Baymax - User Guide

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1. Introduction

(Contributed by Li Jianhan & Shi Hui Ling)

Welcome to Baymax! Are you a healthcare professional looking for a reliable app to keep track of patients and appointments? You have come to the right place!

Baymax is a Command Line Interface (CLI) focused desktop application that helps you to manage patient appointments using just the keyboard itself, no fiddling with the mouse needed! The main features include:

1. Managing appointments -- scheduling new appointments, changing appointments, cancelling appointments, marking appointments as done etc.
2. Managing patient information -- phone number, special remarks etc.
3. Viewing appointments in a calendar format

And all this can be done easily with just a few keystrokes! Baymax's distinguishing feature is our special built-in calendar view -- it shows you how busy a particular day or week is at a glance, so that you can help patients make quick decisions on the ground! What are you waiting for? Head on to Section 2, "Quick Start"!

2. Quick Start

1. Ensure you have Java 11 or above installed in your Computer.

2. Download the latest version of Baymax from here.

3. Copy the file to the folder you want to use as the *home folder* for your Baymax application.

4. Double-click the file to start the app. The GUI similar to the below should appear in a few seconds. Note how the app contains some sample data.
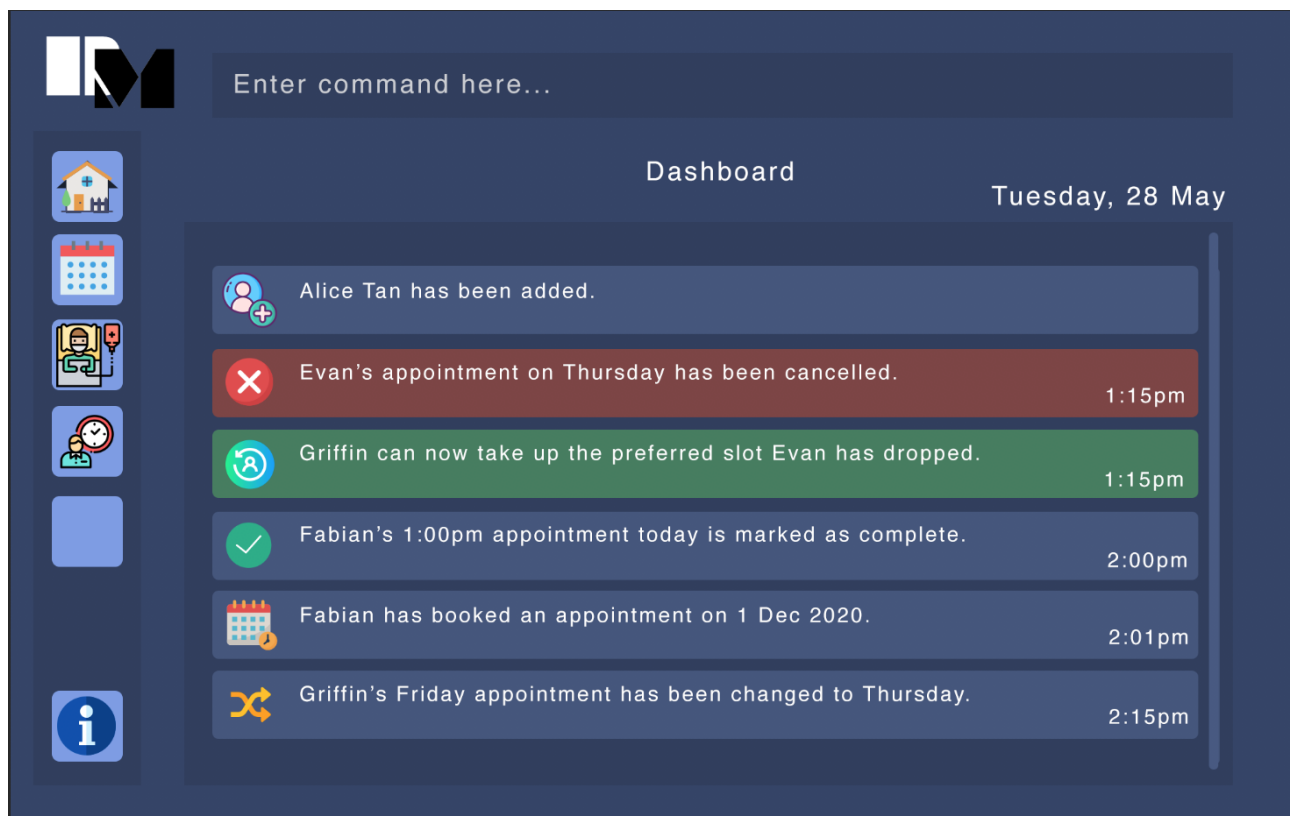

Figure 2.1. Baymax Graphical User Interface

5. At the top of the screen, type in your commands in the command box and press Enter to execute it. e.g. typing `help` and pressing Enter will open the help window.

6. Refer to the Features below for details of each command.

3. About

(Contributed by Li Jianhan & Shi Hui Ling)

3.1. Structure of this Document

To give you the most amount of flexibility over what you can do with Baymax, we have provided a large set of features. We have structured this User Guide in such a way that you can easily find what you need. In the next subsection, *Section 3.2 Reading this Document*, you will find useful tips on using this document. All of Baymax's features and commands are documented in the following section, *Section 4 Features*. You can sift through these features and commands easily by referring to the Table of Contents at the top of this User Guide, or to *Section 6 Summary of Commands*.

3.2. Reading this Document

This subsection familiarises you with all the technical terms, symbols and syntax that are used throughout this document, so as to make it easier for you to read the rest of the document.

