



Building Healthy Communities Preliminary Website Guide

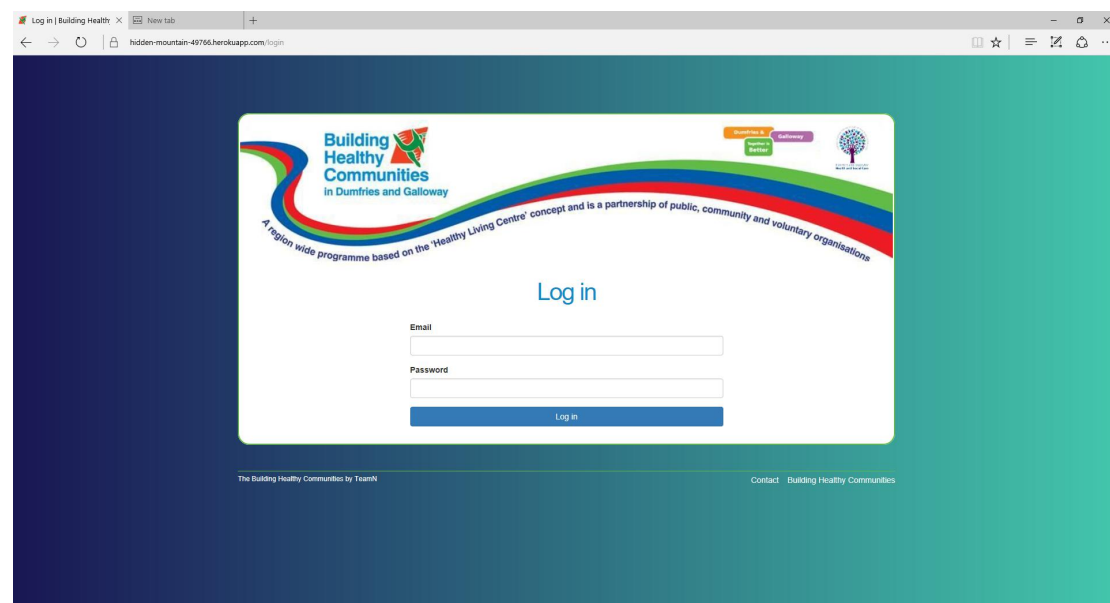
Introduction

This is a guide to the Building Healthy Communities system, used to administer the various users and initiatives of the BHC programme. As the system is still under active development, this is only a preliminary guide designed to help with use of the currently existing features. When the system is complete, a more detailed and comprehensive guide will also be created.

System Access and Login

At present, the system is hosted on a website called Heroku. The link to the site is as follows: <https://hidden-mountain-49766.herokuapp.com/>

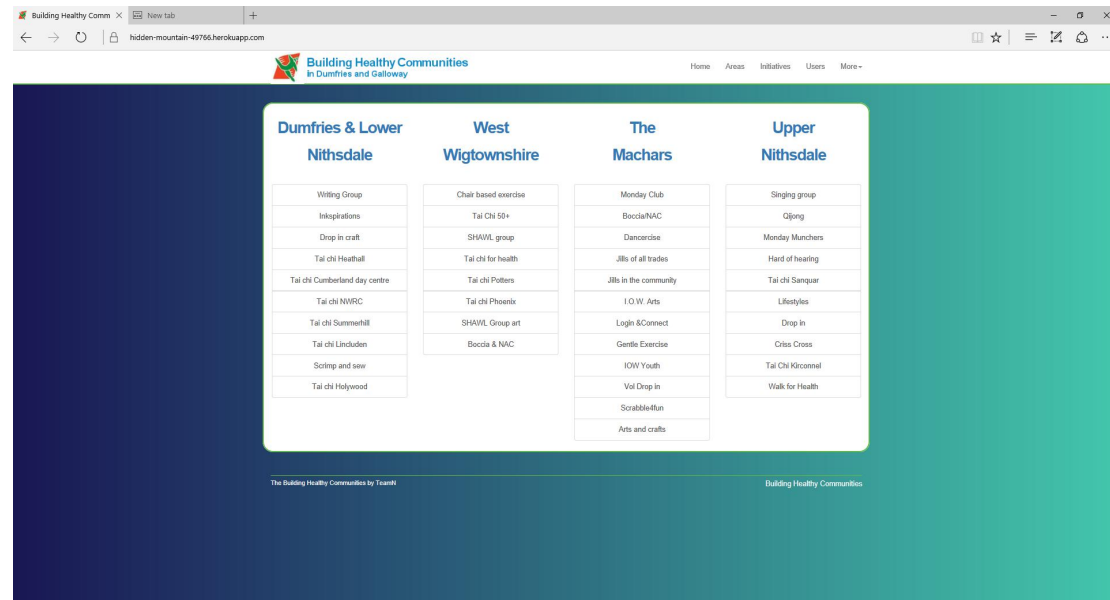
When the system is accessed, you will be presented with this webpage:



This is the only page accessible on the site until you log in. Log in using your admin, volunteer, or service user details, depending on what you want to access.

