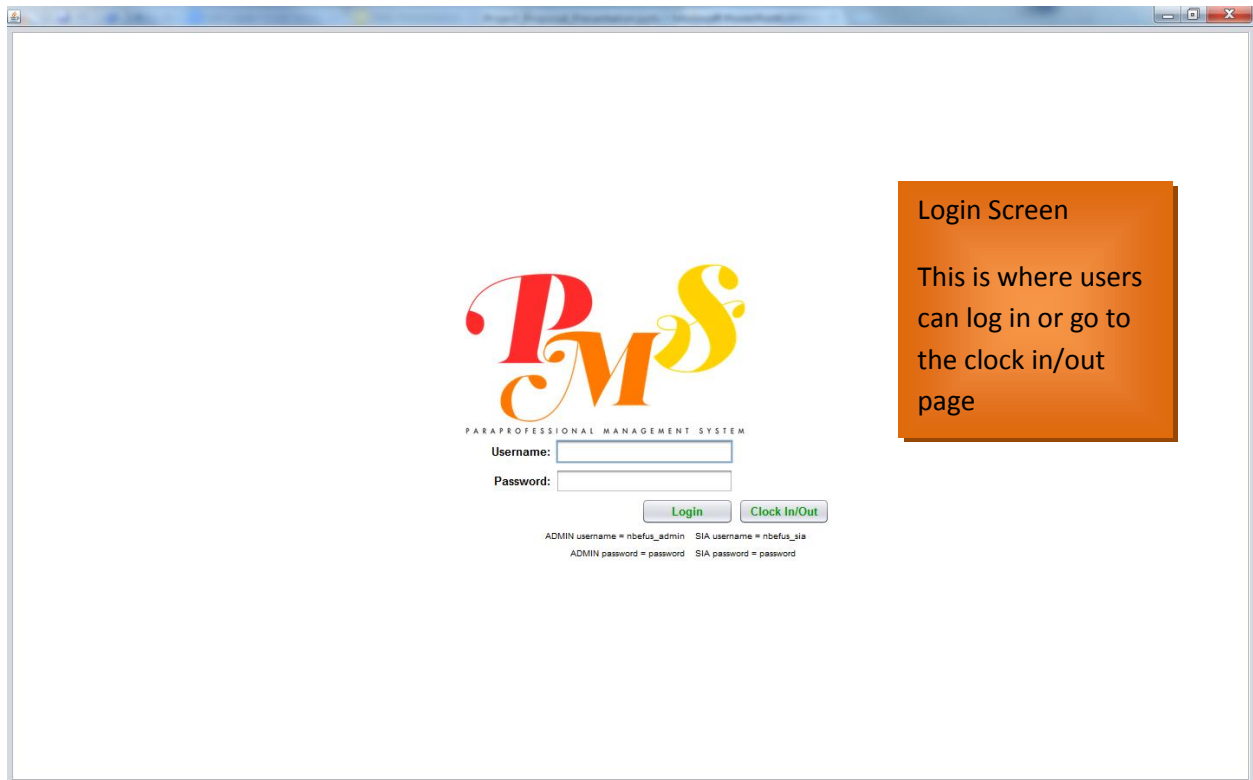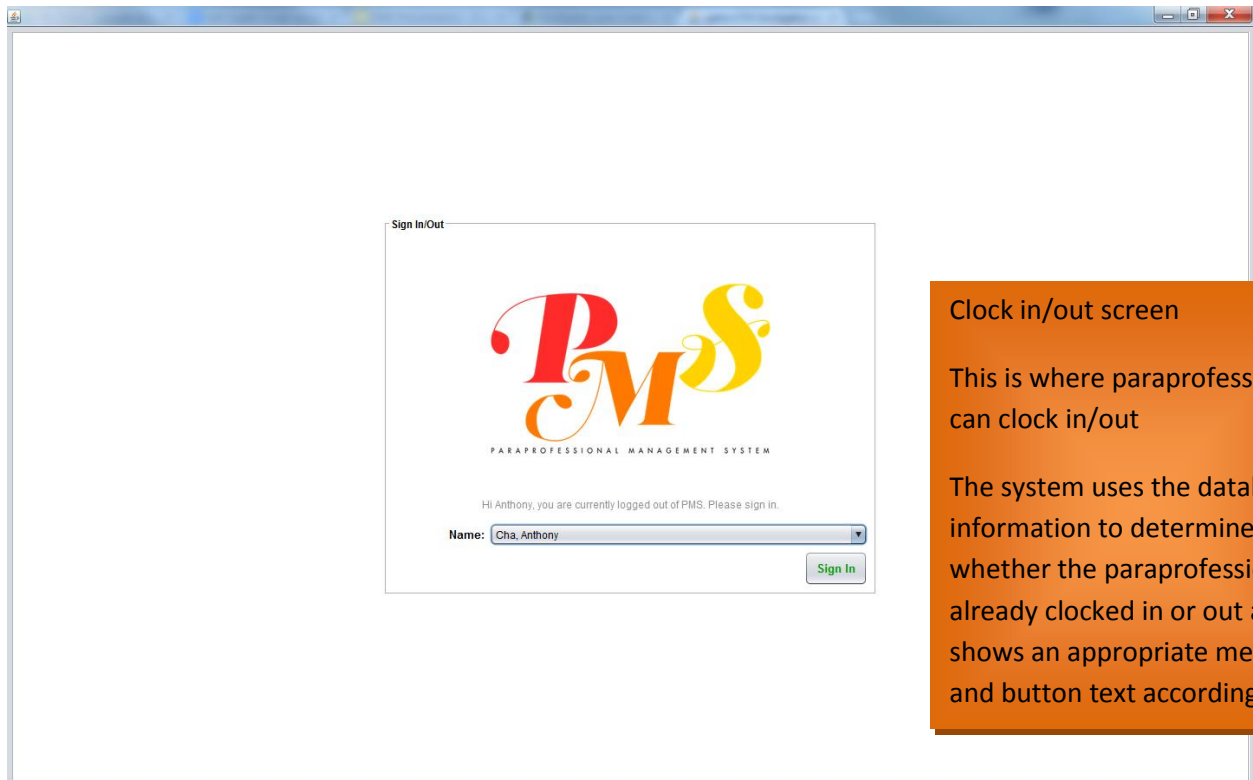## Download and Run

Once you have downloaded the zip file unzip the file in any directory you wish. To run the application double click on PMS.jar and it will start up.

