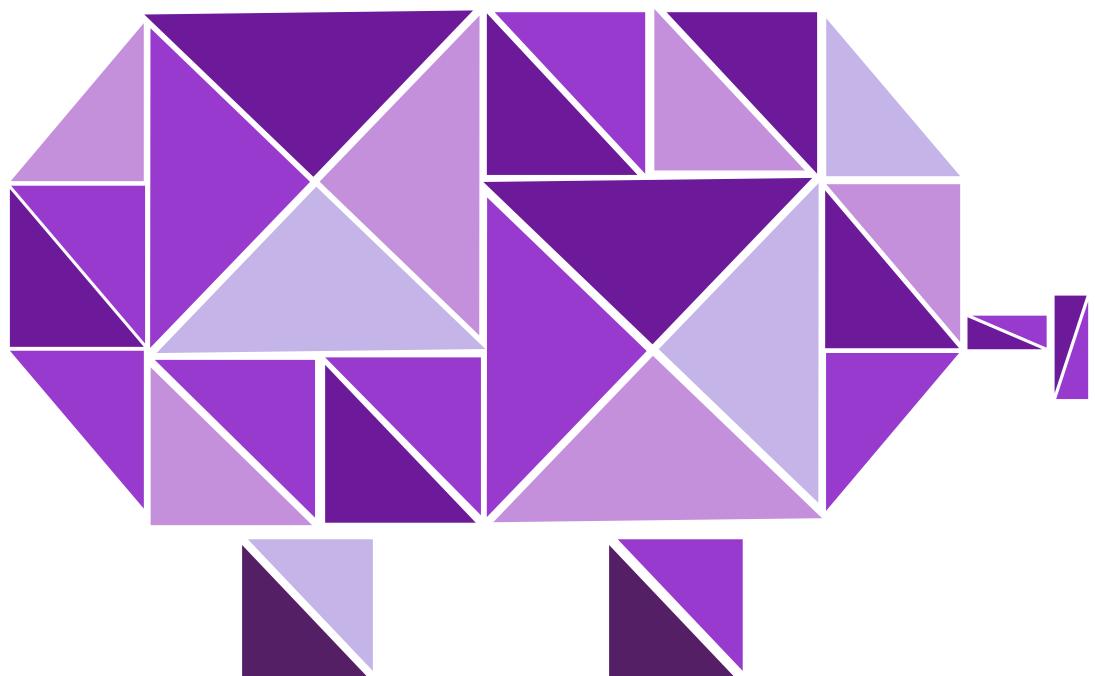


Water Capitol Manual

A comprehensive guide



ADMINISTRATOR MANUAL

Your Fr-Agile Solution



A short message from our Team at Fr-Agile

There was an idea, to bring together a group of remarkable programmers and designers, to see if by using an Agile Team structure they could become something more than the sum of their parts.

Water Capitol was created on this team promise, that no one developer, programmer or designer would stand alone or burdened with no one to turn too. This platform was not created by one man or woman, neither was it created by an isolated team, it was instead created to serve the community by having those said Users build this platform with us.

Together we are Agile.

Together we are Water Capitol.

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Frequently Asked

What is an Admin User?

An Admin User is a staff member who has privileges to oversee and govern council members within a constituency. They have the option to create, delete, reset and view all accounts (except other administrators) and can see a summary of data collected on each staff members performance etc. Admin users should be allocated to trusted members of staff and can be contacted via the Discussions page.

How do I create an Admin User?

At this time Admin users cannot be created by other Admin users. Users can request council members to become administrators by entering the database and changing the user's account type 'C' to 'A'. For security, Admin users cannot be viewed or edited by other administrators, however, accounts can easily be upgraded through administrative database access.

How do I create a new Council Employee Account?

Once logged in as an Admin user, navigate to the employee's page from the Heading Bar. Now in the 'Create a new Employee' box, select the type of employee you wish to create. Fill in the details and click 'Create Account' and the user will be sent an email to set their password.

For more information see the Section 'Employee's Page' on page 1-3.

How do I delete an account or reset the account's password?

Once logged in as an Admin user, navigate to the Employee's page from the Heading Bar. Now in the search bar, type the users email address and press enter. The page will now show all users with that email address. Click 'View' on the desired user. The window will now show the users account with the option to reset the password or delete the Account.

