



Building motivation one task at a time

User Guide

Group 2:

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Version # 3.0

Revision Sheet

| Release No. | Date | Revision Description |
|-------------|------------|--|
| Rev. 0 | 03/27/2018 | Downloaded template and checklist |
| Rev. 1 | 03/29/2018 | Initial Work |
| Rev. 2 | 03/31/2018 | Table of Content Hyperlinking, Adding Mockups, and Creating Menu Flow Diagram. |
| Rev. 3 | 5/4/2018 | Final Updates |
| | | |
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Section 1: General Information

1.1 System Overview

A task and compensation management system:

- Runs in browser with JavaScript and MongoDB
- Utilizes JDK 8 and Stellar Horizon API
- Graphical dashboard system for delegating tasks
- Visual management of subcontractor workforce
- Internet based for ease of access
- System category:
 - *Major application:* performs clearly defined functions for which there is a readily identifiable consideration and need. It is a stand alone internet application, geared toward motivating a workforce around small tasks.
- Operational status:
 - Fully Operational
 - Beta Version Developed

1.2 Project References

References that were used in preparation of this document in order of importance to the end user.

<https://www.stellar.org/developers/reference/>
<https://aws.amazon.com/>

1.3 Legal Disclaimer

As a condition of your use of PinUp, you will not use PinUp for any purpose that is unlawful or prohibited by these terms, conditions, and notices. You may not use PinUp in any manner that could damage, disable, overburden, or impair any Microsoft server, or the network(s) connected to any Microsoft server, or interfere with any other party use and enjoyment of any Services. You may not attempt to gain unauthorized access to any Services, other accounts, computer systems or networks connected to any Microsoft server or to any of the Services, through hacking, password mining or any other means. You may not obtain or attempt to obtain any materials or information through any means not intentionally made available through PinUp.

1.4 Points of Contact

1.4.1 Information

| | | | |
|----------------------|---------------|----------------|--|
| Xavier Davis: | PM & Engineer | (757) 214-2642 | x.davis@gmail.com |
|----------------------|---------------|----------------|--|

1.4.2 Coordination

| | | | |
|----------------------------------|---------------|----------------|--|
| Nabeel Hussain: | PM & Engineer | (240) 498-4458 | nabeelh21@gmail.com |
| Fleury Keigni Di Satchou: | Test Engineer | (443) 977-2620 | keignif100@gmail.com |

1.4.3 Help Desk

| | | | |
|-------------------------|------------------|----------------|--|
| Shawn Sokoloski: | Technical Writer | (443) 745-1878 | sasokoloski@gmail.com |
|-------------------------|------------------|----------------|--|

1.5 Organization of the Manual

User's Guide ver. 3.0

1.6 Acronyms and Abbreviations

A list of the acronyms and abbreviations used in this document and the meaning of each:

| | |
|------|-----------------------------------|
| App: | Application |
| AWS: | Amazon Web Services |
| API: | Application Programming Interface |
| Sub: | Subcontractor, or subordinate |

Section 2: System Summary

2.1 System Configuration

The home page of PinUp has links for users to either log in to their account, or sign up for a new account. Accounts are arranged based on whether the user is a sponsor or a sub, and tasks are shared within their group only. Sub accounts are created, deleted and maintained by the primary sponsoring user of each group. Tasks are unique items held in a list for every group, and are accessible by the primary sponsor as well as the sub users. A Lumens wallet is created for each user.

2.2 Data Flows

Users input information to the application via normal keyboard and mouse interactions. Signup information is transferred to the database, as well as any subsequent sub user credentials. All group data, including users, profile pictures, tasks, notes, payout amounts, and lumen wallets, are maintained via the AWS server. PinUp uses the Stellar Horizon API to create and maintain virtual wallets, where a currency called Lumens resides. Lumens are bought in by the sponsoring user, and kept in their wallet. When a sub user completes a task and the sponsoring user verifies that it is completed, Lumens in the amount that the task was worth are transferred from the sponsor's wallet into the wallet of the sub user.

2.3 User Access Levels

The Primary group user/sponsor is able to add and delete sub accounts, as well as tasks and payout amounts. Sub users do not have access to any other user information and can only manipulate task progress and their own profile pictures and personal information. A Lumens wallet is created for each user, and transactions are carried out from one wallet to another upon task completion. The primary sponsoring user has the ability to add funds to their own wallet as well as allow transfers from their own account to sub accounts within their group. Sub users may not alter the balance of the primary account or add to their own account by any means other than task completion. Sub users may not initiate transfers between sub users, nor do they have access to viewing the amount of Lumens in any user's wallet other than their own.

Section 3: Using the System

3.1. Creating an Account

- Click the “Sign Up” link in the top right of the home page.
- On the “Register New Account” popup window, enter all of the required fields.

Register New Account

First Name
Nabeel

Last Name
Hussain

Email address
nabeelh21@gmail.com
We'll never share your email with anyone else.

Date of Birth
06/21/1990

Password
.....

Password must contain the following:

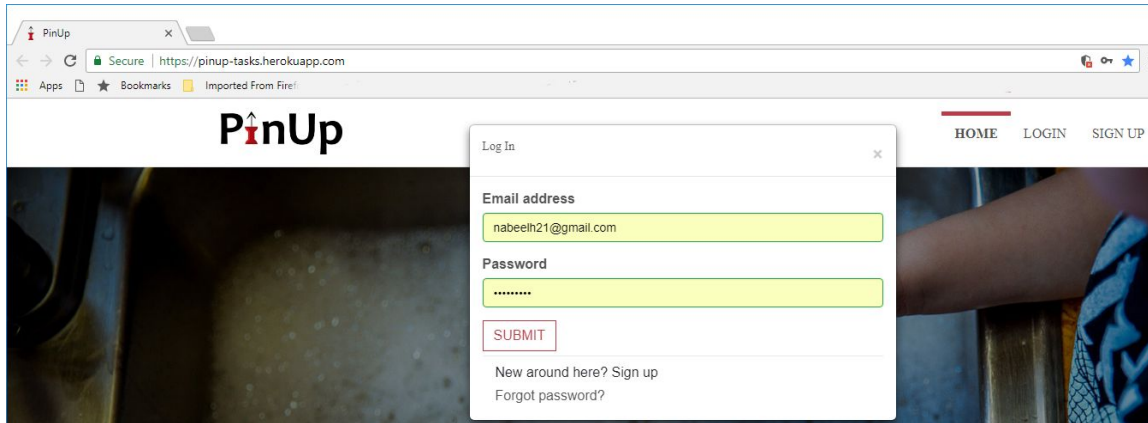
- ✓ A lowercase letter
- ✓ A capital (uppercase) letter
- ✓ A number
- ✓ A symbol
- ✓ Minimum 8 characters

SUBMIT

- You will need to supply a valid email and be over the age of 13 to register.
- Your password must contain upper and lowercase letters, at least one number, and at least one symbol. The prompt will show what criteria are not met.
- Click “Submit.” You will be sent an email to activate your account, and then taken to your system dashboard page.

