INTAKE NSYNC FINAL BOOK

DECEMBER 16, 2024

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INTRODUCTION

Overview:

The **Intake NSYNC** Web Application addresses the challenges faced by Temple University's Information Science and Technology program in managing capstone project proposals. Previously, there was no dedicated platform for submitting project ideas, which created inefficiencies in connecting students with meaningful capstone opportunities. The lack of a centralized system limited the flow of proposals, making it difficult for faculty to identify and evaluate potential projects that could meet the program's standards. This gap also impacted the ability to build a reliable pipeline of capstone projects for future classes.

This web application streamlines the project proposal process by providing a structured, three-step workflow: submission, review, and approval. It supports clear communication and collaboration between clients, capstone coordinators, and reviewers. By introducing a user-friendly interface, the system makes it easier for clients to submit their project ideas while enabling coordinators and reviewers to assess these proposals efficiently. The application also offers transparency in the approval process by providing feedback on rejections and opportunities for resubmission, ensuring clarity and fairness in decision-making.

The system is designed to be scalable, accommodating the increasing number of project submissions each semester. It includes features such as role-based user access, workflow tracking, and notifications to keep users informed of their submission statuses. By improving the efficiency of managing project proposals, enhancing communication between stakeholders, and increasing the accessibility of the process, the Project Intake Web Application represents a significant advancement in the capstone program's ability to foster innovation and support student success.

MEETING MINUTES

Setting
Initial meeting to determine project structure and outline, gather a baseline for how we move forward.

Date, Time, and Location
February 4th, 2024 @ 3:00 PM Virtual

Client Participants
Jeet Shah [Jeet.Shah@Temple.edu]

Interview/Discussion

Question 1: Do you have any current application similar to this one which is used by your company on which we will build upon or will this application be from scratch?

Answer: No, currently, Temple does not have any existing applications for managing project proposals. This initiative aims to streamline the process as there's a lack of sufficient projects coming in. The platform is intended to provide clarity on the activities of Capstone, thus advancing our project management capabilities.

Question 2: What information is needed from proposals?

Answer: Proposals should include essential project details through a user-friendly form. The process involves three steps: submission, review, and approval/denial. Users, such as non-profits, should submit their project ideas. These submissions undergo review and, upon approval, are returned to the user. If denied, reasons for rejection are provided, allowing for resubmission. Projects can also be archived for reference.

Question 3: Are there general requirements proposals need to meet? If so, what should they be? Who approves the proposals?

Answer: Proposals are approved by CIS faculty at Temple University, based on role segregation. The system ensures coordinators have comprehensive access, reviewers can only assess submissions, and clients can solely submit proposals. General requirements include adherence to the submission process and meeting project standards set by the faculty.

Question 4: Is the application doing more than just intaking project proposals?

Answer: Yes, the application manages user access. Submission requests are restricted to .edu, .org, or .com (with company name) domains. External users undergo profile review by Capstone coordinators for access. The landing page features a login prompt, with immediate access for Temple users.

Question 5: How many submissions should we expect to be accepted and how frequently?

Answer: The number of accepted submissions varies based on system expansion. Initially, 20-30 applications are anticipated, potentially scaling to thousands. Users can submit multiple requests concurrently, but duplicate project names are flagged for caution.

Question 6: What responsibilities or actions should the user have access to? (Someone using the application.)

Answer: Users operate at three levels: clients (submit, view, browse), capstone coordinators (comprehensive access, reviewing, user management), and reviewers (assessing projects). Each level entails specific permissions, ensuring proper workflow management.

Question 7: Are there any budget constraints that we should keep in mind while we are developing this application?

Answer: The focus during development is primarily on user interface (UI) enhancements. Budget constraints are not a primary concern at this stage.

Question 8: What kind of projects are absolutely out of the question? Should the system be on the lookout for keywords to immediately deny a proposal?

Answer: While specific projects are not outlined as prohibitive, the system should prevent duplicate submissions. Basic validation, such as project ID generation, is essential. Moreover, maintaining a workflow history ensures project integrity.

Question 9: Who are we targeting in the public eyes? Are we trying to get just the people of our profession or anyone can submit a project?
Answer: The application targets a broad audience, with submissions open to anyone within specified domains (.edu, .org, .com). However, adherence to domain requirements is essential to ensure project relevance.

Question 10: Would like to see a map of how this form and everything will work in upcoming weeks.

Answer: A roadmap detailing the application's functionalities and workflow will be provided in the upcoming weeks to facilitate understanding and implementation.

STATEMENT OF WORK

Overview / Executive Summary:

The goal of Temple University's Project Intake Web Application is to expedite the project proposal process for students studying information science and technology. Since Temple does not currently have a platform specifically for project submissions, an effective mechanism that enables people to submit project ideas, have them reviewed, and have them approved is required. By streamlining the submission, review, and approval procedures, the online application will improve capstone project visibility and communication.

Current System:

Currently, Temple University does not have a dedicated system for submitting capstone project proposals. The lack of a centralized platform has resulted in a limited flow of project ideas, posing a challenge for instructors to identify individuals with problems that could be addressed through a capstone project. This has also impacted the ability to meet the demand for capstone projects in future classes.

System Goals:

1. Facilitate a streamlined three-step process for project proposal submission, review, and approval.
2. Increase the number of project submissions by providing a user-friendly platform.
3. Enhance communication between clients, capstone coordinators, and reviewers.
4. Provide transparency in the approval process, including reasons for denials and opportunities for resubmission.

System Users:

- Client
- Capstone Coordinator
- Reviewer

Scope of Work:

- User authentication and profile management
- Manage proposals from a database
- Project Dashboard

Possible Features:

1. Tracking history of workflow.
2. Notification system for the users on their submission status.
3. Map of the project intake process for visual representation for the user.

Expected Benefits:

1. Increased efficiency in handling project proposals.
2. Improved communication and transparency in the project approval process.
3. Higher submission rates from clients, leading to a more extensive pool of capstone projects.

Effect of Time in the Proposed System:

The system will be designed to accommodate changes in data as new projects are submitted each semester. It should provide flexibility for scalability as the number of project submissions grows.

Timeline

Analysis Phase (semester 1):

- Project Team will provide Client with various requirements gathering and analysis documents throughout the entire semester
- Client will review all documents, and answer questions in a timely basis
- Each document will further define the requirements of the system

Design Phase (semester 1):

- Team will move from analysis to design, building screens and other user interface items
- Client will review all documents and provide feedback

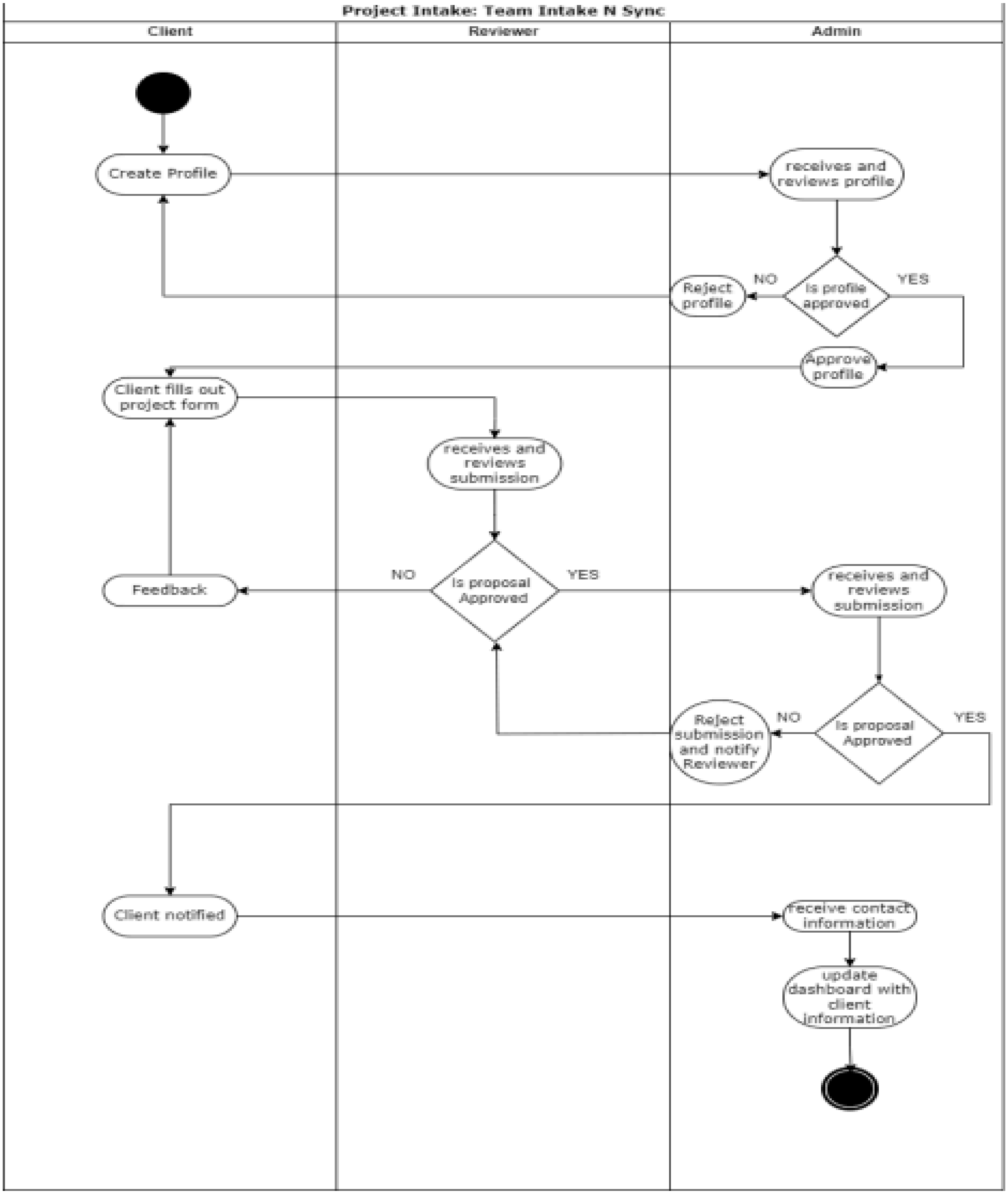
Build Phase (semester 2):

- Team will work in 7 iterations, or sprints, to develop the software
- Client will review the software and be required to devote time to testing after each phase
- Teams will also test via a defined Quality Assurance and Testing Plan

Implementation Phase (semester 2):

- Team will fully document the system via a User Manual and a Support Manual
- Team will move the software from a development, to QA, to production environment
- Team will train main users
- Client will sign off.

