Document Management Tool – Screen MockUps Document

Version 4, May 5, 2006

Revision History

No.	*Release/ Due Date*	*Comments*
0	April 06, 2006	Initial Draft.
1	April 18, 2006	Change font, create new screen shots as per meeting of 4/14/2006, Patrick, Greg, Karen.
2	April 21, 2006	Incorporated staff feedback from Staff InfoArch meeting of 4/19/2006.
3	May 02, 2006	Incorporated staff feedback, to discuss on Staff InfoArch call of 5/3/2006.
4	May 05, 2006	Final staff version, ready for distribution for member review

Purpose

The purpose of this document is to demonstrate to members what the user interface of the OASIS Open Library Document Management tool will look like, so that our members may provide feedback to guide its further development. This document was created within the context of the constraints of the first phase of development requirements, which are as follows:

1. A predictable URI composed of path and filename elements selected by the user.
2. Filename restrictions imposed for non-interoperable characters such as *,?,space,[,],{,}
3. Support for auto-extraction of *.zip files
4. Multiple file upload
5. Designate a filename to represent the most recent version of a library resource (URI aliasing)
6. Ability to create directories and subdirectories within TC directories.
7. Ability to add/edit metadata for existing resources

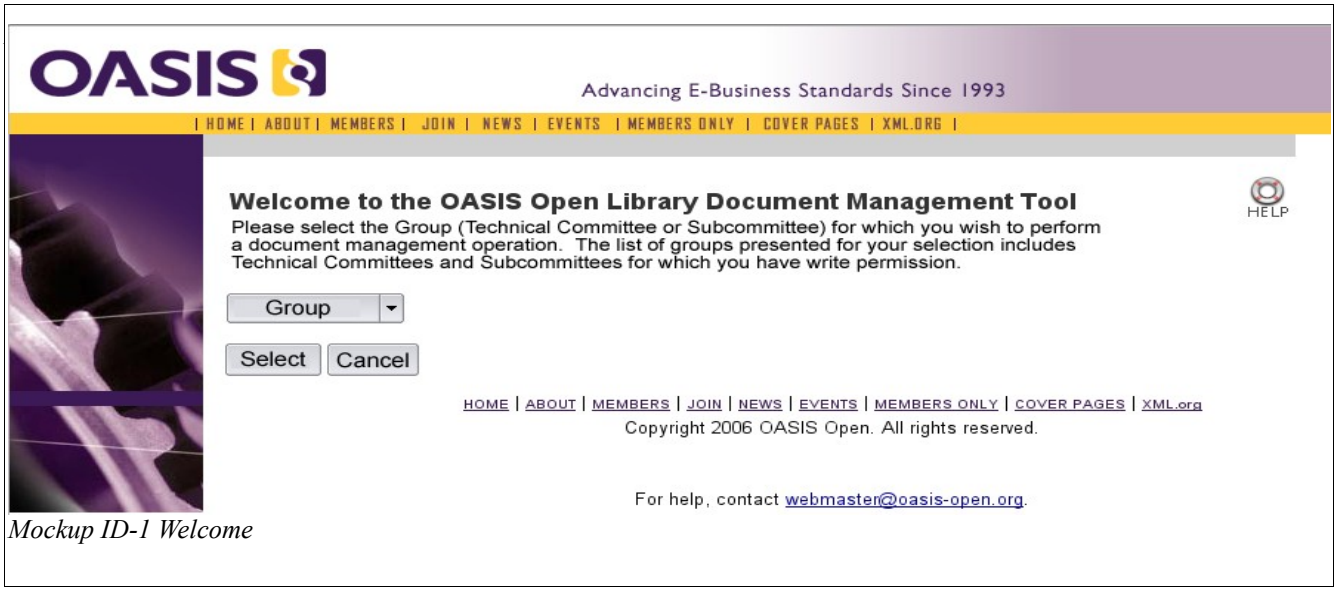
Scope

The scope of this first phase of development, and hence this document, is to address the “Upload” and “Manage” requirements from the list of Technical Architecture requirements for the entire project, which are listed as follows:

1. Upload
2. Manage
3. Search
4. View
5. Download
6. Messaging
7. Logging
8. Identification, authentication, and access control

