Help Document

In this document, we will introduce what we have done on MDCS. To demonstrate the functions we added to the system, we have already created several accounts such as *UserA* and *UserB* to login the system. *Data sharing group*, *Information shown as table* and *Easy download* will be mainly introduced in the following part.

1. Data sharing group

We added a data sharing group based on the original system. Through the group, we can share the specified data to the designated person. The difference between the existing property group and the data sharing group is that the sharing of data is initiated by users, so that the data sharing group will allow all legitimate users to create and manage their own data sharing groups.

Next we will show how to operate the group.

First of all, we login as *UserA*, click **Dashboard**, then click **groups** to enter the group list view, there are two kinds of groups, first part is **Groups I created**, and second part is **Groups I joined**, which is shown in Figure1.
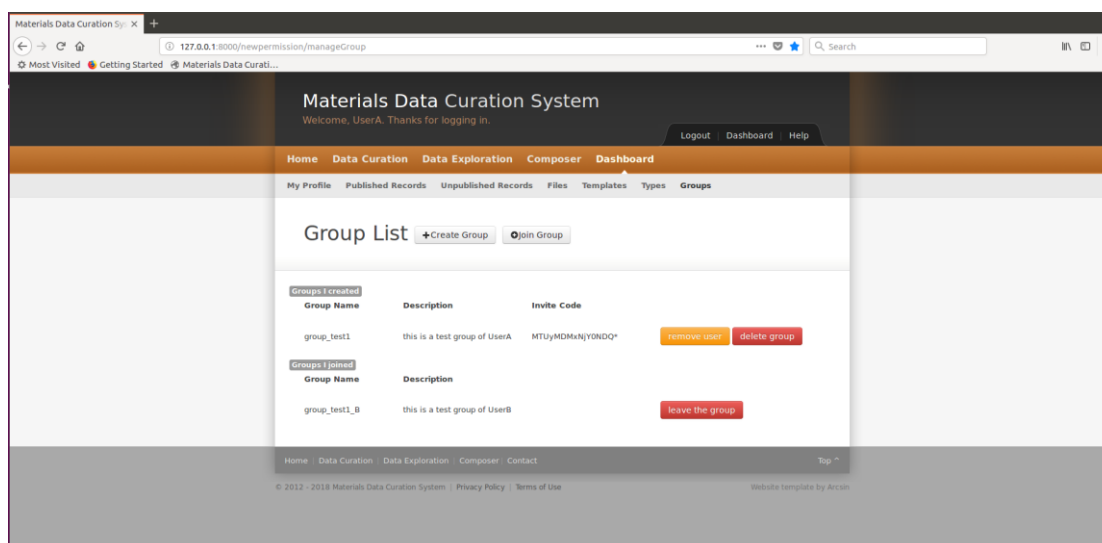

Figure1. Group list page

As shown in Figure2, we can create a new group now. We need to type group name and group description in this step. Note that group name should be unique. After creation, the system generates a unique invite code of the group. Others can join the group via invite code.
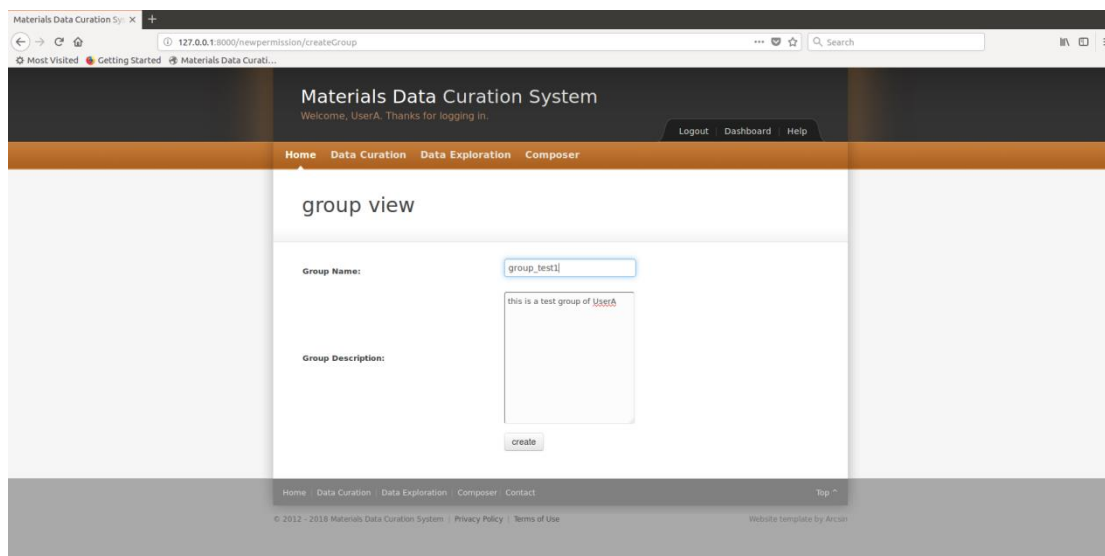

