**IC Card Management System**

*User Manual*

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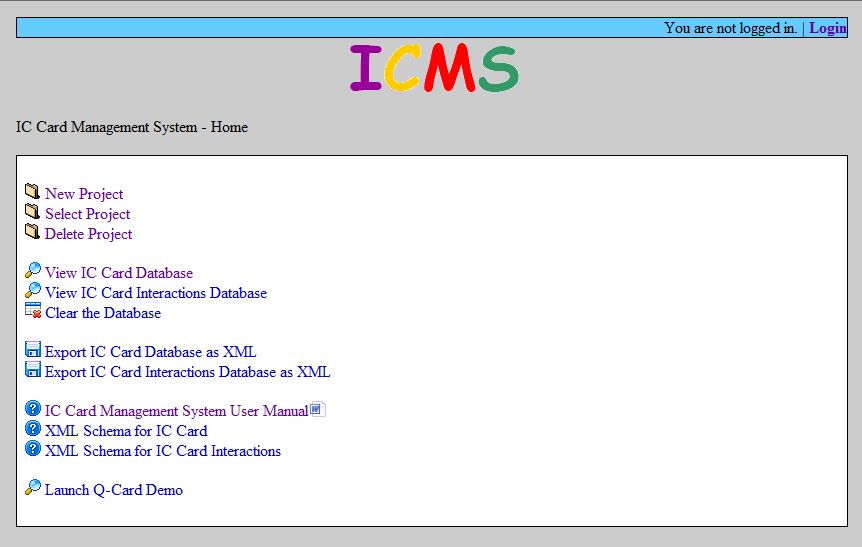
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# Home Page

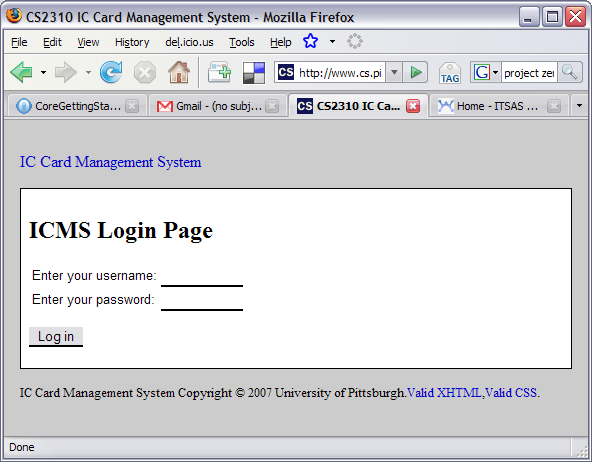
The front page of ICMS is like this:



You must login first before using any of these functionalities.

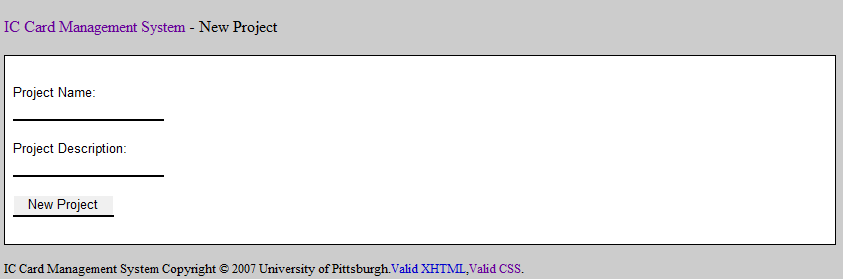
# Login to Application

The IC Card Management System requires user authentication to be able to execute any of the activities that perform Create, Read, Update and Delete (CRUD) operations against the database. To Log in to the application, select the Login link at the top right corner in the screen. From this screen, enter your assigned username and password and click Log In.



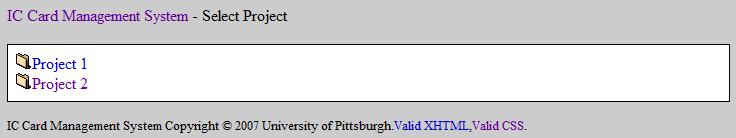
# Create New Project

User must select or create a project before operating on IC cards or patterns. To create a new project, simply click the “New Project” link in the home page, and fill the information needed.



