**--These are Heather’s notes! And just so you know: We’re still in the process of building a lot. So some of these will be answered in the next week or two, and we are adjusting our plans for the rest. I’ll cover this in the meeting!**

**Designs, aesthetic and general feel**

I see the idea you were going for with the photos however, we don’t think they are adding to the site. Instead they are taking away from it and we would like it to be much more simpler. I think background photos work when there is a very up close ‘macro’ style photo used.

At the bottom of every page we need to have SOSF referenced as a sponsor.

Also, can we get links to our social media on pages, probably at the bottom.

DEFINITELY need to consider terms and conditions, and agreeing to shipping and acknowledgement. These are really important sections.

**--Photos removed from the background! A very light grey is in place instead. We’ll need to tweak the colors of the boxes or make them invisible. Your wish is our command! We did leave about and landing page. Let us know if you want those changed.**

**--Working on SM as we speak, and T and C and shipping/ackn. Is definitely on my list for signup/registration. Since this is in the ‘general’ section, where else would you like to see stuff like this?**

**Facebook, Twitter,**

**About Page**

Link on the side need to be moved down the bottom. We also need to have a section which specifically reads “Shark Share Global is Sponsored by Save Our Seas Foundation”. The photo placement feels a little unorganised. Also feel free to spread the writing more horizontal now the links are at the bottom.

I like the SSG link on the top left, but feel free to see what only the logo looks like (no Shark share global wording) to keep it simple. Or making it smaller, it feels too large in that space.

\* need to have a conversation about structure on this page, something similar to what we sent during the design stage. Bring this up in meeting.

**--Working on this now, moving it to the bottom and straightening it out. The content in the middle is mostly filler, not finalized, so let us know what you would rather have there, or we will consult the content list for it and try to fill it out better!**

**--Re: Logo: Would you like the whole name on the landing page (that first colorful page with all the info) and then just the logo once you are internal to the site? We can talk in the meeting and I can show examples.**

**Home**

Same comments for the back gound photos as above.

Also the colours, text and buttons are difficult to see, I have a feeling you are still editing this a little yeah? Can we make the upload button more pronounced. I was also thinking about adding a upload button next to the sample request button in the top bar. For both Lauren and myself it took a while to work out where the upload button was.

**--Definitely still editing! Figuring out Fonts are on my list and what’s there is just to make sure the API works.**

**--I will work on the buttons. Shouldn’t be too hard but sometimes the framework we built the site on makes it finicky. Let’s talk about positioning during the meeting because I would love that feedback.**

Need a getting started section and welcome blurb.

For this page we would really like to have an overview of the site, the samples

**--Molly and I will need to consult on this, especially with a later comment about combining this and another page. It will involve re-wiring some things.**

Q: Is a stats bar still possible? Numbers of samples, people etc..

**--Yes, it is on my wishlist, but there’s some other really basic stuff that needs to get done first. I wanted to get to do a little more visualization for you guys, also, but at least a status bar for these things should be doable if only after our big presentation.**

Q: Will the board include sent requests as well as submitted samples?

**Search**

LOVE THE FUNCTIONALITY

A few issues with formatting, could you try and move the search bars around so they are more neat. For example the location search bar has its name on the first search line but the bar itself is the beginning of the second line. Think about the paleo database example we sent you, I think that was quite simple and well formatted.

--**Re: Search bars. That is so on my list. I’ve actually tried but it’s been kind of an issue figuring it out so that it looks correct/functions right, so I’ve got to get Molly on this with me. It WILL happen, though!**

In the search function I don’t see reproductive/embryo samples, a few weeks ago we asked if that could be updated.

**--Yikes, oversight on our part. It will be there ASAP with some of the other changes that Lauren put in the excel sheet for the metadata document. Sorry!**

I think the request button needs to be more pronounced, more to the middle maybe larger?

**--All the buttons will be better. See above for more button comments.**

I like what shows up first in the search- gen, sp. Sample type, sex etc… Good basic info.

Change Muscle tissue to just Muscle.

Change Stomach to Stomach Content

**--So it shall be done.**

Q: Is there anyway we can make a pop up for after you have clicked request it says- go to sample request to finalise? Similar to when you are removing sample on the sample request page.

**--I will talk with Molly about this also but I think this stuff is still in the works a little bit.**

Q: Did you all get the email with the metadata update for reproductive material?

**--To be honest, I am not a researcher and there have been a lot of emails around metadata. Can you clarify which one this was?**

Q: With the simple search, what is the location search corresponding to? Is this samples stored or samples caught?

**--We discussed this in a meeting some time ago, and had decided amongst all of us that it was samples stored. The idea behind it was that you could choose only to get domestic samples if you wanted, to cut down on wait time.**

Can we make it a type yourself menu, not strictly limited to only countries. Can we make the location search find data within all the location columns? \*\*\* talk about in meeting.

