BMCMemberTracker How-To:

Scenarios:

General Information:

The BMC Member Tracker application will be used by the TAMU Badminton Club officers to track members and membership finances. This application was developed by a project team in the Software Engineering Class 431 in the Fall 2021 semester. The program team interfaced with the Fall 2021 Badminton Club officers: **Navoneel Mazumdar** to determine the project scope and agree on the results. The Badminton Club officers will be provided a copy of the project repository and use this information for how to install the program.
This document describes the program functions and their usage.

Log In: Any user who accesses the website will need to log in. The user will be directed to a landing page which contains a box saying Welcome to the Texas A&M Badminton Club. There is a big blue button that says Sign in with your TAMU Google Account, clicking on this button will bring you to google authentication system and allow you to access the site after processing. Any user whose email is not listed on the officers page will not be able to log in.

Managing who can log in: The emails which will be accepted by the google authentication are those listed on the officers page. To Add an email simply create a new officer and list their email. To remove the email's access simply delete the officer.

Signing Out: in the top right corner of every screen there is white text which says Sign Out. Clicking this will automatically sign the user out and send them to the login page.

Member tracker

Create a member

- Go to 'Members' page
- Click 'New Member'
- Input member information
    - Note that a member can be a TAMU student or not.
        - If a TAMU student, enter their UIN
        - If a non-TAMU student, enter their driver's license number
- Click 'create member'
- Click 'back'
- [You can now view all members]

Edit a member

- Go to members page
- Click ‘edit’ that is in the same row as the member you want to edit
- Edit the information
- Click ‘update member’
- Click ‘back’
- [You can now view all members]

Delete a member

- Go to members page
- Click ‘delete’ that is in the same row as the member you want to edit
- Click ‘ok’ in the alert message that appears

Sort by column on the membership page

- Go to the members page
- Clicking on any of the column titles in blue will sort the table by that column
- If you click the same column title again, it will sort in descending order

Check boxes on the membership page

- Go to the members page
- Un-check any checkbox to hide that column from the table

Create an officer

- Go to the officers page
- Click ‘new officer’
- Fill in information
- Click ‘create officer’
- Click ‘back’
- [You can now view all officers]

Edit an officer

- Go to officers page
- Click ‘edit’ that is in the same row as the officer you want to edit
- Edit the information
- Click ‘update officer’
- Click ‘back’
- [You can now view all officers]

Delete an officer

- Go to officers page
- Click ‘delete’ that is in the same row as the officer you want to edit
- Click ‘ok’ in the alert message that pops up

Create a payment method

- Go to the payment method page
- Click ‘New payment method’
- Type in payment method
- Click ‘create payment method’
- Click ‘back’

Edit a payment method

- Go to the payment method page
- Click ‘edit’ that is in the same row as the payment method you want to edit
- Edit the information
- Click ‘update payment method’
- Click ‘back’
- [You can now view all payment methods]

Delete a payment method

- Go to the payment method page
- Click ‘delete’ that is in the same row as the payment method you want to edit
- Click ‘ok’ in the alert message that pops up

Create a payment

- Go to the payment page
- Fill in information
- Click ‘Create Payment’’
  The corresponding office amount due will be updated accordingly
  The corresponding member information will be updated accordingly
- Click ‘back’
- [You can now view all payments]

View all payments

- Go to the payment page
- Click ‘back’
- [Now you can see all payments that have been made]

Edit a payment

- Go to payment page
- Click ‘back’
- Click ‘edit’ that is in the same row as the payment you want to edit
- Enter the requested information
- Click “Update Payment”
  The corresponding office amount due will be updated accordingly
  The corresponding member information will be updated accordingly

- Click ‘back’
- [You can now view the new payment]

Delete a payment
- Go to the payment page
- Click ‘back’
- Click ‘delete’ that is in the same row as the payment you want to delete
- Fill in the information
- Click ‘Delete Payment’’
  The corresponding member information will be updated accordingly
- [The payment is deleted now]
- Notice the officer amount due will not change by the delete operation
  You can always manually change the amount due of the officer

Finance Tacker

Create a deposit
- Go to the deposits page
- Click ‘new deposit’
- Fill in the information
- Click ‘create deposit’
  The corresponding officer amount due will be updated accordingly
- Click ‘back’
- [You can now view all deposits]

Edit a deposit
- Go to the deposits page
- Click ‘edit’ on the deposit that is in the same row as the deposit you want to edit
- Fill in the information
- Click ‘update deposit’
  The corresponding officer amount due will be updated accordingly
- Click ‘back’
- [You can now view the new deposit]

Delete a deposit
- Go to deposits page
- Click ‘Destroy’’ on the deposit that is in the same row as the deposit you want to delete
- Click ‘OK’
- [The deposit is deleted]
- Notice the officer amount due will not change by the delete operation
  You can always manually change the amount due of the officer

Create a withdrawal

- Go to withdrawals page
- Click ‘New Withdrawal’
- Fill in the information
- Click ‘Create Withdrawal’
- Click Back

Edit a withdrawal

- Go to the withdrawal page
- Click ‘edit’ that is in the same row as the withdrawal you want to edit
- Fill in the information
- Click ‘Update Withdrawal’
  The corresponding officer amount due will be updated accordingly
- Click ‘back’
- [You can now view the new withdrawal]

Delete a withdrawal

- Go to the withdrawals page
- Click ‘Delete’ that is in the same row as the withdrawal you want to delete
- Click ‘OK’
- [The withdrawal is deleted]
- Notice the officer amount due will not change by the delete operation
  You can always manually change the amount due of the officer

Viewing balance

- Go to finances page
- You are currently viewing the running totals of the withdrawals, deposits, and payments
- [You can view the organization’s balance on the right-hand column]