User Guide

Team Turtle: AE

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Introduction

This document is for the Associated Engineering Resource Management System project. The purpose of the document is to provide the user with both an “Installation Guide” and “User Manual”.

The website can be accessed exclusively through either a User or Admin Client. There are three different pages; Personal Profile, Admin and Projects. Only the Admin Client can access the Admin Page. However, the user can access the Profile or the Projects Page.

The Profile Page has displays both the user and location of the user. It has 3 tabs; “Disciplines”, “Project” and “Utilization”.

Prerequisites

• You(ie. The user) requires the following services, in order to, ensure that all aspects of the project run properly.

Account	Usage
Microsoft Azure	For authentication

- · These table items are required to run the applications on your machine before. You(ie. The user) requires the following applications in the system before starting the project. Please ensure that applications are already installed, before initializing.

Application	Version	Usage
Node.js/NPM	Latest LTS version	For client

Installation Guide

Authentication

1. When you run the application, you will be redirected to Azure AD.
2. Enter the valid use name and password to login successfully.

Installation instruction

1. Open source files using IDE (e.g., WebStrom, Visual studio Code)
2. Then open the terminal and redirect to the source file directory.
3. Then go to ui-react-client.
4. Then type “npm install” then “npm start” the application will be loaded on your browser.

Tests

Service

1. Details of testing script is available in the test plan document.

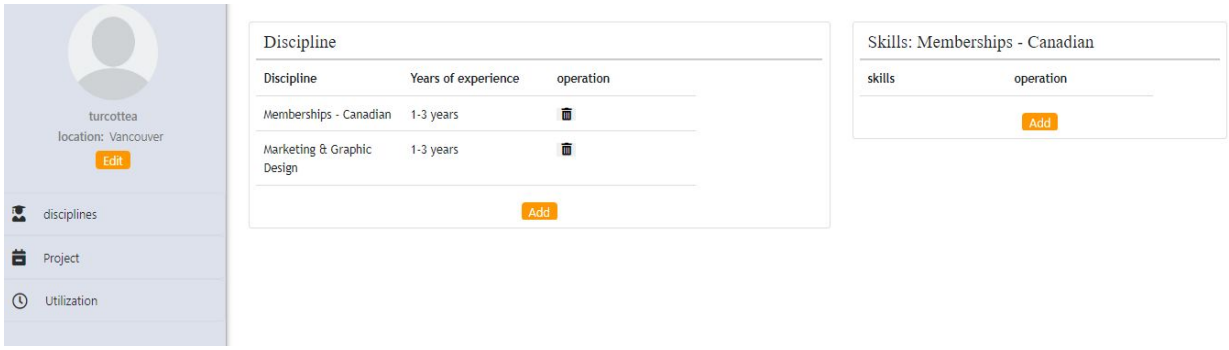
Client

1. Details of testing script is available in the test plan document.

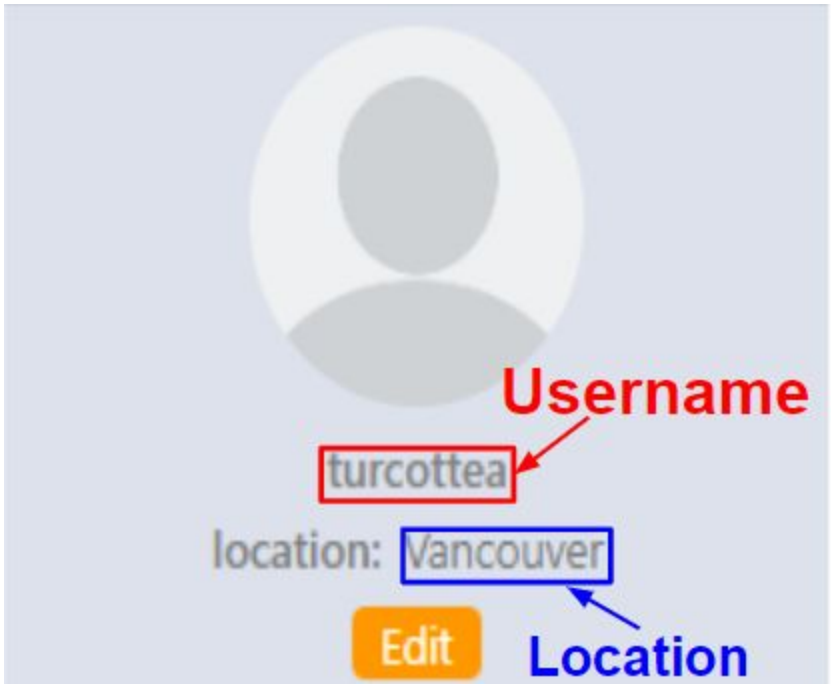
User guidance

Personal profile page

If everything is loaded correctly. The following page should appear. The “discipline” should be loaded on default.