3.2. Logging in

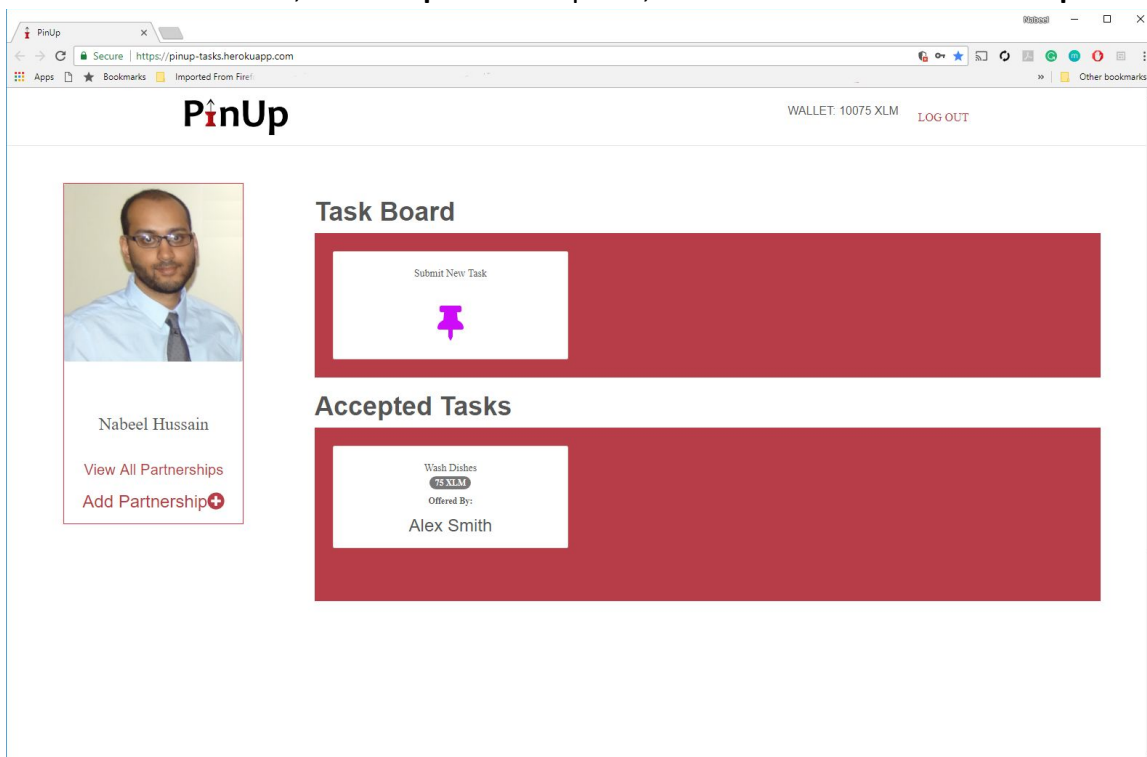
- Click the “Login” link in the top right of the home page.
- A user ID (email address) and password is required to log in to the web interface.
- If you have not validated your email, your account will not have been finalized and login will not proceed to the dashboard.



- Enter the email address and password, and click the “Submit” button.
- You will be taken to your system dashboard page.

3.3. Dashboard

This image of the dashboard displays your username, profile picture, and Lumens Wallet, as well as the **Task Board**, the **Accepted Tasks** panel, and the link to view **Partnerships**.

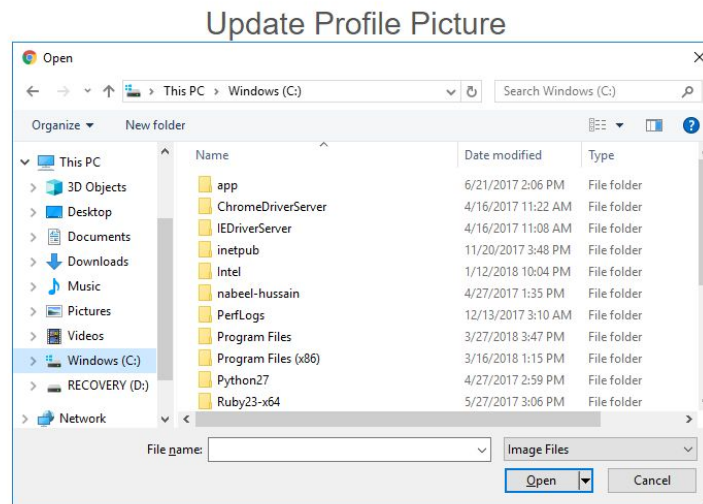


- Your username and profile picture are displayed on the left.
- The user is able to see all the sub-accounts or partners they have by clicking the “View All Partnerships” link
- The User is able to add new sub-accounts or partnerships by clicking the “Add Partnership” link

- The top section of the dashboard lets the user post new tasks and assign them to their sub-accounts
- The bottom section of the dashboard shows the tasks the user has accepted that need to be completed.
- The balance of your Lumen Wallet is displayed at the top right.

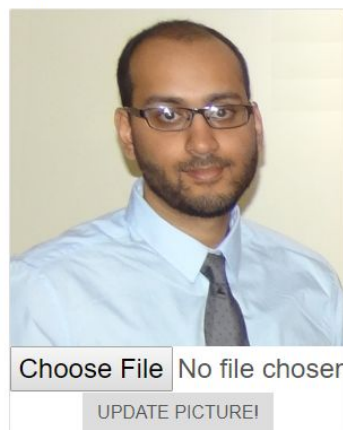
3.3.1 Changing Profile Pictures

- Click on the picture on your profile.
- Click on "Choose File."



- Select "Open" in the file browser, once the appropriate file is selected.

Update Profile Picture



- Click the "Update Picture!" button.
- Your new profile picture will now be visible on your account dashboard.

3.4. Task Board and Accepted Tasks Panel

3.4.1 Adding a Task

- Click the pin icon in the center of the blank task pane.
- On the “Create New Task” page, enter all of the required fields.
- Click the “Submit” button.

The screenshot shows a web browser window with the PinUp application. The page title is 'Create New Task'. The form contains the following fields:

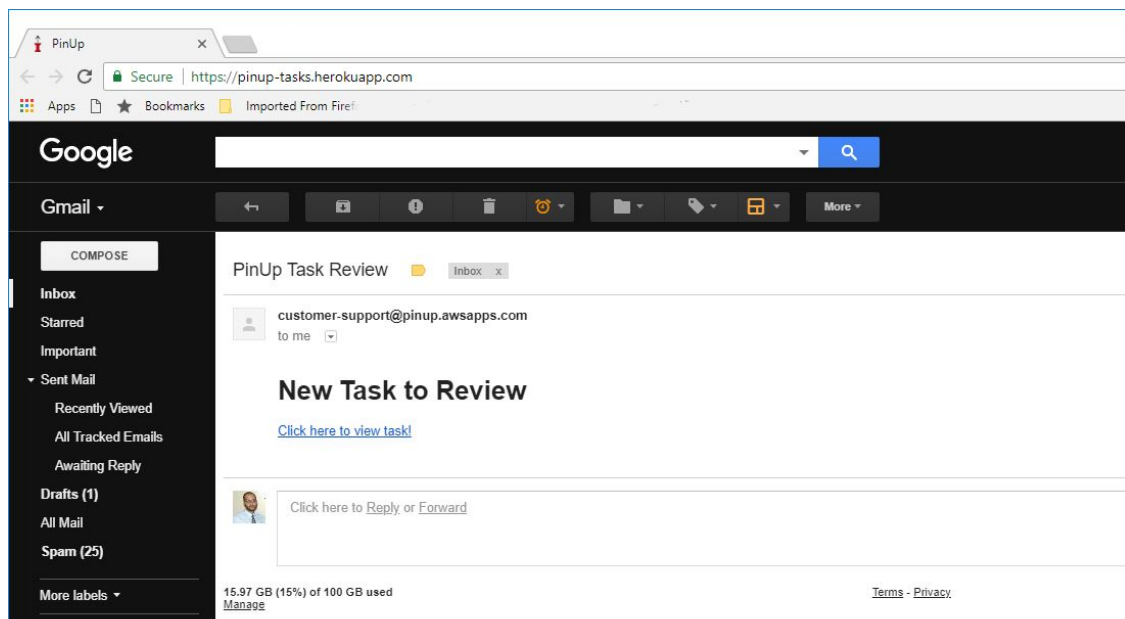
- Title:** A text input field with the placeholder text 'e.g Wash Dishes'.
- Description:** A larger text input field.
- Payout:** A text input field with the value '10.00' and a dropdown menu showing 'XLM'.
- Receiver:** A dropdown menu with the text 'Choose...'.

