

MonJS

OJSS

User guide

FIT 5136 SOFTWARE ENGINEERING

Developed by
Moon, Troy, Bryan, Yiming.

Table of Contents

Welcome!	3
Getting Started	3
What is an OJSS?	3
System Features	3
How does it work?	3
The Main functions of the OJSS.	4
Technical Manual	4
It's Time to Get Technical	4
General System Information	4
User Registration	5
Logging in	7
Job Recruiter page	7
JR1. Manage jobs	8
JR2 Search job applicants (On Recruiter page)	10
JR3 Manage your profile (On Recruiter page)	10
Job seeker page	11
Dummy data	15
Job seeker	15
Job recruiter	16
Troubleshooting	16

Welcome!

We are excited to introduce Monash Job Seeking Centre(MonJS) system — commonly referred to as the MonJS OJSS.

You probably have lots of questions about this great new tool: What is it? What does it do? How does it work?

This manual will answer many of your questions, and it will provide you with specific guidance that will help you migrate your content successfully.

Getting Started

It's important for you to have a baseline understanding of what is an OJSS is and what it can do for you. Here are some answers to the most commonly asked questions.

What is an OJSS?

The OJSS (Online Job Seeking System) is commissioned by MonJS for enhancing job search results in a professional and efficient way. It benefits the job seeking process for both job seekers and recruiters.

System Features

Mandatory features

- User Registration
- Job management
- Job seeking management
- Job seeker management
- Job Recruiter management

How does it work?

The system uses an authentication to prevent unauthorized access to the system. Therefore, each user who will be working on the system must have a MonJS OJSS user account to log onto the system. The user must also be assigned roles within the system.

The roles on the system are:

- Job seeker
- Job recruiter

The Main functions of the OJSS.

Job Recruiter	Job Seeker
JR1 Manage Jobs <ul style="list-style-type: none">○ Create Jobs○ Modify Jobs○ Delete Jobs○ View Jobs	JS1 Search Jobs <ul style="list-style-type: none">○ Apply Jobs
JR2 Search Job Applicants <ul style="list-style-type: none">○ Send Invitation Messages	JS2 View Applied Jobs
JR3 Manage Profiles <ul style="list-style-type: none">○ Modify○ Delete○ View	JS3 Manage Profiles <ul style="list-style-type: none">○ Modify○ Delete○ View
	JS4 View Invitation Messages

<Figure: The functionality of the job recruiters and job seekers>

Technical Manual

It's Time to Get Technical

Now that you understand what OJSS is, it's time for you to learn how to use the technology behind the OJSS. We've created this technical manual to help you learn how to use the system.

This technical manual begins with the basics – how to register - and goes through the steps you will need to master in order to use the OJSS.

Read through the following pages to learn more. There is dummy data at the end of this manual. And remember - if you get stuck, or need help, please email to MonJS, customer_service@monjs.monash.edu.

General System Information

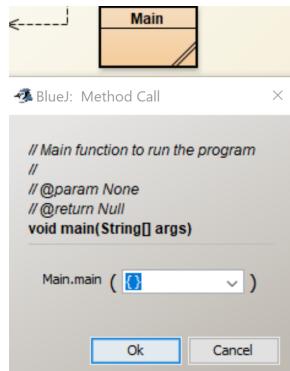
- Software requirement: Be sure to install the Blue J 3.12 or later before use OJSS program.

Getting start:

