User guide

TER Project

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1.   Table of Content

2. Introduction

2.1. Objectives

This document aims to describe how the application can be used. Each feature it offers is detailed and accompanied by the tasks to be performed to make the most of the application.

2.2. Reference documents

Reading the 'Pages and Files' documents and the installation manual can help to understand this document.

3. Reading guide

There are three types of people who will be required to use this software: experts, administrators, and server managers. One person should be able to combine several of these three roles and that is why they are all in this same user manual.
Depending on which use you are making of the application, please refer to the table of content to read the part of this manual that is made for you.
If you encounter an error while using the application, it should be addressed in the 'Error messages' part and you should be able to find a solution to your problem.

4. Concepts

The application is used to annotate the relevance of words, documents and snippets regarding a topic. It is intended to be used by experts in the field of the topic and by administrators who need the results of annotations, usually to test the performance of search engines.
The type of annotation requested (word annotation, document annotation or both) is defined for the entire annotation campaign. The type of document to annotate (document, snippet or both) is also the same through the whole campaign.
Several experts and administrators must be able to access the application simultaneously and privately, so there are several sessions and an authentication system. Experts have access to the assessment functionality which is used to annotate the relevance of documents. Administrators can download the completed and uncompleted assessment files as well as adding new experts and assessments to the database (via files).

5. Implementation

5.1. Administrators

5.1.1. Login

To connect to the application, the administrator must have received a login and a password. He must go to the application page and click on the 'As Administrator' box. Then enter the credentials in the 'Login' and 'Password' fields and click on the 'Log in' button.

As Administrator

Login

Lila

Password

••••••

Log in

5.1.2. Export completed assessments

Once on his dashboard, the administrator can click on the 'export complete assessment' button. A compressed folder will then download to his browser. He can unzip it and will have access to two files containing the annotations made by the experts for the campaign.

Export completed assessments

5.1.3. Export remaining assessments

From his dashboard, the administrator can click on export assessment. This will download a compressed file containing all assessments not completed by the experts.

Export remaining assessments

5.1.4. Add new experts

To add experts to the database the administrator can click on 'add expert'. This will open his file explorer. He can then select the file containing the experts which must be in text format. He will then have to click on open and this will add the experts to the database. They will then be able to connect thanks to their identifiers which must be communicated to them.

Add experts

5.1.5. Add new assessments

The administrator can add assessments to the database. To do this he must click on the 'Add assessment' button. This will open the file explorer, he must then select the file containing the assessments and click on 'Open'.
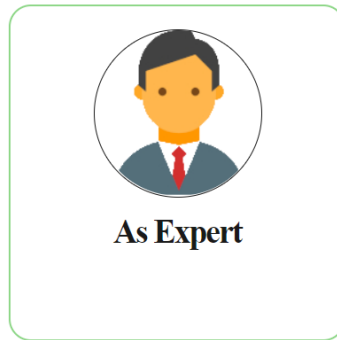
Add assessments

5.1.6. Log out

To log out, the administrator must click on 'Disconnect' at the top right of the screen. This will take him back to the application's home page.

5.2. Experts

5.2.1. Login

Like the administrator, the expert must have received his login and go to the home page of the application. He must then click on the 'As Expert' insert. Once on the connection page, he must enter his login in the 'Login' field and his password in the 'Password' field and then click on the 'Login' button. He will then access the dashboard.
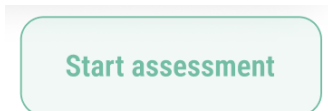

5.2.2. Read detailed instruction

To read the detailed instructions for the campaign the expert must click on the 'detailed instructions' link which will open a new tab in the browser corresponding to the address provided in the campaign file.

Detailed instructions

5.2.3. Start assessment

To start an annotation the expert must click on the 'Start assessment' button at the bottom of the interface. If there are still assessments to be completed, the assessment page will be displayed, otherwise the button is grayed out and cannot be clicked.

5.2.4. Complete assessment

To complete an assessment in the context of a global campaign, the expert must go to the assessment page by clicking on 'Start assessment', then check one of the options proposed in global relevance and finally click on one of the two buttons 'Save and next' or 'Save and back to dashboard'.

In the case of a words campaign, the expert must annotate the words for which he wants to change the relevance level. To do this, there are two options: click on the word until the desired relevance level is reached or move around the content of the abstract using the keyboard arrows and change the relevance level using the 'A' key.

In the case of a words and global campaign, the expert can annotate the words of which he wants to modify the relevance and then he must check one of the global relevance levels before validating the assessment with the 'Save and next assessment' or 'Save and back to dashboard' button.

Snippet - Le métabolisme

Le métabolisme correspond à l'ensemble de toutes les transformations chimiques, décomposables en réactions simples, qui se produisent dans une cellule ou un organisme . Il se divise en deux phases .

Global relevance
○ not relevant
● moderately relevant
○ relevant

5.2.5. Save assessment and display next one

In order to save an assessment made in a global or global/words campaign, the expert must select a global relevance level. He must then click on the 'Save & Next assessment' button if he wants to display the next assessment assigned to him.
To save an assessment in a 'words' campaign, the expert can decide to move on to the next assessment before even having annotated a single word by clicking on 'Save & next'. Please note that it is not possible to modify an assessment once it has been saved.

