

User Manual

1. Overview

This documentation will enable the administrator, encoder and investigator to use the system with ease.

This covers user management, operations and investigation.

2. User Management

Users (administrator, encoder or investigator) must log in first to the system.



Documentation for user

In case the password has been forgotten, it can be reset.



The screenshot shows a web browser window titled "Password Reset - Mozilla Firefox" with the address bar displaying "http://www.missingfilipinos.gov.ph/viewPassword.do". The page header features the "missingfilipinos.gov.ph {beta}" logo and a navigation menu with links: Home, Cases, About, Search, Feedback, Statistics, Forms, Safety Tips, and Log In. The main content area is titled "Password Reset" and contains a form with the following fields and buttons:

- Username:
- Question:
- Answer:
- Buttons:

The footer of the page includes the copyright notice "© 2008-2009 OpenMPIS. All rights reserved." and a series of links: Privacy Policy, Terms, Disclaimer, Accessibility, Sitemap, Valid XHTML, and Valid CSS.

Documentation for user

Upon logging in, the administrator can create encoders or other administrators.

The screenshot shows a web browser window titled "User - Mozilla Firefox" with the address bar displaying "http://202.90.158.164/viewUser.do?action=newUser". The page header features the "missingfilipinos.gov.ph {beta}" logo and a navigation menu with links: Home, Users, Statistics, Feedbacks, and Log Out. The main content area is titled "Add User" and contains a form with the following fields:

- * Group: Encoder (dropdown menu)
- * First Name: Vincent
- * Middle Name: Potencio
- * Last Name: Babilonia
- * Birth Date: January 6 1982 (calendar pickers)
- * Designation: SRSI
- * Agency: ASTI
- * E-mail Address: rpbabilonia@up.edu.ph
- * Contact Number: +63 2 426 9760 ext. 1302
- Status: Active (dropdown menu)

At the bottom of the form are "Save", "Clear", and "Cancel" buttons. The footer of the page includes copyright information: "© 2008-2009 OpenMPIS All rights reserved." and links for Privacy Policy, Terms, Disclaimer, Accessibility, Sitemap, Valid XHTML, and Valid CSS.

Documentation for user

The encoders can only create investigators.



The screenshot shows a web browser window with the URL <http://www.missingfilipinos.gov.ph/viewUser.do?action=viewUser&d=3>. The page title is "missingfilipinos.gov.ph {beta}". The main content area is titled "Edit User" and contains a form with the following fields:

Field	Value
ID	3
* Group	Investigator
Username	BB0106
* First Name	Bembay
* Middle Name	Potencio
* Last Name	Babilonia
* Birth Date	January 6 1982
* Designation	Science Research Specialist I
* Agency	Advanced Science and Technology Institute
* E-mail Address	vincent@esti.dost.gov.ph
* Contact Number	+63 2 426 9760 ext. 1302
IP Address	202.90.128.21
Last Login	2009-03-26
Date Encoded	2009-03-26

On the right side of the form, there is a navigation menu with the following links: Home, Users, Cases, Progress, Statistics, and Log Out. At the bottom of the page, there is a footer with the text "© 2008-2009 OpenMPIS All rights reserved." and a row of links: Privacy Policy, Terms, Disclaimer, Accessibility, Sitemap, Valid XHTML, and Valid CSS.

Documentation for user

The encoder cannot modify user accounts which he did not create.

User - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://www.missingfilipinos.gov.ph/viewUser.do?action=list

missingfilipinos.gov.ph {beta}

User List (Page 1 of 1)

#	Username	Group	Name	Agency	Last Login	Status
1	RB0106	Administrator	Babilonia, Rey Vincent	Advanced Science and Technology Institute	2009-03-26	Active
2	MO0916	Encoder	Oreja, Marvic	Thomson Reuters	2009-03-26	Active
3	BB0106	Investigator	Babilonia, Bemboy	Advanced Science and Technology Institute	2009-03-26	Active
4	VB0106	Encoder	Babilonia, Vincent	ASTI		Active

First Page Previous Page Next Page Last Page Add User

Home
Users
Cases
Progress
Statistics
Log Out

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Done

3. Operations

The administrator can view feedbacks.