3.2.1 GUI Terminology
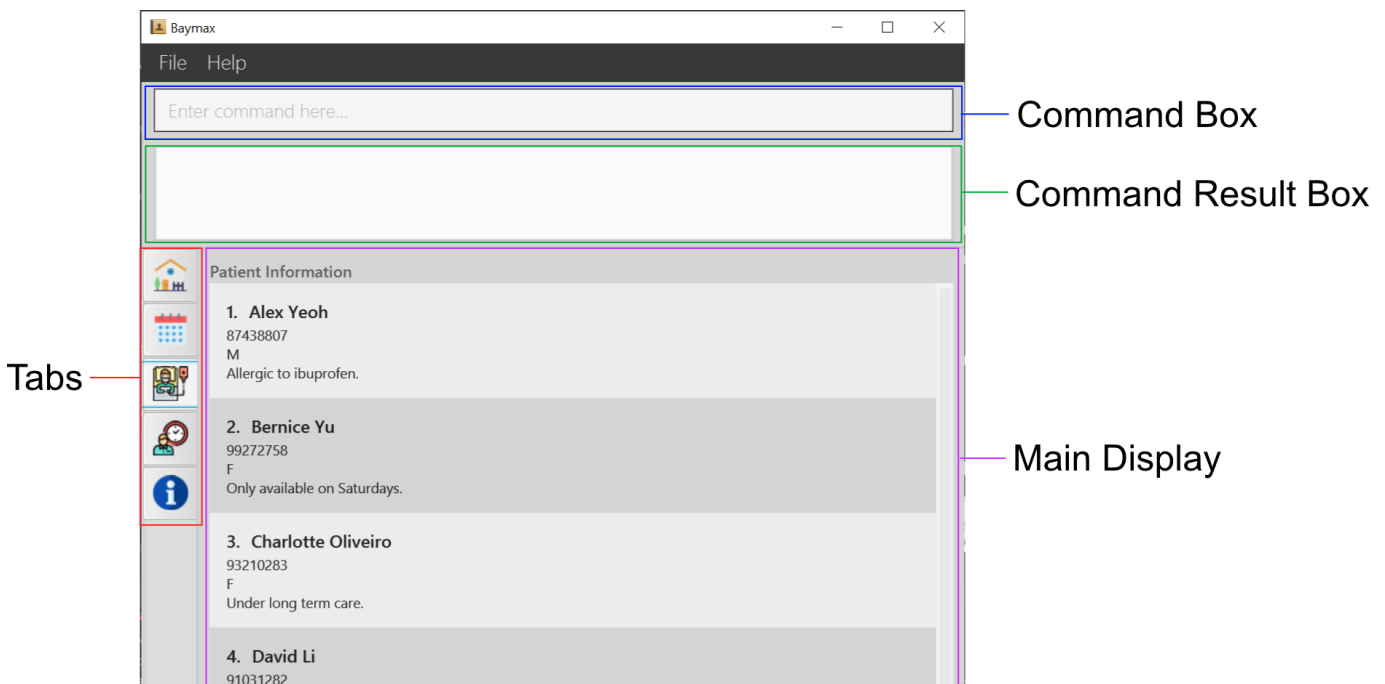
Figure 3.2.1 GUI Components

GUI Component	Description
Command Box	Commands are entered here
Command Result Box	Success and error messages of command executions are displayed here
Tabs	Dashboard, Calendar, Patient, Appointment, and Additional Information tabs can be accessed here

GUI Component	Description
Main Display	Calendar views, Patient lists and Appointment lists are displayed here in their respective tabs

3.2.2. General Symbols

3.2.3. Command Format & Syntax

You enter specific commands into the *Command box* of the GUI to use Baymax's features and perform tasks.

Commands all take the following format:

`command_word prefix/PARAMETER`, e.g. `addpatient name/Alex Yeoh nric/S1234567A`

- **Command_word:** word that specifies the task being performed, e.g. `addpatient`
- **Prefix:** word that specifies the parameter type being supplied, e.g. `name`, `nric`
- **PARAMETER:** information and details about various patients and appointments specified by you

ℹ️ **Notes about the command format:**

- Words in `UPPER_CASE` are the parameters to be **supplied** by you.

    E.g. `addpatient name/NAME`: can be used as `addpatient name/Alice Tan`.

- Items in square brackets are **optional**.

    E.g `name/NAME [remark/REMARK]`: can be used as `name/Alice Tan remark/No drug allergy` or as `name/Alice Tan`.

- Items with … after them can be used **multiple** times including zero times.

    E.g. `[tag/TAG]…`: can be used as   (i.e. 0 times), `tag/braces`, `tag/braces tag/cleaning` etc.

- Parameters can be supplied in **any order**.

    E.g. `name/NAME contact/PHONE_NUMBER`: can also be used as `contact/PHONE_NUMBER name/NAME`.

4. Features

(Contributed by Thuta and …everyone?)

4.1. Patient Information Management

This feature allows you to manage patient information. You can add a new patient, delete an existing patient and edit a patient's details.

This section will also feature a range of methods for finding patients depending on your needs. For example,

1. If you know a patient's NRIC, you can directly find his profile using the `findByNric` command.
2. However, if you only remember a patient's first name, you can narrow down to a list of patients with that first name using the `findByName` command.

3. Lastly, you can find patients by the tags assigned to them.

4.1.1. Add a new patient: `addpatient`

You can use this command to add a new patient who has not yet been registered.

Format:

`addpatient nric/NRIC name/NAME contact/CONTACT gender/GENDER [r/REMARK] [t/TAG]`

Parameters:

Parameter Name	Description
NRIC	The nric of the patient. It must <u>start and end</u> with a capital letter and contain 7 numbers in between them. E.g. S1234567A
NAME	The name of the patient. It must consist <u>solely</u> of alphabets, and should be a combination of the first and last name in that order. E.g. Alice Tan
CONTACT	The hand phone number that the patient wishes to be contacted by. It must consist <u>solely</u> of numbers. E.g. 91234567
GENDER	The gender of the patient. In short, female is indicated by the letter 'F' and male is indicated by the letter 'M'.
REMARK	Any remarks about the patient. It can be any text -- alphanumerical, special characters etc. are allowed. E.g. Only available on Mon / Tues
TAG	The tag for the patient. It must only be alphanumerical and must not contain spaces or special characters. Can have multiple tags. E.g. Diabetic

Example:

1. Type `addpatient nric/S9772234F name/Jason Tan contact/98765432 gender/M` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

If the command is valid (i.e. the user keyed in the valid fields):