Figure2. Create a group

Next we can create a record. As shown in Figure3, the difference between the existing system and the original system is that we can add the record to one or more groups at the last step of creation. When click **Save to repository**, the group list form will pop up. Check groups that the record you want to add to here, and then click **OK**. Only users in the same group can search out the record. If no group is checked, the record can only be retrieved by the owner.
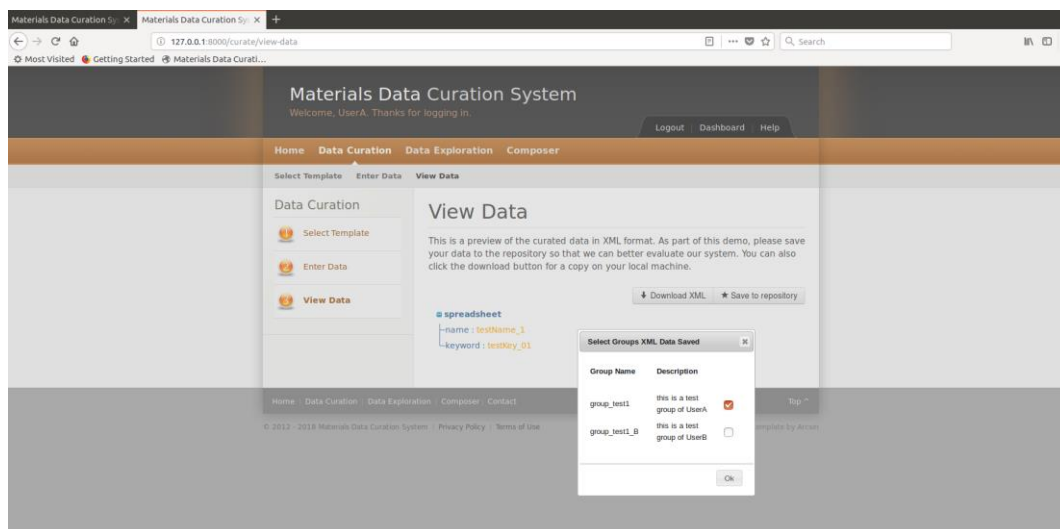

Figure3. Add the record to groups

Then *UserA* enters the keyword value to search the record that has just been created. The record can be search out as shown in Figure4.
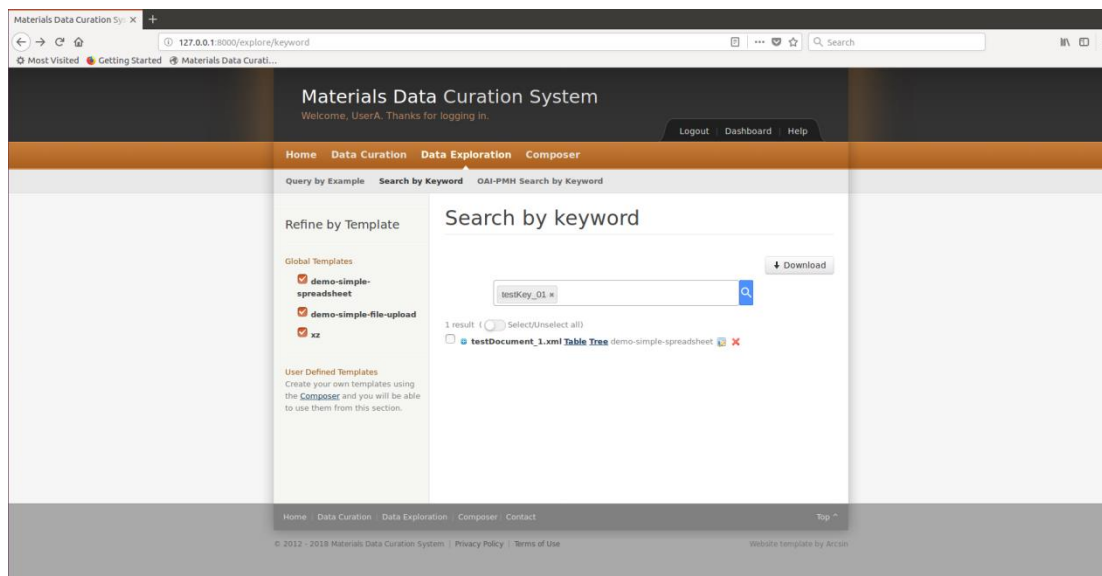

