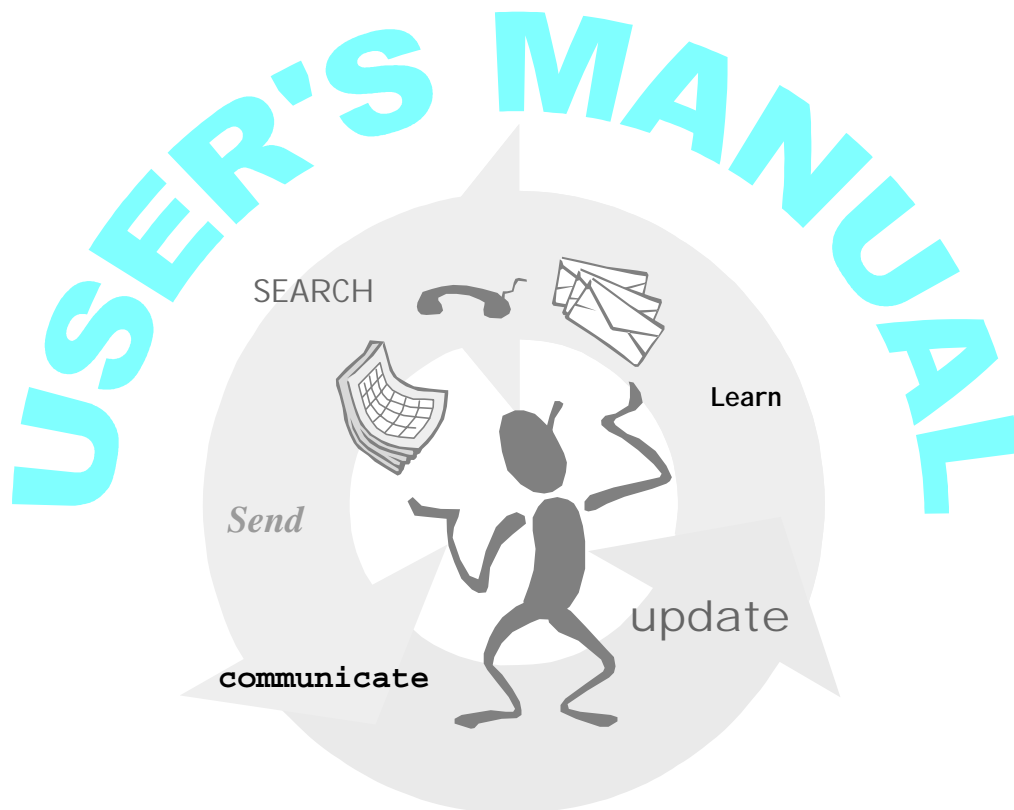

kinesNET

THE DEPARTMENT OF KINESIOLOGY INTRANET
TECHNOLOGY CENTER • DEPARTMENT OF KINESIOLOGY • UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN



<http://www.kines.uiuc.edu/kinesnet/>



Questions? Problems?
webmaster@kines.uiuc.edu

Another Exciting Service from the



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<http://www.kines.uiuc.edu/kinesnet/>



Introduction

An intranet is like a network-wide (as opposed to a world-wide) web. You can use an intranet to view, publish, or otherwise manage information on your local area network (LAN). The difference between an intranet and the internet is that, within an intranet, there is more rigorous security control; access from outside is limited or altogether prohibited. As a result of tighter security, intranet users with appropriate security permissions can perform tasks that internet users typically cannot.

KinesNET is the name of the University of Illinois at Urbana-Champaign Department of Kinesiology intranet. You can use KinesNET to perform a variety of tasks within the computer network in Freer Hall that require a high level of security. These tasks will be described in the following pages.

All faculty and staff members and graduate students can have access to KinesNET. Faculty and staff members have access to all modules, whereas graduate students can access only some of the modules. Furthermore, for security reasons, KinesNET can only be accessed from networked computers within the Department of Kinesiology LAN in Freer Hall.

Software Requirements

The applications in KinesNET are all designed to work from your web browser. By using software that users are already familiar with, the learning curve is shortened as much as possible. However, the KinesNET applications do require that the web browser you use supports certain critical technological features. Some minimum compatibility is assumed. Where more advanced features are required, KinesNET detects the type and version of the web browser you are using and automatically recommends solutions if requisite features are not supported.

As of this writing (Nov 1998), two web browsers are fully compatible with KinesNET. One is Netscape Navigator version 3.0 or higher (current version 4.07) and the other is Microsoft Internet Explorer (MSIE) version 4.0 or higher (current version 4.01). Specifically, the required technologies are: (a) JavaScript 1.1, (b) internet cookies, and (c) support for the RFC 1867 file upload protocol.

MSIE version 3.0 is compatible with the majority of the KinesNET modules. Support for RFC 1867 is provided for computers running a Win32 operating system after installing a plug-in, downloadable from the Department of Kinesiology server.

Registering

To implement security control, prospective users of KinesNET must register. The registration process involves the storage of personal information (name, e-mail address, password, etc.) in a user database.

To register with KinesNET, follow these steps:

1. Go to the KinesNET website at: <http://www.kines.uiuc.edu/kinesnet/>
2. A login form will appear. Scroll down until you see “If you have not registered, click [here](#)”. Click on “[here](#)”.
3. A new window will appear, containing a registration form (see Figure 1). In the appropriate boxes, type your first name, middle initial, last name, and complete e-mail address (e.g. username@uiuc.edu).
4. For your password, choose a word or combination of alphanumeric characters that is easy for you to remember. Use no less than 5 and up to 10 characters, without spaces. Re-enter your password to confirm the spelling.
5. In the box labeled “Hint”, give a word that can help you remember

Figure 1. The KinesNET user registration form.

REGISTRATION	
First Name:	<input type="text" value="Paddy"/>
Middle Initial:	<input type="text"/>
Last Name:	<input type="text" value="Ekkekaki"/>
E-mail:	<input type="text" value="ekkekaki@uiuc.edu"/> <small>e.g. username@uiuc.edu</small>
Password:	<input type="password" value="*****"/> <small>Use no less than 5 and up to 10 characters, no spaces.</small>
Confirm Password:	<input type="password" value="*****"/>
Hint:	<input type="text" value="Ranias"/> <small>This word can be e-mailed to you if you forget your password. Pick something that will make you remember your password.</small>
Status:	<input checked="" type="radio"/> Faculty or Staff <input type="radio"/> Graduate Student
<small>When you try to log in KinesNET for the first time, you will be required to provide a secret code, generated by the system. This code will be sent to your e-mail account a few seconds after you register. Do not share your password and secret code with anyone.</small>	
<input type="button" value="Help"/> <input type="button" value="Close"/> <input type="button" value="Reset"/> <input type="button" value="Register"/>	

your password, but not the password itself. This word can be e-mailed to you if you ever forget your password.

6. Finally, select your user status, i.e. whether you are a faculty or staff member or a graduate student. To complete your registration, you will be asked to enter a secret code. This secret code will be e-mailed either to the address *username@staff.uiuc.edu* if you are a faculty or staff member or to *username@students.uiuc.edu* if you are a graduate

- student. This user authentication method ensures that users are current members of the UIUC community and their status is what they have declared.
7. Click on “Register” to submit your registration information. If there were no incomplete fields, duplicate entries, or other errors, you will see a screen similar to the one shown in Figure 2. Click on “Close” to close the registration window.
 8. In a few seconds, check your e-mail. You should have received a

Figure 2. The registration information was acceptable and the secret registration code has been e-mailed to the user.

REGISTRATION	
Name:	PADDY EKKEKAKIS
E-mail:	ekkekaki@uiuc.edu
State:	Kansas
Status:	Graduate Student
Your secret code was sent to ekkekaki@students.uiuc.edu	
<input type="button" value="Close"/>	

- message similar to the one shown in Figure 3.
9. Return to the login page, shown in Figure 4. Enter your first name,

Figure 3. An example of an e-mail message containing a registration secret code. This code is required for registering with KinesNET. New users will be asked to enter a similar secret code the first time they use KinesNET.

```

From: KinesNet User Authorization
To: ekkekaki@students.uiuc.edu
Subject: KinesNet Registration

PADDY EKKEKAKIS,

your secret code for registering to KinesNet follows. You will be required to provide this code to log in to KinesNet for the first time.

This code replaces all previously issued codes.

-----
ekkekaki130923995-613368-G
-----

Please, do not share your password and secret code with anyone.

=====
KinesNet: http://www.kines.uiuc.edu/kinesnet/
Technology Center
Department of Kinesiology

```

middle initial, last name, and e-mail address, making sure the spelling is the same as the information you provided in the registration process. If you are the only person with access to the computer you are using, click on “Keep this information”. This way, your personal information, except for your password, will be retrieved automatically the next time you use KinesNET. Click on “Login” to continue.

10. If you are using KinesNET for the first time, you will next be asked

Figure 4. The KinesNET login page.