1. A success message will be displayed in the *Command Result* box.
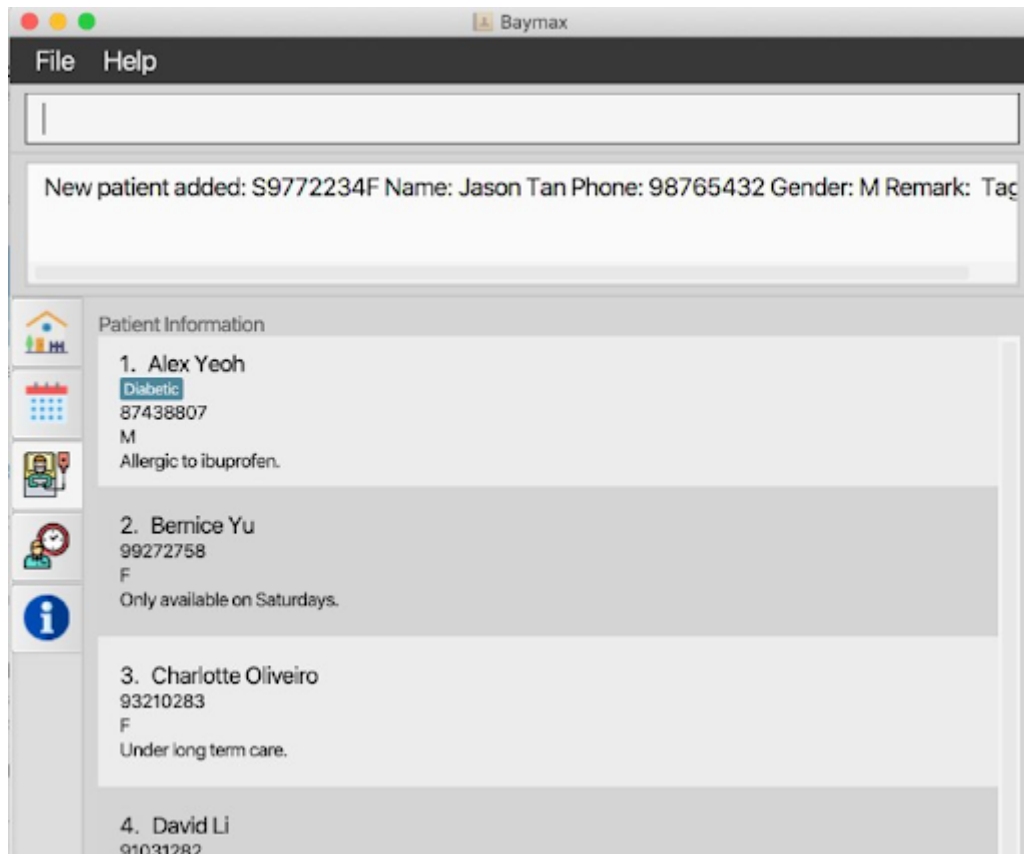
Figure 4.1.1 Adding a patient

2. The patient with the information supplied by the parameters will be created and added to the system.

4.1.2. List all patients: `listpatient`

You can use this command to list all the patients in the system. The *Main Display* of the GUI will show the list of patients with all their information: name, nric, contact number, gender, remark, tags, and appointments.

Format:
`listpatient`

Example:

1. Type `listpatient` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

1. All the patients in the system will be listed as shown below.
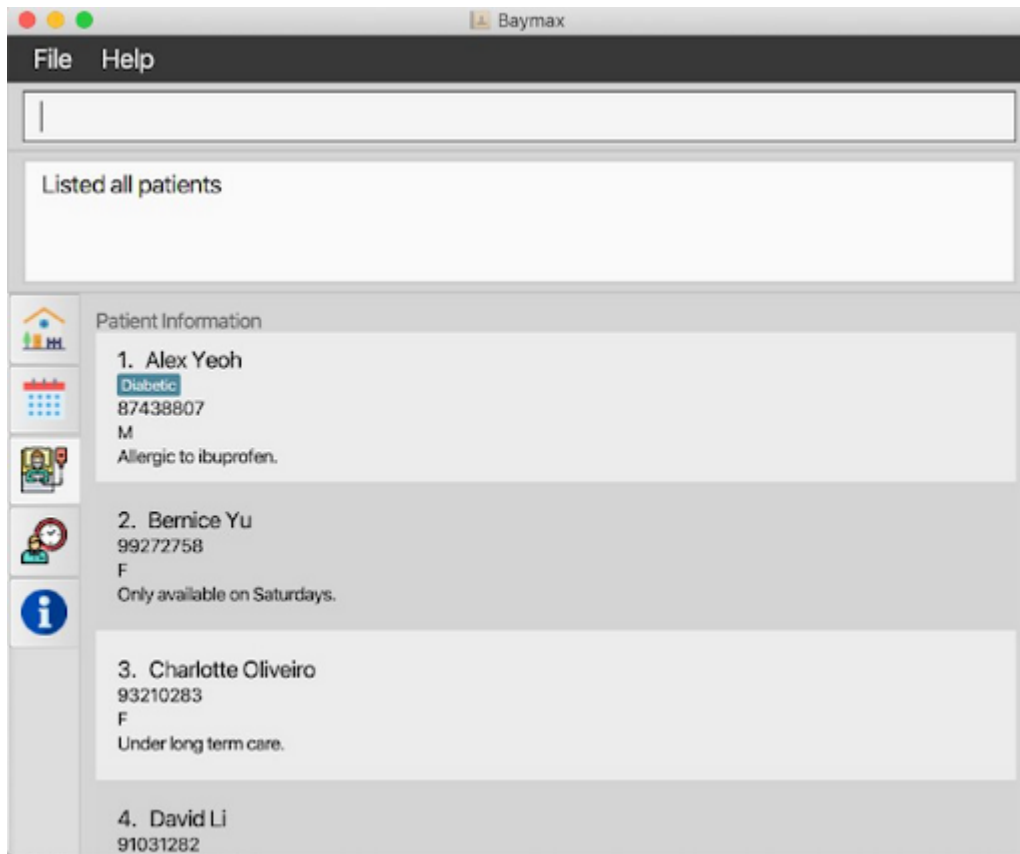
Figure 4.1.2 Listing all patients

4.1.3 Delete a patient: `deletepatient`

You can use this command to delete a patient's profile by his or her ID. However, you will first need to use the `listpatient` command or the `findpatient` command to find out the patient's ID `PATIENT_ID`. This extra step helps you to confirm the profile to be deleted, and prevents accidental deletes.

Format:

`deletepatient PATIENT_ID`

Parameters:

Parameter Name	Description
PATIENT_ID	The index of the patient in the most recently displayed list. It must be a positive integer.

Example:

1. Type `deletepatient 4` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

If the `PATIENT_ID` (i.e 4) is valid:

