

2025

Cloverville Community Manager

(FOR INTERNAL USE ONLY – GREEN BOB & DON)

VALENTIN MEDVETCHI (363104)

VLADYSLAV AVERIN (363116)

MATEO PECHÉ (362667)

JAVIER VINCENTI (364335)

Table of Contents

1.	Introduction.....	2
2.	Access & Login.....	3
3.	Dashboard Overview	4
4.	Managing Members	5
4.1	View All Members.....	5
4.2	Add Member	6
4.3	Edit Member	7
4.4	View Member.....	7
4.5	Delete Member	8
4.6	Search Member	8
5.	Managing Tasks.....	9
5.1	View All Tasks	9
5.2	Add Task.....	10
5.3	Edit Activity.....	12
5.4	Complete Activity.....	13
5.5	View Activity	14
5.6	Delete Activity.....	15
5.7	Search & Filter Activities	15
6.	User Account Management.....	16
7.	Community Settings.....	17
8.	Bonus Point System	18
9.	Activity History Log.....	19

1. Introduction

Cloverville Community Manager is an internal tool designed exclusively for Cloverville administrators (Green Bob and Don).

Its purpose is to:

- Track member participation
- Manage daily and weekly community tasks
- Control the community points economy
- Maintain administrative settings
- Monitor individual performance

Access is limited to approved administrators only.

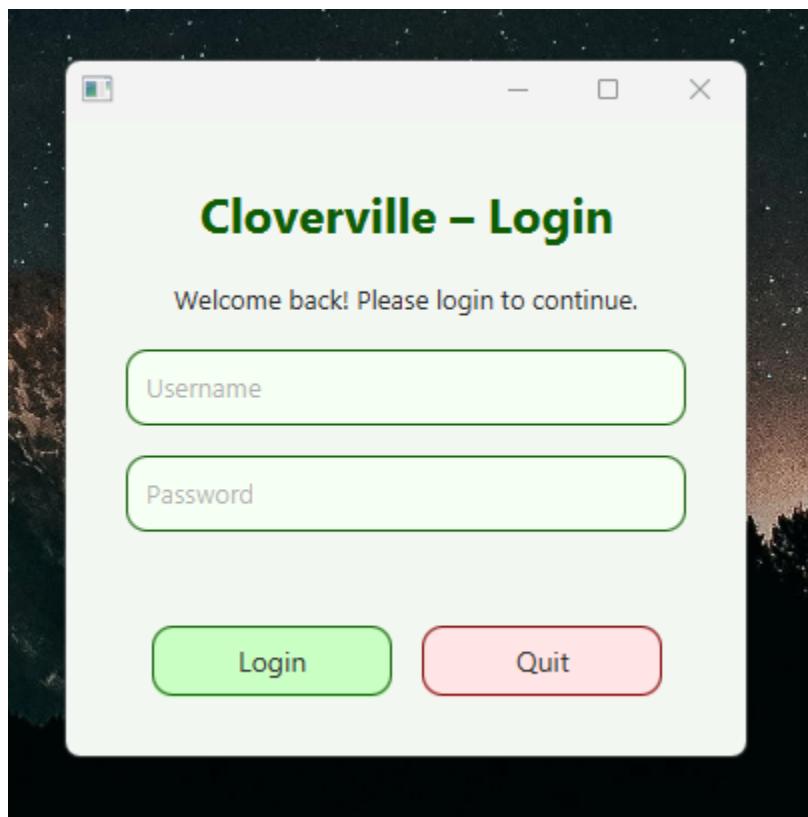
2. Access & Login

Each administrator has a personal account stored in “account.json”, located in the **JSON** Folder.

Login Steps:

1. Launch the application.
2. Enter your **username**.
3. Enter your **password**.
4. Click **Login**.

If credentials are correct, you will be redirected to the dashboard.