For more information see the Section 'Employee's Page' on page 1-3.

Admin Statistics (Side A)



What is the Admin Statistics Page?

The Admin Statistics Page is the first page that administrators see after logging in. This page shows a summary of user and bowser statistics for the administrator to then record or review. The page was developed to give administrators statistics and reduce time spent gathering data manually.

What is shown in the Upper Section of the Page?

The upper section to this page shows bowser activity data and bowser status data. This data allows an administrator to first review the number of live bowsers compared to inactive bowsers across their constituencies, and to then review this in more detail by reviewing statuses, like Creating, Active, Repair, Refill, Deploy, Observation etc.

Each status can be reviewed and then updated by council members and will automatically update the Council's Statistics page.

The screenshot shows the 'Admin Statistics' page for 'WATER CAPITOL'. At the top, there is a navigation bar with links for 'Statistics', 'Settings', 'Employees', 'Constituencies', 'Discussions', and 'Log Out'. The current user is 'Luke Admin' (represented by a profile icon). Below the navigation, there is a summary section with three data points:

Total Live Bowsers	3
Total Areas Covered	14
Total Bowsers Under Repair	8

Below this, there is a chart titled 'Bowser Status' showing the count of bowsers in different states. The chart has seven bars: one pink bar at height 3 (Creating), two light blue bars at height 2 (Active), one yellow bar at height 1 (Repair), one teal bar at height 7 (Refill), and one purple bar at height 1 (Deploy). To the right of the chart, there is a detailed description of the bowser status categories:

- Creating:** This Bowser is being created by a user.
- Active:** This Bowser is ready for public use.
- Repair:** This Bowser is offline and needs repairs.
- Refill:** This Bowser needs additional water before further use.
- Deploy:** This Bowser needs deployment.
- Minimal Repair:** This Bowser is active but needs minor structural repairs.
- Aesthetic Repair:** This Bowser is active but has been vandalised.
- Observation:** Reports have been made and an observation to this Bowser must be taken.

Admin Statistics (Side B)

