

Project Requirements

Librarian Professional Development Portal (PDP)

Login/authentication

- The system shall provide authenticated login for members of the Massachusetts Society of Professors (MSP) working at the UMass Amherst Libraries
 - Logins shall take place over HTTPS
 - **Optional:** Username and password shall match the NetID and University-issued password for that user
 - Authentication shall operate over LDAP or Shibboleth in a manner consistent with University security policies
 - The system shall have a logout option once a user is logged in
 - The user's login session shall timeout after a configurable period of inactivity.
- User accounts shall be assigned permissions levels
 - Reader level permissions shall allow the user to read any content on the site
 - Contributor level permissions shall extend the Reader level permissions to grant the user the ability to contribute new content, and edit content contributed by that user
 - Editor level permissions shall extend the Contributor level permissions to grant the user the ability to edit *any* existing content
 - Admin level permissions shall extend the Editor level permissions to grant the user the ability to administer site-wide settings and options

Content

- Content shall be added to the system by users via a web form presented after login
- The system shall differentiate between two major kinds of content contributions
 - Professional Development Opportunities shall consist of the following elements:
 - Title - plain text field
 - Content - HTML text field
 - Contributor - link to user who posted contribution
 - Post date - datetime field
 - Deadline - datetime field (optional field)
 - Experiential Reports shall consist of the following elements:
 - Title - plain text field
 - Content - HTML text field
 - Contributor - link to user who posted contribution
 - Post date - datetime field
 - Category - link to Categories controlled list (see System Administration)
- The system shall support Comments on content contributions
 - Adding comments shall be restricted to users with Contributor permissions or

above

- Comments shall consist of the following fields:
 - Content - HTML text field
 - Contributor - link to user who posted the comment
 - Post date - datetime field
- The system shall allow for files to be uploaded from the user's local machine
 - Allowed formats shall include JPEG, GIF, PNG, SVG, PDF, MS Word, MS Excel, CSV, Open Document Format, XML, and MP3.
 - Files shall be linkable from both Professional Development Opportunities and Experiential Reports.

Display

- The system shall display contributed content in reverse chronological by Post Date (newest posts first)
 - The list of contributions shall show each post's Title, Contributor and Post Date
 - The list shall include a link to the full Content of the post
 - **Optional:** the list shall include a preview of the Content
- The system shall include a calendar display option for Professional Development Opportunities, arranged by Deadline date.
 - Calendar entries shall display the Title of the post, and a link to the full Content
- Users shall be able to view all their contributions, in reverse chronological order by Post Date
- Long lists of results shall be paginated
- The look and feel of the system shall be controlled via Cascading Style Sheets (CSS)
 - The CSS shall be configurable by the users with Administrative privileges
 - Colors, fonts and layout shall be in compliance with UMass web identity
- The system shall be coded in accordance with the W3C's [WCAG 2.0 AA](#) accessibility guidelines

Search

- Contributions shall be searchable by keyword
 - Keyword search shall check both Title and Content for partial matches of the supplied terms
 - Results shall be presented in reverse chronological order
 - Long results lists shall be paginated

Statistics

- The system shall record statistics on its usage
 - The system shall record the timestamp of each visit to a particular contribution
 - The system shall record the timestamp of each login
 - The system shall record the timestamp of each file download

Content Subscription

- The system shall implement a subscribable calendar of Professional Development Opportunities
 - The Professional Development Opportunities calendar shall support the iCal standard
- The system shall implement optional email subscriptions to newly posted contributions
 - Users shall have the option to receive email notification of new content or not
- The system shall implement RSS feeds of newly posted contributions

Data Export

- The system shall export usage statistics, including
 - Login statistics: timestamp and user identifier
 - Contribution statistics: timestamp, user identifier, type of content (Professional Development Opportunity, Experiential Report, Comment or File)
- Usage statistics shall be downloadable in CSV format
- Users shall be able to export their own Experiential Reports from the system
 - The Post date, Title and Content fields shall be exported
 - Exports of Experiential Reports shall be formatted as HTML text
 - Experiential Reports exported shall be first clustered by Category, then listed in chronological order

System Administration

- System administration shall be limited to users with Admin privileges
- The system shall include an editable list of links visible to users
- The system shall include an editable list of Categories that can be linked to Experiential Reports
- The system shall include configurable cascading stylesheets (CSS)

Documentation and Maintainability

- The system shall be open source
 - All software developed for this system shall be licensed openly for the world to use
- The system shall be completely maintainable by members of the MSP with no further cost or training
 - All front-end features shall be documented in readable English
 - All back-end features shall be documented in readable English
 - The system shall be built solely on technologies supported by the Library Systems department or the Office of Information Technology
 - All necessary training on the use and maintenance of the system shall be presented as part of the up-front cost of the system