User Guide

Highs & Lows

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Contents

[Figures 2](#_Toc420086005)

[Home Page 3](#_Toc420086006)

[Products 4](#_Toc420086007)

[Categories 4](#_Toc420086008)

[Product List 4](#_Toc420086009)

[Product Details 6](#_Toc420086010)

[Register 7](#_Toc420086011)

[Site Register 7](#_Toc420086012)

[Login 8](#_Toc420086013)

[Website Account 8](#_Toc420086014)

[External Account 9](#_Toc420086015)

[Admin Account 10](#_Toc420086016)

[Manage Account 11](#_Toc420086017)

[Change Password 11](#_Toc420086018)

[External Login 12](#_Toc420086019)

[Shopping 13](#_Toc420086020)

[Adding to Cart 13](#_Toc420086021)

[Editing Cart 13](#_Toc420086022)

[Purchasing 14](#_Toc420086023)

[Administration 17](#_Toc420086024)

[Add Product 17](#_Toc420086025)

[Edit Product 18](#_Toc420086026)

[Delete Product 19](#_Toc420086027)

[Add Category 19](#_Toc420086028)

[Edit Category 20](#_Toc420086029)

[Delete category 21](#_Toc420086030)

# Figures

[Figure 1 - Home Page 3](#_Toc420086031)

[Figure 2 - Product 4](#_Toc420086032)

[Figure 3 - Categories Page 4](#_Toc420086033)

[Figure 4 - In Stock Products 5](#_Toc420086034)

[Figure 5 - Quick Navigation Figure 6 - Product Information 5](#_Toc420086035)

[Figure 7 - Product Details 6](#_Toc420086036)

[Figure 8 - Register 7](#_Toc420086037)

[Figure 9 - Site Login 8](#_Toc420086038)

[Figure 10 - External Login 9](#_Toc420086039)

[Figure 11 - Admin Login 10](#_Toc420086040)

[Figure 12 - Access Account Figure 13 - Manage Account 11](#_Toc420086041)

[Figure 14 - Change Password 11](#_Toc420086042)

[Figure 15 - Manage External Logins 12](#_Toc420086043)

[Figure 16 - Adding To Cart 13](#_Toc420086044)

[Figure 17 - Editing Shopping Cart 14](#_Toc420086045)

[Figure 18 - PayPal Button 14](#_Toc420086046)

[Figure 19 - PayPal Login 15](#_Toc420086047)

[Figure 20 – Complete Order 15](#_Toc420086048)

[Figure 21 - Payment Transaction ID 16](#_Toc420086049)

[Figure 22 - Admin Homepage 17](#_Toc420086050)

[Figure 23 - Add New Product 17](#_Toc420086051)

[Figure 24 - Adding New Product Information 18](#_Toc420086052)

[Figure 25 - Product Added 18](#_Toc420086053)

[Figure 26 Editing Product Information 18](#_Toc420086054)

[Figure 27 - Product Edited 19](#_Toc420086055)

[Figure 28 - Product Deleted 19](#_Toc420086056)

[Figure 29 - Adding New Category Information 19](#_Toc420086057)

[Figure 30 - Category Added 20](#_Toc420086058)

[Figure 31 - Editing Category Information 20](#_Toc420086059)

[Figure 32 - Category Edited 21](#_Toc420086060)

[Figure 33 - Category Deleted 22](#_Toc420086061)

# Home Page

When first visiting the website the user will be presented with the home page which displays the current product offers (Figure 1). From here the user can view recent news in the banners, or view the currently on offer products below. The user will also be able to navigated the website or register/log into an account.