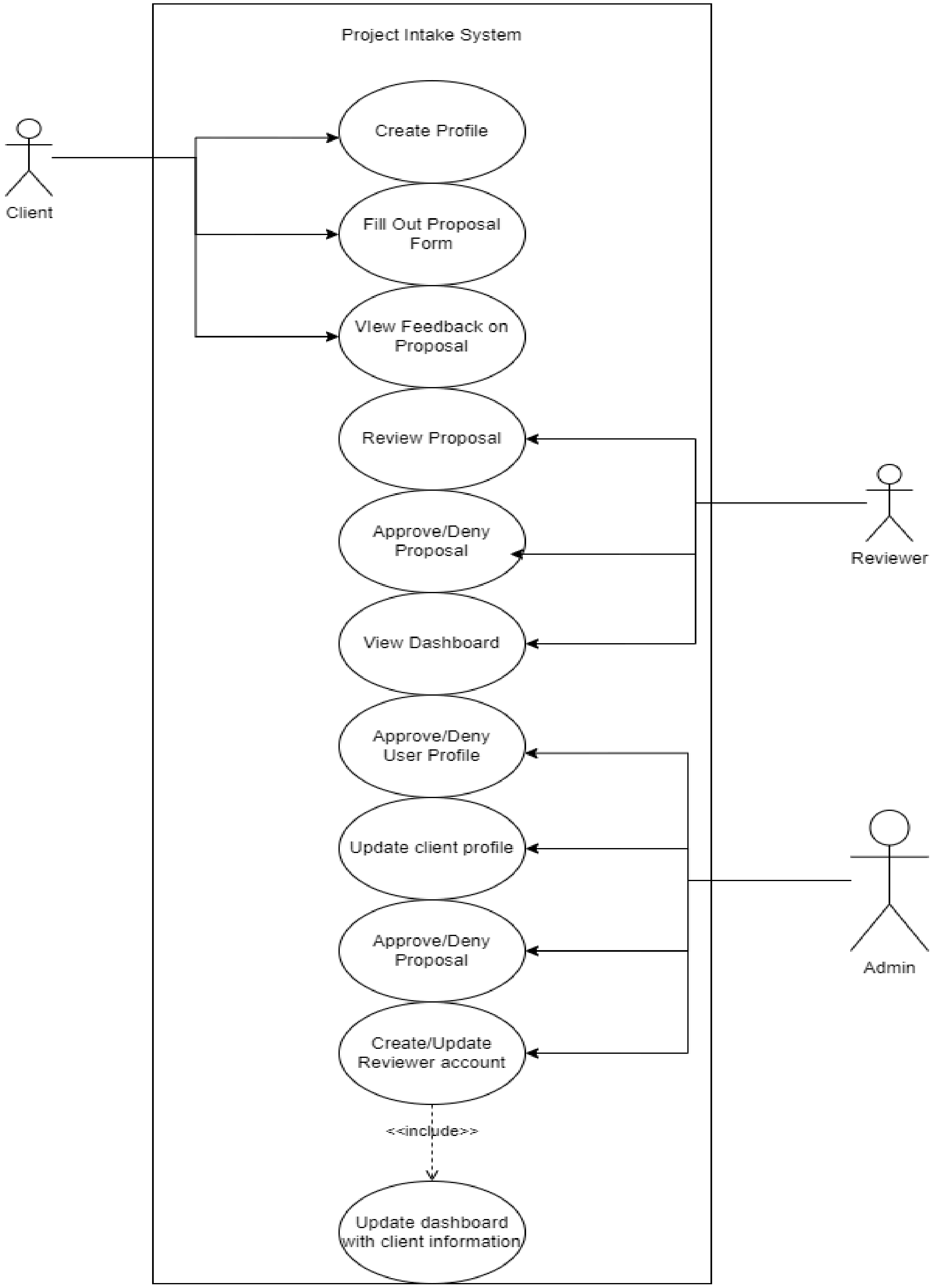
ACTIVITY DIAGRAM



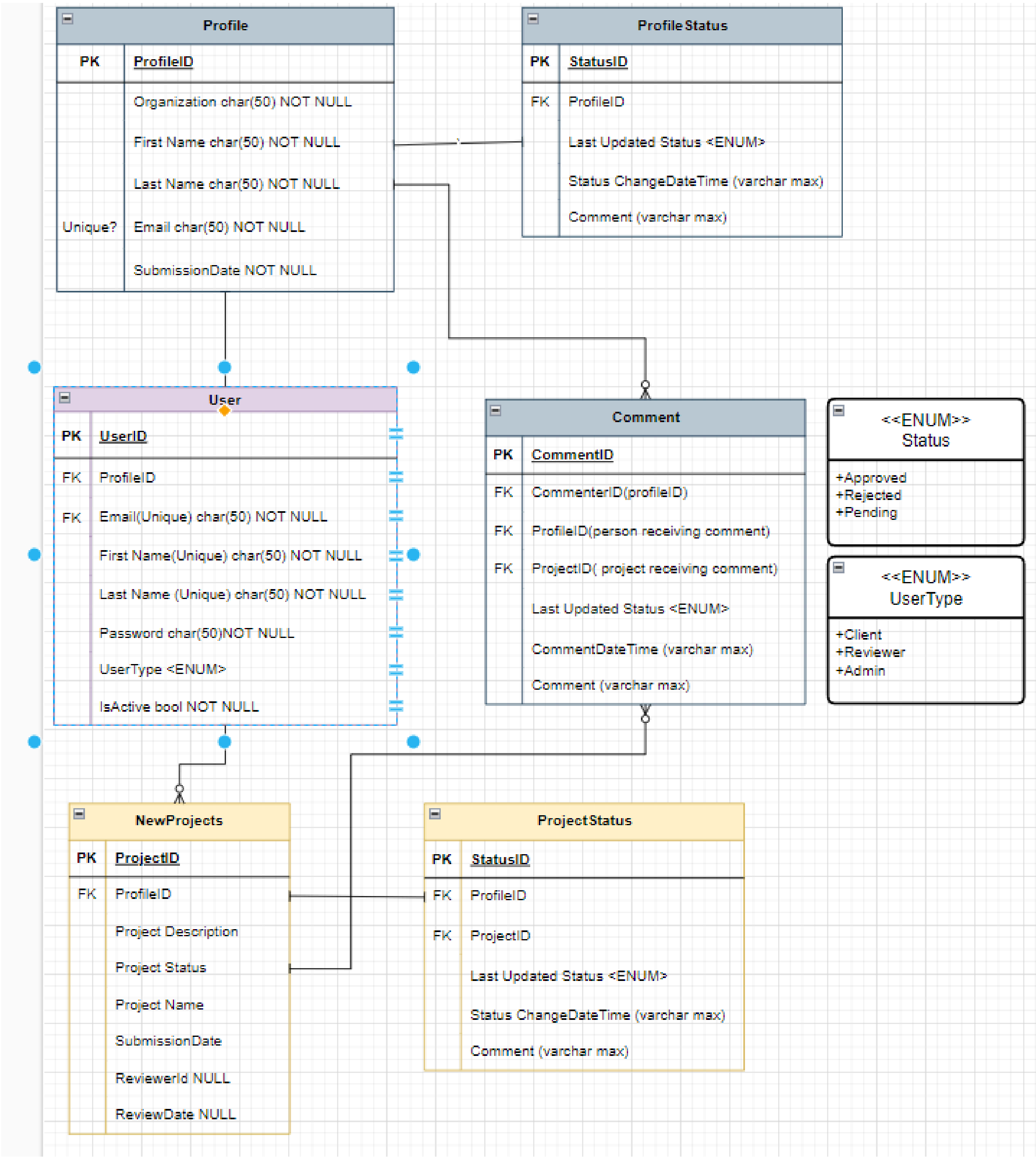
USER STORIES

ID	Theme	As a/an [user type]	I want to [do something]	So that [benefit]
1	Submission	Client	I want to propose a project	So that I can get it reviewed
2	Submission	Client	I want to propose a project	So that I can get it approved begin
3	Submission	Client	I want to propose a project	So that I can talk to the reviewer and admin
4	Sign-Up	Client	I want to signup for the webstie	So that I have access to the project intake application
5	Dashboard	Client	I want to log into the dashboard	So that I can make new project proposals
6	Dashboard	Client	I want to log into the dashboard	So that I can view my current propject proposal status.
7	Dashboard	Client	I want to view the dashboard	So that I can view all the approved projects
8	Dashboard	Client	I want to view the dashboard	So that I can view the feedback on my project proposal
9	Dashboard	Client	I want to view project form	So that I can make any changes if needed
10	Dashboard	Client	I want to submit my project proposal through the application	So that it can be reviewed efficiently
11	Dashboard	Client	I want to receive notifications about the status of my proposal.	So that I can stay informed
12	Dashboard	Client	I want to edit my proposal based on feedback	So that I can increase chance of approval.
13	Dashboard	Client	I want to watch a history of my submissions	So that I can track the projects feedback.
14	Review	Reviewer	I want to review a proposed project	So that I can approve a project and send it to the admin
15	Review	Reviewer	I want to review a proposed project	So that I can deny it and send it back to the client for review
16	Dashboard	Reviewer	I want to have a secure login	So that I can protect sensitive information
17	Dashboard	Reviewer	I want to view dashboard for proposal statuses	So that I can have a quick overview.
18	Dashboard	Reviewer	I want to be able to search and filter proposals	So that I can easily find specific projects.
19	Dashboard	Reviewer	i want to view Client contacts	So I can send the feedback after its deny
20	User Profiles	Admin	I want to see all client created profiles	So that I can review them
21	User Profiles	Admin	I want to see all client created profiles	So that I can approve profiles
22	User Profiles	Admin	I want to see all client created profiles	So that I can deny profiles
23	Proposal Review	Admin	I want to see all reviewed proposals	So that I can give them the final green-light
24	Proposal Review	Admin	I want to see all reviewed proposals	So that I can deny them in the final stage
25	Dashboard	Admin	Want to receive client's contact information	So I can get in contact with the client
26	Dashboard	Admin	Want to update dashboard with client info	So I can keep client's information up to date
27	Dashboard	Admin	Want to view dashboard with client's info	So I can easily see multiple clients' information

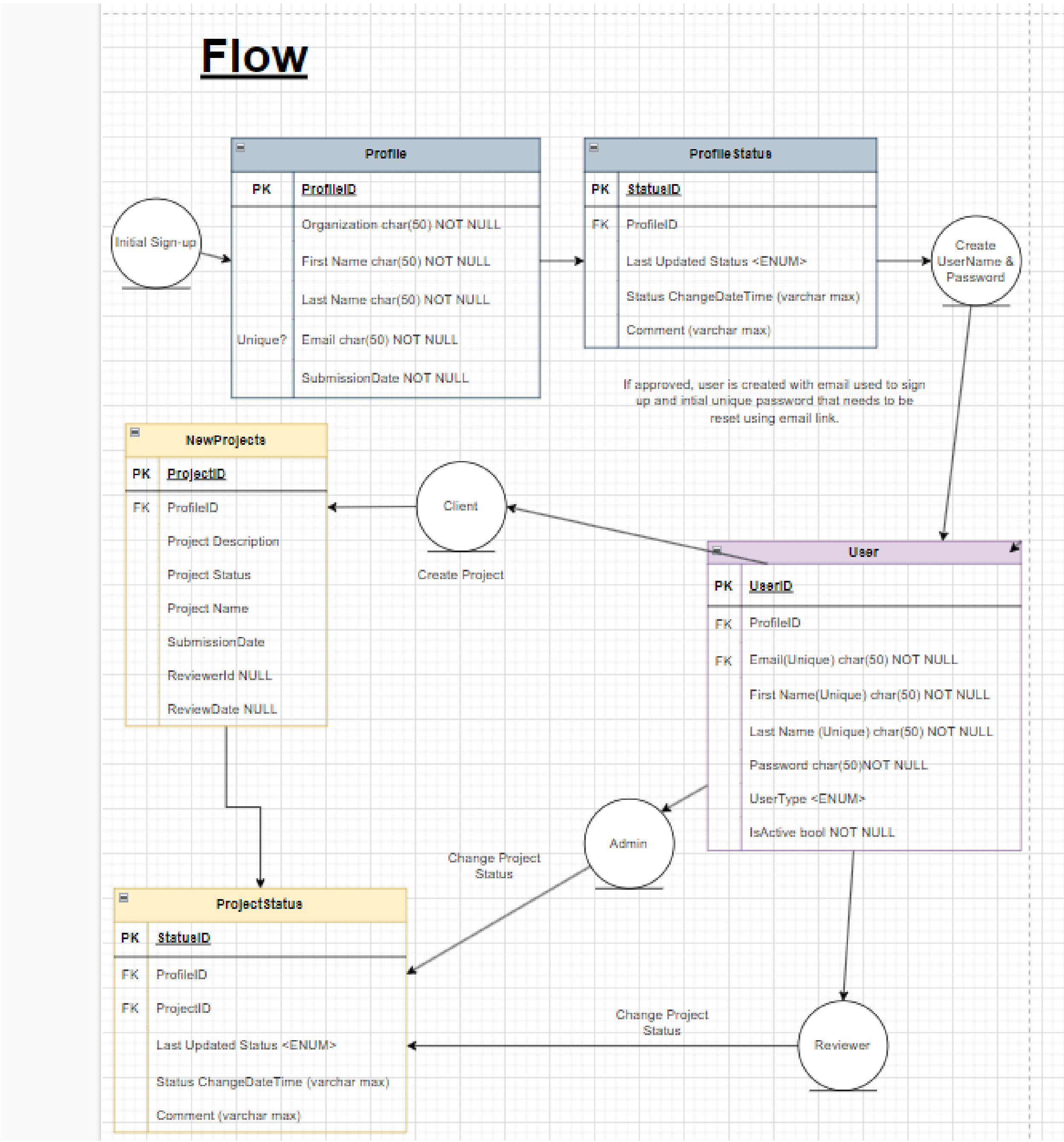
USE CASE DIAGRAM



DATA MODEL


Profile
PK ProfileID
Organization char(50) NOT NULL
First Name char(50) NOT NULL
Last Name char(50) NOT NULL
Unique? Email char(50) NOT NULL
SubmissionDate NOT NULL
ProfileStatus
PK StatusID
FK ProfileID
Last Updated Status <ENUM>
Status ChangeDateTime (varchar max)
Comment (varchar max)
User
PK UserID
FK ProfileID
FK Email(Unique) char(50) NOT NULL
First Name(Unique) char(50) NOT NULL
Last Name (Unique) char(50) NOT NULL
Password char(50)NOT NULL
UserType <ENUM>
IsActive bool NOT NULL
Comment
PK CommentID
FK CommenterID(profileID)
FK ProfileID(person receiving comment)
FK ProjectID(project receiving comment)
Last Updated Status <ENUM>
CommentDateTime (varchar max)
Comment (varchar max)
<<ENUM>>
Status
+Approved
+Rejected
+Pending
<<ENUM>>
UserType
+Client
+Reviewer
+Admin
NewProjects
PK ProjectID
FK ProfileID
Project Description
Project Status
Project Name
SubmissionDate
ReviewerId NULL
ReviewDate NULL
ProjectStatus
PK StatusID
FK ProfileID
FK ProjectID
Last Updated Status <ENUM>
Status ChangeDateTime (varchar max)
Comment (varchar max)

DATA FLOW


Flow
Initial Sign-up
Profile
PK ProfileID
Organization char(50) NOT NULL
First Name char(50) NOT NULL
Last Name char(50) NOT NULL
Unique? Email char(50) NOT NULL
SubmissionDate NOT NULL
Profile Status
PK StatusID
FK ProfileID
Last Updated Status <ENUM>
Status ChangeDateTime (varchar max)
Comment (varchar max)
Create UserName & Password
If approved, user is created with email used to sign up and intial unique password that needs to be reset using email link.
NewProjects
PK ProjectID
FK ProfileID
Project Description
Project Status
Project Name
SubmissionDate
ReviewerId NULL
ReviewDate NULL
Client
Create Project
User
PK UserID
FK ProfileID
FK Email(Unique) char(50) NOT NULL
First Name(Unique) char(50) NOT NULL
Last Name (Unique) char(50) NOT NULL
Password char(50)NOT NULL
UserType <ENUM>
IsActive bool NOT NULL
Admin
Change Project Status
ProjectStatus
PK StatusID
FK ProfileID
FK ProjectID
Last Updated Status <ENUM>
Status ChangeDateTime (varchar max)
Comment (varchar max)
Change Project Status
Reviewer

SPRINT PLANS

Sprint Plan 1:

Week 1:

1. Connect to Database
   a) Owner: Everyone
   b) Deadline: Wednesday, September 11, 2024
   c) Details: Ensure all team members successfully connect to the database on campus.
2. Github Commits
   a) Owner: Everyone
   b) Deadline: Wednesday, September 11, 2024
   c) Details: Establish GitHub trunk branches for streamlined version control and making sure everyone can commit.
3. Set Up Project
   a) Owner: Abhijay & Johnson
   b) Deadline: Wednesday, September 11, 2024
   c) Details: Set up the project structure using MVC, .NET Core Razor Pages, and SOAP services.
4. Database Table Review
   a) Owner: Everyone
   b) Deadline: Wednesday, September 11, 2024
   c) Details: Collaborate with the team to design and set up the initial database tables.
5. Sign In/Up Front End
   a) Owner: Carlos & Neel
   b) Deadline: Sunday, September 15, 2024
   c) Details: Develop a basic MVP user interface for the front-end specifically the sign in/sign up pages

Week 2:

1) Continue refining the MVP user interface.
   a) Owner: Carlos & Neel
   b) Deadline: Sunday, September 22, 2024
   c) Details: Continue developing basic MVP user interface and connect to backend
2) Implement backend functionality for user authentication, including:
   a) Owner: Everyone
   b) Deadline: Sunday, September 22, 2024
   c) Details: Sign-up validation requires a professional email domain (e.g., .edu, .org, etc.). Delay the creation of organization profiles for review and approval by faculty.

3) Create classes for the three user roles: Admin, Reviewer, and Client.
    a) Owner: Everyone
    b) Deadline: September 22, 2024
    c) Details: Classes will define properties to each role for the application.
4) Develop some stored procedures aligned with the database table structure.
    a) Owner: Johnny and Abhijay
    b) Deadline: Friday, September 22, 2024
    c) Details: Collaborate with the team to create the stored procedures according to the tables and database schema..

Sprint Plan 2

Week 3:

1. Fully create client and admin Front-End pages
    a) Owner: Everyone
    b) Deadline: Sunday, September 29, 2024
    c) Details: Have a client meeting discussing current progress and future updates.
2. Creating an Account Page will be able to add users to the database.
    a) Owner: Johnson, Shubh and Abhijay
    b) Deadline: Sunday, September 29, 2024
    c) Details: Finish Shibboleth setup
3. Get All Front-End Pages Set Up
    a) Owner: Neel, Carlos, and Johnny.
    b) Deadline: Sunday, September 29, 2024
    c) Details: Create all the necessary front-end templates which connect to each other and add any necessary buttons or links as we go.
4. Connecting Front-End to the Back-End
    a) Owner: Everyone
    b) Deadline: Wednesday, September 29, 2024
    c) Details:Get the dashboard and login/create account pages connected to the back-end.

Week 4:

1) Continue Shibboleth.
    a) Owner: Johnson, Shubh and Abhijay
    b) Deadline: Sunday, October 6, 2024
    c) Details: Finish Shibboleth setup.
2) Implement backend functionality for user authentication, including:
    a) Owner: Johnson, Shubh and Abhijay
    b) Deadline: Sunday, September 22, 2024
    c) Details: Sign-up validation requires a professional email domain (e.g., .edu, .org, etc.). Delay the creation of organization profiles for review and approval by faculty.
3) Continue setting up the Front-End Pages

d) Owner: Neel, Carlos, and Johnny.
e) Deadline: Sunday, September 29, 2024
f) Details: Create all the necessary front-end templates which connect to each other and add any necessary buttons or links as we go.

Sprint Plan 3

Week 5:

1. Fully create client and admin Front-End pages
   a) Owner: Johnny, Carlos, and Neel
   b) Deadline: Sunday, October 13th, 2024
   c) Details: All Front-End pages will be model bound and have a full template set up so that the Back-End group can plot data from the database.
2. Creating an Account Page will be able to add users to the database.
   a) Owner: Johnson, Shubh and Abhijay
   b) Deadline: Sunday, October 13th, 2024
   c) Details: Finish Shibboleth setup
3. Fully create dashboard Front-End
   a) Owner: Neel, Carlos, and Johnny.
   b) Deadline: Sunday, October 13, 2024
   c) Details: Dashboard will have the user's picture name, and links to different pages.
4. Dashboard should only be populated by the user type. (Back-End)
   a) Owner: Johnson, Shubh, and Abhijay
   b) Deadline: Wednesday, October 16, 2024
   c) Details: Dashboard will have data and link for the user type. Like if it is a client then they will have a link to create a project proposal.