At the bottom of the form, there is a checkbox labeled 'Alert User By Email?' and a red 'SUBMIT' button.

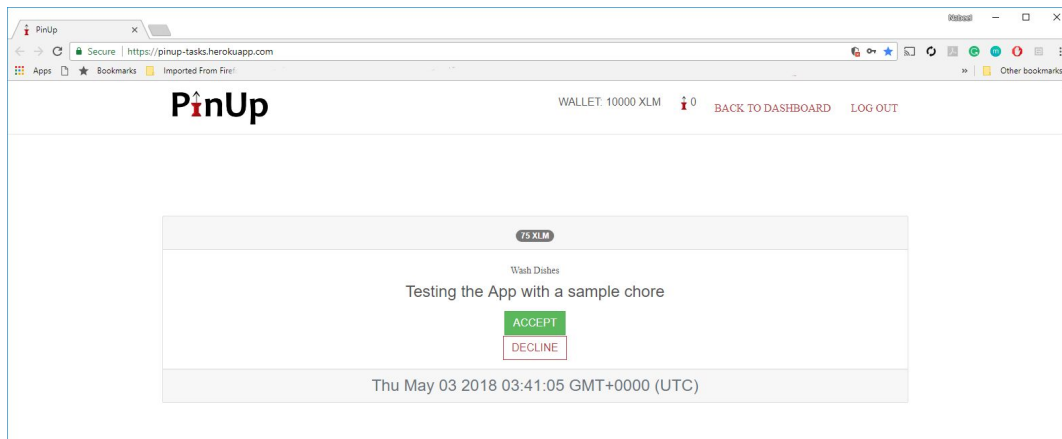
- The new task will be created, and an email will be sent to the recipient to accept the task.

3.4.2 Accepting a Task via Email

- When a task is created by a sponsoring user, an acceptance email will be sent to the designated sub-user.



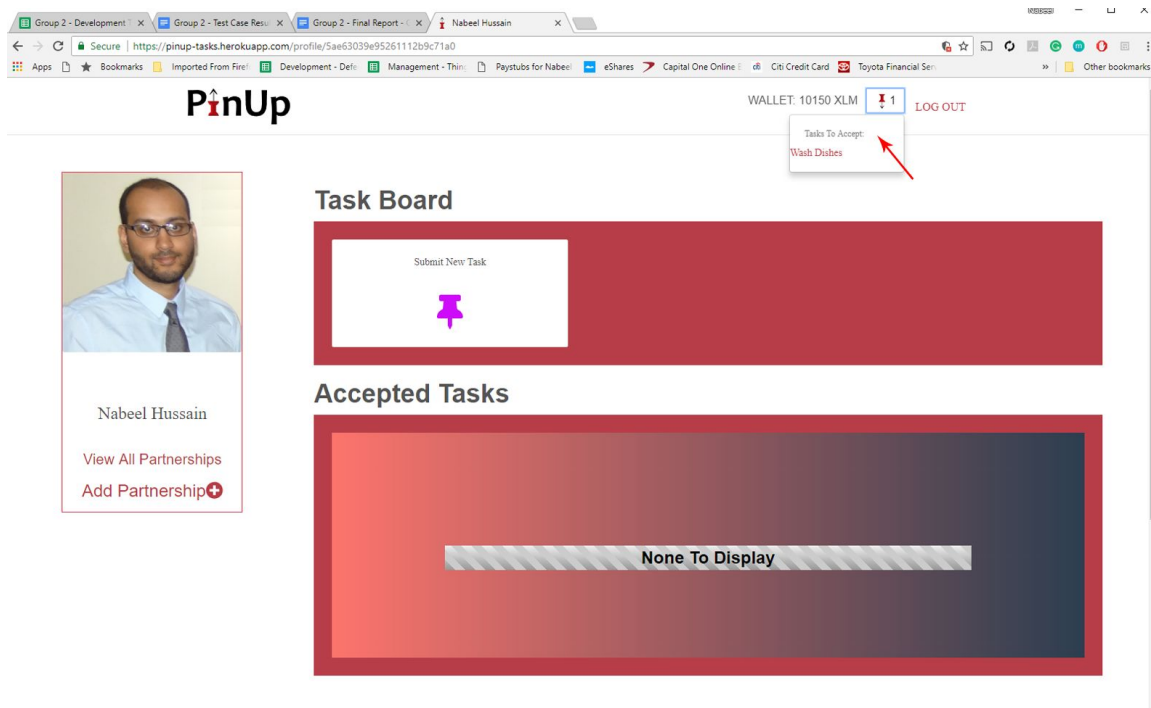
- As the designated sub-user, click the link in the email to view the task in the PinUp application.



- Clicking "Accept" will add the task to your dashboard.
- Clicking "Decline" will not add the task.

3.4.3 Accepting a Task via the Dashboard

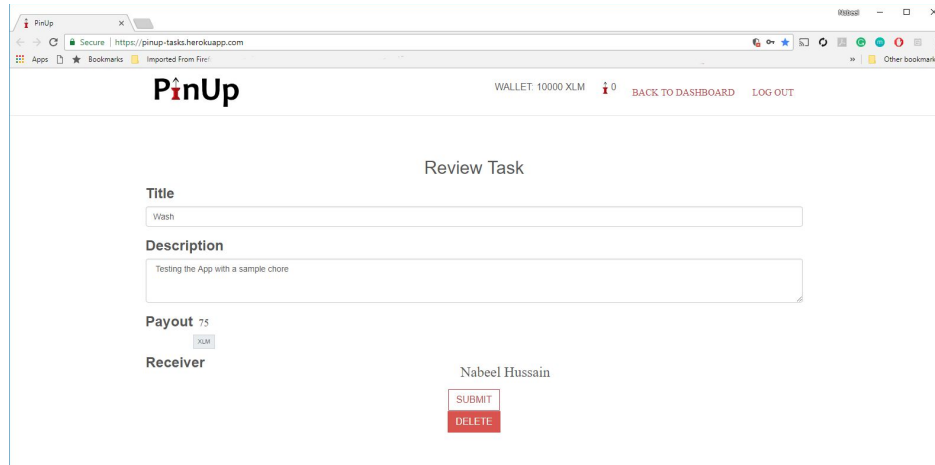
- When a task is created by a sponsoring user, a notification will appear in the corner of the designated sub-user's dashboard.