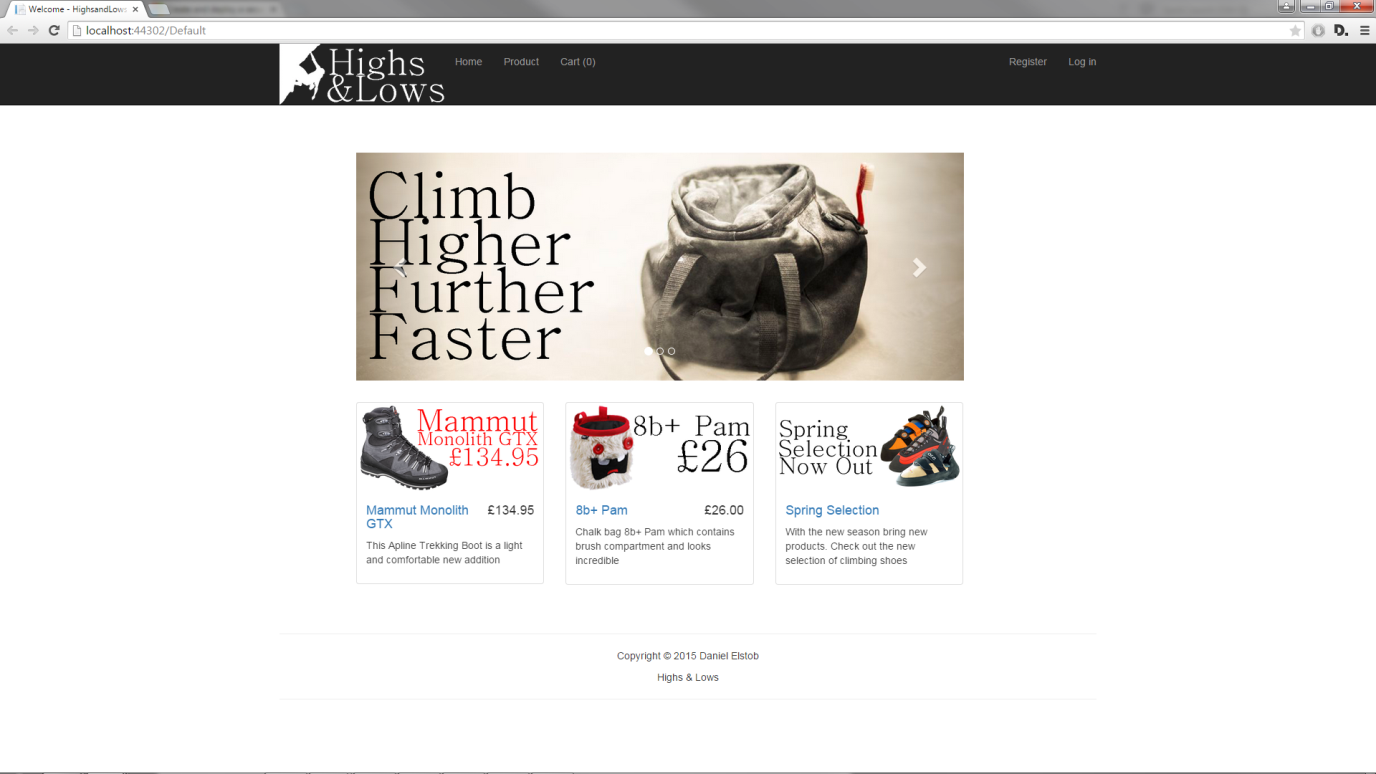


Figure - Home Page

# Products

This section will explain the different feature involved in navigating the website to view the different categories and products.

## Categories

Select the ‘Product’ navigation link at the top of the page (Figure 2). The page will be redirected to the categories page where the user can choose the category of the products desired (Figure 3).

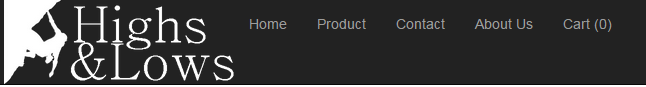


Figure - Product

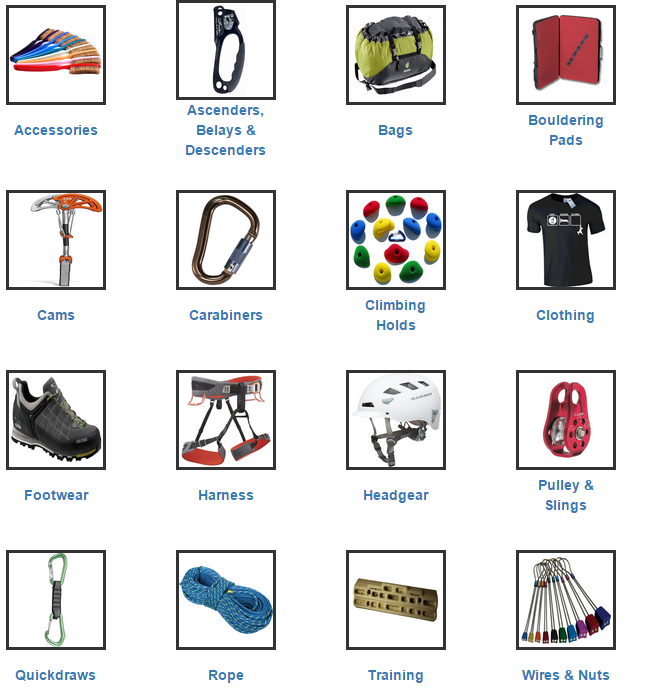


Figure - Categories Page

## Product List

After choosing a category the user will be redirected to the ‘Product List’ page that displays all the currently in stock products (Figure 4). Along the left of the page will be a new navigation system which will allow quick navigation between categories (Figure 5). From the ‘Product List’ page the user is able see the product information such as price and able to add products to the shopping cart (Figure 6).

