


CP2 Center's Innovation Database: User's Manual for Center Staff



 Search User Profiles	 Search Innovations	 Browse Innovations	 Browse User Profiles	 New User Profile	 Logout
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Please choose a menu option from above.

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By

Ding Cheng and Nauman Malik



**California Pavement Preservation Center
203 Langdon Hall
California State University
Chico, California 98929-0930
(530) 898-5981**



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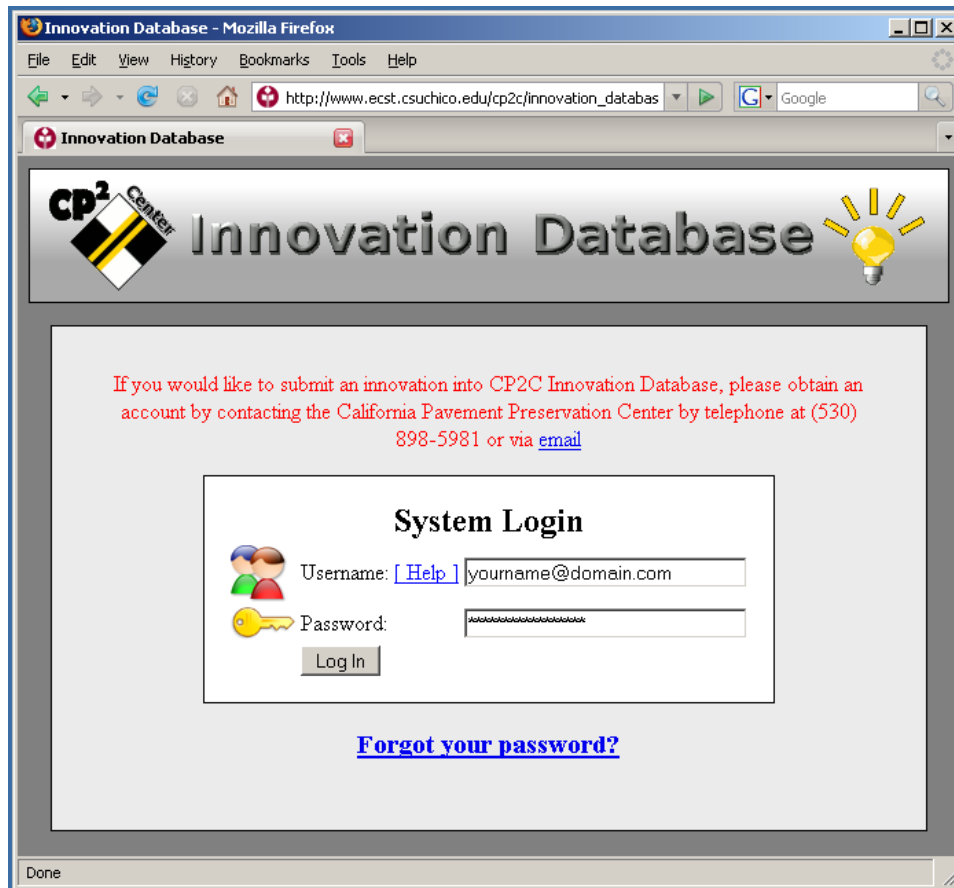
Introduction

In order to prompt innovation and facilitate technology transfer, 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 obtain approval status from PPTG-Chairs. This manual is intended to be used as instruction for staff to review proposal, input comments, create user profiles, and edit user profiles.

Logging In

If you want to log into the innovation database, you need to contact the CP2 Center to obtain a username and password first. The contact information for the Center 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:

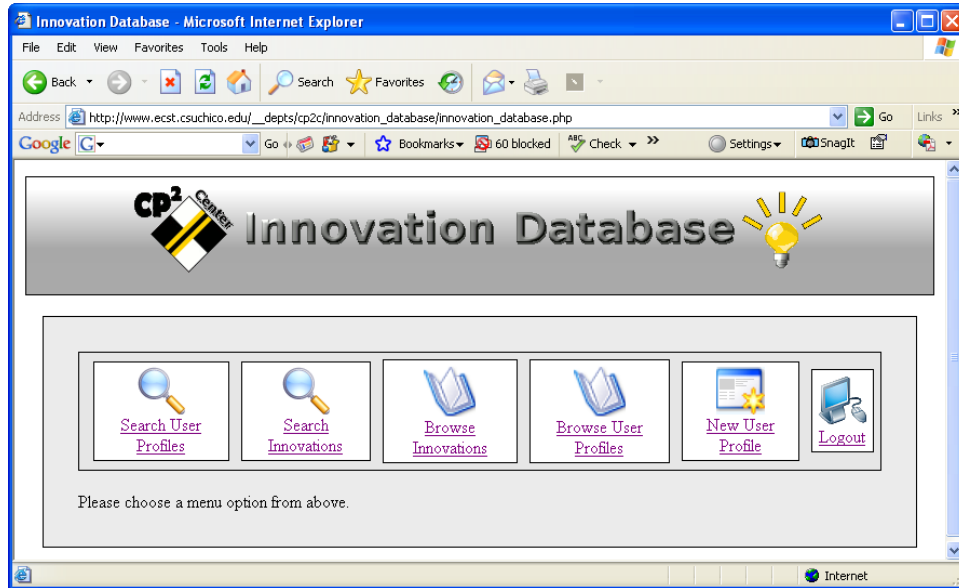
http://www.ecst.csuchico.edu/cp2c/innovation_database/



The screenshot shows a Mozilla Firefox browser window titled "Innovation Database - Mozilla Firefox". The address bar displays the URL http://www.ecst.csuchico.edu/cp2c/innovation_databas. The page content includes the CP2 Center logo, the title "Innovation Database" with a lightbulb icon, and a red message: "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](#)". Below this is a "System Login" form with fields for "Username: [Help] youname@domain.com" and "Password: [masked]", a "Log In" button, and a blue link for "[Forgot your password?](#)". The status bar at the bottom shows "Done".

