



Involve to Evolve Platform Overview

A description of the IVE platform and main functionalities



QUALITY. PRODUCTIVITY.INNOVATION.

Contents

Overview

Non-Functional requirements

User types

Admin View functionalities

1. Approve activity requests

2. Creating new categories

3. Creating new activities

Cumulative Activities

4. Account settings

Activity periods

Player View functionalities

1. Dashboard

2. Player activities

3. Rankings

4. Player Profile

5. Activities Roadmap

6. Teams

Overview

The Involve to Evolve platform or IVE is designed for employees, which helps the Talent Management Team in to communicate better with the employees and involve them in activities promoted by their company. IVE engages and motivates people to participate in activities and achieve goals by applying game mechanics and game design techniques in order to facilitate interaction by cooperation and competition. Employees (including the Talent Management Team) can enlist into a series of activities promoted by the Talent Management Team such as: charity events, trainings, attending or speaking at conferences, sports and championships, environmental protection activities and so on.

Non-Functional requirements

The IVE platform supports cross-browser compatibility, and it be accessed with the latest versions of IE, Chrome and Mozilla Firefox.

IVE platform has the ability of handle simultaneous users.

User types

The IVE platform can be accessed with Endava system credentials, by default the user will have access to the [Player View functionalities](#).

The IVE platform supports two user types, each type with its own access rights. The user types are:

- Player
- Admin user

The Player has access to an IVE view that allows him to join activities, create teams, and view the progress of his activities and the progress of other players, this view will be named further as "[Player View](#)".

The Admin user has access to the "[Admin View](#)", where he can approve the activities added by players create new categories for activities, and grant admin rights to other users. Moreover the Admin user has access to the Player View functionalities.

Admin View functionalities

When the Admin user access the IVE platform the Player View is displayed by default, however the user can navigate to Admin View via the Admin menu.

1. Approve activity requests

When navigating to the Admin View, the menu for approving new activity requests will be displayed. In the view the Admin user can approve or deny activities added by the Player in the Player view, for more details please see the "[Adding a new activity](#)" document section.

The approved or denied activities will no longer be displayed in the menu. After an activity was approved by the Admin

- The Player will be able to view his activities in the dashboard and his profile section.
- The approved activity score will be added to the Players' total score

If an activity was denied, the Player will receive an email notification informing him that his activity request was denied.

2. Creating new categories

The Admin user can create new categories for activities by accessing the corresponding menu.

When adding a category the user must add the name of the activity, also he can set the category as active and per account. Only for an active category new activities can be created.

For a category set per Account the activities added will only be available for the added Accounts, the score of the activity will also be summed up per Account. The category, activities and score are not visible in the Player View, **a section for Accounts is currently under development.**

In the current categories section, all the categories added by the Admin are displayed. The Admin user can also:

- Change the name and logo of the Category
- Remove a category
- Mark a category as not active

3. Creating new activities

When creating a new activity, the location of the Admin user will first be displayed, the user must then select an active category for the activity, add a name, a description, select the date for the activity and assign a score. The date of the activity can be added only if there is at least one period

added, see "[Activity periods](#)" document section. The score of the activity is assigned according to the Admin's evaluation for the activity's complexity.

In the current activities sub menu the Admin User can:

- View all the activities added for the Admin's location.
- Edit only future activities
- Submit the number of participants to an activity
- Generate unique an activity code for each potential Player.

The activity codes will be sent to the Admin via e-mail in an attached pdf file. Each activity code is accompanied by a QR code. After the activity codes are generated, they will be sent by the admin to the Players that participated to that activity, so they can add the activity to their profile and enhance their score.

Cumulative Activities

An activity can be marked as cumulative, when adding it, or if it is a future activity by editing it afterwards. Cumulative activities can be performed multiple times, a player can join that activity with the activity code provided by the admin. For each instance of the activity performed, the score of the Player will be enhanced. A cumulative activity will be added on the Players' [personal badge](#) only when performed for the first time, after that no matter how many time the Player performs the activity only the Players' score or his team's score will be enhanced.

4. Account settings

In the account settings menu the Admin can add other Admin users on adding them platform validates if the user is currently in the Endava system. If the Player is not in the system, a message will be displayed informing the Admin that the user was not found.

An Admin user can revoke the admin view and access rights of another Admin user.

