User manual

GROUP 69

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Contents

Home page

After PIM system has been initialized, user will be able to see the following interface:

The illustration above displays the functions that can be selected by users:

- Notes Information Manager
- Contacts Information Manager
- Tasks Information Manager
- Events Information Manager
- Exit the system

Users can enter the number and press 'Enter' to call the corresponding function. It is worth noting that any input other than the displayed numbers will be viewed as incorrect input, where the system will display an error message to the users. Users are able to reselect the functions after pressing the 'Enter' key.

Incorrect input sample

The above is the user manual for the home page. The subsequent content will introduce the specific functions of each information management in detail.

1 Note

After inputting '1' on the home page, users will be redirected to the note manager and display all the functions that are related to the note management.

```
-----------------------
        NOTE MANAGER
-----------------------



-----------------------
Please select an option:
1.  Create a new note
2.  Search for a note
3.  Update a note
4.  Delete a note
5.  View all notes
6.  Open note
7.  Save note
99. Quit
```

The section below will provide a detailed explanation of each function in the note manager.

1.1 Create a new note

Input "1" to invoke the note creation function in the screen of the note manager.

```
1
Enter a title for the note:
shopping
Enter content for the note:
time: weekend
Note created successfully with ID: N1


Press 'Enter' key to continue ...
```

To create a note, users are required to input two types of data, which are title and

content. After the user has input the relevant information, a message will be displayed indicating that the note has been created successfully alongside the unique identifier (UID) of the newly created note. The UID is generated in an incremental manner based on the historical data.

Warning:
    Users are not allowed to enter empty input. If detected by the system, it will output an error message prompting users to avoid empty inputs.

```
Please enter the title of the new note:

Invalid input! The input cannot be empty
```

1.2 Search for a note

Input "2" to invoke the search function in the screen of the note manager.

1.2.1 Set search filters

When a user enters this feature for the first time, the system will ask the user to set a search filters. This condition includes: 1. What keywords to use for search. 2. Logical connections between keywords (including AND, OR). When the user has already settled up search conditions, he will be able to enter the formal search interface.

```
2
Select the filters connector
1. Strict (AND)
2. Disjunction (OR)

Enter the choice
1
Select the filters by:
1. Add a new Filter
2. Save and Exit

Enter the choice
1
Please select the filter key
1. title
2. content

Enter the choice
1
```

```
Select the filtering operator
1. EQUALS
2. CONTAINS

Enter the choice
2
Select the filters by:
1. Add a new Filter
2. Save and Exit

Enter the choice
2
Select one of the choices below:
1. Query
2. Reset filters
3. Reset connector
99. Back
```

The screens for setting the search filters.

1.2.2 Use filters to search

```
Please enter title
sh
Search Result:
        ---------------------------------
         ID  |  Title     |  Content
        ---------------------------------
         N1  |  shopping  |  time: weekend
        ---------------------------------
```

To search for a note that contains a certain value, users are required first to choose the Query function by entering "1" and then following the search filters to search. After correct inputting, the related information will display below.

At the same time, users can also change the search conditions (functions 2 and 3), this will make it back to the filters setting screen, See **1.2.1** for details.

If users enter a value that could not be found in the local storage, a message will be displayed indicating that the result could not be found.

```
Please enter title
fff
No notes available in the system
```

Warning:
Users are not allowed to enter empty input. If detected by the system, it will output an error message prompting users to avoid empty inputs.

1.3 Update a note

Input "3" to invoke the updating note function in the screen of note manager.

Users will first be prompted to enter the unique identifier (UID) of the note they intend to update. The system will search for a matching record based on the provided UID. Once the matched record is found, users will be prompted to enter new information to update the existing data of the record. A message will be displayed to indicate that the note has been updated successfully with new data.

Please note that when entering the UID, the casing (lowercase/uppercase) of the first letter is flexible and will be accepted.

Warning:
When the ID entered by the user does not exist, the system will respond with "Note does not exist!" and will not change any content.

