Explore

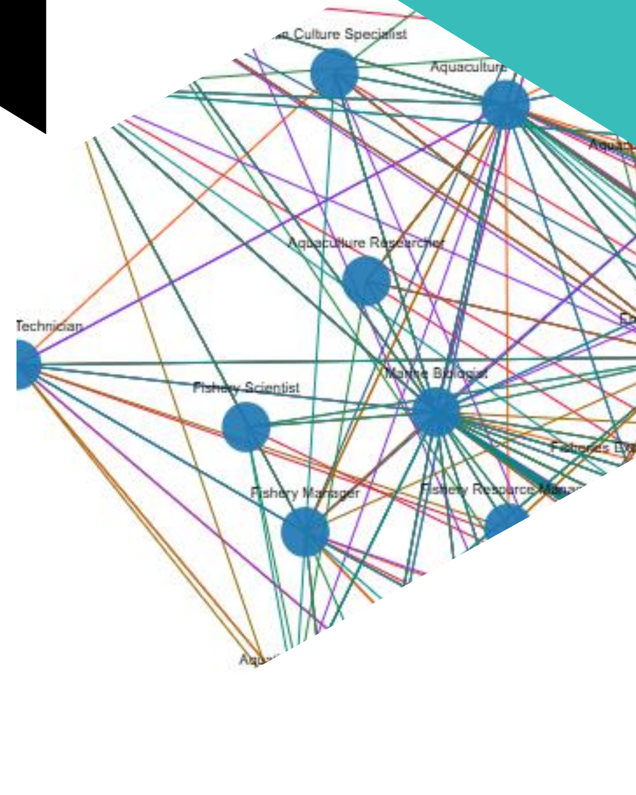
The Role World

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

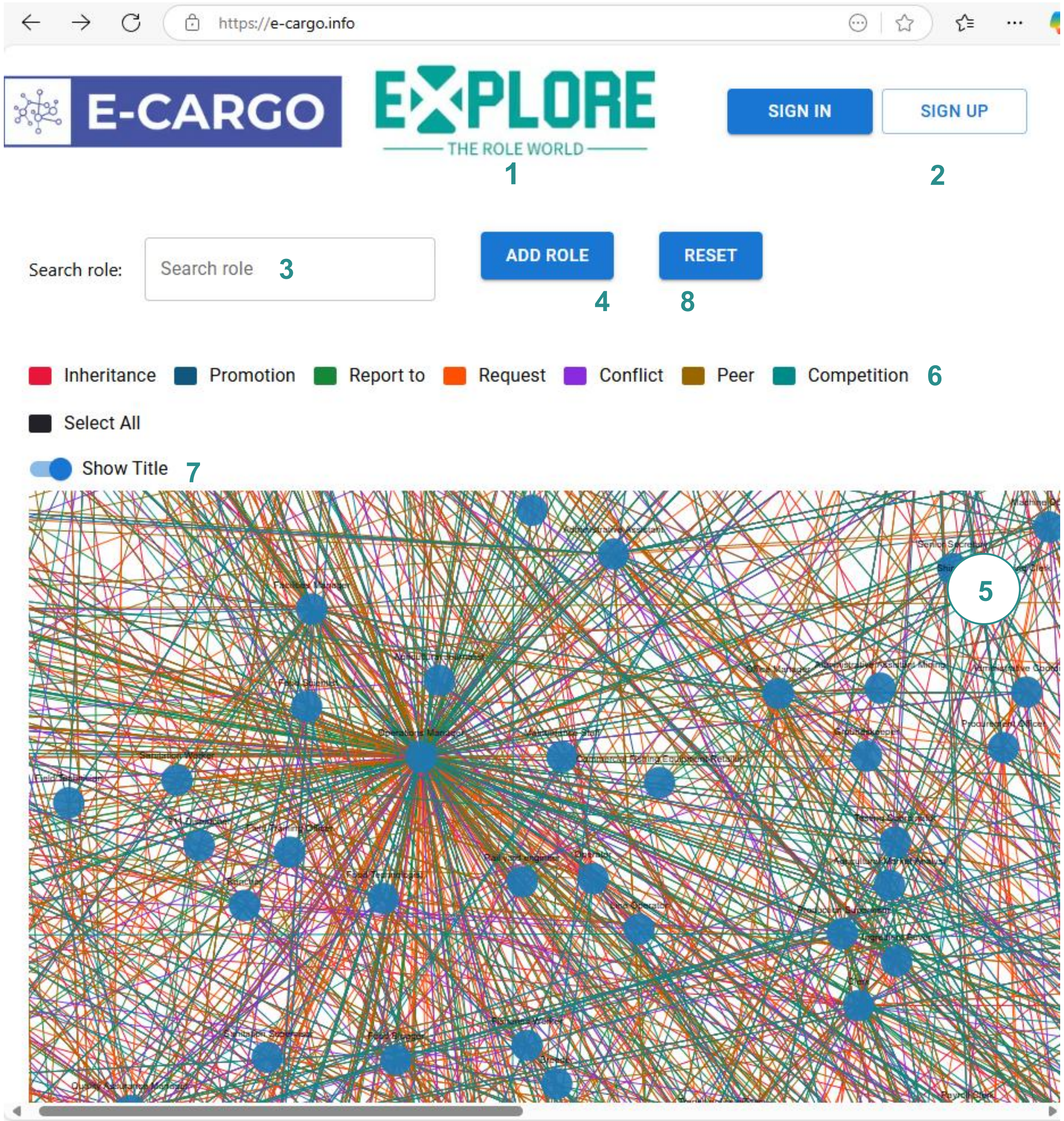
[Research | E-CARGO Online Community]

Contents

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

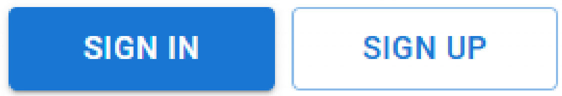


Once you enter the website, what you will see is this overview and elements as follow:

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



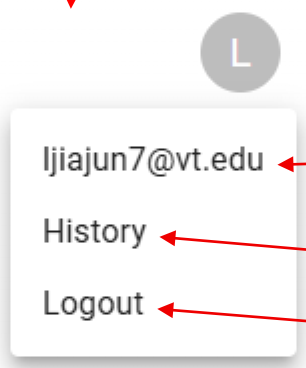
Guest Options

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.

Log into a user’s account



Name Icon and Pop-up

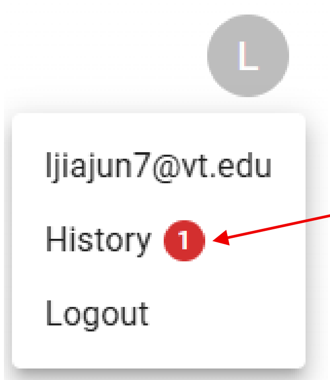
Once you are logged in, options shows when you click on your account icon, options are listed as:

- 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.

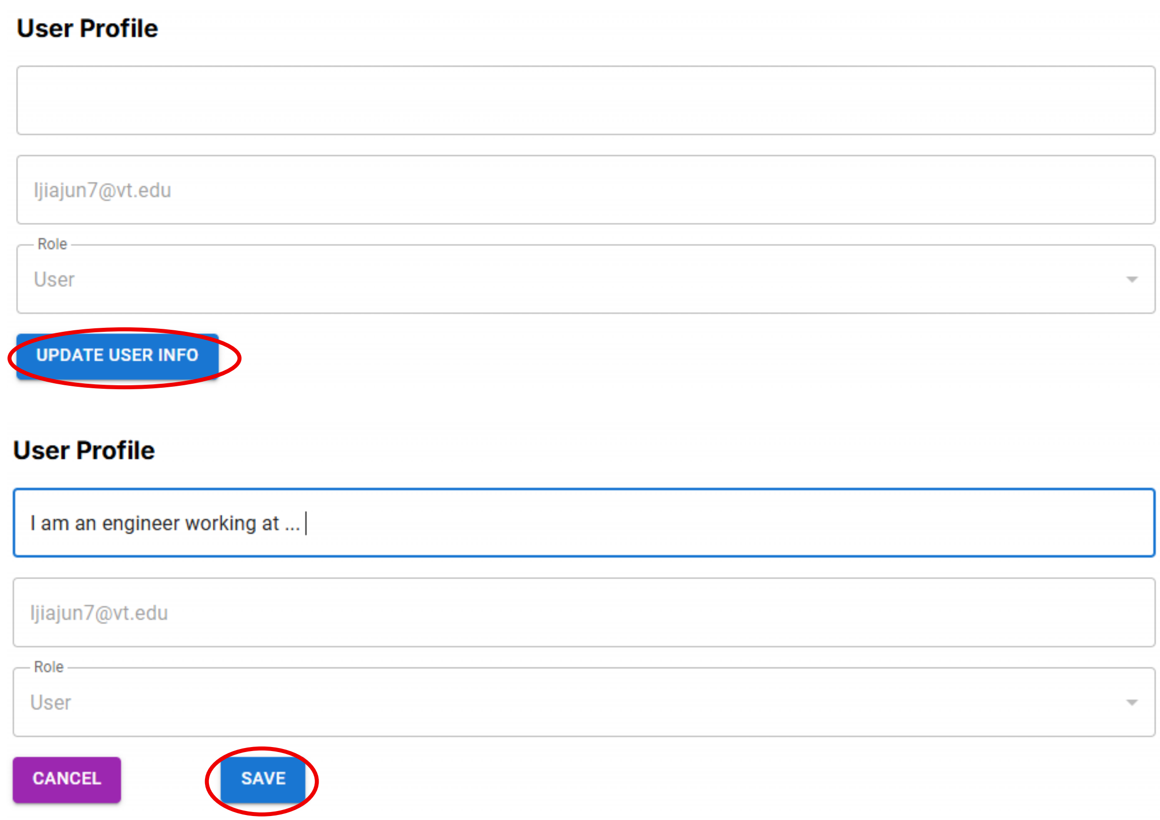
- The “Logout” option to exit from your account and use the website as a guest.