Week 6:

1) Functionality for admin profiles and projects page
   a) Owner: Johnny, Johnson, and Abhijay
   b) Deadline: Sunday, October 20, 2024
   c) Details: Once the tables are populated, allow the admin to sort the tables for profiles and projects. Admin can approve or deny profiles or projects and the database is updated
2) Front-End → Add better CSS for Admin tables(gridview)
   a) Owner: Neel, Carlos, and Johnny
   b) Deadline: Sunday, October 20, 2024
   c) Details: table should be user-friendly and have a nice colorway.
3) Front-End → Fix styling and how we present the page to end-user
   d) Owner: Neel, Carlos, and Johnny.
   e) Deadline: Sunday, October 20, 2024
   f) Details: Present the data differently as the client wants.

Sprint Plan 4

Week 7:

1. User Authentication and Create Account
    a) Owner: Abhijay
    b) Deadline: Thursday, October 24, 2024
    c) Details: Complete user authentication and create accounts for users.
2. Create Project Form for Client
    a) Owner: Johnson
    b) Deadline: Thursday, October 24s, 2024
    c) Details: All information will be inserted into the database. Name, Dates, description, and status.
3. Pull Profile Information for Admin Dashboard
    a) Owner: Carlos
    b) Deadline: Wednesday, October 23, 2024
    c) Details: Will pull data from the database for user profiles that have not been approved. This will be displayed on the admin dashboard.
4. Client Dashboard
    a) Owner: Johnson Chieu
    b) Deadline: Wednesday, September 11, 2024
    c) Details: create a client dashboard where they can create projects, view their reviewed project and read comments.

Week 8:

1) Change Color/Size for Failed User Login
    a) Owner: Shubh
    b) Deadline: Sunday, November 30th, 2024
    c) Details: Change color to make failed login text easier to see.
2) Admin profile page, Admin Profile and Project approve/deny functionality
    a) Owner: Johnny
    b) Deadline: Sunday, Nov 3, 2024
    c) Details: View details page for admin profile view, approve/deny function for admin
3) Client pages → Edit Project, View Profile, View Project Status-Read Comments view history
    a) Owner: Johnson Chieu & his cat
    b) Deadline: Nov 3, 2024
    c) Details: will create front-end pages for clients to view and get data from the backend database

Sprint Plan 5

Week 9:

1. Edit Admin Profile
    a) Owner: Carlos Chavez
    b) Deadline: Thursday, November 7, 2024
    c) Details: Complete functionality and front end for admin to edit their profile
2. Sort and Filter Options for Tables
    a) Owner: Abhijay
    b) Deadline: Friday, November 8, 2024
    c) Details: Ability to allow administrator to sort and filter through profiles AND projects based on certain criteria
3. Sort and Filter Options for Tables
    a) Owner: Abhijay
    b) Deadline: Friday, November 8, 2024
    c) Details: Ability to allow administrator to sort and filter through projects based on certain criteria
4. Admin profile page, Admin Profile and Project approve/deny functionality
    a) Owner: Johnny
    b) Deadline: Friday, November 8, 2024
    c) Details: Finish controller to allow admin to approve or deny profiles and projects

5. Edit Project & View Profile for Clients
    a) Owner: Johnson Chieu
    b) Deadline: November 8, 2024
    c) Details: finish controllers to send data from front end to database

Week 10:

1) Change Color/Size for Failed User Login
    a) Owner: Shubh
    b) Deadline: Friday, November 15th, 2024
    c) Details: Change color to make failed login text easier to see.
2) Admin profile page, Admin Profile and Project approve/deny functionality
    a) Owner: Johnny
    b) Deadline: Friday, November 15th, 2024
    c) Details: View details page for admin profile view, approve/deny function for admin
3) Front-end for reviewer user path
    a) Owner: Entire Team
    b) Deadline: Friday, November 19th, 2024
    c) Details: Create the front-end pages for the reviewer user path.

Sprint Plan 6

Week 11:

1. Fix minor bugs from admin account
    a) Owner: Johnson Chieu
    b) Deadline: Thursday, November 22nd, 2024
    c) Details: fixing issues when it comes to editing projects/profiles
2. Fix minor bugs from client account
    a) Owner: Abhijay
    b) Deadline: Friday, November 22nd, 2024
    c) Details: Fixing issues where the project status does not change to pending after editing
3. Final Front-End styling
    a) Owner: Abhijay
    b) Deadline: Friday, November 22, 2024
    c) Details: User-friendly interface

Week 12:

d) Publish the Project to Temple Server
a) Owner: Johnson Chieu
b) Deadline: Wednesday, November 27th, 2024
c) Details: Change color to make failed login text easier to see.
d) Convert AJAX → C# code
    i) Owner: Johnson Chieu & Abhijay
    ii) Deadline: Friday, November 29th, 2024
    iii) Details: Syllabus said we need to create usable C# code.
e) Review publish version workflow after finishing up minor bugs/ styling
    i) Owner: Entire Team
    ii) Deadline: Friday, November 29th, 2024
    iii) Details: Reviewing our workflow for three user types.

EXECUTED TEST PLANS

Executed Test Plan 1

Test Objective(s): Project and Environment Setup
Test Date Created: September 10, 2024
Test Date Completed: September 23, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Ensure all team members successfully connect to the database on campus	Connect to Database.	Everyone is connected to the database	Everybody was able to connect to the database.	Pass
2	Establish GitHub trunk branches for streamlined version control and making sure everyone can commit.	Setup branches on github	Branches are set up on github..	Github branches were created successfully and everyone was able to commit without merge conflicts.	Pass
3	Set up MVC project in Visual Studio	Create a Project in Visual Studio.	The project is set up and is up on github for all group members to have access.	Created MVC project successfully.	Pass

Person Responsible: Everyone
Test Objective(s): Collaborate with the team to design and set up the initial database tables.
Test Date Created: September 10, 2024
Test Date Completed: September 11, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Collaborate with the team to design and set up the initial database tables.	Review DB table schema	Tables approved and designed.	Successful, tables were created, will add more as needed	Pass
2	Create classes relating to the data tables.	Review Class and DB table	Class and DB Table align together.	Successful classes are created to match the database table.	Pass
3	create the stored procedures according to the tables and database schema.	Design stored procedures using db schema.	Stored Procedures are functional.	Successful, Stored procedures were created, will add more as needed	Pass

Person Responsible: Carlos and Neel
Test Objective(s): Develop a basic MVP user interface for the front-end specifically the sign in/sign up pages
Test Date Created: September 10, 2024
Test Date Completed: September 15, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	User signs up with an email with domain .edu, .org etc	Enter valid details for username, password. And submit the form	Application accepts the sign up request.	Carrying over	

2	User signs up with an email with domain .edu, .org etc	Invalid credentials	Application rejects the sign up request.		
3	Faculty reviews the application request	Approves the profile submitted.	Profile is activated.		
4	Setup shibboleth	Setup and connect shibboleth.	Back end sign in setup.	Undergoing preparations to set up shibboleth.	Carrying over

Person Responsible: Everyone
Test Objective(s): Create classes for the three user roles: Admin, Reviewer, and Client.
Test Date Created: September 10, 2024
Test Date Completed: September 22, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Create Admin class	Have all necessary properties for admin	Admin properties can be manipulated	Changed our plan to just have one class and have different types of users in that class.	Pass
2	Create Reviewer class	Have all necessary properties for reviewer	Reviewer properties can be manipulated		
3	Create Client class	Have all necessary properties for client	Client properties can be manipulated		

Executed Test Plan 2

Person Responsible: Everyone
Test Objective(s): Project and Environment Setup
Test Date Created: September 23, 2024
Test Date Completed: September 30th 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Create Front-End pages for dashboard, login, and sign up.	Create Pages	All the necessary pages are created successfully	We finish front-end pages for login, sign up, and dashboard	Pass
2	Connect all the pages with one another.	Make the buttons and the link working.	All the pages are connected to each other.	Yes we were able to connect all the pages with each other.	Pass
3	Connect the front-end pages to the back-end.	Be able to add all account informations from front-end to the database	Pages and its fields are connected to the corresponding function in the back-end.	We only did the log in part. We weren't able to finish create account page and dashboard.	Partially Passed

Person Responsible: Everyone
Test Objective(s): Database Integration
Test Date Created: September 23, 2024
Test Date Completed: September 30th, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Front-End pages can get data from database tables	Database data can be shown on the pages	Pages can show the data on the page	Only the login page is pulling from database	Partial Pass/ Will be carried over for next plan
2	Front-End shows the correct data from the tables	Pages gets the correct data from database	Pages display correct and up-to-date data.	Not yet tested	Carried over for next plan
3	Front-End pages can manipulate datatable data	Pages can change data in the database	Changes reflect correctly in the database.	Not yet tested	Carried over for next plan

Person Responsible: Abhijay, Shubh and Johnson
Test Objective(s): Develop a basic MVP user interface for the front-end specifically the sign in/sign up pages
Test Date Created: September 23, 2024
Test Date Completed: September 30th, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	User signs up with an email with domain .edu, .org etc	Enter valid details for username, password. And submit the form	Application accepts the sign up request.	Valid credentials from database will be authenticated	Pass

2	User signs up with an email with domain .edu, .org etc	Invalid credentials	Application rejects the sign up request.	Invalid credentials is denied authentication	Pass
3	Faculty reviews the application request	Approves the profile submitted.	Profile is activated.	Not tested yet	Carried for next test plans
4	Setup shibboleth	Setup and connect shibboleth.	Back end sign in setup.	Shibboleth is set up and working	Pass

Executed Test Plan 3:

Person Responsible: Everyone
Test Objective(s): Project and Environment Setup
Test Date Created: October 7, 2024
Test Date Completed: October 15th, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Fully create client and admin Front-End pages.	Modify the Design	Users can successfully create accounts, log in, and new data is stored in the database.	Mostly complete, minor details missing.	Pass
2	Creating an Account Page will be able to add users to the database.	Make the API and use DB Connection class to add users	All fields are correctly inserted into the database..	Create Account authentication ran into issues, will be pushed to next week.	Fail

3	Fully create dashboard Front-End	Edit styling of the dashboard.	Dashboard will show user data and only information that the usertype is allowed to see.	Completed	Pass
4	Dashboard should only be populated by the user type. (Back-End)	Edit Gridview /html table	Dashboard will only show what it's required by the user-type	Mostly complete, minor details missing.	Pass

Person Responsible: Everyone
Test Objective(s): Database Integration
Test Date Created: October 7th, 2024
Test Date Completed: October 15th, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Functionality for admin profiles and projects page	Login as admin	The admin should log in and have access only to the features and information they are authorized to see. For instance, they should be able to view all newly created profiles and have the ability to approve or deny them.	Profile page functionality still needs to be worked on.	Fail/Carry over

2	Front-End → Add better CSS for Admin tables(gridview)	Pages gets the correct data from database	Pages show data from the database	Pages show database data	Pass
3	Front-End pages can manipulate datatable data	Pages can change data in the database	Changes reflect correctly in the database.	Still in the works	Fail/Carry over

Person Responsible: Abhijay, Shubh and Johnson
Test Objective(s): Develop a basic MVP user interface for the front-end specifically the sign in/sign up pages
Test Date Created: October 7th, 2024
Test Date Completed: October 15th, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Faculty reviews the application request	Approves the profile submitted.	Profile is activated.	Carried Over	Fail/Carry over
2	Form Validation on Sign-Up Page (Front-End)	Validate all required fields on the sign-up page.	Submit the form with missing or incorrect data (e.g., empty email or invalid password format).	Completed, minor tweaking needed	Pass
3	User logs out from the system	Click on the logout button on the dashboard.	The system should terminate the user session and redirect to the login page.	Need to be carried over	Carry over

4	Users can update their profile information.	Modify profile fields (e.g., name, email) and submit changes.	The changes should be saved in the database and reflected in the user's profile page.	Carry over	Carry over

Executed Test Plan 4:

Person Responsible: Everyone
Test Objective(s): User Authentication, Create Account, Front-End and Back-End Functionalities
Test Date Created: October 21, 2024
Test Date Completed: October 26, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Complete User Authentication and Create Accounts for Users	Implement user registration and login functionalities using APIs and database integration.	All client and admin cshtml file are created	All client and admin cshtml file are created	Passed
2	Create Project Form for Client	Use form to input name, dates, description, and status.	Using Restful API we will be able to add new user to the Profile database	Using Restful API we will be able to add new user to	Passed

		Validate fields for correct data entry.	table.	the Profile database table.	
3	Pull Profile Information for Admin Dashboard	Retrieve and display unapproved user profiles on the admin dashboard..	Dashboard shows the correct pending profiles.	Dashboard shows the correct pending profiles.	Passed
4	Client Dashboard with Project Creation and Review Features	Create a dashboard to allow clients to submit projects, view reviews, and read comments.	Clients can manage projects, view reviews, and comments without issues.	Clients can manage projects, view reviews, and comments without issues.	Passed

Person Responsible: Everyone
Test Objective(s): Front-end Pages
Test Date Created: October 21, 2024
Test Date Completed: October 26, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Change Color/Size for Failed User Login Feedback	Modify front-end design to adjust color and size of error messages.	Error message becomes easily visible to users.	Error message becomes easily visible to users.	Passed
2	Admin Profile Page and Approve/Deny Functionality	Create an admin profile page that allows profile approval or	Admin can approve/deny profiles and changes are reflected in the	Admin profile page created but functionality not working	Fail/Carry over

		denial.	database.	yet	
3	Client Pages – Edit Project, View Profile, View Project Status, and Comments	Implement client-facing pages to allow project editing, profile viewing, and status tracking	All functionalities retrieve and display correct data from the backend.	Can View profile, view project status, and comments. Cannot edit project yet.	Passed

Executed Test Plan 5

Person Responsible: Everyone
Test Objective(s): Project and Environment Setup
Test Date Created: November 4, 2024
Test Date Completed: November 8, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Ensure admin profile edit functionality works correctly.	Log in as admin, navigate to profile page, edit profile details, and save changes.	Changes to the profile are saved and displayed correctly upon refresh.	It saves and refreshes when editing the profile status.	pass
2	Verify sorting and filtering functionality on profiles and projects tables.	Use sorting and filtering options on the profiles and projects tables as an administrator.	Tables display correctly sorted or filtered results based on selected criteria.	Tables display correct information when using filter functionality	Pass
3	Test approval and denial functionality for profiles and projects.	Login as admin, access approval page, and attempt to approve and deny various profiles and	Profiles and projects are correctly marked as approved or denied, with changes	Projects and profiles are correctly marked after changing status	Pass

		projects.	reflected in the database.		