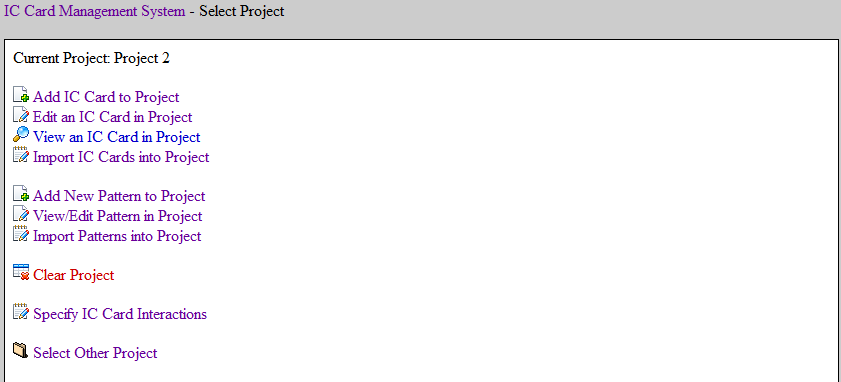
# Select a Project

User must select or create a project before operating on IC cards or patterns. To select an existing project, click the “Select Project” link in the home page, choose the project you want to use.



# Project Home Page

Once you selected a project, a project home page is displayed and the project name is shown on the top.



All operations on IC Cards and patterns are under the scope of current project. You can switch to other projects at any time by clicking the “Select Other Project” link at the bottom.

# IC Card Adder

The IC Card Adder is used to add IC Cards to the IC Card Database. To access this tool, click the “Add IC Card to Project” link on the project’s main menu.

All IC Cards must belong to an IC Entry group. Therefore, when the users select to add a new IC Card, he/she will be presented with an interface similar to Figure 1 for specifying the entry to which the card belongs. The user is presented with a list of all entries that currently exist in the database. If the current card is a member of a pre-existing entry, the user may select that entry from the list. Otherwise, the user should choose the “Create a New Entry” option to form a new entry and add the current IC card to that entry. After entry selection is complete, press the “Next>>” button.

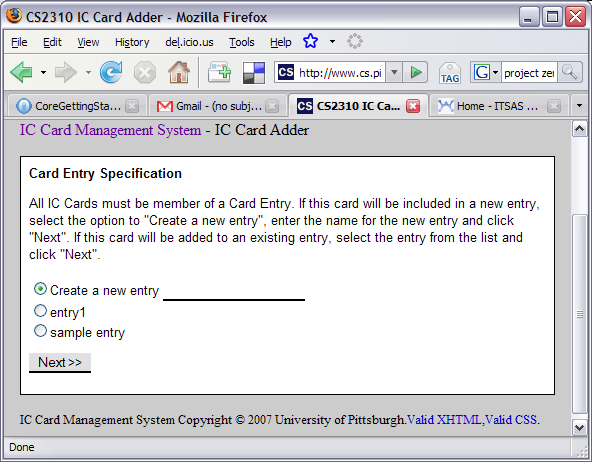


Figure 1

Figure 2 shows the user interface for entering IC Card information. This panel allows users to enter all data specific to an IC card into this form and then submit it to be added to the database. If the user fails to fill out any of the IC card’s fields, the card will not be added to the database until all information is provided. The user will be notified of any missing data.

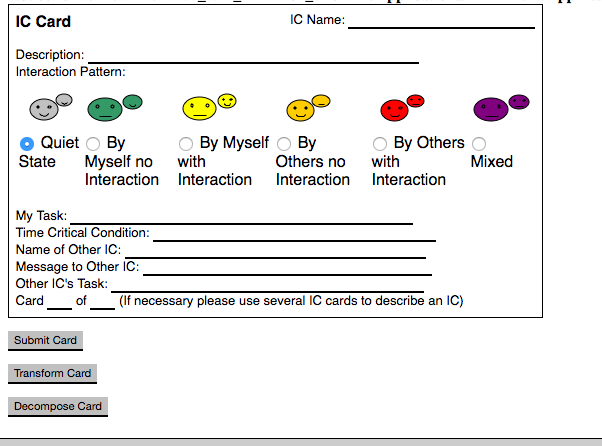


Figure 2

After all information has been entered for the IC card and the card’s entry is specified, the current IC card database will be updated with the new IC card. This database is then available by selecting the “View IC Card Database” link on the management system’s main menu.