3. Dashboard Overview

The Dashboard provides access to all core modules of the system:

- Member Management
- Activity Management
- Your User Account
- Settings

The screenshot shows the Cloverville Dashboard interface. The title bar reads "Cloverville — Dashboard". On the left, there's a sidebar with "Members" and "Tasks" buttons, where "Tasks" is currently selected. The main area has a search bar and a dropdown menu set to "Default". A large table lists various tasks with columns for Title, Type, Points, Deadline, Performer, Receiver, and Actions. Each task row includes three small icons in the Actions column.

Title	Type	Points	Deadline	Performer	Receiver	Actions
Repair my Broken Chair	TRADE_TASK	7		Ariana Flores		[eye, edit, delete]
Assemble IKEA Shelf	TRADE_TASK	10		John Carter		[eye, edit, delete]
Help Move Boxes	TRADE_TASK	15	2025-12-10	Lara Schmidt		[eye, edit, delete]
Fix Laptop Wi-Fi Issue	TRADE_TASK	13		Daniel Morales		[eye, edit, delete]
Gardening Assistance	TRADE_TASK	8	2025-12-10	Hannah Schultz		[eye, edit, delete]
Babysitting for an Hour	TRADE_TASK	14		David Ortega		[eye, edit, delete]
Clean Kitchen Counters	TRADE_TASK	20		Isabella Hayes		[eye, edit, delete]
Trade: Homemade Bread	TRADE_GOODS	5	2025-12-10	Clara Peterson		[eye, edit, delete]
Fresh Apples	TRADE_GOODS	7	2025-12-11	Oscar Wagner		[eye, edit, delete]
Trade: Handcrafted Soap	TRADE_GOODS	5		Julia Richter		[eye, edit, delete]
Trade: Winter Scarf	TRADE_GOODS	10		Gabriel Ivanov		[eye, edit, delete]

4. Managing Members

4.1 View All Members

Pressing the “**Members**” button, displays all registered members sorted alphabetically.

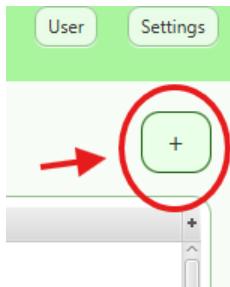


A screenshot of a desktop application window titled "Cloverville — Dashboard". The window has a header with "Cloverville", "User", and "Settings" buttons. On the left, there is a sidebar with "Members" and "Activities" buttons. The main area contains a table with the following data:

Name	Personal Points	Tasks Completed	Actions
Adriana Vargas	10	5	
Alex Cooper	5	1	
Alice Morgan	1	3	
Ariana Flores	10	3	
Bob Green	10	2	
Chloe Martin	10	3	
Clara Peterson	15	1	
Daniel Morales	10	3	
David Ortega	10	1	
Diana Kurth	10	1	
Don Green	10	4	