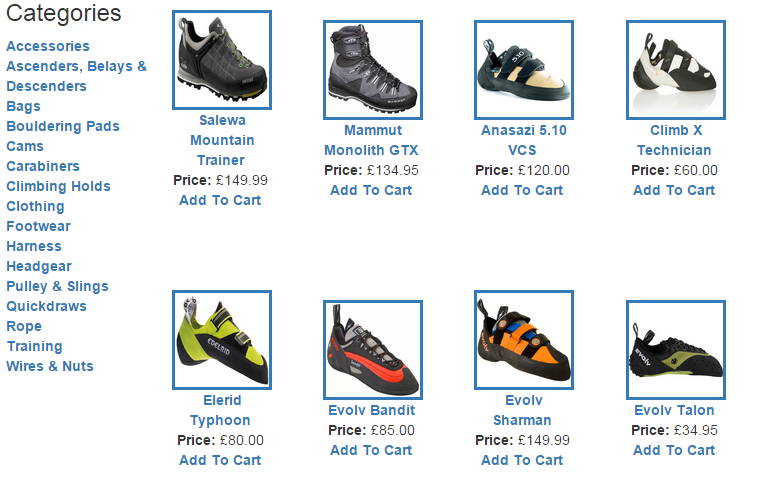


Figure - In Stock Products

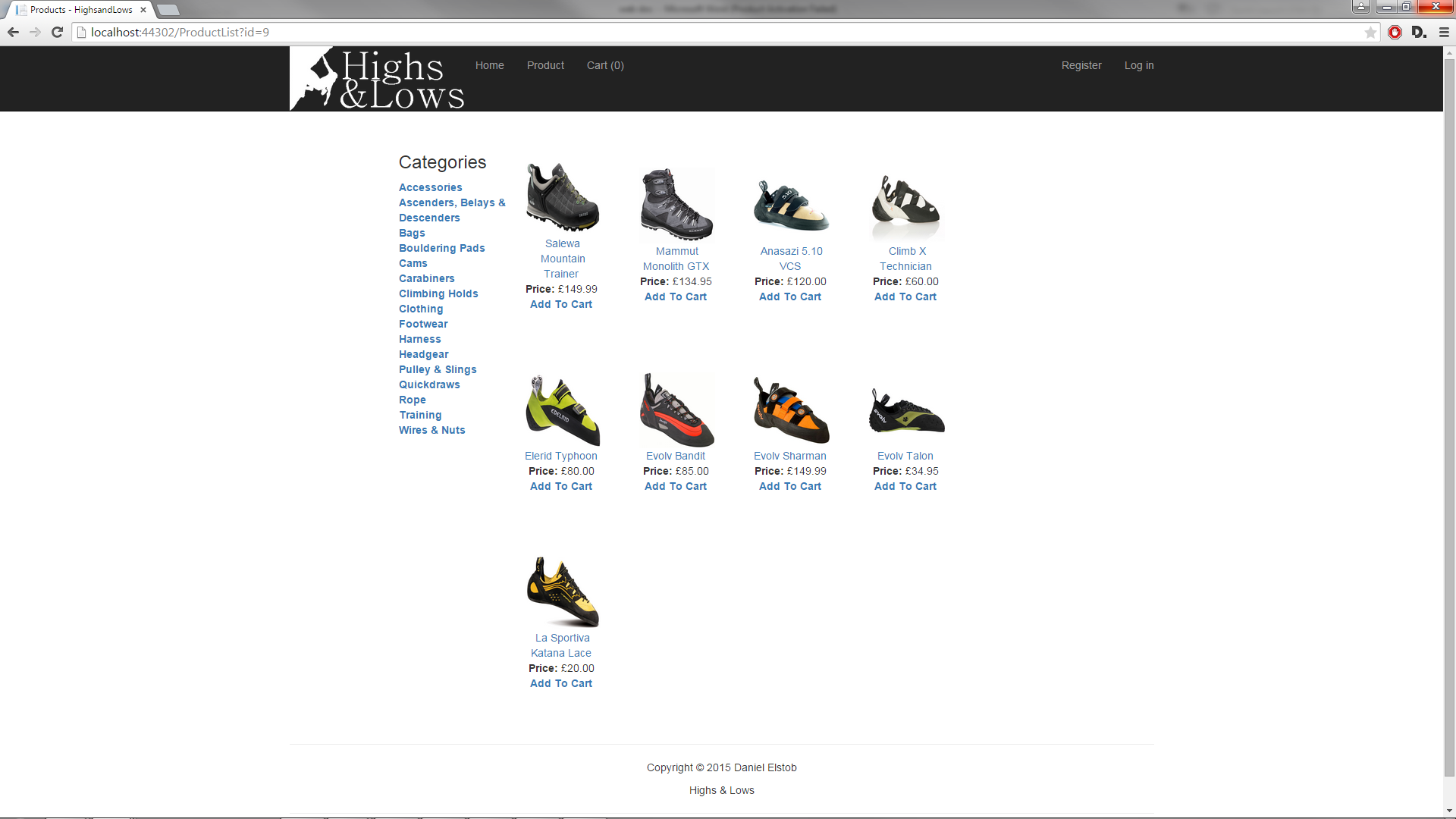
 

Figure - Quick Navigation Figure - Product Information

## Product Details

If the user wishes to see more details about the product they are able to click on a product and be redirected to the ‘Product Details’ page which will display a larger image and descriptive information about the product (Figure 7). The user can also add a product from this page to the shopping cart.

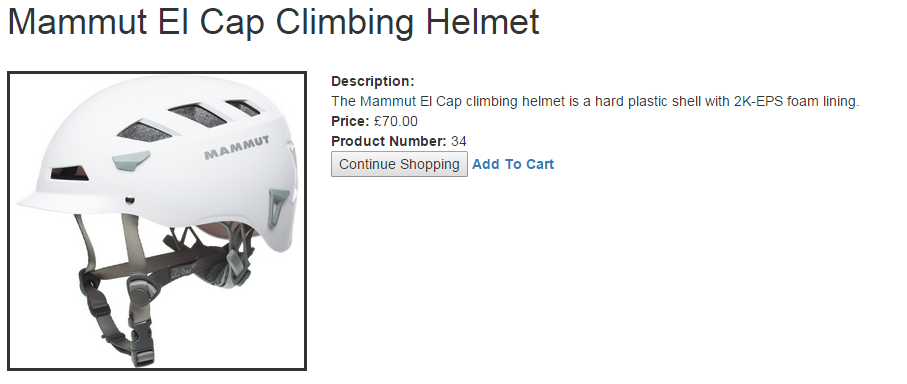


Figure - Product Details

# Register

In this section the process of registering and account is explained. In order to purchase items a user must be logged into an account. Any items in the shopping cart will be carried over from the anonymous guest to the member account.

## Site Register

By clicking ‘Register ’a user can create an account that can use the websites ‘@hlv1.com’ structure or their own. This will allow the user to purchase as well as link the site account with a Google+ account (Figure 8).