Incorrect input sample

1.4 Deleting a note

Input "4" to invoke the note deletion function in the screen of note manager.

Users will be required to enter the UID of the note they intend to delete. The system will search for a matching record based on the provided UID. Once the matched record is found, the system will perform the delete operation and will display a message indicating that the record has been deleted.

Please note that when entering the UID, the casing (lowercase/uppercase) of the first letter is flexible and will be accepted.

Warning:
When the system cannot find a similar record to the UID entered by the user, the system will display the message "Note does not exist!" and will not change any content.

Incorrect input sample

1.5 View all notes

Input "5" to invoke the function of viewing all notes on the screen of note manager.

```
5
Search Result:
        ------------------------------------
        ID  |  Title      |  Content
        ------------------------------------
        N1  |  shopping   |  time: weekend
        N2  |  swimming   |  time: Mon
        N3  |  Running    |  time: Fri
        ------------------------------------
```

The system will display all the existing records to the users. If there is no existing record, the system will display a message to remind users to add records before using this function.

1.6 Open note

Input "6" to invoke the function to open a specific record in the screen of note manager.

```
6
Enter note ID:
n3
Title:    Running


Content:  time: Fri


Press 'Enter' key to continue ...
```

Users will be prompted to enter the UID of the note they intend to open. Afterwards, the system will search for a matching record based on the provided UID. Once the matched record is found, the system will display the relevant content of the record to the user.

Please note that when entering the UID, the casing (lowercase/uppercase) of the first letter is flexible and will be accepted.

Warning:
When the system cannot find a similar record to the UID entered by the user, the system will display the message "Note does not exist!" and will not change any content.

Incorrect input sample

1.7 Save note

Input "7" to invoke the function in the screen of note manager.

When the user uses the save function, all changes will be saved to the relevant PIM file.

1.8 Quit

Enter 99 to quit: If you have unsaved changes; it will warn you:

Now you can enter y to save or press any other key to quit without save.

2 Contacts

After input 1 from Home page, the screen below will come out and display all the functions that relate to note management.

```
------------------------
        CONTACT MANAGER
------------------------



------------------------
Please select an option:
1.  Create a new contact
2.  Search for a contact
3.  Update a contact
4.  Delete a contact
5.  View all contacts
6.  Open contact
7.  Save contact
99. Quit
```

The remainder of this section will provide a detailed explanation of each function of contact management.

2.1 Create a new contact

Input "1" to invoke the function in CONTACT MANAGER Screen.

```
1
Enter the name for the new contact:
Alex
Enter the number for the new contact (with country code) :
+85287654321
Contact created successfully with ID: C1


Press 'Enter' key to continue ...
```

For information such as contacts, it has two parts, name and phone number. After the user correctly inputs these two parts, the system will automatically assign an ID to the contact and display it to the user (composed of "C" + a number). The existence of facilitates the system's management of this type of information, and users can also view

or search using this ID. After press Enter, user will back CONTACT MANAGER screen.

Warning:

For name and phone number, once the user enters the Enter key, the input will be completed. Therefore, please make sure that all the content you want to input has been entered before the Enter key.

In addition, when entering the contact's phone number, you need to add the symbol "+" at the beginning without any spaces, otherwise the input will fail. At this point, the system will ask you to re-enter a valid phone number to complete the creation of the contact.

Incorrect input sample

2.2 Search for a contact

Input "2" to invoke the function in CONTACT MANAGER Screen.

2.2.1 Set search filters

When a user enters this feature for the first time, the system will ask the user to set a search criteria. This condition includes: 1. What keywords to use for search. 2. Logical connections between keywords (including AND, OR). When the user has or set up search conditions, he will be able to enter the formal search interface.

```
2                                          Enter the choice
Select the filters connector               1
1. Strict (AND)                            Select the filtering operator
2. Disjunction (OR)                        1. EQUALS
                                           2. CONTAINS
Enter the choice
1                                          Enter the choice
Select the filters by:                     2
1. Add a new Filter                        Select the filters by:
2. Save and Exit                           1. Add a new Filter
                                           2. Save and Exit
Enter the choice
1                                          Enter the choice
Please select the filter key               2
1. name                                    Select one of the choices below:
2. address                                 1. Query
3. number                                  2. Reset filters
                                           3. Reset connector
Enter the choice                           99. Back
1
```

The screens for setting the search filters.

