DIARY Web Application

The DIARY Web application enables the management of users, questionnaires, notifications, and information (documents and links) to be accessed by the users through the mobile application.

Before the platform can go live, some steps need to be followed:

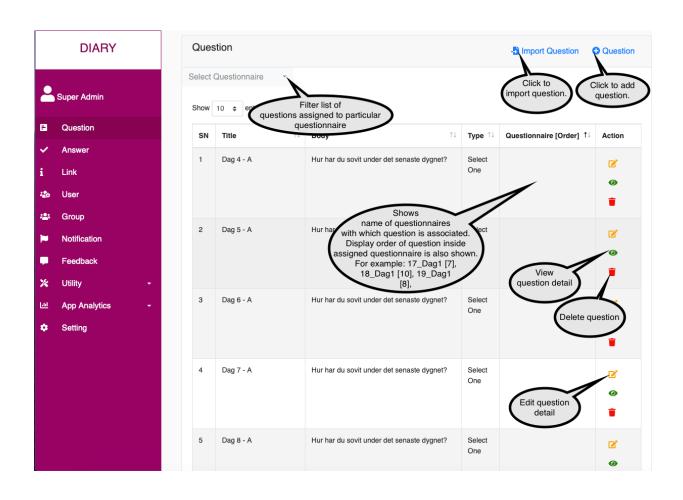
- 1. In "Settings", update:
 - a. Project Responsible
 - b. Welcome Details
 - c. Resource File
 - i. Provide Consent file (PDF) in both languages using the title CONSENT for the English consent and CONSENT SE for the Swedish consent
- 2. In "Utility"
 - a. In "Allowed Registration", upload the list of emails from allowed study participants. This is an excel file with just one column with the emails
- 3. In "Links"
 - a. Provide the list of links to website that will be available to the users in the app
- 4. In "Question" create questionnaires and add questions as explained below
- 5. In "Group", create the participants groups and schedule questionnaires and notifications

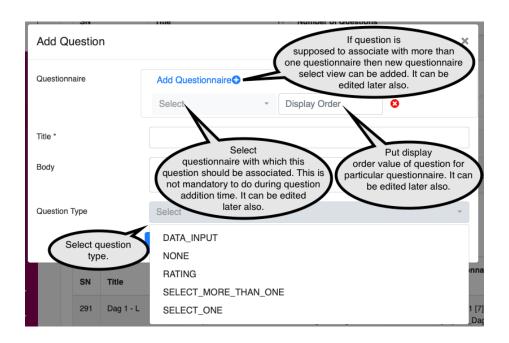
Following are the lists of menu functions available in DIARY web application:

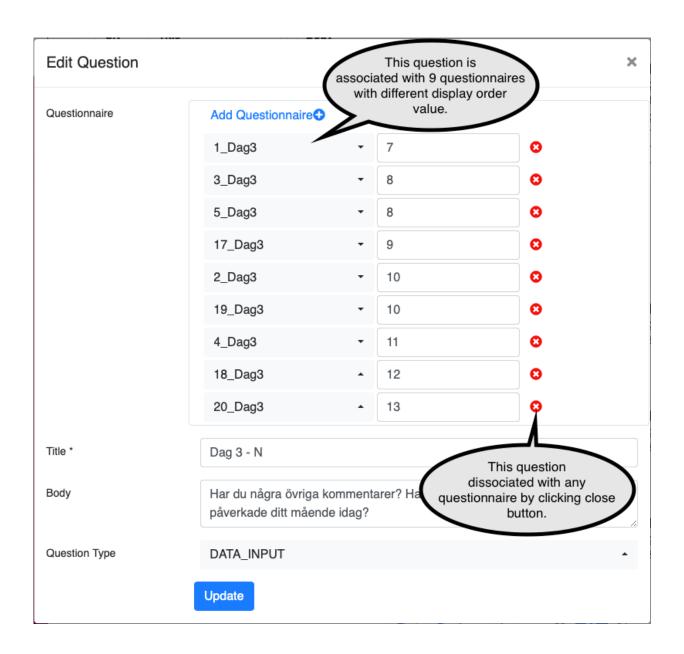
- Question
- Answer
- Link
- User
- Group
- Notification
- Feedback
- Utility
- App Analytics
- Setting

1) Question

This menu option has two submenus: **Questionnaire** and **Question**. The questions are manually entered using the UI or by importing the questions using the template. During question loading phase, association of question with any questionnaire is not mandatory, later it can be edited with proper display order.

