|  |  |  |  |
| --- | --- | --- | --- |
| **Page Name** | **Section Name and Summary** | **Section Details** | **Status** |
|  |  |  |  |
| **Page 1:**  **Quiz** |  |  |  |
|  |  |  |  |
|  |  | First Section: |  |
|  |  | The first page of “take quiz” section will display all the quizzes assigned to this user in boxes. The box will display the following info: |  |
|  |  | *Quiz number*: 1, 2, 3 etc. |  |
|  |  | *Quiz Title*: this is assigned when quiz is created |  |
|  |  | *Number of questions*: |  |
|  |  | “Take now” button |  |
|  |  | When user clicks on take now button; the quiz is opened in a separate tab on the browser. And displays the info exactly as shown on the UI. |  |
|  |  | Once user completes and passes all quizzes assigned to him; he is taken to a page where he has to take an essay test. |  |
|  |  | Page one shows essay summary. |  |
|  |  | Clicking on order ID, user will be taken to page details. |  |
|  |  | Ordinary Details Page should appear WITHOUT the following buttons: |  |
|  |  | * Claim |  |
|  |  | * Bid |  |
|  |  | * Request Deadline Extension |  |
|  |  | * Request Revision |  |
|  |  | * Return to Available |  |
|  |  | * Request for Additional Pages |  |
|  |  | * Request for Team |  |
|  |  | Only “download order summary” button should appear. |  |
|  |  | Once user clicks on order details page, the clock should start ticking based on deadline. |  |
|  |  | Only the following tabs are accessible (based on order details page described above): |  |
|  |  | * Order Details Page |  |
|  |  | * Upload Files Page |  |
|  |  | Forth Section: Check Results |  |
|  |  | This section first allows admin to filter the test results based on (1) time and date and (2) user list. |  |
|  |  | The first page of “Check Results” section will display all the quizzes assigned to this user in boxes. The box will display the following info: |  |
|  |  | *Quiz number*: 1, 2, 3 etc. |  |
|  |  | *Quiz Title*: this is assigned when quiz is created |  |
|  |  | *Number of questions*: |  |
|  |  | “Check Results” button |  |
|  |  | When user clicks on “Check Results” button; the result is opened in a separate tab on the browser. And displays the info exactly as shown on the UI. |  |
|  |  | Admin can also check essay by clicking on essay box. |  |
|  |  | Clicking on this box will take admin to Order Details page. |  |
|  |  | Ordinary Details Page should appear WITHOUT the following buttons: |  |
|  |  | * Claim |  |
|  |  | * Bid |  |
|  |  | * Request Deadline Extension |  |
|  |  | * Request Revision |  |
|  |  | * Return to Available |  |
|  |  | * Request for Additional Pages |  |
|  |  | * Request for Team |  |
|  |  | Only “download order summary” button should appear. |  |
|  |  | Only the following tabs are accessible: |  |
|  |  | Order Details Page |  |
|  |  | Upload Files Page. |  |
|  |  | Admin can view the file worker uploaded here. |  |
|  |  | Admin can also see when the user uploaded it and whether the order was late. |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Page 2:   Dashboard** |  |  |  |
|  |  | **Section 1: Summary Tables:** It should include and display the following stats and info: |  |
|  |  | ***Funds Summary*** |  |
|  |  | Total Payout: Total Funds Earned by this worker for completed orders. |  |
|  |  | Pending Payout: Total Funds Earned by this worker for completed orders for in-progress orders. |  |
|  |  | Tips: Paid by customers for workers. |  |
|  |  | Bonuses: Paid by admin to workers. |  |
|  |  | Deductions: Penalties hit by admin. |  |
|  |  | ***Orders Summary:*** |  |
|  |  | Available Orders: these are orders that are open and available for bidding or claiming |  |
|  |  | Total Pending Order: orders pending with this particular worker |  |
|  |  | Total Late Pending Orders: orders pending with this particular worker that are passed the deadline he has provided. |  |
|  |  | Total Pending Rewrites: Revisions posted by customer or worker or admin |  |
|  |  | Total Orders Completed: orders completed by this particular worker |  |
