Form Buster

Online Form Approval and Tracking

Team Members

Grace Dolphy
gdolphy2015@my.fit.edu

Raphael Setin
rsetin2015@my.fit.edu

McNels Sylvestre
msylvestreph2016@my.fit.edu

Client

Dr. Philip Chan
pkc@cs.fit.edu

Sponsor

Dr. Eraldo Ribeiro
eribeiro@cs.fit.edu

Goals and Motivations

- Replace current form process
  - Who is my (academic head, advisor,..)
    - Where/when can I find them?
  - Know who's signed the form
  - Know form status (approved or declined w/ reason)
- Improve record keeping
  - "My advisor said/my friend said…" problems

Approach

Student Coordinator

- Search a student's record
- Start a form for a student

Student

- Start a form
- View personal record of pending, and completed forms
- Receive notifications
    - Form decisions
    - Faculty/coordinator has started a form

Approach

Faculty

- Search for a student's record
- Action List on Dashboard
- Email notifications for incoming forms
- Email reminders to sign form
- Start a form for a student
- "Sign" a form
- Approve or Decline to sign and provide reason

Staff

- Search for a student's record
- Action List on Dashboard
- Email notifications for incoming forms
- "My History" Section for processed forms.

Novel Functionalities

Digital Form Approval

Advising Records

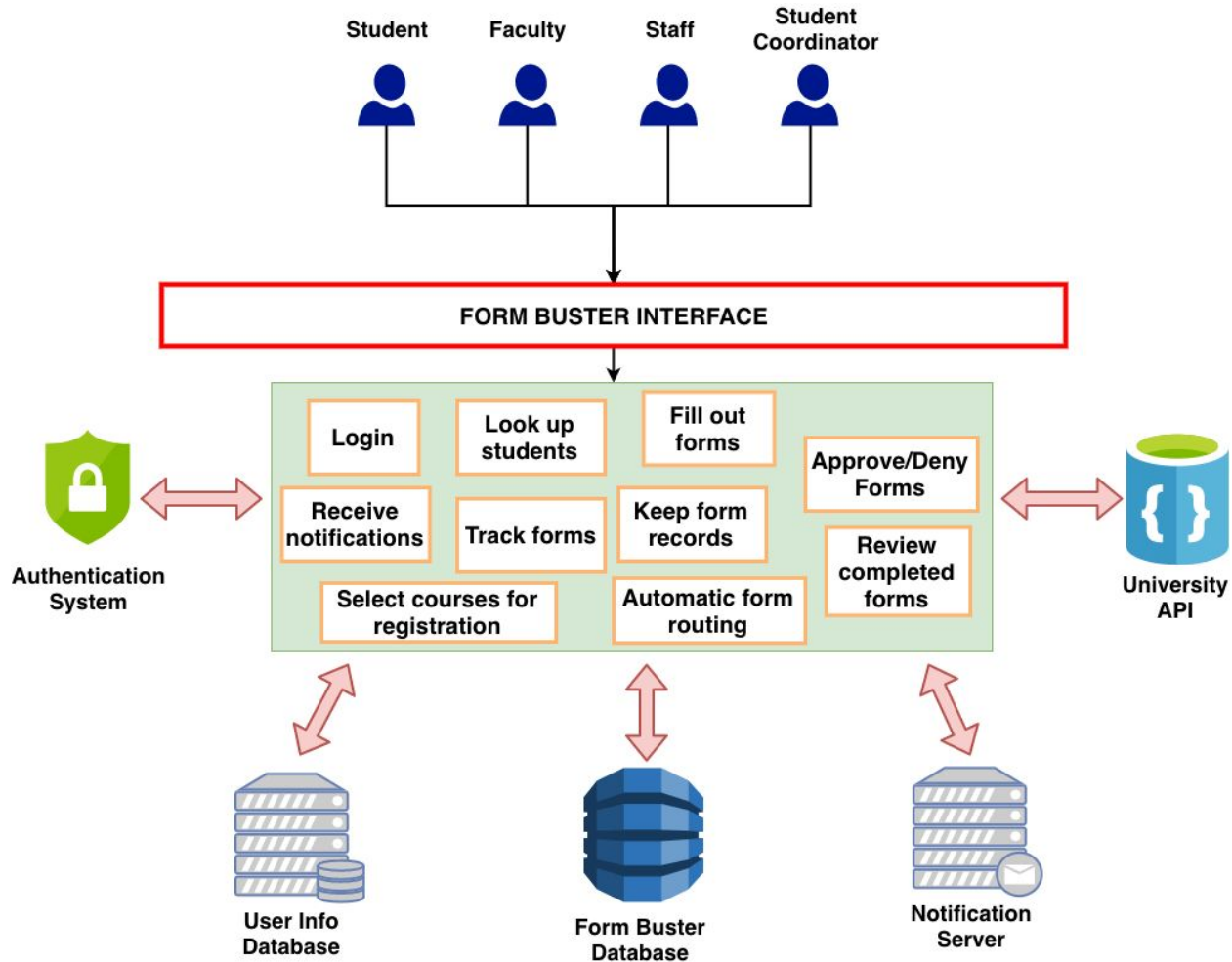Form Tracking

Technical Challenges

Before

- Unfamiliarity with web development tools

- Unfamiliarity with database systems

- Integration of frontend and backend systems, along with the communications with the database system

Now

- We have gained familiarity in previous mentioned areas
- Currently aren't able to identify any technical challenges.

Design

Progress Summary

Module/Feature	Completion %	To do
pseudo-PAWS	100%	
Student records look-up	100%	
pseudo-TRACKS	90%	Redirection based on user role
Overall user interface	90%	Distinctive colors for each user role, different look for tracking status, relocation of menus
Form Buster database	100%	
Student coordinator perspective	90%	Start a form for student, switch over to an action-centric dashboard.

Progress Summary

Student perspective	80%	Search for courses instead of entering CRNs, Saving drafts for later
Notifications	50%	Email notifications
Faculty perspective	25%	Dashboard and completed forms, make decision on forms, switch over to an action-centric dashboard, generate pin feature.
Staff perspective	30%	Dashboard and completed forms, mark forms as processed/not processed, create and retire forms, switch over to an action-centric dashboard.

Milestone 4

Task	Raphael	Grace	McNels
1. Improve dashboards to be action-centric	33%	33%	33%
2. Retrieve and offer courses for registration from the API	33%	33%	33%
3. Implement Faculty dashboard	33%	33%	33%
4. Implement Faculty approval	33%	33%	33%
5. Implement "Start a Form" from a student coordinator perspective	33%	33%	33%

Milestone 5

Complete authorization system's (roles and redirection)

Update the form tracker's visual component for easier understanding

Implement Staff's form decision process

Implement Staff and Faculty "My History" lists

Make showcase poster

Milestone 6

Implement and test database security

Implement Create/Retire forms for staff

Test entire system

Create user manual

Create demo video