

Explore The Role World



Website user manual

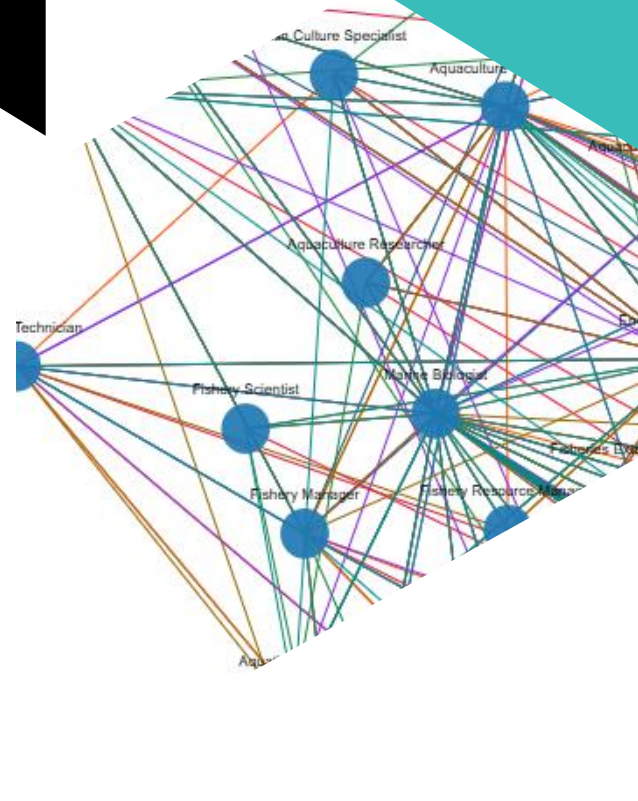
Please follow the instructions to explore the website.

We've included a few tips throughout the template to help you get started.

To get started, have the website open and refer to the table of contents.



**AN INTELLIGENT
CROWDSOURCING
PLATFORM THAT
ALLOWS USERS TO
ADD ROLES**



WEB ADDRESS

[Role Dictionary](#)

CONTACT US

[Research](#) | [E-CARGO Online Community](#)

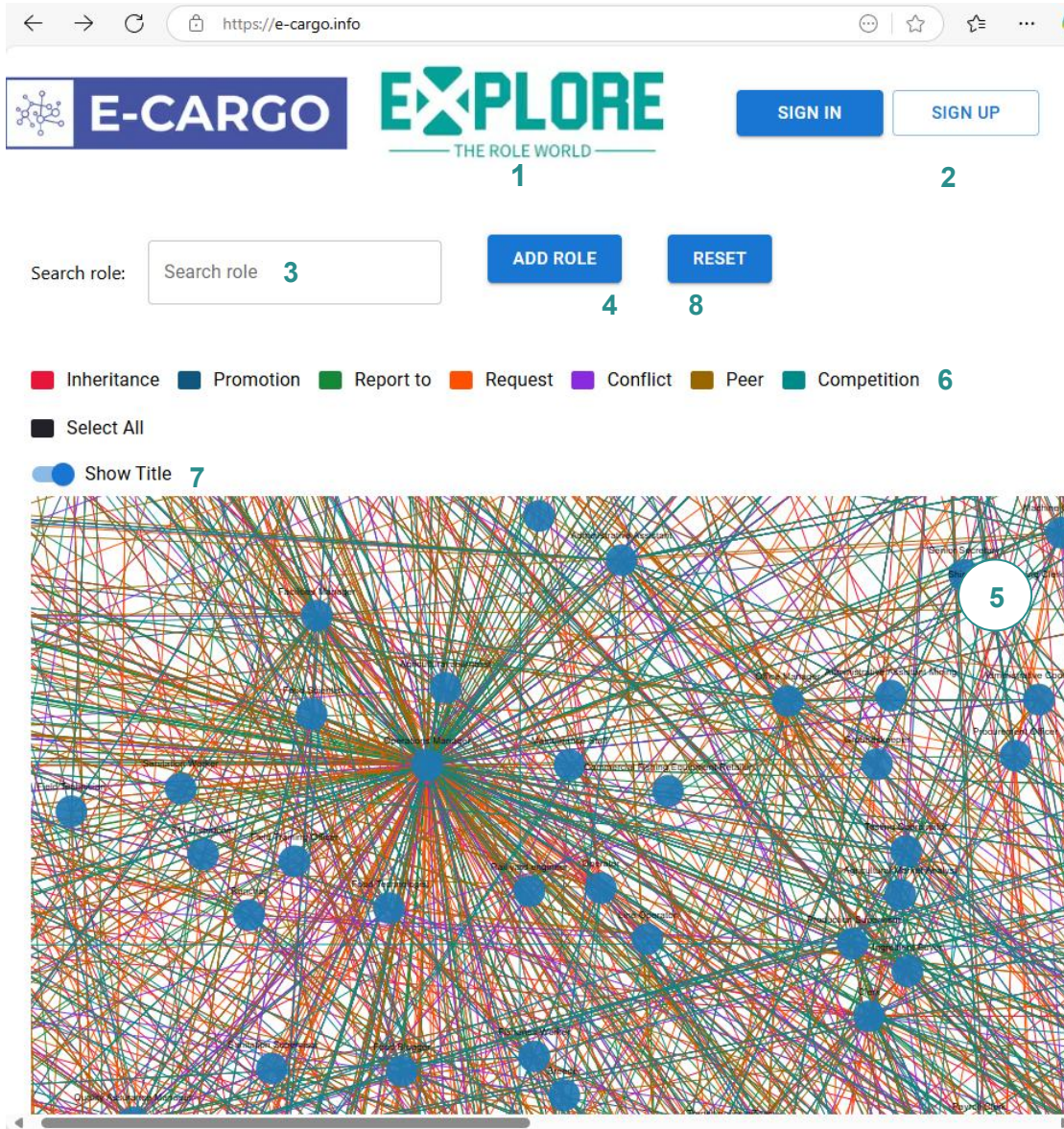
Contents

- Explore The Role World
 - Contact Us 1
- Introduction 2
- Website Page Elements 3
 - User Authentication 4
 - “Search role” Box 7
 - Add Role Button and Popup 8
 - Role Dictionary Graph: Overview 10
 - Role Dictionary Graph: Elements 11
 - Reset Button 18
- Use Example 1: Register a user account and log in 19
- Use Example 2: Find a Role by Role Title 23
- Use Example 3: Add a New Role 25
- Use Example 4: Edit a Role’s Information 27

INTRODUCTION

The E-CARGO website will provide guidance for people connecting with each other with purpose in this society. The connections between roles acted by people or agents are crucial for system operation and any product activity; The website's missing is to facilitate efficient connections and communications in any system by visualizing those connections and their types, i.e. between one role and the related others. It is also a crowdsourcing platform where users can add new role titles and links to the existing network and get rewarded.

WEBSITE PAGE ELEMENTS

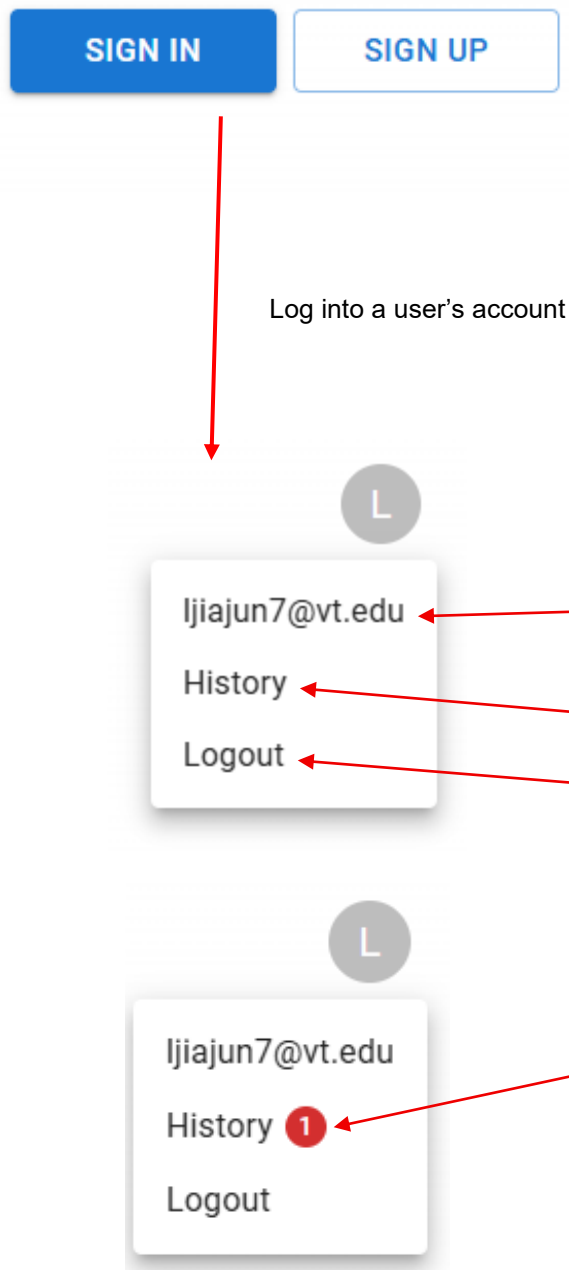


Once you enter the website, what you will see is this overview and elements as follow:

1. Banner (Website name)
2. User authentication
3. "Search role" text box
4. Add Role button
5. The role dictionary graph
6. Connection type filter
7. "Show Title" switch button
8. Reset button

Stay with us as we expand each element to explain their functions and variations.

