

# RateMe

## User Manual

**Business Information Technology**

**Project, 646-2**

**Written by Bétrisey Maxime, Bonvin Flavien, Daniel De Girolamo,  
Pedro Gil Ferreira and Lucien Zuber**

**Coach : Alexandre Cotting**

**Client : Natalie Sarrasin**

**Work submitted the 27.04.2018**

## ILLUSTRATIONS TABLE

Figure 1 "Register" link .....	2
Figure 2 Create a account .....	2
Figure 3 Connect to the website .....	3
Figure 4 Reset your password.....	3
Figure 5 Put your email .....	4
Figure 6 Email reset .....	4
Figure 7 New password .....	4
Figure 8 Logout button in the navbar .....	5
Figure 9 Logout button in the footer .....	5
Figure 10 List of rooms joined .....	7
Figure 11 "Enter room" button.....	7
Figure 12 Groups with members .....	7
Figure 13 Evaluation page .....	8
Figure 14 My rooms page .....	8
Figure 15 "Info" button.....	9
Figure 16 Room's info .....	9
Figure 17 Close a room .....	10
Figure 18 Edit a room .....	10
Figure 19 Clone a room .....	11
Figure 20 Cloned room .....	11
Figure 21 Delete a room .....	11
Figure 22 Create a room.....	12
Figure 23 Room's details .....	12
Figure 24 Add criterias.....	13
Figure 25 Add administrators .....	13
Figure 26 Add users.....	14
Figure 27 Add new group .....	14
Figure 28 Individual repartition .....	15
Figure 29 "Stats" button.....	15
Figure 30 List of groups in results.....	16
Figure 31 Statistics .....	16
Figure 32 "Export data" button .....	16
Figure 33 Profile page.....	17
Figure 34 Change password .....	17
Figure 35 My criterias page .....	18

## TABLE OF CONTENT

1. PROJECT PRESENTATION .....	1
2. TYPES OF USERS.....	1
3. VOCABULARY.....	1
4. USER MANUAL.....	2

## 1. Project presentation

As part of the 646-2 Project module, we were asked to create a website that would allow peer to review other presentations. The website will use MongoDB as database.

To meet the requirements of this module, we had to use an Agile methodology. So we have completed a product backlog with all the necessary files (Daily meeting, sprint review, user stories, release roadmap,...).

This user guide will present you the following points related to the website :

- Users,
- Rooms,
- Evaluation

## 2. Types of users

There are only two types of users but three roles

- Guest: This is the user who is not authenticated and who will only be able to use the evaluation part of the site using an ID that will be shared with him.
- Authenticated user: For this user, there are 2 roles (simple user and room manager)
  - o Simple user : This role only allows the user to use the evaluation part via a room ID or via an email invitation from the room manager.
  - o Room manager : This role is the one who will create the rooms for the evaluations, he will have to create the room with a title and a description, he will have to create groups of passages with a list of users that he will have integrated beforehand and it will be him who will decide the criteria of evaluation.

## 3. Vocabulary

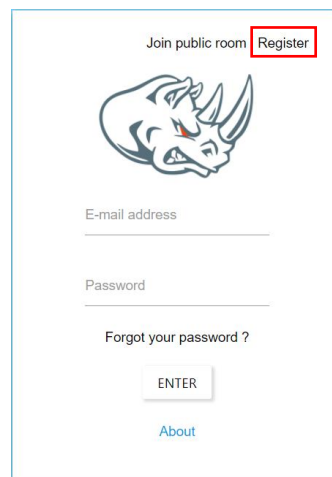
We are going to speak about rooms and groups, to avoid confusion we will define these words :

- Rooms: a room is a zone where you find all the groups that will be evaluated. A room can be public or private. It will be private if only authenticated users can access it. If guests can evaluate, then it will be public. When a room is open, it means that users can evaluate and when it is closed, presentations and evaluations are finished.
- Groups : a group is composed of users and a room is composed of groups. Group members cannot evaluate their groups.

## 4. User manual

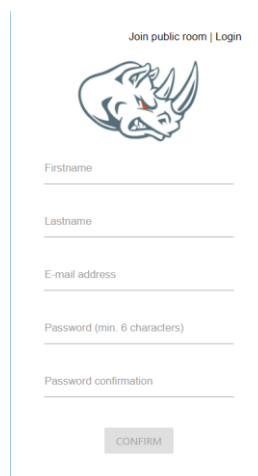
### 4.1. Register

To create an account on the site, simply click on "Register" and enter the requested details.



