

Boca Raton Amateur Radio Association

Profile Instructions

As of 2017-08-09

1. Your action: Access the BRARA website at <http://brara.org>

Expected results: You will be presented the home web page with a heading that look likes the following:



2. Your action: On that page menu bar locate Logon and click on it

Expected results: You will be presented the Logon web page. Logon by following Logon Instructions document



Member Login

User ID: R Password: R

[Click if forgot User ID](#) || [Click if forgot Password](#)

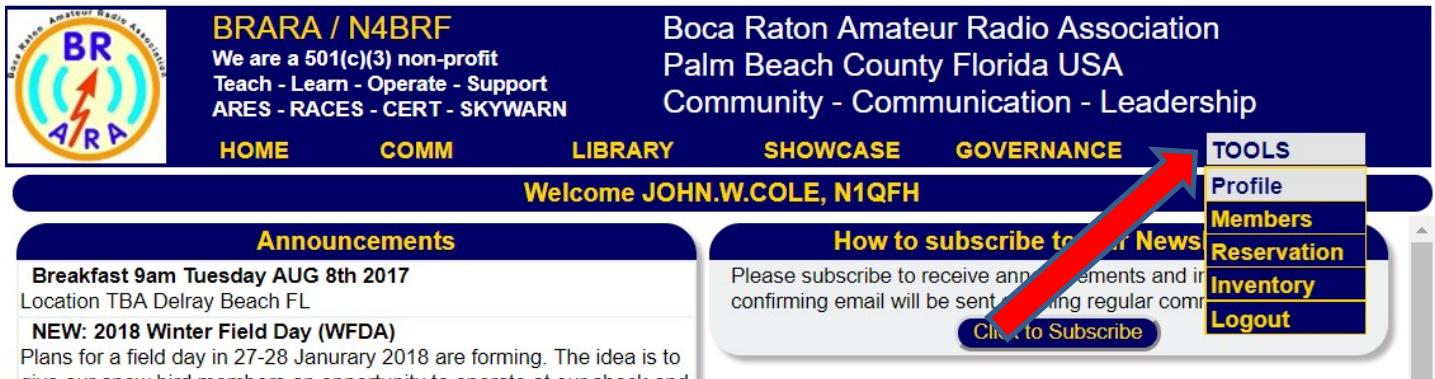
Welcome | Monthly meeting Tuesday Sept 5 at 7pm | Winter FD2018 is coming

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Boca Raton Amateur Radio Association Profile Instructions