USER AUTHENTICATION



Guest Options

On the top right corner, you will see authentication options,

You may choose "SIGN IN" for logging in as a registered user, or "SIGN UP" to set up an Explore account if you are new.

We suggest you register for an account and stay signed in to access full functionalities.

Name Icon and Pop-up

Once you are logged in, options shows when you click on your account icon, options are listed as:

- Your email address; you can click on it to edit your information.
- The notifications you receive from the administrators.
- "History": the record of roles contributed by you, and the status of these roles.
- The "Logout" option to exit from your account and use the website as a guest.

When you get a new message from the administrator, there will be a red dot notification besides the "History". Click to check what is new for you.

Click on your email address to view and complete your personal information.

You can click on “UPDATE USER INFO” for updating and click on “SAVE” when finish editing.

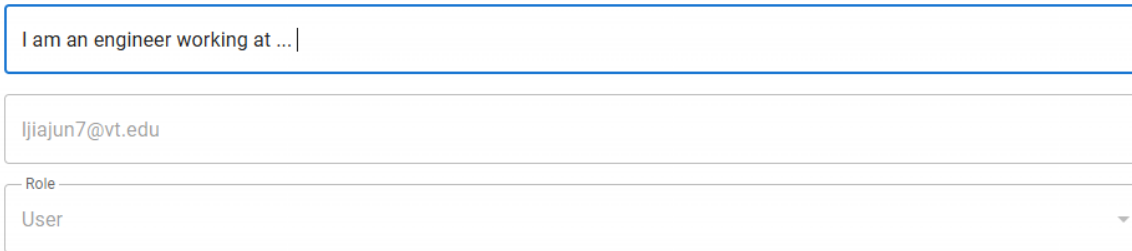
User Profile



A form titled "User Profile" with three input fields. The first field is empty. The second field contains the email address "ljiajun7@vt.edu". The third field is a dropdown menu labeled "Role" with "User" selected. A red circle highlights the "UPDATE USER INFO" button below the form.

UPDATE USER INFO

User Profile



A form titled "User Profile" with three input fields. The first field contains the text "I am an engineer working at ...". The second field contains the email address "ljiajun7@vt.edu". The third field is a dropdown menu labeled "Role" with "User" selected. A red circle highlights the "SAVE" button below the form.

CANCEL

SAVE

Click on “History”, you will find record of changes you made:

History

Role Title	Read	Status	Actions
Delete Function Test	No	Approved	VIEW
another 2 test role	Yes	Under Review	VIEW
another 4 test role	Yes	Under Review	VIEW
another 3 test role	Yes	Under Review	VIEW
delete test role	Yes	Under Review	VIEW
1-5 of 7 < >			

Congrats! A new message says your role has been approved!

In the “Role Title” column shows the role titles you have added before, the “Read” column shows whether they have been viewed by yourself, click on “view” to mark them as read. The “Status” column shows the processing status, which could be “Under Review”, “Approved”, or “Declined”. Click on the “view” button for feedback details.

“SEARCH ROLE” BOX

Search role:

Search role:

Search role



Automotive Technician

Aviation safety inspector

Avionics Technician

Azure Developer

Back end Developer

Back-End Engineer


Baggage handler


Bailiff

Baker

Bank branch manager

Banker

 Inheritance

 Show T



Locate “Search role” search box.

Enter the name of the role you need to look up. Entering any letters or clicking on the textbox will trigger an auto-completion (or suggestion) dropdown list, which includes all roles registered in the system in alphabetic order. You may scroll down to find the role name as you type.

ADD ROLE BUTTON AND POPUP

Search role:

ADD ROLE

RESET

Add Role

Title *

Description *

Responsibilities *

Rights *

Requirements *

Working Conditions

Benefits

Super role

Promotion roles

Report to roles

Requester roles

Conflict roles

*Mandatory fields.

CANCEL

SAVE

Super role

Promotion roles

-TBD-

Not found, add a new role

Food Scientist

Food Technologist

Maintenance Mechanic

Packaging Engineer

Plant Manager

Director x HR Manager x

Captain x Not found, add a new role x

Emergency Management Director x Fire Chief x

EMT/Paramedic x

Conflict roles

Peer roles

Competition roles

Add Role

Click on the blue “ADD ROLE” button next to the search role text box to add a new role to the role dictionary.

The Add Role pop-up contains a list of text fields to be filled in to provide new role details. Mandatory fields to set up a new role include “Title”, “Description”, “Responsibilities”, “Rights”, and “Requirements”, which requires typing in text.

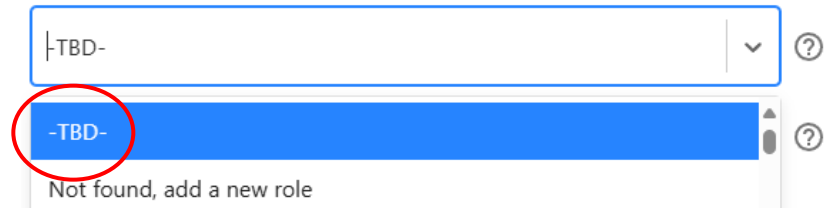
There are also fields that enable you to indicate the connection types of the role you are adding has with some of the existing roles. Clicking on one of the fields will trigger a drop-down list that helps you to select roles to add on to the role’s connections. You may choose multiple roles from the list on one field, or, you may choose to add a new role if it does not exist yet.

In each field, you may enter more than one role, one at a time, from the dropdown.

Once you have made any change, you may click “SAVE” to add the role, or “CANCEL”.

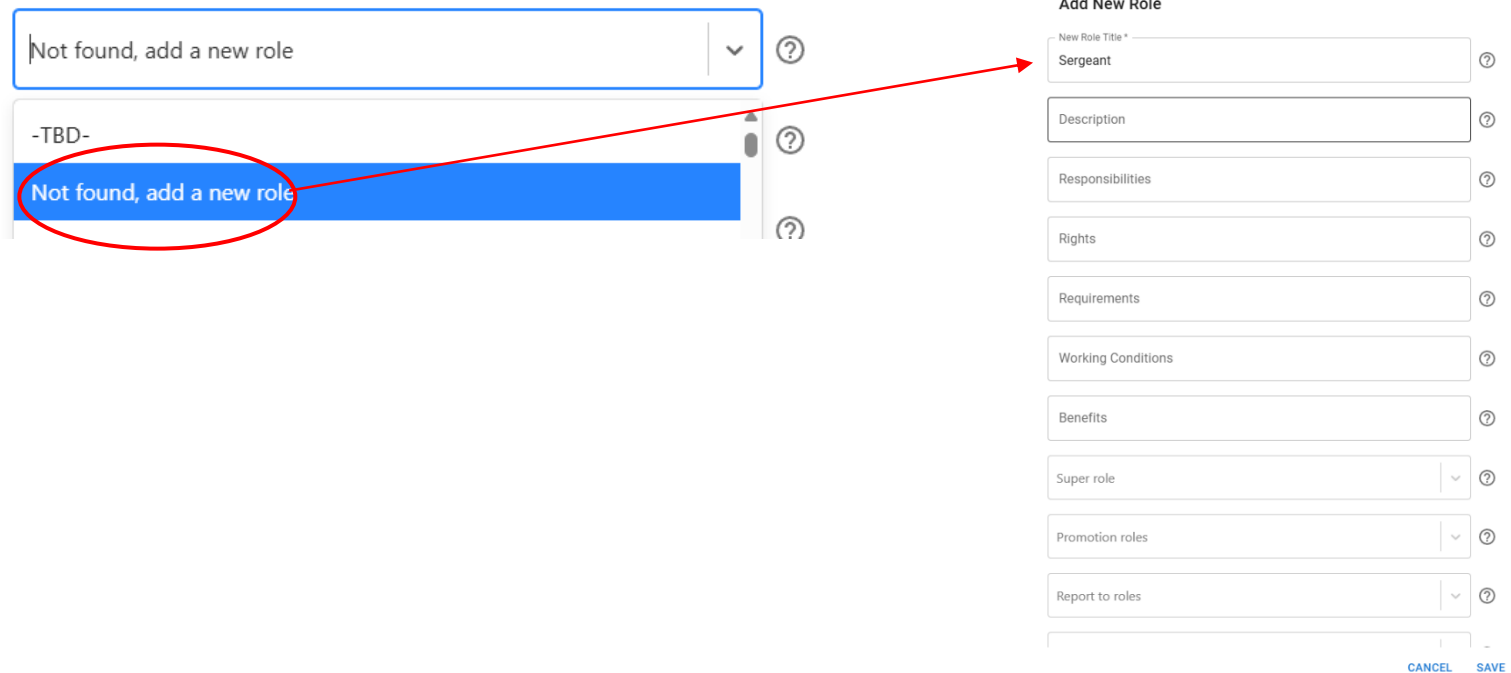
Sometimes, one of the two situations may happen:

1. You cannot find an existing role for the current field, and you don't know the name of the roles that fit this field.
In this case, you may select "-TBD-" from the beginning of the dropdown, means this position is left for blank for now but it does not stop you from adding the new role.