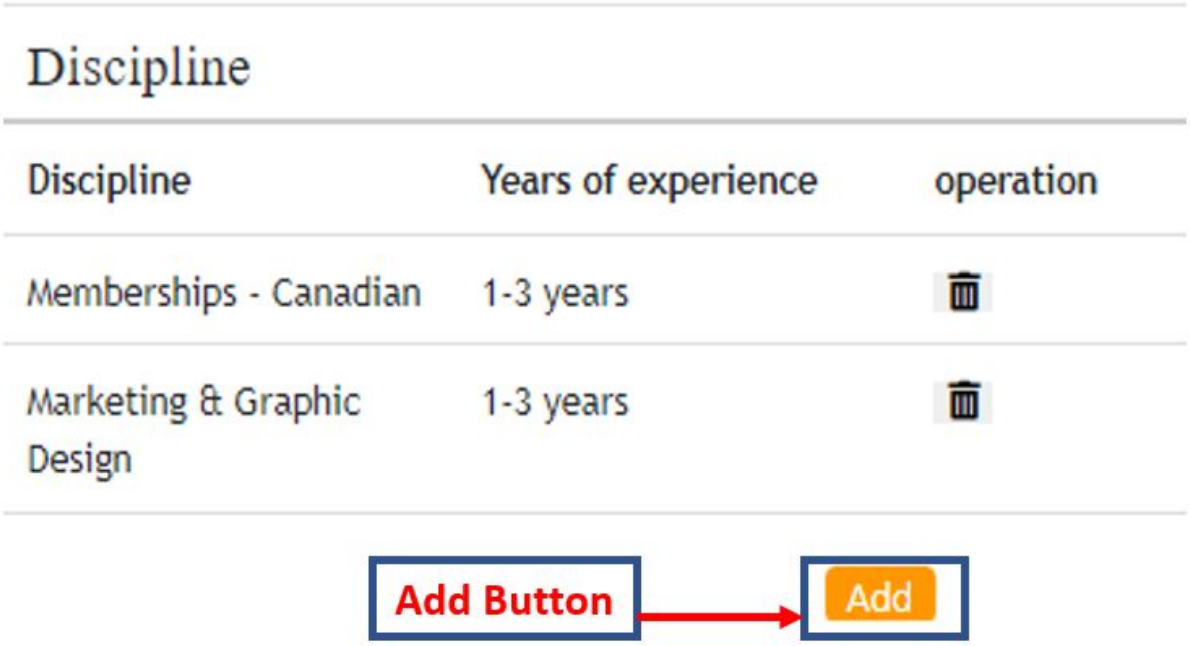


On the left-hand side we have some basic personal information about the user; Username and Location.

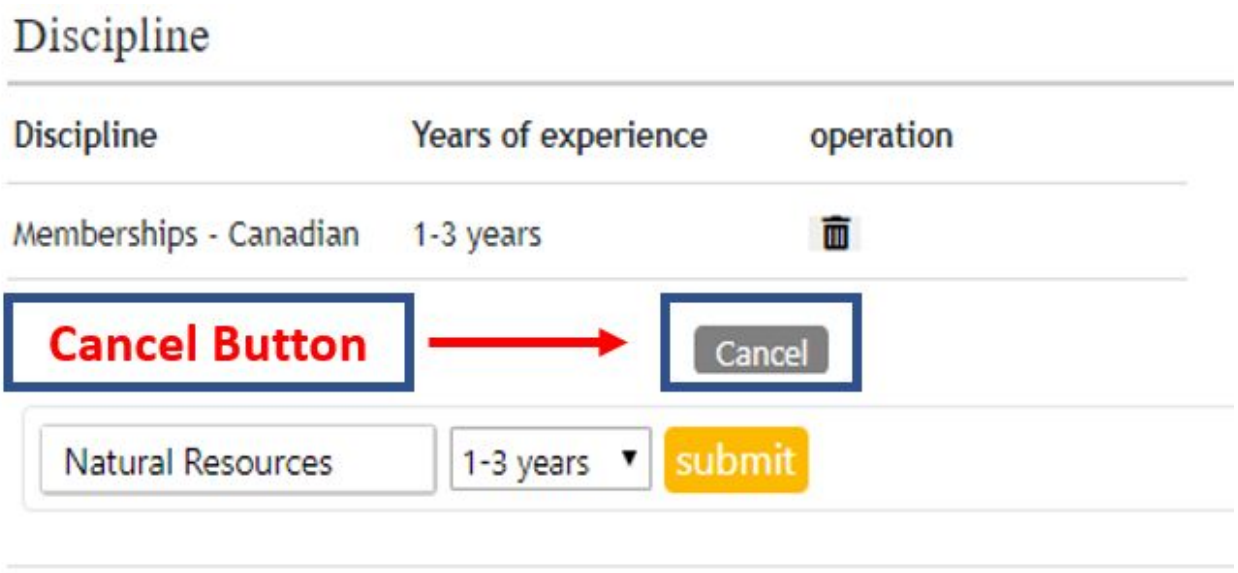


Discipline Tab

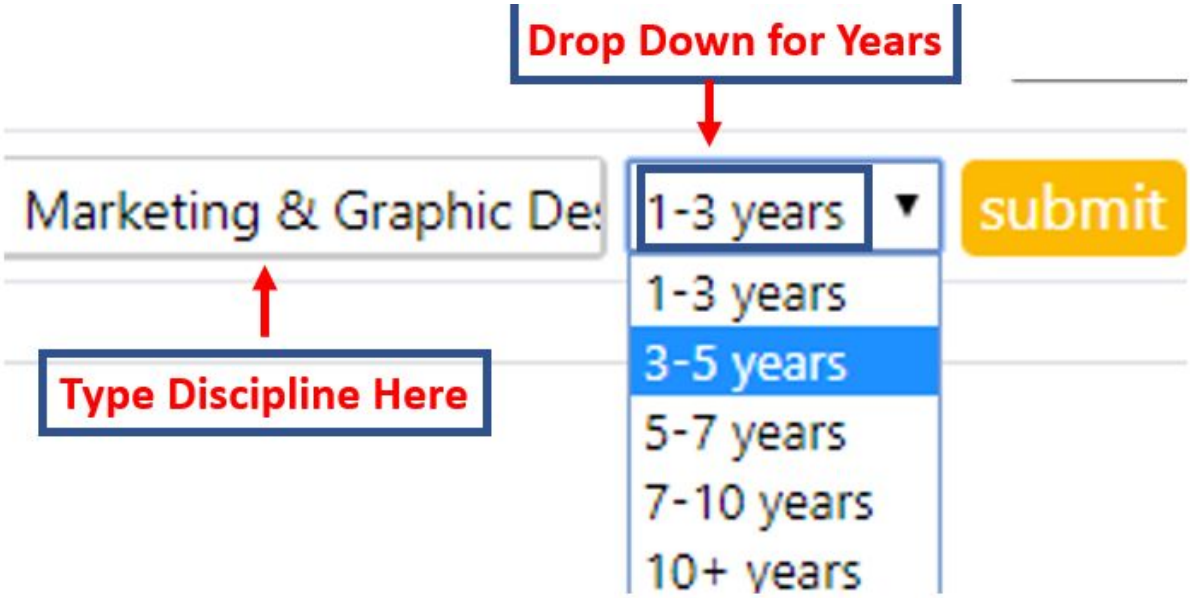
In order to add either a discipline or skill. One needs to click the "**Add**" Button.



