



FIA

Cybersecurity Web Application Guide

Background

This presentation will serve to showcase how the application works and demonstrate all main functionalities.

Objectives #01: Account Creation and Signup

Walk through creating an account, consent checkbox behavior, validation, and successful sign-in.

Objectives #02: Participant Screens

Show choosing university/event, viewing available microcourses, enrollment flow, and waitlist messages.



Objectives #04: Admin Screens

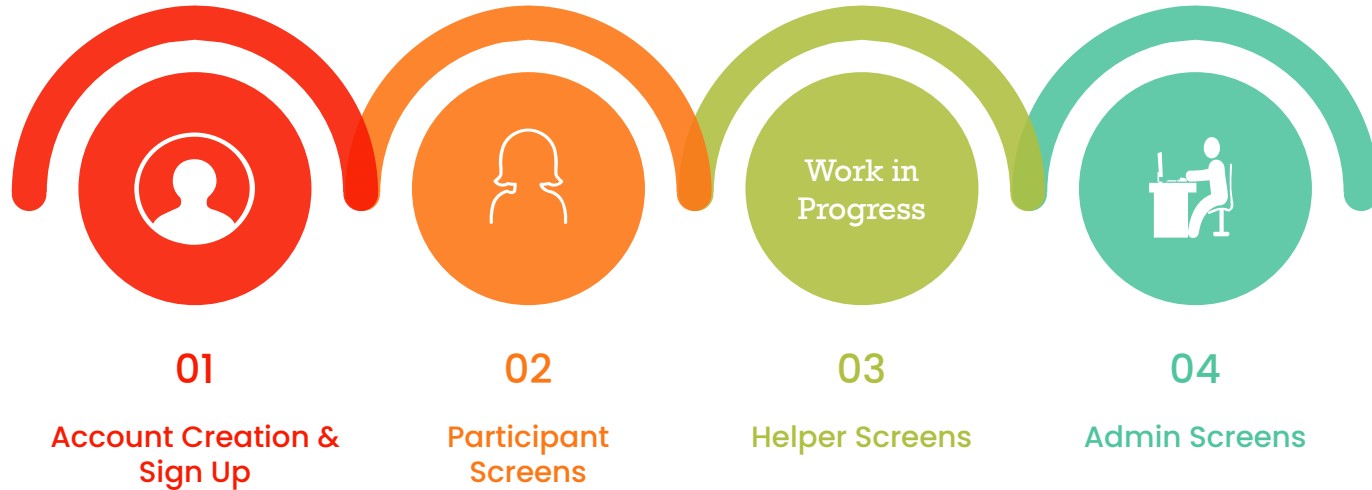
Show creating a CyberFair event, managing microcourses (on/off), scheduling sessions, and preventing double-bookings.

Objectives #03: Helper Screens

Show viewing assigned sessions, checking capacity, and seeing certification progress indicators.

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Click on the image icon to go to the related section.



A vibrant, artistic photograph featuring five women of diverse ethnicities and styles, shown in profile from the chest up. They are arranged in a line, facing right. Each woman is wearing unique, colorful sunglasses and jewelry. The background consists of bold, diagonal stripes in shades of orange, yellow, and teal. The overall mood is celebratory and inclusive.

FIA

Account
Creation &
Sign Up



1. Create Account

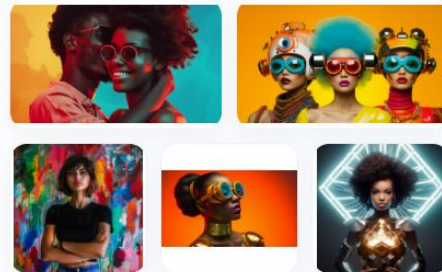
Navigate to the “Create Account” button at the bottom of the screen and click it to begin creating your account! If you are a University Admin or a Super Admin, you can ignore this as your credentials will already be made available to you. If you are a helper, the University Admin will provide you with credentials.

Feminine Intelligence Agency

Welcome to Cybersecurity App For Women!

This Feminine Intelligence Agency (FIA) application is a trauma-informed cybersecurity app that helps women learn practical digital-safety skills through short, mentor-guided “booths.” It pairs clear, bite-sized lessons with supportive community features so users can practice, track progress, and stay safe online

Click with confidence: learn, practice, and stay safe online. We hope you enjoy the application!



Get started

Create your account or sign in to continue.