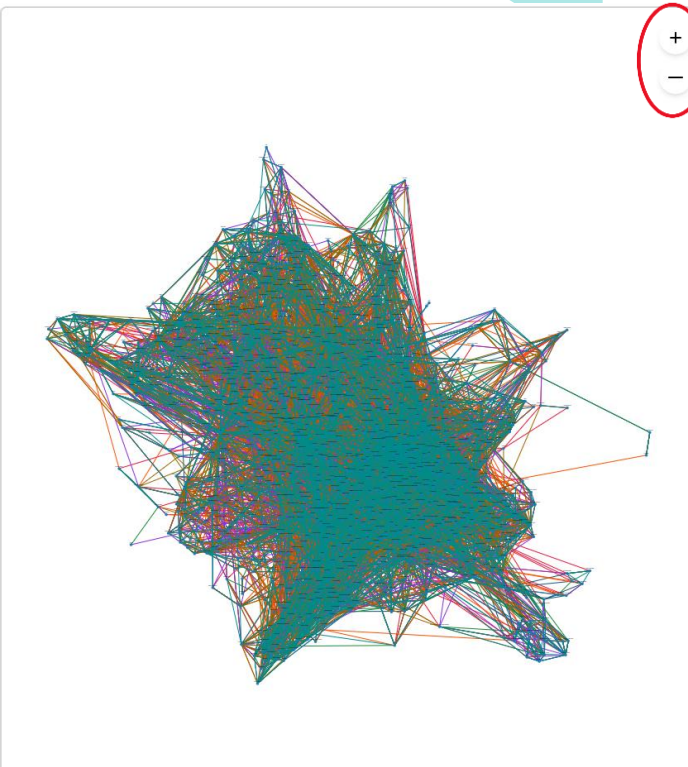
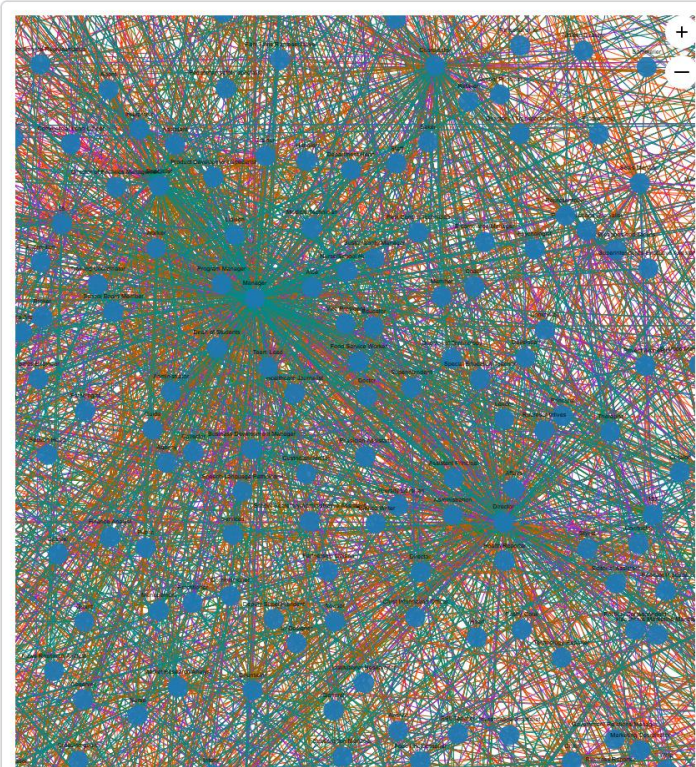
A screenshot of a dropdown menu. The input field at the top contains the text "-TBD-". Below the input field, a list of options is displayed. The first option, "-TBD-", is highlighted in blue and circled with a red oval. Below the list, the text "Not found, add a new role" is visible. To the right of the input field and the list, there are two question mark icons.

2. You know exactly the names of the roles that fit this field, but they are not in the dropdown.
In this case, you may choose "Not found, add a new role" from the beginning of the dropdown to create a role that fit this field. This guide you to a new Add Role popup which looks similar to the first one; the difference about this popup is, the only mandatory field for you to enter is the "Title", but definitely fill each field as you can.



A screenshot of the "Add New Role" popup form. On the left, a dropdown menu is shown with the text "Not found, add a new role" selected and circled with a red oval. A red arrow points from this selection to the "Add New Role" form on the right. The form has a title "Add New Role" and several input fields: "New Role Title *" (with "Sergeant" entered), "Description", "Responsibilities", "Rights", "Requirements", "Working Conditions", "Benefits", "Super role" (a dropdown menu), "Promotion roles" (a dropdown menu), and "Report to roles" (a dropdown menu). Each input field has a question mark icon to its right. At the bottom right of the form, there are "CANCEL" and "SAVE" buttons.

ROLE DICTIONARY GRAPH: OVERVIEW



Role Dictionary Graph is the major representation of role relationships; it takes up a major part of the page for visualization and manipulation purposes.

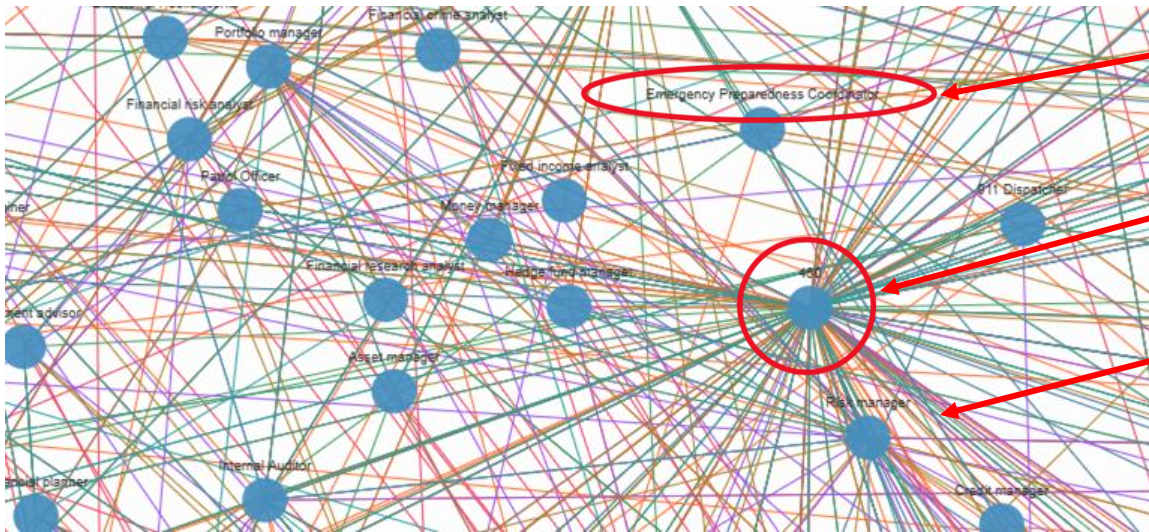
Inside the square frame that holds the graph in, numerous blue dots and connective lines with different colors form an elastic, dynamic, and interactive net, meaning you can manipulate the graph in different ways, while its elements adjust their positions but remains accurate connections with each other.

To zoom in or zoom out to get a different view, you may use the “+” and “-” buttons on the top right to magnify or reduce the scope size.

You may find the graph interactive as you click, drag, or scroll with your mouse.



