



WP 3– Field Trials

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1. SUMMARY

This manual shows the available functions provided by the Socialize Forum.

The first objective of this service is to promote in the simplest and most effective possible way, the socialization among the elderly through discussion and exchange of opinions using IT tools and in particular, through the use of the web.

The most salient and important feature of the Socialize Forum is the mechanism used for the emerging of user contents. The most interesting, discussed, frequented and useful contents are voted by the users in order to make them immediately visible to avoid the dispersion of the other user's attention on the less significant ones. This mechanism allows the user to actively participate in a discussion of the Forum by interacting even expressing only a simple vote with a click without having to necessarily write contents.

2. INTRODUCTION AND BASIC CONCEPTS

The idea behind the Socialize Forum is to bring out the content that users appreciate. Socialize Forum in fact helps to improve the exchange of ideas, opinions and suggestions within a community, highlighting the most significant arguments according to a questions – answers approach. In particular, the life cycle of a discussion essentially follows 3 phases:

- Creation of the question: a user proposes a topic of discussion by creating a question or leaving a first contribution for an issue. The creation of the question is the initial stage in the discussion process;
- Creation of one or more answers for the question: one or more users can participate to the discussion by entering their own contributions for the question in the form of answers. For the ease of use, it is not possible to respond to an answer and therefore have nesting between them;
- Expression of approval: reading the content of a question or of an answer, a user, can express his approval by clicking on the appropriate *Agree?* box. The user can express his approval for each question and answer only once and it can be revoked. A user who creates a question or answer will automatically indicate approval for that.

Both questions and answers can be commented. Comments are not subject to expressions of appreciation from other users and, unlike responses, they can be nested with each other (a comment may have an answer with another comment and so on).

Discussions are divided into topic and sub-topic. Each topic has its own sub-topics. There is a special topic called *All Themes*, which encompasses all topics.

2.1. TYPES OF USERS

The Socialize Forum supports 4 types of users:

- *anonymous*: is a person who has not logged into the system by typing his credentials on the SOCIALIZE portal. He has free read access to the system's contents, but he cannot express opinions or leave traces in some way;
- *registered*: is a person who has logged in to the system by typing his credentials on the SOCIALIZE portal. He can read the content of the forum and can also express his own ideas:
 - creating contents and/or declaring approval for a question of other users;
 - creating contents and/or giving approval for a response;
 - including comments, answers, attachments and links to a content;

The registered user may also:

- report any content that does not comply with the rules;
- report any users as jamming;
- add users to his list of friends;
- write to other users;
- *moderator*: he has the same rights and features as the registered user. In addition, he is responsible for the content published by the elderly and for their behavior. He can change and direct a discussion, insert, edit and delete news.

He is able to temporarily or permanently obscure inappropriate contents (which can be reported by registered users of the system), and temporarily or permanently block access to users if their behavior does not comply with the rules;

- *administrator*: he administers the system, he can customize it, change contents and settings. Can enable and disable moderator users.

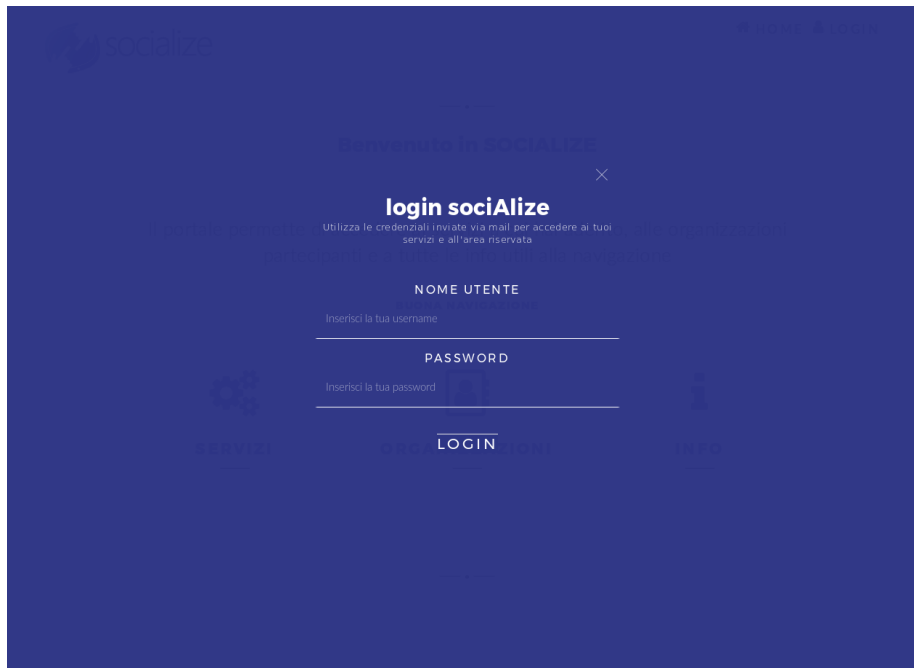
3. ACCESS TO THE SERVICE

To access to the Forum, it is first necessary to login in the SOCIALIZE platform and be enabled to use the Socialize Forum.

To login in the SOCIALIZE platform it is necessary to click the figure in the top right (*Login*) of the Home Page (Figure 1). In this way it is possible to enter user name and password (Figure 2) and press the Login button.



Figure 1: The Home Page of the SOCIALIZE platform



The image shows a login form titled "login sociAlize" on a dark blue background. The form includes a close button (X) in the top right corner. Below the title, there is a subtitle: "Utilizza le credenziali inviate via mail per accedere ai tuoi servizi e all'area riservata". The form contains two input fields: "NOME UTENTE" with the placeholder text "Inserisci la tua username" and "PASSWORD" with the placeholder text "Inserisci la tua password". At the bottom of the form is a "LOGIN" button.

Figure 2: Socialize login form

Once logged in, it is necessary to select the Socialize Forum (Figure 3) from the list of the enabled services.



AGENDA



ALBUM



**FORUM DI
SOCIALIZZAZIONE**



MONITORAGGIO



**RETE DI
SOCIALIZZAZIONE**



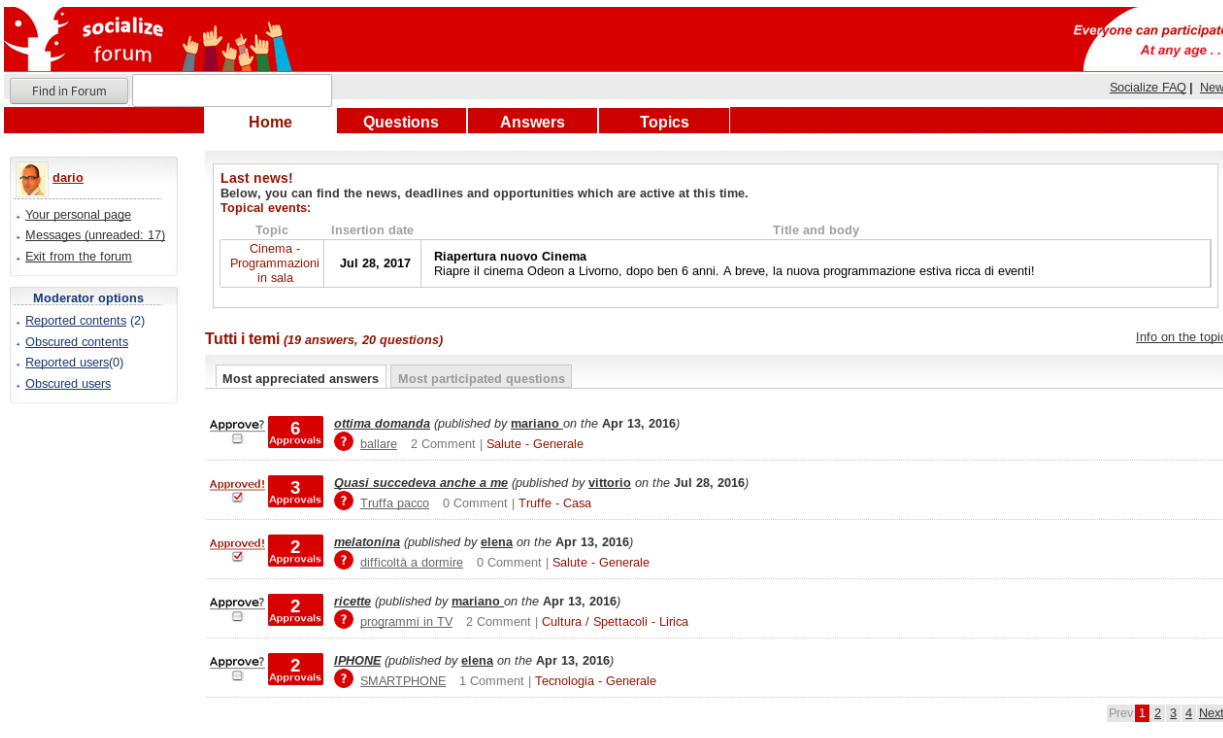
**SISTEMA DI
COMUNICAZIONE**

Figure 3: The list of available services in Socialize

4. OVERVIEW OF THE SERVICE PAGE

The forum service page (Figure 4) is subdivided logically into 4 sections:

- the header: located at the top of the page, it consists of a banner containing the logo of the service and two menus. The first on the right, consisting of two entries, which provide links to informative pages and news, while the second contains 4 links each for the 4 main sections of the service: *Home*, *Questions*, *Answers* and *Topics*. In addition, there is a field for searching within the site.
- vertical menu: it is positioned after the heading on the left. It contains a section with the personal menu, the user's photo and, depending on the user type, a section with additional functions (e. g. those for the moderator);
- body: positioned next to the vertical menu, showing the contents of the page;
- footer: it contains links to information and logos of the financiers of the SOCIALIZE project.