- Clicking this icon will display the tasks currently pending acceptance.
- Clicking the individual pending task will load its page, on which the sub-user can accept or decline the task.

3.4.4 Editing a Task as a Sponsoring Account

- As a sponsoring user, click the “View” link in the center of a task pane.
- On the “Review Task” popup window, edit the necessary fields.



The screenshot shows a web browser window with the PinUp application. The main content area is titled "Review Task". It contains a form with the following fields:

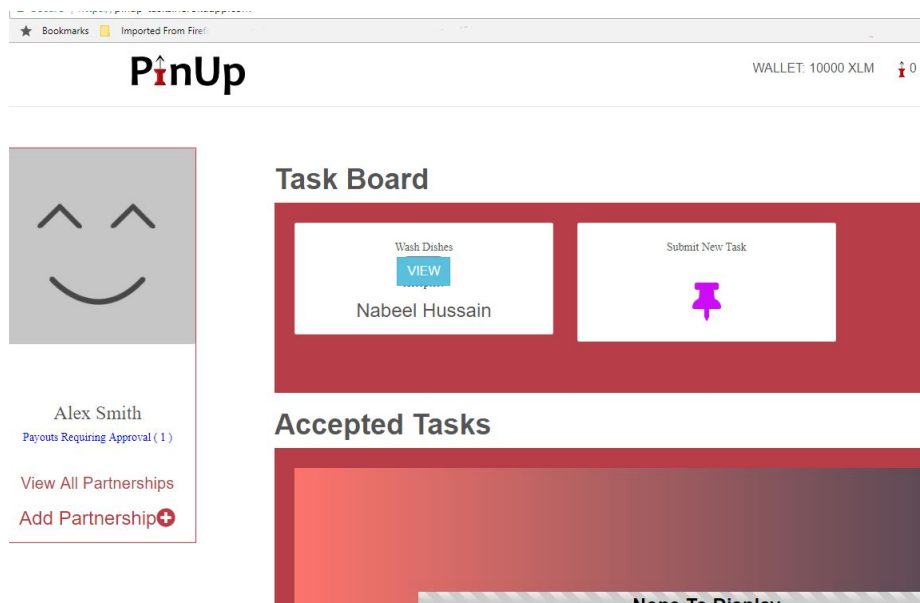
- Title:** A text input field containing the word "Wash".
- Description:** A text input field containing the text "Testing the App with a sample chore".
- Payout:** A text input field containing the number "75".
- Receiver:** A text input field containing the name "Nabeel Hussain".

At the bottom of the form, there are two buttons: a white "SUBMIT" button and a red "DELETE" button. The browser's address bar shows the URL "https://pinup-tasks.herokuapp.com".

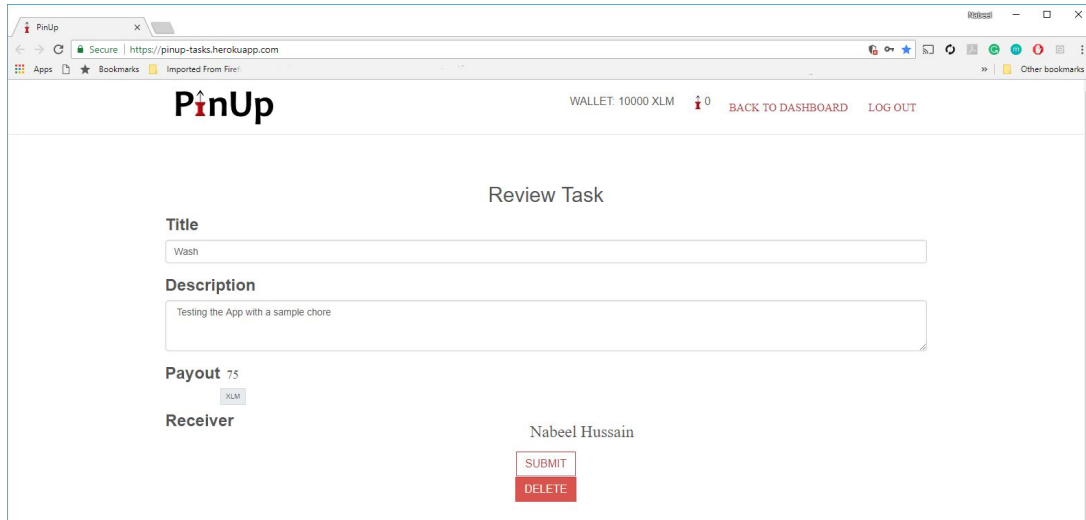
- Click the “Submit” button.

3.4.5 Deleting a Task as a Sponsoring Account

- Log in to your Sponsor Account via the PinUp homepage.
- Click the “View” button in the center of a task pane in the “Task Board” section.



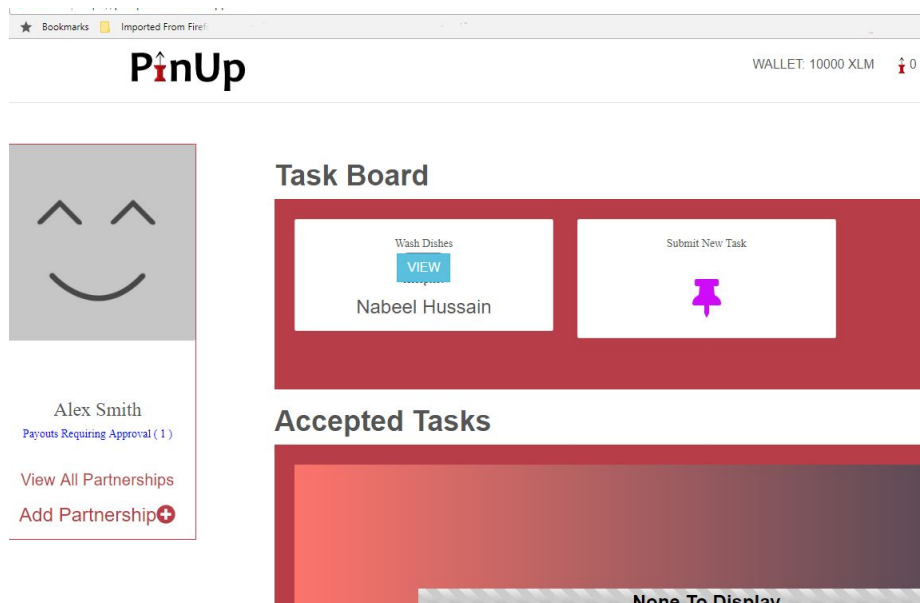
- This will display the “Review Task” page.