Save & Next assessment

5.2.6. Save assessment and go back to dashboard

In the same way, the expert can save his annotations and return to his dashboard when he decides to stop his work.

Save & Back to dashboard

5.2.7. Abandon assessment and go back to dashboard

At any time the expert can choose to abandon and return to the dashboard using the 'Abandon & back to dashboard' button. This will bring him back to the dashboard without saving the changes made.

Abandon & Back to dashboard

5.3. Server managers
5.3.1. See the logs

Server managers can see the log file at the root of the server to have information on the time and the origin of the error when there is one.

5.3.2. See the exported files

When an administrator exports a file on his local PC, this file is first written to the root of the server in the exported folder. Once it is written, the download request for this file is made. So server managers have access to the history of exports made by administrators in this folder.

6. List of commands

Server managers can perform console commands at the root of the server. The php artisan command allows you to list them all and to have a brief documentation on each of them.
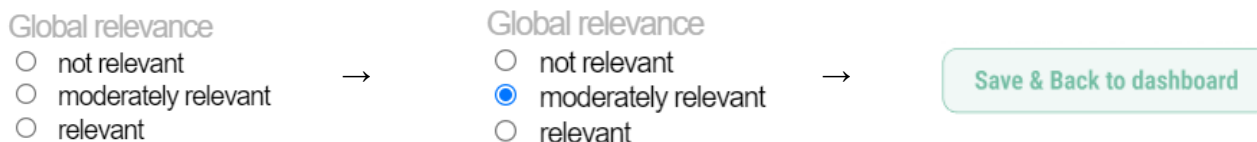
7. Error messages

7.1. No assessment left

This error is only visible in the log file when the user clicks on 'Start assessment' or 'Save & Next assessment' when there are no assessments left. The buttons are not clickable in this case and the user cannot see this error.
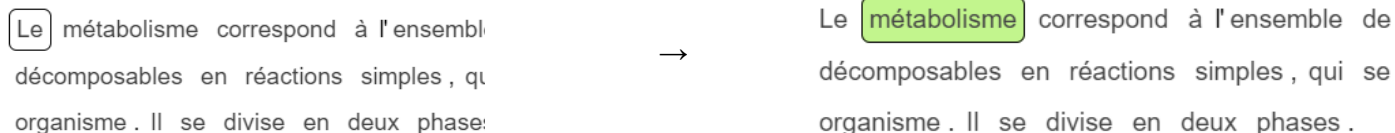
7.2. Word annotations disappear when clicking on 'Save & Next assessment'/'Save & Back to dashboard'

This error occurs when an expert validates an assessment and no global relevance level is set (only in the case of a global or global/words campaign). In this case you have to check one of the global relevance levels and then save the assessment.

7.3. Nothing happens when clicking on the save buttons on the assessment page

This error can occur in the case of a 'words' type campaign, in which case the relevance level of at least one word in the abstract must be changed before saving the assessment.

7.4. Incorrect credentials

This error occurs when the credentials entered are not contained in the database. The user can try again by checking the writing of his credentials. If he has forgotten them, he can contact the person who provided them in the first place.

7.5. This site is inaccessible

If the address of the site containing the detailed instructions is invalid, the page opened in the browser by the application will display an inaccessible web page. The detailed instructions are then not available.

7.6. Campaign file doesn't exist here

This error occurs when the specified resource path is incorrect. The path must be specified on line 61 of the 'Settings.php' file (appliapp\Models\Settings.php) and must correspond to the access path of the file containing the files for creating the campaign (defined in 'Pages and Files specifications').

7.7. General error: 1 table "campaigns" already exists

This error occurs when the campaign was launched when the table already existed. You cannot launch a campaign when a campaign is already in progress.

7.8. X elements are expected at line Y

This error occurs when the format of the file the administrator is trying to upload is not corresponding to the format expected for the file. The files formats are defined on the 'Pages and Files specifications' document.

Exception

3 elements are expected at line 0

8. Annex

8.1. Pages and files specifications

ajouter pages and files

9. Glossary

Abstract: the annotatable part of a **document** or **snippet**.

Administrator: the person in charge of the management of the overall **assessment**.

Annotation: one annotation consists in setting a degree of **relevance** to one word (word annotation), **snippet** or **document** (global annotation).

Assessment: one assessment consists, for an expert, in annotating one **snippet**/**document** for a given **topic**.

Corpus: set of **documents** on which the relevance is evaluated.

Campaign: the organization of the rating campaign. It is defined by an ID, its activation state, the type of target (**snippets** or **documents**), the type of assessment (**global** and/or **words**), a description and rating instructions.

Document: a document is a long string defined by an ID and an internal URI or external URL.

Expert: the person who has knowledge about the **topic**. He uses the application to do the **assessment**.

Global relevance: the relevance degree of a document or snippet in its entirety. It has to be set by the **expert.**

Relevance: the degree of global relevance and word relevance is evaluated on a scale defined in the **campaign**.

SERP: search engine result page.

Snippet: one snippet refers to one **document**. It is displayed in a frame, gives the title and a short preview of this document.

Topic: the query against which the **experts** must annotate the **relevance** of the **documents** and/or **snippets**. It is a character string.

Word relevance: the relevance degree of a word of the **abstract**. It has to be set by the **expert.**

10. References

Laravel documentation https://laravel.com/docs/9.x

11. Index

Liste les mots-clés du document et où les trouver dans celui-ci