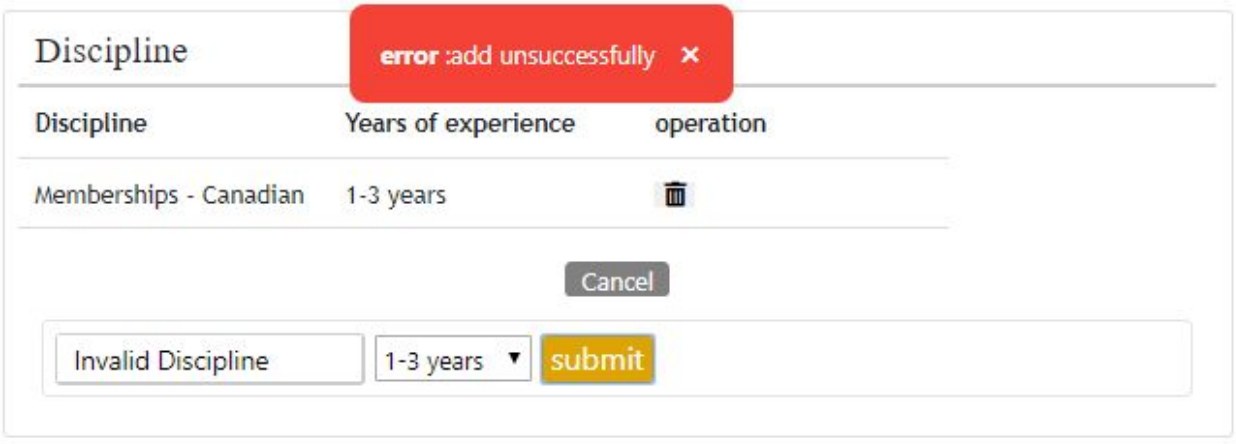
In order to cancel the adding of either a discipline or skill. One needs to click the "**Cancel**" button.



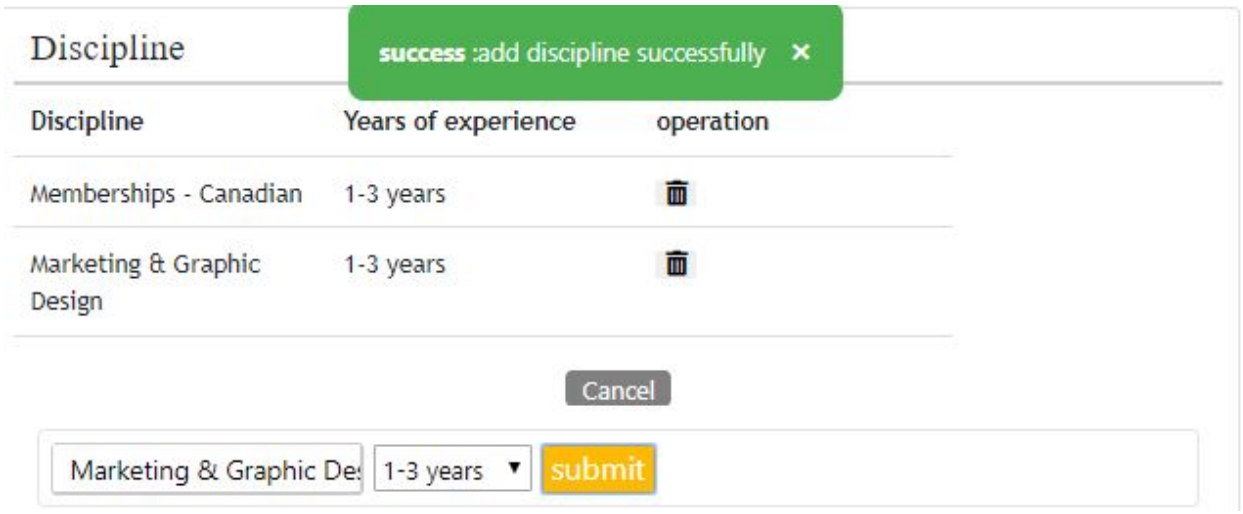
The user should type up the discipline to be added. Autofill exists to aid the user in choosing a valid discipline. A drop down exists with the range of years selected; 1-3 years, 3-5 years, 5-7 years, 7-10 years and 10+ years.



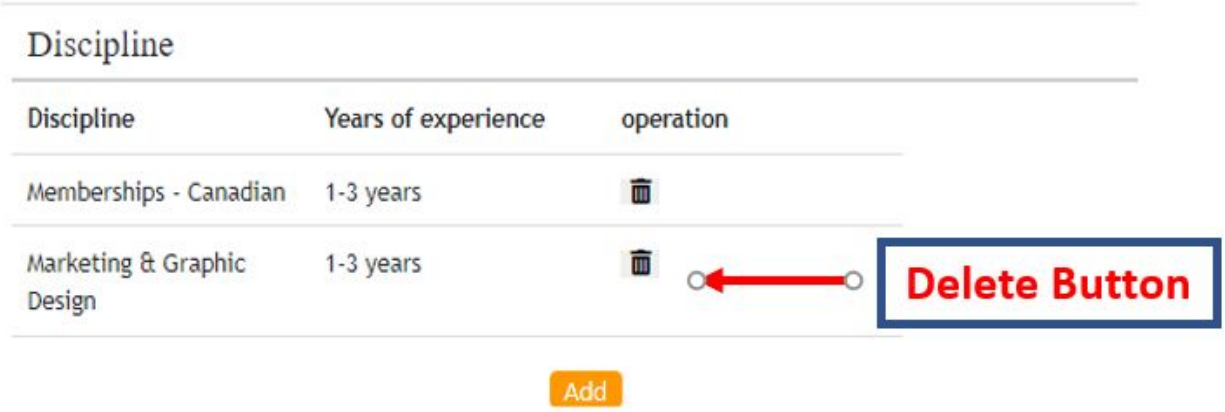
If an invalid discipline is added; an error message **should appear** on a pop-up and the discipline **should not** be added to the disciplines table. The pop-up should be **red** in color.



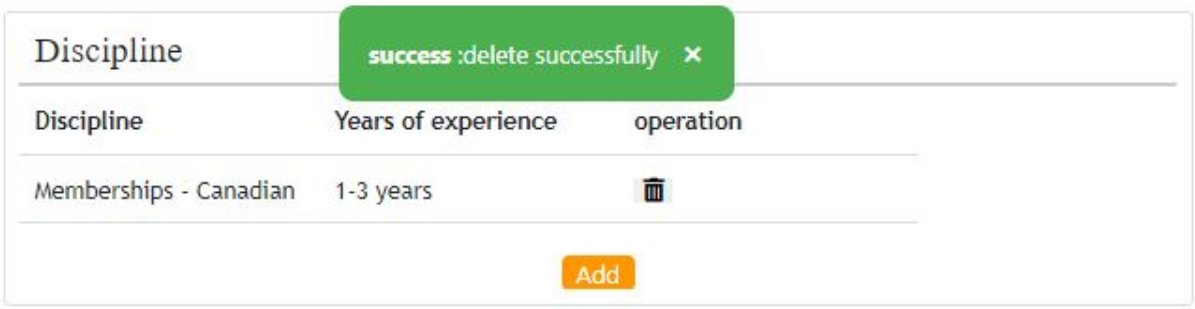
If a valid discipline is added; a confirmation message **should appear** on a pop-up and the discipline **should be added** to the disciplines table. The pop-up should be **green** in color.