Figure4. Search records

As seen in Figure5 *UserA* can modify the group where the record is located by clicking the button **Group** on the Published Records page.
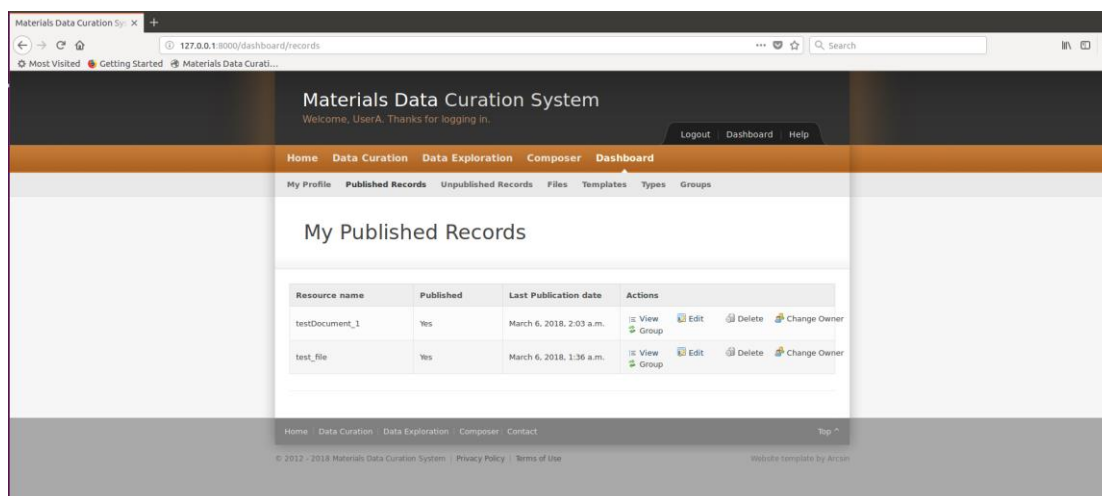