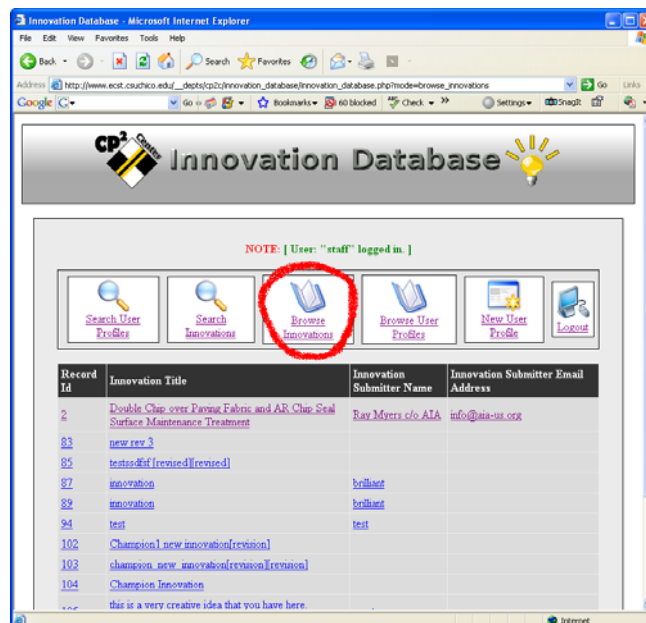
Main Menu

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



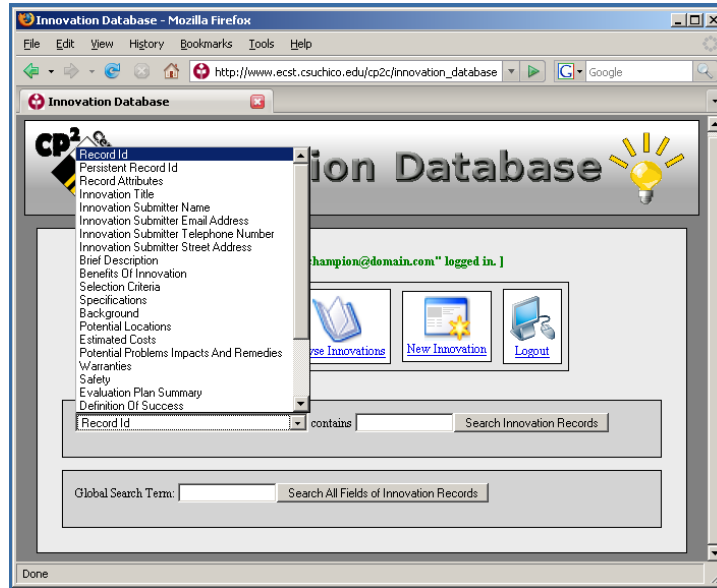
Browsing Innovations

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



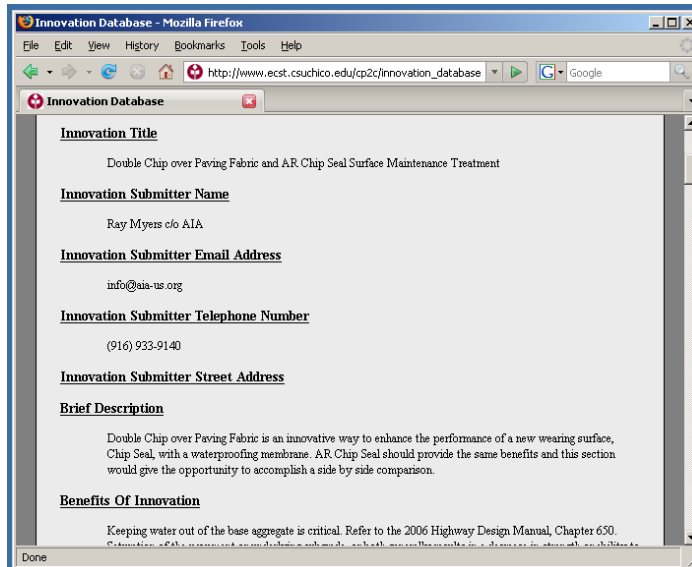
Searching Innovations

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