|  |  | Total Orders Refunded: orders completed this particular worker and disputed and refunded |  |
|  |  | Total Orders Cancelled: orders cancelled by customer/admin while this worker was working on it. |  |
|  |  | New Messages: All New Messages |  |
|  |  | New Files: All New Files |  |
|  |  | Deadline Approvals: These are in-progress orders wherein this worker has requested an extension either from admin or customer. |  |
|  |  | New Announcements: All new Announcements |  |
|  |  | **Section 2: Announcements** |  |
|  |  | Admin gives these to workers and sub-admins. |  |
|  |  | Each announcement has a heading, date, time and message. |  |
|  |  | Each announcement is separated by a line break. |  |
|  |  | Announcements are written in the templates section and will be discussed in detail there only. |  |
|  |  | Announcements will be DISPLAYED here in the dashboard page. |  |
|  |  | 1. This section should appear with a heading: “IMPORTANT ANNOUNCEMENTS FROM THE ADMIN” |  |
|  |  | 1. This should be followed by a heading (admin will create one for each announcement) |  |
|  |  | 1. This should be followed by date and time of posting this announcement |  |
|  |  | 1. This should be followed by the actual announcement |  |
|  |  | **Third Section: Important Tables** |  |
|  |  | Here a list of tables will appear with order IDs. To see how these orders will be displayed please check this page: <http://academiawebsites.com/admin/orders/dashboard> |  |
|  |  | Orders that appear here will basically be those in-which some work is needed from admin or workers. |  |
|  |  | All tables should have a sort button in each column. |  |
|  |  | In responsive (cell phone) view, each table should have rows that can be collapsed with user scrolls from left to right |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Page 3:   Messages** |  |  |  |
|  |  | **This page is divided into two sections and two popups.** |  |
|  |  | First Section has a search feature where user can search orders based on month and year filter. |  |
|  |  | Second Section displays a table with following columns: |  |
|  |  | *Order Number*: this is assigned when order is paid for. Clicking on this order ID opens a popup and user can see order info summary |  |
|  |  | *Messages*: Here a numerical-summary of all messages can be seen. The summary is sorted by user roles; admin, customer, team etc. |  |
|  |  | The first row here should display total new/unread messages. |  |
|  |  | The second row here breaks down the new/unread messages as per role. |  |
|  |  | The third row here sums the total number of messages. |  |
|  |  | *Date*: Date as to when the last message was sent in this order. |  |
|  |  | *Status*: the current status of this order: In-progress, Completed, Rewrite etc. |  |
|  |  | The First Popup: |  |
|  |  | The first popup as mentioned above is linked to order number or Order ID. This is assigned when order is paid for. Clicking on this order ID opens a popup and user can see order info summary. |  |
|  |  | The Second Popup: |  |
|  |  | 1. Worker can send messages to: |  |
|  |  | * + 1. Admin. |  |
|  |  | * + 1. Team working on this order. (if multiple sub-members, then user can select from dropdown) |  |
|  |  | * + 1. Customer of this order |  |
|  |  | 1. The message will be spell-checked. |  |
|  |  | 1. Messages can be inserted from the pre-written message templates (this section is discussed in detail below) |  |
|  |  | 1. A warning message should appear warning the user to not share personal info. |  |
|  |  | 1. User can upload files by first selecting them and then uploading them one by one. |  |
|  |  | 1. Messages to be filtered with both keywords and numbers appearing in sequence (like phone number). |  |
|  |  | 1. If an order has many messages they should be distributed across multiple pages. For easy loading of webpages, 6-7 messages should appear in one page. |  |
|  |  | 1. Each message should give the following info: |  |
|  |  | * 1. To: Full name of user (Bush; Obama; Trump) with role (customer; admin; researcher, writer, proofreader etc) |  |
