



User Manual

The Republic is a platform that aims to improve citizen interaction with government services, fostering transparency, accountability, and engagement through organised incident reports and data visualisation.

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Signing Up

- 1. Fill in your details in the relevant fields**
- 2. Click "Signup" at the bottom of the screen**

The Republic

Fullname

Email

Username

Password Show

Already have an account? Login

Signup



Logging In

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- 1. Click on "login"

The Republic

Fullname

Email

Username

Password [Show](#)

Already have an account? [Login](#)



Signup

2. Fill in your details in the relevant fields
3. Click "Login" at the bottom of the screen

The Republic

Email

Email

Password Show

Password

Don't have an account? Signup

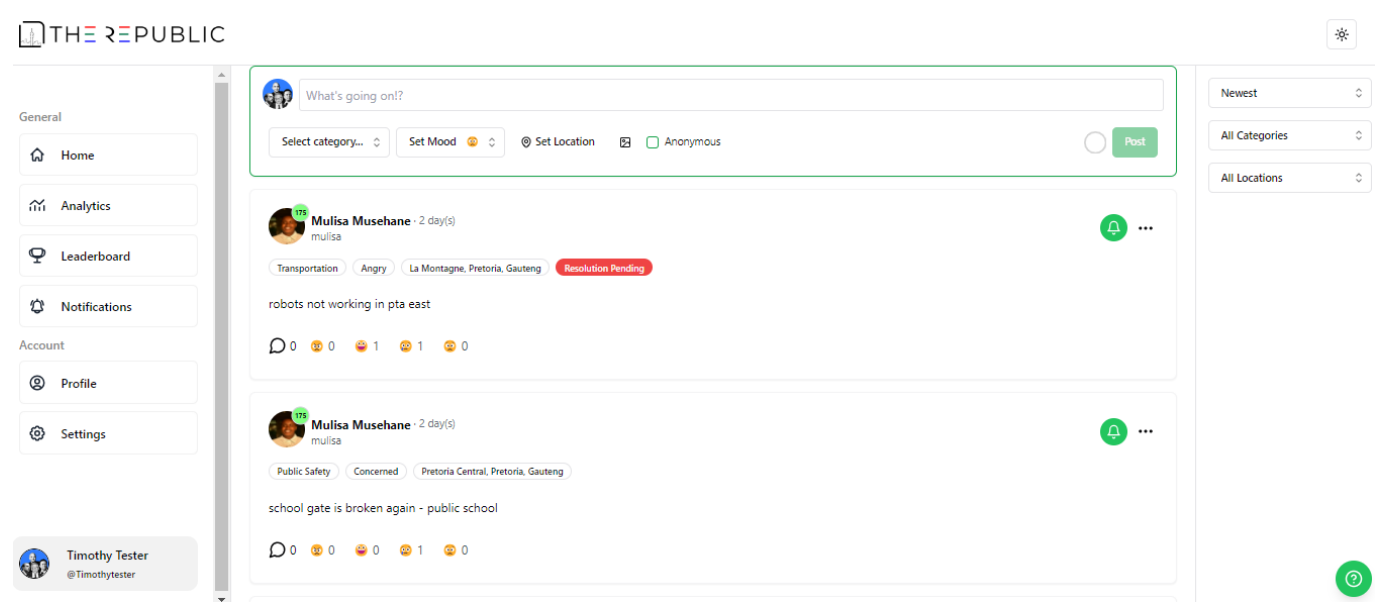
Login



Homepage

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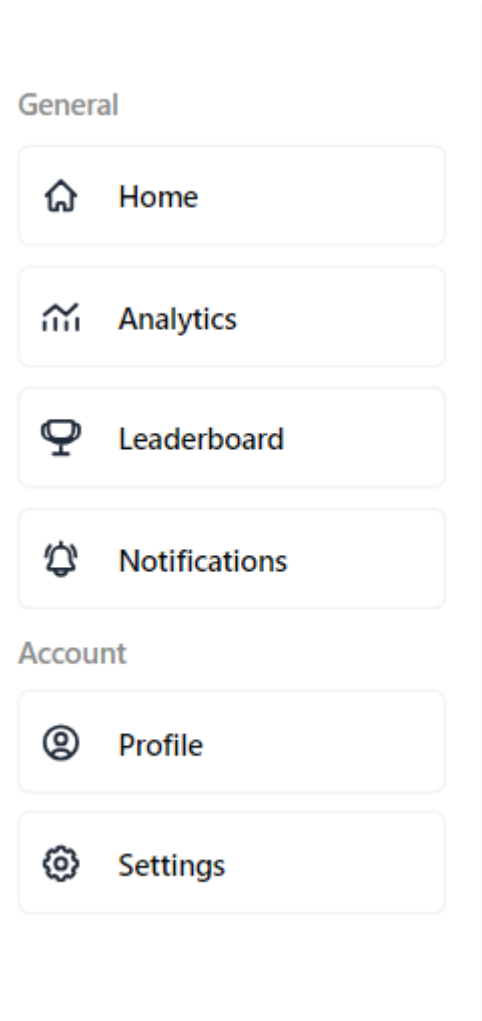
When you log in, you will be taken to the homepage. This is an example of what the homepage will look like.



NavBar

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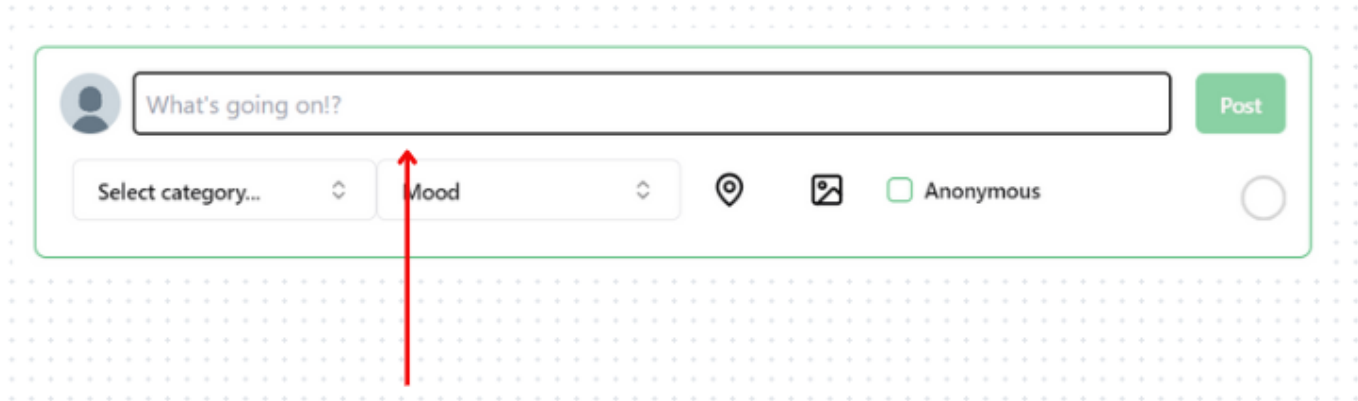
The NavBar consists of your General section which includes, home page, visualization, reports and notifications page. It also consists of the Accounts section whereby users can manage their accounts. It consists of the Profile, Settings and an option to logout.



