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|  | WEB Admin CMS USER Manual |
| 5/7/2013 | Graduate Capstone |

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# 1 Introduction

The purpose of this document is to explain and give an in depth analysis on the structure, design and make up of Company Survey Websites. By doing so, this will give a great understanding to the complexity involved with having to re-create these surveys in the system.

## 1.1 Intended Audience

This document is intended for persons trying to understand the fundamental business side of how survey work for this project. The goal is for those individuals to learn about the surveys and learn what is involved to recreate the surveys in the system.

## 1.2 References

No references were used.

## 1.3 Revision History

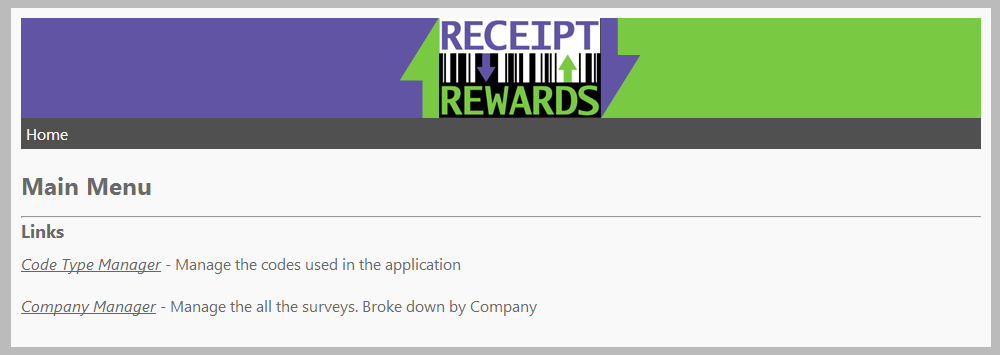
|  |  |  |  |
| --- | --- | --- | --- |
| Name | Date | Reason For Change | Version |
| Andy Bottom | 08/08/2013 | Created the introduction and parts of the document. | 0.1 |

# 2 Set Up

The Web Admin requires a server running .Net 4.0 and up in order to run. The project can be supplied upon request.

# 3 Main Menu

The main menu contains the links to the major sections of the application. All the administrator functionality can be linked to from this page.



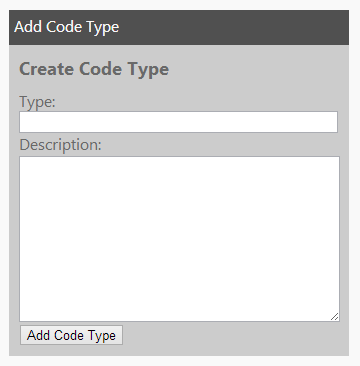
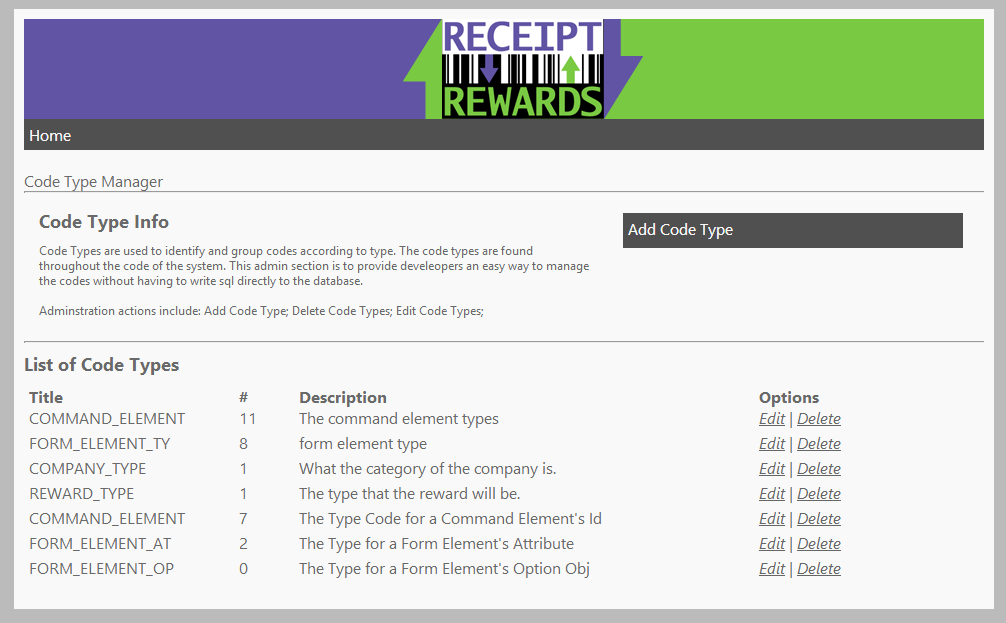
# 4 Code Administration

Codes will be updated infrequently and most always be updated by developer because that is when most codes will ever need to be added anyways. Also, it is very important to be diligent when deleting a code or code type because there may be references associated to those.