The screenshot shows a registration form with the following elements: a link "Join public room" followed by a "Register" button highlighted with a red border; a logo of a dragon's head; an "E-mail address" input field; a "Password" input field; a link "Forgot your password?"; an "ENTER" button; and a blue "About" link.

**Figure 1 "Register" link**

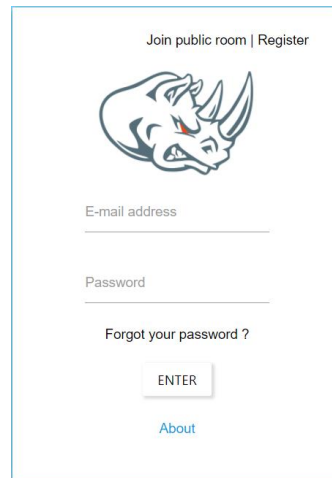


The screenshot shows an account creation form with the following elements: a link "Join public room | Login"; a logo of a dragon's head; "Firstname" and "Surname" input fields; an "E-mail address" input field; a "Password (min. 6 characters)" input field; a "Password confirmation" input field; and a grey "CONFIRM" button.


**Figure 2 Create a account**

### 4.2. Login

To log in to the site, you must be an authenticated user with an email address and password. Then click on "Login".



Join public room | Register



E-mail address

Password

Forgot your password ?

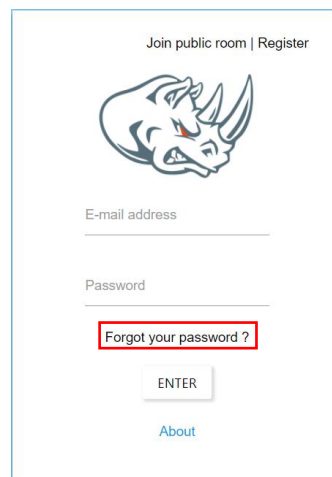
ENTER

[About](#)


**Figure 3 Connect to the website**

### 4.3. Reset your password

If you have forgotten your password, click on the link "Reset your password" to receive an email with a link.



Join public room | Register



E-mail address

Password

Forgot your password ?


ENTER

[About](#)

**Figure 4 Reset your password**

You must enter the email address of your account to receive the email.

Join public room | Register



E-mail address

ENTER

**Figure 5 Put your email**

After you receive an email with a link

Hi Paul,


You ask a link to reset your password. You can click on the link below

[Reset Password](#)

See you soon!

**Figure 6 Email reset**

The link takes you to a page where you enter a new password. You still need to confirm by clicking on "OK" and your password will be updated



Your new password

Confirm your password

ENTER

**Figure 7 New password**

#### 4.4. Logout

There are two ways to logout

- By clicking on the "logout" button in the navbar.



Figure 8 Logout button in the navbar

- Or in the footer.

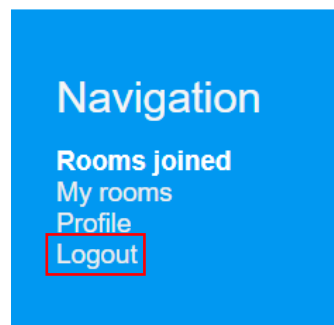


Figure 9 Logout button in the footer

The website will redirect you to the login page.




## 4.5. Join a room

Whether you are an authenticated user or a guest, you can join a room using its ID, there are two ways where you can do it :

- In the login page.

---

Login | Register



Room id  
#123def

JOIN ROOM

[About](#)

---

- Or in the search filed in the navbar.

Rooms joinedMy roomsProfile

#123456

🔍Logout

## 4.6. Rooms joined page

### 4.6.1. Landing page

Once you are connected you have access to a summary page listing all the rooms you have joined that are still open.

Rooms joined	My rooms	Profile	#123456	🔍	Logout
List of rooms joined					
Name	Users	Type	Enter room		
ZTest room with three groups of two	6 🗿	public	➔		

Figure 10 List of rooms joined

#### 4.6.2. Room page

If you click on the “Enter room” button, it is possible to see all the groups that you must evaluate.

