

SQUAD CUP AIRTABLE DATABASE GUIDE



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Tables and Integrated Links

1. STUDENT

Field	Description	Formula
Name	Students name	None
Email (email field)	Students email address	None
Squads	Contains squad name (Linked to the primary field on the squads table)	None
Phone	Students phone number	None
Submissions(count) (formula field)	A rollup field linked to the submission table, showing how many submissions are made by a student.	<code>COUNTA (ARRAYUNIQUE (values))</code>
Submission	A link to the submission table(Hidden field)	None
Points Awarded (number field)	A lookup field from the submission table showing the points each student has.	None

2. SQUAD

Field	Description	Formula
Squad Name	Shows the name of each squad	None
Members	Shows all the members in a squad(a connecting link from the students table)	None
Leaderboard (number field)	Shows the leading team sorted from a-z. (linked to the leaderboard table via the rank field)	None
Total Points (number field)	A rollup field on the members field showing the sum of points gained by all the students in a team.	<code>SUM(values)</code>

3. ACTIVITIES

Field	Description	Formula
Activity	Displays the various activities in the squad cup	None
Points (number field)	Displays point awarded to each activity	None
Submission(count) (formula field)	A rollup showing the number of times an activity is performed(linked to the submission table).	<code>COUNTA (ARRAYUNIQUE (values))</code>
Submission names	Linked to leaderboard table	
Submissions	Hidden field. (linked to the primary field of the submission table)	None

4. SUBMISSIONS

NOTE: This table contains a Submission form that includes the following fields: Students name, activities and evidence. It is also sorted by submission status in different views.

Field	Description	Formula
Submission ID (an autonumber field)	A unique id for each submission	None
Students	Shows the student that made the submission(a link to the students table on the name field)	None
Email (email field)	Students email address(a lookup to the students table on the email field)	None
Squads	The squad the student belongs to.(a lookup to the	None

	students table on the squad field)	
Activity	The activity performed by the student.(a link to the activities table on the activity field)	None
Evidence	A link showing the student performing the activity.	None
Approval Status (single select field)	The status of the students submission	None
Comments	Comments from staff.	None
Submission Date (Date field)	Shows the date and time the submission is made.	None
Points(from activities) (number field)	A link to the activity table on the points awarded field.	None
Points Awarded (Formula field)	Sum of the points in the Points(from activities) field when approval status is approved .	<code>IF({Approval Status}="Approved", SUM({Points (from Activities)}),0)</code>

5. LEADERBOARD

Field	Description	Formula
Rank	Shows the position of each squad	None
Squads	Shows the name of the leading squad.(a link to the primary field on the squad table).	None
Logo	A lookup field from Squads table	
No of submission	Rollup from Submission on activities table.	<code>COUNT(values)</code>
Members	A lookup field from squads table on student name.	

Total Points (rollup)	A rollup field from the squad table, showing the sum of points obtained by each squad.	SUM(values)
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The leaderboard table also contains a gallery view.

AUTOMATION PROCESS LAYOUT

Automation Name:

Approval Status

Trigger:

If Approval Status is Approved or Approval Status is Declined

Configuration:

This automation works on the Submission table

Action:

Send an email

To(field selected from submissions table): **Email:Value**

Subject: "Submission status" **Approval Status**(field selected from submission table)

MESSAGE:

Email Body(can be modified).

INTERFACE DESIGN

The Kibo Squad Cup interface design consists of two sections.

INTERFACE 1

A dashboard template in airtable is used, below are the configurations;

Tool	Link
Group 1	Source: Leaderboard Table Type: Count (Squad names), Bar chart (y-axis: Squad name, x-axis: total points)
Group 2	Source: Submission Table Type: Count (Submission ID)

INTERFACE 2

The next section was designed on a blank layout, using the Leaderboard table as a reference table.

Below is the configuration of the interface.

Tool	Link
Text element	
Text element	
List element	Source: Leaderboard Table Fields: Squads, logo, total points Followed by a divider.
Text element	
Number element	Source: Submission table Field: Submission ID
Number element	Source: Submission table Field: Points awarded (sum) Followed by a divider
Record Picker	Source: Leaderboard table Field: Number of submission, Total Points

	Followed be a divider
Chart	Source: Leaderboard(Record picker) Field: Y-axis(activities), X-axis(submission names)