

Figure 1) Screenshot of how a upload user file should look like.

* A user uploadible file for uploading users must contain a few things as can see in the figure about (fig 1)
  + First row must be reserved for the confirmation that it’s a user file
    - Noted with the first cell (col A) must be “File Type” and the second cell (col B) must be “User Upload”.
  + The Second row contains the titles of the data directly below it in their respective columns.
    - “First Name” (col A), “Last Name” (col B), “Title” (col C), “Email” (col D), “Password” (col E), “Role” (col F), “Reset” (col G), “Date of Hire” (col H), “Job Title” (col I), “Supervisor” (col J), “Company Name” (col K), and “Division/Branch” (col L)
  + Each row directly after the second one must contain the details that the second row’s columns ask for
    - The following columns ask for String input:
      * First Name
      * Last Name
      * Title\*
      * Email
      * Password\*\*
      * Role\*\*\*
      * Job Title
      * Supervisor
      * Company Name
      * Division/Branch
    - The following columns as for date input:
      * Date of Hire
    - The following columns as for Boolean input:
      * Reset\*\*\*\*
    - \* Title may be null, it is the suffix name (such as Jr. or Sr.)
    - \*\* Each password must specifically go through BCrypt encryption,
      * Link for online encryptor: <https://bcrypt.online/>
    - \*\*\* There are only five roles to choose from.
      * Failing to choose from the following will result the loss of the user’s ability to access any pages:
        + ADMIN
        + EVAL\_ADMIN
        + EVALUATOR
        + EVALUATOR\_EVAL
        + USER
    - \*\*\*\*Should aways be true on uploading user files