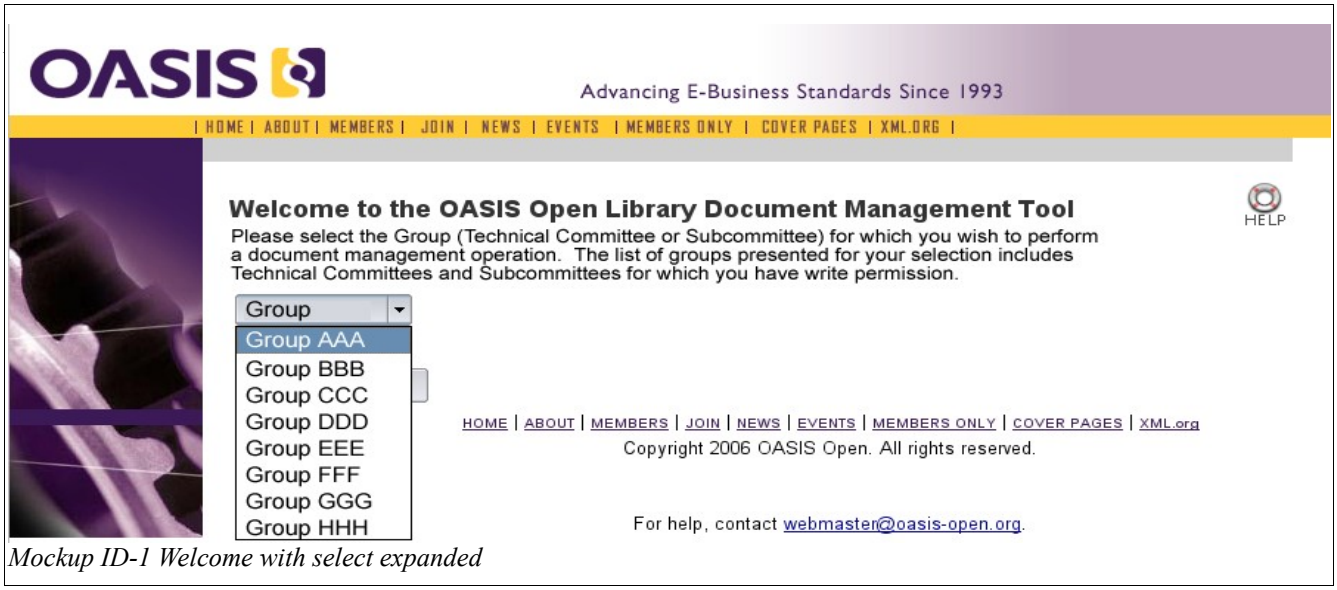
Mockup ID-1: Welcome Screen

The first screen of the OASIS Open Library Document Management Tool welcomes the user and asks them to select a Technical Committee or Subcommittee.



Mockup ID-1 Welcome

Upon clicking the “Group” option, a drop-down menu of TCs and SCs appears. The user chooses one, then clicks “Select” or “Cancel”.



Mockup ID-1 Welcome with select expanded

Notes to ID-1

The OASIS Open Library DM tool is referenced and linked from the TC member pages, and the use of single sign-on allows the user to authenticate via Kavi user ID and password. The user viewing the top-level ID-1 web page/interface for the tool is an OASIS member, already logged in using a valid Kavi user ID and password.