A discipline can be **deleted** using the **trash can.**

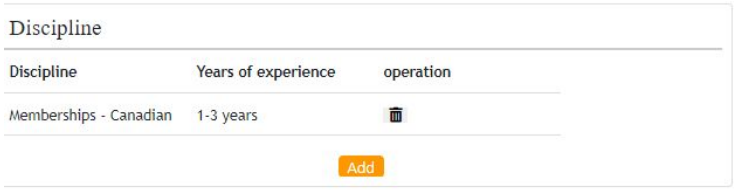


After a discipline is **deleted successfully.** A confirmation should pop-up which lets the user know that the delete operation has been conducted successfully. The discipline should also be deleted from the table.

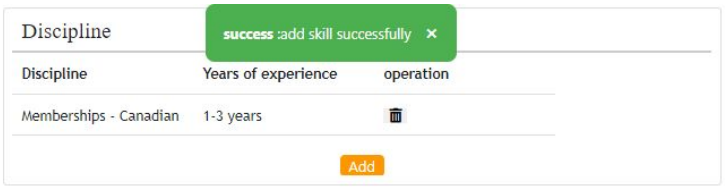


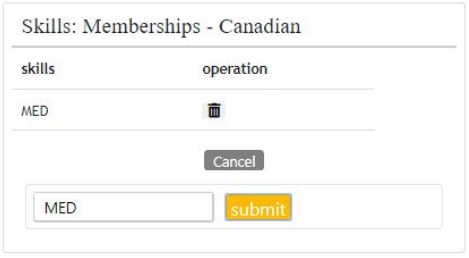
Skills

Firstly, a discipline should be selected. The name of the discipline would then be appended to the skills table.

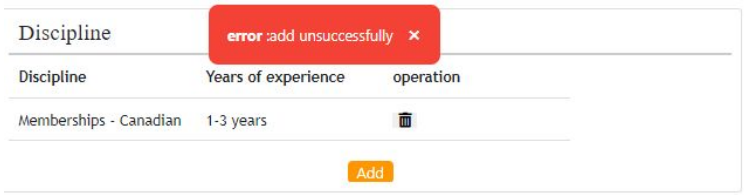


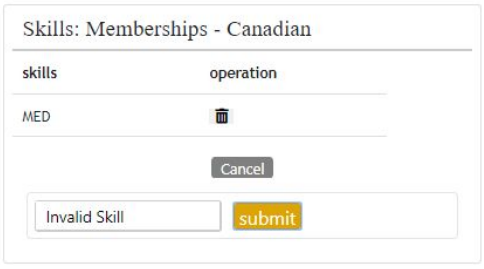
Only the skills corresponding to the discipline will be allowed to be added.





Skills which do not correspond to the discipline will not be allowed to be added.





Project Tab

The project tab will include all of the projects which the user is **currently involved in.**

A project can have either of 3 statuses; Active, Inactive or Forecast.

	Id	FromDate	ToDate	Status	PM	DisciplineId	OrganizationId	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	126	2019-11-11	2020-11-11	Inactive	66	18	8	2019	0	0	0	0	0	0	0	0	0	0	0	0
2	126	2019-11-11	2020-11-11	Inactive	66	18	8	2020	0	0	0	0	0	0	0	0	0	0	0	0
3	127	2020-03-21	2020-05-01	Active	66	1	8	2020	0	0	0	0	0	0	0	0	0	0	0	0
4	128	2018-03-21	2020-05-01	Inactive	66	1	8	2018	0	0	0	0	0	0	0	0	0	0	0	0
5	128	2018-03-21	2020-05-01	Inactive	66	1	8	2019	0	0	0	0	0	0	0	0	0	0	0	0
6	128	2018-03-21	2020-05-01	Inactive	66	1	8	2020	0	0	0	0	0	0	0	0	0	0	0	0
7	129	2020-03-21	2020-08-22	Active	66	4	8	2020	0	0	0	0	0	0	0	0	10	0	0	0
8	130	2020-01-01	2020-09-21	Active	66	18	8	2020	0	0	0	0	0	0	0	0	0	0	0	0
9	131	2020-10-01	2021-11-01	Inactive	66	11	8	2020	0	0	0	0	0	0	0	0	0	0	0	0
10	131	2020-10-01	2021-11-01	Inactive	66	11	8	2021	0	0	0	0	0	0	0	0	0	0	0	0
11	132	2019-10-01	2020-11-01	Inactive	66	8	8	2019	0	0	0	0	0	0	0	0	0	0	0	0
12	132	2019-10-01	2020-11-01	Inactive	66	8	8	2020	0	0	0	0	0	0	0	0	0	0	0	0
13	133	2020-02-01	2020-04-01	Inactive	66	4	8	2020	0	0	0	0	0	0	0	0	0	0	0	0
14	134	2020-02-01	2020-04-01	Active	66	4	8	2020	0	0	0	0	0	0	0	0	0	0	0	0

(This Figure shows a set of projects with statuses).

Only the projects that have an “Active” status will be displayed. If the projects that have either “Inactive” or “Forecast” statuses, they will **not** be displayed.

Project

Name	Location	Start Date	End Date	Update Time	Status
TEST2	Vancouver	2020-03-21	2020-05-01	2020-04-07	Active
TEST4	Vancouver	2020-03-21	2020-08-22	2020-04-07	Active
TEST5	Vancouver	2020-01-01	2020-09-21	2020-04-07	Active
TEST9	Vernon	2020-02-01	2020-04-01	2020-04-07	Active

The Project Name, Project Location, Start Date, End Date, Update Time and Status of the project will be displayed.

Users are not allowed to add, remove or edit the projects that they are involved in through the personal profile. Henceforth, there are no buttons to modulate the data.