ROLE DICTIONARY GRAPH: ELEMENTS



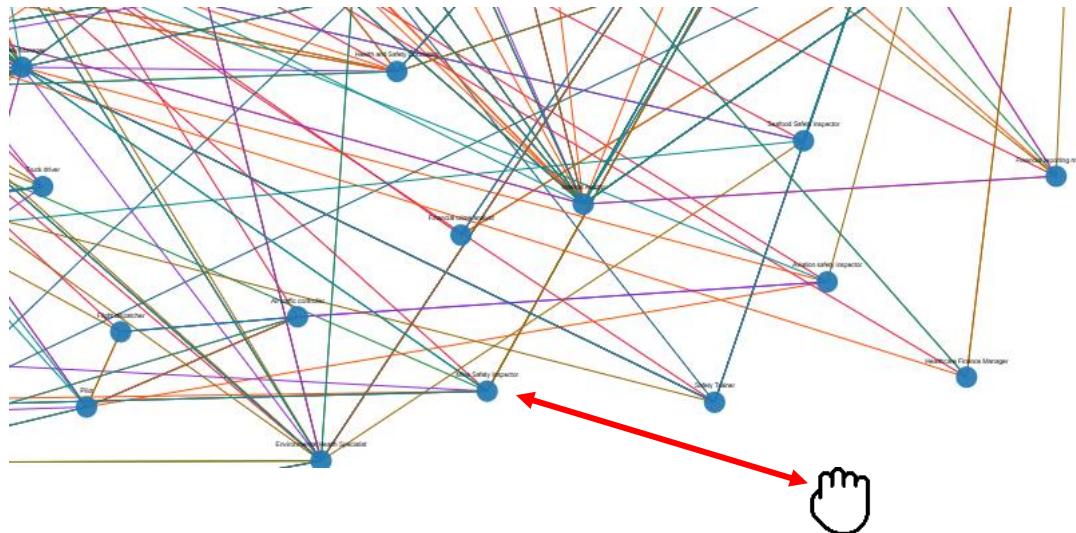
- The name (or title) of the role is marked next to its dot.

Each blue dot represents a role in this dictionary.

- Dots connect with each other by colored straight lines. The lines are in different colors, each color represents one type of relationship between two roles; one dot usually has more than one line connected to it, representing it is connected in this net via multiple different relationships with other dots (roles).

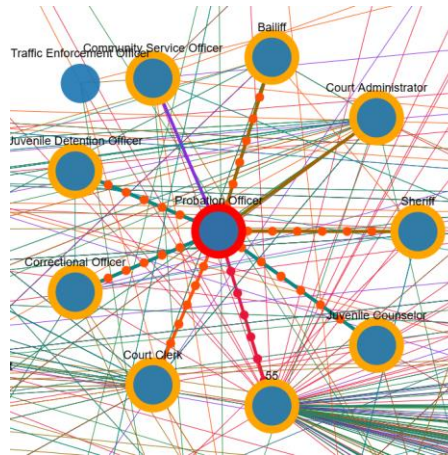
Imagine: a connecting line is a relationship.

The graph possesses a dynamically stable attribute that allows you to click on one dot with your mouse and hold to drag the dot to any direction in the graph, while the dot's connections, along with the network's information, remain unchanged.



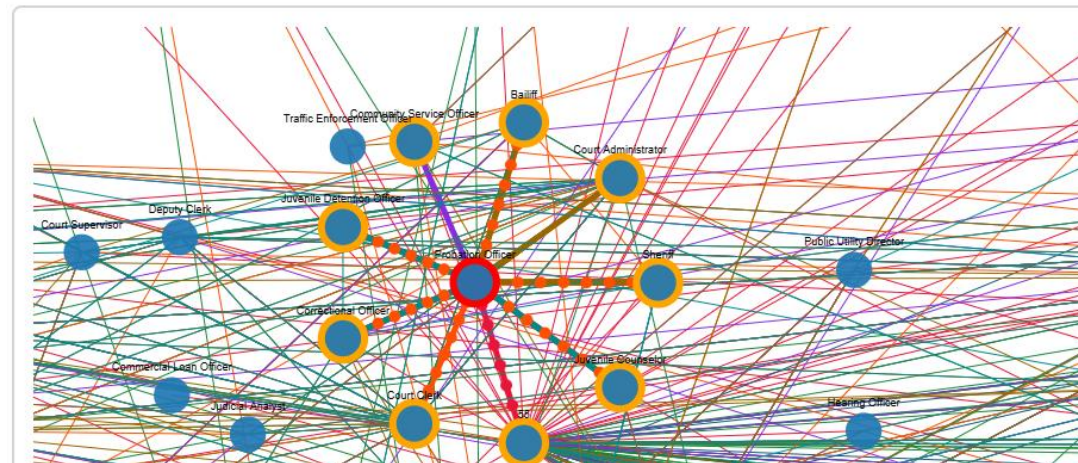
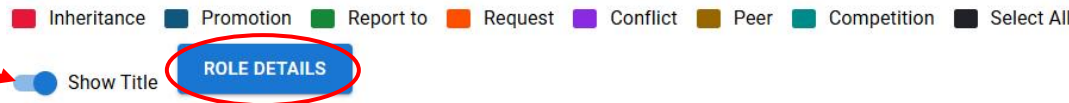
Click on any random dot in this graph, you would expect to see **two** changes on the web page

First, in the graph, you will see something like this:



What is presented to you is a group of dots (roles) highlighted in yellow that are “pulled” together around the dot you have selected (highlighted in red). You will notice the connection line between them are in different colors and patterns, which will be explained in detail later. A group of dots are highlighted in this way each time when you have clicked on a dot in the graph. This serves the purpose of visually showing all directly related roles to your selected role in a straightforward manner.

Second, at the top-left of the graph window, besides the “Show Title” switch button, the blue button “ROLE DETAILS” appears once a dot is clicked on and being selected.



If you click on the “ROLE DETAILS” button now, and click on the “DETAILS” button on the dialog, you will be brought to the Role Details page:

Role Details

Title: Probation Officer

DETAILS

Click to go back to the dialog

Role Details

Essential Attributes

- Title:** Probation Officer
- Description:** A probation officer is responsible for monitoring and supervising individuals who have been placed on probation as an alternative to serving time in jail. They assess their clients' behavior and compliance with court ordered conditions, provide guidance and support, and report any violations to the court. The goal of a probation officer is to help their clients successfully reintegrate into society and avoid further criminal activity.
- Responsibilities:** Monitoring and supervising individuals. Developing and implementing individualized supervision plans. Conducting regular meetings with probationers. Collaborating with other agencies, and community resources to provide guidance and support to probationers. Monitoring probation sentence and make positive recommendations.
- Rights:** For the position of Probation Officer, the conditions of probation and ensure compliance. 1. The right to conduct home visits and check in and progress. 2. The right to recommend such as counseling or substance abuse treatment. 3. The right to collaborate with other criminal justice and social workers, to develop and implement supervision plans. 4. The right to revoke probation and recommend necessary. 5. The right to conduct in probationers' behavior and compliance. 6. The right to participate in probationer rehabilitation.
- Requirements:** 1. Bachelor's degree in criminal justice or related field. 2. Completion of on the job training.

Relationship Types with Other Registered Roles

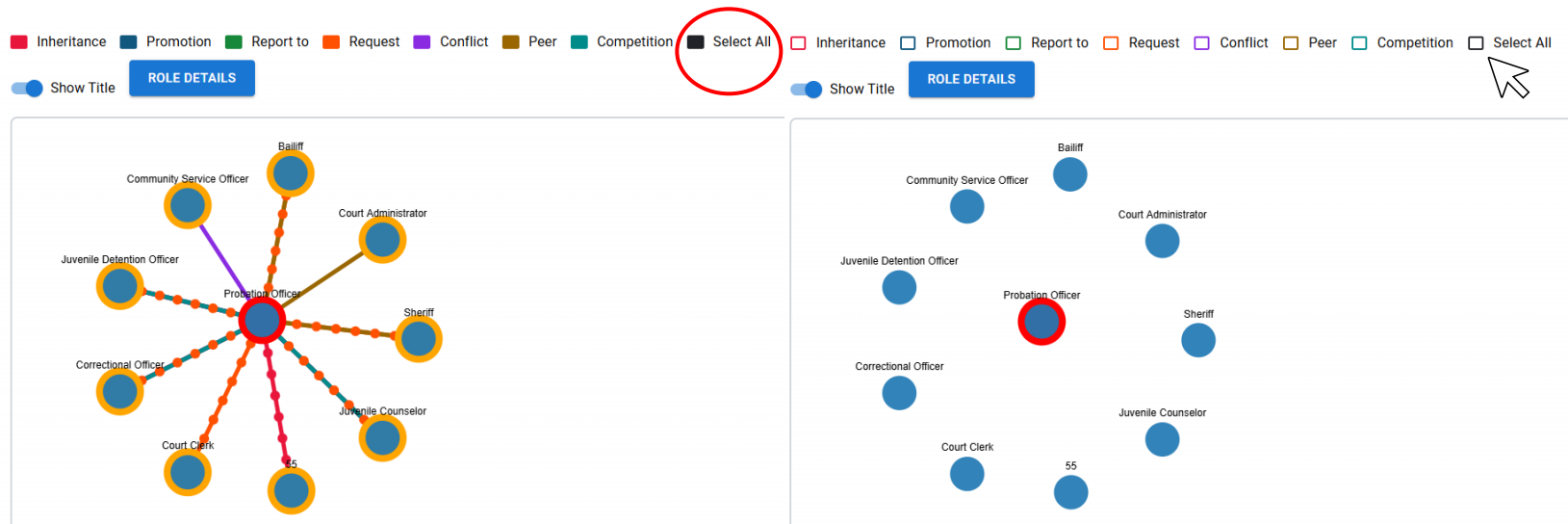
- Working Conditions:** The work conditions for a Probation Officer may include: 1. Working in an office setting or in the field, visiting homes and meeting with individuals on probation. 2. Working with a diverse range of individuals, including those with criminal backgrounds or behavioral issues. 3. Potential exposure to stressful and sometimes dangerous situations. 4. Extensive paperwork and report writing. 5. Collaborating with law enforcement, social service agencies, and court officials. 6. Strict adherence to legal and ethical guidelines.
- Inheritance:** 55
- Promotion Role:**
- Report To Roles:**
- Requester Roles:** Court Clerk
- Conflict Roles:** Correctional Officer
- Peer Roles:** Correctional Officer
- Competition Roles:**

