

Vacation Portal Documentation

Getting Started

In order to connect to the application you have to:

- Copy the files from the folder “Source Code” into the folder with path “C:\xampp\htdocs”.
- Place the file named “php.ini” in the folder with path “C:\xampp\php”.
- Place the file named “sendmail.ini” in the folder with path “C:\xampp\sendmail”.
- Start Apache and MySQL servers in Xampp.
- Go to the phpMyAdmin page and import into the server the file named “vacation_portal_db_dump.sql”, in order to create the database and the tables.
- Go to “localhost:80” in order for the Login page to be displayed.

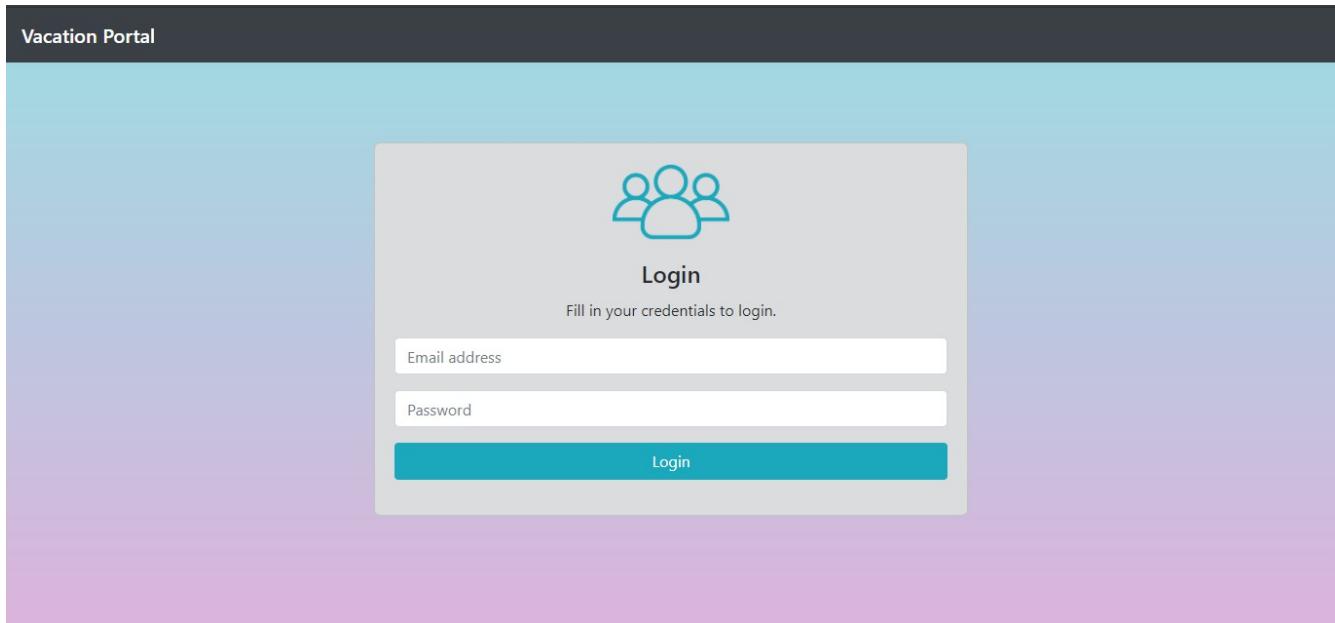
Note

In order for the application to work in localhost, I have commented out the code for the administrator's and the employee's email addresses and used my own email address: dimitris_tester@yahoo.com, in the files named “request_approved.php”, “request_rejected.php” and “store_request.php”.