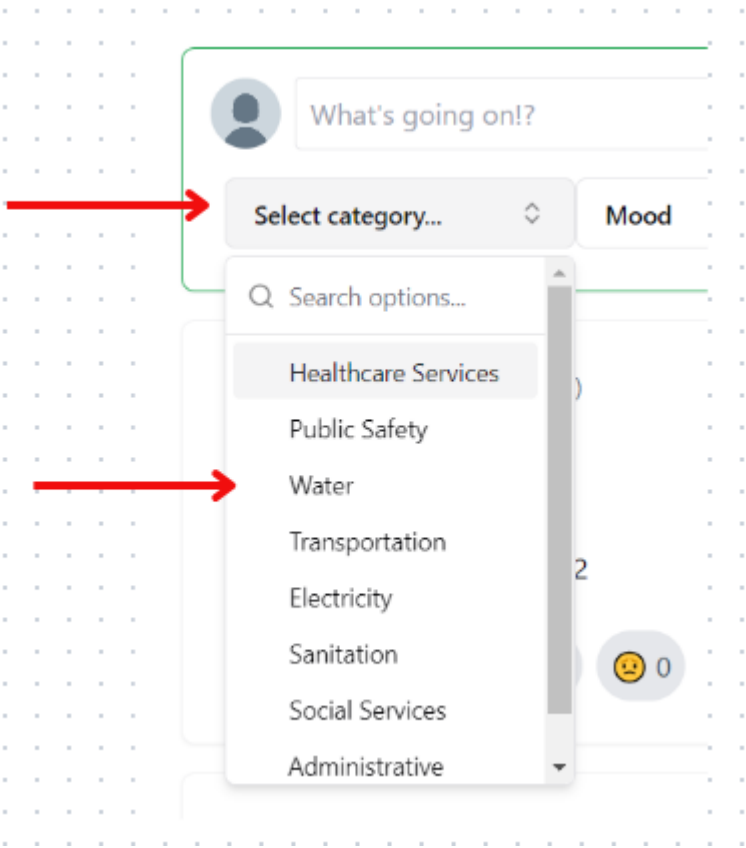
Creating a Post

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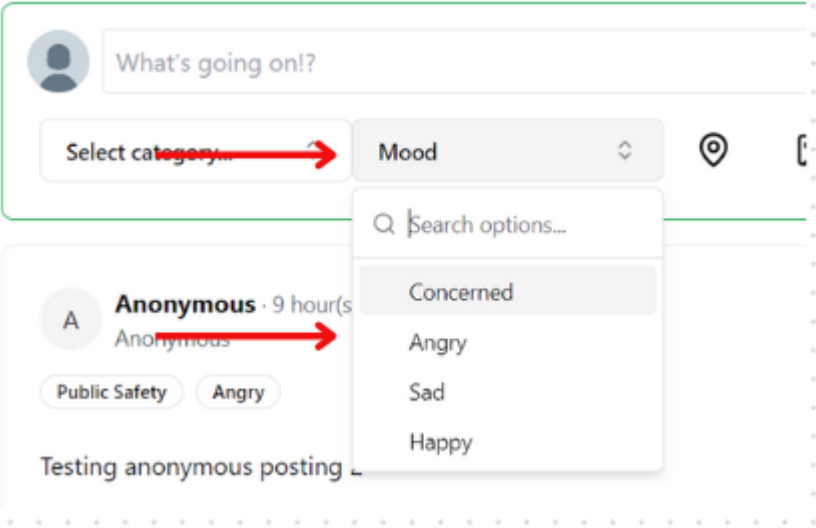
1. Write in the input box



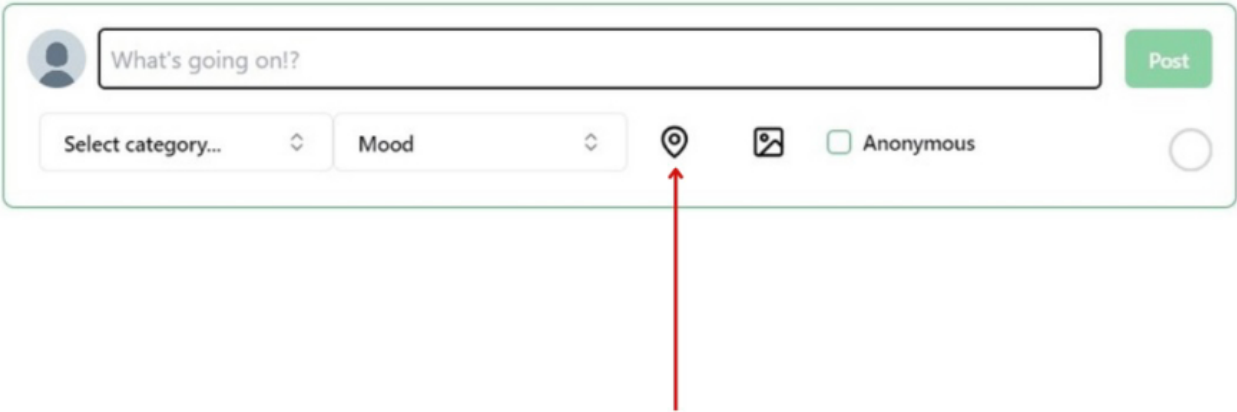
2. Select a category under which your issue falls under



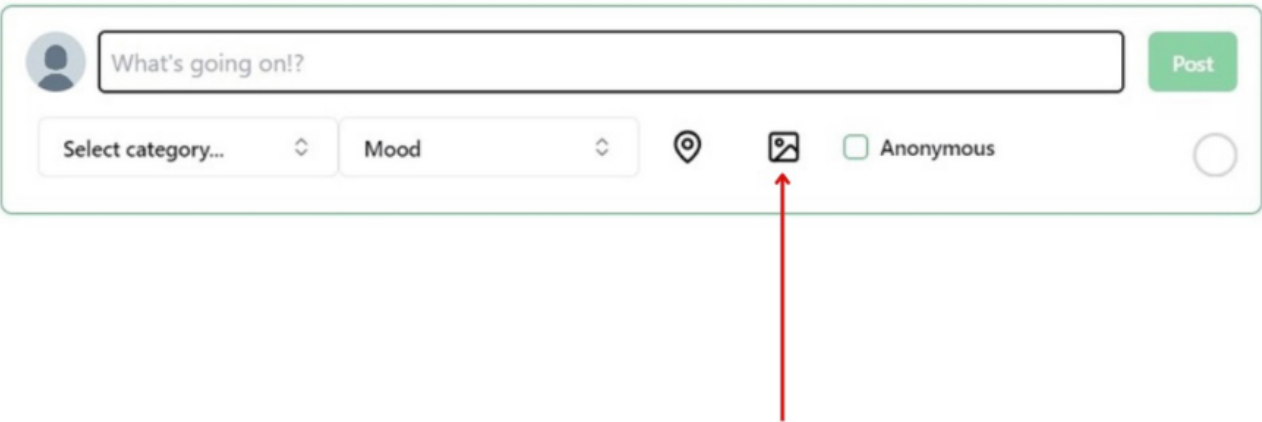
3. Select a Mood under which your issue falls under