Screen Captures and Tutorial

Login Screen

This is where users can log in or go to the clock in/out page

Login Screen

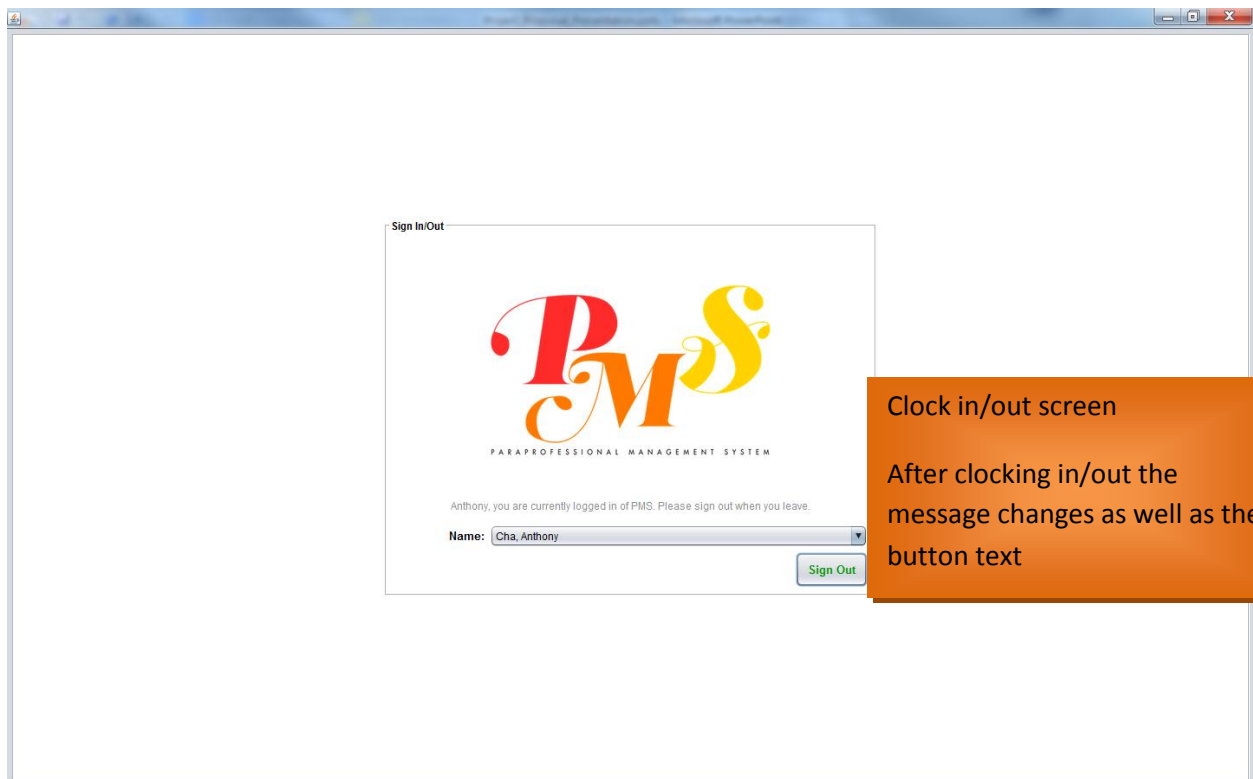Feedback for wrong passwords/username is given in red

Clock in/out screen

This is where paraprofessionals can clock in/out

The system uses the database information to determine whether the paraprofessional is already clocked in or out and shows an appropriate message and button text accordingly

Clock in/out screen

After clocking in/out the message changes as well as the button text

Admin/SIA Create Tab

This is where users can create and edit sessions

Admin/SIA Create Tab

All the comboboxes are auto complete. The student and course information has an added auto complete which completes the rest of the related fields based on one of the fields.

If a field has more than one result, one can use the mouse on the next comboboxes to limit the selection based on previous selection. **Right now the keyboard can't be used after the first selection. It is used to reset the selection and search again. This is to allow a cancel of the current object search

Admin/SIA Create Tab

This shows the auto-auto complete
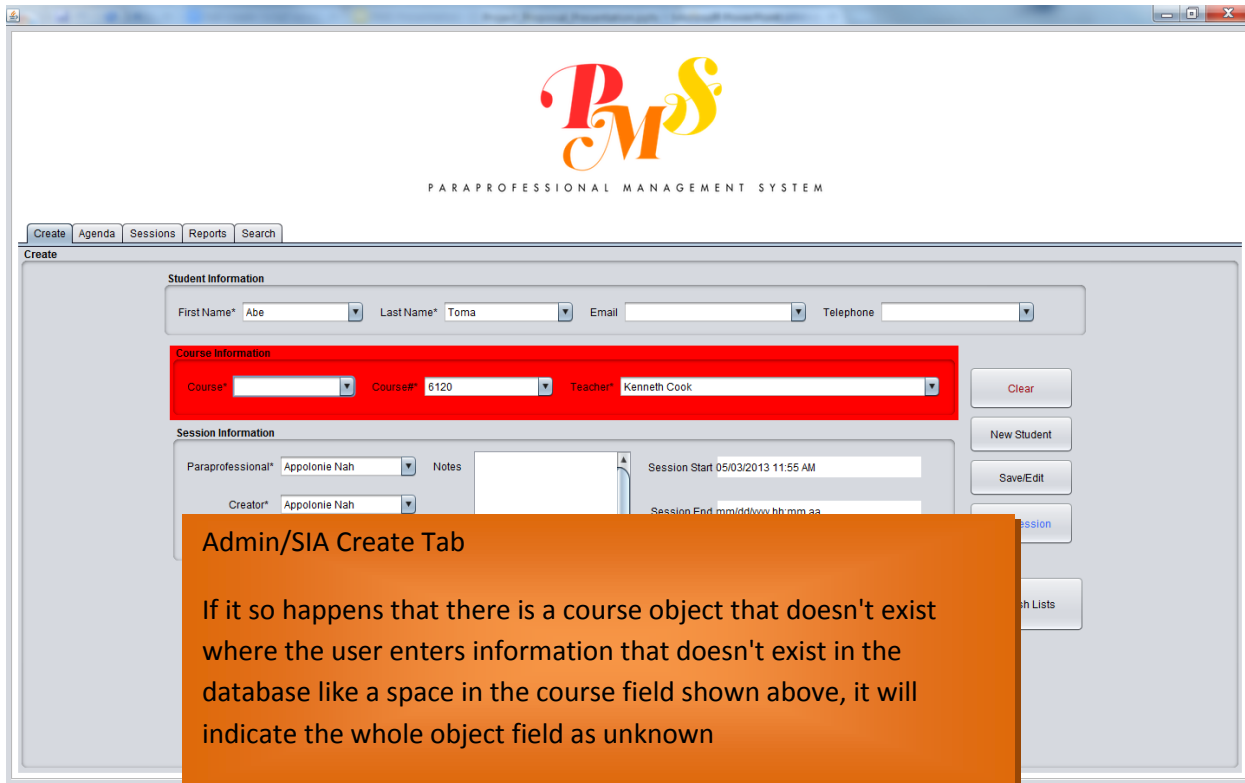

Admin/SIA Create Tab

Shows the course auto-auto complete by searching for "sou" in the teacher box, the other fields complete to account for the first result which is "Edward Souza" and the courses he teaches.

