Programmer Manual for No Kill Louisville Website

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**1. Vision statement**

Our team set out with the intention to create an easy-to-use website for a local non-profit to streamline their workflow while providing a remote check in method for their customers.

**2. Introduction**

The No-Kill Louisville food bank is a non-profit organization run by volunteers that receives pet food donations and distributes them to the community. The food bank currently uses paper records as well as three separate software services to track client documentation, applications, appointments, and food distribution. The Client Management System website we have created will streamline the process and cut down on clerical hours required from the volunteers. Our goal was to cut down on overhead and increase efficiency by providing a single site which meets all the client’s needs.

**3. Component Overview**

**User Check-in:**

Upon arrival to the food bank parking lot, customers will use their personal device to scan a QR code available at each parking spot. The user will receive a text asking for their first and last name and parking spot number. The response will be sent to a tablet inside the distribution center where a volunteer will check the person’s name against the list of appointments for the day.

**Website:**

1. Home: The homepage gives the background of the organization.
2. Contact Us: Lists contact emails for the organization and has a contact form where users can submit a message to the organization.
3. The No Kill Model: Provides an in-depth explanation of the no-kill animal shelter model.
4. NKL Newsletter: Lists links to older copies of the No Kill Louisville newsletter.
5. How to Help: Shows many different options for individuals and corporations to become sponsors.
6. Foster: Offers a link to the application to foster an animal, along with testimonials from happy fosterers.
7. Volunteer: Lists volunteer opportunities within the organization as well as a link to a volunteer application.
8. Adopt: Shows the No Kill Louisville listing on Adopt-A-Pet of adoptable animals, provides a brief description of the adoption process, and links to adoption applications for cats and dogs.
9. Pet Food Bank: Provides an in-depth explanation of the pet food bank process, a link for the food bank application, a map to the food bank location, a link for donations, a link for volunteer applications, links to outgoing donation counts per year, and a link to customer testimonials.
10. Events: Shows an interactive list of upcoming events.
11. Merchandise: Shows available No Kill Louisville merchandise. Explains how to donate/purchase and where the donations will be used.
12. Shop: Ecommerce page where users can purchase merchandise.
13. Appointments: A hidden page that will be provided to approved customers where they can make appointments for the pet food bank.

**Admin Tools:**

1. Events: Create and edit events to display on the Events page.
2. Media: Upload and delete media
3. NextGEN Gallery: Create and edit photo galleries
4. Pages: Create and edit site pages
5. QR Codes: Create QR codes
6. WooCommerce: Ecommerce controls for shop
7. Products: Edit products available in shop
8. Payments: Edit payment methods
9. User Registration: Create and edit user registration forms
10. Analytics/Marketing: Tools for growing the business
11. WPForms: Create and edit user forms
12. Appearance: Customize the site
13. Plugins: Download and manage admin tools
14. Users: Show details on site registered users
15. Tools: Manage site (import/export)
16. All-in-One WP Migration: Easily migrate site to new host
17. Settings: Manage WordPress settings
18. All in One SEO: Make site more visible in Google searches
19. Members: Manage member roles
20. Webba Booking: Manage customer appointments
21. Wordfence: Site security
22. LiteSpeed Cache: Manage site cache

**4. Tool overview**

This project was built with WordPress. To ensure the No Kill volunteers’ ability to maintain the site in the future, our team chose popular plugins that are frequently updated and provide user support. WordPress uses PHP, HTML, CSS, and JavaScript. Our client will not need to use any coding to update or maintain the site themselves.

**5. Project Repository**

<https://github.com/IUS-CS/capstone-project-nokill>

**6. Installation for new install**

An XML file of our site is available on GitHub. The site itself can be viewed at: <https://capstonenokill.com/>

**7. Installation for new platform**

A new platform can be installed by creating a site on WordPress and importing our XML file to that installation.

**8. Further development statement**

If we had another year to work on the project, I think we could have made everything a little more polished. I would have liked to create some new content for the site. We probably would have experimented a bit more with creating our own plugins.