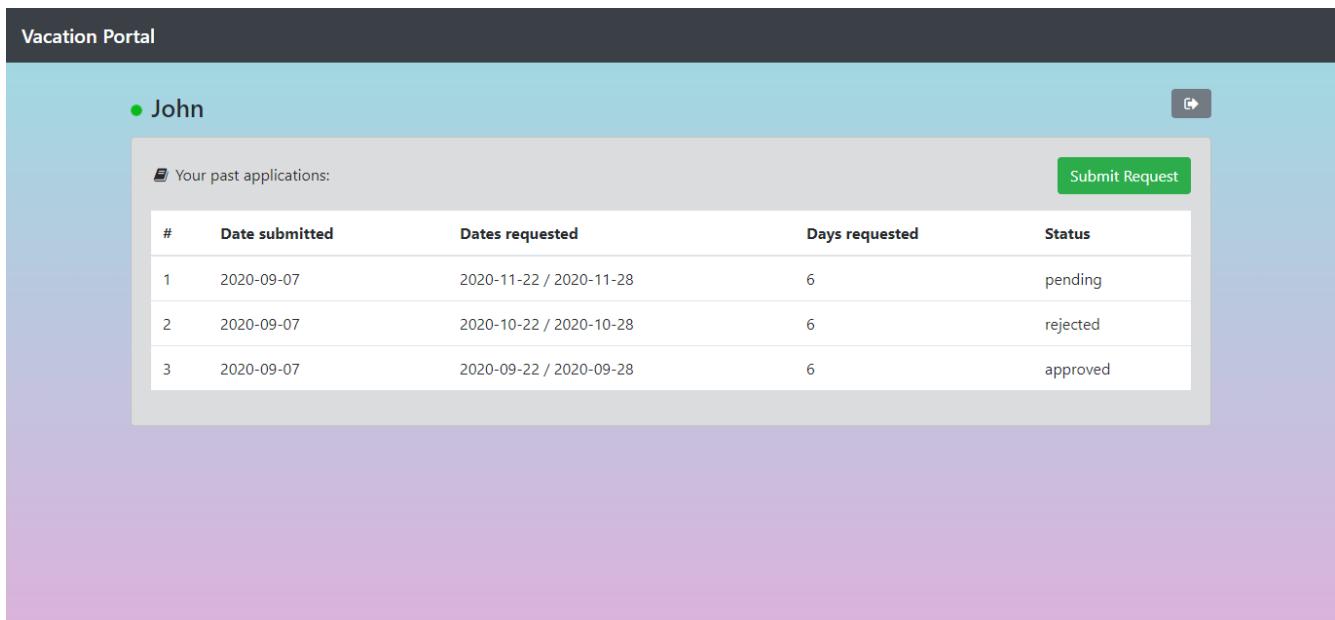
The SMTP for sending emails is yahoo's mail server using my email address. So the new application request emails as well as the request approval/rejection email will go to dimitris_tester@yahoo.com.

Employee Application Process

When an Employee visits the portal's homepage, the Login Form displays prompting him/her to fill in his/her credentials in order to login to the portal.