Admin/SIA Create Tab

Shows the courses the search of the teacher field and to choose a course based on that search

Admin/SIA Create Tab

Once the user tries to create a session, it will give feedback whether the required fields are filled in or not
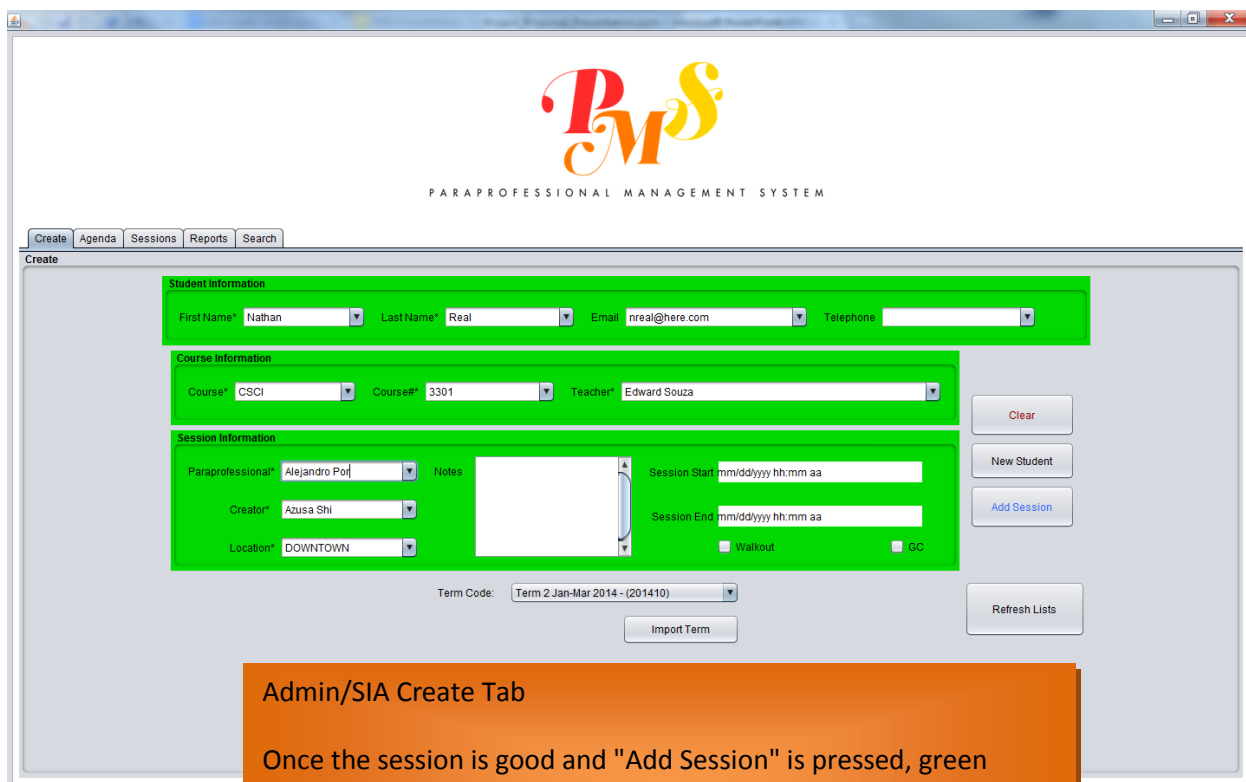
Admin/SIA Create Tab

If it so happens that there is a course object that doesn't exist where the user enters information that doesn't exist in the database like a space in the course field shown above, it will indicate the whole object field as unknown

Admin/SIA Create Tab

Once the session is good and "Add Session" is pressed, green flashing occurs to give feedback to the user that the session was created successfully

Select an Option

? Are you sure you want to import term: Spring 2013 - (201320)

[Yes] [No] [Cancel]
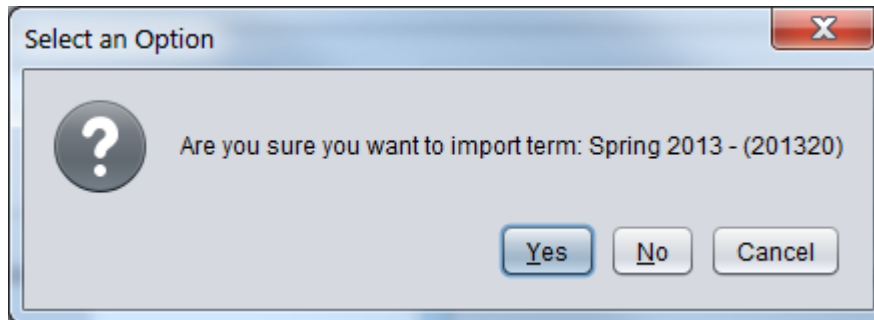
Admin Create Tab

On the Create Tab for ADMIN screen only there is a term combobox and an import button. This is currently used to help automate the process of addi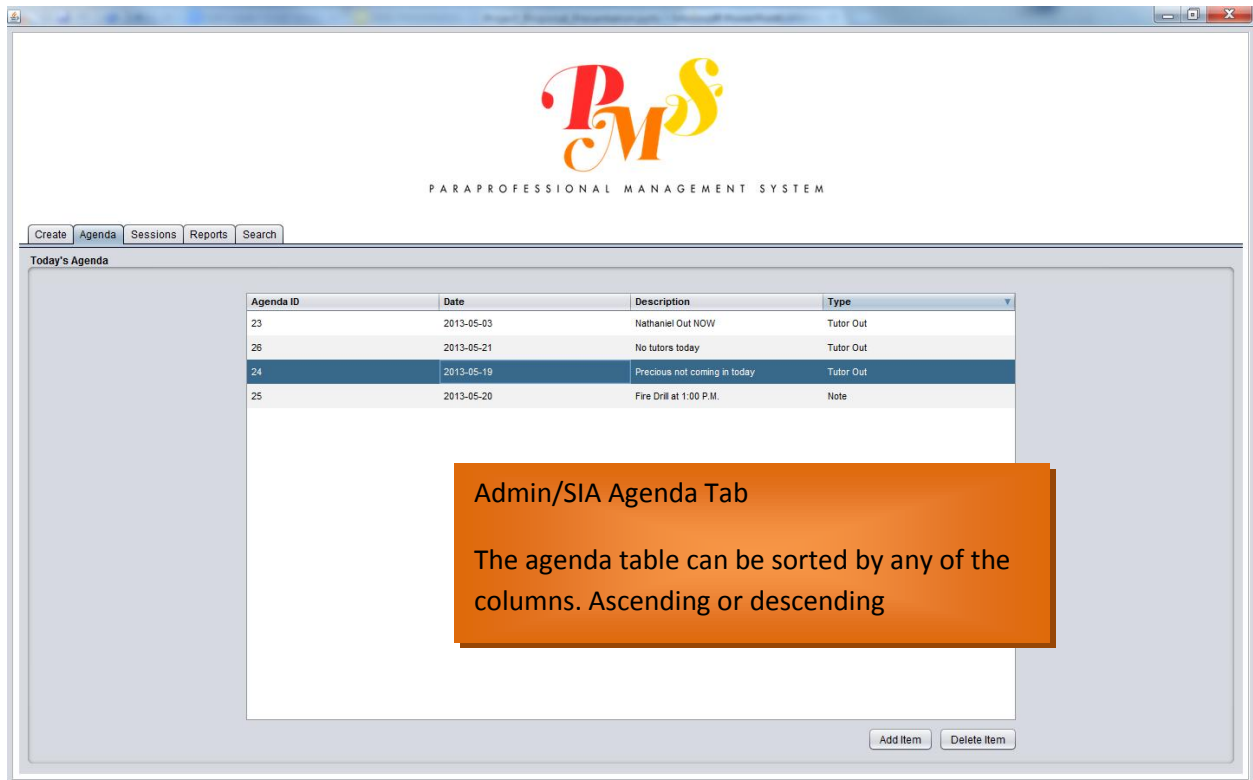ng teachers, courses, and subjects to the database. Since it is difficult to get authorization for direct access to the database which holds this information, we found a way around this to just get the information we need instead of having access to all the personal information the database would contain.

