

AquaStress

Mitigation of Water Stress through new Approaches to Integrating Management,
Technical, Economic and Institutional Instruments

Integrated Project

D4.4-5

Knowledge Base Editor Users Guide

Due date:	M48	
Actual submission date:	M48	
Start date of project:	1-02-05	Duration: 48 months
Deliverable Lead contractor: (Organisation name)	Alterra	
WP Participant(s) (Partner short names)	Alterra	
Author(s) in alphabetic order:	Ayalew Kassahun	
Contact for queries:	Ayalew Kassahun ayalew.kassahun@wur.nl	
Dissemination Level	RE	
Deliverable Status:	Achieved	

(1) (PU=Public, PP=Restricted to other Programmes Participants, RE=REstricted to a group specified by the consortium, CO=COntidential only for members of the consortium)

Abstract

This guide describes how to use the web-based AquaStress Knowledge Base (KB) Editor. The editor allows users to browse and edit basic information about AquaStress test sites, case studies, water stress mitigation options, water stress mitigation processes and glossary of terms.

This document contains information, which is proprietary to the AQUASTRESS Consortium. Neither this document nor the information contained herein shall be used, duplicated or communicated by any means to any third party, in whole or in parts, except with prior written consent of the AQUASTRESS consortium.

This document contains information, which is proprietary to the AQUASTRESS Consortium. Neither this document nor the information contained herein shall be used, duplicated or communicated by any means to any third party, in whole or in parts, except with prior written consent of the AQUASTRESS consortium.



The i³S Document Series

Knowledge Base Editor

Users Guide

For the I³S (Version 1.0)

AquaStress

Mitigation of Water Stress through new Approaches to Integrating Management, Technical,
Economic and Institutional Instruments

Contract FP6 511231

Title	Knowledge Base Editor User Guide
Editor	Ayalew Kassahun
Authors	Ayalew Kassahun
Current version	V0.1
Date	05/05/2009
Status	Draft© Aquastress
Copyright	All methodologies, ideas and proposals in this document are the copyright of the AquaStress project participants. These methodologies, ideas and proposals may not be used to change or improve the specification of any project to which this document relates, to modify an existing project or to initiate a new project, without first obtaining written approval from those of the AquaStress participants who own the particular methodologies, ideas and proposals involved.

Preface

This users guide describes how to use the web-based AquaStress Knowledge Base (KB) Editor. The editor allows users to browse and edit basic information about AquaStress test sites, case studies, water stress mitigation options, water stress mitigation processes and glossary of terms. The purpose of this guide is to walk new users through the basics functionalities of the editor. It also provides detailed guidance on how to create water stress mitigation processes. This users guide is intended for anyone who is interested in the AquaStress project. To use the KB editor no prior knowledge or software tools, other than a web browser, is required.

Further information

Further information on the Aquastress project can be found on the project website: <http://www.aquastress.net> .

Contents

1	Introduction.....	9
1.1	How to get started.....	9
1.2	Register login/logout.....	9
1.3	Changing you personal settings	10
1.4	User authorisation.....	11
2	Editing.....	12
2.1	Creating and deleting an item.....	12
2.2	Editing an item	12
2.3	Understanding the context menu.....	13
2.4	Attaching files	13
2.5	Providing feedbacks	13
3	Water stress mitigation processes	15
3.1	Creating processes.....	15
3.1.1	Editing process properties	16
3.1.2	Editing version	16
3.2	Editing Steps.....	17
3.3	Editing tasks	18
3.4	Editing Activities.....	18
3.5	Removing items	19
3.6	XML Export	19

Introduction

The AquaStress knowledge base integrates relevant information on water stress mitigation processes, alternative water stress mitigation options, and site-specific characteristics and an extended glossary. These knowledge bases serve basic information via HTTP protocol. Other tools, either web-based or desk top applications, utilize this data for multi-criteria assessment, case based reasoning, simulation and uncertainty assessment.

How to get started

The KB editor is a web-based tool available at <the AquaStress tools portal>. The KB editor has a menu bar on the top, “breadcrumb” trail below the menu bar, a tree menu on the left, main window in the middle and the footer on the bottom (see **Figure 1**). The menu bar contains links to the Home page and the Login page. The contents of the menu bar changes depending on the user authorisation. Most of the KB items are accessible via links off the tree menu. The breadcrumb bar contains links to your previous actions so that you can quickly see you last actions and redo them. The footer contains important links, links that you find on the home page.

