

SaffSite — Southeastern Animal Fiber Fair

Instructor Login is at: <http://www.saffsite.org/instructorlogin.asp>



The screenshot shows the top banner for the Southeastern Animal Fiber Fair, featuring colorful skeins of yarn and the event dates, October 26-28, 2012. Below the banner is a navigation menu with links for Home, Contests, Livestock, Event Information, Workshops, Vendors, Key Contacts, and Membership. The main content area contains an "Instructor Login" section with fields for Email and Password, a "Login" button, and a "Don't remember password?" section with an Email field and a "Retrieve it" button.

SAFF Site - Update Temporary Password

The first time an instructor logs in they will be required to change their temporary password.



The screenshot shows the same top banner and navigation menu as the previous page. The main content area displays the message "You must change your temporary password." followed by two input fields labeled "Password" and "Confirm Password". Below these fields are two buttons: "Update Password" and "Log Out".

SAFF Site - Instructor Profile Update

The instructor profile page allows the instructor to (1) update their information, (2) to view a list of their workshops and (3) to complete the current year survey form.

SOUTHEASTERN ANIMAL FIBER FAIR
October 26 - 28, 2012

Home | Contests | Livestock | Event Information | Workshops | Vendors | Key Contacts | Membership

Instructor Profile Update

[Your Workshops](#) [Log Out](#) [Complete 2012 Survey](#)

2 →

1 →

3 →

First Name :

Last Name :

Address :

City :

State : ▼

Zip :

Email :

Password :

Phone :

Cell :

Bio :

[Update Profile](#) [Log Out](#)


Instructor Workshops

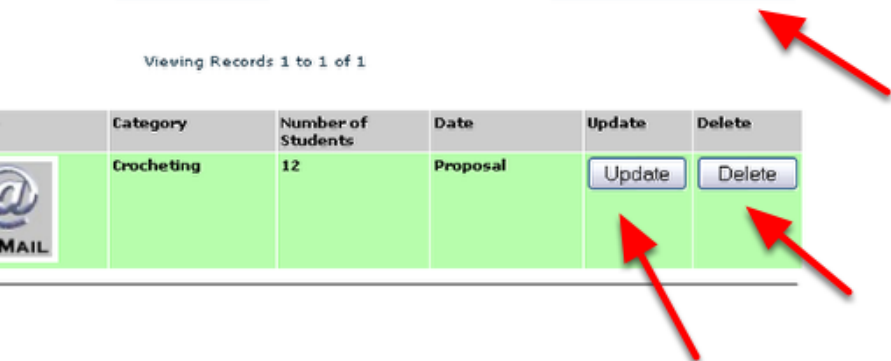
The workshop list for the instructor will show both current workshops and proposals for workshops. Proposals will be shown with a light green background and will say Proposal in the Date column. Once the proposal has been approved by SAFF it will no longer have the light green background. When the date of the workshop is set then the date will replace the word Proposal in the Date column. Proposals may be added and workshops may be updated and/or deleted from this screen.