Figure5. Published records page

Now we login as *UserB* and search the record by keyword. After *UserB* entered the keyword value of the record created by *UserA* just before, no results found as shown in Figure7.
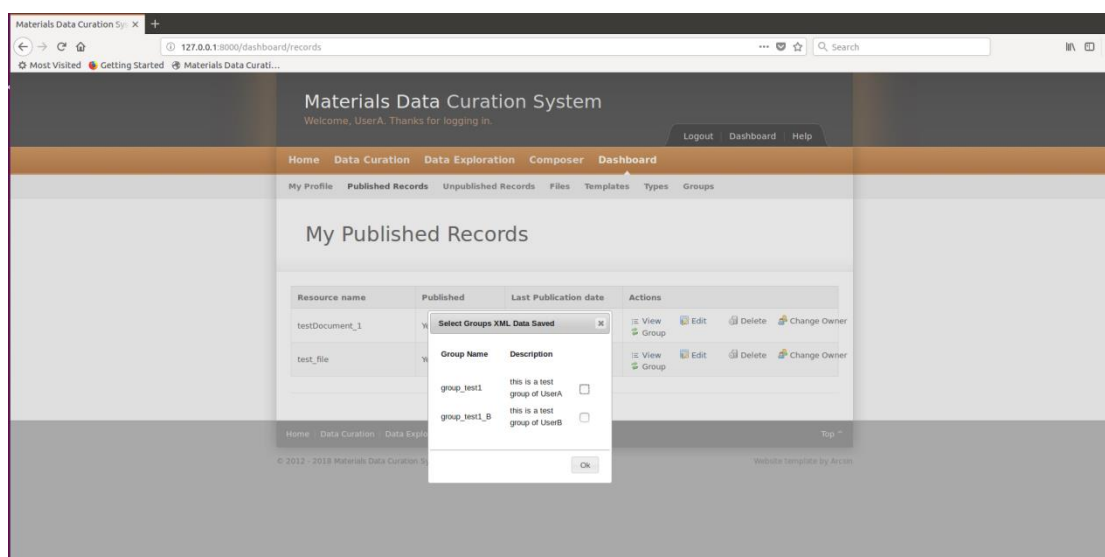
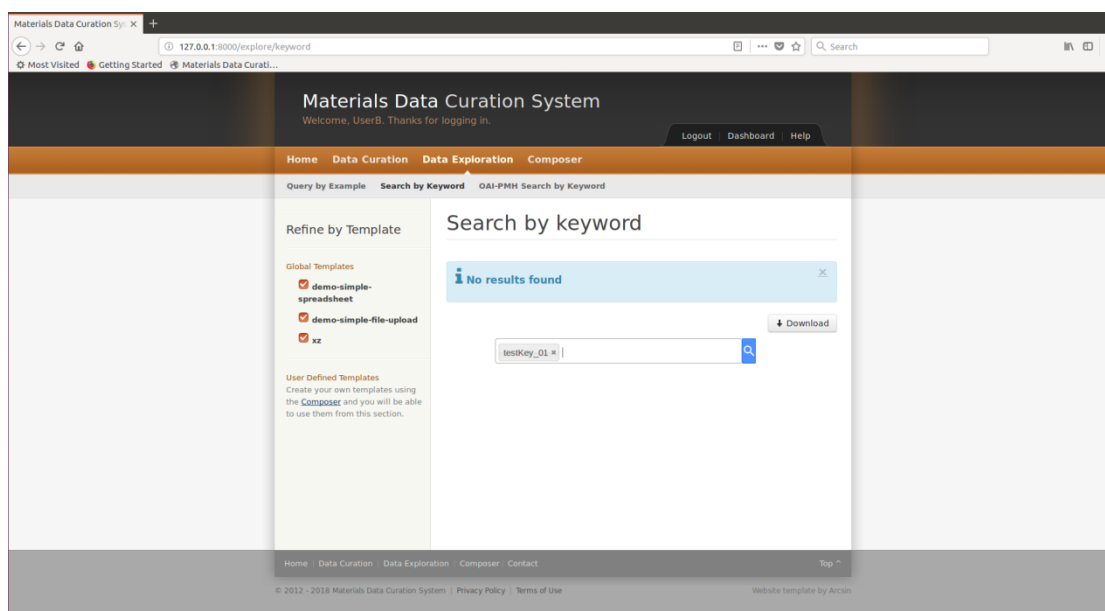Figure6. Change groups of records

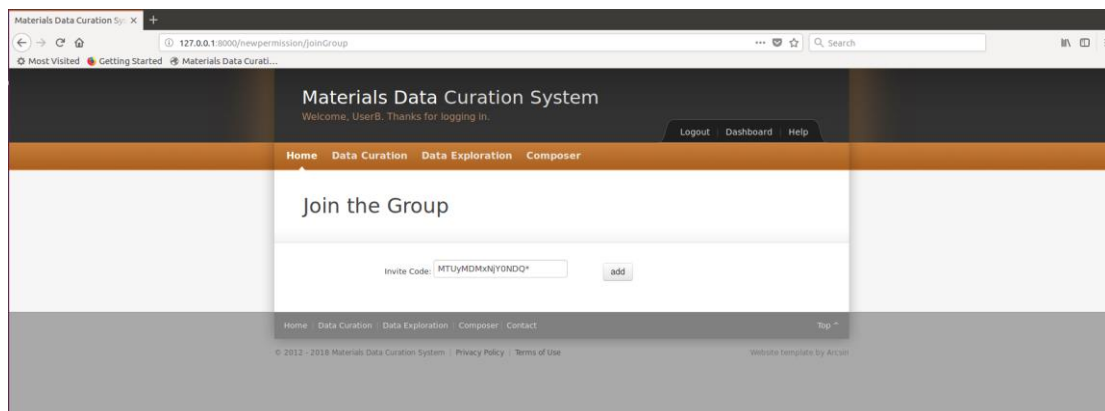

Figure7. No results found

Figure8. Join the group

To search out the record, what we should do is joining the group that the record

belongs to via the invitation code of the group which is shown in Figure8.