What you will see on the Role Details page is a list of essential attributes of a role: Title, Description, Responsibility, Rights, Requirements, Working Conditions; the roles in this graph that have different types of direct relationships with this role are also listed by: Inheritance, Promotion Role, Report to Roles, Requester Roles, Conflict Roles, Peer Roles, and Competition Roles. Details about each attribute will be explained later in the procedures that guide you to add a new role.

As mentioned, every connected dot in this net of roles indicates the types of relationships it has with its connected dots by using connect lines that are in different colors and patterns. A **color navigation bar** for the types of relationships, with colors marked with the names of the indicated relationships, can be found above the graph:

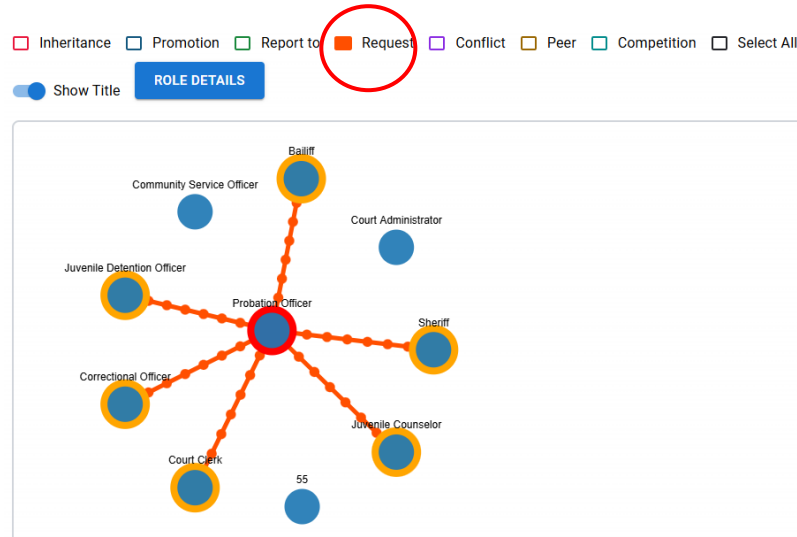
■ Inheritance ■ Promotion ■ Report to ■ Request ■ Conflict ■ Peer ■ Competition ■ Select All

When you have selected a role, you can check/uncheck any color block to view each type of relationship the role has in the graph individually.



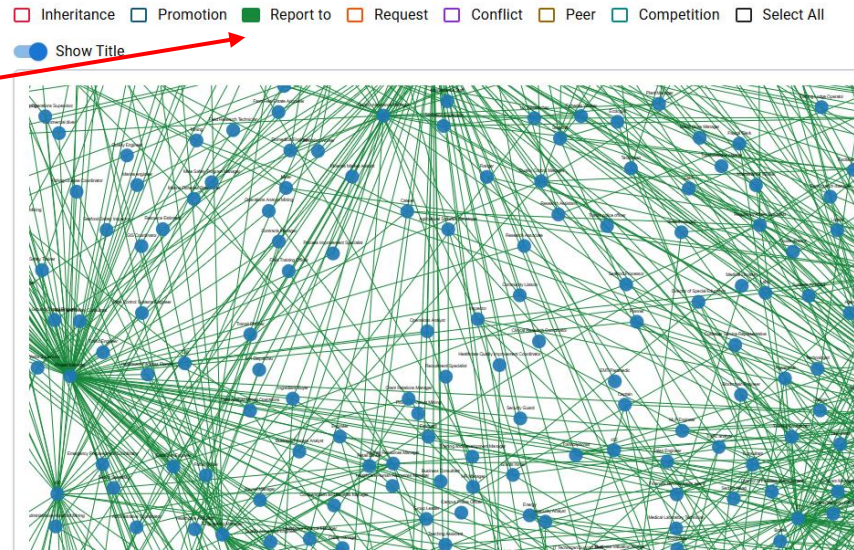
An example with the consequence of unchecking the black “Select All” (meaning showing all relationships): all connect lines disappear. No dots besides the selected one are highlighted.

Now check the orange “Request”; only the connect lines indicating request relationships with other roles appear in orange, with the connected dots highlighted.

