Car Rental System User Guide

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There are 6 choices in the side menu bar

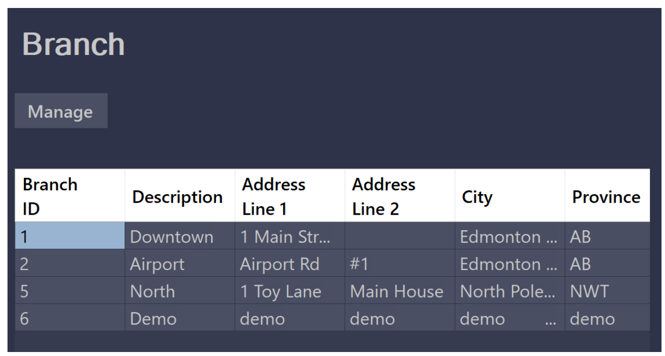
- **Branch**: add, edit, remove, & search for branches
- **Cars**: add, edit, remove, & search for cars
- **Car Type**: add, edit, remove, & search for car types
- **Customers**: add, edit, remove, & search for customers
- **Reports**: view 5 different types of reports.
- **Transactions**: Add, edit, remove, complete & search for transactions

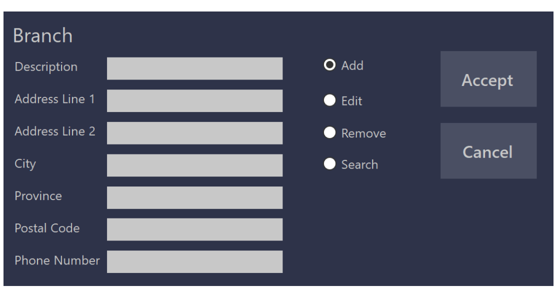
In order to **edit** or **remove** items from any of the management screens, use the search function to find the ID of the item you want to remove or edit first, since it's needed to get the item to be removed or edited.

Branch, Cars, Car Type & Customers all have a similar design.
Branch will be used as an example.

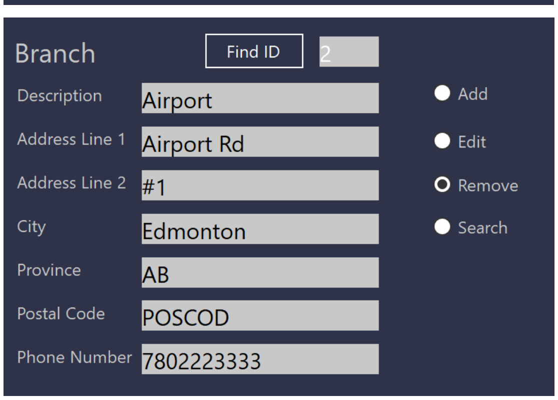
Branch

The first page in the Branch screen shows all the current branches in the system. Some pages have dropdown menus, check boxes, and/or Date pickers. There are specific notes on searching in **Searching**.

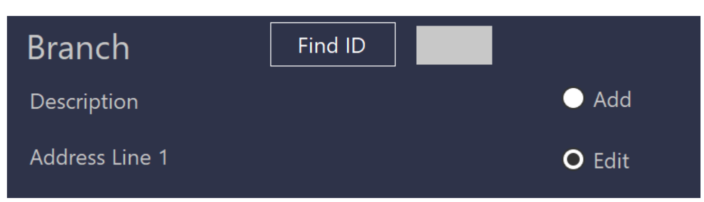




Clicking **Manage** opens the Branch entry page. The **radio buttons** on the right control which function is applied to the data in the text boxes. Changing radio buttons will reset the forms. You must fill out all options in order to **Add** an entry.

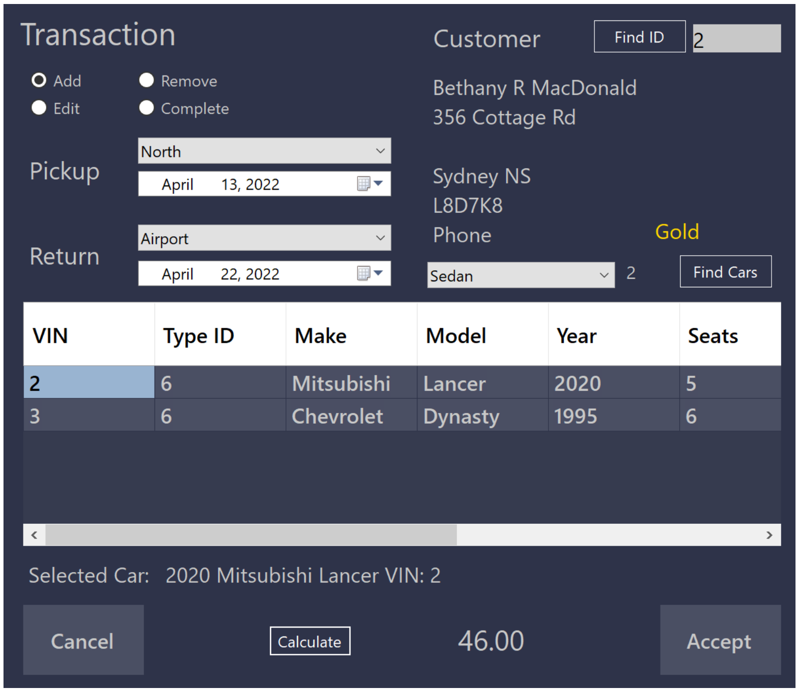


When **Edit** or **Remove** are selected,
A **Find ID** button appears. Enter the ID and click the button to load the entry. The information loads into the text boxes for editing.