It is best practice that you should never need to use this aspect of the application aside from developers.

@TODO: Make a flow which describes the flow between pages.

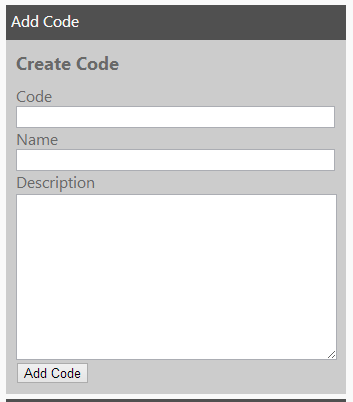
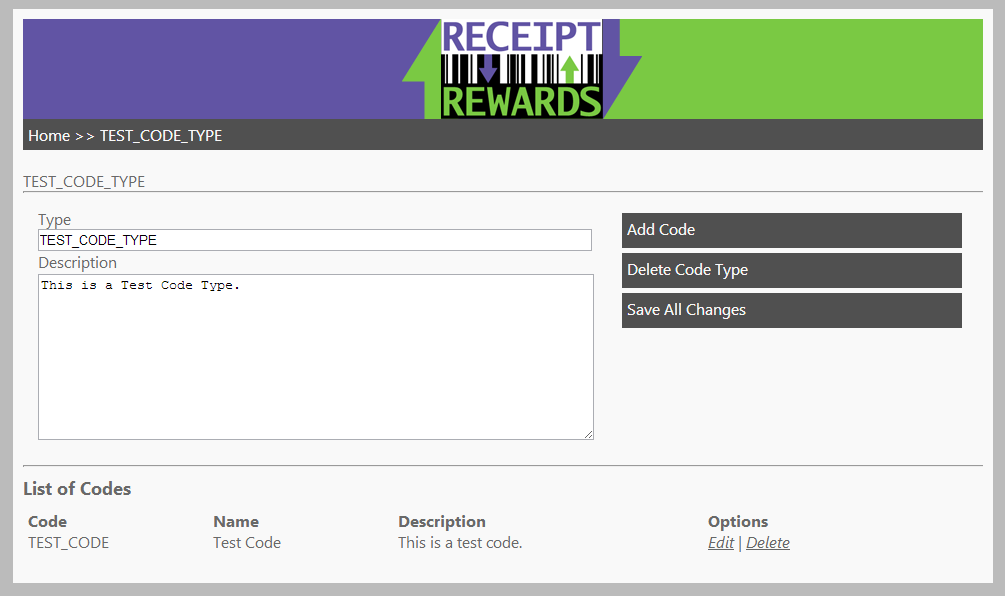
## 4.1 Code Type Manager

The Code Type Manager page is used to manage all the Code Types in the system. Code Types are essentially categories for the Codes. The Code Types have a certain purpose and part of the system for specialized functionality. 

Use the Add Code Type form to add a new Code Type to the system.

* The Type field is a unique string to identify a single Code Type
* The description field is a string which summarizes what the purpose of the code types will
* be used in reference with

## 4.2 Code Type Page

The Code Type page is the page that allows you to manage all aspects of a code that is in the system. You can also manage Codes that are part of that Code Type.

### 4.2.1 Add Code

Use the Add Code form to add a new Code to the current Code Type.

* The Code field is a unique identifying name.
* The name is the human readable version of the code.
* Description is a description to describe what purpose the Code has.

### 4.2.2 Delete Code Type

To delete a Code Type, click the “Delete Code Type” button.

### 4.2.3 Save Code Type Changes

To save changes to the Code Type, click the “Save All Changes” button.