If you only want to browse the KB, you don’t have to setup an account. If you have to edit an item or provide feedbacks you need to setup an account.

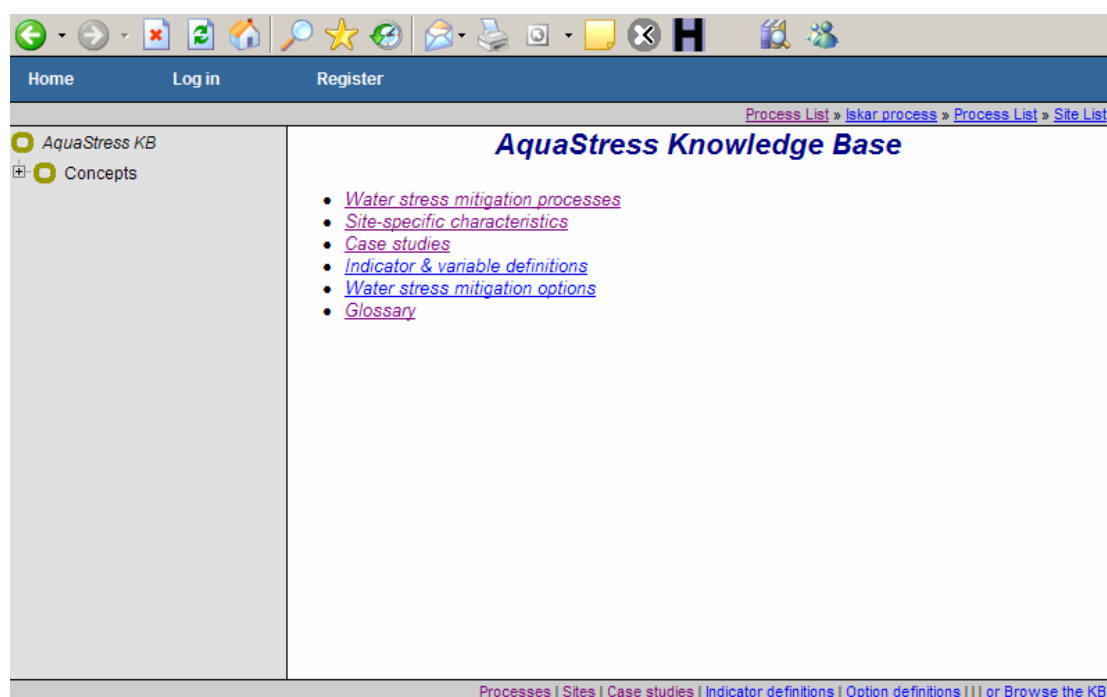


Figure 1. The KB Editor

Register login/logout

To register, click the “Register” link in the menu bar. Provide all the information on the registration form. It is important that:

- you provide a valid e-mail address and,
- a password that is at least 6 characters long.

Your login name is your email address. After registering, you will receive a confirmation email. To complete your registration, click on the link provided in the email. If your e-mail does not accept HTML, copy and paste the entire hyperlink address into an internet browser.