The screenshot shows the main page of the Socialize Forum. At the top, there is a red banner with the 'socialize forum' logo and the tagline 'Everyone can participate At any age...'. Below the banner is a search bar and navigation links for 'Socialize FAQ' and 'News'. A horizontal menu contains 'Home', 'Questions', 'Answers', and 'Topics'. On the left, a user profile for 'dario' is visible, including links to 'Your personal page', 'Messages (unreaded: 17)', and 'Exit from the forum'. Below this is a 'Moderator options' section with links for 'Reported contents (2)', 'Obscured contents', 'Reported users(0)', and 'Obscured users'. The main content area features a 'Last news!' section with a table of topical events. Below this is a section for 'Tutti i temi (19 answers, 20 questions)' with tabs for 'Most appreciated answers' and 'Most participated questions'. A list of questions follows, each with an 'Approve?' button, a count of approvals, the question title, author, date, and category. The questions listed are: 'ottima domanda' (6 approvals), 'Quasi succedeva anche a me' (3 approvals), 'melatonina' (2 approvals), 'ricette' (2 approvals), and 'IPHONE' (2 approvals). At the bottom of the page, there are logos for AAL and the Italian Ministry of Education, University and Research, along with a note that the site is part of the SOCIALIZE project of the European Programme named AAL.

Figure 4: The main page of the Socialize Forum

4.1. HOME SECTION – THE MAIN PAGE

The main and the entry page for the Socialize Forum. It is divided into two main parts:

- *Last news*: it is at the top of the page. It contains references to the latest news about important events for older people and their social life in general. These contents are inserted by administrators and moderators who select topics and write the information according to specific guidelines. News are shown in a table that indicates, for each of it, the *Thematic Area*, *Insertion date*, *Title and body*. For example, in Figure 1, the first line of the table contains as novelties in the topic *Cinema* and under the sub-topic *Programmazioni in sala*. The news was published on May 15, 2016 and the title and body shows that it concerns the re-opening of a cinema in Livorno. Only the latest news is shown in this area. Clicking on the word *News* in the menu of the heading are shown all the news;
- *answers and questions with more approvals*: under the latest news, the part with the most approved answers and questions, for all topics. This part consists of two lists that can be seen alternately by activating the respective tabs. Each list is composed of a table containing for each line, the box to express his approval, the number of approvals already expressed, the title, the author, the date of insertion, the number of comments and the belonging topic and sub-topic. The number of answers received is also indicated for questions. At the bottom right of the screen there is a navigation menu to scroll through the list.

4.2. QUESTIONS SECTION

The *Questions* section (Figure 5), at the top, shows a description of the functionality offered on these pages.

socialize forum
Everyone can participate
At any age ...

Socialize FAQ | News

Home
Questions
Answers
Topics

dario

- [Your personal page](#)
- [Messages \(unread: 17\)](#)
- [Exit from the forum](#)

Moderator options

- [Reported contents \(2\)](#)
- [Obscured contents](#)
- [Reported users\(0\)](#)
- [Obscured users](#)

Choice of topic

Tutti i temi

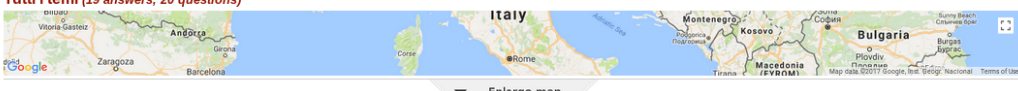
- Alimentazione
- Assistenza
- Cinema
- Cultura / Spettacoli
- Idee per noi
- News dal mondo
- Salute
- Soldi
- Studiare
- Tecnologia
- Truffe
- Vicino a te
- Vita cittadina

Opzioni avanzate

In this section are collected all the questions. Use the menu on the left to filter the item of the list and the button on the right to insert a new one.

New question

Tutti i temi (19 answers, 20 questions)



Most participated questions
Most recent questions

Approved!	7 Approvals	ballare (published by mariano on the Apr 13, 2016)	4 answers
0 Comments Salute - Generale			
Approve?	7 Approvals	programmi in TV (published by mariano on the Apr 13, 2016)	4 answers
0 Comments Cultura / Spettacoli - Televisione			
Approved!	5 Approvals	Aumentano le truffe agli anziani, ecco le 5 più comuni e i consigli per evitarle (published by simone on the Apr 15, 2016)	0 answers
2 Comments Truffe - Casa			
Approved!	4 Approvals	difficoltà a dormire (published by mariano on the Apr 13, 2016)	1 answer
0 Comments Salute - Generale			
Approved!	4 Approvals	SMARTPHONE (published by mariano on the Apr 13, 2016)	3 answers
0 Comments Tecnologia - Generale			

Prev 1 2 3 4 Next

Figure 5: The main page for the questions section

Below, on the right, it is shown a red button through which you can enter a *New question*. Below the button, an expandable map where are shown the geo-referencing of the questions for which a related address has been indicated. Below the map, the two tabs with the *Most participated questions* and the *Most recent questions*. The table that displays the data, in both tabs, have the same structure as that described in the Home section, for questions. In the first instance, data are displayed for *All Themes* and how many questions and answers have been entered.

On the left, there is an area called *Choice of topic*. In this area, it is possible to filter the data relating to the *Most participated questions* and the *Most recent questions*, according to the belonging topic. It is possible to select only one topic at a time. Clicking on *Advanced Options* is shown another menu through which it is possible to specify one or more sub-topic in order to refine the search of contents.

4.2.1. CREATING A NEW QUESTION

Clicking on the *New question* button, a new page is opened through which it is possible to enter the data (Figure 6).

The mandatory data to be entered for a new question are:

- *Title*: the title to be given to the question. It should summarize in concrete terms the subject;
- *Description*: description of the question. It must be clear and brief;
- *Topic*: the question must belong to a single topic;
- *Sub-topic*: in relation to the selected topic, voices appear to choose a sub-topic for the question. It is possible to choose only a single entry.

It is also possible to enter additional optional information:

- *Address*: this is useful for geo-referencing the question, if necessary. When you enter an address, an icon referring to the question will appear in maps. When finishing typing the address, press the "tabulation" key (also known as the tab key, the one on the left side of the keyboard displaying two arrows in opposite direction) or click in an area outside the entry. If the address you entered is ambiguous, a list of possible options for its resolution will be displayed;
- *Attachments*: to add documentation to the question. Attachments can be images, pdf and office documents, etc. In order to insert attachments it is necessary for each of them, a title and its location within the computer. The space for a single attachment is initially displayed. To have additional attachments, press on the text *Add another attachment*;
- *Links*: to add links that related to the question. In order to insert a link it is necessary to specify for each of them, a title and the URL of the link. The space for a single link is initially displayed. To get additional links, press the text *Add another link*.

When entering data activity is finished, click the *Send* button. If the system detects errors in entering the question data, the insertion interface will be re-proposed with highlighted errors. Otherwise, a page will be displayed that confirms the insertion.

With the *Reset* button, however, all the data entered and reported on the main page of the questions are resetted.

socialize forum *Everyone can participate At any age...*

Find in Forum [Socialize FAQ](#) | [News](#)

Home Questions Answers Topics

dario
Your personal page
Messages (unreaded: 17)
Exit from the forum

Moderator options
Reported contents (2)
Obscured contents
Reported users(0)
Obscured users

Propose a question in the topic
Using this page you can propose a new question for a topic.
The fields with (*) are mandatory.

Title (*)

Description (*)

Topic (*)
 Alimentazione
 Assistenza
 Cinema
 Cultura / Spettacoli
 Idee per noi
 News dal mondo
 Salute
 Soldi
 Studiare
 Tecnologia
 Truffe
 Vicino a te
 Vita cittadina

Sub topic (*)

Address

Attachments:

Title 1

Attachment 1
Sfogliala... Nessun file selezionato.