We found that we could scrape the website where HPU allows people to search for courses for a specific term. We can grab that information and import it into our database, saving the ADMIN's a TON of typing and adding objects to the system.
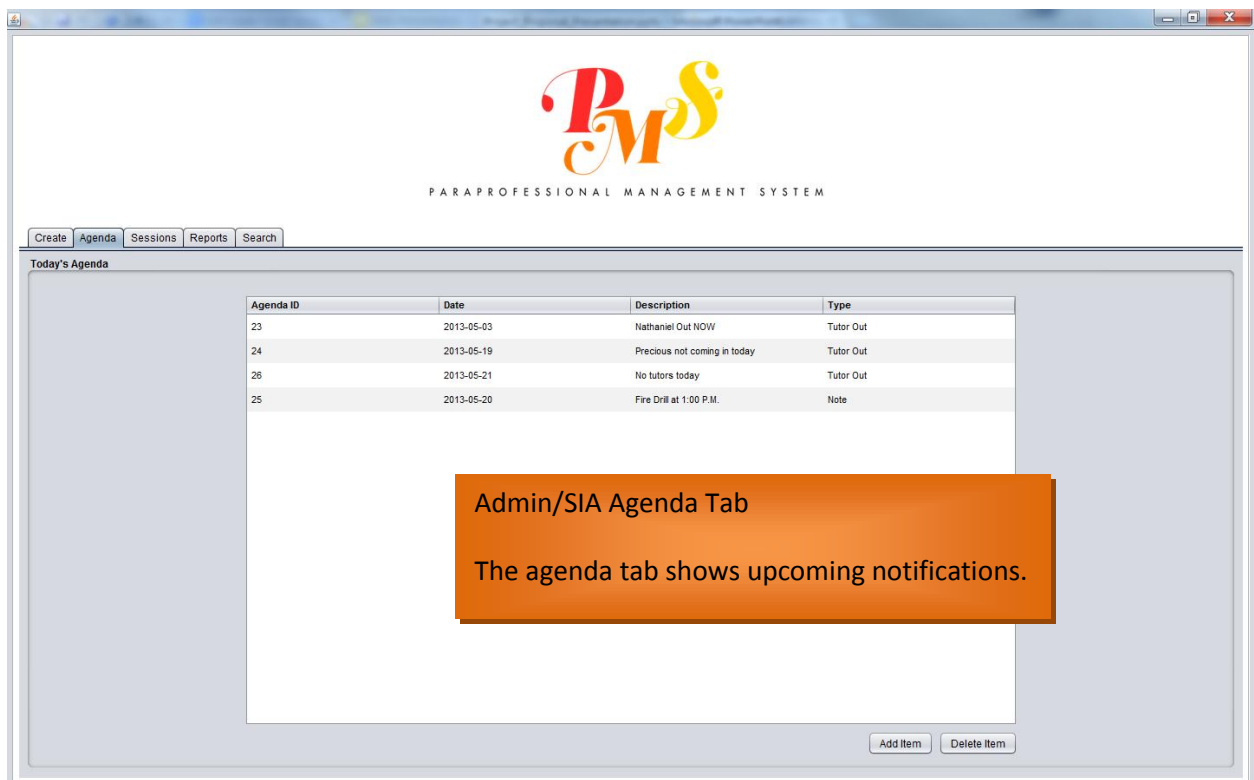
PMS

PARAPROFESSIONAL MANAGEMENT SYSTEM
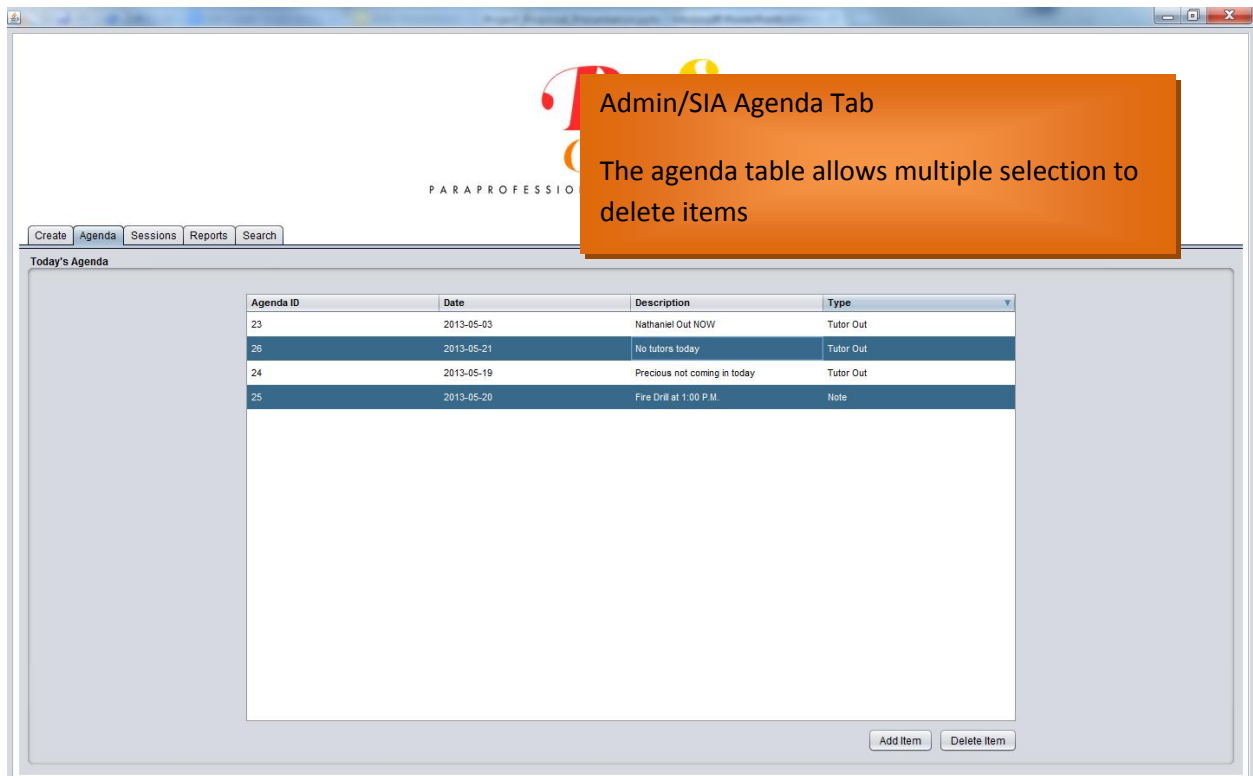
Create | Agenda | Sessions | Reports | Search