Person Responsible: Everyone
Test Objective(s): Collaborate with the team to design and set up the initial database tables.
Test Date Created: November 4, 2024
Test Date Completed: November 8, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Check UI updates for failed login message visibility.	Attempt to log in with incorrect credentials and observe the visibility of the failure message.	Failed login messages are easily visible due to updated color and size.	When you type incorrect information it will notify you clearly that it is incorrect.	pass
2	Verify the new front-end pages for the reviewer path.	Log in as a reviewer and navigate through the reviewer-specific pages.	Reviewer pages display correctly, with functional navigation and intended features.	The reviewer user does not go to admin pages anymore	pass

Executed Test Plan 6

Person Responsible: Everyone
Test Objective(s): Project and Environment Setup
Test Date Created: November 18, 2024
Test Date Completed: November 22, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail

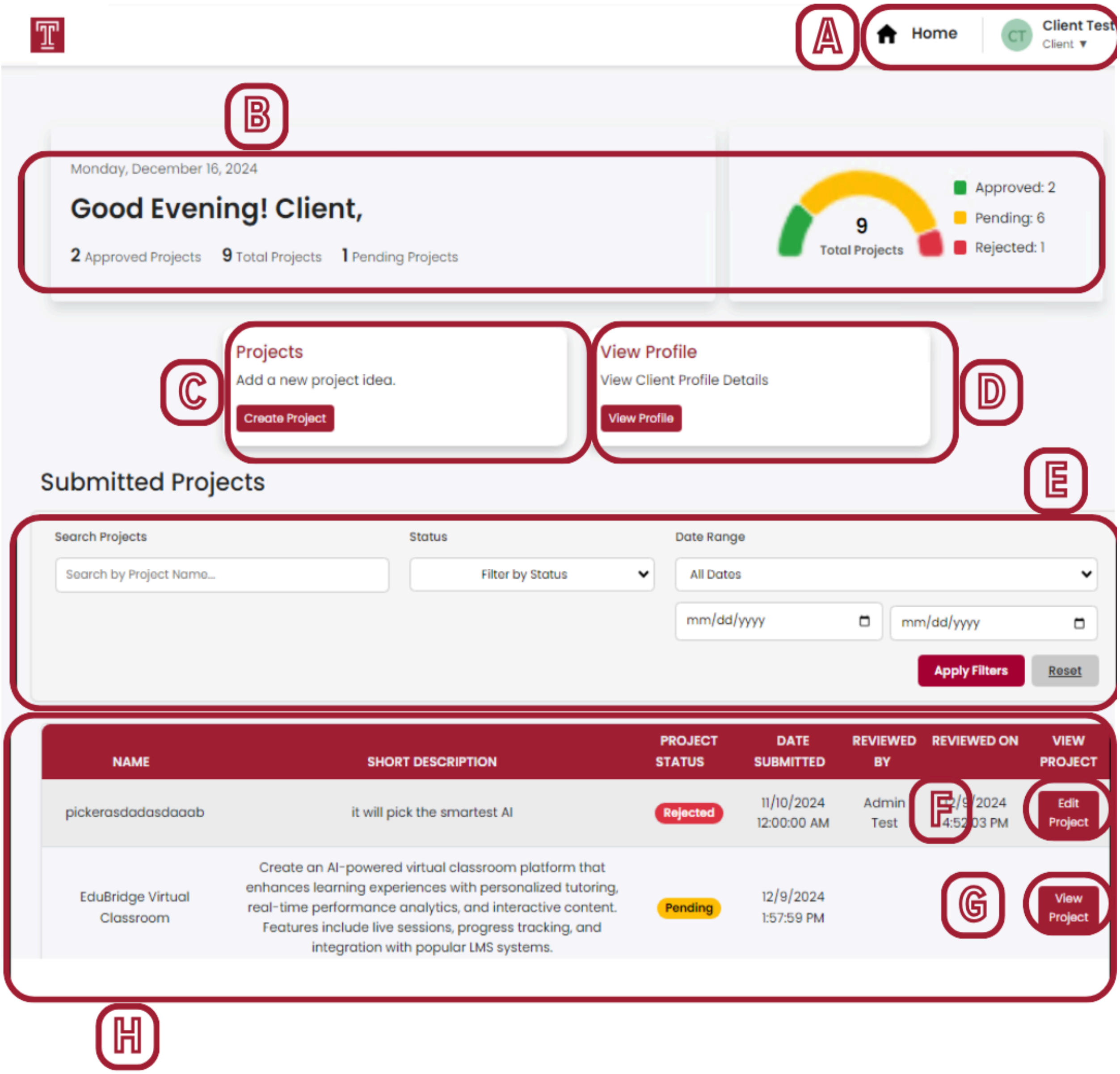
1	Fix minor bugs from admin account	Login as admin, navigate through the admin account	Correct workflow without any bugs	No more bugs	Pass
2	Fix minor bugs from client account	Login as Client, navigate through the Client account	Correct workflow without any bugs	No more bugs	Pass
3	Final front-end styling	Work on styling to make our web application more user-friendly.	Interface being easier to use for end-user	90% of pages have styling finalized	Pass

Person Responsible: Everyone
Test Objective(s): Collaborate with the team to design and set up the initial database tables.
Test Date Created: November 18, 2024
Test Date Completed: November 22, 2024

Item No.	Test Condition	Action/Input	Expected Results	Actual Result	Pass/Fail
1	Conversion AJAX Code to C# Code	Every code has to be in usable C# code	Failed login messages are easily visible due to updated color and size.	Code not converted	Pass
2	Publish Project to Temple University's Server and Review Workflow afterwards	Publish the application and review workflow.	All styling and workflow works perfectly fine without bugs	Project will be published after final review	Pass

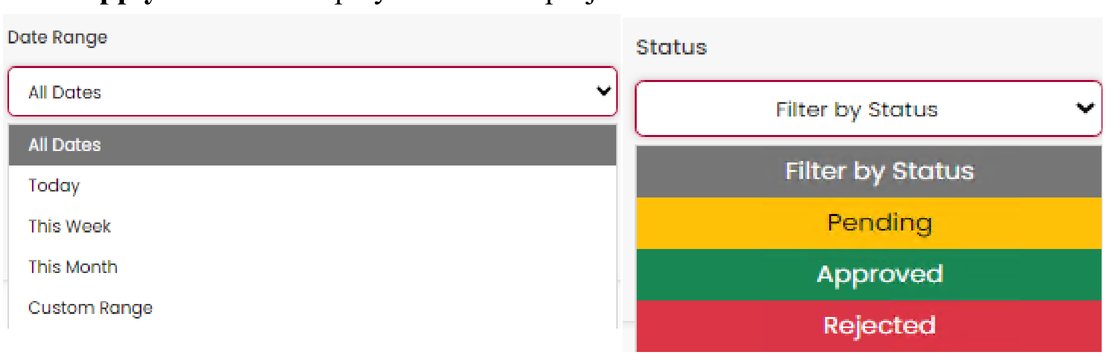
USER MANUAL

Client Dashboard



The **Client Dashboard** is the central interface for clients to manage projects and view profile details. Below is a guide to the updated dashboard features:

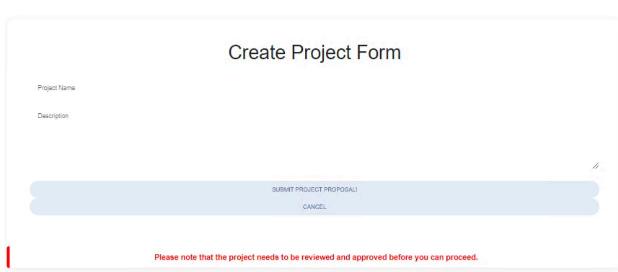
1. **Navigation Menu (Section A)**
    - Located at the top-right corner of the page, the navigation menu includes:
        - **Home:** Click this to return to the Client Dashboard.
        - **Dropdown Menu:** Clicking the client name reveals two options:
            - **Edit Profile:** Opens the page to view your profile details (clients cannot edit; contact the administrator for changes).
            - **Logout:** Logs you out of the system securely.
2. **Dashboard Overview (Section B)**
    - This section displays a summary of your project statistics:
        - **Approved** Projects: The number of projects that have been approved.
        - **Pending** Projects: Projects that are awaiting review.
        - **Rejected** Projects: Projects that have been rejected.
    - A visual chart provides a breakdown of the Total Projects by their current status.
3. **Create a New Project (Section C)**
    - Use this section to add new project ideas:
        - Click the **Create Project** button to open the project submission form.
        - Enter the **project name and description,** then submit it for review.
4. **View Profile (Section D)**
    - This section allows you to access your profile details:
        - Click the **View Profile** button to view your account information.
        - **Note:** Clients can only view their profile. To update details, contact the system administrator.
5. **Search and Filter Projects (Section E)**
    - This section provides tools to search and filter your projects:
        - Search by **Project Name**: Use this field to find specific projects by name.
        - Filter by **Status**: Select from the dropdown menu to display projects based on their status (**Pending, Approved, or Rejected**).
        - Date Range: Specify a **date range** to view projects submitted within that timeframe.
    - Click **Apply Filters** to display the filtered projects or Reset to clear all filters.

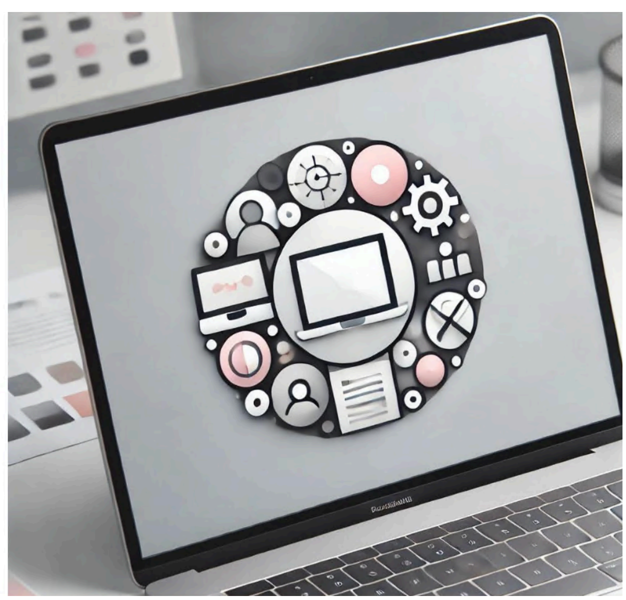


6. **Submitted Projects Table (Section H)**
    - This table displays all **projects** submitted by the **client**. It includes the following columns:
        - Name: The project title.
        - Short Description: A summary of the project.
        - Project Status: Displays whether the project is Pending, Approved, or Rejected.
        - Date Submitted: The date and time when the project was submitted.
        - Reviewed By: The name of the reviewer who last assessed the project, if applicable.
        - Reviewed On: The date and time of the most recent review.
7. **Edit and View Projects (Sections F and G)**
    - **Edit Project (Section F):**
        - Projects with a Rejected status can be edited.
        - Click the Edit Project button to modify the project details and resubmit it. Once edited, the project status changes to Pending and awaits administrator review.
    - **View Project (Section G):**
        - Click the View Project button to view full project details.
        - Projects with Pending or Approved statuses cannot be edited.

Note: Clients can only manage and view the projects they have submitted. If you need assistance with updating your profile or projects, contact the system administrator.

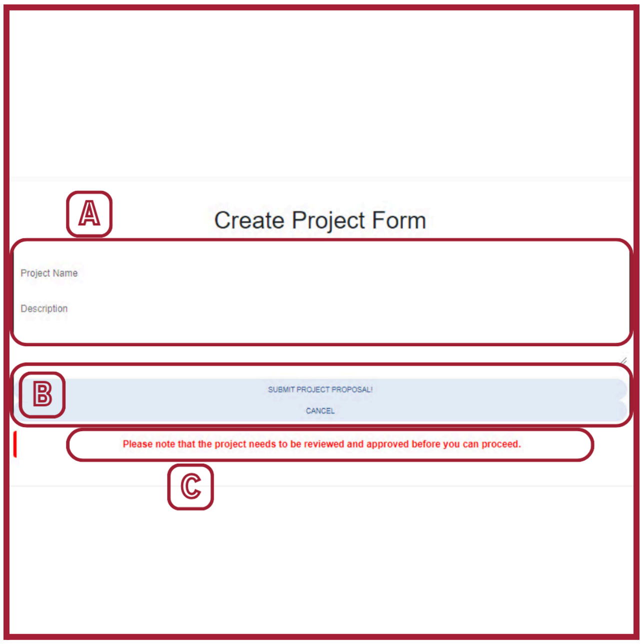
Create Project





The **Create a Project** page allows clients to submit new project ideas for review and approval. Follow the steps below to complete the submission process:

1. **Enter Project Details (Section A)**
    - In the **Project Name** field, enter a concise title for your project.
    - In the **Project Description** field, provide a brief summary or detailed explanation of your project idea. Ensure that the description clearly outlines the project's purpose and goals.
    - Both fields are required, and front-end validation ensures that empty forms cannot be submitted.

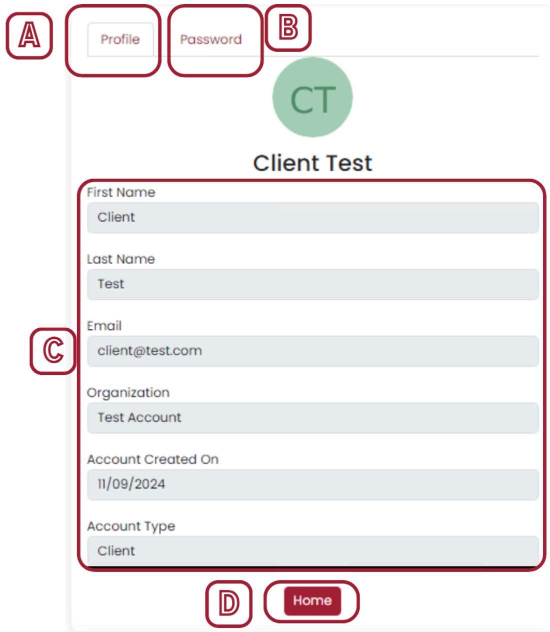


2. **Submit the Project (Section B)**
    - Click the **SUBMIT** button to send your project for review.
    - A notification will confirm that your project has been submitted successfully.
3. **Review and Approval Process (Section C)**
    - Once submitted, your project will enter the review process conducted by the assigned reviewers or coordinators.
    - You will not be able to interact further with the project until it is reviewed.
    - If your project is approved, it will be listed under the **Projects Pending** section of your dashboard.
    - If your project is rejected, you will have the option to edit and resubmit it for further consideration.

Note: Projects can only proceed once they have been reviewed and approved. Ensure all necessary details are provided to facilitate a smooth review process.

View Current Profile Details

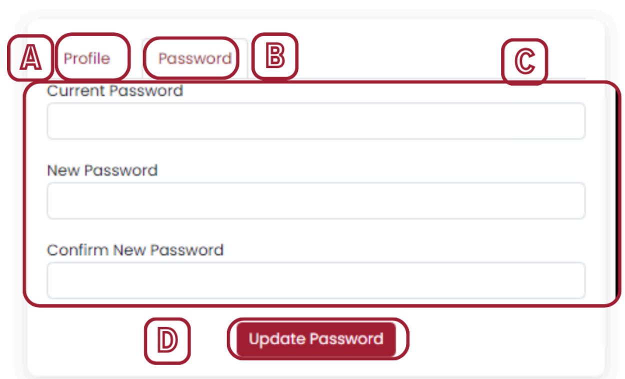
The **View Profile** and **Password** sections allow clients to review their profile information and update their account password securely. Below is a guide to both functionalities.. Clients can view their information but cannot make any changes directly.



1. **Profile Tab (Section A)**
    - By default, the **Profile** tab is active, displaying the client's account details.
    - This tab contains non-editable information for reference.
2. **Profile Information (Section C)**
    - The following details are displayed:
        - **First Name and Last Name:** The client's full name.
        - **Email:** The email address associated with the account.
        - **Organization:** The name of the associated organization.
        - **Account Created On:** The date the account was created.
        - **Account Type:** Displays the user's role (e.g., Client).
    - **Note:** Clients can only view their profile information. If updates are needed, they must contact the system administrator.
3. **Return to Dashboard (Section D)**
    - Click the **Home** button to return to the Client Dashboard.

Change Password:

Clients can update their account password by navigating to the **Password** tab.



