![MetLife]

How-to– FAQ
V0.1-Global Marketing Technology-AEM

Component Name: FAQ

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Creation Date: 05/05/2020

Last Updated: 05/05/2020

Version: V0.1

1 Document History

The following important changes have been made to this document:

Date	Version #	Description of Changes Made	Author	Approved By
05/05/2020	V0.1	Draft	Syed Faheem	

2 Introduction

This document provides "How to Instructions" for the component Frequently Asked Question component.

2.1 Short Description

- The FAQ component presents a list of frequently asked questions to the site user in an appealing, interactive and according-like manner.

Feature Overview

- Authors can drag and drop the FAQ Component from AEM sidekick to a paragraph system.
- In the dialog of the FAQ Component, authors can type in multiple question-and-answer pairs.
- The FAQ Component render the questions and answers inside an Accordion.
- Clicking on the questions or + sign expand the question section to show a complete paragraph.
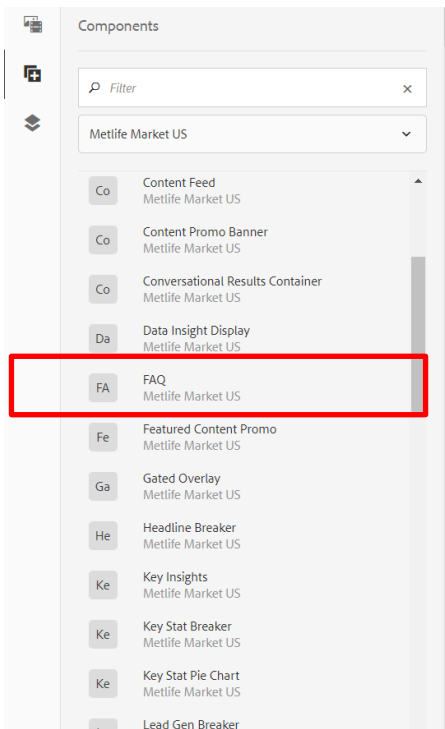
2.2 Intended Audience

- The primary audience of this design is:
  - Content Authors
  - Agencies
  - Marketers
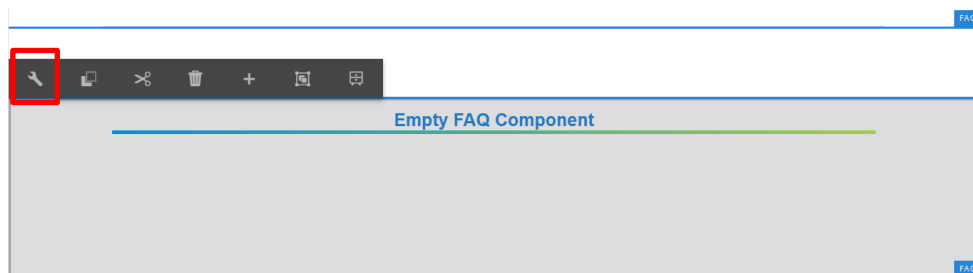
3   How to Enable/Turn-On the Component

This component/feature is available in the sidekick and can be dragged onto any parsys in any standard template
- From Sidekick, select market specific component group then "Product Info"

4   Component Dialog

1. Press edit to open the dialog and begin editing the component fields.

FAQ Tab

This Tab will contain the FAQ configuration and content.
2. Title – title text for the FAQ component
3. Q&A List – Multifield that allows you to author multiple questions and answers.
4. Question – RTE field for the FAQ question field.
5. Answer – RTE field for the FAQ answer field.
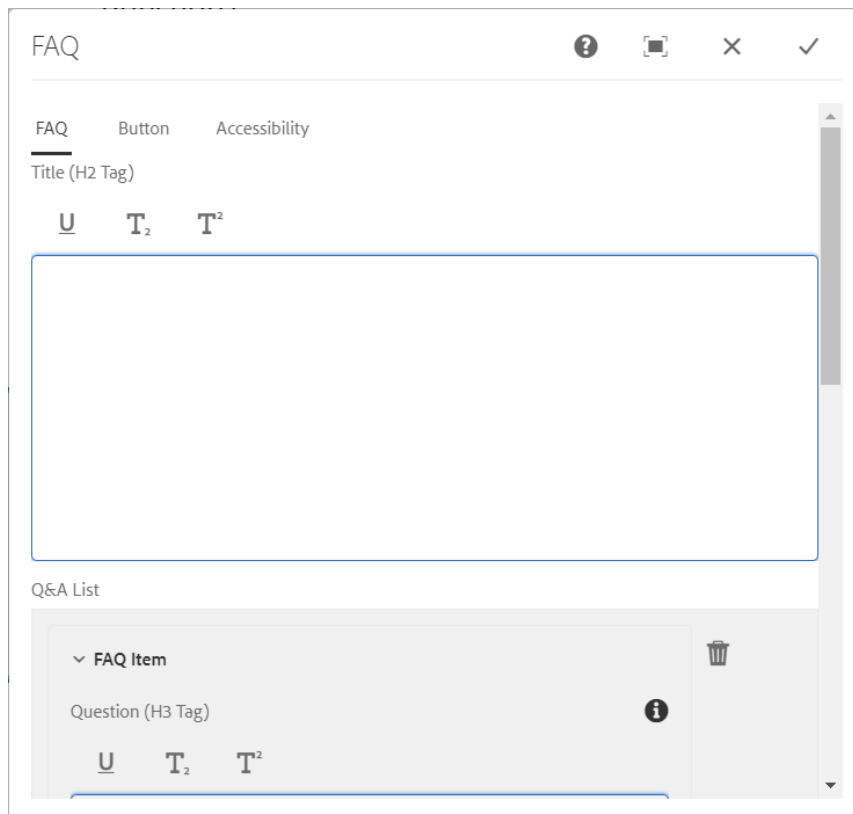
Button Tab
This tab contains the expand all/ collapse all content configuration
1. Expand – Textfield for the expand all button
2. Collapse – Textfield for the collapse all button