Administrator - Homepage

Administrators are the only users with access to the entire system. They have privileges to add, delete, and modify the details of service users, volunteers, initiatives, medical conditions, and feedback questions. If you logged in as an administrator, this will be the first page you are presented with:



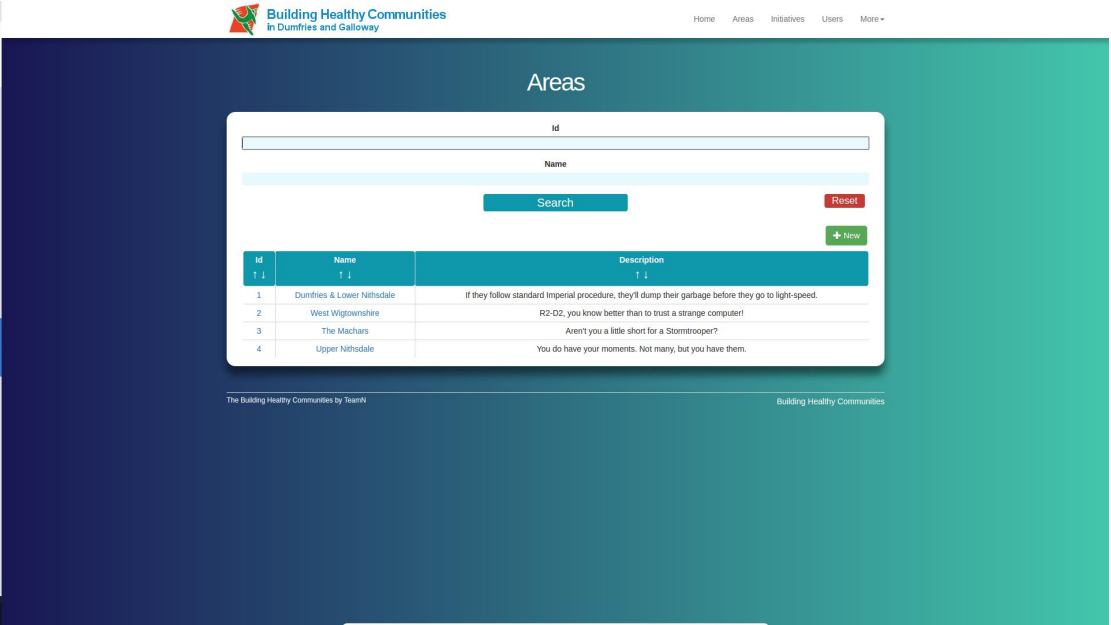
This is the home page, a simple overview of the initiatives running in each area. The names of the areas and initiatives are both clickable, and will take you to the page for that area or initiative respectively.

The top bar is also accessible from here, as it is from every page on the website. It gives access to the main page for each major section of the system. Your admin profile page is also accessible from the top bar.

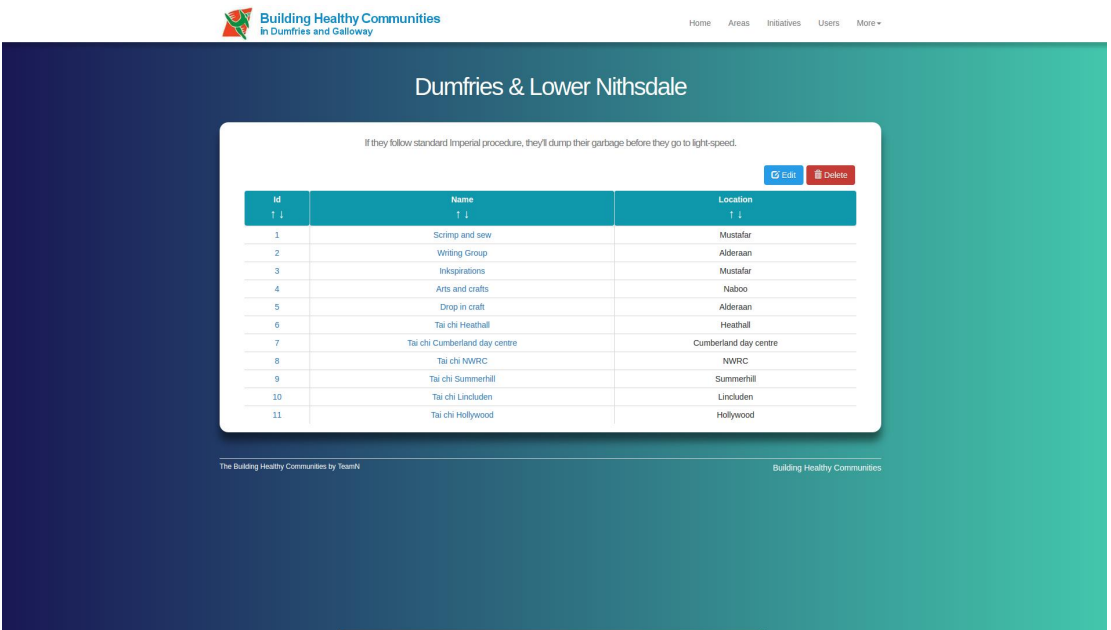
There is quite a lot of information in the administrator of the guide, but a lot of it is easy to get the hang of once you've done it once or twice; the various sections are very similar!

