


ProofMeet Field-Ready System Summary

System Cleanup and Testing Guide Complete





Date: October 26, 2025

Status:  Ready for Field Testing

What Was Done

1. Cleaned Up Court Representative Dashboard

Removed Debug/Workaround Buttons:

-  "Fix Stale Meetings" button (now automatic)
-  "Generate Court Cards" button (now automatic)
-  "Update QR Codes" button (now automatic)
-  "Add Signatures" button (handled manually by participants/hosts)

Added Single Control Button:

-  **"Sync Latest Data"** - One button to refresh all data across the system

Why This Matters:

- System now runs completely automatically
 - No manual intervention needed for routine operations
 - Cleaner, more professional interface
 - Less confusing for non-technical users
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2. Created Comprehensive Field Testing Guide

Document: `FIELD_TESTING_GUIDE.md`

Includes:

- Complete step-by-step instructions for all 3 user types:
 - Court Representatives
 - Participants
 - Meeting Hosts
- Real-world testing scenarios
- What to look for (success indicators)
- What to report (issues)
- Troubleshooting guide
- Complete end-to-end test workflow
- Testing checklist

Target Audience:

- Non-technical field testers
- Probation officers
- AA/NA group leaders
- Participants with no technical background

Length: 500+ lines of detailed instructions with emoji indicators for easy scanning

System Behavior

Automatic Processes (No Manual Intervention Needed)

1. **Attendance Tracking** 🖥️
 - Tracks join/leave times during Zoom meetings
 - Monitors camera on/off status
 - Calculates active vs. idle time
 - Determines meeting completion percentage
2. **Validation** 🖥️
 - Automatically validates attendance after meeting ends
 - Checks: 80%+ attendance, 80%+ active time, 20% max idle time
 - Sets status: VALID, NEEDS_ATTENTION, or PENDING
3. **Court Card Generation** 🖥️
 - Generates court card immediately after meeting validation
 - Creates unique card number
 - Generates verification URL
 - Creates QR code image
4. **Data Synchronization** 🖥️
 - Backend processes run continuously
 - Database updates in real-time
 - Frontend can sync on-demand with "Sync Latest Data" button

Manual Processes (Require User Action)

1. **Participant Signing** 👤
 - Participant must sign their own court card
 - Uses password authentication
 - Confirms with "I certify this attendance"
2. **Host Signing** 🍷
 - Host receives email with signature link
 - Reviews attendance details
 - Confirms and signs via unique URL
3. **Court Rep Review** 👁️
 - Optional: Court Rep can review court cards
 - Can download and verify all information
 - Can approve/reject if needed

Current System Architecture

Frontend (Vercel)

- URL: <https://proof-meet-frontend.vercel.app>

- **Auto-deploy:** Pushes to `main` branch trigger automatic deployment
- **Environment Variables:** Set in Vercel dashboard

Backend (Railway)

- **URL:** <https://proofmeet-backend-production.up.railway.app>
- **Auto-deploy:** Pushes to `main` branch trigger automatic deployment
- **Database:** PostgreSQL on Railway
- **Environment Variables:** Set in Railway dashboard

Key Environment Variables

Backend (Railway):

- `DATABASE_URL` - PostgreSQL connection string
- `JWT_SECRET` - Authentication secret
- `ZOOM_ACCOUNT_ID` , `ZOOM_CLIENT_ID` , `ZOOM_CLIENT_SECRET` - Zoom API
- `FRONTEND_URL` - Frontend URL for QR codes and CORS

Frontend (Vercel):

- `VITE_API_BASE_URL` - Backend API URL
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Testing Readiness

What Works Automatically

- Meeting creation with Zoom integration
- Attendance tracking during meetings
- Validation status determination
- Court card generation with QR codes
- Digital signature storage and verification
- Court card download with all information

What Users Must Do

- **Court Reps:** Create meetings, share Zoom links, review court cards
- **Participants:** Join meetings, sign court cards, request host signatures
- **Hosts:** Lead meetings, sign court cards via email

What's Been Tested

- End-to-end workflow (meeting creation → attendance → signing → download)
 - QR code generation and verification
 - Digital signature flow (participant → host)
 - Court card PDF generation with all fields
 - Data synchronization across accounts
 - Validation rules (80% attendance, 80% active, 20% max idle)
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How to Test the System

Quick Start (15 minutes)

1. **Court Rep:** Login, create test meeting, copy Zoom link
2. **Participant:** Login, join Zoom meeting, stay 80%+ of duration

3. **Host:** Start Zoom as host, admit participant, end meeting
4. **Participant:** Click "Sync Latest Data", sign court card, request host signature
5. **Host:** Check email, click signature link, confirm and sign
6. **Participant:** Download court card, scan QR code, verify

Full Testing Guide

See **FIELD_TESTING_GUIDE.md** for complete instructions.

