

Updat-ed Test Kit

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Before you launch

Before you launch your new school app Updat--ed to your school community we strongly suggest that you conduct some internal tests first. This will serve 2 purposes. Firstly it will allow you to familiarise yourself with app publishing and secondly, experience what your subscribers will see so you may be better equipped to answer some of their questions.

In this document you will find a series of tests that will take you through all the app publishing functions in a logical order.

Please note: We have conducted tests with a small number of schools and have found a few issues when downloading the app. In some instances the school wifi blocked access to the App store and Google play. If this is the case you can turn your wifi off and use the cellular data network.

Updat--ed is only a 6mb file so it won't consume much of your data.

IMPORTANT

Please contact the helpdesk@sponsor--ed.com.au prior to officially launching app to your community. We will send you some launch material and will also follow your progress.

If you have any questions please contact the helpdesk.

Yours sincerely

The team at sponsor--ed

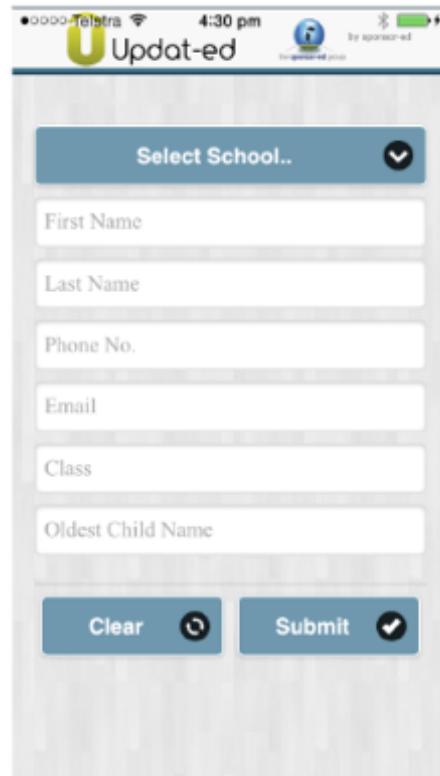
Registration

- Go to Google Play for Android phones or the Apple App Store for iPhones and search for Updat--ed and install
- From the drop down Select School find yours
- Complete the form and Submit

Note: The app is not active for the user until you approve the registration – see page 3.



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A screenshot of a mobile app registration form. At the top, the status bar shows 'Telstra', '4:30 pm', and 'By sponsor-ed'. The app header displays the 'Updat-ed' logo. The form contains the following fields:

- 'Select School..' dropdown menu
- 'First Name' text input
- 'Last Name' text input
- 'Phone No.' text input
- 'Email' text input
- 'Class' text input
- 'Oldest Child Name' text input

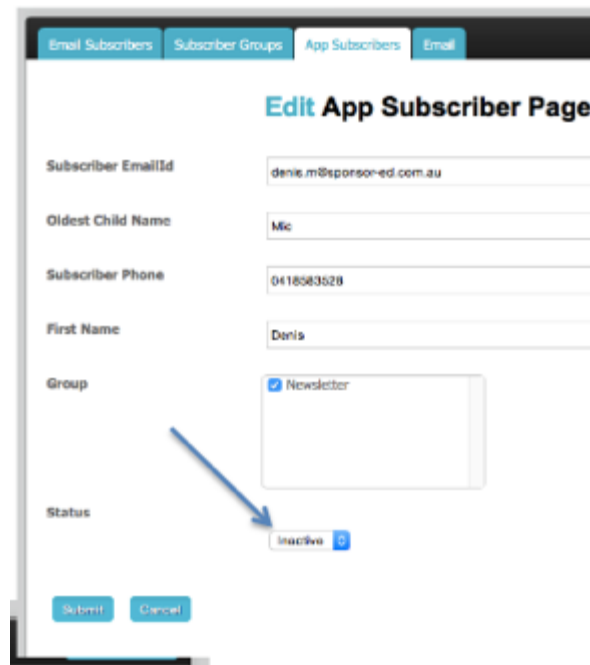
 At the bottom, there are two buttons: 'Clear' with a circular arrow icon and 'Submit' with a checkmark icon.

App Approval

Go to COMMUNICATE/App Subscribers

- You'll find your app registration sitting in App Subscribers with a status of Inactive
- Click on the editing pencil and assign the user to a Group and turn Inactive to Active
- The next time you visit your app you'll have access to its content

Note: An email notification will be sent at the time of registration to the school's web administrator as shown in SETUP/General 'Administrator's email'



A screenshot of a web interface for editing an app subscriber. The page title is 'Edit App Subscriber Page'. The interface includes a navigation bar with tabs for 'Email Subscribers', 'Subscriber Groups', 'App Subscribers', and 'Email'. The form fields are:



- 'Subscriber EmailId': denis.m@sponsor-ed.com.au
- 'Oldest Child Name': Mic
- 'Subscriber Phone': 0418583528
- 'First Name': Denis
- 'Group': A dropdown menu with 'Newsletter' selected.
- 'Status': A dropdown menu with 'Inactive' selected. A blue arrow points to this field.