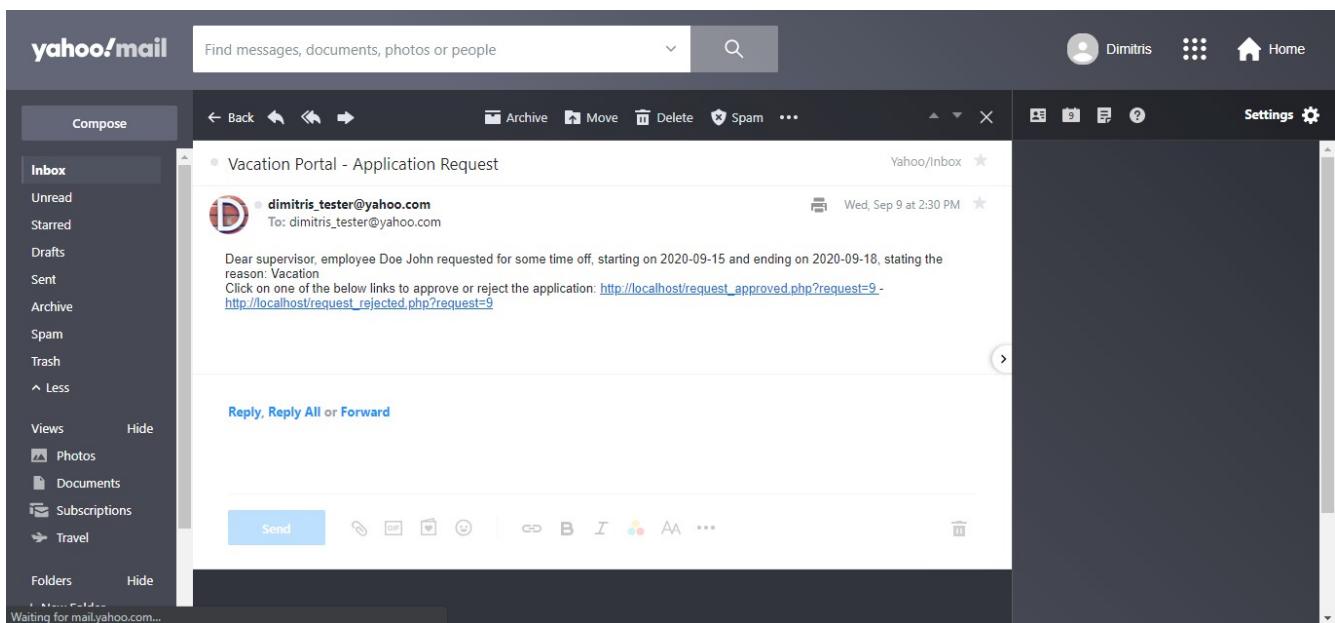
Once he is successfully logged in, the Home page displays. The Home page for the Employees displays the logged in user's first name and the table containing his/hers application requests.



By pressing the gray button with the icon, the user can logout of the application. By pressing the green button that says “Submit Request”, he/she is redirected to the application request form.

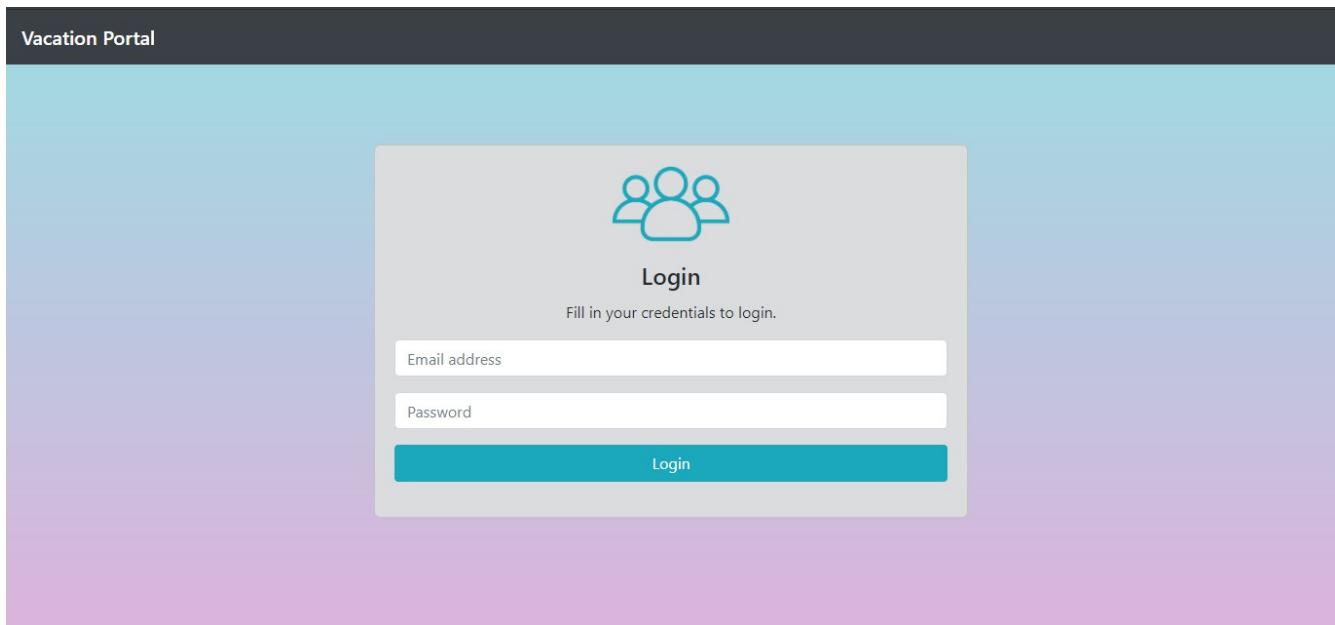
The screenshot shows a modal window titled "New Application". The instructions say "Fill in the form below to submit a new vacation request." It contains three input fields: "Date from" (with placeholder "mm/dd/yyyy") and "Date to" (with placeholder "mm/dd/yyyy"), both with calendar icons; and a larger "Reason" text area. At the bottom are two buttons: a teal "Submit" button and a gray "Cancel" button.