1. **Password Tab (Section B)**
    - Click the **Password** tab to access the password update form.
2. **Update Password Form (Section C)**
    - The form includes the following fields:

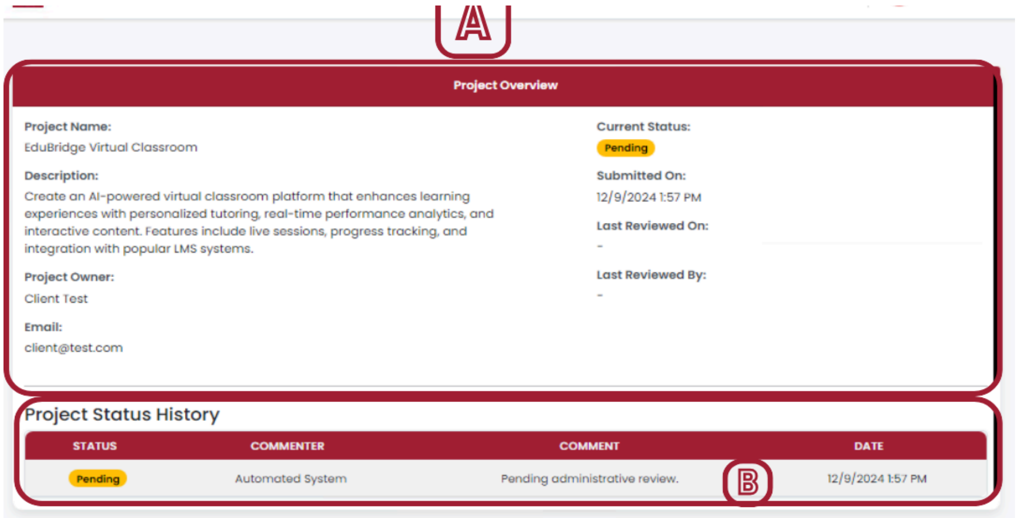
- **Current Password:** Enter your existing password.
- **New Password:** Enter your desired new password. Ensure it meets the system's password requirements.
- **Confirm New Password:** Re-enter the new password to confirm it matches.

- All fields must be completed to proceed.

3. **Save Changes (Section D)**
   - Click the **Update Password** button to save the new password.
   - A confirmation message will appear indicating that the password has been successfully updated.

Note: Clients are responsible for securely updating and managing their passwords. If they forget their current password, they must use the **Reset Password** option on the login page or contact the system administrator. For **Temple SSO users**, the password field is disabled and cannot be edited. Password changes must be managed through the Temple SSO system.

View Project Details:



The **View Project Details** page allows clients to review the full details of their submitted projects, including status updates and project history. Clients can only view the information provided during submission, and edits are restricted. Below is a detailed guide to this page:

1. **Project Overview (Section A)**
   - The **Project Overview** section displays the following information:
     - **Project Name:** The title of the submitted project.
     - **Description:** A detailed summary of the project, including its purpose and features.

    - **Current Status:** Displays the project's current status (e.g., Pending, Approved, or Rejected).
    - **Submitted On:** The date and time when the project was submitted.
    - **Last Reviewed On:** Indicates the date and time of the most recent review (if applicable).
    - **Project Owner:** The name of the client who submitted the project.
    - **Email:** The email address of the project owner.

2. **Project Status History (Section B)**
    - The **Project Status History** table provides a record of all changes made to the project's status. The table includes:
        - **Status:** The current or previous project status.
        - **Commenter:** The system or individual who updated the status.
        - **Comment:** Any notes or comments explaining the status change.
        - **Date:** The date and time when the status was updated.
3. **Status and Comments (Section C)**
    - Clients can review any comments added by reviewers or the system during the status update process.
    - While clients can view the status history and comments, they **cannot edit or update the project** on this page.
4. **Navigation (Section D)**
    - Click the **Update Status** or **HOME** button to return to the Client Dashboard and view all submitted projects.
    - If you have any questions regarding the project's status or require further assistance, contact the system administrator.
5. **Editing Limitations**
    - Projects that are in **Rejected** status can be edited. Once a project is edited, it will automatically change to **Pending** status and will require review and approval by the system administrator before any further actions can be taken.
    - Projects in **Pending** or **Approved** status cannot be edited. The notification at the bottom of the page explains that the project is either awaiting review or has already been approved, restricting further edits.

Note: Only projects created by you can be viewed on this page. If you have any issues with your project or require additional assistance, contact the system administrator.

Edit Project:

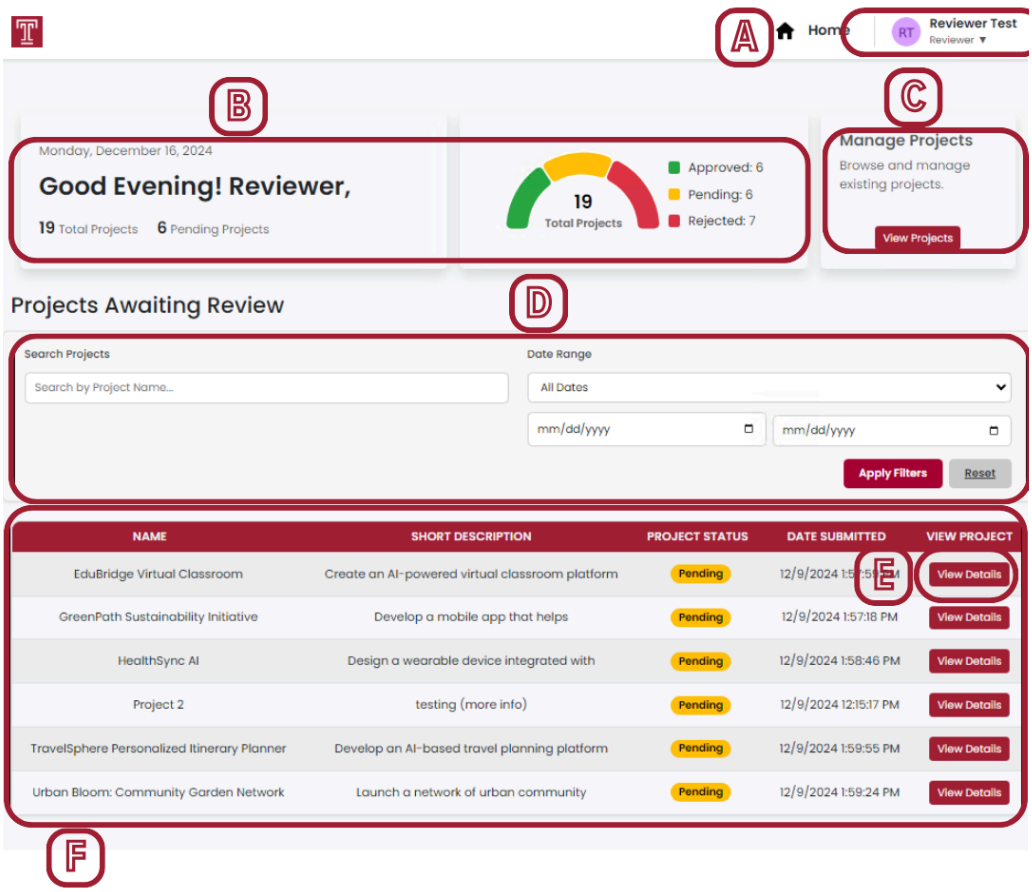
The **Edit Project** page allows clients to make changes to their previously submitted projects. However, only projects with a **Rejected** status can be edited. Below are the instructions for using this page:

1. **Editing Project Details (Section A)**
    - The page displays the fields for **Project Name** and **Project Description** prefilled with the details of the selected project.
    - You can update these fields as needed:
        - **Project Name:** Modify the title of your project.
        - **Project Description:** Edit the summary or details of your project idea. Ensure all necessary updates are clearly communicated in the description.
2. **Submit Updates(Section B)**
    - Once you have updated the project details, click the **SUBMIT** to resubmit the project for review..
3. **Approval Process for Edited Projects (Section B)**
    - After editing, the project will be updated to **Pending** status and sent for review by the administrator.
    - Projects in **Pending** or **Approved** status cannot be edited further. The message displayed at the bottom of the page serves as a reminder that you will not be able to edit the project again until it is reviewed or rejected.

Note: Only projects created by you and marked as **Rejected** can be edited. Ensure all edits are final before resubmitting, as further changes are not allowed until the administrator completes the review process.

REVIEWER

Reviewer Dashboard:



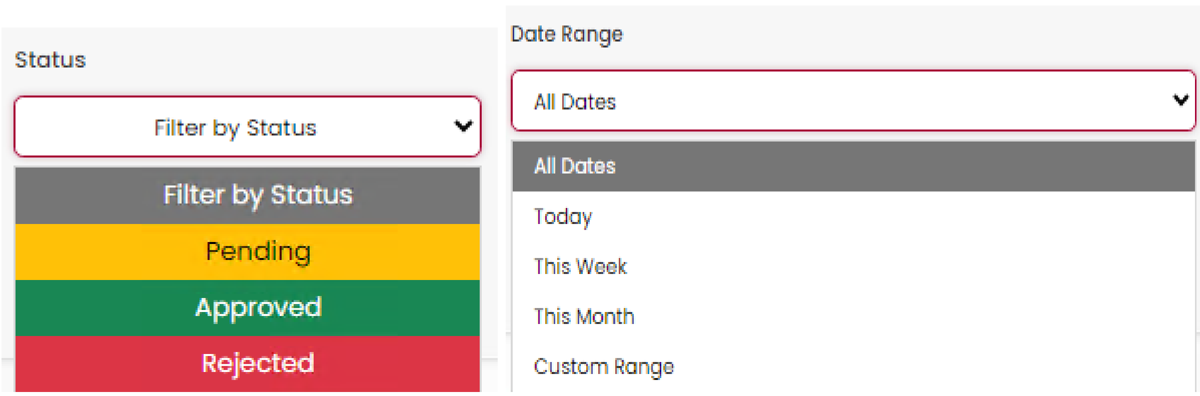
The **Reviewer Dashboard** is the central hub for managing and reviewing submitted projects. Below is an overview of its layout and functionality:

1. **Profile and Logout Options (Section A)**
   - Located in the top-right corner, this section provides quick access to:
     - **Profile Details**: View or update your profile information.
     - **Logout**: Use this button to securely exit the application.
2. **Dashboard Summary (Section B)**
   - The dashboard displays a quick overview of:
     - **Total Projects**: The total number of projects assigned for review.
     - **Project Status Breakdown**: A visual representation of projects categorized as:

- **Approved**
- **Pending**
- **Rejected**

- This section helps reviewers track overall progress at a glance.

3. **Manage Projects (Section C)**
   - The **Manage Projects** card provides an option to:
     - **View Projects**: Click the **View Projects** button to access a detailed list of all assigned projects and their statuses.
4. **Project Filters (Section D)**
   - Reviewers can narrow down the list of projects using advanced filters:
     - **Search by Project Name**: Enter part or the full name of a project to find it quickly.
     - **Date Range**: Use the date selectors to filter projects submitted within a specific timeframe.
     - **Apply Filters**: Click this button to apply the selected criteria.
     - **Reset**: Clears all filters and displays the full project list.



5. Project List (Section F)

- The project table displays key project details in the following columns:
  - **Name**: The project title.
  - **Short Description**: A brief summary of the project.
  - **Project Status**: Displays whether the project is **Pending**, **Approved**, or **Rejected**.
  - **Date Submitted**: The date and time when the project was submitted.
  - **View Project**: Click the **View Details** button to open the project's full details.

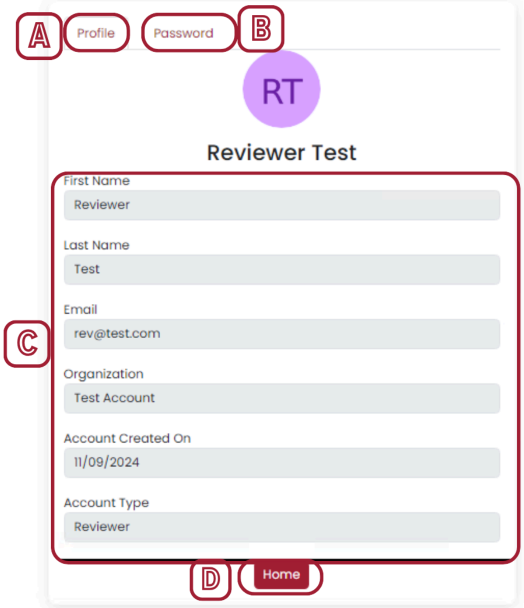
6. Viewing Project Details (Section E)

- Clicking **View Details** in any row will open the detailed project view. This allows reviewers to:
  - Review the complete project information.
  - Provide feedback or make decisions, such as approving or rejecting the project.

Note: Reviewers are responsible for ensuring all assigned projects are reviewed in a timely manner. For additional support or questions about reviewing, contact the system administrator.

View Current Profile Details

The **View Profile** and **Password** sections allow clients to review their profile information and update their account password securely. Below is a guide to both functionalities. Reviewers can view their information but cannot make any changes directly.

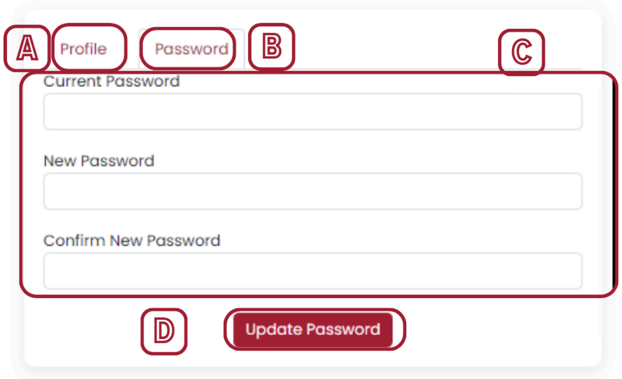


1. **Profile Tab (Section A)**
   - By default, the **Profile** tab is active, displaying the reviewer's account details.
   - This tab contains non-editable information for reference.
2. **Profile Information (Section C)**
   - The following details are displayed:
     - **First Name and Last Name:** The client's full name.
     - **Email:** The email address associated with the account.
     - **Organization:** The name of the associated organization.
     - **Account Created On:** The date the account was created.
     - **Account Type:** Displays the user's role (e.g., Client).
   - **Note:** Reviewers can only view their profile information. If updates are needed, they must contact the system administrator.
3. **Return to Dashboard (Section D)**
   - Click the **Home** button to return to the Client Dashboard.

Change Password:

Reviewers can update their account password by navigating to the **Password** tab.

