



## **Admin's Guide**

Spring 2018, Edition 1

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# Intended Audience

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This guide is intended for users who are responsible for content moderation of the TruthTree Application. These users are referred to as Administrators.

# About TruthTree

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TruthTree is a web application & a vizipedia which seeks to unite all the public data in the world into a data-visualization tool and reference platform that can facilitate data-driven understanding and consensus regarding geography, politics, and culture for geographical entities at all scales.

The initial data set covers Government investment data over 30+ years at multiple levels (state, city, county) for the whole USA. TruthTree allows users to create a visual which is similar to data driven version of wikipedia. Also, it allows users to interactively explore complex data sets as mentioned, run correlations and visualize them in various ways through a web browser (currently time series charts and table view). Users can save interesting visualizations and create 'stories' that are persisted, with added optional commentary, so they are available to be searched/viewed and become part of the dataset. Share persisted visualizations/pages on social media. Make the whole system usable, available, secure, scalable

## Key Features

Some of the salient features of TruthTree admin panel are listed below:

- Approval of the user created stories
- Declining the visibility of user created stories
- Delete the stories from TruthTree database

# TruthTree Navigation

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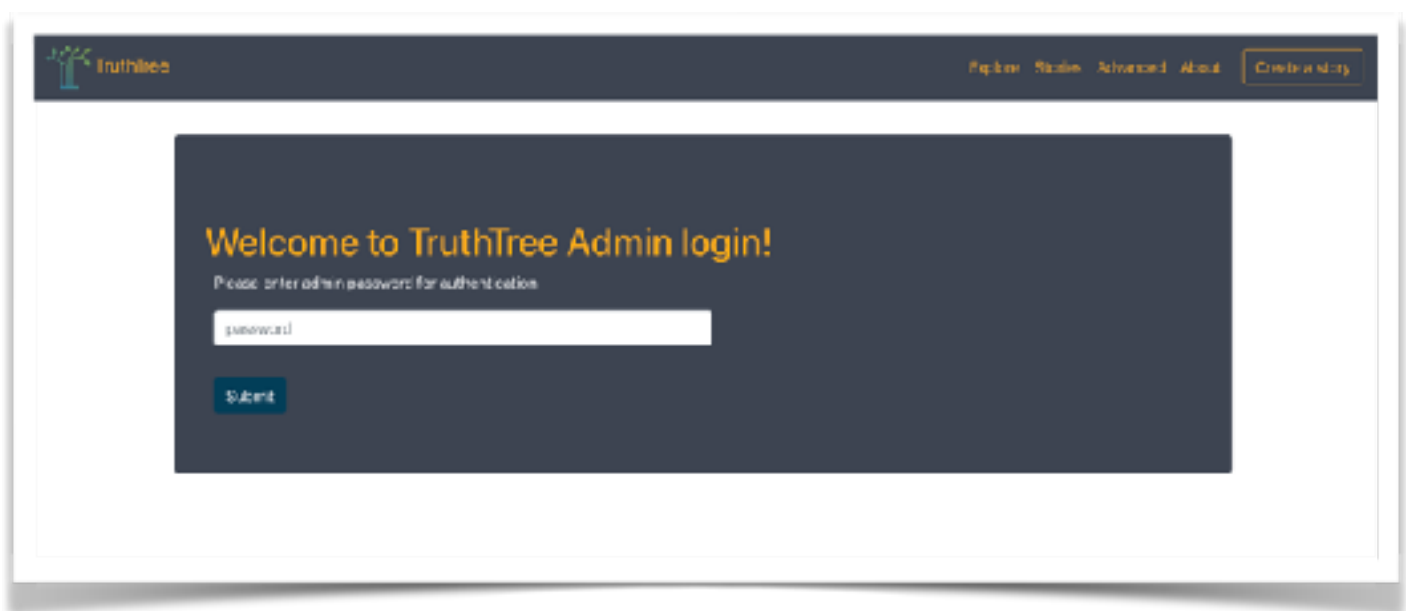
TruthTree is a web application. User can navigate to TruthTree Admin panel by accessing the url: <https://truthtree.wiki/admin>

## Logging On

To log on to TruthTree, user will need an administrator account login password for authentication.