In order for the user to create a new application request, he/she has to fill in the form and then press the "Submit" button. All three inputs must be filled in and the "Date from" and "Date to" inputs must be dates after today and "Date from" must be before "Date to" chronologically. By pressing the "Cancel" button, the user returns to the Home page. After submitting the form properly and clicking the "Submit" button, the user is redirected to the Home page, where the table now contains the new request, and an email is sent to the designated Administrator, so that he can approve or reject the employee's request by following the specific links in the email.



User Provisioning Process

When the designated Administrator visits the portal's homepage, the Login Form displays prompting him/her to fill in his/her credentials in order to login to the portal.

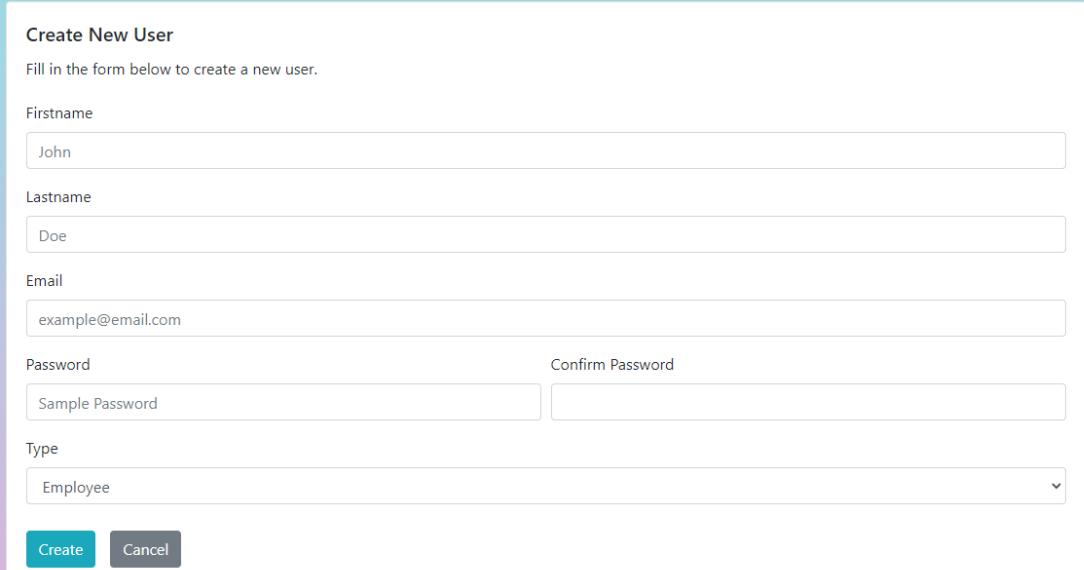


Once he is successfully logged in, the Admin Home page displays. The Admin Home page displays the logged in administrator's first name and the table containing the users of the application.