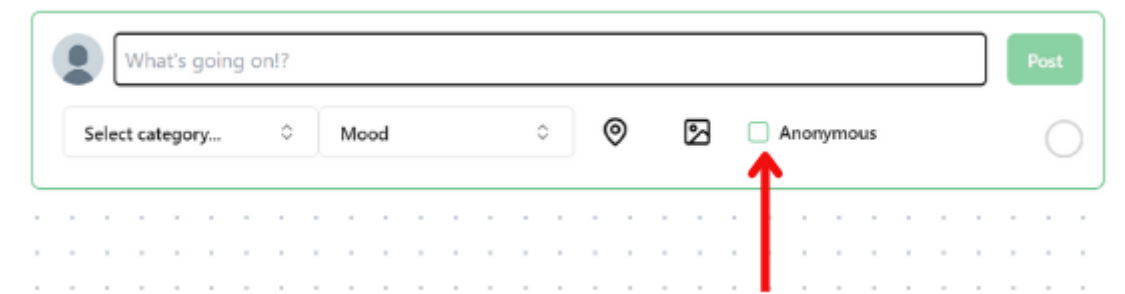
4. Pick your location



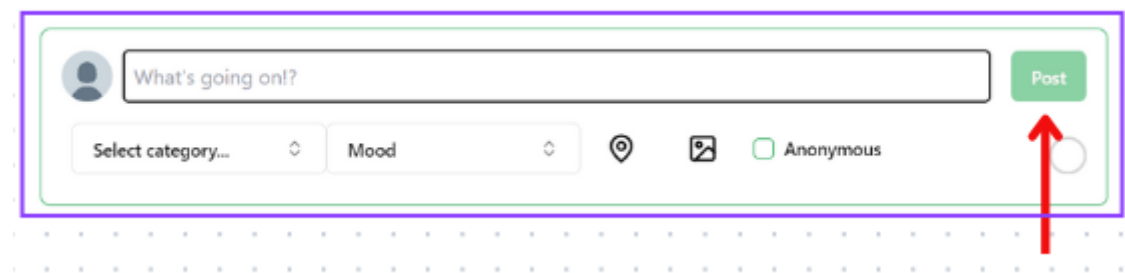
5. You can choose to include an image



6. You can choose to be anonymous or not by clicking the checkbox



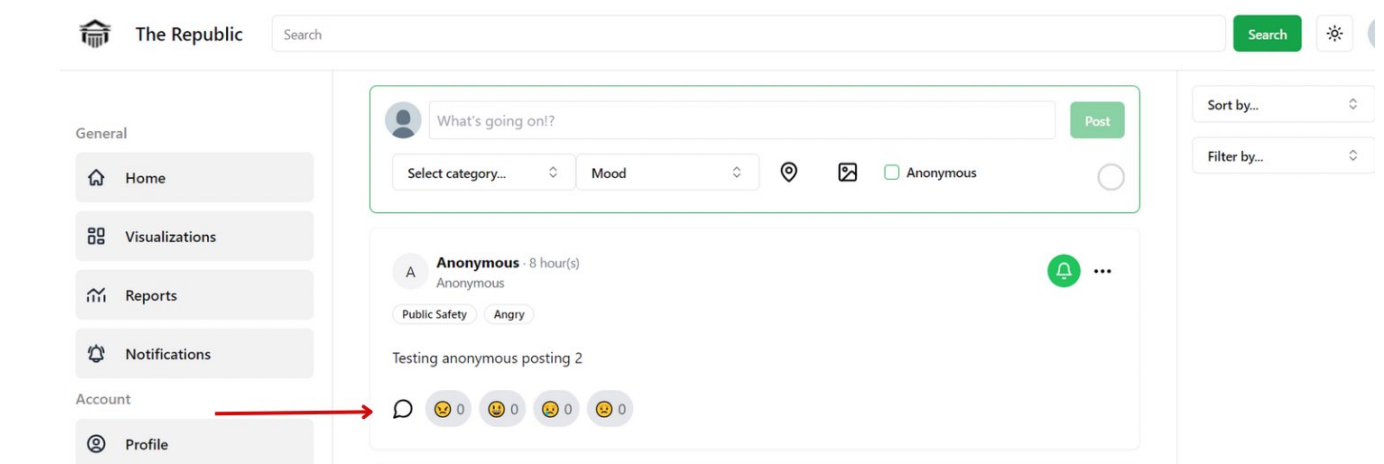
7. Once done, you can click on "Post" to post your issue



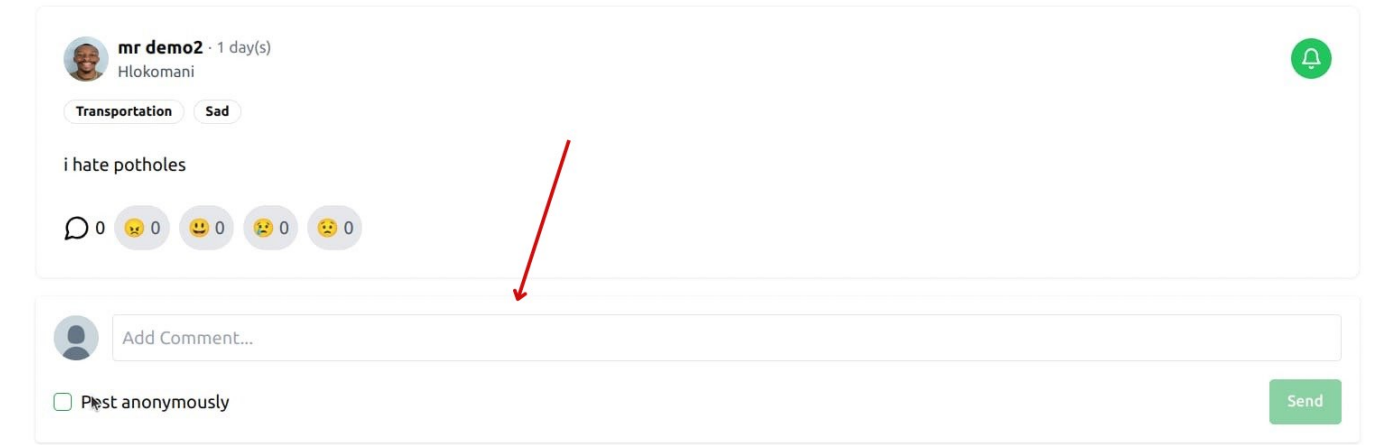
Making a comment

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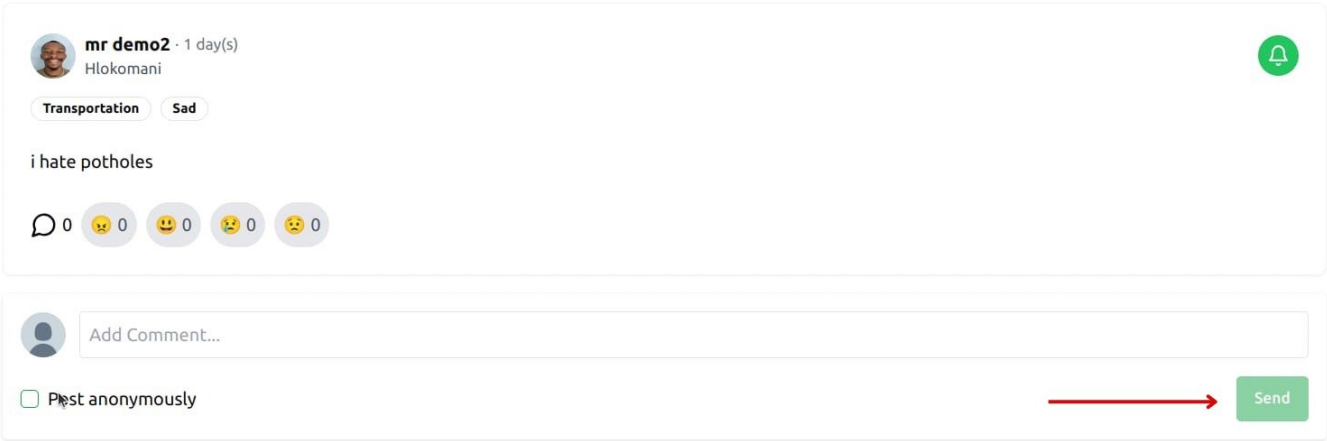
1. Click on the chatbox icon in order to make a comment on a specific issue



2. Type in your comment into the input box



3. Once you are done typing out your comment, click on "Send" to post it



Subscription and Filtering

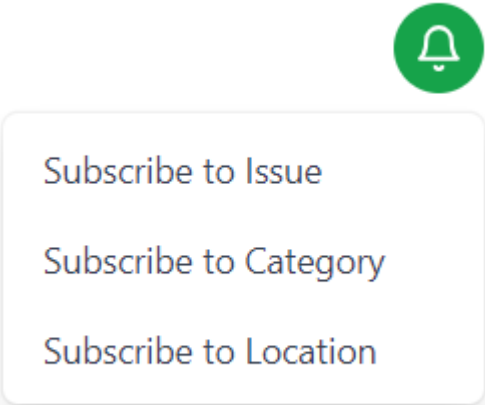
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Users can subscribe to what they are interested in. Users can also filter and sort the issues displayed on the homepage.