The screenshot shows a web form titled "USER INFORMATION" with a blue header. The form contains several input fields and a checkbox. The fields are: "Your Name (First, MI, Last):" with "PADDY" and "ENKEKAKIS" entered; "Your E-mail Address:" with "ekkekaki@utuc.edu" entered; "Your Password (10x12):" with a masked password "*****"; "Host Name:" with "pc-02.kines.utuc.edu" entered; "Host IP:" with "128.174.14.96" entered; and "Browser Type:" with "Microsoft Internet Explorer 3.0" entered. Below the fields is a checkbox labeled "Keep this information. I am the only person using this computer." which is checked. A link "If you have not registered, click here." is also present. At the bottom are four buttons: "Help", "Clear Info", "Forget Info", and "Login".

to enter your secret code. A window similar to the one shown in Figure 5 will appear. For convenience, you can simply copy and paste your secret code from your e-mail program to the form. Click on “Submit Code” to continue. If the secret code is correct, this step should conclude the KinesNET user registration process. You are now able to start using the KinesNET services.

Once you have completed the KinesNET user registration process, you are able to use KinesNET simply by providing your personal information

Figure 5. In this window, which will only appear the first time you use KinesNET, enter your secret registration code.

The screenshot shows a web form titled "REGISTRATION" with a blue header. The form contains three input fields and a button. The fields are: "Your Name:" with "PADDY ENKEKAKIS" entered; "Your E-mail:" with "ekkekaki@utuc.edu" entered; and "Enter Code:" with "ekkekaki130523995-613368" entered. Below the fields is a note: "You can 'copy and paste' the code for accuracy and convenience." At the bottom are three buttons: "Help", "Reset", and "Submit Code".

Logging On

in the login from shown in Figure 4. In fact, if you have instructed KinesNET to “Keep this information”, your first name, middle initial, last name, and e-mail address will be filled in automatically every time you access the KinesNET login page. The only piece of information you will be asked to provide each time is your password.

I Forgot My Password

Forgetting passwords is a fact of life. KinesNET has a solution for those difficult times. From the KinesNET login page (Figure 4), click on the link labeled “Hint” (next to “Password”). This will open up a window similar to the one shown in Figure 6. Fill-in your email address in the space provided and click on “Get Hint”. If your username has been registered with KinesNET, the system will e-mail you the hint-word you had provided when you initially registered.

In a few seconds, check your e-mail. You should have received a message similar to the one shown in Figure 7. As noted in the message, do

Figure 6. If you forget your password, a hint will be e-mailed to



The screenshot shows a web window titled "HINT" with a blue header. Below the header is a form with a label "Your E-mail:" and a text input field containing "ekkekaki@uiuc.edu". Below the input field is a blue bar with the text "You will receive your hint only if you are a registered user." At the bottom of the window are four buttons: "Help", "Close", "Reset", and "Get Hint".

not share your KinesNET secret code and password with anyone. Using your name and other personal information, impersonators may cause some pretty serious and visible harm using the services in KinesNET.

Figure 7. An example of an e-mail message containing a KinesNET password hint.

```
From: KinesNet User Authorization
To: ekkekaki@students.uiuc.edu
Subject: KinesNet Password Hint

PADDY EKKEKAKIS,

the hint word you selected when you
first registered to KinesNet follows. Hopefully,
it will help you remember your password. If you
are still having problems, please do not hesitate
to contact the KinesNet webmaster at:

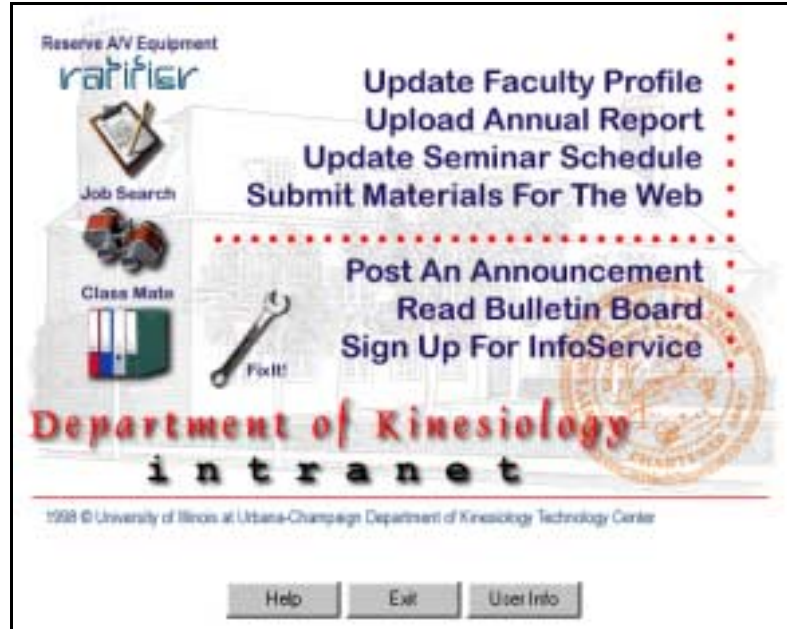
webmaster@kines.uiuc.edu

-----
kansas
-----
```

Update Faculty Profile

The main KinesNET menu is shown in Figure 8. From this menu, click on “Update Faculty Profile“. This should bring you to a page that looks similar to the one shown in Figure 9.

Figure 8.
The Kines-
NET main
menu.



Spaces are provided to enter the following information: (i) your full name, (ii) your title, position, or academic rank (e.g., Associate Professor, Research Programmer, etc.), (iii) your telephone number, (iv) your e-mail address, (v) an alternate URL and a descriptive label for it (e.g., the web address of your laboratory, your personal home page, etc.), (vi) your highest degree, your graduation year, and the institution from which you graduated, (vii) a short (single-line) description your study area, (viii) a more lengthy description of your academic interests, (ix) up to 20 references to recent publications, and (x) additional HTML code. This last option is provided for users with some proficiency in HTML coding. You may use this option to add links to websites of relevance to your area of research, for example. The text and HTML codes entered in this area will be appended “as is” at the end of your faculty page.

Remember that this information will be published on the official Department of Kinesiology website, visited by thousands of people each month. Please, make sure that all information is accurate and that you have not made any spelling mistakes. When you have finished proofreading the information, click on “Preview” (near the bottom of the page) to see how your updated page will look when finished. Your changes will not be saved unless you approve the preview, so, at this stage, feel free to experiment.

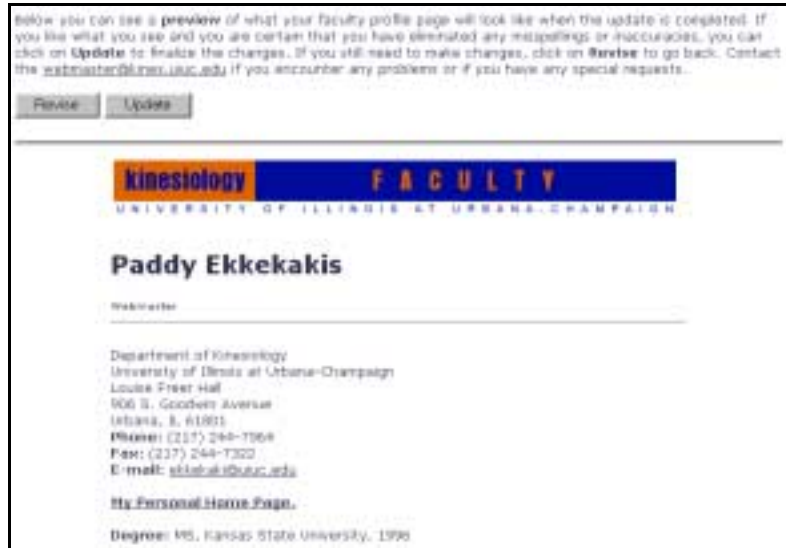
Figure 9. The top and bottom parts of the page that faculty members can use to update the faculty profile page that is shown on the Department of Kinesiology website. Space is provided for references to up to 20 recent publications.

UPDATE FACULTY PROFILE	
Year Name:	Paddy Ekkekakis
Title:	Webmaster
Tel. Number:	(217) 244-7954
E-mail:	ekkekakis@uiuc.edu
Alt. URL: Label:	http://www.students.uiuc.edu/~ekkekaki My Personal Home Page.
Degree:	MS, Kansas State University, 1995
Study Area:	Exercise Psychophysiology
Interests:	Paddy's research centers around the affective responses to exercise. Specifically, he is studying how responses to various doses of
Publ. 1:	Ekkekakis, P. et al. (1998). This is study 1. <i>Medicine and Science in Sports and Exercise</i> , 30 (5): 51.
Publ. 2:	Ekkekakis, P. et al. (1998). This is study 2. <i>Journal of Sport and Exercise Psychology</i> , 25: 1-11.
Add HTML:	
The profile was last updated on Tuesday, September 1, 1998.	
<input type="button" value="Help"/> <input type="button" value="Reset"/> <input type="button" value="Clear All"/> <input type="button" value="Preview"/>	

Clicking on “Reset” will cancel and changes you have made and revert the information on this page to the data saved in the faculty information database. Use this option if you want to start over. If you want to start re-entering information from the ground up, click on “Clear All”. This will simply clear all the spaces and you will be able to start entering information from the beginning.