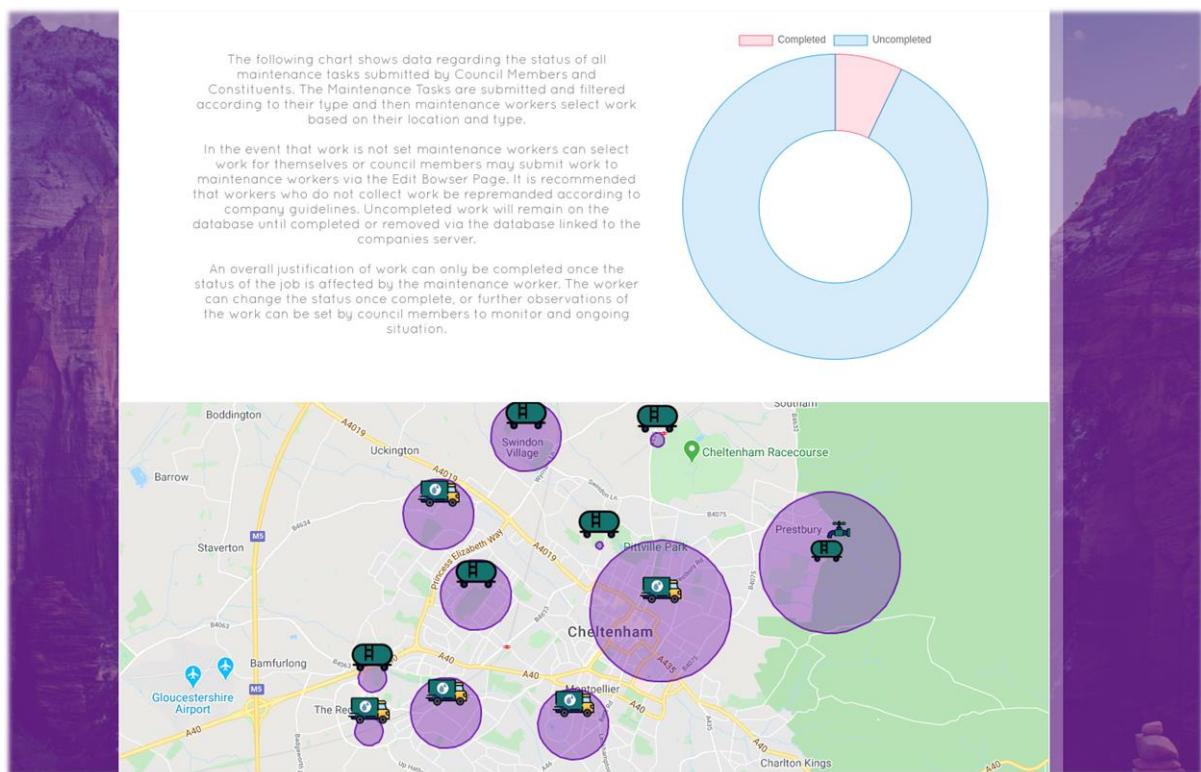


What is shown in the Lower Section of the Page?

The lower section of the Admin Statistics page displays a chart and a map.

The chart shows a summary of all completed and uncompleted jobs set to be done by maintenance users. As with all charts on this page, by hovering over a selected area will display the categories figures. This chart was designed to allow administrators the ability to oversee the progress and balance of the number of Jobs being completed against the number of already completed jobs; this may further provide insight in allocating new maintenance workers to improve completion times.

The map displays all bowsers across the world, allowing the administrator the ability to review the distribution and radius of affect. As displayed, each bowser has a different image corresponding to their live status. Furthermore, each bowser has a purple radius that represents the bowsers size and area that it can cover.





Employees Page (Side A)

What is shown in the Upper Section of the Page?

The upper section of the Employees page is in two parts:

Create a new Account

Firstly, there is the option to create a new account for either a new council member or a new maintenance worker. By clicking on one of the buttons will redirect the user to a formatted Employee View page where the administrator can then fill in the employee's details and create a new account. On account creation, new employees will be sent an email with a link to create a new password for their account.

Account Search Filtering

This section also includes the ability to filter the search results shown on the lower half of the page. Administrators can filter employees by their account type (Council, Maintenance), or by the desired users email address.

The screenshot shows the 'Admin Employees' page. At the top left is a sidebar with a mountain background. The main header says 'Admin Employees'. Below it are 'Home / Admin Employees' and 'Access: Administrator'. To the right is a 'Create a new Employee' button with two options: 'Council Member' and 'Maintenance Worker'. Below this is a 'Review Group' section with two cards: 'Council Members' (with a background image of a city skyline) and 'Maintenance Workers' (with a background image of industrial machinery). At the bottom is a search bar with the placeholder 'Type to Search Users here' and a blue search icon.



Employees Page (Side B)

What is shown in the lower section of the page?

The lower section of the Employees page shows all employed users, with their email, name, image and employment type. These accounts can be searched or filtered via the upper section of the page. By clicking on the 'View' button on an account will redirect an admin user to the employees account page where they can review their performance/productivity as well as perform administrative action onto the account.

Image	Name	Email	Type	Actions
	Collin Fenton	oliver@hotmail.co.uk	M	<button>View</button>
	Jean Luc	c@c	C	<button>View</button>
	Joe Council	joe@c	C	<button>View</button>
	Joe Maintenance	joe@m	M	<button>View</button>
	JohnNi	JohnNi@gmail.com	C	<button>View</button>
	Josh Uni	s1609415@glos.ac.uk	M	<button>View</button>
	Joshua Walker	joshuamarkwalker@gmail.com	C	<button>View</button>
	Luke Council	luke@c	C	<button>View</button>



Employees Account Page

How do I review the users productivity?

The user's employment type will determine what figures show to best represent their productivity. This data is displayed as a chart showing the users productivity in task submission or completion so that administrators can then take appropriate action if necessary.

How do I review the user's details?

User details are displayed on the right of the page which contains the constituency that they govern as well as their employment type, name and account picture. The lower section of the page displays a map of that users governing area.

How do I reset a user's account password or delete their account?

By clicking on the appropriate action button displayed beneath the account details section.