A screenshot of the 'Vacation Portal' Admin Home page. The page has a light blue gradient background. At the top left is a dark grey header bar with the text 'Vacation Portal'. In the top right corner of the header is a small profile icon with the name 'Dan' next to it. Below the header is a light grey content area. On the left side of this area is a teal circular icon with a white dot and the text 'List of Portal Users:' to its right. To the far right of this section is a green 'Create new User' button. The main content area contains a table with the following data:

#	Firstname	Lastname	Email	Type
1	Dan	Brown	admin@mail.com	Admin
2	John	Doe	john@mail.com	Employee

By pressing the gray button with the icon, the administrator can logout of the application. By pressing the green button that says “Create new User”, he/she is redirected to the user creation form.



Create New User

Fill in the form below to create a new user.

Firstname
John

Lastname
Doe

Email
example@email.com

Password
Sample Password

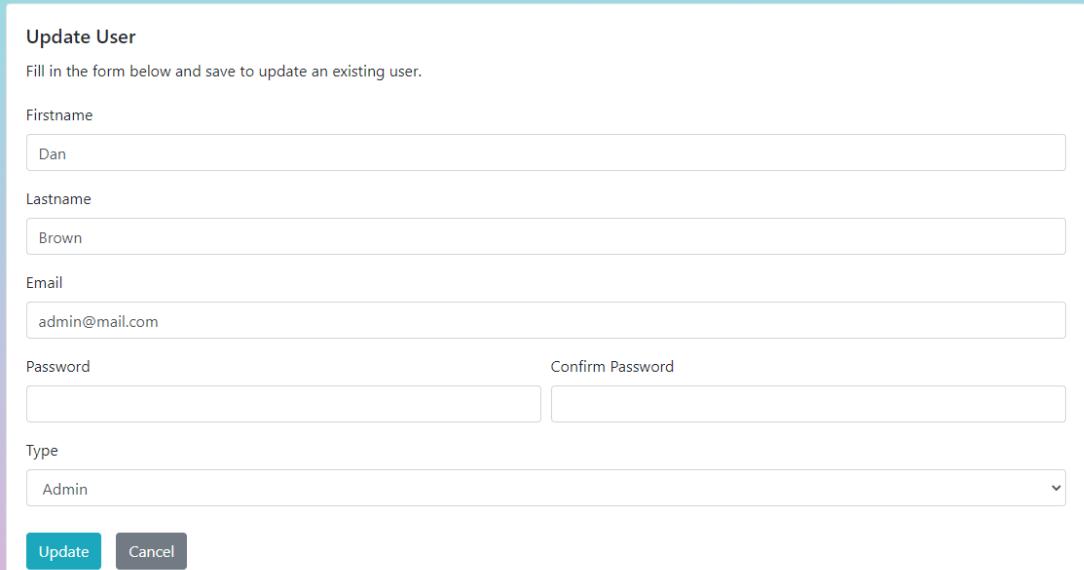
Confirm Password

Type
Employee

Create **Cancel**

In order for the administrator to create a new user, he/she has to fill in the form and then press the create button. All six inputs must be filled in and the “Password” and “Confirm Password” inputs must be the same in order to complete the new user creation. By pressing the “Cancel” button, the administrator returns to the Admin Home page. After submitting the form properly and clicking the “Create” button, the administrator is redirected to the Admin Home page, where the table now contains the new user that he/she just created.

By pressing on the Admin Home page table's rows, the administrator is redirected to the user update form.



Update User

Fill in the form below and save to update an existing user.