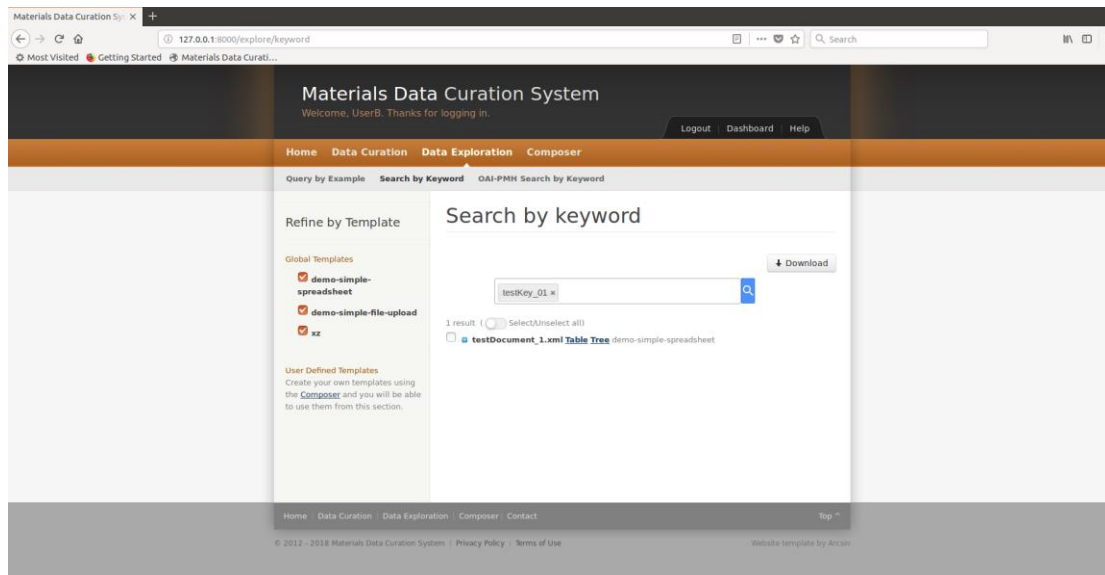As seen in Figure9, search the record by keyword again, we could found the record created by *UserA*.

Figure9. Two forms of records

Users can leave the group proactively. For instance, **UserB** can click the button **leave the group** behind groups he joined to exit the group, which means that the records in the group cannot be retrieved by **UserB** anymore.
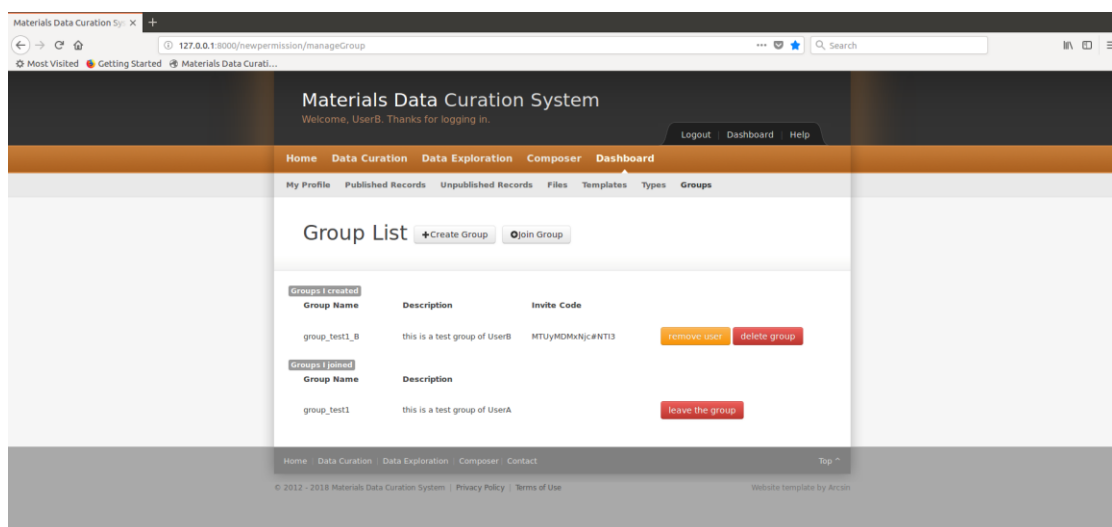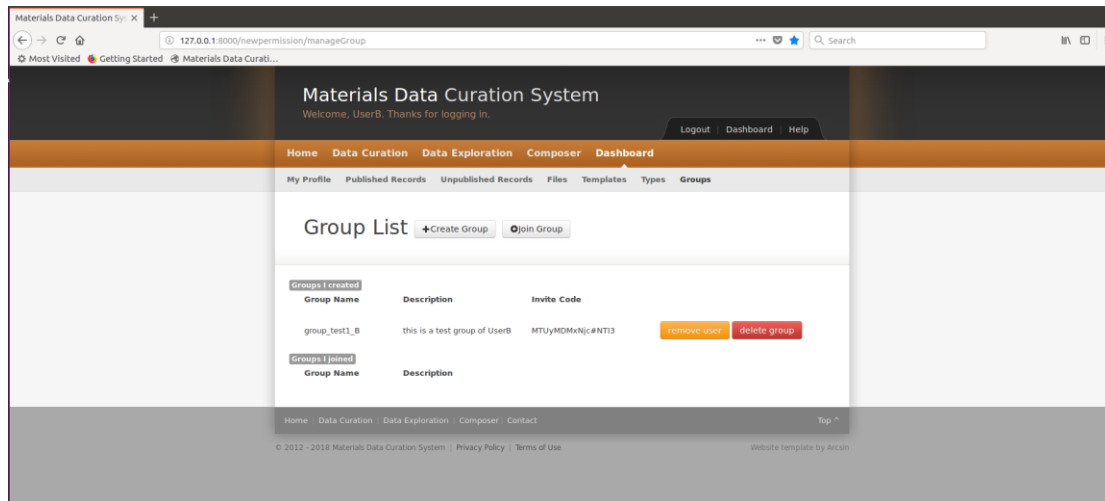

