Recording Workflow:

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Login/Intro

Hi there, our team is SIC desk management and our app is called CoHive. CoHive is short for collaborative hive. That's the name given to us by the client.

>> Zoom in on the logo and asterisk with, placeholder logo. Pop sound.

The student innovation center is located in CCIS at the U of A. It's an innovation space on campus that provides resources for you to book meetings, host events, workshops, and a lot more to support student extracurriculars.

We've made an app that centralizes/streamlines all of the things I just mentioned while adding a sense of community to it.

Let me start by logging in using my UofA account. The app itself is open access so you can log in using any Gmail account you want.

Bookings

We're immediately brought to the bookings page, with each room as a column

We can hover of each one to get an image and description

This column here is currently disabled because I don't have the correct permissions

We're going to go back and look at what happened on April 10th. Lots of rooms that were booked, and notice that this new bookings button is grayed out because we're not allowed to book past dates

Let's go ahead and click on an existing item to see its details in a modal popup.

Let's close it

And then let's make a new booking for April 15th

There's a few bookings here – one of them happens to be our own.

Let's click that and we can edit it straight from this modal here. Let's change the title here.

Submit and it gets updated.

Now let's go to equipment and make a new item, so let's drag on this laptop column. Release.

This allows us to add a new title

We're going to make this private so no one else can see it.

And submit – it updates live.

Now let's just double check to make sure it was submitted correctly. Let's go to the listview which by default just shows "Today's bookings". "My bookings" however, shows all of the bookings for us.

We can see that our entry is down here; we can open it up and confirm that all the details are there and we can edit it just like before, but let's go back and go to all bookings and filter by date.

This gives a list of all bookings. We can also toggle by equipment type, and we can do the same thing for the room type. Now we can go on to events.

Events

Moving on to the Events page. Here you can get an overview of not only the events taking place in space, but also events happening elsewhere that the SIC wants to promote.

The upcoming events carousel at the top usually fetches events for the next 2 weeks. Since it's finals season, we've modified it to fetch events over the next month.

The calendar view is fetching events directly from the client's Google Calendar. As soon as events are added to that calendar, either manually or automatically from zoom, Eventbrite, and other platforms, the events will show up on this page instantly.

We also have a date picker you can use to view events for a single day. For instance if I select April 4, I can see the events that took place on that day. I can also click on an individual event for an events modal to pop up. This modal contains the most important information about an event including the date, time, location, description, and an optional image.

Similarly, an event modal also pops up for items in the upcoming events carousel.

As a user, feel like hosting an event that might interest innovators on campus? Simply click the submit an event button, which takes you to a form, where the client can collect the event information from you.

Profile

This is the profile page, we can see that our information is loaded in from Google automatically.

The user tags down here allows us to enter something fun about ourselves. We'll type something in, then hit enter.

Below this are the Student Innovation Centre roles which are given to us by the admin which dictate what we can and can't access.

We can't control that, so I'll go down to the portfolio and add a new item. We can either add it through this button, or directly through the carousel here.

I'm going to add a new youtube link, so I'll find Youtube in the icon picker, put Youtube as my title, fill in a description, then I'll link my youtube page, pasting it in this box and clicking submit.

Now we see that it adds it to the carousel automatically.

Let's double-check that the link works: you get redirected automatically, so that's perfect.

And finally below that, we have the bio which we can edit using the rich text editor.

Click save content

We can also toggle between private and public, but I'm going to keep it public, so that I'm visible on the community page, which we'll go to next.

Community page

The community page is where you can look up other users of the space and connect with them.

By default the first page displays a few users, and you can use the pagination feature at the top to check out every other user.

You can simply use the search bar on the top right to look up a specific user.

You can also use the filters provided here to toggle the results based on certain sets of users. The filters are essentially what define the user access and user types. And these are being fetched dynamically from the Django back end. Which means, everything that is displayed on this page is controlled by the admin.

>> *inspect and change the private user view text.*

Additionally, to check out another user's profile, click on one of these community cards and it will take you to a single user page. If public, you'll be able to see all of their details including their name, access types, flair roles, a bio, and portfolio. The portfolio would contain items they want to display publicly.

Similarly, if a user has it set to private, their profile view will show you only their username and their assigned roles.

Stats

The stats page allows users to see what's been happening at the SIC. The Peak Booking Times shows what was popular when and on what day. We can use the day picker to select the day, and room-picker to select the room.

We can see that the data dynamically updates

Let's change this back.

We can also change the time scopes. So let's change the month to March and see that it updates. Switching to yearly, we can see that March and April were aggregated together.

We can do the same for the Rooms Popularity, which just shows how many hours an asset was booked for that time period. We can download both charts as separate files.

Let's change to equipment

We can see that the pie chart changes again, and we can mouse over each piece of the pie to see the individual statistics

We can check out the guitar.

And finally, down here are the aggregate statistics for the SIC

and now we can check out contacts.

Contact Us & Sign Out

The Contact Page offers a simple anonymous form that users can use to submit questions, comments and suggestions. This form directly goes to the admin.

To wrap things up, let me just sign out.

That's been CoHive.

Thank you!