



IS480 Final Year Project



AY 2013/14 Term 1

IS480 Scheduling System User Guide (For Supervisor)

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Table of Contents

1. Introduction to IS480 Scheduling System	3
1.1 What is IS480 Scheduling System?	3
1.2 Users of the system	3
2. System functions	3
2.1 Login	3
2.2 Approve/Reject booking	4
2.2.1 Method 1	4
2.2.2 Method 2	5
2.2.3 Method 3	6
2.3 Cancel booking	7
2.3.1 Method 1	7
2.3.2 Method 2	8
2.4 View all bookings	10
2.5 Mark your availability	11
2.5.1 Method 1	11
2.5.2 Method 2	12
2.6 View other faculties' unavailable slots	13
2.7 Export ICS file	14
2.8 Invite attendees	15
2.9 RSVP presentation	15
2.10 View My RSVPs	16
2.11 Cancel RSVPs	16
2.12 SMS notification	17
2.13 My Dashboard	17

1. Introduction to IS480 Scheduling System

1.1 What is IS480 Scheduling System?

IS480 Scheduling System is a platform for IS480 course coordinator to set up IS480 presentation slots, for supervisors/reviewers to mark their availability and approve or reject bookings and for students to book their presentation slots based on their supervisor/reviewers' availability.

This user guide offers to help supervisors learn how to get around, navigate and use the system.

1.2 Users of the system

Main users of the system are:

- IS480 course coordinator
- IS480 admin
- IS480 supervisors and reviewers
- IS480 students
- IS480 TAs

2. System functions

This section shows all main functions in the IS480 Scheduling System that are available to supervisors.

2.1 Login

URL to the system:

<http://202.161.45.168/is480-scheduling/welcome>

Step 1: Click "login" or "SMU Login" button to access the system

IS480

IS480 Scheduling - Please **login** to use the system

2013-14 Term 2 ▾

Acceptance Midterm Final

Available Pending Approved

	20 Feb Thu	21 Feb Fri	22 Feb Sat	23 Feb Sun	24 Feb Mon	25 Feb Tue	26 Feb Wed	27 Feb Thu	28 Feb Fri
09:00	Available	Available			Available	Available	Available	Available	Available
10:00	Available	Available			Available	Available	Available	Available	Available
11:00	Available	Available			Available	Available	Available	Available	Available
12:00	Available	Available			Available	Available	Available	Available	Available
13:00	Available	Available			Available	Available	Available	Available	Available
14:00	Available	Available			Available	Available	Available	Available	Available
15:00	Available	Available			Available	Available	Available	Available	Available
16:00	Available	Available			Available	Available	Available	Available	Available
17:00	Available	Available			Available	Available	Available	Available	Available
18:00	Available	Available			Available	Available	Available	Available	Available

Step 1

Step 2: Enter your SSO username and password and click “Login”

The screenshot displays the IS480 Scenarios application interface. At the top left, the 'IS480' logo is visible. The main header shows 'IS480 Scenarios' and a dropdown menu for '2013-14 Term 2'. Below the header, there are three tabs: 'Acceptance', 'Midterm', and 'Final'. The main content area shows a calendar grid for the week of February 20th to 28th. The grid is currently empty, with all cells colored light blue, indicating they are 'Available'. A red box highlights the 'Authentication Required' dialog box, which is overlaid on the calendar. The dialog box contains fields for 'User Name' and 'Password', and a 'Log In' button. A message above the fields states: 'The server https://elearntools.smu.edu.sg:443 requires a username and password.' A 'Step 2' label is also visible in the top right corner of the application window.

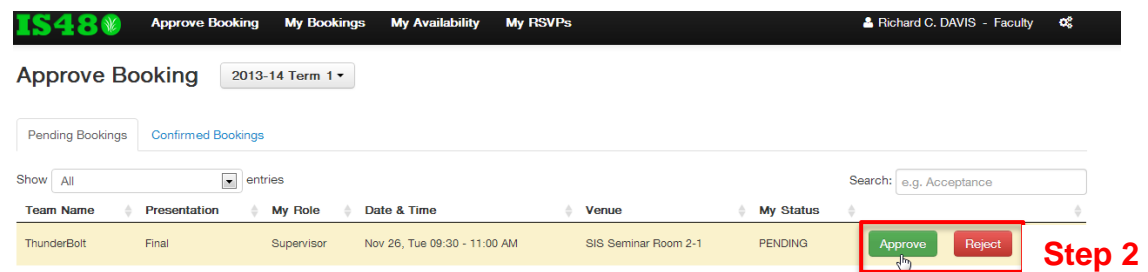
2.2 Approve/Reject booking

2.2.1 Method 1

Step 1: Click “Approve Booking” on the nav bar

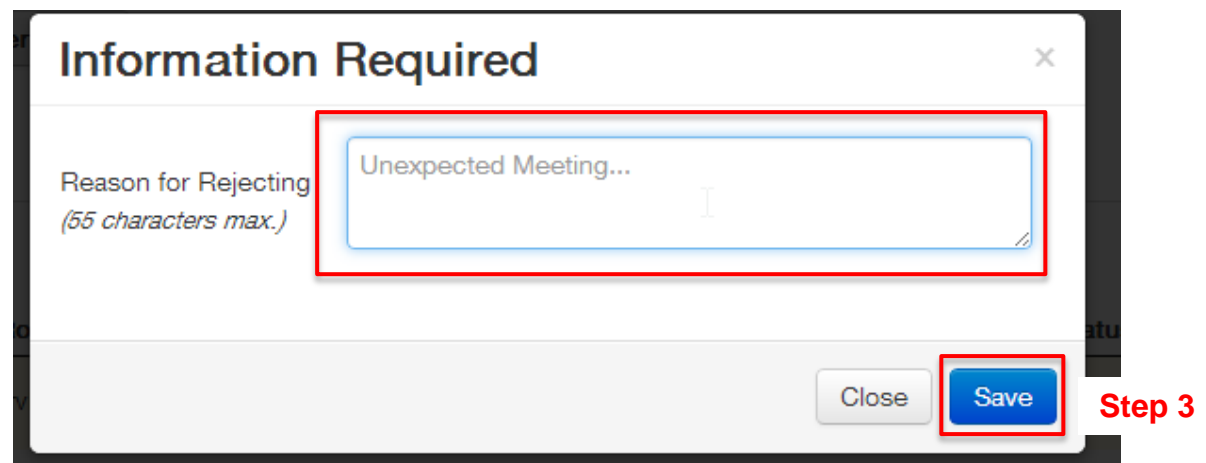
[illegible]