By clicking on the button labeled “Preview”, you will be taken to the preview page, which will look similar to the one shown in Figure 10. You may examine the information on the page, as well as the appearance of the page, and if you are satisfied with what you see, click on “Update”. The system will then get to work and will do the following for you: (i) it creates a back-up copy of your existing faculty page, (ii) generates a new faculty page using the updated information you provided, and (iii) updates the faculty information database.

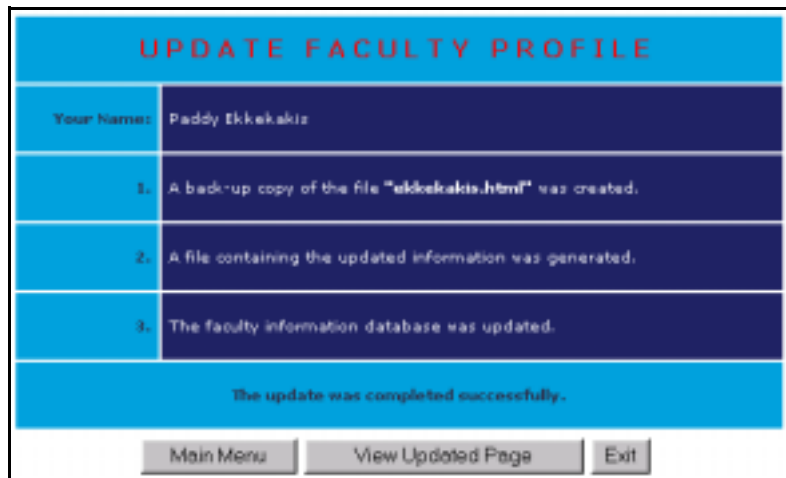
Figure 10.
An example of a faculty page preview. You can click “Revise” to return to entering information, or you may click on “Update” to finalize your changes.



If KinesNET was able to complete the update, you will be shown a page similar to the one presented in Figure 11, informing you of the tasks that were completed.

At this point, you may click on “Main Menu” to return to the KinesNET main menu, click on “View Updated Page” to see the actual updated page posted on the Department of Kinesiology website, or click on “Exit” to quit KinesNET and return to the front page of the Department of Kinesiology website.

Figure 11.
The update of your faculty profile page was completed successfully.



Submit Annual Report

From the KinesNET main menu (Figure 8), click “Upload Annual Report”. This will bring you to a screen similar to the one shown in Figure 12.

Two types of word processor files are accepted: files generated with Microsoft Word and files generated with Corel WordPerfect. Both Microsoft Windows and Apple Macintosh versions of these programs are acceptable.

You may either type the full path and file name of the file containing your annual report in the box labeled “File To Upload” or (preferably) you can click on “Browse...” to navigate through your hard disk until you locate the file.

Next, you must specify whether you have generated your annual report document using Microsoft Word or Corel WordPerfect. Use the pull-down menu labeled “File Type” to select the appropriate type.

With the complete path and file name of the file in place and the appropriate file type selected, click on “Upload”. KinesNET will copy the file from your hard disk to the Department of Kinesiology server, it will file it in a folder under the current year and it will rename it. The new file name will consist of your last name and the current year in four digits. An extension will also be attached, depending on the file type you selected. This extension will be the default extension for either Microsoft Word (i.e., DOC) or Corel WordPerfect (i.e., WPD).

If the upload is successful, you should see a page similar to the one

Figure 12. Click on “Browse” to find the Microsoft Word or Corel WordPerfect file containing your annual report, select the appropriate file type and click on “Upload”.

UPLOAD ANNUAL REPORT	
Your Name:	PADDY EKKEKAKIS
Report for Year:	1998
To Be Filed As:	EKKEKAKIS1998
File to Upload:	MyAnnualReport.doc <input type="button" value="Browse..."/>
File Type:	Microsoft Word Document (.doc) ▾
A report for 1998 has already been uploaded.	
<input type="button" value="Help"/> <input type="button" value="Reset"/> <input type="button" value="Upload"/>	

shown in Figure 13.

When you need to send materials to the webmaster to be posted on the

Figure 13.

The annual report has been successfully uploaded to the Department of Kinesiology server and has been filed under your name and the current year.

UPLOAD STATUS	
Your Name:	PADDY EKKEKAKIS
Filename:	MYANNUALREPORT.DOC
Filed As:	EKKEKAKIS1998.DOC
File Type:	Microsoft Word Document
File Size:	1089 bytes

The file was uploaded successfully.

Help Main Menu Exit Redo

Submit Materials For The Web

web, please avoid sending the files as e-mail attachments. Typically, the files are very large, easily exceeding mailbox quotas. Until the attached files are downloaded and removed from the mailbox, the mailbox is full and cannot receive additional e-mails. To address these problems, KinesNET provides a faster and more convenient solution.

KinesNET users can “send” files to the webmaster by simply uploading

Figure 14.

Spaces are provided for 12 files to be uploaded each time. Do not forget to provide instructions for the webmaster regarding the type of the uploaded files and what is to be done with them.

UPLOAD WEB STUFF	
Your Name:	PADDY EKKEKAKIS
File No 1:	<input type="text"/> Browse..
File No 2:	<input type="text"/> Browse..
File No 12:	<input type="text"/> Browse..
Description & Instructions:	<input type="text"/>

Provide a description of the files and instructions for the webmaster.

Help Reset Proceed

the files to the server, thus avoiding the limitations inherent in using e-mail.

From the KinesNET main menu (Figure 8), click on “Submit Materials For The Web”. This will bring you to a screen similar to the one shown in Figure 14.

Twelve files can be uploaded each time. You must specify their full paths and file names either by typing the information in the spaces provided or by clicking on “Browse...” to locate the files on your hard disk (recommended).

At the bottom of the page, you will see a text box labeled “Description & Instructions”. In this space, provide a description of the files, which program you used to create them, and what the webmaster is to do with them. Please, be as specific as possible.

With the full paths and filenames in place and a complete set of instructions typed, click on “Proceed” to submit the files. If no errors are encountered, you will see a screen similar to the one shown in Figure 15, listing the files you uploaded, their sizes, and the instructions you attached. You do not need to do anything else. An e-mail message containing your instructions is automatically sent to the webmaster.

If you need to upload more files, click on “Redo”.

The Tech Center needs to document and archive the problems associated

Figure 15.
The files listed were uploaded successfully. The webmaster was automatically notified.

The screenshot shows a web interface titled "UPLOAD WEB STUFF" with a blue header. Below the header is a table with two columns: labels on the left and values on the right. The table contains the following information:

Your Name:	PADDY EKKEKAKIS
Files Uploaded:	3
File No 1:	Acim97.vpd (18214 bytes)
File No 2:	Tilepovr.gif (4977 bytes)
File No 3:	diginet.BMP (148764 bytes)
Description & Instructions:	blah blah blah blah blah blah

Below the table, a blue box contains the message: "The webmaster was notified via email." At the bottom of the interface are four buttons: "Help", "Main Menu", "Exit", and "Redo".

Submit Computer Maintenance Request

with each computer. To that effect, KinesNET contains the FixIt! module, a service which allows you to notify the Tech Center staff of the problems associated with your computer(s) and, at the same time, keeps an automatic log of these problems.

To access FixIt!, go to the KinesNET main menu (Figure 8) and click on the FixIt! icon. This will bring you to a page similar to that shown in Figure 16.

Enter the room number where the computer with the problem is stored

Figure 16. The FixIt! form. Enter the room number where the computer with the problem is stored, what kind of a computer it is, and a detailed description of the problem.

FIX IT!	
Your Name:	PADOY EKKEKAKIS
Your E-mail:	ekkekaki@uiuc.edu
Room:	Freer Hall Room 216
Platform:	PC/WinNT
Description:	<p>My Dell OptiPlex GXpro seems to have a problem with the 3.5 inch floppy disk drive. I get messages like "I/O error" when I try to read or write to it. The problem seems to occur more frequently with Microsoft Word than with any other</p>
<input checked="" type="checkbox"/> Send a copy of the message to ekkekaki@uiuc.edu	
Help Reset Proceed	

and use the pull-down menu to select the type of computer it is, i.e., a PC running Microsoft Windows 95/98/NT or an Apple computer running Mac Operating System. This information will be stored on the computer you are using, so you will not need to re-enter it next time you use FixIt!

Provide a detailed description of the problem. Pay particular attention to any error messages you have received (if you can, include the error messages) and any consistencies you have noticed (e.g., whether a particular problem seems to be associated with a certain action or a certain software).

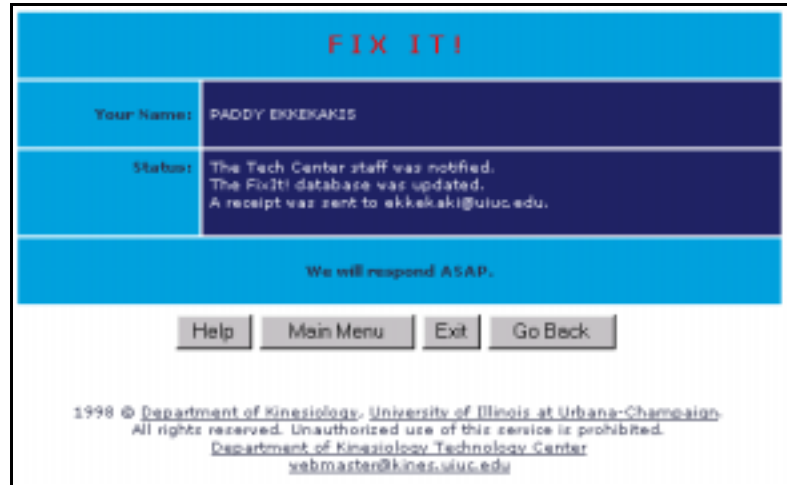
If you would like to receive a copy of your message, check the box labeled "Send a copy of the message to...".