|  |  | * 1. From: Full name of user (Bush; Obama; Trump) with role (customer; admin; researcher, writer, proofreader etc) |  |
|  |  | * 1. Date: |  |
|  |  | * 1. Time: |  |
|  |  | * + 1. Message |  |
|  |  | 1. Admin can view all messages |  |
|  |  | 1. Worker can only view messages addressed to the worker or sent from the worker |  |
|  |  | 1. Worker cannot view messages sent from admin to admin |  |
|  |  | 1. Worker cannot view messages sent from admin to customer |  |
|  |  | 1. Worker cannot view messages sent from admin to worker (privately) |  |
|  |  | 1. Following events will trigger messages/emails: Check Separate Document for emails |  |
|  |  |  |  |
| **Page 4:   Files** |  |  |  |
|  |  | **This page is divided into three sections.** |  |
|  |  | First Section has a search feature where user can search orders based on month and year filter. |  |
|  |  | Second Section user can further filter the search based on the following: |  |
|  |  | * *Order ID*: this is assigned when order is paid for. |  |
|  |  | * *File Name*: given to it when uploading |  |
|  |  | * *File Type*: pdf, doc, image etc |  |
|  |  | * *File size*: |  |
|  |  | Third Section is a table that displays each file with following attributes: |  |
|  |  | * *Name*: xxxx |  |
|  |  | * *Type*: xxxxx |  |
|  |  | * *Size*: xxxx |  |
|  |  | * *Date and Time of uploading*: xxxxx |  |
|  |  | * The table shows order ID and Paper title in the first row of the order. |  |
|  |  | * The table shows the user roles in the second role. While admin and client will remain same in all tables, of all orders. Worker roles will change based on the group it is assigned to. |  |
|  |  | * The final file, which is what each worker worked on and uploaded separately in the upload section; it will be colored or highlighted separately/differently. |  |
|  |  |  |  |
|  |  |  |  |
| **Page 5:   Orders Summary** |  |  |  |
|  |  | This page is divided into three sections and third section has several tabs. |  |
|  |  | First section has a search feature where user can search orders based on month and year filter. |  |
|  |  | Second section has a search feature where user can search orders based on Order ID --- Order Title --- Order Text |  |
|  |  | The third section has several tabs. These tabs reflect the journey or workflow of each order. Each of these tabs will display orders based on the criteria chosen in section 1 and section 2 above. |  |
|  |  | By default, however, each of these tabs will display ALL ORDERS of CURRENT month and year. |  |
|  |  | If user chooses another month or year, the result should display all orders of that month as they appeared on the last day, one minute before midnight. For instance, if user chooses August 2017, then results should display all orders as they appeared on August 31, 2017 @ 23:59pm EST (Eastern Standard Time). |  |
|  |  | Each tab-button will display two notifications. |  |
|  |  | 1. Total orders being displayed in that tab |  |
|  |  | 1. Total NEW ORDERS being displayed in that tab. New orders will be defined as those orders that came-in after last click/View on that particular tab. |  |
|  |  | All tables should have a sort button in each column. |  |
|  |  | In responsive (cell phone) view, each table should have rows that can be collapsed/hidden with user scrolls from left to right. |  |
|  |  | Below are definitions of each tab. These definitions will help sort and filter all orders. |  |
|  |  | Available Orders: These are orders that THIS worker has not yet claimed or placed bid upon or OTHER WORKERS have “declined” to work on. |  |
|  |  | Open bids: These are orders wherein this worker has placed bids. All orders with bids will appear here. |  |
|  |  | Hidden Orders: These are orders which this worker has declined to work on. Or admin has changed order status to “Hidden” (see Order Details page) |  |
|  |  | Pending Orders: These are orders in-progress by this worker. All in-progress orders will appear here. |  |
|  |  | Pending Late Orders (worker Self-Assigned deadline): These are orders in-progress but their due date (as given by the worker himself/herself) has passed. All late orders will appear here. |  |