 At the bottom, there are 'Submit' and 'Cancel' buttons.

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Manage App Subscribers

Subscriber has been saved

<input type="checkbox"/>	Email	First Name	Last Name	Type	Status	Actions
<input type="checkbox"/>	denis.m@sponsor-ed.com.au	Denis	Masseni	Android	Inactive	 

Quick Push Test 1

Go to WEBSITE CONTENT/Quick Push

- Type in a short message and press Submit
- The message can be found in the app under the directory called Updat--ed
- When you click on the message in the app nothing will happen which is fine. It's just like an SMS

WEBSITE CONTENT EVENTS MEDIA ECOMMERCE COMMUNICATE USERS SETUP

Pages App Pages Navigation Recent News Sections Homepage Right Sec Homepage Bottom Sec Quick Push

Add App Quick Push

Page Url

Type the the Webpage Url With http:// here.

Content

Submit Cancel

Maximum 70 Chracters

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Quick Push Test 2

Go to WEBSITE CONTENT/Quick Push

- In this test add a URL.
- When the message lands in the app and it's clicked the user will be taken to the URL

Add App Quick Push

Page Url

Type the the Webpage Url With http:// here.

Content

Submit Cancel

Maximum 70 Characters

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Events

Go to EVENTS/Event

Create an event

- Remember to add a start/finish date and time
- Select a Group (If you only have one group that's fine as parents won't receive these test messages as they're not connected to the app)
- Click on App
- Click Submit
- When the message lands in your app, try saving the event to your phone's calendar.
- The event will land in the app directory called Events

Events
Calendar
Locations
Coordinators

Add/Edit Your Events

Name of Event
Add/Edit the name of this Event. Choose a name that indicates the topic and nature of the event.

Group Newsletter

Describe the Event

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It's on again, the footy fun day leading into the AFL finals series.

Start Date --

End Date --

Start Time : :

End Time : :

Choose to Repeat Events –Tick this box to repeat the event daily, weekly or monthly.

Email

App

It's on again, the footy fun day leading into the AFL finals series.

http://www.sponsor-ed.com.au/admin/events/add

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Web Page

You can use an existing web page

- Select a Group (If you only have one group that's fine as parents won't receive these test messages as they're not connected to the app)
- Click on App
- Click Submit
- The page push will land in the app directory called Updat-ed
- Click on the message in the app and the web page will open.

The screenshot shows the 'Add/Edit a Webpage' form in the Sponsor-ed admin interface. The form is titled 'Add/Edit a Webpage' and is located under the 'Pages' menu. The form fields are as follows:

- Type:** A dropdown menu with 'Normal Page' selected.
- Page Title:** A text input field containing 'Curriculum'. Below the field is the instruction: 'Type the name of the Webpage here.'
- Meta Description:** An empty text input field.
- Meta Keywords:** An empty text input field. Below the field is the instruction: 'Keywords are used for search engine optimisation, please enter keywords separated by commas.'
- Content:** A rich text editor with a toolbar containing various icons for text formatting, alignment, and linking. The content area contains the text: 'Our curriculum is hot!'
- Group:** A dropdown menu with 'Newsletter' selected.
- Email:** An empty text input field.
- App:** A text input field containing 'Our curriculum is hot!' and a URL field containing 'http://www.sponsor-ed.com.au/admin/page/add'.

