

The following e-mail was sent to the NRF on 12 October 2015 and requested that they provide us with feedback on the tools developed. The tools were hosted on a web server ([nrfd.db.cs.uct.ac.za](http://nrfd.db.cs.uct.ac.za)).

Hi Lazarus

We are finally ready to showcase some of our work (we hope)! We are running our tools on a web-server which means you can access them and try them out in your browser. We have 3 main web pages which are:

- <http://nrfd.db.cs.uct.ac.za/ingest/> - an ingestion manager for DSpace that lets you import data from a csv file and map it to the Dublin Core DSpace metadata fields. You can also save a metadata mapping for future use. For example, if UCT gives the NRF data every month using the same format, you could save a 'UCT' mapping.
- <http://nrfd.db.cs.uct.ac.za/report/> - A report writer that connects to DSpace and generates some simple reports on the data.
- <http://nrfd.db.cs.uct.ac.za/xmlui/> - A sample DSpace server where the data from the ingest manager is added to.

There are two main accounts:

- A standard account
  - username : `user@example.com`
  - password: `password`
- A manager/admin account
  - username: `manager@example.com`
  - password: `password`

To help you navigate your way through these tools, we have provided two files:

- "Ingestion Manager - tasks.pdf" - this file contains some instructions and info related to the ingestion manager.
- "Report Writer - tasks.pdf" - this file contains some instructions and info related to the report writer.

We have also provided you with some sample data that you can use (the two csv files) which are required for the tasks.

You can also feel free to navigate and browse the sample DSpace repository (<http://nrfd.db.cs.uct.ac.za/xmlui/>).

We would appreciate if you would complete these two tasks in this order. Based on previous user-testing, it should take about 15 minutes only. Once you have completed these tasks, we would appreciate your feedback on them. This can be provided via completing the short survey, "survey.pdf". Please could you provide us with the survey results for both the ingestion manager and the report writer separately by simply including a numbered list

from 1 to 10 corresponding to each question, along with the numerical score you assigned for that question.

For example:

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**Results: Ingestion Manager**

1. 3
2. 3
3. 2
4. 5
5. 2
6. 3
7. 2
8. 2
9. 5
10. 1

**Results: Report Writer**

1. 5
2. 3
3. 4
4. 4
5. 2
6. 2
7. 1
8. 1
9. 2
10. 1

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Finally, we have attached a document, "User Acceptance Test.docx" which contains some simple questions. The purpose of these questions is to assess whether or not we have met the requirements of this project based on the requirements we came up with through Hussein and the NRF. Please could you complete this and email the document back to us, along with any other feedback you may have.

We appreciate you taking the time to review our work. If you have any questions, or if there are any issues, please let us know.

Regards  
Craig & Darryl