

CP2 Center's Innovation Database: User's Manual for PPTG Chairs



| | | | | |
|---|---|---|---|---|
|  Search User Profiles |  Search Innovations |  Browse Innovations |  Browse User Profiles |  Logout |
|---|---|---|---|---|

Please choose a menu option from above.

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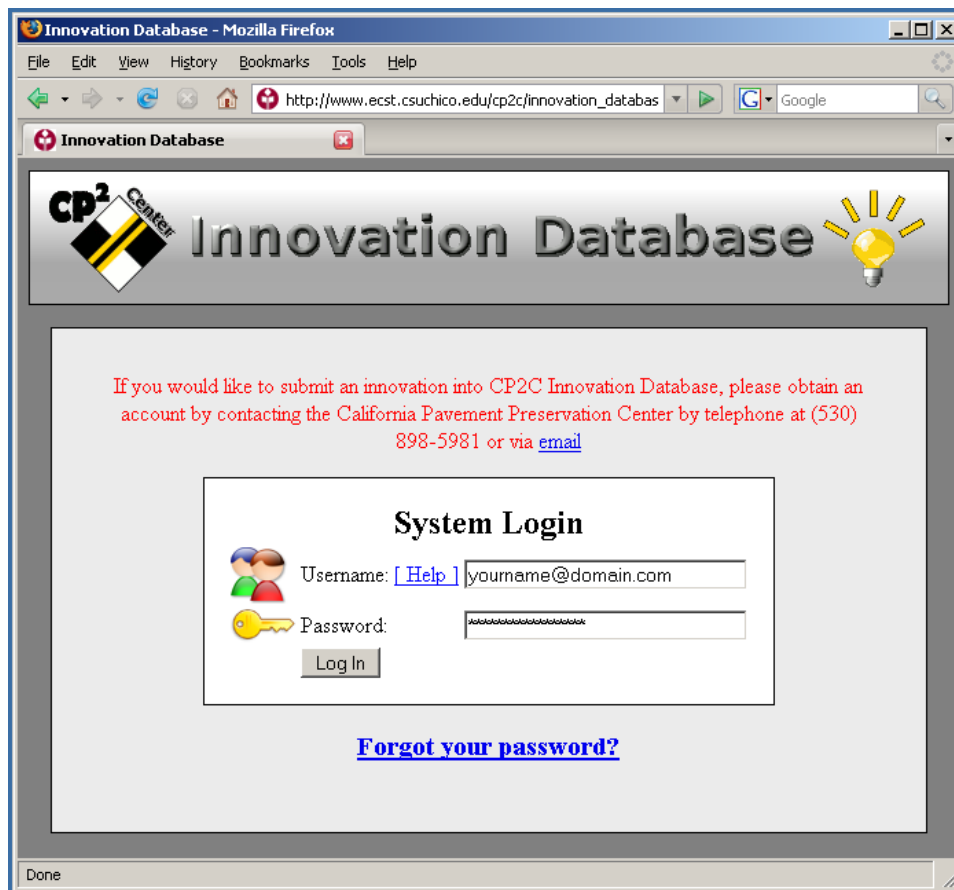
Introduction

In order to prompt innovation and facilitate technology transfer, the California Pavement Preservation (CP2) Center has developed a database to help manage and disseminate innovation information in the area of pavement preservation. The first edition of the software, which is called Innovation Database-1, can now store innovation proposals, comments from reviewers, and approval status from PPTG-Chairs. This manual is intended to be used as instruction for a PPTG-Chair to review proposal, input comments, and approve innovation proposals.

Logging In

If you want to log into the innovation database, you need to contact the California Pavement Preservation Center to obtain a username and password first. The contact information for the CP2C is (530)898-5981 or LFarrell@csuchico.edu. If you only want to view the innovation, you can log in as *guest* and *guest* for the username and password, respectively. Then, go to the internet address:

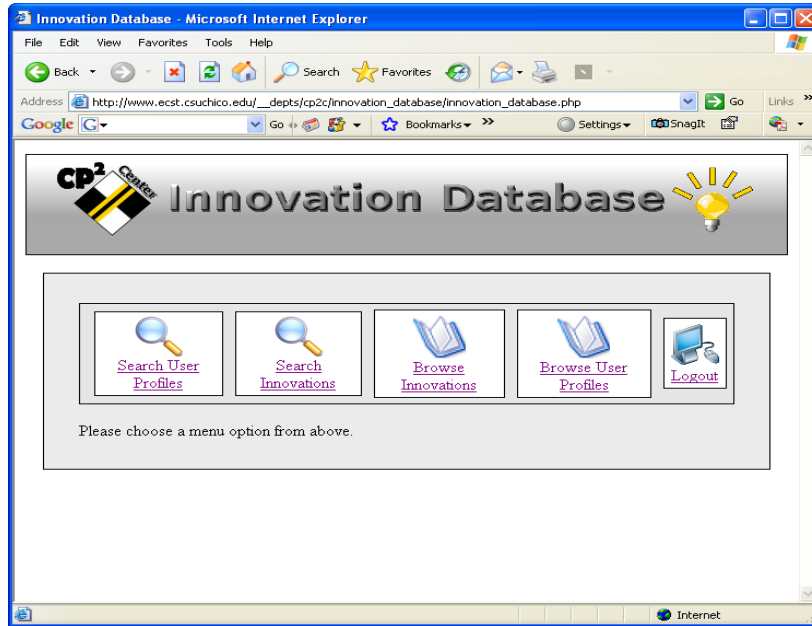
http://www.ecst.csuchico.edu/cp2c/innovation_database/



The screenshot shows a Mozilla Firefox browser window displaying the Innovation Database login page. The browser's address bar shows the URL http://www.ecst.csuchico.edu/cp2c/innovation_databas. The page features the CP² Center logo and the text "Innovation Database" with a lightbulb icon. Below this, a red message states: "If you would like to submit an innovation into CP2C Innovation Database, please obtain an account by contacting the California Pavement Preservation Center by telephone at (530) 898-5981 or via [email](#)". The main content area is titled "System Login" and contains a form with the following fields: "Username: [Help] yourname@domain.com" and "Password: [masked]". A "Log In" button is positioned below the password field. At the bottom of the form area, there is a blue link that says "[Forgot your password?](#)". The browser's status bar at the bottom indicates "Done".

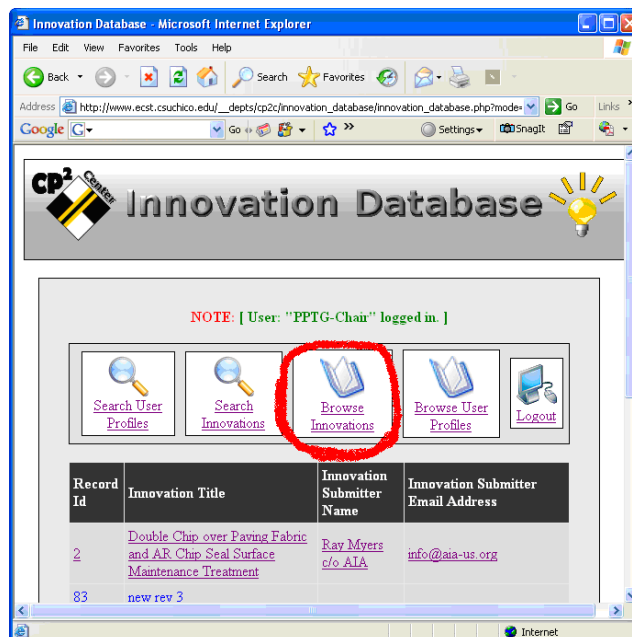
Main Menu

You will be taken to the main menu directly after you login.