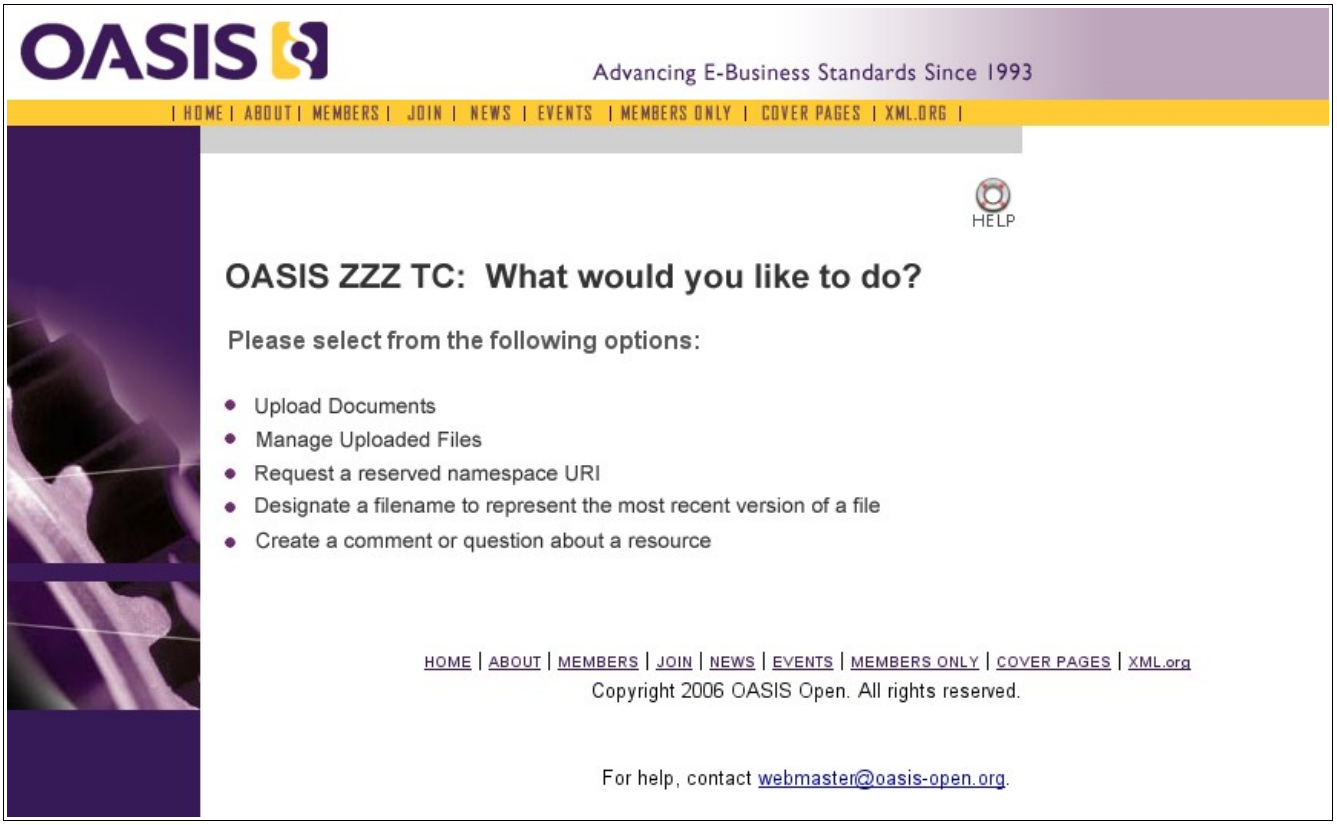
The "select" operation presents a drop-down menu list of TCs and SCs for which the authenticated user is qualified to perform some document management operation. A Member of a TC can join an SC and then is allowed to upload documents (etc) in connection with that SC. An OASIS member who is an observer on a TC is not permitted to upload documents to the OASIS Open Library.

Mockup ID-2: Document Management Menu

After selecting the appropriate TC or SC, the user is presented with the following choices, which sends the user to subsequent functional pages:

1. Upload document(s)
2. Manage uploaded files.
3. Request a namespace URI
4. Designate a filename to represent the most recent version of a file.
5. Create a comment or question about a resource

During the first phase of development, only options 1, 2, and 4 will be available to users.