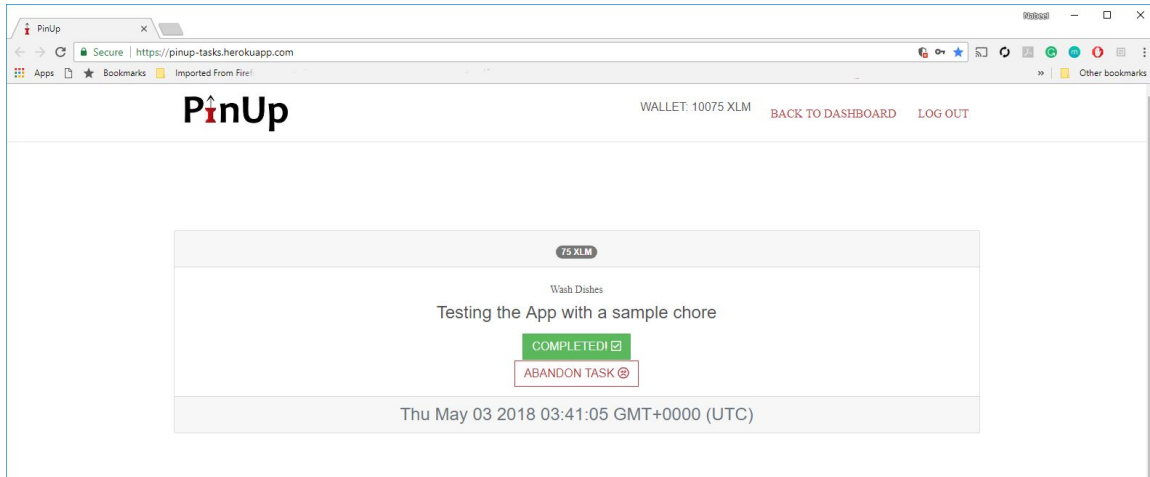
- In the “Review Task” page, click “Delete.”
- The task will no longer display in the Task Board, or the designated user’s Accepted Tasks panel.

3.4.6 Abandoning a Task as a Sub-Account

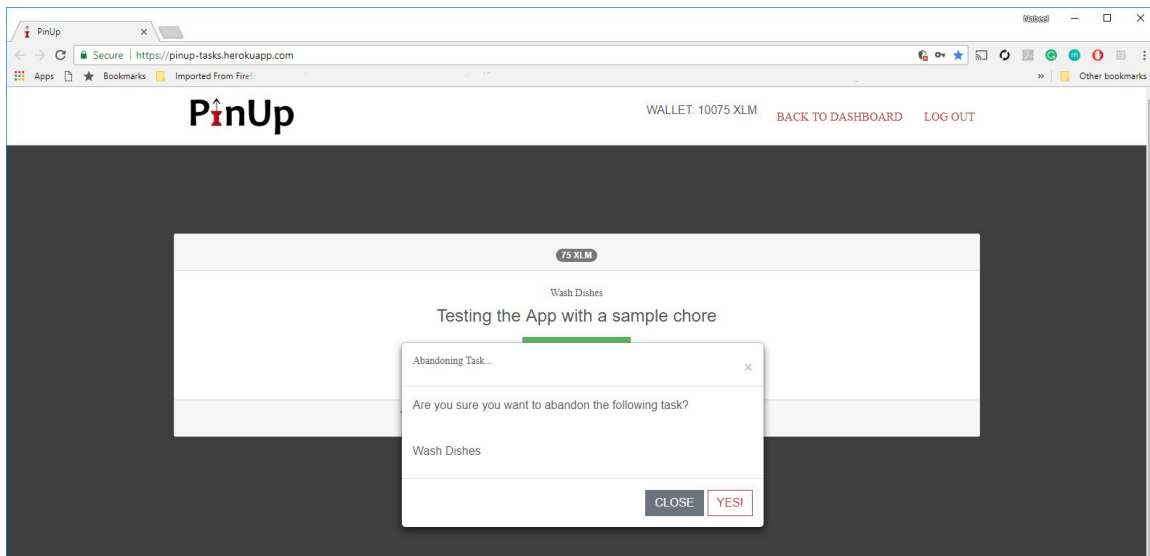
- Log in to your Sub Account via the PinUp homepage.
- Click the “View” button in the center of a task pane in the “Task Board” section.



- This will display the task page.



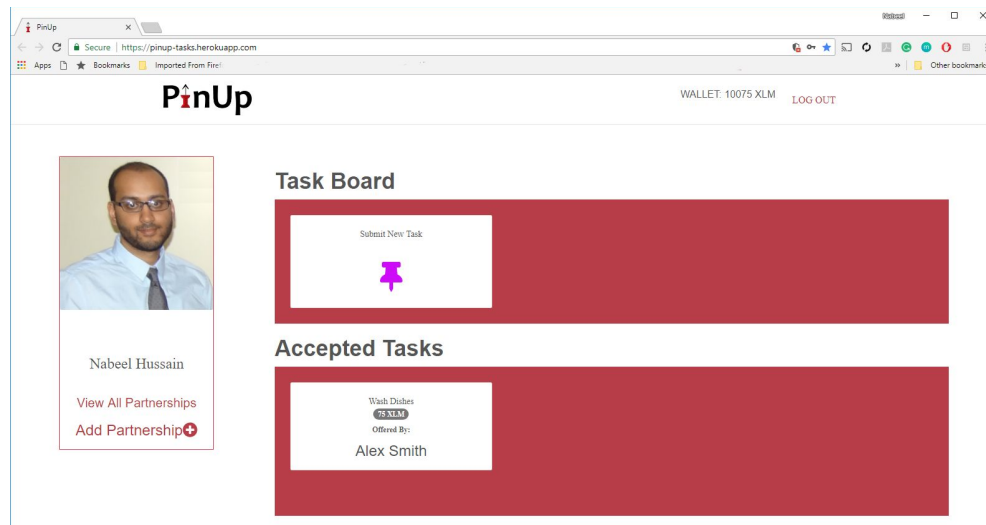
- Click the “Abandon Task” button.



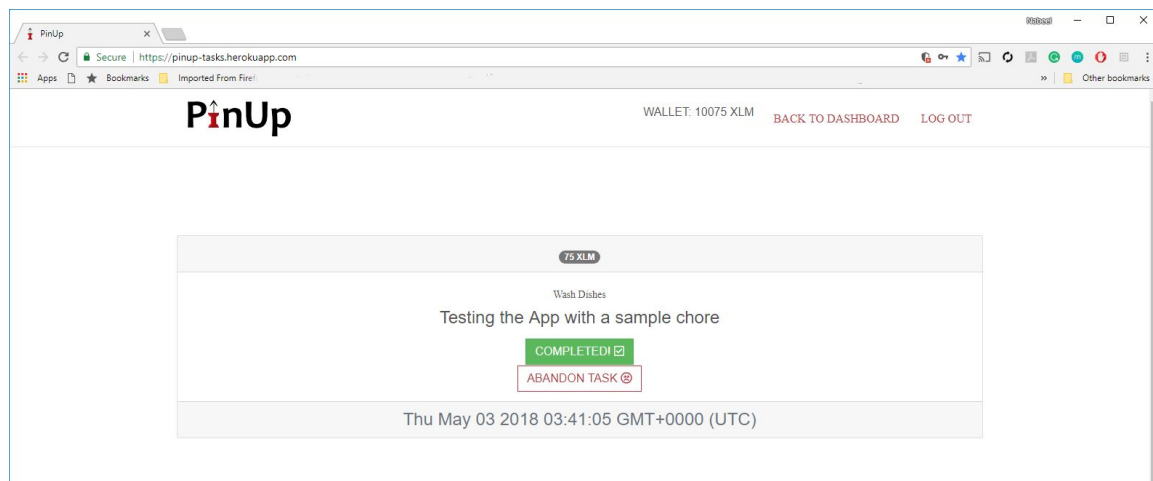
- In the “Abandoning Task” popup, you will be asked if you are sure. Click “Yes!” to complete the abandonment of the task.
- The task will no longer be listed in the “Accepted Tasks” panel on the dashboard.