Name	Users	Type	Enter room
ZTest room with three groups of two	6 🗿	public	➔

Figure 11 “Enter room” button

When you arrive on the room page, you have all the groups with their members.

ZTest room with three groups of two  
Groups

BACK TO THE MAIN MENU

group1Vote	group2Vote
Lucien Zuber Dan De Girolamo	Maxime Bétrisey Alexandre Cotting

Figure 12 Groups with members

When you click on a group, you can evaluate the criteria defined by the room manager.

ZTest room with three groups of two - group1Vote

**Vote**

Participants: Zuber Lucien, De Girolamo Dan

contenu

Value : 4

forme

Value : 2

crit

Value : 2

BACK TO THE ROOM

VOTE

**Figure 13 Evaluation page**

Then click “Vote”.

#### 4.7. Rooms created page

This is a view to manage the rooms you have created or to create a new one. Rooms are sorted by status (new, open, close). Several actions are available from the Actions dropdown.

Rooms joined My rooms Profile #123456 🔍 Logout

NEWLY CREATED ROOMS OPENED ROOMS CLOSED ROOMS

List of rooms created

Newly created rooms

Creation date	Name	Users	Type	Actions
18.4.2018	New room	3 👤	private	ACTIONS ▾

+

**Figure 14 My rooms page**

### 4.7.1. Room's information

By clicking on the eye, you can see the room information (ID, URL and QRCode) to share it with users.

NEWLY CREATED ROOMS    OPENED ROOMS    CLOSED ROOMS				
List of rooms opened				
Opened rooms				
Creation date	Name	Users	Type	Actions
18.4.2018	roomUsers	2 😊	private	👁 Info
18.4.2018	roomGroup	2 😊	private	🔒 Close
18.4.2018	roomGroupWithVotes	2 😊	private	✎ Edit
18.4.2018	roomGroupWithVotes	2 😊	public	+ Clone
18.4.2018	roomGroupWithVotes	2 😊	public	🗑 Delete

Figure 15 “Info” button

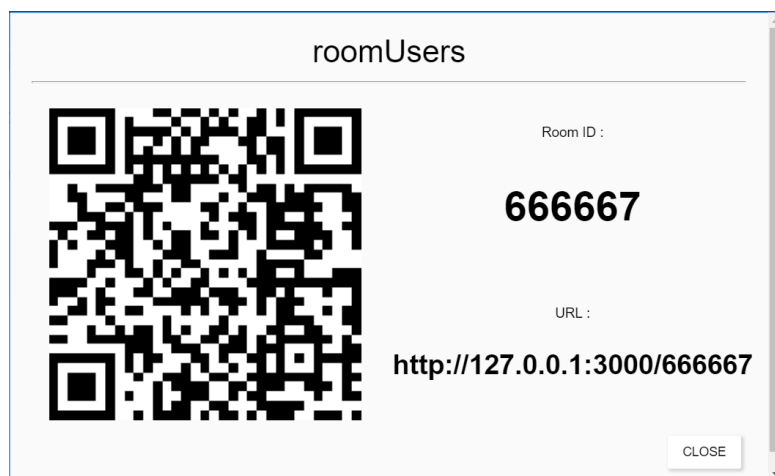


Figure 16 Room's info

### 4.7.2. Close or open a room

When a room is created, its status is closed, so it is necessary to open the room so that the evaluations can be done and at the time of closing the votes, it must be closed again.

NEWLY CREATED ROOMS	OPENED ROOMS	CLOSED ROOMS		
List of rooms opened				
Opened rooms				
Creation date	Name	Users	Type	Actions
18.4.2018	roomUsers	2 😊	private	👁 Info
18.4.2018	roomGroup	2 😊	private	🔒 Close
18.4.2018	roomGroupWithVotes	2 😊	private	✎ Edit
				+ Clone
18.4.2018	roomGroupWithVotes	2 😊	public	🗑 Delete

Figure 17 Close a room

### 4.7.3. Edit a room

If a room has not yet received a vote, it is possible to edit it. Therefore, modify all room details (users, title, criterias, groups, etc.)