Mockup ID-2 Menu

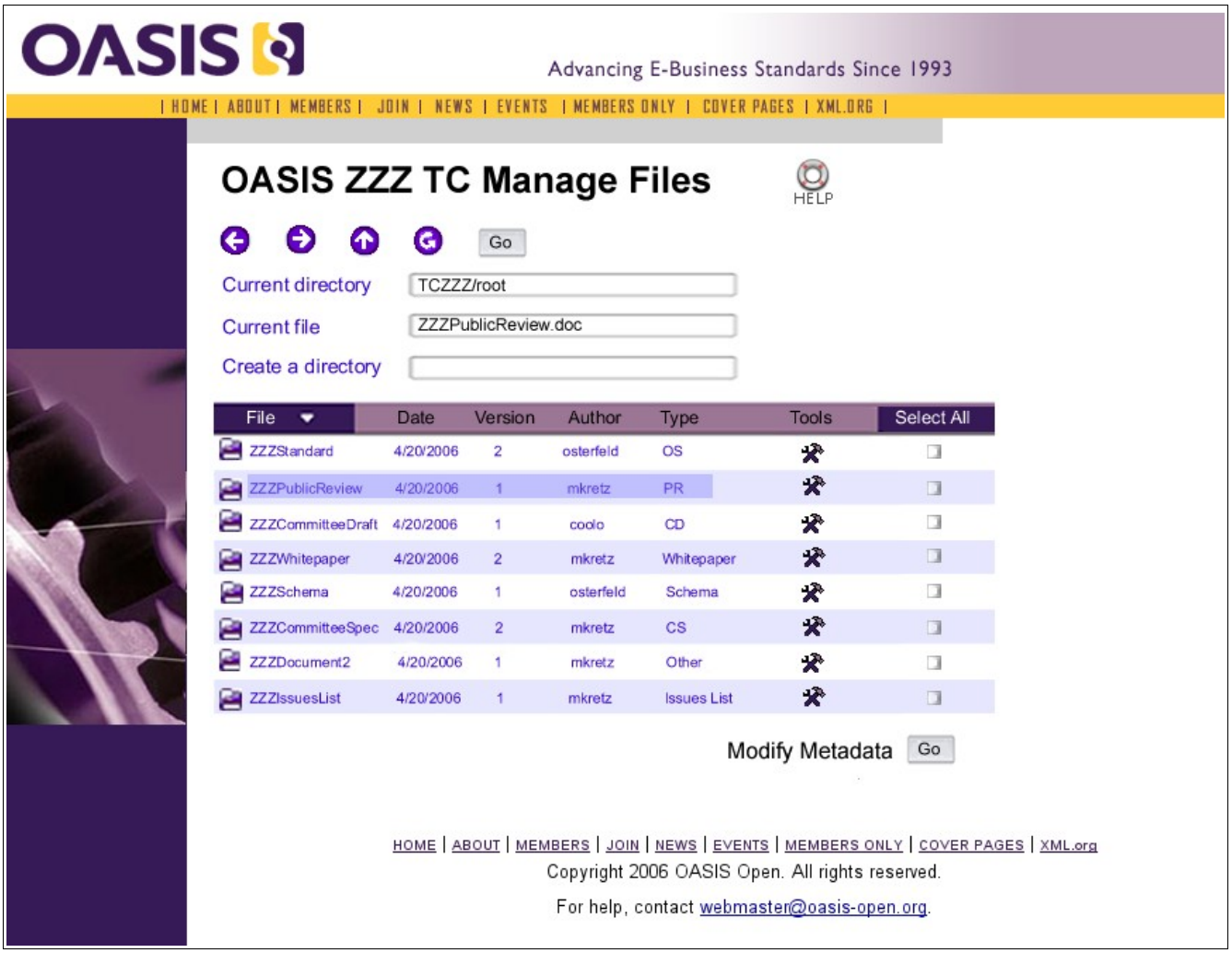
Notes to ID-2

When the the user has selected a specific Technical Committee or Subcommittee, the tool indicates the name of the group clearly. (The group name is also displayed in UI dialogs in the document management operations, as well.)

Mockup ID-3: Manage Uploaded Files

The file browser features a tool button, the modify metadata functionality, and navigation buttons:

- By clicking the Navigation buttons, the user is able to navigate through the TC or SC's files.
- By clicking the Tools button, the user is able to designate a filename to represent the most recent version of a library resource (URI aliasing).
- By selecting (a) file(s) and clicking the Modify Metadata button, the user is able to manage the metadata for the resources in the file browser.



Mockup ID-3 File Manager

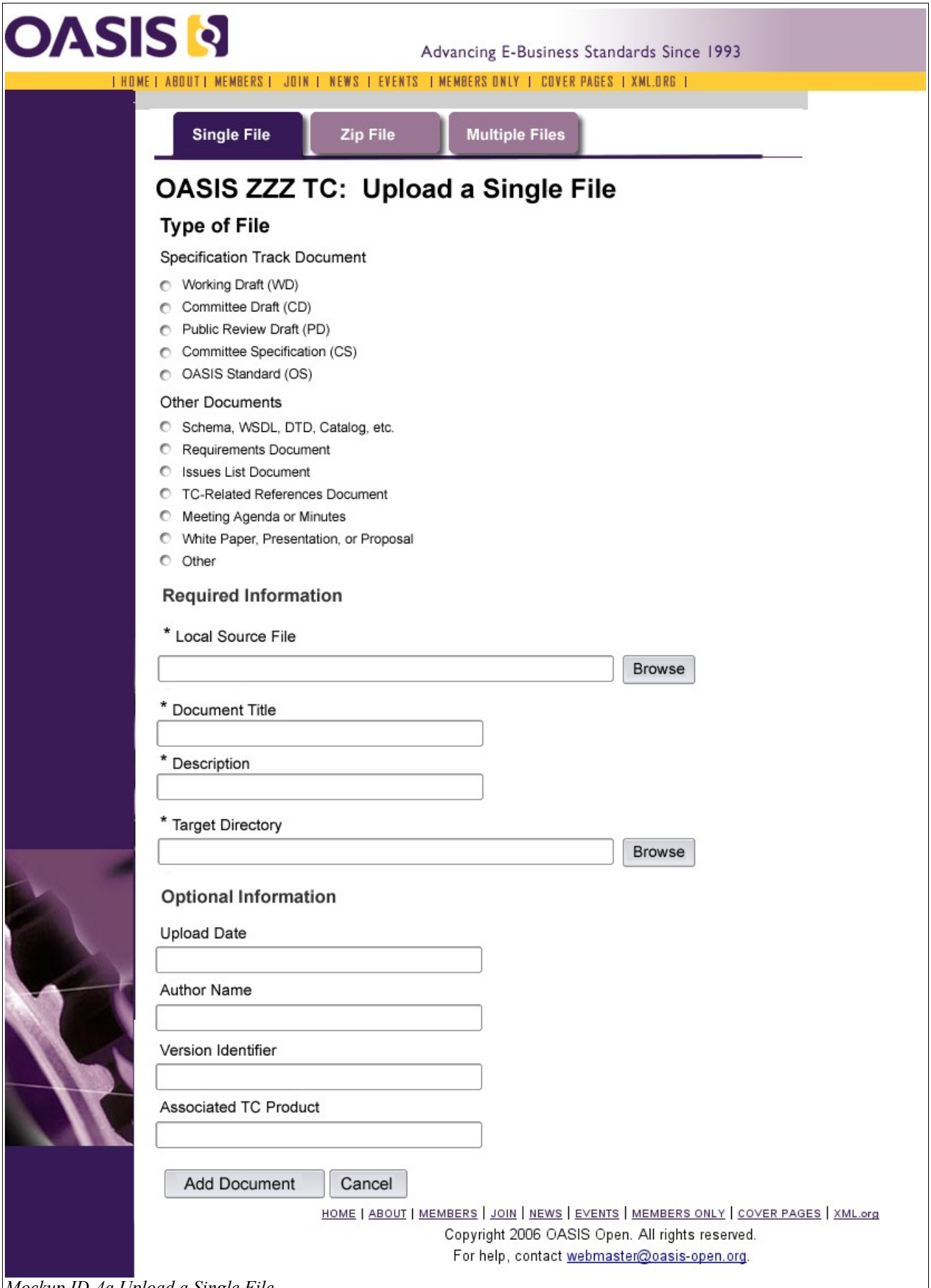
Mockup ID-4: Upload Document(s)