Click on "Proceed" to continue. This should bring you to a screen similar

to the one shown in Figure 17. FixIt! sent a notification message to the Tech Center staff, updated the computer maintenance log, and sent a receipt to the user.

KinesNET provides a convenient solution for faculty members responsi-

Figure 17. FixIt! has notified the Tech Center staff of the problem, has updated the maintenance log, and has sent the user a receipt.



Manage Seminar / Colloquium

ble for organizing the departmental seminars and colloquium. From KinesNET you can update the seminar schedule that is posted on the Department of Kinesiology website and send e-mail notifications to seminar participants about upcoming presentations through the same procedure. You only have to enter information once and KinesNET automatically converts it to formats appropriate for the web and e-mail messages to participants.

To manage a seminar/colloquium, from the KinesNET main menu (Figure 8), click on "Update Seminar Schedule". This should bring you to a page similar to that shown in Figure 18.

The pull-down menu lists all the departmental seminars and colloquia. Select the one you are authorized to administer and click on "Proceed". KinesNET will respond by showing you a menu of tasks that you can perform for the seminar/colloquium you selected (see Figure 19): you can (i) edit the existing schedule, (ii) set-up a schedule for the new semester, or (iii) manage the list of participants. These tasks will be described in the following sections.

To set up a schedule for a new semester, select "Set up schedule for new

Figure 18. Select which departmental seminar or colloquium you want to administer.

Figure 19. Select the task you want to perform from the drop-down menu.

Make Schedule For New Semester

semester” from the pull-down menu and click on “Proceed”. This should bring up a page similar to that shown in Figure 20. Based on your input, KinesNET will generate a calendar for the entire

Figure 20. To set up a seminar schedule for a new semester, KinesNET needs to know whether the seminar will be held weekly or biweekly, the starting day, the regular meeting time, and the regular venue.

semester. The information that you must enter includes the following:

- a. The frequency of the meetings: i.e., whether the seminar will be held on a weekly or a biweekly basis. If you are planning on having meetings less frequently than once every two weeks, select the “Every Other Week” option — you will be able to make adjustments to the schedule later on.
- b. The starting date. KinesNET will default to the current date. Use the menus to change the month, day, and year. KinesNET will automatically find the day of the week of the date that you specify and will assume that all subsequent meetings will occur on the same day.
- c. The time. Use the pull-down menu on the left to specify the hour and

Figure 21.
KinesNET sets up a calendar for the entire semester. Spaces are provided for the name of the speaker, his or her academic affiliation, and the topic of his or her presentation. Users can use the menus to change the date, time, or venue of any individual meeting during the semester.

UPDATE SEMINAR SCHEDULE	
Your Name:	PADDY EKKEKAKIS
Seminar:	Psychology of Physical Activity
Options:	Set Up Schedule for New Semester
Frequency:	Biweekly
Regular Day:	Thursdays
Starting on:	Thursday, November 5, 1998
Regular Times:	12:00 pm
Regular Venue:	Freer Hall, Room 128

Meeting # 1 on	Speaker:	<input type="text"/>
	Position and Affiliation:	<input type="text"/>
	Topic:	<input type="text"/>
	Time (Hr:Min):	12 pm : 00
	Venue:	Freer Hall, Room 128

To update a schedule, you must be the authorized faculty member.

Help Reset Proceed

the one on the right to specify the minutes. In setting up the calendar, KinesNET will assume that all subsequent meetings will take place at the same time of day, but you will be able to make adjustments for individual days. If the time of the first meeting will not be the regular time, it is preferable to select the regular meeting time at this point.

- d. The venue. KinesNET defaults to “Freer Hall Room”, so, in most cases, all that you need to add is the room number (e.g., 128). KinesNET will assume that all subsequent meetings will be held in the same room, but you will be able to make adjustments for individual days if necessary. If the venue of the first meeting will not be the regular venue, it is preferable to select the regular meeting venue at this point.

After entering your choices, click on “Proceed” to continue. Based on your input, KinesNET will make a calendar for an entire semester (see Figure 21). Blank forms will be generated for all the meetings, separated by one or two weeks, depending on the frequency you selected. For each meeting, spaces are provided for the name of the speaker, his or her academic affiliation, and the title of his or her presentation. Furthermore, KinesNET automatically sets the day, time, and venue of each meeting to the “regular” day, time, and venue you specified initially. Users, however, are still allowed to change the date, time, and venue of any individual meeting.

Note that you may even enter information about meetings in a non-chronological order. KinesNET will automatically sort the meetings and put them in the appropriate chronological order.

Enter the information for as many meetings as you have available at the time. You will be able to revise and update your entries at any time. When you finish, click on “Proceed”. This will bring you to a screen similar to that shown in Figure 22.

At the lower part of the page, KinesNET will show you a preview of how the schedule will appear on the Department of Kinesiology website. At the top of the page, KinesNET will present several e-mail options. Specifically, you will be able to select whether you want a copy of the schedule to be e-mailed to you and whether you want the schedule for the entire semester or just the schedule of future meetings. Similarly, you will be able to request that a copy of the schedule be sent to all seminar participants, and, again, choose whether you want to send the schedule for the entire semester or just for upcoming meetings.

A text box is also provided where you can type a short note to preface your message to participants.

By clicking on “Update”, KinesNET will post the seminar schedule on the Department of Kinesiology website and will send out the e-mail messages you requested. Therefore, it is crucial that you thoroughly check the schedule information you have entered for accuracy and spelling. If you are satisfied that everything is correct, you can click on “Update” to finalize your changes.

In a few seconds, KinesNET should respond with a screen similar to the one shown in Figure 23. If no errors were encountered, KinesNET will inform you that (a) a back-up copy of the old schedule was made, (b) the new schedule was posted on the Department of Kinesiology website, and (c) the e-mail messages (if any) you requested were sent.

If you need to edit the schedule you have created (i.e., change some entries, add new entries), read the next section (“Edit Schedule for Current Semester”).

To make changes or additions to the seminar/colloquium schedule you have created, go to the KinesNET main menu (Figure 8) and click on

Figure 22. KinesNET allows you to preview how the schedule is going to appear on the Department of Kinesiology website. It also allows you to e-mail a copy of the schedule to yourself and the seminar participants, as well as to preface the e-mail message with a note.

Before you can see a preview of what the seminar schedule will look like when the update is completed, if you like what you see and you are certain that you have eliminated any misspellings or inaccuracies, you can click on **Update** to finalize the changes. If you still need to make changes, click on **Revise** to go back. Contact the administrator@kines.uiuc.edu if you encounter any problems or if you have any special requests.

E-mail **the entire schedule** to sttk@kines.uiuc.edu.

E-mail **the schedule from now on** to list of participants.

Preface:

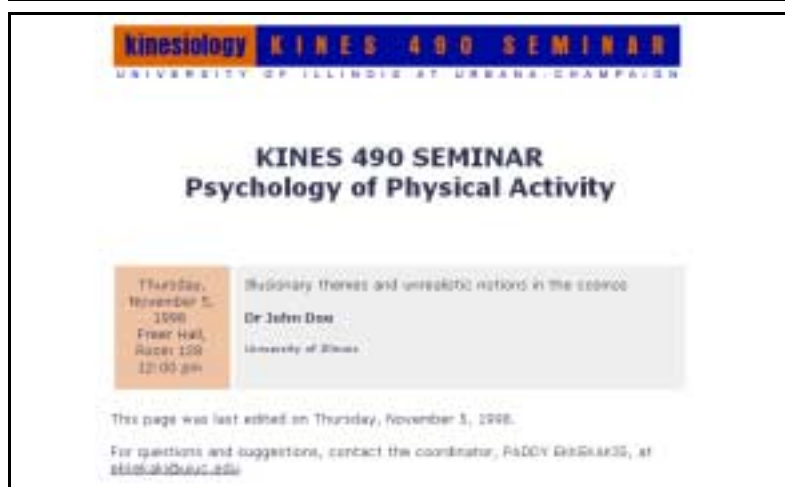


Figure 23. KinesNET has successfully made a back-up copy of the old schedule, has posted the new schedule on the Department of Kinesiology website, and has sent the requested e-mail notifications.