3.4.7 Completing a Task as a Sub-Account

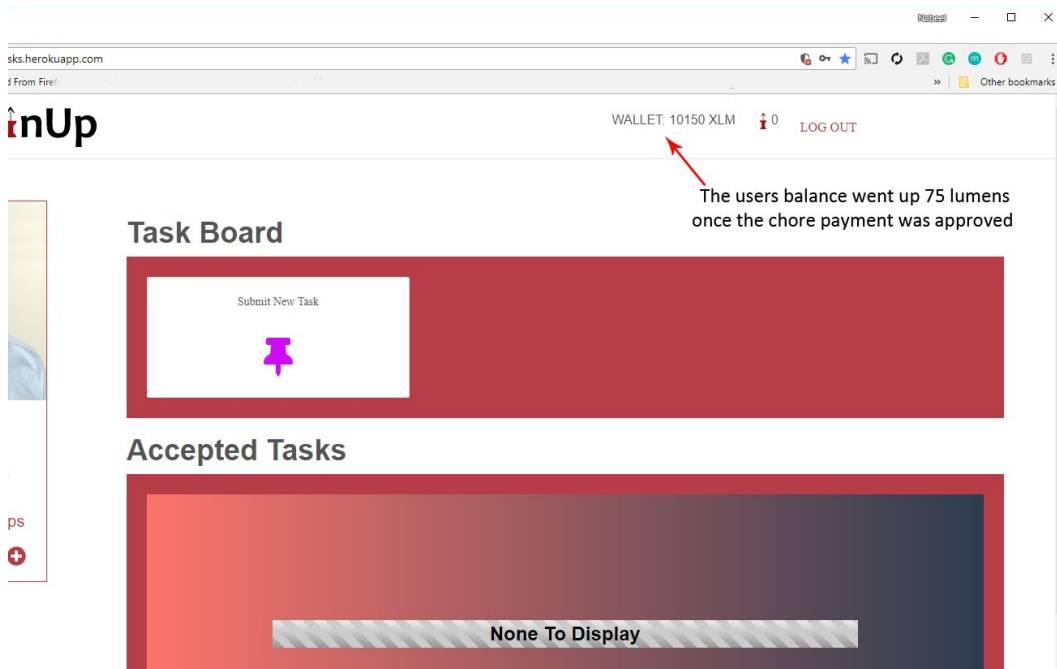
- Log in to your Sub Account via the PinUp homepage.



- Click on the appropriate task in the “Accepted Tasks” panel on the dashboard.

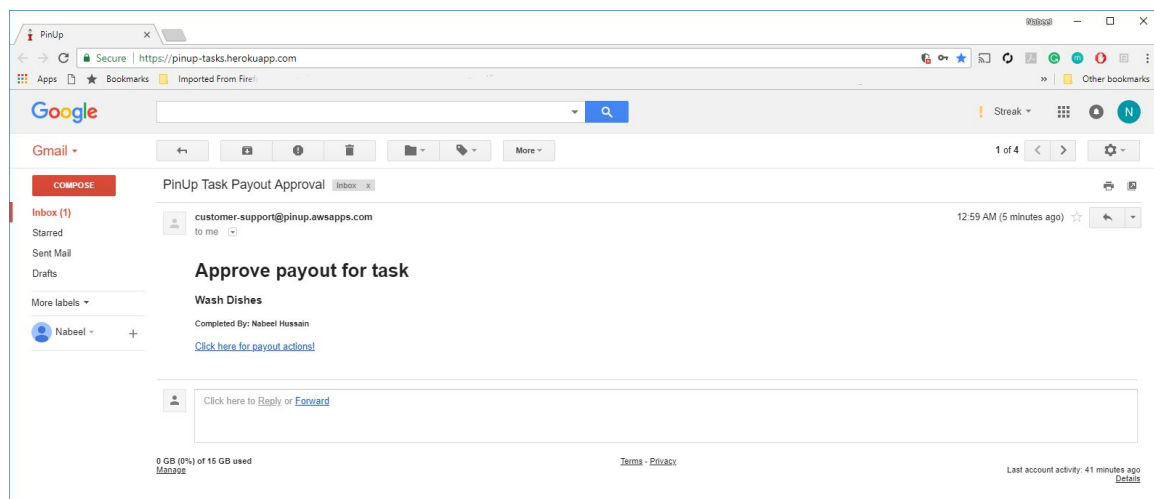


- Click on the “Completed!” button. This will send a verification email to the sponsoring user.
- Once the sponsoring user verifies the completion of the task, the Lumens payout amount for the task will be transferred into your Wallet, as shown below.

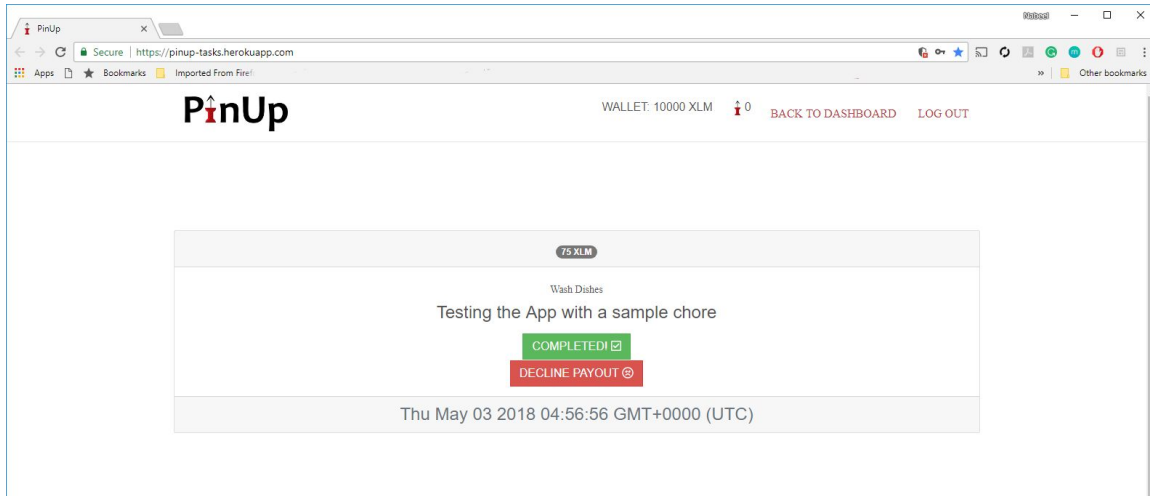


3.4.8 Approving Payment for Task Completion via Email

- When a user submits a task as completed, a verification email is sent to the sponsoring user of that task.