Jean Luc's Account

Home / Admin Employees / Jean Luc's Account
Access: Administrator

Category	Value
Average Employee	50%
Jean Luc	25%
All other tasks	25%

Account Details

Account Number:	13
Name:	Jean Luc
Constituency:	Cheltenham
User Type:	Council Member

Actions

[Reset Password](#)
[Delete Account](#)

Map showing the location of Cheltenham, with nearby towns like Boddington, Tewkesbury, and Swindon marked. Roads labeled include M5, A4019, and A417.



Constituencies page

Is there a summary of all constituencies governed?

Yes, on the top right-hand corner shows a brief summary of all the constituencies on the platform and their total area.

How do I review individual constituency data?

On the lower section of the page is a table that holds all active constituencies. This table holds each constituencies position, radius, postcode and name.

How do I visualize the constituencies positioning?

A map has been provided to display all constituencies. By hovering over a map icon/pin will display the name of that constituency which can reviewed in the table below.

Home / Constituencies
Access: Administrator

Total Value 2

Name	Postcode	Radius	Longitude	Latitude
Cheltenham	GL51	700	-2.126242	51.904366
Manchester	M13	1000	-2.243892	53.476618

Discussions page (Side A)



What is the discussions page?

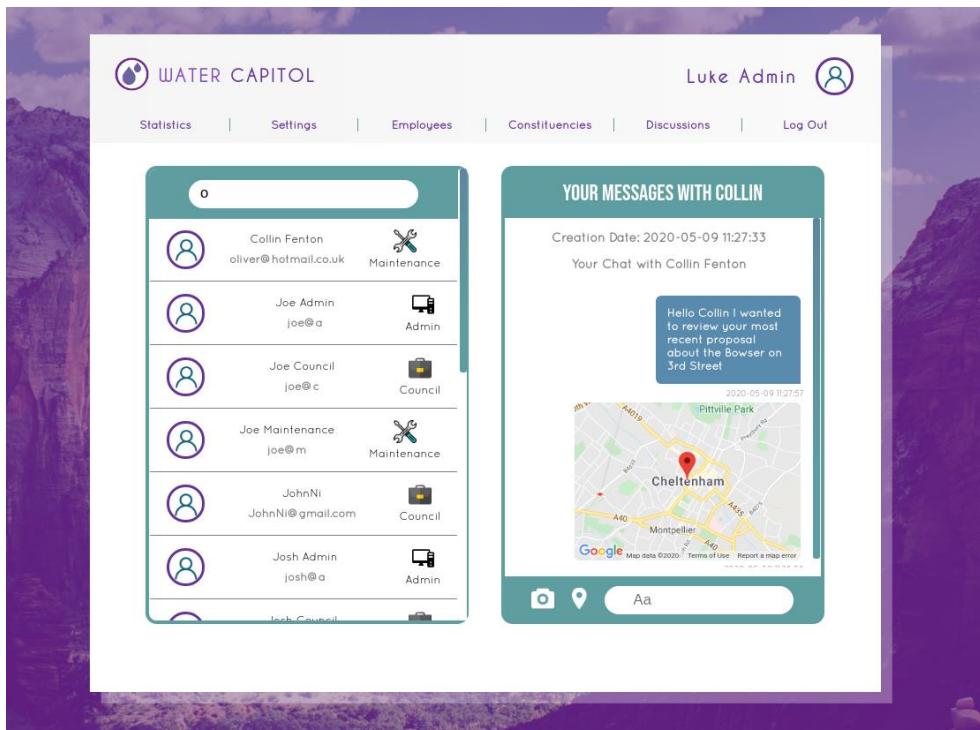
The discussions page is a web interface developed for this platform. It allows all users to communicate and create message threads with one another. This was developed so that phone details did not have to be requested and so that all employees could contact one another through the Water Capitol website.

How do I create a message thread?

Creating a message thread is simple. Simply in the search bar type the users email address that you wish to message. Then select their account. On the right a button will appear saying 'Create Connection', click the button and a new message thread will be created.

How do I send a message?

To send a message, open a message thread, then in the right-hand console, type into the text box and press enter when finished, a message will then be sent with a delivery time and date.



