User Management

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# **ADD USER**

## **User Registration**

* System facilitates to Admin to register each user.
* Admin has to enter the Personal and Account details of the user.
* Following details are included in the Personnel Information form.
* NIC number
* Full Name
* Contact Address
* Date of Birth(Admin can select the date of birth selecting by the calendar)
* Contact Number
* Email Address
* Admin has to enter the following details as the Account Information.
* User Role (User can select the user role using the drop-down menu).
* User Name
* Password
* Confirm Password
* Also, there is an option for the view password.
* Entered after the user details, there is an option to add a user.

# **VIEW THE USER**

## **View Systems User.**

* Admin can view the registered user details.
* Following details include the registered user list.
* User name
* User Role
* NIC Number
* Mobile
* State
* Also Admin can view each user’s personal details and Account details, also can Edit the details, Change the User State, and Change the User Password.
* Admin can view the user details panel. The following details are included in the user details panel.
* User Name
* User Role
* NIC Number
* Full Name
* Contact Address
* Date of Birth
* Mobile Number
* Home Number
* Email Address
* User can direct as back to the User registration list details.

## **User Details Edit**

* Admin can edit the entered user registration details.
* There is an option to save and cancel the edited details.

## **User State Manager**

* Admin can change the user state as an “Active “Or “De active” according to the User Role.
* Also, there is an option the Save or Clear the changes.

## **User Password Manager**

* System has facilitated to Admin to change the user passwords.
* Admin can enter the “New password” and “Confirm the new Password.”
* Also, there is an option the save and clear the changes.

# **MANAGE SYSTEM ROLES**

* System role list view includes the Role Name, Start page Name, Start Time and

End Time.

## **Add Role**

* System facilitates the admin to enter the User Role Name to add a new role.
* Then, the system displays added a new role in the system role list.

## **System action change**

* System facilitates managing each role and action in the system.
* There is an option to check each action for view, edit, and add.
* Mainly system provides three security limitations for all actions.
* View data of function.
* Add data to the function
* Edit data of function
  + System administration permits each role to do the above functionality.

EX: According to that, it can control the user roles. If the admin did not check the view option for the user management, related user role users could not access the user view page.

* After the action changes, there is an option for the save.

## **Manage Role Access Time**

* System facilitates to manage the access time for each role (Start Time, End Time).
* Also, there is an option the save and clear the entered data.

# **VIEW SYSTEM LOGIN INFORMATION**

* + - System facilitates the view of system login info details by searching automatically or searching user names.
    - Also display the logged user name, description, and IP address of the machine, Date and time.
    - Admin can manage the excellent time of data stored in the system.

# **BRANCHES MANAGEMENT**

## **Add new branches**

* System facilitates to admin to add new sub branches to the system.
* User has to enter the Branch Name, IP Address and check whether of is Home Location.
* After successfully adding system displays the following details.
* Branch ID
* Branch Name
* IP Adders
* Is Home

# **INDEXING MANAGEMENT**

* Admin can add the invoice start number and Receipt start number as index.
* Also for indexing management, admin can add NBT percentage and VAT percentage with NBT or Without NBT.

# **SHROFF MANAGEMENT**

## **Add new Shroff**

* System facilitates to admin to add the new Shroff and following details has to enter the admin.
* Shroff Name
* Branch – Admin has to select the branch already added.
* Password
* Re – Type Password
* Also admin can save or clear the entered data.

## **View Shroff**

* After add the Shroff details admin can view the list of their details.
* Also following details are display by the system.
* ID
* Shroff Name
* Branch
* State

## **Edit Shroff**

* System facilitates to edit the already added Shroff details.
* Following details are include in the edit form.
* Shroff Name
* Branch
* Current Password
* New password
* Re- type password
* Also there is option for the change password.
* System has facilitates to save the edited details.

# **SPECIAL BILL PRINT**

## **As an original Receipt**

* System facilitates to user to re- print the original receipt.
* User has to enter the invoice number and then search the invoice.
* System displays the invoice Date, Invoice Amount and option of Re-print original invoice.
* Then system requires to the login permeation for the re print original bill.
* After admin successfully logging, system facilitates to print the bill.

## **As a canceled receipt**

* Also there is an option for the re – print the canceled bill.

# **BACKUP MANAGEMENT**

* System facilitates to admin to back up the data base data.
* System displays the following details for the admin view.
* Host
* User name
* Password – Not View
* Data base
* Save path
* Back Up state
* Also Open folder and Backup options is exists in the admin view.
* System facilitates to user to brows the save path and edit the save path.