Adminstrator - Areas

Selecting the ‘Area’ button in the top bar loads a page which lists all the areas in a table. You can search this table by area ID and name, though please note that searches are case sensitive. New areas can also be added from this page.



Selecting an area name will bring up an overview of the initiatives for just that area, and will also allow you to edit the name and description of the area, or even delete the area entirely (wouldn't recommend doing this while just familiarising yourself with the system!). Selecting an initiative name here leads to the page for that initiative. This is also the page reached by selecting an area name from the homepage.



Administrator - Initiatives

Selecting the ‘Initiatives’ button in the top bar loads a page which lists every initiative in a table. You can search this table by initiative ID, name, area, and location, though please note that searches are case sensitive. New initiatives can also be added from this page.

Building Healthy Communities

In Dumfries and Galloway

HomeAreasInitiativesUsersMore

Initiatives

Search

Reset

+ New

ID	Name	Location	Description	Area
1	Scrimp and sew	Mustafar	You do have your moments. Not many, but you have them.	Dumfries & Lower Nithsdale
2	Writing Group	Alderaan	No reward is worth this.	Dumfries & Lower Nithsdale
3	Inspirations	Mustafar	Wars not make one great.	Dumfries & Lower Nithsdale
4	Arts and crafts	Naboo	Shut him up or shut him down.	Dumfries & Lower Nithsdale
5	Drop in craft	Alderaan	I have a bad feeling about this.	Dumfries & Lower Nithsdale
6	Tai chi Heathall	Heathall	Would somebody get this big walking carpet out of my way?	Dumfries & Lower Nithsdale
7	Tai chi Cumberland day centre	Cumberland day centre	Bounty hunters! We don't need this scum.	Dumfries & Lower Nithsdale
8	Tai chi NWRC	NWRC	You'll find I'm full of surprises!	Dumfries & Lower Nithsdale

Selecting the name of an initiative will bring up the overview page of that initiative. From here you can edit details of the initiative and view all the members who attend, as well as a list of meetings. New meetings can be created, or the initiative deleted. This is also the page reached by selecting an initiative name from the homepage.

Building Healthy Communities

In Dumfries and Galloway

HomeAreasInitiativesUsersMore

Scrimp and sew

Area:

Dumfries & Lower Nithsdale

Location:

Mustafar

Description:

You do have your moments. Not many, but you have them.

+ New Session

Edit

Delete

Members

ID	Name	Email	Telephone	Emergency contact	DoB	Privilege
32	Vita Corwin	sheidan_deckow@gerlach.co	0800 801 4270		1988-07-15	2
83	Judge Sporer PhD	michale_ruecker@wolffhegmann.name	022 6373 8098		1981-06-01	2
89	Jovan Daniel	blake.weinat@murphy.name	01844 413455		1956-06-29	2
117	Xzavier Streich	naelle@gibson.net	055 7759 3068		1958-08-08	2
119	Clemmie Konopetski	earline@lakirbenhard.info	0800 380 8335		1951-10-01	2
121	Angelina Stroman	jackson_hermiston@spirkawyman.org	01734 65275		1965-08-08	2
181	Earnest Sawayn	kara@marie.co	056 7750 2613		1980-10-20	2

Meetings

ID	Datetime
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4

Selecting ‘New Session’ allows you to create a new group of meetings, starting from a particular date and time, and running for an selected number of weeks. Clicking submit takes you to the meeting page for the first meeting in that session, though all will have been added to the initiative’s meeting list.

The screenshot shows the 'Create a new session' form on the Building Healthy Communities website. The form is titled 'Create a new session' and is set against a dark blue background. It contains several dropdown menus for selecting the date and time, and a text input for the number of weeks to run for. The 'Date & time' section includes dropdowns for the year (2015), month (August), day (15), and hour (14). The 'Weeks to run for:' section includes a dropdown for the number of weeks (1). A 'Submit' button is located at the bottom of the form. A note at the bottom of the form states: 'Note: default is one week after the last meeting.'

The page displayed when a new session is created, or when a meeting is selected from the list, shows an overview of that meeting. It also contains an attendance list that you can update.