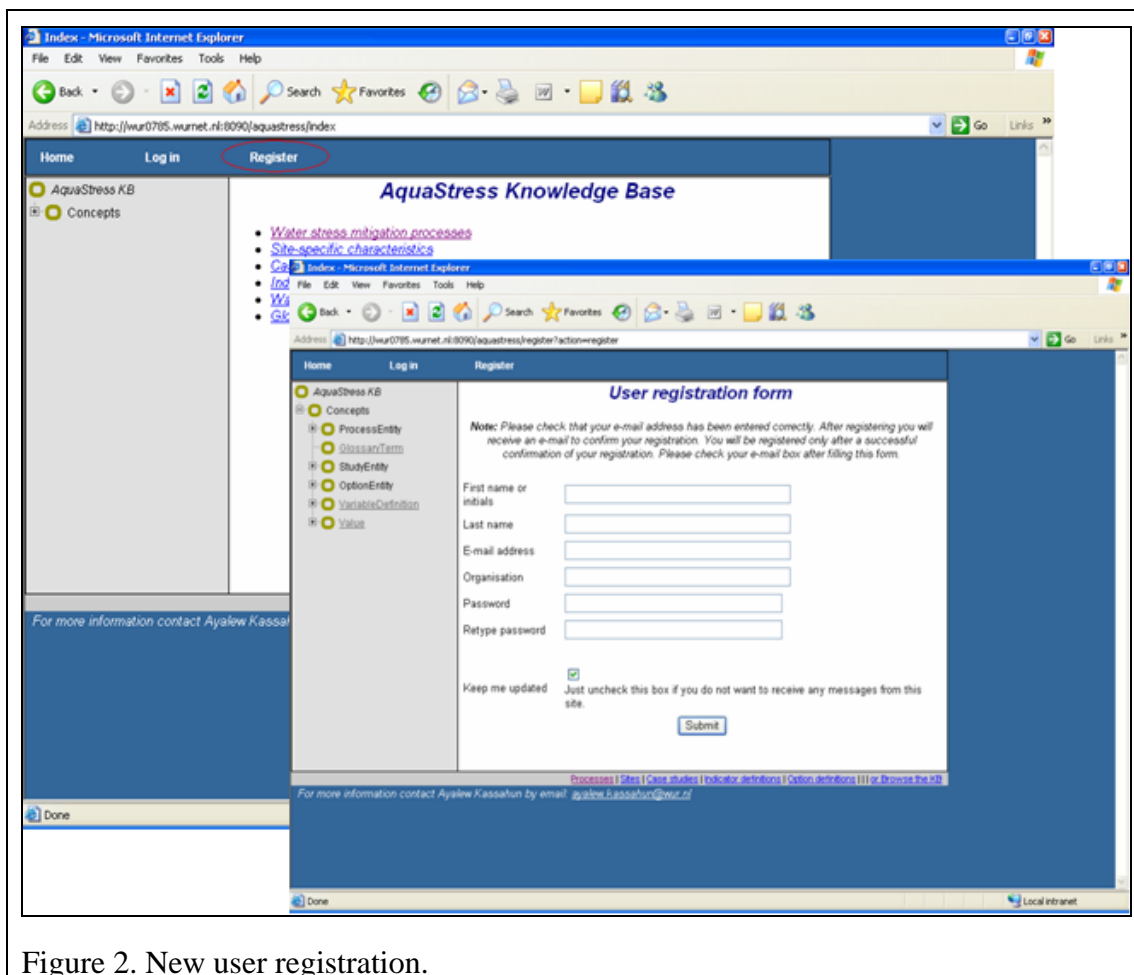


Figure 2. New user registration.

Changing you personal settings

Once you login in, “Settings” menu option appears on the menu bar. Click on setting to change your personal setting, including your password (Figure 3).