[Add another attachment](#)

Links:

Title 1

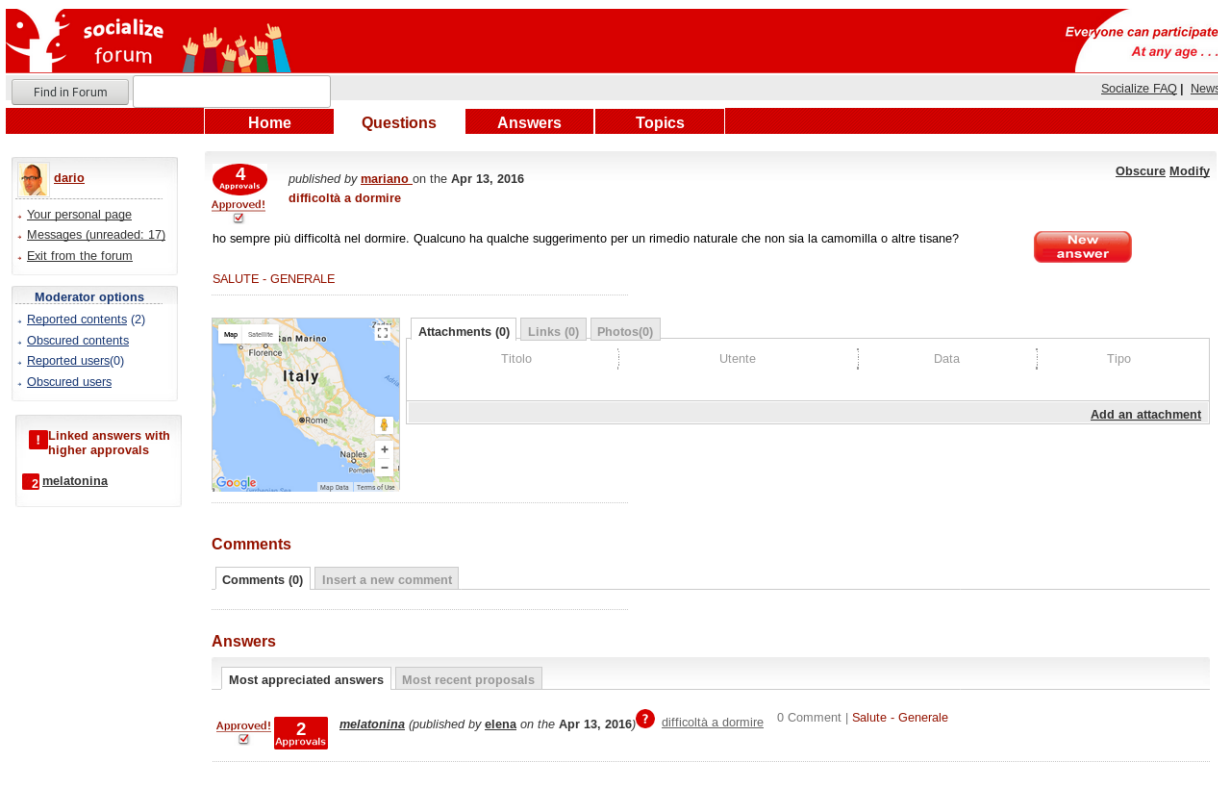
Link 1

[Add another link](#)

Figure 6: Entering of a new question

4.2.2. VIEWING A QUESTION

In the Forum's main page or the *Questions* section main page, clicking on the title of a question are displayed its details (Figure 7).



The screenshot shows the Socialize Forum interface. At the top, there is a red banner with the Socialize Forum logo and the text "Everyone can participate At any age...". Below the banner is a navigation bar with tabs for Home, Questions, Answers, and Topics. The "Questions" tab is selected.

The main content area displays a question titled "difficoltà a dormire" (difficulty sleeping), published by user "mariano" on April 13, 2016. The question has 4 approvals and is marked as "Approved!". The description of the question is: "ho sempre più difficoltà nel dormire. Qualcuno ha qualche suggerimento per un rimedio naturale che non sia la camomilla o altre tisane?".

Below the question, there is a map of Italy with a location marker in the north. To the right of the map, there are tabs for "Attachments (0)", "Links (0)", and "Photos(0)". Below these tabs is a table with columns for "Titolo", "Utente", "Data", and "Tipo". An "Add an attachment" button is located at the bottom right of the table.

Below the map and attachments, there is a "Comments" section with a "Comments (0)" indicator and an "Insert a new comment" button. Below the comments section, there is an "Answers" section with tabs for "Most appreciated answers" and "Most recent proposals".

At the bottom of the question view, there is a list of answers. The first answer is by user "melatonina", published by "elena" on April 13, 2016. It has 2 approvals and is marked as "Approved?". The answer title is "difficoltà a dormire".

Figure 7: Viewing a question

In particular, are shown the number of users that have approve the question, the title, the description, the geo-referencing (if specified at the time of the insertion), and the *attachments* and *links*. *Attachments* and *links* are shown to the right of the map, in an area with 3 tabs: *attachments*, *links* and *photos*. In the *attachments* tab there are documents of different types (pdf, doc, etc.); in the *links* tab, links to external references while in the *photos* tab, the images. The user who created the question and moderator users can add and remove attachments, links and photos.

Below, there is an area with comments. Comments refer to the question and, unlike an question, it is not possible to express an approval and they can have more levels of nesting (a comment may have an answer that in turn may have another answer and so on).

The comments area consists of two tabs: *Comments*, with the content of comments and *Insert a new comment*, to insert a comment for the question. To reply to a comment, or to an answer of it, it is necessary to press on the text *Answer* located below the text to which you want to reply.

Below the *Comments* area, there is the *Answers* area where are listed the *answers* to the *question* sorted by approval (*Most appreciated answers*) or by date of insertion (*Most recent answers*).

A *moderator* user can modify or obscure the content of the question (if it is deemed inappropriate) by clicking on *Modify*, or *Obscure*. Registered users, instead of *Modify* and *Obscure*, have the text *Report as inappropriate*, to report to a moderator a content deemed inadequate. The same functioning is for comments.

4.2.3. EXPRESS AN APPROVAL FOR A QUESTION

The *approval* for a *question* is expressed essentially in three complementary ways:

- from the Forum main page (Figure 4) by pressing on the *Approve?* image;
- from the *Questions* page (Figure 5) by pressing on the *Approve?* image of the question;
- from the page of the question (Figure 7) by pressing on the *Approve?* image in the top left-hand corner.

In addition, the user who enters a new question automatically expresses his approval for it. Moreover, expressing an approval allows the user to follow the evolutions related to the *question* (*answers*, *comments*, etc.) by receiving messages to his *inbox*.

4.2.4. ANSWER TO A QUESTION

To answer to a question, it is necessary to go to the page where the question is displayed (Figure 7). A button with text *New answer* appears at the top right. Pressing the button it is opened the *answer* insertion page (Figure 8). In this page, the *question* to which the *answer* refers (title, topic and sub-topic) is shown at the top.

The mandatory data to be entered to insert an *answer* are:

- *Title*: the title to be given to the answer. It must concretely summarize the content;
- *Description*: the description of the answer. It must be clear and brief.

It is also possible to insert these optional information:

- *Address*: it is useful to geo-referencing the *answer*. When it is entered an address, an icon that refers to the answer will appear in the maps next to it. When finished to typing the address, press the "tabulation" key or click in an area outside the entry. If the address entered is ambiguous, a list of possible options for its resolution will be displayed;

socialize
forum
Everyone can participate
At any age . . .

Find in Forum
Socialize FAQ | News

Home
Questions
Answers
Topics

dario

- [Your personal page](#)
- [Messages \(unreaded: 17\)](#)
- [Exit from the forum](#)

Moderator options

- [Reported contents \(2\)](#)
- [Obscured contents](#)
- [Reported users\(0\)](#)
- [Obscured users](#)

Propose a question in the topic

In this page you can propose a new answer for the discussion.
The fields with (*) are mandatory.

You are proposing an answer for the question:

? [La dieta sana Alimentazione - Ricette dal mondo](#)

Title (*)

Description (*)

Address

Attachments:

Title 1

Attachment 1

Nessun file selezionato.

[Add another attachment](#)

Links:

Title 1

Link 1

[Add another link](#)

Figure 8: Entering a new answer

- *Attachments*: to add documentation to the *answer*. *Attachments* can be images, pdf documents, documents produced with office tools etc. In order to insert an attachment, it is necessary to specify a title for each of them and select its location within the computer;

- *Links*: to add links to the Forum that are related to the *answer*. In order to insert a *link* it is necessary to specify for each of them a *title* and the *URL* of the link.