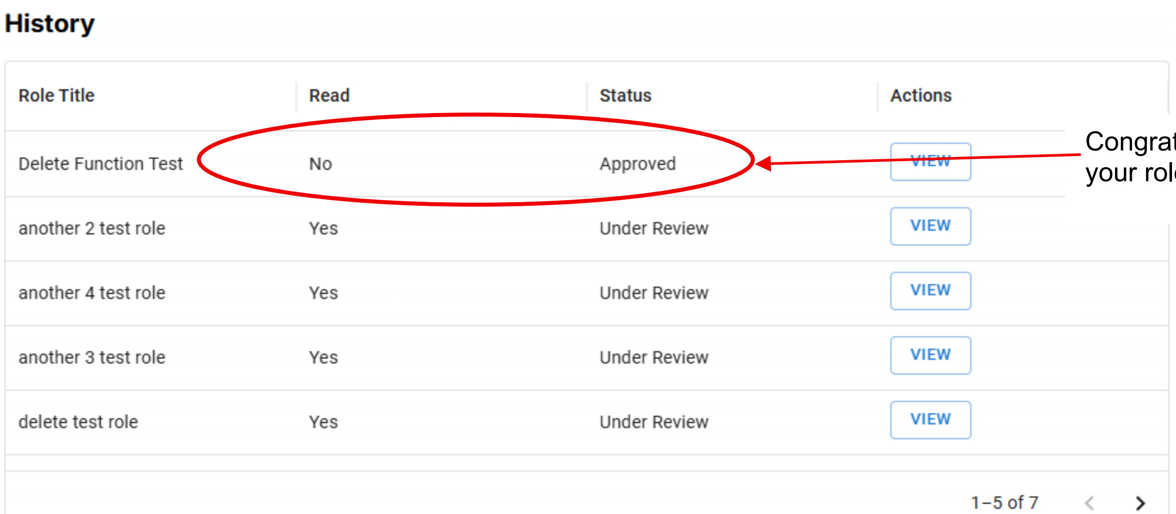
When you get a new message from the administrator, there will be a red dot notification besides the “History”. Click to check what is new for you.

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.



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


History

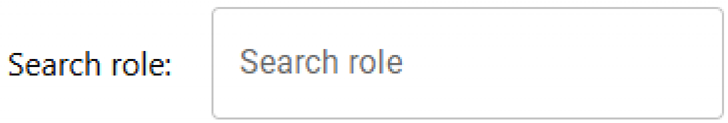
Role Title	Read	Status	Actions
Delete Function Test	No	Approved	VIEW
another 2 test role	Yes	Under Review	VIEW
another 4 test role	Yes	Under Review	VIEW
another 3 test role	Yes	Under Review	VIEW
delete test role	Yes	Under Review	VIEW

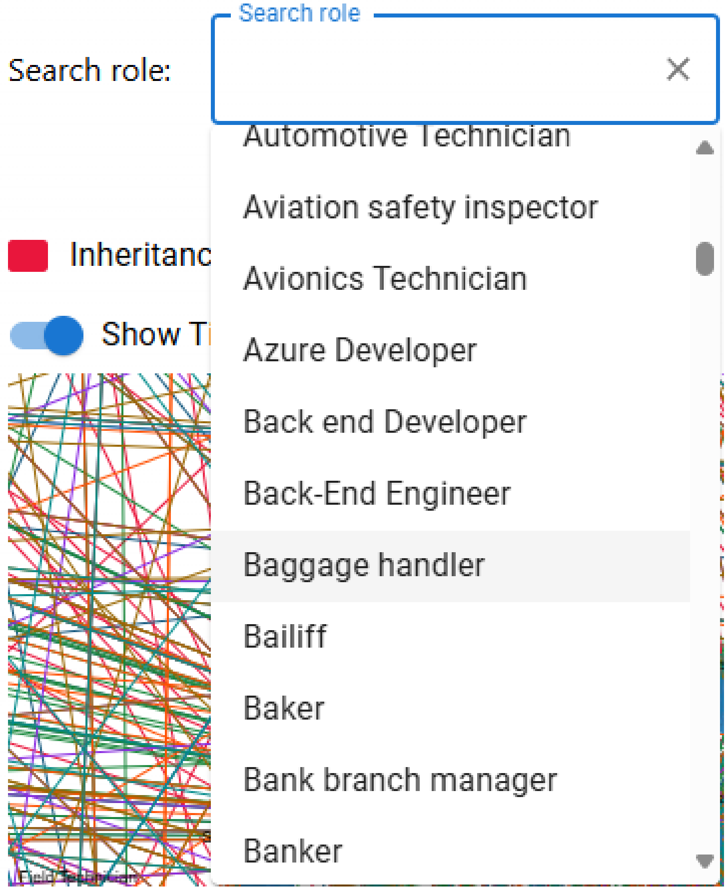
1–5 of 7

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





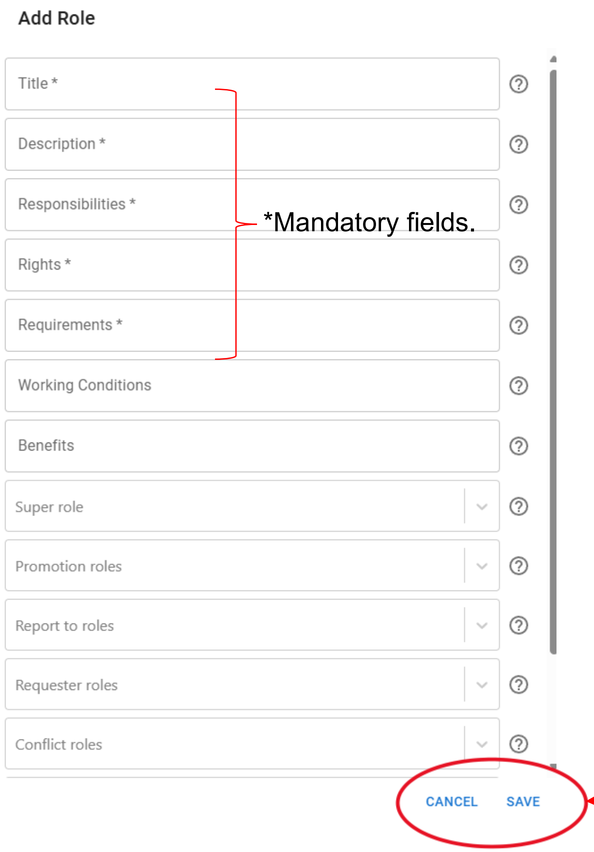
Locate “Search role” search box.

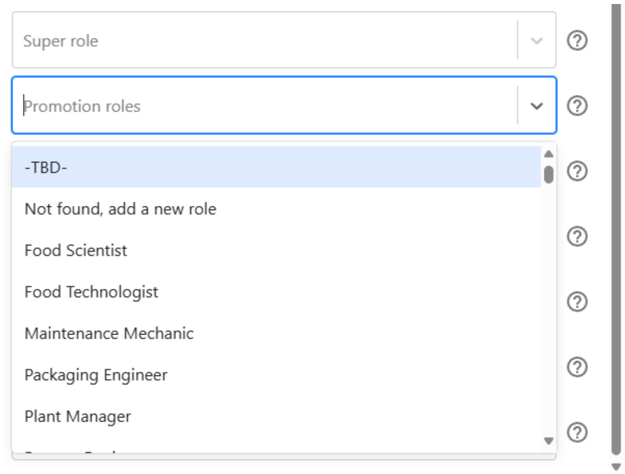
Enter the name of the role you need to look up. Entering any letters or clicking on the textbox will trigger an auto-completion (or suggestion) dropdown list, which includes all roles registered in the system in alphabetic order. You may scroll down to find the role name as you type.

ADD ROLE BUTTON AND POPUP

Add Role

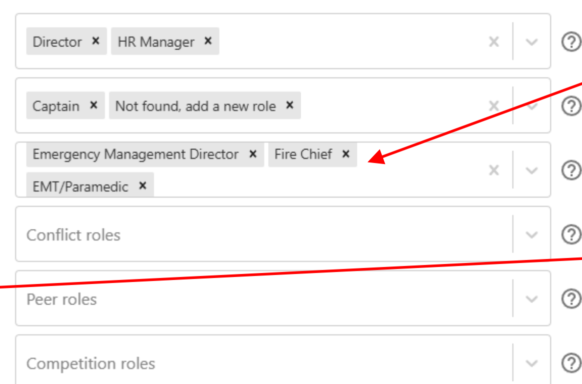
Click on the blue “ADD ROLE” button next to the search role text box to add a new role to the role dictionary.





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.

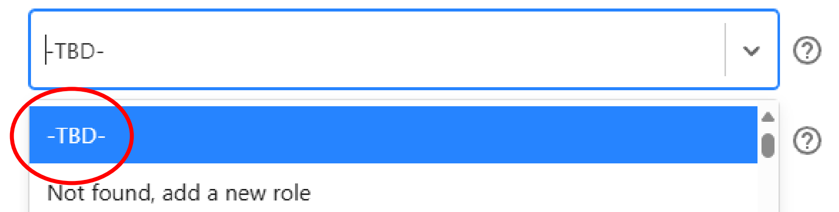


In each field, you may enter more than one role, one at a time, from the dropdown.