After selecting the “Upload Document(s)” option from the Document Management Menu (ID-2), the user is presented with a tabbed user interface, offering three distinct options for file upload:

1. Upload a single file (default)
2. Upload a zip file
3. Upload multiple files.

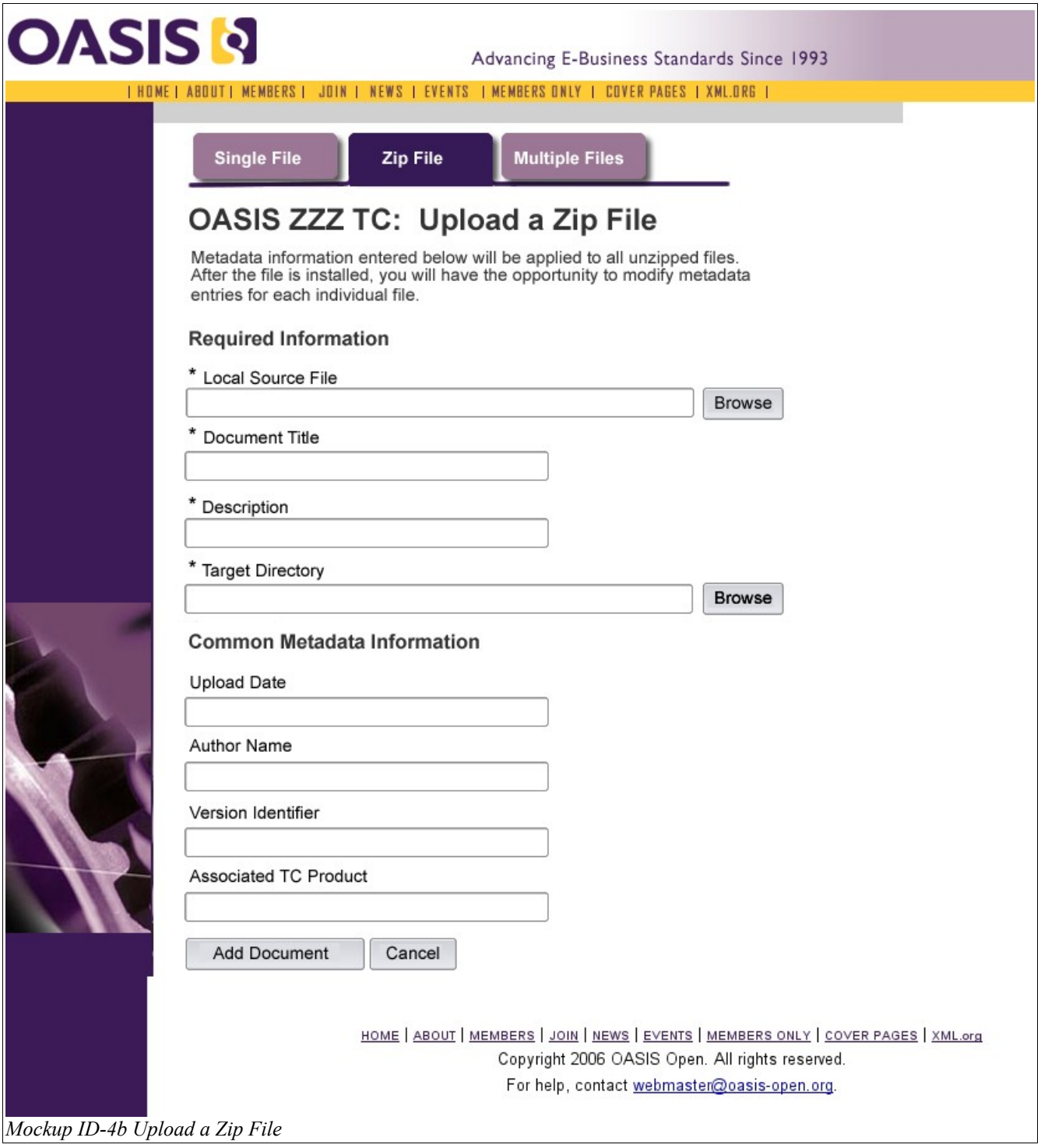
Mockup ID-4a: Upload single File:

Loaded by default is Mockup ID-4a, Upload a single file.



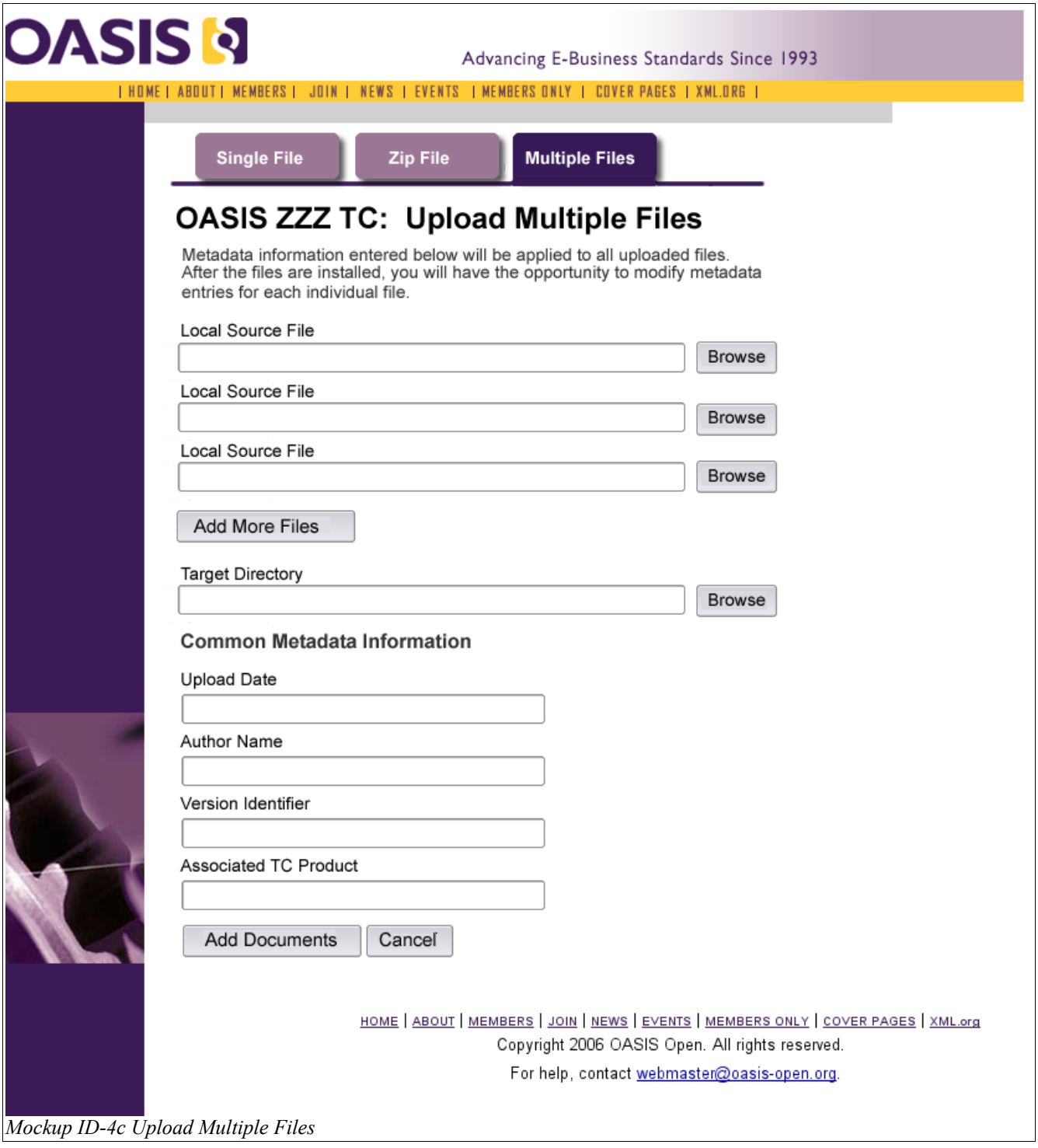
Mockup ID-4a Upload a Single File

Mockup ID-4b: Upload Zip File
The second tab is Mockup ID-4b, Upload a zip file.