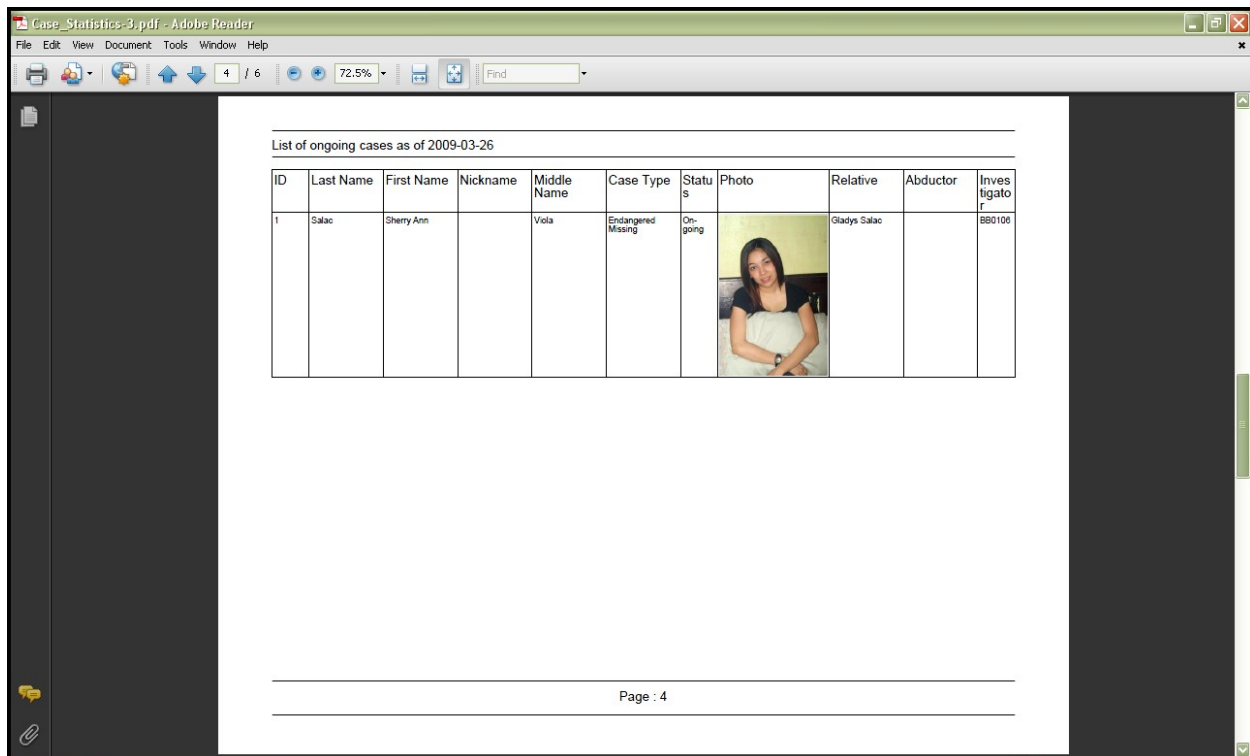


Documentation for user

Administrators, encoders and investigators can print statistical and progress reports on cases.