IC Card Transformation

On clicking **“Transform Card”** buttonin the page “IC Card Adder” page, then user questionnaire will show up. This questionnaire collects information for providing recommendations to the user for transforming an organic activity into one or more inorganic activities.

When the mouse is moved over the heading “User Questionnaire”, the suggestions for filling in the questions will be shown. These suggestions are to be followed for best results.

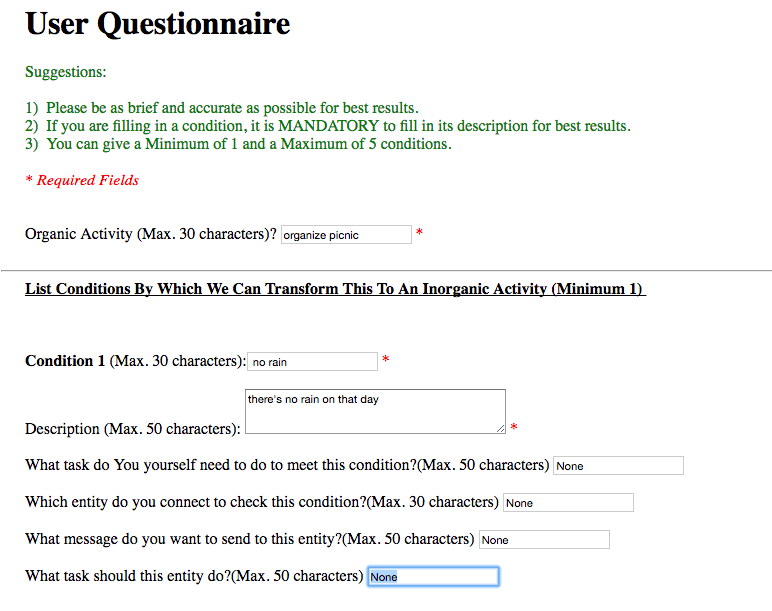


Figure 3

After filling out the information in the User Questionnaire, one can click the “BACK” or the “NEXT” button. Clicking the “BACK” button will take one back to “IC Card Adder” page.

On clicking the “NEXT” button, the user is taken to the page for “Additional Questions”. This page asks inferential questions based on the information provided in the “User Questionnaire” page.

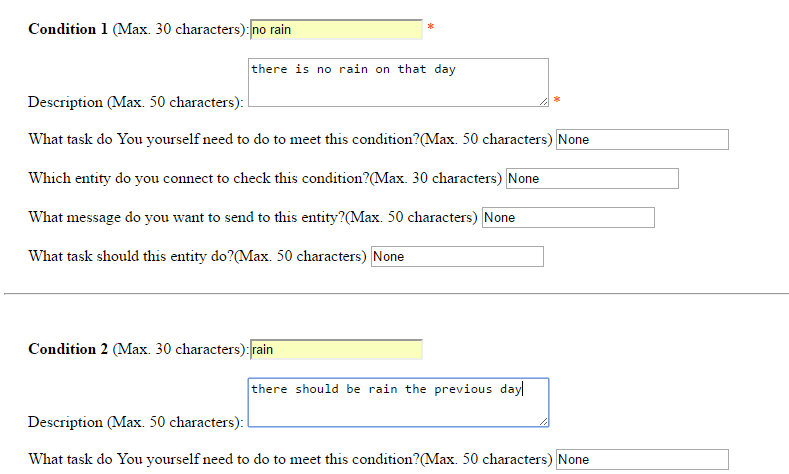


Figure 4

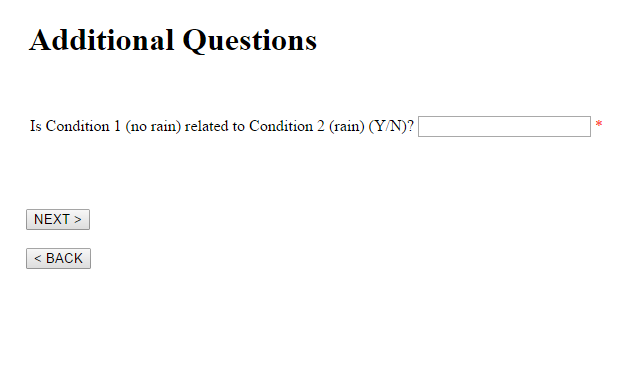


Figure 5

In Figure 4, we can see that the user gives two conditions “no rain” and “rain”. So, the page displaying “Additional Questions” (Figure 5) asks the user if Condition 1 is related to Condition 2. The user can answer either “Y” or “N”.