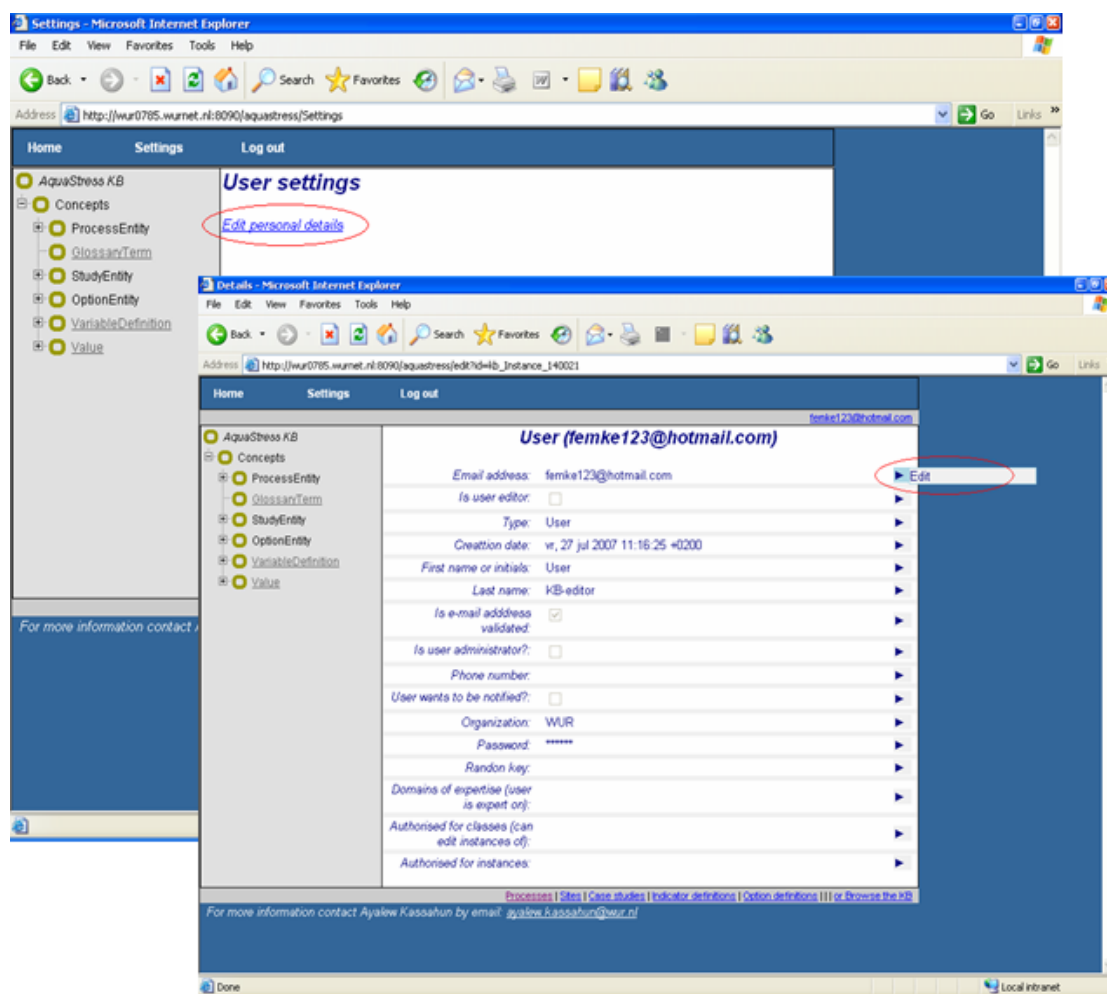


Figure 3. Editing personal settings

User authorisation

There are three levels of authorisation: comment, edit, and admin. All registered users may provide comments and feedbacks. To edit knowledge items, users should first be authorised by the administrator. The items that they can edit depends which edit rights they are assigned to. The basic edit right is that users are allowed to edit the item they themselves created.

Administrators have all rights. Presently their main responsible is in administering users.

Editing

The KD editor will display knowledge items in the main window. To edit the knowledge base you will have to create an item of a type, modify an item or delete an item. In the main window either a list of items of a type or the details of an item is displayed. If a list of item is displayed, it is called a *list view*, if the details of an item are displayed, it is called *detail view*. In the list view you can create a new item or delete an existing item. In the detail view you can modify the details of an item.

Creating and deleting an item

To create a new item click on the link “create a new instance”. A new instance that has the same type as the items in the list is created. For instance, if the list contains water stress mitigation processes, clicking on “create a new instance” link creates a new water stress mitigation process.