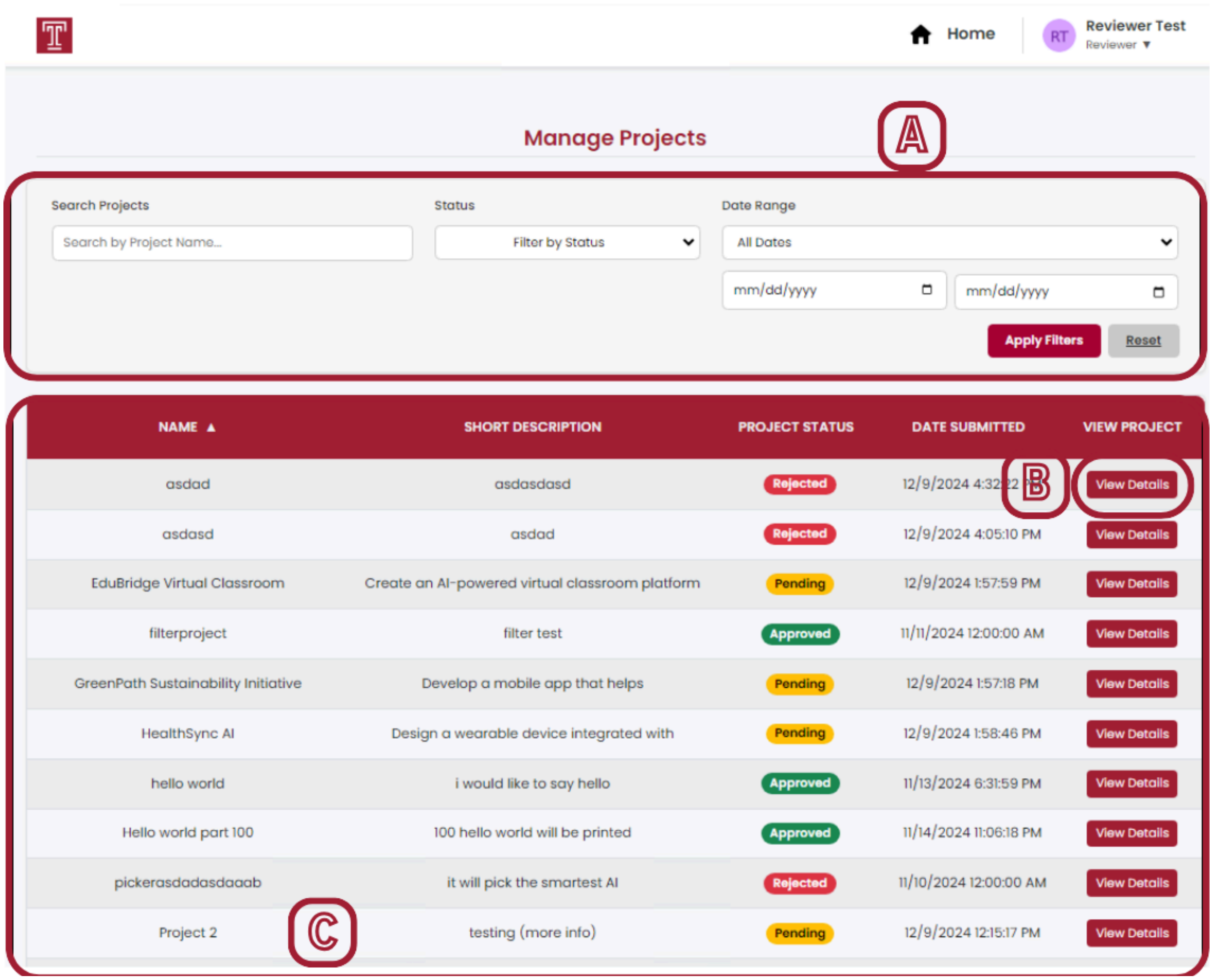
4. **Password Tab (Section B)**
   - Click the **Password** tab to access the password update form.
5. **Update Password Form (Section C)**
   - The form includes the following fields:
     - **Current Password:** Enter your existing password.
     - **New Password:** Enter your desired new password. Ensure it meets the system's password requirements.
     - **Confirm New Password:** Re-enter the new password to confirm it matches.
   - All fields must be completed to proceed.



6. **Save Changes (Section D)**
   - Click the **Update Password** button to save the new password.
   - A confirmation message will appear indicating that the password has been successfully updated.

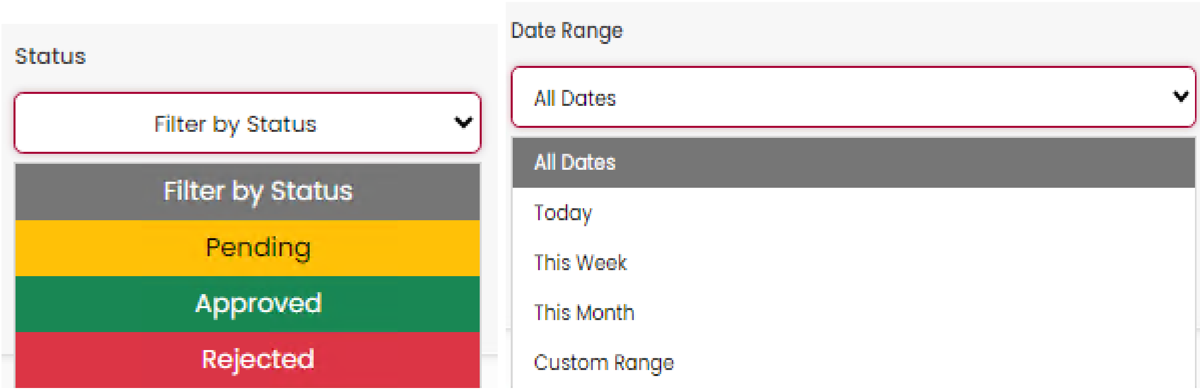
Note: Reviewers are responsible for securely updating and managing their passwords. If they forget their current password, they must use the **Reset Password** option on the login page or contact the system administrator. For **Temple SSO users**, the password field is disabled and cannot be edited. Password changes must be managed through the Temple SSO system.

View All Projects



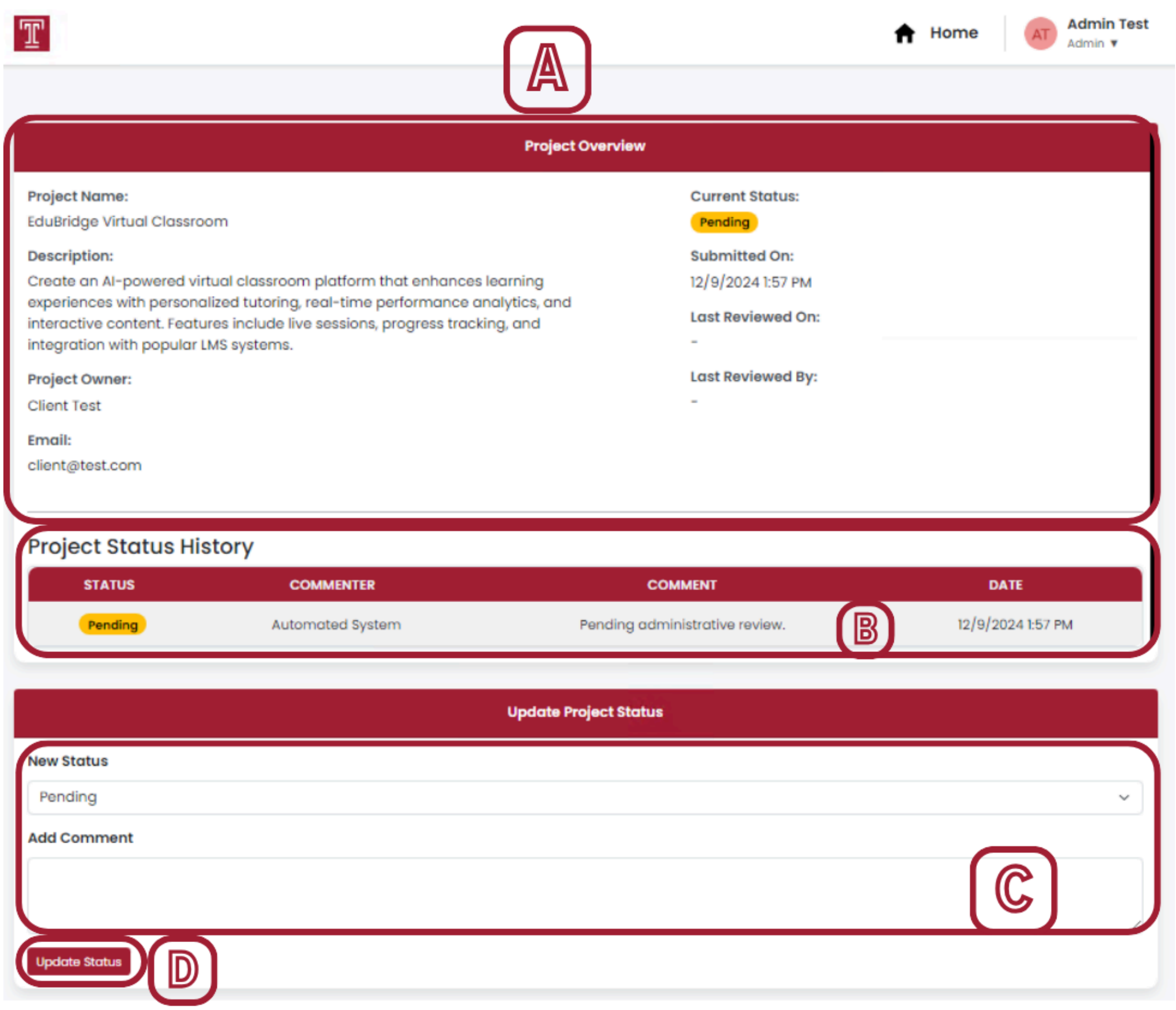
The **Reviewer View All Projects** page allows reviewers to view and manage all submitted projects assigned to them. This page provides various tools for filtering, searching, and accessing project details. Follow the guide below to navigate the page effectively:

1. **Filter and Search Projects (Section A)**
   - Use the search and filter options to refine the list of projects displayed:
     - **Search by Project Name:** Enter the project name to locate a specific submission.
     - **Filter by Status:** Select a status (e.g., Pending, Approved, Rejected) from the dropdown menu to display projects with the chosen status.
     - **Date Range:** Specify a date range to view projects submitted within a particular timeframe.
   - Click **Apply Filters** to update the project list based on the selected criteria. Use the **Reset** button to clear filters and return to the default view.



2. **View Project Details (Section B)**
   - Each row in the project table includes a **View Details** button in the "View Project" column.
   - Click the **View Details** button to open a detailed view of the project, where you can review its full information, provide feedback, or take further actions as needed.
3. **Project Table (Section C)**
   - The table provides an overview of all projects assigned to the reviewer, with the following columns:
     - **(Sortable)Name:** The name of the project.
     - **Short Description:** A brief overview of the project idea.
     - **(Sortable)Project Status:** Displays whether the project is Pending, Approved, or Rejected.
     - **(Sortable)Date Submitted:** The date and time the project was submitted.
   - This table is updated dynamically based on the applied filters.

View Project Details



The **View Project Details** page allows clients to review the full details of their submitted projects, including status updates and project history. Below is a detailed guide to this page:

1. **Project Overview (Section A)**
   - The **Project Overview** section displays the following information:
     - **Project Name:** The title of the submitted project.
     - **Description:** A detailed summary of the project, including its purpose and features.

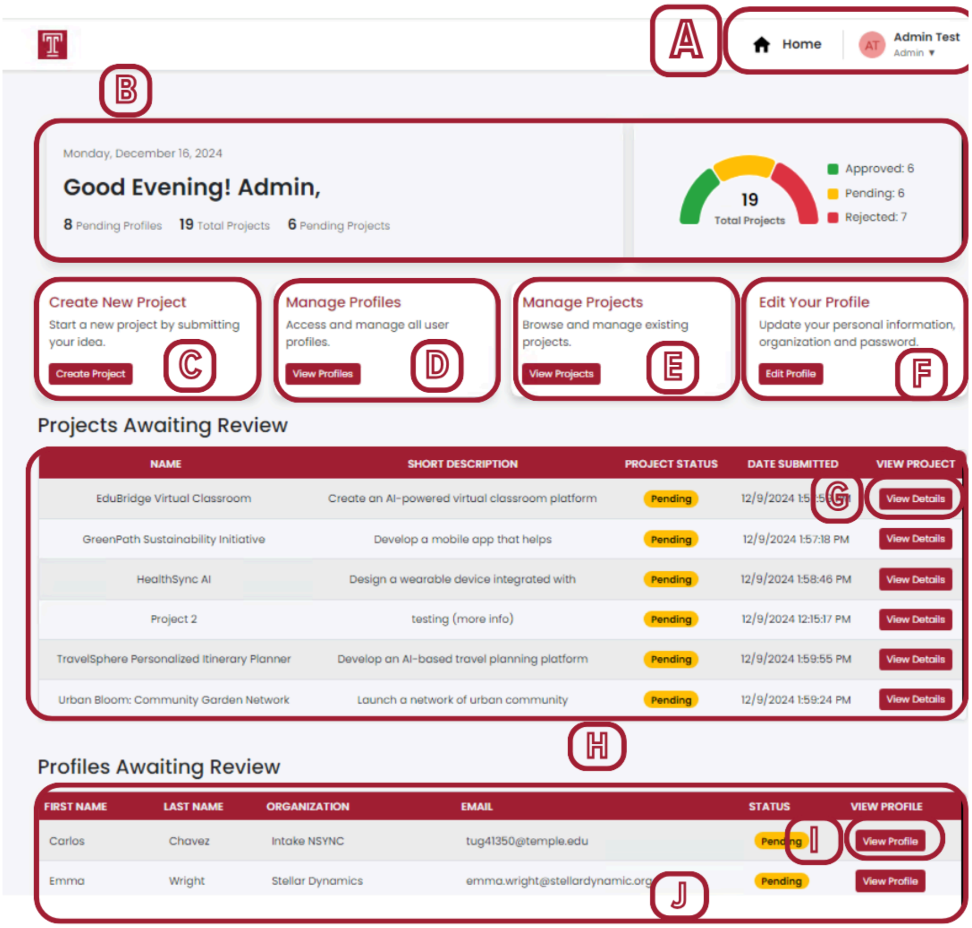
  - **Current Status:** Displays the project's current status (e.g., Pending, Approved, or Rejected).
  - **Submitted On:** The date and time when the project was submitted.
  - **Last Reviewed On:** Indicates the date and time of the most recent review (if applicable).
  - **Project Owner:** The name of the client who submitted the project.
  - **Email:** The email address of the project owner.

2. **Project Status History (Section B)**
   - The **Project Status History** table provides a record of all changes made to the project's status. The table includes:
     - **Status:** The current or previous project status.
     - **Commenter:** The system or individual who updated the status.
     - **Comment:** Any notes or comments explaining the status change.
     - **Date:** The date and time when the status was updated.
3. **Status and Comments (Section C)**
   - **Add a Comment:** Enter a comment explaining the reason for the status update. This field is mandatory and recommended for clarity.
   - **Select a Status:** Use the dropdown menu to choose a new status for the project (e.g., Approved, Rejected, or Pending).
4. **Navigation (Section D)**
   - Click the **Update Status** or **HOME** button to return to the Client Dashboard and view all submitted projects.
   - If you have any questions regarding the project's status or require further assistance, contact the system administrator.
5. **Editing Limitations**
   - Projects that are in **Rejected** status can be edited. Once a project is edited, it will automatically change to **Pending** status and will require review and approval by the system administrator before any further actions can be taken.
   - Projects in **Pending** or **Approved** status cannot be edited. The notification at the bottom of the page explains that the project is either awaiting review or has already been approved, restricting further edits.

Note: Changes to the project status are logged in the **Project Status History** table for future reference. Reviewers should ensure comments are clear and meaningful, as they provide context for decisions made during the review process.

ADMINISTRATOR

Administrator Dashboard:



The **Admin Dashboard** provides administrators with a centralized interface to manage projects, user profiles, and system tasks efficiently. Below is an organized breakdown of the sections and their functionalities:

1. **Navigation Menu (Section A)**

- Located at the top-right corner, the navigation menu provides quick access to:
  - **Home:** Redirects you back to the main dashboard.
  - **Profile Dropdown:**
    - **Edit Profile:** Opens the profile editing page to update your account information.

        - **Logout:** Securely logs you out of the system.

2. **Dashboard Overview (Section B)**

- This section provides a summary of the system's key statistics, including:
    - **Pending Profiles:** The total number of profiles awaiting review.
    - **Total Projects:** Displays the total number of projects in the system.
    - **Pending Projects:** The count of projects awaiting review.
    - **Project Status Breakdown:** A visual gauge showing the number of Approved, Pending, and Rejected projects.