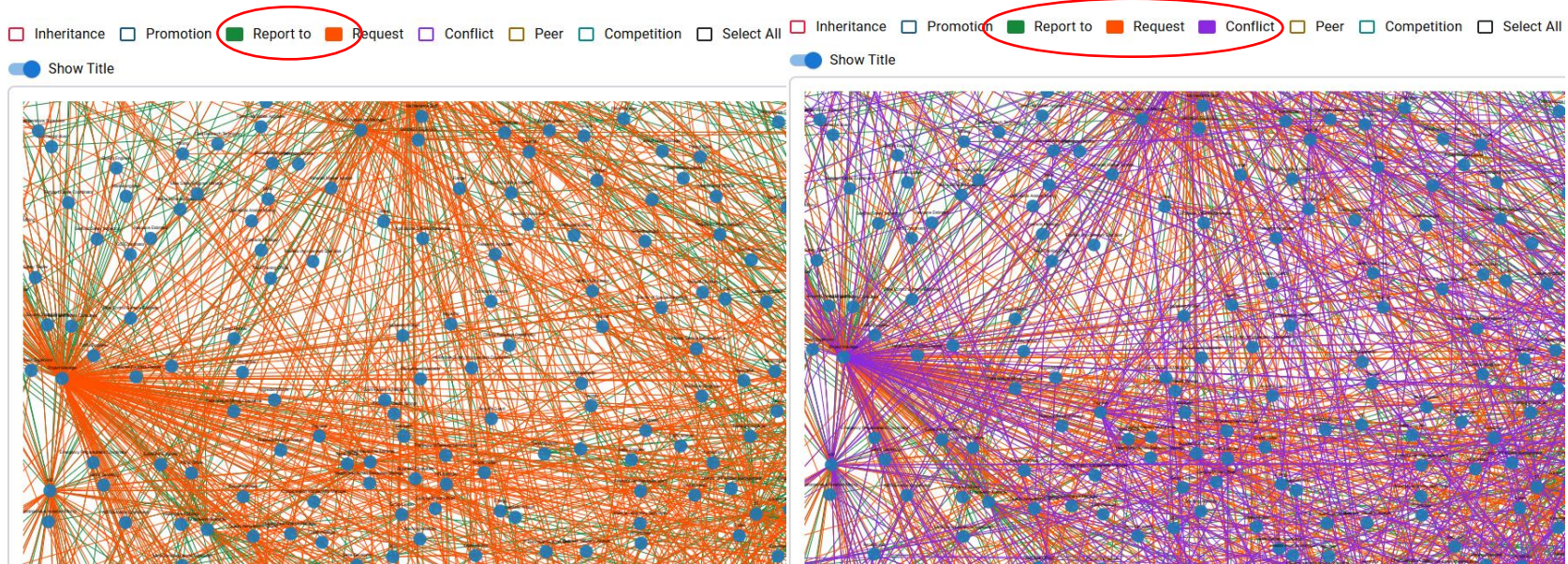


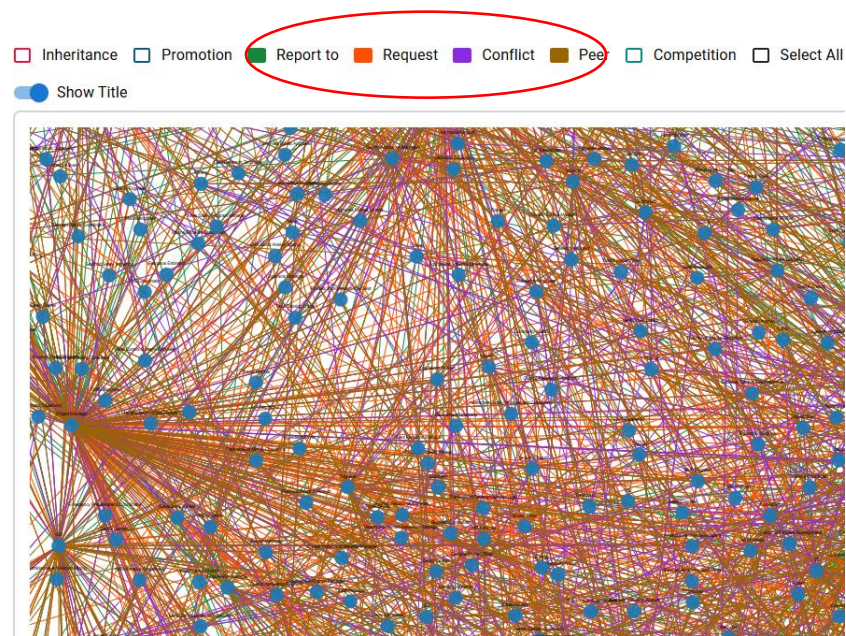
This function applies to the whole graph's visual effect as well:

Only the "Report to" relationship is checked.



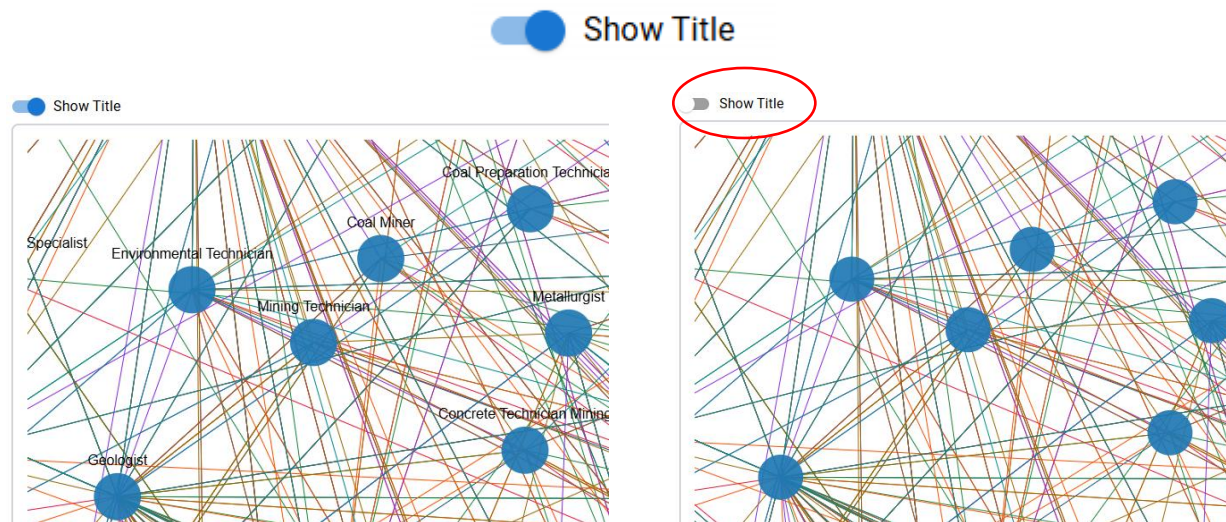
The partial relationship net that only shows "Report to" connections





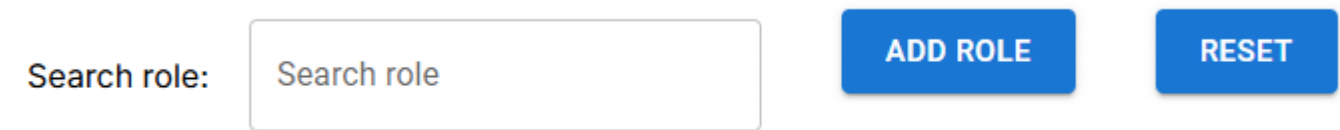
When more colors are checked, more types of connections appear accordingly, and the graph gets more complex and closer to the original, “all-inclusive” graph.

A feature allows you to neglect the role titles (the name next to each dot) is the switch button above the graph and below the color navigation bar.

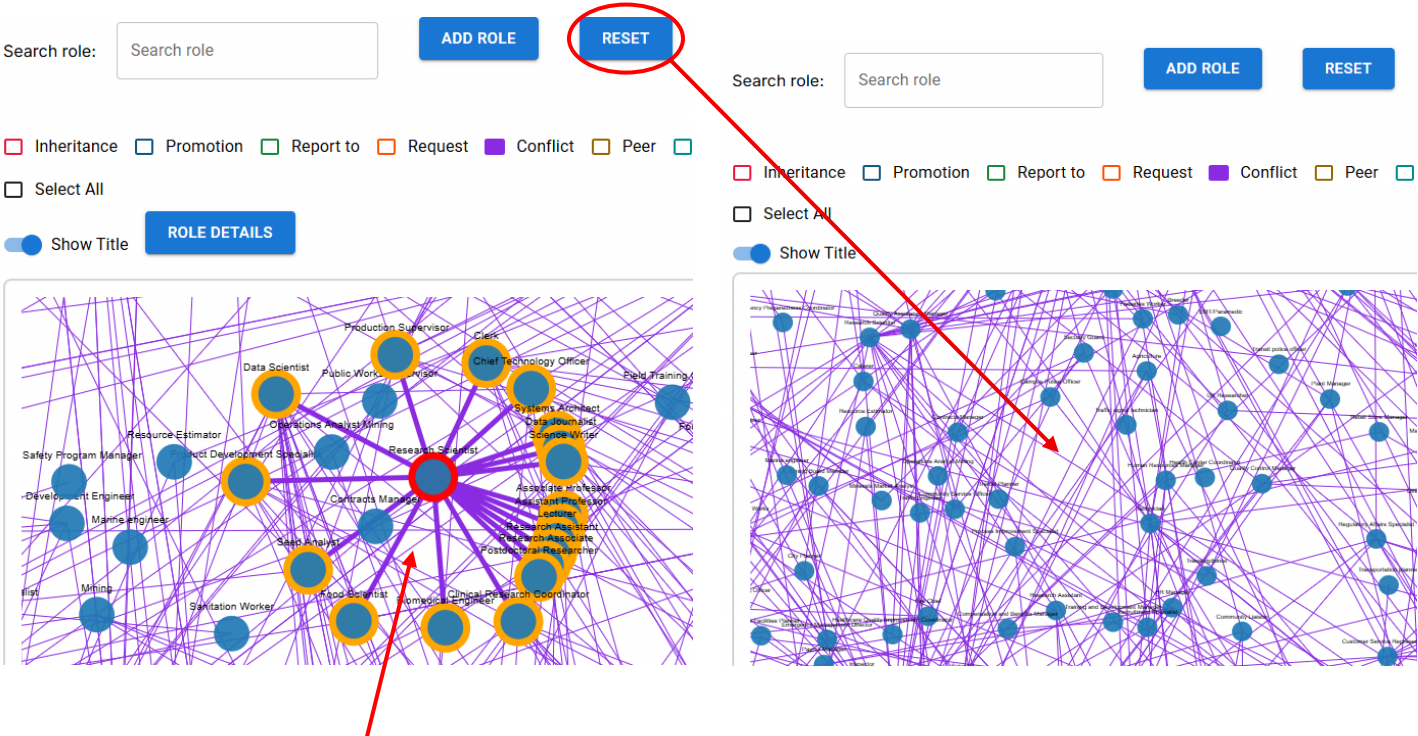


Switch off “Show Title” as an option.

RESET BUTTON



“RESET” button is the blue button next to the “ADD ROLE” button, you may click it once you have finished discovering the graph features or any role information. It resets the network to neutralize any change you have made in reforming your graph.



A group of dots were “pulled” closer to the central dot as an effect of clicking on a dot.

