Projects – Admin User Manual (Read-Only)

Audience: System Administrators.

Admin sees a global, read-only projects experience with server-side pagination, filtering and a dedicated overview page per project.

Navigation

- Header → All Projects
- All projects list: `/projects`
- Project overview (read-only): `/projects/:id/admin`

All Projects (Admin)

- Server search (300ms debounce): `search`
- Server filters: `status`, `priority`
- Server sort: `sort_by`, `sort_order` (e.g., `prj_name`, `priority`)
- Server pagination: `page`, `limit`
- Columns: Project, Client (address), Status, Priority, Manager, Created by
- Action: Details → opens the Admin overview page
- "Create Project" is hidden for Admin

Project Overview (Read-Only)

- Summary: name, address, status, priority, dates, manager, created by
- Analytics: task counters (Total/Completed/In Progress/Pending)
- Timeline: simple, non-interactive Gantt-like list (sequence only)
- Activity History: recent high-level events (read-only)
- Communication: placeholders to contact PM (no actions yet)

Not Permitted for Admin

- Creating or editing projects
- Editing tasks or project structure

Tips

- Use filters for quick triage by status/priority
- Use the overview to assess state before contacting the PM
- "All Projects" label confirms global scope

Troubleshooting

- Empty overview: refresh; demo data may appear if API returns no data
- Details opens PM view: ensure URL includes `/admin`
- Search not filtering: pause typing (debounce) and check network requests