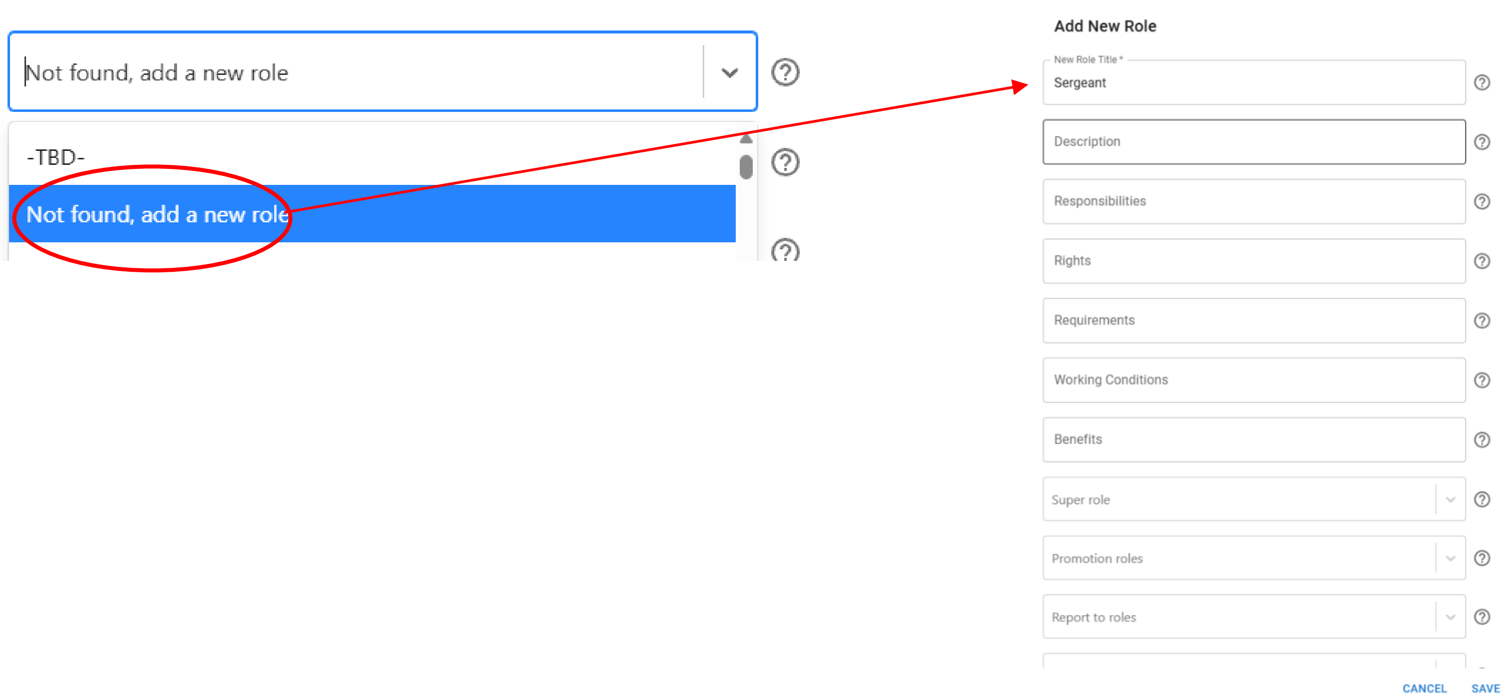
Once you have made any change, you may click “SAVE” to add the role, or “CANCEL”.

Sometimes, one of the two situations may happen:

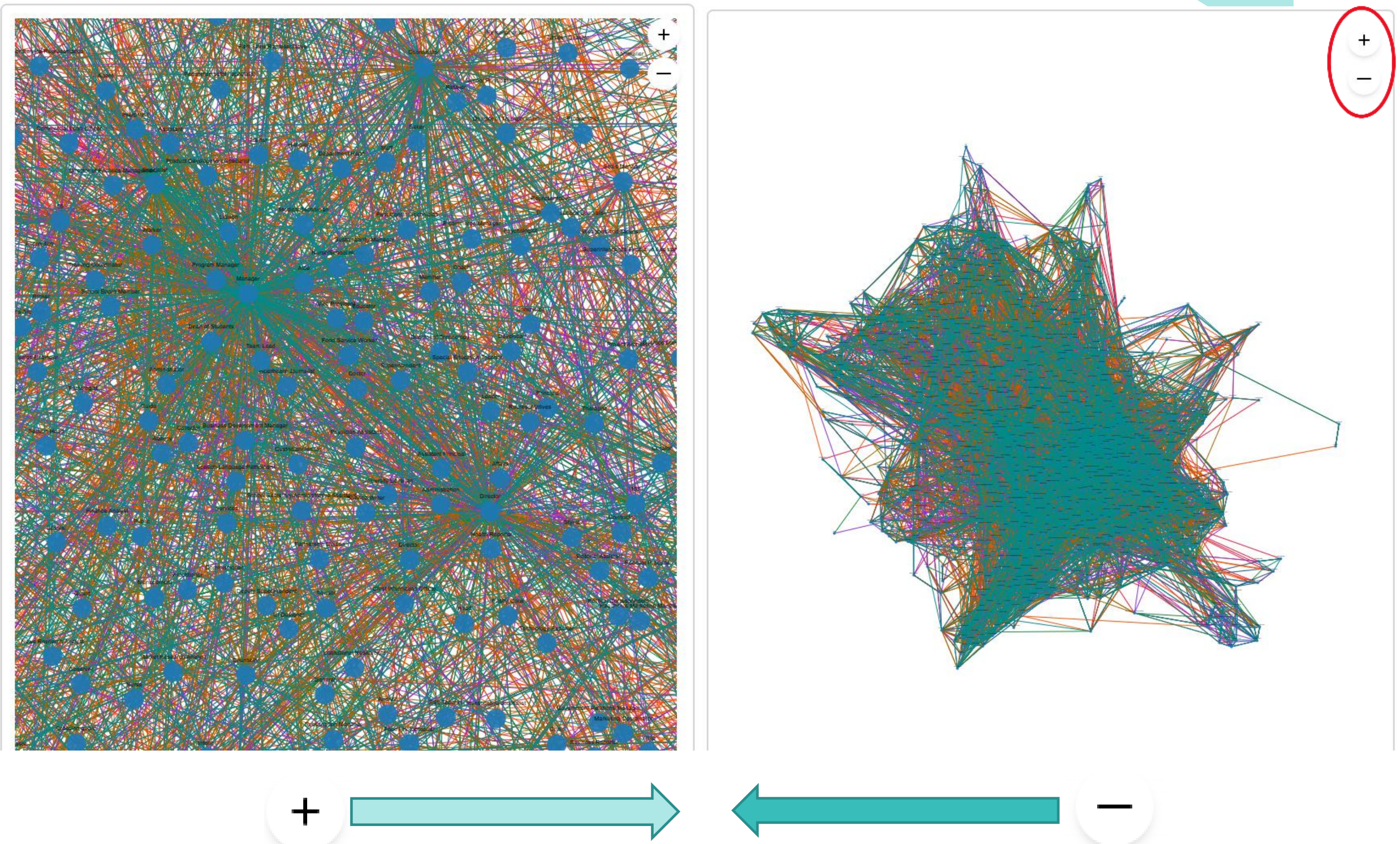
1. You cannot find an existing role for the current field, and you don't know the name of the roles that fit this field.
   In this case, you may select "-TBD-" from the beginning of the dropdown, means this position is left for blank for now but it does not stop you from adding the new role.



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.



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

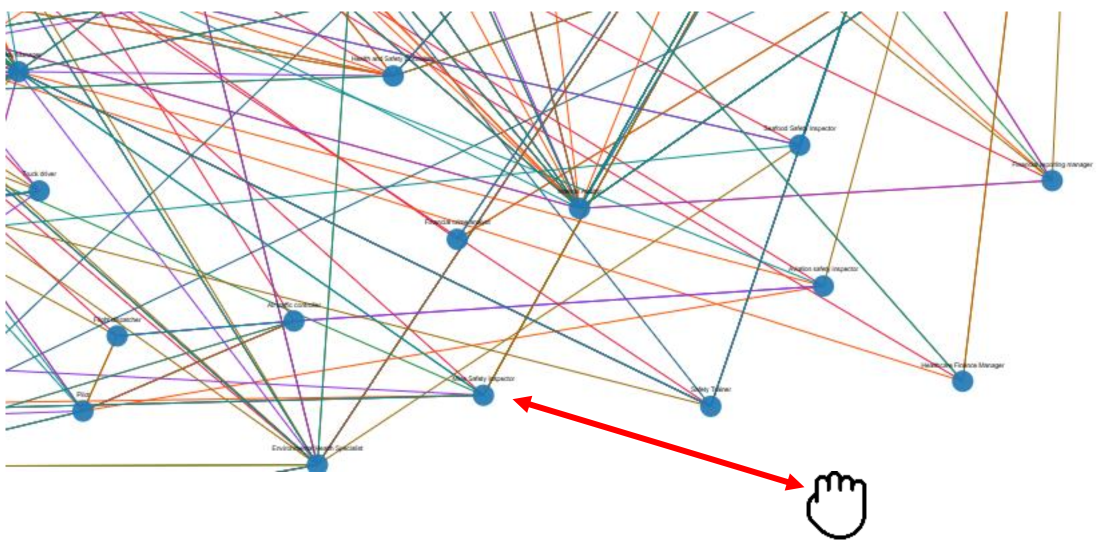
The name (or title) of the role is marked next to its dot.

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).

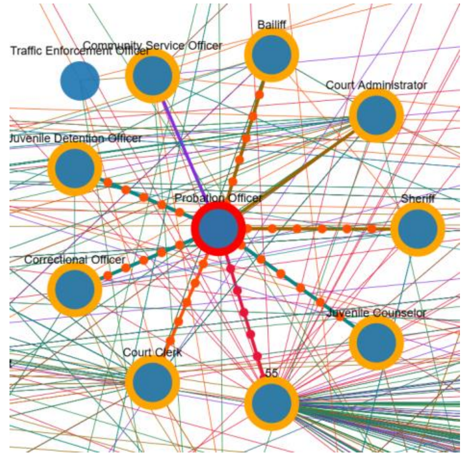
Imagine: a connecting line is a relationship.

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.