Today's Agenda

Agenda ID	Date	Description	Type
23	2013-05-03	Nathaniel Out NOW	Tutor Out
24	2013-05-19	Precious not coming in today	Tutor Out
26	2013-05-21	No tutors today	Tutor Out
25	2013-05-20	Fire Drill at 1:00 P.M.	Note

Admin/SIA Agenda Tab

The agenda tab shows upcoming notifications.

[Add Item] [Delete Item]

Admin/SIA Agenda Tab

The agenda table can be sorted by any of the columns. Ascending or descending

Admin/SIA Agenda Tab

The agenda table allows multiple selection to delete items

Create New Agenda

Category* [Tutor Out ▼]

Date* [05/21/2013]

Ex. mm/dd/yyyy

Description* [No tutors today]

[Cancel] [Save/Edit] [Create]
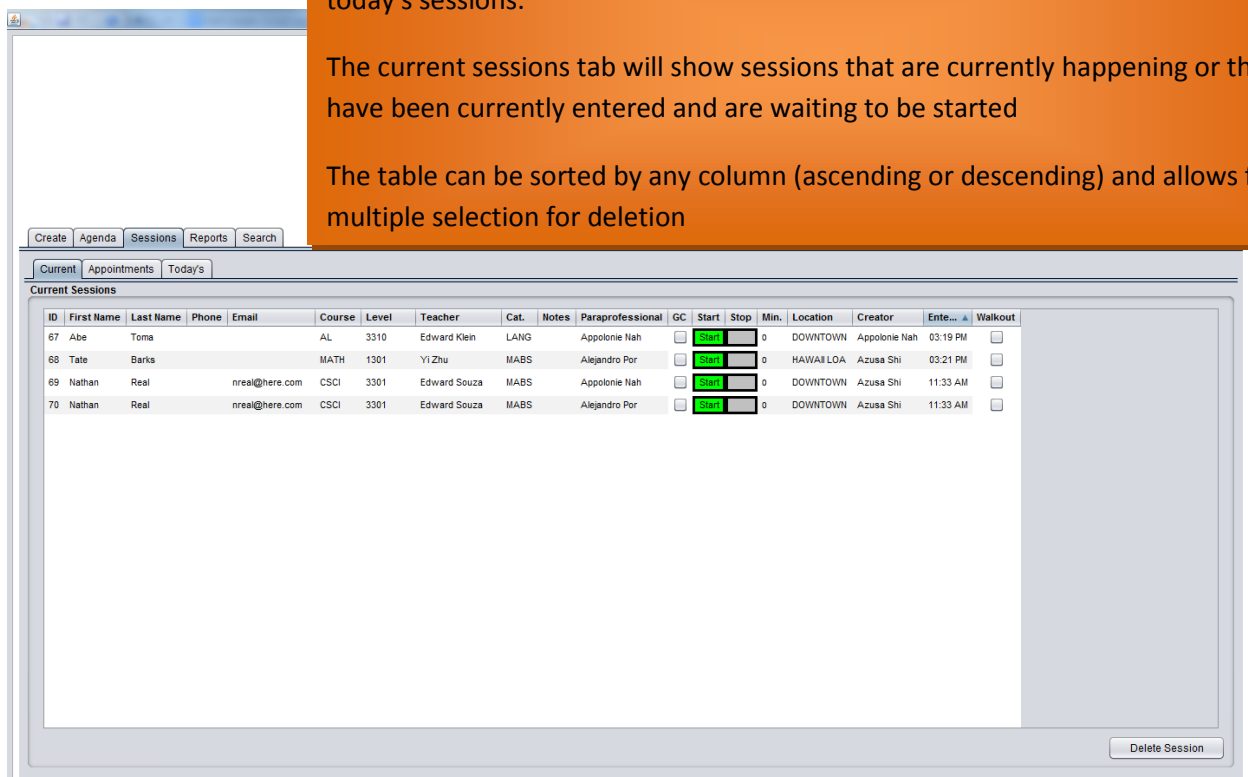
Admin/SIA Agenda Tab

The agenda table allows a double click to bring up the edit menu where the user can edit or copy the existing agenda item

Admin/SIA Sessions Tab

The sessions tab has a tab pane inside of it that will show current, future, and today's sessions.

The current sessions tab will show sessions that are currently happening or that have been currently entered and are waiting to be started

The table can be sorted by any column (ascending or descending) and allows for multiple selection for deletion

Create | Agenda | Sessions | Reports | Search

Current | Appointments | Today's

Current Sessions

ID	First Name	Last Name	Phone	Email	Course	Level	Teacher	Cat.	Notes	Paraprofessional	GC	Start	Stop	Min.	Location	Creator	Ente... ▲	Walkout
67	Abe	Toma			AL	3310	Edward Klein	LANG		Appolonie Nah	☐	Start		0	DOWNTOWN	Appolonie Nah	03:19 PM	☐
68	Tate	Barks			MATH	1301	Yi Zhu	MABS		Alejandro Por	☐	Start		0	HAWAII LOA	Azusa Shi	03:21 PM	☐
69	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Appolonie Nah	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐
70	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Alejandro Por	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐

[Delete Session]

Admin/SIA Sessions Tab

The sessions table allows for a double click on the start cell to start the session and to record the starting time in the database. The table will then refresh every minute and keep track of how long the session has been in the "min" column.

