IT - SOLUTIONS

"Tawasul – Badges "

Project Specifications

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1. TAWASUL Users Badge Management Section

The Badge Management Section can be accessed the TAWASUL Admin panel and only by the Tawasul Admin.

The Badge Management Section is explained in more details below:

1.1. Points Definition by TAWASUL Admin from the TAWASUL Admin Panel

- There will be pre-defined activities-based on employee actions on Tawasul. For example:
  - ♦ Posting on their timeline
  - ♦ Joining a Group
  - ♦ Uploading media content.
  - ♦ Participating in a Poll or survey.
  - ♦ Uploading images related to the company events and activities.
  - ♦ Attending a company's or a group's activity.
  - ♦ Commenting on posts and activities.
  - ♦ Reading articles and EBooks,
  - ♦ Leaving comments on eBooks
  - ♦ Sharing eBooks and articles.
  - ♦ ......etc

Please Note: The above list is just an example to help in explaining the structure of the badge's structure. At a later stage we will require the final list of activities that need to be part of the selection when creating a new badge.

This list will be a fixed one will not be a dynamic structure. However, if additional activities are required to be added at a later time, we will have to encode it into Tawasul. We can work with your developer team to train them on how to add more activities or when there is a need to add additional activities, then Shurooq can send us the new list and we will update it on your behalf.

There will be an option for the TAWASUL Admin to: either rename the list of activities or change the status of activities (enable or disable only).

ACTIVITIES	STATUS
Posting on own news feed	✔
Joining a Group	✔
Uploading media content (Photo / Video)	✔
Participating in a Poll or survey	✖
Uploading images related to company events	✔
Attending company or group events	✔
Commenting on posts and activities	✔
Reading articles and EBooks	✔
Leaving comments and sharing eBooks and articles	✔

✔ Active Activities   ✖ non-Active Activities

1.2. Creation of Badges by TAWASUL Admin from the Admin Panel

- Once the list of activities have been defined (Master List) the "Tawasul Admin" will be able to create the different badges and map the appropriate badge to the activities. The below image displays the process:

BADGE NAME	BADGE ICON	STATUS	MINIMUM POINTS REQUIRED TO EARN A BADGE
Please type badge name	Browse	✔ ACTIVE 🟠 INACTIVE	Please type Number of Points

SELECT	ACTIVITIES	POINTS
☐	Posting on own news feed	type point
☐	Joining a Group	type point
☐	Uploading media content (Photo / Video)	type point
☐	Uploading images related to company events	type point
☐	Attending company or group events	type point
☐	Commenting on posts and activities	type point
☐	Reading articles and EBooks	type point
☐	Leaving comments and sharing eBooks and articles	type point

SAVE   CANCEL

Please Note: When an activity from the master list is mapped with the "Specified" badge, then it cannot be selected or associated with a different badge.

The TAWASUL Admin has the ability to create badges, as required. However, the total points to acquire the badge MUST be unique. The Points that will be defined for any badge has to be either less of greater than what has been defined for existing badges.

- After the creation of a badge (defined above), the TAWASUL Admin will be able to see a list of all badges (both enabled/disabled) as displayed below:

BADGE NAME	BADGE ICON	STATUS	MINIMUM POINTS REQUIRED TO EARN A BADGE	NUMBER OF ACTIVITIES MAPPED	
RUNNER UP BADGE		✔	100	6	⋯ ✎ 🗑
ACTIVE BADGE		✔	150	4	⋯ ✎ 🗑
SOCIALIZE BADGE		✔	200	10	⋯ ✎ 🗑

⋯ VIEW DETAILS OF THE BADGE   ✎ EDIT DETAILS OF THE BADGE   🗑 DELETE THE BADGE

- If there is a requirement to see the details of one specific badge the TAWASUL Admin will have to click on the "three dot" icon and it will display the page holding the details of the selected badge.
- If the TAWASUL Admin needs to add a new Activity to that selected badge, then there will a button to add from the "Master List", which will only display the activities not used on other badges.