UPDATE SEMINAR SCHEDULE	
Your Name:	PADDY EKKEKAKIS
Seminar:	Psychology of Physical Activity
1.	A back-up copy of the page "psychology.html" was created.
2.	A page containing the updated information was generated.
3.	The seminar schedule database was updated.
4.	The schedule was sent via e-mail to ekkekaki@uluc.edu.
5.	The schedule was not sent via e-mail to participants.
The update was completed successfully.	
<input type="button" value="Main Menu"/> <input type="button" value="View Updated Page"/> <input type="button" value="Exit"/>	

Edit Schedule For Current Semester “Update Seminar Schedule”. From the list of available seminars (Figure 18), select the one you are authorized to administer. From the list of administrative tasks (Figure 19), select “Edit Existing Schedule” and click on “Proceed”.

This will bring up a page similar to the one shown in Figure 21 which will contain all the information you have previously entered. Remember that you can enter information about meetings in a non-chronological order. Therefore, if you need to insert a meeting between two already taken consecutive meeting dates, all you have to do is go to a blank meeting slot and change the date to the date you want. KinesNET will automatically re-sort the meetings and put them in the appropriate chronological order.

Having made the changes you wanted, click on “Proceed”. This will bring you to a page similar to the one shown in Figure 22. From this point on, the procedure is identical to the one you followed when you initially set up the schedule. Refer to the instructions in the previous section (“Make Schedule For New Semester”).

KinesNET allows you to send the seminar schedule via e-mail to a list of participants. To set up or make changes to the list of participants, go to the KinesNET main menu (Figure 8) and click on “Update Seminar

Manage Participant Mailing List

Schedule”. From the list of available seminars (Figure 18), select the one you are authorized to administer. From the list of administrative tasks (Figure 19), select “Manage List of Participants” and click on “Proceed”.

This should bring you to a screen similar to the one shown in Figure 24. If you are accessing the page for the first time, your own e-mail address will be added to the list automatically. To add an e-mail address to the list, type the address in the text box labeled “E-mail to Add”. You must enter complete e-mail addresses, e.g., of the form username@uiuc.edu. Then, click on “Add” to add the address to the list of participants. To remove an address from the list, click on the address to select it. The address will be highlighted. Then, click on “Remove”. You will be asked for confirmation before removing the address from the list. To select multiple addresses to remove, hold down the “Control” key on your keyboard while clicking on the address. Then, click on “Remove” and confirm that you want to remove the addresses from the list. You may also remove all the addresses from the list by clicking on “Remove All” and you may restore the list to its original state by clicking on “Restore”. To finalize your changes, click on “Proceed”. This will bring you to a screen similar to the one shown in Figure 25. KinesNET will inform you that the database of participants for the seminar you selected has been up-

Figure 24. To add an e-mail address to the list, type the address in “E-mail to Add” and click on “Add”. To remove an address from the list, click on the address to highlight it, and click on “Remove”.

UPDATE SEMINAR SCHEDULE	
Your Name:	PADDY EKKEKAKIS
Seminar:	Psychology of Physical Activity
Options:	Manage List of Participants

E-mail to Add:	Participants:
<input type="text" value="bbissme@uiuc.edu"/> <small>Tip: To select multiple e-mails, hold down the CTRL key while clicking.</small>	<ul style="list-style-type: none">ekkekaki@uiuc.edupetruzze@uiuc.eduee-hall@uiuc.eduvanlendu@uiuc.edu

Buttons: Add >>, << Remove, Remove All, Restore, Deselect All

Footer: To manage the list of participants, you must be the authorized faculty member.

Navigation: Help, Main Menu, Back to Options, Proceed

dated and will also list the e-mail addresses you entered. No e-mail is sent to these addresses at this point. You may choose to send the schedule to these participants via e-mail every time you set up a new schedule and every time you edit an existing schedule. At that point, you may also choose whether you want to send the entire schedule or the schedule of upcoming meetings.

KinesNET includes a sophisticated bulletin board system. This system allows users to post messages for a certain period of time, determine whether the posting will be available to the public or will only be available to registered KinesNET users, reply to a posting either by posting a

Figure 25.
KinesNET has updated the list of participants for the seminar/colloquium you have specified.

UPDATE SEMINAR SCHEDULE	
Your Name:	PADDY EKKEKAKIS
Seminar:	Psychology of Physical Activity
Option:	Manage List of Participants
Participant:	1. ekkekaki@uiuc.edu 2. petbuzze@uiuc.edu 3. ee-hall@uiuc.edu 4. vanlandu@uiuc.edu 5. bbizsma@uiuc.edu
The list of participants has been updated.	
Main Menu Back to Options Exit	

Bulletin Board

follow-up message on the bulletin board or by sending a personal e-mail message to the person who posted the initial message, and, finally, allows users to sign up for a service called “InfoService” which can either notify registered users of the subject of posted messages or send the entire posting via e-mail.

These function will be explained in more detail in the following sections. To post an announcement on the KinesNET Bulletin Board, go to the main menu (Figure 8) and click on “Post An Announcement”. This will bring you to a page similar to the one shown in Figure 26. First, enter a descriptive subject line for your posting. Remember that

Post An Announcement

some users will be receiving notifications messages about your posting which only contain the subject line. Therefore, try to find a title that gives a clear picture of the content of your message.

Figure 26. Enter a descriptive subject line, type your message, determine the expiration period, and whether your posting will be publicly available or restricted to registered KinesNET users.

The screenshot shows a web form titled "POST ANNOUNCEMENT" with a blue header. The form is divided into several sections:

- From:** PADDY EKKEKAKIS
- Subject:** A text input field containing "This is a sample posting".
- Message:** A large text area containing the text: "I do not have anything important to say. This is simply a sample posting."
- To Expire In:** Three pull-down menus set to "0 years", "0 months", and "2 days".
- Classified As:** A pull-down menu set to "Internal (KinesNet Only)".

Below the form, there is a blue bar with the text "Type or 'copy and paste' the text of your message." and three buttons: "Help", "Reset", and "Proceed".

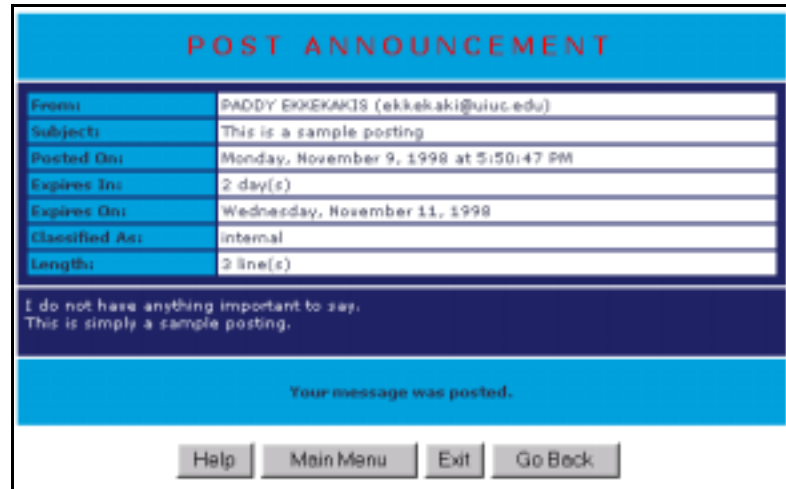
Then, type or paste your message in the text box labeled "Message". Long lines will automatically wrap at the right margin.

Next, you must set up an expiration period for your posting. This period can be up to 3 years. Use the pull-down menus to specify the number of years, months, and days.

Finally, you must determine whether you want your posting to be available to the public (via the Department of Kinesiology public website) or you want it to be available only to registered KinesNET users (i.e., as an internal memo to Department of Kinesiology faculty, staff, and graduate students). Please, use your best judgement in making this determination. Avoid making publicly available materials such as jokes, privileged information, and anything that might project an unprofessional image. When your message is complete and you have determined the expiration period and appropriate classification setting, click on "Proceed". KinesNET will respond with a screen similar to the one shown in Figure 27 informing you that your message was posted.

To access the announcements posted on the KinesNET Bulletin Board, go to the main menu (Figure 8) and click on “Read Bulletin Board”. This will bring you to a page similar to the one shown in Figure 28.

Figure 27. Your message was posted on the KinesNET Bulletin Board.



Read An Announcement

The postings are listed in reverse chronological order, with the most recently posted listed first. For each posting, information is provided about the author, the date and time the message was posted, its length, expiration date, and classification. To read a message, click on its title.

This will bring you to a page similar to the one shown in Figure 29. Just like your favorite e-mail program, KinesNET lists all the information about the posted message and also allows you two different options for replying: you may either post a follow-up message on the Bulletin Board or send a personal e-mail message to the author. These options will be explored in more detail in the following sections.

To reply to a message by posting a follow-up message on the KinesNET Bulletin Board, open the list of messages (Figure 28) and select the message you want to reply to. When the posted message appears (Figure 29), click on “Follow-up Posting”. If you want to quote the original message

Figure 28. To read a message from the Bulletin Board, click on the title.