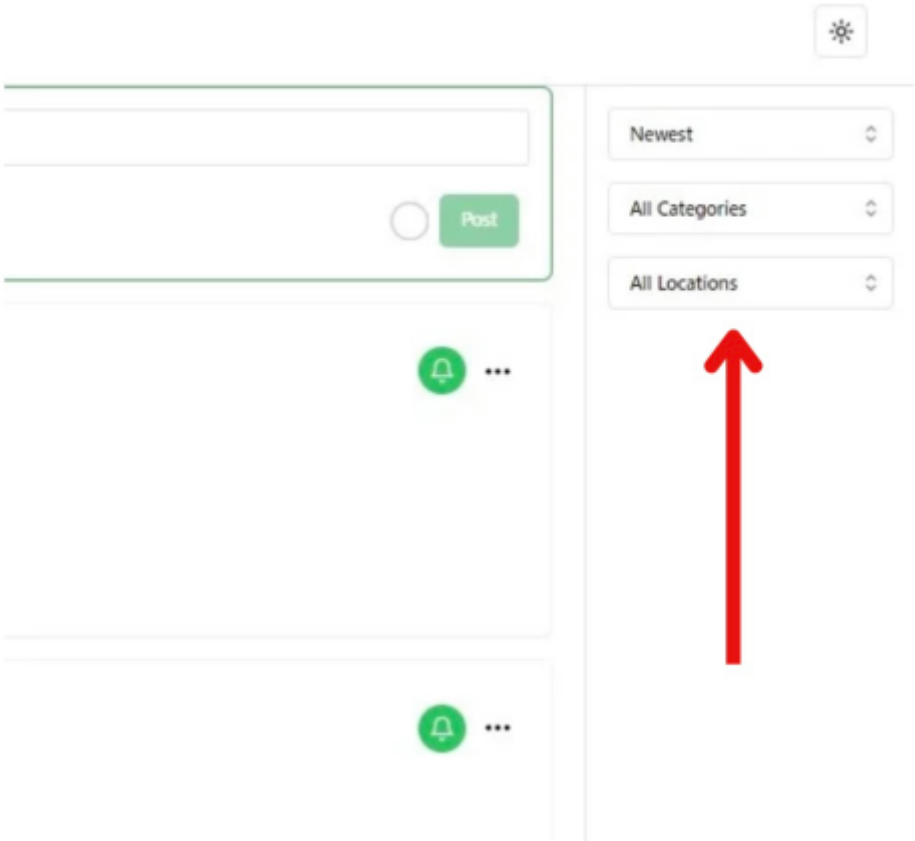
1. To subscribe click on the green bell icon



2. Choose what you want to subscribe to. It could be the specific Issue, the category under which the issue falls under or the location of the issue

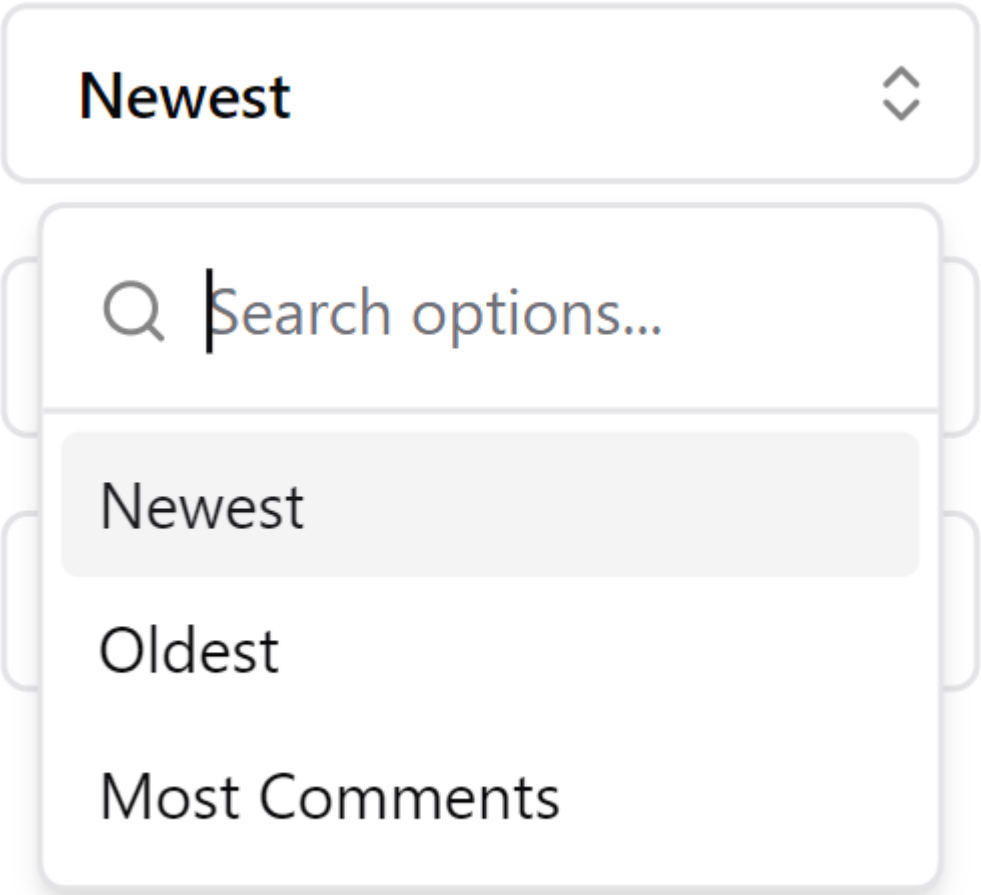


3. You can sort and Filter the issue posts displayed by clicking the sort and filter found on the right

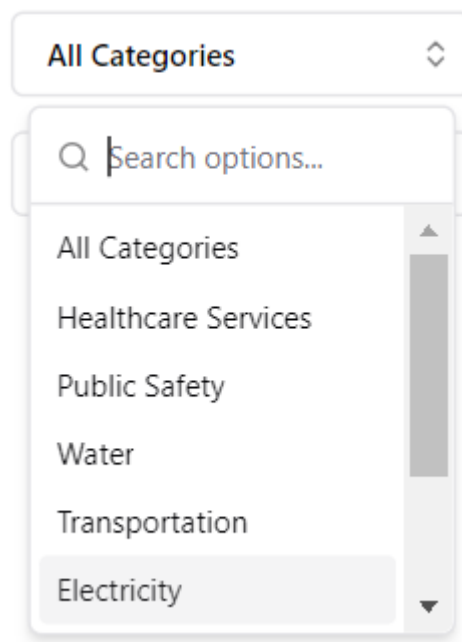


hand side bar

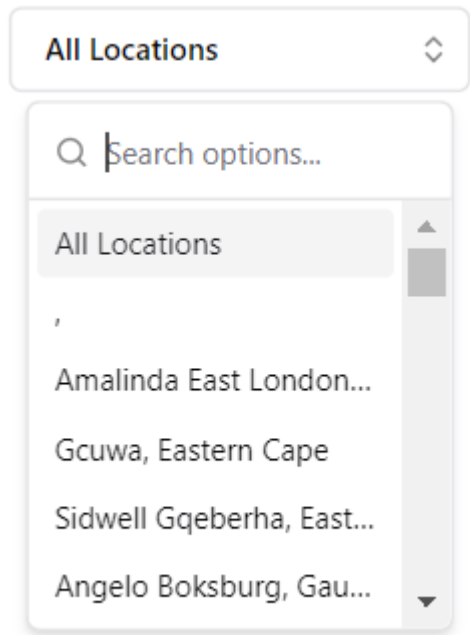
4. You can sort the issues according to "Newest", "Oldest" or "Most Comments".