1. A success message will be displayed as shown below.
2. The patient at index 4 in the previously displayed list will be deleted.
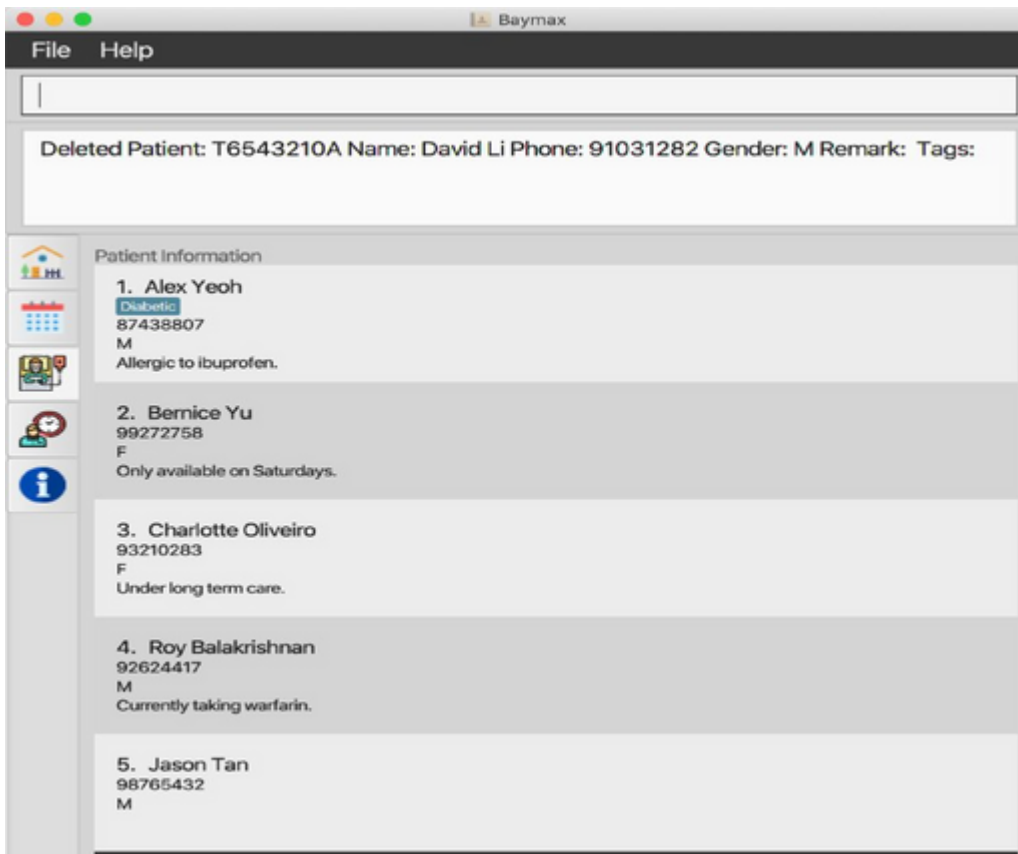
Figure 4.1.3 Deleting a patient

4.1.4 Edit a patient's information: `editpatient`

You can use this command to edit a patient's profile information. You can edit any field of a patient in any order. However, you will first need to use the `listpatient` command or the `findpatient` command to find out the patient's `PATIENT_ID`, i.e. index within the displayed list. This extra step helps you to confirm the profile to be edited, and prevents accidental edits.

Format:

```
editpatient PATIENT_ID <at least 1 patient information parameter>
```

Listed below are some examples of valid `editpatient` commands:

- `editpatient PATIENT_ID t/TAG`
- `editpatient PATIENT_ID name/NAME`
- `editpatient PATIENT_ID nric/NRIC`
- `editpatient PATIENT_ID gender/GENDER`
- `editpatient PATIENT_ID contact/CONTACT`
- `editpatient PATIENT_ID r/REMARK`
- You can also supply multiple parameters, e.g. `editpatient PATIENT_ID gender/GENDER name/NAME contact/CONTACT`
- The parameter(s) supplied will directly replace the original one(s)

Parameters:

Parameter Name	Description

Parameter Name	Description
PATIENT_ID	The index of the patient in the most recently displayed list. It must be a positive integer.
NRIC	The nric of the patient. It must start and end with a capital letter and contain 7 numbers in between them. E.g. S1234567A
NAME	The name of the patient. It must consist solely of alphabets, and should be a combination of the first and last name in that order. E.g. Alice Tan
CONTACT	The hand phone number which the patient wishes to be contacted by. It must consist solely of numbers. E.g. 91710012
GENDER	The gender of the patient. In short, female is indicated by the letter 'F' and male is indicated by the letter 'M'.
REMARK	Any remarks about the patient. It can be any text -- alphanumerical, special characters etc. are allowed. E.g. Only available on Mon / Tues
TAG	The tag for the patient. It must only be alphanumerical and must not contain spaces or special characters. Can have multiple tags. E.g. Diabetic

Example:

1. Type `editpatient 2 t/Asthmatic` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

If the `PATIENT_ID` (i.e 2) is valid:

1. A success message will be displayed as shown below.

2. The tag of the patient at index 2 in the recent list will be edited.
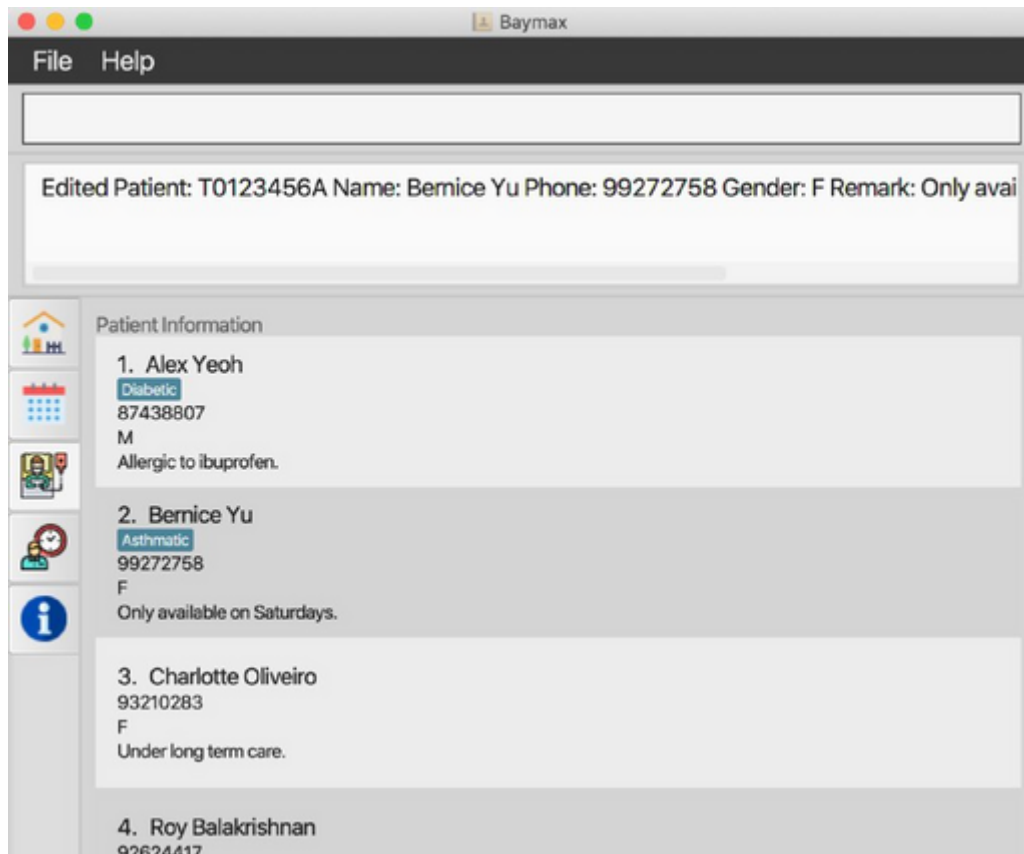
Figure 4.1.4 Editing a patient's information

4.1.5 Find a patient: `findpatient`

You can use this command to find a patient by entering a part of his name (or his full name). The search string for the name is case-insensitive.