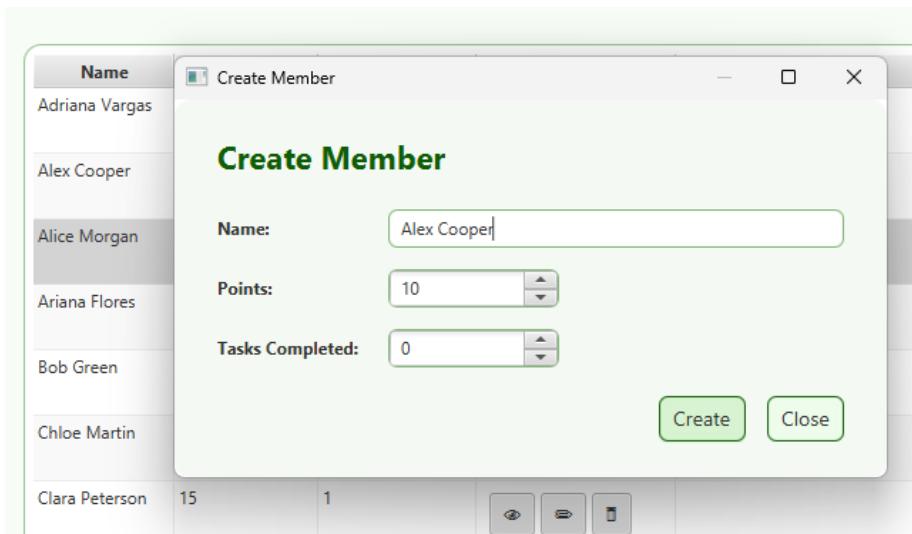
4.2 Add Member

1. Click on the “Plus” sign while in the **Members’ Table**.



2. Enter:

- o Name
- o Starting personal points (10 by default)
- o Tasks completed (0 by default)



Name
Adriana Vargas
Alex Cooper
Alice Morgan
Ariana Flores
Bob Green
Chloe Martin
Clara Peterson

Create Member

Name:

Points:

Tasks Completed:

Create **Close**

3. Click **Create**.

System validations include:

- No special characters
- Max length: 30 chars
- **Unique name** (duplicates receive automatic suffix)

Alex Cooper	5	1
Alex Cooper (1)	10	0

4.3 Edit Member

1. In the Members table, click the **Edit icon** next to a member.
2. Modify desired fields.



The dialog box has a title bar 'Edit Member'. Inside, there are three input fields:

- Name: Alex Cooper
- Personal Points: 5
- Tasks Completed: 1

At the bottom are two buttons: 'Save' (green) and 'Cancel' (grey).

3. Click **Save**.

4.4 View Member

1. In the Members table, click the **View icon** next to a member.
2. The details will be displayed, with buttons to either **Edit** the member, **Delete** the member or **Close** the tab



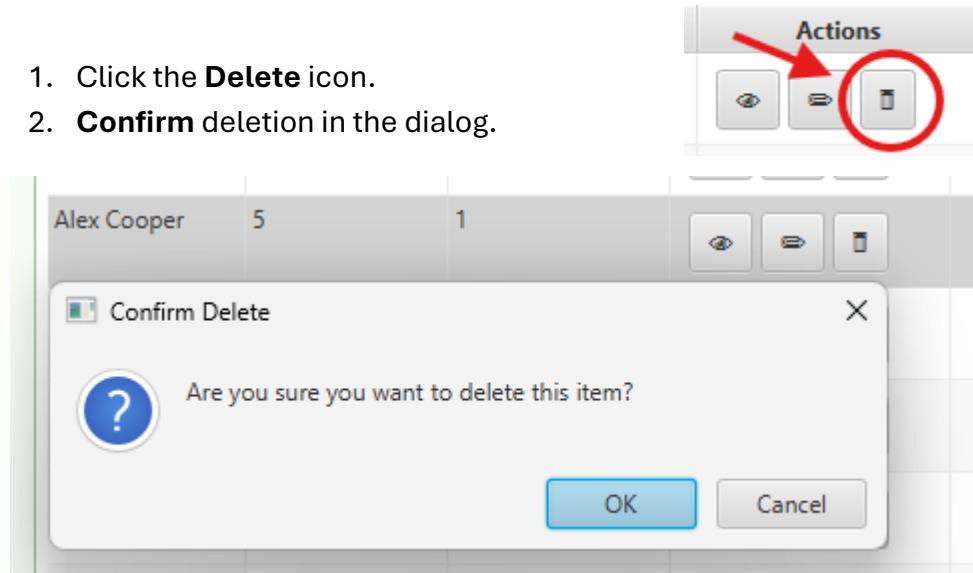
The dialog box has a title bar 'Member Details'. Inside, there are three text labels with values:

- Name: Alex Cooper
- Personal Points: 5
- Tasks Completed: 1

At the bottom are three buttons: 'Edit' (green), 'Delete' (red), and 'Close' (green).