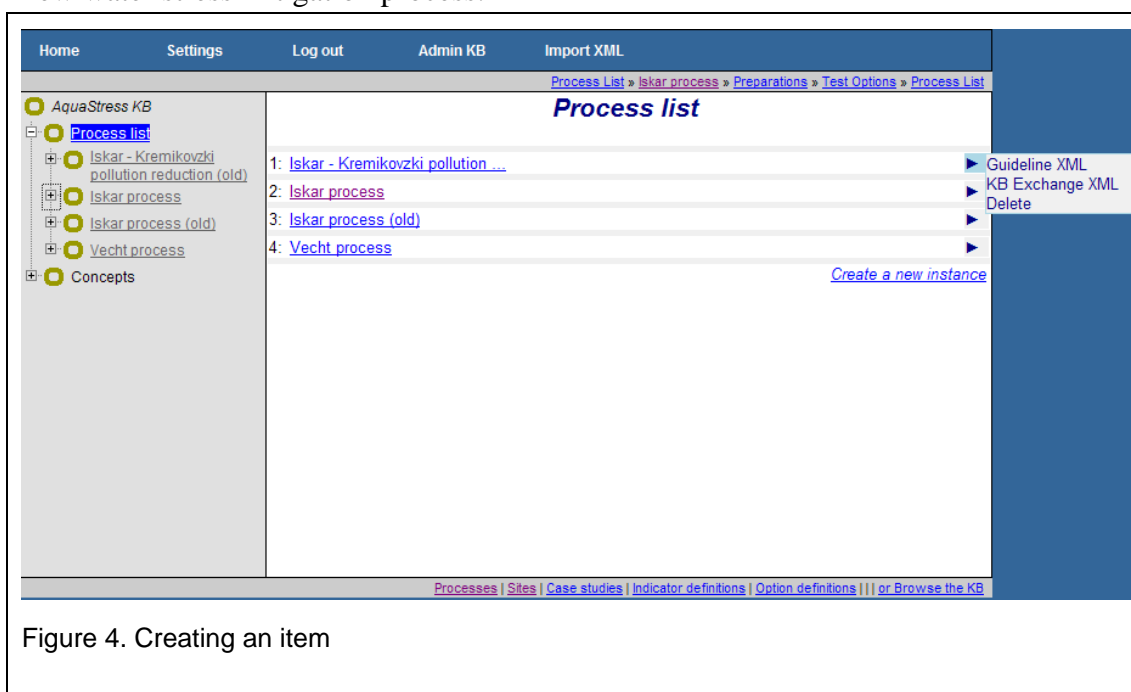


Figure 4. Creating an item

To delete an item, choose “delete” from the context menu and the item will be deleted. Note that you can undo your actions. There is however a daily backup up of the KB and the KB administrator can recover accidental deletion for you.

Editing an item

Choosing an item from the list view or from the tree menu displays the details of the item. An item will typically have a number of properties. The properties can be edited by opening the context menu and choosing the “Edit” menu item.



Figure 5. Editing an Item

Understanding the context menu

Each item or the property of an item has a context menu that contains a number of actions. If the user can only read the item or the property, no context menu is displayed. If the user is authorised to perform some actions on an item, the context menu will be displayed with those list of actions.

Attaching files

The KB editor allows you to enter only textual or numerical data as values of properties. All other information should be added as attachments. Typical attachments are images, formatted documents and software applications. For instance, if an activity of a mitigation process requires an Excel template to be made available for use in ProST, the Excel sheet should be uploaded as an attachment to the activity.

Providing feedbacks

All registered users can, and are encouraged, to provide comments. Users can delete their comments at any time.

Water stress mitigation processes

One of the purposes of the KB editor is to create water stress mitigation processes. The mitigation process is imported in ProST to guide and monitor a study to mitigate water stress. Note that it is not possible to edit processes within ProST.

Creating processes

To create new water stress mitigation process click on “create a new instance” in the process list. In a new window provide a name for the process and edit the process properties.

