



# **YMCA WEBSITE**

## **User Manual**

GROUP 7

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# TABLE OF CONTENTS

## 1: Types of Users

## 2: User Signup

## 3: Logging In

## 4: User Specific Pages

### 4.1: Guest

 Home Screen

### 4.2: Member/Non Member

 Home Screen

 View Registered Courses

### 4.3: Admin/Staff

 Home Screen

 Create Event Form

 View Users

# 1: TYPES OF USERS

## **Guests**

Guest users will be the default viewer when you open the webpage. They will be able to see the basic homepage where they can login, signup, or just view the events currently listed at the YMCA. Guests can not sign up for classes, the only things that they can do are view the basic information allowed by the website and signup or login.

## **Members/Non Members**

Members and non members have very similar functionalities on the website. Both account types are able to login to their accounts with their username and password, view current events that they could sign up for, register for or drop courses, and view the courses that they are registered for. Members will view the course prices at the discounted member price while nonmembers will see the courses at the regular nonmember price. In order for an account to be changed to a membership, a staff user must edit the account to reflect their membership status.

## **Staff/Admin**

Staff accounts are able to access all parts of the website. They can create events that all users can then see and interact with, view all of the user accounts, and view all of the courses as well as all the courses that specific users are signed up for. When a staff account is viewing users they are able to make user accounts members or change them back to non members. The staff account is also able to activate or deactivate accounts, allowing the account to no longer log in and be registered for classes.



## 2: User Signup

When a user first opens the webpage they will have the option to login or signup. Assuming the user does not have an account, they are going to want to sign up. After clicking on the signup button, they will be taken to a new page. Here they will have the option to make a username and password for their account. The page lists out the requirements for a password while allowing the user to come up with their own username that they will remember. If the user happens to choose a username that has already been chosen, an alert will pop up that tells them to pick another username because that one has already been taken. The user will then be taken to the login page after they have finished signing up.



## 3: Logging In

The Login page has a position for the user to put their username and a position for the user to put their password. The user's password will be hidden behind dots as they fill it out for their privacy. Once the user has filled in both spaces, they can click on the login button. If their credentials are correct, the user will be taken back to the homepage with their account. If their credentials are not correct, the user will see an error message and be given the opportunity to attempt their login again. The user can also return to the home page at any time without logging in by selecting the home button.

# 4: User Specific Pages

## 4.1: Guest

### Home Screen:

The guest home screen includes a welcome message that displays that the current user is logged in as a guest. The guest only has two available buttons on the website and those are signup and log in. If the guest does not do either of those, they are still allowed to view the programs that are currently available and view all of their aspects such as dates, available slots, requirements, location, and member price as well as non member price.

## 4.2: Member/Non Member

### Home Screen:

The member/non member home screens are almost identical. They are able to log out, view their registered events, view the current programs, register for programs, or drop programs that they are registered for. The only difference between the two account types is that member accounts get to see their significantly reduced member price for programs, while non members only have the option of the regular, non member price.

### View Registered Courses:

The view registered courses page for members/non members allows the user to see only the programs that they are currently enrolled in. From here they are still able to drop out of

courses. If the user does drop out of any courses, the page should refresh with only the courses they are still registered for after they select the button again. If they wish to return to the main page to view all available courses, the user can select the clear selection button which clears their choice of seeing only the courses they are registered for.

## 4.3: Admin/Staff

### Home Screen:

The staff home screen allows the options to log out, create events, view users, return to home, search events by user, search events by event name, clear their current selection, view events, modify events, and delete events. The search events by username search bar allows the user to enter a username in order to view all of the programs that the user is currently registered for. The user can then select clear selection to return to the list of all programs. The search events bar works very similarly, but instead it allows the user to search for programs by the program's name. If the user selects modify event, they will be sent to the database currently where they can modify every field and then save them back to the database. They will have to replace `/admin/{...}` in the current url with `/home` in order to return back to the website. If they choose delete event from the home screen, then the event will be deleted from the database and from all of the registered courses that users had.

### Create Event Form:

If the staff user selects create event form from the home screen then they will be sent to a page to fill out a form for the information for the event. Here they can choose event name,

requirements(which can also be prerequisites), non member cost, member cost, location, description, and max slots. For start and end dates, they will want to select dates in a year/month/day setting such as 2022/05/26. For recurring dates, they can select any days of the week to have the event occur every week on that day until the end date. After they submit the form, assuming all the fields are filled in, the event will be created. If all fields are not filled, there will be a warning telling the user.

### **View Users:**

If the staff user selects view users from the home screen they will be sent to a new page where they will see a list of all the users including their username, a deactivate/activate button, and a make member/non member button. They will also have a search bar to search users by username and a clear selection button that allows them to return to the page with all of the users. If they select deactivate, that user will no longer be able to log in to their account. If they select activate, the user will have access to their account again. If they select make member, the account will now be a member. If they select make nonmember, the user will become a non member.