**Introductory Page:**

First and foremost, this is the Introductory Page of DOCUTRACKER, we have the welcome text, dark mode dropdown and two buttons, these buttons lead to our entry points, which are Login and Signup.

**Signup:**

Let’s start with signup, this is what the signup looks like, we’ve got a profile image for uploading picture, email, password, etc. These entries are validated in real-time if you noticed the red warning mark appears if you type something that is not meet the appropriate conditions, if you hover over the mark you can see, a tooltip that tells you a message. These entries are validated in the server as well just in case, after filling all the entries, you need to verify or check and undergo to our captcha verification, this is very useful to prevent by stopping automated software from creating or to spam multiple accounts, after submitting your credentials, an email verification message will be sent to your email address, this is to make sure that your email is legitimate.

**Login:**

Next, we have the login, our login only consists of two entries, the email and the password, these entries aren’t validated in real time, because we are only checking if the email address exist in the database and if the password associated with the email is correct, if validation is ok and everything is fine, you will be redirected to the dashboard.

Furthermore, if you didn’t see the email message the last you signed up we can try checking out spam messages, or we can click resend to fetch the last email address stored from the local storage to resend the verification.

**Dashboard:**

The first time you logged in, you would typically see something like this, this is a supervision security, that the admin needs to verify your account first as the text says, our dashboard is dynamic, this might change depending on the privilege given to you by the admin. If you are a receiver, then a deferent component will be rendered on the dashboard and vice versa for the user.

**User’s Privilege Interface:**

Let’s start with the user, after the admin verification and given you the privilege of User, the UI would look something like this, we can see a sidebar navigation, a header navigation which contains, the search bar, your profile image and some Icons, what we really interested in, is the process of how this system tracks documents.

**Adding Documents:**

It all starts when the user clicks the add document, we can see few entries, which are document selection, text area for document description and for generating QR Code, when we select a document, we can see that this button pops up, we need to specify the route of this document because the first route is program head, we need to specify the institute and program of the program head that receives the document so that only the selected program head can processed your document, the same for the dean office, otherwise, DOCUTRACKER will be having a hard time filtering the routes, furthermore, all these entries will be validated anyway, after filling all the necessary credentials, if we click submit go back to the dashboard, we can see the first state of our document, which pending, this how to process starts

The user needs to submit the document to the first route which we can see here, the program head, the program head needs to see the document and the associated attachments if there’s any, before approval because, the routes has the ability to reject documents like if the document lacks attachment, if we logged in our program Head receiver’s account,

Before that, this is what the receiver’s dashboard looks like, we only got a header navigation and, we can only see a user table, if we clicked a column, a modal will pop up showing the documents associates with the user, if we click a document we can see it’s credentials and buttons, based on the state of the document, we can either receive it or reject, if we click reject, a reject comment modal form will pop up, we can comment here, the reject data will be thrown back to the user showing why the document is rejected, and if this is not the case we can approved it, when the document is approved you can only complete the document in self-section, all of the documents that been approved by you will be shown here, if the you complete the document this signifies that the document transaction is complete and be pending again to be passed onto the next route, all of the process for the rest of the routes are pretty much the same as this, except for the last route.

**Last route:**

If the last route, which in the case of this document is Academic VP, Academic VP can still approve or reject the document but can’t complete instead can finish, if Academic VP finishes the document this means the all of the transaction of this document is done, and the document will undergo waiting stage, this means that this document is waiting for the sender/user to get his/her document from the last route, if we go back to the user we can see the status, if the user went to the last route, the last route can officially complete the process of document this means that the user got his/her documents, this is useful if the Academic VP needs the signature or something before officially completing the document process for like bookmarking purposes, signifying that the user attained his/her document safely.