

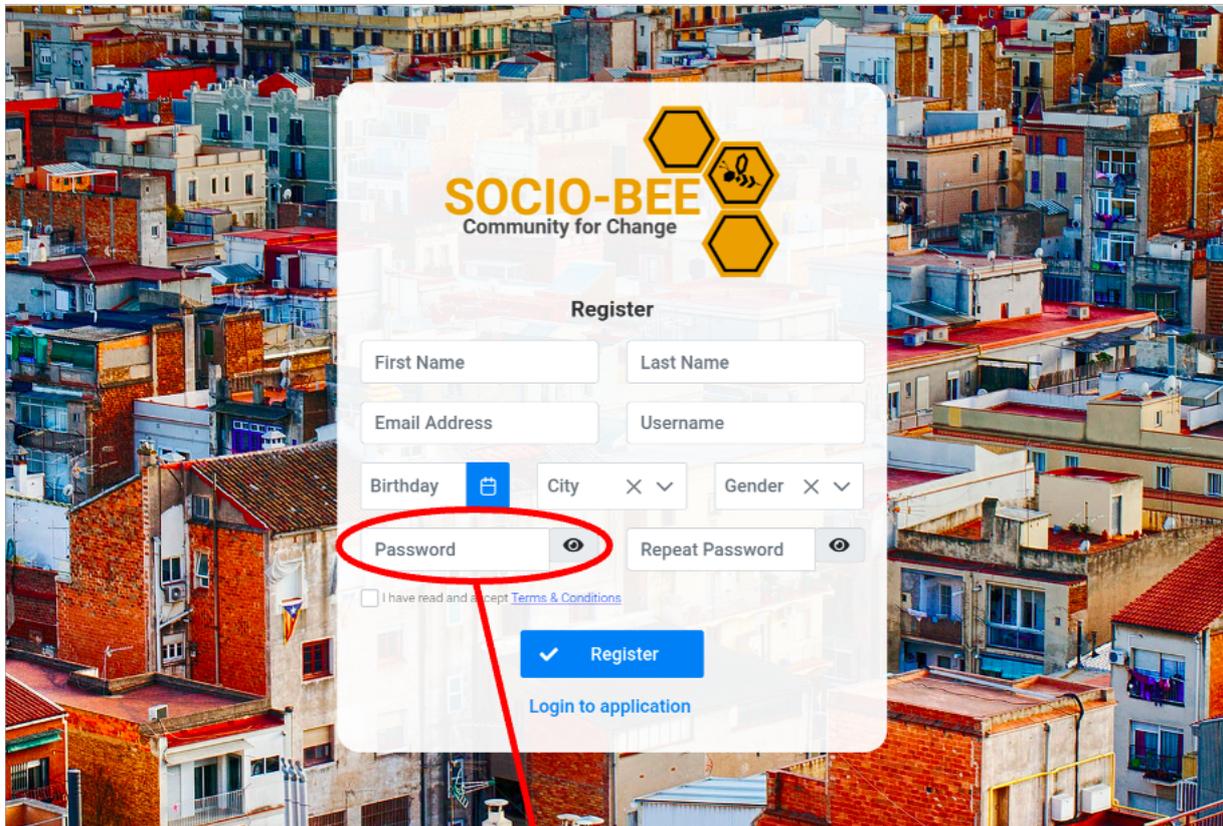


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# SOCIO BEE Web App manual

## BK/QB

# How to register in the ACADEME environment

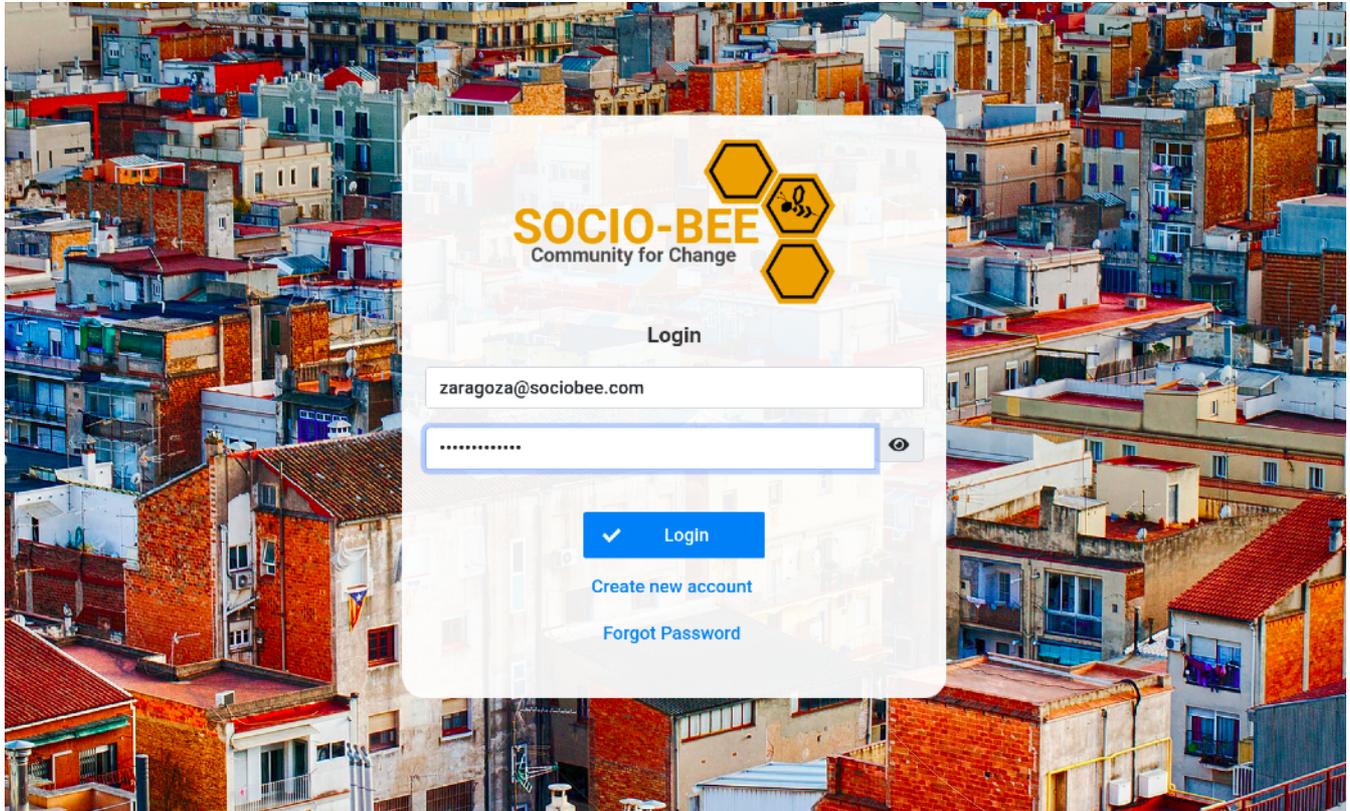


The screenshot shows a registration form for SOCIO-BEE. The form includes fields for First Name, Last Name, Email Address, Username, Birthday, City, Gender, Password, and Repeat Password. A red circle highlights the Password field, and a red arrow points from it to the instruction below.

**Remember to create a safe password**

1. Open the Web
2. Click on **Create an account**. You will see the register page.
3. Add your details and contact mail
4. Choose a secure password
5. Click on **Register**