Figure10.   Before leave the group

Figure11.　　After leave the group

Furthermore, the groups' owner can remove the members from the group. As seen in Figure12, *UserA* can click "remove" to remove *UserB* from the group.
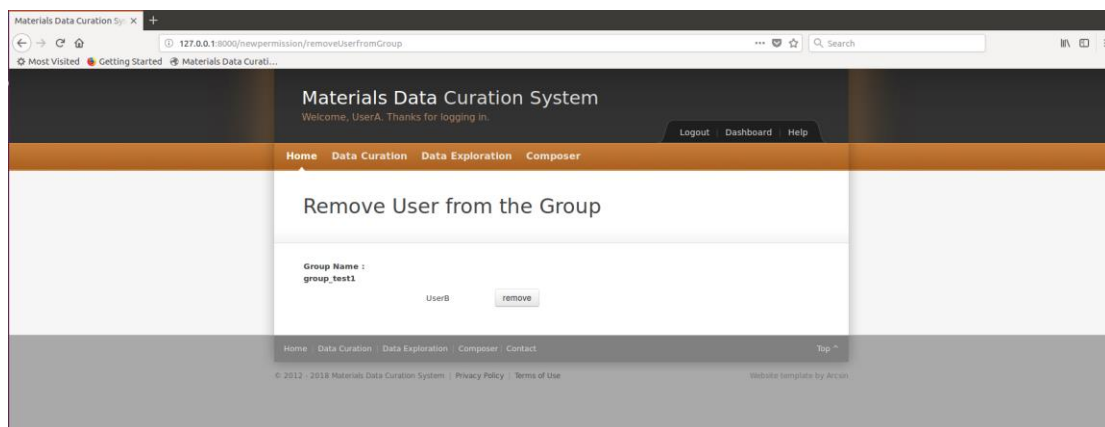

Figure12.　　Remove User from the group

That is what data sharing groups can do.