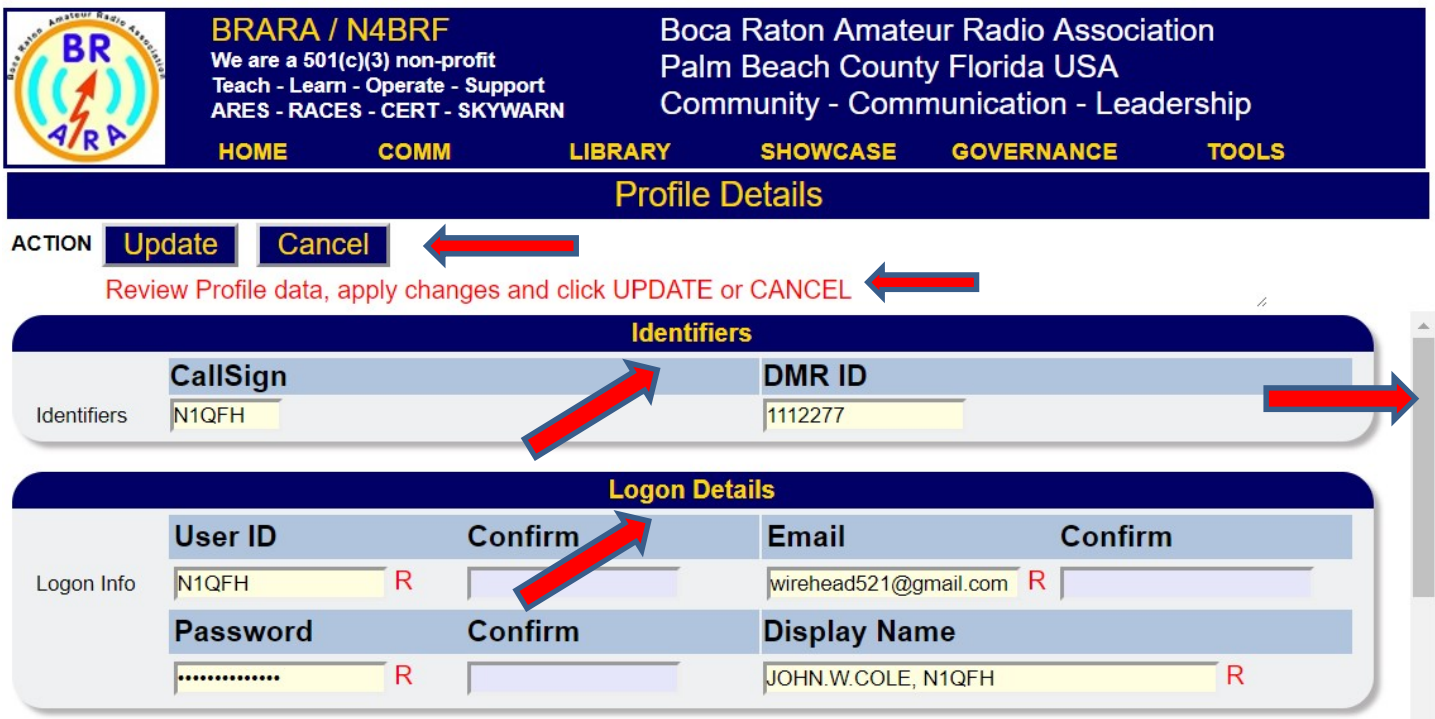
3. Your action: After successfully logging in, from the MENU bar, locate **TOOLS** and **HOVER** on that item. You will be given a **DROP-DOWN** list. Select by clicking on **PROFILE**.

Expected results: You will be presented the “Profile” menu item



4. Your action: Review the top portion of the **Profile Details** web page. Note the buttons **Update** and **Cancel**, the **Message** area and sessions **Identifiers** and **Logon Details** and the **Slide Bar**

Expected results: Profile page follows



Boca Raton Amateur Radio Association Profile Instructions

5. Your action: **Identifiers** data review: Callsign and DMR ID. These are not required but nice to have. If you have a valid FCC Callsign, you should enter it. The values you enter will be set to upper case and the format checked. If an error occurs check the **Message** area

Expected results: Profile **Identifiers** page follows

The screenshot displays the 'Profile Details' page, specifically the 'Identifiers' section. At the top, there is a dark blue header bar with the text 'Profile Details' in yellow. Below this, there is an 'ACTION' section with two buttons: 'Update' and 'Cancel'. A red text instruction reads: 'Review Profile data, apply changes and click UPDATE or CANCEL'. A red arrow points from this instruction to the 'Update' button. Below the instruction, there is a light blue header bar with the text 'Identifiers' in yellow. Underneath, there are two input fields: 'CallSign' and 'DMR ID'. The 'CallSign' field contains the text 'N1QFH' and has a red arrow pointing to it. The 'DMR ID' field contains the text '1112277' and also has a red arrow pointing to it. The entire form is set against a light gray background.

Profile Details	
ACTION	<input type="button" value="Update"/> <input type="button" value="Cancel"/>
Review Profile data, apply changes and click UPDATE or CANCEL	
Identifiers	
CallSign	DMR ID
Identifiers N1QFH	1112277

Boca Raton Amateur Radio Association Profile Instructions

6. Your action: Logon Details data review: User ID, Email, Password and Display Name. These are critical data elements you must enter. When you see a **red "R"** and hover your mouse over it, a tool-tip will be displayed indicating this as **REQUIRED ENTRY**.

If you change any combination of User ID, Email or Password, you are required to RE-ENTER these values in the corresponding input areas marked as **CONFIRM**. When you enter one of these data elements, the **CONFIRM** input box is enabled for you to re-enter the values you just typed.

Password has special feature that prevents anyone from overlooking what you enter which means the values you type are not shown but instead are shown as asterisks **"*"**.

If these values match, you may proceed. If they are different, a message will be given to you in the **Message** area.

Further, the entered values for User ID and Password have the following **requirements**:

Must be 8 to 16 characters, and contain
1 uppercase, 1 lowercase, 1 number, 1 special character.

