**USC Pathways Internal Affairs Application**

**Account Type**: Volunteer / Member

**Description**: Each of the volunteers will have an account in the web application. This allows the volunteers to be able to evaluate on the events or projects that is organized by the organization.

**What can the account do?**

1. **Evaluate**
2. **See Reports (OPTIONAL – this requires a bigger task kasi e)**
   1. **From Finance**
      1. **Will display to you what you have and have not paid**
   2. **From Membership (like the Attendance Sheet)**
      1. **Will just tell you of the events you have attended**
      2. **Will highlight what your role was in the event (Organizer, Technical, Participant, Documentation, Logistics, etc.)**
      3. **Will display in one list the activities you were not able to attend.**
   3. **Minutes of Meetings**
      1. **Will be in a form of a list and arranged according to dates.**
      2. **Shall highlight the attendees of the meetings.**
      3. **Either downloadable OR displays the content of the minutes.**
3. Project – this opens an interface to the project proposal page. It allows the volunteers to be able to add or edit a project. The creator of the project proposal directly inherits the “Proponent” status of the project.

* Create a Project - input the project name, description, objectives of the project. This project content is displayed amongst the accounts of all the volunteers. *Only projects that haven’t been implemented yet are displayed on the accounts of the volunteers.*

**Why are these the only fields in the Project?**

***There are things that can be comprehensively be discussed in the meeting without the help of the application such as committee-making and tasking amongst the volunteers.***

**What is the main purpose of this interface?**

***To be able to manage and keep track of the volunteers who participated and/or organized in the project that was being implemented by the organization.***

Administrator – this account will have several functionalities that will manipulate through the entire program

MAIN PAGE – the main page of the administrator is a list of functions that it can do.

1. Organize
   1. Allows the administrator to create, edit, and delete an event or project.
2. Membership and Recruitment
   1. Can add members of the organization
   2. Can manipulate the status of the members
   3. Can edit or delete members
3. Attendance and Participation – creates a new entry of attendees when Organize (see number 1) creates an event.
   1. Lists the attendances of the volunteers on each of the projects that have been organized
   2. Allows the admin to put the role of the volunteer in the project (Organizer, Participant, Logistics, etc.)
4. Evaluator – creates a new form when Organize() creates an event AND the Attendance and Participation has already filled out.
   1. Evaluation forms pop out the volunteers account after the Attendances and Participation is filled out by the administrator.
   2. Summary of the Evaluation and final comments of the event is displayed