Step 2: Click “Approve” or “Reject” button to approve/reject the booking



The screenshot shows the 'Approve Booking' interface for the 2013-14 Term 1. It features a table with columns: Team Name, Presentation, My Role, Date & Time, Venue, and My Status. A booking for 'ThunderBolt' is shown with a status of 'PENDING'. To the right of the table, the 'Approve' (green) and 'Reject' (red) buttons are highlighted with a red box and labeled 'Step 2'.

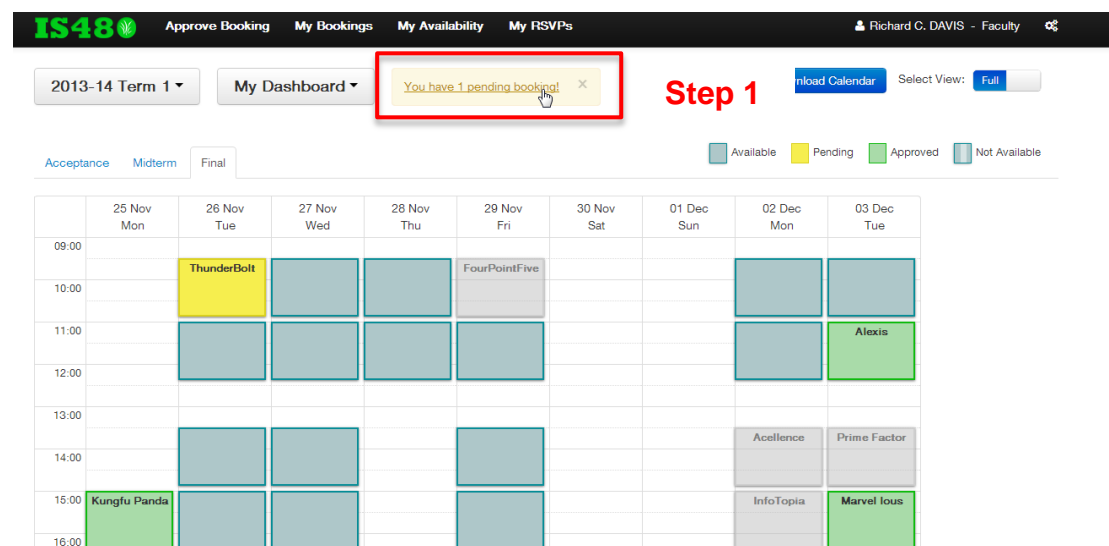
Step 3: Enter the reason for rejecting if you click on “Reject” button. Click “Save” once done.



The screenshot shows a modal dialog titled 'Information Required'. It contains a text input field labeled 'Reason for Rejecting (55 characters max.)' with the placeholder text 'Unexpected Meeting...'. The 'Save' button is highlighted with a red box and labeled 'Step 3'.

2.2.2 Method 2

Step 1: Click on the notification



The screenshot shows the 'My Dashboard' page. A notification bar at the top states 'You have 1 pending booking!'. Below the notification is a calendar view for the week of 25 Nov to 03 Dec. The calendar shows various bookings, including 'ThunderBolt' on 26 Nov and 'Kungfu Panda' on 25 Nov. The notification bar is highlighted with a red box and labeled 'Step 1'.

Step 2: Click “Approve” or “Reject” button to approve/reject the booking

Step 3: Enter the reason for rejecting if you click on “Reject” button. Click “Save” once done.

2.2.3 Method 3

Click on the pending booking slot, and click “Approve” or “Reject” button to approve or reject the booking directly from the calendar.

2.3 Cancel booking

2.3.1 Method 1

Step 1: Click “Approve Booking” on the nav bar

IS48 **Approve Booking** My Bookings My Availability My RSVPs Richard C. DAVIS - Faculty

2013-14 Term 1 My Da **Step 1** Download Calendar Select View: Full

Acceptance Midterm Final Available Pending Approved Not Available

	25 Nov Mon	26 Nov Tue	27 Nov Wed	28 Nov Thu	29 Nov Fri	30 Nov Sat	01 Dec Sun	02 Dec Mon	03 Dec Tue
09:00					FourPointFive				
10:00									
11:00									Alexis
12:00									
13:00									
14:00								Acellence	Prime Factor
15:00	Kungfu Panda							InfoTopia	Marvel lous
16:00									

Step 2: Click on “Confirmed Bookings” tab

IS48 Approve Booking My Bookings My Availability My RSVPs Richard C. DAVIS - Faculty