1. Double click of the blue J icon below.

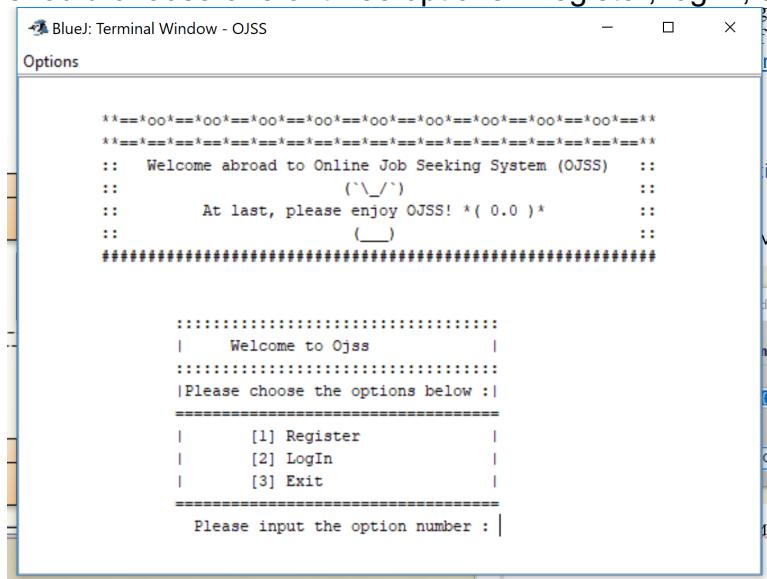


2. Right click the Main class and create an instance class by calling the construction method.



<Figure 1. The starting method of MonJS OJSS>

When the system starts, users can see the welcome page of this system. The user should choose one of three options – register, log in, and exit respectively.



<Figure 2. The welcome page of MonJS OJSS>

User Registration

Step1. Input number “1” to register this system.

If this is your first visit to this system, you must select [1] register to obtain system usage rights.

Step2. Choose your role

Users can choose 2 different roles – Job seeker and Job recruiter respectively.

```
|||||||||||||||||||||||||||||||||||||||||||  
You choose to register as a new user  
Please read the following instructions for registration process  
  
:::::::::::::::::::  
| Choose your role below : |  
:::::::::::::::::::  
| [1] Job Recruiter |  
| [2] Job Seeker |  
| [3] Cancel |  
=====  
Please input the option number :
```

<Figure 3. Choose the role>

[1] Job Recruiter - A recruiter has an authority to create, modify, delete job and job categories.

[2] Job Seeker - A person who is looking for a job using the MonJS system. A job seeker has an authority to create, modify, delete, search, browse and apply jobs.

Step3. Input user detail

A user should fill out user's detail to register this system. System requires "Name", "Username", "Gender", "Email" and "Password" and "Skills"

When a user completes filling out user details, a registration will be successfully done.

```
|||||||||||||||||||||||||||||||||||||||  
You choose to register as a new user  
Please read the following instructions for registration process  
  
:::::::::::::::::::  
| Choose your role below : |  
:::::::::::::::::::  
| [1] Job Recruiter |  
| [2] Job Seeker |  
| [3] Cancel |  
=====  
Please input the option number : 1  
  
>> Please insert your name : Boss K  
>> Please insert your username : boss  
  
!! This username is already exist, please choose another one  
  
>> Please insert your username : imboss  
>> Please insert your gender(male/female) : male  
>> Please insert your email : boss@gmail.com  
>> Please set your password : passboss  
>> Please input your company name  
Boss Company  
>> Please input your location  
Melbourne  
  
#####  
:: Thankyou for register to OJSS , ::  
:: Please remember your USERNAME and PASSWORD from now on to access your account ::  
:: Just input your registered username and password for log in to your new account ::  
#####
```

<Figure 4. Success to register>

Logging in

Step1. Input “2” to log in

Step2. Insert “username”

Step3. Insert “password”

```
*****LOG**IN*****
>> Please insert your username : moon
>> Please insert your password : passmoon

///////////////////////////////
**OJSS**
      Welcome Again Job Recruter MOON!
:::::::Please choose the options below ::::
:::::::
|| [1] Manage jobs           ||
|| [2] Search job applicants ||
|| [3] Manage your profile   ||
|| [4] Log Out               ||
=====
Please input the option number : |
```

<Figure 5. Log in page>

A user, who has username, can log in the system. Initial access is granted by navigating to the page depends on users’ roles.

Job Recruiter page

The functionality of Job recruiter is displayed as following diagram.



<Figure. The function of the Job Recruiter>

```

////////// **OJSS** //////
        Welcome Again Job Recruiter MOON!
::::::::::: Please choose the options below :::::
||| Please choose the options below :|||
::::::::::: [1] Manage jobs | | | | |
::::::::::: [2] Search job applicants | | | | |
::::::::::: [3] Manage your profile | | | | |
::::::::::: [4] Log Out | | | | |
=====
Please input the option number :

```

There are 4 options that Recruiter can choose on the system.

