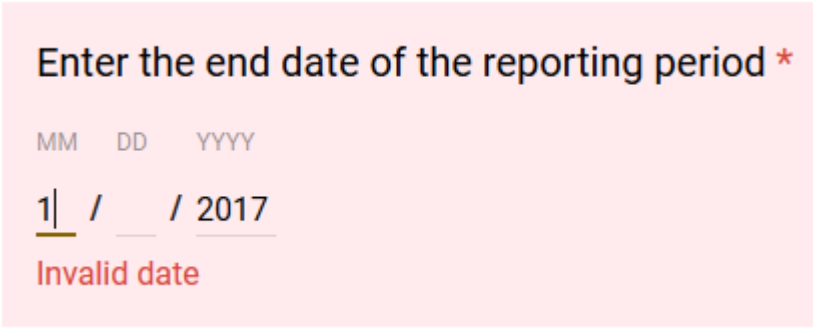
The requirement that consultants enter details for a selection of “Other” as an Activity Category, the details of which are described in item 3 below, forced us to migrate to a new version of Google Forms, which affects both the flow and the appearance of the Service Log.

1. Absence of “autocomplete”

   The new version of Google Forms does not support what is called “autocomplete”. This useful feature remembers your responses from previous uses of the form and gives you suggestions when you enter as little as a single character in a field. You now have to type in your responses for all fields that expect text, including the email field.

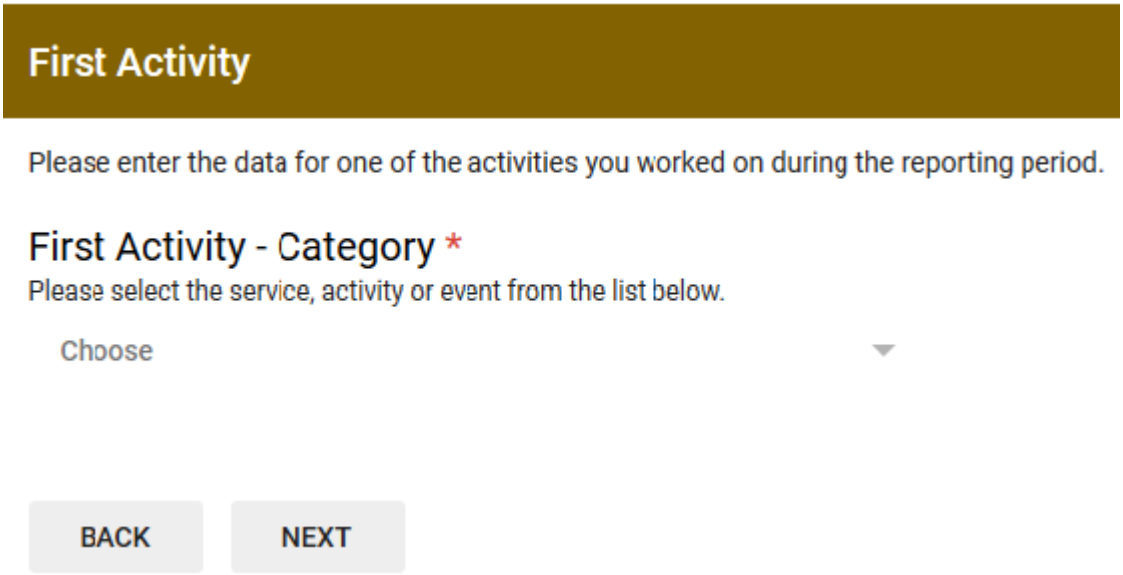
2. No calendar icon for the date field

   The new version of Google Forms does not display a “date picker” (mini-calendar icon) so you will have to type in the date. Note also that as soon as you type the first number of the date you will see an error message. The message will disappear when you enter the full date.

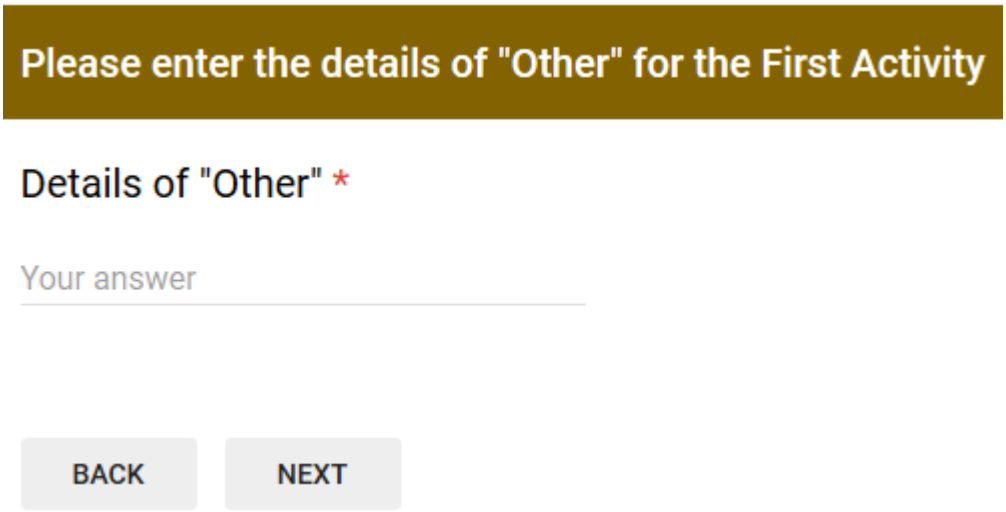


3. Multiple web pages

   The Service Log now appears as multiple web pages which you will have to navigate by clicking the “Next” button. For example, if you select anything except “Other” as the Category for your First Activity, you have to click the Next button to proceed to the page that starts with “Organization for First Activity”.



If you select the Category of “Other” you still have to click the Next button, but in this case you will be taken to a page that requires that you enter descriptive details for the activity. After you enter the details you have to click the Next button to proceed to the page that starts with “Organization for First Activity”.



When you finish entering the Organization and the Number of Hours for the First Activity you will see a question “Continue with a Second Activity?”. You now have to explicitly make a Yes or No selection and click the Next button.

Continue with a Second Activity? *

- ( ) Yes
- (•) No - submit the First Activity and exit

BACK NEXT