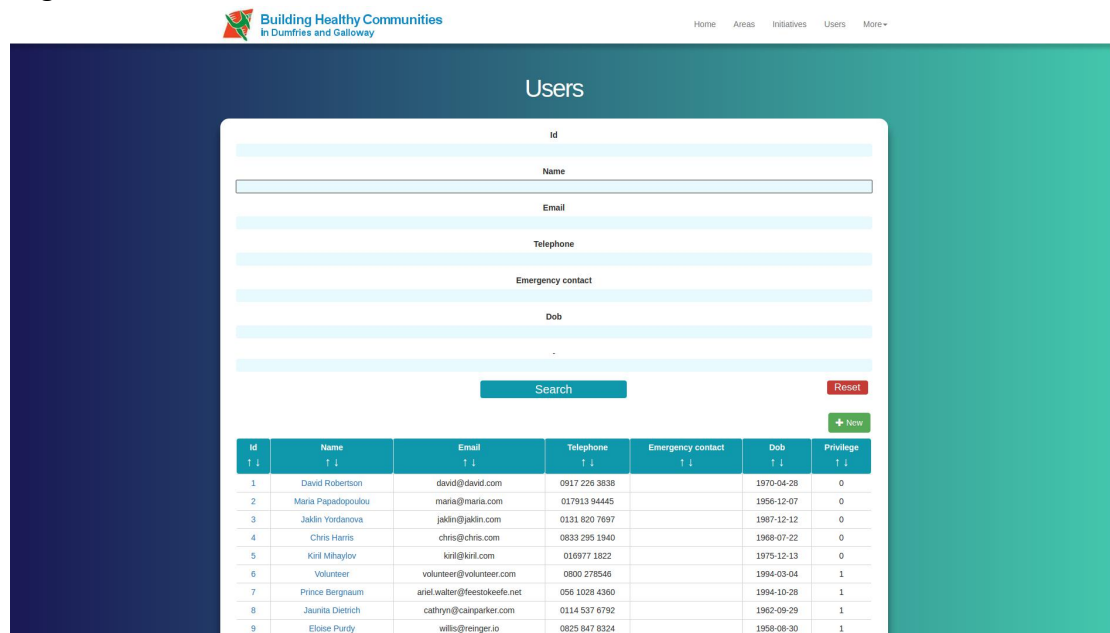
The screenshot shows the meeting overview page for 'Scrimp and sew - July 25, 2015 - 14:46'. The page is titled 'Scrimp and sew - July 25, 2015 - 14:46' and is set against a dark blue background. It contains several sections: 'Area:' (Dumfries & Lower Nithsdale), 'Location:' (Mustafar), 'Description:' (You do have your moments. Not many, but you have them.), and 'Volunteers:' (empty). Below these sections is an 'Attendance' table with a list of names and checkboxes for marking attendance. The 'Attendance' table has the following data:

Attendance	
Vita Corwin	<input type="checkbox"/>
Judge Sporer PhD	<input checked="" type="checkbox"/>
Jovan Daniel	<input type="checkbox"/>
Xzavier Streich	<input checked="" type="checkbox"/>
Clemmie Konopelski	<input type="checkbox"/>
Angelina Stromen	<input type="checkbox"/>
Earnest Sawayn	<input type="checkbox"/>

A 'Submit' button is located at the bottom of the attendance table.

Administrator - Users

As with the previous two sections, selecting 'Users' from the top bar loads a page listing every user in the system, including other administrators. You can search this table in a similar manner to the others. Again, searching is case sensitive. You can also add new members from this page. Note: The privilege of a user determines their role in the system. A privilege of 0 is an administrator, 1 is a volunteer, and 2 is a regular service user.