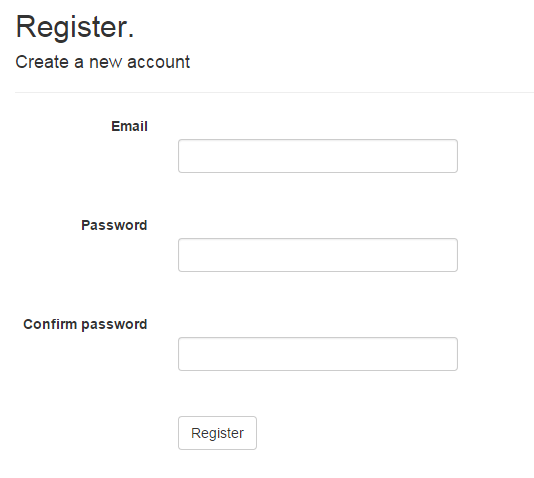


Figure - Register

# Login

This section will explain how to log in to the website using an existing account website account or and external Google account.

## Website Account

To login with an existing website account, select ‘Log in’ and enter the account details (Figure 9).

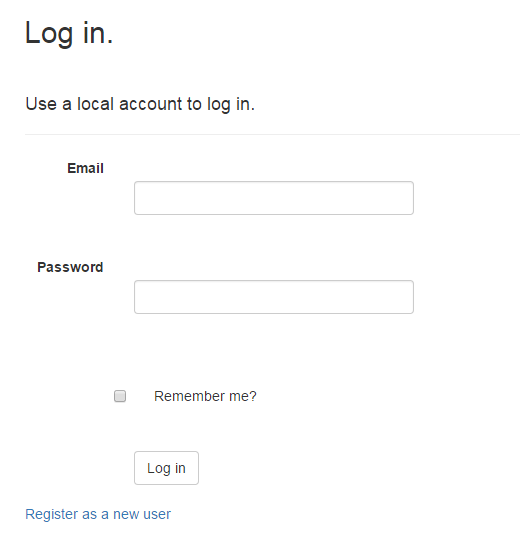


Figure - Site Login

## External Account

To login with an existing external account select ‘Log in’ and enter the account details (Figure 10)

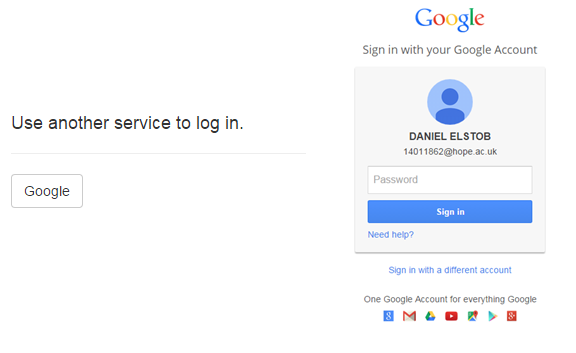


Figure - External Login

## Admin Account

To login with the admin account, select ‘Log in’ and enter the account details (Figure 11).  
Email: AdminUser@hlv1.com  
Password: Pa$$word1

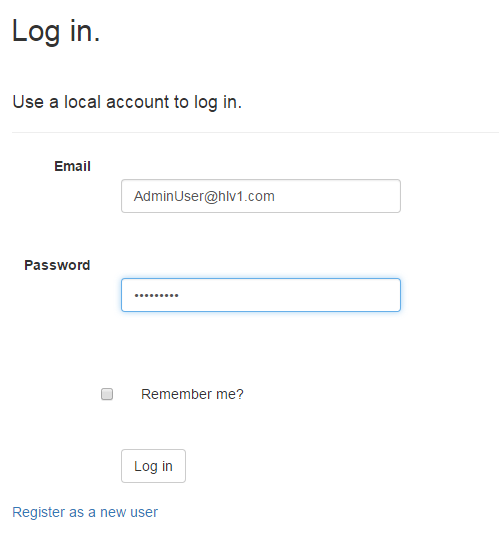


Figure - Admin Login

# Manage Account

In this section how to manage the account will be explained. Once logged in to an account a user can access their account by clicking on their username (Figure 12). There will be two options, change password or manage external logins (Figure 13).

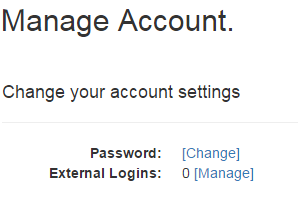
 

Figure - Access Account Figure - Manage Account

## Change Password

Once the [Change] is clicked the page is redirected to a new form where the password can be changed (Figure 14).

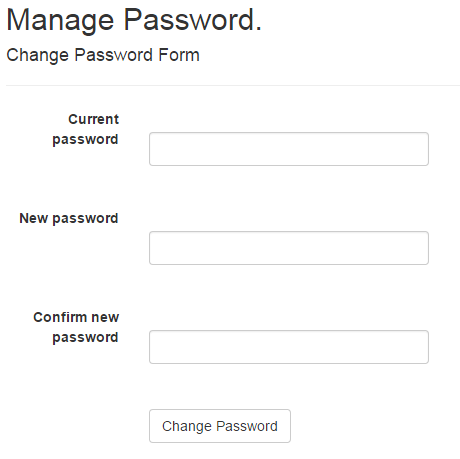


Figure - Change Password

## External Login

If the user wants to add or manage the Google account that will be associated with their Highs & Lows account they by clicking the [Manage] the page will be redirected to a new page with a button to access their external account (Figure 15) or if one is already associated then it can be removed.

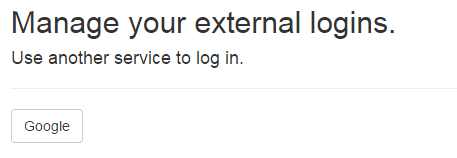
****

Figure - Manage External Logins

# Shopping

This section will cover the different ways of navigating and choosing a product. It will also show the payment process.