Activity periods

In the periods sub menu the Admin can add multiple periods, and for each a name and the time interval. For the selected period, the activities that fall in the period's time interval will be displayed in the Dashboard menu.

When adding a new period:

- The period's time interval must differ from previously added periods.
- If the admin adds a period that overlaps partially or fully a previously added period, an error message will be displayed.

Also for the selected period, a player rankings are displayed. At the end of each period, the rankings are reset to 0 and the first team and first player are awarded.

The rankings will be displayed in a “Wall of Fame” for all the activities performed by the Player in the selected period, **this functionality is currently under development.**

Player View functionalities

The Player View is displayed by default to all users that login to IVE, all users will have access to the same functionalities. The Players are an exception, they do not have view or access rights to the Admin menu.

1. Dashboard

In the dashboard the Player can visualize three sections:

- The player's Team, only if he joined or created a [Team](#)
- The badges display all active categories for activities, each badge displays:
 - All activities added by the Admin per that category ([cumulative](#) activities are only counted once)
 - An indication of what activities the Player joined
- The upcoming events, displaying future activities for the current period.
- The Player can subscribe to upcoming events, on subscription the Player receives a notification via email.

When a Player subscribes to an activity, an email is sent to the Admin informing him that there are subscribers to the activity he added.

2. Player activities

The Player can join activities by accessing the activities menu. Here he has the possibility to join:

- By quick adding the code provided by the Admin, the cumulative activities can only be added by using the codes.
- By selecting an activity type from the list
 - In the categories selection list are displayed the categories that have valid activities, the valid categories contain activities that already took place or activities from the current day
 - In the activity selection list are not displayed the cumulative activities

For the company's activities the Player can only join past activities or activities taking place in the current day.

Activities can also be proposed by the player, **this functionality is currently under development.**

3. Rankings

The rankings are displayed on the right side, as follows:

- Per Player, displaying a number of 5 Players focusing on the ranking of the logged in Player:
 - If the player is the first in the total ranking players, he will be displayed first in the list followed by the next 4 Players,
 - If the Player is on the second or third place, the Top 5 Players are displayed
 - If the Player is on a lower ranking than the third place, he will always be positioned in the middle of the 5 Player ranking (e.g. the logged in Player is on the 85th place, the rank will be as follows: 84, 83, **85**, 86, 87)
- The logged in Player can view the rank of all the participating Players
- Per team, where the teams team rankings are displayed focusing on the rank of the logged in Player, following the same algorithm as Player rankings.
- The logged in Player can view the rank of all the participating Teams

The score of each team is the sum of contributions from all members of the team.

In the news feed section is displayed a list with the Players that performed the latest activities.

4. Player Profile

By accessing his profile the Player can view:

- His current ranking among the competing players
- The score accumulated from the activities performed in the current period
- A detailed list of his activities

The activities are grouped per month, the months are displayed in chronological order. For an activity the Player can view:

- The name of the activity
- The total score of the activities performed per month
- The start date and time

5. Activities Roadmap

In the activities roadmap, all the players are displayed with their profile photos and their total score. The Player with the highest score is displayed at the end of the roadmap.

By accessing the Player profile photo on the Roadmap, the name of the player, his current rank, and contact information are displayed.

At the beginning of the roadmap a milestone with the total number of Players per location is displayed. At each roadmap milestone the total number of Players that reached that point is displayed

6. Teams

In the Teams menu, all the teams are displayed with their current rank.

The Player can create his own team, only if he has not created one already. For each team the Player can upload a Team logo/picture

When accessing a team the following are displayed: the team score and rank, the active members of team for the current period, their contribution to the team score and the date when they performed the last activity. The score of each team represents the sum of all the team Players' contribution.

The contribution of a Player to the Team score is calculated by dividing the score of the activity performed by each individual to the number of the Team's current members (e.g. the logged in Players performs an activity with score 20, and the team has 4 Players, to the Team score will be added only $5m = 20/4$).

The Player can:

- Join a team if he is not already part of a team
- Leave a team

A Team leader can:

- Appoint another Team leader for his team
- Leave a team, only if there are no more Players in his team, or if he appoints another Team Leader
- Remove existing team Players
- Change the team name and logo
- Approve or deny joining requests for his team

When a Team Leader leaves his team, that Team will no longer be visible to him or other players, and a Team with the same name can no longer be added.