OSOC Selection Tool Manual

1 Introduction

The OSOC Selection Tool will help you assemble studentteams for the realisation of projects participating in the program. To achieve this goal the tool needs to allow the registration of users, the creation of projects and the assignment of students to a project.

This document will ease you into the tool. It will go over the different screens and explain the possible actions and their outcome.

In the current state of development we focused mainly on functionality. Later on we will address the aesthetic of the pages.

2 Overview of the tool

2.1 Authentication

2.1.1 Registration

As a new user you first have to register to gain access to the tool. Therefor you should have received an email with your unique and personal registration link. If not, please contact the administration team.

On the registration page as seen in figure (TODO), you should fill out the form. This consists of entering your call name, email address and password.

After a successful registration, you are ready to use the tool. If the registration failed, you will see an error message on the screen.

2.1.2 Login

The login page, as seen in figure (TODO add screenshot), allows you to authenticate yourself. Make use of your email address and password to gain access to tool.

2.2 Main pages

2.2.1 Navigation bar

You can use the upper bar of the tool to navigate the different pages. (TODO add screenshot) As you will spend most of your time in the tool going over the applying students, you can click the logo in the upper left corner to go to the students page.

2.2.2 Students

On the students page you can consult the list of applying students. The colour bar gives an indication of the opinion on the student. This bar is divided in green, yellow and red. These colours correspond with a suggestion of respectively yes, maybe and no. Keep in mind that this is a percentile indication.

2.2.3 Users

The users page gives an overview of all registered users. Here you can find the name, email address and account status of the users. The account status indicates the privileges the user has within the tool. If you are an admin, you can delete a user by clicking the litter bin or you can promote/demote them by changing their account status. However you cannot change your own status.

2.2.4 Projects

Projects are presented by external organisations to the admins. An admin can add a project and will link the partnering organisation. This functionality will be added later on.

You find a list of the projects participating in the program on the projects page. The elements in the list contain the project name as well as the name of the partner. Clicking a project in the list will open a more detailed description of the project. This description will contain the number of students and the needed profiles for the project as specified by the partnering organisation.

2.2.5 Assign students

The functionality of this page has not been implemented yet.

2.2.6 Profile

On the profile page you can find your personal information. You can edit this information by clicking on the pencil. If you would like to delete your profile, you can do so by clicking the delete button.