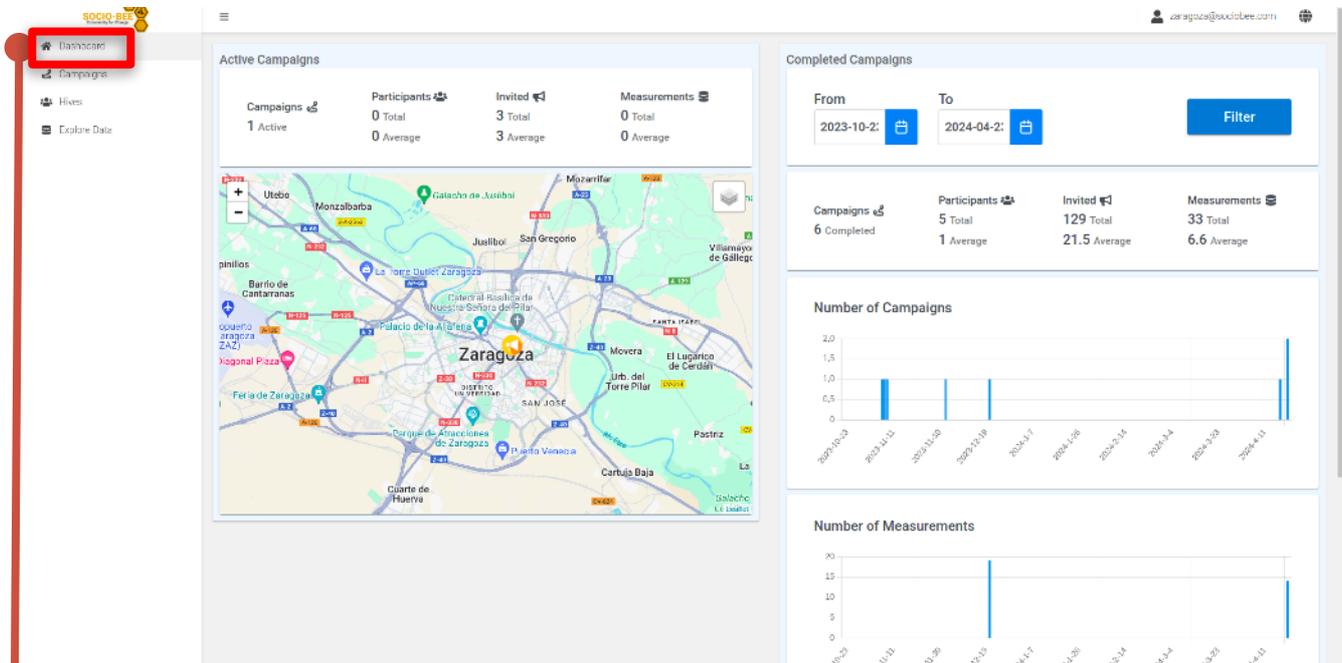
# How to login to the ACADEME environment



**Now you are ready to create a Hive.  
You can login once you open the ACADEME again.**



# How to monitor a campaign



The dashboard is divided into several sections:

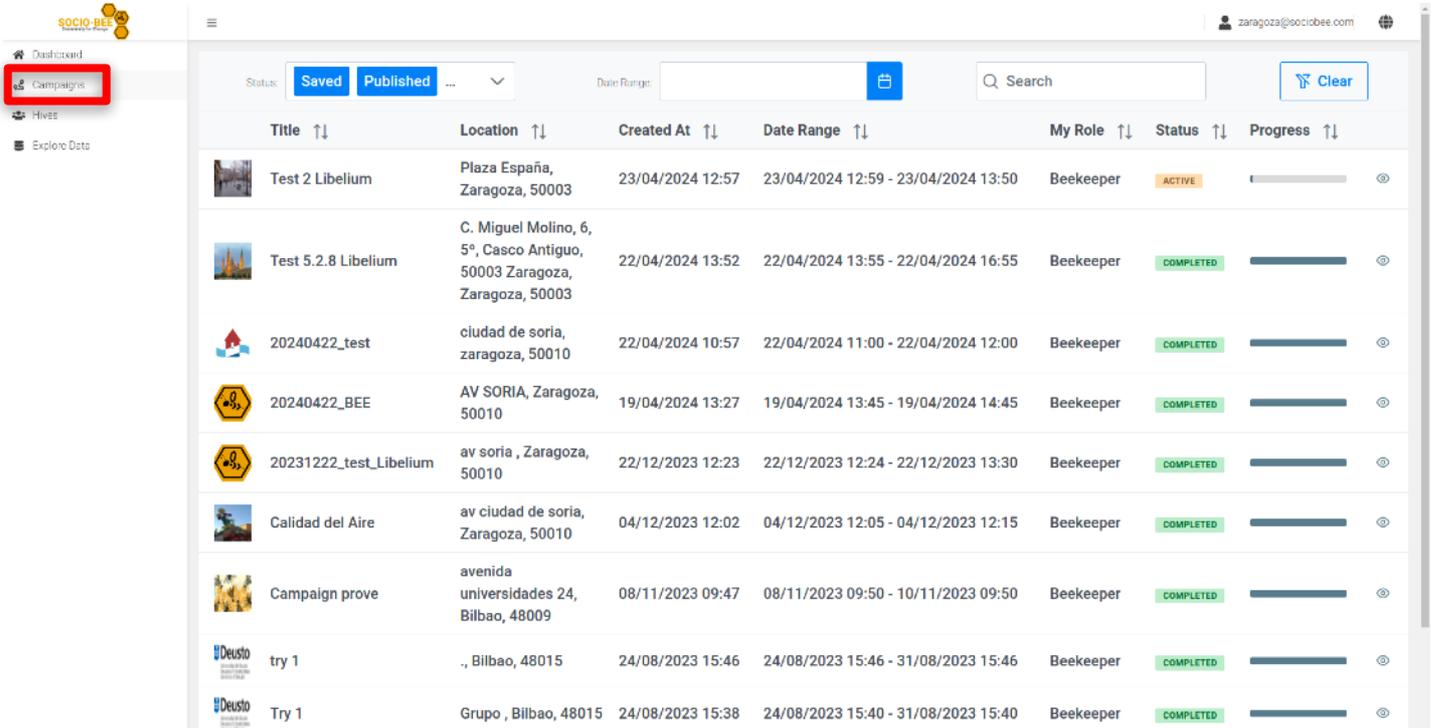
- Active Campaigns:** Shows 1 Active campaign, 0 Total Participants, 3 Total Invited, and 0 Total Measurements.
- Completed Campaigns:** Shows 6 Completed campaigns, 5 Total Participants, 129 Total Invited, and 33 Total Measurements.
- Map:** A map of Zaragoza, Spain, with various locations marked.
- Number of Campaigns:** A bar chart showing the number of campaigns over time from 2023-10-23 to 2024-11-11.
- Number of Measurements:** A bar chart showing the number of measurements over time from 2023-10-23 to 2024-11-11.