Reset button lets you go back to the original network

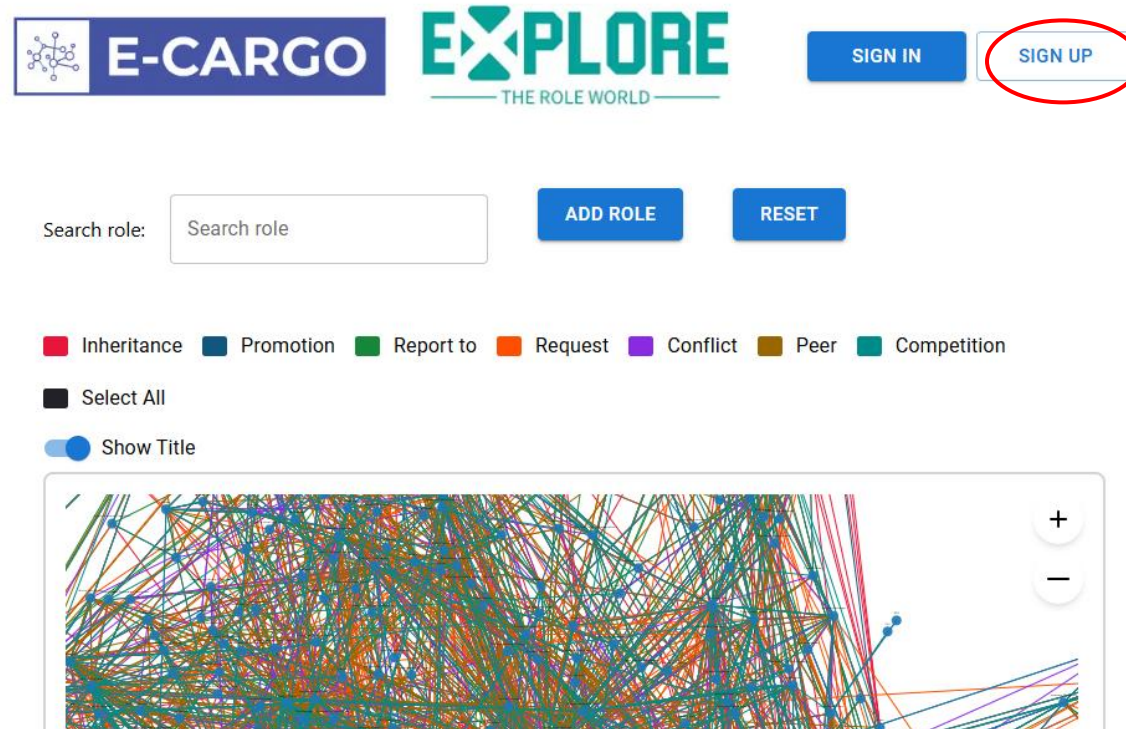
A group of dots may have been “pulled” closer to the central dot after a click; they will be repositioned to return to their sparse distribution to recover the graph’s dynamic balance, once you click on “RESET”.

You may use it when there is a bug appearing in the graph and it cannot be resolved by moving dots around manually.

Be mindful that you will be “zoomed out” once you decide to reset the graph. You may lose your focus in the process of exploring any target role, therefore, be careful to do so!

USE EXAMPLE 1: REGISTER A USER ACCOUNT AND LOG IN

Click on “SIGN UP” at the top-right corner of your page, which brings you to the email verification page



Enter your email address to register, make sure the email address is available. Click on “SEND VERIFICATION CODE”.

Verify Email

Email *

SEND VERIFICATION CODE

Verify Email

Email *

xxxx@outlook.com

SEND VERIFICATION CODE

Once you see the popup, click on “OK” to proceed completing your registration.

You need to fill in the verification code you just received into the form on the next page and come up with your username and a password. Once all information is filled in, click “REGISTER” to proceed.

e-cargo.info says
Verification code sent to your email.

OK

Email *
xxxx@outlook.com

SEND VERIFICATION CODE

Complete Registration

Verification Code *

User Name

Password *

REGISTER

[RESEND VERIFICATION CODE](#)

Complete Registration

Verification Code *
618XXX

User Name
Bird

Password *
.....

REGISTER

[RESEND VERIFICATION CODE](#)

If there is any issue encountered, you will be notified your registration is unsuccessful, and you may choose to “RESEND VERIFICATION CODE” to refill the registration completion form, if a wrongly entered verification code is the issue.

Complete Registration

Registration failed.

Verification Code *
618XXX


User Name
Bird


Password *


REGISTER


RESEND VERIFICATION CODE

You will get a popup notification saying you have successfully registered a new account in this website with your email. Once you are a registered user, you may go back to the main page and click on the “SIGN IN” button to log in your account.

 **E-CARGO**

 **EXPLORE**
THE ROLE WORLD

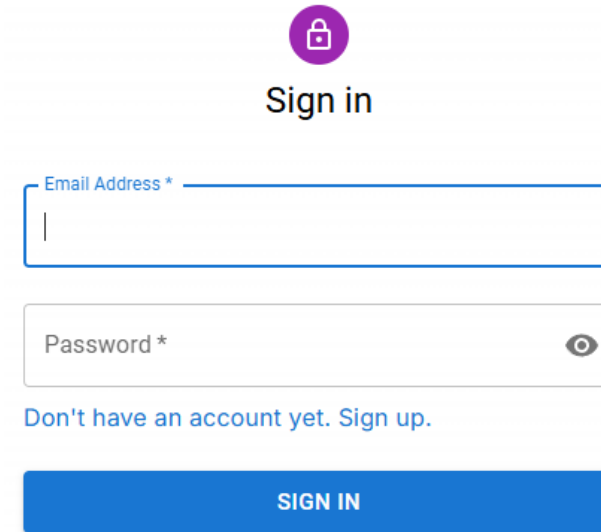
 **SIGN IN**

 **SIGN UP**

Search role:  **ADD ROLE** **RESET** Inheritance Promotion Report to Request Conflict Peer Competition Select All Show Title + -

Fill in your username and password, click “SIGN IN” or tap the “Enter” key to enter your account.

If you are not a registered user yet, click on “Don’t have an account yet. Sign up.”, which will bring you to the email verification page.



The sign-in form is centered on the page. It features a purple circular icon with a white padlock at the top. Below the icon is the text "Sign in". The form consists of two input fields: "Email Address *" and "Password *". The "Email Address *" field has a blue border and a vertical cursor. The "Password *" field has a grey border and a toggle icon (an eye) on the right. Below the password field is a link that says "Don't have an account yet. Sign up." in blue text. At the bottom of the form is a blue button with the text "SIGN IN" in white capital letters.

Sign in

Email Address *

Password *

[Don't have an account yet. Sign up.](#)

SIGN IN

Once you have entered your account, you are in your main page; on the top-right corner, the sign up and log in buttons are replaced by your account icon.

USE EXAMPLE 2: FIND A ROLE BY ROLE TITLE

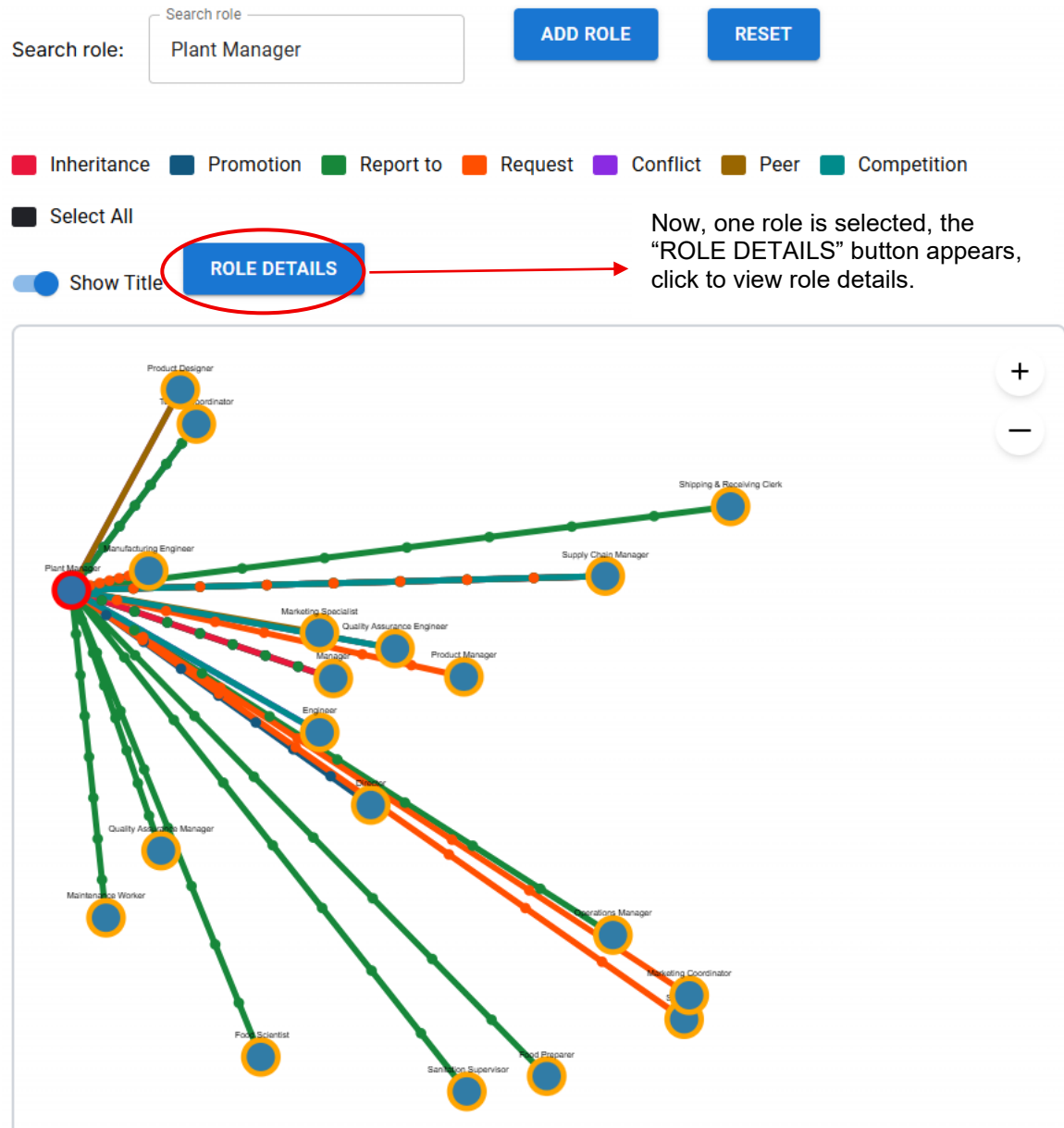
No matter if you are preparing to apply for a new position, or you want to know the positions that matter to yours. Look up for a role with the Search role search box is a good choice.