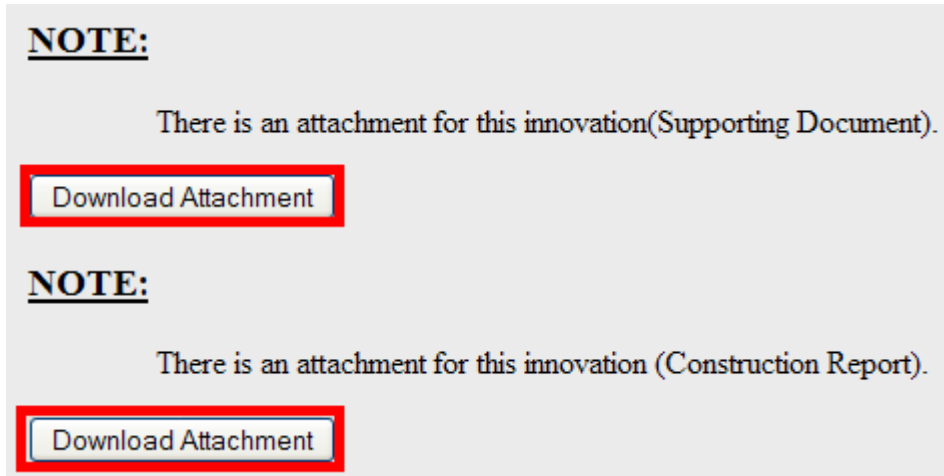
Displaying Innovations

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



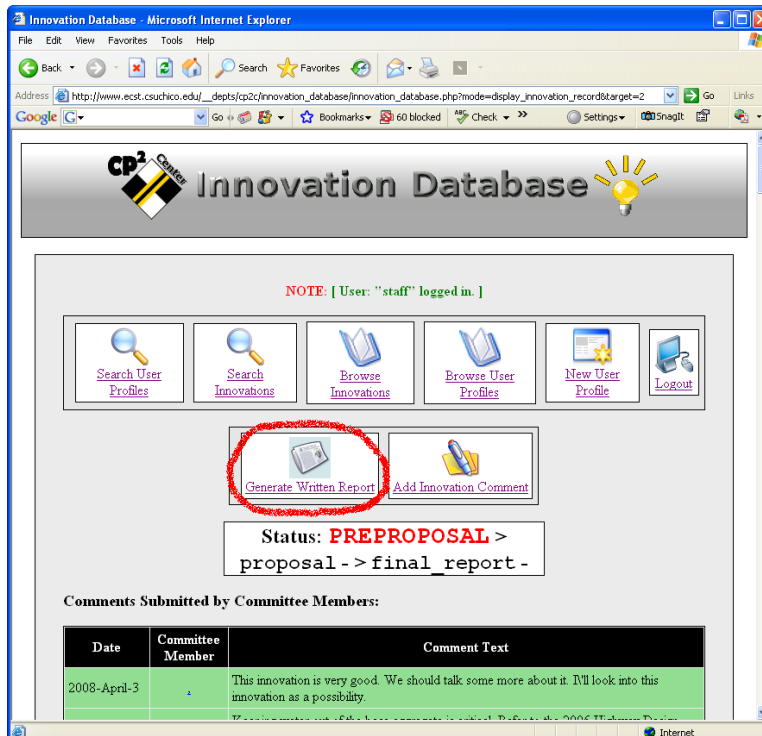
Downloading Files

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.

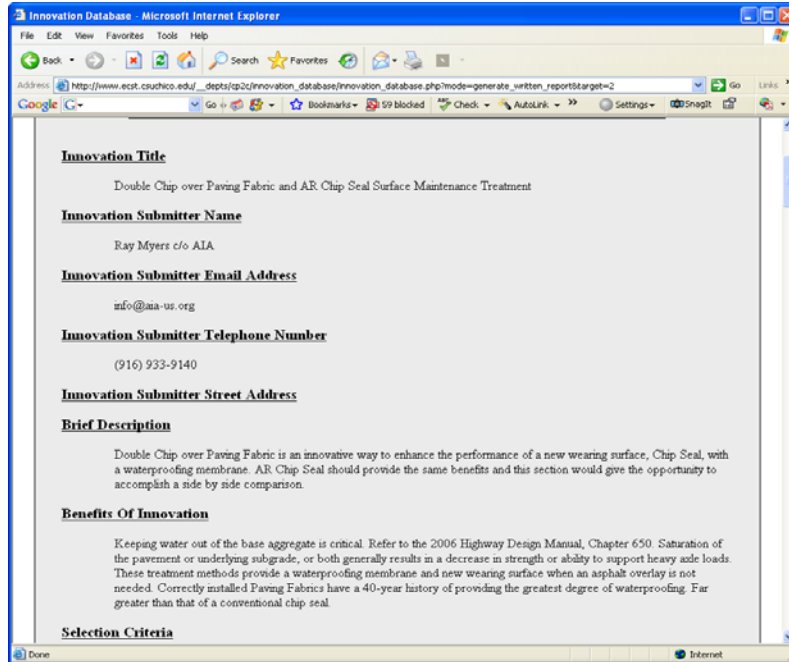


Generating Written Report

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.