|  |  | Pending Late Orders (Customer’s deadline): These are orders in progress but their due date (as given by the customer) has passed. All late orders will appear here. |  |
|  |  | Orders Completed (Pending Admin Approval): These are orders completed by this worker and waiting for admin approval. All completed orders will appear here. |  |
|  |  | Orders Completed (Sent to Customer): These are orders completed by this worker and approved by admin and THEN sent to customer. All orders sent-to-customers will appear here. |  |
|  |  | Pending Rewrites: These Orders are those where this worker has completed it but the customer is not satisfied with the product and wants us to edit/revise it. All Rewrite Orders will appear here irrespective of worker role. |  |
|  |  | Rewrite Orders Completed (Pending Admin Approval): These are Rewrite Orders completed by this worker and waiting for admin approval. All completed Rewrite orders will appear here. |  |
|  |  | Rewrite Orders Completed (Sent to Customer): These are rewrite orders completed by this worker and approved by admin and THEN sent to customer. All rewrite orders sent-to-customers will appear here. |  |
|  |  | Cancelled: these are orders in-progress, by this worker, and customer is given partial (or complete) refund depending on the stage the order was in when the order was cancelled. |  |
|  |  | Disputes: these are orders, done by this worker, wherein customer has raised dispute and wants compensation/redress by company. This could be due to order being late, order being of very poor quality, or order being plagiarized. |  |
|  |  | Refunded: these are completed orders by this worker and customer has won the dispute. |  |
|  |  |  |  |
|  |  |  |  |
| **Order Details Page** |  |  |  |
|  |  | This page will appear once user clicks on any “Order ID”. |  |
|  |  | This page is divided into 5 tabs. Each tab has several different sections which we will discuss here in detail. |  |
|  | Tab 1: Order  Information Tab |  |  |
|  |  | This tab is divided into two sections. |  |
|  |  | Claim: user can pick this order directly after clicking on this button and then selecting a time and date for this order’s submission. The submission timeframe must be with the due date specified by the customer. |  |
|  |  | bid: If a user’s “claim” limit is full for the day, then he can place a bid on an on order. He can place a bid after clicking on this button and then selecting a time and date for this order’s submission. The submission timeframe must be with the due date specified by the customer. Admin can choose which worker bid to accept from the admin panel. |  |
|  |  | Decline: Worker can decline to work on this order. If a worker declines to work on this order, the order will be shifted to this worker’s hidden orders tab. |  |
|  |  | All three buttons above (claim, bid and decline) will disappear after a user has accepted this order. |  |
|  |  | Request for additional pages: |  |
|  |  | 1. User can request the customer to add pages to this order. User can do that by clicking on this button and providing the following information: |  |
|  |  | * 1. No of additional pages |  |
|  |  | * 1. New deadline (if necessary) |  |
|  |  | * 1. Justification for adding pages |  |
|  |  | Request Revision: User can reassign this order to a particular worker or multiple workers. User will perform the following actions: |  |
|  |  | 1. Select worker from the team that has worked on this order. User can select multiple workers from the team. |  |
|  |  | 1. Give reasons for this revision. |  |
|  |  | 1. An email will be dispatched to the worker(s) and message left in the messages section too. |  |
|  |  | Return to Available: This button will appear only after an order is claimed or picked or assigned. |  |
|  |  | This will make this particular order available to others. Following actions will be performed if this action is taken and approved: |  |
|  |  | 1. Funds for this order will be deducted from this particular worker. |  |
