My SalmonLLC
Users Guide
May-2002

OVERVIEW

There are 3 major features of the www.salmonllc.com website that allow Salmon clients to:

- Access the latest released version of their application. This function will launch the application and allow for continuous testing and progress monitoring throughout the project development life cycle.

- Enter and monitor "Feedback" items related to their application. After testing the application, users may enter new feedback items. Salmon LLC is automatically alerted and the item will be assigned to one of the Salmon LLC development team members.

- Maintain various Project-related files called "Resources", which may include such files as database diagrams, specification documents, spreadsheets, images, etc. This feature allows for easy access and sharing of key project documentation.

LOGIN TO WWW.SALMONLLC.COM

All features are accessible after logging into our website. To login:

- go to www.salmonllc.com
- at the very top of each page, you have the option to login to our website
- enter your user-name and password
- click on the "**Login**" button
- you are now logged in. You will be returned to the main Home Page
- You will now see the following link **my.salmonllc.com** in the upper-right hand corner of the web-site. Click this link to access all of your Project-related and personal information. This is a separate web-site focused on the user and their specific projects.

TO RUN YOUR APPLICATION

- select the application/project you want to run (there may be more than one) from the Left-Nav
- click on the "**Launch App**" link under the selected project in the Left-Nav
- the application will be launched in a separate browser window
- you may need additional login information to access the specific application

To Use the Feedback System

To access the list of outstanding issues:
- select the desired project (there may be more than one) from the Left-Nav
- you will now see a list of Feedback items for the selected project
- all "Non-Closed" issues will automatically be retrieved
- you may view all feedback items with Status of Open, Code-Complete, UA Tested or Closed by clicking on the links in the Left-Nav for the selected project
- to select a different Project, click on the "Project" drop-down-list-box and select the appropriate project name, or select a different project from the Left-Nav

The Feedback system will also allow you to:
- View all issues for your project. Click on the "Advanced Search" link to enter additional information and search criteria.
- Add New Issues. Click on the "New Issue" button and enter the information as appropriate. Note that you can upload documents.
- Add Notes to Existing Issues: In Feedback List Page, click the **Add** link for the issue that you want to add a note to

Procedure for Completing Feedback Issues:
- Whenever items are added a Salmon resource is automatically alerted via e-mail
- All Feedback Issues are then assigned to a Developer (note that a Salmon user has additional functions available)
- The Developer is alerted via e-mail and the Feedback Issue becomes part of their work list
- When complete, the Developer will add comments regarding the resolution
- The feedback issue will be assigned back to the user
- User is responsible for ensuring that issue is resolved, appropriate comments should be added
- Feedback Issue closed

To Maintain Resource Files

- select the desired project (there may be more than one) from the Left-Nav
- click on the "Resources" link in the Left-Nav for the selected project
- To Add a Resource: Click the "Add Resource" button in the list page, select a file to upload, fill out the information pertaining to the resource, and click the "Save Resource" button
- To Edit a Resource: Click the link in the list page, and update the information regarding the resource. You may also upload a new version of the resource file, which will DELETE the previous version and save the newly uploaded version of the Resource.
- To View/Download a Resource File: Click on the from any page and your browser will ask you whether to view or download the Resource file. Your browser may also display the file without any prompt