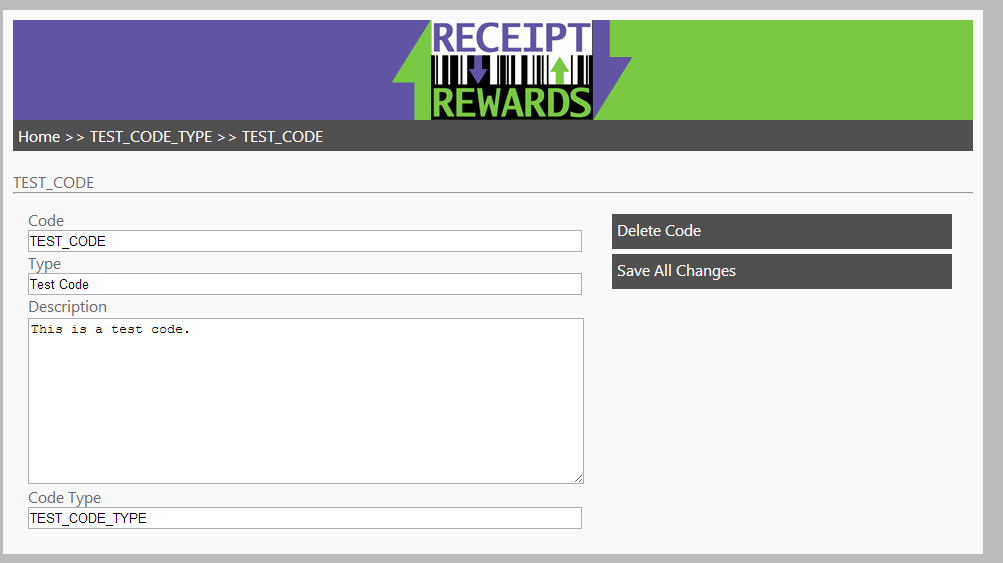
### 4.2.4 Code Entry (Edit and Delete)

At the bottom of the page is a list of Codes. These codes are all the codes that are part of the current Code Type. There are links to delete or edit that code. The edit will link to the Code Page for that code.



## 4.3 Code Page

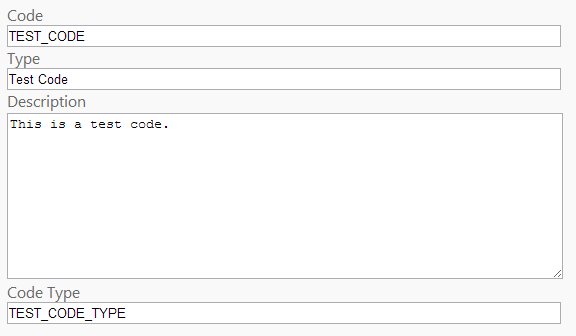
The Code Page is the page to manage a Code that is in the system.



### 4.3.1 Edit Code

The Edit form allows the user to update properties of the current Code.

* Code field is a string that represents the code, which is a computer readable idetngifer
* The name field is a human readable name for the code.
* The Description field is a string that summarizes the purpose of that code and what it represents.



### 4.3.2 Delete Code

To delete the code, the click the “Delete Code” button.



### 4.3.3 Save Code Changes

To save all the changed on the Edit Code form, then click the “Save All Changes” button.