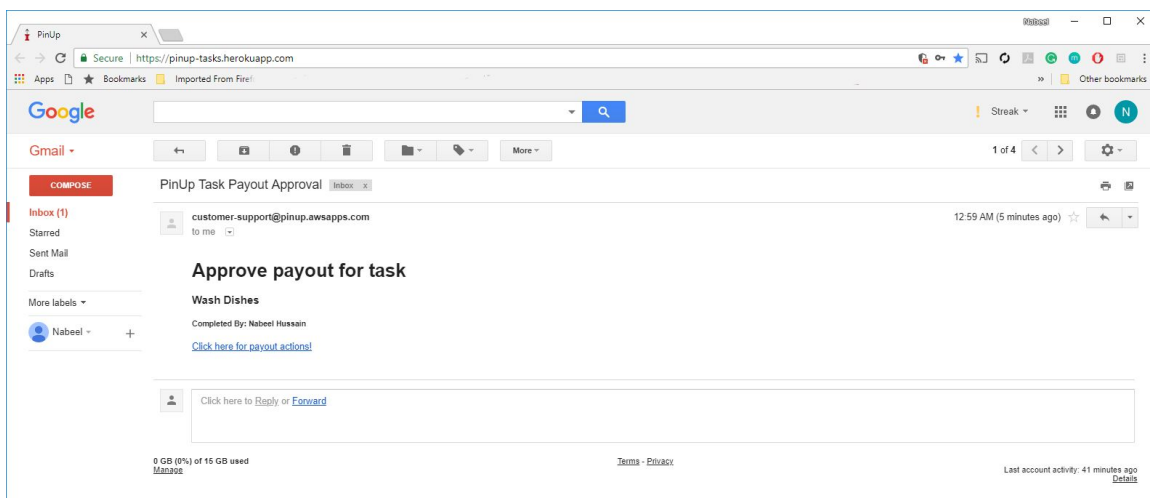
- Open the email and click the link. This will take you to the task page.



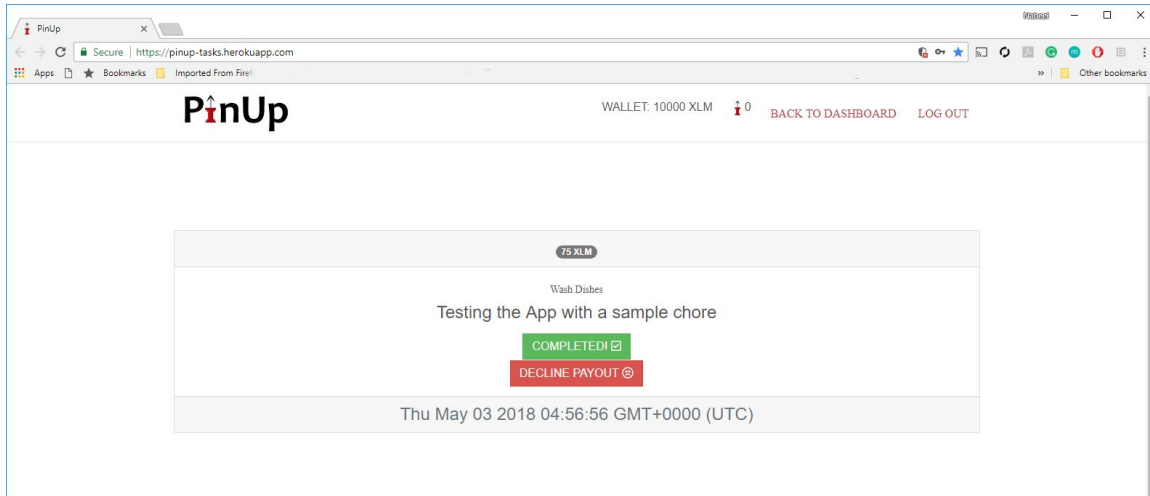
- If the task has been satisfactorily completed, clicking the “Approve” button will validate the completion request and the Lumens payout amount will be transferred to the sub-user’s Lumens Wallet.
- If the task has not been completed, clicking the “Decline payout” button will not allow the transfer of funds, and the task will not be shown in the “Accepted Tasks” panel anymore.

3.4.9 Approving Payment for Task Completion via the Dashboard

- Log in to your Sponsor Account via the PinUp homepage.
- When a user submits a task as completed, a verification email is sent to the sponsoring user of that task.



- Open the email and click the link. This will take you to the task page.

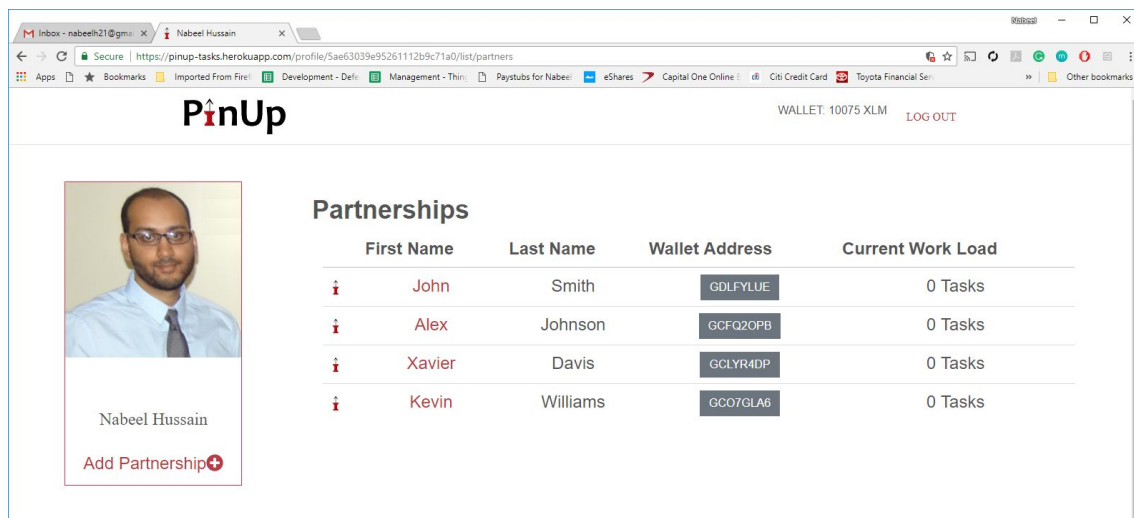


- If the task has been satisfactorily completed, clicking the “Approve” button will validate the completion request and the Lumens payout amount will be transferred to the sub-user’s Lumens Wallet.
- If the task has not been completed, clicking the “Decline payout” button will not allow the transfer of funds, and the task will not be shown in the “Accepted Tasks” panel anymore.

3.5. Partnerships Panel

3.5.1 Accessing the List of Partnerships

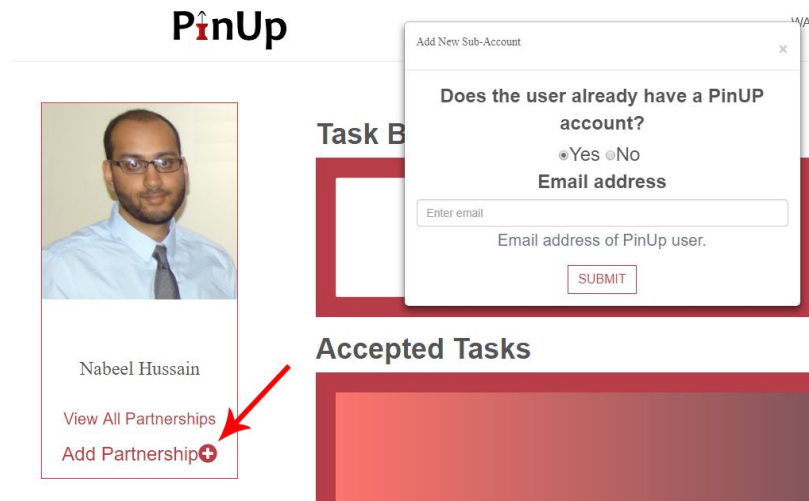
- Log in to your Sponsoring Account via the PinUp homepage.
- On the Partnerships panel, click the “View All Partnerships” link.