5. You can sort the issues according to your subscriptions or the different categories.



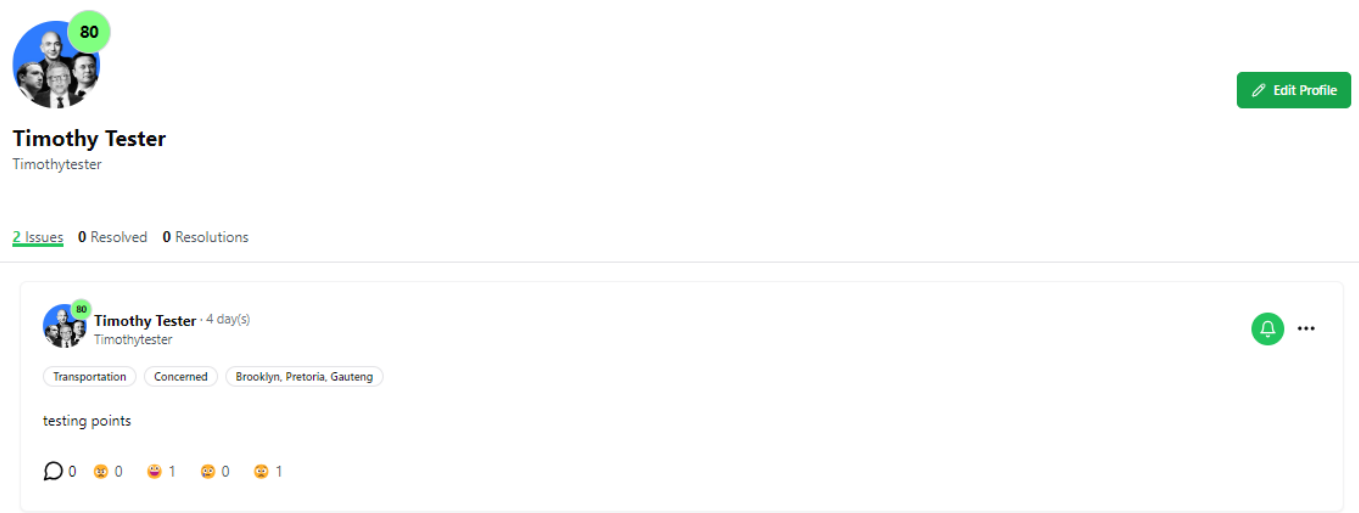
7. You can sort the issues according to your location.



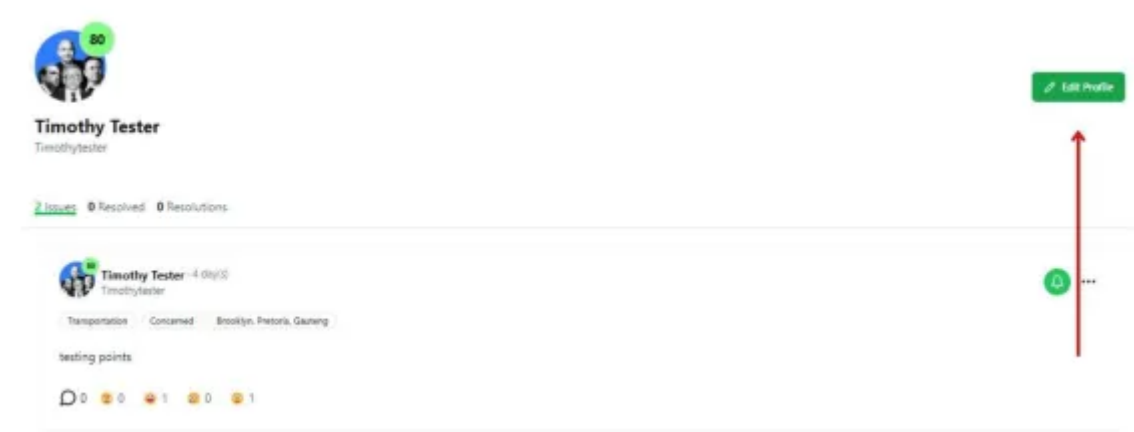
Profile Page Management

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Clicking on Profile on the left side bar will take you to the profile page whereby users may make changes



1. To edit your profile click on "Edit Profile



2. Add the relevant information then click on "Save" to make the changes

Edit Profile

Profile Picture

 UPLOAD IMAGE

Full Name

Timothy Tester

Username

Timothytester

Bio

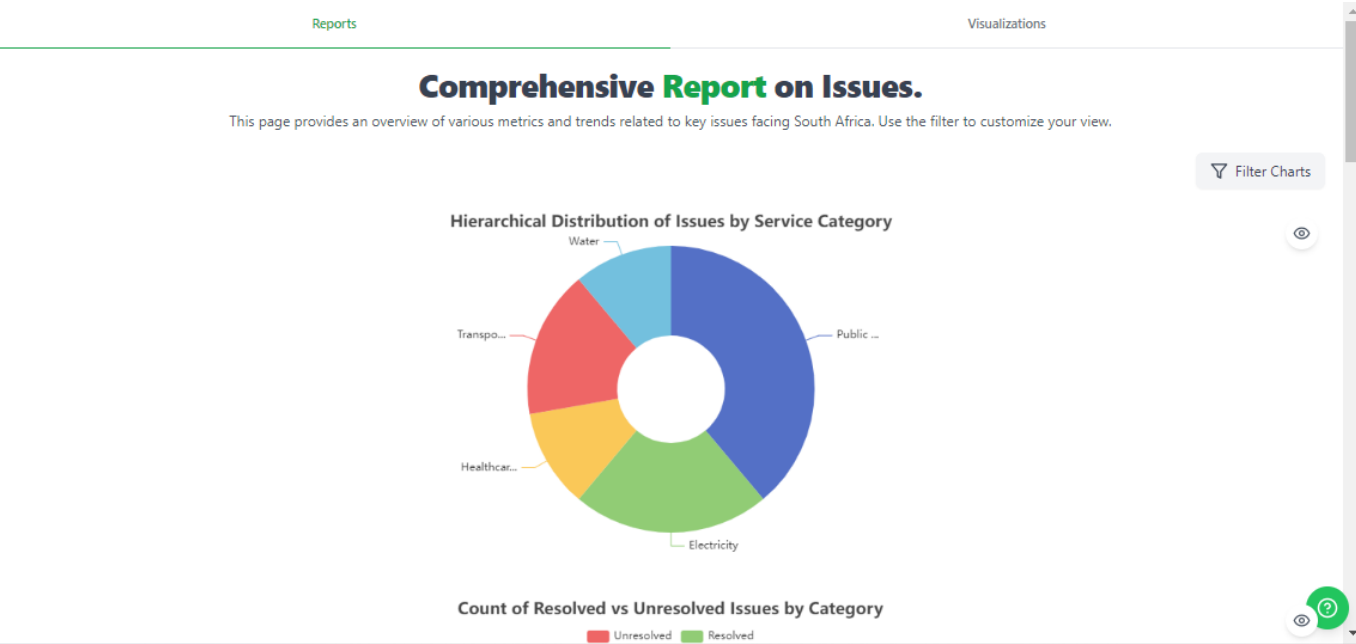
Cancel

Save

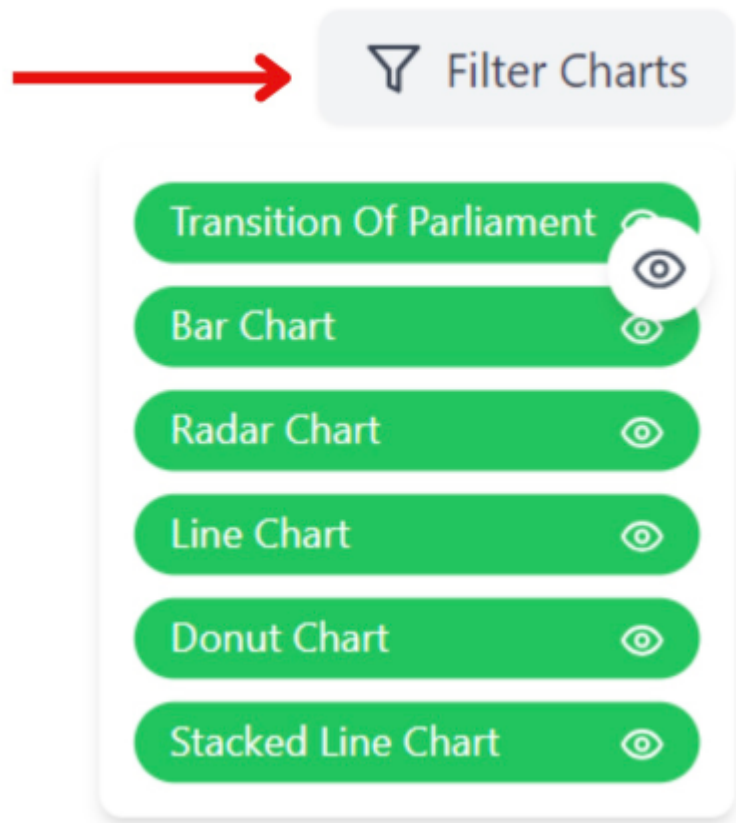
Analytics

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The analytics page consists of two tabs, the Reports tab whereby you can view different reporting charts and a visualization tab whereby you can view a more explorative diagram.



