**INTRODUCTION**

The core purpose of this CoopReporting Tool/application is to develop a user friendly web application that allow Centennial College coop students to online submit their coop reports by the use of popular web browser (i.e. IE, Chrome, Firefox etc.) from their local machine and receive feedback on their submission in no time. Students are required to submit four submission (1 each month) throughout a work term (4 months) as part of their coop report. As a result students don’t need to prepare hard copy coop of their report and submit to coop department in personally at the end of the work terms. Further, the application has also incorporated coop advisors and coop employers and web admin functionalities.

The core functionality of the application based on different user are listed below:

**Student**

* Student can register an account. (Iteration 1)
* Student can submit work report. (Iteration 1)
* Student can view his/her grade.
* Student can add work history; includes company name, duties, and contacts of coworkers.
* Student can edit work history.
* Student can edit profile information, including address and program information.
* Student can view his/her previously submitted reports.
* Student can generate PDF of his/her work history.
* Student can comment on his/her experience with a company.
* Student can rate his/her experience with a company.

**Coop advisor**

* Coop advisor can view submitted forms. (Iteration 1)
* Coop advisor can grade students. (Iteration 1)
* Coop advisor can create a report.
* Coop advisor can generate PDF of a report.

**Employer**

* Employer can submit student evaluation form. (Iteration 1)

**Web admin**

* Web admin can add advisor account. (Iteration 1)
* Web admin can delete accounts that are no longer in use.
* Web admin can set up time window for form submission.
* Web admin can edit forms.

**Story: Student can register an account. (Iteration 1)**

Tasks: Write user documentation for registering an account.

As a primary user of the application, students can register their account. This is the first and foremost tasks for student’s user to use the application. In order to complete the registration process students will be asked to provide their basic information which includes both required and optional fields. Below are the list of information that the student should consider:

Student First and Last (required) Student Number (required)  
Student Program (required) Email (required)  
Address (required) Phone/Cell  
Password selection (required) Password confirmation (required)  
Company Position/job title  
Term Company Address  
Advisor Name

To access the registration page, navigate to the home page (insert web address) and select registration tab (see figure 1). As soon as you hit the registration tab the system will give option to enter your account information. Once you entered the registration info and hit next …. Or register tab, the system will display registration message. Registered students can directly entered their username (student ID) and password, and identify themselves as student from the dropdown menu and hit the login button.

*Figure 1: CoopReporting application login/home page*

Moreover, the registration message dialog also allow student to review the information they entered in registration process (also allow to edit here….). Further student also have options to cancel (Cancel button) the registration process if they wish to register their account some other time, but the registration is mandatory to use the application/system.