Apex Rental Software

Increment 4

User Documentation

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Increment 2 Revisions

The following pages were changed:

Page 4. Added instructions on how to change table view. Added image showing location of both table view buttons and column titles.

Page 5-6. Added descriptions and images of each table view.

Increment 3 Revisions

The following pages were changed:

Pages 4-7. Updated Images to show joined table views for rentals and inventory tables.

Page 5. Added delete button image and instructions.

Unfinished: Insert rental feature cannot be sufficiently tested until a “return item” feature is added.

Increment 4 Revisions

The following pages were changed:

Pages 4-10. Updated all images to show new GUI options, and reformatted date and phone columns.

Page 5. Added text and image showing how to insert records for any table view.

Page 7. Added text and image on how to return a rental.

Pages 7-10. Added requirements for insertion and deletion for each table view.

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# Application Overview

Graphical user interface, table

Description automatically generated

Apex Rental Software is divided into four Table Views: Rentals, Customers, Inventory, and Vendors. When the application is opened, a Table View of rentals is shown. To navigate to a different Table View, click on the corresponding Table View button.

Column titles can be re-ordered by dragging and dropping from side to side. Clicking on a column title will sort the table by that column. Clicking on the same column title multiple times will alternate between ascending and descending sorting order.

To exit the application click on the X in the top right corner.

# Inserting A Record

Graphical user interface, application, table

Description automatically generated

The information in each Table View is stored in containers called records. To insert a new record, you must first provide insertion options for the new record using the drop boxes and text fields, and then click on the insert button for that Table View.

Note: The insertion options have specific requirements for each Table View located under the Table Views section of the documentation.

# Deleting A Record

Graphical user interface, application, table

Description automatically generated

To delete a record from any Table View, first select the record to delete by clicking on that record in the appropriate table view. The selected item will be highlighted in blue or gray. Next, click on the delete button to delete that record.

Note: Deleting a record has specific requirements for each Table View located under the Table Views section of the manual.

# Table Views

Rentals: Displays a list of active rentals.

Graphical user interface, table

Description automatically generated

Insertion requirements:

In the Customer and Item drop boxes, you must select records from those table views. They cannot be left as default or empty.

Deletion requirements:

The rental record must be returned in order to be deleted. To return a rental, first select the rental to be returned, and then click on the Return button. The record’s return status is located inside the far-right column.

Customers: Displays a list of all customers in the database.

Graphical user interface, table

Description automatically generated with medium confidence

Insertion requirements:

Name cannot be left as default or empty.

Name, Address, and City must be less than 30 characters each.

Phone must only contain digits, spaces, dashes, or parenthesis, and must be exactly 10 digits or left empty.

Deletion requirements:

The customer record that you want to delete must not be used in any rental records. You must first delete the rental records containing that customer.

Inventory: Displays a list of all items, including actively rented out items.

Graphical user interface

Description automatically generated

Insertion requirements:

In the Vendor drop box, you must select a record from that table view. It cannot be left as default or empty.

Name cannot be left as default or empty.

Name and Serial Number must be less than 30 characters each.

Cost must be numeric or empty.

Deletion requirements:

The inventory record that you want to delete must not be used in any rental records. You must first delete the rental records containing that inventory item.

Vendors: Displays a list of all vendors.

Graphical user interface, table

Description automatically generated

Insertion requirements:

Name cannot be left as default or empty.

Name, Address, City, and Website must be less than 30 characters each.

Phone must only contain digits, spaces, dashes, or parenthesis, and must be exactly 10 digits or left empty.

Deletion requirements:

The vendor record that you want to delete must not be used in any inventory records. You must first delete the inventory records containing that vendor.