2.2.2 Use filters to search

```
Select one of the choices below:
1. Query
2. Reset filters
3. Reset connector
99. Back

Enter the choice
1
Please enter name
Alex
Search Result:
        ----------------------------------------
        ID  |  Name  |  Address   |  Number
        ----------------------------------------
        C4  |  Alex  |  Hong Hom  |  +85211111111
        ----------------------------------------
```

To search for a contact that contains a certain value, users are required first to choose the Query function by entering "1" and then following the search filters to search. After correct inputting, the related information will display below.

At the same time, users can also change the search conditions (functions 2 and 3), this will make it back to the filters setting screen, See **2.2.1** for details.

If users enter a value that could not be found in the local storage, a message will be displayed indicating that the result could not be found.

```
Enter the choice
1
Please enter name
Flank
No contacts available in the system
```

Warning:

Users are not allowed to enter empty input. If detected by the system, it will output an error message prompting users to avoid empty inputs.

2.3 Update a contact

Input "3" to invoke the function in CONTACT MANAGER Screen.

```
3
Enter the contact's ID:
c1
Enter the new name:
Alex
Enter the number for the new contact (with country code) :
+85288889999
Contact updated successfully!

Press 'Enter' key to continue ...
```

When the user uses this function, he first needs to enter the ID of the contact to be changed. After correct input, the user will be asked to enter new information to update the content of the contact. When finished, press Enter to return to the CONTACT MANAGER Screen.

When entering the ID, the first letter should be "C" or "c". (uppercase or lowercase is acceptable)

Warning:
When the ID entered by the user does not exist, the system will respond with "Contact does not exist!" and will not change any content.

Incorrect input sample

In addition, the input requirements for name and phone number when updating are the same as for the create function.

2.4 Delete a contact

Input "4" to invoke the function in CONTACT MANAGER Screen.

When the user uses this function, he first needs to enter the ID of the contact to be deleted. After correct input, the system will delete the contact with matching ID. When finished, press Enter to return to the CONTACT MANAGER Screen.

When entering the ID, the first letter should be "C" or "c". (uppercase or lowercase is acceptable)

Warning:

When the ID entered by the user does not exist, the system will respond with "Contact does not exist!" and will not change any content.

Incorrect input sample

2.5 View all contact

Input "5" to invoke the function in CONTACT MANAGER Screen.

This function will directly display all stored contacts. Enter the Enter key to return to the CONTACT MANAGER Screen. When the user forgets the specific ID of a contact, you can check it through this function.

2.6 Open contact

Input "6" to invoke the function in CONTACT MANAGER Screen.

```
6
Enter contact ID:
c1
Name:    Alex


Number:  +85288889999


Press 'Enter' key to continue ...
```

When the user uses this function, he first needs to enter the ID of the contact to be opened. After correct input, the system will display the name and phone number related about the searched contact. When finished, press Enter to return to the CONTACT MANAGER Screen.

When entering the ID, the first letter should be "C" or "c". (uppercase or lowercase is acceptable)

Warning:

When the ID entered by the user does not exist, the system will respond with "Contact not found!" and will not change any content.

```
6
Enter contact ID:
c6
Contact not found!


Press 'Enter' key to continue ...|
```

Incorrect input sample

2.7 Save contact

Input "7" to invoke the function in CONTACT MANAGER Screen.

```
7
Your contact is already saved!
```

When the user uses the save function, all changes will be saved to the relevant PIM file.

2.8 Quit

Enter 99 to quit: If you have unsaved changes; it will warn you:

```
99
Closing contact manager...
Unsaved changes are made(type y to save, or press any other key to quit)
```

Now you can enter y to save or press any other key to quit without save.