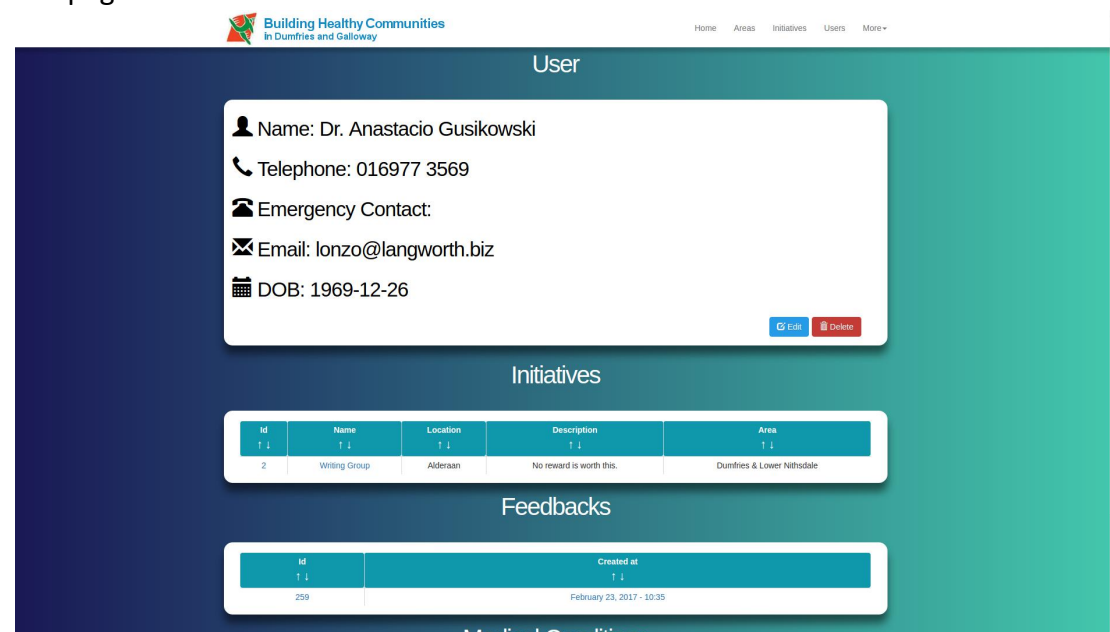


Users

Search form fields: Id, Name, Email, Telephone, Emergency contact, Dob. Buttons: Search, Reset, + New.

Id	Name	Email	Telephone	Emergency contact	Dob	Privilege
1	David Robertson	david@david.com	0917 226 3838		1970-04-28	0
2	Maria Papadopoulou	maria@maria.com	017913 94445		1956-12-07	0
3	Jaklin Yordanova	jaklin@jaklin.com	0131 820 7697		1987-12-12	0
4	Chris Harris	chris@chris.com	0833 295 1940		1968-07-22	0
5	Kiril Mihaylov	kiril@kiril.com	016977 1822		1975-12-13	0
6	Volunteer	volunteer@volunteer.com	0800 278546		1994-03-04	1
7	Prince Berghaui	ariel.walter@feestokeefe.net	056 1028 4360		1994-10-28	1
8	Jaunita Dietrich	cathryn@camparker.com	0114 537 6792		1962-09-29	1
9	Eloise Purdy	willis@reinger.io	0825 847 8324		1958-08-30	1

The page displayed after creating a new user, or selecting one from the list, shows an overview of that user's information, including the initiatives they attend, their feedback, and medical conditions. You can also edit or delete their user profile from this page.



User

User information: Name: Dr. Anastacio Gusikowski, Telephone: 016977 3569, Emergency Contact, Email: lonzo@langworth.biz, DOB: 1969-12-26. Buttons: Edit, Delete.

Initiatives

Id	Name	Location	Description	Area
2	Writing Group	Alderaan	No reward is worth this.	Dumfries & Lower Nithsdale

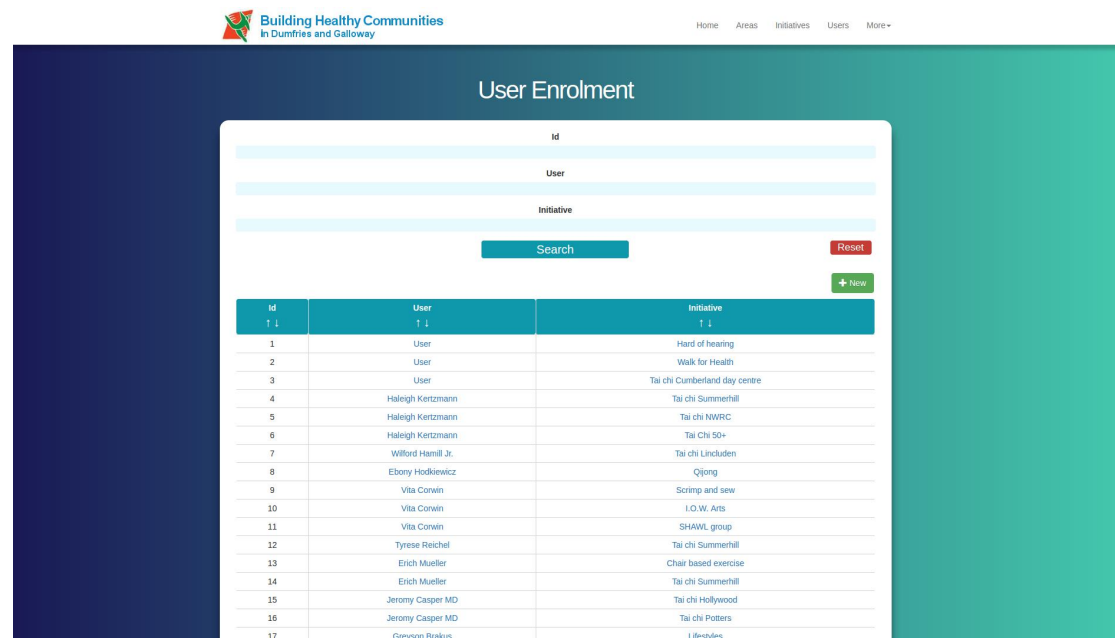
Feedbacks

Id	Created at
259	February 23, 2017 - 10:35

Medical Conditions

Administrator - User Enrolment

You can access this simple table from the drop down 'More' section of the top bar. It can be searched the same way as the other tables, and the 'New' button allows you to select a user and enrol them into an initiative.