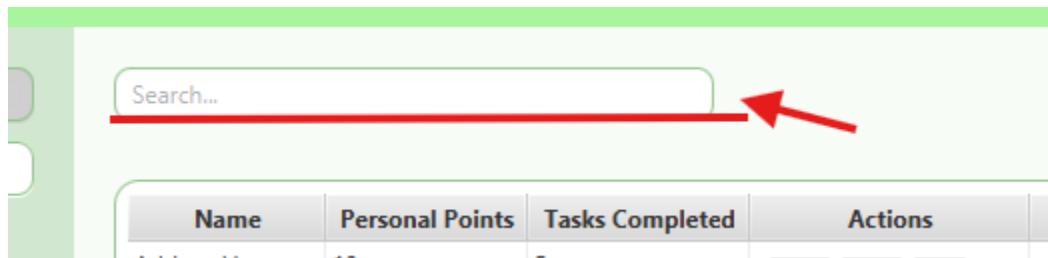
4.5 Delete Member

1. Click the **Delete** icon.
2. **Confirm** deletion in the dialog.



4.6 Search Member

Use the search bar to locate members by **full or partial name**, the Table updates automatically.



5. Managing Tasks

5.1 View All Tasks

Pressing the “**Tasks**” button, displays all registered tasks.

A screenshot of the Cloerville application's dashboard. The title 'Cloerville' is at the top. On the left, there is a sidebar with 'Members' and 'Activities' buttons, where 'Activities' is active. The main area shows a table of tasks. The columns are: Title, Type, Points, Deadline, Performer, Receiver, and Actions. The table contains the following data:

Title	Type	Points	Deadline	Performer	Receiver	Actions
Repair my Broken Chair	TRADE_TASK	7		Ariana Flores		
Assemble IKEA Shelf	TRADE_TASK	10		John Carter		
Help Move Boxes	TRADE_TASK	15	2025-12-10	Lara Schmidt		
Fix Laptop Wi-Fi Issue	TRADE_TASK	13		Daniel Morales		
Gardening Assistance	TRADE_TASK	8	2025-12-10	Hannah Schultz		
Babysitting for an Hour	TRADE_TASK	14		David Ortega		
Clean Kitchen Counters	TRADE_TASK	20		Isabella Hayes		
Trade: Homemade Bread	TRADE_GOODS	5	2025-12-10	Clara Peterson		
Fresh Apples	TRADE_GOODS	7	2025-12-11	Oscar Wagner		
Trade: Handcrafted Soap	TRADE_GOODS	5		Julia Richter		
Trade: Winter Scarf	TRADE_GOODS	10		Gabriel Ivanov		

5.2 Add Task

1. Click on the “Plus” sign while in the **Tasks’ Table**.



2. Choose the **Activity Type**

Create Activity

Activity Type:	<input type="button" value="▼"/>
Title:	GREEN TRADE_TASK TRADE_GOODS COMMUNAL
Description:	

Green: Designed for individual sustainability actions that benefit the environment but do not directly affect other community members.

Examples: cycling to work, eating vegan for a week, using energy-efficient lighting.

Points: Green points are added to the **community pool** to inspire others.

Trade Task: Designed for tasks performed to facilitate trade between members, where personal points are exchanged for services.

Example: helping someone with their gardening in exchange for points.

Points: Personal points are used on trade offers.

(The Performer gives out their points to the Receiver for the Service)

Trade Goods: Designed for offering goods (physical items) within the community for exchange.

Examples: vegetables, eggs, homemade compost, or any item residents may trade for personal points.

Points: Personal points are spent to claim or trade goods.

(The Performer gets the Receiver's points for the Goods sold/traded)

Communal: Designed for weekly shared community tasks that benefit all residents.

Examples: preparing communal meals, cleaning shared spaces, maintaining the garden.

Points: Personal points are awarded to participants for their contribution. Recurring tasks have fixed points; occasional bonuses may be added to encourage participation.