3 Tasks

After input 3 from Home page, the screen below will come out and display all the functions that relate to task management.

```
----------------------
       TASK MANAGER
----------------------


Please select an options:
1.  Create a new task
2.  Search for a task
3.  Update a task
4.  Delete a task
5.  View all tasks
6.  Open task
7.  Save task
99. Quit
```

The remainder of this section will provide a detailed explanation of each function of task management.

3.1 Create a new task

Input "1" to invoke the function in TASK MANAGER Screen.

```
1
Enter a title for a task:
3211 A1
Enter content for a task:
Learn LEC5
Enter a deadline for a task
Format: YYYY-MM-DD HH:MM
2023-11-26 12:30
Task created successfully with ID T1


Press 'Enter' key to continue ...
```

For information such as tasks, it has three parts: title, content and deadline. After the user has input these parts correctly, the system will automatically assign an ID to the task and display it to the user (composed of "T" + a number). The existence of facilitates the system's management of this type of information, and users can also view or search using this ID. After press Enter, user will back TASK MANAGER Screen.

For title, content and deadline, once the user enters the Enter key, the input will be completed. Therefore, please make sure that all the content you want to input has been entered before the Enter key.

Moreover, once the user enters this function, they must complete the creation before exiting. When the user enters the deadline, he or she needs to enter it according to the examples given by the system. Otherwise, the system will ask the user to re-enter it.

```
1
Enter a title for a task:
4433 A3
Enter content for a task:
review midterm
Enter a deadline for a task
Format: YYYY-MM-DD HH:MM
2023-11-30
Invalid format! Please try again
2023-11-30 14:30
Task created successfully with ID T2


Press 'Enter' key to continue ...
```
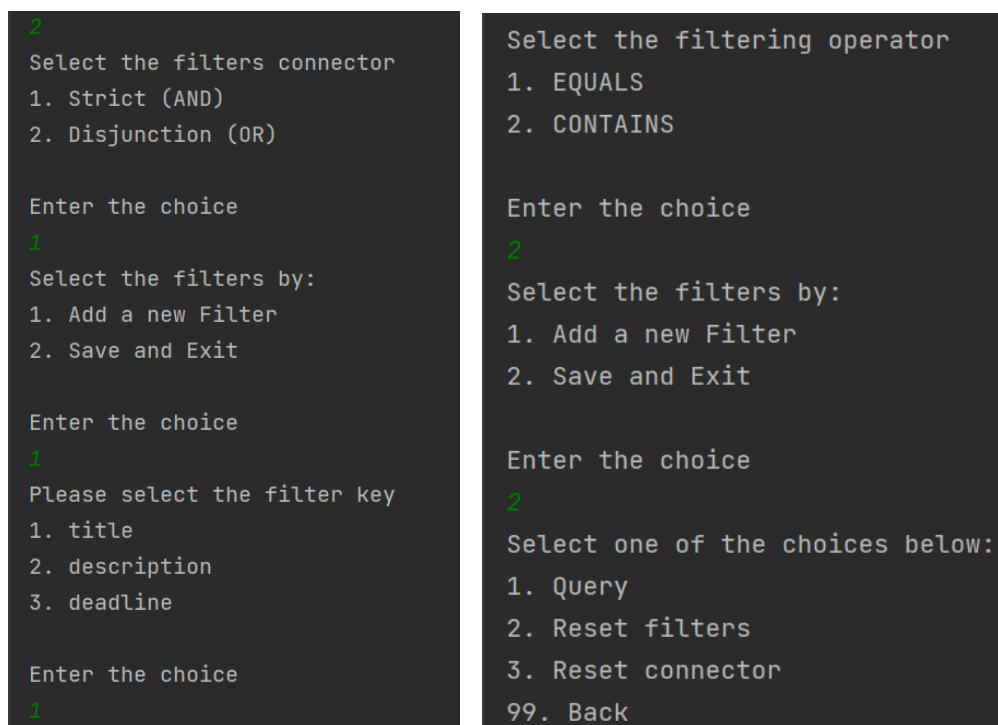
Incorrect input sample