On clicking “NEXT” on the “Additional Questions” page, the user goes to the next page that displays the “User Details” (as shown in Figure 6). In this page, the user can proceed to see the IC recommendations by clicking the “IC RECOMMENDATION” button or go back to make changes in the “User Questionnaire” page by clicking the “BACK” button.

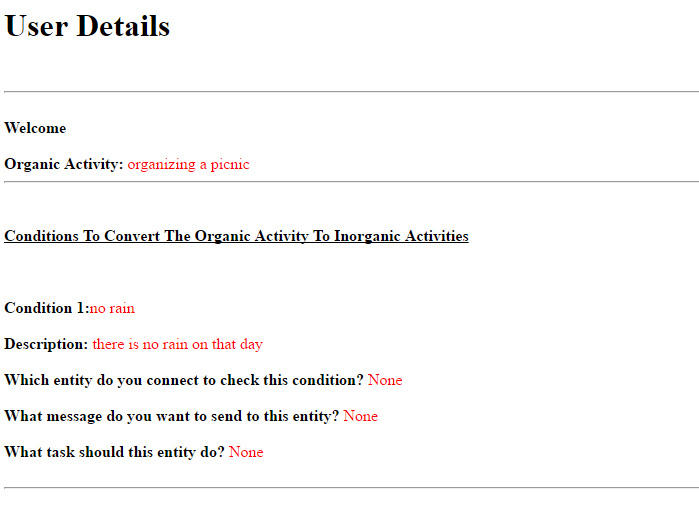


Figure 6

If all the information that has been filled is correct, you can click on the “IC RECOMMENDATION” button to see the recommended IC cards that you can transform to (shown in Figure 7).

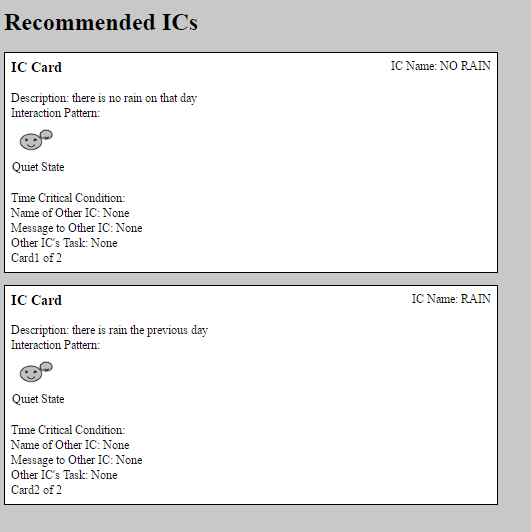


Figure 7

IC Card Decomposition

For Decomposition, Click on **“Decompose Card”** in addcard.php,

The next page will ask questions: “can this activity be decomposed?” If the answer is no, then it will direct you to a page where it says this activity can not be decomposed. If the answer is yes, then it will direct you to a user questionnaire,