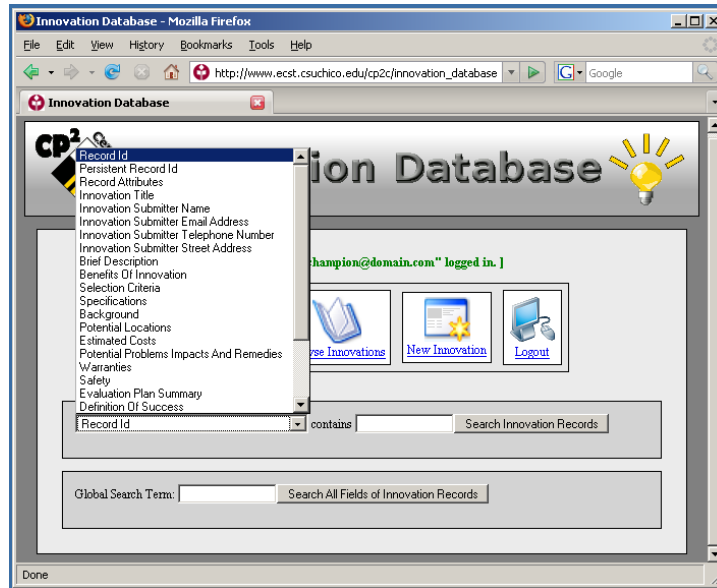
Browsing Innovations

Innovations can be browsed by clicking on the "Browse Innovations" button. A list will then be presented. Click on the desired innovation link to view it.



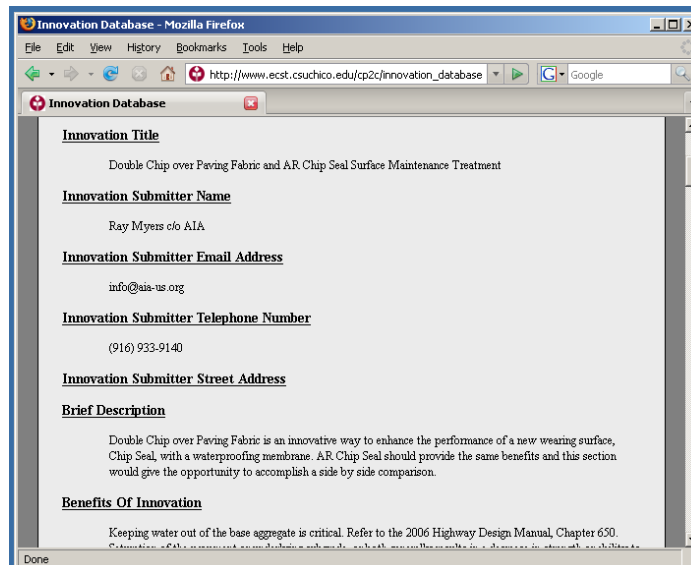
Searching Innovations

All innovation record fields can be searched by selecting them in the pull down menu.



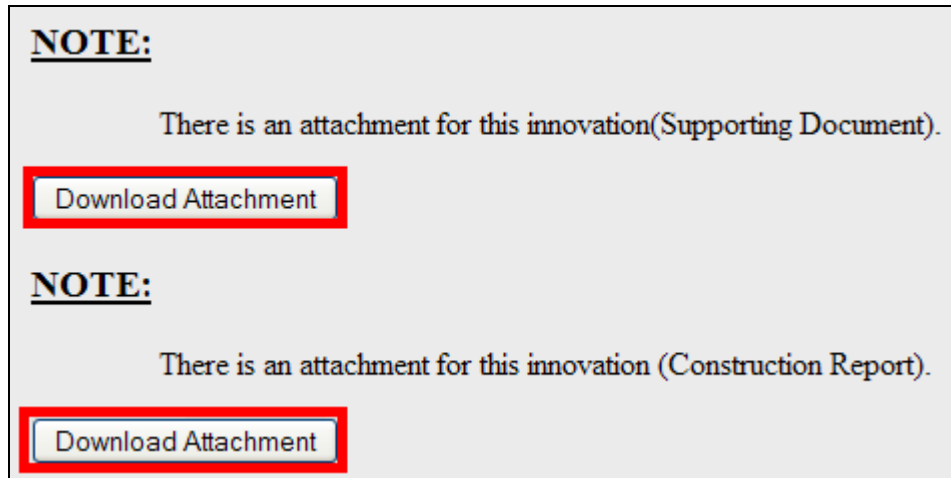
Displaying Innovations

Innovations can be displayed and printed. This is what the viewers of the innovation will see.



