








Concurrency Helpful Hints

The purpose of this document is to help you understand the nuances of multiple users editing in the MICIP platform at the same time. The training site will be updated to include concurrency after the release (R3.0)

Vocabulary

- Concurrency is the ability for multiple users to work in the same space at the same time, much like google docs.
- Locking mechanism is the ability for multiple users to work in the same space but not at the same time. When editing, the area or section is locked by only one user.
- Section is an editable field.
- Session is the time when a section is locked.

Icons


Name	Icon
Edit	
Lock Icon	
Lock Icon with Timer	14:44 
Session Information	
Refresh located in the upper left of a browser window	

Ability to Edit

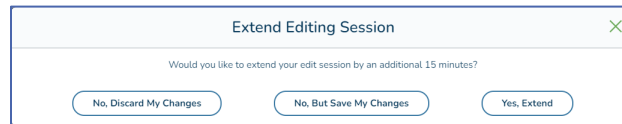
When creating a plan for the first time, the user will automatically lock the page for editing. If you are working with a plan that has been published to the portfolio, the user will not automatically lock the page.

A user may only work in one section edit at a time.

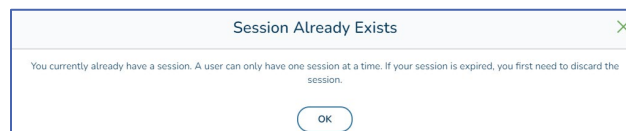
Each section that is editable will have an edit icon. 

Clicking on the edit icon will automatically lock that section for 15 minutes. The user will know that editing is in process because the lock icon along with a timer indicating remaining time are visible. **14:44** 

Anytime during the session, the user has the option to extend the session by clicking on the edit icon. There is no auto save during the edit process.



A user may only edit one section at a time. If there is a section in edit mode and a user tries to edit another section, they will receive a notification.



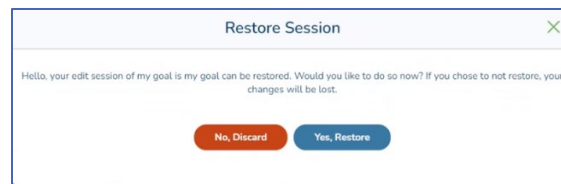
Each section is independent of another section except for the data object/data story page. If a user is working in either of those two sections and another user tries to work in the other, the second user will receive the notice above.

The data object section locks when a user is editing another page tied to data, e.g. impact measures. A second user trying to work in another section tied to data will receive the notice above.

The blue bar on the page being edited will not function when in edit mode.

If a session expires, the user will see this icon. **Session Expired!** 

If a session expires, the user will refresh the screen and receive a notice to either restore or discard the edit.




To automatically end a session:

- the user could click on the cancel button and no edits will be saved or click on the save button and the edits are saved.

- If a user continues editing after an expired session as long as no one else has edited in that same section, the edits should hold. If someone else has edited in that same section, the edits will not hold.

Edits by other users

When a section is being edited, other users will see a lock icon. 

By hovering over the lock icon, the user will know who is editing and when the session

Locked by Test_LEA_0 User until 01/12/2024 11:00:27

is over.



To see another user's edit, the page must be manually refreshed.

Changes to the platform

Root Cause: In the past, when were in the Root Cause section you saw text boxes below each bolded statement where you could record your answers. You will now see those boxes only once you click on the edit pencil.

Adding strategies: When initially creating the plan, the lock will automatically start the first time a user is working in a particular section. A user can only work in one section of a plan at a time. Users can also only work on the strategy(ies) associated with that single plan.

No locking ability

There are places in the MICIP platform that will not need locking ability.

- Dashboard or Home Screen
- Portfolio Page
- Monitoring and Evaluation
- Portfolio Report