**Web Application Description**

Request for Ethical Approval of Experiment Web Application (REQETH) facillitates the process by which students (STU) at Robert Gordon University obtain ethical approval to conduct an experiment. Using the application students create approval request records which consist of

* information about the experiment,
* ethics considerations and
* supplementary files that support the request (e.g. signed consent forms).

Once a request has been submitted for approval an administrator (ADM) assign two different Experiment Approval Officers (EAO) to each request. EAO’s review requests assigned to them and then indicate a decision if the experiment can porceed based on the ethical considerations supplied. If an EAO is not satisfied with the ethics information they can either reject the request outright or reassign it to the student to allow the student to provide additional information. EAO’s are able to make comments in the application that support their decisions.

**REQETH Project Constraints:**

* The application web deployment is hosted on the Microsoft Azure platform.
* The application use HTML5 and CSS on the client side for the organization and styling of content .
* The application use PHP to server side scripts for the generation of dynamic content.
* Application records are stored in a mySQL database.

Ranking: Must -, Should -, Could -, Won’t be implemented

| **Functional Requirements:**  **Student:** | | | |
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| **ID** | **Role** | **Function Required Ranking** | |
| L10 | All | The user shall be presented with the “Experiment List” screen when a valid user name and password is submitted on the login screen. | M |
| L15 | All | If the user enter an invalid user name or password the system will display the message “Login Credentials” Invalid. | M |
| L30 | All | The user can request a login. | S |
| L40 | All | While requesting a login, if the user specify an account that is already associated to an account, a message will be displayed “Account already exist”. | S |
| L50 | All | The user can request a login reminder. | S |
| L55 | All | While requesting a login reminder, if the user specify an email that is not linked to an account, a message will be displayed “Account does not exist”. | S |
| L60 | All | The user can request their password to be reset. | S |
| L65 | All | While requesting a password reset, if the user specify an email that is not linked to an account, a message will be displayed “Account does not exist”. | S |

| **Requirements:**  **Experiment Record(s): “Experiment List” Screen** | | | |
| --- | --- | --- | --- |
| **ID** | **Role** | **Function Required Ranking** | |
| EL005 | ALL | The user can log out of the system. | M |
| EL10 | ALL | The system shall display a list of experiments in tabular form with columns headings: Experiment ID, Requestor, Experiment Description, Status, Date Submitted ,“1st EAO”, “2nd EAO” | M |
| EL20 | ALL | Clicking on a value in the “Experiment ID” column will result in the system displaying the “Experiment Detail” screen populated with the record of that particular “Experiment ID”. | M |
| EL30 | ALL | The equipment list can be filtered with a character match filter on any of the following: Experiment ID, Requestor, Experiment Description, Status, Date Submitted ,“1st EAO”, “2nd EAO”. | M |
| EL40 | ALL | The list of experiments can be sorted by Experiment ID, Requestor, Ethical Review Status, Date Submitted ,“1st EAO”, “2nd EAO”. | M |
| EL50 | ALL | The list of experiments can by filtered with a character match filter that applies the match criteria to both “1st EAO” and “2nd EAO”. If matched in either “1st EAO” or “2nd EAO” the record is included in the result. | S |
| EL60 | ALL | The list is filtered by default to exclude experiments that are completed. | C |
| EL70 | ALL | The user can remove the default filter specified above (EL60). | C |
| EL80 | STU | The list is restricted to only show experiments previously created by the user. | M |
| EL90 | ADM | The list is filtered by default to include only experiments with status SUBMIT and where two EAO’s have not been assigned. | M |
| EL100 | ADM | The user can remove the default filter above (EL90) | S |
| EL110 | EAO | The list is filtered by default to include only experiments with status ASSIGNED and either of the EAO fields match the users EAO code. | M |
| EL120 | EAO | The user can remove the default filter above (EL110). | S |
| EL130 | STU | To create a new experiment record the user click on the “New Experiment” menu option upon which the system opens the “Experiment Details” screen with no values populated. | M |

| **Requirements:**  **Experiment Record(s): “Experiment Detail” Screen** | | | |
| --- | --- | --- | --- |
| **ID** | **Role** | **Function Required Ranking** | |
| ED10 | ALL | The user can log out of the system | M |
| ED20 | ALL | The user is able to navigate from the “Eqperiment Detail” scrreen back to the “Experiment List” screen. | M |
|  |  |  |  |
| ED30 | STU | The user can create a new experiment record. | M |
| ED40 | STU | When the user saves a new experiment record for the first time the system auto generates a value for Experiment ID and sets the Status to PREPARE. | M |
| ED60 | STU | The user shall enter a description for the experiment in a free text field | M |
| ED70 | STU | Records can not be saved with blank equipment description fields. | M |
| ED80 | STU | If the user attempt to save a record with a blank experiment description the messaage “Blank Experiment description not allowed” will be displayed. | M |
| ED90 | STU | The user shall be able to update the experiment description provided that the user created the record and no EAO has been assigned. | M |
| ED100 | STU | The user shall be able to describe the ethics that needs to be considered for the experiment in a free text field. | M |
| ED110 | STU | The user shall be able to update the ethics considerations provided that the user created the record and no EAO has been assigned. | M |
| ED120 | STU | The user shall be able to upload and attach files to the experiment. | M |
| ED130 | STU | The user shall be able to add additional or remove existing files attached to the record on condition that the user created the record and no EAO has been assigned. | M |
| ED140 | STU | The user can submit an experiment for approval provided that ethical considerations has been filled in, this actiion chage the status to SUBMIT | M |
| ED150 | ADM | The user can assign an EAO to the “1st EAO” field by selecting a value from the drop down list associated to the “1st EAO” field. | M |
| ED160 | ADM | The user can assign an EAO to the “2st EAO” field by selecting a value from the drop down list associated to the “2st EAO” field. | M |
| ED170 | ADM | Once the user assigned values to both “1st EAO” and “2st EAO” the status will change to “ASSIGNED” | M |
| ED171 | EAO | The user can |  |
|  |  |  |  |