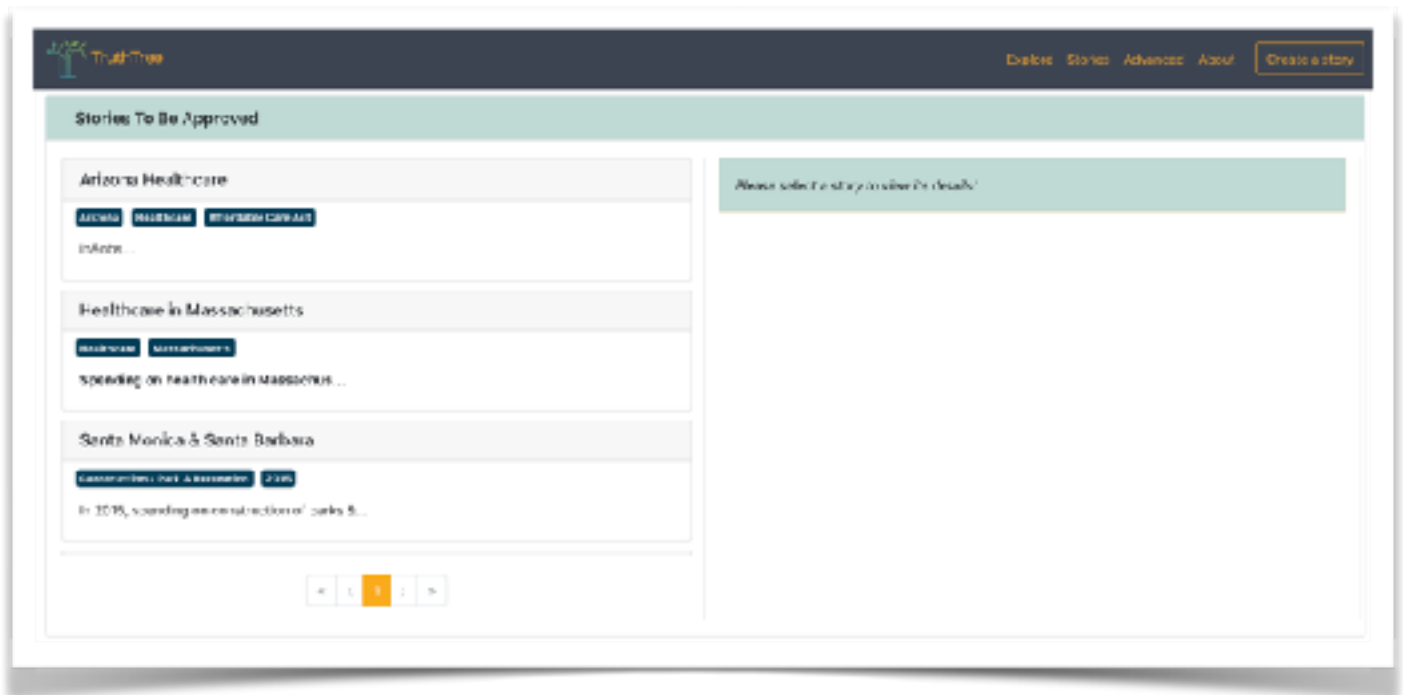
### To login

1. User will need an administrator account login password for authentication. Enter the password in the available text box

A screenshot of the TruthTree Admin login interface. At the top, there is a dark blue header bar with the TruthTree logo on the left and navigation links (Home, Status, Advanced, Admin) and a 'Create a story' button on the right. The main content area is a dark blue rectangle with the text 'Welcome to TruthTree Admin login!' in orange. Below this, it says 'Please enter admin password for authentication' in white. There is a white text input field containing the placeholder text 'password'. At the bottom left of the input field is a blue 'Submit' button.