Admin/SIA Sessions Tab

Double clicking on any other column other than "start", "stop", "walkout" will bring all the sessions information to the Create Tab and fill in that information and allow to edit that session or to copy it into a new session

Admin/SIA Sessions Tab

The save/edit button that is normally not showing, shows to allow for the edit and saves the information

PARAPROFESSIONAL MANAGEMENT SYSTEM

| Create | Agenda | Sessions | Reports | Search |

Create

Student Information

First Name* Abe   Last Name* Toma   Email   Telephone

Course Information

Course* AL   Course#* 3310   Teacher* Edward Klein

Clear

Session Information

New Student

Paraprofessional* Appolonie Nah   Notes   Session Start 05/03/2013 11:15 AM

Save/Edit

Creator* Appolonie Nah   Session End mm/dd/yyyy hh:mm aa

Add Session

Location* DOWNTOWN   ☐ Walkout   ☐ GC

Term Code: Spring 2013 - (201320)

Refresh Lists

Import Term

Admin/SIA Sessions Tab

Once the session has been going for over 20 minutes, the "Min" column cell turns yellow to warn of the approaching 30 minute normal session time.

PARAPROFESSIONAL MANAGEMENT SYSTEM

| Create | Agenda | Sessions | Reports | Search |

| Current | Appointments | Today's |

Current Sessions

ID	First Name	Last Name	Phone	Email	Course	Level	Teacher	Cat.	Notes	Paraprofessional	GC	Start	Stop	Min.	Location	Creator	Entered	Walkout
67	Abe	Toma			AL	3310	Edward Klein	LANG		Appolonie Nah	☐	11:15 AM	STOP	23	DOWNTOWN	Appolonie Nah	11:38 AM	☐
68	Tate	Barks			MATH	1301	Yi Zhu	MABS		Alejandro Por	☐	Start		0	HAWAII LOA	Azusa Shi	03:21 PM	☐
69	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Appolonie Nah	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐
70	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Alejandro Por	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐

Delete Session

Admin/SIA Sessions Tab

Once the session has been going for over 25 minutes, the "Min" column cell turns red to warn of the approaching 30 minute normal session time.

ID	First Name	Last Name	Phone	Email	Course	Level	Teacher	Cat.	Notes	Paraprofessional	GC	Start	Stop	Min.	Location	Creator	Entered	Walkout
67	Abe	Toma			AL	3310	Edward Klein	LANG		Appolonie Nah	☐	11:15 AM	STOP	26	DOWNTOWN	Appolonie Nah	11:38 AM	☐
68	Tate	Barks			MATH	1301	Yi Zhu	MABS		Alejandro Por	☐	Start		0	HAWAII LOA	Azusa Shi	03:21 PM	☐
69	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Appolonie Nah	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐
70	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Alejandro Por	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐

Admin/SIA Sessions Tab

Once the user double clicks the "Stop" column to stop the session, the session is updated in the database and removed from the current sessions table

ID	First Name	Last Name	Phone	Email	Course	Level	Teacher	Cat.	Notes	Paraprofessional	GC	Start	Stop	Min.	Location	Creator	Entered	Walkout
68	Tate	Barks			MATH	1301	Yi Zhu	MABS		Alejandro Por	☐	Start		0	HAWAII LOA	Azusa Shi	03:21 PM	☐
69	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Appolonie Nah	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐
70	Nathan	Real		nreal@here.com	CSCI	3301	Edward Souza	MABS		Alejandro Por	☐	Start		0	DOWNTOWN	Azusa Shi	11:33 AM	☐

Admin/SIA Sessions Tab

Under the Today's session Tab it will show that session that was ended and any other session that happened today that has been completed. Double clicking it will allow for editing on the Create Tab just as in the Current sessions Tab. Deleting is also allowed here.

| Create | Agenda | Sessions | Reports | Search |

| Current | Appointments | Today's |

Today's Sessions

ID	First Name	Last Name	Phone	Email	Course	Level	Teacher	Cat.	Notes	Paraprofessional	GC	Start	Stop	Min.	Location	Creator	Entered	Walkout
67	Abe	Toma			AL	3310	Edward...	LA...		Appolonie Nah	☐	11:15 AM	11:41 AM	26	DOWNT...	Appolonie Nah	11:38 AM	☐

Delete Session

Admin/SIA Sessions Tab

If a session is made to include a session start time at creation time, and is in the future, the session will become an appointment at the given date and time and will show up under the Sessions tab in the appointments tab

| Create | Agenda | Sessions | Reports | Search |

Create

Student Information

First Name* Abe   Last Name* Toma   Email   Telephone

Course Information

Course* AL   Course#* 3310   Teacher* Edward Klein

Clear

New Student

Session Information

Paraprofessional* Appolonie Nah   Notes   Session Start 05/03/2013 11:55 AM

Creator* Appolonie Nah   Session End mm/dd/yyyy hh:mm aa

Location* DOWNTOWN   ☐ Walkout   ☐ GC

Save/Edit

Add Session

Term Code: Spring 2013 - (201320)

Import Term

Refresh Lists

Admin/SIA Sessions Tab

The appointments tab will hold all the future upcoming sesssions. Instead of just including the entered time as on the current and today's session tabs, the entered date is also shown as well since it can be here for more than just today.

The "Min" column is just like the one on the Current sessions Tab with one difference. The column counts the minutes down till the appointment starting time. It turns yellow when session is under 15 minutes from starting and turns red when under 10 minutes from starting

At any time, the user can start the session by double clicking the start cell. This will update the session in the database, remove it from the appointments tab and into the current sessions tab with the current start time.

Admin/SIA Sessions Tab

Once an appointment is started, it shows up in the current sessions tab with the start time and begins tracking.