Mockup ID-4b Upload a Zip File

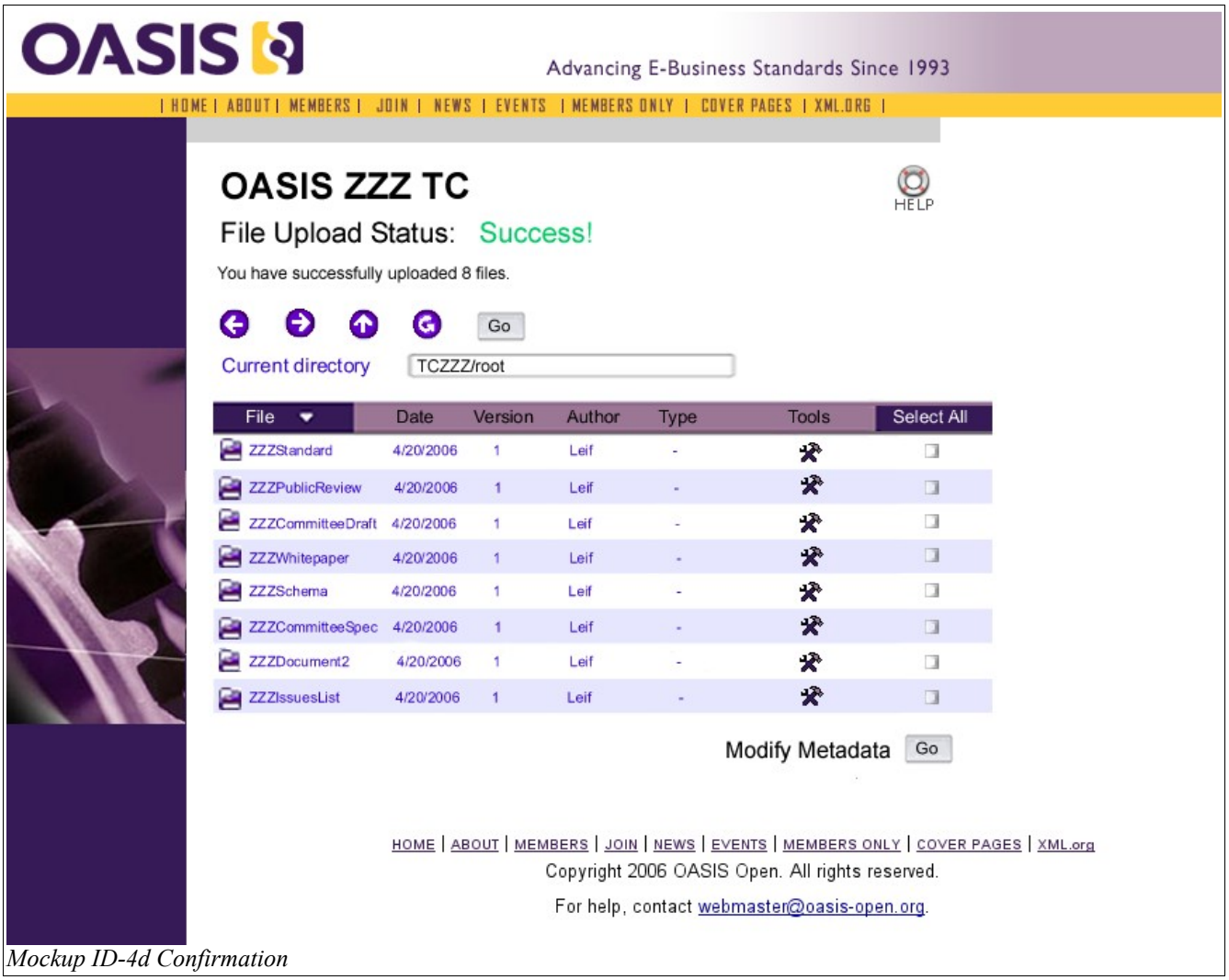
Mockup ID-4c: Upload Multiple Files
The third tab is Mockup ID-4c, Upload Multiple Files. This screen allows for the upload of three files, with a button to add additional files. It also offers the user the opportunity to enter metadata information, that applies to all the files in the current upload.