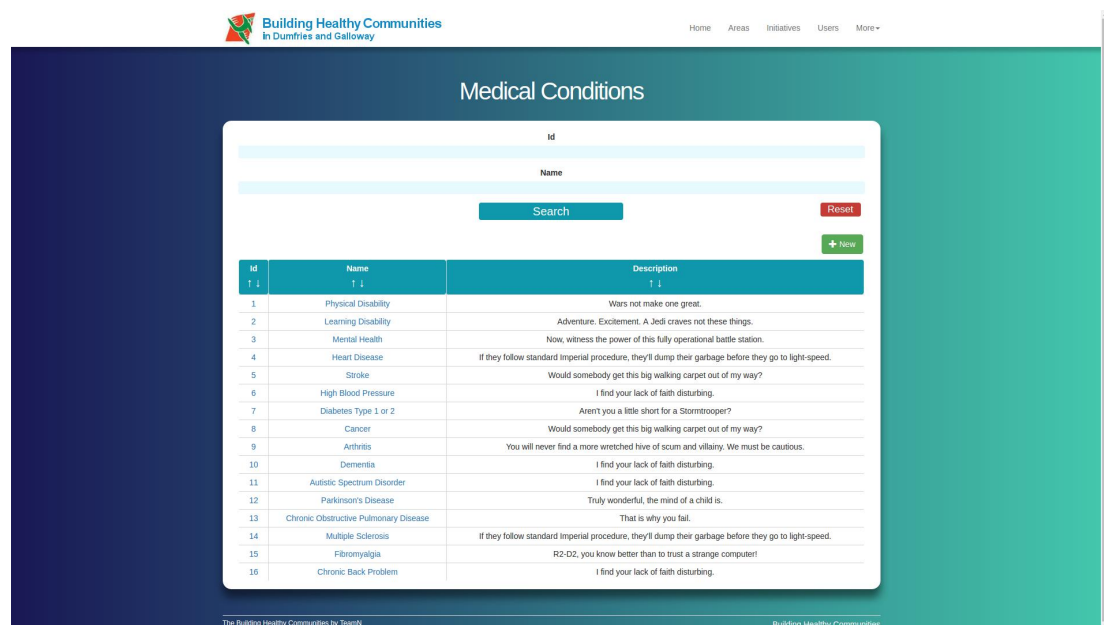


The screenshot shows the 'User Enrolment' page. At the top, there is a search bar with a 'Search' button and a 'Reset' button. Below the search bar is a table with three columns: 'Id', 'User', and 'Initiative'. The table contains 17 rows of data.

Id	User	Initiative
1	User	Hard of hearing
2	User	Walk for Health
3	User	Tai chi Cumberland day centre
4	Haleigh Kertzmann	Tai chi Summerhill
5	Haleigh Kertzmann	Tai chi NWRC
6	Haleigh Kertzmann	Tai Chi 50+
7	Wilford Hamill Jr.	Tai chi Lincluden
8	Ebony Hodkiewicz	Qigong
9	Vita Corwin	Scrimp and sew
10	Vita Corwin	I.O.W. Arts
11	Vita Corwin	SHAWL group
12	Tyrese Reichel	Tai chi Summerhill
13	Erich Mueller	Chair based exercise
14	Erich Mueller	Tai chi Summerhill
15	Jeromy Casper MD	Tai chi Hollywood
16	Jeromy Casper MD	Tai chi Potters
17	Greyson Brakus	Lifestyles

Administrator - Medical Conditions

Another simple table, this one allows you to see at a glance all the medical conditions in the system, and allows you to add new ones.



The screenshot shows the 'Medical Conditions' page. At the top, there is a search bar with a 'Search' button and a 'Reset' button. Below the search bar is a table with three columns: 'Id', 'Name', and 'Description'. The table contains 16 rows of data.

Id	Name	Description
1	Physical Disability	Wars not make one great.
2	Learning Disability	Adventure. Excitement. A Jedi craves not these things.
3	Mental Health	Now, witness the power of this fully operational battle station.
4	Heart Disease	If they follow standard Imperial procedure, they'll dump their garbage before they go to light-speed.
5	Stroke	Would somebody get this big walking carpet out of my way?
6	High Blood Pressure	I find your lack of faith disturbing.
7	Diabetes Type 1 or 2	Aren't you a little short for a Stormtrooper?
8	Cancer	Would somebody get this big walking carpet out of my way?
9	Arthritis	You will never find a more wretched hive of scum and villainy. We must be cautious.
10	Dementia	I find your lack of faith disturbing.
11	Autistic Spectrum Disorder	I find your lack of faith disturbing.
12	Parkinson's Disease	Truly wonderful, the mind of a child is.
13	Chronic Obstructive Pulmonary Disease	That is why you fail.
14	Multiple Sclerosis	If they follow standard Imperial procedure, they'll dump their garbage before they go to light-speed.
15	Fibromyalgia	R2-D2, you know better than to trust a strange computer!
16	Chronic Back Problem	I find your lack of faith disturbing.