Approve Booking 2013-14 Term 1

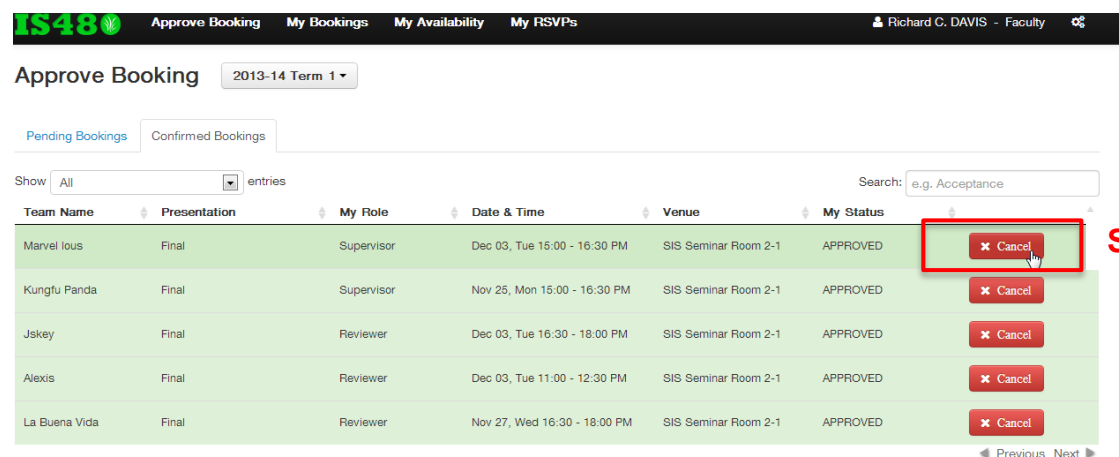
Pending Bookings **Confirmed Bookings** Step 2

Show All entries Search: e.g. Acceptance

Team Name	Presentation	My Role	Date & Time	Venue	My Status	
Marvel lous	Final	Supervisor	Dec 03, Tue 15:00 - 16:30 PM	SIS Seminar Room 2-1	APPROVED	Cancel
Kungfu Panda	Final	Supervisor	Nov 25, Mon 15:00 - 16:30 PM	SIS Seminar Room 2-1	APPROVED	Cancel
Jskey	Final	Reviewer	Dec 03, Tue 16:30 - 18:00 PM	SIS Seminar Room 2-1	APPROVED	Cancel
Alexis	Final	Reviewer	Dec 03, Tue 11:00 - 12:30 PM	SIS Seminar Room 2-1	APPROVED	Cancel
La Buena Vida	Final	Reviewer	Nov 27, Wed 16:30 - 18:00 PM	SIS Seminar Room 2-1	APPROVED	Cancel

Previous Next

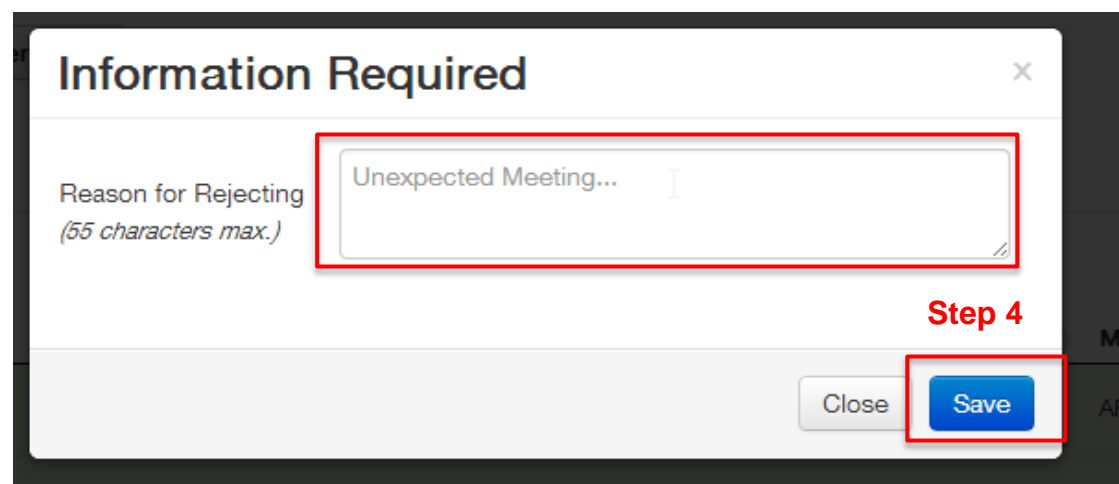
Step 3: Click on “Cancel” button



The screenshot shows the 'Approve Booking' interface for the 2013-14 Term 1. It features a table with columns: Team Name, Presentation, My Role, Date & Time, Venue, and My Status. The first row shows a booking for 'Marvel Ious' with status 'APPROVED'. A red box highlights the 'Cancel' button (labeled with an 'x') in the 'My Status' column for this booking. To the right of the box, the text 'Step 3' is written in red.

Team Name	Presentation	My Role	Date & Time	Venue	My Status
Marvel Ious	Final	Supervisor	Dec 03, Tue 15:00 - 16:30 PM	SIS Seminar Room 2-1	APPROVED
Kungfu Panda	Final	Supervisor	Nov 25, Mon 15:00 - 16:30 PM	SIS Seminar Room 2-1	APPROVED
Jskey	Final	Reviewer	Dec 03, Tue 16:30 - 18:00 PM	SIS Seminar Room 2-1	APPROVED
Alexis	Final	Reviewer	Dec 03, Tue 11:00 - 12:30 PM	SIS Seminar Room 2-1	APPROVED
La Buena Vida	Final	Reviewer	Nov 27, Wed 16:30 - 18:00 PM	SIS Seminar Room 2-1	APPROVED