Documentation for user

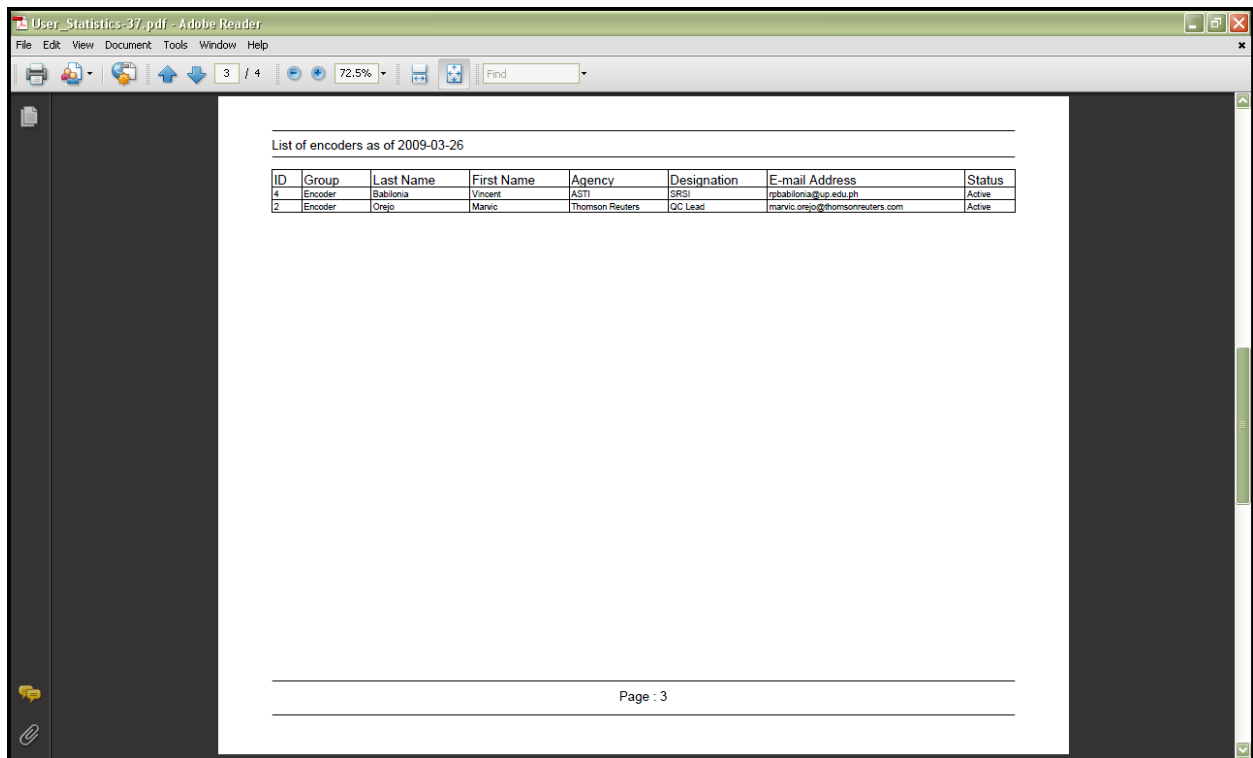


Documentation for user

Administrators and encoders can print the list of users.



Documentation for user



Documentation for user

The encoder can encode and delete persons, relatives and abductors and assign these cases to investigators.

The screenshot shows a web browser window with the URL <http://www.missingfilipinos.gov.ph/viewPerson.do?action=newPerson>. The page title is "Case - Mozilla Firefox". The website header features the logo "missingfilipinos.gov.ph {beta}" and a navigation menu with links: Home, Users, Cases, Progress, Statistics, and Log Out. The main content area is titled "Add Case" and contains a form for adding a new case. The form fields are as follows:

Field	Value
* Photo	D:\My Projects\Test data\chu-chu.jpg
Aged Photo	
Status	On-going
* Case Type	Endangered Missing
First Name	Matthew
* Nickname	Chu-Chu
Middle Name	
Last Name	Samudio
Birth Date	Unknown January 1 2006 Age 3
Street	16 Guyabeno St., Umali Rd., Summitville Subdivisi
City	Muntinlupa
Province/State	Metro Manila
Country	Philippines

At the bottom of the page, there is a footer with the text "© 2008-2009 OpenMPIS. All rights reserved." and a set of links: Privacy Policy, Terms, Disclaimer, Accessibility, Sitemap, Valid XHTML, and Valid CSS.

The screenshot shows a web browser window titled "Relative - Mozilla Firefox" with the address bar displaying "http://www.missingfilipinos.gov.ph/viewPerson.do". The website header features a silhouette of a person wearing a conical hat and the text "missingfilipinos.gov.ph {beta}" next to a logo. The main content area is divided into two sections. The left section, titled "Add Relative", contains a form with the following fields: "Existing Relative" (a dropdown menu), "First Name" (text input with "Ken"), "Middle Name" (text input with "Unknown"), "Last Name" (text input with "Samudio"), "Street" (text input with "16 Guyabano St., Umali Rd., Summitville Subdivisi"), "City" (dropdown menu with "Caloocan"), "Province/State" (dropdown menu with "Metro Manila"), "Country" (dropdown menu with "Philippines"), "E-mail Address" (text input), "Contact Number" (text input with "0923-6384632"), and "Relation" (dropdown menu with "Father"). Below these fields are "Save", "Clear", and "Cancel" buttons. The right section is a yellow sidebar with a vertical menu containing links: "Home", "Users", "Cases", "Progress", "Statistics", and "Log Out". The footer of the page includes copyright information "© 2009-2009 OpenMPIS / All rights reserved.", a row of links: "Privacy Policy", "Terms", "Disclaimer", "Accessibility", "Sitemap", "Valid XHTML", and "Valid CSS", and a "Done" status bar at the bottom left.

Relative - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://www.missingfilipinos.gov.ph/viewPerson.do