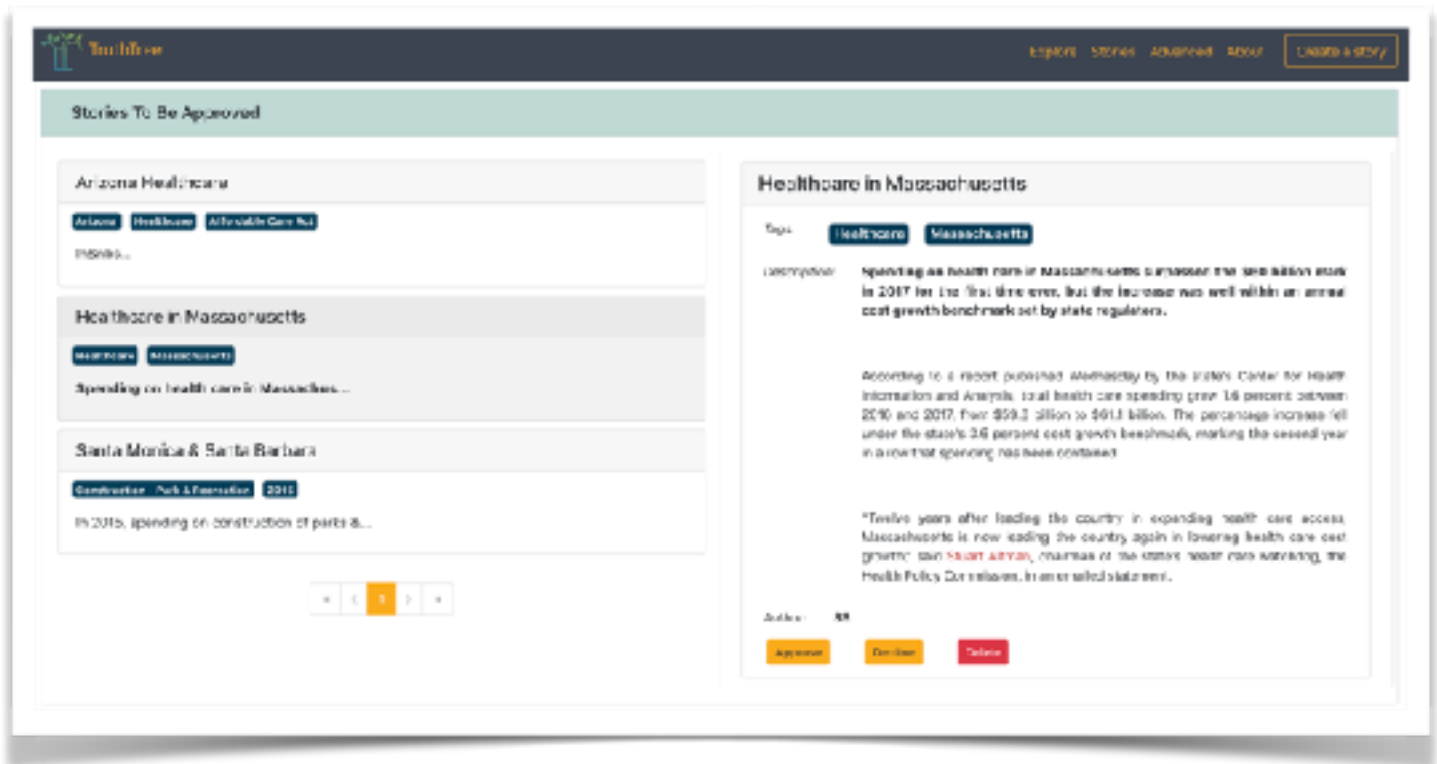
2. Click **Submit** button

3. Admin panel with the list of stories with 'Pending' status will be displayed



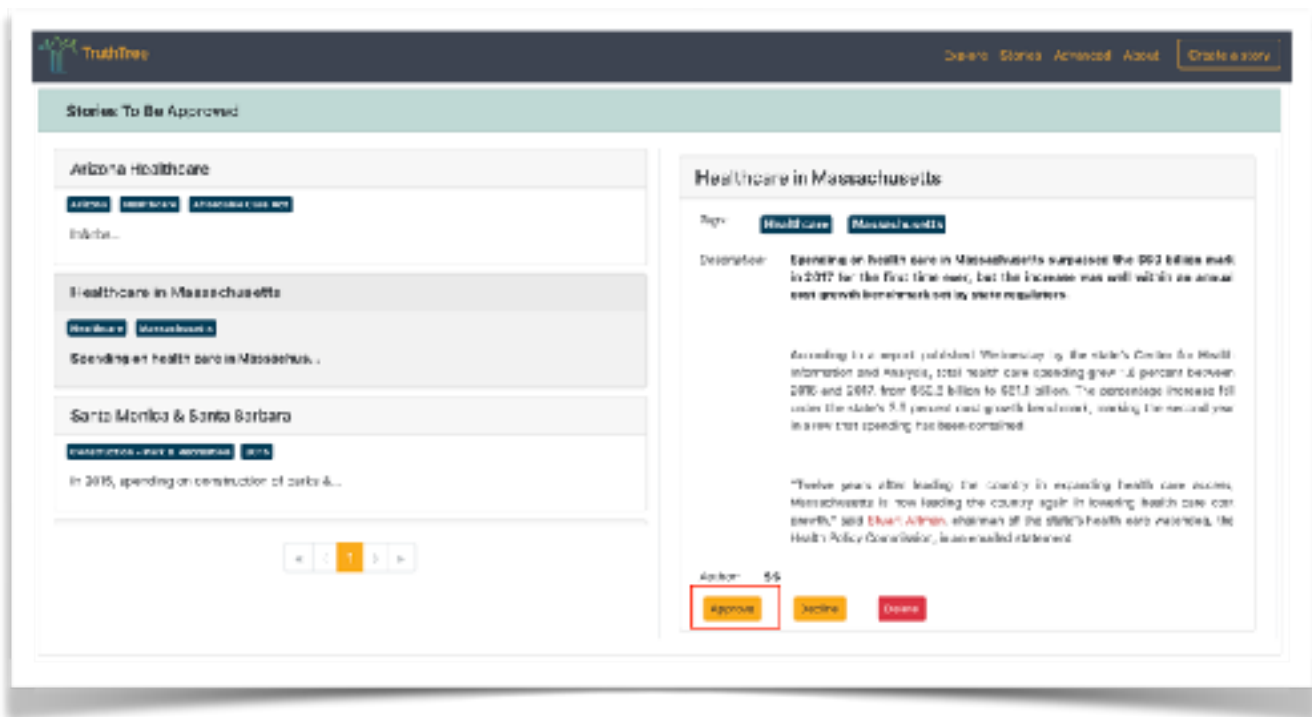
# Working With Home Page

1. All the stories in '**Pending**' status are displayed in the left side panel.
  2. User can click on any story in the left panel, to view the details in the right panel.