Administrator - Questions

The final simple table, this one lists all the feedback questions in the system. New ones can be added, and each can be edited, allowing you to choose whether a question is visible in the feedback questionnaires, and whether it is multiple choice.

Questions

id

Question

Visible ☐

Multiple choice ☐

Sort

Search Reset + New

id	Question	Visible	Multiple choice	Sort
1	I've been feeling optimistic about the future	true	true	1
2	I've been feeling useful	true	true	2
3	I've been feeling relaxed	true	true	3
4	I've been dealing with problems well	true	true	4
5	I've been thinking clearly	true	true	5
6	I've been feeling close to other people	true	true	6
7	I've been able to make up my own mind about things	true	true	7
8	I exercise on a regular basis	true	true	8
9	My daily life is filled with things that interest me	true	true	9
10	I feel strongly connected to the neighbourhood that I live in	true	true	10
11	I can influence decisions affecting my local area	true	true	11
12	Most people I come into contact with can be trusted	true	true	12
13	How happy are you with your relationships? This can include any relationships.	true	true	13

Administrator - Profile

The final administrator section is the profile page, which is actually your own user page as can be seen from the users section. Your information can be edited here just as anyone else's.

User

Name: Chris Harris

Telephone: 0833 295 1940

Email: chris@chris.com

DOB: 1968-07-22

Edit Delete

Initiatives

id	Name	Location	Description	Area
—				

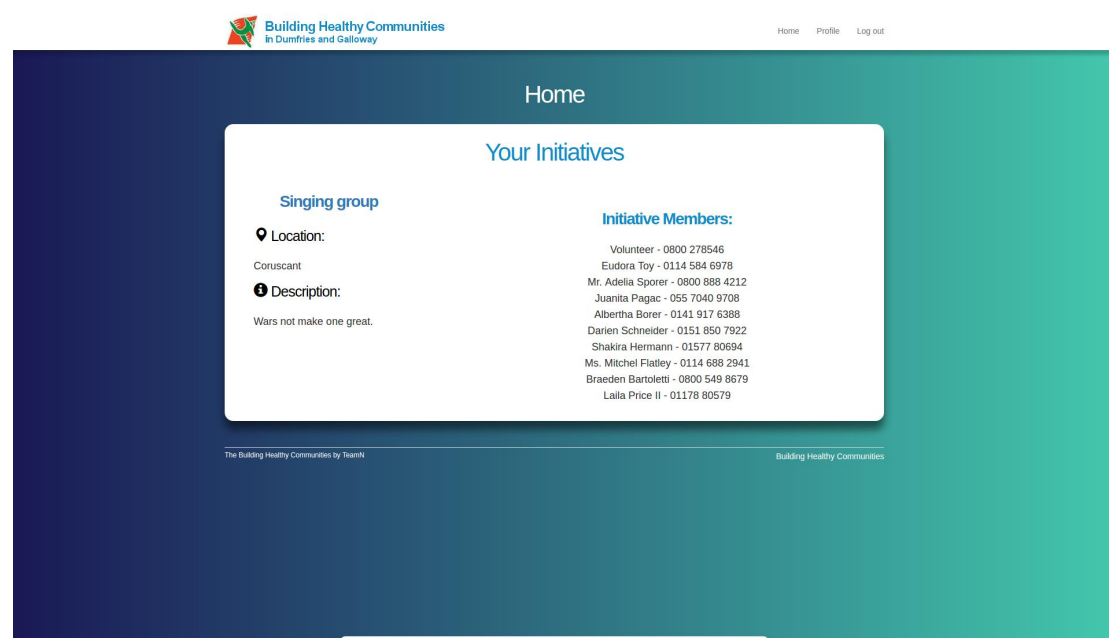
Feedbacks

This user has not yet left any feedback.

