

QUICK START GUIDE

If you have not installed the software yet, go to installation guide first.

Home page is a welcome page with a picture of a library and select appropriate item from navigation menu. Let's start with book search:

a) Book Search

Click on 'Booksearch' from navigation panel and a page will appear where there is a search box. Enter book name or author or isbn or any combination of these to search for a book.

b) Check-out Books

After searching for a required book, there will be a button saying, 'check out'. On clicking that a prompt will be shown to add card number of borrower who wants to check out. After that some validation occurs and book is checked out on successful validation.

c) Check-In Books

Click on 'Check-In' in navigation bar and a page showing a search box will appear. Enter either card number, ssn, name, book title, isbn or any combination of these to search for a checked-out book. After that, button showing 'check-in' will appear which on clicking will check in the book.

d) Add Borrowers

Click on 'Add Borrower' on navigation panel and page showing form will appear. Fill out all information and then click on 'Add' button to add the borrower.

e) Pay Fines

Click on 'Pay Fines' from navigation panel and page having a search box will appear. Enter user name or ssn or card_id to search for pending fines and click pay to pay these fines.

To refresh the fines, click the 'Refresh Fines' button is provided on navigation panel with red color.