

How to add Partner to your Answer Set

by [OSOE Project](#).

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This tutorial will show you how to add your partner to your answer set. Note: you and your partner just need to submit one answer set together. You can decide who will submit the answer set.

First step, click "Add Partner"

The screenshot shows the 'Answer Set' configuration page in ERP5. The 'Action...' menu is open, and 'Add Partner' is selected. The form includes fields for 'Title', 'Person', 'Peer Reviewer', 'Reviewer', 'Supervisor', 'Related Questionnaire' (set to 'ERP Configuration Lecture'), 'Reference', 'Version' (001), and 'Priority' (0). There are also date pickers for 'Start Date' (2015/11/04) and 'Stop Date' (18:30), a 'Language' dropdown (en), and checkboxes for 'Validation', 'State', 'Grade', 'Maximum Grade', 'Suggestion Example Data', and 'Is Example'. Below the form are three tables: 'Answer Set Correction Lines', 'Correction Lines', and 'Answers', all showing 0 records.

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From the answer set that you want to add your partner to, click on the "Action" drop-down menu, choose "Add Partner" action.

Step two, type in your partner's email address

The screenshot shows the 'Add Partner Email' dialog box. The 'Partner's Email' field contains '280143659@qq.com' and is circled with a red box and the number 1. The 'Abbrechen' button is circled with a red box and the number 2. The dialog box also contains a paragraph of text in French: 'Les informations recueillies... d'un traitement informatique destiné à des travaux de recherche et de développement visant à automatiser la configuration des ERP. Les destinataires des données sont : Nexedi SA. Conformément à la loi «informatique et lib... 6 janvier 1978 modifiée en 2004, vous bénéficiez d'un droit d'accès et de rectification aux informations qui vous concernent, que vous pouvez exercer en vous adressant à Nexedi, 270 bd Clémenceau, 59700 Marcq-en-Barœul FRANCE. Vous pouvez également, pour des motifs légitimes, vous opposer au traitement des données vous concernant.'

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Please note, here you need to type in the email address that your partner used to register to the questionnaire system. Other email addresses won't work since the system will use this email address to search for a match in the person module of ERP5. After you type in the correct email address, click on "Add Partner Email" button.

Partner added, then click on "Save" button

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 After you click on "Add Partner Email" button from last step, you will be redirect to your answer set. First check if there is a system notice " Partner added" on the top left position. Sometimes you will get "Partner Not Found" notice, it is maybe because you didn't give the correct email address of your partner. If so, just repeat the steps above to add the correct email address. Then click on "Save" button to save your changes. Note: you may not be able to see the values of the fields in the blue rectangle on the screenshot above, which is normal. It does not mean that your partner wasn't added successfully. Just leave the fields blank there.