|  |  | 1. This order will disappear from this worker’s pending assignment tab. |  |
|  |  | 1. If this worker role is based in first stage of group, then this order becomes available and open to all workers in first stage of ALL groups. |  |
|  |  | 1. However, if this worker-role is NOT based on first stage of group, then this order will become available and open to all workers in existing stage for THIS GROUP ONLY. |  |
|  |  | 1. this order will be reposted for OTHER workers to place a bid or claim. All three buttons above (claim, bid and decline) will reappear after a user chooses this option. |  |
|  |  | 1. A penalty can be imposed by admin if a user selects this option after a preset timeframe. |  |
|  |  | 1. An email will be dispatched to the worker(s) and message left in the messages section too. |  |
|  |  | Order Breakup: Large Orders can be broken up into small ones so that can they can be completed quickly. |  |
|  |  | Admin will manually breakup the main file, provided by researcher, into smaller multiple files. |  |
|  |  | Admin will then upload the files. |  |
|  |  | Each uploaded file will become a sub-order of this order. What this means is that for each file, both admin and worker can perform ALL the actions of a normal order, i.e. claim, bid, decline, return to available etc. |  |
|  |  | Each sub-order will have its own extended ID. For instance, if order’s Id is 218666 then extended id can be 218666-1, 218666-2, 218666-3. |  |
|  |  | Deadline Extension Request: Worker can request deadline extension by providing the following information: |  |
|  |  | * 1. New deadline |  |
|  |  | * 1. Original deadline |  |
|  |  | * 1. Reason for requesting extension |  |
|  |  | 1. Admin can approve/decline his request. |  |
|  |  | 1. Admin can also provide an alternative deadline. |  |
|  |  | 1. An email will be dispatched to the worker(s) and message left in the messages section too. |  |
|  |  | Download Order Summary: The user can download section 1 above in PDF format along with all the files. |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Tab 2:   Messages Tab |  |  |
|  |  | 1. Worker can send messages to: |  |
|  |  | * + 1. Admin. (if multiple admins, then user can select from dropdown) |  |
|  |  | * + 1. Team working on this order. (if multiple sub-members, then user can select from dropdown) |  |
|  |  | * + 1. Customer of this order |  |
|  |  | 1. The message will be spell-checked. |  |
|  |  | 1. Messages can be inserted from the pre-written message templates (this section is discussed in detail below) |  |
|  |  | 1. Admin can also send messages privately to a worker that no other worker can see. |  |
|  |  | 1. A warning message should appear warning the user to not share personal info. |  |
|  |  | 1. User can upload files by first selecting them and then uploading them one by one. |  |
|  |  | 1. Messages to be filtered with both keywords and numbers appearing in sequence (like phone number). |  |
|  |  | 1. If an order has many messages they should be distributed across multiple pages. For easy loading of webpages, 6-7 messages should appear in one page. |  |
|  |  | 1. Each message should give the following info: |  |
|  |  | * 1. To: Full name of user (customer; admin; team) with role (customer; admin; researcher, writer, proofreader etc) |  |
|  |  | * 1. From: Full name of user (customer; admin; team) with role (customer; admin; researcher, writer, proofreader etc) |  |
|  |  | * 1. Date: |  |
|  |  | * 1. Time: |  |
|  |  | * + 1. Message |  |
|  |  | 1. Admin can view all messages |  |
|  |  | 1. Worker can only view messages addressed to the worker or sent from the worker |  |
|  |  | 1. Worker cannot view messages sent from admin to admin |  |
|  |  | 1. Worker cannot view messages sent from admin to customer |  |
|  |  | 1. Worker cannot view messages sent from admin to worker (privately) |  |
|  |  | 1. Following events will trigger messages/emails: Check Separate File |  |
|  |  |  |  |
|  | Tab 3:   Files Tab |  |  |
|  |  | The files tab has three sections |  |