missingfilipinos.gov.ph {beta}

Add Relative

Existing Relative

* First Name

* Middle Name

* Last Name

* Street

* City

* Province/State

* Country

E-mail Address

* Contact Number

* Relation

Home
Users
Cases
Progress
Statistics
Log Out

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Done

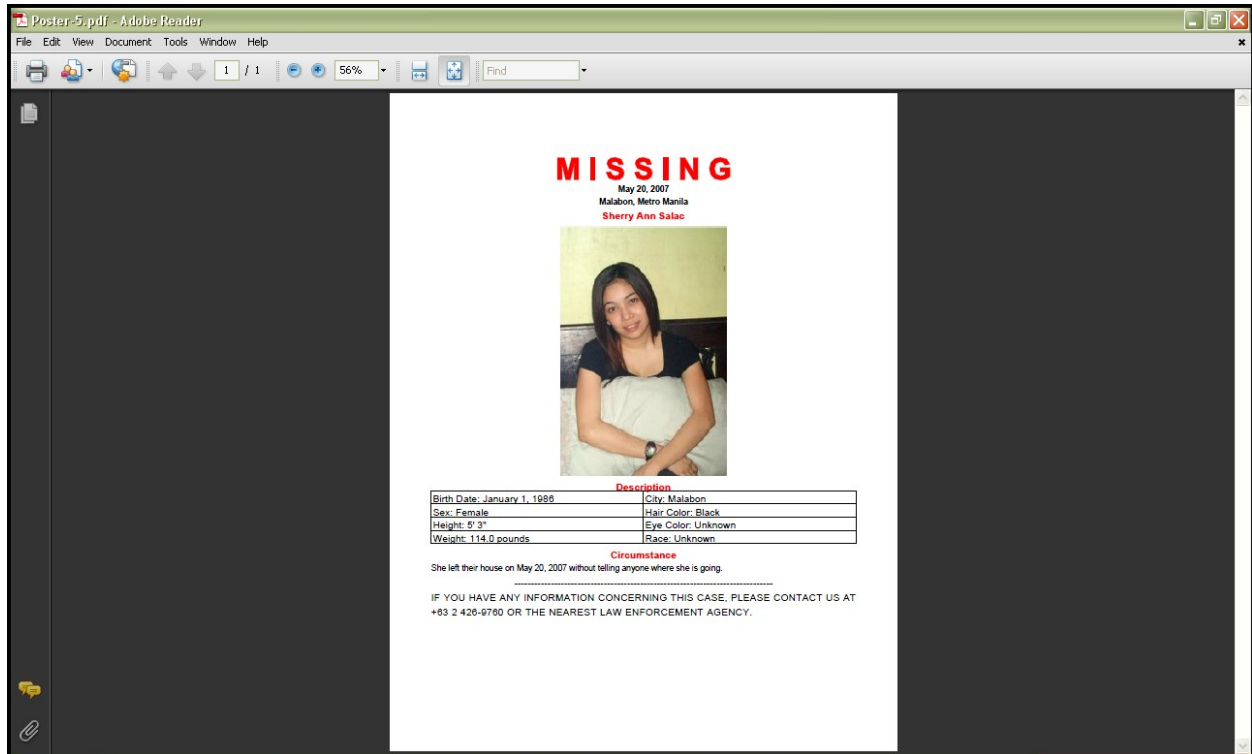






Documentation for user

The public can view the profiles and print posters.



4. Investigation

The investigator can change his password and security question.

User - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://www.missingfilipinos.gov.ph/viewUser.do?action=viewUser

missingfilipinos.gov.ph {beta}

Edit User

ID:

* Group:

Username:

Password:

Verify Password:

* First Name:

* Middle Name:

* Last Name:

* Birth Date:

* Designation:

* Agency:

* E-mail Address:

* Contact Number:

IP Address:

Home
Profile
Cases
Sightings
Progress
Statistics
Log Out

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Done

Documentation for user

The investigator can view the cases assigned to him. He'll be able to view the profile of the person, relative and abductor.



Documentation for user



The screenshot shows a web browser window titled "Relative - Mozilla Firefox". The address bar displays the URL: <http://www.missingfilipinos.gov.ph/viewRelative.do?action=viewRelative&id=1&personid=1>. The website header features a silhouette of a person wearing a conical hat and the text "missingfilipinos.gov.ph {beta}" with a logo. The main content area is titled "View Relative" and contains a form with the following fields:

ID	1
* First Name	Gladys
* Middle Name	Viola
* Last Name	Salac
* Street	76A Sanciengco St, Tonsuya
* City	Malabon
* Province/State	Metro Manila
* Country	Philippines
E-mail Address	
* Contact Number	09278697228
* Relation	Mother

On the right side of the form, there is a vertical menu with the following links: Home, Profile, Cases, Sightings, Progress, Statistics, and Log Out. The footer of the website includes the copyright notice "© 2009-2009 OpenMPIS. All rights reserved." and a series of links: Privacy Policy, Terms, Disclaimer, Accessibility, Sitemap, Valid XHTML, and Valid CSS. The browser's status bar at the bottom shows "Done".

Documentation for user

The investigator can follow up on sightings from the general public.



Documentation for user

The investigator can report and print his progress.





Documentation for user