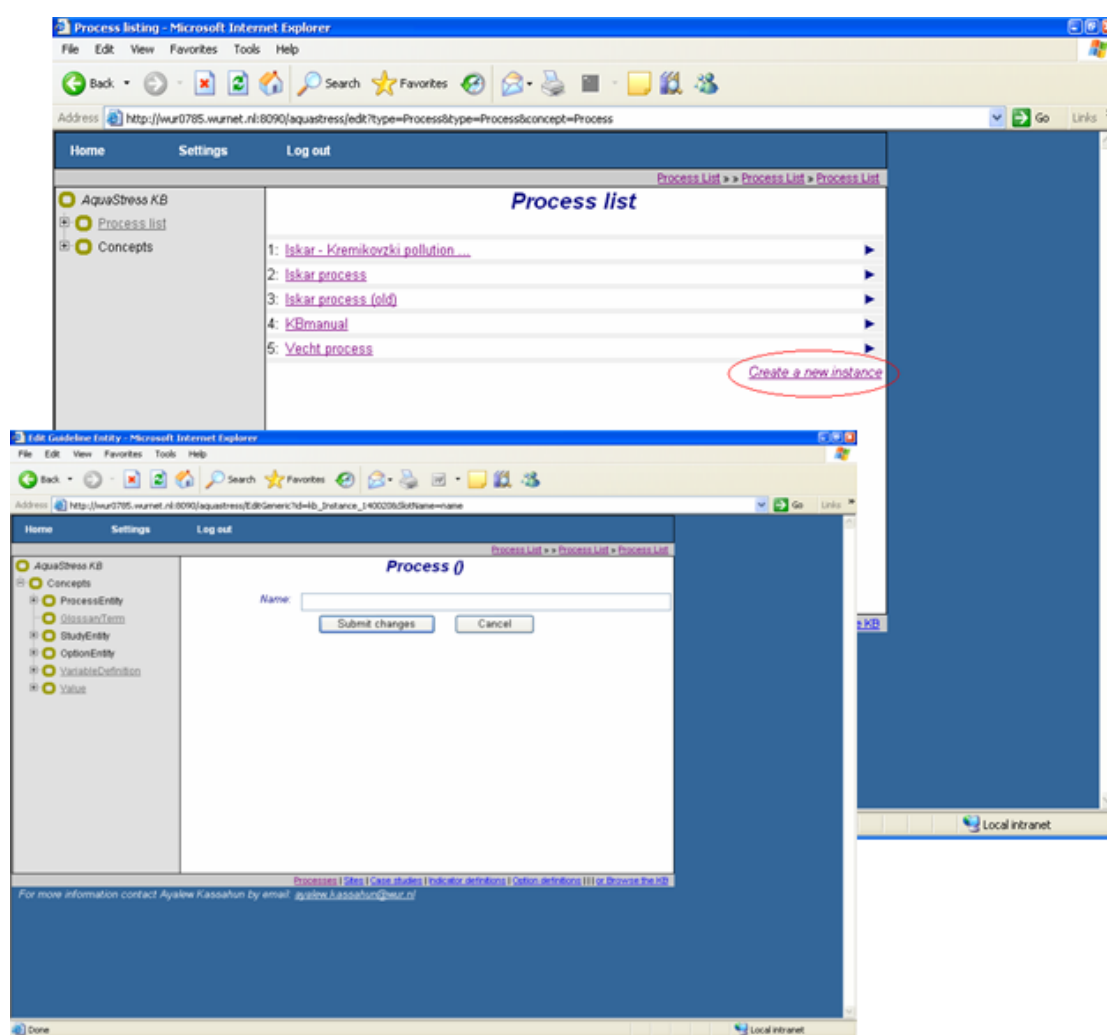


Figure 6. Creating a water stress mitigation process

A water stress mitigation process involves creating Steps, Tasks and Activities. A process should contain at least one Step. A step should contain at least on Task and a Task should contain at least one Activity. Other items are optional. Creating a process involves the following steps:

- 1) Create or select a Step and attach it to the process.

- 2) For each step create or select a Task and attach it to the Step.
- 3) For each task create or select an activity and attach it to the Task.

Editing process properties

To edit process properties, such as name and preface:

- 1) select the process you are working on from the “process list”,
- 2) In the *detail view* open the context menu (blue arrow behind each one of the items) and select “Edit” and
- 3) make adaptations to the property value and click on “Submit changes” to confirm the alterations. Press “Cancel” discard your changes return to the detail view (Figure 7).

Editing version

Editing version is same as editing any property value. However, creating a new version cases the knowledge to be copied and made available to ProST. Therefore, create new versions only when the version is ready for release.