## Adding to Cart

There are two ways to add a product to the shopping cart. The first is to, from the product list page, click the ‘Add to cart’ and the second is to view the product and again click the ‘Add to cart’ (Figure 16).



Figure - Adding To Cart

## Editing Cart

By selecting the cart the user will be redirected to the shopping cart where they can delete or append the current items and by clicking the ‘Update’ button they will have appended the cart (Figure 17). They can also click the ‘Continue Shopping’ to return to the category page and add more products if desired.

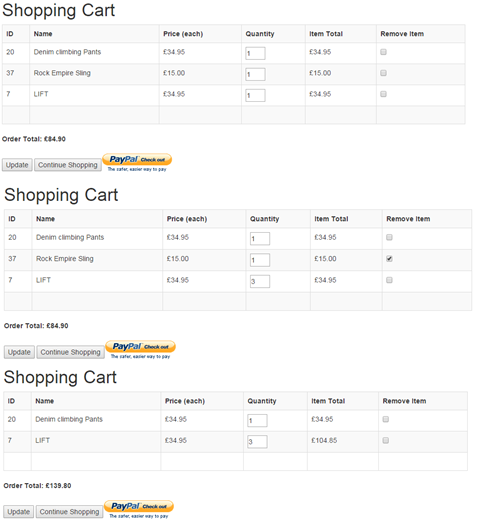


Figure - Editing Shopping Cart

## Purchasing

If all the desired products have been chosen and the user is logged in they will be able to purchase the products through PayPal using the button (Figure 18). This will redirect the user to the PayPal site where they can securely enter their details (Figure 19) and on confirmation of sale will return the user back to the Highs & Lows website for a final review (Figure 20) and when the ‘Complete Order’ button is clicked it will give a Payment Transaction ID (Figure 21). After this the payment process is complete and the user can continue shopping. The testing account details are:  
Email: Danelstob-buyer@yahoo.com  
Password: Pa$$word1  
This will the use to see how the purchasing works without using real money.