Admin/SIA Reports Tab

On the reports tab, it will show useful information according to sessions in the database
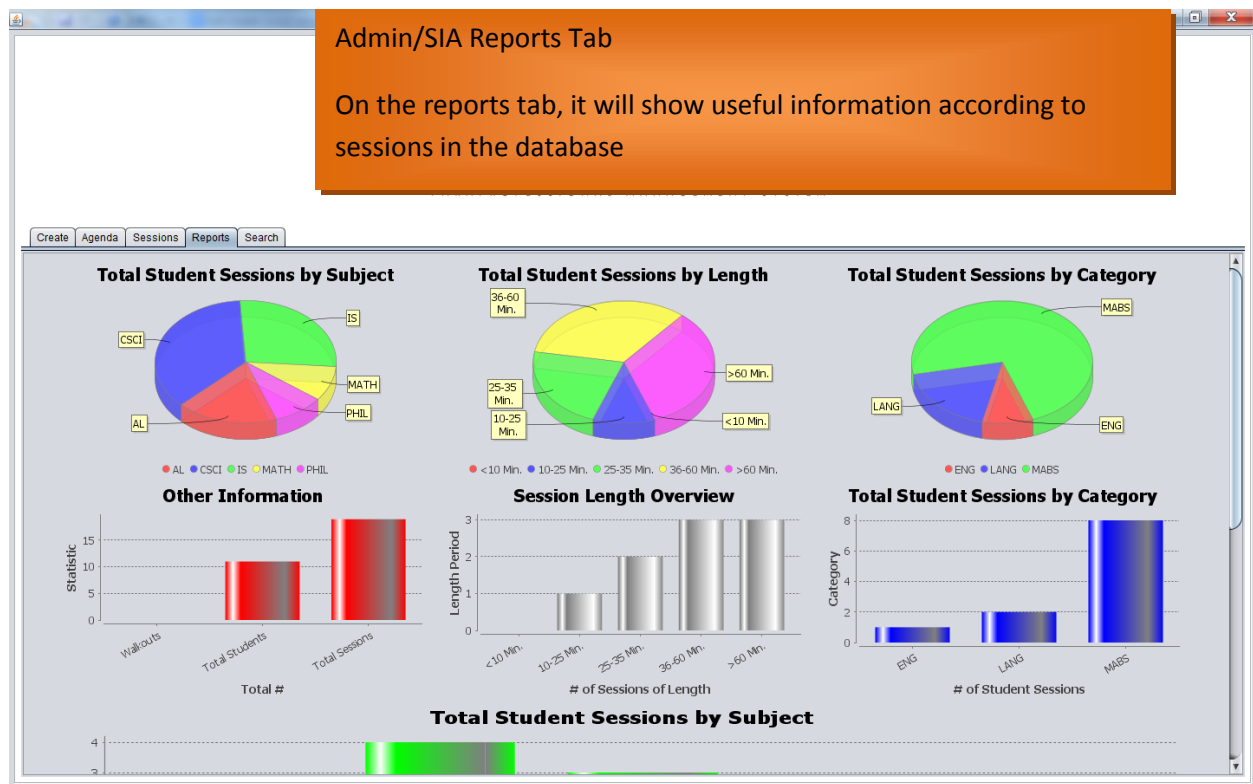
Admin/SIA Reports Tab

The chart data is also shown at the bottom of the page as well as a way to limit the data by day, week, month, year, or all time with the added option of specifying a begin and end date and time.
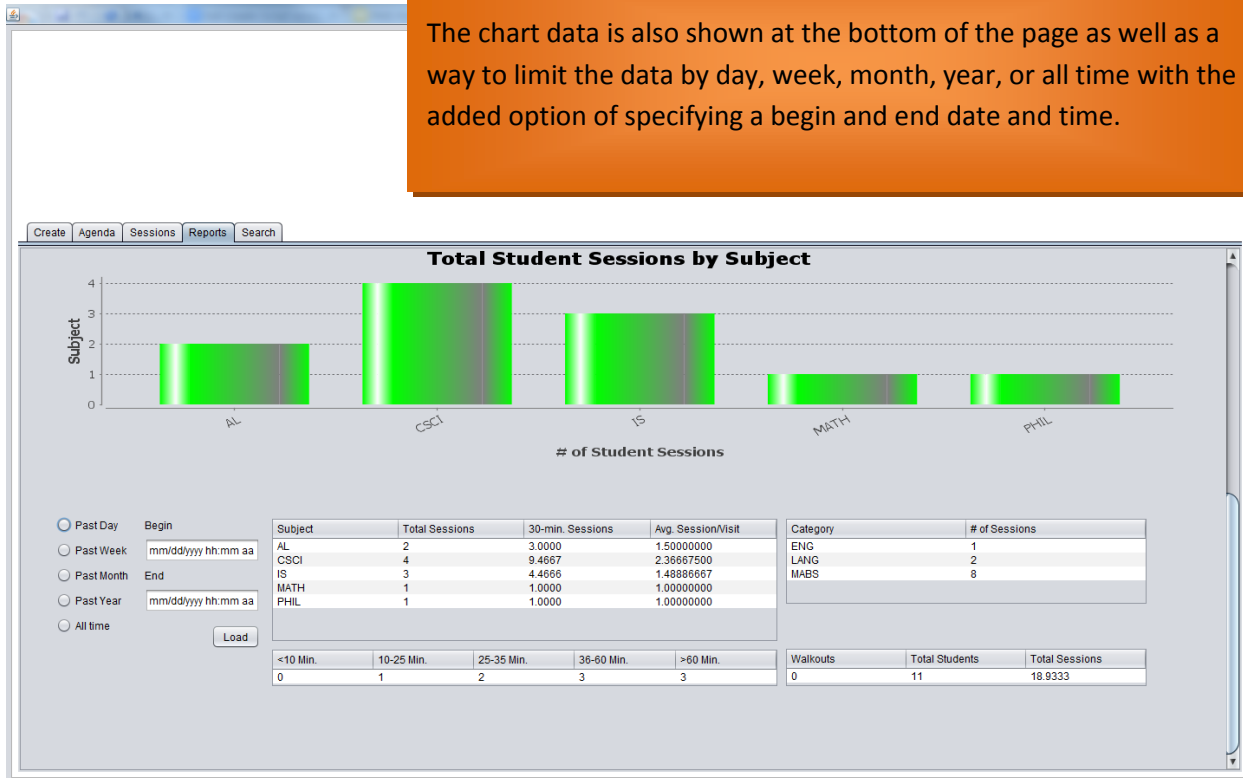
Admin/SIA Reports Tab

