UTC COVID-19 SELF-CHECK application

User Login
1. Open a web browser and visit https://selfcheck.utc.edu/.
2. Enter your @utc.edu email in the Sign In box.
3. Click the "SIGN IN" button.
4. Check your email inbox for email from covid19-selfcheck@utc.edu to find the sign-in link.
5. To complete sign-in, click the "SIGN IN" button or copy the entire URL under the button in the address bar of the web browser.
6. If sign-in is successful, you will see your Profile page. You need to update your profile before doing a self-check survey.

Update Profile
1. Click the user icon at the top right corner of the page.
2. Click "Profile" menu button to see your profile page.
3. Fill in your UTC MOCS ID and full name.
4. Click "UPDATE" button to save your profile.
5. To add a supervisor, click "ADD SUPERVISOR" button.
6. Fill in the name and email address of your supervisor.
7. Click "ADD" to finish adding the supervisor information.
8. To delete a supervisor, click the trash button on the right.
Take a Survey

1. Click the "Survey" menu button on the left navigation.
2. Select a supervisor to report your survey result.
3. Answer survey questions. Questions with * are mandatory.
4. Check the “CERTIFY” checkbox before submitting.
5. Click "SUBMIT" button.

Survey Notifications

1. If your submission has at least one “YES” or one “SYMPTOM” checked, your supervisor will receive an email like the left one below.

   UTC COVID-19 Self Check
   Mengjun Xie <mengjun-xie@utc.edu> just created a new self check response.
   * Report to covid19-safetcheck@utc.edu if you do not recognize Mengjun Xie <mengjun-xie@utc.edu> as your supervisor.
   Time
   Fri May 29 2020 13:03:20 GMT-0400 (Eastern Daylight Time)
   Who should receive this survey response?
   Mengjun Xie <mengjun-xie@utc.edu>
   Survey response summary
   At least one negative health indicator was reported.

2. If your answer has all “NO” and no symptoms checked, your supervisor will receive an email like the right one below.

   UTC COVID-19 Self Check
   Mengjun Xie <mengjun-xie@utc.edu> just created a new self check response.
   * Report to covid19-safetcheck@utc.edu if you do not recognize Mengjun Xie <mengjun-xie@utc.edu> as your supervisor.
   Time
   Fri May 29 2020 12:58:12 GMT-0400 (Eastern Daylight Time)
   Who should receive this survey response?
   Mengjun Xie <mengjun-xie@utc.edu>
   Survey response summary
   No negative health indicator was reported.
UTC COVID-19 SELF-CHECK application

Review Past Responses
1. Click the "History" menu button on the left navigation.
2. Select a past survey response on the "Self Check History" page to view the response answers.

Find Help
1. Click the question mark on the top right of the page.
2. To get information about COVID-19 and UTC's responses, click the corresponding link.
3. To report a bug, click "EMAIL US".
4. To view related open source projects and licenses, click "VIEW LICENSES".

Contact
Please send bug reports, your questions, or feedback to covid19-selfcheck@utc.edu.

About
Project Supervisor
Dr. Mengjun Xie mengjun-xie@utc.edu.
Sponsor
College of Engineering and Computer Science