|  |  | * Uploading main file |  |
|  |  | * Uploading additional files |  |
|  |  | * Files data table |  |
|  |  | **Section 1:** |  |
|  |  | In the first section, worker will have to upload the main file for the order. |  |
|  |  | Worker needs to provide additional info (user can later edit this info by clicking the edit button): |  |
|  |  | The main title must be |  |
|  |  | * different from what the customer gave when he ordered the paper. A script needs to be in place to ensure this is true. |  |
|  |  | * at least 4 words and maximum 15 words. A script needs to be in place to ensure this is true. |  |
|  |  | The "Alternate" title must be |  |
|  |  | * 1. different from what the customer gave when he ordered the paper. A script needs to be in place to ensure this is true. |  |
|  |  | * 1. completely different (i.e., re-worded and re-ordered). A script needs to be in place to ensure this is true. |  |
|  |  | * 1. at least 4 words and maximum 15 words. A script needs to be in place to ensure this is true. |  |
|  |  | The user must provide three keywords: |  |
|  |  | * Each keyword must be separated by comma and space. A script needs to be in place to ensure this is true. |  |
|  |  | * Example: Great Depression, 1929, Black Tuesday |  |
|  |  | User must then provide two subject categories from the dropdown list |  |
|  |  | User must copy paste the bibliography in a text box. |  |
|  |  | **Section 2:** |  |
|  |  | 1. In the second section, user can upload additional material for the worker, admin or the client. |  |
|  |  | Worker will choose the whether the files are for: |  |
|  |  | * Workers |  |
|  |  | * Customer |  |
|  |  | * Admin |  |
|  |  | Multiple selections can also be made |  |
|  |  | * 1. Once done he will then upload the file(s) by performing the following actions. |  |
|  |  | * Attach file(s) |  |
|  |  | * Upload file(s) |  |
|  |  | **Section 3:** |  |
|  |  | Files data table will be displayed based on the group it is currently employed in. If a group has three roles than each role will be given a separate column to identify the files uploaded by each group member. |  |
|  |  | * Admin will get a separate column |  |
|  |  | * Customer will also get a separate column |  |
|  |  | * The main order file uploaded by each worker will be highlighted separately. |  |
|  |  | * Additional support files uploaded by each worker will not be highlighted in any way. |  |
|  |  | Each uploaded file will be accompanied by the following data: |  |
|  |  | User Full Name: |  |
|  |  | 1. File Name: xxxx |  |
|  |  | 1. File Type: pdf, docx etc |  |
|  |  | File Size: 22kb |  |
|  |  | 1. Upload time: 10-7-19 23:00 EST |  |
|  |  | 1. If worker/client/admin needs to discuss a file with the client or the admin or teammate; the user can just click the message icon next to the file. A new message window should appear (including a direct link to the specific file so the recipient knows to which file is being referred). |  |
|  |  |  |  |
|  | Tab 4:   Bidding Tab for broken-up Orders and Client History |  |  |
|  |  | This tab displays one date-table before a bid is accepted. |  |
|  |  | This table displays the following data |  |
|  |  | * 1. File Name: provided by admin when breaking up the order |  |
|  |  | * 1. No of Words: provided by admin when breaking up the order |  |
|  |  | * 1. Customer’s Deadline: taken from order info |  |
|  |  | * 1. Payout: total funds this worker will get |  |
|  |  | * 1. Your Previous History with this client: Previous history of this worker with this client |  |
|  |  | Once admin assigns this order by accepting a bid; the following two tables will be displayed: |  |
|  |  | * Order Summary of each order completed for this customer |  |
|  |  | * The original bids data table from where the bid was accepted. |  |
|  |  |  |  |
|  |  |  |  |
|  | Tab 5:   Client Review |  |  |
|  |  | This tab displays “Order Incomplete. Complete the order for Customer Feedback” until the order is incomplete. An order is considered complete only after it has been through the entire workflow of a group. |  |