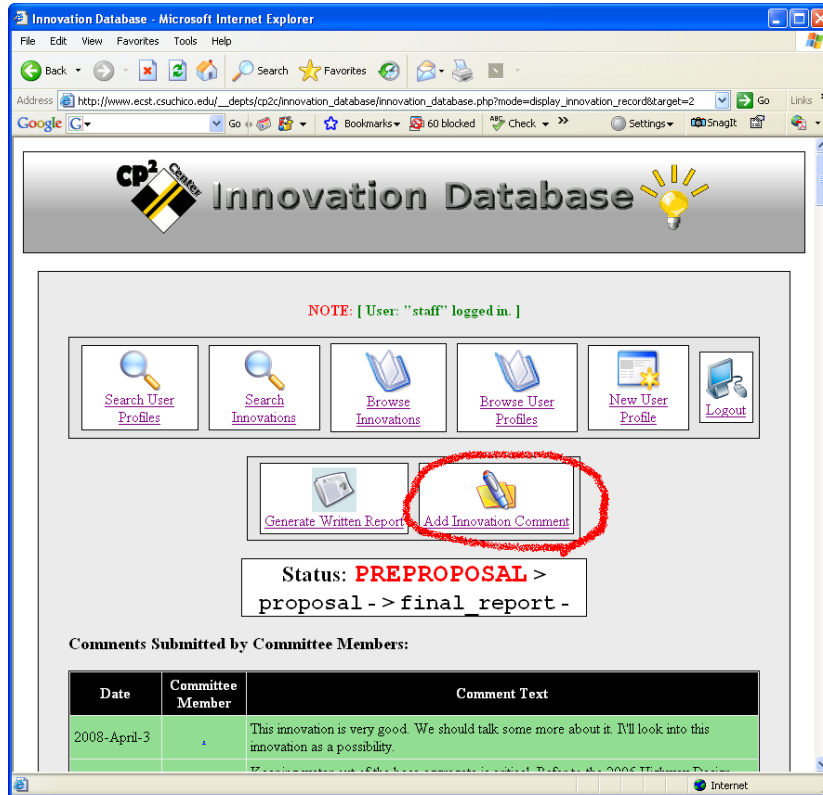


An example of a generated written report is shown below.

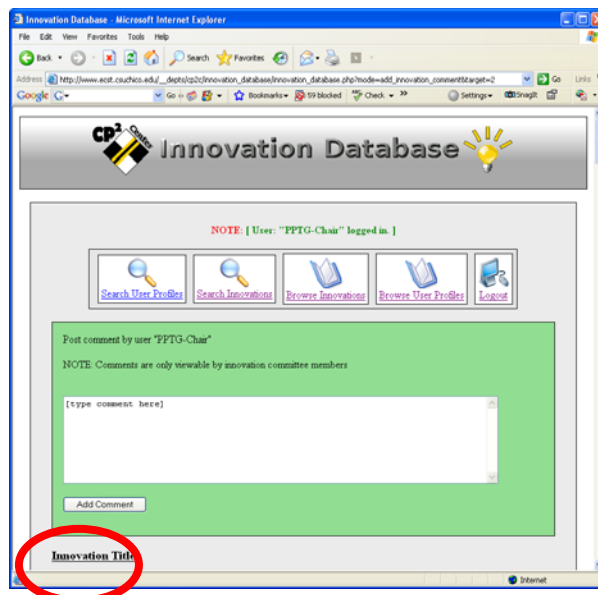


Adding Innovation Comment

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



The resulting screen is shown below.



New User Profile

It is possible to create new user profiles. This can be achieved by clicking on the “New User Profile” button.



Once selected, the following page will appear.

Fill in the necessary information and continue by clicking on the “Save in Database” button.