Discussions page (Side B)

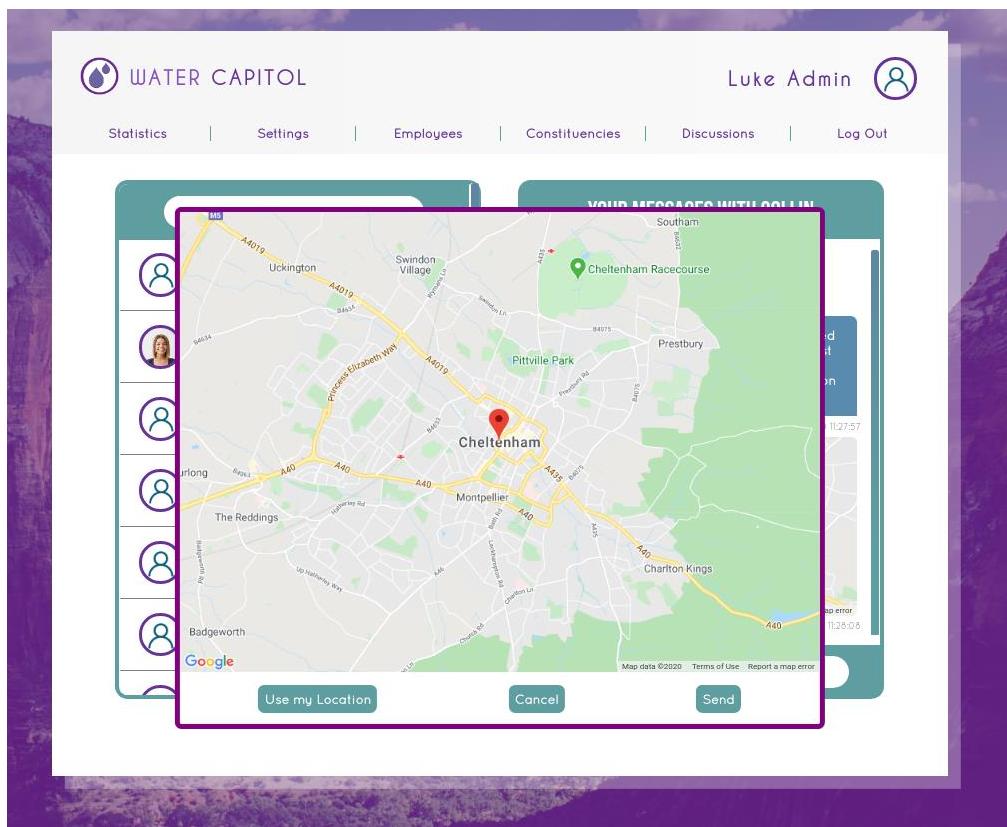


How do I send a map message?

To send a user a Google Map message click the ‘Google Map Pin’ icon in the right console after opening a message thread. A new window will appear, allowing the user to click anywhere on the map to send new co-ordinates. Users can also use their current location to position the pin on the map (This will be especially useful for maintenance users). By clicking the ‘Send’ button on the Google Maps window, will send the requested pin location/map to the other user in the message thread.

How do I send an image message?

To send a user an image message, navigate to the right console and click the camera icon. This will open a dialogue box where you can select or take a picture depending on the system you are using. Once selected the image will be sent onto the message thread.



Additional Information (Side A)

What do the bowser icons on maps mean?

Each bowser status has a unique icon that is displayed on many of the platform's maps. This is so that users have an easier interface to view the position and status of all bowsers in one console.

The following images and their status are displayed below:



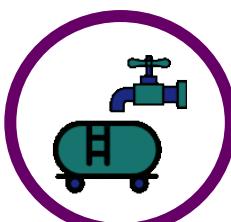
Active Bowser

The bowser is active and ready for public use.



Bowser Under Repair

The bowser is currently needing repair.



Bowser being Refilled

The bowser is currently needing/being refilled.



Bowser being Deployed

The bowser is currently needing/being delivered.



New Bowser being created

The bowser is being created on the server.