- Along with 3 buttons - '**Approve**', '**Decline**' & '**Delete**'

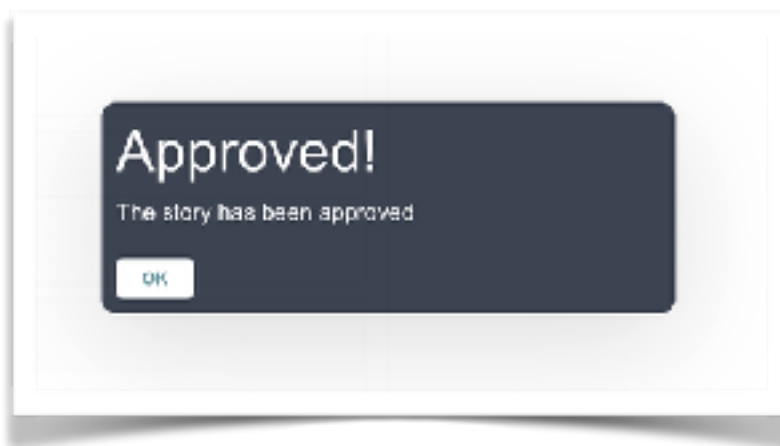


# Managing Approval Workflow Of Stories

1. Click any story in the left panel, the story appears in the right panel along with 'Approve' button
2. Admin can view the title, author, tags, content of the user created story.
3. If the content is suitable, click '**Approve**' button.