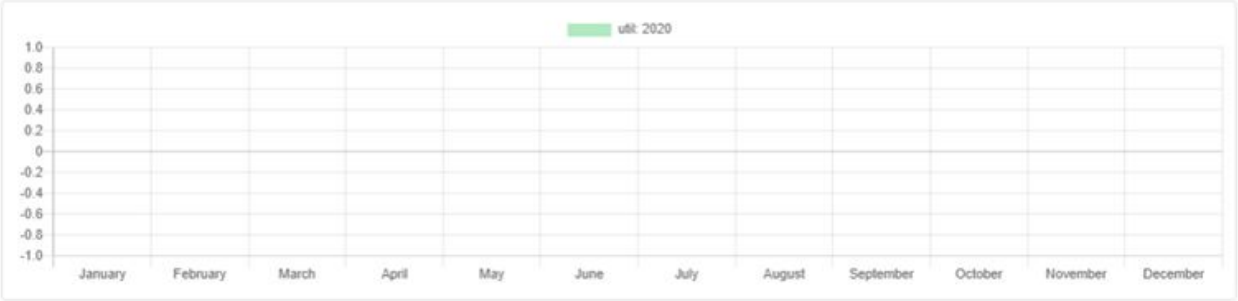
Utilization Tab

Under the context of the project Utilization can occur for 3 resources; User, Project or Organization. Utilization is a ratio which is used to predict whether a resource is being “Over-Utilized” or “Under-Utilized”. If the ratio is greater than 1; the resource is “Over-Utilized”. If the ratio is less than 1; the resource is “Under-Utilized’.

The Utilization tab shows the **User Utilization** for the selected user. This is shown across 2 years; 2020 and 2021.The **User Utilization** is a ratio which helps to predict whether an employee is overworked or under-worked.

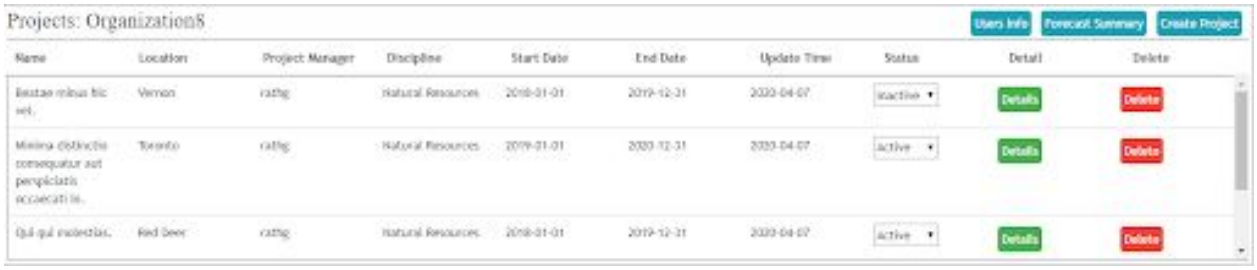
The “Average Working Time” in most organizations is 8 hours. Henceforth , the “ Cumulative Average Working Time”, across 8 days is 176 hours.

User Utilization is calculated through the following process. Firstly, we sum of all hours across all projects and organizations. We subtract this amount from the “Cumulative Average Working Time” . We then divide this result by the “Cumulative Average Working Time”.



Project page

By default, the Project Page should look like this.

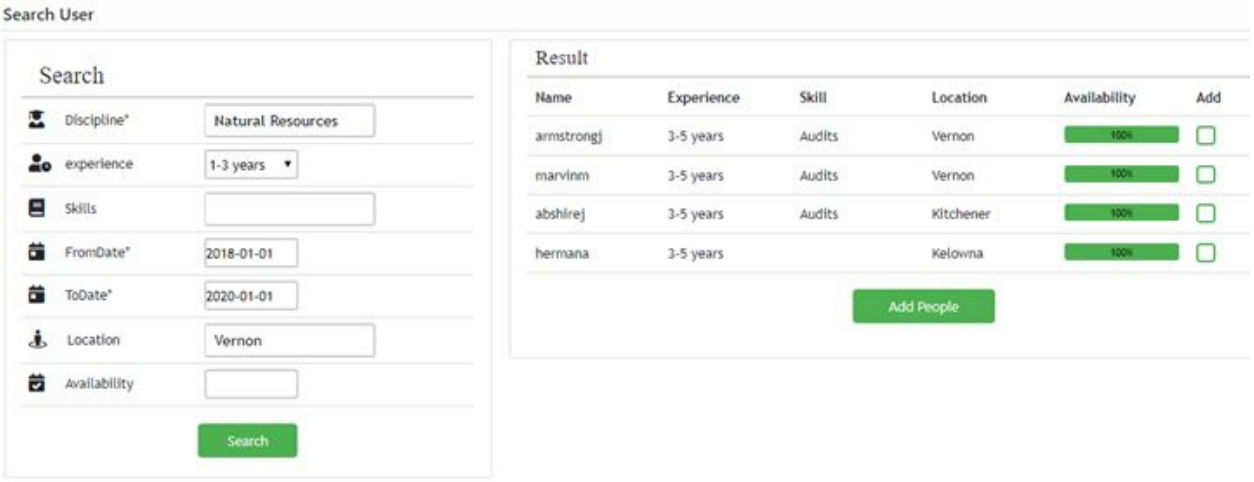


When we click the “Users Info” button. We should get the Search Component.

When we click the “Forecast Summary” button. We should get the Forecast Component.

When we click the “Create Project” button. We should get a window for adding Project.