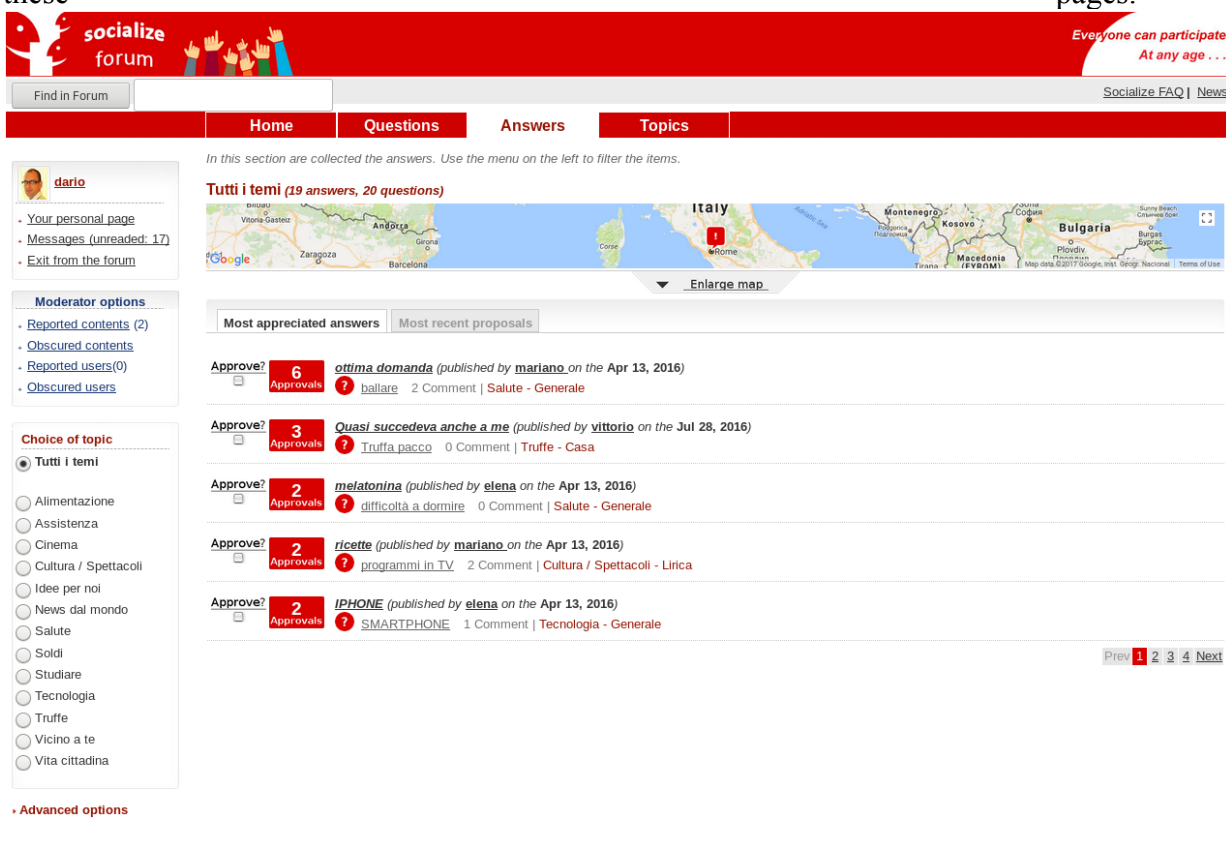
When answer data entering is finished, press the *Send* button. If the system encounters errors, the input interface will be re-proposed with highlighted errors. Otherwise, a confirmation page is displayed.

With the *Reset* button, all entered data are resetted.

The answer automatically inherits the topic and the sub-topic of the question.

4.3. ANSWER SECTION

The *Answers* section (Figure 9) shows a description of the functionalities offered on these pages.



The screenshot shows the 'Answers' section of the Socialize Forum. At the top, there is a red banner with the 'socialize forum' logo and the tagline 'Everyone can participate At any age...'. Below the banner is a navigation menu with 'Home', 'Questions', 'Answers', and 'Topics'. The 'Answers' section is active, and a message states: 'In this section are collected the answers. Use the menu on the left to filter the items.'

The main content area displays 'Tutti i temi (19 answers, 20 questions)' with a map of Italy. Below the map, there are two tabs: 'Most appreciated answers' and 'Most recent proposals'. The 'Most appreciated answers' tab is selected, showing a list of questions with their respective approval counts and details:

- ottima domanda** (published by [mariano](#) on the Apr 13, 2016) - 6 Approvals, 2 Comment | Salute - Generale
- Quasi succedeva anche a me** (published by [vittorio](#) on the Jul 28, 2016) - 3 Approvals, 0 Comment | Truffe - Casa
- melatonina** (published by [elena](#) on the Apr 13, 2016) - 2 Approvals, 0 Comment | Salute - Generale
- ricette** (published by [mariano](#) on the Apr 13, 2016) - 2 Approvals, 2 Comment | Cultura / Spettacoli - Lirica
- IPHONE** (published by [elena](#) on the Apr 13, 2016) - 2 Approvals, 1 Comment | Tecnologia - Generale

On the left side, there is a sidebar with 'Moderator options' and 'Choice of topic'. The 'Choice of topic' section is expanded to show 'Tutti i temi' selected, with other options like 'Alimentazione', 'Assistenza', 'Cinema', etc. At the bottom of the page, there is a footer with the AAL logo and the text: 'Ministero dell'Istruzione, dell'Università e della Ricerca. This web site is part of the project named SOCIALIZE of the European Programme named AAL.'

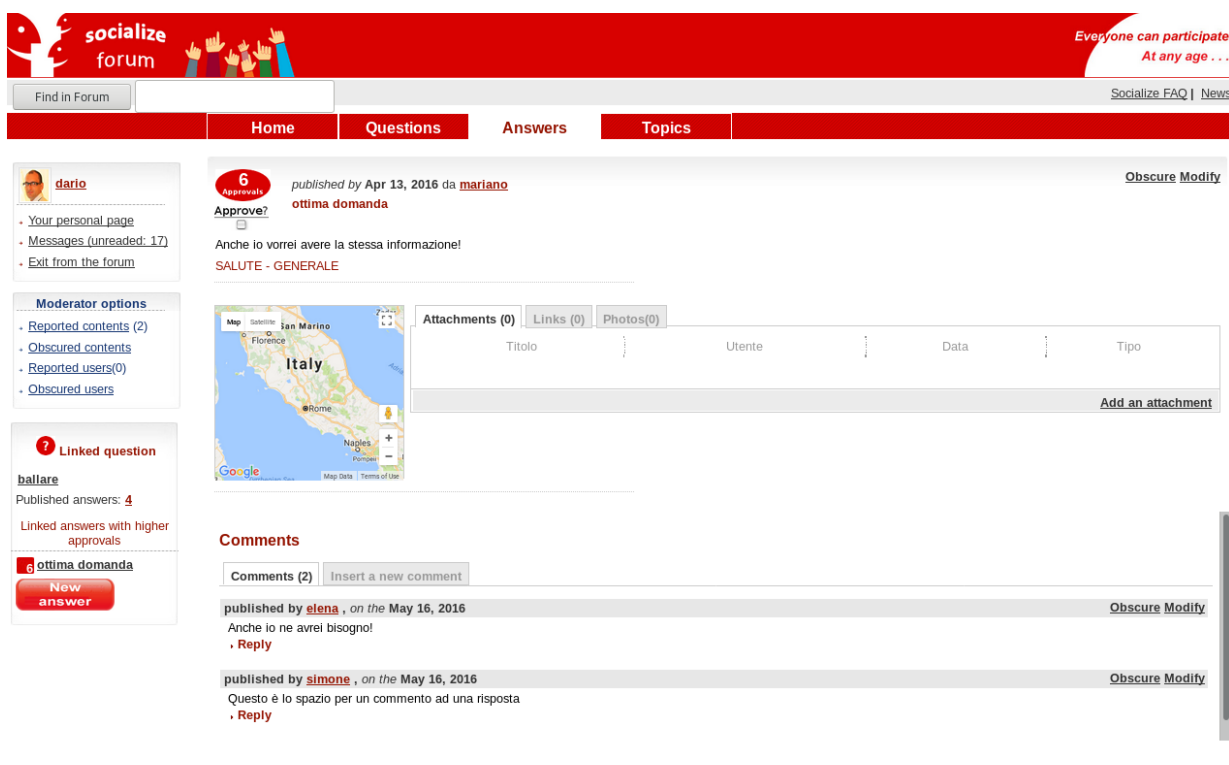
Figura 9: The main page of the Answers

Below, on the right, an expandable map where are shown the geo-referencing of the *Answers* for which a related address has been indicated. Below, the two tabs area with the *Most appreciated answers* and the *Most recent answers*. The table that displays the data, in both tabs, have the same structure as that described in the main page of the *questions*.

On the left, there is an area called *Choice of topic*. In this area, it is possible to filter the data related to the *Most appreciated answers* and the *Most recent answers*, according to the belonging topic. It is possible to select only one topic at time. Clicking on *Advanced Options* it is opened another menu through which it is possible to specify one or more sub-topics in order to refine the search of contents.

4.3.1. VIEWING A RESPONSE

From the main page of the Forum or from the main page of the *Answers* section, clicking on the title of an answer will be displayed a page containing the details of the *response* (Figure 10).



The screenshot shows the 'socialize forum' interface. At the top, there is a navigation bar with 'Home', 'Questions', 'Answers', and 'Topics'. The main content area displays a question titled 'ottima domanda' published by 'mariano' on April 13, 2016. The question text is 'Anche io vorrei avere la stessa informazione!' and it is categorized under 'SALUTE - GENERALE'. A map of Italy is shown with a location marker. Below the question, there is a table for attachments with columns for 'Titolo', 'Utente', 'Data', and 'Tipo'. The table is currently empty. A 'Comments' section follows, showing two comments: one by 'elena' on May 16, 2016, and another by 'simone' on May 16, 2016. The interface also includes a sidebar with user information for 'dario' and a 'Linked question' section.

Figure 10: Viewing a page showing an answer

In particular, the page shows how many *approvals* has the *answer*, the *title*, the *description*, the *geo-referencing* (if specified at the time of its insertion), and *attachments* and *links*. *Attachments* and *links* are shown to the right of the map, in an area with 3 tabs: *attachments*, *links* and *photos*. In the *attachments* tab there are documents of different types (pdf, doc, etc.), in the *link* tab there are links to external references while in the *photo* tab, the images. The user who created the answer and moderator users can add and remove *attachments*, *links* and *photos*.