Create Account

Sign In



2. Fill In Details

Fill in first name, last name, email, and a strong password. Afterwards, consent to FIA's policy for storing account details if you agree. Then, finalize process by clicking "Create Account." You will then be redirected to sign in! If you are on this screen by accident and already have an account made, click "Already have an account? Sign In."

The FIA logo, consisting of the letters 'FIA' in white on a blue and purple circular background.

Create your Participant account

Click with confidence—learn, practice, and stay safe online.

First name

Last name

Email

Password

Confirm password

☒

I consent to FIA storing my account details and activity needed for my learning and safety. I understand I can request deletion at any time.

Create account

Already have an account? [Sign in](#)



3. Sign In

Enter in your account's email and its corresponding password then press "Sign In." You now have a usable participant account within the system! If you don't have an account and are on this screen, click "Create Account." We will implement functionality for password recovery in future sprints with "Forgot Password?"

The FIA logo, consisting of the letters "FIA" in white on a blue and purple gradient square background.

Welcome back

Click with confidence—sign in to continue your progress.

Email

ua.asu@fia.org

Password

.....

Sign In

Create account

[Forgot password?](#)

Current Credentials for All User Types for Testing System:

- 1) Participant: koopmanzachary@gmail.com; T@sha777
- 2) Helper: No Credentials Created Yet
- 3) University Administrator: ua.asu@fia.org; ASU-UA-Temp1!
- 4) Super Administrator: lauren@fia.org; FIA-SuperAdmin-Temp1!



3. Account Made

Congratulations! You now have an account within the system and can use our freshly designed cybersecurity peer-to-peer learning functionalities!



Participant Screens



1. University

This is the current home page for a participant. To start using the application, select your appropriate university first from the drop down.

The screenshot shows a web form titled "Choose your Cyberfair" with the FIA logo. Below the title is a subtitle: "Pick your university and active event to get started." The form contains two dropdown menus: "University" and "Active Cyberfair event". The "University" dropdown is currently expanded, showing a list of options: "-- Select university --", "-- Select university --", "Arizona State University", and "-- Select event --". The first two options are highlighted in blue. Below the dropdowns is a privacy notice: "Privacy: Your learning results are private to you and the FIA team. Your university sees only anonymized or aggregated insights—never your personal answers." At the bottom are two buttons: "Continue" (teal) and "Back to home" (blue link).

FIA Choose your Cyberfair

Pick your university and active event to get started.

University

-- Select university --

Active Cyberfair event

-- Select event --

Privacy: Your learning results are private to you and the FIA team. Your university sees only anonymized or aggregated insights—never your personal answers.

[Continue](#) [Back to home](#)

University

-- Select university --

-- Select university --


Arizona State University

-- Select event --



2. Event

Once you have chosen a university, you can now look for upcoming (and active) cyberfair events. These are where peer helpers take their knowledge and deliver personal cybersecurity information/tips across a wide range of our microcourses. Select the cyberfair event you are interested in from the drop down box to scope in on it.

 **Choose your Cyberfair**

Pick your university and active event to get started.

University

Arizona State University

Active Cyberfair event

-- Select event --

Privacy: Your learning results are private to you and the FIA team. Your university sees only anonymized or aggregated insights—never your personal answers.

Continue

[Back to home](#)

Active Cyberfair event

-- Select event --

-- Select event --

New CyberFair — 2025-10-17

Event #2 — 2025-10-30

Event #3 — 2025-11-12



3. Sessions

Once you have scoped into a university and an upcoming/active cyberfair event, you will now see the micro courses and their associated sessions listed on your home page. You can see exactly when they start/end, any room links where the session take place, the helper, and capacity. Currently, we are working on an enroll feature!

Your Cyberfair

FIA

University: Arizona State University

Event: Event Demonstration

Change event

Privacy: Your learning results are private to you and the FIA team. Your university sees only anonymized or aggregated insights—never your personal answers.

Lock Down Your Phone

10 min

Quick wins for mobile safety: strong screen locks, app permissions, and finding a lost device.