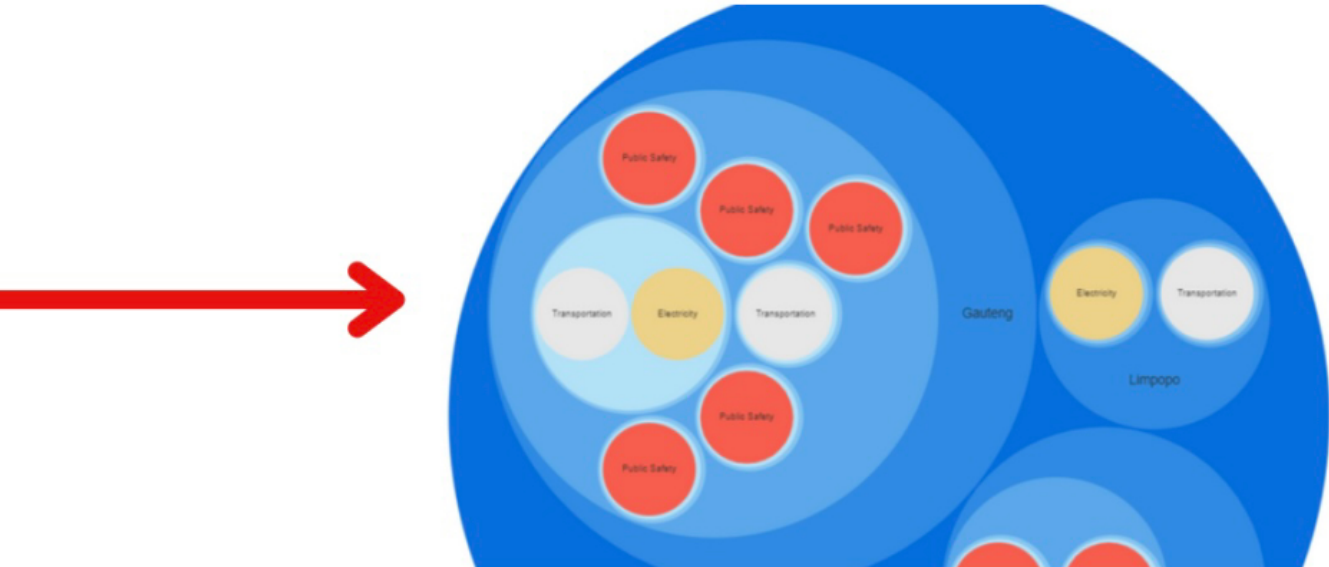
1. To filter the reporting charts click on the filter charts button



2. Click on the visualization tab to navigate to the explorative diagram




3. Click on the different circles on the explorative diagram for more information



Setting your location

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1. Navigate to your profile page




80

Timothy Tester
Timothytester

Edit Profile

2 Issues0 Resolved0 Resolutions








80


Timothy Tester · 4 day(s)
Timothytester

TransportationConcernedBrooklyn, Pretoria, Gauteng

testing points

 0  0  1  0  1

2. Click on Edit Profile




80

Timothy Tester
Timothytester

Edit Profile

2 Issues0 Resolved0 Resolutions








80

Timothy Tester · 4 day(s)
Timothytester

TransportationConcernedBrooklyn, Pretoria, Gauteng

testing points

 0  0  1  0  1

Edit Profile

A red arrow pointing upwards from the bottom of the page towards the 'Edit Profile' button.

A green bell icon representing notifications.

A green circle containing three white dots, representing a menu.

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3. Click on Update Location

Edit Profile

×

Profile Picture

⬆️

UPLOAD IMAGE

Full Name

Timothy Tester

Username

Timothytester

Bio

Testing too

Location

Update Location

Hatfield, Pretoria, Gauteng

Cancel

Save




4. Choose whether to make use of a pin location or manually type your location

Set Your Location

Choose your location to personalize your experience.

Map


Search



Use This Location

Leaderboard

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Timothy Tester

Points: 80

Your Country Ranking


4

Filter

Ranking	Username	Points	Province	City	Suburb
1	momonga	2020	N/A	N/A	N/A
2	hlokoomani	975	Gauteng	Pretoria	Hatfield
3	mulisa	175	N/A	N/A	N/A
4	Timothytester	80	N/A	N/A	N/A
5	ward_councilor	65	N/A	N/A	N/A
6	first	15	Gauteng	Pretoria	Garsfontein
7	necroman	5	N/A	N/A	N/A
8	chadlein	0	N/A	N/A	N/A
9	testuser	0	N/A	N/A	N/A
10	shamakamina	0	N/A	N/A	N/A

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1. You can filter the table ranking according to country, province, city, and suburb ranking once you've set your location for your profile. Click on filter to do so



Filter

Country Ranking

Province Ranking

City Ranking

Suburb Ranking

	Username	Pos
	momonga	20%
	hlokoomani	97%
	mulisa	17%
4	Timothytester	80%
5	ward_councilor	65%

Organizations

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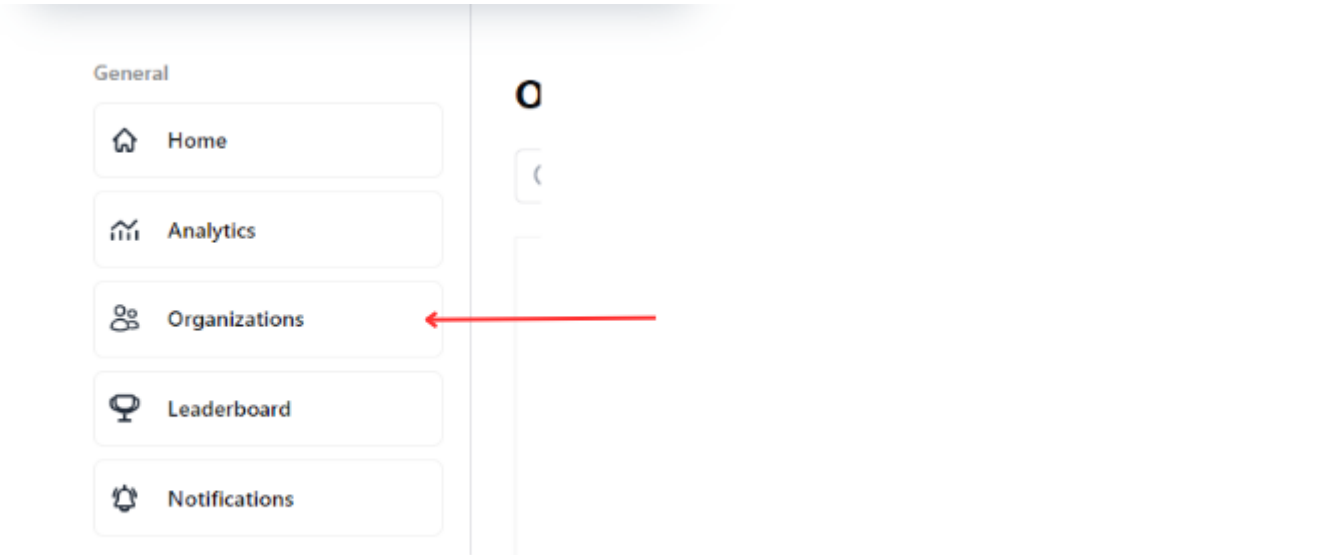
Organizations allow for collaborative issue reporting and management within The Republic platform.