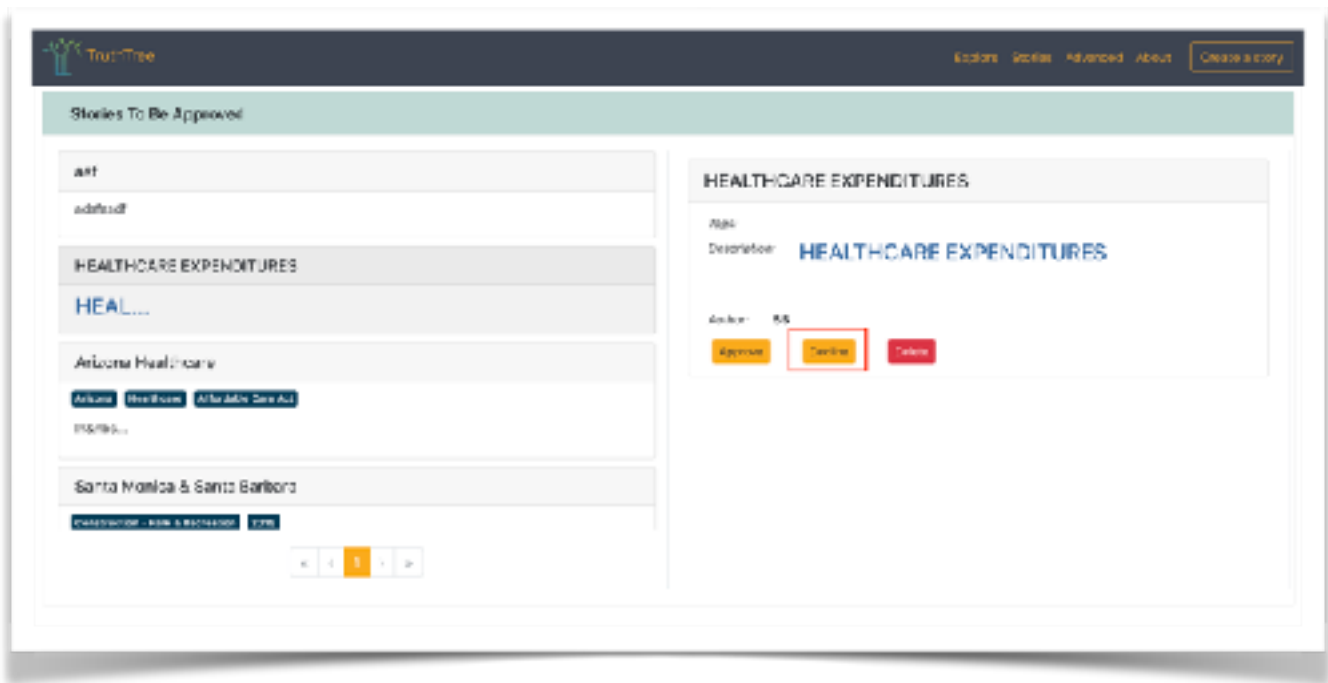
4. Success message will be displayed. And now, any user can view this story in Stories tab of TruthTree application