3. Fill in the **Fields** required for the chosen **Activity Type**.

S Create New Activity

X

Create Activity

Activity Type: COMMUNAL

Title: Test Purpose

Description: Activity Designed to test the Application

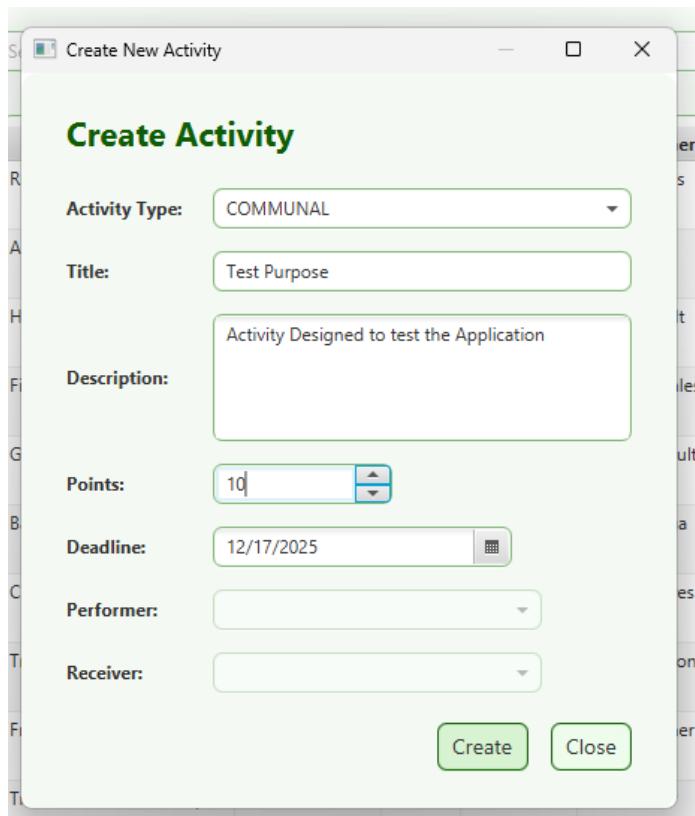
Points: 10

Deadline: 12/17/2025

Performer:

Receiver:

Create Close

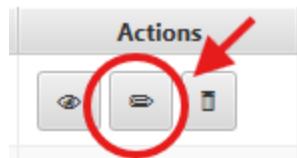


4. Click **Create**.

Test Purpose	COMMUNAL	10	2025-12-17				
							

5.3 Edit Activity

1. Click the **Edit icon** for the activity.



2. Update any fields.

Edit Activity

ID:	b68439cb-a11c-4c40-98b4-91862ba9f667
Created At:	2025-12-10
Title:	Test Purpose
Description:	Activity Designed to test the Application
Points:	10
Deadline:	12/17/2025
Performer:	
Receiver:	