Format:
`findpatient name/NAME`

Parameters:

Parameter Name	Description
NAME	The name or keyword by which to search for the patient. It can be an incomplete part of the patient's name you are searching for. E.g. Alice

Example:

1. Type `findpatient Alex` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

1. If the patient is found, a success message will be displayed as shown below.

Figure 4.1.5a Finding a patient by name - success

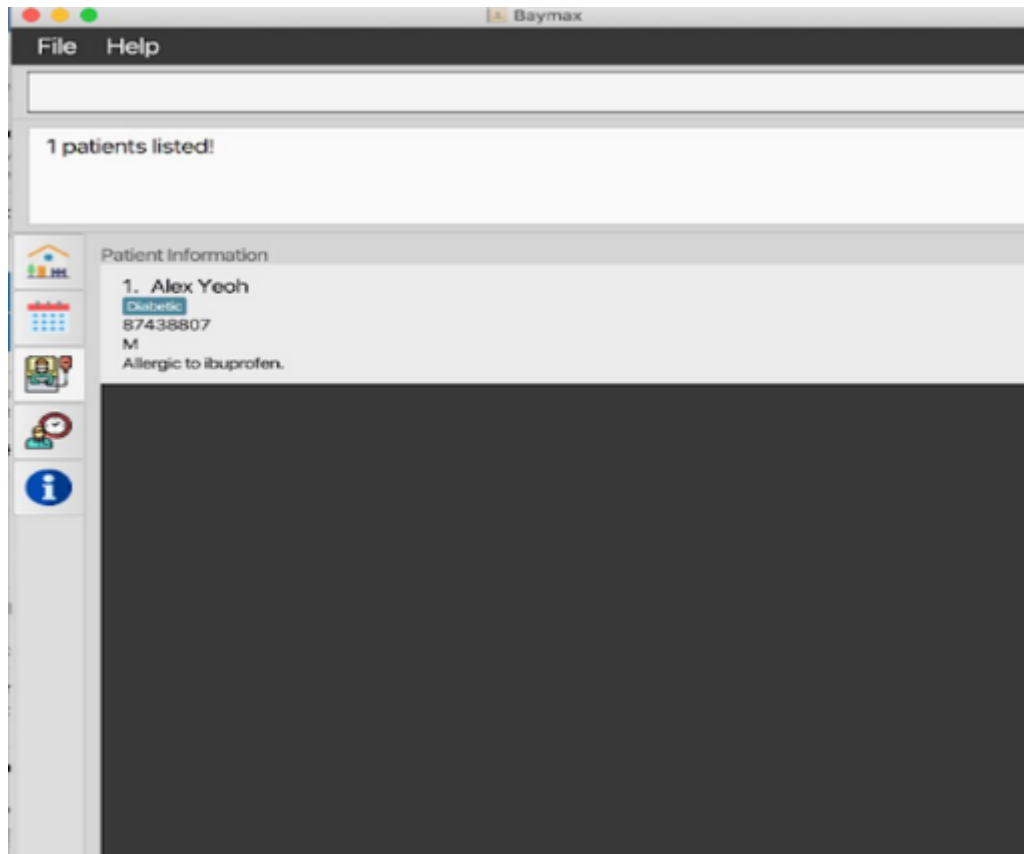2. If patient is not found, an error message will be displayed as shown below.

[App Screenshot (Still in progress)] *Figure 4.1.5b Finding a patient by name - failure*

4.2. Appointment Management

This feature allows you to manage the appointments of every patient. You can add, edit, delete and find an appointment, and list all the appointments in the system.

4.2.1. Add a new appointment: addappt

You can use this command to add a new appointment for a patient.

Parameters:

Parameter Name	Description
ID	The index of the patient in the most recently displayed list. It must be a positive integer.
DATETIME	The date followed by the time of the appointment. It must be in DD-MM-YYYY HH:MM format. E.g. 20-01-2020 15:00
DESCRIPTION	The description of the appointment. It can be any text -- alphanumerical, special characters etc. are allowed. E.g. Wrist fracture check-up #3
TAG	The tag related to the appointment. It must only be alphanumerical and must not contain spaces or special characters. Can have multiple tags. E.g. Xray

Format:

`addappt id/ID dt/DATETIME desc/DESCRIPTION [t/TAG]`

Example:

1. Type `addappt id/1 dt/11-10-2020 12:30 desc/Removal of braces. t/DrGoh t/1HR` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

If the command is valid (i.e. the user keyed in the valid fields):

1. A success message will be displayed as shown below.

Figure 4.2.1 Scheduling a new appointment for a patient

4.2.2. List all appointments of a patient: `listapptby`

You can use this command to list all the appointments belonging to a certain patient. However, you will first need to use the `listpatient` command or the `findpatient` command to find out the patient's `PATIENT_ID`.

Format:

`listapptby PATIENT_ID`

Parameters:

Parameter Name	Description

Parameter Name	Description
PATIENT_ID	The index of the patient in the most recently displayed list. It must be a positive integer.

Example:

1. Type `listapptby 1` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

1. A success message will be displayed as shown below.

[App Screenshot (Still in progress)]
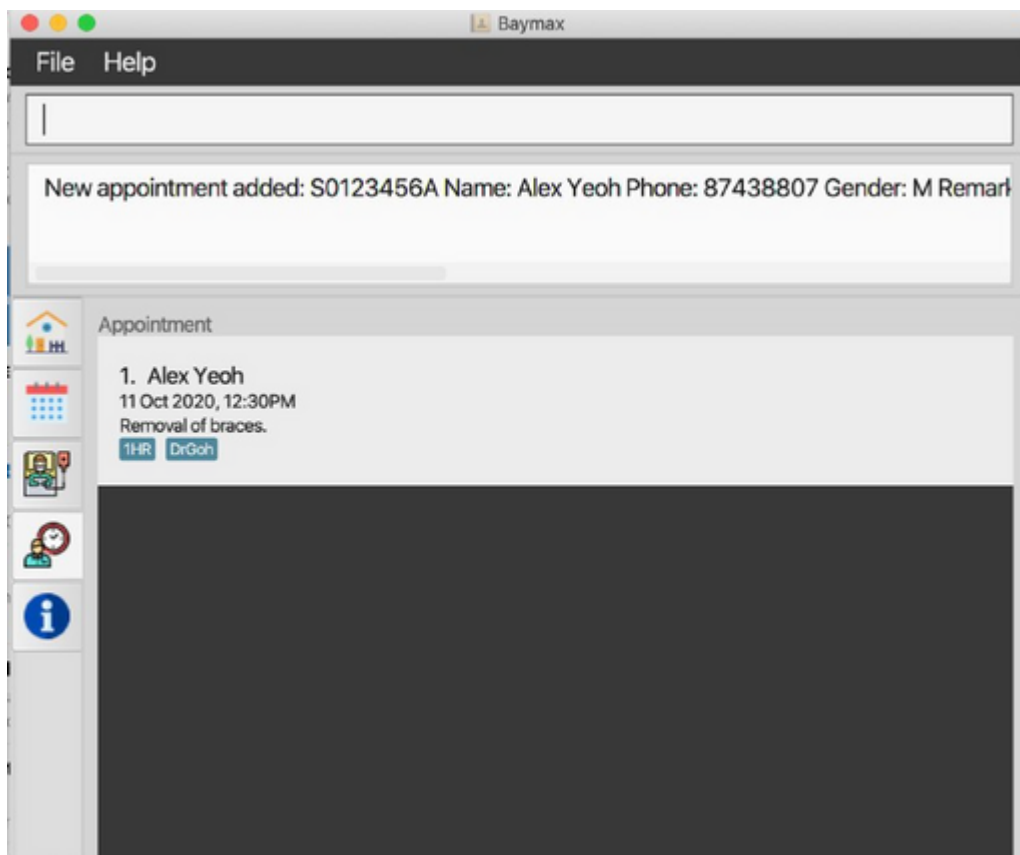*Figure 4.2.2 Listing all appointments of a patient*

4.2.3. List all appointments: `listappt`

You can use this command to list all the appointments in the system, which belong to any patient.

Format:
`listappt`

Example:

1. Type `listappt` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

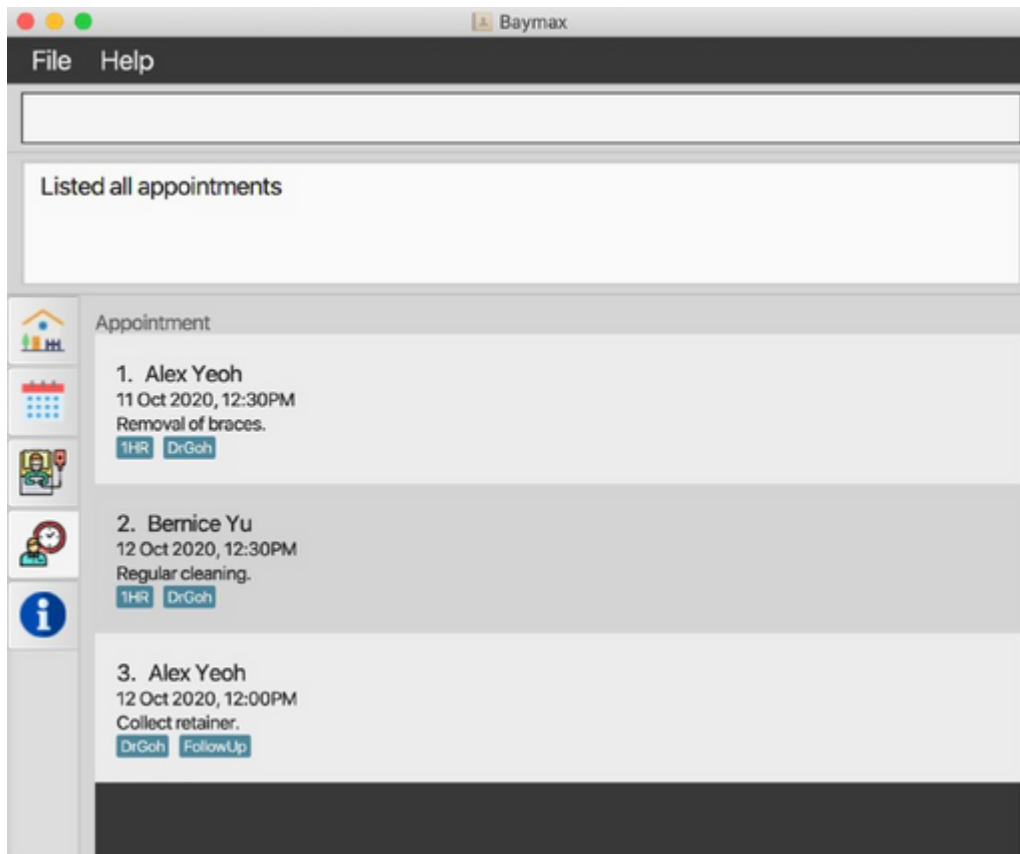1. All the appointments in the system will be listed as shown below.

Figure 4.2.2 Listing all appointments

4.2.4. Edit an appointment: `editappt`

You can use this command to edit an appointment. You can edit any field of an appointment in any order. However, you will first need to use the `listappt` command to find out the appointment index `INDEX` first. This extra step helps you to confirm the appointment to be edited, and prevents accidental edits.

Format:

`editappt INDEX <at least 1 appointment information parameter>`

Listed below are some examples of valid `editappt` commands:

- `editappt INDEX dt/DATETIME`
- `editappt INDEX desc/DESC`
- `editappt INDEX t/TAG`
- You can also supply multiple parameters, e.g. `editappt INDEX t/TAG desc/DESC dt/DATETIME`
- The parameter(s) supplied will directly replace the original one(s)

Parameters:

Parameter Name	Description
ID	The index of the patient in the most recently displayed list. It must be a positive integer.
DATETIME	The date followed by the time of the appointment. It must be in DD-MM-YYYY HH:MM format. E.g. 20-01-2020 15:00

Parameter Name	Description
DESCRIPTION	The description of the appointment. It can be <u>any text</u> -- alphanumerical, special characters etc. are allowed. E.g. Wrist fracture check-up #3
TAG	The tag related to the appointment. It must only be <u>alphanumerical</u> and must not contain spaces or special characters. Can have multiple tags. E.g. Xray

Example:

1. Type `editappt 1 dt/12-10-2020 12:00` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

If the INDEX (i.e 1) is valid:

1. A success message will be displayed as shown below.

2. The `DATETIME` of the appointment at index 1 in the recent list will be edited.
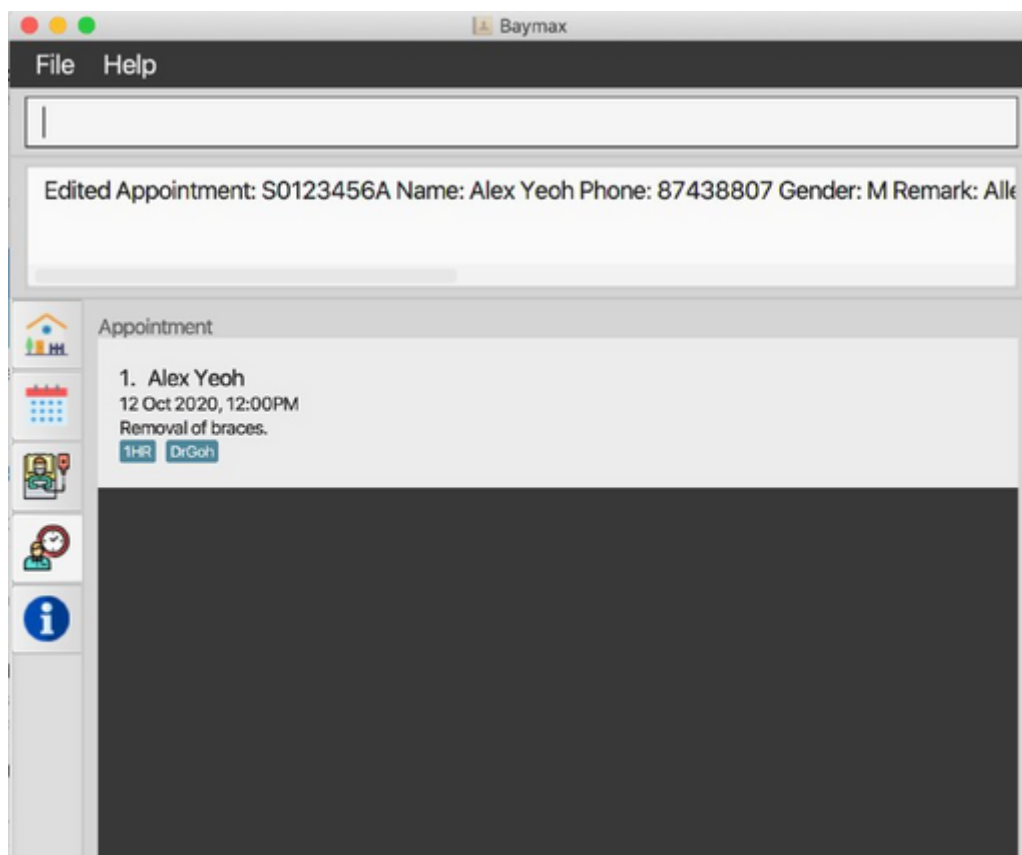

Figure 4.2.4 Editing an appointment

4.2.5 Delete an appointment: `deleteappt`

You can use this command to delete an appointment from the system by specifying the patient it belongs to and the `DATETIME` of the appointment.

Format:

```
deleteappt id/PATIENT_ID (OR nric/NRIC OR name/NAME) dt/DATETIME
```

Parameters:

Parameter Name	Description
PATIENT_ID	The index of the patient in the most recently displayed list. It must be a positive integer.
NRIC	The nric of the patient. It must start and end with a capital letter and contain 7 numbers in between them. E.g. S1234567A
NAME	The name by which to search for the patient. It can be an incomplete part of the patient's name. E.g. Alice
DATETIME	The date followed by the time of the appointment. It must be in <u>DD-MM-YYYY HH:MM</u> format. E.g. 20-01-2020 15:00

Example:

1. Type `deleteappt nric/S1234567A dt/20-01-2020 15:00` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

If the command is valid (i.e. the specified appointment exists):

1. A success message will be displayed as shown below.
2. The appointment specified (i.e. the appointment belonging to the specified patient at the specified `DATETIME`) will be deleted.

[App Screenshot (Still in Progress)]
Figure 4.1.3 Deleting an appointment

4.3. Calendar

This feature allows you to view the availability status of each day in a month, as well as the appointment schedule for a period of time or within a particular day / week. The following subsections will guide you through the commands to set the calendar view to a particular year and month.

4.3.1. Switch to a particular year: year

You can use this command to switch to a particular year. The default is the current year. Suppose there are appointments scheduled one year in advance, you can use this function to switch to the following year. The year set by this command will affect the command we will discuss in Section 3.3.2 (Switching to a particular month).

Format:

```
year YEAR
```

Parameters:

Parameter Name	Description
YEAR	The year you want to switch to. It must be a 4-digit positive number. E.g. 2020

Example:

1. Type `year 2020` into the command box.
2. Press enter on your keyboard.

Outcome:

1. Baymax will switch to the calendar tab.
2. The year 2020 will be displayed on the top right-hand corner of the window.

[App Screenshot (Still in Progress)]

4.3.2. Switch to a particular month: `month`

You can use this command to switch to a particular month based on the year you set in Section 3.3.1. The default is the current month. For example, if today is 3rd January 2020, then the calendar will display the year 2020 and the month January by default.

Format:
`month MONTH`

Parameters:

Parameter Name	Description
MONTH	The month you want to switch to. It must be a positive number from 1 (January) to 12 (December).

Example:

1. Type `year 2020` into the command box and press Enter to switch to the year 2020.
2. Type `month 3` into the command box.
3. Press Enter on your keyboard.

Outcome:

1. The month will be set to March and that month's appointments will be displayed as a calendar view.

[App Screenshot (Still in Progress)]

4.3.3. View schedule of a day: `day`

You can use this command to display all appointments on a particular day.

Parameter Name	Description
DAY	The day of the month you want to switch to. It must be a positive number from 1 to the last day of the month. E.g. if the month is February (which only has 28 days), the range of numbers you can enter is 1 to 28.

Format:
`day DAY`

Example:

1. Type `year 2020` into the command box and press Enter to switch to the year 2020.
2. Type `month 1` into the command box and press enter to switch to the month January.
3. Type `day 13` into the command box.
4. Press Enter on your keyboard.

Outcome:

1. All appointments on 2020-01-13 will be displayed as a calendar view.

[App Screenshot (Still in Progress)]

4.3.4. Display appointments within a period: `period`

You can use this command to display all appointments within a specified period, defined by a start `day` and an end `day`. The `year` and `month` are assumed to be the current `year` and `month`.

Format:
`period from/START to/END`

Parameters:

Parameter Name	Description
FROM	The day of the month you want to start viewing from. It must be a positive number between 1 and `TO`. E.g. if `TO` is 10, the range of numbers you can enter is 1 to 10.
TO	The day of the month you want to end viewing with. It must be a positive number between `FROM` and the last day of the month. E.g. if the month is February (which only has 28 days) and `FROM` is 5, the range of numbers you can enter is 5 to 28.