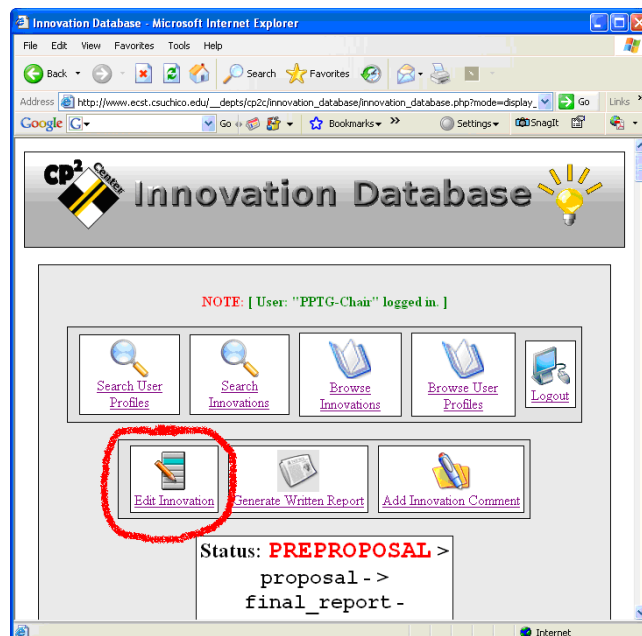
Downloading Files

If there is a file attached to an innovation, a notice will appear at the bottom of the innovation page. It is possible to download the file by clicking on the “Download Attachment” button located at the bottom of the page.



Approving Innovations

You can choose to approve a proposal by clicking on the edit button after you select an innovation to view.



Now, you can edit your innovation items. After selecting the proper status for proposal, Chair can select multiple subcommittees from the list and can send them a personalize email. This email will be sent to all the people assigned to those committees.

1. Please state innovation proposal status: [\[Help \]](#)

preproposal ▾

Select email recipients from list:
Press Ctrl and Left Click to select/unselect multiple
Select NONE if you do not want to send email.

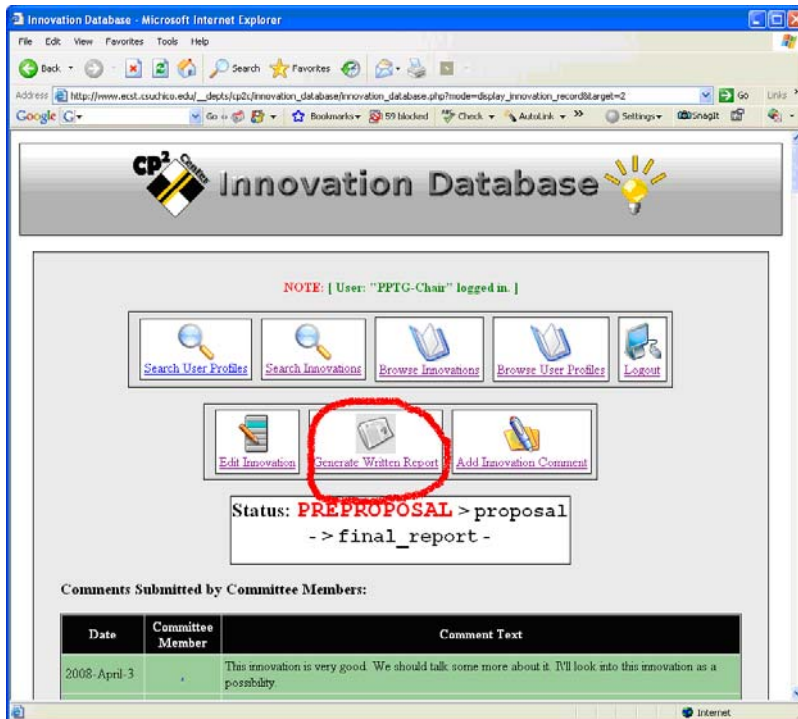
Enter your email here ...

- Chair
- Center_Staff
- Innovation_Review
- Binders
- Chip_Seals
- Crack_Seals
- Diamond_Grinding
- Dowel_Bar
- FOG_Rejuvenator_Seals
- Innovation

