# User Documentation

## System Overview

System which has been made to the clinic. The system is four pages, Doctor, Doctor Address, Doctor Patient, Doctor Phone. In this system, CEO or Doctors or the user can manipulate doctor information. So, he can manipulate doctor address, doctor phone, and each doctor which patient he treats. Manipulation means that user can add/delete/update/view information.

## Using the system

**How to use the system:**

Doctor page: This page is to manipulate doctor main information

This is the page

A screenshot of a computer

Description automatically generated with medium confidence

Now:

* Add a new doctor

1) This button ‘+Add new’ is for add a doctor to the table below:

A screenshot of a computer

Description automatically generated with medium confidence

2) So you need to click on it and start fill doctor information as following:

A screenshot of a computer

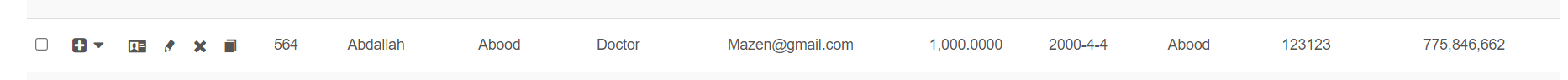
Description automatically generated with medium confidence A screenshot of a contact form

Description automatically generated with low confidence

A screenshot of a login screen

Description automatically generated with medium confidence

3) last thing click save. And the following result must appear:



4) Be careful: Don’t add duplicate id, or duplicate password and username, or it will give you an error.

* To refresh the page:

1) You just need to press ‘Refresh’ button:

A screenshot of a computer

Description automatically generated with low confidence

* TO get the data of the page to another type of file, in other words, to export the page:

1) You must press on Export button and the following lest will appear to you:

A screenshot of a computer

Description automatically generated with medium confidence

2) You can export to any type, for example, I will export to Pdf: And this is the result:

A screenshot of a computer

Description automatically generated with medium confidence

* To print the page you have two choice

1) print current page by click print button and then print the current page choice:

A screen shot of a computer

Description automatically generated with medium confidence

2) print all pages choice to print all pages:

A screen shot of a computer

Description automatically generated with medium confidence

* To search for a specific doctor:

1) Go to Quick search textbox:

A screenshot of a computer

Description automatically generated with medium confidence

2) press on the following button: And the following box will appear to you:

A screenshot of a computer

Description automatically generated with medium confidence

3) In the first list you are going to decide by which you want to search about the doctor, so this list will appear to you:

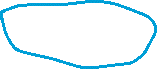
A screenshot of a computer

Description automatically generated

4) The second list you going to choose the condition you want and this list will appear to you:

A screenshot of a computer

Description automatically generated



5) For example: I want to do a search for a doctor: I want to choose search by First Name and the condition is begin with ‘A’ letter and click apply: as the following:

A screenshot of a computer

Description automatically generated



* + Click on search button

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Description automatically generated with medium confidence

* + The following result:

A screenshot of a computer

Description automatically generated with medium confidence

* + You can choose multiple conditions:

A screenshot of a computer

Description automatically generated

* + To clear search information that you have entered just click this button:

A screenshot of a computer

Description automatically generated with medium confidence

* + - And it will become empty:

A screenshot of a phone

Description automatically generated with low confidence

* + - To remove conditions you enter You have to go there :
      * A screenshot of a search box

        Description automatically generated with low confidence
      * Press symbol ‘x’ that appear beside the choices in the first column:

A screenshot of a search box

Description automatically generated with low confidence

* + - * Result:

A screenshot of a search box

Description automatically generated with low confidence

* To show doctor information You click this button:

A screenshot of a computer

Description automatically generated with medium confidence

* To show All doctor information click this button:

A screenshot of a computer

Description automatically generated with medium confidence

* To view doctor details:

1) click this button:

A screenshot of a computer

Description automatically generated with medium confidence

2) result

A screenshot of a computer

Description automatically generated with medium confidence

* To edit doctor information:

1) click this button:

A screenshot of a computer

Description automatically generated with medium confidence

2) now make the change you want here and click save to see the changes:

A screenshot of a computer

Description automatically generated with medium confidence

* To delete a doctor:

1)press the following button:

A screenshot of a computer

Description automatically generated with low confidence

2) Press ok:

A screenshot of a computer

Description automatically generated with low confidence



* To make a copy of a doctor:

1) press this button

A picture containing text, screenshot, font, number

Description automatically generated

2) The following page will appear: make the necessary edits and save:

A screenshot of a computer

Description automatically generated with medium confidence

* To choose specific details:

1) press the following button:

A screenshot of a computer

Description automatically generated with medium confidence



* To change a specific information to the user take the pointer to that specific information and press the button that will appear:

A screenshot of a computer

Description automatically generated



1) the following will appear:

A screenshot of a phone

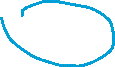
Description automatically generated with low confidence

2) change it and click save:

3) after change

A screenshot of a computer

Description automatically generated with low confidence



* To control each column if you want to change the way how the elements are organized inside:

1) press on the column itself to control, press it to choose ascendant or descendant you want the organization to be based on:

A screenshot of a computer

Description automatically generated with medium confidence



* To search more accurately and add a conditions to specify certain colum:

1) press this button

A screenshot of a computer

Description automatically generated with low confidence

2) following will appear:

A screenshot of a computer

Description automatically generated with medium confidence

3) choose the suitable conditions and click apply by press add conditions:

A screenshot of a computer

Description automatically generated with low confidence

* + Press the suitable condition and press apply.
  + Each row at this box is a filter to search you can add one, and you can disable by press:
    - Plus(+) button is to add a condition, the button to the right it is to disable all filters, the (x) symbol right it is to delete all filters.
    - This button is to disable the specific filter
    - A screenshot of a computer

      Description automatically generated with medium confidence



* To sort elements:

1) press this button:

A screenshot of a computer

Description automatically generated with medium confidence

2) this box will appear

A screenshot of a computer

Description automatically generated with medium confidence

3) choose the suitable conditions and also you can add more conditions by press add level as the following:

A screenshot of a computer

Description automatically generated with medium confidence

4) choose the suitable and click sort

* To change page sittings:

1) click this button

A screenshot of a computer

Description automatically generated with medium confidence

2) Adjust sittings as you wish:

A screenshot of a computer

Description automatically generated

Doctor Address page: this page is to change doctor address information

This is the page

A screenshot of a computer

Description automatically generated with medium confidence

* It is the same as ‘Doctor’ page, but it is to manipulate address.

Doctor patient: it is to show the list of patient that each doctor treat.

This is the page

A screenshot of a computer

Description automatically generated

* It is the same as ‘Doctor’ page, but it is to manipulate information that each doctor who are there patients.

Doctor Phone page:

This is the page:

A screenshot of a computer

Description automatically generated with medium confidence

* It is the same as ‘Doctor’ page, but it is to manipulate phones of the doctor information.

## Frequently asked questions

1) How to add new doctor:

To add new doctor:

* Go to Doctor page.
* There is a button appear on the middle left of the page which called “+Add new’’ then fill the doctor information then click same.

2) How to delete a doctor:

To delete a doctor:

* Select the doctor you want to delete.
* In Actions column press the symbol which look like (x) letter in English.
* Press Ok, the blue button in order to complete delete process.

## Contact information

If you have any inquiries, please contact us on:

Email: [Daradkeh2001@gmail.com](mailto:Daradkeh2001@gmail.com)

Phone: 0785326279