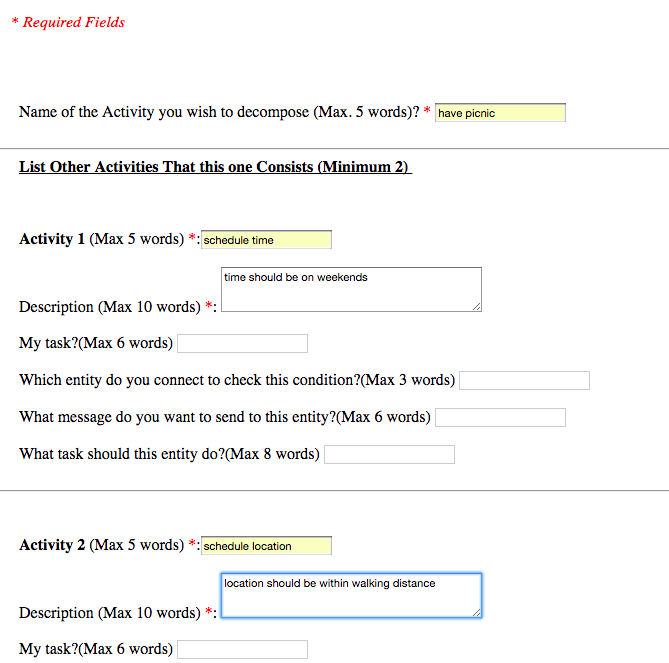


Figure 8

After filling out the information in the User Questionnaire, one can click the “BACK” or the “NEXT” button. Clicking the “BACK” button will take one back to “IC Card Adder” page.

On clicking the “NEXT” button, the user is taken to the page where you can review the information.

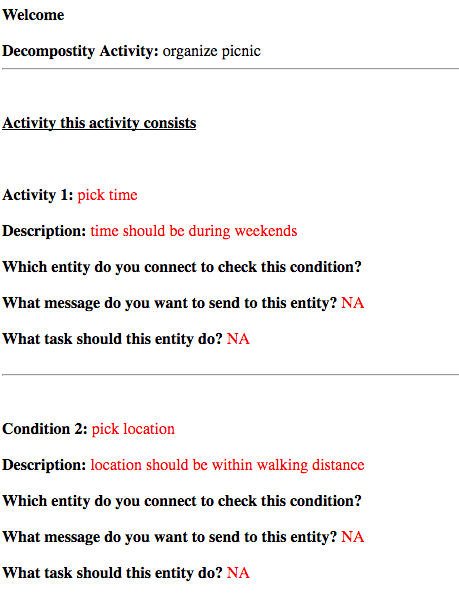


Figure 9

If all the information that has been filled is correct, you can click on the “IC RECOMMENDATION” button to see the recommended IC cards that you can decompose to (shown in Figure 10).

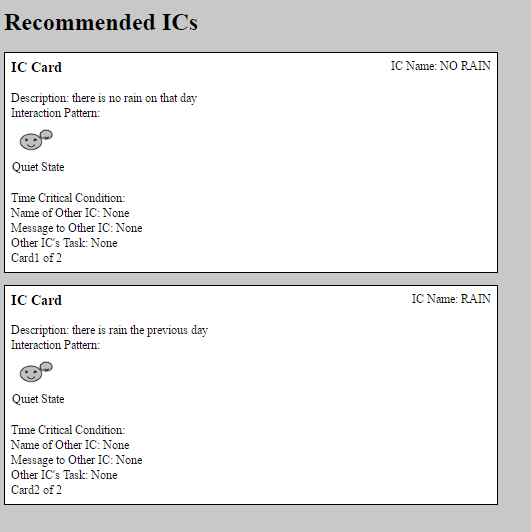


Figure 10

# IC Card Editor

The IC Card Editor is used to edit IC Cards currently in the IC Card Database. To access this tool, click the “Edit an IC Card in the Project” link on the project’s main menu. The user will first be asked to select a card to edit. Figure 11 shows the interface for selecting a card to edit. After selecting an IC card to edit, press the “Edit Card” button. Next, the user will be presented with an interface nearly identical to Figure 2 displaying all the information currently stored in the selected IC card. All information on the card is editable. Once all desired changes have been made to the IC card’s contents, press the “Submit Card” button under the form. This will cause the IC card database to be updated to reflect all changes. The database is then available by selecting the “View IC Card Database” link on the management system’s main menu.