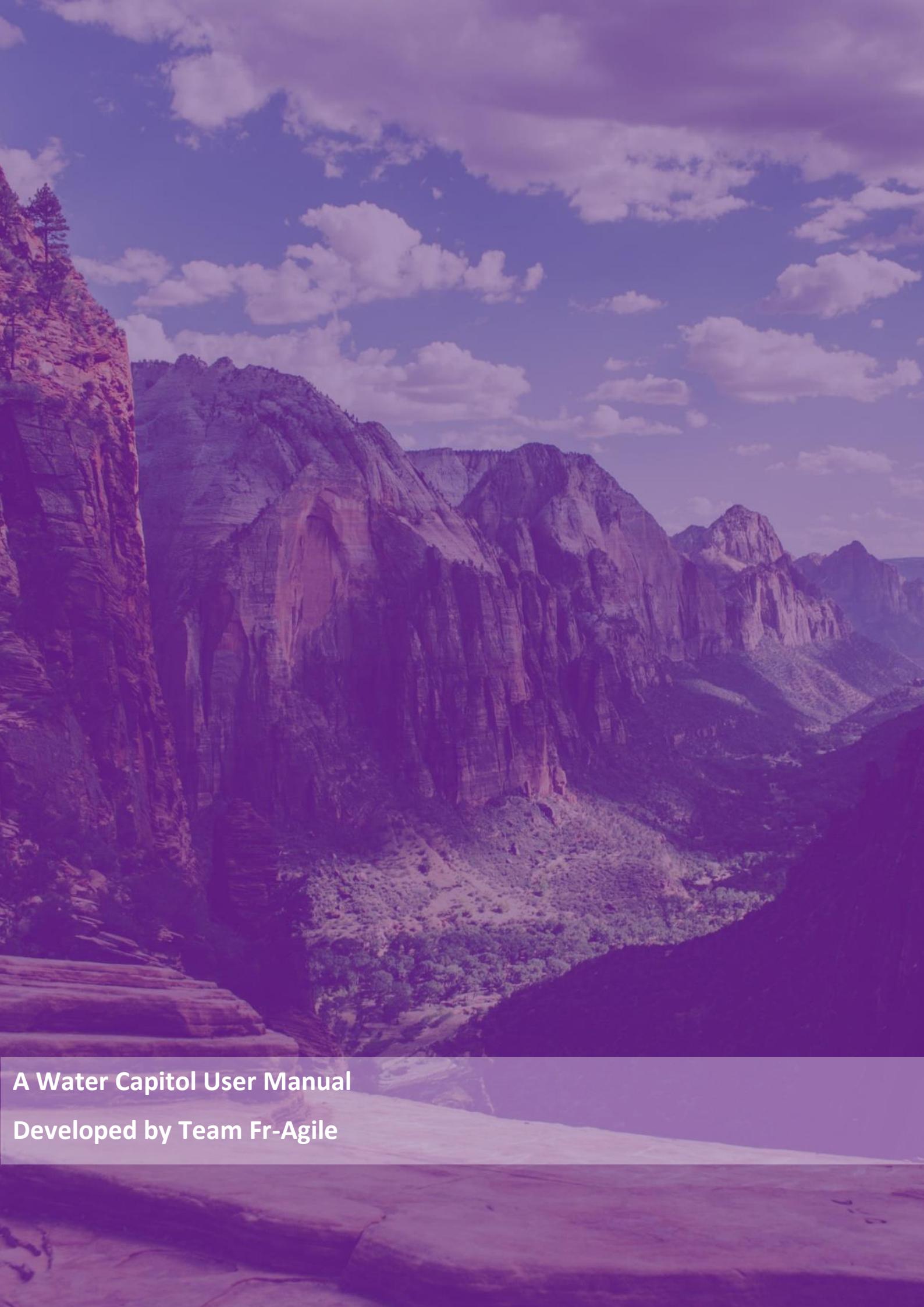
Additional Information (Side B)

What do the bowser statuses mean?

Each bowser status has a unique status which explains what actions can take place.

The following details explain what each Status means...

Creating:	This bowser is being created by a user
Active:	This bowser is ready for public use
Repair:	This bowser is offline and needs repairs
Refill:	This bowser needs additional water before further use
Deploy:	This bowser needs deployment
Minimal Repair:	This bowser is active but needs minor structural repairs
Aesthetic Repair:	This bowser is active but has been vandalized
Observation:	Reports have been made and an observation to this bowser must be taken before further action



A Water Capitol User Manual
Developed by Team Fr-Agile