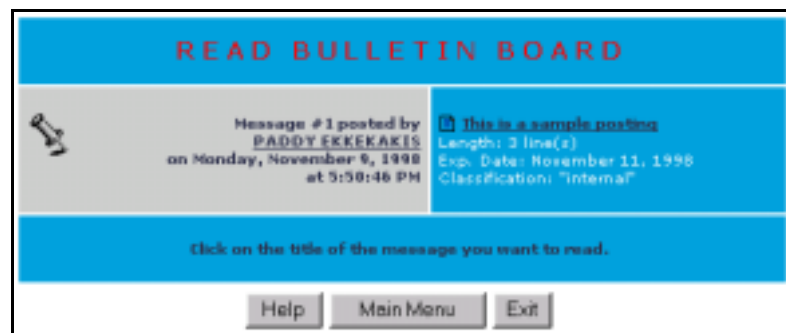


Figure 29. The contents of the Bulletin Board message you chose to view. As with your favorite e-mail program, you can reply to the message and even include the original message in your response.

READ BULLETIN BOARD	
From:	PADDY EKKEKAKIS (ekkekakis@uic.edu)
Posted On:	Monday, November 9, 1998 at 5:50:46 PM
Expires On:	Wednesday, November 11, 1998
Classified As:	internal
Length:	2 line(s)

This is a sample posting

I do not have anything important to say.
This is simply a sample posting.

Include original message in the response

Post A Reply

in your follow-up, check the box marked “Include original message in the response”.

This will bring you to a page similar to the one shown in Figure 30. Information about your reply and the original message is shown at the top of the page. A text box (optionally containing the original message) allows you to compose your reply.

As with posting a new message on the Bulletin Board, you must also determine the expiration period for your reply, as well as whether you want your posting to be available to the public (via the Department of Kinesiology public website) or you want it to be available only to registered KinesNET users (i.e., as an internal memo to Department of Kinesiology faculty, staff, and graduate students). Again, please, use your best judgment in making this determination. Avoid making publicly available materials such as jokes, privileged information, and anything that might project an unprofessional image.

When your follow-up message is complete, click on “Post” to post the message on the Bulletin Board. KinesNET will respond by showing you a confirmation page similar to the one shown in Figure 31. This page includes information about the original posting, your follow-up, as well as the contents of your message.

KinesNET will also automatically send e-mail notifications to all InfoService subscribers.

You may also respond to a message posted on the KinesNET Bulletin

Figure 30. Compose your follow-up posting and set the expiration period and classification of your message using the drop-down menus.

REPLY TO POSTING	
Reply From:	PADDY EKKEKAKIS (ekkekaki@uuc.edu)
Subject:	Re: This is a sample posting
Reply To:	PADDY EKKEKAKIS (ekkekaki@uuc.edu)
Orig. Posted On:	Monday, November 9, 1998 at 5:50:46 PM
Orig. Expires On:	Wednesday, November 11, 1998
Orig. Classified As:	Internal
Orig. Length:	3 line(s)

I would like to go on record saying that I second that motion!

Paddy

On 11/9/98 at 5:50:46 PM,
PADDY EKKEKAKIS wrote:

I do not have anything important to say.
This is simply a sample posting.

Selected Task: Post Follow-up on Bulletin Board

To Expire In: 0 years 0 months 1 day

Classified As: Internal (KinesNet Only)

Help Clear/Reset Post

Send A Reply

Board via a personal e-mail message to the author. To do that, open the list of messages (Figure 28) and select the message you want to reply to. When the posted message appears (Figure 29), click on “Respond to author”. If you want to quote the original message in your follow-up, check the box marked “Include original message in the response”.

This will bring you to a page similar to the one shown in Figure 32. Information about your reply and the original message is shown at the top of the page. A text box (optionally containing the original message) allows you to compose your reply.

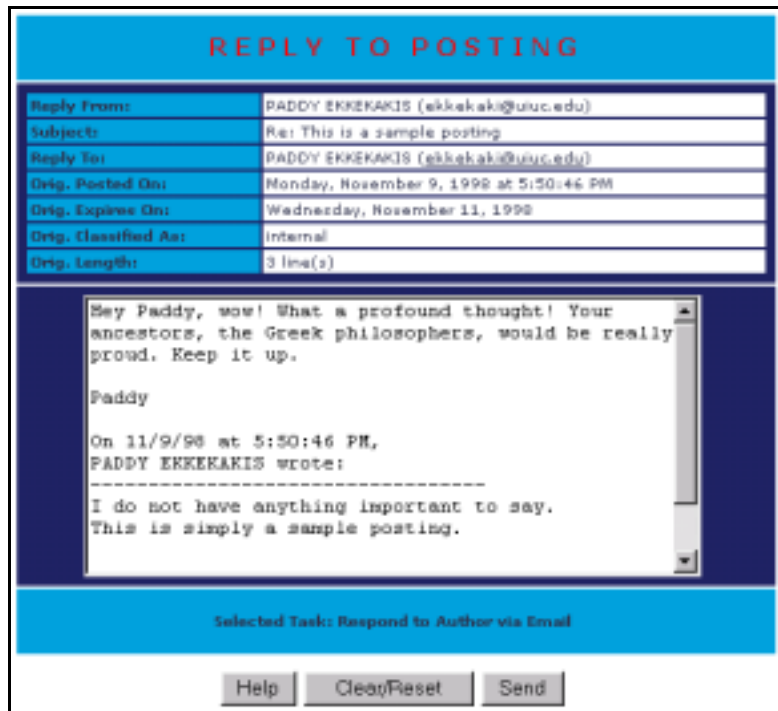
When you finish typing your reply, click on “Send” to send the message to the author. KinesNET will respond with a confirmation screen similar to the one shown in Figure 31. When you opt to reply via personal e-mail, InfoService subscribers are not notified and your correspondence with the author remains confidential.

InfoService is a system similar to a mailing list. It allows subscribers to be notified about messages posted on the KinesNET Bulletin Board. Two notification options are allowed; subscribers may receive only the titles of posted messages or the full text. Users can change their subscription

Figure 31.
The follow-up message was posted on the Kines-NET Bulletin Board.



Figure 32.
Compose your personal reply to the author of the Bulletin Board posting and click on "Send". Your reply via this route is not posted on the Bulletin Board and InfoService subscribers are not notified.



Subscribe To InfoService

settings or cancel their InfoService subscription at any time.

To subscribe to InfoService, go to the KinesNET main menu (Figure 8) and click on “Sign Up For InfoService”. This will bring you to a page similar to the one shown in Figure 33. Choose whether you want to (a) start a subscription to InfoService, (b) change your subscription settings, or (c) cancel your subscription and click on “Proceed”.

If you chose to start a subscription, a screen similar to the one shown in Figure 34 will appear. Choose the type of subscription you want, i.e., whether you want to receive only the title of posted messages or the full text. Click on “Proceed”. KinesNET will respond by showing you a con-

Figure 33.

Choose whether you want to (a) start a subscription to InfoService, (b) change your subscription settings, or (c) cancel your subscription.

The screenshot shows a web form titled "SIGN UP FOR INFOSERVICE" with a blue header. The form has a dark blue background with white text. It contains the following fields and options:

Your Name:	PADDY EKKEKAKIS
Your E-mail:	ekkekaki@uiuc.edu
<input checked="" type="radio"/>	I want to subscribe to InfoService
<input type="radio"/>	I want to change my subscription to InfoService
<input type="radio"/>	I want to cancel my subscription to InfoService

Below the form, there is a blue bar with the text: "You currently have no subscription to InfoService." At the bottom, there are three buttons: "Help", "Main Menu", and "Proceed".

firmation message similar to the one in Figure 35. A sample InfoService e-mail notification is shown in Figure 36.

To change the type of your subscription, select “I want to change my subscription to InfoService” from the menu shown in Figure 33 and click on “Proceed”. KinesNET will present the menu shown in Figure 34. Select the subscription type you want and click on “Proceed”. You should see a confirmation message similar to the one shown in Figure 35.

Finally, if you wish to cancel your subscription to InfoService, select “I want to cancel my subscription to InfoService” from the menu shown in Figure 33 and click on “Proceed”. KinesNET will then confirm the cancellation.

KinesNET includes a database of job opportunities primarily for graduate students called JobSearch. The database is updated on a daily basis from job announcements sent to the Department of Kinesiology. JobSearch offers some advanced features which will be described in detail in the fol-

Figure 34. Choose your subscription option, i.e., whether you want to receive only the title of posted messages or the full text.

SIGN UP FOR INFOSERVICE	
Your Name:	PADDY EKKEKAKIS
Your E-mail:	ekkekaki@uiuc.edu
<input checked="" type="radio"/>	I want to receive the whole text of bulletin board messages
<input type="radio"/>	I want to receive only the titles of bulletin board messages
Select the type of service you want.	
<input type="button" value="Help"/> <input type="button" value="Main Menu"/> <input type="button" value="Proceed"/>	

Figure 35. Your subscription to KinesNET InfoService has been activated with the settings shown.