**--Some of that is a little tricky. Yes, let’s talk about that in the meeting! The problem is that it gets very complex to have a search out of an uncontrolled list in order to get a lot of samples back. This is especially true early on when use of the site is lower. Basically, everything works, until people disagree on how to spell countries/location, or have spelling errors. Then, unless it’s much more complex than now (that would be a capstone project in itself), someone would have to manually search for all spelling variations.**

**Location of caught is necessary. Updating metadata like taxonomy might be good.**

Q: What is the small search bar within the findings box? On the right hand side (near the advanced search)

**--As far as I am aware, it is a developer tool to help Molly when she is building and testing the table. It should not be on the finalized site, but the tables are still a big construction zone.**

**Collection**

Merge submitted samples and requested samples of the user into this section. Moving sent requests currently on the home page to this page.

I don’t think I like the work collection, I’m confused about whether these are samples I have collected off other people or submitted. Lets call this page ‘Your samples’.. actually working progress on the title. \*\*\* talk about in meeting.

**--So it shall be done. I will change it to ‘your samples’ for now. It is an easy fix.**

**Profile**

Lets merge this page with the home page.

**--That will take some doing, if it is possible. Let me talk with Molly about it. Remember this page also shows other people the profile of someone- we don’t want other users to see the person’s own dashboard. Let’s talk about it in the meeting!**

**Collections page and profile page could be outward facing and all one page, but she is going to ask Lauren.**

Q: Academic status: Did we talk about this? I’m not sure if I like it, mainly because there are a number of people who won’t fit into that category. Could it just be an option for ‘Position Held’ and have it as a write your own, not drop down?

**--Should be fine as long as freeform is not necessary. This we will do.**

**--So long as searching by position held isn’t necessary, I don’t see why not, but let me check with Molly.**

Q: not all the information submitted shows up in the profile, can we get all of it viewable.

**--Got a few ideas for profile/collection/dashboard pages, including combining.**

**--This page will look much different, too. Let’s talk about what you’d like to see. Do we want everything submitted to be seen by other researchers?**

**Help**

Again, the picture with no semi-opaque background makes all the text difficult to read. Please also feel free to leave some space between sections, this is a busy page with lots of information and people will feel overwhelmed if there is just large paragraphs of writing.

Also I imagine I would like to put photos between sections, screen shots etc.. so think about leaving this page very simple.

**--Let’s talk about how you envision this page, vs. how I have the ability to code it. This also breaks into the hover-tips help idea as well. Pictures are already gone, so we can see how it will suit your needs from there. Do both things, Heather.**

Q: Can we have a general FAQ section that is the next link following ‘sharing samples’?

**--Of course. Would you like that content taken out of the content list, or something else? And is it ok if the FAQS is on that same page? Making a new, separate page is the only barrier to things happening right away.**

Q: Can we make the text/options more pronounced on the left?

**-Definitely. They are actually clickable and will take you right to where that starts on the page, I don’t know if you used that feature or not yet, as the page is so short right now.**

**Sample Requests**

We need to make this more pronounced in the top bar- whether that is with an icon or by increasing text.

**--Certainly. I’m not sure I’ll get these all done by the meeting, but by the end of the weekend for sure. ☺**

My sample request is giving me the wrong number of selected samples- I will log this in the word doc liz sent.

**--Please do!**

I ABSOLUTLY love the option of choosing who you are emailing too and then writing the email. Super smart and easy to understand! Thank you!

I love the email and everything about this page, also the check to remove samples is great.

Q: where are we going to put the agreements for T&Cs, acknowledgments and shipping?

**--Let’s discuss it during the meeting! And thanks! ☺**

**--Have it available for future reference also.**

**Upload**

There are a number of things to speak about with regards to the upload page. I’m finding this the most problematic:

1. Can you please indicate to me which are the mandatory fields that are selected. I think some of these may be incorrect. Are Family and Order mandatory, because they shouldn’t be? Can we please have an asterics or something on the titles of the columns so people easily know that must be filled out. I notice that you have red and black text, but its not clear when you first try.

**--Excellent Question: There is a small hiccup here between what is required as far as what you guys need for the samples (less stuff) and what the database needs to work correctly (making sure there are no duplicates that there shouldn’t be). Let’s discuss this at the meeting! Asterisks are taken care of but should be changed to reflect what we decide. There is also a little addition to the page that will describe the colors that Liz has just not put in yet on the site itself, but we can change as necessary to what seems to work for you.**

**Most shark researchers don’t know what the Family and Order are off the top of their head, so it would be hard to get rid of functionality.**

1. There are too many options for sample IDs, lab IDs and identifiers. Really there should only be one column for an individual tag ID.

**--Let’s add this to our discussion of the metadata doc!**

1. Available until dates: Will this be in US or Aus (Aus: DD/MM/YYYY). Its also not working at the moment.

--MAKE SURE EVERYONE KNOWS ITS AUSTRALIAN.

**--I will have to talk to Molly about this (at the time of writing, no one else is up yet)**

1. I like the check for errors, but is this editable in the database or do you have to re-upload the excel sheet? This is unclear, we will make note of it in help sections.

