

BRING THE ELEPHANT HOME

HECTOR USER GUIDE

Version 1.1

Published by:
Bring the Elephant Home

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About the HECTOR system

HECTOR is an easy to use mobile application to assist with informed decision making and to make allowance to log elephant encounters immediately into a centralized database.

Modern back-end analytics and the ability to export forms into csv and pdf format allow for quick and useful analysis of the data captured by people participating in various projects in Thailand

Exciting incentives are aimed at people who have multiple interactive experiences with elephants outside of their protected environments and help researchers understand what is causing elephants to leave their protected areas as well as establish effective means of interventions used.

HECTOR works globally, both online and offline. It allows users to easily report an incident in real time and assess the perceived danger to human life, infrastructure and crops. Live GPS capturing will map problem areas.

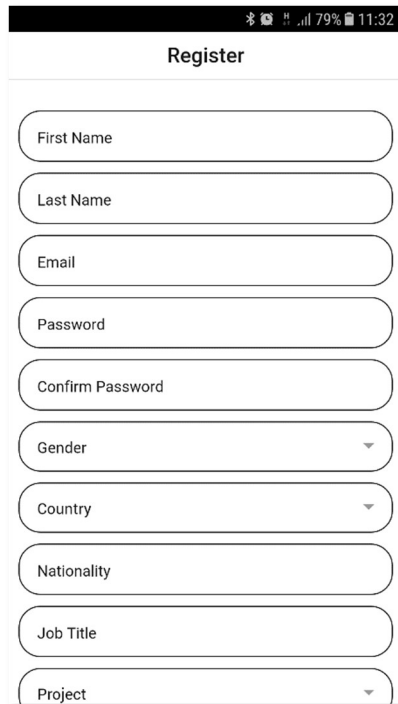
A modern back-end provides instant statistics, which are essential to plan strategies to reduce the damage to people, property and elephants.



Using the HECTOR app

The HECTOR app has been designed to be easy to use and available regardless of whether you have an active Internet connection or not.

Registering



Register

First Name

Last Name

Email

Password

Confirm Password

Gender

Country

Nationality

Job Title

Project

Registering to use the HECTOR mobile application is easy. Download the mobile application from either the Google Play Store or Apple App Store and launch the application once the install has been completed.

You will be presented with a login screen which contains a 'Register' button. Selecting this button will bring up the Registration screen as seen on the left. Fill in your information and send it off.

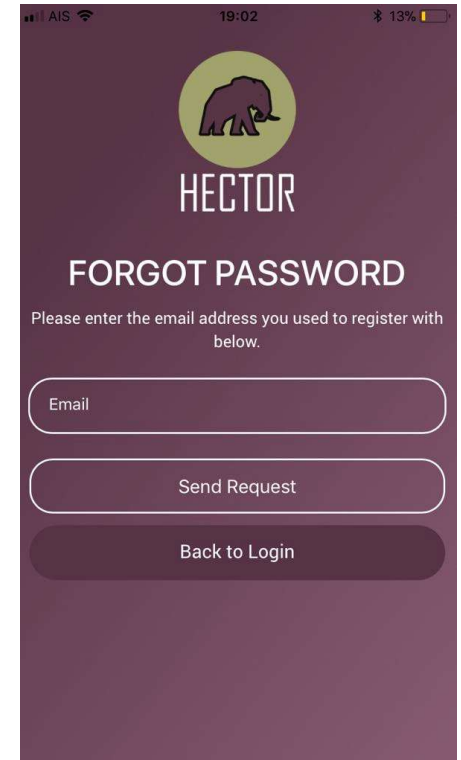
Congratulations – you are now a registered user on the HECTOR system!

Forgot Password

So you forgot your password – we all have done this at some stage, thanks to the countless passwords we have to remember daily. Not to worry though, HECTOR will send a link for you to change your password!

This can be accessed from the Login screen, which will bring up the Forgot Password screen.

Simply enter the email address with which you registered on the HECTOR system and an email will be sent to that address!



HECTOR

FORGOT PASSWORD

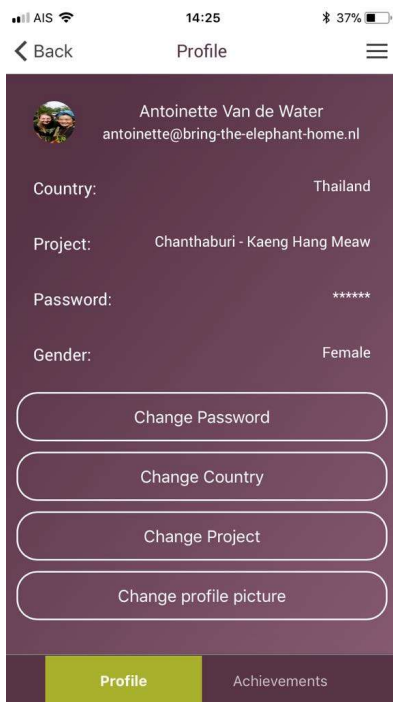
Please enter the email address you used to register with below.