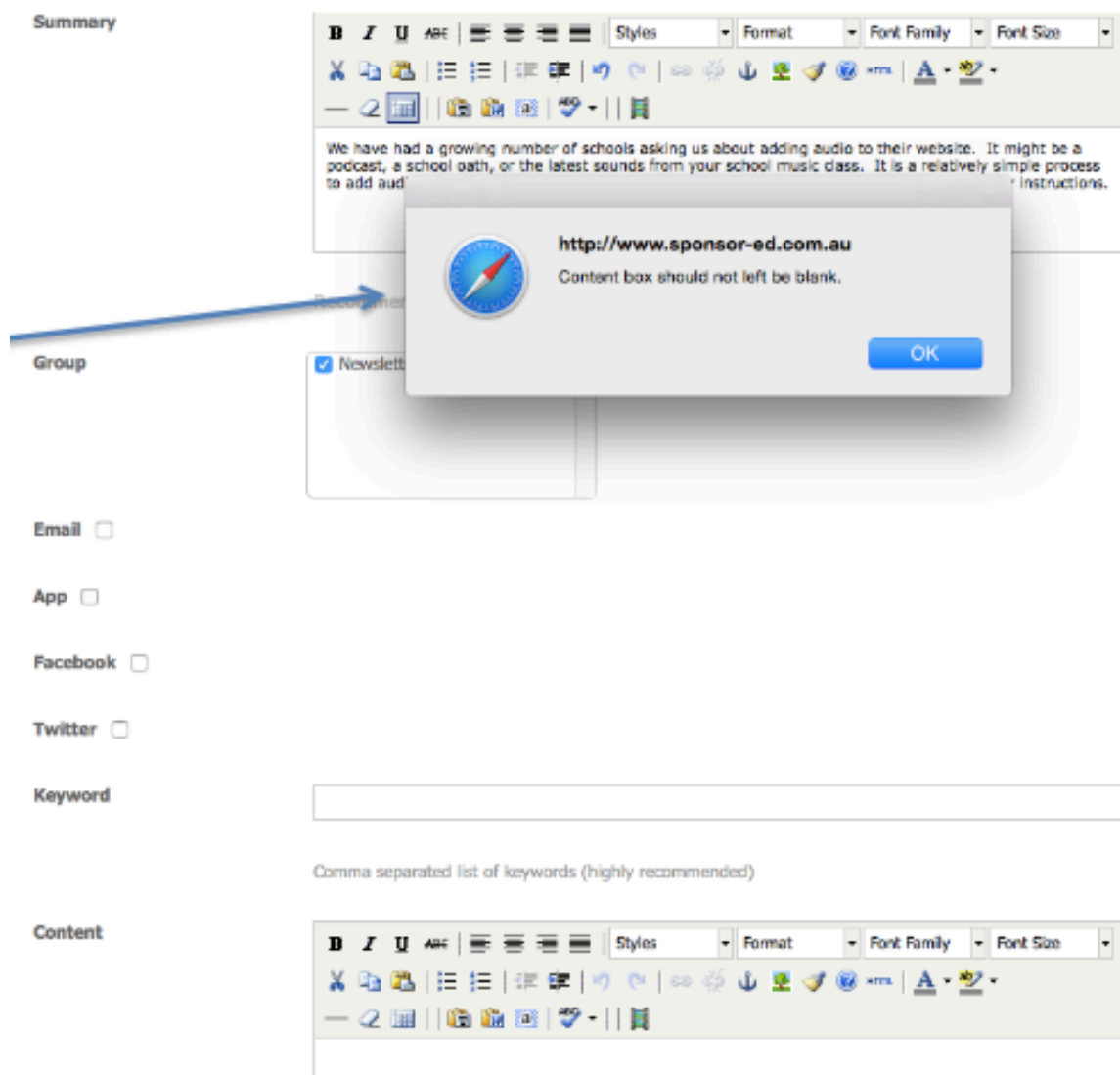
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Recent News

Go to WEBSITE CONTENT/Recent News

Since the upgrade, if you don't place content in the Content box, then the 'read more' on the homepage won't appear.

- If you want to push Recent News to the app, you click the App box. If there's no content in the Content box the system will ask that add some. Simply copy and paste the Summary content into the Content box.
- Select a Group
- Click Submit.
- The Recent News push will land in the app directory called Updat-ed
- Click on the message in the app and the web page will open.



The screenshot shows the Updat-ed interface. At the top, there is a 'Summary' section with a text editor containing the text: "We have had a growing number of schools asking us about adding audio to their website. It might be a podcast, a school path, or the latest sounds from your school music class. It is a relatively simple process to add aud... Instructions." Below this is a 'Group' dropdown menu with 'Newslett...' selected. To the right of the dropdown is a modal dialog box with a blue arrow pointing to it. The dialog box has a compass icon and contains the text: "http://www.sponsor-ed.com.au" and "Content box should not left be blank." with an 'OK' button. Below the group selection are checkboxes for 'Email', 'App', 'Facebook', and 'Twitter'. There is a 'Keyword' field with a placeholder text: "Comma separated list of keywords (highly recommended)". At the bottom, there is a 'Content' section with a text editor.

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App Pages

Go to WEBSITE CONTENT/App Pages

- The app comes with 2 default pages called Updat--ed and Events. You can also create your own app pages.
- The app page you create must be linked to a web page; this may be your Newsletter page for example. You can link to an external page too.
- Go to your (eg) Newsletter page and copy the page's web address.
- Add the address into the panel called Page URL and add the title Newsletter (eg)
- You can upload an icon (please find on the sponsor-ed.com.au site)
- Click submit
- Go to your app (refresh) and you'll see the page; click on it and you'll be taken to the web site

The image shows a screenshot of a web application interface. At the top, there is a navigation bar with tabs: Pages, App Pages (selected), Navigation, Blogs, Blog posts, Articles, Sections, Homepage Right Sec, Homepage Bottom Sec, and Quick Push. Below this is the 'Add App Webpage' form, which includes fields for 'Page Title' (with a placeholder 'Type the name of the Webpage here.'), 'Page Url' (with a placeholder 'Type the the Webpage Url here.'), and 'Upload Image' (with a 'Choose File' button and 'no file selected' text). Below the form is a preview of a mobile app interface. The app interface shows a status bar at the top with 'Telstra', '4:14 pm', and battery level. The main content area displays the 'Updat-ed' logo and the text 'St Mary's Altona Primary School' next to the school's logo. Below this is a list of app pages: 'Updat-ed' (24 items), 'Events' (2 items), 'Forms' (indicated by a blue arrow), and 'Newsletters'. At the bottom is a navigation bar with 'Home', 'Website', and 'Contact Us' buttons.