2. Information shown as table

When users search out records by keyword, there are two forms you can choose to show the information, Table-liked and Tree-liked which is shown in Figure13.
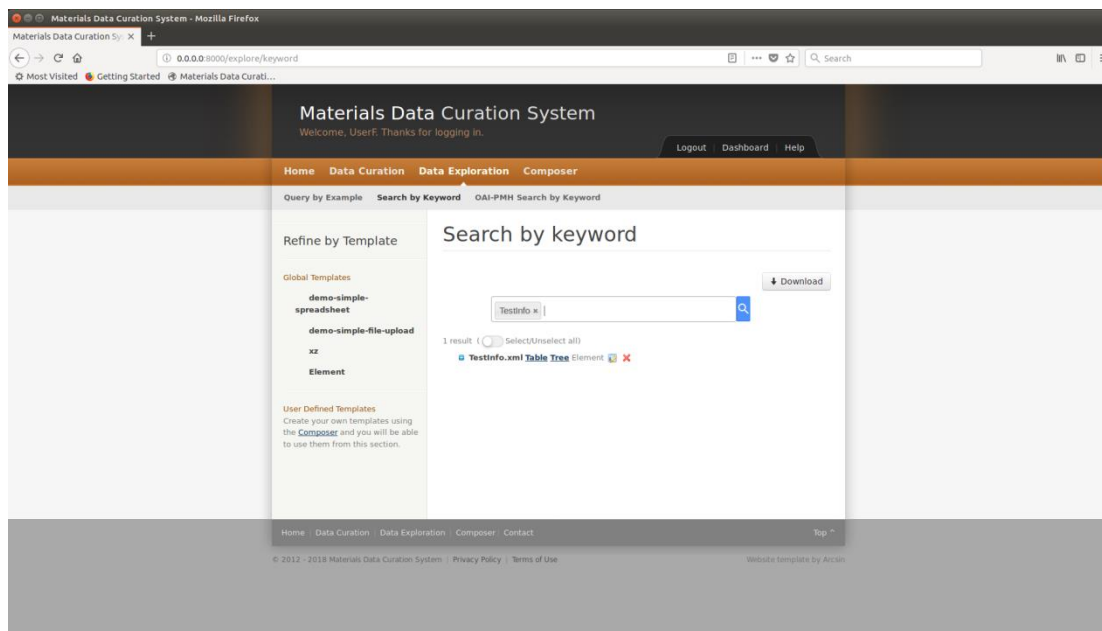

Figure13.   Table and tree

If the user chooses to view the information in the form of table, the following interface will be seen, which is shown in Figure14.
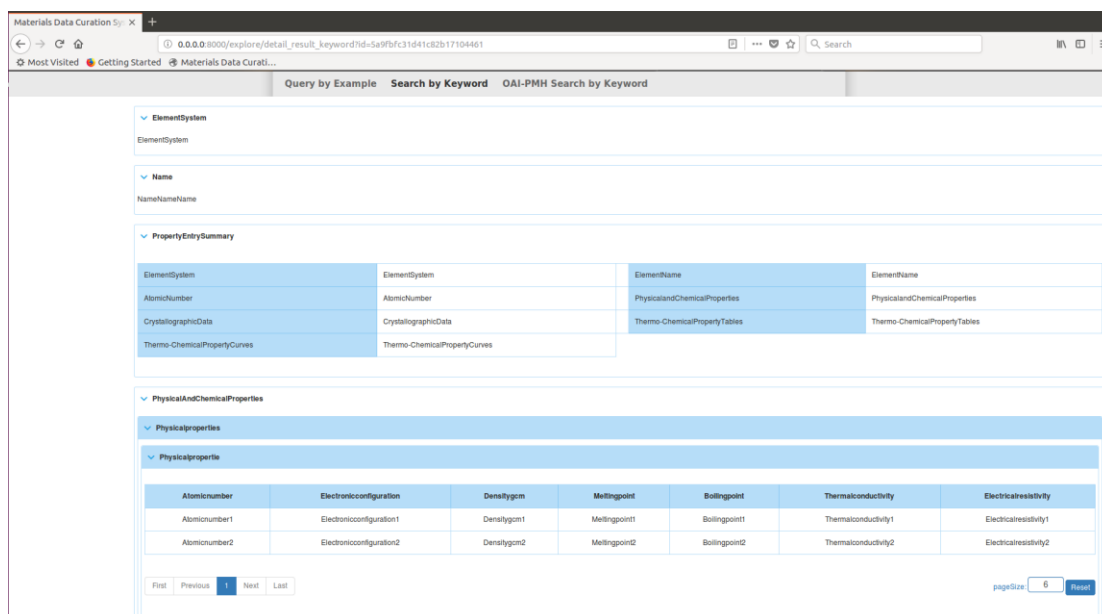

