TMD App User Manual

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- The TMD App was developed by AGR, LLC as a tool to communicate TMD information to the public at large (Alerts, Story Feed, TMD Resources), communicate more effectively with TMD service members (Top-down Messaging, District-based Alerts), streamline some existing processes for TMD service members (Check In/Out, Goal Card), and add some new cutting edge features that add and/or augment the way TMD service members operate in the field (Compass, Weather, Media Upload, Missions, etc.). The App works in conjunction with the TMD Backend (https://app.tmd.texas.gov:53356).

- TMD App Areas
    1. Home
        - The **Home page** is the center of all navigation within the app, and every feature can be found within two clicks from this area. The page is broken down into four sections, from top to bottom:
            1. **TMD Logo and Settings**: At the top of the page, the user will notice the white TMD logo backgrounded in TMD blue. Tapping on the logo will open the main TMD website (https://tmd.texas.gov). In the upper-right corner of this section is the Settings button (the white gear icon), which loads the Settings page.
                - Inside the **Settings page**, the user will see their current app version at the top right, an option for allowing or disallowing push notifications, and a button to show the recent notifications list.
            2. **Featured**: This is the biggest section of the page, with three tabs, labeled "Help Lines", "Alerts", and "Recent News". Tapping on any of these tabs will display the selected tab's information in the whitespace below. ***Note***: *The currently selected tab is highlighted in yellow.*
                - The **Help Lines** section displays phone numbers for the TMD Counseling Line, DoD Safe Helpline, and Veteran Crisis Hotline. Tapping on the phone number for any of these entries will attempt to start a phone call with the specified help line.
                - The **Alerts** section displays all active alerts from the Backend. Tapping on any entry will open the specified Alert page, which displays all the details of the alert and marks it as read.
                - The **Recent News** section displays a list of the ten most recent Stories from the Backend. Tapping on any entry will open the specified Story page, which displays all the details the story.
            3. **Navigation**: This is a horizontally scrollable section with icons for each entry, starting with Account, Feed, and Toolbox (left to right). Tapping on any of these icons will display the specified page. ***Note***: *Tapping of the "expand" icon in the far right of this section (two overlapping squares with an arrow), will expand this section into a full vertical list page, showing all navigation options.*
            4. **Social**: The very bottom section of the Home page displays five small, clickable icons. The TMD icon on the left will open the main TMD website (https://tmd.texas.gov), and the rest are icons that, when tapped, navigate the user to the TMD's social media page for the respective service (Facebook, Twitter, YouTube, and Flickr).

    2. Account
        - The **Account page** content varies depending on if the user is logged in or not. While the user IS NOT logged in, this area is a tabbed page with tabs for Sign In and Register. While the user IS logged in, this area is an Account Information page.

- The **Sign In page** asks the user to input their email and password to sign in. If the "Remember Me" switch is set to true before successfully logging in, the user will be automatically logged in if the app is closed and reopened. At the bottom of this form, the user will find the "Forgot Password?" button, which opens the Forgot Password page, where the following steps will need to be completed for password recovery:
    1. The **Forgot Password page** asks the user to input their name and email. If the email is found and associated with an account, a recovery email will be sent to the specified address.
    2. Next, the **Recovery Code page** asks the user to input the five character recovery code that was sent to their account's email address. If this code is correct, the user can continue to the next page.
    3. Lastly, the **New Password page** asks the user to input a valid new password based on the on screen password format rules (detailed below).
- The **Register page** asks the user to input their First Name, Last Name, "Service Member?" (true or false), Email (Username), and Password. If the Service Member switch is set to true, three more inputs will be shown for Branch, State and Rank of service. If all of the requirements are met, the user account is created immediately. ***Government IPhone / TMD Employee** use your government email account (mil.mail.mil, txsg.state.tx.us, etc.). With your government email you will have additional access ex. Missions, messages and links to promotion notification.

    1. **Password Format Rules**: All passwords must have at least 1 lowercase letter, 1 uppercase letter, 1 numerical digit, 1 special character (?, !, @, #, $, %, etc.) and the password must be at least 8 characters long.
- The **Account Information page** shows the user their account's current information (Username, First Name, Last Name, etc.) and allows the user to edit this data by tapping the "Edit Information" button. Lastly, the "Sign Out" button signs the user out.

3. Feed
    - The **Feed page** shows the ten most recent TMD news stories like the Recent News section of the Home page, but in much greater detail. Each story is listed with the author's name, short description, optional image, clickable link to the original post, number of likes and comments, and a "Read More" button that opens the associated Story page for the specified story.
        1. The **Story page** for each entry shows the full content of the story as well as the story's comment section at the bottom of the page. If the user is logged in, they will have the ability to submit their own comments and likes.
        2. Tapping on the **Like button** (the thumb up image at the bottom of the story content section) turns the thumb red and increments the story's number of total likes. *Note: If a user is not logged in and they press the like button, they will be prompted to sign in. After signing in, they're returned to this story page.*
        3. Clicking the **Share button** (the rightmost image at the bottom of the story content section) will open a dialog window displaying all possible options (installed apps) for sharing the story through social media.

4. Toolbox
    - The Toolbox page houses most of the remaining features of the app from a single selectable list, starting with the **Flashlight switch**, which activates the device's flashlight. *Note: Some devices don't support the flashlight feature.*
    - The **Compass page** uses the device's built-in technology to point north. *Note: Some devices don't support the compass feature.*
    - The **Alarm page** allows the user to create custom recurring alarms.