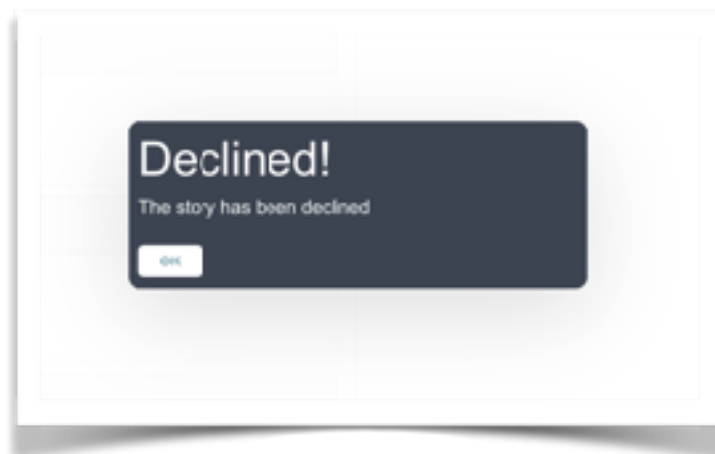


# Managing Disapproval Workflow Of Stories

1. Click any story in the left panel, the story appears in the right panel along with 'Decline' button
2. Admin can view the title, author, tags, content of the user created story.
3. If the content is not suitable, click '**Decline**' button.

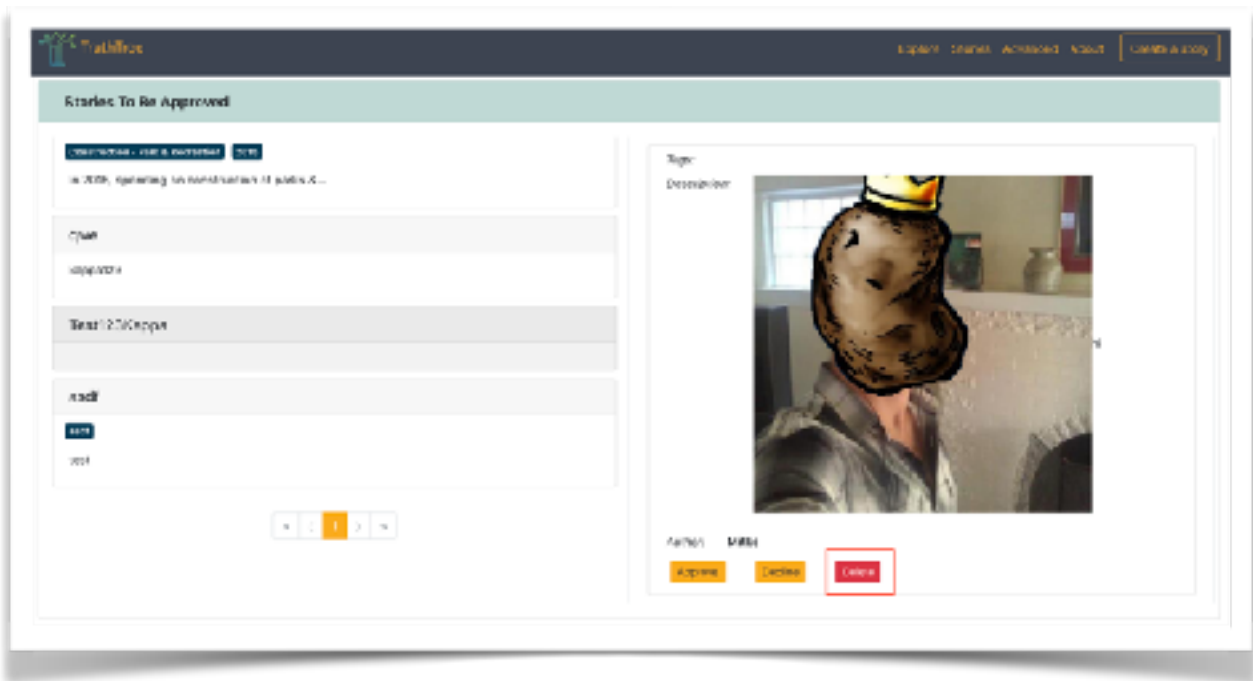


4. Success message is displayed as below. And now, this story will not be visible in Stories tab of TruthTree application. But, this will be available for analysis in TruthTree database.



# Managing Delete Workflow Of Stories

1. Click any story in the left panel, the story appears in the right panel along with 'Delete' button
2. Admin can view the title, author, tags, content of the user created story.
3. If the content is inappropriate, click '**Delete**' button.



4. Success message is displayed as below. And now, this story will not be present in TruthTree database.