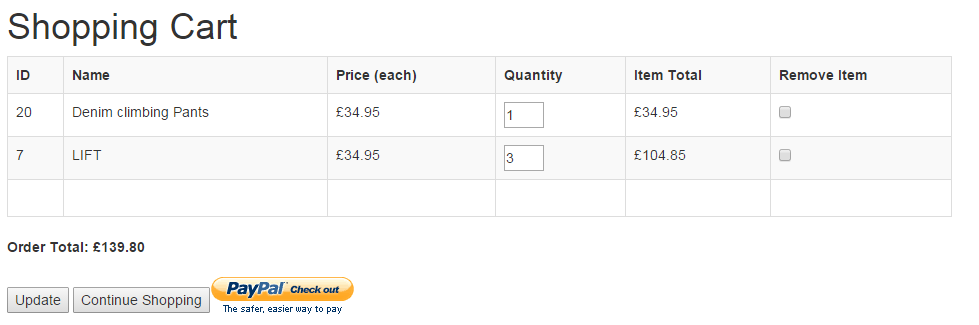


Figure - PayPal Button

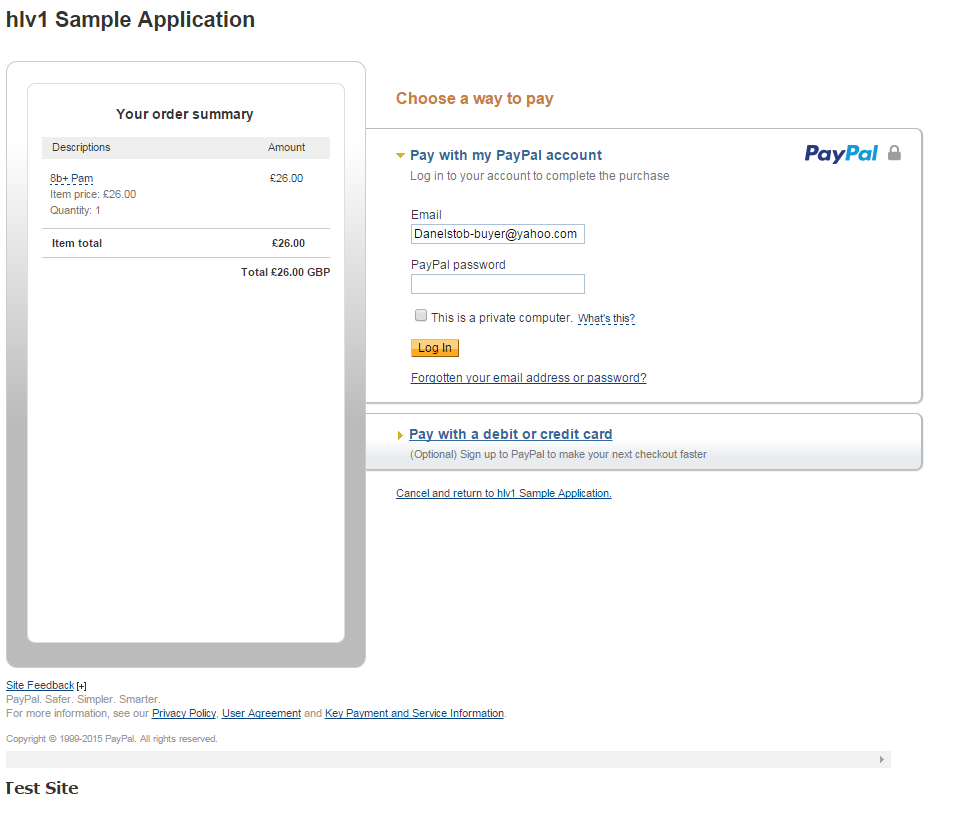


Figure - PayPal Login

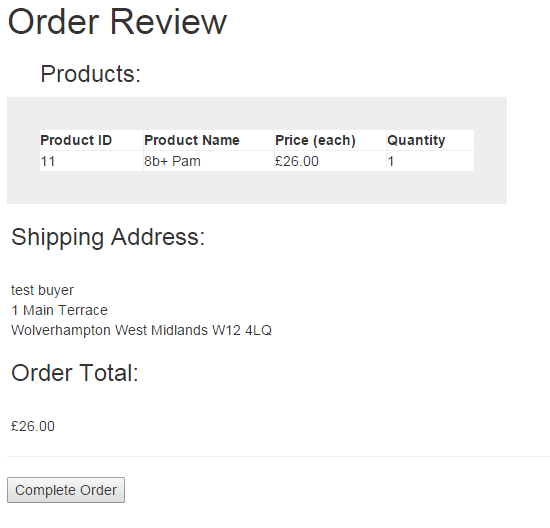


Figure – Complete Order

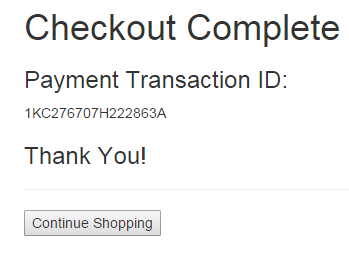


Figure - Payment Transaction ID

# Administration

This section will explain the administration account and the feature given to the admin alone. When the admin account is logged in to a hidden navigation option will appear next to the logo. Once clicked the user will be redirected to the ‘Administration’ page which will display all the current contents of the database and where the adding or editing of products and categories can be done (Figure 22).

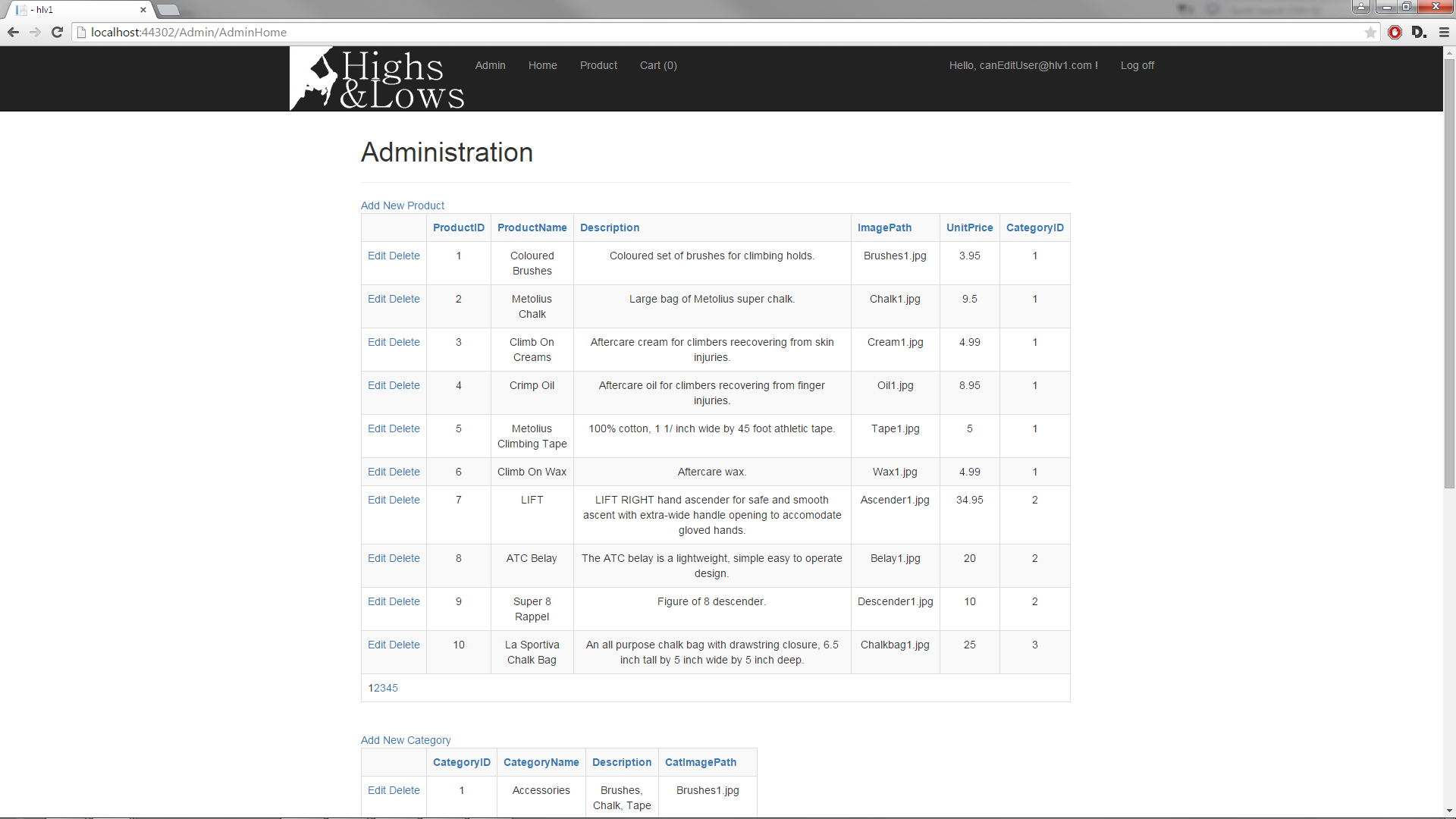


Figure - Admin Homepage

## Add Product

To add new products to the database simply click the ‘Add New Product’ link (Figure 23) which will redirect the user to a form to add information about the new product including an image (Figure 24). On ‘Submit Product’ the database will be updated (Figure 25).