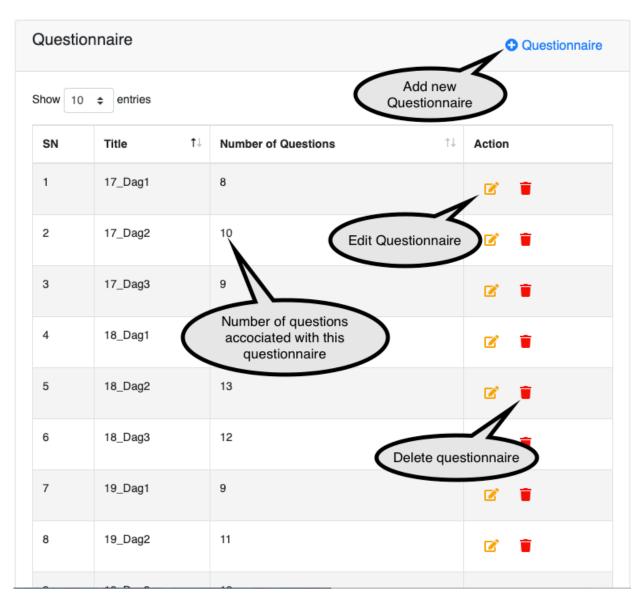






Question Detail	Question detail view. When clicked on eye icon in question list view.
Questionnaire [Order]	2_Dag3 [8], 4_Dag3 [8], 18_Dag3 [8], 20_Dag3 [8]
Title	Dag 3 - G
Body	Under det senaste dygnet, i vilken utsträckning har du känt dig avslappnad?
Question Type	SELECT_ONE
Options:	Inte alls (1), Väldigt lite (2), Lite (3), I viss utsträckning (4), Mycket (5), Väldigt mycket (6)

Once questions are loaded, the user with "super admin" role can create questionnaires and associate questions to them. One question can be associated to several questionnaires. Association of questions to questionnaire can be done by editing each question, as explained above. Inside **Question** screen we have **Questionnaire** section in the upper part of screen and **Question** section in the lower part of screen.

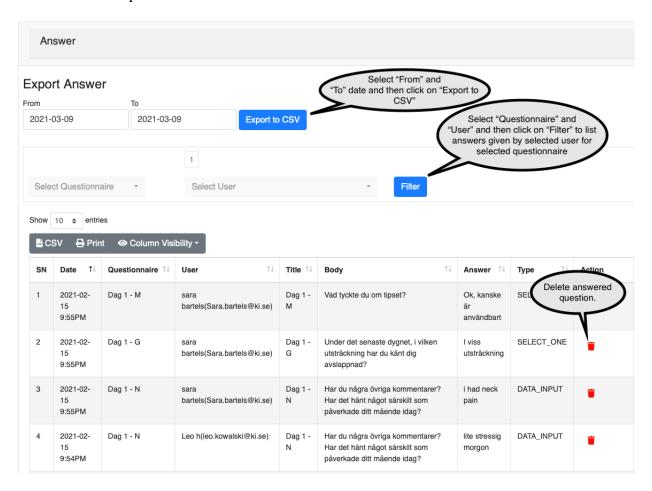


To delete a questionnaire, it is necessary to dissociate all the questions with that questionnaire. Only then the questionnaire can be deleted. The easiest way to dissociate all the questions to a questionnaire is as follows:

- Inside **Question** section select the questionnaire to be deleted and find all the list of questions associated with that questionnaire.
- Edit each question and remove the associated questionnaire to be deleted and click update button inside edit question view.
- Once all the questions are disassociated from the questionnaire, the questionnaire can be deleted by clicking delete button.

