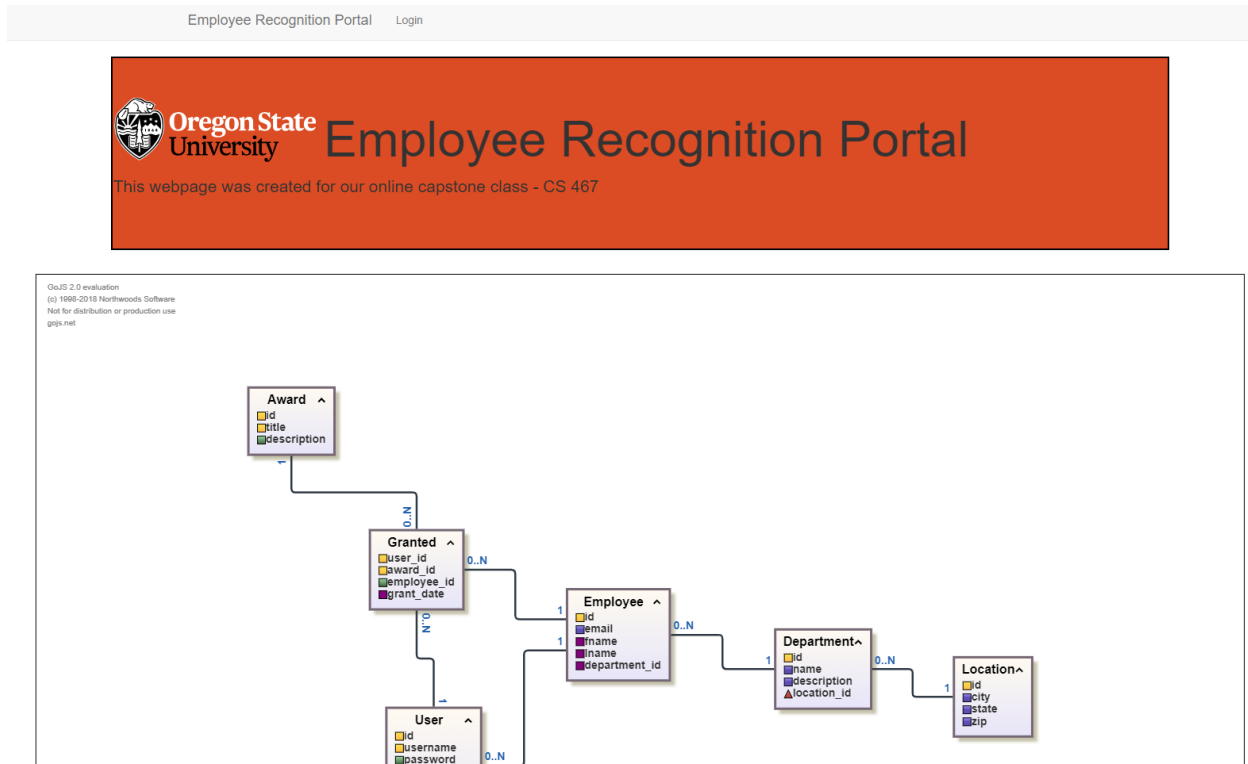**Clear usage instructions, including at least two graphical examples of some element of your project. Remember to include URLs that should be visited or compilation instructions, as necessary.**

Follow the steps below to test program as a normal user and admin user.

1. Navigate to home page with url http://flip3.engr.oregonstate.edu:6600/

2. Click Login link near top of page, then enter login credentials as follows: username: testnormal@example.com password: pwd

Login

testnormal@example.com

...

Login

🌲 Forgot password?

3. Click on the "Grant Award" link at the top of the navigation pane on the left side of the screen.
4. Select "Employee of the Month" award from the Award dropdown box, and select your name from the Employee dropdown box, then click Submit. You should receive an emailed award certificate in your Oregon State email inbox.

Add New Award

Employee of the Month ▾   **Award**

Prachi Rahurkar ▾   **Employee ID**

Submit!

