# Manual for ChatSphere Messenger

## A white and black text on a green background Description automatically generated

## Sign Up

If you do not have an account at ChatSphere Messenger yet, you must first sign up. Choose the sign-up option (Sign Up) and enter your name, surname, email address, username, and password. You will be notified if any of the provided inputs are invalid, already exists or ‘confirm password’ does not match the desired password. Upon successful registration, you may proceed by clicking on the login button (Login) to access your account.

A screenshot of a sign up form

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## Login

The login screen will prompt you to insert the username and password that you have previously created. Upon correct entry, you will be directed to the messaging screen. You will be notified if the username or password is invalid.

A login screen with a logo

Description automatically generated

## Layout of messaging screen

At the top left of the screen, your username will be displayed. Directly below, is a search bar, that displays all the contacts you have not yet engaged with. Beneath the search bar lies a comprehensive list of all ongoing chats. Adjacent to the search bar, on the right-hand side, you will find the username of the individual with whom you are currently engaged in conversation with. You can type a message to that contact in the text bar at the bottom of the screen. Press the button to the right of it to send (Send). Positioned at the bottom left of the screen is a button that manages groups (Group Management). You can exit a chat by clicking the top right button (Exit).

## A screenshot of a chat Description automatically generated

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## Group management screen.

At the left of the screen is a list of all the groups you are the admin of. When you click on the group, you can change the description, as well as add and remove members from the group. Click the bottom right button to create a new group. After you have changed the data of a group or created a new group, remember to save (Save Changes).

A screenshot of a group management

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