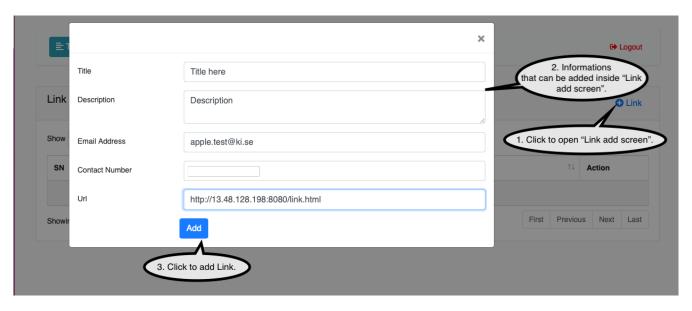
2) Answer

Inside **Answer** screen we have export, Filter, and List answer feature. Export answer allows to export data in CSV format within provided date range. Filter answer has **Questionnaire** and **User** as filter parameters.



3) Link

Link screen is used to provide general information related to organization, educational material, etc. Once links are provided in the web application, they will be shown in the **link** screen of the **DIARY App.**



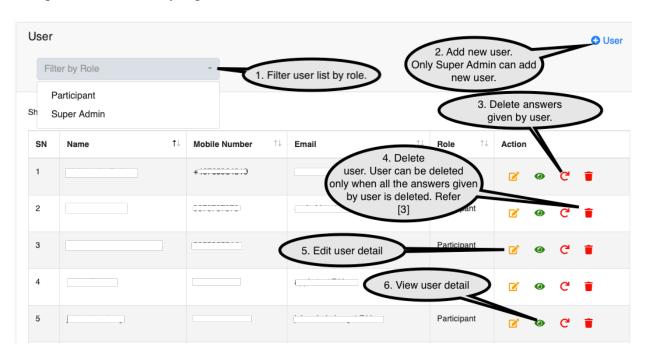


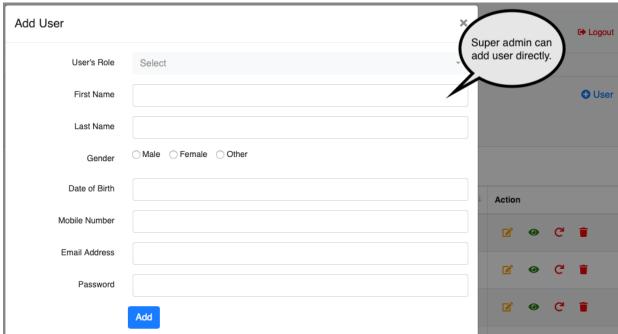




4) User

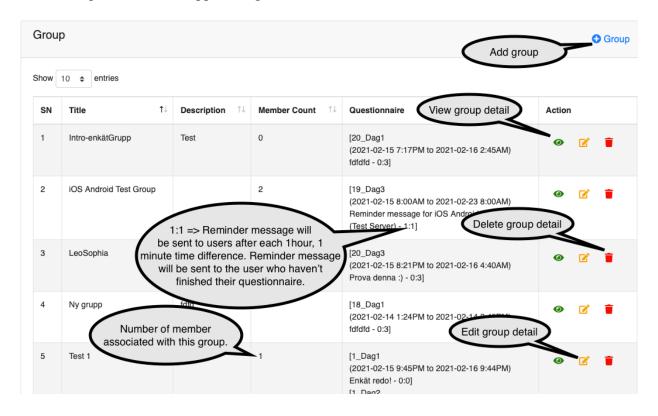
The User screen shows the list of users already registered. The registration process can be done from **DIARY app** or it can be directly added by **Super Admin** in the wen application. If the user is registered from the **DIARY app** then its role will be "**Participant**". Role of registered user can be updated from the web application. The **Super Admin** role is the only authorized to update the role of any registered user.