Type in the role name or title in to the “Search role” search box. If the name of the role is already registered in the system, it will show in the dropdown list for you to choose and click on.

In this example, “Plant Manager” is the role I am looking up for details. Once the system helps find the role, you will see a centralized relationship net (or a sub-graph) is formed around the central role that you were searching for, “Plant Manager” (means all other dots showed connects to the Plant Manager’s dot):



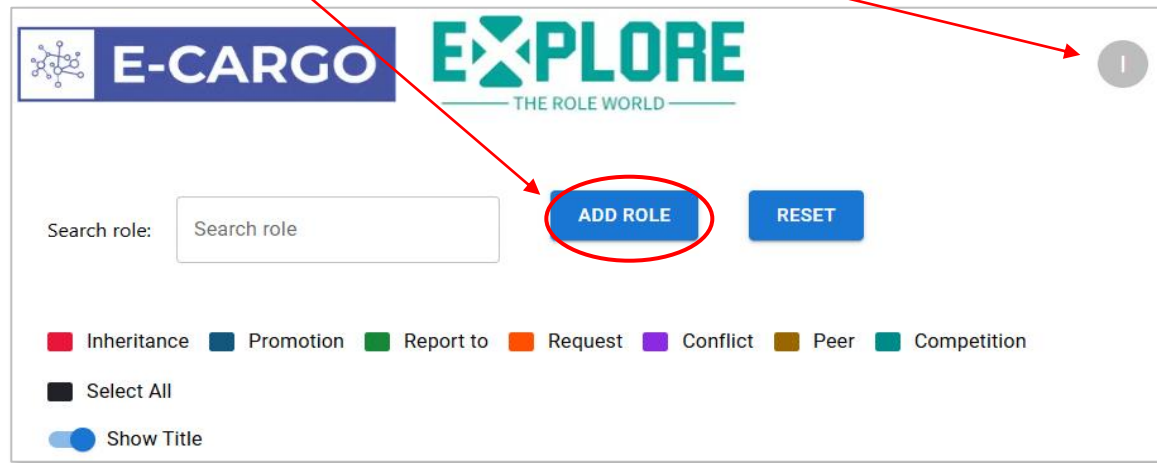
If you click on the central role's dot, you can see the dot is highlighted in red, while other dots are highlighted in yellow; every connection between the central role and other roles is highlighted with the colored pattern that we have seen before:



This visual effect happens when you click on any dot in this centralized relationship net, not only on the central dot. The red highlight for a dot means the dot is clicked and the role represented is focused on, and a "ROLE DETAILS" button will appear. Click on that will bring you to the Role details page. You can perform the "Search role" function again on one of the connected roles to view the relationships and connected roles "one layer further".

USE EXAMPLE 3: ADD A NEW ROLE

Make sure you have signed into your account to enable this function.
Click on the “ADD ROLE” button on your main page.



The screenshot shows the E-CARGO EXPLORE interface. At the top, there is a header with the E-CARGO logo and the EXPLORE logo with the tagline 'THE ROLE WORLD'. Below the header, there is a search bar labeled 'Search role:' with a placeholder text 'Search role'. To the right of the search bar is a blue button labeled 'ADD ROLE', which is circled in red. Further to the right is a blue button labeled 'RESET'. Below the search bar and buttons, there is a row of colored squares with corresponding labels: Inheritance (red), Promotion (blue), Report to (green), Request (orange), Conflict (purple), Peer (brown), and Competition (teal). Below this row is a black square labeled 'Select All'. At the bottom, there is a toggle switch labeled 'Show Title' which is currently turned on.

There will be an Add Role popup (see the next page), fill in the textboxes with role facts in organized word sentences, and select role titles from the dropdowns for each role relationship slots. Make sure the role title is referring to a specific, real job or professional in the society.

For details, refer to the “Add Role Button and Popup” section in the Website Element Introduction part.

Click “SAVE” and click on “CONFIRM” on the Confirm Save popup to finalize.

Add Role

Title *

Description *

Responsibilities *

Rights *

Requirements *

Working Conditions

Benefits

Super role

Promotion roles

Report to roles

Requester roles

Conflict roles

CANCEL
SAVE

Add Role

State Troopers are responsible for enforcing traffic laws by monitorin

Rights *

State Troopers are granted legal authority by the state to enforce law

Requirements *

To become a State Trooper, candidates typically must possess at lea

Working Conditions

State Troopers work under demanding and often unpredictable condi

Benefits

State Troopers typically receive a comprehensive benefits package. \$

Captain

Director x HR Manager x

Captain x Not found, add a new role x

Emergency Management Director x Fire Chief x

EMT/Paramedic x

Assessor

Asset manager

Assignment Editor

Assistant

Assistant Principal

CANCEL
SAVE

Fill up the Add Role popup

Confirm Save

Are you sure you want to add this role?

CANCEL
CONFIRM

Now you may look for the role you have just added. The easiest way is to use the Search role box. You will see it being displayed in the graph and is connected to the roles that you assigned it to connect with. Once you open its role details, the information matches the content you have entered for that role. Now, in your own account, you have successfully added a role, which is only visible to yourself for now.

How you can get your roles published to earn credits:

A request will be automatically sent to the website administrators to evaluate your work, and you will get a notification message in your account once, either the new roles are confirmed to be added and are published to be visible in the graph and all dropdown lists of each user's account, or one or more of the roles you added are not qualified. You will get feedback on each disqualified role that helps successful publish for the next time.

USE EXAMPLE 4: EDIT A ROLE'S INFORMATION

As a user, you can update on the roles that you added, before or after the roles have been approved and published. To edit a role, first you need to find it with the “Search role” search box.

The screenshot displays a user interface for managing roles. At the top, there is a search bar labeled "Search role:" with the text "Delete Function Test" entered. This search bar is highlighted with a red oval. To the right of the search bar are two blue buttons: "ADD ROLE" and "RESET". Below the search bar, there is a row of colored squares representing different role types: Inheritance (red), Promotion (dark blue), Report to (green), Request (orange), Conflict (purple), Peer (brown), and a partially visible teal square. Below this row is a toggle switch labeled "Show Title" which is currently turned on. To the right of the toggle is a blue button labeled "ROLE DETAILS". Below these elements is a large white rectangular area containing a single role card. The card has the title "Delete Function Test" and a blue circular icon with a red border, which is also highlighted with a red circle.

Click on the "ROLE DETAILS" button and click on the "DETAILS" button on the dialog to go to the Role Details page.
Notice there will be an "EDIT" button at the bottom, if this role was added by you, and you may click on it to edit any role attribute here.

[<](#) Role Details

Title:	Delete Function Test
Description:	This is a role added for testing delete function
Responsibilities:	No
Rights:	No
Requirements:	No
Working Conditions:	Good
Inheritance:	Animator
Promotion Role:	
Report To Roles:	
Requester Roles:	
Conflict Roles:	
Peer Roles:	
Competition Roles:	

EDIT

After you finish updating, click “SAVE” to save your changes, the request will be sent to the administrator, and you will get a new message once the decision on your update is finalized.

< Role Details

Title *

Delete Function Test

Description

This is a role added for testing delete function

Responsibilities

No

Rights

No

Requirements

No

Working Conditions

Good

Inheritance

Promotion Role

Report To Roles

Requester Roles

Conflict Roles

Peer Roles

Competition Roles

SAVE

CANCEL