NEWLY CREATED ROOMS	OPENED ROOMS	CLOSED ROOMS		
List of rooms opened				
Opened rooms				
Creation date	Name	Users	Type	Actions
18.4.2018	roomUsers	2 😊	private	👁 Info
18.4.2018	roomGroup	2 😊	private	🔒 Close
18.4.2018	roomGroupWithVotes	2 😊	private	✎ Edit
				+ Clone
18.4.2018	roomGroupWithVotes	2 😊	public	🗑 Delete

Figure 18 Edit a room

#### 4.7.4. Clone a room

You can clone a room to keep the same information.

NEWLY CREATED ROOMS	OPENED ROOMS	CLOSED ROOMS		
List of rooms opened				
Opened rooms				
Creation date	Name	Users	Type	Actions
18.4.2018	roomUsers	2	private	Info
18.4.2018	roomGroup	2	private	Close
18.4.2018	roomGroupWithVotes	2	private	Edit
18.4.2018	roomGroupWithVotes	2	public	Clone
18.4.2018	roomGroupWithVotes	2	public	Delete

Figure 19 Clone a room

18.4.2018	roomUsers Clone	2	private	ACTIONS ▾
18.4.2018	roomUsers	2	private	ACTIONS ▾

Figure 20 Cloned room

#### 4.7.5. Delete a room

You can delete a room by clicking on the delete button.

NEWLY CREATED ROOMS	OPENED ROOMS	CLOSED ROOMS		
List of rooms opened				
Opened rooms				
Creation date	Name	Users	Type	Actions
18.4.2018	roomUsers	2	private	Info
18.4.2018	roomGroup	2	private	Close
18.4.2018	roomGroupWithVotes	2	private	Edit
18.4.2018	roomGroupWithVotes	2	public	Clone
18.4.2018	roomGroupWithVotes	2	public	Delete

Figure 21 Delete a room

#### 4.7.6. Create a new room

You can create a new room by clicking the "Add" button.

The screenshot shows a user interface for managing rooms. At the top, there are navigation tabs: 'Rooms joined', 'My rooms' (selected), and 'Profile'. To the right, there is a search bar with the text '#123456', a magnifying glass icon, and a 'Logout' button. Below the navigation, there are three tabs: 'NEWLY CREATED ROOMS' (selected), 'OPENED ROOMS', and 'CLOSED ROOMS'. The main content area is titled 'List of rooms created' and contains a table of 'Newly created rooms'.

Creation date	Name	Users	Type	Actions
18.4.2018	New room	3	private	ACTIONS ▾

Below the table, there is a red-bordered square button with a blue circle and a white plus sign (+).

Figure 22 Create a room

#### 4.7.7. Room's details

You must give a title and description of the presentations that will be evaluated in this room. You must choose the type of room it will be (public or private). There is also the option to put a "Additional comments" field for additional remarks during the evaluation. Then press "next".

Room's details

Title  
User guide

Description  
Test for user guide

Type

Public  Private

Allow the voters to add additional remarks

NEXT

Figure 23 Room's details

#### 4.7.8. Criterias



This is a view to add criteria to be evaluated in the different groups. With the search bar, you can create new criteria simply by writing them. All the criteria that the user creates are stored and therefore reusable with the help of autocompletion.

It is possible to change the weight of a criteria to change the importance of certain points. You can delete a criteria if you have made a mistake and confirm all your criteria by clicking on "next".

Add a new room - Criterias

Max range value  
5

Q Search criterias ADD

Criterias	Weight	Action
Design	1	
Code	2	

NEXT

Figure 24 Add criterias

#### 4.7.9. Administrators


This is a view to add administrators, if multiple users can manage the room.

You must enter the mail in the search bar. All authenticated users will appear using autocompletion. If you added the wrong user, you can delete it with the trash. When you have all the necessary administrators, click on "next".

Manage Administrator

Q Search a user ADD

This is to add other administrators, users are added to the following page

User	Action
Borvin Flavien (flavien@flavien.com)	

NEXT

Figure 25 Add administrators



#### 4.7.10. Users

It is a view to add users to the room to be able to distribute them afterwards in groups to evaluate.

You must enter the mail in the search bar. All authenticated users will appear using autocompletion. If you added the wrong user, you can delete it with the trash. When you have all the necessary users, click on "next".

##### Manage Users

Search a user ADD

User	Action
De Girolamo Dan (dan@dan.com)	
Walker Paul (degirolamo.daniel@gmail.com)	

NEXT

Figure 26 Add users

#### 4.7.11. Groups

This is a view to share users in groups for evaluations.