3. **Key Management Actions**

- **Create New Project (Section C)**
    - Click the Create Project button to add a new project.
    - Fill in the required details in the project creation form and submit it for review.
- **Manage Profiles (Section D)**
    - Click the View Profiles button to access all user profiles.
    - Review profile details and take appropriate actions, such as approval or rejection.
- **Manage Projects (Section E)**
    - Click View Projects to browse and manage all submitted projects.
    - Review project statuses and details to ensure smooth progress.
- **Edit Your Profile (Section F)**
    - Use the Edit Profile button to update your personal details, organization, or password.

4. Projects Awaiting Review (Section G)

- This table displays all pending projects, with the following columns:
    - **Name:** The project’s title.
    - **Short Description:** A brief overview of the project.
    - **Project Status:** The project’s current state (Pending, Approved, or Rejected).
    - **Date Submitted:** When the project was submitted.
    - **View Project:**
        - Click View Details to open the project’s full details.
        - In the detailed view, you can review descriptions, update project statuses, and add comments as needed.

5. Profiles Awaiting Review (Section H)

- This table lists user profiles pending review and includes the following details:

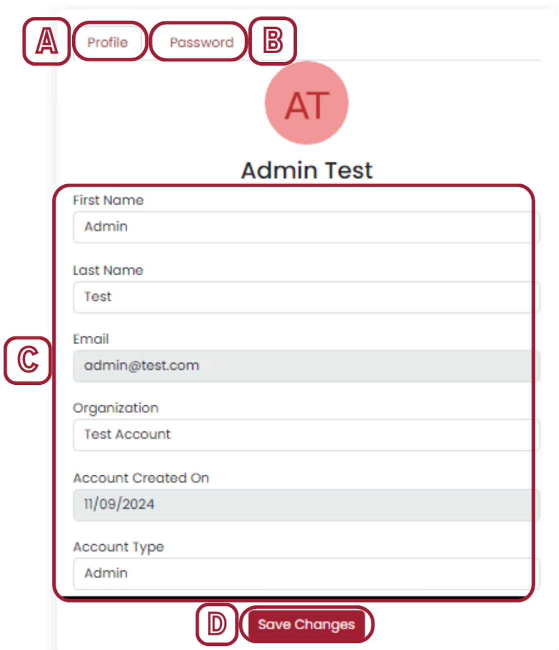
- ○ **First Name and Last Name:** The user's full name.
- ○ **Organization:** The organization associated with the user.
- ○ **Email:** The user's email address.
- ○ **Status:** Displays the profile's current status (Pending, Approved, or Rejected).
- ○ **View Profile (Section I):**
  - Click the View Profile button to access detailed user information.
  - Review the profile and take action to Approve or Reject the user.

Note: Administrators should ensure timely review of projects and profiles. All updates should include appropriate comments to maintain a clear record of actions taken.

Edit Current Profile Details:

The **Edit Profile** page allows administrators to view and update their account information. Below is a detailed breakdown of the page layout and functionality:

1. Navigation Tabs (Sections A & B)



- Located at the top, the navigation tabs allow admins to:
- **Profile (Section A)**: Access the profile editing interface.
- **Password (Section B)**:
  - ○ **Note:** For **Temple SSO users**, the password field is disabled and cannot be edited. Password changes must be managed through the Temple SSO system.
  - ○

2. Profile Details (Section C)

- The profile form displays the following fields:
- **First Name** and **Last Name**: Editable fields to update your name.
- **Email**: Displayed as read-only (greyed out) and cannot be edited.
- **Organization**: Editable field for updating your associated organization.
- **Account Created On**: Displays the account creation date (*read-only*).
- **Account Type**: Indicates the user role (e.g., Admin) and is **read-only**.

3. Save Changes (Section D)

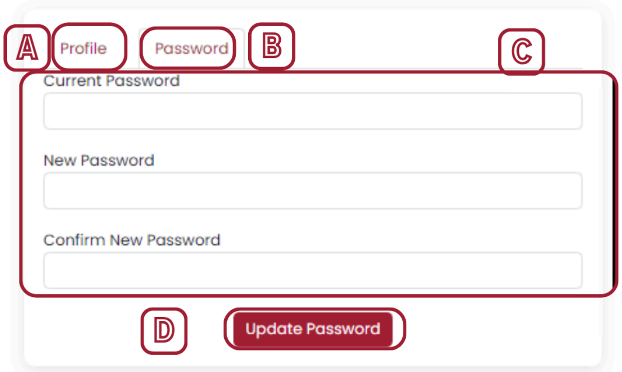
- After updating the editable fields:
- Click the **Save Changes** button to save updates to your profile.
- If no changes are required, simply navigate away or return to the dashboard.

Note: Ensure all fields are filled out correctly before saving changes. If you encounter issues or require additional changes beyond what is available on this page, contact the system administrator for further assistance. Fields that are greyed out cannot be edited, as they contain system-managed information.

Change Password:

Administrators can update their account password by navigating to the **Password** tab.

1. **Password Tab (Section B)**
   - Click the **Password** tab to access the password update form.
2. **Update Password Form (Section C)**
   - The form includes the following fields:
     - **Current Password:** Enter your existing password.
     - **New Password:** Enter your desired new password. Ensure it meets the system's password requirements.
     - **Confirm New Password:** Re-enter the new password to confirm it matches.
   - All fields must be completed to proceed.



3. **Save Changes (Section D)**
   - Click the **Update Password** button to save the new password.
   - A confirmation message will appear indicating that the password has been successfully updated.

Note: Administrators are responsible for securely updating and managing their passwords. If they forget their current password, they must use the **Reset Password** option on the login page or contact the system administrator. For **Temple SSO users**, the password field is disabled and cannot be edited. Password changes must be managed through the Temple SSO system.

Create Project:

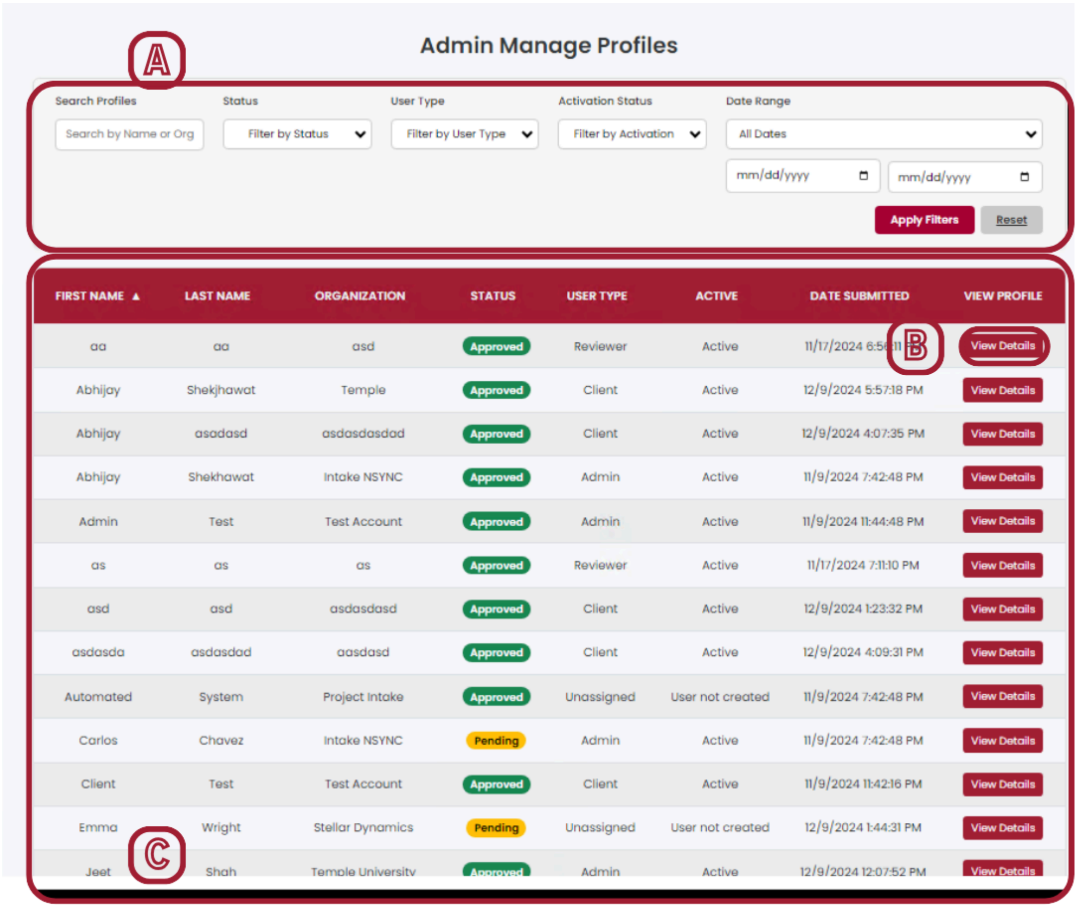
The **Create a Project** page allows clients to submit new project ideas for review and approval. Follow the steps below to complete the submission process:

1. **Enter Project Details (Section A)**
   - In the **Project Name** field, enter a concise title for your project.
   - In the **Project Description** field, provide a brief summary or detailed explanation of your project idea. Ensure that the description clearly outlines the project's purpose and goals.

   - Both fields are required, and front-end validation ensures that empty forms cannot be submitted.
2. **Submit the Project (Section B)**
   - Click the **SUBMIT** button to send your project for review.
   - A notification will confirm that your project has been submitted successfully.
3. **Review and Approval Process (Section C)**
   - Once submitted, your project will enter the review process conducted by the assigned reviewers or coordinators.
   - You will not be able to interact further with the project until it is reviewed.
   - If your project is approved, it will be listed under the **Projects Pending** section of your dashboard.
   - If your project is rejected, you will have the option to edit and resubmit it for further consideration.

Note: Projects can only proceed once they have been reviewed and approved. Ensure all necessary details are provided to facilitate a smooth review process.

View All Profiles:

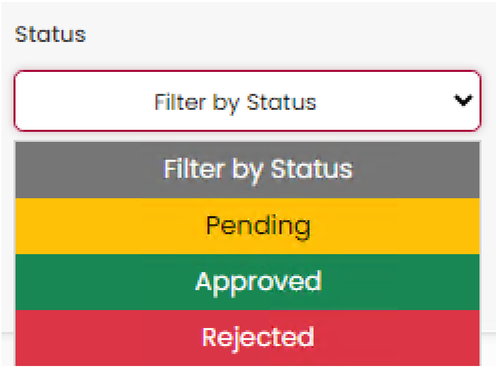


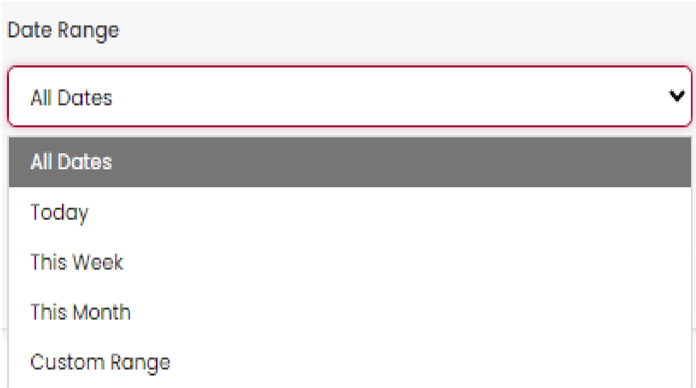
The **Admin Manage Profiles** page allows administrators to search, filter, and manage user profiles within the system. This page provides essential tools for reviewing, approving, or rejecting profiles. Below is a detailed guide:

1. Filter and Search Profiles (Section A)

- Administrators can narrow down the list of profiles using the following options:
  - **Search by Name or Organization:** Enter a name or organization to locate specific profiles.
  - **Filter Options (Status, User Type, and Activation Status):** Use the dropdown menus to filter profiles based on their current status (e.g., Pending, Approved, Rejected), user type (e.g., Admin, Reviewer, Client), or activation status (e.g., Active, Inactive).
  - **Date Range:** Specify a start and end date to view profiles submitted within a particular timeframe.

- After selecting your criteria, click **Apply Filters** to display the results. Use the **Reset** button to clear all filters and view the full list of profiles.





2. View Profile Details (Section B)

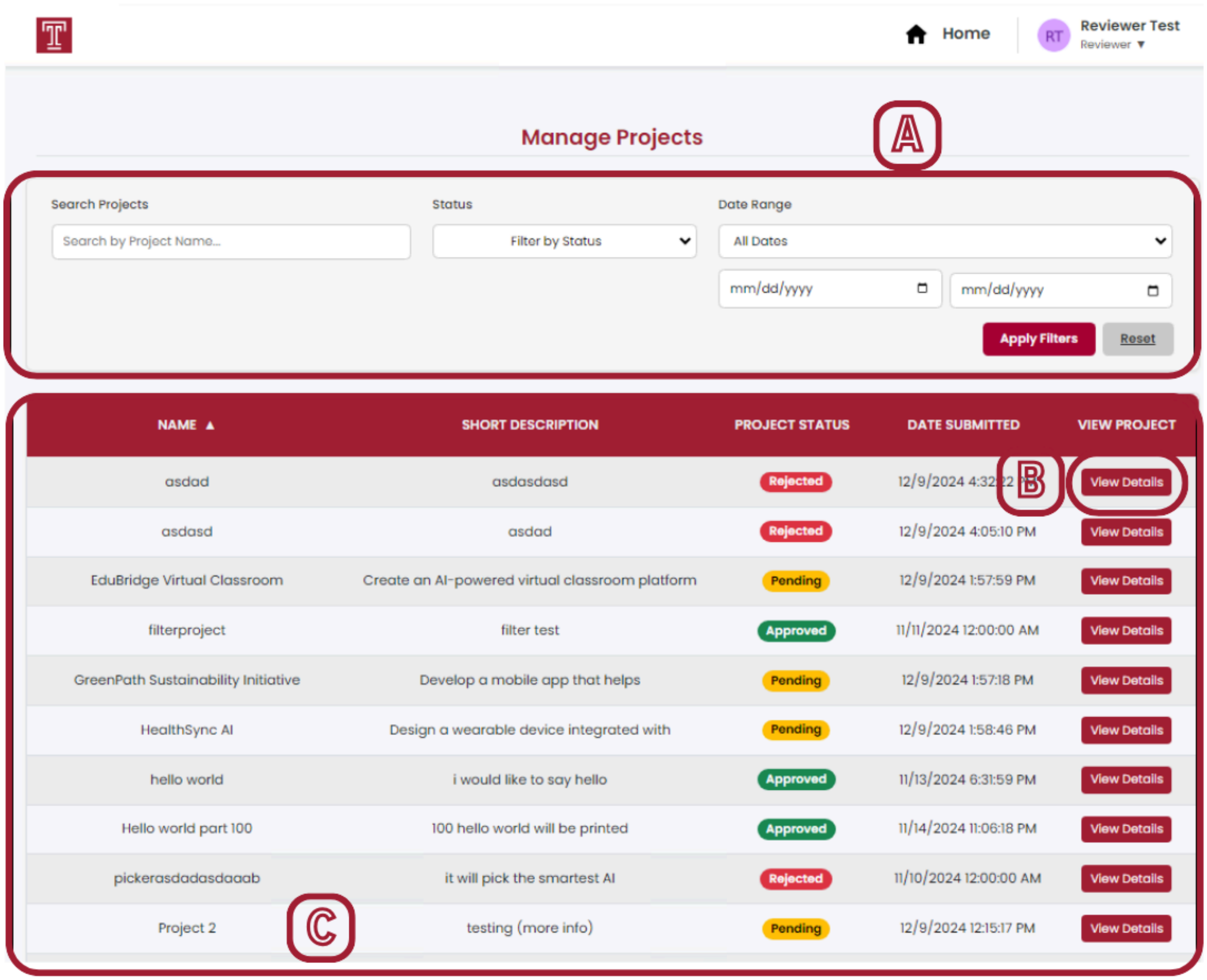
- Each row in the table includes a **View Details** button under the "View Profile" column.
- Click **View Details** to open a detailed view of the selected profile.
- In the detailed view, administrators can review the user's information and decide whether to approve or reject the profile.