Firstname
Dan

Lastname
Brown

Email
admin@mail.com

Password

Confirm Password

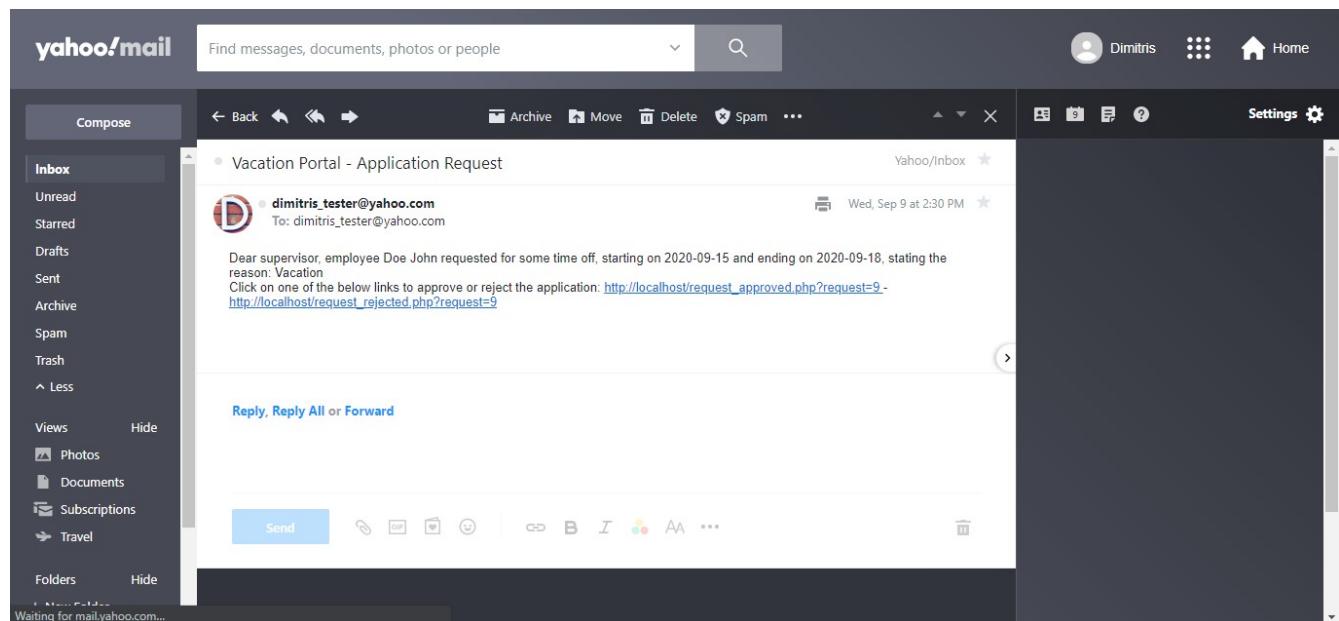
Type
Admin

Update **Cancel**

In order for the administrator to update an existing user, he/she has to fill in the form and then press the update button. The “Firstname”, “Lastname”, “Email” and “Type” inputs are already filled in with the user's information from the database but the “Password” and “Confirm Password” inputs must be filled in and they must be the same in order to complete the update. By pressing the “Cancel” button, the administrator returns to the Admin Home page. After submitting the form properly and clicking the “Update” button, the administrator is redirected to the Admin Home page, where the table now contains the new information for the updated user.