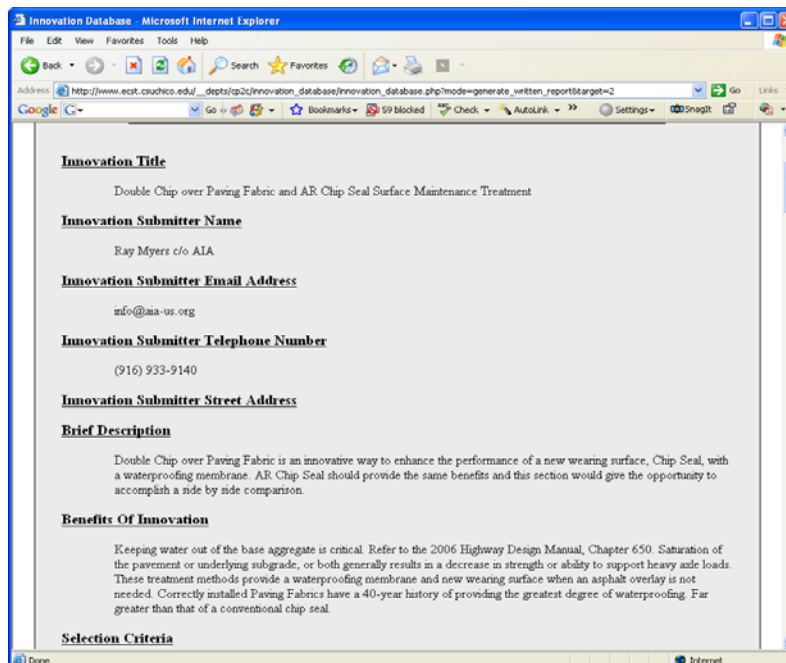
Save and Send Email

Generating Written Report

Once the innovation of interest is displayed, a written report of the innovation can be generated by clicking on the “Generate Written Report” button. The figure below shows the location of this button.

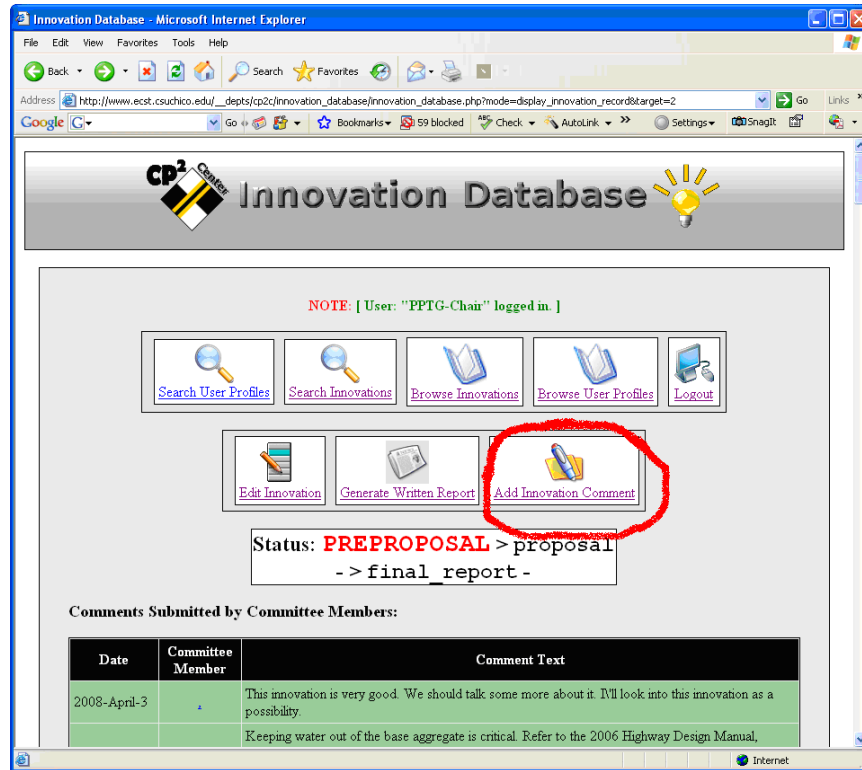


An example of a generated written report is shown below.