Start	End	Room	Helper	Capacity
2025-10-27 12:25	2025-10-27 12:55	https://classroom.google.com/c/ODEyMzAzMTg1NjU1	Tracy	5

Tags: mobile, privacy

Phishing Awareness

30 Min

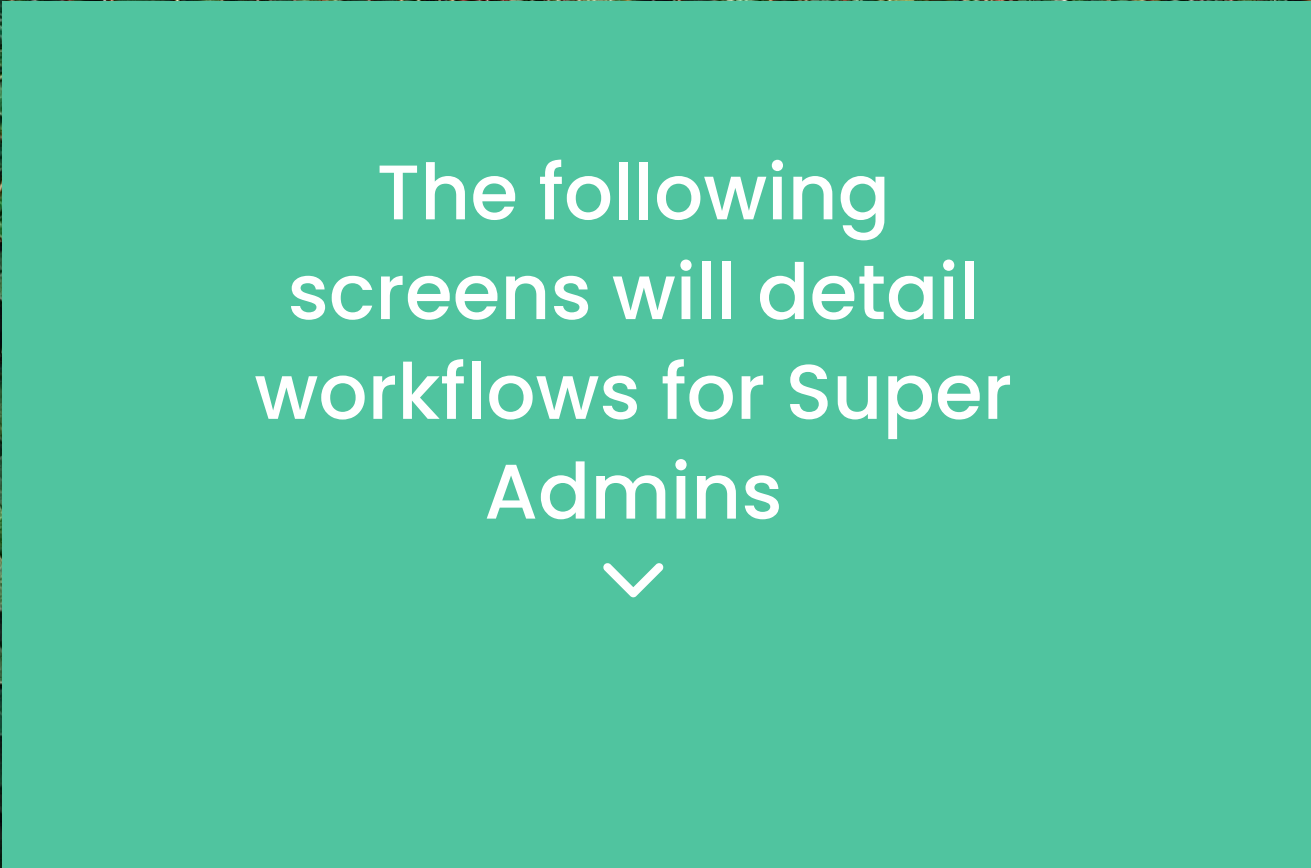
Example Course

Start	End	Room	Helper	Capacity
2025-10-28 14:30	2025-10-28 15:00	https://classroom.google.com/c/ODEyMzAzMTg1NjU1	Morgan	3

Tags: new, test

Helper Screens (In Progress)

Admin Screens



The following
screens will detail
workflows for Super
Admins



Super Admin



1. Micro Courses

As the super admin, you have the ability to add in new micro courses that university admins can choose to include in their cyberfair events. The home page presents you with a form to add a new one with a title, duration, summary, external links, a status (use publish to make visible or draft to hide for now), and any certification metrics needed for helpers to be able to teach the micro course. Save when done!

FIA

Super Admin Home
Welcome, lauren@fia.org.

Sign out

Add a new microcourse

Consistent fields help University Admins understand and adopt content quickly.

Title

Duration

Summary

External link (slides / video / PDF)

Tags (comma-separated)

Status
Draft

Certification rules required (multi-select)

☐

Quiz (1)

Selected rules become prerequisites users must satisfy to complete this microcourse.