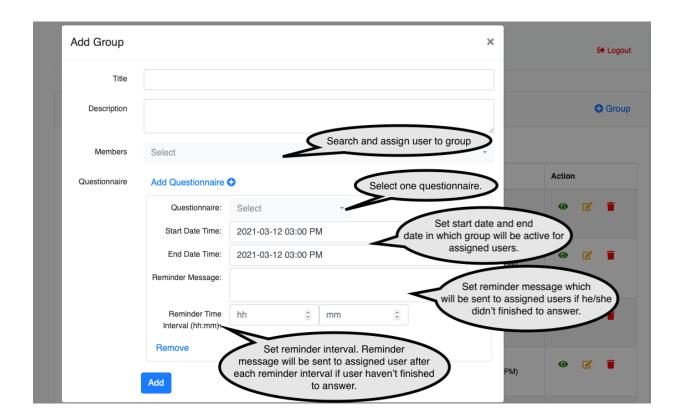




5) Group

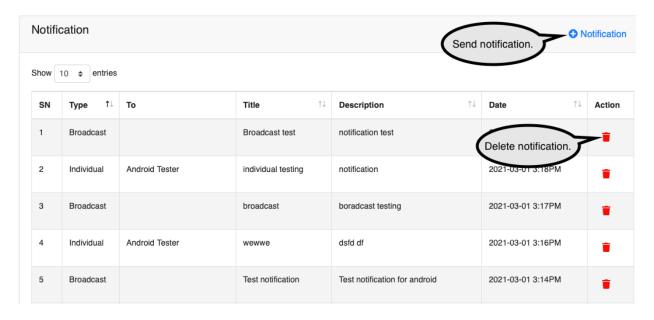
The Group screen is used to associate members and questionnaire. Once questionnaire and members are associated with a group, and a group is activated, the associated user(s) can see the list of questions in the app, during the activated time frame.





6) Notification

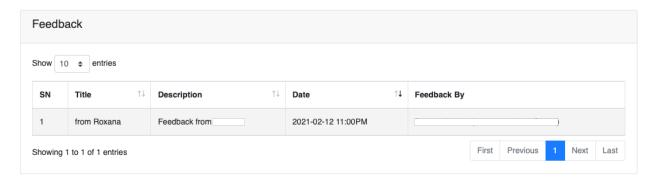
The Notification screen is used to send notifications to registered users. **Broadcast**, **Role**, **Group**, **and Individual** are Notification types. **Broadcast** notification is used to send notification message to all the registered users. **Role** notification is used to send notifications to users having specific role. Currently **Participant** and **Super Admin** role is only defined. **Group** notification is used to send notification message to users assigned to a specific group. **Individual** notification is used to send notification message an individual user.





7) Feedback

The Feedback screen is used to see the feedback provided by users from DIARY app.



8) Utility

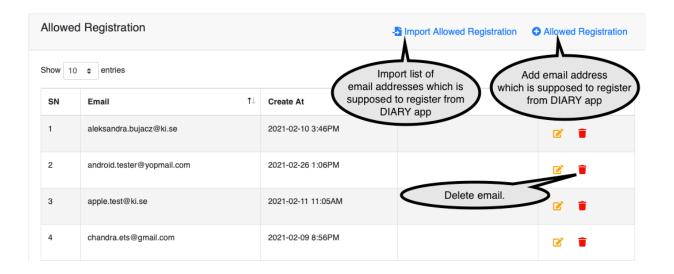
The Utility window has Question Type, Role, Authority and Allowed Registration sub menus.

Question Type: This section is only used by technical person during server setup time.

Role: This section is only used by technical person during server setup time.

Authority: This section is only used by technical person during server setup time.

Allowed Registration: From then **DIARY app** only allowed users can register. The email address of the users allowed to register into the system should be added in this section. List of email address can be added individually or can be imported as csv file with one column.