First, you need to know how many groups are needed to assign a group to each user. You can create a new group with the button "Add new group". The group title is editable, and you can delete the group by clicking on the cross.

Add a new room - Groups

INDIVIDUAL REPARTITION ADD NEW GROUP

Users	Group
De Girolamo Dan	Select group ▼
Walker Paul	Select group ▼
Bétrisey Maxime	Select group ▼

**Group 0** x

**Group 1** x

**Group 2** x

Figure 27 Add new group

If the presentations are individual and therefore a group contains only one user, there is an "automatic repartition" button that creates a group per user and names it according to the user name.

#### Add a new room - Groups

INDIVIDUAL REPARTITION    ADD NEW GROUP

Users	Group
De Girolamo Dan	Dan
Walker Paul	Paul
Bétrisey Maxime	Maxime

**Dan** X

De Girolamo Dan

**Paul** X

Walker Paul

**Maxime** X

Bétrisey Maxime

Figure 28 Individual repartition

Finish the room creation by clicking on "Finish creation".

#### 4.8. Results

If a room is closed and with evaluations, a "Stats" button appears to see statistics of the results.

Newly created rooms    Opened rooms    Closed rooms

List of rooms closed

Closed rooms

Creation date	Name	Users	Type	Actions
18.4.2018	room1	0	private	ACTIONS
18.4.2018	roomGroupWithVotes	2	private	Stats Open Clone

Figure 29 "Stats" button

By clicking on the "Stats" button, you will arrive on a view with the list of groups and by clicking on a group, you will see the statistics of its evaluations.

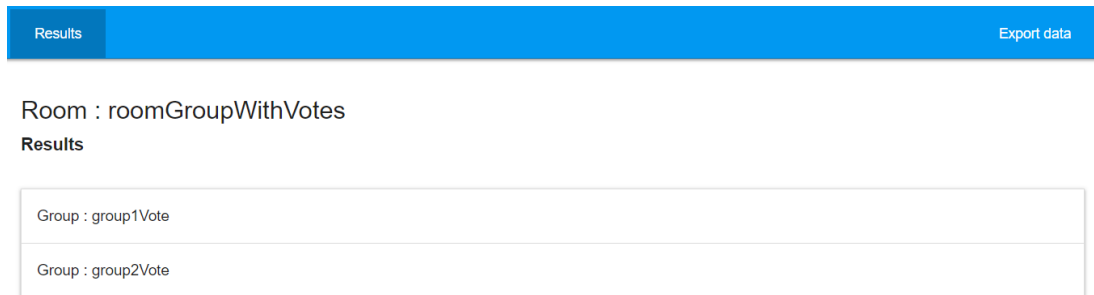


Figure 30 List of groups in results

In the statistics you can see the average and median by criteria, group members, number of voters, overall group average, criteria and their weight.

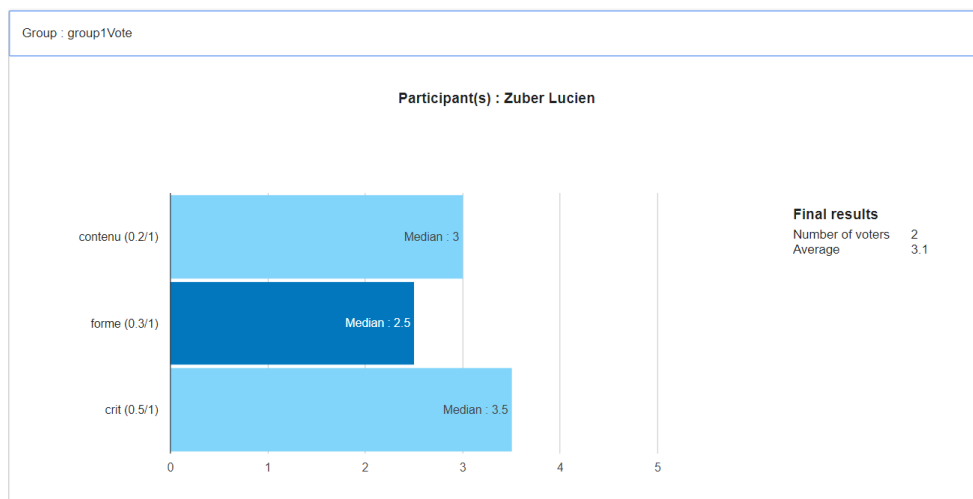


Figure 31 Statistics

#### 4.8.1. Export data

The results can be exported into an excel file so that the room manager can use them for future calculations.