Below there is an area with *comments*. *Comments* refer to the *answer* and, unlike an *answer*, it is not possible to express appreciation for it, and may have multiple levels of nesting (a comment may have an answer that in turn may have another answer and so on).

The *comments* area is divided into two parts: *Comments*, with the content of the comments and *Insert a new comment*, to write a *comment* for the *answer*. To reply or answer to a *comment*, it is sufficient to click on the word *Answer* located below the text of interest. A moderator user can *Edit* or *Obscure* the content of the *answer* (if it considered inappropriate) by clicking on *Edit*, or *Obscure*. *Registered* users, instead of *Edit* and *Obscure*, have the entry *Report as inappropriate*, to report to a moderator a content deemed inadequate. The same it is applied to *comments*.

4.3.2. EXPRESS AN INTEREST FOR AN ANSWER

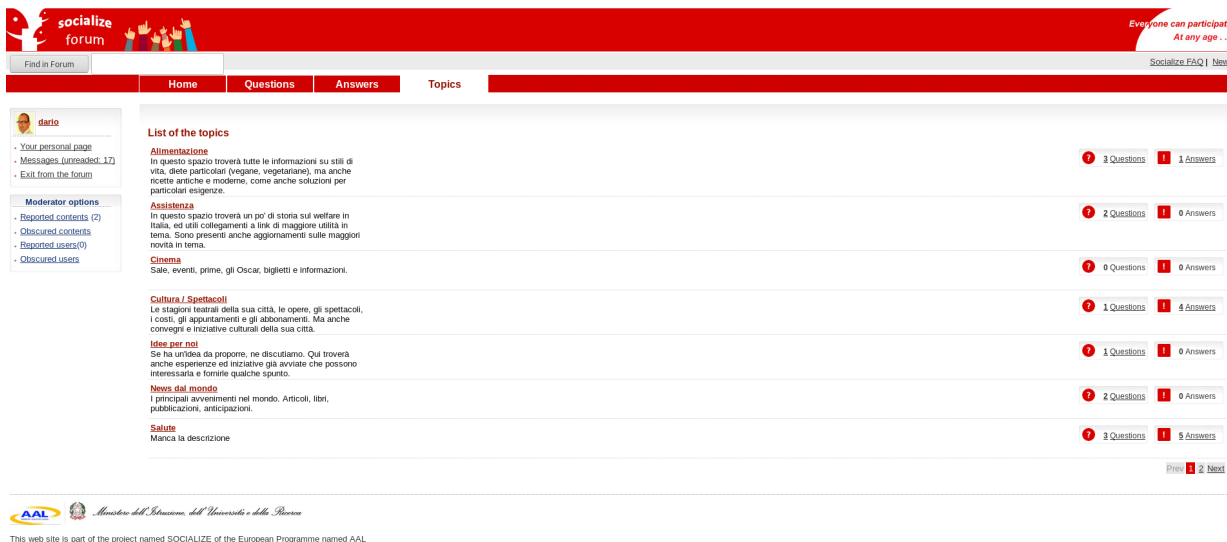
The *approval* for an answer is essentially expressed in 3 complementary ways:

- from the Forum main page (Figure 4) by clicking on the *Approve?* image;
- from the main page of the *answers* (Figure 9) by clicking on *Approve?* image;
- from the *answer* display page (Figure 10) by clicking *Approve?* image on the top left-hand corner.

In addition, the user who enters a new *answer* automatically expresses his appreciation for the new *answer* and for the related *question*. Expressing an appreciation allows the user to follow updates related to the *question* and the *answer* (*answers*, *comments* etc.) by receiving alerts to his message area.

4.4. TOPICS SECTION

On the *Topics* main page (Figure 11), this section provides an overview of the topics present on the Forum and how many questions/answers have been published for each of them.



The screenshot shows the 'socialize forum' interface. At the top, there is a navigation bar with 'Home', 'Questions', 'Answers', and 'Topics' tabs. The 'Topics' tab is selected. Below the navigation bar, there is a sidebar on the left with a user profile for 'dario' and a list of moderator options. The main content area is titled 'List of the topics' and contains a table of topic categories. Each row in the table includes a topic name, a brief description, and a summary of questions and answers. The topics listed are: Alimentazione (1 Question, 1 Answer), Assistenza (2 Questions, 0 Answers), Cinema (0 Questions, 0 Answers), Cultura / Spettacoli (1 Question, 4 Answers), Idee per noi (1 Question, 0 Answers), News dal mondo (2 Questions, 0 Answers), and Salute (2 Questions, 5 Answers). At the bottom of the page, there is a footer with the AAL logo and the text 'Ministero dell'Università e della Ricerca' and 'This web site is part of the project named SOCIALIZE of the European Programme named AAL'.

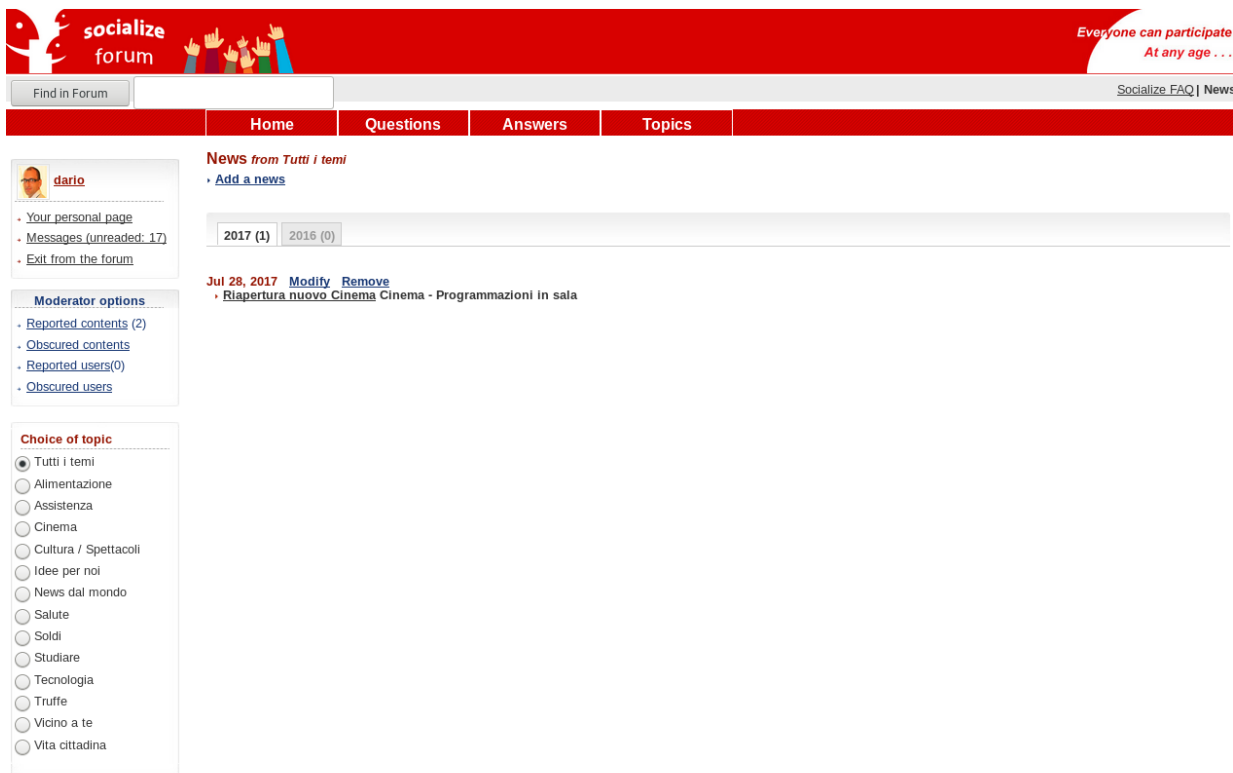
Figure 11: La pagina principale della sezione indice temi

By clicking on a *topic*, are shown the details including the *description*. *Administrator* users have the possibility to modify the corresponding description for each *topic*.

By clicking on the text *Questions* or *Answers*, it is possible to see in the main pages of *Questions* or *Answers* respectively, with the respective selected topic.

4.5. NEWS SECTION

The menu for accessing to *News* section is located in the header of the page. Pressing the text *News*, are displayed all the news inserted in the current year and those of the previous year (Figure 12).



The screenshot shows the 'socialize forum' news page. At the top, there is a red banner with the forum logo and the slogan 'Everyone can participate At any age...'. Below the banner is a navigation bar with 'Home', 'Questions', 'Answers', and 'Topics'. A search bar is located on the left. The main content area is titled 'News from Tutti i temi' and includes a list of news items, such as 'Riapertura nuovo Cinema Cinema - Programmazioni in sala' dated 'Jul 28, 2017'. On the left side, there are several sidebar menus: 'Moderator options' (including Reported contents, Obscured contents, Reported users, and Obscured users), and 'Choice of topic' (a list of categories like Alimentazione, Assistenza, Cinema, etc., with 'Tutti i temi' selected).

Figure 12: News page

Registered users will only be able to view the inserted news. The insertion of a news is reserved for moderators who is able to view on this page the text *Add news*. Moderators can also *edit* an existing news item by clicking *Edit* or *Remove*.