Search Component



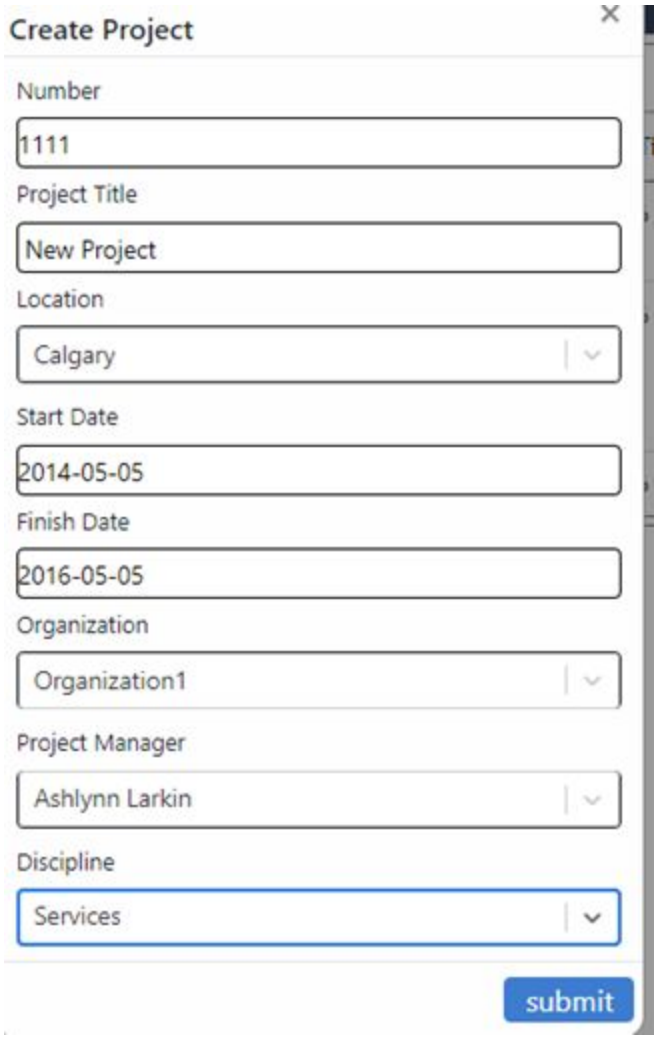
Forecast Component

Forecast Summary

2020

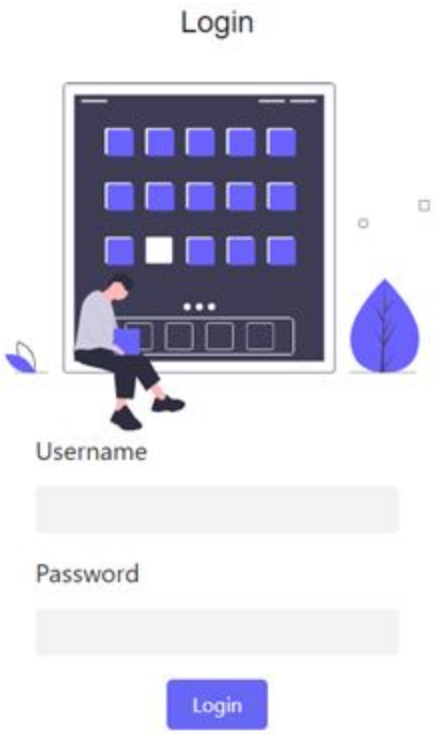
UserName	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
larkina	0	0	0	1.1	0	0	0	0	0	0	0	0
smithb	0	0	0	0	0	0	0	0	0	0	0	0
turcotter	0	0	0	2.3	0.1	1.5	0	0	0	0	0	0
armstrongj	0	0	0	11.4	0.1	1.1	0	0	0	0	0	0
mertza	0	0	0	0	0	0	0	0	0	0	0	0
faheyj	0	0	0	2.3	0	0	0	0	0	0	0	0
marvinm	0	0	0	0	0	0	0	0	0	0	0	0
abshirej	0	0	0	0	0	0	0	0	0	0	0	0
keeblerc	0	0	0	0	0	0	0	0	0	0	0	0

Create Page Component

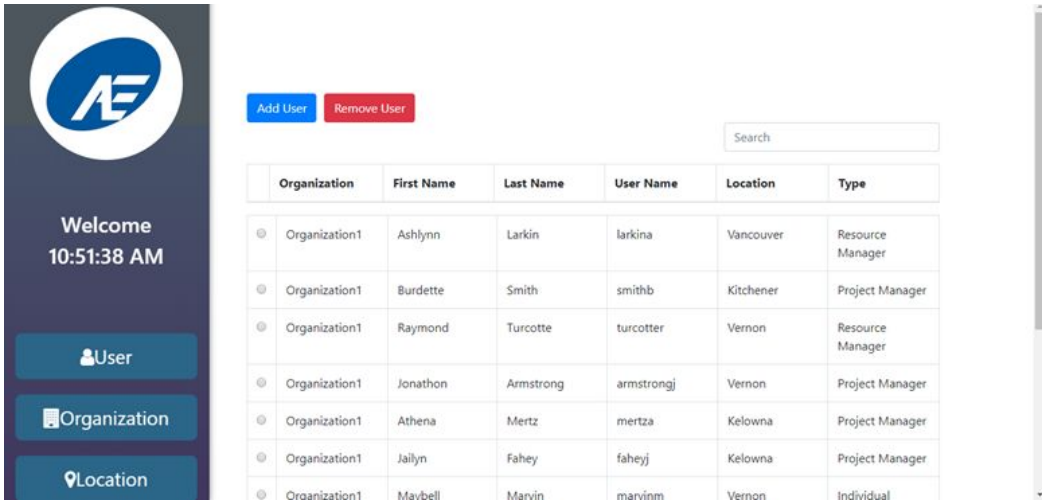


Admin page

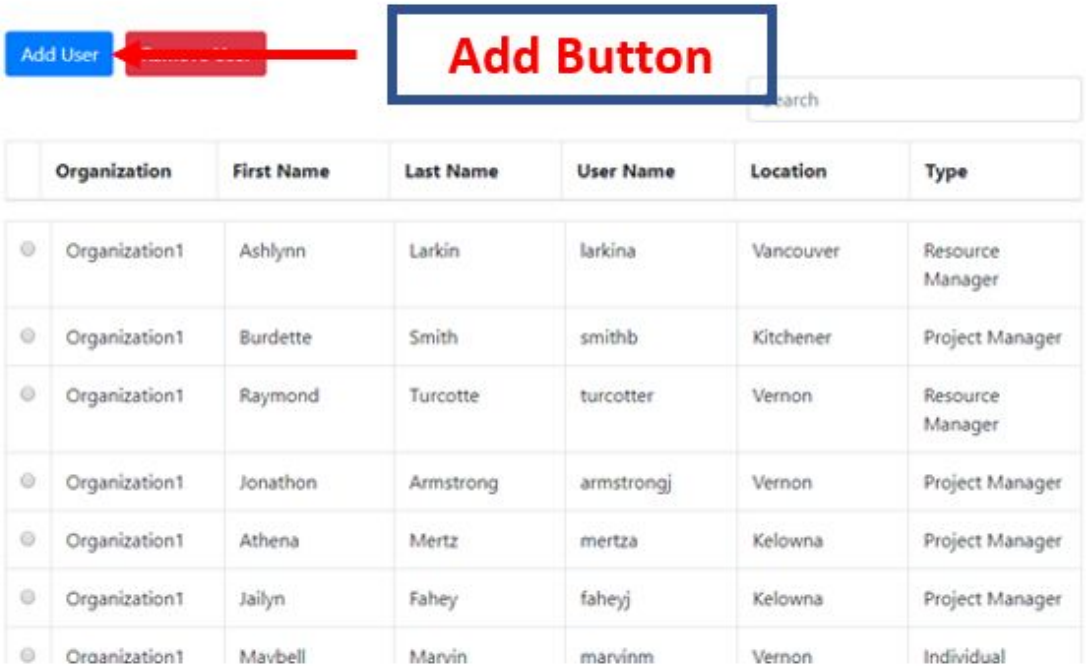
1. When you open the admin page, the log-in page will show up.