**--I will have to ask Molly, but last I heard the ‘My Samples/Collection’ page will eventually be able to edit samples, and I thought there was an update thing in the upload as well.**

1. The upload is having all sorts of issues with family order, measurement type and locations. We will log these.

**--Yes please! This is still a construction zone.**

1. All columns where I had asked abbrevations these need to be put in. So for sex: M, F or U or measurement type SPL, DL, FL etc.. I will re-send our metatdata sheet. Lauren and I will work out a way to indicate on sheet two of the excel sheet it outlines what is required in each column.

**--I’m a little unclear here, but happy to help. You want them to be able to do both the written-out version AND the abbreviations, or just the abbrevs? This will also change search functionality a bit, just fyi, depending on how that is answered.**

**--Abbrv.s are the most commonly used, should have the focus.**

1. Specimen size should not be mandatory

**--Sounds good, cannot see why changing that should be a problem. I’m not sure how that ended up being mandatory in the first place, actually, unless it was marked somewhere. Anyway, will fix!**

1. We need to work out an acknowledgement option. This can either be for each sample as a separate column in the metadata sheet, or when they upload the sample template, there is a popup box where they select the options for acknowledgment form and shipping finances.

**--I saw this in the metadata sheet also. Please hold, I’ll talk to the team and we’ll get it straightened out. Definitely important to us, too.**

**Admin Dashboard**

GREAT!

Q: What does the “Search” bar search by? Does it filter or sort results. As of May 10th, I was unable to see a function.

**--As with above, it’s a developer tool for Molly, who is working on the tables.**

Q: What are the “e-mail invites”?

**--People who have been approved and the email has been sent out to them to join, but have not yet logged in to set up their profile yet. What would make more sense for it to be called? You two are the only ones to see this page, so you can have it be whatever you like!**

Q: As with the stats bar on the Home page, are we still including traceable stats on the Admin page?

**--I Really, really, 11000% want to. It’s a time constraint only.**

**Admin Dashboard – Managing Site Taxonomy**

Q: Editing - I tried to edit within the site, without re-uploading a template. Is this possible?

**--Answer: Yes, but not right this second. That’s what that table with the update buttons will eventually be for. Molly started on this but some other more critical stuff needed her attention, so I pulled her away. We’ll be back for it!**

Q: Template - the downloaded template has different headings to those included in the site taxonomy section. Can we include the template and actual data which was used for the input into the site?

**--Templates have been a thing with us. ☺ That one is just to test basic functionality. There will be a different final one. How it is designed is still up in the air other than basic info, so thoughts are welcome!**

**User Dashboard**

Functionality

* I think this is all we want for the user dashboard. Do we need sample requests (sent from others to the user? I don't know if there is a way to track that? Or if it is too hard)

**--I don’t know, let me ask the team. Since it’s all happening in email at that point, I think people are going to have to keep track of that manually, though, so please don’t be surprised on that one. We would have to gather a lot more information from people that we thought would be needed to be kept between researchers in the email chain.**

* Also need the same type of list for samples which the user has uploaded?
* **My Samples has that information. We could put in a link to ‘My Samples’ down there also?**
* Should we look at merging this page and the profile page? Creating something more like the researchgate user dashboard? Basically, this would include a quick profile at the top where it says “user dashboard”, then have sent requests, and sample upload sections, then it leaves room for other stuff as well.
* **See my earlier comments about the profile page needing to also be a view for other people to see info about the user. Changing this around would be a lot of extra work at this point, so if it is very important, please let me talk to the team about it.**
* If this is the “home” page, we can include more SSG stuff on here? Do we want the running update like a newsfeed?
* **--Another thing I really want to get for you guys, but is a constraint on time right this second. Let’s talk about it in the meeting today. If we have more time in June, this could possibly be done, but I need to talk to Molly about it.**
* Link directly to sample requests?
* **--What are you meaning by this exactly? I am a little confused. Please remember requesting takes place outside of the boundaries of the site.**

NEW TOP BAR IDEA:

Link bar: Home, search, upload, my samples, help, log out.

**--So it shall be, with the only lingering question being that of profile. Certainly profile does not have to live up there, at any rate!**

Random Qs:

- Where are the help toggles? Are they going anywhere?

**--This we should discuss today, because I can do one of a couple of things to hook this up!**

About Page:

L and M to work out content; something like research gate. Really important we work out what intro content.

**--It’ll be ready when you know what you want to say! I can also base things off the old site and the content list if you need something immediate.**

Home:

This is the user landing page, need to think about content here, already done in design notes sent a few weeks ago. Post long-in content/landing.

**--I will look these over again. If stuff is omitted or different it is probably my fault, lost in the craze of things! Is this page you are discussing the User Dashboard?**

- mini profile, with information

Make clear direction for where samples are.

**--Let’s talk about this in the meeting so I know what you want, but it can be done, and is important!**

Merge:

**--See my previous notes about this!**

Home page with the profile (acting as the post log in home page) and we want overview stats of the database, help sections, links to lots shit. Getting started, whatevers in the design plan.

Collection page: we want the users samples they have requested and samples they have contributed.

**--They will have to be adding in/curating the ones that they have sent out. We’re not actively tracking that info as far as I know. Molly?**