



# NWM Hands-on Training

## Feedback Forms

Presented by: Sebastian MÜLLER

For: 3GPP SA5

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# Use Case: Feedback Forms



- Moderator creates a document on the NWM platform containing feedback forms
- Each delegate logs into the NWM platform and submits their comments inside a Feedback Form
- Parallel updates are possible. No conflicts.
- Document can be printed as PDF and uploaded as Tdoc in 3GU

# Scope of today's training



## Delegate Part

- How to post a comment in a Feedback Form
- Notifications
- Saved Views
- Tags
- Bulk Actions
- Export PDF

## Moderator part

- Create and share a document
- Revise a document

# Delegate Training

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# Post a comment in a Feedback Form

<https://nwmwiki.etsi.org/docs/01-quickstart.html#submit-an-opinion>



- Log into NWM
  - <https://nwm-trial.etsi.org>
  - Sign in with your 3GU username
  
- Go to the Search Page
  - Search for a document with one of the following attributes:
    - Title: NWM\_Demo
    - Owner: Sebastian Müller
    - Context: SA5
  - Add the document to your workspace
  
- Go to your workspace
- Open the document
- Click on the action button of the Feedback Form
- Post a comment

# Notifications

<https://nwmwiki.etsi.org/docs/03-workspace.html#notifications>



- Notifications are activated for documents in your workspace
- Notifications on new elements since last visit:
  - New comment
    - Indicator on Notification Bell
    - Indicator on Feedback Form
    - Inside Feedback Form: New posts highlighted in yellow
  - New document version
    - On Notification Bell
- Notifications removed upon visit
- Update every 120 seconds

# Saved Views

<https://nwmwiki.etsi.org/docs/03-workspace.html#save-search-results>



- Saving a search result allows you to create a list of documents relevant to a specific meeting
- Only available on Search page
  - Make a search -> search result(s) listed
  - Click on 'Save icon' in Search Bar
  - Enter a name, e.g., MySearchResult
  - Click 'Save'
- In left pane, click on 'MySearchResult' -> search result(s) are listed



# Tags



<https://nwmwiki.etsi.org/docs/03-workspace.html#organize-your-documents-with-tags>

- Documents in your workspace can be tagged
- This allows you to group documents together
  
- Create a tag
  - In left pane, click 'Manage tags' -> Click 'Create tag' -> Enter tag name -> Click 'Save'
  
- Assign a tag
  - Select document(s)
  - In Main pane, Click '3dots'/'bulk action' -> Click 'Assign tag(s)' -> Select tag -> Click 'Save'
  
- Click on a tag to filter your workspace



# Bulk Actions

sa <https://nwmwiki.etsi.org/docs/03-workspace.html#bulk-actions>



- Remove multiple documents from your workspace
- Tag multiple documents from your workspace

# Moderator Training

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# How to create a document?



- Log into NWM
  - <https://nwm-trial.etsi.org/#/>
  - Sign in with your 3GU username
- Click 'Create New Document'
  - For the demo, call it 'Training-02-27-Name', e.g. Training-02-27-Seb
- Insert Heading
- Insert some text
- Insert a Feedback Form
- Share the document (only now everybody can search for it)

# How to revise a document?



- Open a document of which you are the owner
- Click 'Prepare next version'
- Provide a reason for change (e.g. next round, chapter 2 modified ...)
- Insert a Heading at the end of the document
- Name the Heading 'Second Round'
- Add some text
- Add a feedback form
- Click 'Promote to new version'

# Useful Links



Access it at: <https://nwm-trial.etsi.org>

- 3GU username/password or ETSI Portal username/password to log in

Help files & documentation: <https://nwmwiki.etsi.org/docs>

Advice for moderators at  
<https://nwmwiki.etsi.org/docs/08-3gpp-workflows.html#advice-for-moderators>

Report an issue or suggest a new feature:

- send an email to [nwm-support@etsi.org](mailto:nwm-support@etsi.org)
- provide in your email the link to the document, e.g. <https://nwm-trial.etsi.org/#/documents/414>

# Thanks for your attention



**Sebastian MÜLLER**  
ETSI Centre for Testing and Interoperability (CTI)  
[sebastian.mueller@etsi.org](mailto:sebastian.mueller@etsi.org)