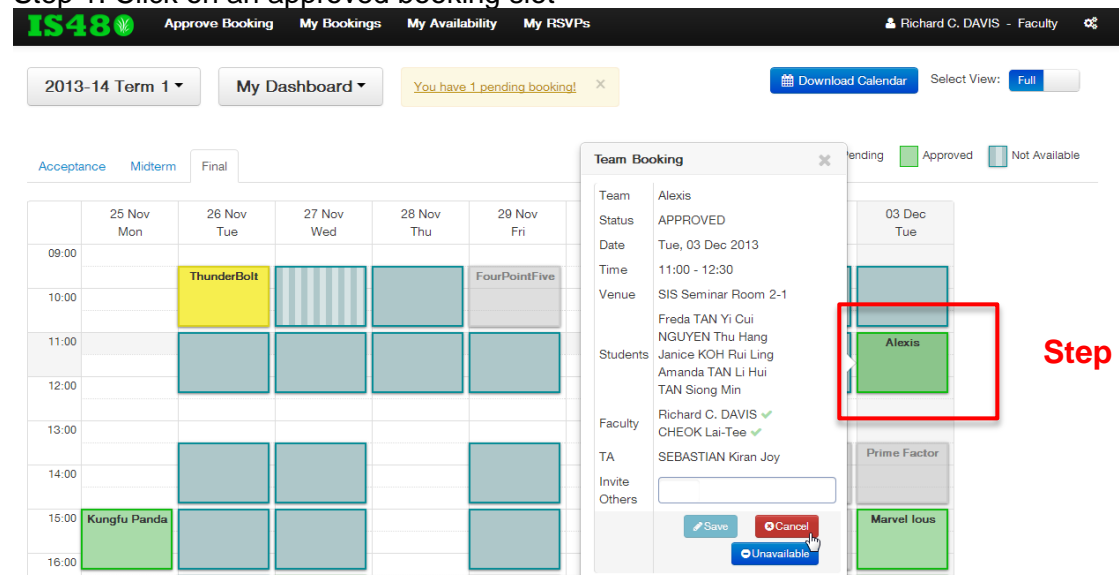
Step 4: Enter reason for cancelling this booking and click “Save”



The screenshot shows the 'Information Required' dialog box. It has a text input field labeled 'Reason for Rejecting (55 characters max.)' with the placeholder text 'Unexpected Meeting...'. A red box highlights this text area. Below the text area, there are two buttons: 'Close' and 'Save'. The 'Save' button is highlighted with a red box. To the right of the box, the text 'Step 4' is written in red.

2.3.2 Method 2

Step 1: Click on an approved booking slot



The screenshot shows the 'Team Booking' interface. It features a calendar view for the 2013-14 Term 1. A modal window titled 'Team Booking' is open, showing details for a booking by 'Alexis'. The booking is for 'Tue, 03 Dec 2013' at '11:00 - 12:30' in 'SIS Seminar Room 2-1'. The modal includes a list of students, faculty, and TA. A red box highlights the 'Alexis' booking slot in the calendar. To the right of the box, the text 'Step 1' is written in red.

Team	Status	Date	Time	Venue
Alexis	APPROVED	Tue, 03 Dec 2013	11:00 - 12:30	SIS Seminar Room 2-1

Step 2: Click “Cancel” button

The screenshot shows the IS480 booking system interface. At the top, there's a navigation bar with links: "Approve Booking", "My Bookings", "My Availability", and "My RSVPs". The user is logged in as "Richard C. DAVIS - Faculty". Below the navigation bar, there's a section for "2013-14 Term 1" and "My Dashboard". A notification says "You have 1 pending booking!". On the left, there's a calendar view for "Acceptance", "Midterm", and "Final". The calendar shows dates from 25 Nov to 29 Nov. A booking for "ThunderBolt" is shown on 26 Nov. A modal titled "Team Booking" is open, showing details for a booking on 03 Dec. The modal includes fields for Team, Status, Date, Time, Venue, Students, Faculty, TA, Invite, and Others. The "Cancel" button is highlighted with a red box and labeled "Step 2".

Step 3: Enter reason for cancelling this booking and click “Save”

The screenshot shows the "Information Required" dialog box. It has a title bar with a close button. The main content area has a label "Reason for Rejecting (55 characters max.)" and a text input field. The text "Unexpected Meeting..." is entered in the field. The "Save" button is highlighted with a red box and labeled "Step 3".

2.4 View all bookings

Step 1: Click on “My Bookings” on the nav bar

IS48 Approve Booking **My Bookings** Step 1 SVPs Richard C. DAVIS - Faculty

2013-14 Term 1 My Dashboard You have 1 pending booking! Download Calendar Select View: Full

Acceptance Midterm Final Available Pending Approved Not Available

	25 Nov Mon	26 Nov Tue	27 Nov Wed	28 Nov Thu	29 Nov Fri	30 Nov Sat	01 Dec Sun	02 Dec Mon	03 Dec Tue
09:00		ThunderBolt			FourPointFive				
10:00									
11:00									Alexis
12:00									
13:00									
14:00								Acclence	Prime Factor
15:00	Kungfu Panda							InfoTopia	Marvel Ious
16:00									

All bookings related to you will be displayed. You can also click on the header name of table to sort the booking (e.g. click team header to sort booking by team)

IS48 Approve Booking My Bookings My Availability My RSVPs Richard C. DAVIS - Faculty

My Bookings 2013-14 Term 1

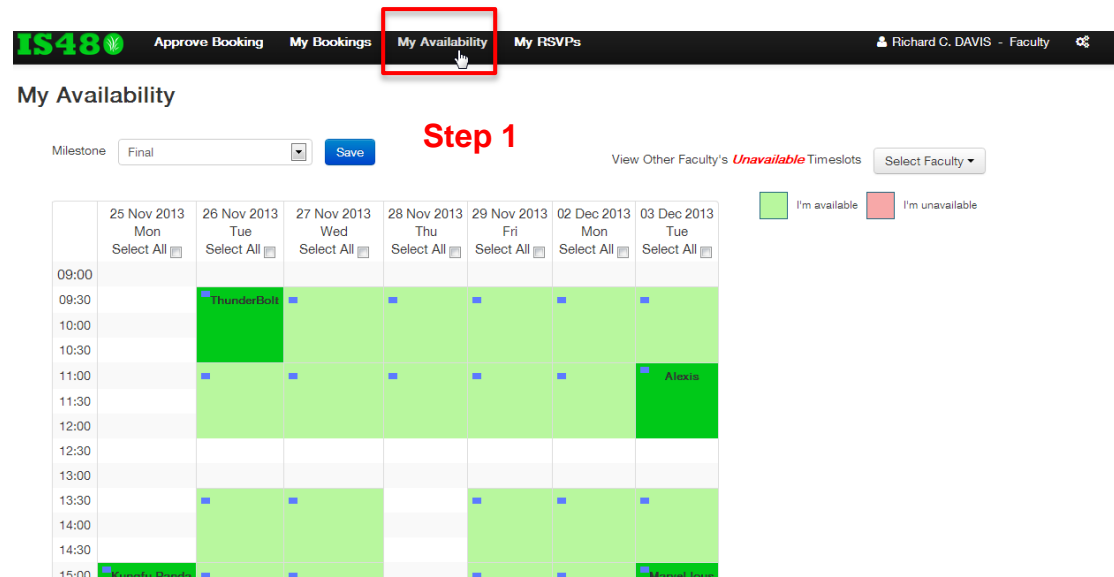
Show All entries Search: e.g. Acceptance