Once one of the radio buttons are pressed or a begin and end date and time are entered then the graphs will refresh to include only the specified time interval. The default interval is all time when first coming to the reports page.
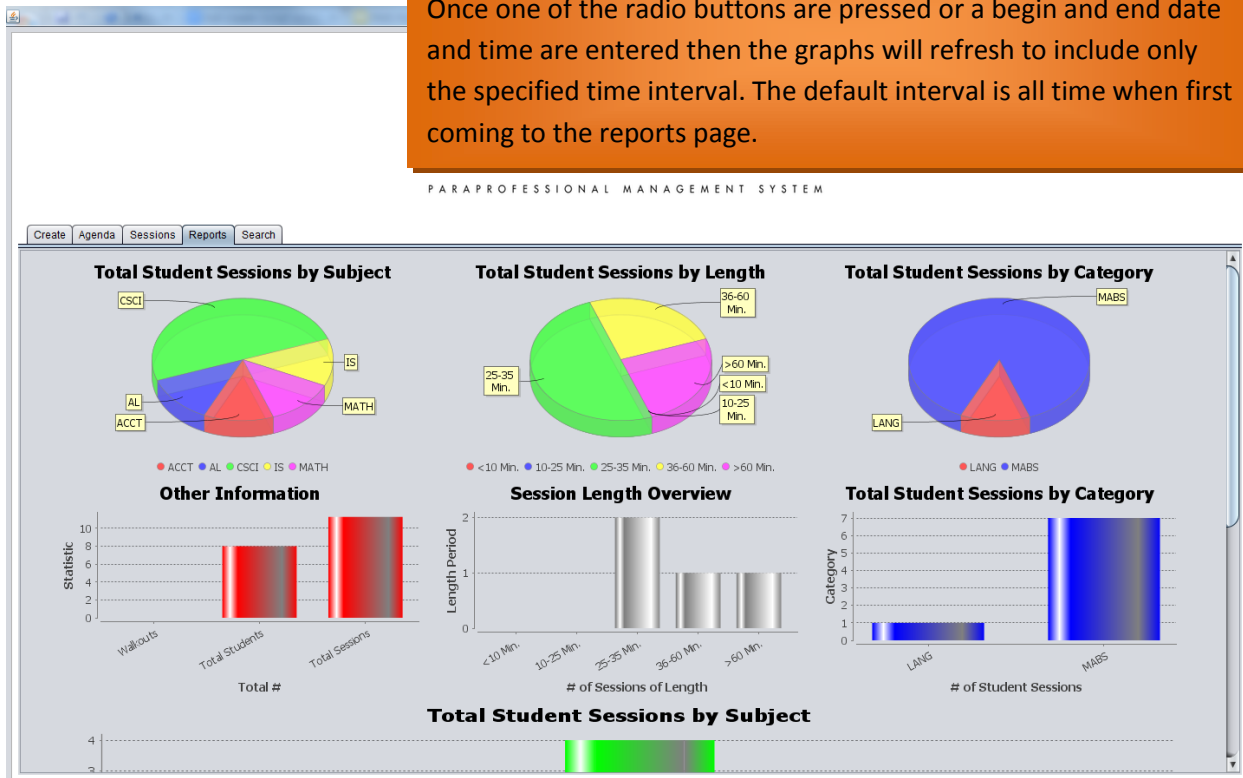
Admin Search Tab

This tab is only available to ADMIN roles. This allows the admin to search any table and restrict it to any given field.

Admin Search Tab

Each combobox already has autocomplete for information in the database in that field. Here is shows that we added the restriction of the first name field to "Abraham"

Create | Agenda | Sessions | Reports | Search

○ Client ○ Course ○ Sessions ○ Teacher ○ Paraprofessional ○ Paraprofessional Category ○ Role ○ Location ○ Category ○ Agenda ○ Agenda Category ○ Subject ○ User

Student Information

First Name: [▼] Last Name: [▼] Email: [▼] Phone: [▼]

Search for all records
First Name='Abraham'

Clear | Create | Add Restrictions | Search

Reset Restriction
Clear Restrictions

Search Results

First	Last	Email	Phone

Admin Search Tab

Here we are going to add to our search where first name is "Precious" and email is "pbinas@gmail.com" when we hit the "Add Restrictions" button

Create | Agenda | Sessions | Reports | Search

○ Client ○ Course ○ Sessions ○ Teacher ○ Paraprofessional ○ Paraprofessional Category ○ Role ○ Location ○ Category ○ Agenda ○ Agenda Category ○ Subject ○ User

Student Information

First Name: [Precious ▼] Last Name: [▼] Email: [pbinas@gmail.com ▼] Phone: [▼]

Search for all records
First Name='Abraham'

Clear | Create | Add Restrictions | Search

Reset Restriction
Clear Restrictions

Search Results

First	Last	Email	Phone

Admin Search Tab

Here is the result of the above restriction.

Admin Search Tab

Once a search has been created, the admin can hit the "Search" button and it will search the database with the restrictions added and return the results in the table below. Admins can also clear or reset all or just one of the restrictions to modify the search. If wanting to search without any restriction, pressing the "Search" button without adding restrictions will return all results in the table.

The search table below is able to be sorted by any column (ascending or descending) and columns can be rearranged in any order.

The table also has a double click feature that will allow editing on a result
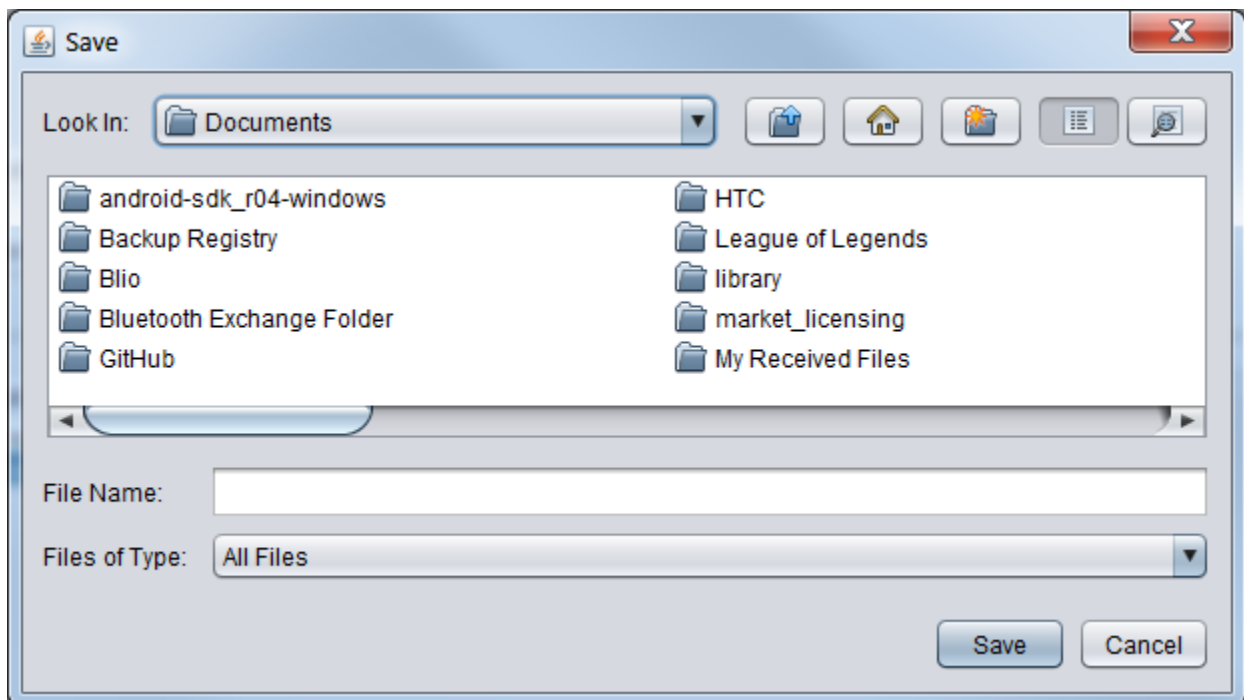
Admin Search Tab

The edit box will appear if double clicking on a result. This allows to copy or to edit the entry.

Admin Search Tab

At any time, the admin can click the "Download" button under the table to download the table result data to an excel file.

Admin Search Tab

The admin can do all of this for each table in the database. The restriction fields change for each of the tables.