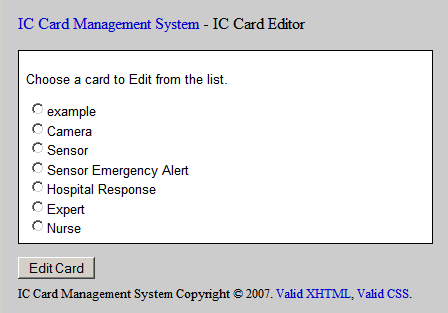


Figure 11

# IC Card Viewer

The IC Card Viewer is used to view IC Cards currently in the IC Card XML Database. To access this tool, click the “View an IC Card in the Project” link on the project’s main menu. The user will first be asked to select a card to view using an interface nearly identical to Figure 11. After selecting an IC card to view, press the “View Card” button. Next, the user will be presented with the selected IC card for viewing similar to Figure 12.

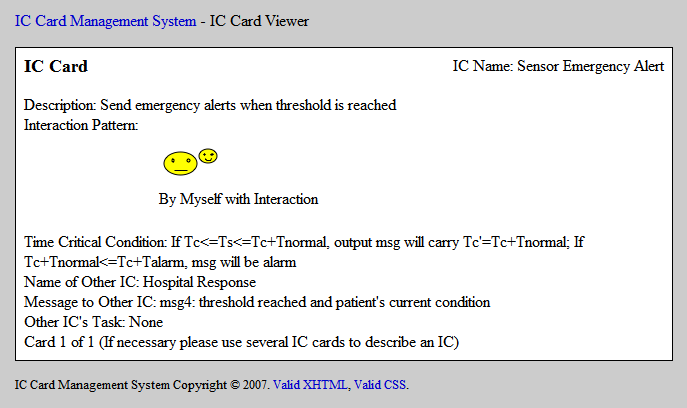


Figure 12

# IC Card Interaction Tool

The IC Card Interaction Tool is used to specify the interactions of IC Cards currently in the IC Card Database. To access this tool, click the “Specify IC Card Interactions” link on the project’s main menu. Figure 13 shows the user interface for this tool. All of the IC cards currently in the IC Card Database will be listed. This tool allows users to specify parent patterns for each IC Card in the database by selecting a parent pattern from the dropdown list next to each IC card’s name. Users may also (optionally) specify URLs for a scenario and/or IC system for each IC Card in the database by entering the corresponding URL(s) in the blanks to the right of the corresponding IC card name. Finally, users may specify URLs for a scenario and IC system for the entire IC card list. These global URLs may be entered in the blanks at the bottom of the form. As indicated in the text above the blanks, if the user does not specify URLs, default URLs will be used.

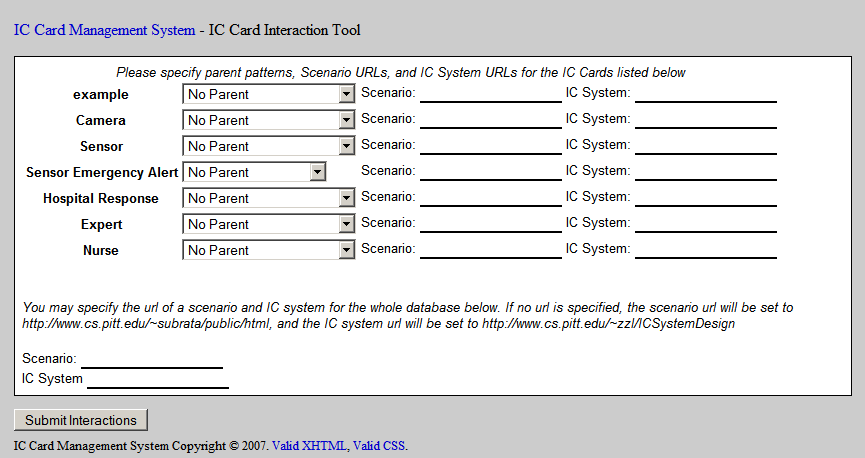
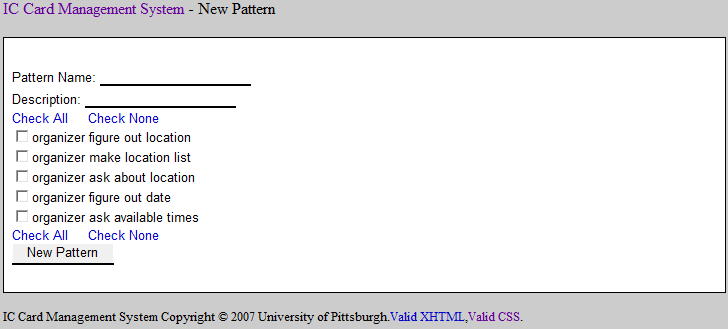


Figure 13

After all desired information has been entered into the form; press the “Submit Interactions” button under the form to submit the specified information to the database. This database is then available by selecting the “View IC Card Interactions Database” link on the management system’s main menu.