Figure - Add New Product

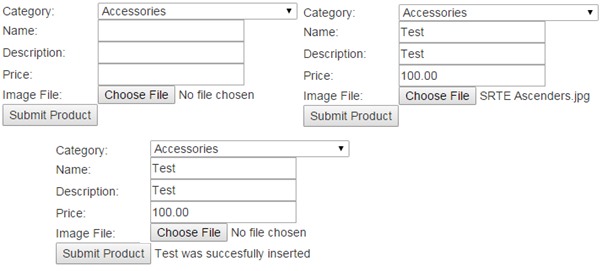


Figure - Adding New Product Information

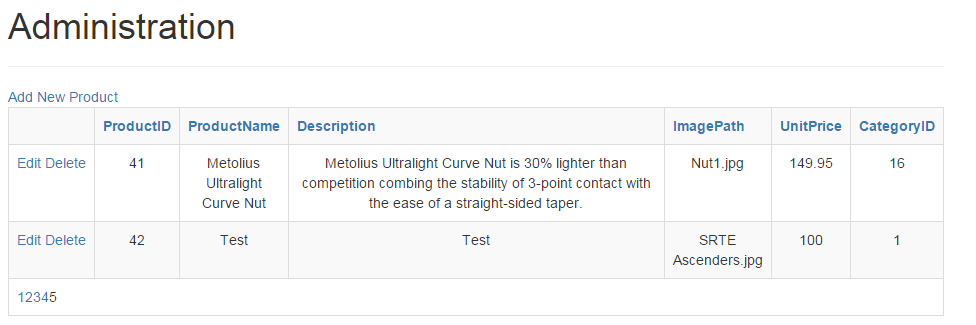


Figure - Product Added

## Edit Product

From the admin home page, the left column of the table has a link ‘Edit’ (Figure 23). Clicking this will redirect the user to a form similar to the ‘Add New Product’ however the information will already be filled out allowing for easy editing of the information (Figure 26). A new image will need to be uploaded for any edits and on ‘Submit Product’ the database will be update (Figure 27).

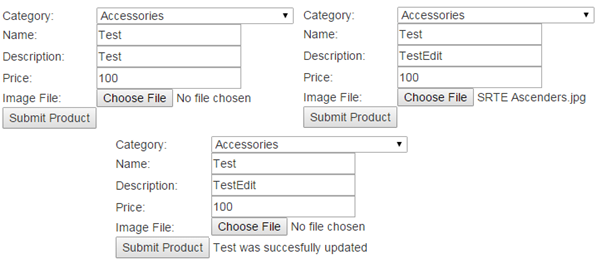


Figure Editing Product Information

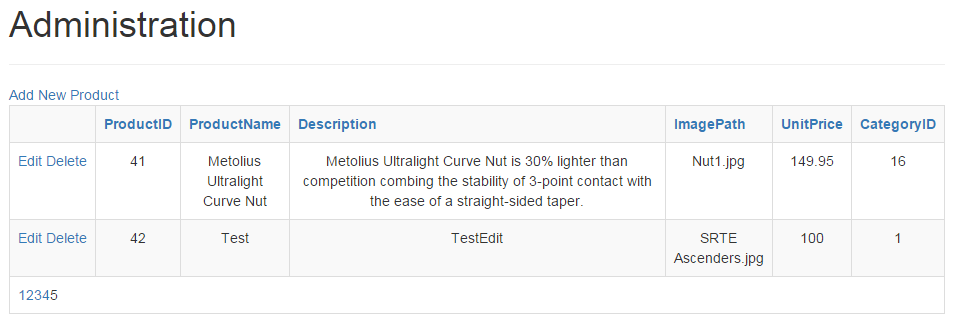


Figure - Product Edited

## Delete Product

From the admin home page, the left column of the table has a link ‘Delete’. Clicking this will delete the product from the database (Figure 28).

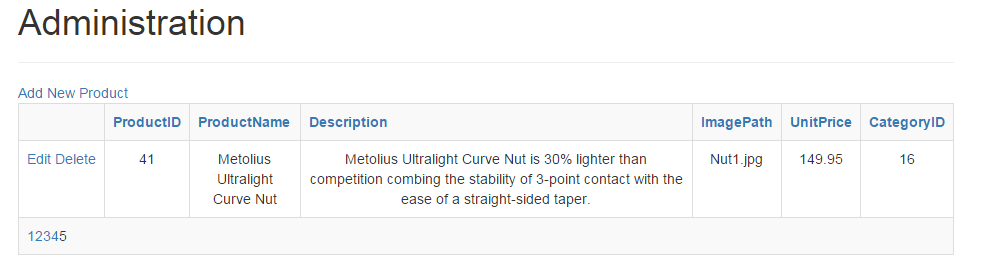


Figure - Product Deleted

## Add Category

To add new categories to the database simply click the ‘Add New Category’ link which will redirect the user to a form to add information about the new category including an image (Figure 29). On ‘Submit Category’ the database will be updated (Figure 30).