Accessibility Tab
This tab contains the accessibility information for the expand all/ collapse all button
6. Aria Label - Expanded – textfield accessibility for the screen reader variable for expand all
7. Aria Label – Collapse – textfield accessibility for the screen reader variable for collapse all.

FAQ

? ▣ ✕ ✓

FAQ **Button** Accessibility

Expand

> Expand All

Collapse

> Collapse All

FAQ

? ▣ ✕ ✓

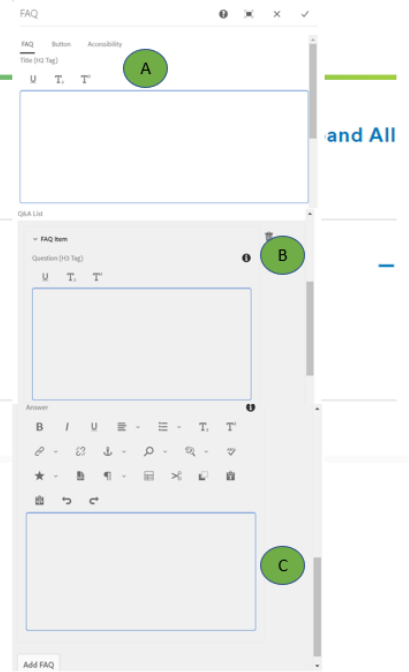FAQ Button **Accessibility**

Aria Label - Expanded * ⓘ

> Expanded

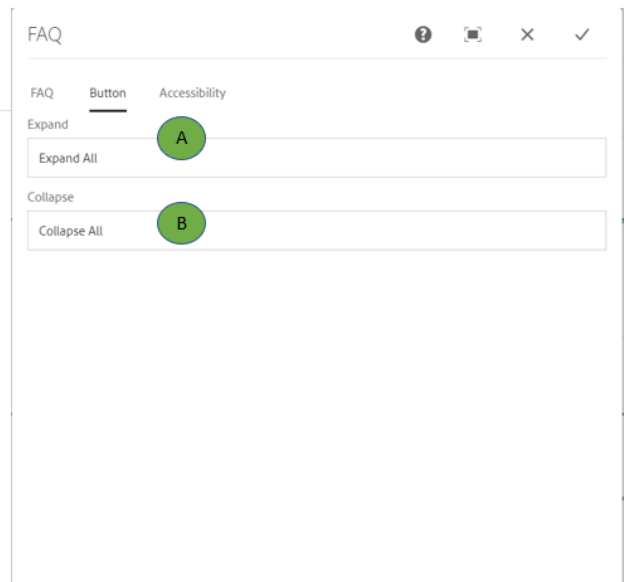Aria Label - Collapsed * ⓘ

> Collapsed

Title for FAQ

A

...and All

FAQ Question **B**

FAQ Answer **C**

FAQ

FAQ Button Accessibility

Title (H3 Tag) **A**

Q&A List

> FAQ Item

Question (H3 Tag) **B**

Answer

C

Add FAQ

Title for FAQ

A **B**

Expand All

FAQ Question

FAQ Answer

FAQ

FAQ Button Accessibility

Expand **A**

Expand All

Collapse **B**

Collapse All

AEM Component Data Model

Tab	Field Name	Field Group	Field Type	Validation	Accepted values
Configuration	Title	Configuration	Text Field	Mandatory	Alpha Numeric
	Q&A List	Configuration	Multi Field Panel		Adds new Q&A configuration
	Question	Configuration	RTE	Recommended Char count. 85	Alpha Numeric HTML
	Answer	Configuration	RTE	Recommended Char count. 300	Alpha Numeric HTML
Button	Expand	Button	Text Field		Alpha Numeric
	Collapse	Button	Text Field		Alpha Numeric
Accessibility	Aria Label - Expand	Accessibility	Text Field		Alpha Numeric
	Aria Label - Collapse	Accessibility	Text Field		Alpha Numeric