Task Management System:

User Manual

Mikaella Ziade

Adam Fawzi

Marianne Moukashar

Introduction

The Task Management System is a user-friendly program that helps users manage their tasks easily. This manual provides step-by-step instructions on how to use the application effectively.

Getting Started

1. Open the directory containing the program.
2. Run the code.
3. The main menu will appear, displaying the options.

Main Menu Options

- **Create a New Task:**
- Select option 1 to make a new task.
- Follow the prompts to input the details:
- Choose between "Event" and "Meeting".
- Input Title, Start and End time, Location, Funding and additional requirements, Participants.
- Select (yes/no) for email notification.
- **Editing a Task:**
- Select option 2 to edit a task.
- Provide the task title to access the task.
- Choose an element to edit (Start Time, End Time, Location, Participant).
- **Display a Task:**
- Select option 3 to view task details.
- Provide the title to access a specific task.
- **Display Tasks by Start Time:**
- Select option 4 to view tasks that start at a certain time.
- Provide the date and time to view tasks.
- **Display Tasks by Location:**
- Select option 5 to view tasks that will be held at a specific location.
- Enter details like country, city, street, post code.
- **Delete a Task:**
- Select option 6 to delete a task.
- Enter the Tasks title to delete it.

- **Exit the Program:**
- Select option 0 to terminate the program.

Troubleshooting

- "Invalid input errors": Make sure to provide correct formatting for date, location and time.
- "Task is not Found": check the title for typos.

Contact Support

For more information or further assistance, please contact one of the following group members:

- maz00@aubmed.ac.cy
- mam00@aubmed.ac.cy
- akf00@aubmed.ac.cy