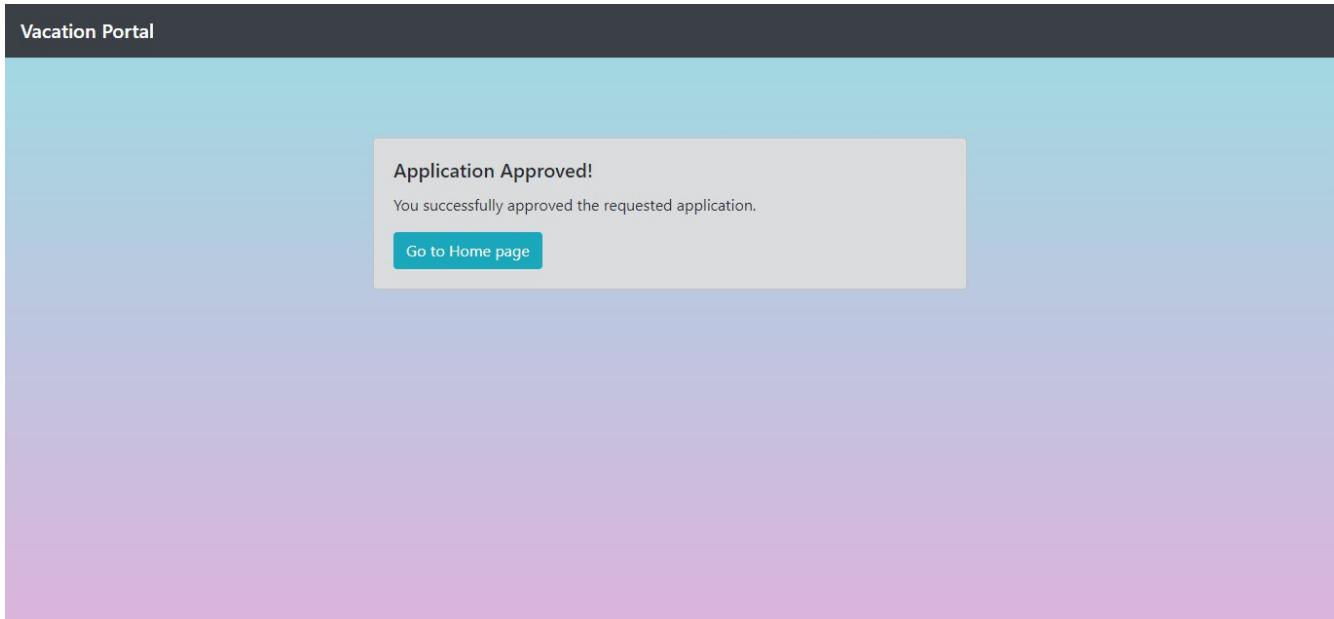
Application Request Approval/Rejection Process

Once the designated administrator is logged in, he/she has to view the email that was sent to him/her by the application when an employee created a new request. The email contains two different links. By clicking on the first link, the administrator will approve the employee's request and by clicking on the second link, he/she will reject the employee's request.