Buttons: Save Complete Activity Cancel

3. Save (Complete Activity in Chapter 5.4)

5.4 Complete Activity

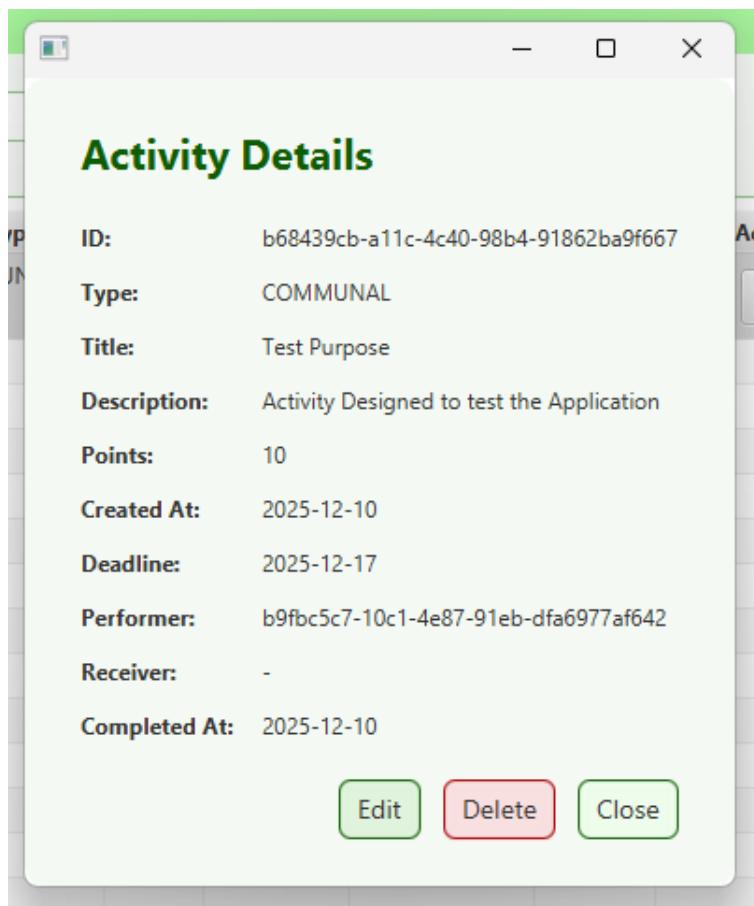
1. Follow steps **1 & 2** from Chapter 5.3
“Edit Activity”
2. Mark the activity as **Completed** by clicking the **Complete Activity** button.
3. **Points Allocation:**
 - **Green Activities:** Green points are added to the **community pool**.
 - **Communal Activities:** Personal points are awarded to the members who completed the task (**The Performer**).
 - **Trade Task:** Assign the **Performer** (who receives the service) and **Receiver** (who does the task). **The Performer** gives out their personal points to the **Receiver** for the completed service.
 - **Trade Goods:** Assign the **Performer** (who offers the goods) and **Receiver** (who claims the goods). The **Performer** receives the **Receiver's** personal points in exchange for the goods.

The screenshot shows a software window titled "Edit Activity". The window contains fields for "ID" (4a3f0e5a-ca7e-4d3f-b24e-d873cf490da7), "Created At" (2025-12-07), "Title" ("Assemble IKEA Shelf"), and "Description" ("I need help assembling my medium-sized Ikea shelving unit."). Below these are fields for "Points" (set to 10), "Deadline" (empty), "Performer" (John Carter), and "Receiver" (a dropdown menu). The dropdown menu lists several names: Adriana Vargas, Alex Cooper, Alice Morgan, Ariana Flores, Bob Green, Chloe Martin (1), Clara Peterson, Daniel Morales, David Ortega, Diana Kurth, Isabella Hayes, Clara Peterson, Oscar Wagner, and Julia Richter. The "Cancel" button is visible at the bottom right of the window.

4. Once completed, the activity will:
 - The system will automatically update points based on the activity type and the performer/receiver configuration.
 - The activity will be recorded in the **History.txt** file, keeping a permanent log of all completed activities for reference and auditing purposes.

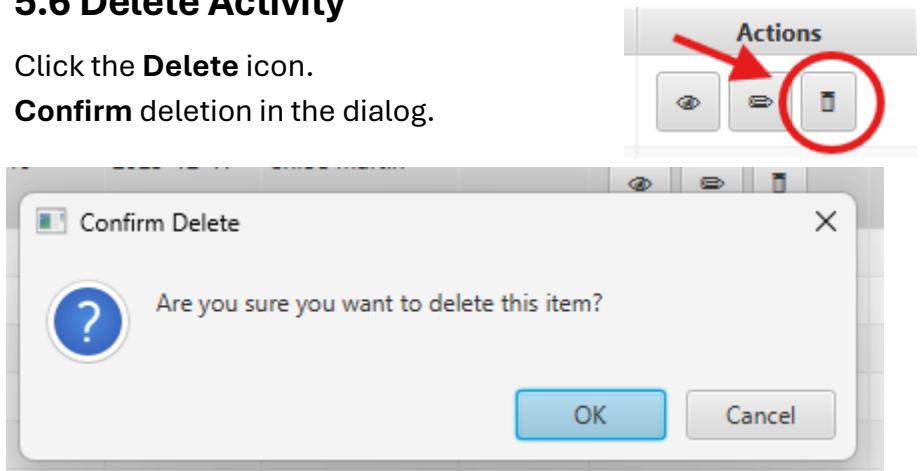
5.5 View Activity

1. In the Activity table, click the **View icon** next to an activity.
2. The details will be displayed, with buttons to either **Edit** the Activity, **Delete** the Activity or **Close** the tab



