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SJSU Events Calendar: Beta Testing

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Monday, July 20, 2009

SJSU Events Calendar: Welcome

- Calendar Project
 - Objective
 - Members
- Beta Testing
 - Objective
 - Timeline
 - Feedback

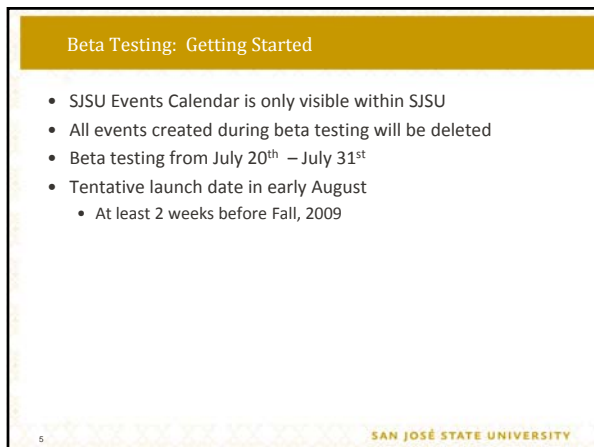
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SJSU Events Calendar: Agenda

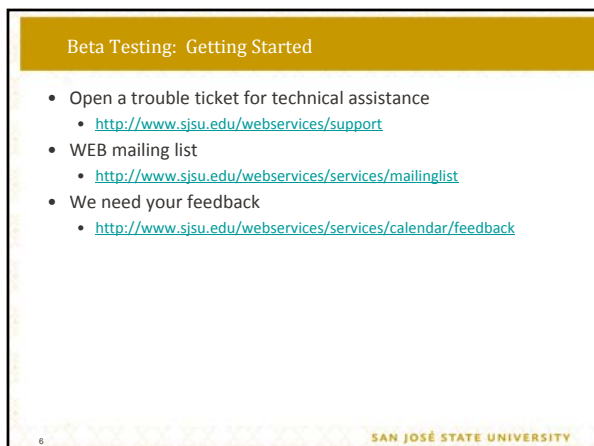
- Section 1
 - Introduction
 - Login
- Section 2
 - Vendor presentation

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- SJSU Events Calendar is only visible within SJSU
- All events created during beta testing will be deleted
- Beta testing from July 20th – July 31st
- Tentative launch date in early August
 - At least 2 weeks before Fall, 2009



- Open a trouble ticket for technical assistance
 - <http://www.sjsu.edu/webservices/support>
- WEB mailing list
 - <http://www.sjsu.edu/webservices/services/maillinglist>
- We need your feedback
 - <http://www.sjsu.edu/webservices/services/calendar/feedback>

Beta Testing: Known problems + Feedback

- “Remind me” functionality currently disabled
 - Vendor will have a “hot fix” on Wednesday, July 22nd
- Events launch page (<http://events.sjsu.edu>) is under development
- Fine tuning the look & feel
- Private category Web pages are not properly aligned (Internet Explorer only)
- 2 private categories using default banner
- Location, Building & Room
 - Not complete
 - Include any additional building & room in your feedback
- Have you seen anything else?

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Beta Testing: Access Levels [DRAFT]

Attributes	Event Creator	Event Approver	Event Administrator
Create Events	x	x	x
Enable highlighted events	x	x	x
Enable event registration	x	x	x
Upload images & attachments	x	x	x
Use WYSIWYG editor	x	x	x
Create, edit , approve & delete events		x	x
View reports		x	x
View accounts		x	x
Send email notifications		x	x
Generate syndication, RSS & quick links		x	x

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Beta Testing: Access Levels [DRAFT]

Attributes	Event Creator	Event Approver	Event Administrator
User accounts + access			X
Categories + access			X
Registration templates + access			X
Syndication templates			X
Update location, building & room			X

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Beta Testing: Access Levels [DRAFT]

- Event approvers for any public category can modify or delete any event grouped to a public category
 - Any modifications to an approved event will trigger the approval process
 - Deleting an approved event will **not** trigger any event

Communication, training & clear understanding of best practices are critical for the success of the calendaring solution.

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Beta Testing: Public & Private Categories [DRAFT]

Functionality	Public Category	Private Category
Event submission without login (open for anyone)	Event submission form is available. This form will list all public categories (except Athletics)	N/A
Event submission after login (account required)	An event can be grouped to any public category	Only appropriate individuals can group an event to a private category
Event approval (account required)	All public categories are locked. Only approvers can approve the event.	All private categories are locked. Only approvers can approve the event.

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Beta Testing: Public & Private Categories [DRAFT]

Functionality	Public Category	Private Category
Header	Category name	Unit/Department name
Primary navigation	Include links to all public categories	Include links to unit/department website
Category drop down in grid or list view	All public categories are always listed	All private categories are only listed if a request originates from or to a private category

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Beta Testing: Login

<http://www.sjsu.edu/login>

- Click on "SJSU Events Calendar"
- Use your SJSUOne account to login

What is an SJSUOne account ?
- <http://www.sjsu.edu/helpdesk/tutorials/sjsuone>

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SECTION 2

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Questions ?
