

# USER GUIDE

Candidate 5315

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## Introduction

This system has been designed for Simpsons Department Store, which specialise in Office Rental, Wedding Dresses, Alterations, Beauty and Cosmetics Services, and Household Goods. This user guide is written for the Beauty and Cosmetics Services subsystem. It covers the different aspects of this subsystem, such as:

- Adding, editing, and deleting a customer
- Adding, editing, and deleting an appointment
- Generating an invoice for appointments

## System Requirements

### Minimum Requirements

<b>Processor</b>	Intel I3 1.5 GHz processor
<b>RAM</b>	2 GB
<b>Available HDD Space</b>	2 GB
<b>GPU</b>	Onboard Graphics Direct x9
<b>OS</b>	Windows 7 x86
<b>Visual Studio</b>	Visual Studio 2019

### Recommended Requirements

<b>Processor</b>	Intel I5 2.8 GHz processor
<b>RAM</b>	3 GB
<b>Available HDD Space</b>	8+ GB
<b>GPU</b>	Onboard Graphics Direct x9
<b>OS</b>	Windows 10 x86
<b>Visual Studio</b>	Visual Studio 2019

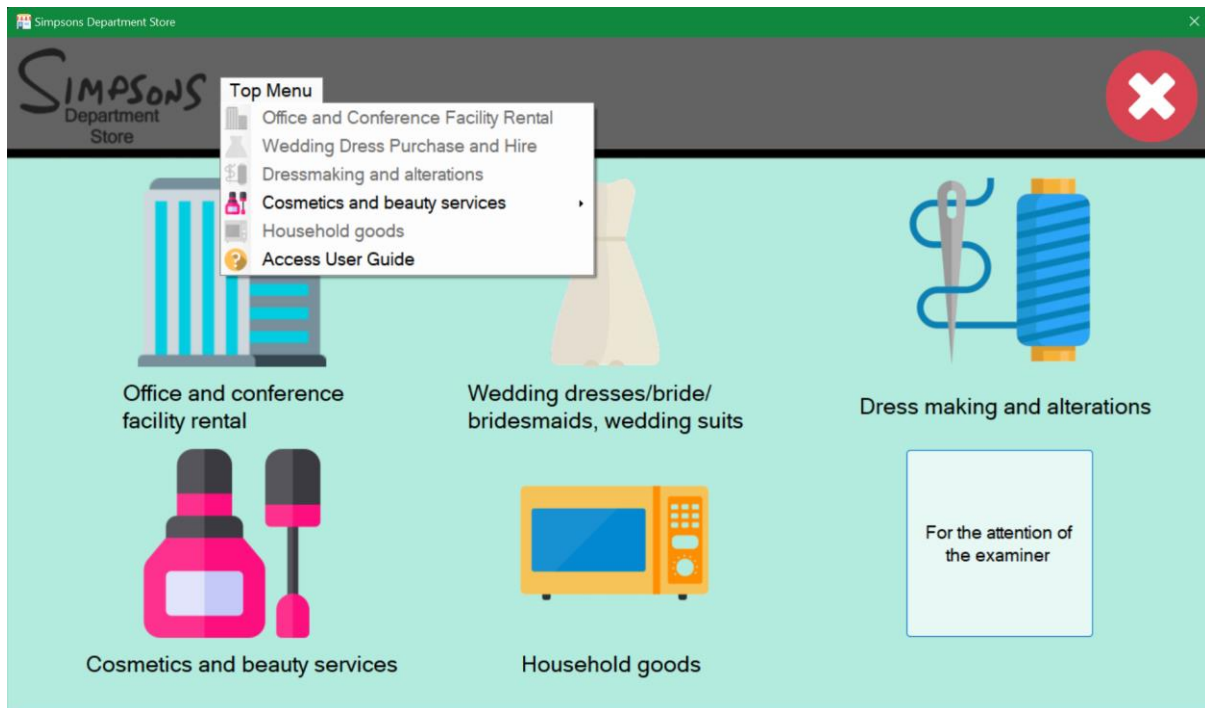
## Connecting to the database

If there are any issues connecting to the database, double-clicking the “SimpsonsDepartmentStoreDatabase.mdf” file in Visual Studio should solve the error.