News can be filtered by topic (by selecting an area entry in the menu on the left) and by year. The list of news reports the date and title for each of them. Clicking on the title, appears below the text of the news.

4.5.1. INSERTING A NEWS

A moderator user inserts a new news clicking on the text *Add news*. All fields for inserting a news are mandatory and they are (Figure 13):

- *Title*: the title of the news;
- *Date*: the date to make appear for the entry;
- *Topic*: the belonging topic of the news;
- *Sub-topic*: the sub-topic for the news Entries vary according to the selection of the topic;
- *Text*: the text of the news.

socialize forum Everyone can participate
At any age . . .

Find in Forum Socialize FAQ | News

Home Questions Answers Topics

News from Tutti i temi
[Add a news](#)

Title:

Date: Jul 30, 2017

Choose a topic:

- Alimentazione
- Assistenza
- Cinema
- Cultura / Spettacoli
- Idee per noi
- News dal mondo
- Salute
- Soldi
- Studiare
- Tecnologia
- Truffe
- Vicino a te
- Vita cittadina

Choose a sub-topic:

Text:

Send **Reset**

2017 (1) 2016 (0)

Jul 28, 2017 [Modify](#) [Remove](#)
• [Riapertura nuovo Cinema](#) Cinema - Programmazioni in sala

Figure 13: Inserting a news

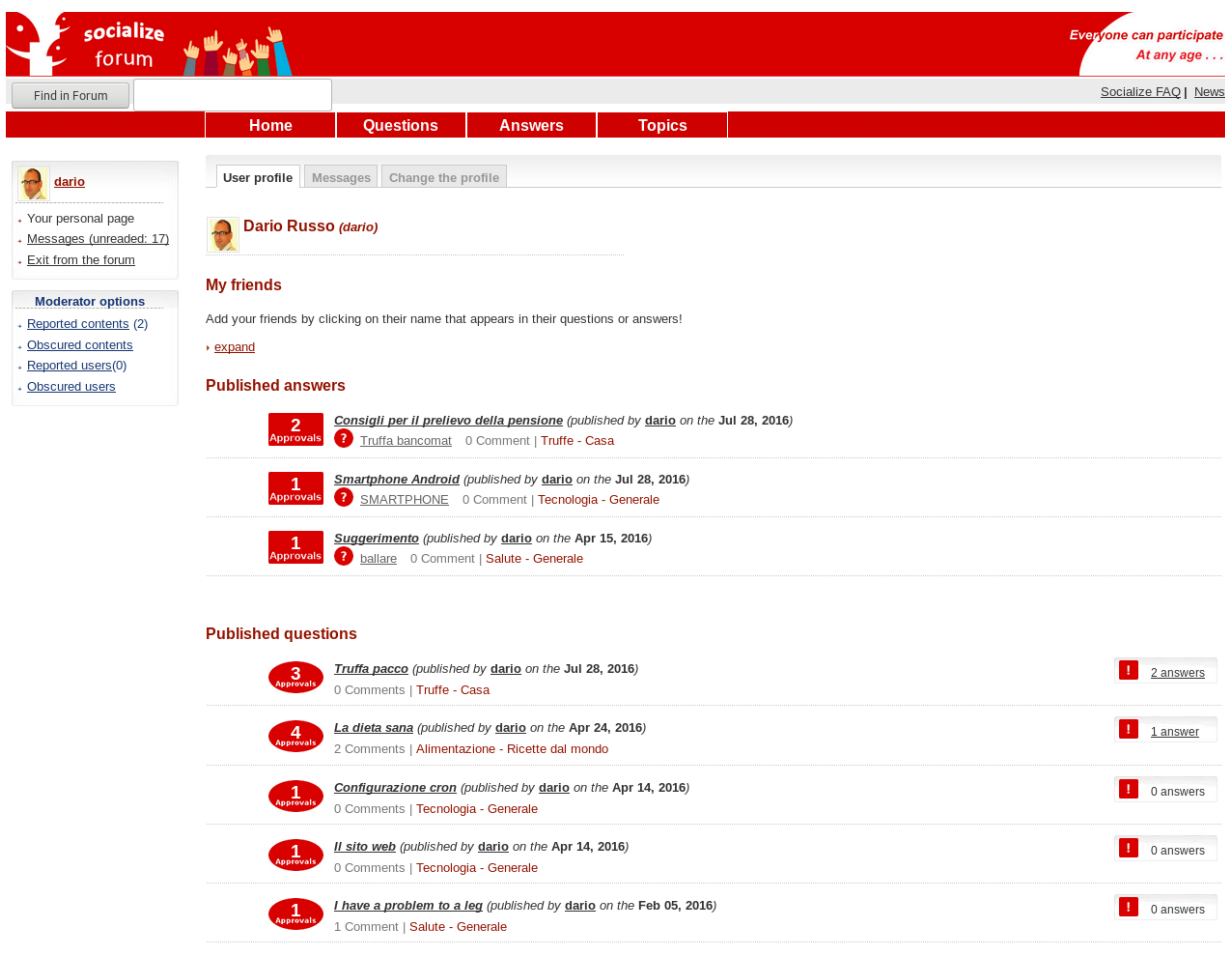
5. SIDE MENU

5.1. PERSONAL MENU

The personal menu can be found on each page, on the left column on the top.

The menu is composed by 3 items (Figure 14):

- *Your personal page* (Figure 14): it is composed by an area that contains 3 tabs:

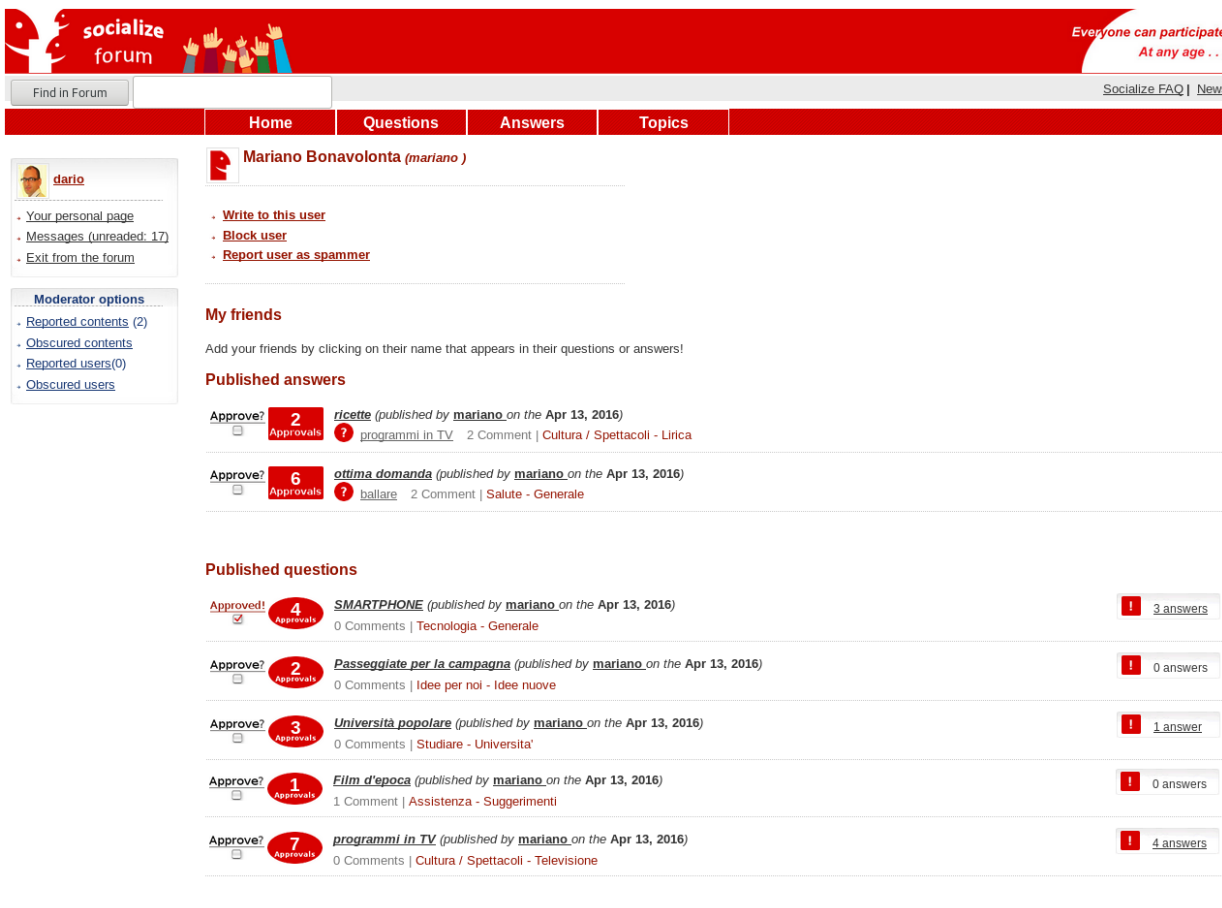


The screenshot shows the 'Your personal page' in the socialize forum. The page has a red header with the 'socialize forum' logo and the tagline 'Everyone can participate At any age...'. Below the header is a navigation bar with 'Home', 'Questions', 'Answers', and 'Topics'. The main content area is divided into three sections: 'User profile', 'My friends', and 'Published answers'. The 'User profile' section shows the user's name 'Dario Russo (dario)', a profile picture, and options for 'Messages' and 'Change the profile'. The 'My friends' section has a heading and a sub-heading 'Add your friends by clicking on their name that appears in their questions or answers!'. The 'Published answers' section lists three answers with their respective approval counts and dates. Below this is the 'Published questions' section, which lists five questions with their approval counts, comment counts, and dates.