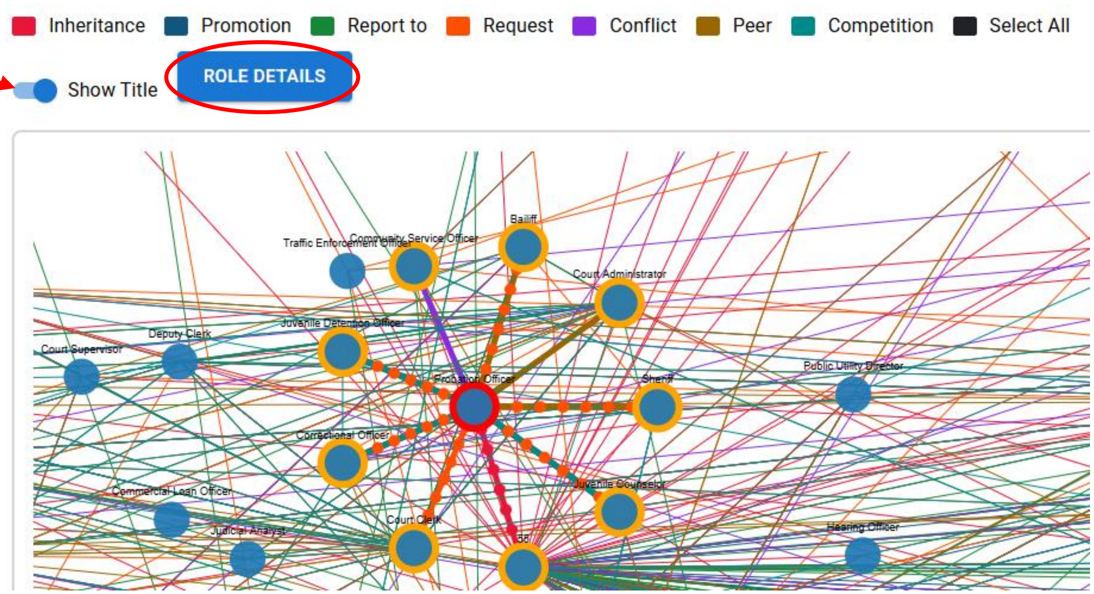
Click on any random dot in this graph, you would expect to see **two** changes on the web page

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

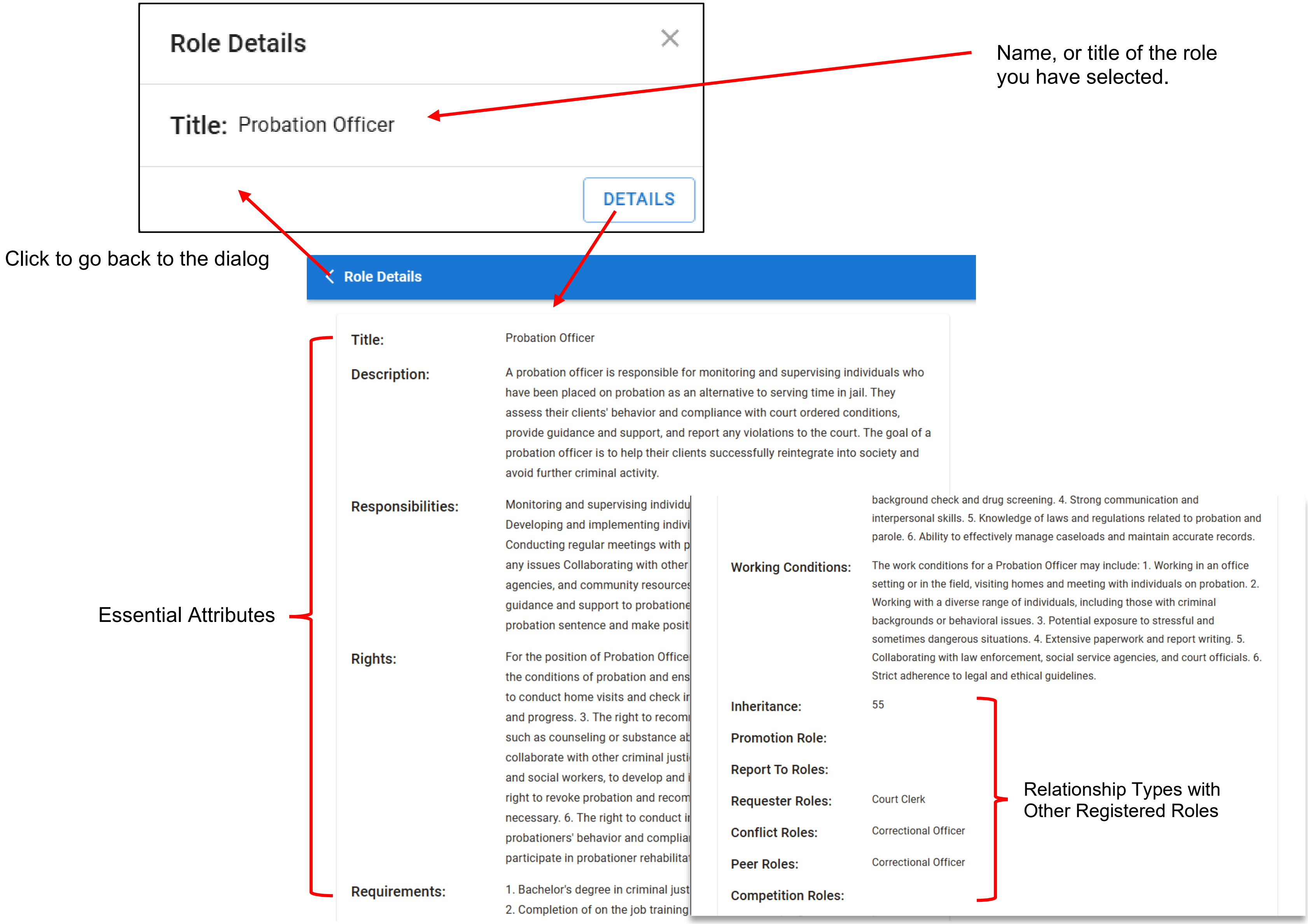


What is presented to you is a group of dots (roles) highlighted in yellow that are “pulled” together around the dot you have selected (highlighted in red). You will notice the connection line between them are in different colors and patterns, which will be explained in detail later. A group of dots are 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 this graph 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.

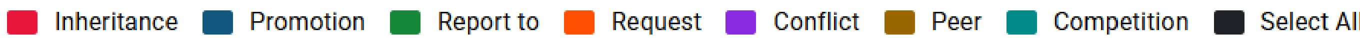


If you click on the “ROLE DETAILS” button now, and click on the “DETAILS” button on the dialog, you will be brought to the Role Details page:

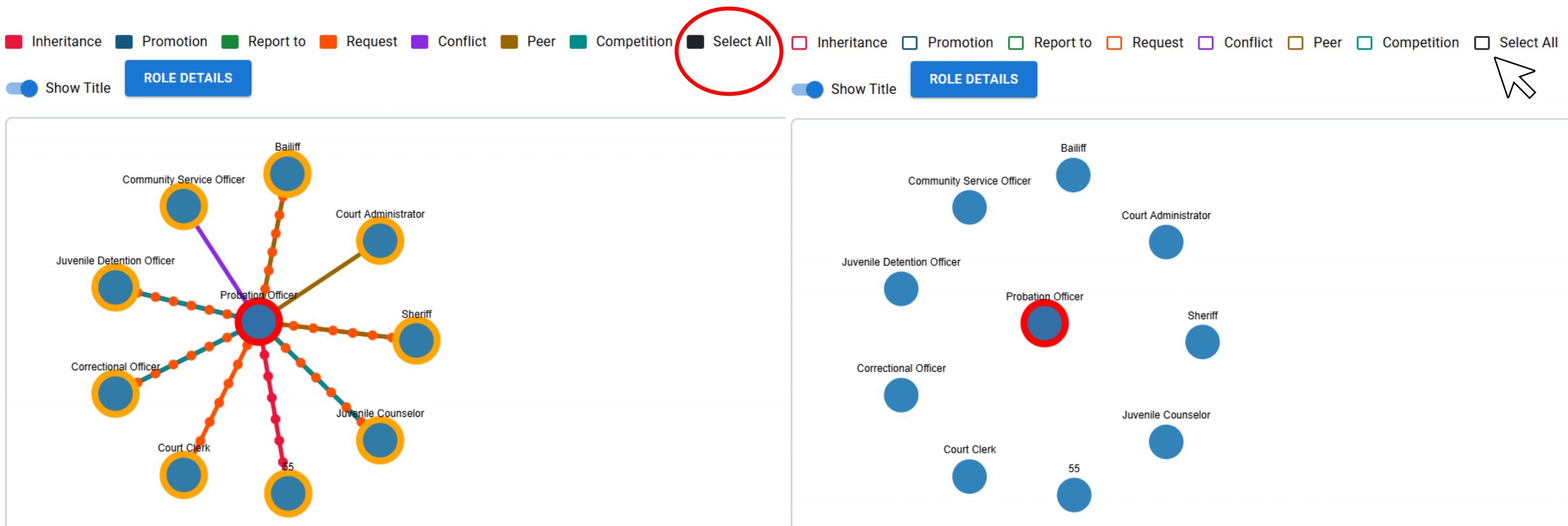


What you will see on the Role Details page is a list of essential attributes of a role: Title, Description, Responsibility, Rights, Requirements, Working Conditions; the roles in this graph that have different types of direct relationships with this role are also listed by: Inheritance, Promotion Role, 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:

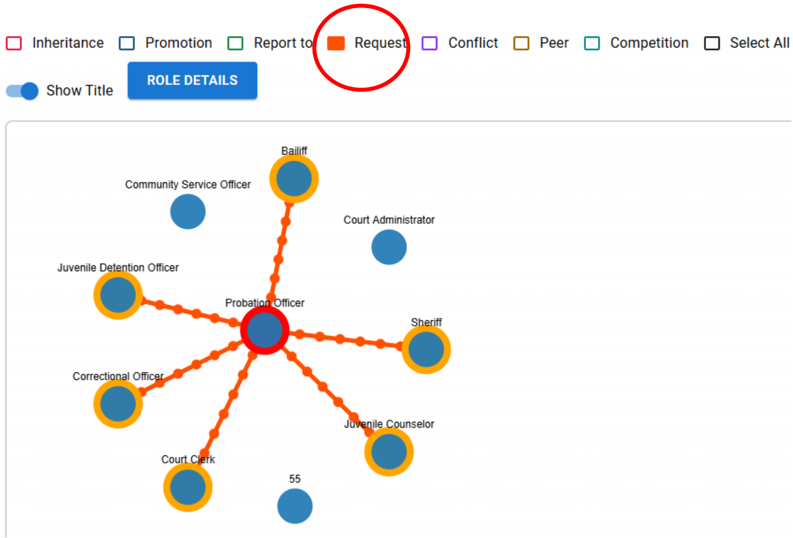


When you have selected a role, you can check/uncheck any color block to view each type of relationship the role has in the graph individually.