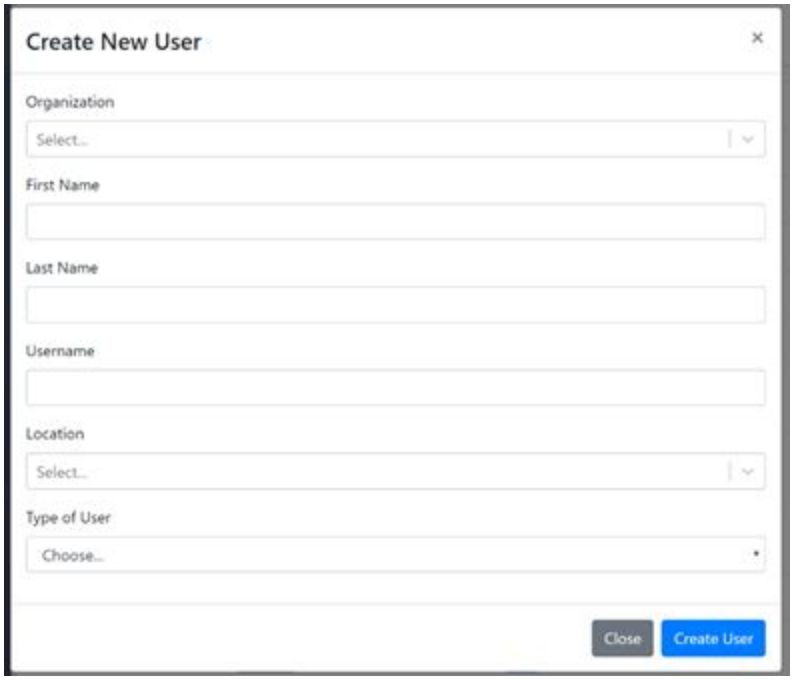


2. Enter registered administrator Id and password to log in.
3. Then the page will be directed to the homepage. By default, this is the User Page.



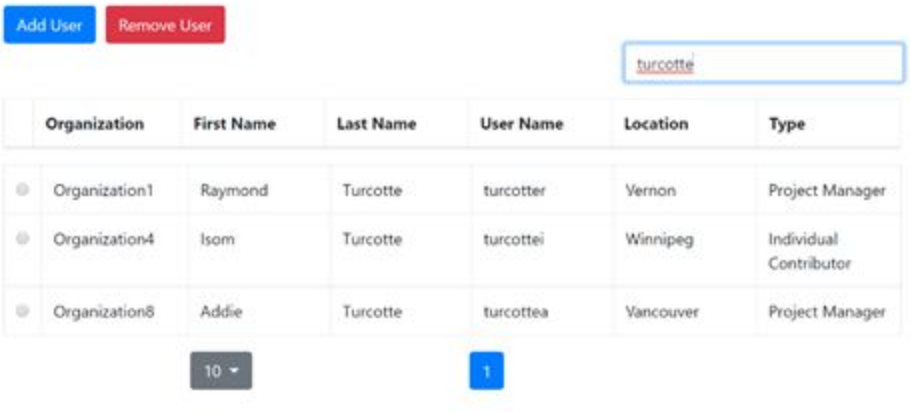
4. On the top-right hand side of the User Page is an add button. If you click this button, then it will show the form to be filled to create each dataset.





5. Next to the add button, is the remove dataset button. In the table, there is radio type selection button. First click the row of the table that you want to remove, and click the remove button, then it will remove from the table and the database as well.

6. If you wish to find some specific dataset in the table then there is search bar on top of the table. So you can enter the entry that you are looking for.



7. In the side bar, there is Edit button. You can change the password of administrator account. In order to change the password, you must enter current password and new password and confirm password. It will not allow you to changed if you use same password.