Mockup ID-4c Upload Multiple Files

Mockup ID-4d: Zip/Multiple File Upload Status
After uploading from either the Upload a Zip File screen or the Upload Multiple Files screen, the user is brought to a confirmation screen, which shows the file browser in the current TC/SC's directory. A status confirmation indicates the status of the upload and the number of files.

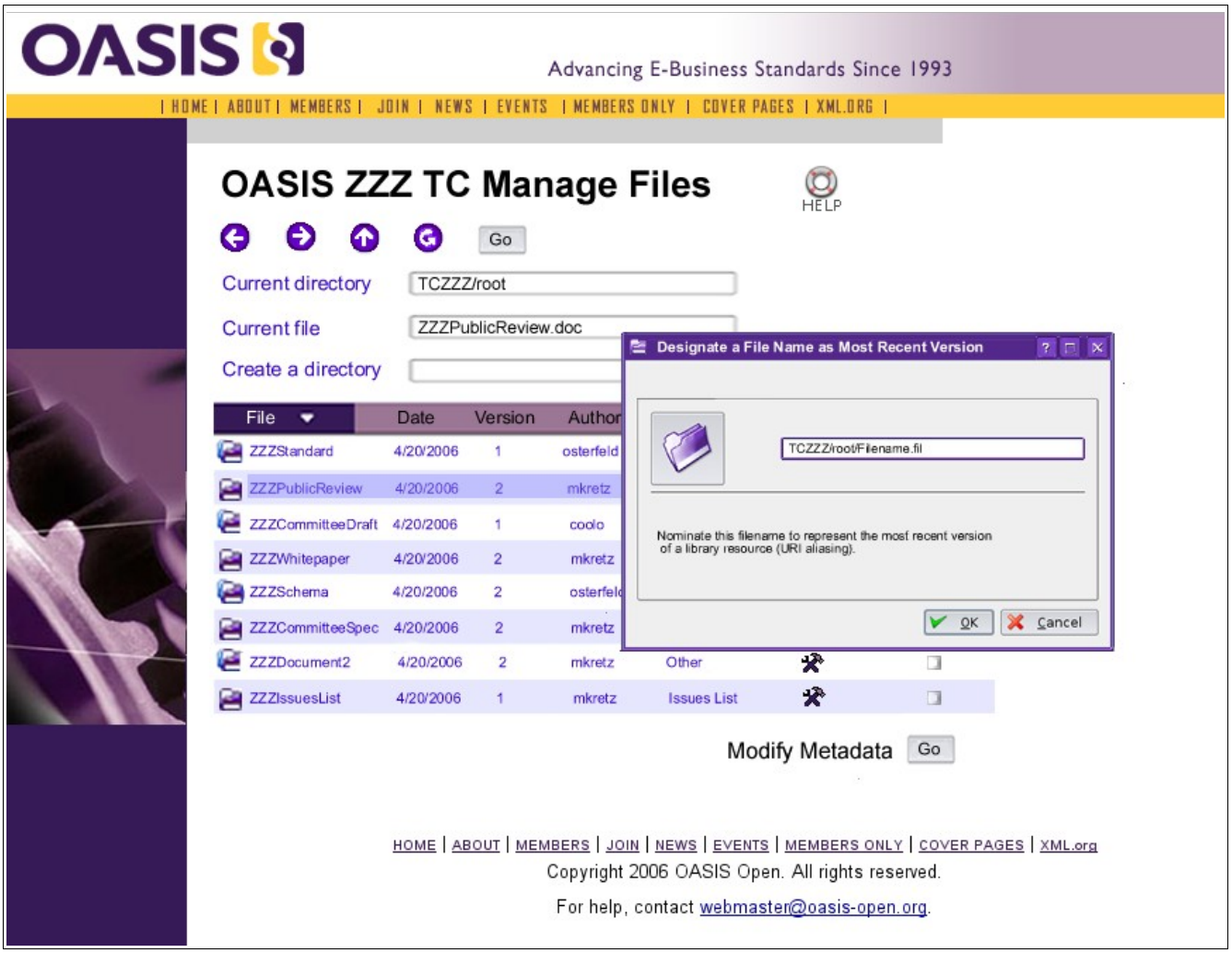
The user may choose to go to Modify Metadata by selecting the checkbox next to the file(s) they wish to modify, or the user may choose to "Select All" and modify the metadata for each file.



Mockup ID-4d Confirmation

Mockup ID-5: Designate a Filename as Most Recent Version Dialog

From the file browser, clicking the “Tools” button provides the functionality for a user to designate a filename to represent the most recent version of a library resource (file aliasing).



Mockup ID-5 Designate a File Name as Most Recent Version