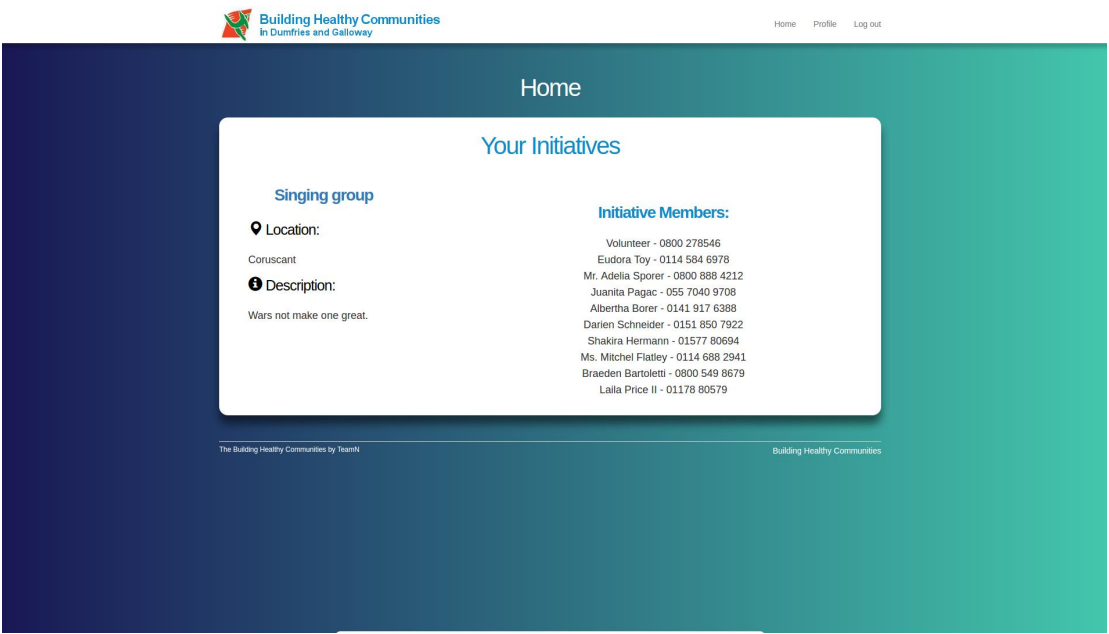
Medical Conditions

Volunteers

Don't worry, the guide is almost over! Volunteers have very little access to the system, only being able to see their own profile page, and initiatives they are part of or volunteer for. As such, logging in as a volunteer shows you a fairly simple homepage, showing initiatives, and a list of members of those initiatives.



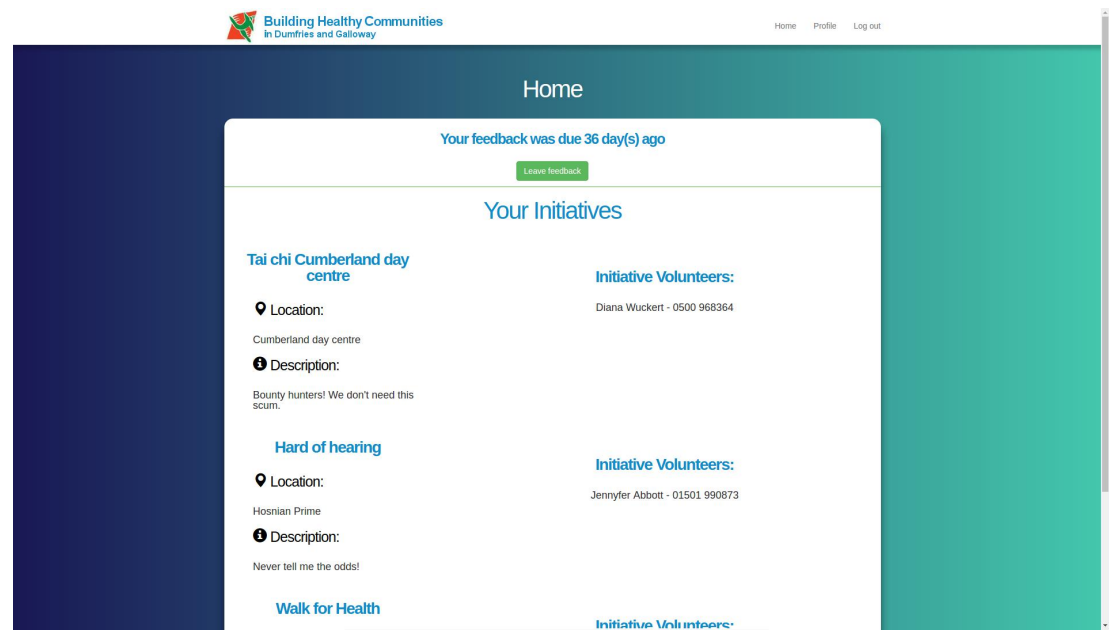
Clicking the name of an initiative takes you to a very similar page to the one described in the Administrators - Initiatives section, with the only difference being that you cannot edit or delete initiatives. You do, however, still retain the power to create new sessions, and take meeting attendance.



Volunteers also have a profile page, though you can only view the information and not change it. To change information, you should contact an administrator.

Users

Regular users are the lowest privilege class, having even fewer access rights to the system than volunteers. When you log in as a user, you see a similar homepage to a volunteer, except that instead of a list of members for each initiative, you only see the list of volunteers. Also, you cannot access the initiatives page.



The only activity you can do as a user on the system is leave feedback, by clicking the green button. This allows you to fill in and submit feedback about the initiatives you have attended.