5. Click on the "Show Granted Awards" link at the top of the navigation pane on the left side of the screen.

6. Click on the red "Delete" button on the right side of the screen to delete an award that the account has granted.
7. A popup dialog will come up to confirm that you want to delete the granted award. Click "Ok".
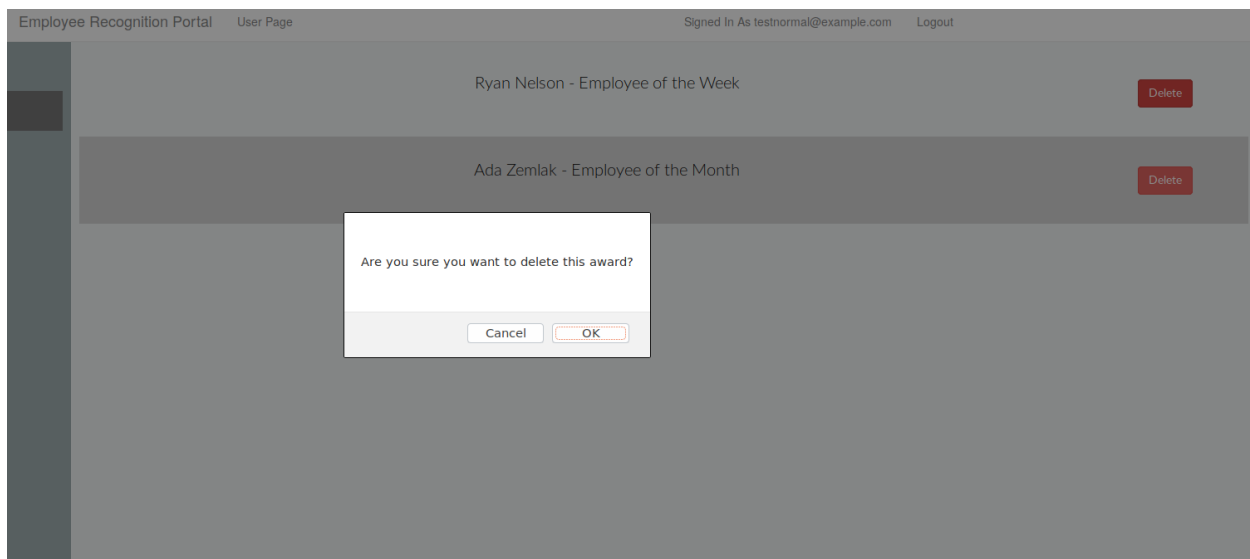

8. Click on the "Edit User Name" link at the top of the navigation pane on the left side of the screen.
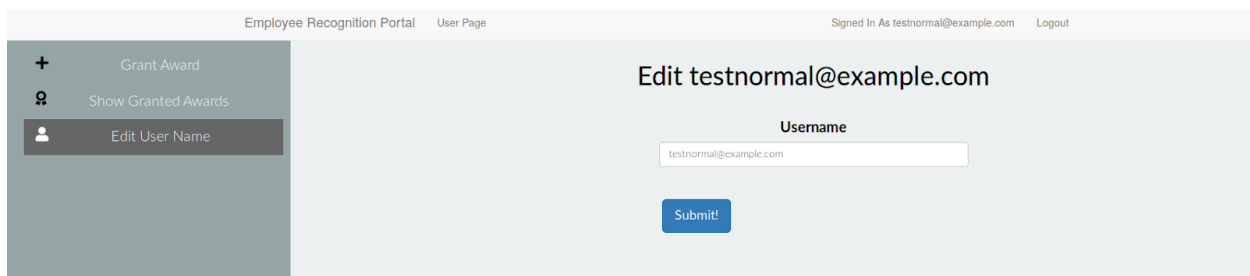
9. Type in your new username into the text box and then click on the blue "Submit!" button.
10. Click Logout at the top of the page.
11. Click Login at the top of the page and login as an admin user with the following credentials: username: testadmin@example.com password: pwd
12. Click on the "Show Dept Pie Chart" or the "Show Location Pie Chart" link at the top of the navigation pane on the left side of the screen.

