

Hoof KY Website User's Manual

A Computer Information Systems
System Analysis and Design Project

By:

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Disclaimer: This is an example document for a prototype web site designed for a Systems Analysis and Design Course Project. The course professor Dr. Sukhen Dey, PhD distributes this example document purely for academic purpose.

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Introduction

Purpose:

The purpose of this user manual is to provide formal documentation regarding the navigation and functionality to the users of this website. This manual has been designed to be understood by any user of the site. Documentation for administrators on maintaining and updating the website is also included.

Background

Hoof is a non-profit organization that provides a service to connect at-risk, disadvantaged, and trauma-stricken youth to horses, which act as an emotional support animal. Due to family disruption, violence, and substance abuse, many youth protect themselves from their environments by building barriers. Hoof seeks to connect these youth with horses as a form of companionship that must be earned. As a result, Hoof believes that this connection can positively impact life choices and help youth lead better lives.

About the Developers

The Developers for this project are computer information system majors enroll in CIS 420 during the Fall 2018 semester. The developers have extensive programming experience and knowledge.

The Website

Hoof's web site (<http://www.XXXX>) consists of 4 main pages including one dynamic database-driven page and 3 static pages. The dynamic database-driven page include:

Donate page contains information about donating and is linked to paypal.

The static pages include:

About page contains the history and purpose of hoof

Horse page contains information and pictures about the horses

Contact page contains ranch location, visual map, hoof's email address, and phone number

Chapter 1 – Navigation through Hoof KY Site

General Navigation

Navigation through the HOOF KY web site does not require any special skills or specialized software. The web site was developed to be accessible using any modern web browser although is best viewed through Chrome.

HOOF LANDING PAGE PIC HERE

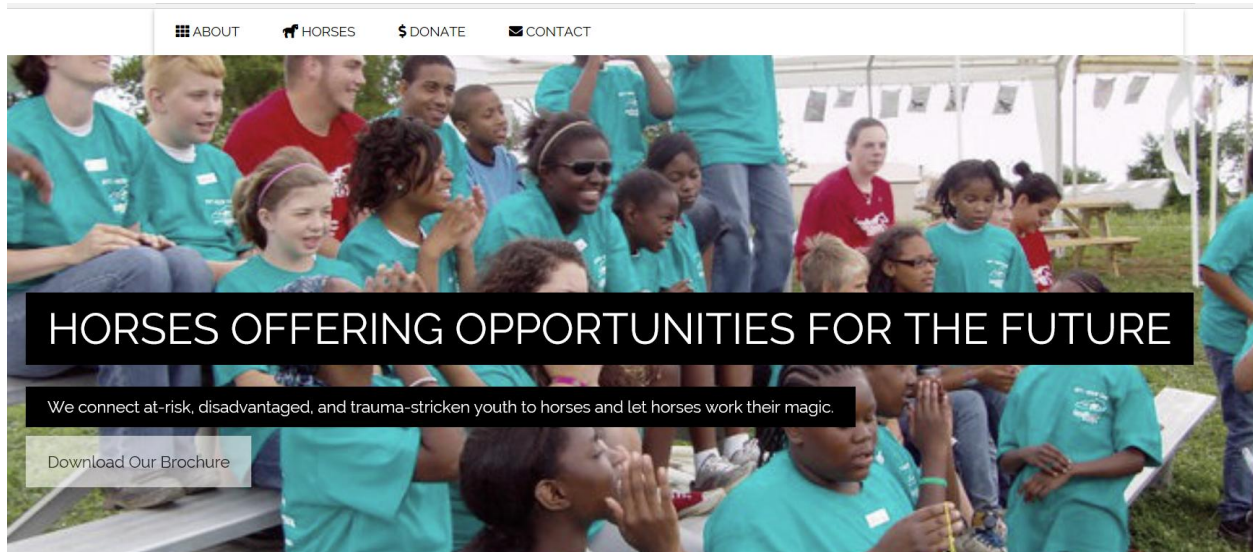
A standard Chrome page is shown above (displaying the HOOF KY home page). Explanations of the common features are as follows:

- Back – The back button will take you to the previous page each time you hit it.
- Forward – The forward button will take you to a page forward if you have already moved back.
- Refresh – The refresh button will reload the page. This is useful for many different reasons.
- Address Bar – The address bar allows you to type in a web address that you want to visit. To go to the HOOF KY web site you would enter <http://www.dianadurig.com/hooofky> and press the ENTER key. This would direct your browser to the HOOF KY web site.