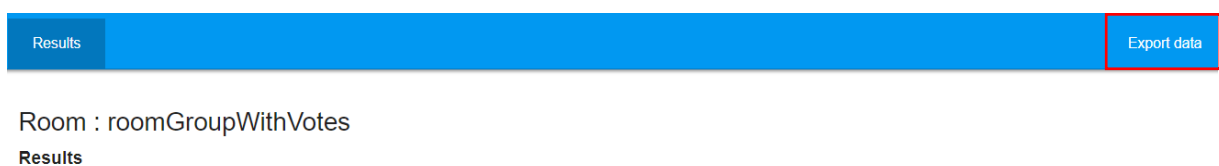


Figure 32 "Export data" button

## 4.9. Profile page

This is the user's profile view. There is the basic information of the user (first name, last name and email).

Rooms joined My rooms Profile #123456 🔍 Logout

INFORMATION MY CRITERIAS

### My profile

Firstname Lastname  
Flavien Bonvin

Email  
flavien@flavien.com

CHANGE YOUR PASSWORD

Figure 33 Profile page

### 4.9.1. Change password

It is also possible to change the password by clicking on "Change your password". You will need to enter the old password, the new one and the confirmation of the new one. Confirm the new password by clicking on "Confirm the password".

Rooms joined My rooms Profile #123456 🔍 Logout

INFORMATION MY CRITERIAS

### My profile

Firstname Lastname  
Flavien Bonvin

Email  
flavien@flavien.com

CHANGE YOUR PASSWORD

Old password New password Password confirmation

CONFIRME THE PASSWORD

Figure 34 Change password

#### 4.9.2. My criterias

This is a view to manage your criteria. It is possible to add and remove them from this view.

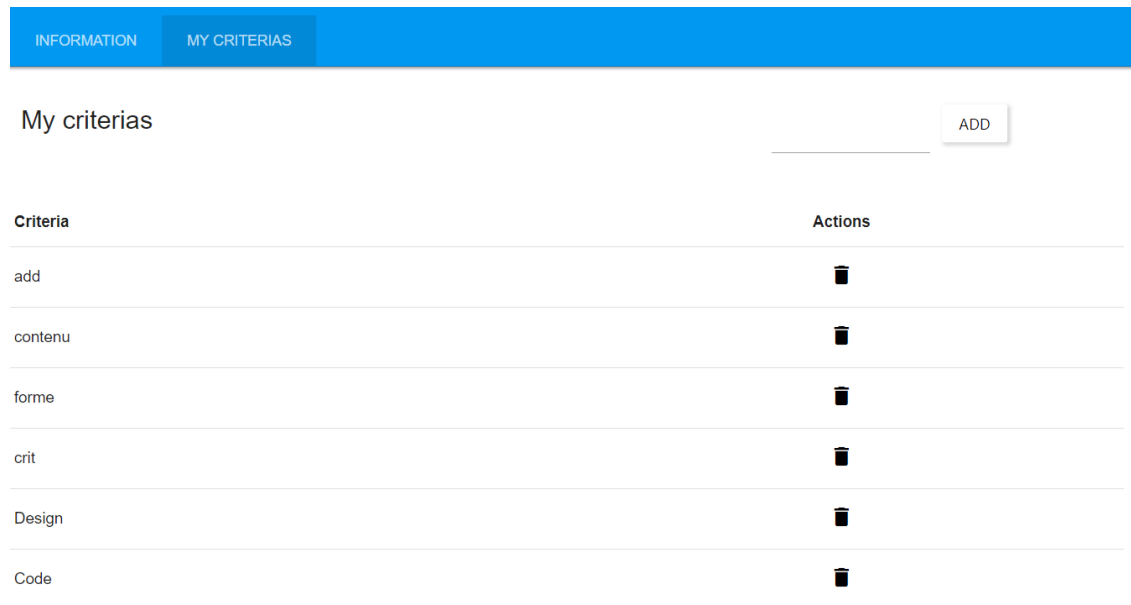


Figure 35 My criterias page