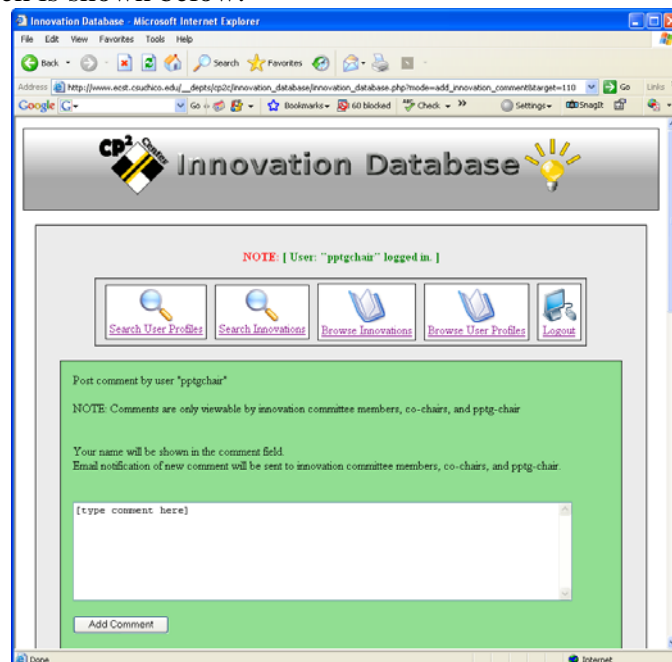


Adding Innovation Comments

It is possible to comment on innovations of interest. To comment, click on the button “Add Innovation Comments”.



The resulting screen is shown below.



Browsing User Profile

To browse through the users of the Innovation Database, click on the button which reads “Browse User Profile”. This button is found in the Main Menu. The resulting page is shown below.

NOTE: [User: "PPTG-Chair" logged in.]

| Record Id | Last Name | First Name | Email Address | Telephone Number |
|--------------------|---------------------------|---------------------------------|---------------------------------------|------------------|
| 5 | Lowe | Paul | paul@tetravista.net | |
| 63 | chair | PPTG | pptg-chair@chair.org | |
| 62 | test | test | | |
| 60 | champion1 | champion1 | | |
| 58 | cheng | ding | dxcheng@csuchico.edu | |
| 57 | guest | guest | | |
| 55 | member | committee | | |
| 56 | Cheng | Ding | dxcheng@csuchico.edu | |
| 48 | Last name | Champion #2 | | |
| 43 | Champion | Champion | champion@champion.com | |
| 52 | Staff | Staff [revised] | | |
| 41 | Ho | Hans | hans@hans.com | |
| 40 | Shatnawi | Shakir | shakir@shakir.com | |

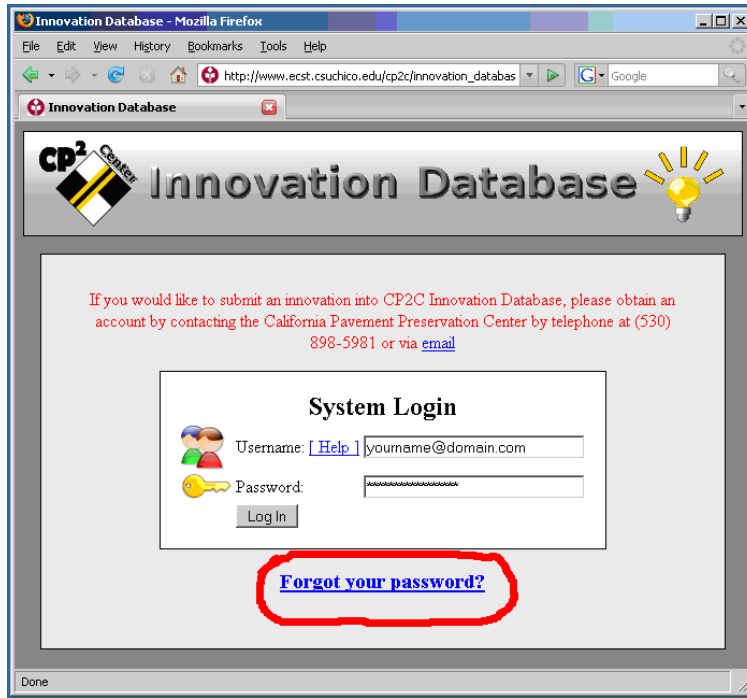
Displaying User Profile

To display a user profile, simply click on the user of interest. Their information will be displayed in a table format. An example of the user information in table format is shown below.

| | |
|----------------------|--|
| Record Id | 117 |
| Persistent Record Id | 56 |
| Record Attributes | default_attributes |
| First Name | Ding |
| Last Name | Cheng |
| Telephone Number | |
| Username | dxcheng |
| Password | ***** |
| Email Address | dxcheng@csuchico.edu |
| Access Clearance | cp2c_staff |
| Subcommittees | Innovation_Review Center_Staff Chip_Seals Crack_Seals |

Forgot your Password

If you forget your password, click on the “Forgot your password?” link on the front page before logging in.



On the next page, please type in your e-mail address and click on the “Send Password” button. Your password will be e-mailed to you.