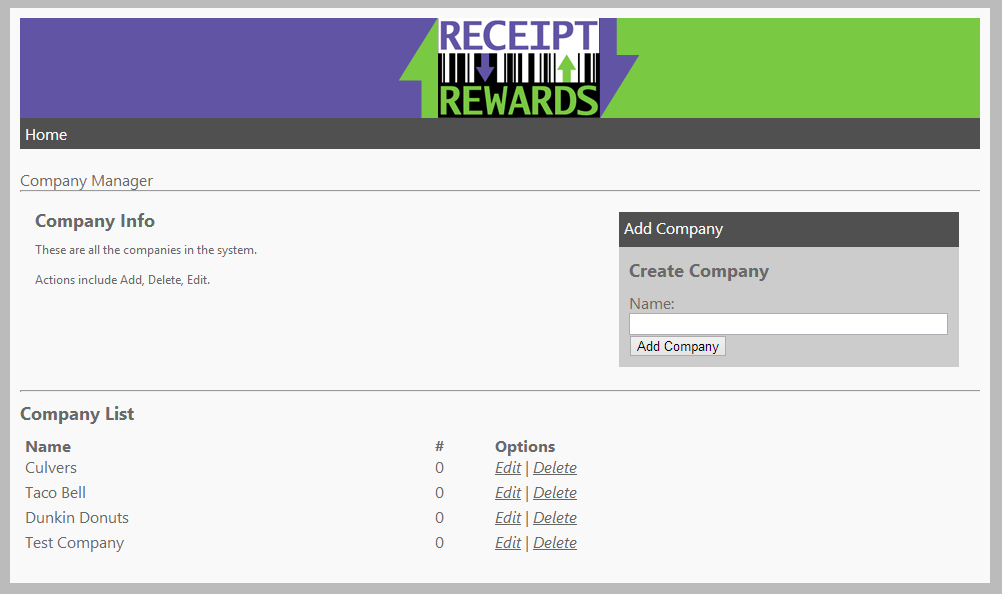
# 5 Company and Survey Administration

The following next module of the application involves managing all the surveys and company in the CMS.

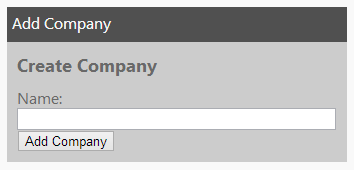
@TODO: Make a flow which describes the flow between pages.

## 5.1 Company Manager

The company manager is a list that displays all the companies in the system. This is the starting point to drill down into the companies.