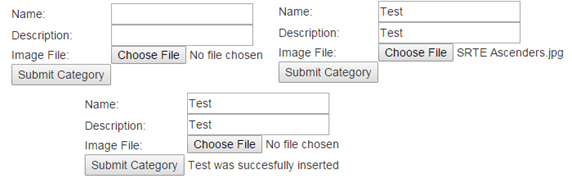


Figure - Adding New Category Information

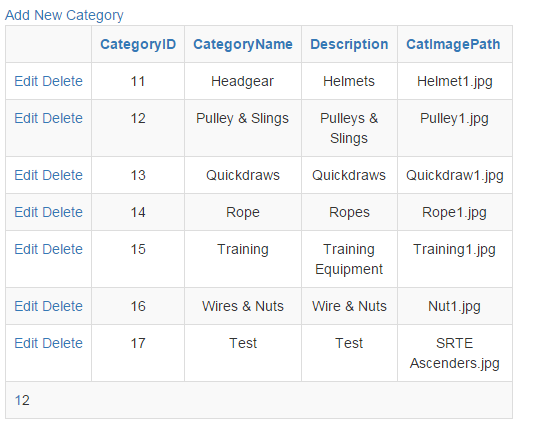


Figure - Category Added

## Edit Category

From the admin home page, the left column of the table has a link ‘Edit’. Clicking this will redirect the user to a form similar to the ‘Add New Category’ however the information will already be filled out allowing for easy editing of the information (Figure 31). A new image will need to be uploaded for any edits and on ‘Submit Category’ the database will be update (Figure 32).

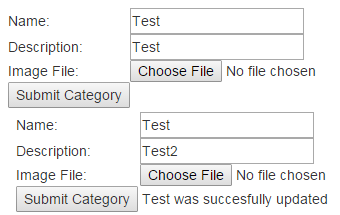


Figure - Editing Category Information

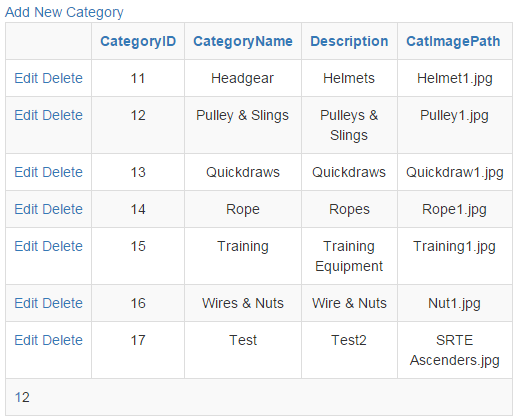


Figure - Category Edited

## Delete category

From the admin home page, the left column of the table has a link ‘Delete’. Clicking this will delete the category from the database (Figure 33).

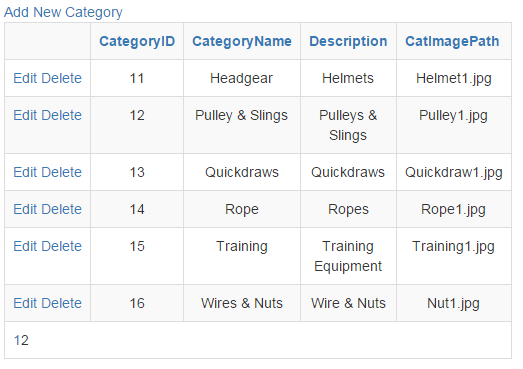


Figure - Category Deleted

# Contact

Any user is able to easily send a message to the business email via the contact page. Click ‘Contact Us’ in the navigation bar (Figure 34).

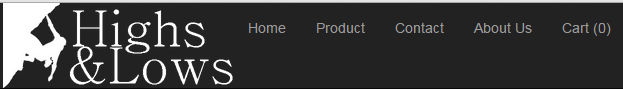


Figure 34 - Navigation Bar

Enter you information and the message you want to send and click Submit (Figure 35)

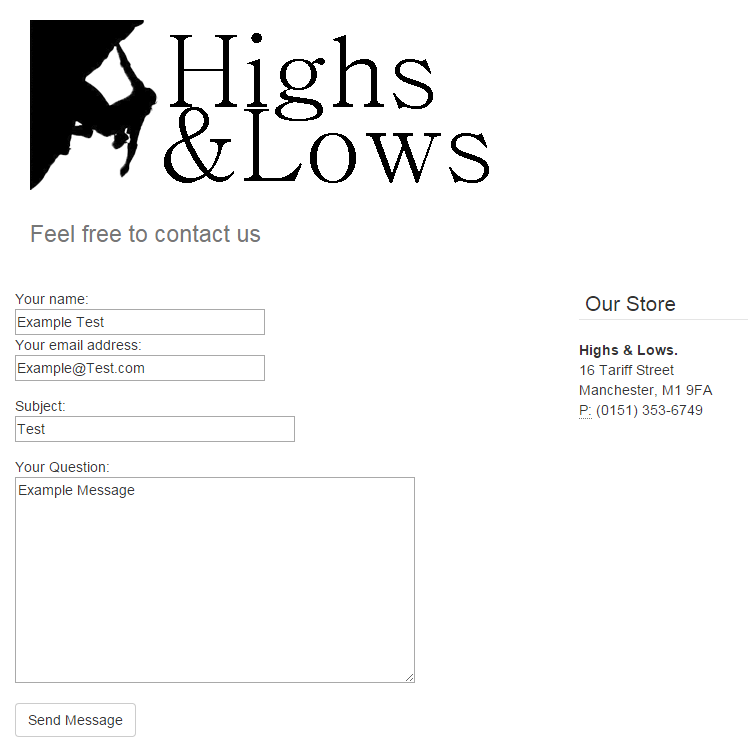


Figure 35 - Contact Form Example

A confirmation message will appear if successfully sent (Figure 36).



Figure 36 - Message Sent Confirmation