- [1] Manage jobs – View, Modify, Create and Remove the jobs.
- [2] Search job applicants – Review the applicants information.
- [3] Manage your profile – to modify your individual's information.
- [4] Log out – Logs out from the system and back to Welcome page.

JR1. Manage jobs

There are 5 sub-options that Recruiter can choose on the system.

- [1] View your jobs
- [2] Change job details
- [3] Remove a job
- [4] Add a new job
- [5] Cancel

JR1.1 View your jobs

Your current jobs' information could be shown on the screen.

```

=====
Please input the option number : 1
Job recruiter username: moon
Title: java programming
to compile programs using java coding language
Salary: 500
Location: CBD, Melbourne, Australia
Skills needed:
    java   IT   programming/n

Job recruiter username: moon
Title: c programming
to compile programs using c
Salary: 600
Location: Caulfield,Melbourne,Australia
Skills needed:
    c     IT   programming/n

Job recruiter username: moon
Title: python
to compile programs using python
Salary: 400
Location: Clayton,Melbourne,Australia
Skills needed:
    c++   IT   programming/n

```

<Figure7. View your jobs>

JR1.2 Change job details

Change the Job title for the specific current job, then there are four attribute you can change, for example: The Title, Description of Job, Salary and the Location respectively.

```

=====
Please input the option number : 2
|   Please enter a job title that you want to change:
java programming

::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o
Please choose the options below to change
::::::::::::::::::::::::::::::::::::::::::::::::
[1] Title
[2] Description
[3] Salary
[4] Location
[5] Cancel
=====
Please input the option number :

```

<Figure8. Change job details>

JR1.3 Remove a job

Delete the current job by job title

```

::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o
Please choose the options below
::::::::::::::::::::::::::::::::::::::::::::::::
[1] View your jobs
[2] Change job details
[3] Remove a job
[4] Add a new job
[5] Cancel
=====
Please input the option number : 3
|   Please input title of job needed to be removed:
java programming

```

<Figure9. Remove a job by job title>

JR1.4 Add a new job

Create a new job by the original fields.

```

=====
Please input the option number : 4
|   Please input the title:
Finance assisstant
|   Please input the description:
Facilitate the paper work for the president of finance
|   Please input the salary:
4000
|   Please input the location:
CBD,Melbourne
|   Please input a category:
Assisstant
|   Would you want to add a new one?(y for yes, others for no):n

```

<Figure10. Add a new job>

JR1.5 Cancel - Back to the previous page.

<Figure11. Cancel: Back to the previous page>

JR2 Search job applicants (On Recruiter page)

The recruiter can search for job applicants by the job title. When you choose the option [2], search job applicants, your current released job will be displayed, when search the job seeker by the job title and the user name of the applicant. Then, the interview invitation could be sent automatically.

```
*****  
|| Please choose the options below :||  
:::::::::::::::::::::::::::::::::::  
| [1] Manage jobs |  
| [2] Search job applicants |  
| [3] Manage your profile |  
| [4] Log Out |  
=====  
Please input the option number : 2  
| These are your jobs:  
Finance assisstant  
| Please enter the title of the job you want to see:  
assisstant  
| These job seekers have applied for the job:  
| Enter the job seeker's username to send an invitation for interview:  
| Or just press enter to cancel. Input:  
troy  
  
Name: troy  
Email: troy@gmail.com  
Gender: male  
Skillsets: java python  
Username: troy  
Name: troy  
Email: troy@gmail.com  
Gender: male  
Skillsets: java python  
| Enter the job seeker's username to send an invitation for interview:  
| Or just press enter to cancel. Input:
```

<Figure: Search job applicants>

JR3 Manage your profile (On Recruiter page)

When a recruiter enters the option 3 “Manage your profile” on the recruiter page, the current information of that recruiter will be displayed and there is a sub-menu will be shown as well.

There are 6 options here.