# Add New Pattern

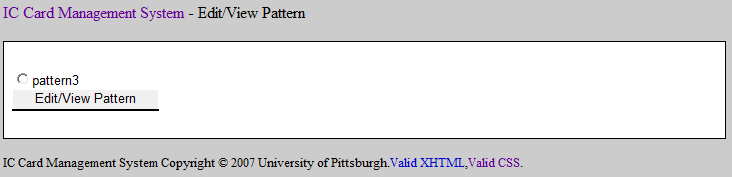
You may add a new pattern by clicking the “Add New Pattern to Project” link on the project’s main menu. You’ll need to fill the information like pattern name, pattern description, and select the IC Cards you want to associate with this new pattern.



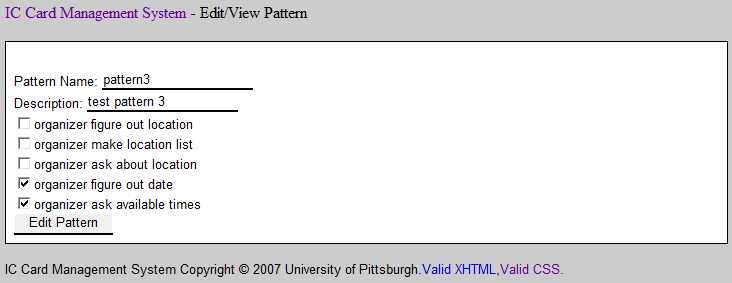
After you click the submit button, the new pattern will be added to the current project.

# View/Edit Existing Pattern

By clicking the “View/Edit Pattern in Project”, you can view or edit an existing pattern in current project. You need to first choose a pattern you want to view or edit:

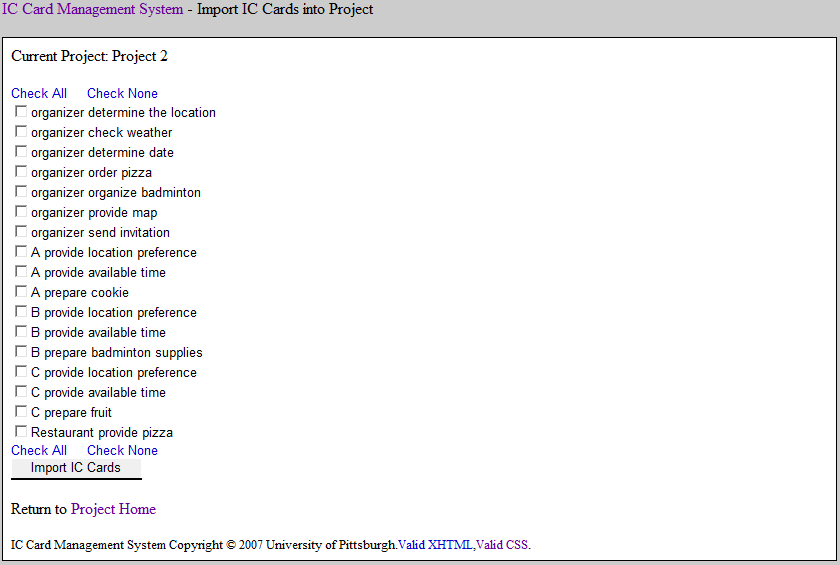


After you select the pattern, a form will be displayed to show the information of the pattern. You may edit it directly and submit it to the project.