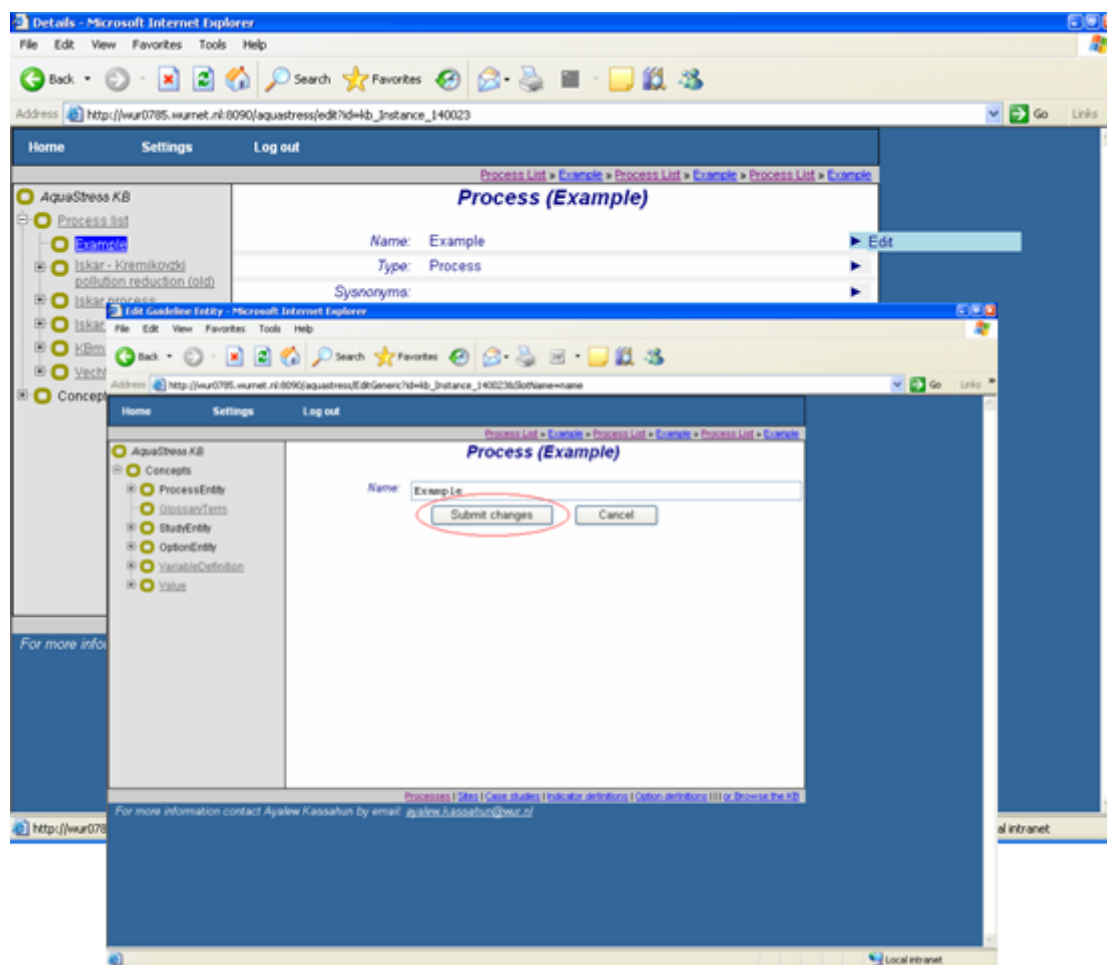


Figure 7. Editing property values

Editing Steps

A process should contain at least one Step. You can attach existing step to a process, but you can also create your own step and attach it to the process. To create a new step or attach an existing step, edit the “Step(s)” property by selecting the “Edit” menu item from the context menu (Figure 8).

On the top part of the property editor, you will see the Steps that are already added. If you just created a process, this field is empty. In the middle, you see a list of already existing Steps. To add one of these Steps, click on the “add” link located against the step you would like to add to the process.

It is also possible to create a “new” Step and attach it to the process. At the bottom of the property editor you will see a link “Create an instance of type: Step”. Clicking on this link will create a new *dummy* step and it as a “new item...” in the detail view of the process. You should click on the “new item ...” and edit the properties of the step you just created.