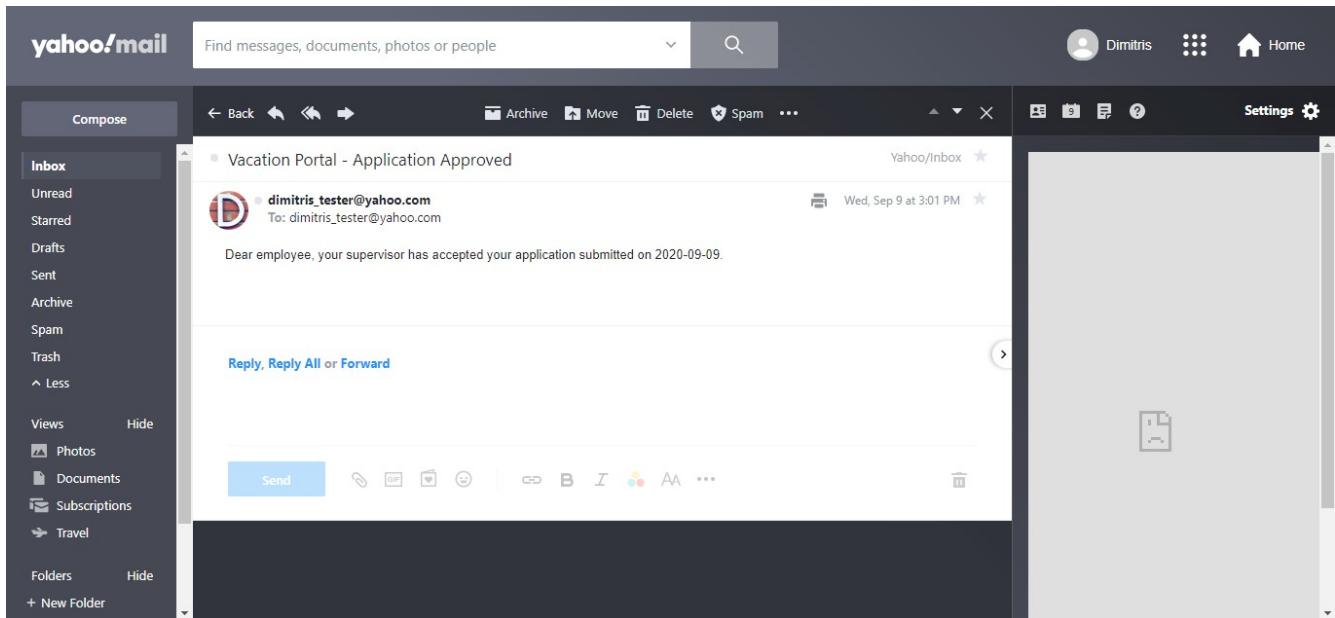


- Request Approval

When the administrator clicks on the first link, he is redirected to the request approval page. By pressing the “Go to Home Page” button, the administrator is redirected to the Admin Home page.

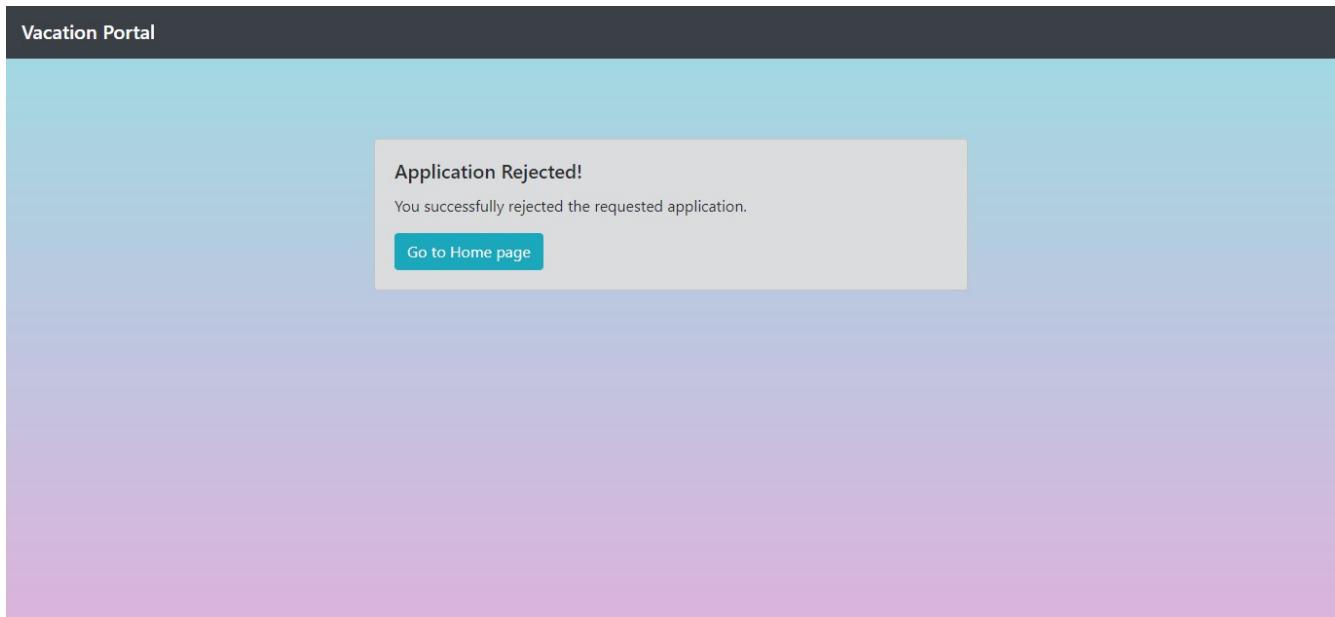


When the administrator has approved the employee's request, an email is sent to the employee confirming the approval of his request.



- Request Rejection

When the administrator clicks on the second link, he is redirected to the request rejection page. By pressing the “Go to Home Page” button, the administrator is redirected to the Admin Home page.



When the administrator has rejected the employee's request, an email is sent to the employee confirming the rejection of his request.