Email

Send Request

Back to Login

Editing your Profile



Editing your profile allows you to alter the following:

- ❖ Profile picture
- ❖ Country
- ❖ Project
- ❖ Password

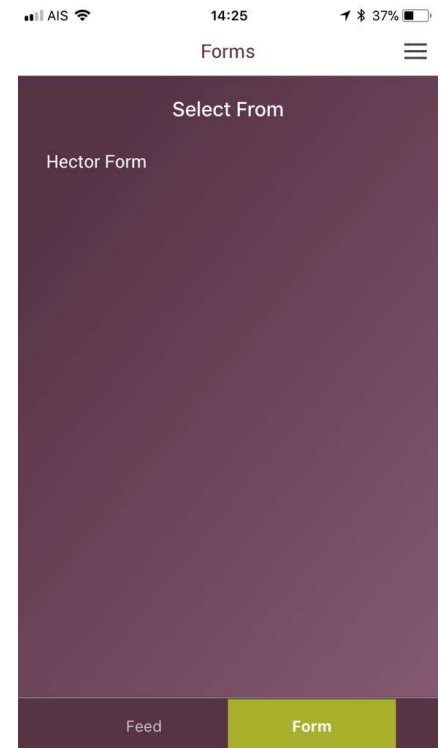
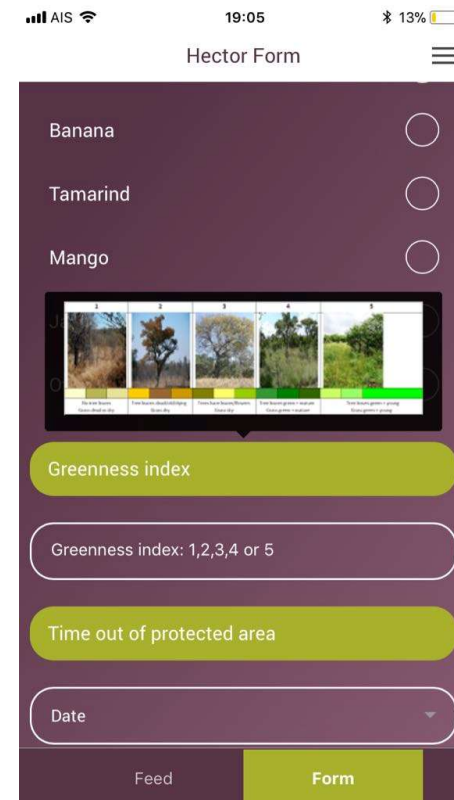
Your profile can be accessed from the side menu.

You can also view your achievements by selecting the Achievements tab, which will show you how many forms you have submitted.

Forms

Forms can be accessed by selecting the Form tab at the bottom of the Home screen, or by selecting Forms on the side menu.

This will display the Form Listing screen as shown on the right. Simply select the form you would like to fill out.

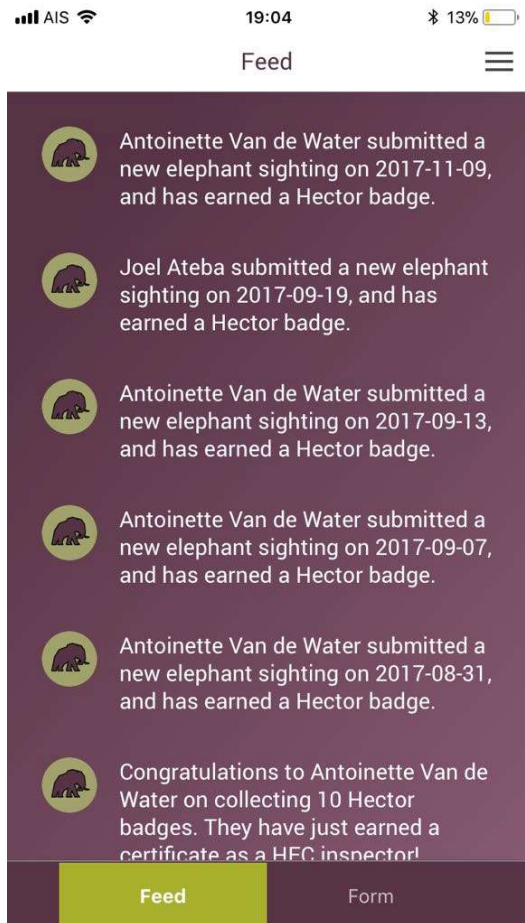


Some of the form questions contain extra information that is accessed by pressing on the question. The information is displayed as a pop-up.