SIGN UP FOR INFOSERVICE	
Your Name:	PADDY EKKEKAKIS
Your E-mail:	ekkekaki@uiuc.edu
InfoService:	Whole text of bulletin board messages
Your subscription to InfoService has been activated.	
<input type="button" value="Help"/> <input type="button" value="Main Menu"/> <input type="button" value="Exit"/> <input type="button" value="Go Back"/>	

Figure 36. A sample e-mail notification sent by InfoService to subscribers who have chosen to receive the full text of Bulletin Board postings.

```

Date: Mon, 9 Nov 1998 17:50:46 -0600
From: KinesNet InfoService
Reply-To: ekkekaki@uiuc.edu
Subject: This is a sample posting

PADDY EKKEKAKIS posted the message attached below
on the KinesNet bulletin board. The message was
posted on Monday, November 9, 1998 at 5:50:46 PM.

The message will remain posted on the KinesNet
bulletin board until Wednesday, November 11, 1998.

-----
I do not have anything important to say.
This is simply a sample posting.

-----

KinesNet: http://www.kines.uiuc.edu/kinesnet/
Technology Center
Department of Kinesiology

```

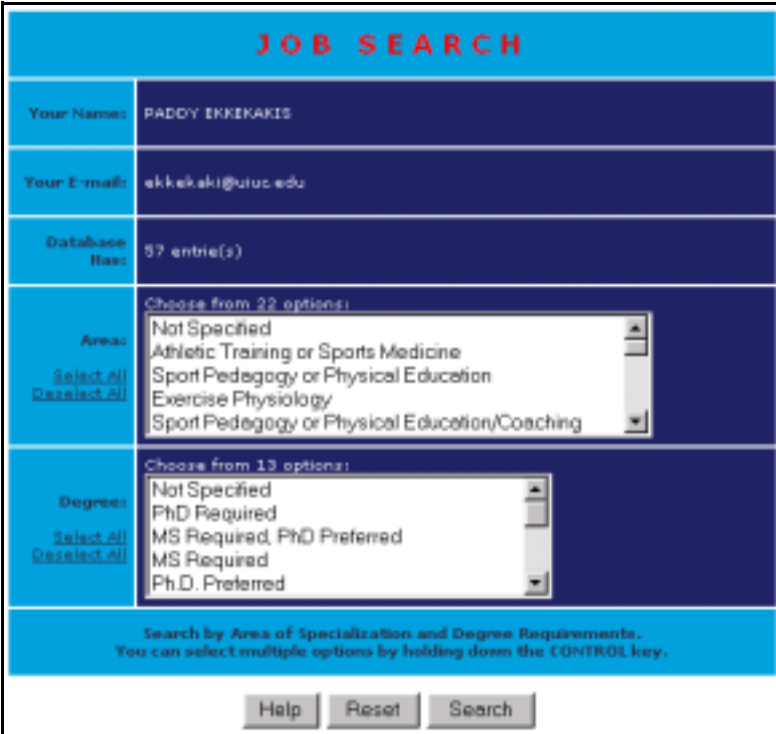
JobSearch

lowing sections.

To access JobSearch, go to the KinesNET main menu (Figure 8) and click on the JobSearch icon. This will take you to a screen similar to the one shown in Figure 37.

You can search the JobSearch database using two criteria: the area of specialization and the degree requirement for each job. Because in each job announcement these criteria might be phrased in unique ways and standardization of the descriptions is difficult, KinesNET scans the Job-

Figure 37. Select the criteria for your search. You can search the JobSearch database by Area of Specialization and Degree Requirements. To select multiple keys, hold down the Control key on your keyboard as you click on an entry.



The screenshot shows a web interface titled "JOB SEARCH" with a blue header. Below the header, there are several input fields and dropdown menus. The "Your Name:" field contains "PADDY EKKEKAKIS". The "Your E-mail:" field contains "ekkekaki@utuc.edu". The "Database Size:" field shows "57 entry(s)". The "Area:" dropdown menu is open, showing 22 options: "Not Specified", "Athletic Training or Sports Medicine", "Sport Pedegogy or Physical Education", "Exercise Physiology", and "Sport Pedegogy or Physical Education/Coaching". The "Degree:" dropdown menu is also open, showing 13 options: "Not Specified", "PhD Required", "MS Required, PhD Preferred", "MS Required", and "Ph.D. Preferred". Below the dropdown menus, there is a blue box with white text that reads: "Search by Area of Specialization and Degree Requirements. You can select multiple options by holding down the CONTROL key." At the bottom of the form, there are three buttons: "Help", "Reset", and "Search".

Search Criteria

Search database and generates a list of all unique entries in each of these two fields. The total number of entries in the database is also displayed.

To search the JobSearch database, you must specify at least one key term from the areas of specialization and at least one key term from the degree requirements. To select multiple keys, hold down the “Control” key on your keyboard while clicking on additional key terms. You may also click on “[Select All](#)” in either field to include all key terms in your search. Once you have specified your search criteria, click on “Search” to execute your search.

Figure 38 shows an example of a record retrieved by a JobSearch search. Notice that each record contains information in 15 fields (e.g., university, department, contact person, etc.). Also notice that the name of the university is a hyperlink. Clicking on the link opens a window containing links

from the Yahoo internet directory to that university.

You may select some or all of the records recovered during a search and either (a) convert them to a format more appropriate for printing and saving or (b) have them e-mailed to your account either in the body of the message or as an attached text file. To select a record, check the box in the upper right corner labeled “To select this entry, check here”.

Figure 39 shows the panel of options available following a search of the JobSearch database. First, you may choose to select all the recovered records by clicking on “Select All” (you can deselect them by clicking on “Unselect All”). To have the selected records e-mailed to your account,

Figure 38.

An example of a record retrieved by a search of the JobSearch database. Check the box in the upper right corner, labeled “To select this entry, check here” to have this record printed or e-mailed to your account.

To select this entry, check here: <input type="checkbox"/>	
Entry No.:	65
Posted On:	November 3, 1998
Closing:	February 1, 1999 until filled
Starting:	August 16, 1999
University:	Texas Christian University
Department:	Department of Kinesiology and Physical Education
Position:	Assistant Professor
Area:	Exercise Physiology
Contact:	Joel B. Mitchell, Ph.D., Chair
Email:	N/R
Telephone:	(817) 257-7665
Fax:	N/R
Degree:	PhD Required
Address:	Department of Kinesiology and Physical Education TCU Box 297730 Fort Worth, TX 76129
Description:	Qualifications: Ph.D. emphasis in exercise physiology, teaching experience and a record of scholarly activity. Responsibilities: teach graduate and undergraduate courses in exercise physiology with an emphasis in health and fitness, and clinically-oriented coursework. Conduct research, seek internal and external funding, advising undergraduate and graduate majors, and provide service to the university.
Submit:	Curriculum Vitae Official transcripts - graduate Letter of Interest Names of 3 references with Names and Phone Numbers

E-Mail Results

check the box marked “E-mail to...” and choose whether you want the records contained in the body of the message or included as an attached text file. Then, click on “OK”. KinesNET will respond by showing you a screen similar to the one shown in Figure 40, informing you that the selected records were e-mailed to your account. Figure 41 shows an exam-

Figure 39.

JobSearch allows you to print, save, or e-mail the records you select.

Reformat for Print/Save

E-mail to "ekkekaki@uiuc.edu"

1. In the body of the message

2. As attached text file

ple of a record as it appears in an e-mail message generated by KinesNET.

KinesNET also allows you to convert the selected records to a format more appropriate for printing and saving to disk.

From the panel of options shown in Figure 39, check the box marked

Figure 40. JobSearch has reformatted the selected records for print/save. Click on "View Results" to see them. JobSearch also e-mailed the selected records to your account in the form you specified.



Figure 41. An example of a record retrieved from a JobSearch search and reformatted for printing.

```

===== [Hit No. 1] =====
RECORD NO      : 65
UNIVERSITY    : Texas Christian University
DEPARTMENT    : Department of Kinesiology and Physical Education
POSITION      : Assistant Professor
AREA          : Exercise Physiology
CONTACT       : Joel B. Mitchell, Ph.D., Chair
EMAIL         : N/R
ADDRESS       : Department of Kinesiology and Physical
                Education
                TCU Box 297730
                Fort Worth, TX 76129
TEL           : (817) 257-7665
FAX           : N/R
DESCRIPTION   : Qualifications: Ph.D. emphasis in
                exercise physiology, teaching experience
                and a record of scholarly activity.
                Responsibilities: teach graduate and
                undergraduate courses in exercise physiology
                with an emphasis in health and fitness,
                and clinically-oriented coursework.
                Conduct research, seek internal and
                external funding, advising undergraduate
                and graduate majors, and provide service
                to the university.
CLOSING DATE  : February 1, 1999 until filled
DATE POSTED   : 11/3/98
DEGREE REQ    : PhD Required
START DATE    : August 16, 1999
SUBMIT        : Curriculum Vitae
                Official transcripts - graduate
                Letter of Interest
                Names of 3 references with Names and
  
```

Print Or Save Results

“Reformat for Print/Save” and click on “OK”. KinesNET will respond with a screen similar to the one shown in Figure 40. Click on “View Results” to see the reformatted results. A new window will appear containing the selected records in a format similar to the one shown in Figure 41.

To print the results, when the new window appears, open the “File” menu of your web browser and select “Print...”.

To save the results to disk as a text file, when the new window appears, open the “File” menu of your web browser and select “Save As...”. From the dialog box that will appear, select to save the contents of the window as a “Plain Text” or “ASCII” file (the exact terminology varies from web browser to web browser).