Please note: If there are no more activities on the list, then as explained above the developers can add to the master list through the hard coding OR if a list is provided to us, then we can add it onto Tawasul.

(Adding New Activity to a badge or viewing badge details)

EDIT BADGE	ADD NEW ACTIVITY

BADGE NAME	BADGE ICON	STATUS	MINIMUM POINTS REQUIRED TO EARN A BADGE	NUMBER OF ACTIVITIES MAPPED
RUNNER UP BADGE		✔	100	6

SELECT	ACTIVITIES	POINTS
☑	Posting on own news feed	10
☑	Joining a Group	5
☑	Uploading media content (Photo / Video)	25
☑	Uploading images related to company events	6
☑	Attending company or group events	8
☑	Commenting on posts and activities	7

1.3. Structure and process of acquiring a badge by users/employees

As discussed during our last meeting there will be certain activities within a badge. The badge is appointed a "Total Points" and each activity within the same badge is appointed a certain point. The employees will accumulate the "Activity Points" and once the "Total Points" for that badge is achieved then he/she will be rewarded that badge. To better explain the process, please have a look at the below examples:

- Let's say there are 3 types of Badges (created by the Tawasul Admin) and each has its own list of activities:

  - ➤ Runner Up Badge (100 points) – List of activities mapped are:
    - Post in own News Feed – 1 point
    - Like other Post in News Feed – 3 points
    - Upload Media Content (Photo/Video) – 5 points
    - Share the Media Content – 1 point

  - ➤ Active Badge (150 points) – List of activities mapped are:
    - Comment in Group – 1 point
    - Attend an Event – 1 point
    - Upload Event Photos in an Event – 1 point

  - ➤ Socialize Badge (200 points) – List of activities mapped are:
    - Read eBook – 1 point
    - Rate & Review an eBook – 1 point

- As Employee/User starts using TAWASUL they will begin accumulating points based on their activity on Tawasul.
- Tawasul will reward the user the points (as defined on the badge's activity list) and once he/she reaches the "Minimum Point required to earn a badge" (200 points) the TAWASUL will automatically reward him/her with "1ˢᵗ Socialize Badge" and they as they maintain activity on Tawasul, they earn more "Socialize Badge" on their profile.
- If the user is very active on Tawasul, then he can accumulate more badges. For example, he/she accumulates another 100 points for posting on his/her own news feed and uploading photos, then TAWASUL will automatically reward him/her a "1ˢᵗ Runner up Badge".
- As they keep going and post on their news feed, then they will accumulated another 100 points, which will reward him/her a "2ⁿᵈ Runner up Badge".
- Users are able to view the different badges that they have accumulated. In this case, "User A" has accumulated "1 Socialize Badge" and "2 Runner Up Badges"

- The below view will be displaying the points and the badges per user ONLY to the **HR** department and the Tawasul Admin, with details of Activities per badge.

BADGES EARNED as on September 10, 2017

RUNNER UP BADGE	SOCIALIZE BADGE	ACTIVE BADGE
2	1	0

TOTAL POINTS EARNED:
350

SELECT BADGE ▼ | FROM 📅 | TO 📅 | FILTER

DATE	BADGE	ACTIVITIES	POINTS EARNED
01-09-2017	RUNNER UP BADGE	IPSUM LOREM IPSUM LOREM IPSUM LOREM IPSUM	10
01-09-2017	RUNNER UP BADGE	IPSUM LOREM IPSUM LOREM IPSUM LOREM IPSUM	10
01-09-2017	RUNNER UP BADGE	IPSUM LOREM IPSUM LOREM IPSUM LOREM IPSUM	10

- The employees will only be able to view the number of badge they have accumulated only.

BADGES EARNED as on September 10, 2017

RUNNER UP BADGE	SOCIALIZE BADGE	ACTIVE BADGE
2	1	0