|  |  | This tab displays “no reviews yet” after order is complete and until the customer gives reviews. |  |
|  |  | Once customer gives his reviews, those reviews should appear in this tab with a maximum of 5 stars after each of the following 5 attributes. More “colored stars” indicate “higher quality”. For instance, 4 stars out of 5 in “Research skills” would indicate a superior quality than a 2 star for the same attribute. |  |
|  |  | * Research Skills |  |
|  |  | * Writing Quality |  |
|  |  | * Meeting Deadlines |  |
|  |  | * Clarity in Communication |  |
|  |  | * Promptness in Communication |  |
|  |  |  |  |
| **Page 6: Accounting Section** |  |  |  |
|  |  | This page has two main tabs. |  |
|  |  | Each tab has three main sections. |  |
|  |  | First Tab |  |
|  |  | The First Section shows details of “pending orders payout”. |  |
|  |  | “Pending orders” are those orders which this worker has not completed and are in progress. |  |
|  |  | * 1. The details include: |  |
|  |  | * 1. The “role” or multiple “roles” this worker has assumed |  |
|  |  | * 1. The total orders completed in that role |  |
|  |  | The total payout for that role |  |
|  |  | And then the aggregate total of all three items above. |  |
|  |  | The Second Section shows details of “completed (but in progress) orders payout”. |  |
|  |  | “completed (but in progress) orders payout” are those orders which this particular worker has completed but they are in progress with another worker. |  |
|  |  | The details include: |  |
|  |  | The “role” or multiple “roles” this worker has assumed |  |
|  |  | The total orders completed in that role |  |
|  |  | The total payout for that role |  |
|  |  | And then the aggregate total of all three items above. |  |
|  |  | The Third Section shows details of “completed (sent to customer) orders payout”. |  |
|  |  | “completed (sent to customer) orders payout” are those orders which all workers have completed and they have been sent to customer. |  |
|  |  | The details include: |  |
|  |  | The “role” or multiple “roles” this worker has assumed |  |
|  |  | * The total orders completed in that role |  |
|  |  | * The total payout for that role |  |
|  |  | * And then the aggregate total of all three items above. |  |
|  |  | Second Tab: |  |
|  |  | This tab shows accounting details of the above three summaries. Each summary has its own table, which shows the following information. Users can download the PDF of this detailed accounting statement |  |
|  |  | Order’s Number: this is assigned then order is paid for by client |  |
|  |  | Order’s Topic: information taken from order details |  |
|  |  | * Outcome: outcome can be the following |  |
|  |  | * Pending |  |
|  |  | * Payout |  |
|  |  | Bonus |  |
|  |  | Tip |  |
|  |  | Penalty |  |
|  |  | Refund |  |
|  |  | * Total: total funds for this order in the outcome category mentioned above |  |
|  |  | * Date: time and date of uploading this order |  |
|  |  | * Total Orders Payout: aggregate total of all “orders ids” and “outcomes” |  |
|  |  | Total Number of Orders: sum of total number of orders |  |
|  |  |  |  |
|  |  |  |  |
|  |  | * **My Profile:** |  |
|  |  | * This page has three tabs. |  |
|  |  | * **To be filled by workers** |  |
|  |  | * + - The first tab has a form and user can fill it and edit it. |  |
|  |  | * + - Full Name: |  |
|  |  | * + - Email: |  |
|  |  | * + - Cell No: |  |
|  |  | * + - Alternative Number: |  |
|  |  | * + - Address: |  |
|  |  | * Country: |  |
|  |  |  |  |
|  |  | * **The second tab allows user to edit his login password.** |  |
|  |  | * Old Username: |  |
|  |  | New Username: |  |
|  |  |  |  |
|  |  | Old Password: |  |
|  |  | New Password: |  |
|  |  | Retype Password: |  |
|  |  |  |  |
|  |  | **The third tab displays info Filled by Admin** |  |
|  |  | Status: |  |
|  |  | Role(s): |  |
|  |  |  |  |
|  |  | Level: |  |
|  |  | Commission for Normal Orders: |  |
|  |  | Commission for Urgent Orders: |  |
|  |  | Daily Bidding limits: |  |
|  |  | Daily Picking limits: |  |
|  |  |  |  |