Ratifier

KinesNET includes a module called the “Ratifier” which automates the process of reserving the audiovisual equipment (LCD panel, high-luminosity overhead projector, laptop computer, infrared remote control) from the Kinesiology Technology Center. The Ratifier allows users to reserve this equipment in one-hour blocks from 8:00 am to 5:00 pm Monday through Friday.

To access the Ratifier, go to the KinesNET main menu (Figure 8) and click on the Ratifier icon.

Pick A Date

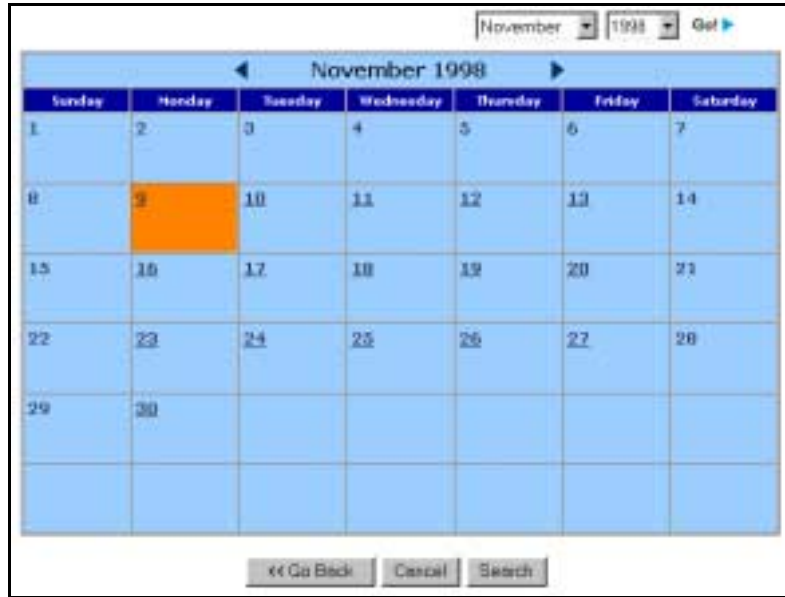
KinesNET will then display a calendar of the current month, with the current date highlighted (see Figure 42). You can use the left and right arrows at the top of the calendar to move to the previous or to the next month, respectively, or, for more convenience, you can use the pull-down menus to select the month and year you want to go to; then, simply click on “Go” to get there.

Once you have identified the date you want to reserve the equipment for, click directly on the number showing the day of the month (not on the whole square, only the number is a hyperlink).

This will show you the schedule of reservations for that day in one-hour blocks from 8:00 am to 5:00 pm (see Figure 43).

To reserve the audio-visual equipment for an one-hour block, simply click on any of the blank fields that correspond to that one-hour block (i. e., “Status”, “Reserved By”, or “E-mail”). Your name and e-mail address will be completed automatically, so you will not have to type anything. To remove a selection, uncheck the “Status” box. Your personal informa-

Figure 42. The Ratifier calendar interface by default shows the current month with the current date highlighted. Use the left and right arrows or the pull-down menus to move to a different month.



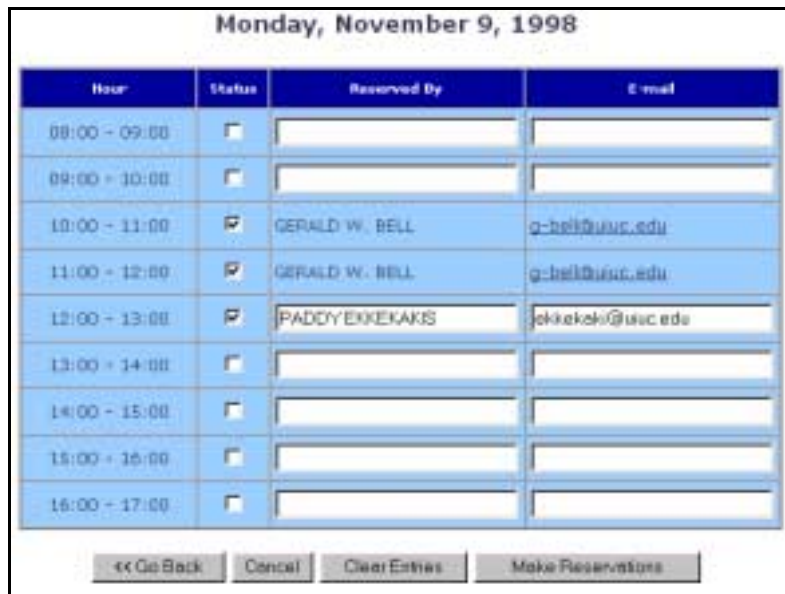
Pick A Time

tion will be cleared. To finalize your reservations, click on “Make Reservations”. The Ratifier will then show you a confirmation screen similar to the one shown in Figure 44. At the same time, the Ratifier will also e-mail a receipt for the reservation you made to your account. An example of such an e-mail message is shown in Figure 45.

By clicking on “Go Back” you can go back to the calendar and make more reservations.

The Ratifier also allows users to search the database for either the reservations they themselves have made or all the reservations made for a particular month.

Figure 43. The Ratifier schedule for a selected date displays the hours from 8:00 am to 5:00 pm in one-hour slots. Click on any blank field to reserve the equipment from that one-hour slot.



Search Reservations

Figure 44.
The reservation was made.

Reservations Made By PADDY EKKEKAKIS (ekkekaki@uiuc.edu)		
Date	Time	Reservation Made
Mon 11/9/98	12:00 - 13:00	11/9/98 10:55:11 PM

Figure 45.
An example of a e-mailed receipt for a reservation generated automatically by the Ratifier.

```
Date: Mon, 09 Nov 1998 22:55:11 -0600
From: UIUC Kinesiology Webmaster <webmaster@kines.uiuc.edu>
To: ekkekaki@uiuc.edu
Subject: Equipment Reservation

PADDY EKKEKAKIS reserved the LCD panel, laptop,
and overhead projector for the following time(s):

11/9/98 from 12:00 to 13:00

The reservations were made on 11/9/98 10:55:11 PM
from 128.174.14.96 (Authenticated by www.kines.uiuc.edu)

Reply to webmaster@kines.uiuc.edu if you need to make
changes, report problems, or have any questions.
-----
http://www.kines.uiuc.edu/
Department of Kinesiology
University of Illinois at Urbana-Champaign
906 S. Goodwin Ave.
```

To access the Ratifier’s search engine, click on “Search” below the calendar interface (Figure 42). This will bring you to a screen similar to the one shown in Figure 46.

Two search options are provided. Select the first option to search for all the reservations made by yourself or select the second option to search the database for all the reservations made for the month you choose. The Ratifier defaults to the current month.

You can also request that any results be e-mailed to your account by checking the box marked “E-mail the results (if any) to...”.

Once you have specified your search options, click on “Show Reservations”. The Ratifier will return a set of results similar to the one shown in Figure 47. The reservations are shown in chronological order, listed day

Figure 46.
Ratifier’s search options.

Retrieval Options	
<input type="radio"/>	Show Only Reservations Made Under The Username "ekkekaki"
<input checked="" type="radio"/>	Show All Reservations Made For <input type="text" value="November"/> <input type="text" value="1998"/>
<input checked="" type="checkbox"/>	E-mail The Results (If Any) To "ekkekaki@uiuc.edu"

Figure 47.
An excerpt from results of a Ratifier search for reservations made for an entire month.

All Reservations Made For November 1998		
Monday 11/2/98		
Time	Reserved By	E-Mail
10:00 - 11:00	GERALD W. BELL	g-bell@uiuc.edu
11:00 - 12:00	GERALD W. BELL	g-bell@uiuc.edu
Thursday 11/5/98		
Time	Reserved By	E-Mail
12:00 - 13:00	RONALDO ICHIYAMA	ichiyama@uiuc.edu
13:00 - 14:00	RONALDO ICHIYAMA	ichiyama@uiuc.edu

by day. Moreover, if you have requested that any results be e-mailed to you, you will also receive an e-mail message similar to the one shown in Figure 48.

To cancel a reservation you made inadvertently, send an e-mail message to the Department of Kinesiology webmaster at webmaster@kines.uiuc.edu.

Figure 48.
An example of a e-mail message containing the results of a search of the Ratifier database for an entire month.

```
Date: Mon, 09 Nov 1998 22:55:55 -0600
From: UIUC Kinesiology Webmaster <webmaster@kines.uiuc.edu>
To: ekkekaki@uiuc.edu
Subject: Equipment Reservations

As per your request of 11/9/98 at 10:55:55 PM, here is the list of all the reservations for presentation equipment made for November 1998:

- Monday 11/2/98
  10:00 - 11:00 by GERALD W. BELL (g-bell@uiuc.edu)
  11:00 - 12:00 by GERALD W. BELL (g-bell@uiuc.edu)

- Thursday 11/5/98
  12:00 - 13:00 by RONALDO ICHIYAMA (ichiyama@uiuc.edu)
  13:00 - 14:00 by RONALDO ICHIYAMA (ichiyama@uiuc.edu)

Reply to webmaster@kines.uiuc.edu if you need to make changes, report problems, or have any questions.

-----
http://www.kines.uiuc.edu/
Department of Kinesiology
University of Illinois at Urbana-Champaign
```