**CLICK ON DASHBOARD**

You can:

- Visualize in the map the active campaigns
- Filter the completed campaigns by date
- Visualize the main statics of historical campaigns

# Available campaigns

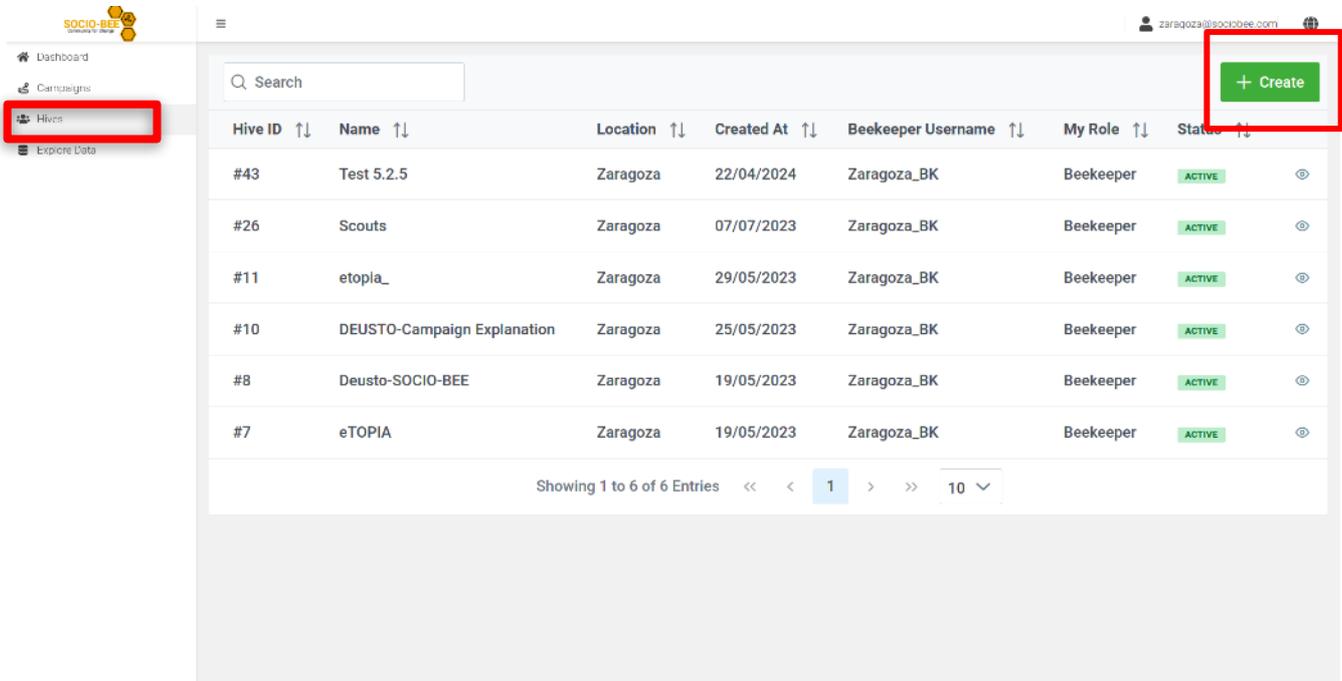


Title	Location	Created At	Date Range	My Role	Status	Progress
Test 2 Libelium	Plaza España, Zaragoza, 50003	23/04/2024 12:57	23/04/2024 12:59 - 23/04/2024 13:50	Beekeeper	ACTIVE	<div style="width: 50%;"></div>
Test 5.2.8 Libelium	C. Miguel Molino, 6, 5º, Casco Antiguo, 50003 Zaragoza, Zaragoza, 50003	22/04/2024 13:52	22/04/2024 13:55 - 22/04/2024 16:55	Beekeeper	COMPLETED	<div style="width: 100%;"></div>
20240422_test	ciudad de soria, zaragoza, 50010	22/04/2024 10:57	22/04/2024 11:00 - 22/04/2024 12:00	Beekeeper	COMPLETED	<div style="width: 100%;"></div>
20240422_BEE	AV SORIA, Zaragoza, 50010	19/04/2024 13:27	19/04/2024 13:45 - 19/04/2024 14:45	Beekeeper	COMPLETED	<div style="width: 100%;"></div>
20231222_test_Libelium	av soria , Zaragoza, 50010	22/12/2023 12:23	22/12/2023 12:24 - 22/12/2023 13:30	Beekeeper	COMPLETED	<div style="width: 100%;"></div>
Calidad del Aire	av ciudad de soria, Zaragoza, 50010	04/12/2023 12:02	04/12/2023 12:05 - 04/12/2023 12:15	Beekeeper	COMPLETED	<div style="width: 100%;"></div>
Campaign prove	avenida universidades 24, Bilbao, 48009	08/11/2023 09:47	08/11/2023 09:50 - 10/11/2023 09:50	Beekeeper	COMPLETED	<div style="width: 100%;"></div>
try 1	., Bilbao, 48015	24/08/2023 15:46	24/08/2023 15:46 - 31/08/2023 15:46	Beekeeper	COMPLETED	<div style="width: 100%;"></div>
Try 1	Grupo , Bilbao, 48015	24/08/2023 15:38	24/08/2023 15:40 - 31/08/2023 15:40	Beekeeper	COMPLETED	<div style="width: 100%;"></div>

Here you will see all available campaigns.

*It is recommended to end your session when you finish your work, which means logging out of the ACADEME.*

# How to create a Hive



The screenshot shows the SOCIO-BEE web application interface. On the left, a navigation menu is visible with the 'Hives' option highlighted by a red box. In the top right corner, a green '+ Create' button is also highlighted by a red box. The main content area displays a table of hives with the following data:

Hive ID	Name	Location	Created At	Beekeeper Username	My Role	Status
#43	Test 5.2.5	Zaragoza	22/04/2024	Zaragoza_BK	Beekeeper	ACTIVE
#26	Scouts	Zaragoza	07/07/2023	Zaragoza_BK	Beekeeper	ACTIVE
#11	etopla_	Zaragoza	29/05/2023	Zaragoza_BK	Beekeeper	ACTIVE
#10	DEUSTO-Campaign Explanation	Zaragoza	25/05/2023	Zaragoza_BK	Beekeeper	ACTIVE
#8	Deusto-SOCIO-BEE	Zaragoza	19/05/2023	Zaragoza_BK	Beekeeper	ACTIVE
#7	eTOPIA	Zaragoza	19/05/2023	Zaragoza_BK	Beekeeper	ACTIVE

At the bottom of the table, it indicates 'Showing 1 to 6 of 6 Entries' with pagination controls for page 1 of 1 and 10 items per page.