1. Please state first name: [\[Help \]](#)

2. Please state last name: [\[Help \]](#)

3. Please state telephone number: [\[Help \]](#)

4. Please state username: [\[Help \]](#)

5. Please state password: [\[Help \]](#)

6. Please state email address: [\[Help \]](#)

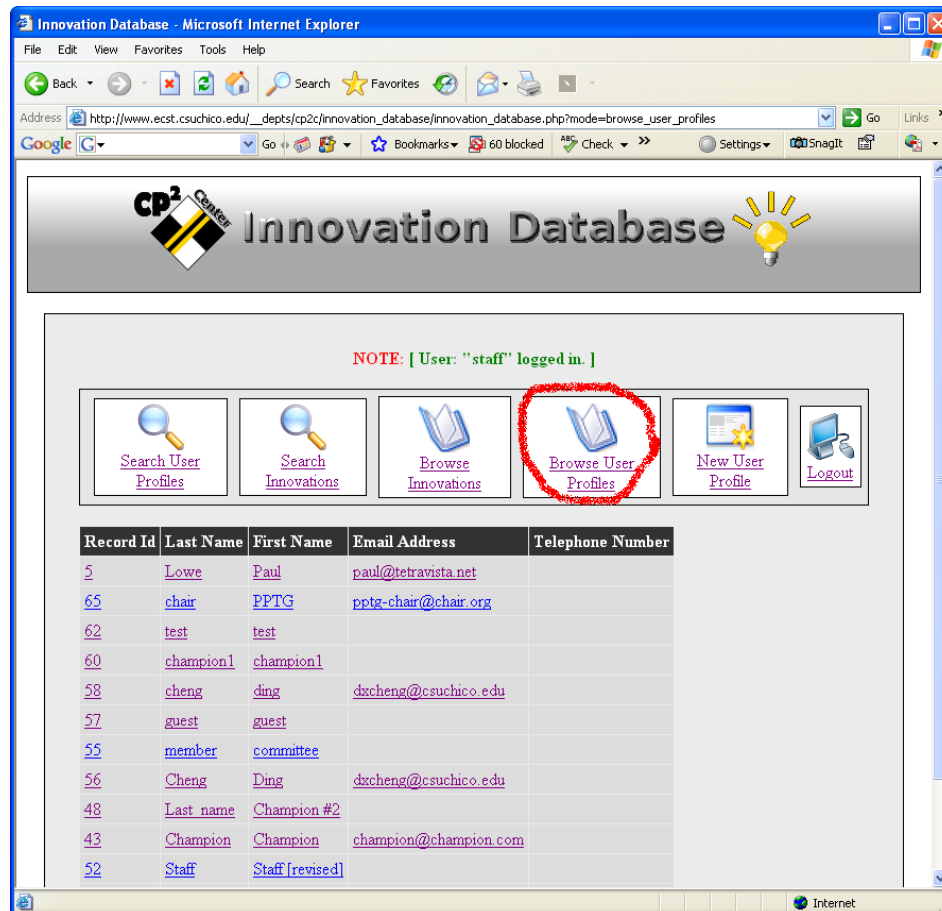
7. Please state access clearance: [\[Help \]](#)

8. Please state subcommittees: [\[Help \]](#)

Innovation_Review	▲
Binders	
Center_Staff	
Chair	▼

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: "staff" logged in.]

Search User Profiles Search Innovations Browse Innovations **Browse User Profiles** New User Profile Logout

Record Id	Last Name	First Name	Email Address	Telephone Number
5	Lowe	Paul	paul@tetravista.net	
65	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]		

Searching User Profiles

It is possible to search for User Profiles. This can be achieved by clicking on the “Search User Profiles” button.

NOTE: [User: "staff" logged in.]

Search User Profiles Search Innovations Browse Innovations Browse User Profiles New User Profile Logout

Record Id	Last Name	First Name	Email Address	Telephone Number
5	Lowe	Paul	paul@tetravista.net	
65	chair	PPTG	ppte-chair@chair.org	
62	test	test		
60	champion1	champion1		
58	cheng	ding	dxcheng@crucho.edu	
57	guest	guest		
55	member	committee		
56	Cheng	Ding	dxcheng@crucho.edu	
48	Last name	Champion #2		
43	Champion	Champion	champion@champion.com	
52	Staff	Staff [revised]		

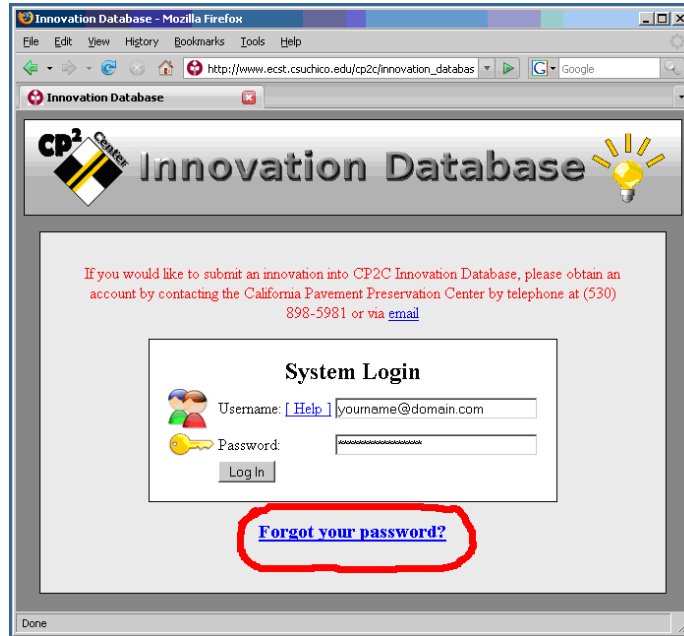
Displaying User Profile

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.

