**Quick start guide**

1. Sign-in

* Enter user’s Card ID in textbox to login with specific user.
* Once it validates user’s Card ID, it will prompt to book search page with displaying logged in User ID displaying on top of the page.
* If invalid Card ID inputted, it will give you error notification.

A screenshot of a computer screen

Description automatically generated

1. Sign-Up

* Sign Up requires 8 different information to be inputted in order to register new user.
* If invalid input is detected, it displays error message next to specific row.
* Once Sign Up is completed, it displays new Card ID that user can utilize to enter in Sign-In page.

1. Check-in Books

* Check-in Book website can be accessible from any pages of this system.
* Librarian can input Book title, author, ISBN, user’s Card number, user’s name.
* Once search is completed, it displays corresponding information; Loan ID, Borrower’s name, Date Out, Due Date, Book information(Title, Author, ISBN), and Select button to choose books to check-in
* Once finished selecting books to check-in, press ‘Check-in Selected’ button to proceed. If successful, it returns the confirmation notification for check-in.

A screenshot of a computer

Description automatically generated

1. Manage Fines

* Fine management page can be accessible from any website by clicking MENU or hyperlink on Login page.
* ‘Update Fines’ button runs a script to apply automatic calculation of the fine management system that reflects $0.25 per day after due date.

\* This Action is required at the end of business hours.

* The page displays existing Fines and selecting each fine with pressing button, ‘Clear Paid Fines’ clears the fine.

A screenshot of a computer

Description automatically generated

1. Book search

* Once Log-in is successful, book search page appears with feature to enter book information or ISBN directly.
* Book search function is executable with title, author, or ISBN.
* Direct ISBN checkout function is available without searching desired books, and it prompts to Checkout confirmation page if there is no red flag to checkout.
* After inputting desired book’s information, it displays the search results with including ISBN, Title, Pages, Cover, Author(s), and Action to Check-out or Book not available.

1. Check-Out Books

* Once pressed button, ‘Check-out’ from search results page, it displays check-out confirmation page with displaying corresponding book’s information and due date, which is 14 days from the date of check-out.
* If current user already checked out 3 books, then it displays error message.

1. Profile

* Profile page can be accessible at any page after Log in.
* It displays user’s information; User ID, First and Last name, SSN, Phone number, Email address, Full address including street address, City, State, and Total Fines.
* It also displays the checked-out book information including previous records.

1. Menu bar

* Menu bar provides direct link to Log In, Sign Up, Book Check-in, Fines, Book Search, and Profile except in Log-in page where it only provides Sign Up, Book Check-in, and Fines.
* Menu bar is expandable when clicked on top right corner of every page.