# Help File

* To run the system open the Main.java file and click run.
* Enter a username and password to log into the system.
* Username is the employee ID
* From here you can choose one of 8 options on the interface to interact with the system.
* To choose what you would like to do enter the character prompted by the task or feature that you would like to complete.
* When you have chosen the task you would like to do there will be more prompts to help you through the process just follow these prompts as follows.

For Admins and HR:

## To See Employee Info:

* Enter S
* Enter the employee ID you wish to see

And the employee information will be printed on the screen

## To View Employee List:

* Enter V

And the full list of employees will appear on screen

## To Delete An Employee:

* Enter D
* Enter the employee ID

The employee will now be removed from the list

## Get Todays Date:

* Enter G

The date will be printed on screen

## To Quit:

* Enter Q

The program will finish

## Review Payslip History:

* Enter R
* Enter the ID of the employees payslip you would like to see
* Enter the prompted character for the month in which you would like to see

The payslip will be printed on screen

## To Add an Employee:

* Enter A
* Enter their name
* Enter their surname
* Enter an Employee ID
* Enter an email
* Enter marital status
* Enter phone number
* Enter PPS number
* Enter A for Union A or B for Union B, Enter any other character if no union is required
* Enter a password for the employee
* Enter the prompted character for either part time or full time employee
* Enter a the prompted character for the department they are a part of
* Enter the prompted character for their role
* Enter their points

And the new employee is added to the system

## Time Simulation:

* Enter T
* Type 25 to set the current date to the next instance of the 25th
* Type year to set the current date to October 1st of the next year

The time will then be simulated ahead

## If Log-In Failed:

* Enter the prompted characters to either try again or quit

## For Employee Log-In:

* Follow the prompts the same as the Admin and HR help steps