- [1] Name
[2] Email

- [3] Gender
- [4] Company Name
- [5] Location
- [6] Cancel

JR3.1 Modify the profiles

You can modify any attribute that you want to modify.

```

|   [3] Manage your profile   |
|   [4] Log Out               |
=====
Please input the option number : 3
Name: Moon
Email: moon@gmail.com
Gender: male
Company name: java world
Location: CBD, Melbourne, Australi

:::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o::o
Please choose the options below to change
::::::::::::::::::::::::::::::::::::::::::::::::
[1] Name
[2] Email
[3] Gender
[4] Company Name
[5] Location
[6] Cancel
=====
Please input the option number :

```

<Figure: Manage your profile>

JR3.2 Log Out

When you enter the option4 “Log Out”, the system could let you confirm the action.

Type y for log out and n for cancel. If you type y, as the figure shows, the system could automatically back to the main page.

```

////////// *OJSS*
Welcome Again Job Recruter MOON!
::::::::::::::::::::::::::::::::::::
|| Please choose the options below :||
::::::::::::::::::::::::::::::::::::
|   [1] Manage jobs           |
|   [2] Search job applicants |
|   [3] Manage your profile   |
|   [4] Log Out               |
=====
Please input the option number : 4
>> Are you sure you want to log out?(y/n) y

::::::::::::::::::::::::::::::
|   Welcome to Ojss          |
::::::::::::::::::::::::::::::
|Please choose the options below :|
=====
|   [1] Register             |
|   [2] LogIn                 |
|   [3] Exit                  |
=====
Please input the option number :

```

<Figure: Log Out>

Job seeker page

The functionality is displayed as following diagram



<*Figure: The functionality of job seeker*>

When you access log-in as the role of Job seeker, the Job seeker page could be displayed. There are five options here.

- [1] Search and apply the job
- [2] View invitations
- [3] View applied jobs
- [4] Manage your profile
- [5] Log Out

```
///////////////
**OJSS**
Welcome Again Job Seeker TROY!
::::::::::
|| Please choose the options below : ||
::::::::::
| [1] Search and apply the job |
| [2] View invitations |
| [3] View applied jobs |
| [4] Manage your profile |
| [5] Log Out |
=====
Please input the option number :
```

<*Figure: Job seeker page*>

JS1. Search the job.

You need search the jobs by four mandatory attributes: Job title, Salary, Location, Skills.

```

        | Please input the option number : 1
        |     Please enter title keyword (or press enter for next):
java
50000
CBD,Melbourne
java,python
Job recruiter username: moon
Title: Finance assisstant
Facilitate the paper work for the president of finance
Salary: 4000
Location: CBD,Melbourne

        |     Score: 1
        |     Would you want to apply for any job above? (y for yes, others for no): |

```

<Figure: Search the job>

JS1.2 Apply for job(s).

Moreover, you can apply the job by confirmation(y) and entering the details.

```

        | Matching results:
Job recruiter username: moon
Title: java programming
to compile programs using java coding language
Salary: 500
Location: CBD, Melbourne, Australia
Skills needed:
    java   IT   programming/n
Score: 3

Job recruiter username: moon
Title: Music player
Play the music
Salary: 40000
Location: CBD, Melbourne
Skills needed:
    music talent/n
Score: 1

        |     Would you want to apply for any job above? (y/n): y
        |     Please enter the recuiter username of the job:
moon
        |     Please enter the title of the job:
java programming
        |     You have sucessfully applied the job. Thanks!