Figure 14: Your personal page

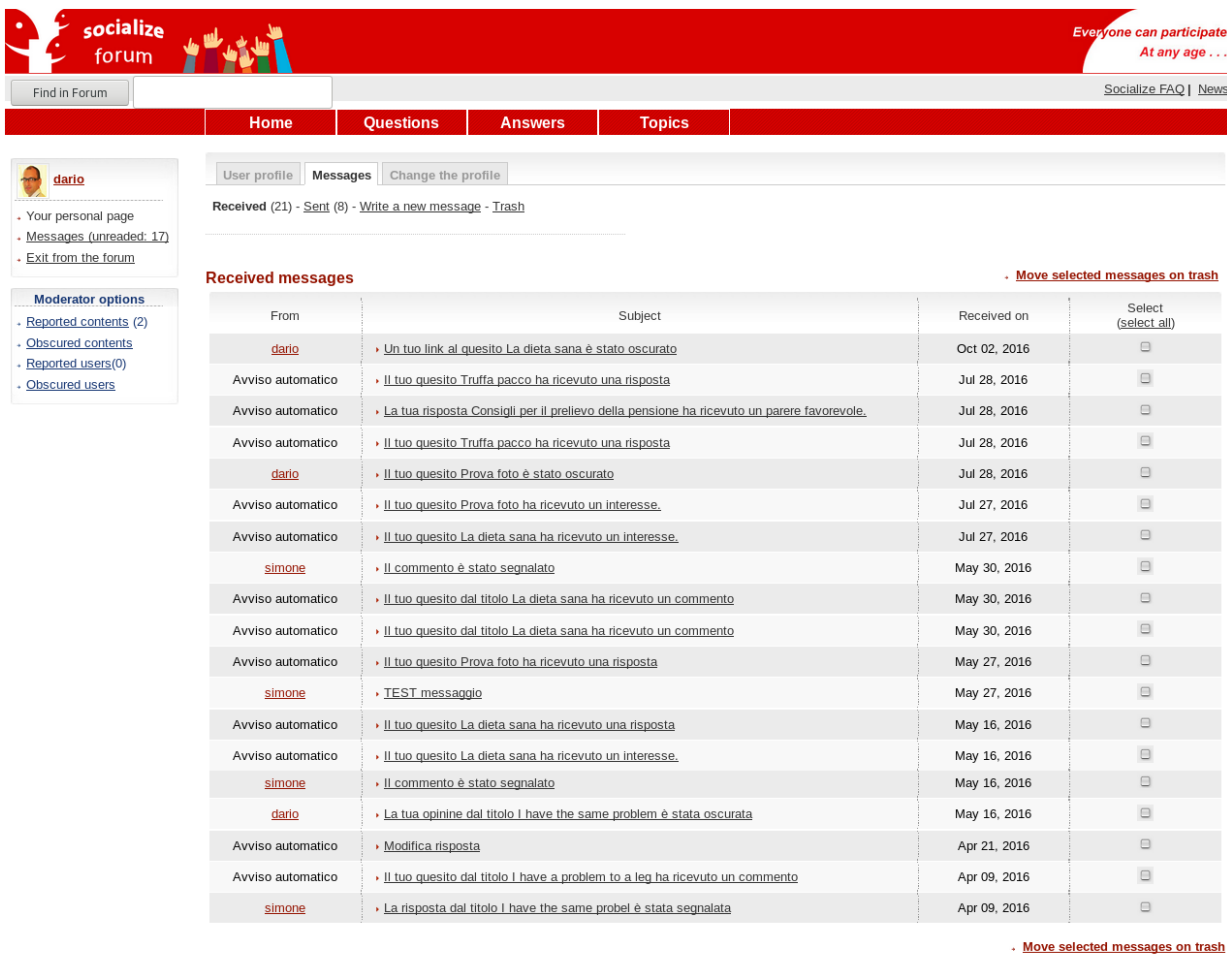
- *User profile*: subdivided in turn into 4 areas: the first, at the top, contains the photo (if available otherwise a default image is displayed), the full

name and in brackets, the username used in the Forum. Then, *My Friends* area appears where is shown a list of people to whom friendship has been given. The Forum provides the possibility to follow and write personal messages to other friend users. Clicking on the *expand* text, it is displayed the list of friends and, next to each name, pressing on *[x]*, the friendship can be revoked. Subsequently, are displayed the *answers* and the *questions* that have been published by the user. To give friendship to a user of the Forum, it is required to go to the personal page of the user to be added, which can be reached by clicking on his name that appears for example in the description of a *question* or *answer*. Once on the user's home page, it is possible to write to him, to add him as a friend, to lock it (function for the moderators) or report him (Figure 15).



The screenshot shows the public page of a user named Mariano Bonavolonta (mariano) on the socialize forum. The page has a red header with the forum logo and the slogan "Everyone can participate At any age...". Below the header is a navigation bar with tabs for Home, Questions, Answers, and Topics. On the left, there is a sidebar for the user 'dario' with links to their personal page, messages, and exit options, as well as moderator options. The main content area displays the user's profile, including their name and a small icon. Below the profile, there are three main sections: 'My friends' (with instructions on how to add friends), 'Published answers', and 'Published questions'. Each section lists the user's contributions with details such as the number of approvals, comments, and the date of publication. For example, under 'Published answers', there are two entries: 'ricette' (published Apr 13, 2016) with 2 approvals and 2 comments, and 'ottima domanda' (published Apr 13, 2016) with 6 approvals and 2 comments. Under 'Published questions', there are five entries, including 'SMARTPHONE' (3 answers), 'Passeggiate per la campagna' (0 answers), 'Università popolare' (1 answer), 'Film d'epoca' (0 answers), and 'programmi in TV' (4 answers).

- o *Messages*: incoming messages are displayed (Figura 16).



The screenshot shows the 'Messages' section of the Socialize Forum. At the top, there is a navigation bar with 'Home', 'Questions', 'Answers', and 'Topics'. Below this, the user profile for 'dario' is visible, showing 'Received (21) - Sent (8) - Write a new message - Trash'. A table of received messages is displayed, with columns for 'From', 'Subject', 'Received on', and 'Select (select all)'. The table lists various messages, including automatic notifications and user replies. At the bottom right of the table, there is a link to 'Move selected messages on trash'.

From	Subject	Received on	Select (select all)
dario	Un tuo link al quesito La dieta sana è stato oscurato	Oct 02, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito Truffa pacco ha ricevuto una risposta	Jul 28, 2016	<input type="checkbox"/>
Avviso automatico	La tua risposta Consigli per il prelievo della pensione ha ricevuto un parere favorevole.	Jul 28, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito Truffa pacco ha ricevuto una risposta	Jul 28, 2016	<input type="checkbox"/>
dario	Il tuo quesito Prova foto è stato oscurato	Jul 28, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito Prova foto ha ricevuto un interesse.	Jul 27, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito La dieta sana ha ricevuto un interesse.	Jul 27, 2016	<input type="checkbox"/>
simone	Il commento è stato segnalato	May 30, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito dal titolo La dieta sana ha ricevuto un commento	May 30, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito dal titolo La dieta sana ha ricevuto un commento	May 30, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito Prova foto ha ricevuto una risposta	May 27, 2016	<input type="checkbox"/>
simone	TEST messaggio	May 27, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito La dieta sana ha ricevuto una risposta	May 16, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito La dieta sana ha ricevuto un interesse.	May 16, 2016	<input type="checkbox"/>
simone	Il commento è stato segnalato	May 16, 2016	<input type="checkbox"/>
dario	La tua opinione dal titolo I have the same problem è stata oscurata	May 16, 2016	<input type="checkbox"/>
Avviso automatico	Modifica risposta	Apr 21, 2016	<input type="checkbox"/>
Avviso automatico	Il tuo quesito dal titolo I have a problem to a leg ha ricevuto un commento	Apr 09, 2016	<input type="checkbox"/>
simone	La risposta dal titolo I have the same probel è stata segnalata	Apr 09, 2016	<input type="checkbox"/>

Figura 16: Managing messages

To read a *message*, it is necessary to click on its title, while to move it to the *trash* basket, there is the need to select it through the *box* on the right of the *message* line and click on the text *Move selected messages on trash*. Above the list of messages, there is a menu that shows incoming messages (the main screen), *sent* messages, and to access to the *trash*. Clicking on the text *Write a new message*, it is open a page where it is possible to enter the *message* data (Figure 17). In particular, it is necessary to select the *recipients* from a pre-filled list, and then enter the *subject* and *text* of the *message*. By pressing *send*, the *message* is delivered to the *recipients*.