Save microcourse

Clear

Super Admin



2. Find Rules

As the super admin, you also have the ability to add certification rules for micro courses. Find the edit page in the Certification Rules section right under where you add micro courses. Add new rules by clicking “Open Certification Rules.”

Certification rules

Create, edit, and set prerequisites for certification requirements.

[Open Certification Rules](#)

Super Admin



3. Edit Certification

On this page, Super Admins can add in certification rules that peer helpers will need to complete before being certified to teach a micro course session in a cyber fair event. You can set a passing quiz score percentage, specify aspects like minimum sessions taught, and add prerequisite rules. We will soon link this up to a tracking system where progress will be tracked towards these metrics for peer helpers!

Add / Edit Rule

Rule ID (unique, stable)

2

Name

Phishing Awareness

Description

Rules needed for Phishing Awareness Certification for peer helpers

Pass score %

80

Min sessions taught

3

Expiry (days)

365

Max attempts (0=∞)

3

Retake cooldown (days)

1

Evidence type

quiz | mentor approval

Prerequisite rules (multi-select)

☐ Quiz (1)

Tip: a rule cannot depend on itself

Save rule Clear Delete

[← Back to Super Admin Home](#)

Existing rules

ID	Name	Pass	Min Sessions	Actions
1	Quiz	80%	0	Edit

Use the “Edit” button to change an existing rule. It will automatically fill in the form fields on the left and allow you to make/save/delete any changes you want.

The following
screens will detail
workflows for
University Admins



University Admin



1. Create Cyberfair

This is the home page for university admins. The first thing you can do is create cyberfair events for your university that will host micro course sessions taught by peer helpers. To add a new cyberfair event, use the following form to fill in event info then save the event. This will make the event visible to peer helpers and participants.



University Admin Home

Welcome, ua.asu@fia.org.

[Sign out](#)

Create a new Cyberfair event

This event will host your selected microcourses.

University

Arizona State University

Event date

mm/dd/yyyy



Event name

e.g., Fall Cyberfair 2025

Description

Brief description for participants and helpers...

Create event

Clear

University Admin



2. Manage Cyberfair

Beneath the form for creating a cyberfair event, you can also manage upcoming and active events. Click on the “Manage” hyperlink for whichever event you want to view to be sent to the management page.

Your events

Manage existing Cyberfairs linked to your university.

Name	Date	Status	Actions
New CyberFair	2025-10-17	Draft	Manage
Event #2	2025-10-30	Draft	Manage
Event #3	2025-11-12	Draft	Manage
Event Demonstration	2025-10-24	Draft	Manage

University Admin



3. Manage Cyberfair (Continued)

The first form of the event management page allows you to select which micro courses you want to appear for helpers and participants in the event. Use the checkbox next to the current catalog of micro courses (created by Super Admin) to select events and save when you checked off the events you want!

Manage Event: Event Demonstration

FIA

University: Arizona State University

Date: 2025-10-24

Status: Draft

Microcourses available

Published microcourses you can include in this event. Toggle visibility per course.

Title	Tags	Duration	Visible in event?
Lock Down Your Phone	mobile, privacy	10 min	<input checked="" type="checkbox"/>
Phishing Awareness	new, test	30 Min	<input checked="" type="checkbox"/>
test 3		30 Min	<input checked="" type="checkbox"/>

Save visibility

University Admin



4. Manage Cyberfair (Continued)

Beneath where you select micro course visibility, you can add in sessions for your event where peer helpers will teach the micro courses you added to your event. Use the course dropdown box to select the appropriate micro course, then schedule the session's start/end times, assign a peer helper, and optionally add a room link or max amount of participants. You can also view a list of the current sessions in the "Scheduled Sessions" section to ensure you don't double book a helper.

Schedule a microcourse session

Only the same helper at overlapping times is blocked. Different helpers can run in parallel.

Course

Start

End

Helper

Room (optional)

Max participants (optional)

[Add session](#)

Scheduled sessions

Course	Start	End	Room	Helper	Capacity
Lock Down Your Phone	2025-10-27 12:25	2025-10-27 12:55	https://classroom.google.com/c/ODEyMzAzMTg1NjU1	Tracy	5
Phishing Awareness	2025-10-28 14:30	2025-10-28 15:00	https://classroom.google.com/c/ODEyMzAzMTg1NjU1	Morgan	3

IMPORTANT NOTE:

[Add session](#)

Helper **Tracy** is already booked from 2025-10-27 12:25 to 12:55.

If a new session's start/end time overlap with an existing session, you get this message. Choose a different time!