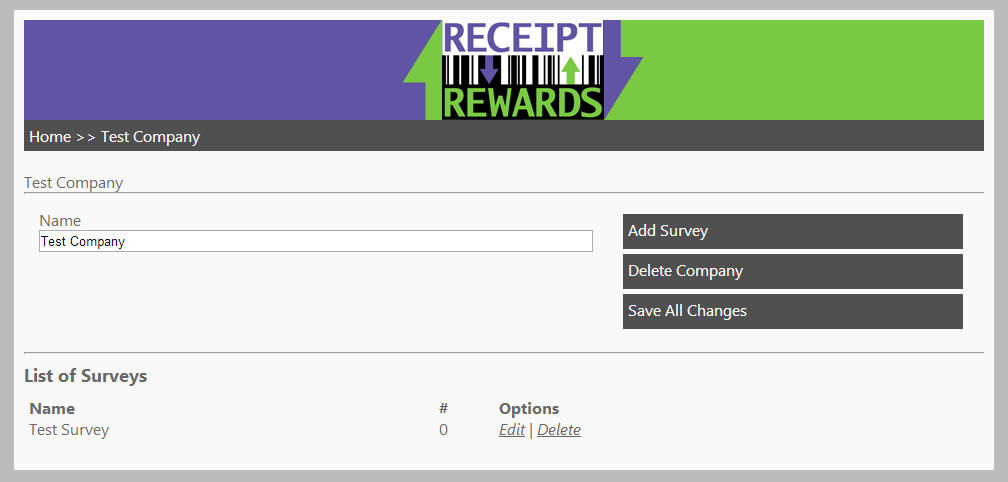
### 5.1.1 Add Company



### 5.1.2 Company List



## 5.2 Company Page



### 5.2.1 Edit Company

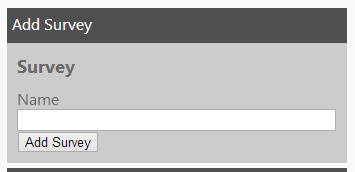




### 5.2.2 Delete Company



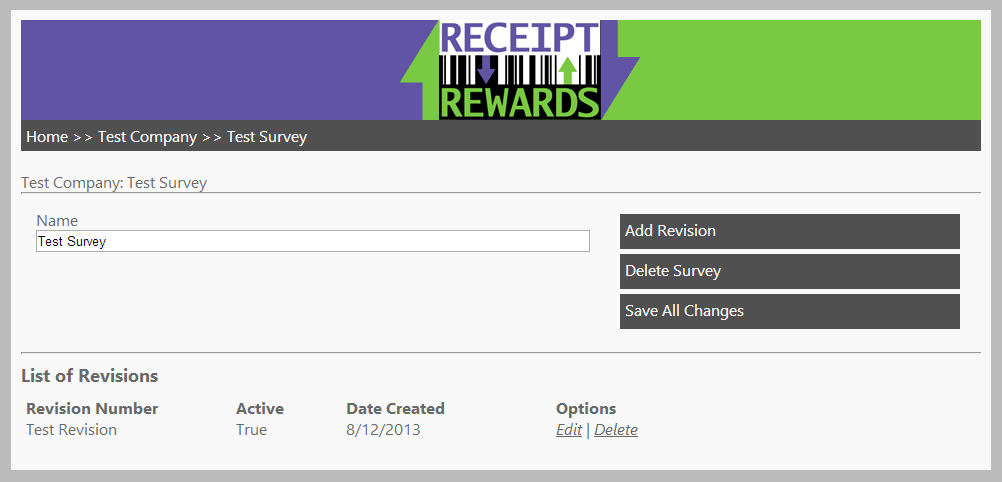
### 5.2.3 Add Survey



### 5.2.4 Survey List



## 5.3 Survey Page



### 5.3.1 Edit Survey

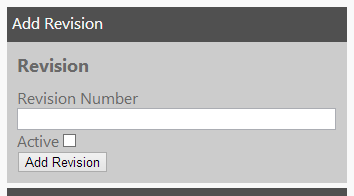




### 5.3.2 Delete Survey



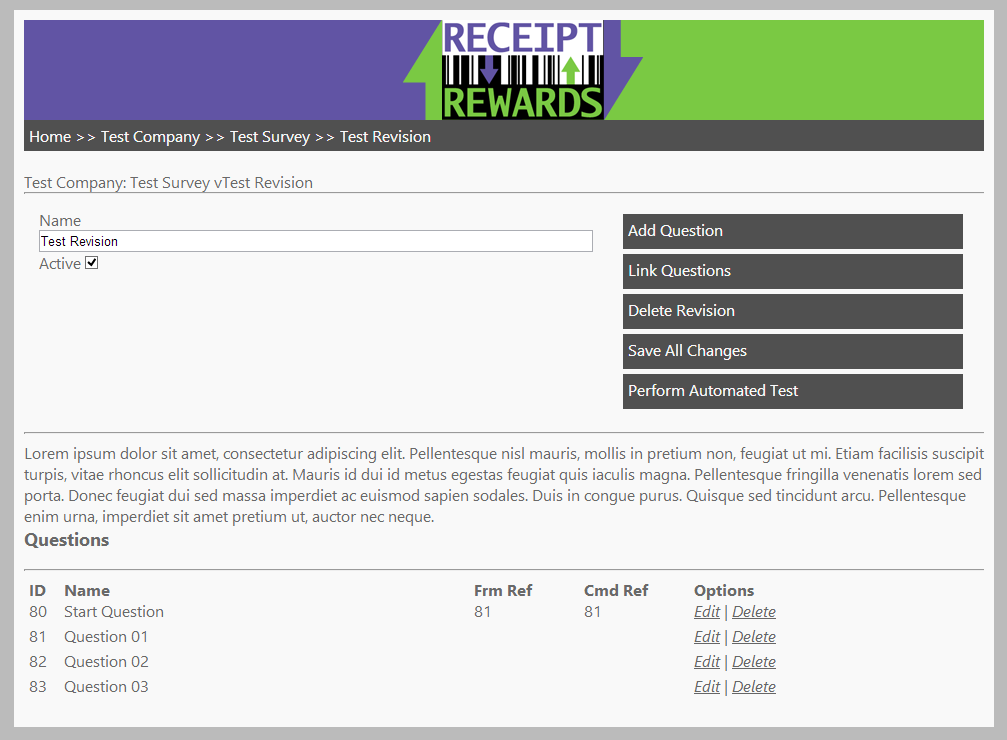
### 5.3.3. Add Revision



### 5.3.4 Revision List



## 5.4 Revision Page



### 5.4.1 Edit Revision

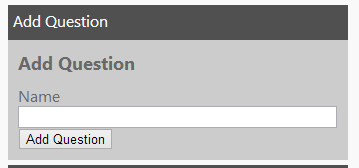




### 5.4.2 Delete Revision



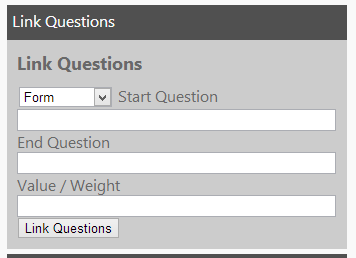
### 5.4.3 Add Question



### 5.4.4 Question List



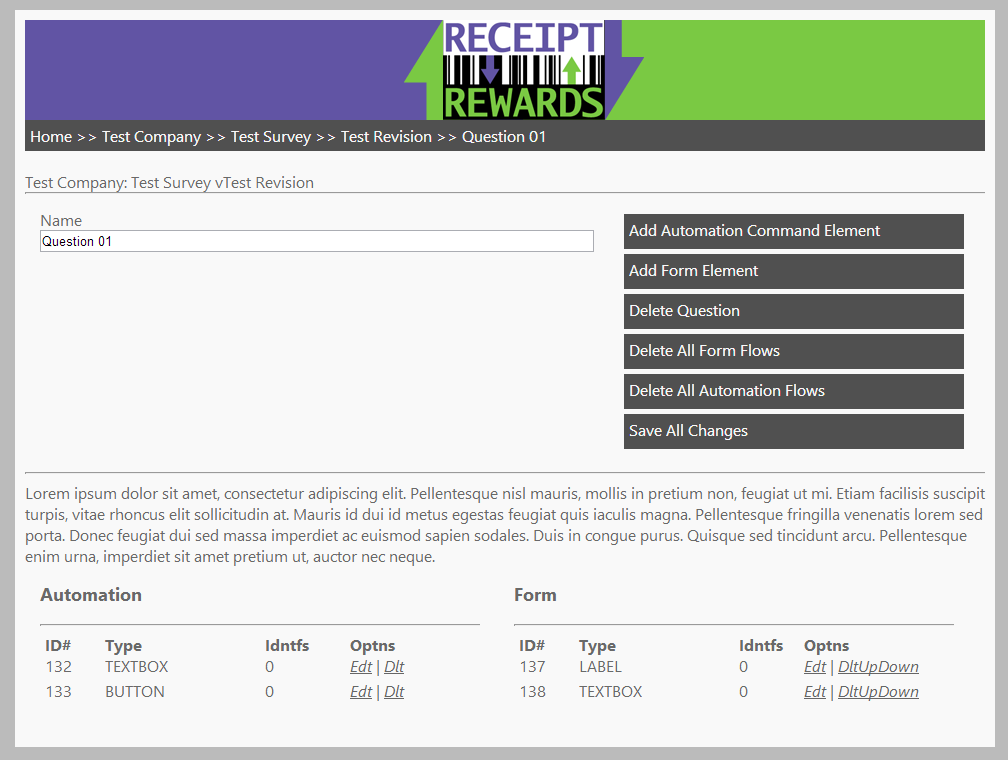