Expected results: Profile **Logon Details** page follows

The screenshot shows the 'Logon Details' form with the following fields and markers:









Logon Details				
Logon Info	User ID	Confirm	Email	Confirm
	N1QFH		wirehead521@gmail.com	
	Password	Confirm	Display Name	
		JOHN.W.COLE, N1QFH	

Red arrows point to the 'Confirm' boxes for Password and Display Name. Red 'R' markers are present next to the User ID, Email, Password, and Display Name input fields.

Boca Raton Amateur Radio Association Profile Instructions

7. Your action: Check the **Name and Address Details** section. Note the Required data elements. For State and country a drop-down-list is presented for you to choose.

Expected results: Review data elements.


Name and Address Details			
First Name		Last Name	
John  R		Cole  R	
Primary Address		Alternate Address	
Street	14426 Amberly Ln #405 		43 King St 
City	Delray Beach 		Westbrook 
State	Florida ▼		Maine ▼
Zip code	33446 		04092 
Country	United States ▼		▼

Boca Raton Amateur Radio Association Profile Instructions

8. Your action: Check the **Contact** and **Date Details** sections. Note the **Required** data elements. Email address must follow a valid format. Any error is shown to you in the **Message** area. **Dates** are in the format of **YYYY-MM-DD** and you are presented with a calendar chooser tool to help enter valid dates.

Expected results: Review data elements.

Contact Details			
	Primary		Alternate
Email	wirehrad52@gmail.com  R		kayakbum52@gmail.com 
Phone	561-325-9089 		561-325-9089 
Cell	207-239-0268 		207-730-2797 

Date Details	
Date of Birth	Date Time Updated
1952-10-04 	2017-08-05 09:57:01

Date of Birth

1952-10-04 

October 1952

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



Boca Raton Amateur Radio Association Profile Instructions

9. Your action: Check the **Interests** section. This is a list of amateur radio areas of interests to you. Please check all that apply for you. Further an input box is available to you to enter other unspecified areas of interest and can be used at your discretion.

Expected results: Review data elements.

Interests

<input type="checkbox"/> Rag Chewing	<input checked="" type="checkbox"/> Public Service	<input checked="" type="checkbox"/> HF	<input checked="" type="checkbox"/> Voice	<input type="checkbox"/> Build/Expmt
<input checked="" type="checkbox"/> FieldDay	<input type="checkbox"/> Dxing	<input checked="" type="checkbox"/> VHF	<input checked="" type="checkbox"/> CW	<input checked="" type="checkbox"/> Hamfests
<input type="checkbox"/> Contesting	<input type="checkbox"/> Award Chasing	<input checked="" type="checkbox"/> UHF	<input checked="" type="checkbox"/> Digital	<input checked="" type="checkbox"/> Packet
<input checked="" type="checkbox"/> EmComm	<input checked="" type="checkbox"/> Skywarn	<input checked="" type="checkbox"/> DMR	<input checked="" type="checkbox"/> MARS	<input checked="" type="checkbox"/> CERT
<input checked="" type="checkbox"/> Satellite	<input checked="" type="checkbox"/> Other			

Other Interests

MANAGE WELLBEING OF HAM SHACK

10. Your action: When you have visually validated all your entered values and resolved any messages in the Message area, you are ready to UPDATE or CANCEL. If you click the UPDATE button a message is echoed back to you of its success or failure. If you prefer to undo all your changes, clicking CANCEL will do this and return you to the HOME page.

Expected results: Review data elements.

ACTION **Update** **Cancel**

Profile updated successfully on Sunday, 2017-08-06 12:30:41

Boca Raton Amateur Radio Association Profile Instructions

11. Your action: Review **Sharing Preference** section. This is a YES / NO selection where you specify if you would like MEMBERS ONLY to have the ability to see your contact information. Choose YES or NO.

Expected results: Review data elements.

Sharing Preference		
	Response	Explanation
Selection	<input checked="" type="radio"/> YES <input type="radio"/> NO	By selecting YES you have agreed to allow some of your contact information to be seen by MEMBERS only in the event those member need to contact you. By selecting NO no one will see your information. BRARA will never share any information outside our closed circle of members.