13. Select different options from the dropdown box near the top left corner of the page to view various department statistics of awards received.
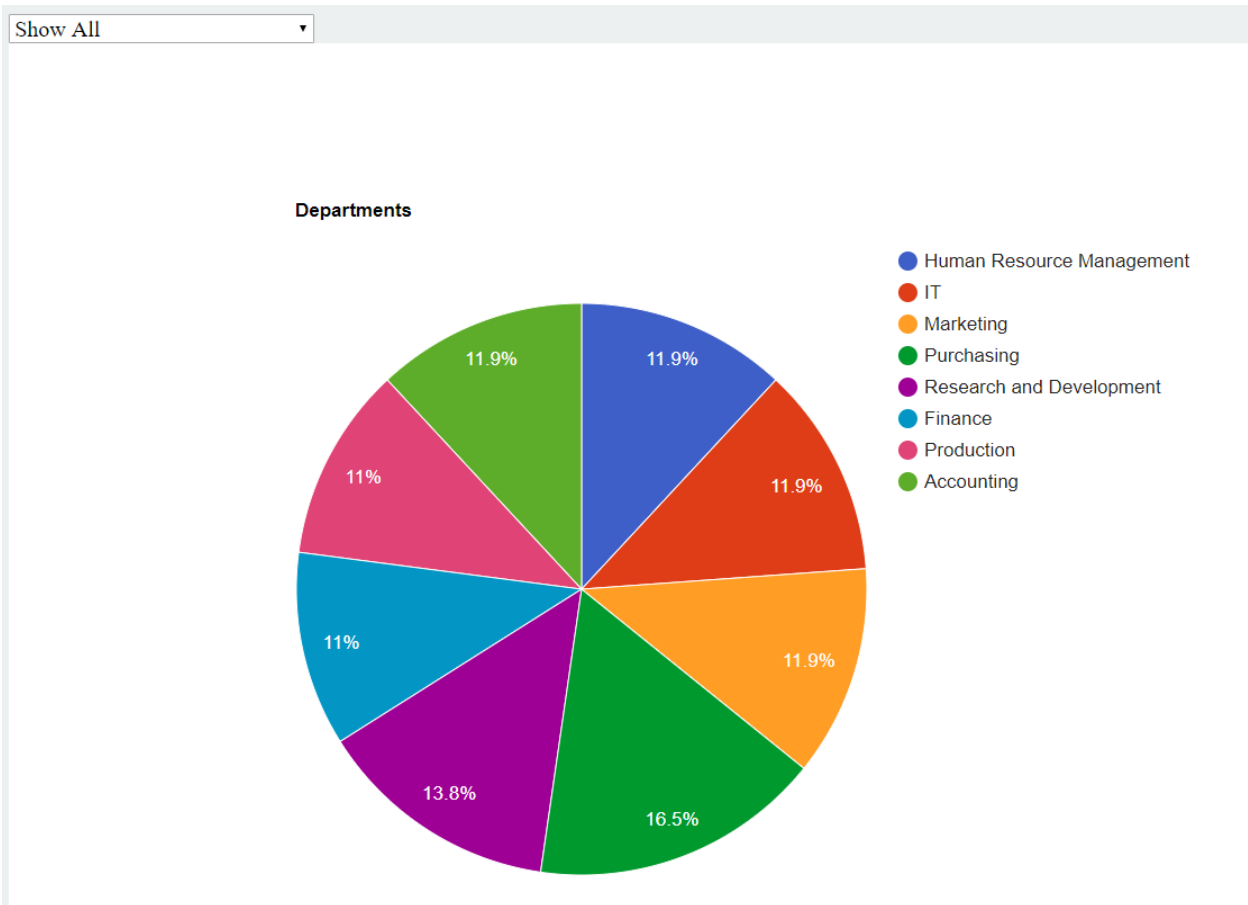
14. Click on the "Search Users" at the bottom of the navigation page on the left side of the screen.
15. Type 'aaron' into the search bar until the result for "Aaron Reichert" shows up below.

16. Click on the blue "Show Awards" button on the right side of the search result for Aaron Reichert.

17. Click on the link that says "Back to admin page".

All Employee Awards Granted To Aaron Reichert

Granted By	Award Title	Grant Date
fay.kobe	Employee of the Month	2019-01-04 16:21:42

Back to admin page

18. Redo steps 14 and 15.
19. Click on the blue "Edit" button on the right side of the search result for Aaron Reichert.

Employee Recognition Portal   Admin   Signed In As testadmin@example.com   Logout

First Name: aaron

Aaron Reichert   Show Awards   Edit   Delete

20. Use the drop down menu on the top left side of the screen to select a different user account type for Aaron Reichert. Change any of the fields you wish to update and then click the blue "Submit!" button. If you've searched for a different employee that has only 1 log in account, you will not see this drop down menu on the top left side of the screen.

Employee Recognition Portal   Admin   Signed In As testadmin@example.com   Logout

admin/user account found!