8. The other tabs on this page refer to tables similar to the table above

Figure 6.6 Admin View – Organization Page

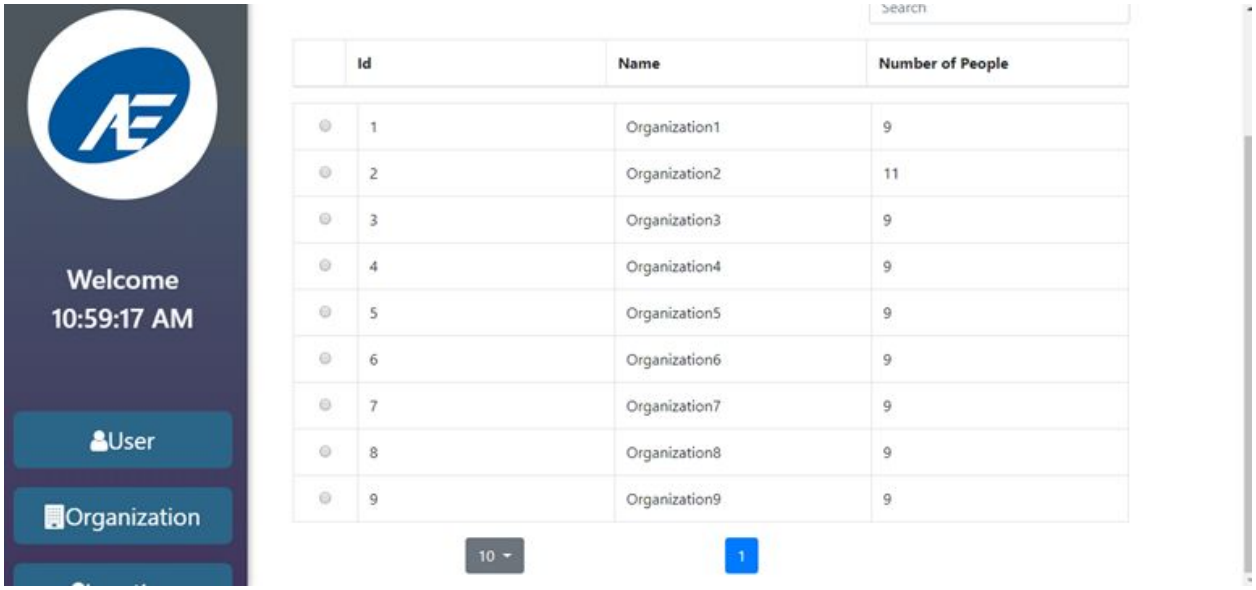


Figure 6.7 Admin View – Location Page

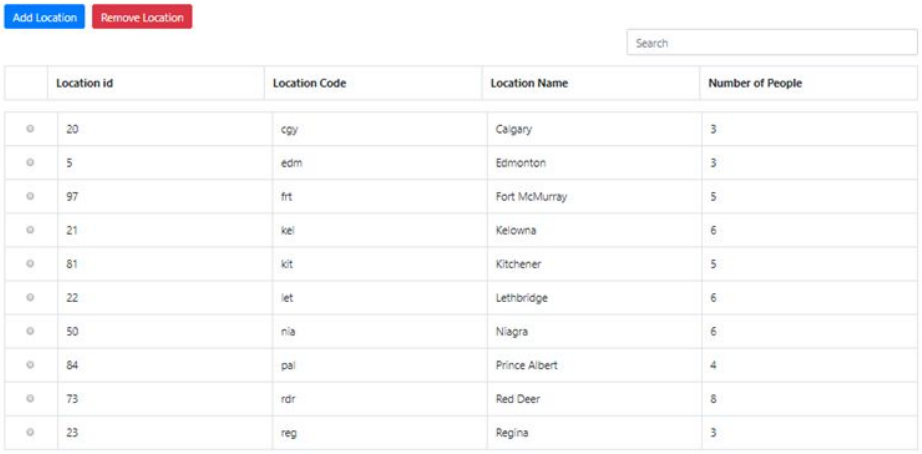


Figure 6.8 Admin View – Skill Page

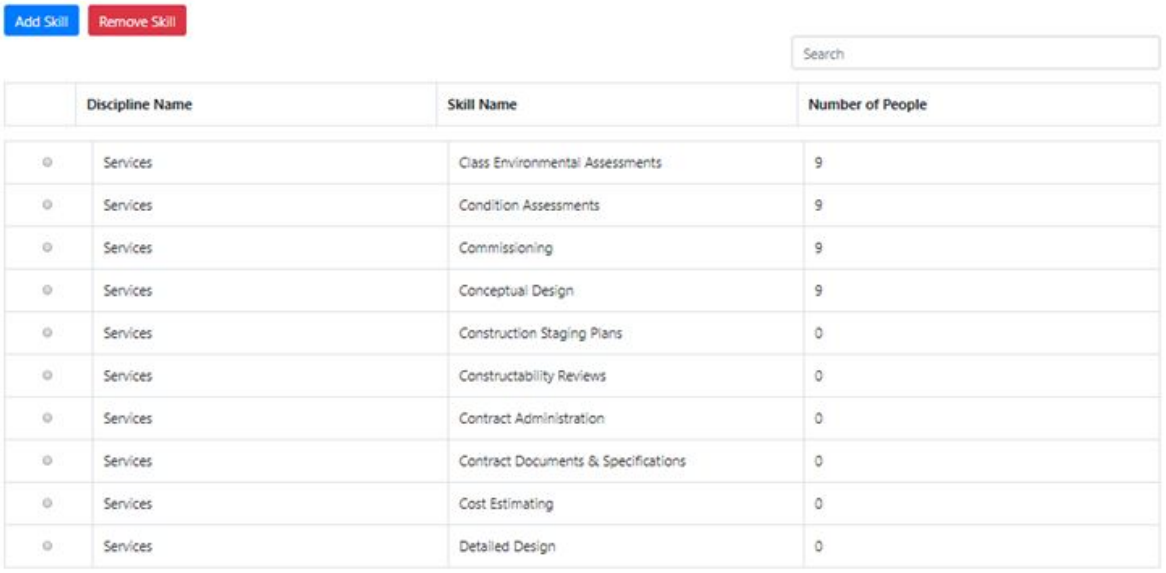
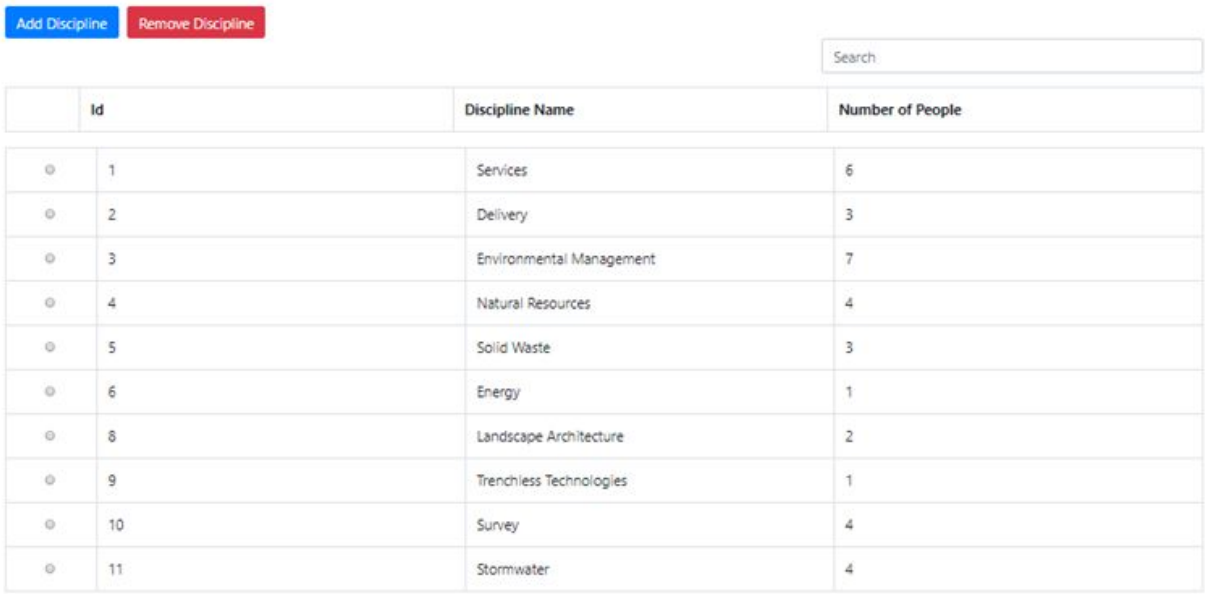


Figure 6.9 Admin View – Discipline Page



9. Lastly, if you want to log out admin page, then there is Log out button on bottom of the side bar.