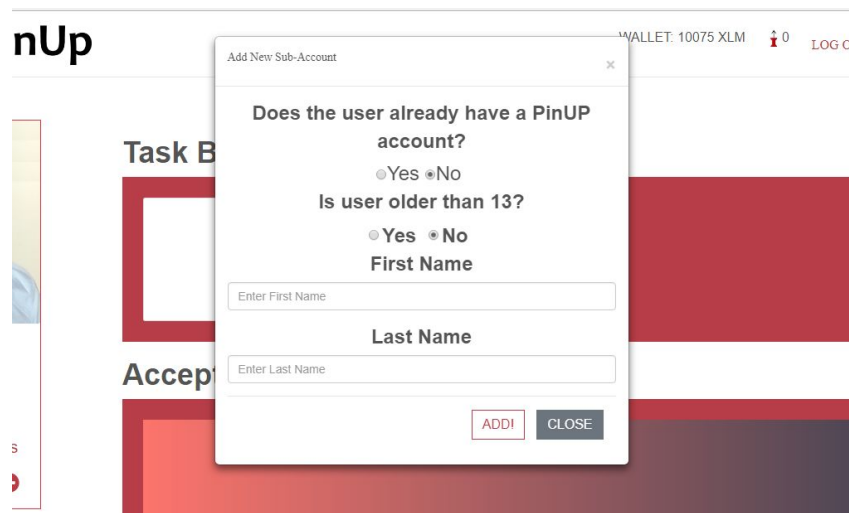
- This will display an active list of partnerships.

3.5.2 Creating a Partnership

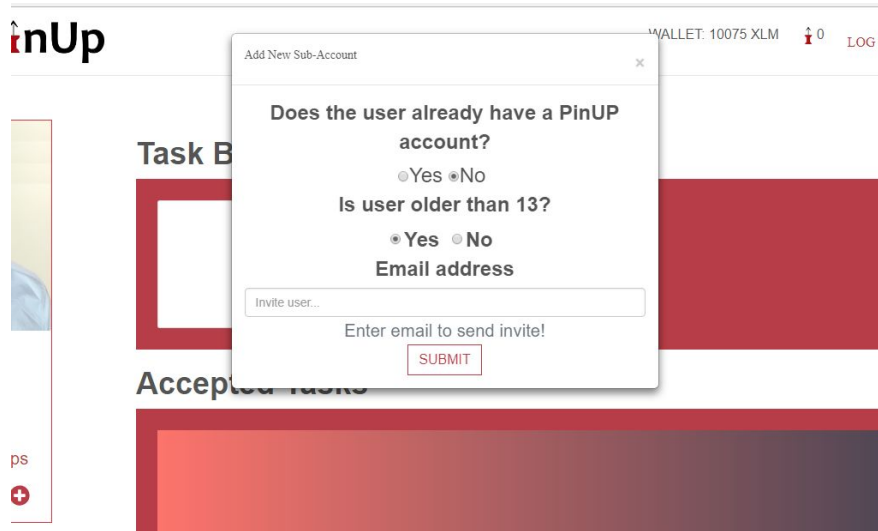
- Log in to your Sponsoring Account via the PinUp homepage.
- On the Partnerships panel, click the “Add Partnership” link.



- If the user already has an account, simply enter their associated email address.



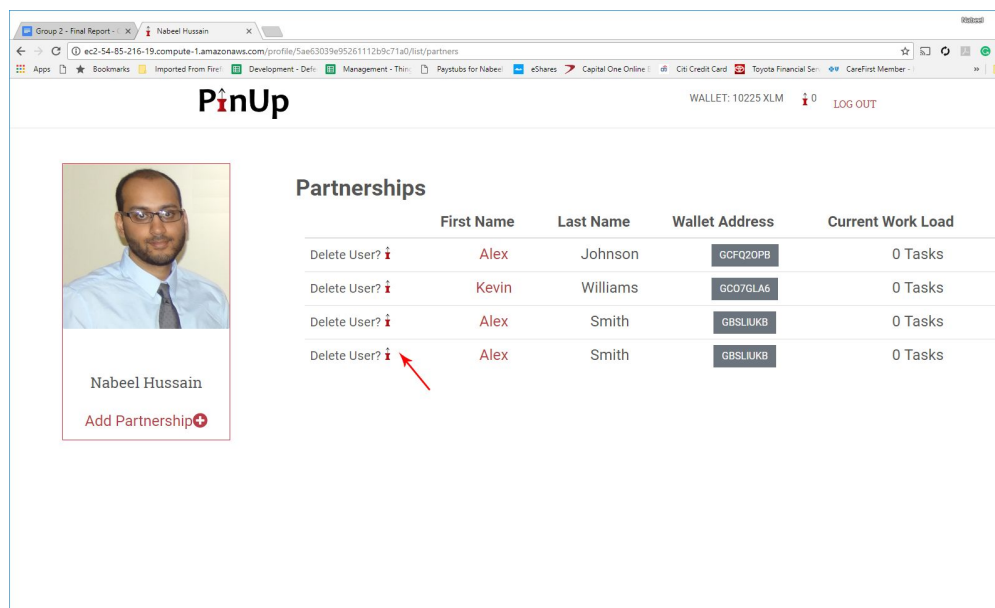
- If the user does have an account, you must denote whether or not they are over the age of 13. If they aren't, you will set up their account for them.



- If the user is over the age of 13, a verification email will be sent to them to set up their accounts.
- Click "Submit." You will see the Sub account added to the dashboard (once it is verified, in the latter case).

3.5.3 Removing a Partnership

- Log in to your Sponsoring Account via the PinUp homepage.
- Click the "View All Partnerships" link in the left side of the dashboard
- On the "Partnerships" page, click the pin icon next to the "Delete User?" of the specific sub-account you want to delete.



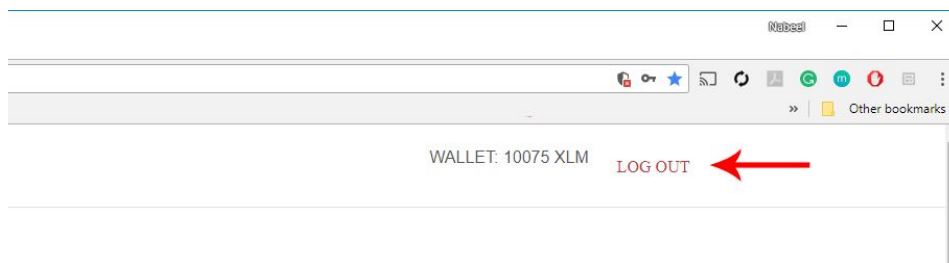
3.6. Lumens Wallet

3.6.1 Adding to your balance

- When you create your account, the balance will be zero.
- Log in to your Sponsoring account and click the “Wallet” link in the upper right.
- Your public Wallet address will be displayed.
- Access your Cryptocurrency exchange, and have your deposit sent to that address.
- Your new balance will be shown in the Wallet at the top of your dashboard.

3.7. Logging Out

- Click the “Logout” link in the upper right of the system dashboard page.



- This will take you to the PinUp home page.