3.2 Search for a task

Input "2" to invoke the function in TASK MANAGER Screen.
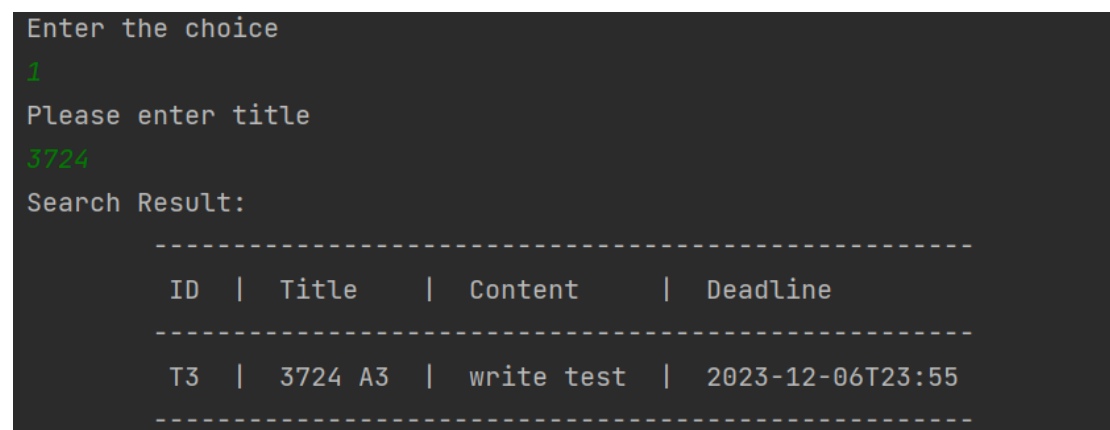
3.2.1 Set search filters

When a user enters this feature for the first time, the system will ask the user to set a search criteria. This condition includes: 1. What keywords to use for search. 2. Logical connections between keywords (including AND, OR). When the user has or set up

search conditions, he will be able to enter the formal search interface.

```
2
Select the filters connector      Select the filtering operator
1. Strict (AND)                   1. EQUALS
2. Disjunction (OR)               2. CONTAINS

Enter the choice                  Enter the choice
1                                 2
Select the filters by:            Select the filters by:
1. Add a new Filter               1. Add a new Filter
2. Save and Exit                  2. Save and Exit

Enter the choice                  Enter the choice
1                                 2
Please select the filter key      Select one of the choices below:
1. title                          1. Query
2. description                    2. Reset filters
3. deadline                       3. Reset connector

Enter the choice                  99. Back
1
```

The screens for setting the search filters.

3.2.2 Use filters to search

```
Enter the choice
1
Please enter title
3724
Search Result:
        -------------------------------------------------
        ID  |  Title    |  Content     |  Deadline
        -------------------------------------------------
        T3  |  3724 A3  |  write test  |  2023-12-06T23:55
        -------------------------------------------------
```

To search for a task that contains a certain value, users are required first to choose the Query function by entering "1" and then following the search filters to search. After correct inputting, the related information will display below.

At the same time, users can also change the search conditions (functions 2 and 3), this will make it back to the filters setting screen, See **3.2.1** for details.

If users enter a value that could not be found in the local storage, a message will be displayed indicating that the result could not be found.

```
Enter the choice
1
Please enter title
3211
No tasks available in the system
```

Warning:

Users are not allowed to enter empty input. If detected by the system, it will output an error message prompting users to avoid empty inputs.

3.3 Update a task

Input "3" to invoke the function in TASK MANAGER Screen.

```
3
Enter task's ID:
t1
Enter new title:
3211 project
Enter new content:
finish it

Enter a new deadline for a task
Format: YYYY-MM-DD HH:MM
2023-11-29 12:30

Press 'Enter' key to continue ...
```

When the user uses this function, he first needs to enter the ID of the task to be changed. After correct input, the user will be asked to enter new information to update the content of the note. When finished, press Enter to return to the TASK MANAGER Screen.