3. Profiles Table (Section C)

- The table provides a complete list of user profiles with the following columns:
  - **(Sortable)First Name and Last Name:** The user's name.
  - **(Sortable)Organization:** The organization associated with the user.
  - **(Sortable)Email:** The user's email address.
  - **(Sortable)Status:** Displays the current status of the profile (Pending, Approved, Rejected).
  - **(Sortable)Date Submitted:** Indicates the date and time the profile was submitted.
  - **View Profile:** Use the **View Details** button to take action on the profile.

Note: Administrators are responsible for ensuring all submitted profiles are reviewed in a timely manner. Profiles marked as **Pending** require immediate attention to either approve or reject them, with relevant comments for transparency. For assistance with managing profiles, contact system support.

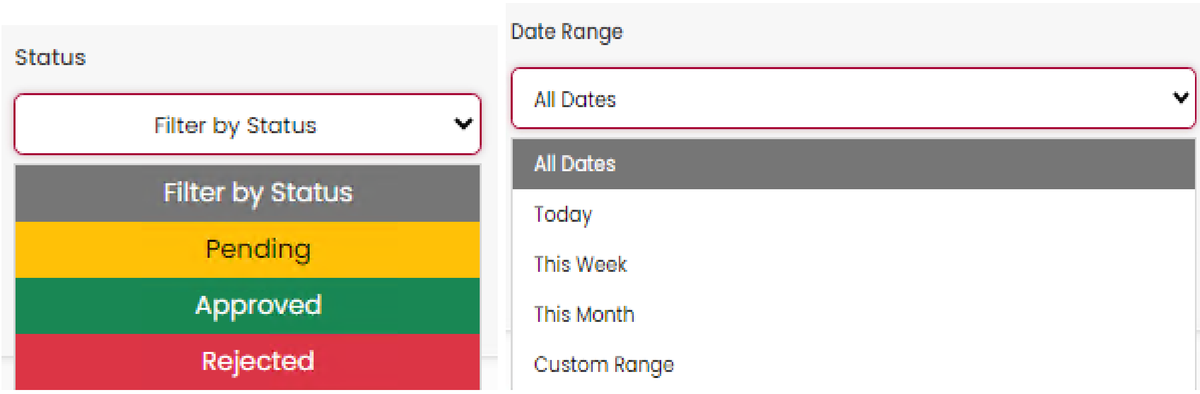
View All Projects:



The **Reviewer View All Projects** page allows reviewers to view and manage all submitted projects assigned to them. This page provides various tools for filtering, searching, and accessing project details. Follow the guide below to navigate the page effectively:

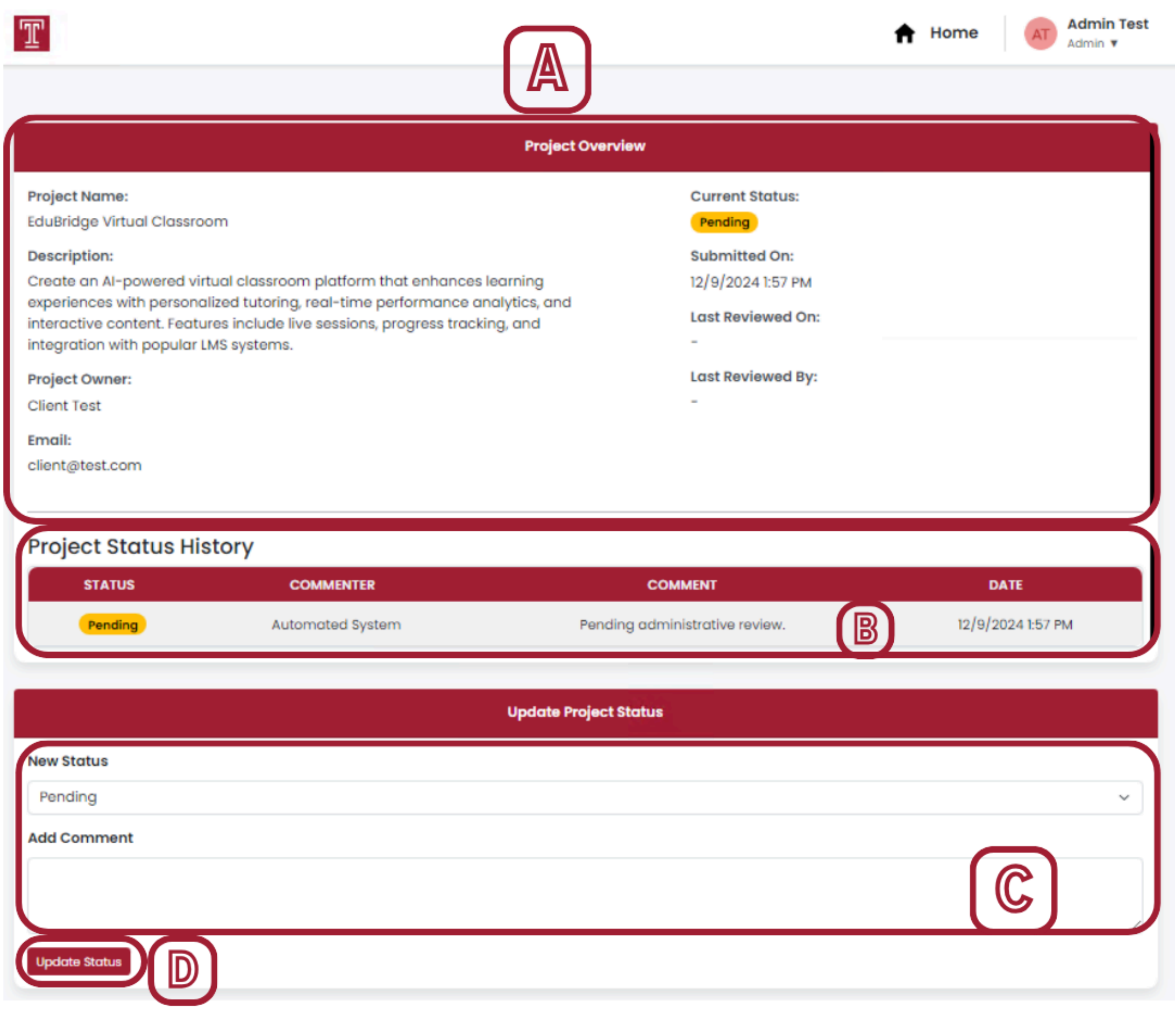
4. **Filter and Search Projects (Section A)**
    - Use the search and filter options to refine the list of projects displayed:
        - **Search by Project Name:** Enter the project name to locate a specific submission.
        - **Filter by Status:** Select a status (e.g., Pending, Approved, Rejected) from the dropdown menu to display projects with the chosen status.
        - **Date Range:** Specify a date range to view projects submitted within a particular timeframe.

- Click **Apply Filters** to update the project list based on the selected criteria. Use the **Reset** button to clear filters and return to the default view.



5. **View Project Details (Section B)**
   - Each row in the project table includes a **View Details** button in the "View Project" column.
   - Click the **View Details** button to open a detailed view of the project, where you can review its full information, provide feedback, or take further actions as needed.
6. **Project Table (Section C)**
   - The table provides an overview of all projects assigned to the reviewer, with the following columns:
     - **(Sortable)Name:** The name of the project.
     - **Short Description:** A brief overview of the project idea.
     - **(Sortable)Project Status:** Displays whether the project is Pending, Approved, or Rejected.
     - **(Sortable)Date Submitted:** The date and time the project was submitted.
   - This table is updated dynamically based on the applied filters.

View Project Details



The **View Project Details** page allows clients to review the full details of their submitted projects, including status updates and project history. Below is a detailed guide to this page:

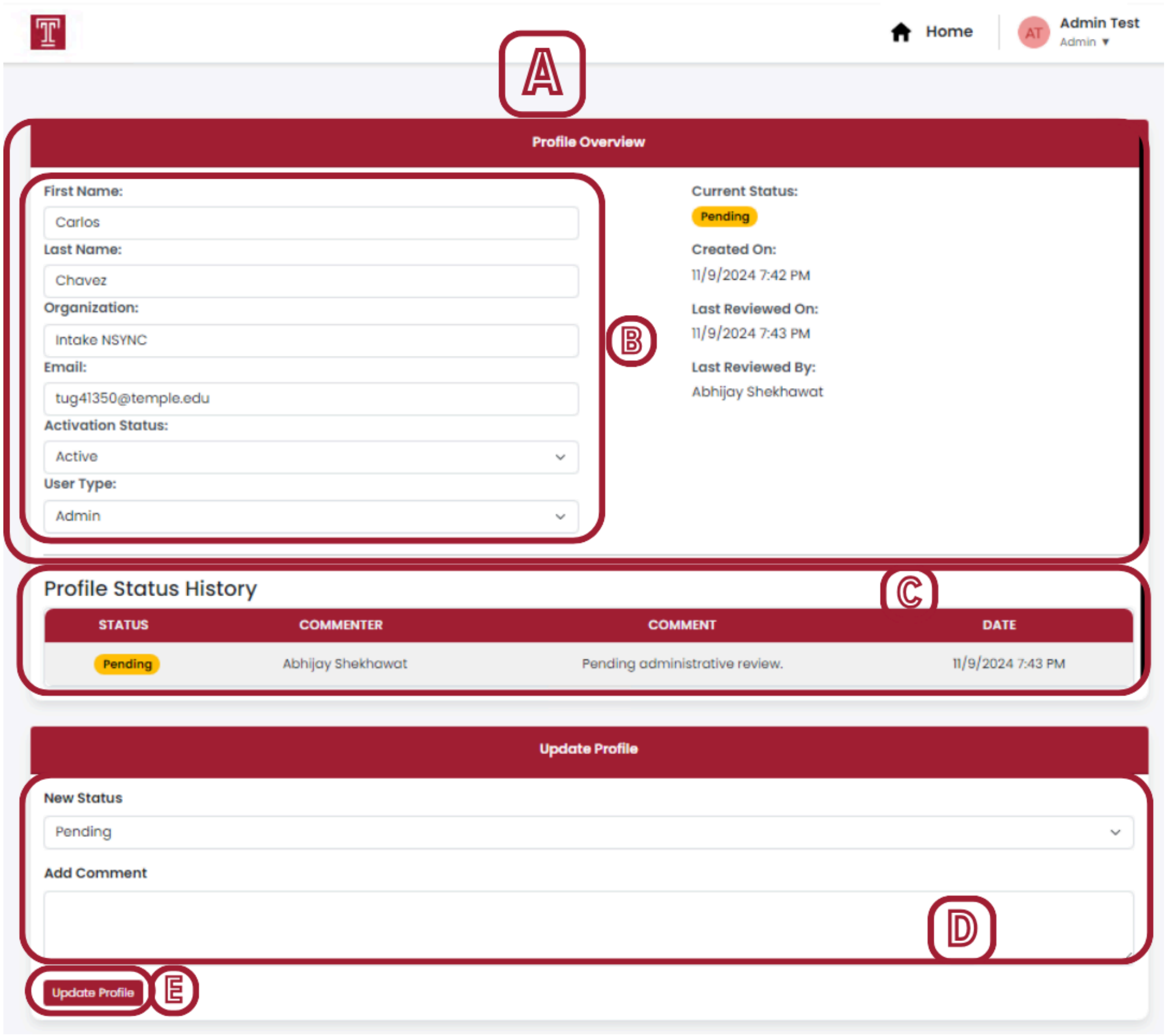
6. **Project Overview (Section A)**
    - The **Project Overview** section displays the following information:
        - **Project Name:** The title of the submitted project.
        - **Description:** A detailed summary of the project, including its purpose and features.

- **Current Status:** Displays the project's current status (e.g., Pending, Approved, or Rejected).
- **Submitted On:** The date and time when the project was submitted.
- **Last Reviewed On:** Indicates the date and time of the most recent review (if applicable).
- **Project Owner:** The name of the client who submitted the project.
- **Email:** The email address of the project owner.

7. **Project Status History (Section B)**
   - The **Project Status History** table provides a record of all changes made to the project's status. The table includes:
     - **Status:** The current or previous project status.
     - **Commenter:** The system or individual who updated the status.
     - **Comment:** Any notes or comments explaining the status change.
     - **Date:** The date and time when the status was updated.
8. **Status and Comments (Section C)**
   - **Add a Comment:** Enter a comment explaining the reason for the status update. This field is mandatory and recommended for clarity.
   - **Select a Status:** Use the dropdown menu to choose a new status for the project (e.g., Approved, Rejected, or Pending).
9. **Navigation (Section D)**
   - Click the **Update Status** or **HOME** button to return to the Client Dashboard and view all submitted projects.
   - If you have any questions regarding the project's status or require further assistance, contact the system administrator.
10. **Editing Limitations**
    - Projects that are in **Rejected** status can be edited. Once a project is edited, it will automatically change to **Pending** status and will require review and approval by the system administrator before any further actions can be taken.
    - Projects in **Pending** or **Approved** status cannot be edited. The notification at the bottom of the page explains that the project is either awaiting review or has already been approved, restricting further edits.

Note: Changes to the project status are logged in the **Project Status History** table for future reference. Reviewers should ensure comments are clear and meaningful, as they provide context for decisions made during the review process.

View Profile Details



The **View Profile Details** page allows administrators to review full details of user profiles, including current status, history of updates, and the ability to make status changes. Below is a detailed guide to this page:

1. **Profile Overview (Section A)**

The **Profile Overview** section displays key user details:

- **First Name** and **Last Name**: The user's full name.

- **Organization**: The organization associated with the user.
- **Email**: The user's email address.
- **Activation Status**: Displays whether the account is **Active** or **Inactive**.
- **User Type**: Indicates the user role (e.g., Admin, Reviewer).
- **Current Status**: The profile's current state (**Pending**, **Approved**, or **Rejected**).
- **Created On**: The date and time the profile was created.
- **Last Reviewed On**: The most recent date and time the profile was reviewed.
- **Last Reviewed By**: The name of the administrator who last updated the profile status.

2. **Profile Status History (Section C)**

The **Profile Status History** table provides a record of all updates to the profile's status, including:

- **Status**: Displays the current or previous status of the profile.
- **Commenter**: The administrator who updated the status.
- **Comment**: Notes or reasons provided during the status change.
- **Date**: The date and time when the update occurred.

This section ensures administrators can view the full history of actions taken on the profile.

3. **Update Profile Status (Section D)**

Administrators can update the profile status using this section:

- **New Status**: Use the dropdown menu to select the appropriate status (**Pending**, **Approved**, or **Rejected**).
- **Add Comment**: Enter a comment explaining the reason for the status change (mandatory for clarity).

Click the **Update Profile** button (Section E) to save changes.

Note: Changes to the project status are logged in the **Profile Status** table for future reference. Administrators should ensure comments are clear and meaningful, as they provide context for decisions made during the review process. Administrators are able to update user information change statuses and user types at any time.

OUTSTANDING WORK

Page Functionality

- Convert AJAX pages for dynamic content loading.
- Ensure all pages include a properly populated navbar.
- Add a refresh function on all relevant pages when users navigate back to ensure tables update in real-time.
- Update page titles to reflect appropriate content.

User Account and Authentication

- Implement email functionality for password resets.
- Develop "Change Password" and "Forgot Password" features (currently not implemented).

Testing and Bug Fixes

- Test logout functionality on each page after all front-end pages are completed.
- Fix any logout-related bugs.

Data Management

- Convert all database methods to use APIs.
- Implement pagination for tables to display the first 20 entries initially.