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{% extends 'lawncaresite/base.html' %}
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{% load static %}
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```
{% block content %}
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<p></p>
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```
<div class="row">
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```
<div class="container p-3 my-3 bg-light col-md-12"
style="border: 0px solid #000; border-radius: 15px;">
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```
<h1 style="color: #000000;">Help</h1>
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<p> </p>
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<ul>
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<li>
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<a href="#10">1.0 Calendar</a>
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</li>
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<li>
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<a href="#11">1.1 Calendar Navigation</a>
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</li>
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<a href="#12">1.2 Job Information</a>
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</li>
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<a href="#13">1.3 Client Information</a>
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<a href="#14">1.4 Route Information</a>
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## <h2 id="10">1.0 Calendar</h2>

<p>The calendar is organized into days in the month and if there is a job scheduled on that day there is a small task bubble that contains the name of the client and the time of the job request</p>

### <h3 id="11">1.1 Calendar Navigation</h3>

<p>On the home screen of the calendar tab Piric has access to “prev” and “next” buttons on the calendar to scroll through all the months.</p>

### <h3 id="12">1.2 Job Information</h3>

<p>In the calendar task bubble the job information is displayed showing the day of the job, the address, the job type, the square feet, and any extra details of the job.</p>

### <h3 id="13">1.3 Client Information</h3>

<p>In addition to the job information there is also the client information. This box included in the calendar task bubble shows the name of the client, the address they are at, their email, and their phone number.</p>

### <h3 id="14">1.4 Route Information</h3>

<p>Wrapping up the calendar task bubble is all the information on the route to get to the job. This box displays the google API mapped route, the distance of the drive, the departure time, the travel time, and the arrival time.</p>

## <h2 id="20">2.0 Clients</h2>

<p>The clients tab displays a list of all clients that have been added to the system. Along with adding clients to the system you can also edit and delete them as you please.</p>

### <h3 id="21">2.1 Add a Client</h3>

<p>To add a client to the current list select the blue “Add +” tab and the inputting form will be displayed. When adding a client all fields must be completed. This includes the name, address, email address, phone number, and the square feet of the property that the client controls. Once all this information is entered select the “Add” button at the bottom of the form to submit the information.</p>

### <h3 id="22">2.2 Edit a Client</h3>

<p>Similar to adding a client, when you select the grey tab next to a clients phone number in the clients menu a similar form displays already populated with the information currently held on the client. This includes the name, address, email address, phone number, and the square feet of the property that the client controls. Once you edit the information you wish to select submit and the new information will be updated.</p>

### <h3 id="23">2.3 Delete a Client</h3>

<p>When needed the user is able to remove any clients that are no longer needed. This is done by selecting the red trash can option on the client that is needed to be removed. Once this button is selected there is no way to recover this information and the user is prompted this before they select it.</p>

<p></p>

## <h2 id="30">3.0 Jobs</h2>

<p>The jobs tab displays a list of all jobs that have been added to the system. Along with adding jobs to the system you can also edit and delete them as you please.</p>

### <h3 id="31">3.1 Add a Job</h3>

<p>To add a job to the current list select the blue “Add Job” tab and the inputting form will be displayed. When adding a job all fields but the optional description must be completed. This includes the client, date, time, job type, and the optional details. Once all this information is entered select the “Add +” button at the

bottom of the form to submit the information and add it to the jobs list.</p>

### <h3 id="32">3.2 Edit a Job</h3>

<p>Similar to adding a job, when you select the grey tab with the pencil next to the job type a similar form displays already populated with the information currently held on the job. This includes the client, date, time, job type, and the optional details. Once you edit the information you wish to select submit and the new information will be updated.</p>

### <h3 id="33">3.3 Delete a Job</h3>

<p>When needed the user is able to remove any jobs that are no longer needed. This is done by selecting the red trash can option on the job that is needed to be removed. Once this button is selected there is no way to recover this information and the user is prompted this before they select it.</p>

## <h2 id="40">4.0 Admin Tab</h2>

<p>The admin tab is used to log out of the application and change the password of the current user that is logged in. In order to change the password of the current user all fields must be completed and the new passwords must be matched when you re-enter the new password.</p>

### <h3 id="41">4.1 Log Out</h3>

<p>The Log Out button ends the user's current session, taking them to the log in screen and removing access to the site until the password is provided. This might be beneficial for when the computer is in a public area and must be left unaccompanied for a period of time.</p>

### <h3 id="42">4.2 Change Home Address</h3>

<p>The home address is what is autofilled on the Origin field of the Jobs tab add/edit forms when the user clicks the 'Home' autofill button. It can be changed here at any time, although jobs created with the old address will still have that set as their point of origin.</p>

### <h3 id="43">4.3 Change Password</h3>

<p>In order to change the password of the current user all fields must be completed and the new passwords must be matched when you re-enter the new password.</p>

</div>

</div>

<script>

setTab('id\_help');

</script>

{% endblock %}