When entering the ID, the first letter should be "T" or "t". (uppercase or lowercase is acceptable)

Warning:

When the ID entered by the user does not exist, the system will respond with "Task does not exist!" and will not change any content.

```
3
Enter task's ID:
N90
The task does not exist.

Press 'Enter' key to continue ...
```

3.4 Delete a task

Input "4" to invoke the function in TASK MANAGER Screen.

When the user uses this function, he first needs to enter the ID of the note to be deleted. After correct input, the system will delete the task with matching ID. When finished, press Enter to return to the TASK MANAGER Screen.

When entering the ID, the first letter should be "T" or "t". (uppercase or lowercase is acceptable)

Warning:

When the ID entered by the user does not exist, the system will respond with "Task does not exist!" and will not change any content.

Incorrect input sample

3.5 View all tasks

Input "5" to invoke the function in TASK MANAGER Screen.

This function will directly display all stored tasks. Enter the Enter key to return to the TASK MANAGER Screen. When the user forgets the specific ID of a task, you can check it through this function.

3.6 Open a task

Input "6" to invoke the function in EVENT MANAGER Screen.

```
6
Enter Event ID
N0
Have dinner with Group23
----------------------------
to arrive on time
----------------------------
null
```

When the user uses this function, he first needs to enter the ID of the task to be opened. After correct input, the system will display the title, content and deadline related about the searched title. When finished, press Enter to return to the EVENT MANAGER Screen.

When entering the ID, the first letter should be "T" or "t". (uppercase or lowercase is acceptable)

Warning:

When the ID entered by the user does not exist, the system will respond with "Task not found!" and will not change any content.

```
6
Enter note ID
t5
Task not found
```

Incorrect input sample

3.7 Save task

Input "7" to invoke the function in TASK MANAGER Screen.

```
7
Your tasks are saved!
-----------------------
```

When the user uses the save function, all changes will be saved to the relevant PIM file.

3.8 Quit

Enter 99 to quit: If you have unsaved changes; it will warn you:

```
99
Closing task manager...
Unsaved changes are made(type y to save, or press any other key to quit)
```

Now you can enter y to save or press any other key to quit without save.

4 Events

Enter 4 to choose event mode, you will see the following options.

```
------------------------
       EVENT MANAGER
------------------------


please select an options:
1.  Create a new event
2.  Search for a event
3.  Update a event
4.  Delete a event
5.  View all events
6.  Open event
7.  Save event
99. Quit
```

Enter numbers accordingly to use different functions.

4.1 Create a new event

As it shows below, you can see that after the event successfully, you will get a automatically generated ID for that event, here is N0.

```
1
Enter a name of a event
Have dinner with Group23
Enter start time for a event
Format: YYYY-MM-DD HH:MM
2023-12-13 12:30
Enter description for the event
to arrive on time
Event created successfully with ID N0
```

Then the system will ask whether you want to set an alarm for the event. Please input y if you want to set the alarm (or press any key to quit which means you don't want to set alarm for that event):

```
Do you want to set an alarm? (type 'y' or press any key to quit)
y
Enter the alarm time
Format: YYYY-MM-DD HH:MM
2023-12-11 13:40
```

```
1
Enter a name of a event
haha
Enter start time for a event
Format: YYYY-MM-DD HH:MM
2023-1-13 9:30
Invalid format! Please try again
```

The alarm time should before current time, or you will get warning, shows in the picture below:

```
Enter the alarm time
Format: YYYY-MM-DD HH:MM
2023-11-11 12:30
Error: Alarm cannot be set before current time
```

4.2 Search for an event

Input "2" to invoke the function in CONTACT MANAGER Screen.

