

USER MANUAL



WESMAARRDEC
CMI Profiling System

DEVELOPERS

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What is CMI Profiling?

- The CMI profiling system provides a complete picture of the Consortium Member Institute or CMI profiles and their associations with teams, commodities, programs, research projects at WESMAARRDEC. Each section can be accessed and managed depending upon the classification of the user. The user classifications are guest, admin, secretariat, researchers, stakeholders.

SECTIONS

- Secretariat
- CMI
- Teams
- Program
- Research project
- Commodities

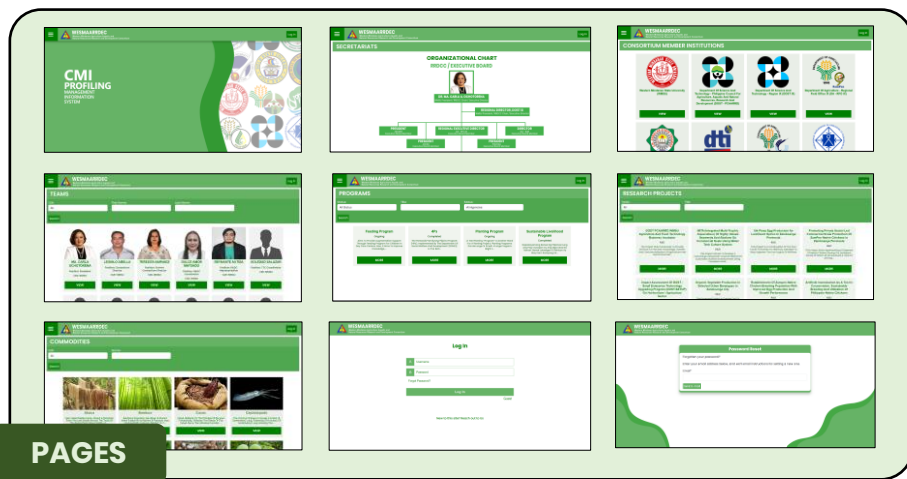
SUB-SECTIONS

- SDG
- Researchers
- Stakeholders
- IEC Materials
- Priority Areas
- Program Budgets
- Project Outputs
- Project Implementation Sites

FEATURES

CMI Profiling
Filtering
PDF File generation

WESMAARRDEC | CMI PROFILING



PAGES

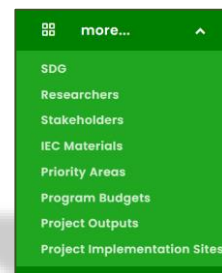
How to use CMI Profiling System?

Step 1. Log in if you wish to use your rights as a user. Else, proceed with the guest mode.

Log In

Guest

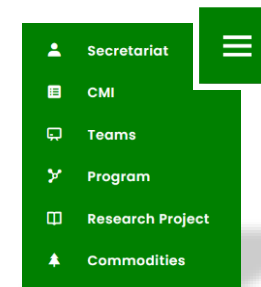
For users with accessibility to sub-sections, click your choice of sub-section to view the profiles in it.



The tables below the details in certain sections shows the association with each other.



Step 2. Click menu icon and select the section you would like to view.

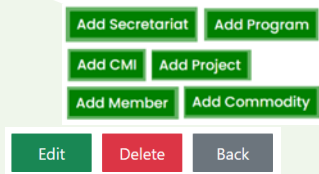


Step 3. Click 'View' from the cards laid out in the selected section page.

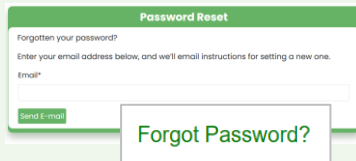


Step 4. For searching information, use input boxes of your choice for filtering information then click 'Search'.

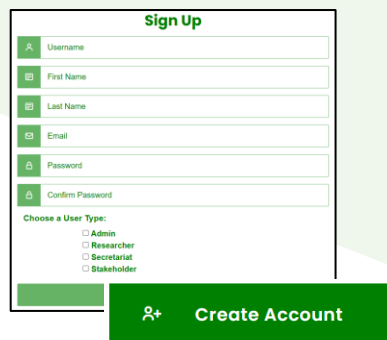
Step 5. For every main section, if you wish to add data, click Add button in the top right side and to perform an action (add, edit, or delete), you must first view the file to see action buttons.



If you forgot your password, click the Forgot password and proceed in sending your email.



To create a new account, select 'Create Account' section and enter the data needed.

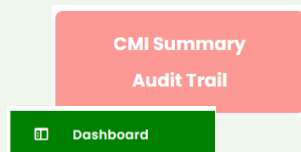


Meanwhile for sub-section, if you would like to perform an action, click the button action of your choice.



admin side

For the dashboard, click the CMI summary to view the 'CMI list' and their status and click 'Audit Trail' view all transactions executed by any user.



USERS

- guest
- admin
- secretariat
- researcher
- stakeholders

WHAT ARE THE PROFILES?

- **Secretariat**
the organization structure of the consortium
- **CMI**
Consortium Member Institutes under WESMAARRDEC.
- **Teams**
employees under a team of a CMI
- **Project**
details regarding projects that can be a part of a program.
- **Program**
program activities implemented by a CMI.
- **Commodities**
agricultural products associated with either project, program, or CMI.



*It is a non-stock, non-profit and non-sectarian quasi-government organization. It has **23 member agencies** that coordinate research, development, and extension activities in Western Mindanao for over 28 years now. They **provide access to appropriate technologies**, plan, monitor, and evaluate **priority programs**, and **develop strategies** to improve research and development management.*