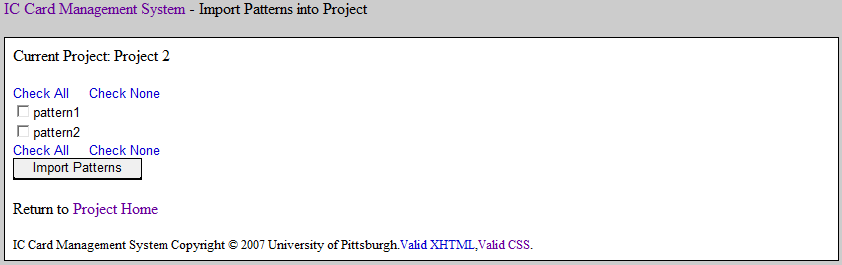
# Import IC Cards

When you click the “Import IC Cards” link on the project’s main menu, a list of IC Cards that not belong to current project is displayed. You may choose any of them and import them into current project.



# Import Patterns

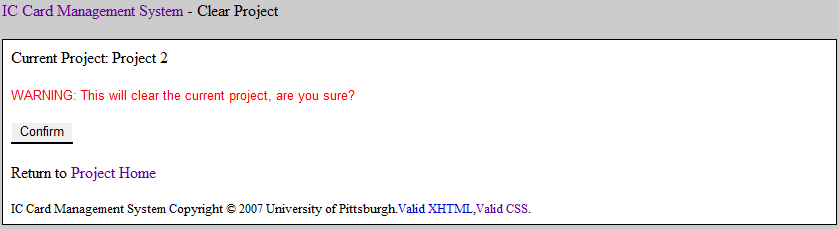
Similarly, when you click the “Import Patterns” link on the project’s main menu, a list of Patterns that not belong to current project is displayed. You may choose any of them and import them into current project.



If a pattern you are importing associates with some IC Cards that not belong to current project, these “missing” IC Cards will be automatically imported.

# Clear the Project

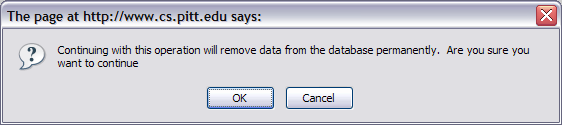
Clearing the current project means removing all IC Cards and patterns from current project. The IC Cards and patterns are not removed from database, so you can import them again. When you click the “Clear Project” link on the project’s main menu, a confirmation page is displayed:



After you click the “Confirm” button, all IC Cards and patterns will be removed from current project.

# Clear the Database

The Clear the Database option is used to clear the current IC Card Database. To access this option, click the “Clear the Database” link on the management system’s main menu. The link will take users to the Clear Database panel. To clear all information from the Database, users should select the “Clear DB” button. Before the information is cleared from the database, the user will be asked to validate whether they want to proceed or not. Clearing the database is not a reversible process.



# View IC Card Database

This option will display the entire list of IC Cards that have been defined by all users that belong to the same group.

# View IC Interactions Database

This option will display the interactions that have been defined in the database by all users that belong to the same group.

# Export IC Card Database as XML

This option allows users to export the contents of the IC Card database in XML. The exported XML document conforms to the XML Schema for IC Cards.

# Export IC Card Interactions Database as XML

This option allows users to export the contents of the IC Interactions database in XML. The exported XML document conforms to the XML Schema for IC Interactions.

# Administration

When a user that belongs to the **admin** group logs in to the application, the set of operations allowed to perform differ from that of a regular user. One of these differences is the ability to administer the application thru the Administration page. The Administration page provides the following capabilities:

* + View list of users and their groups
  + Add new users and groups
  + Update default IC System and Scenario settings

To access the Administration page, select the Administration link from the landing page of the application. The Administration page will show a list of the users defined in the system along with their current password and group membership. From this table, the administration can Delete Users or Change their Password. To do either of these operations, first select the user from the list and click the corresponding button at the bottom of the table.

The next section allows Administrators to add new users. To add a new user, enter the username, password and the group name that the user will belong to. After entering the information click Add User. A message indicating that the user was added successfully will display, and the new user information will be displayed in the List Users table.

The next section allows Administrators to configure the default IC System and Scenario for all elements in the application. These two properties will be applicable when a user defines IC Card interactions and does not provide a value for either of the two properties.

**(Prepared by Perry Robert Rajnovic and Mark D Zalar, April 23, 2007)**

**(Updated by Emilio F Zegarra. August 27, 2007)**

**(Updated by Ping Zhou, April 24 2008)**

**(Updated by Nannan Wen, Dec 3 2016)**