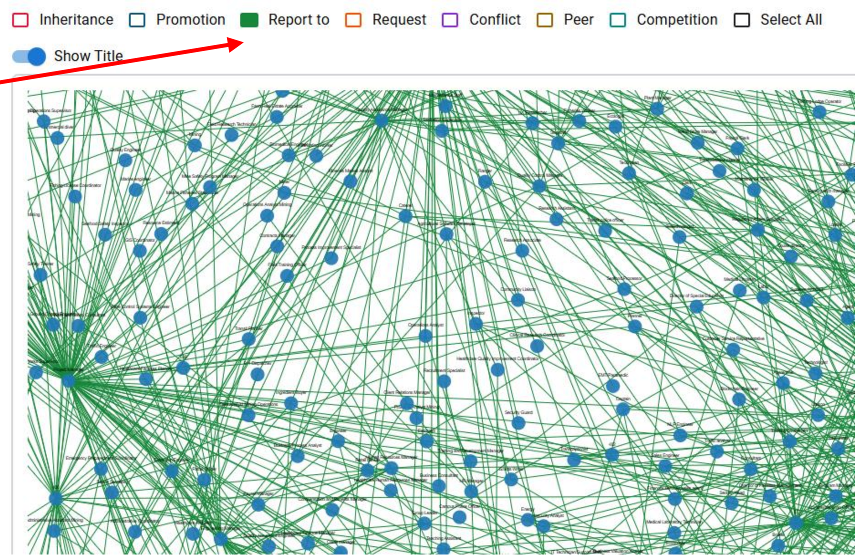
An example with the consequence of unchecking the black “Select All” (meaning showing all relationships): all connect lines disappear. No dots besides the selected one are highlighted.

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

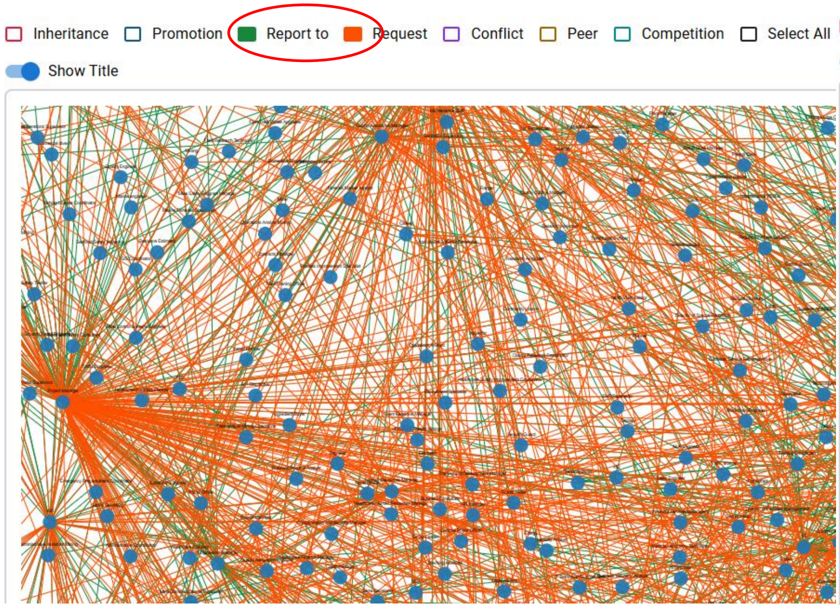


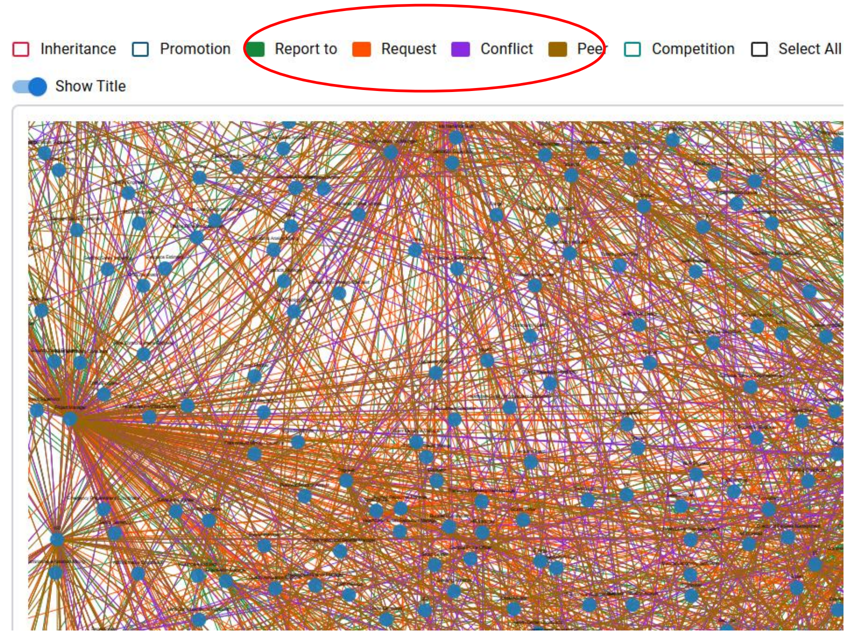
This function applies to the whole graph’s visual effect as well:

Only the “Report to” relationship is checked.



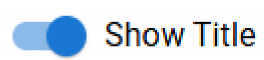
The partial relationship net that only shows “Report to” connections

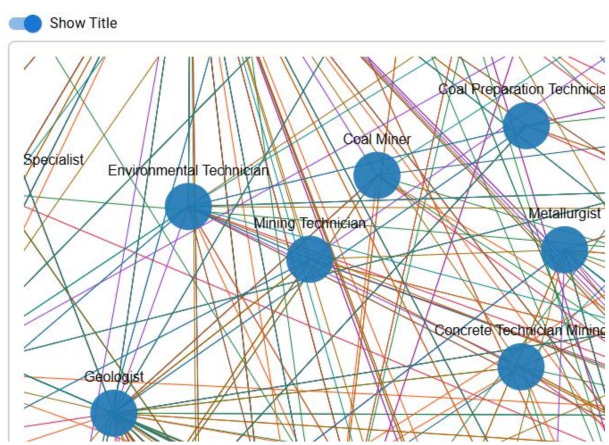


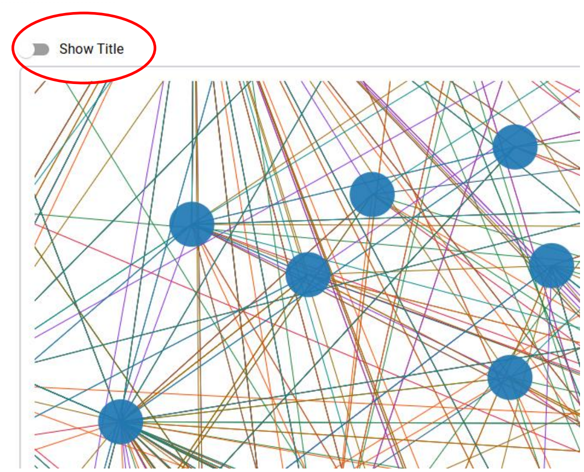


When more colors are checked, more types of connections appear accordingly, and the graph gets more complex and closer to the original, “all-inclusive” graph.

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.



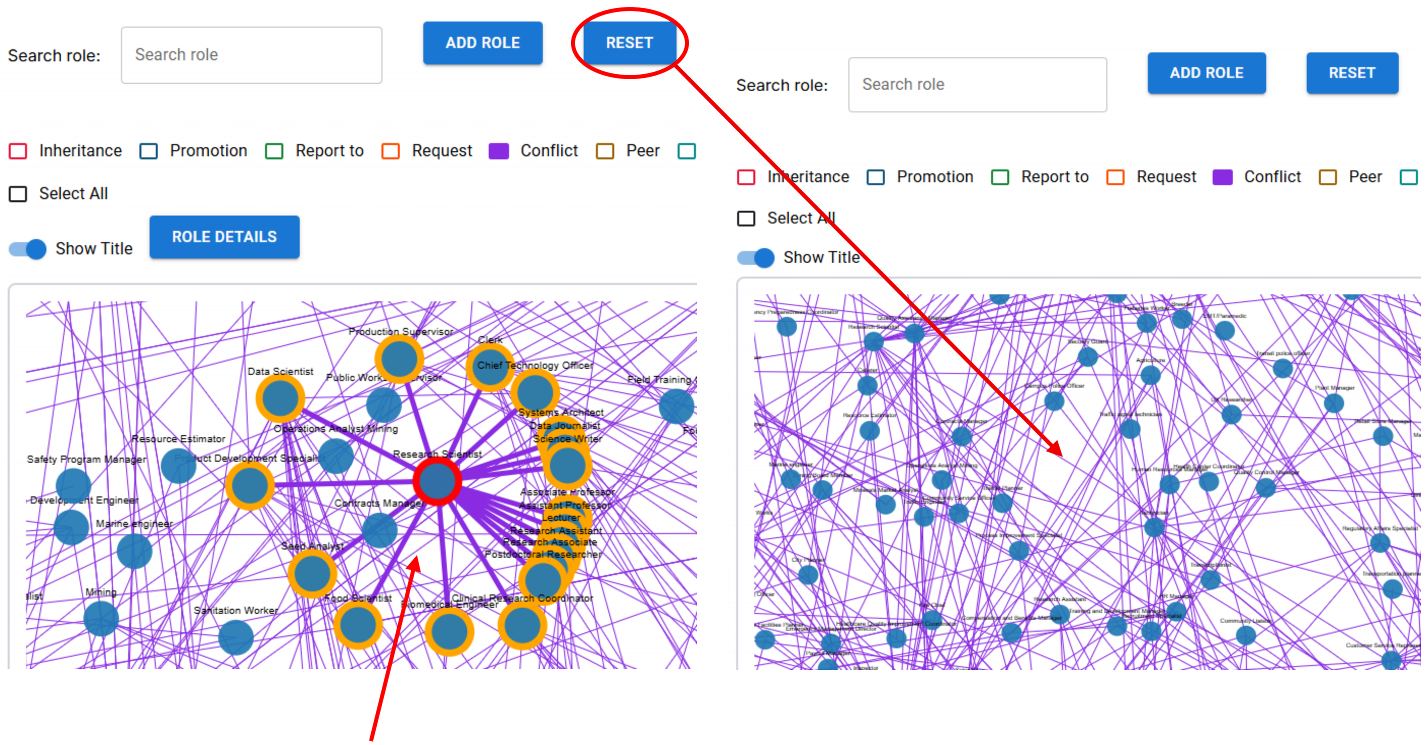




Switch off “Show Title” as an option.