### 5.4.5 Link Questions



### 5.4.6 Perform Automated Test



## 5.5 Question Page



### 5.5.1 Edit Question

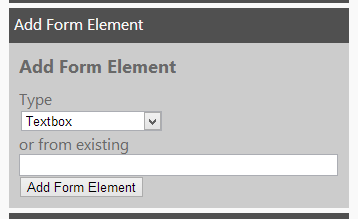




### 5.5.2 Delete Question



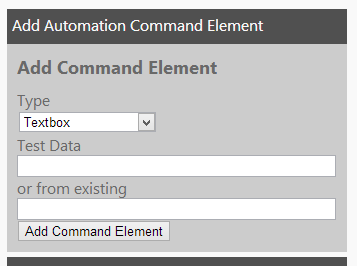
### 5.5.3 Add Form Element



### 5.5.4 List of Form Elements



### 5.5.5 Add Automation Element



### 5.5.6 List of Automation Elements



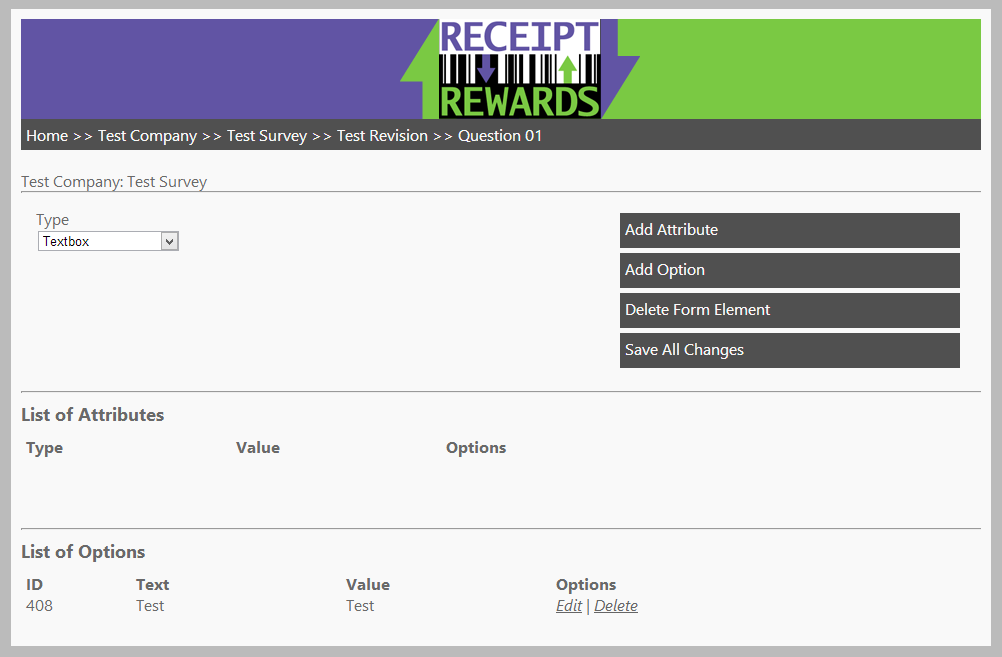
### 5.5.7 Delete All Form Flows



### 5.5.8 Delete All Automation Flows



## 5.6 Form Element Page



### 5.6.1 Edit Form Element

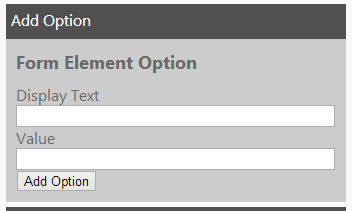




### 5.6.2 Delete Form Element



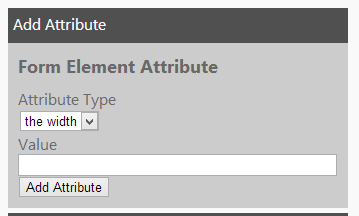
### 5.6.3 Add Form Element Option



### 5.6.4 List Form Element Options



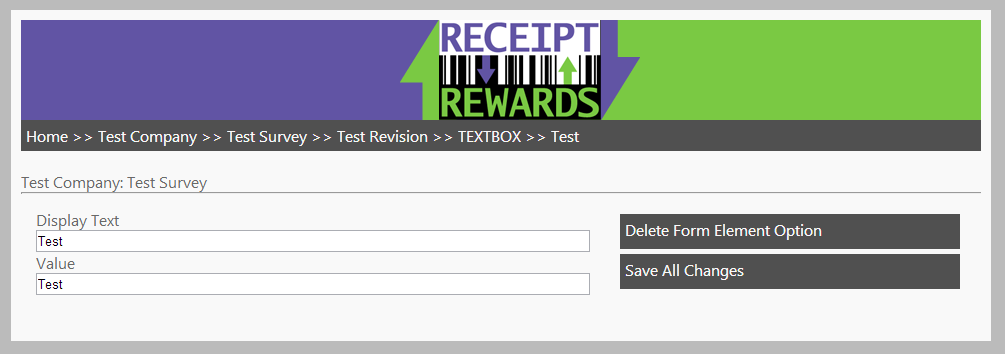