Team	Presentation	Date & Time	Venue	My Response	Booking Status	Comment	Last Modified
ThunderBolt	Final	Nov 26, Tue 09:30-11:00 AM	SIS Seminar Room 2-1	PENDING	PENDING	-	Nov 23, 23:14:54 by DAI Xuling
Kungfu Panda	Final	Nov 25, Mon 15:00-16:30 PM	SIS Seminar Room 2-1	APPROVED	APPROVED	-	Oct 31, 10:34:16 by Chris BOESCH
Marvel Ious	Final	Dec 03, Tue 15:00-16:30 PM	SIS Seminar Room 2-1	APPROVED	APPROVED	-	Oct 22, 14:50:58 by Fiona LEE
Alexis	Final	Dec 03, Tue 11:00-12:30 PM	SIS Seminar Room 2-1	APPROVED	APPROVED	-	Oct 22, 14:51:36 by Fiona LEE
La Buena Vida	Final	Nov 27, Wed 16:30-18:00 PM	SIS Seminar Room 2-1	APPROVED	APPROVED	-	Oct 22, 21:33:54 by Fiona LEE
Jskey	Final	Dec 03, Tue 16:30-18:00 PM	SIS Seminar Room 2-1	APPROVED	APPROVED	-	Oct 22, 14:52:17 by Fiona LEE
ThunderBolt	Final	Nov 26, Tue 11:00-12:30 PM	SIS Seminar Room 2-1	APPROVED	DELETED	a	Dec 10, 17:51:46 by DAI Xuling
ThunderBolt	Final	Nov 28, Thu 09:30-11:00 AM	SIS Seminar Room 2-1	APPROVED	DELETED	unexpected meeting	Nov 22, 18:52:33 by DAI Xuling
ThunderBolt	Final	Nov 27, Wed 09:30-11:00 AM	SIS Seminar Room 2-1	PENDING	DELETED	unexpected meeting	Nov 23, 17:07:28 by Benjamin GAN Kok Siew
Kungfu Panda	Final	Nov 26, Tue 15:00-16:30 PM	SIS Seminar Room 2-1	APPROVED	DELETED	-	Oct 25, 11:59:27 by Geraldine KOON Yuhua

2.5 Mark your availability

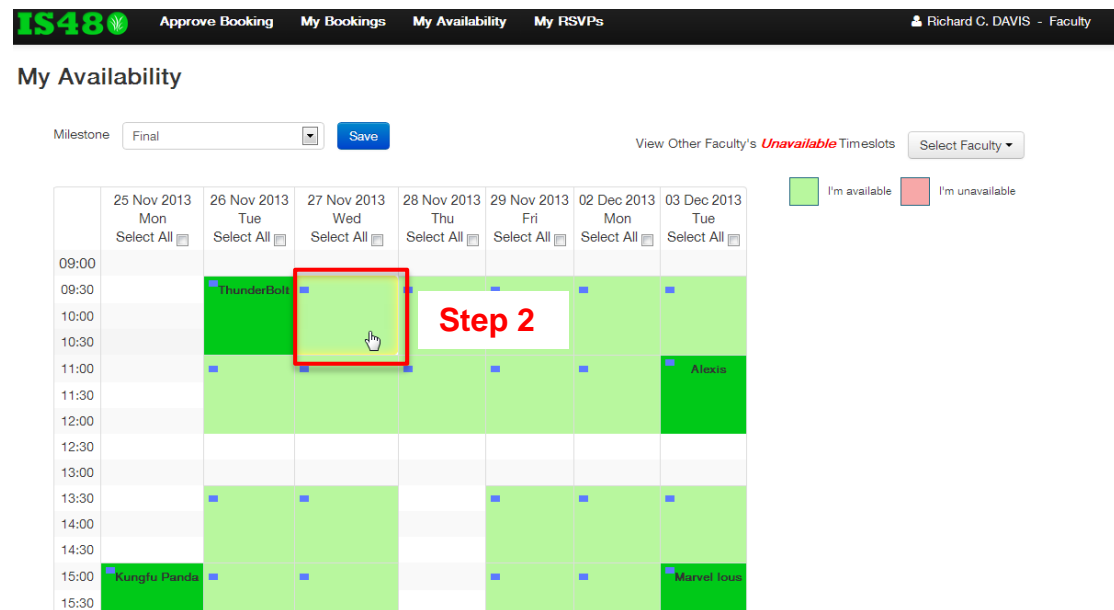
2.5.1 Method 1

Step 1: Click on “My Availability” on the nav bar



The screenshot shows the IS48 web application interface. The navigation bar at the top includes links for 'Approve Booking', 'My Bookings', 'My Availability' (highlighted with a red box and a mouse cursor), and 'My RSVPs'. The user is identified as 'Richard C. DAVIS - Faculty'. Below the navigation bar, the 'My Availability' section is displayed. It features a 'Milestone' dropdown set to 'Final' and a 'Save' button. A red 'Step 1' label is overlaid on the page. To the right, there is a link to 'View Other Faculty's Unavailable Timeslots' and a 'Select Faculty' dropdown. The main area is a calendar grid showing dates from 25 Nov 2013 to 03 Dec 2013. The grid is currently all green, indicating 'I'm available'. A legend on the right shows a green square for 'I'm available' and a red square for 'I'm unavailable'.