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

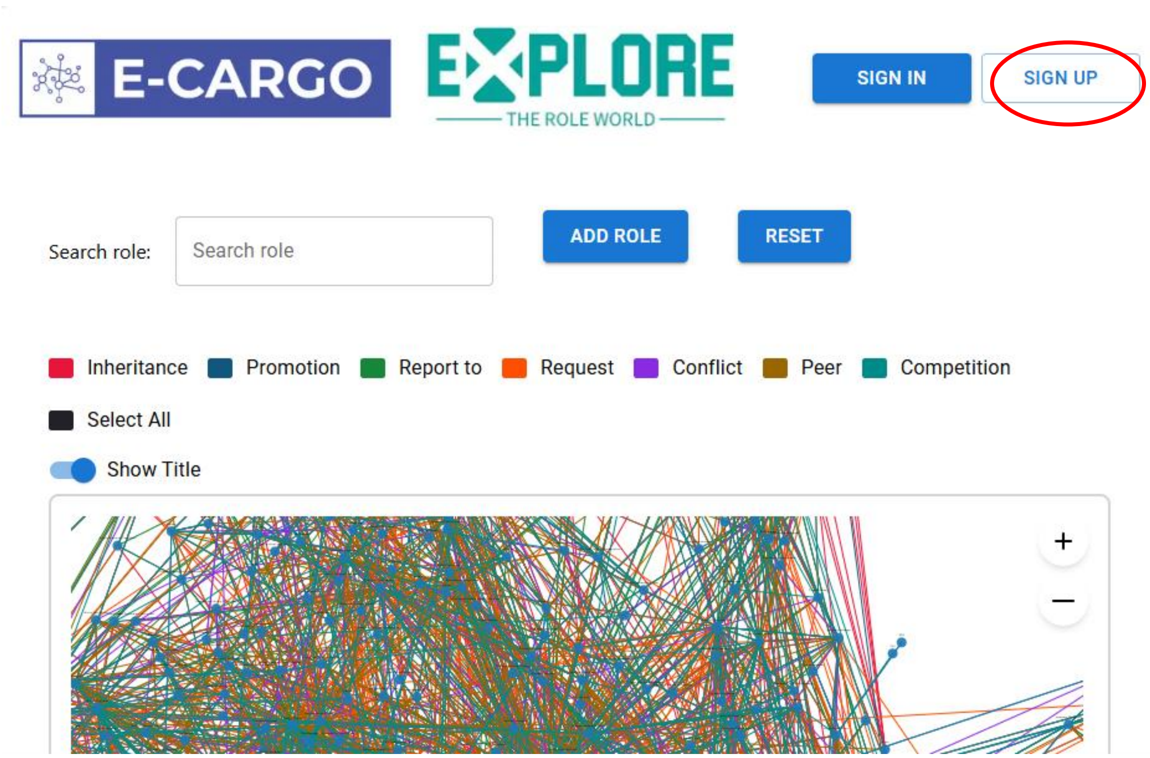
A group of dots may have been "pulled" closer to the central dot after a click; they will be repositioned to return to their sparse distribution to recover the graph's dynamic balance, once you click on "RESET".

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

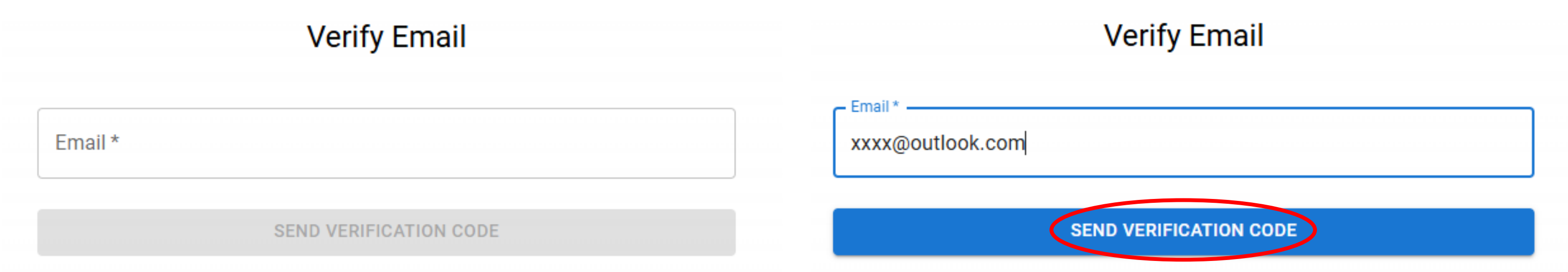
Be mindful that you will be "zoomed out" once you decide to reset the graph. You may lose your focus in the process of exploring any target role, therefore, be careful to do so!

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

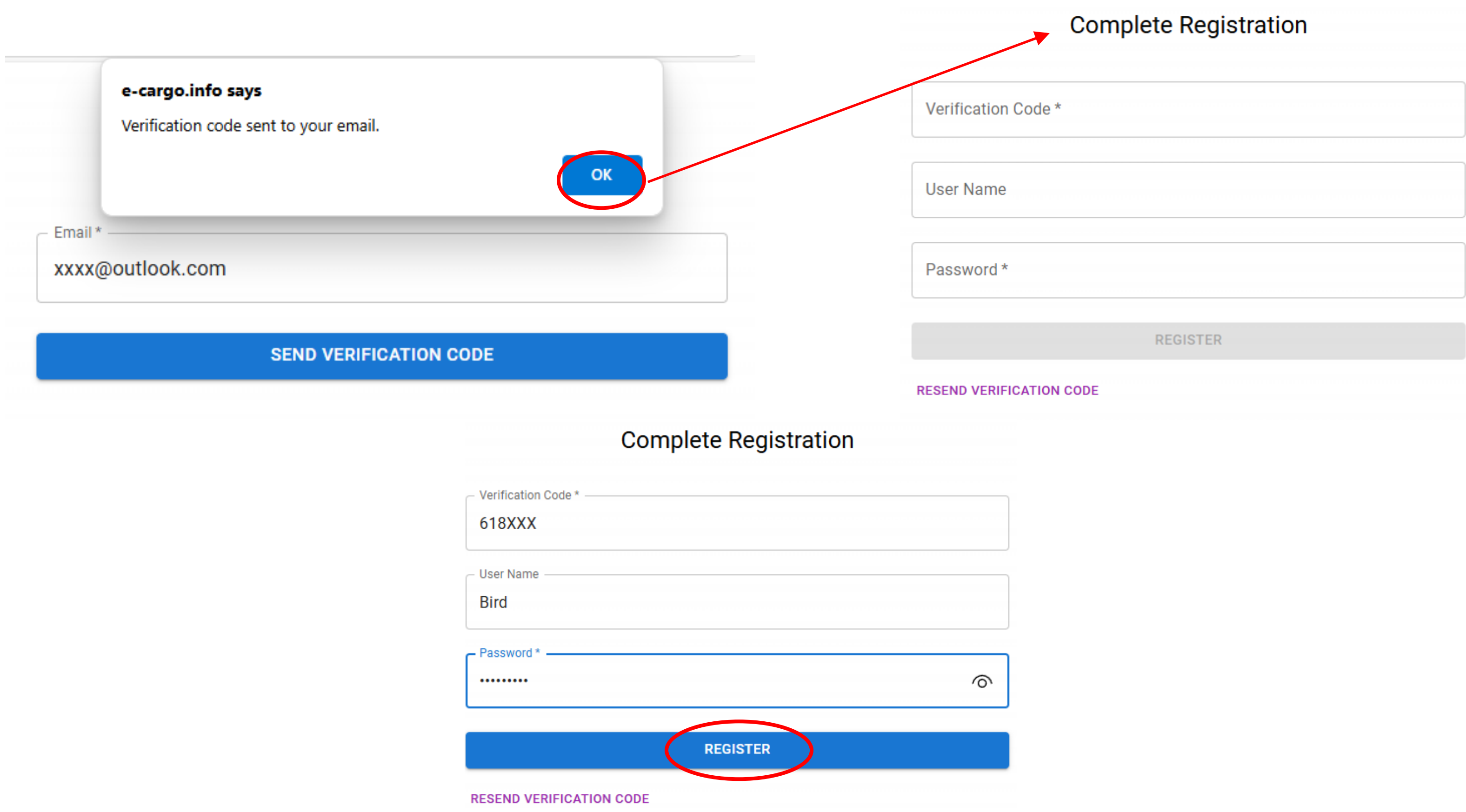


Enter your email address to register, make sure the email address is available. Click on “SEND VERIFICATION CODE”.

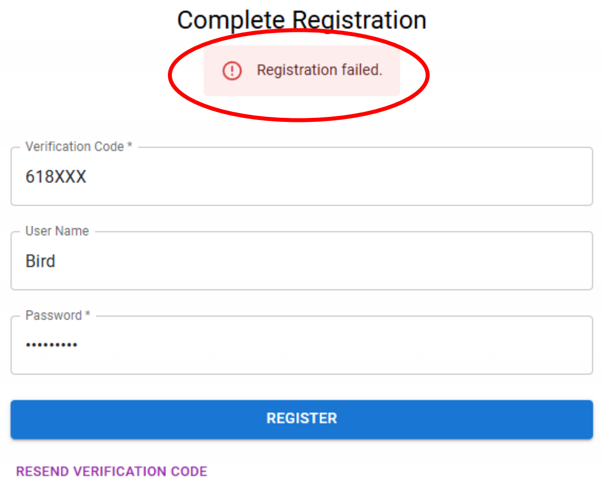


Once you see the popup, click on “OK” to proceed completing your registration.