Figure14.   Shown as table

If the user chooses to view the information in the form of a tree, the following

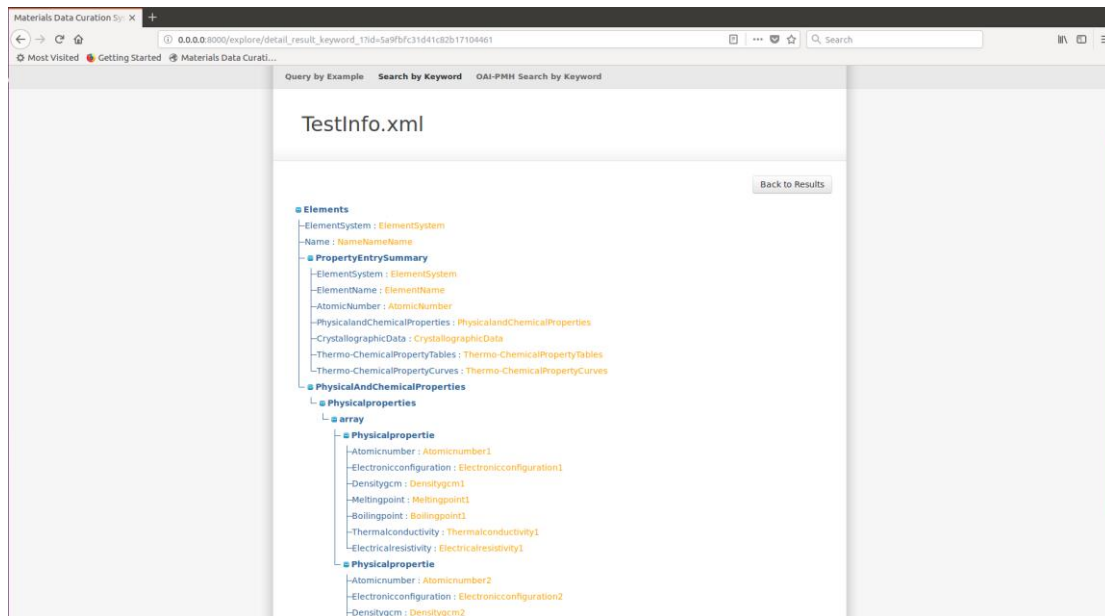interface will be seen, which is shown in Figure14.

Figure15.   Shown as tree

3. Easy download

As seen in Figure16, if there are some files in the table, we changed 'url' from textual information to hyperlinked information so that the required file can be easily downloaded.
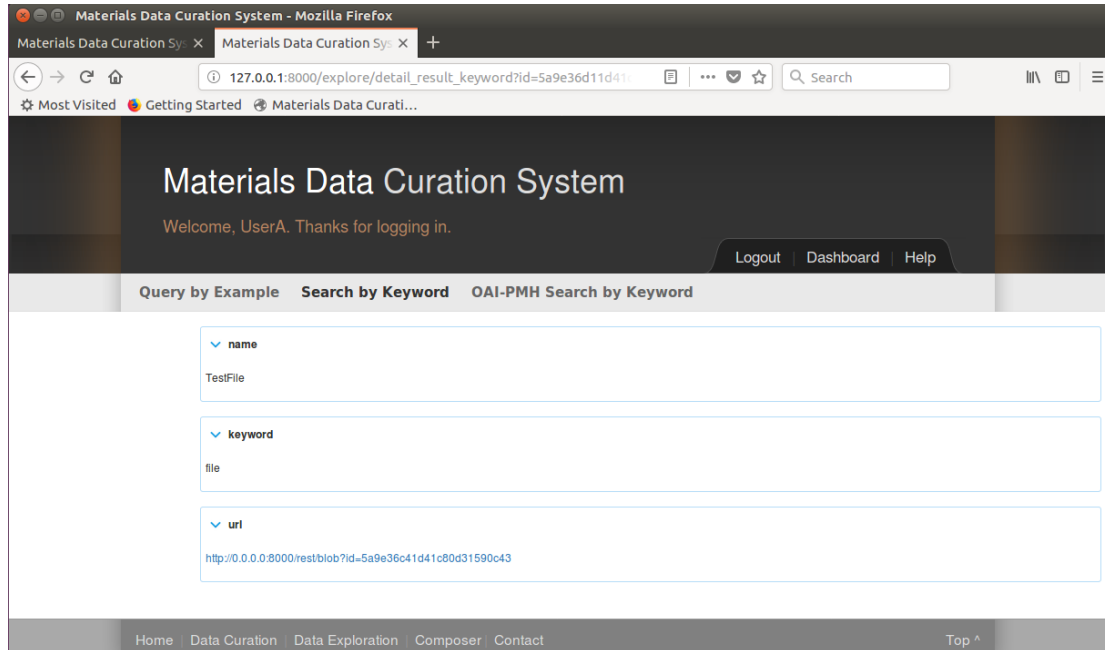

Figure16.   Url