## GO TO HIVES in the left menu

1. Check if the hive exists
2. If not, click **create** on the top right

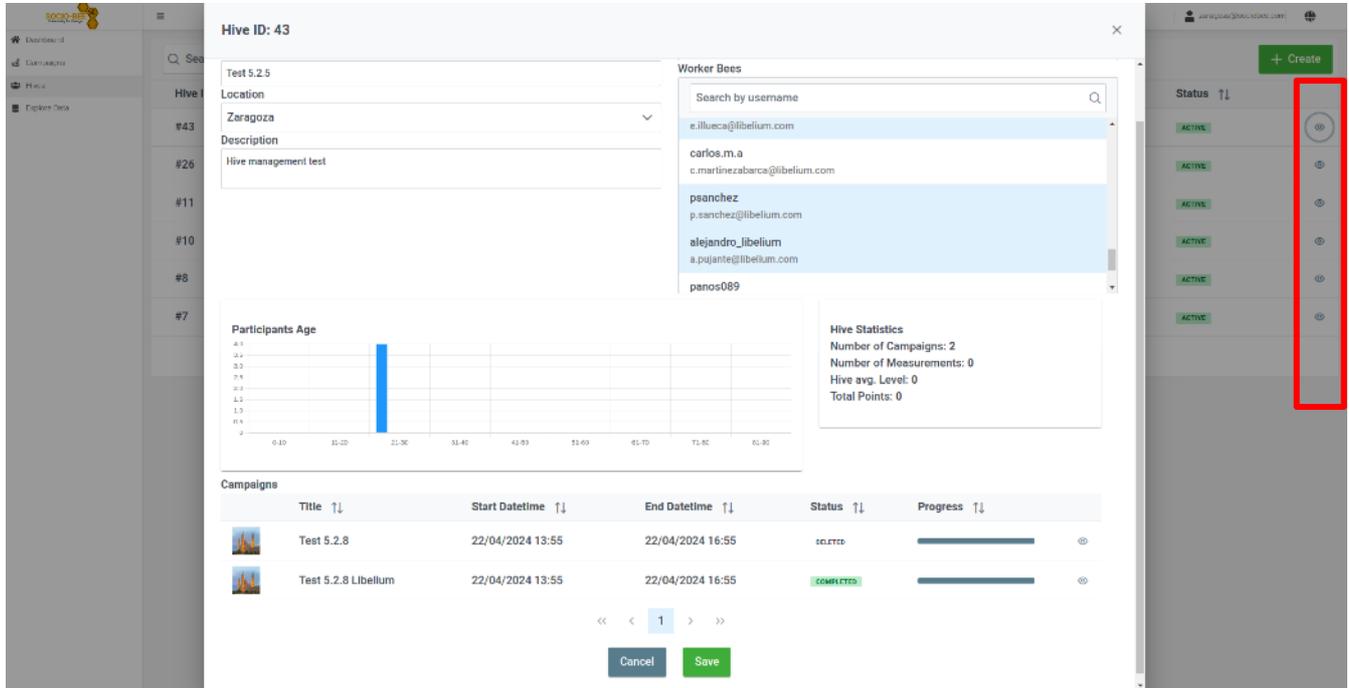
# How to define your Hive

### Create Hive ✕

<b>Status</b> Active <span>▼</span>	<b>Queen Bee</b> Select the Queen Bee <span>▼</span>
<b>Name</b> <input type="text"/>	<b>Worker Bees</b> <input type="text" value="Search by username"/> <span>🔍</span>
<b>Location</b> Select the location <span>▼</span>	<ul style="list-style-type: none"><li>nick_warren b1@sociobee.com</li><li>alex_zami b2@sociobee.com</li><li>nakis_theo b3@sociobee.com</li><li>bill_yolo b4@sociobee.com</li></ul>
<b>Description</b> <input type="text"/>	

1. Fill in all Hive details
2. Click SAVE

# How to change your Hive



**Hive ID: 43**

Test 5.2.5  
Location: Zaragoza  
Description: Hive management test

**Worker Bees**

Search by username

- e.llueca@libelium.com
- carlos.m.a  
c.martinezabarca@libelium.com
- psanchez  
p.sanchez@libelium.com
- alejandro\_libelium  
a.pujante@libelium.com
- panos089

**Participants Age**

Hive Statistics  
Number of Campaigns: 2  
Number of Measurements: 0  
Hive avg. Level: 0  
Total Points: 0

Title	Start Datetime	End Datetime	Status	Progress
Test 5.2.8	22/04/2024 13:55	22/04/2024 16:55	STARTED	<div style="width: 50%;"></div>
Test 5.2.8 Libelium	22/04/2024 13:55	22/04/2024 16:55	COMPLETED	<div style="width: 100%;"></div>

You can view and edit the created Hives by clicking the **view** button.