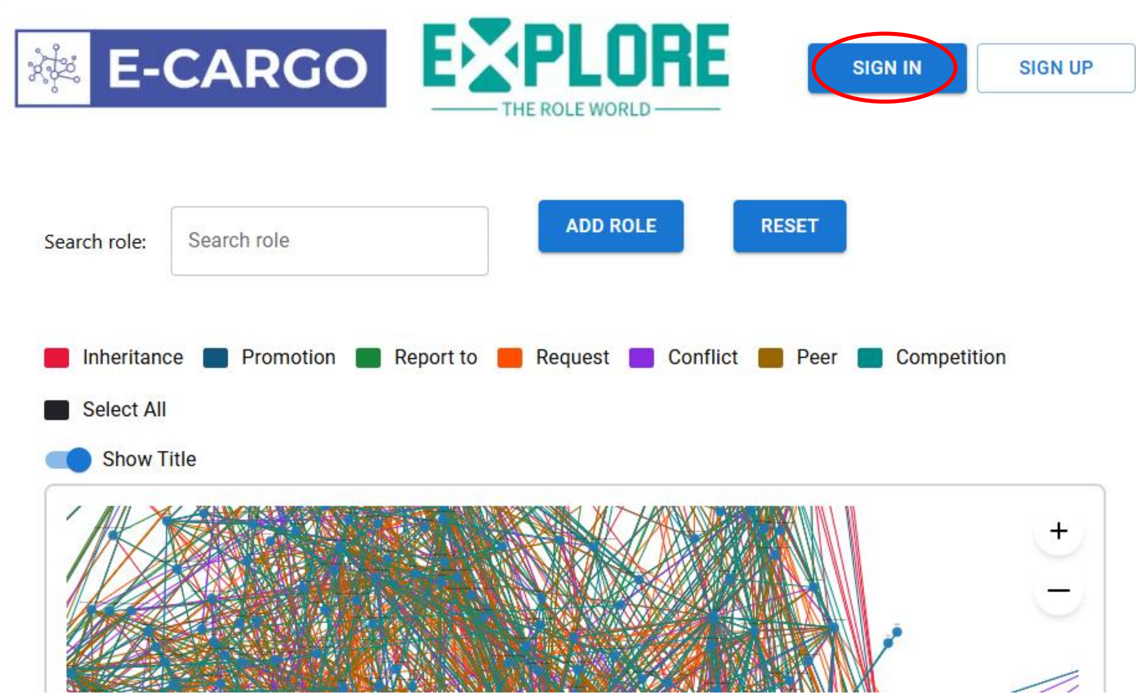
You need to fill in the verification code you just received into the form on the next page and come up with your username and a password. Once all information is filled in, click “REGISTER” to proceed.



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.

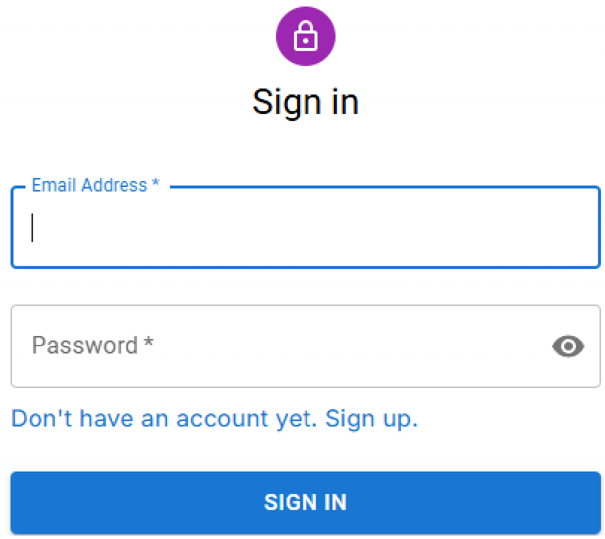


You will get a popup notification saying you have successfully registered a new account in this website with your email.
Once you are a registered user, you may go back to the main page and click on the “SIGN IN” button to log in your account.



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.



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.

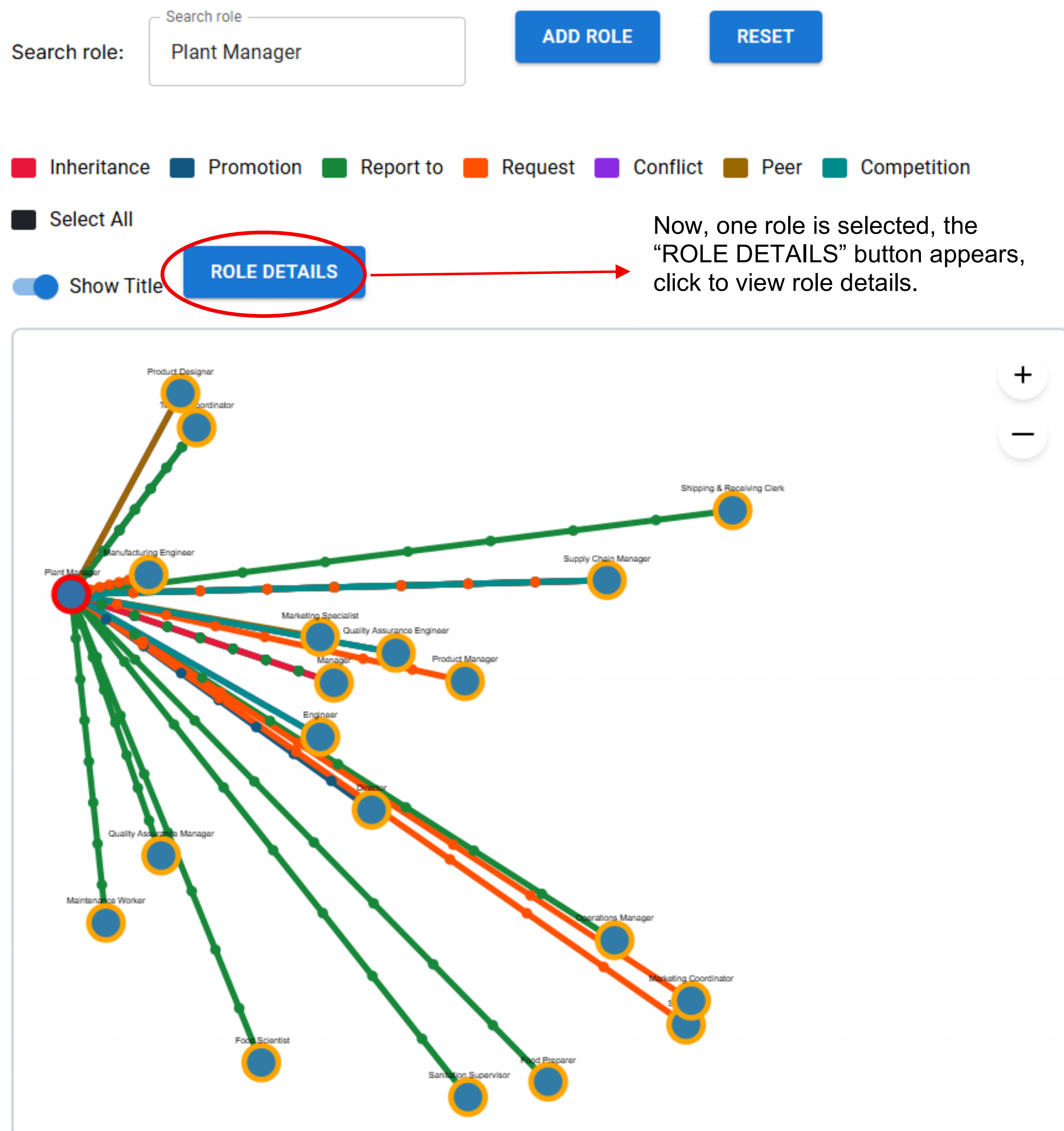
USE EXAMPLE 2: FIND A ROLE BY ROLE TITLE

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):

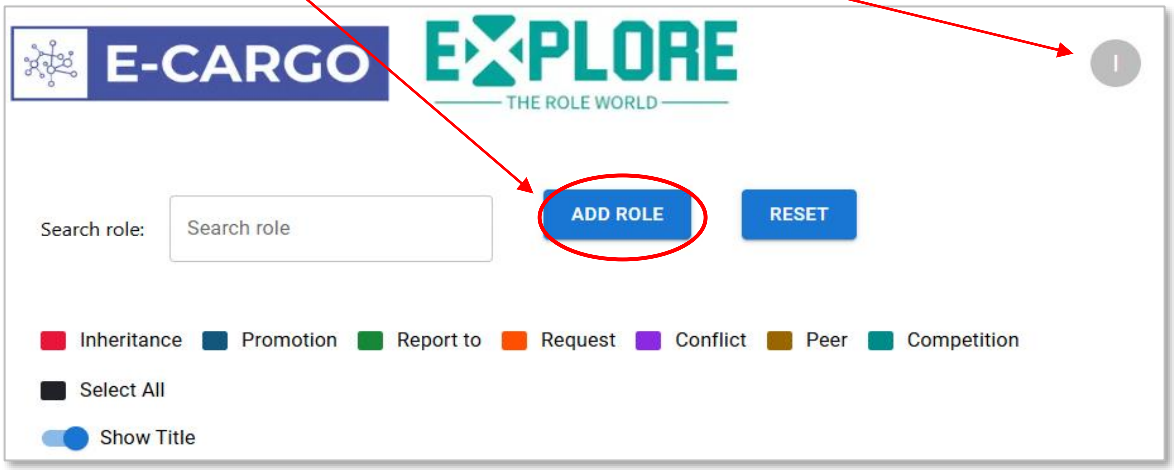
If you click on the central role's dot, you can see the dot is highlighted in red, while other dots are highlighted in yellow; every connection between the central role and other roles is highlighted with the colored pattern that we have seen before:



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

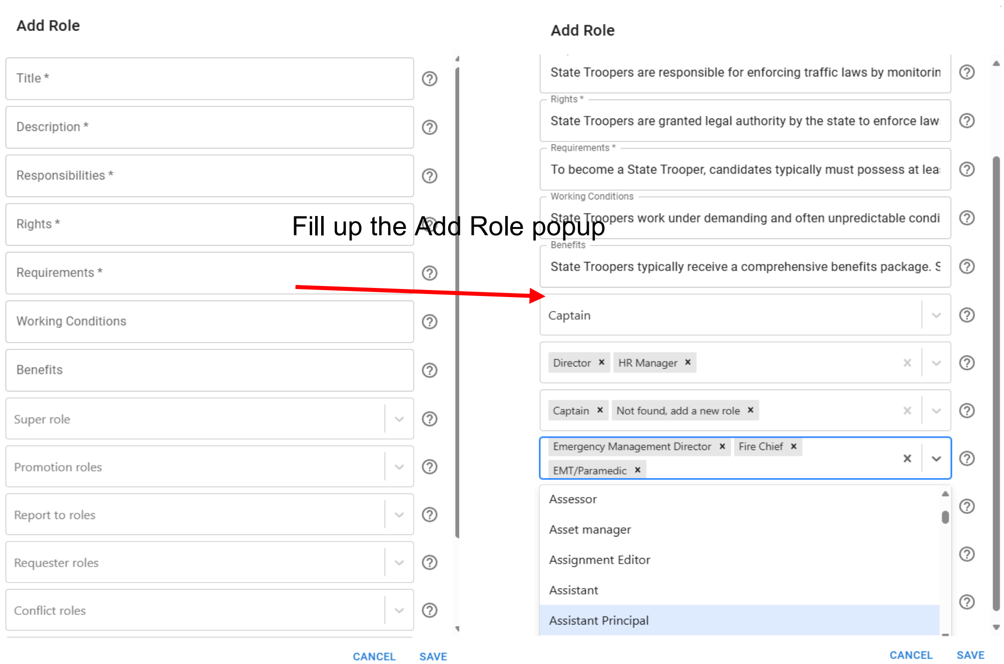
Make sure you have signed into your account to enable this function.
Click on the “ADD ROLE” button on your main page.

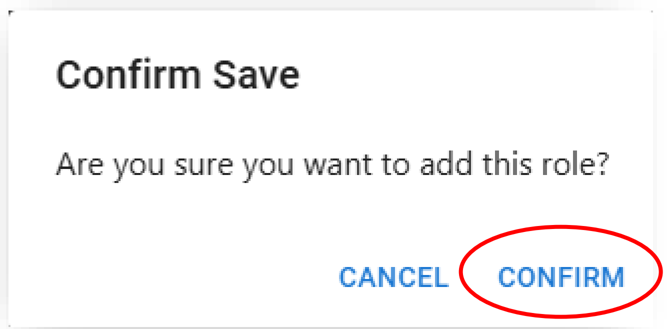


There will be an Add Role popup (see the next page), fill in the textboxes with role facts in organized word sentences, and select role titles from the dropdowns for each role relationship slots. Make sure the role title is referring to a specific, real job or professional in the society.

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.



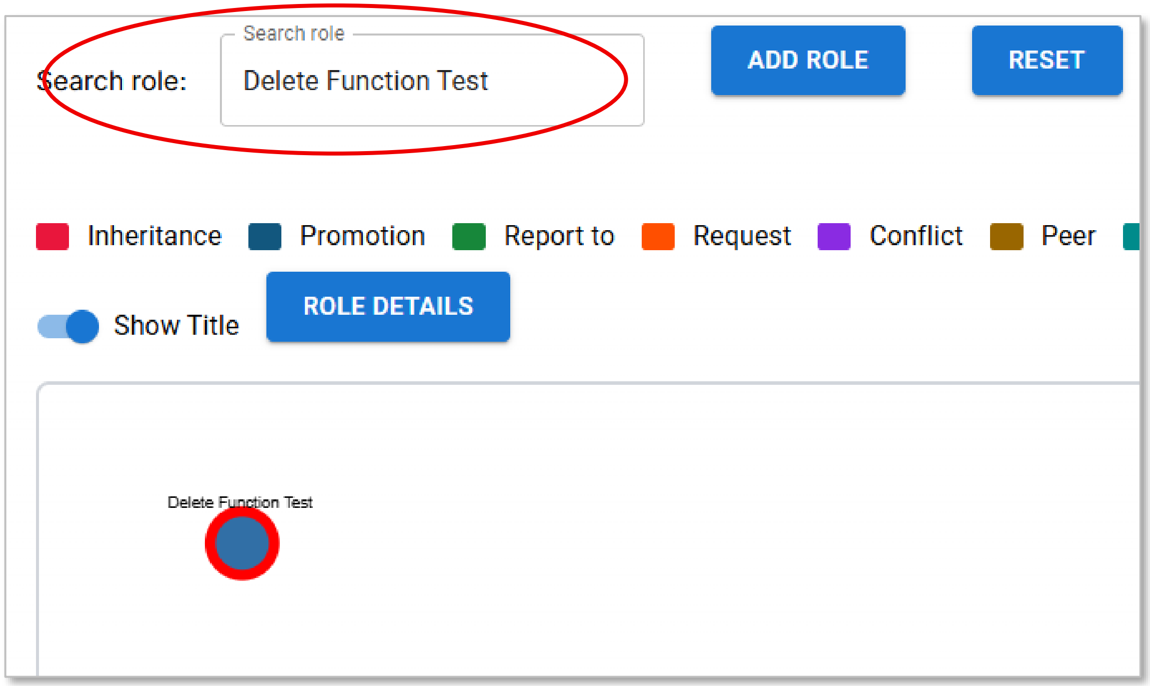


Now you may look for the role you have just added. The easiest way is to use the Search role box. You will see it being displayed in the graph and is connected to the roles that you assigned it to connect with. Once you open its role details, the information matches the content you have entered for that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

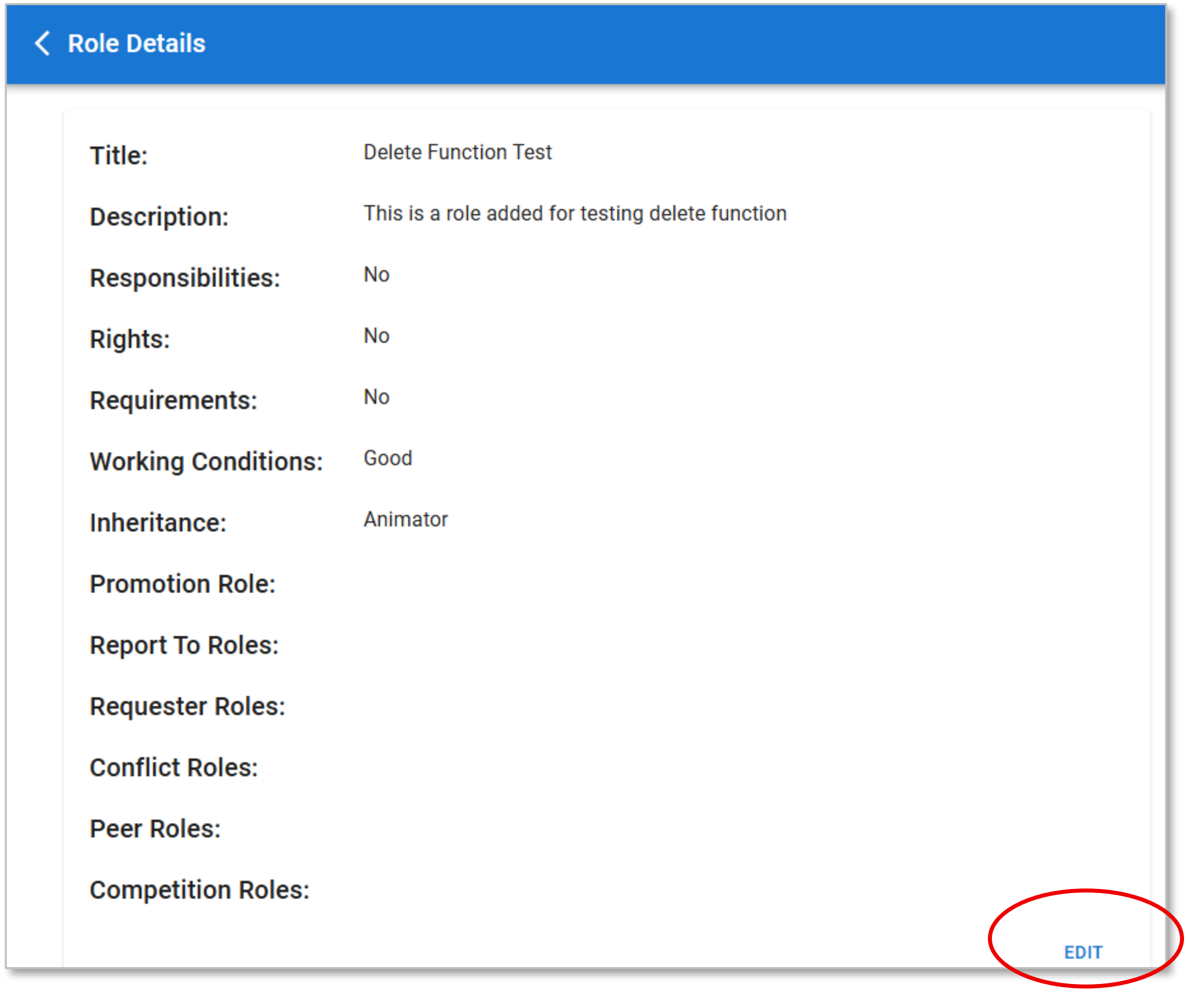
How you can get your roles published to earn credits:
A request will be automatically sent to the website administrators to evaluate your work, and you will get a notification message in your account once, either the new roles are confirmed to be added and are published to be visible in the graph and 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.



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.



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.