Step 2: Click on any slots which you are unavailable (you can check as many slots as possible at one time). Uncheck if you want to make unavailable slots to available.



The screenshot shows the same IS48 web application interface as before, but now a slot on Wednesday, 27 Nov 2013, at 09:30 is highlighted with a red box and a mouse cursor. A red 'Step 2' label is overlaid on the page. The calendar grid shows various movie slots, including 'ThunderBolt' on Tuesday, 'Kungfu Panda' on Wednesday, and 'Marvel Icons' on Thursday. The legend on the right remains the same.

Step 3: Click “Save”

IS480

Approve Booking

My Bookings

My Availability

My RSVPs

Richard C. DAVIS - Faculty

My Availability

Milestone

Final

Save

Step 3

View Other Faculty's *Unavailable* Timeslots

Select Faculty

	25 Nov 2013 Mon Select All	26 Nov 2013 Tue Select All	27 Nov 2013 Wed Select All	28 Nov 2013 Thu Select All	29 Nov 2013 Fri Select All	02 Dec 2013 Mon Select All	03 Dec 2013 Tue Select All
09:00							
09:30		Thunderbolt					
10:00							
10:30							
11:00							Alexis
11:30							
12:00							
12:30							
13:00							
13:30							
14:00							
14:30							
15:00	Kungfu Panda						Marvel Icons
15:30							

I'm available

I'm unavailable

2.5.2 Method 2

On the calendar, click on any available slot and click “Unavailable” button. If you want to change unavailable slots to available, just click on the unavailable slot and click “Available” button.

The screenshot shows the IS48 Faculty Dashboard. At the top, there are navigation links: 'Approve Booking', 'My Bookings', 'My Availability', and 'My RSVPs'. The user is identified as Richard C. DAVIS - Faculty. The dashboard includes a calendar for the term '2013-14 Term 1'. The calendar view shows days from November 25th to December 3rd. A red box highlights a specific event on November 28th at 10:00 AM, labeled 'ThunderBolt'. A tooltip is visible over this event, showing 'Change Availability' and 'You Are Unavailable'.

2.6 View other faculties' unavailable slots

Step 1: Click "My Availability" on the nav bar

IS48 Approve Booking My Bookings **My Availability** My RSVPs Richard C. DAVIS - Faculty

My Availability **Step 1**

Milestone: Final Save

View Other Faculty's **Unavailable** Timeslots Select Faculty

☐ I'm available ☐ I'm unavailable

	25 Nov 2013 Mon Select All	26 Nov 2013 Tue Select All	27 Nov 2013 Wed Select All	28 Nov 2013 Thu Select All	29 Nov 2013 Fri Select All	02 Dec 2013 Mon Select All	03 Dec 2013 Tue Select All
09:00							
09:30		Thunder Bolt					
10:00							
10:30							
11:00							Alexis
11:30							
12:00							
12:30							
13:00							
13:30							
14:00							
14:30							
15:00							

Step 2: Check the faculty name if you want to see their unavailable slots

Their unavailable slots will be displayed with their names in red color

IS48 Approve Booking My Bookings My Availability My RSVPs Richard C. DAVIS - Faculty

My Availability

Milestone: Final Save

View Other Faculty's **Unavailable** Timeslots

☐ I'm available ☐ I'm unavailable

benjamin ingan

- ☒ Benjamin GAN Kok Siew
- ☐ CHEOK Lai-tee
- ☐ Youngsoo Kim
- ☐ Chris BOESCH

	25 Nov 2013 Mon Select All	26 Nov 2013 Tue Select All	27 Nov 2013 Wed Select All	28 Nov 2013 Thu Select All	29 Nov 2013 Fri Select All	02 Dec 2013 Mon Select All	03 Dec 2013 Tue Select All
09:00							
09:30		Thunder Bolt	benjamin ingan				
10:00							
10:30							
11:00			benjamin ingan				Alexis
11:30							
12:00							
12:30							
13:00							
13:30							
14:00							
14:30							

Step 2

2.7 Export ICS file

Step 1: Click “Download Calendar” to export all bookings to your personal calendar.

The screenshot shows the IS48 web interface. At the top, there's a navigation bar with links: Approve Booking, My Bookings, My Availability, and My RSVPs. The user is logged in as Richard C. DAVIS - Faculty. Below the navigation bar, there's a dashboard area with a dropdown for '2013-14 Term 1', a 'My Dashboard' button, and a notification 'You have 1 pending booking!'. A red box highlights the 'Download Calendar' button, with a red arrow pointing to it and the text 'Step 1' next to it. Below the dashboard, there's a calendar view for the week of November 25 to December 3, 2013. The calendar shows various bookings with color-coded status: Available (light blue), Pending (yellow), Approved (green), and Not Available (grey). Bookings include 'ThunderBolt', 'FourPointFive', 'Kungfu Panda', 'Alexis', 'Acellence', 'Prime Factor', 'InfoTopia', and 'Marvel Ious'.

Step 2: Save the ics file to your desired location and import it to your personal calendar.

The screenshot shows a Windows 'Save As' dialog box. The file name is 'rcdavis (2013-14 Term 1).ics' and the file type is 'iCalendar File'. The 'Save' button is highlighted with a red box and labeled 'Step 2'. The dialog box shows the 'Desktop' location selected in the left pane. The right pane shows the contents of the Desktop, including 'Libraries', 'Homegroup', 'DAI Xuling', 'Computer', and 'Network'.