```

<Figure: Apply the job>

JS2. View invitations

View the invitations you received from the job recruiter.

```

///////////
***OJSS**
Welcome Again Job Seeker TROY!
::::::::::::::::::
|| Please choose the options below : ||
::::::::::::::::::
| [1] Search and apply the job      |
| [2] View invitations            |
| [3] View applied jobs           |
| [4] Manage your profile         |
| [5] Log Out                      |
=====
Please input the option number : 2
Recruiter: moon invited you for interview of the job: translation
Recruiter: moon invited you for interview of the job: diplomacy

```

<Figure: View invitations>

JS3. View applied job

Review the jobs that you applied

```
Welcome Again Job Seeker TROY!
::::::::::::::::::::::::::::::::::
|| Please choose the options below : ||
::::::::::::::::::::::::::::::::::
| [1] Search and apply the job   |
| [2] View invitations          |
| [3] View applied jobs          |
| [4] Manage your profile        |
| [5] Log Out                   |
=====
Please input the option number : 3

Job recruiter username: moon
Title: java programming
to compile programs using java coding language
Salary: 500
Location: CBD, Melbourne, Australia
Skills needed:
    java IT programming/n
Job recruiter username: moon
Title: java programming
to compile programs using java coding language
Salary: 500
Location: CBD, Melbourne, Australia
Skills needed:
    java IT programming/n
```

<Figure: View applied job(s)>

JS4. Manage your profile

When you choose the option "Manage your profile", your individuals information could be displayed, then the sub-menu of profile manage will be shown.

```
|||||||||||||||||||  
**OJSS**  
Welcome Again Job Seeker TROY!  
:::::::::::::::::::  
|| Please choose the options below : ||  
:::::::::::::::::::  
| [1] Search and apply the job |  
| [2] View invitations |  
| [3] View applied jobs |  
| [4] Manage your profile |  
| [5] Log Out |  
=====  
Please input the option number : 4  
  
Username: troy  
Name: troy  
Email: troy@gmail.com  
Gender: male  
Skillsets: java python  
<Figure: Manage your profile>
```

<Figure: Manage your profile>

There five options in submenu of profile management, which means you can modify your individual information by any of those attributes.

- [1] Name
 - [2] Email
 - [3] Gender
 - [4] Skill
 - [5] Cancel

```
::::::::::::::::::::: Please choose the options below to change
:::::::::::::::::::
[1] Name
[2] Email
[3] Gender
[4] Skillsets
[5] Cancel
=====
Please input the option number :
```

<Figure: The sub-menu of profile management>

JS5. Log Out

When you enter the option [5] "Log Out", the system could let you confirm the action.

Type y for log out and n for cancel. If you type y, as the figure shows, the system could automatically back to the main page.

```
**OJSS**
Welcome Again Job Seeker TROY!
:::::::::::::::::::| Please choose the options below : |::::::::::
| [1] Search and apply the job |
| [2] View invitations |
| [3] View applied jobs |
| [4] Manage your profile |
| [5] Log Out |
=====
Please input the option number : 5
>> Are you sure you want to log out?(y/n) y

::::::::::::::::::| Welcome to Ojss |
::::::::::::::::::
|Please choose the options below : |
=====
| [1] Register |
| [2] LogIn |
| [3] Exit |
```

<Figure: The Log Out for Job seeker>

Dummy data

Below is dummy data for a first user, who wants to learn and try this system.

Job seeker

Username: yiming

Password: passkris

Username: troy

Password: passtroy

Username: bryan

Password: passbryan

Job recruiter

Username: moon

Password: passmoon

Troubleshooting

Type	Error Message	Description
1	<pre>ERROR : Invalid Input. Please enter a valid number (1-4) Wrong input. Please input valid number(1-5) Wrong input. Please input valid number(1-6) !!ERROR : Invalid Input.Please enter a valid number (1-3)</pre>	When you enter the wrong type characters or inputted number is exceed the boundary of integer, the error message will be displayed.
2	<pre>!!ERROR : Invalid Input. Please do not enter a blank space</pre>	The error messages shows that you should not leave the blank space. You should input the string or integer values, not empty
3	<pre>===== [1] Register [2] LogIn [3] Exit ===== Please input the option number : qeqe !!ERROR : Invalid Input.Please enter a valid number (1-3)</pre>	If you insert non-numeric numbers, the system displays this error message. Only insert numbers, not characters or symbols
4	<pre>*****LOG**IN***** >> Please insert your username : moon >> Please insert your password : guessit !! Password is not correct</pre>	When you miss typing the password, this error message is shown.

		If you're logging in failed three times, the system could back the previous page automatically.
--	--	-------------------------------------------------------------------------------------------------