Each page of the web site has a similar layout and has the same theme. The left sidebar contains a navigation menu on the landing page. On every other page the navigation bar is on at the top of the page in the header. This enables users to access each page, from any page, without having to go back to the home page every time. Links will be defined by a button or by a box displaying over the link when it is hovered over.

Chapter 2

Home



What is on the Home page?

The home page is a central location for users to navigate through the site. When a user searches for HOOF KY, this is the page they will be directed to. The home page contains buttons for the following sections: About, Horses, Donate, and Contact. The Home page also provides a button to download HOOF's brochure that gives details about what the donations are going towards, HOOF's mission, and the highlights of the Program HOOF offers.

HOW YOU CAN MAKE A DIFFERENCE

The HOOF KY vision relies on the generosity of donors to make our mission a reality for at-risk youth. Your donation, whatever the amount, will positively impact the life of a child.

Tax Deductible Sponsorships

- ____ Sponsor one rider for a week of camp: \$385
- ____ Sponsor two riders for a day of camp: \$160
- ____ Sponsor one rider for a day of camp: \$80
- ____ Blue Ribbon donation: \$1000*
- ____ Reserve Champion: \$2500*
- ____ Champion: \$5,000*
- ____ Grand Champion: \$10,000*
- ____ Make a tax deductible donation of: \$_____

*Denotes special recognition to donors

Horses Offering Opportunities for the Future, Inc.

P.O. Box 1303
Prospect, KY 40059
502-558-7323
hoofky@gmail.com

Please accept my gift as a Memorial/
Honorarium in the

Name of: _____

Donor name: _____

Address: _____

Home phone: _____

Cell: _____



LOCATION

The Louisville Equestrian Center
is located at 6720 Mt. Washington Road
(Hwy 44), Taylorsville, Kentucky 40071.

P.O. Box 1303
Prospect, Kentucky 40059
502-558-7323
hoofky@gmail.com
www.hoofky.org



HORSES OFFERING OPPORTUNITIES FOR THE FUTURE, INC. | HOOF KY

OUR MISSION

The mission of Horses Offering Opportunities for the Future, Inc. (HOOF KY) is to connect at-risk, disadvantaged, and trauma-stricken youth to horses and let horses work their magic. Horses have the ability to touch the human spirit in ways not found in other relationships. They can break down emotional walls and barriers of distrust, isolation, and manipulation as the young participants interact with and take stewardship of the horses.

This human-equine interaction teaches respect, responsibility, discipline, and personal empowerment. These attributes prepare our HOOF KY participants to make positive choices that lead to productive and healthy life styles.

**THERE IS SOMETHING ABOUT THE
OUTSIDE OF A HORSE THAT IS
GOOD FOR THE INSIDE OF A MAN.**

WINSTON CHURCHILL

HORSES HELPING YOUTH

What do we provide?

HORSES! CARING INSTRUCTORS! EQUINE EDUCATION! TRUST! HOOF KY in partnership with the Louisville Equestrian Center has developed weekly summer Equine Academies that teach riding, equine care, equine physiology/psychology, and barn management in a safe and controlled environment. Participants are taught by ARIA certified instructors and trained counselors who provide equine expertise and build caring, pro-social relationships with each young person. Instructors (and the horses) expect participants to work, give respect, be responsible, and believe that they can reach beyond themselves.

Why do we provide it?

Today young people are challenged to make healthy decisions in a culture laden with negative influences. Given the stressors of family disruption, violence, and substance abuse, many youth become distrustful and build walls protecting themselves from their environments. Many experience low self-image and a declining sense of personal empowerment, hiding behind the defenses of negative behaviors, manipulation, and isolation. HOOF KY understands that you can't fool a horse; consequently, our participants quickly learn that they must EARN the companionship of a horse which can positively impact their perspective and their life choices.