2.8 Invite attendees

Click on the approved booking slot and enter the person's email address to invite him to the presentation and click "Save"

The screenshot shows the IS48 booking system interface. At the top, there's a navigation bar with 'IS48' logo and links for 'Approve Booking', 'My Bookings', 'My Availability', and 'My RSVPs'. The user is identified as 'Richard C. DAVIS - Faculty'. Below the navigation bar, there's a section for '2013-14 Term 1' with a 'My Dashboard' button and a notification 'You have 1 pending booking!'. A 'Download Calendar' button and a 'Select View: Full' dropdown are also present. The main area displays a calendar grid for the week of 25 Nov to 29 Nov. A 'Team Booking' modal is open, showing details for a team named 'Alexis'. The modal includes fields for 'Team', 'Status' (APPROVED), 'Date' (Tue, 03 Dec 2013), 'Time' (11:00 - 12:30), 'Venue' (SIS Seminar Room 2-1), 'Students' (Freda TAN Yi Cui, NGUYEN Thu Hang, Janice KOH Rui Ling, Amanda TAN Li Hui, TAN Siong Min), 'Faculty' (Richard C. DAVIS, CHEOK Lai-Tee), and 'TA' (SEBASTIAN Kiran Joy). The 'Invite' field is highlighted with a red box, showing 'chr|' and a dropdown menu with 'Chris BOESCH' selected. A red box also highlights the 'Unavailable' button at the bottom of the modal.

2.9 RSVP presentation

Click on the team's slot and click "RSVP".

*Note: you are only allowed to attend public and internal presentations. An error message will be displayed when you try to RSVP private presentation.

The screenshot shows the IS48 booking system interface. At the top, there's a navigation bar with 'IS48' logo and links for 'My Bookings' and 'My RSVPs'. The user is identified as 'DAI Xuling - Student'. Below the navigation bar, there's a section for '2013-14 Term 1' with a 'Download Calendar' button and a 'Select View: Full' dropdown. The main area displays a calendar grid for the week of 25 Nov to 28 Nov. A 'Team Booking' modal is open, showing details for a team named 'ironMEN'. The modal includes fields for 'Team', 'Status' (APPROVED), 'Date' (Mon, 02 Dec 2013), 'Time' (09:30 - 11:00), 'Venue' (SIS Seminar Room 2-1), 'Students' (Muhammad Faizal SUKIM, HONG Huimin, LEI Shaorui, LI Zhuoran, PENG Jian Zhang), 'Faculty' (Chris BOESCH, Benjamin GAN Kok Siew), and 'TA' (Michelle LEONG Kai Xin). The 'Invite' field is highlighted with a red box, showing email addresses: 'alanmegargel@smu.edu.sg', 'cboesch@smu.edu.sg', and 'benjamin@smu.edu.sg'. A red box also highlights the 'RSVP' button at the bottom of the modal.

2.10 View My RSVPs

Click on “My RSVPs” on the menu bar to check all your RSVPs.

The screenshot shows the IS48 application interface. The top navigation bar includes the IS48 logo, 'My Bookings', and 'My RSVPs' (highlighted with a red box). The user is identified as 'DAI Xuling - Student'. Below the navigation bar, there is a dropdown for '2013-14 Term 1', a 'Download Calendar' button, and a 'Select View' dropdown set to 'Full'. A legend indicates the status of RSVPs: Available (light blue), Pending (yellow), Approved (green), Rejected (pink), and Not Available (grey). The main area is a calendar grid for the week of November 25 to December 3, 2013. The grid shows various events, including 'Team Rockets' (Approved, Nov 26), 'ironMEN' (Approved, Dec 02), and 'Kungfu Panda' (Nov 25). The 'My RSVPs' button in the navigation bar is highlighted with a red box.

2.11 Cancel RSVPs

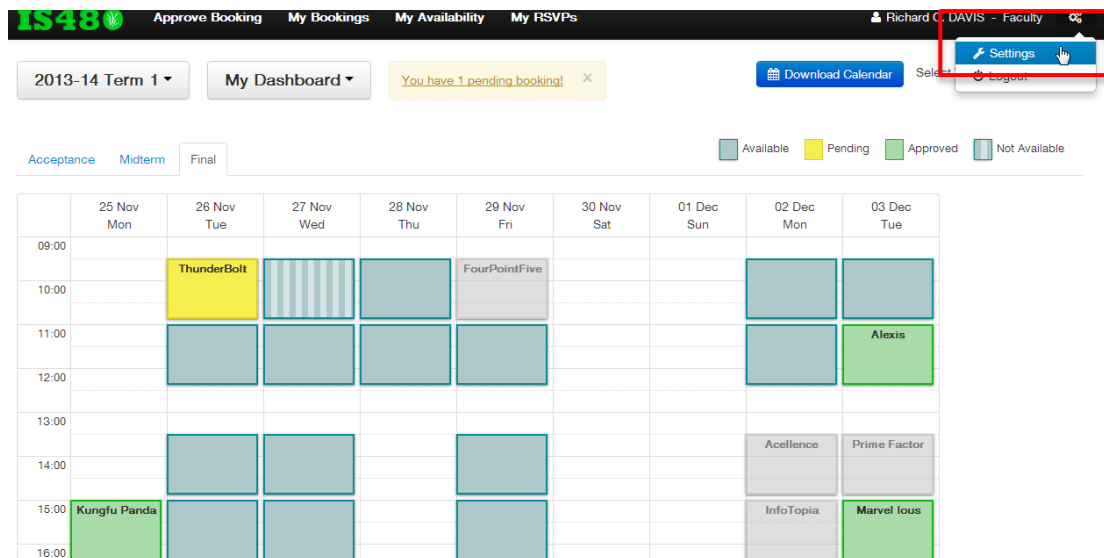
Click “My RSVPs” button on the menu bar and click on the button under “Cancel RSVP” column to cancel your RSVP.