This can be seen on the left.

Feed

The feed gives you access to information on the HECTOR system. You can see the latest form submissions as well as access the details of the submission by selecting the feed item.



This is a handy tool to compare your activity to other users. This is the starting point of the HECTOR mobile application and as such, this is the first screen that is displayed after you long in.

The Feed screen is also available by accessing Feed on the side menu from anywhere within the mobile application.

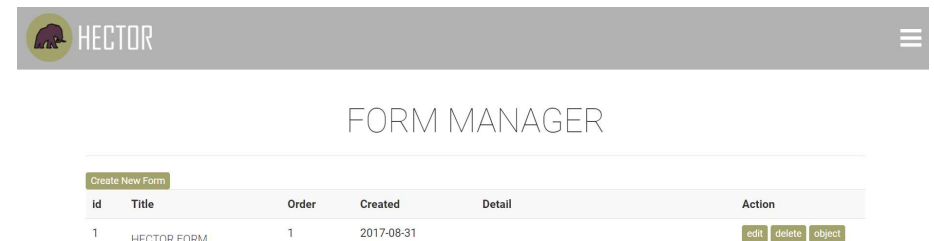
Introducing the Admin Panel

If the HECTOR mobile application is the heart of the HECTOR system, then the Admin Panel is the brains. This is where forms are created, data collected and grouped – and intelligent reports are available to be downloaded.

To login into the Admin Panel, you must be an administrator – this is to protect data against hackers and to preserve data integrity. The URL to the Admin Panel is: <http://hectorapp.org/admin/login>

Creating Forms

To create forms, access the Form manager from the side menu.



To create a new form, simply click on the 'Create New Form' button as seen in the above image. You are required to fill out:

- ❖ The title of the form
- ❖ The order which the form will be displayed (This sets where in the form list the form will be displayed on the mobile application)
- ❖ Description

The Questions

Once you have created a form title, you can create form questions. These are the body of the form. This can be accessed by clicking on the 'Questions' button next to the form you have just created (See the previous screen for clarification).

The screenshot shows the HECTOR FORM OBJECT MANAGER interface. At the top left is the HECTOR logo. Below it is a 'Create New Object' button. The main area contains a table with the following data:

id	Label	Order	Type	Value	Pop Up Description	Action
1	Estimated elephant count	1	title	1		edit delete
2	Total number of elephants	2	select			edit delete
46	Estimated elephant population	3	number picker			edit delete
3	Number of males	4	select			edit delete
4	Number of females	4	select			edit delete
5	Number of calves	5	select			edit delete

Click on the 'Create New Object' button to add a new question to your form. You will need to fill out/choose the following details for each new question you create:

- ❖ Order – this is as per the display order of the question in the form.
- ❖ Label – this is the question title.
- ❖ Pop-up description – this is optional and can either be text or an image.
- ❖ Sub answer – whether this question is a sub answer within a larger question.
- ❖ Type – this is the format type of question that is being asked.
- ❖ Required – sets whether the question is required to be answered or is optional.

Some types of question formats have additional information that must be set. These are Check-boxes and Radio types. These allow admin to create a list of options from which the user can choose, add corresponding values to the options, and if an option will trigger a sub answer.

Reports

One of the most important parts of the HECTOR system is its ability to generate reports intelligently, by using filters as a guide line. Reports can be downloaded in either PDF format – or if the raw data is required; as a CSV file.

To access the reporting functionality of the HECTOR system, administrators select 'Report' from the side menu. This will bring up the Report Manager as shown below:

The screenshot shows the HECTOR REPORT interface. At the top left is the HECTOR logo. Below it is a 'REPORT' heading. The main area contains a form with the following fields:

- Country:
- Project:
- Form:
- From: To:

Below the form are two buttons: 'Create PDF' and 'Export CSV'. Below the form is a table with the following data:

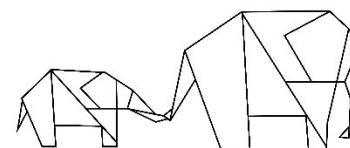
Project	Create	Detail	Action
<input type="checkbox"/> Antoinette Van de Water Country: Thailand Project: Chanthaburi - Kaeng Hang Meaw	2017-11-09		View Delete PDF

From the Report Manager, different reports can be created and downloaded as well as being able to download a single submission report as a PDF.



Technical Information

Browsers supported	Mozilla Firefox Safari Google Chrome Microsoft Edge Internet Explorer 11+
Minimum Android version	4.4.2+
Minimum iOS version	10+
The development of this manual and the first HECTOR workshops in Thailand have been supported by WWF Netherlands (INNO Fund).	



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