Select the user you wish to edit: User - testadmin1 ▾

Edit testadmin1

Username

testadmin1
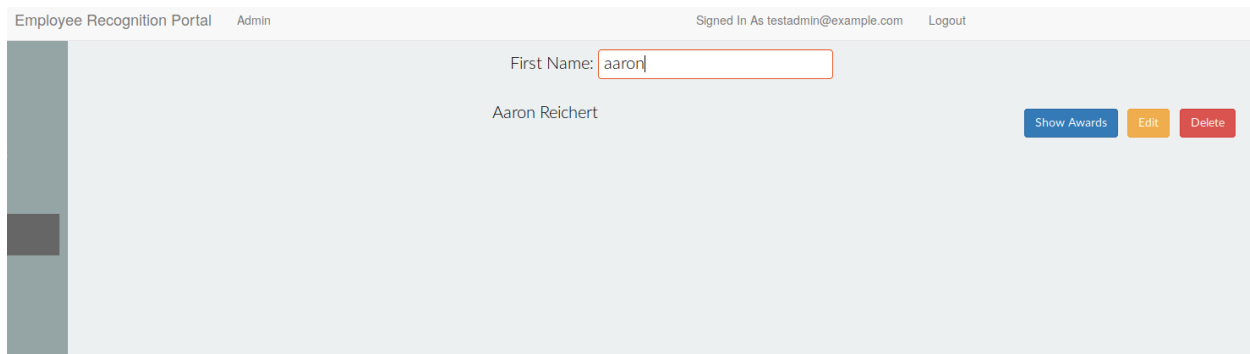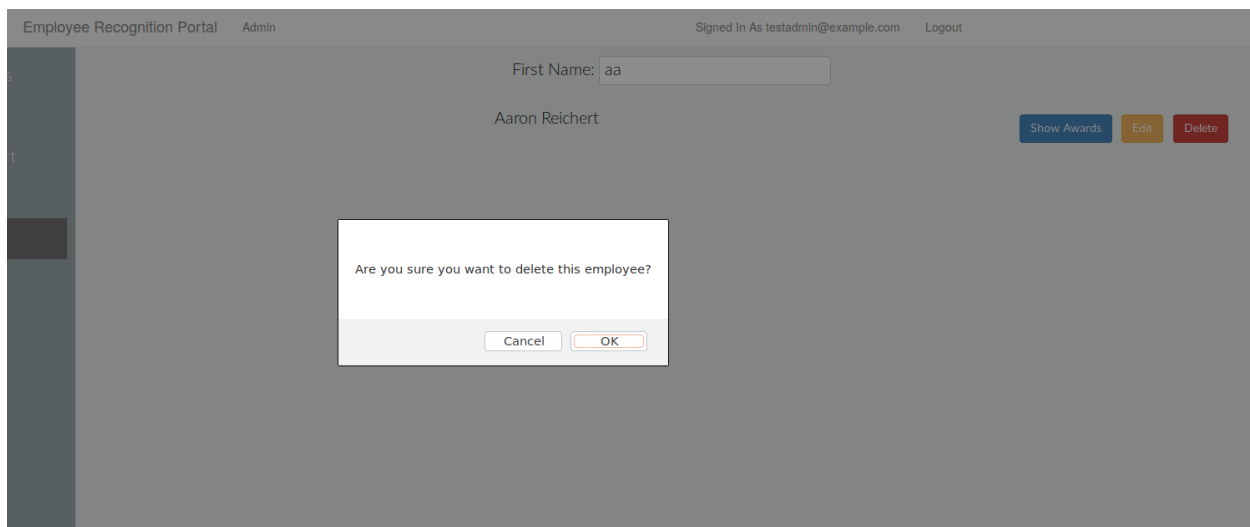
Password

password

Secret

secret

Signature File - .jpg/.jpeg only

Browse…   No file selected.

Submit!

Go Back

21. Redo steps 14 and 15.
22. Click on the red "Delete" button on the right side of the search result for Aaron Reichert.

23. A popup dialog will come up to confirm that you want to delete this employee. Click "Ok".

24. Logout when finished.
25. Feel free to explore additional features with either user account.

Follow the steps below to test the ability to reset a forgotten password

26. Go to the following url: http://flip3.engr.oregonstate.edu:6600/forgot
27. Type in "pgoodwin" for the username textbox.
28. Type in "secret" for the secret textbox.
29. Type in "password" or whatever you like for the password textbox.
30. Re-enter the password for the re-enter password textbox
31. Hit the blue "Submit!" button.

Forgot Password

User Name

pgoodwin

Secret

secret

Password

password

Re-enter Password

password

Submit!

Go Back