Key Features

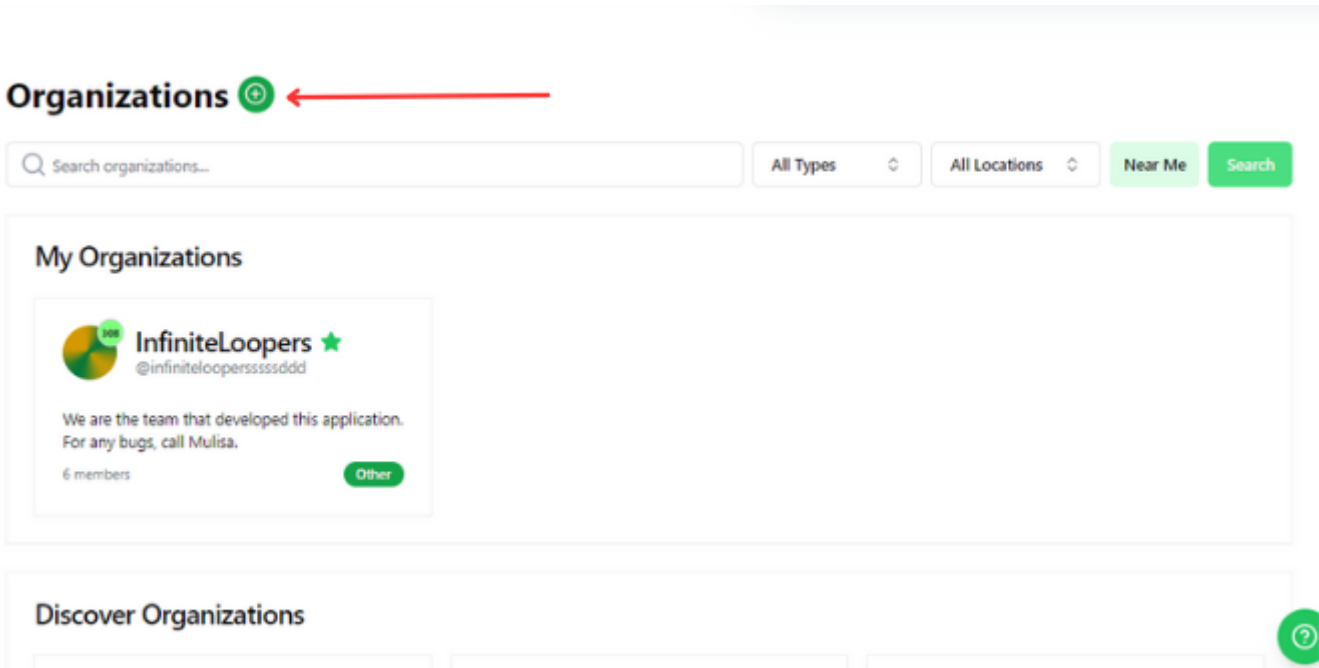
- Create or join organizations
- Manage organization membership
- Post organization-specific content
- View organization activity logs
- Set join policies for organizations

Creating an Organization

1. Navigate to the Organizations page.



2. Click on the plus icon next to "Organizations".



3. Fill in the organization details (name, description, etc.).

Create New Organization ✕

Name

Username

Description

Website URL

Join Policy

Open

▼

Organization Type

Select organization type

▼

Profile Photo

Choose File No file chosen

Cancel

Create

4. Set the join policy (open, request to join, or invite-only).

Join Policy

Open

▼

✓ Open

Request to Join

Closed

5. Click "Create" to finalize.

Create New Organization

Name

Username

Description

Website URL

Join Policy

Open

Organization Type

Select organization type

Profile Photo

Choose File No file chosen

Cancel

Create

Joining an Organization

1. Search for the organization you want to join.

Organizations

Search organizations...

All Types

All Locations

Near Me

Search

2. Click on the organization to view its details.
Discover Organizations

0

Patriotic Alliance Hatfield (TUKS)

@pa_tuks

Ons Baiza Nie. We are the student body tasked with being on the ground and resolving issues faced by students in and around Hatfield.

2 members

Political

0

City of Tshwane

@tshwane

Igniting Excellence.

1 members

Governmental

0

Gift of the Givers Foundation

@giftofthegivers

Serving Humanity

2 members

Non-Profit

0

Build One South Africa (BOSA)

@build1SA

Building one South Africa for all South Africans

2 members

Political

0

Democratic Alliance Tshwane

@ourDA

A Party of National Government. Rescuing South Africa

1 members

Political

0

ANC National

@anc1912

South Africa's Liberation movement, since 1912. Celebrating 30 years of Democracy.

1 members

Political

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3. Click "Join" or "Request to Join" (depending on the organization's policy).

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PATRIOTIC ALLIANCE

@pa_tuks

2 members

Joined 27 Sep

Website

Patriotic Alliance Hatfield (TUKS)

Join Organization

About

Dns Baiza Nie. We are the student body tasked with being on the ground and resolving issues faced by students in and around Hatfield.

Hatfield, Pretoria, Gauteng

Political

Organization Posts

No posts available.

Unlock Insights

Dive deep into this organization's performance!

Most active members

Issue resolution efficiency

Top-performing categories

Granular insights into the organization's performance

Get Your Detailed Report

4. If it's a request, wait for approval from the organization admin.

Managing Organization Members

1. Navigate to your organization's page.

My Organizations

308

InfiniteLoopers

@infinitemloopersssssddd

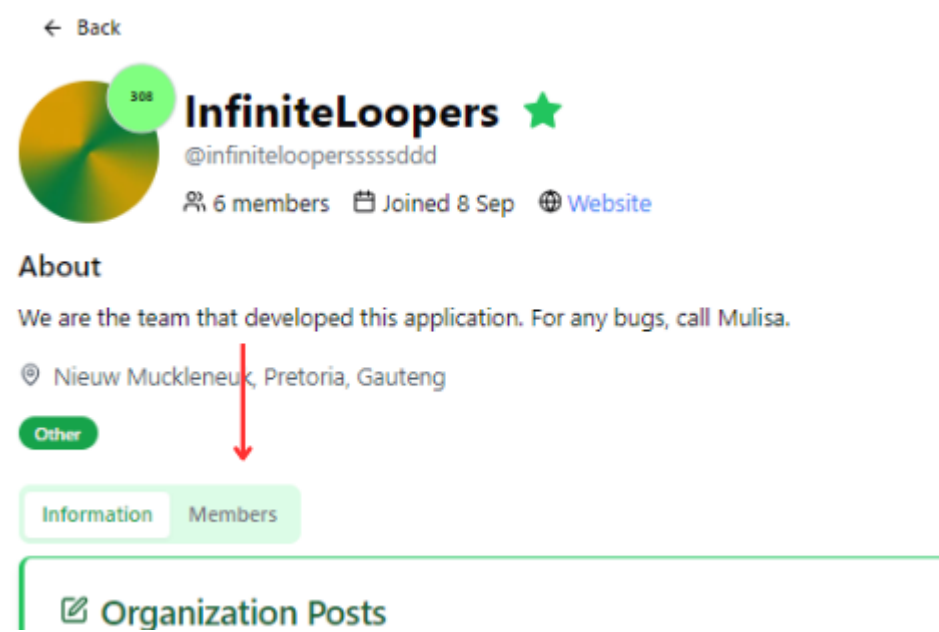
We are the team that developed this application. For any bugs, call Mulisa.