Transactions

The main transactions screen shows all the transactions in the database and has a **Manage** and **Search** buttons. Clicking on **Manage** will open the Transaction entry page.

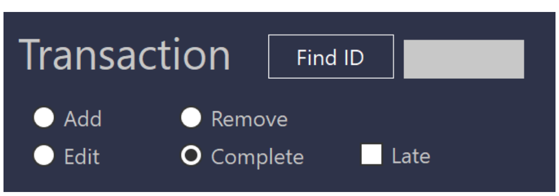


The **radio buttons** control which function is applied to the information.

Pickup & **Return Branches** are chosen with drop down menus. The **Dates** are chosen via calendars.

Customers must be entered by their ID numbers using the **Find ID** button near the Customer heading. This will display the customer information. **Gold/Standard** indicates the membership level

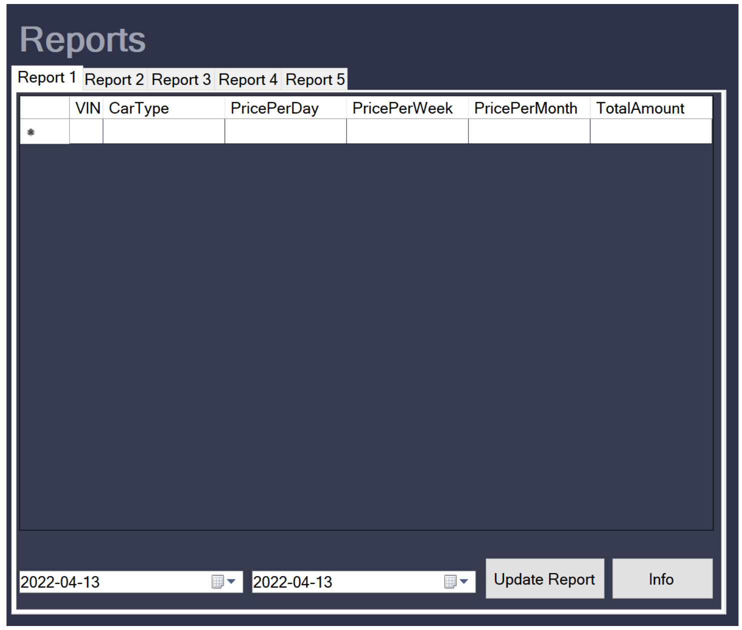
Below Customer information is the **Car Type** drop down menu. The precedence level of the car is displayed next to the menu. After the selection of car type, clicking **Find Cars** will display the cars of that type which are available during the chosen dates. **Selected Car** defaults to the first car in the list. Selecting a VIN number will change the selected car to that VIN. **Calculate** takes the rates for the car type and determines the **Price** for the number of days selected by applying monthly, weekly, and daily prices (in that order).



Selecting **Remove**, **Edit**, or **Complete** will show the **Find ID** button. Entering the Transaction Number and clicking the find button loads the transaction information into the page.

Complete also shows the **Late** checkbox. When checked, a prompt to change return date and then calculate price is shown. This will apply the daily rate of the car type to the number of days that the car is overdue.

Reports



Reports are accessed using tabs below the report headings. All tabs have an info button which explains what they do.

Report 1: This report will require two dates from the user. There are two date pickers where the one on the left must be before the date on the right. If the date on the left is bigger than the date on the right it will ask you to select different dates once again. Once the date on the left is before the date on the right then hitting the Update Report button will show case data about the cars within that certain time frame, if empty then there is nothing, or no data to show. This report will show the VIN, Car Type, Daily Rate, Weekly RateMonthlyRate, and Total Amount given two dates. Total amount is how much money that one car made in the given time. This will only show if the car has made more than or equal to 500 dollars in that given time frame.

Report 2: This report will require the user to select a year from a drop down box, once selected hit Update Report and it will display data about each branch. This report will show the Branch ID, Branch Name, Amount of Rents made in that Year, and the total amount of money made in that year.

Report 3: This report will require a date and a month selected from the user through drop down boxes. Once a month and a year is selected, hitting the Update Report button it will display data about certain branches. This report will show all Branch ID, Branch Name that made no rents in that given time frame.

Report 4 & 5: Both Report 4 and 5 will not require the user to input any value, simply hit Update Report and you will get your data. Report 4 will show Customer ID, Customer First Middle and Last name, and the total amount of rentals made by that one customer. This will Only show Customers who have made more than 3 rents total. Report 5 will show VIN, Car Model, Car Type, Odometer, and the total amount of money made all time by this one car.

Searching

When searching data, every entry field which has data entered will be used as a search parameter. If no fields are filled, the view will be populated with all of the entries for that category.

The search value does not need to match the entire result. If the search term is a component of a value, that value will be displayed (eg. searching 'ape' would return an entry with 'ape' or 'grape' in the field).

In table management screens, ensure that your desired option of add/edit/remove/search is selected prior to data entry, as reselecting will reset the form

In order to search **Customers** by date of birth (**DOB**), select any date on the date selector other than the current day

If searching **Transactions** by **Price**, results will be within 50% of the final price.