PROGRAM HIGHLIGHTS

HOOF KY partners with the Louisville Equestrian Center to provide:


- ◊ Weekly summer Equine Academies each serving 30 at-risk youth ages 9-18. Academies run from 10 AM- 4:00 PM daily.
- ◊ Horses, ponies, and their tack chosen for safety, manners and suitability to riders.
- ◊ Safety riding helmets.
- ◊ Highly qualified American Riding Instructors Association (ARIA) certified instructors who have years of experience working with all ages and abilities of riders.
- ◊ Rotating stations whereby participants learn riding, equine education and barn management. Competitive equine games and horse themed crafts are included.
- ◊ Daily recorded individual participant competency evaluations.
- ◊ Spacious indoor and outdoor arenas.
- ◊ Logo T-shirts for each participant.
- ◊ Awards Ceremony with certificates, individual pictures, and equine mementos.
- ◊ Safe facility, First Aid trained counselors, and liability insurance.

Participants will:

- ◊ Follow all counselor instructions to ensure safety for participants and horses.
- ◊ Wear appropriate clothing, shoes, and safety gear.
- ◊ Refrain from aggression and bullying.
- ◊ Learn to respect and care for other living creatures and mother earth.


About

ABOUT HOOF




Horses

Horses have the ability to touch the human spirit in ways not found in other relationships. They can break down emotional walls and barriers of distrust, isolation, and manipulation as the young participants interact with and take stewardship of the horses.




Caring Instructors

Participants are taught by ARIA certified instructors and trained counselors and trained counselors who provide equine expertise and build caring, pro-social relationships with each young person.



Equine Education

HOOF KY in partnership with the Louisville Equestrian Center has developed weekly summer Equine Academies that teach riding, equine care, equine physiology/psychology, and barn management in a safe and controlled environment.



Trust

Instructors (and the horses) expect participants to work, give respect, be responsible, and believe that they can reach beyond themselves.

The About page offers the user a quick ideas of what HOOF is all about. There are four sections within the About HOOF section, consisting of: Horse, Caring Instructors, Equine Education, and Trust. The page further explains each section and how it is present within HOOF. Horses give the ability to have an emotional impact and learning experience for the participant. Instructors are taught by ARIA certified instructors, along with counselors who are able to help youth with that issues they are experiencing. Equine Education shows that there are weekly summer Equine Academies that teach riding care, safe practices, and more. The trust section shows that both participant and the instructors should be respectful to each other to have an enjoyable and meaningful experience during the program.

Why do we Provide it?



Today young people are challenged to make healthy decisions in a culture laden with negative influences. Given the stressors of family disruption, violence, and substance abuse, many youth become distrustful and build walls protecting themselves from their environments. Many experience low self-image and a declining sense of personal empowerment, hiding behind the defenses of negative behaviors, manipulation, and isolation. HOOF KY understands that you can't fool a horse; consequently, our participants quickly learn that they must EARN the companionship of a horse which can positively impact their perspective and their life choices.

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Board of Directors

6

Years

354+

Happy Kids

1500+

Hours

The “Why do we provide it?” section shows why HOOF is using horses as a teaching strategy for at-risk youth. HOOF states that many young people are challenged to make good decisions with negative influences, which is why HOOF decided to create this program to ultimately benefit the children participating in the program. The About page reinforces how HOOF helps the community and why they are making this effort.

Below the “Why do we provide it?” section shows several statistics regarding HOOF KY. There has been many kids that have been through the program, along with statistics about how long HOOF has been providing this service and how many hours of experience there is. These numbers continue to grow each year.

Contact

The Contact section is another important component of the website. Including this feature on the website will help benefit the organization to establish readily available communication with the customers. There are several areas to contact the organization through their listed mailing address, phone number, and email. These are all available to any user that accesses the website. Another important component that the users are able to utilize is being able to send a message to the organization. The form includes Name of the user, an email for the organization to contact, the subject of the message, and then the general message needed to communicate to the organization. Once this form is filled out and completed, the user can hit the send button which will deliver the message to the organization.

Donate

The Donate section of the HOOF website is considered a vital feature of the website. Considering that HOOF is a not-for-profit organization, maintaining and gathering funds is vital for the survival of the organization. There are at least several options in donating ranging from \$80.00 donations to \$10,000.00 donations. The intended use of the donations is aimed to sponsor potential riders so that they can experience horseback riding. Once users decide the amount and level of their donation, the user will hit the “Make a Donation Here” button in order to complete the transaction. In doing so, this will help strengthen the organization and help further their cause.