- The Weather page is a tabbed page with two distinct areas. The first is the **Weather Forecast page**, which shows a five-day weather forecast of their current location/city broken up into three hour increments. The second tab is the **Weather Map page**, where the user can use the Dark Sky weather map to show temperature, cloud cover, precipitation radar, wind speed and more across the globe.
- The **Military Grid Reference System (MGRS) page** displays the user's current latitude, longitude, and MGRS coordinates. Also, in case the user is unfamiliar with the MGRS, there is a "What is the MGRS?" section that explains a bit about it.
- The **Check In Scanner page** is used to check TMD service members in or out of certain duties. The user can select the appropriate Document Name, Scan Type, and In/Out settings from their respective dropdown boxes. Scans can be collected by tapping the "Scan Code" button.
    1. Inside the **Scan page**, the user will scan driver's license barcodes by following the on-screen directions and centering the barcode until it is clear enough to be read by the scanner. After a successful scan, the user is returned to the Check In Scanner page and the new scan is added to the scans list. ***Note***: *Scans can be deleted by tapping on the red "X" image beside each scan entry.*
    2. After all scans are collected and selections have been made in all three dropdowns, the "Upload Results" button will upload the scans to the Backend. ***Note***: *If, for whatever reason, the scans can't be uploaded at the time of scanning, all scans and dropdown selections will be saved in this page until the upload is completed, the "Clear" button is pressed, or the app is uninstalled.*
- The **Messaging page** shows any messages that have been sent from up the TMD's chain of command. ***Note***: *If there are no current messages, there is nothing more to be done in this area.*
- The **Mission page** of the app will display all currently active missions. Tapping on any mission name from this page will load the Job Enrollment page for that mission. ***Note***: *If there are no active missions, there is nothing more to be done in this area.*
    1. Inside the **Job Enrollment page**, an enrollment code is requested above a switch labeled "Remember This Code", which, if checked, will remember any valid code for the current mission if the app is closed and reopened before the mission ends. Entering a valid Enrollment Code will enter the user into the mission and display the Mission Chat page. ***Note***: *The "Leave Current Package" button at the bottom of this page will be grayed out until the user has successfully enrolled into a package and returned to the Job Enrollment page. If it is pressed while enrolled in a package, the user will be immediately unenrolled from the package and the mission.*
    2. Inside the **Mission Chat page** the user will be presented with all mission chat and their own package chat. This page is divided into three main sections:
        - **Chat Log:** At the top of the page, beneath the "Scroll To End" button (which performs the task it is labeled with), the user will find all applicable chat logs. Just beneath the chat logs is the "See last [Number] hour(s) of chat" dropdown, which is used to limit the number of chat logs to the most recent/pertinent entries. On the last line, from left to right, the Refresh button, when clicked, will attempt to refresh the chat logs, and the "Last update: [Date Time]" text shows the date and time when the chat logs on screen were last updated from the Backend.
        - **New Chat:** This section houses the chat message entry field and "Submit" button for sending chat messages. It is also where the "Upload Media" button can be found, which opens the **Mission Upload page** where the user can upload a picture or video from the

field (see the Upload page section below for more). ***Note***: *All files uploaded from this page are viewable in the Mission Gallery page of the Backend (https://app.tmd.texas.gov:53356/MissionGallery).*

- **Package Information:** At the very bottom of the page, this section shows all pertinent information about the user's mission and package, including the package status dropdown (only viewable by package leaders), package name, the user's job in the package, and a list of all members of the package.

5. Upload
   - The **Upload page** allows the user to upload any picture or video less than 1 GB in size to the Backend. The user can now enter their name, rank (optional), unit (optional), username, and file description into the given entry fields. Tapping the "Attach Photo or Video" button opens the Attach Media dialog box which asks whether the user will pick a photo or video from their gallery, or take a photo or video now using their camera. If the user selects to pick from their gallery, their gallery items will be displayed in a selectable format. However, if the user selects to use their camera, the camera will be activated, ready to capture the media. ***Note***: *To replace previously selected media, simply attach a new photo or video as before.*
   - Once the media is selected, the image or video size will be shown below the description and, if all required fields are satisfied, the "Upload" button will become clickable. Once the "Upload" button is clicked, an upload progress bar is displayed, showing the progress of the current upload. ***Note***: *All files uploaded from this page are viewable in the Gallery page of the Backend (*https://app.tmd.texas.gov:53356/Gallery*).*

6. Goal Card
   - The **Goal Card page** is meant to take the place of the physical goal cards that are distributed to every TMD service member. On the front of this card (top of the page) are the TMD Values, Strategy, Vision Statement, and Mission Statement. On the back (bottom of the page), are the Personal and Professional Development Goals with four blank lines per section. In these blank lines, TMD service members are directed to write their goals and strive to work towards completing them on a daily basis. ***Note***: *The text entered in these fields is saved as long as the app is installed on the device.*

7. Wellness
   - The **Wellness Challenge page** was created to challenge and/or remind all TMD service members to keep a good balance in their lives between three key points: Nutrition, Fitness and Spirit. This page is meant to give a new daily challenge or thought provoking fact for each of these three values. ***Note***: *These challenges are scheduled and maintained from the Challenges area of the Backend.*

8. TMD Resources
   - The **TMD Resources page** is a list of important links to informative outside resources related to TMD operations. This list includes: Events, Policies, Go Guard (Recruitment), Jobs, Leadership, About TMD, and TMD Logo Download.

- Appendix
  1. Technologies used in development:
     - Microsoft Visual Studio 2015 (Integrated Development Environment)
     - Xamarin (Cross-Platform Compiler)