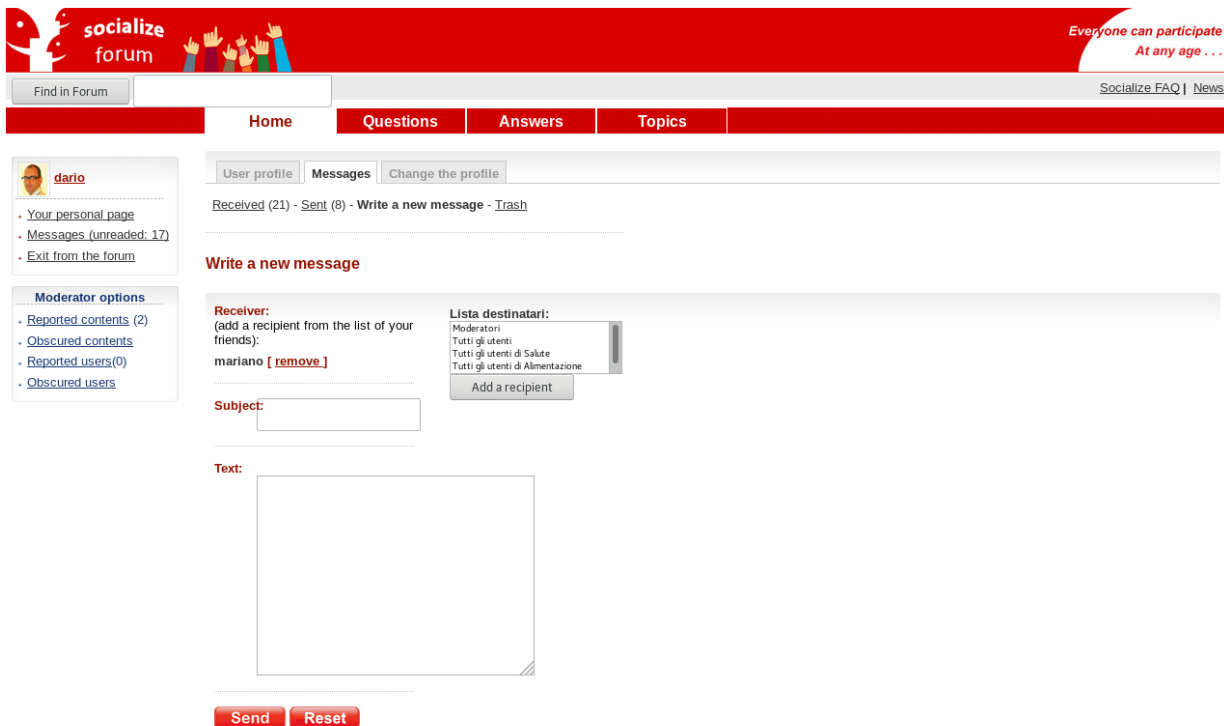
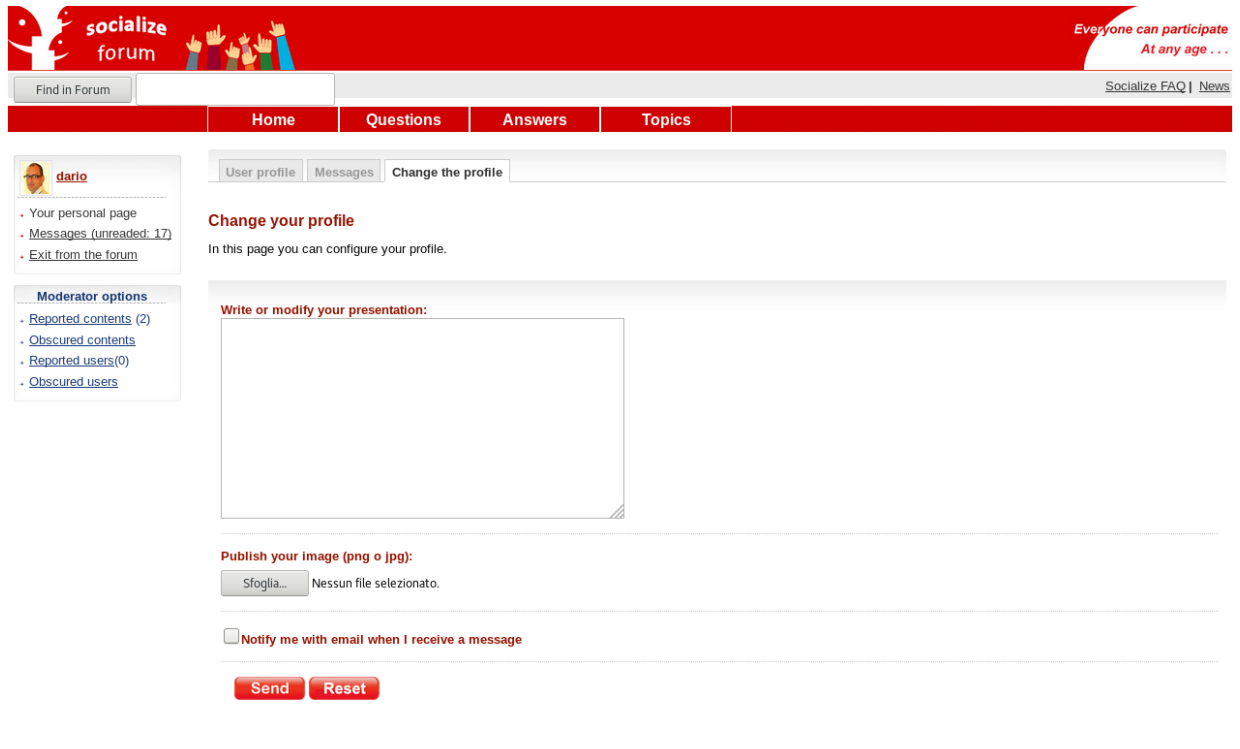


Figure 17: Writing a new message

- *Change the profile*: the page (Figure 18) allows to edit the personal description, photo and tell if notifications by email are activated.
- *not read*: indicates how many not read messages are in the inbox. If clicked, the personal page is displayed with the *Messages* tab enabled.
- *Exit from the forum*: exit from the Forum and the user is forwarded on the main page of SOCIALIZE.



The screenshot shows the 'socialize forum' interface. At the top, there is a navigation bar with 'Home', 'Questions', 'Answers', and 'Topics'. Below this, the user profile for 'dario' is displayed, including a 'Moderator options' menu with items like 'Reported contents (2)', 'Obscured contents', 'Reported users(0)', and 'Obscured users'. The main content area is titled 'Change your profile' and contains a text box for 'Write or modify your presentation:', an image upload section with a 'Sfoglia...' button and the text 'Nessun file selezionato.', and a checkbox for 'Notify me with email when I receive a message'. At the bottom of the form are 'Send' and 'Reset' buttons.

Figura 18: Changing the profile

5.2. MODERATOR OPTIONS MENU

The *Moderator Options* menu appears only to *moderator* users and is located under the personal menu, in blue. It is composed of 4 items:

- *Reported contents*: shows the contents that have been reported by users, with motivation (Figure 19).

socialize forum
Everyone can participate
At any age . . .

Socialize FAQ | News

Home
Questions
Answers
Topics

dario

- [Your personal page](#)
- [Messages \(unread: 17\)](#)
- [Exit from the forum](#)

Reported contents

Content title	Content type	Flagman	moderator.reported_flagdate	Reason	Options
La dieta sana	Commento	simone	May 30, 2016	era un mio TEST	Obscure - Remove
ottima domanda	Commento	simone	May 16, 2016	TEST funzione "segnala al moderatore"	Obscure - Remove

Moderator options

- [Reported contents \(2\)](#)
- [Obscured contents](#)
- [Reported users\(0\)](#)
- [Obscured users](#)



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Figure 19: Reported contents page


The *moderator* can decide whether to *obscure* the content (clicking on *Obscure*) or remove the signaling by keeping the content active (by clicking *Remove*). When a content is *obscured*, the justification for such action should be specified;

- *Obscured content*: shows the contents that have been *obscured* by a *moderator*, with *reason* (Figure 20). The *moderator* can decide whether to make the *obscured* content visible again by pressing on *Make visible*.
- *Reported user*: as *Obscured contents*, but for users;
- *Obscured users*: as *Obscured users*, but for users.

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forum
Everyone can participate
At any age . . .

Socialize FAQ | News

Home
Questions
Answers
Topics

 **dario**



- [Your personal page](#)
- [Messages \(unreaded: 17\)](#)
- [Exit from the forum](#)

Moderator options

- [Reported contents \(2\)](#)
- [Obscured contents](#)
- [Reported users\(0\)](#)
- [Obscured users](#)

Obscured contents

Content title	Content type	Flag date	Moderator	Reason	Options
Pagina di Dario Russo	URL	Oct 02, 2016	dario	Off topic	Make visible
Test "Auto-Risposta"	Answer	Jul 28, 2016	dario	Testo non pertinente	Make visible
Prova foto	Question	Jul 28, 2016	dario	Sbaglio categoria	Make visible
I have the same problem	Answer	May 16, 2016	dario	Off-topic	Make visible

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This web site is part of the project named SOCIALIZE of the European Programme named AAL

Figure 20: Obscured contents page

Release 1 – Version 1

20/03/2016

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