5.6 Delete Activity

1. Click the **Delete** icon.
2. **Confirm** deletion in the dialog.



5.7 Search & Filter Activities

Use the search bar to locate Activities by **full or partial Activity Title**, the Table updates automatically.

Activities					
Search results for: Repair my Broken Chair					
Title	Type	Points	Deadline	Performer	Receiver
Repair my Broken Chair	TRADE_TASK	7		Ariana Flores	

Select an option from the **Filter Dropdown** to view only the activities that correspond to that specific type or status. (**Default** – Uncompleted Activities)

Activities					
Search results for: Repair my Broken Chair					
Title	Type	Points	Deadline	Performer	Receiver
Repair my Broken Chair	TRADE_TASK	7		Ariana Flores	
Assemble IKEA Shelf	TRADE_TASK	10			
Help Move Boxes	TRADE_TASK	15			
Fix Ianton Wi-Fi Issue	TRADE_TASK	13		Daniel Morales	

Filter dropdown options:

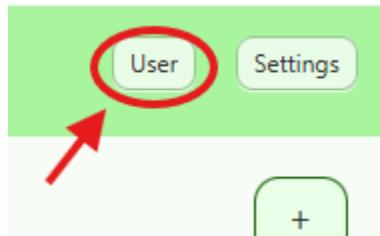
- Default
- Completed
- With Deadline
- GREEN Activities
- COMMUNAL Activities
- TRADE Tasks
- TRADE Goods
- All

6. User Account Management

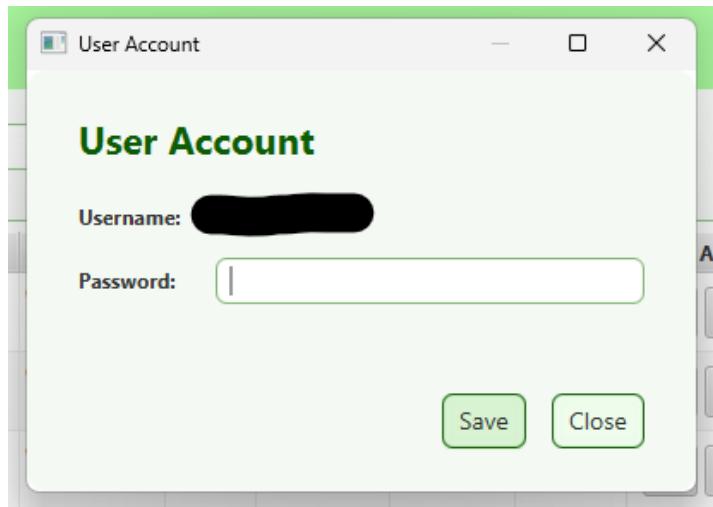
Admins can update their password from the **User Account** page.

Steps:

1. Go to **User**.



2. Enter new password.



3. Click **Save**.

7. Community Settings

Administrators can modify:

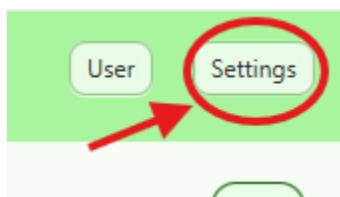
- Community goal
- Target points
- Current Community Points

Administrators can manually:

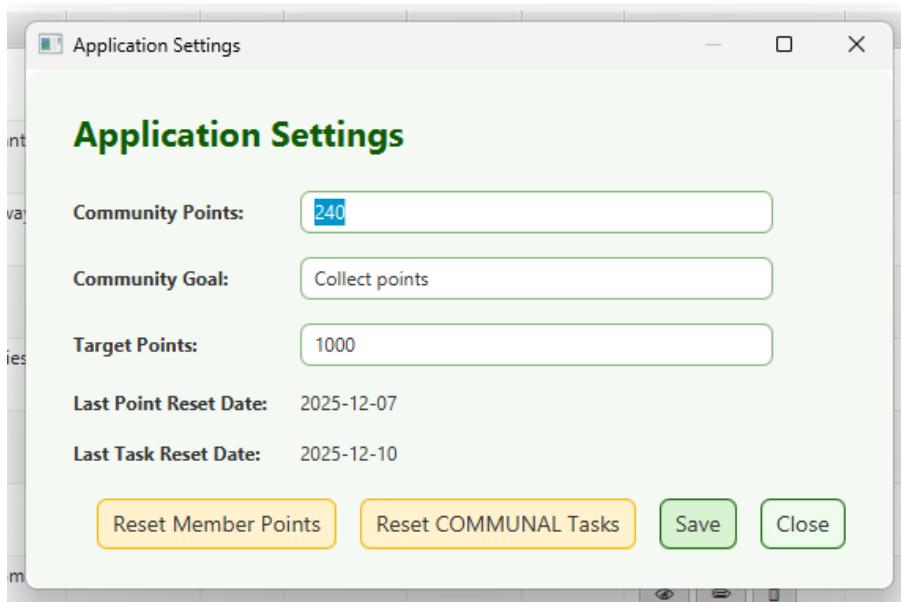
- Reset Member's points (which is scheduled to be triggered automatically every 6 months)
- Reset the Communal Activities (which is scheduled to be triggered automatically every week)

Steps:

1. Go to **Settings**.



2. Modify any Fields or press the Reset buttons if necessary.



Community Points:	240
Community Goal:	Collect points
Target Points:	1000
Last Point Reset Date:	2025-12-07
Last Task Reset Date:	2025-12-10

3. Click **Save**.

8. Bonus Point System

The system includes a **weekly bonus point mechanism** to encourage participation in communal activities. It automatically rewards members who participate less frequently and resets their weekly task counts.

How It Works:

1. Calculating Bonus:

- Each member's total completed tasks for the week are checked.
- Members with fewer tasks receive a **bonus percentage** applied to their personal points:
 - **1 task or less:** 30% bonus
 - **2–3 tasks:** 20% bonus
 - **4–5 tasks:** 10% bonus
 - **More than 5 tasks:** No bonus
- The bonus is **capped** to a maximum number of points (50 points per week).

2. Resetting Weekly Task Count:

- After bonus calculation, each member's **weekly task count is reset to zero**.
- This ensures the next week starts fresh, promoting fair participation.

Example:

- Alice has completed **2 tasks** this week.
- Her personal points total is **40 points**.
- Bonus percent: **20%** → Bonus points = $40 \times 0.20 = 8$ **points**.
- Alice's new personal points total is **48 points**, and her task count is reset to 0.

Admin Actions:

- The **weekly bonus and reset is applied automatically** by the system.
- Admin does **not** need to manually calculate or distribute points, but the Admin can manually trigger the reset in the **Settings** tab by **Resetting the Communal Tasks**.

9. Activity History Log

Every activity recorded in the system is stored in a **History Log** (History.txt). This ensures a permanent record of all completed tasks, traded goods, and member contributions.

Contents of the Log:

Each entry contains:

- **Completion Date**
- Activity **Type** (Green, Communal, Trade Task, Trade Goods)
- Activity **Title**
- **Performer** and **Receiver** (if applicable)
- **Points awarded or exchanged**

Usage:

- Helps track member contributions over time.
- Can be used for reporting or auditing points and activities.
- Provides a reference if a dispute arises over points or trades.

Admin Actions:

- History is updated automatically whenever an activity is completed.
- The Admin can open and review the History.txt file, located in the root folder of the application, to verify point allocations and review past activities.
- No additional steps are required to maintain this log.