Example:

1. Type `year 2020` into the command box and press Enter to switch to the year 2020.
2. Type `month 3` into the command box and press Enter to switch to March.
3. Type `period from/1 to/7` into the command box.
4. Press Enter on your keyboard.

Outcome:

    1. All appointments from 2020-03-01 to 2020-03-07 will be displayed in the calendar view.

[App Screenshot (Still in Progress)]

4.4. Utilities

4.4.1. View help: `help`

You can use this command to view a list of available commands in order to jog your memory and quickly get started. A URL link to the full *User Guide* (this document) is also provided for you to find more details about the commands.

Format:
`help`

Example:

    1. Type `help` into the command box.
    2. Press `Enter` on your keyboard.

Outcome:

    1. A link directing the user to the help page will be displayed as shown below, together with a
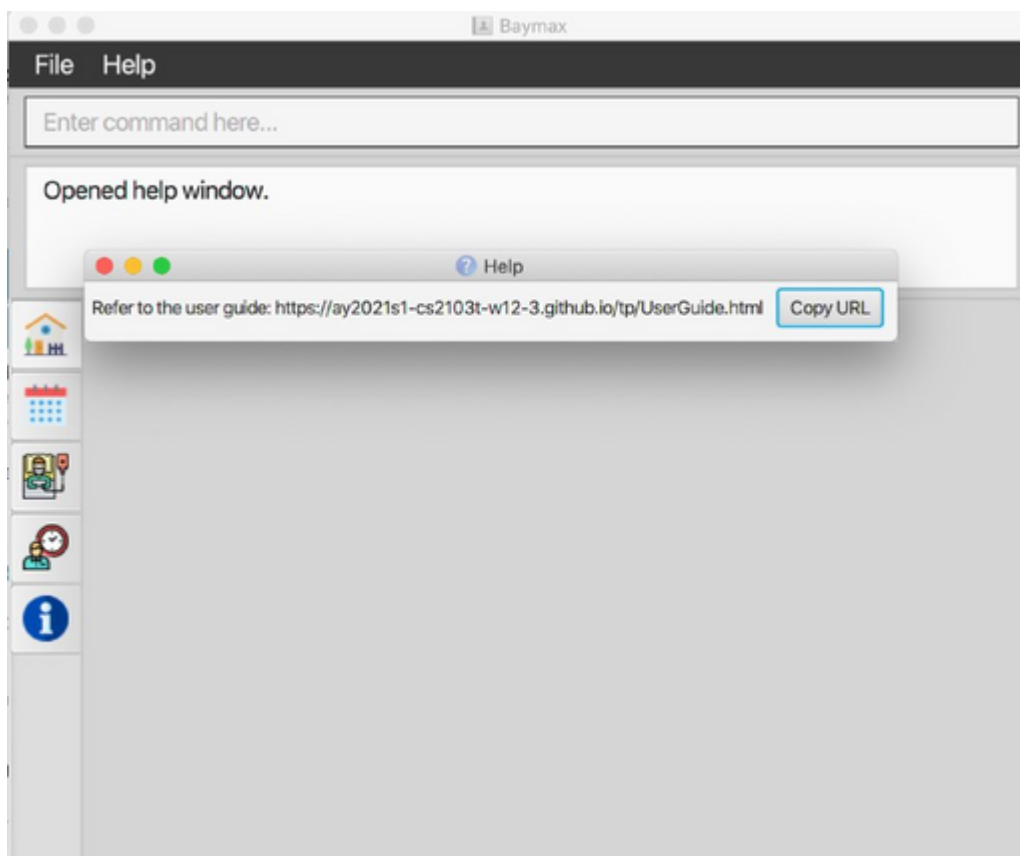   summarised list of commands.

Figure 4.4.1 Executing `help` *command*

4.4.2. Switch between tabs: `tab`

You can use this command to switch between tabs by specifying a tab number.

Format:
`tab TAB_NUMBER`

Parameters:

Parameter Name	Description
TAB_NUMBER	The tab number you want to switch to.

TAB_NUMBER	Tab that Baymax will switch to
1	Dashboard
2	Calendar
3	Patients
4	Appointments
5	Additional Information

Example:

1. Type `tab 2` into the command box.
2. Press `Enter` on your keyboard

Outcome:

1. The second tab, featuring the calendar page, will be displayed as shown in the image below.

[App Screenshot (Still in Progress)]

4.4.3 Exit the program : `exit`

You can use this command to exit the program.

Format: `exit`

Example:

1. Type `exit` into the command box.
2. Press `Enter` on your keyboard.

Outcome:

1. The application window will close and it will stop running.

5. FAQ

Q: Do I have to manually save any data?

A: No. Baymax saves your data to the hard disk automatically after any command that changes data.

6. Command Summary

6.1 Patient Information Management Commands

Command	Example
Add a Patient: `addpatient nric/NRIC name/NAME contact/CONTACT gender/GENDER [r/REMARK] [t/TAG]`	`addpatient nric/S9772234F name/Jason Tan contact/98765432 gender/M`
List All Patients: `listpatient`	`listpatient`
Delete a Patient: `deletepatient PATIENT_ID`	`deletepatient 4`
Edit a Patient's Information: `editpatient PATIENT_ID <at least 1 patient information parameter>`	`editpatient PATIENT_ID contact/82345678`
Find a Patient: `findpatient name/NAME`	`findpatient Alex`

6.2 Appointment Management Commands

Command	Example
Add an Appointment: `addappt id/ID dt/DATETIME desc/DESCRIPTION [t/TAG]`	`addappt id/1 dt/11-10-2020 12:30 desc/Removal of braces. t/DrGoh t/1HR`
List Appointments of a Patient: `listapptby PATIENT_ID`	`listapptby 1`
List All Appointments: `listappt`	`listappt`
Edit an Appointment: `editappt INDEX <at least 1 appointment information parameter>`	`editappt 1 dt/12-10-2020 12:00`
Delete an Appointment: `deleteappt id/PATIENT_ID (OR nric/NRIC OR name/NAME) dt/DATETIME`	`deleteappt nric/S1234567A dt/20-01-2020 15:00`

6.3 Calendar Commands

Command	Example
Switch to a particular year: `year YEAR`	`year 2021`
Switch to a particular month: `month MONTH`	`month 11`
View schedule of a day: `day DAY`	`day 30`
Display appointments within a period: `period from/START to/END`	`period from/1 to/7`

6.4 Utilities Commands

Command	Example
View help: `help`	`help`

Command	Example
Switch between tabs: `tab`	`tab 2`
Exit the program : `exit`	`exit`