4.2.1 Set search filters

When a user enters this feature for the first time, the system will ask the user to set a search criterion. This condition includes: 1. What keywords to use for search. 2. Logical connections between keywords (including AND, OR). When the user has already settled up search conditions, he will be able to enter the formal search interface.

```
2                                Enter the choice
Select the filters connector     1
1. Strict (AND)                  Select the filtering operator
2. Disjunction (OR)              1. EQUALS
                                 2. CONTAINS
Enter the choice
1                                Enter the choice
Select the filters by:           2
1. Add a new Filter              Select the filters by:
2. Save and Exit                 1. Add a new Filter
                                 2. Save and Exit
Enter the choice
1                                Enter the choice
Please select the filter key     2
1. name                          Select one of the choices below:
2. description                   1. Query
3. start                         2. Reset filters
4. alarm                         3. Reset connector
                                 99. Back
Enter the choice
```

The screens for setting the search filters.

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4.2.2 Use filters to search

```
Enter the choice
1
Please enter name
Have
Search Result:
        -------------------------------------------------
        ID | Title                     | Start Time
        -------------------------------------------------
        N0 | Have dinner with Group23 | 2023-12-13T12:30
        -------------------------------------------------
```

To search for a contact that contains a certain value, users are required first to choose the Query function by entering "1" and then following the search filters to search. After correct inputting, the related information will display below.

At the same time, users can also change the search conditions (functions 2 and 3), this will make it back to the filters setting screen, See **4.2.1** for details.

If users enter a value that could not be found in the local storage, a message will be displayed indicating that the result could not be found.

Warning:

Users are not allowed to enter empty input. If detected by the system, it will output an error message prompting users to avoid empty inputs.

```
Enter the choice
1
Please enter name
hava
No events available in the system
```

4.3 Update an event

After you enter 3, you will see these choices.

```
3
Enter event's ID:
N0
Please enter ur choice:
1. Change the event content
2. Reset alarm
3. Remove the alarm
99. Quit
```

Enter 1 to change event content:

```
1
Enter event name:
Have lunch with Group23

Enter new start time:
Format: YYYY-MM-DD HH:MM
2023-12-15 12:30
Enter new description:
to be there on time
```

When the user uses this function, he first needs to enter the ID of the task to be opened. After correcting input, the system will display the title, content and deadline related to the searched title. When finished, press Enter to return to the EVENT MANAGER Screen.

When entering the ID, the first letter should be "N" or "n". (uppercase or lowercase is acceptable)

Enter 2 to reset alarm for the event:

```
Please set the alarm:
Format: YYYY-MM-DD HH:MM
2023-12-11 12:30


Press 'Enter' key to continue ...
```

Enter 3 to remove the alarm

```
3

Press 'Enter' key to continue ...

Alarm have been removed
```

Warning:

When the ID entered by the user does not exist, the system will respond with "Event does not exist!" and will not change any content.

```
3
Enter event's ID:
N90
Event does not exist.

Press 'Enter' key to continue ...
```

When there is no exist events

4.4 Delete an event

Input "4" to invoke the function in EVENT MANAGER Screen.

```
4
Enter the event id:
N0
Deleted successfully
```

When the user uses this function, he first needs to enter the ID of the note to be deleted. After correcting input, the system will delete the event with matching ID. When finished, press Enter to return to the EVENT MANAGER Screen.

When entering the ID, the first letter should be "N" or "n". (uppercase or lowercase is acceptable)

Warning:

When the ID entered by the user does not exist, the system will respond with "Event does not exist!" and will not change any content.

```
4
Enter the event id:
N90
Not exist id...
```
Incorrect input sample

4.5 View all event

Enter 5 to view all event:

```
5
N0 | Have dinner with Group23 | 2023-12-13T12:30
-----------------------------------------------

Press 'Enter' key to continue ...
```

This function will directly display all stored events. Enter the Enter key to return to the EVENT MANAGER Screen. When the user forgets the specific ID of a task, you can check it through this function.

4.6 Open event

Enter 6 to open an event:

4.7 Save event

Enter 7 to save the event.

When the user uses the save function, all changes will be saved to the relevant PIM file.

4.8 Quit

Enter 99 to quit: If you have unsaved changes; it will warn you:

Now you can enter y to save or press any other key to quit without save.