The screenshot shows the IS48 application interface with the 'My RSVPs' button highlighted in the navigation bar. Below the navigation bar, the title 'My RSVP's' is displayed. A search bar contains the text 'e.g. SIS SR 2:1'. The main area is a table listing RSVPs. The table has columns for 'Presenting Team', 'Status', 'Milestone', 'Date of Presentation', 'Venue', and 'Cancel RSVP'. Two RSVPs are listed: 'Team Rockets' and 'ironMEN', both with a status of 'APPROVED'. The 'Cancel RSVP' column contains a red button with a trash icon, which is highlighted with a red box. The table is paginated with 'Previous' and 'Next' buttons.

Presenting Team	Status	Milestone	Date of Presentation	Venue	Cancel RSVP
Team Rockets	APPROVED	Final, 2013-14 Term 1	Nov 26, 13:30 - 15:00 PM	SIS Seminar Room 2-1	
ironMEN	APPROVED	Final, 2013-14 Term 1	Dec 02, 09:30 - 11:00 AM	SIS Seminar Room 2-1	

2.12 SMS notification

Step 1: Click on the settings to subscribe to SMS reminder service.



The screenshot shows the IS48 dashboard interface. At the top, there is a navigation bar with links: 'Approve Booking', 'My Bookings', 'My Availability', and 'My RSVPs'. The user is logged in as 'Richard C. DAVIS - Faculty'. Below the navigation bar, there is a '2013-14 Term 1' dropdown and a 'My Dashboard' dropdown. A yellow notification box says 'You have 1 pending booking!'. A 'Download Calendar' button is visible. In the top right corner, a 'Settings' button is highlighted with a red box and a mouse cursor. Below the navigation bar, there is a legend for availability: 'Available' (light blue), 'Pending' (yellow), 'Approved' (green), and 'Not Available' (grey). The main area shows a calendar grid for the week of 25 Nov to 03 Dec. The grid shows various bookings, including 'ThunderBolt' (yellow), 'Kungfu Panda' (green), 'FourPointFive' (grey), 'Alexis' (green), 'Acellence' (grey), 'Prime Factor' (grey), 'InfoTopia' (grey), and 'Marvel Ious' (green).

Step 1

Step 2: Turn it “On” and enter a valid Singapore Mobile number. An SMS reminder will be sent to your mobile number 24 hours before your team’s presentation.

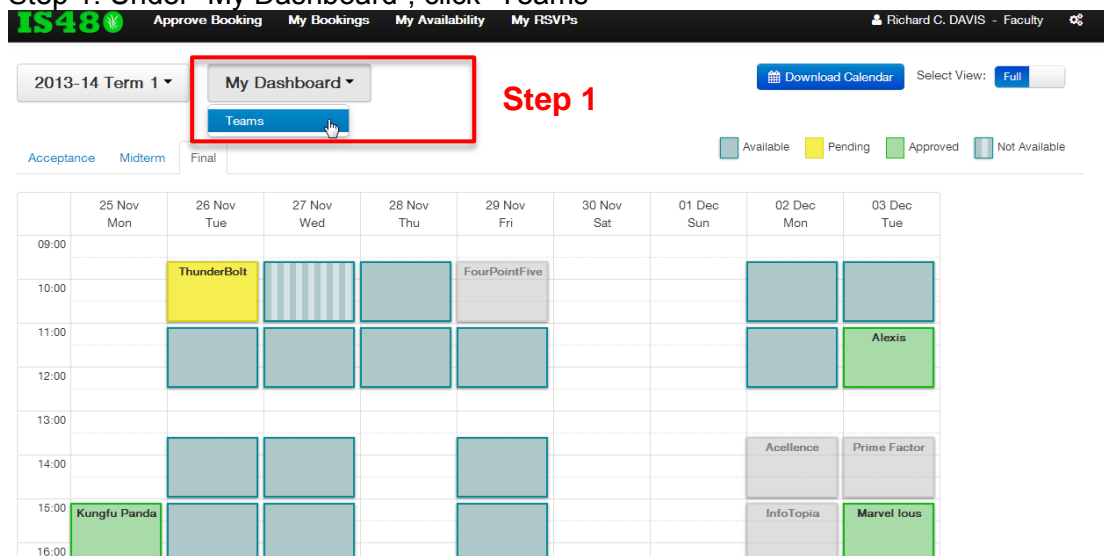


The screenshot shows the 'Settings' page in the IS48 dashboard. The 'Subscribe to SMS Notification' toggle is set to 'ON' and is highlighted with a red box. Below it, the 'SMS Notification will be sent to:' field shows a mobile number starting with '+65' and 'e.g. 81256296'. A 'Save' button is visible at the bottom left.

Step 2

2.13 My Dashboard

Step 1: Under “My Dashboard”, click “Teams”



The screenshot shows the IS48 dashboard interface. At the top, there is a navigation bar with links: 'Approve Booking', 'My Bookings', 'My Availability', and 'My RSVPs'. The user is logged in as 'Richard C. DAVIS - Faculty'. Below the navigation bar, there is a '2013-14 Term 1' dropdown and a 'My Dashboard' dropdown. A 'Download Calendar' button is visible. In the top right corner, there is a 'Select View:' dropdown set to 'Full'. In the 'My Dashboard' dropdown, the 'Teams' option is highlighted with a red box and a mouse cursor. Below the navigation bar, there is a legend for availability: 'Available' (light blue), 'Pending' (yellow), 'Approved' (green), and 'Not Available' (grey). The main area shows a calendar grid for the week of 25 Nov to 03 Dec. The grid shows various bookings, including 'ThunderBolt' (yellow), 'Kungfu Panda' (green), 'FourPointFive' (grey), 'Alexis' (green), 'Acellence' (grey), 'Prime Factor' (grey), 'InfoTopia' (grey), and 'Marvel Ious' (green).

Step 1

All your teams' booking status will be displayed in bar chart form and table form.