Workshop List For John Aatest

Log OutBack to ProfileAdd Workshop Proposal

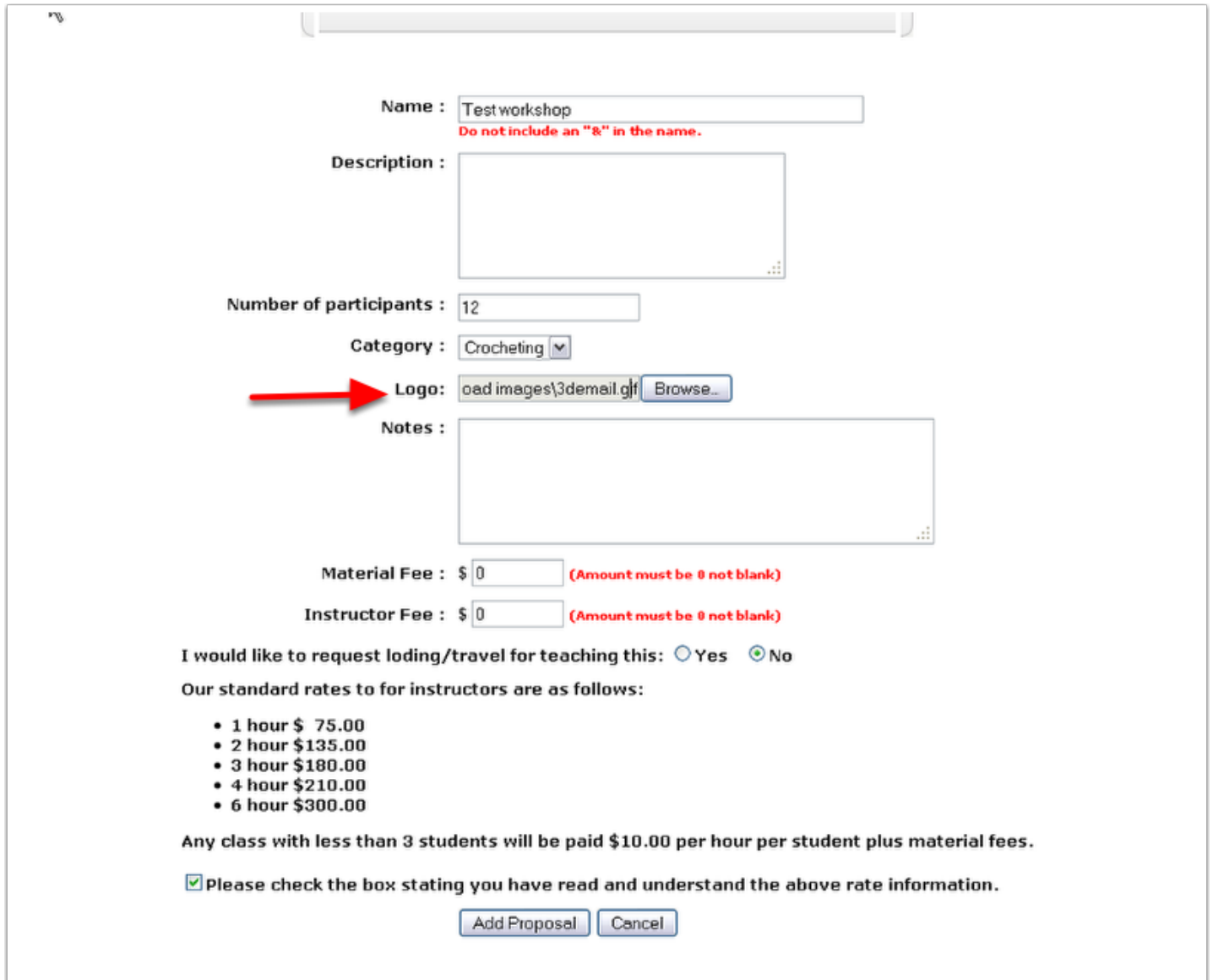
Viewing Records 1 to 1 of 1

Name	Logo	Category	Number of Students	Date	Update	Delete
Test workshop		Crocheting	12	Proposal	<input type="button" value="Update"/>	<input type="button" value="Delete"/>



Workshop Proposal

On the add proposal screen an instructor can input the information about a workshop they would like to teach. One of the required items is the image for the workshop. The instructor will need to have the image available before they can create the proposal.



The screenshot shows a web form for creating a workshop proposal. The fields and their values are as follows:

- Name :** Test workshop (with a red error message below: "Do not include an "&" in the name.")
- Description :** (Empty text area)
- Number of participants :** 12
- Category :** Crocheting (dropdown menu)
- Logo :** oad images\3demail.gif (with a "Browse..." button next to it; a red arrow points to this field)
- Notes :** (Empty text area)
- Material Fee :** \$ 0 (with a red error message: "(Amount must be 0 not blank)")
- Instructor Fee :** \$ 0 (with a red error message: "(Amount must be 0 not blank)")

Below the fee fields, there are radio buttons for "I would like to request lodging/travel for teaching this:" with "Yes" and "No" options. The "No" option is selected.

Our standard rates to for instructors are as follows:

- 1 hour \$ 75.00
- 2 hour \$135.00
- 3 hour \$180.00
- 4 hour \$210.00
- 6 hour \$300.00

Any class with less than 3 students will be paid \$10.00 per hour per student plus material fees.

Please check the box stating you have read and understand the above rate information.

At the bottom, there are two buttons: "Add Proposal" and "Cancel".