Key Features for Field Testers

1. Real-Time Sync

- "Sync Latest Data" button refreshes all information immediately
- No need to wait or manually refresh browser
- Updates appear within 1-2 seconds

2. QR Code Verification

- Every court card has a scannable QR code
- Scans to public verification page
- Shows all details: attendance, signatures, validation
- Proves authenticity without login

3. Digital Signatures

- Cryptographically secure (RSA-2048)
- Participant signs with password
- Host signs via email link
- Cannot be forged or altered

4. Validation Rules

- Clear requirements: 80% attendance, 80% active
- Automatic validation - no manual review needed
- Color-coded status: Green (VALID), Yellow (PENDING), Red (NEEDS_ATTENTION)

5. Professional Court Cards

- Official-looking PDF format
 - All required information
 - QR code for verification
 - Digital signature proof
 - Court-acceptable documentation
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What Court Reps Need to Know

Creating Meetings

1. Click "Create Test Meeting"
2. Fill in details (topic, duration, start time)
3. Check "This is a test meeting"
4. Copy Zoom link and password
5. Share with participants and host




Managing Participants

1. Dashboard shows all participants
2. Click name to expand details
3. See meeting history and signature status
4. Download court cards for submission

Troubleshooting

1. Click "Sync Latest Data" if information is stale
2. Wait 2-3 minutes after meeting ends for processing
3. Verify participants have cameras on during meetings

What NOT to Do



-  Don't look for debug buttons (they're removed)
 -  Don't manually generate court cards (automatic)
 -  Don't sign court cards for participants (they sign themselves)
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What Participants Need to Know

Attending Meetings

1. Join Zoom link from Court Rep
2. Keep camera on entire meeting
3. Stay engaged (not idle)
4. Remain for at least 80% of duration




Signing Court Cards

1. Go to "My Progress" page
2. Click "Sync Latest Data" to see latest meetings
3. Click pen icon () to sign
4. Enter password and confirmation text
5. Click email icon () to request host signature

Downloading Proof

1. Wait for both signatures (yours and host's)
2. Click "Download Court Card"
3. Save or screenshot the PDF
4. QR code is embedded - can be scanned for verification

What NOT to Do

-  Don't turn off camera during meeting
 -  Don't leave meeting early (must stay 80%+)
 -  Don't expect instant results (wait 2-3 minutes after meeting)
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What Hosts Need to Know

Leading Meetings




1. Start Zoom meeting as host
2. Admit participants from waiting room
3. Verify cameras are on

4. Conduct meeting normally
5. End meeting for all

Signing Court Cards

1. Check email after meeting
2. Look for "Signature Request: Court Card Verification"
3. Click "Sign Court Card" link
4. Review details
5. Click "Confirm and Sign"






What NOT to Do

-  Don't let participants join without camera
 -  Don't end meeting too early (affects attendance %)
 -  Don't sign without reviewing details
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Success Metrics

How to Know It's Working




For Court Reps:

-  Meeting creation takes < 30 seconds
-  Zoom links work immediately
-  Attendance appears within 3 minutes of meeting end
-  "Sync Latest Data" updates within 2 seconds
-  Court cards download with all information





For Participants:

-  Can join meetings and be admitted by host
-  Meetings appear in history after completion
-  Validation status shows VALID when requirements met
-  Can sign court cards with password
-  Can download court cards with QR codes

For Hosts:

-  Receive signature request emails
-  Can sign via email link
-  Signature appears on participant's court card

For Everyone:

-  No error messages during normal use
 -  Pages load within 3 seconds
 -  QR codes scan successfully
 -  Verification pages show correct information
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Known Limitations

Current Constraints

1. **Zoom Only**

- System only works with Zoom meetings
- Cannot track other video platforms

2. Camera Required

- Participants must have working camera
- Camera must stay on for attendance credit

3. Email Required for Host Signatures

- Hosts must have email access
- Links expire after 7 days

4. Internet Required

- All features require internet connection
- No offline mode

Future Enhancements (Not in Current Version)

- SMS notifications for signature requests
 - Mobile app for easier access
 - Multi-language support
 - Integration with court systems
 - Bulk court card downloads
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Deployment Status

Current Version

- **Backend:** 2.0.9
- **Frontend:** 1.0.0
- **Last Deployed:** October 26, 2025

Active Deployments

- ☒ Backend on Railway (auto-deploy enabled)
- ☒ Frontend on Vercel (auto-deploy enabled)
- ☒ Database on Railway (PostgreSQL)

Monitoring

- Railway provides logs and metrics
 - Vercel provides deployment status
 - Both auto-deploy on push to `main` branch
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Next Steps

Immediate Actions

1. ☒ Share **FIELD_TESTING_GUIDE.md** with field testers
2. ☒ Provide test account credentials
3. ☒ Set up test meeting schedule
4. ☒ Monitor for issues during testing

During Testing

- Collect feedback from all user types
- Document any issues with screenshots
- Note any confusing UI elements
- Track success/failure rates

After Testing

- Fix any critical issues found
 - Improve UI based on feedback
 - Update documentation as needed
 - Plan production rollout
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Support During Testing

How to Report Issues

Include:









1. User type (Court Rep, Participant, Host)
2. What you were trying to do
3. What happened instead
4. Screenshot of error (if any)
5. Time it happened

Priority Levels:

-  **Critical:** Cannot login, cannot create meetings, cannot join meetings
 -  **Important:** Signatures not working, downloads failing, validation incorrect
 -  **Minor:** UI glitches, slow loading, unclear instructions
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Summary

System is now field-ready with:

-  All automatic processes working correctly
-  Clean, professional interface
-  Single "Sync Latest Data" control for users
-  Comprehensive testing guide for non-technical users
-  End-to-end workflow tested and verified
-  QR code generation and verification working
-  Digital signature flow complete
-  Court cards download with all information

Ready for:

- Field testing with real users
- Feedback collection
- Production rollout after successful testing

Not ready for:

- Large-scale production (test with small group first)
 - Critical legal cases (pilot program recommended)
 - Unsupervised use (monitor during initial testing)
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