### 5.6.5 Add Form Element Attribute



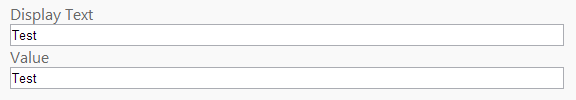
### 5.6.6 List Form Element Attribute



## 5.7 Form Element Option Page



### 5.7.1 Edit Form Element Option

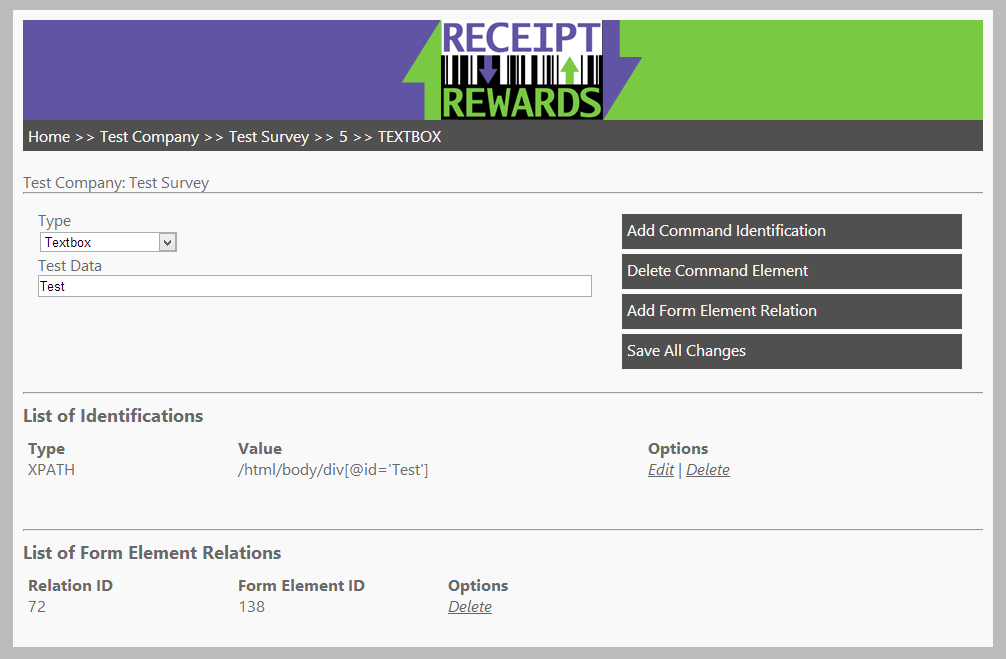




### 5.7.2 Delete Form Element Option



## 5.8 Command Element Page



### 5.8.1 Edit Command Element

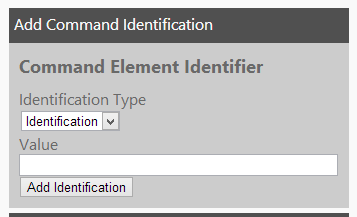




### 5.8.2 Delete Command Element



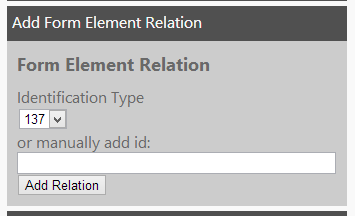
### 5.8.3 Add Command Element Identifier



### 5.8.4 List Command Element Identifier



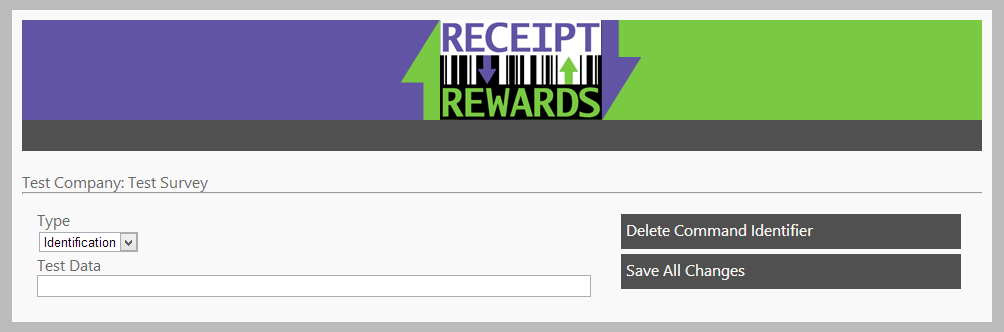
### 5.8.5 Add Command Form Element Relation



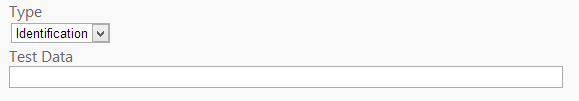
### 5.8.6 List Command Form Element Relation



## 5.9 Command Element Identifier Page



### 5.9.1 Edit Command Element Identifier





### 5.9.2 Delete Command Element Identifier



# 7 Frequently Asked Questions

## 7.1 I made a change, but the webpage didn’t update?

Sometimes after performing an insert, update or delete, the screen doesn’t refresh the content and just displays what was cached.

If this happens, simply perform click on the breadcrumb navigation of the current page, and it will perform a hard refresh of the content. Your changes should now be displayed correctly.

## 7.2 Are there any credentials need to use the Admin Site

Currently there are no credentials because the website is only hosted on local computers of the Administrators computers. However, if in the future the administrator site is put up on a public server, then yes, credentials will need to be added for security of the data.