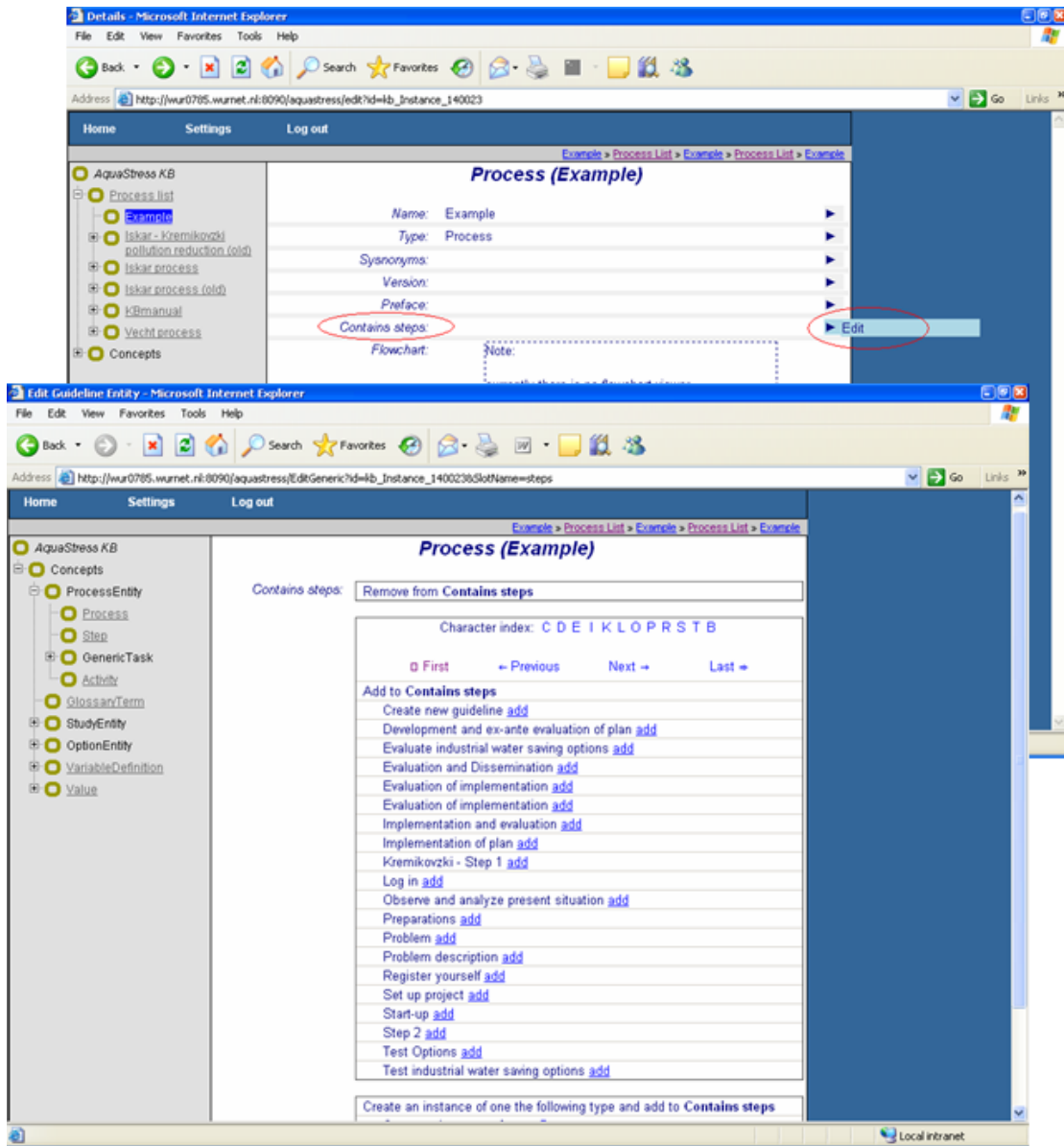


Figure 8. Attaching steps to processes

Editing tasks

A Step should contain at least one Task. Creating and attaching tasks to steps is done in the same way as creating and attaching Steps to Processes. One small difference is when creating a new Task, you should choose between creating a new Task, a new Decision or a new Review. Please refer to the documentation of ProST for explanation on the differences between a normal Task, Decision Task and Review Task.

Editing Activities

A Task should contain at least one activity. Creating and attaching activities to Tasks is done in the same way as creating and attaching Steps to Processes.

Removing items

You can always delete Steps, Tasks and Activities by clicking on the context menu for the property choosing “remove...” menu item. Removing an item will not delete it from the knowledge base.

XML Export

All knowledge items can be exported in XML format. The water stress mitigation process can be exported as a guideline for use in ProST or as a KBExchange item for use by other AquaStress tools. To export, open the context menu and choose the appropriate export format. The XML document will be displayed in the browser.