6 members

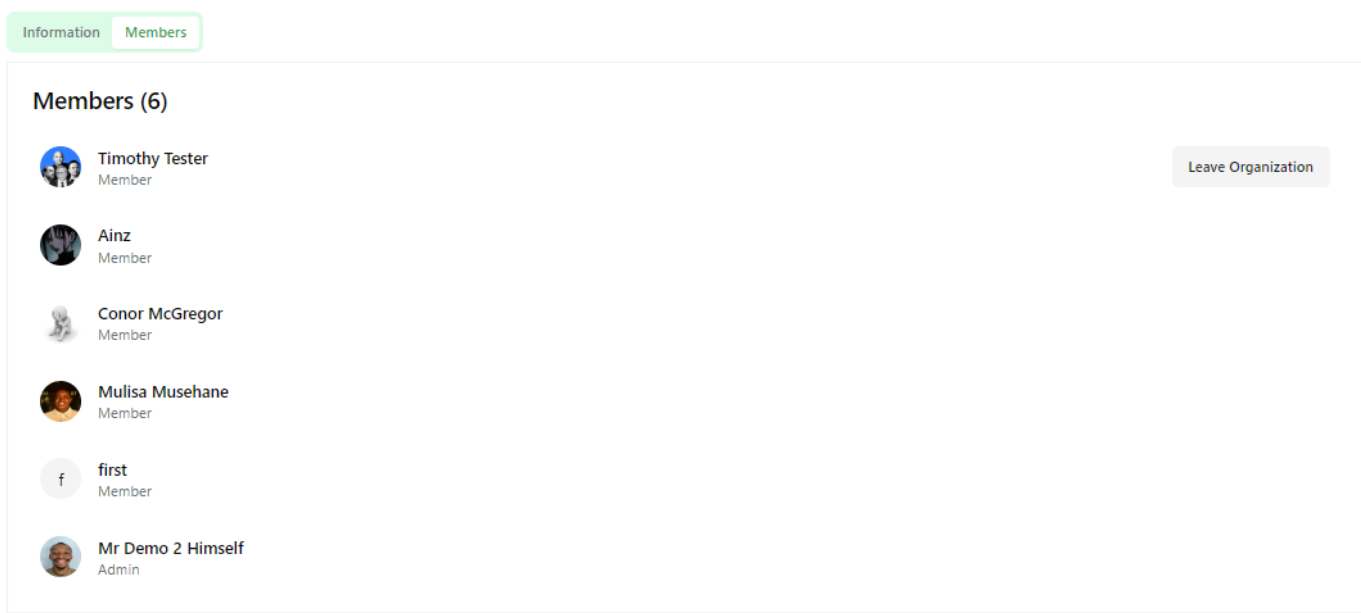
Other

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2. Click on "Members" or "Manage Members".



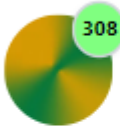
3. Here you can view all members, remove members, or promote members to admin status.



Posting Organization Content (FOR ADMINS ONLY)

1. Navigate to your organization's page.

My Organizations



308

InfiniteLoopers

@infiniteloopersssssddd

We are the team that developed this application. For any bugs, call Mulisa.

6 members

Other

2. Click the icon at the far right corner of the "Organizations Post" section.

Organization Posts

No posts available.

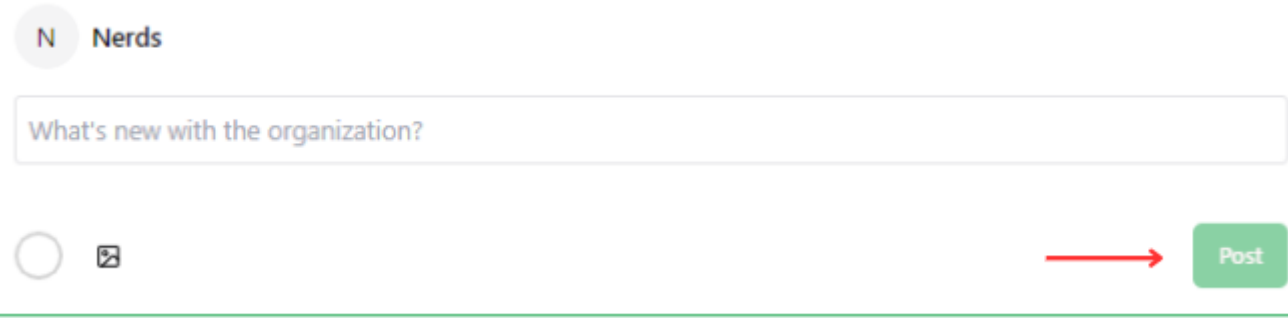
3. Write your post and add any relevant attachments.

N Nerds

What's new with the organization?

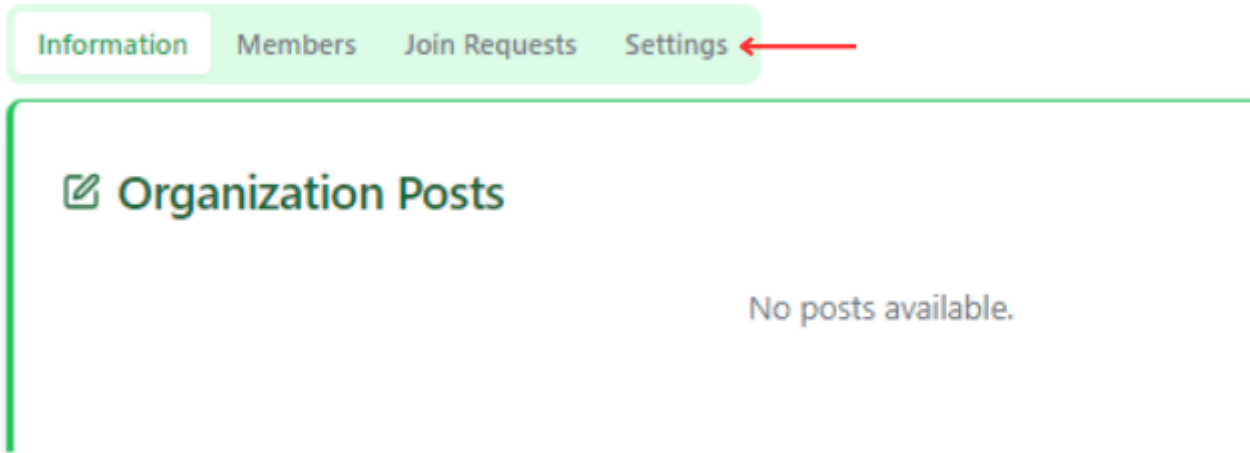
Post

4. Click "Post" to publish the content to your organization's feed.

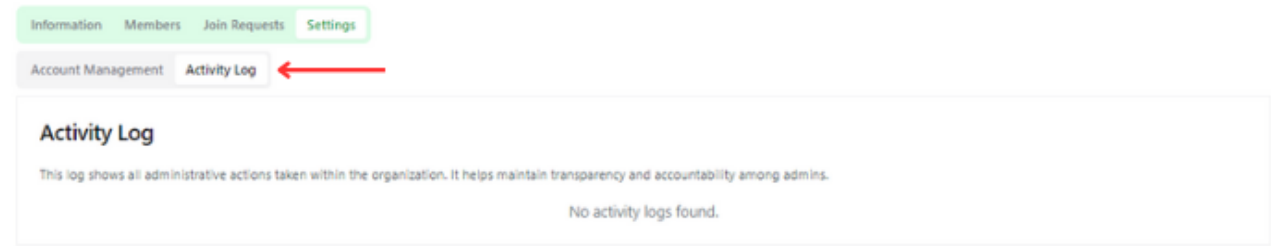


Viewing Organization Activity Logs (FOR ADMINS ONLY)

- 1. Navigate to your organization's page.
- 2. Click on Settings



3. Click on activity Log. Here you can view recent actions and events within the organization.



Downloading Detailed Reports

- 1. Navigate to your organization's page.

2. Click on "Get Your Detailed Report".

Organization Posts

InfiniteLoopers
@infiniteloopersssssddd
XCXOX

0 0 1 0 0

16 day(s)

InfiniteLoopers
@infiniteloopersssssddd
ddfd

0 0 1 0 0

21 day(s)

Unlock Insights

Dive deep into this organization's performance!

Most active members

Issue resolution efficiency

Top-performing categories

Granular insights into the organization's performance

Get Your Detailed Report

Satisfaction Rating

Not enough data

3. Enter your email and the report will be emailed to you once it is ready.

Request Your Detailed Report

Enter your email to receive a comprehensive analysis of your organization's performance.

your@email.com

Send Me The Report

Note: Detailed reports may include information such as:

- Member engagement statistics
- Issue resolution rates
- Top contributors within the organization
- Trending categories or locations for reported issues
- Overall organization growth and activity metrics

These reports can help organization administrators make data-driven decisions and track the organization's impact over time.

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