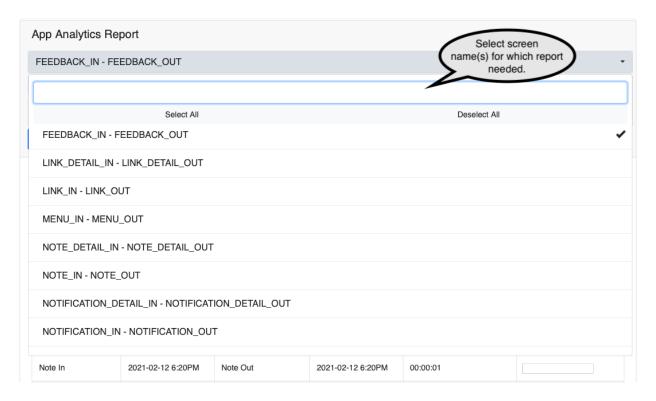
9) App Analytics

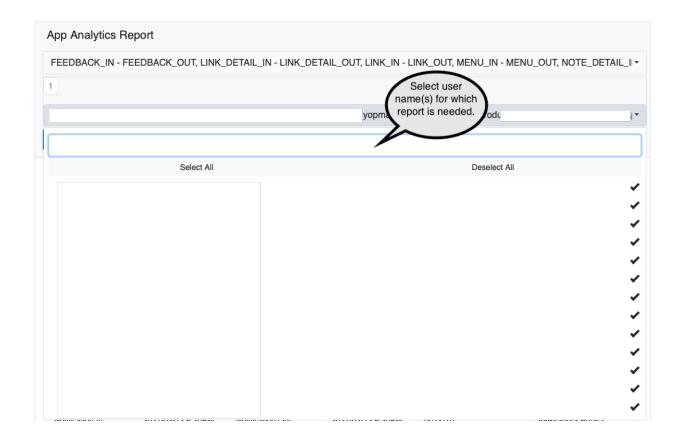
The App Analytics has Key, Key Pair and Report sub menus.

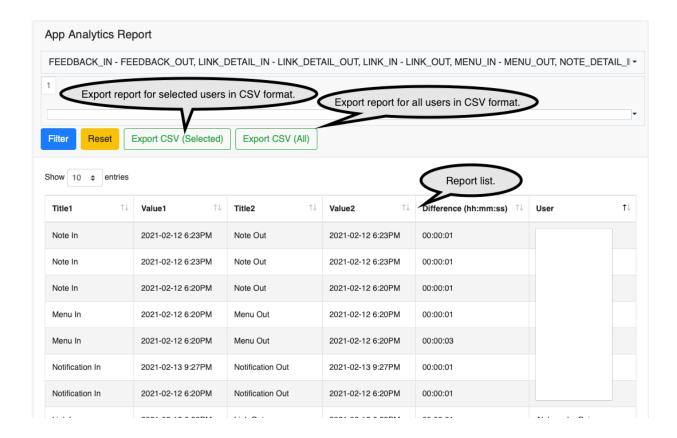
Key: This section is only used by technical person during server setup time.

Key Pair: This section is only used by technical person during server setup time.

Report: This screen is used to see analytics report. Report shows how much time spent by selected user inside selected screen inside **DIARY app.**



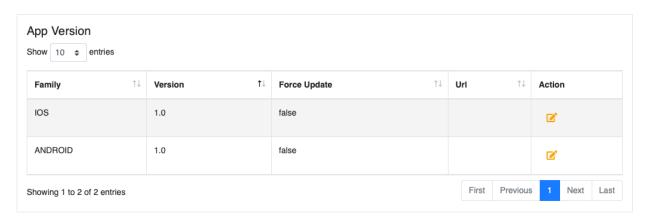


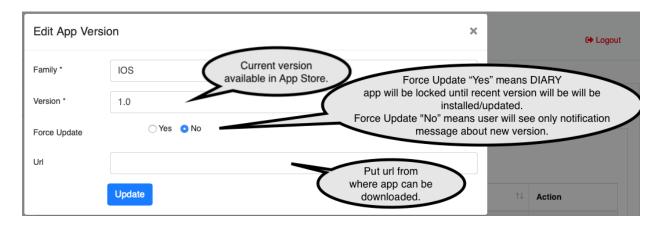


10) Setting

The Setting screen has App Version, Setting, Project Responsible, Welcome Detail and Resource File sections.

App Version: Whenever a new version of the app is updated in App Store or in Play Store, it is good to inform registered users. This can be done by editing **iOS** family if there is update in App Sore and by editing **ANDROID** family if there is update in Play Store. Once the current version is updated, a notification message will be sent to the registered users about availability of new version in App Store or in Play Store.





Setting: Bulk SMS related credential can be configured. No need to change anything here otherwise SMS feature will break.

Project Responsible: Information configured here will be reflected in DIARY app.

Welcome Detail: Welcome and Thank You text can be configured here but currently it is not reflected in DIARY app.

Resource File: Consent file in Swedish and English can be updated here, and it will be reflected inside DIARY app during registration process. The title of resource file must be of same name I.e "CONSENT" for the English version, and "CONSENT_SE" for the Swedish. Otherwise, relevant consent will not be displayed in DIARY app and may cause app crash during the registration process.