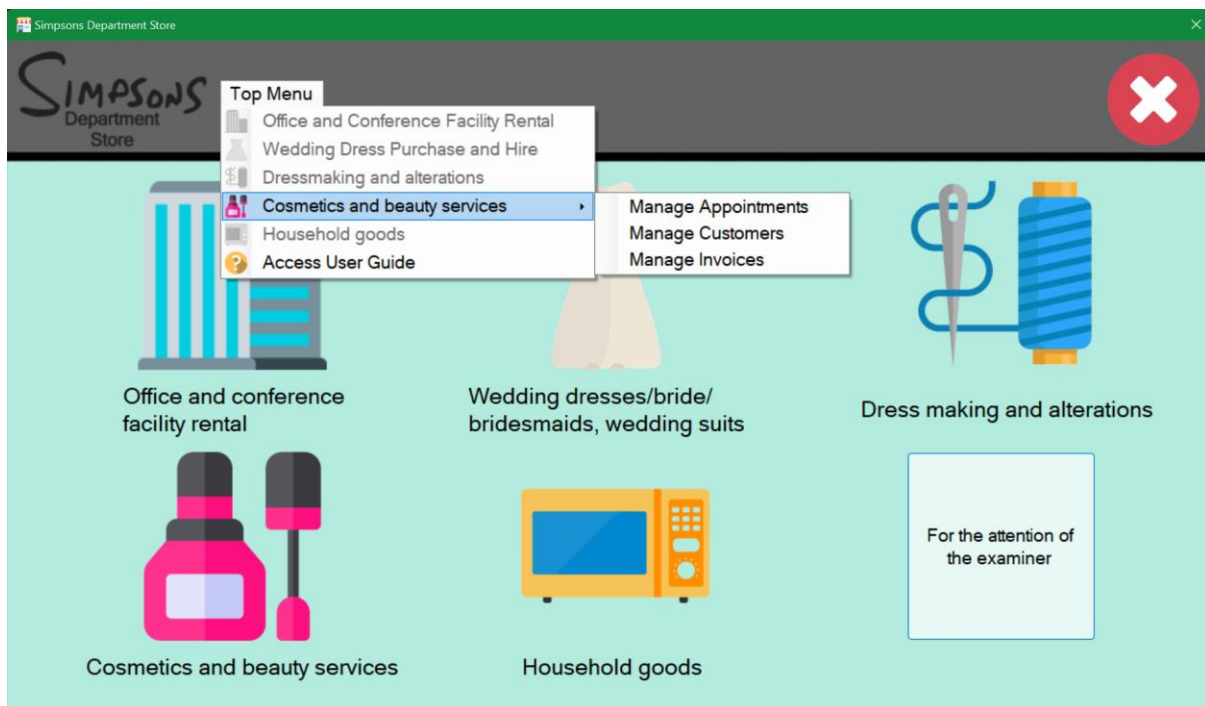
## Form Navigation

### Drop-Down Menu

The “Top Menu” section allows you to navigate too any area of the system. Clicking it once will show you all the different subsystems. The subsystems that have not been built yet have been disabled.



At the bottom, you have the option to access the User Guide (this document) as well. Hovering over the Cosmetics and beauty services brings up the different areas associated with that subsystem.

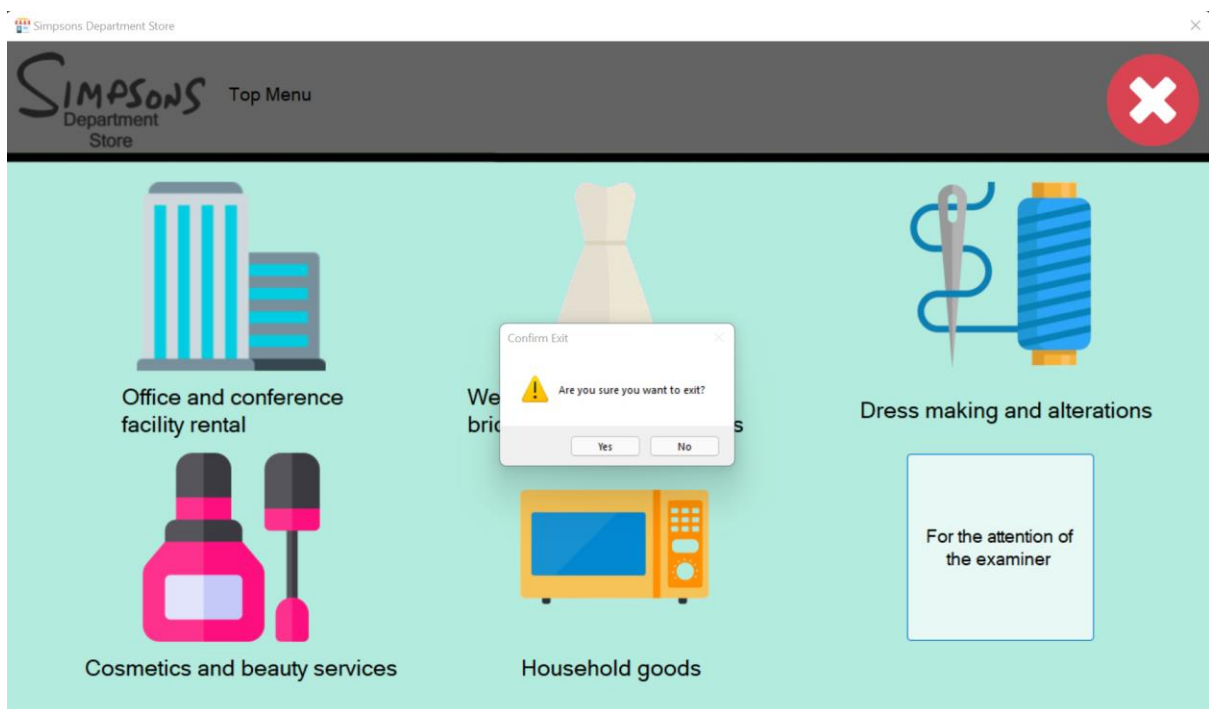


## Exiting the system

You can exit the system at any time by pressing the red X in the top-right corner.

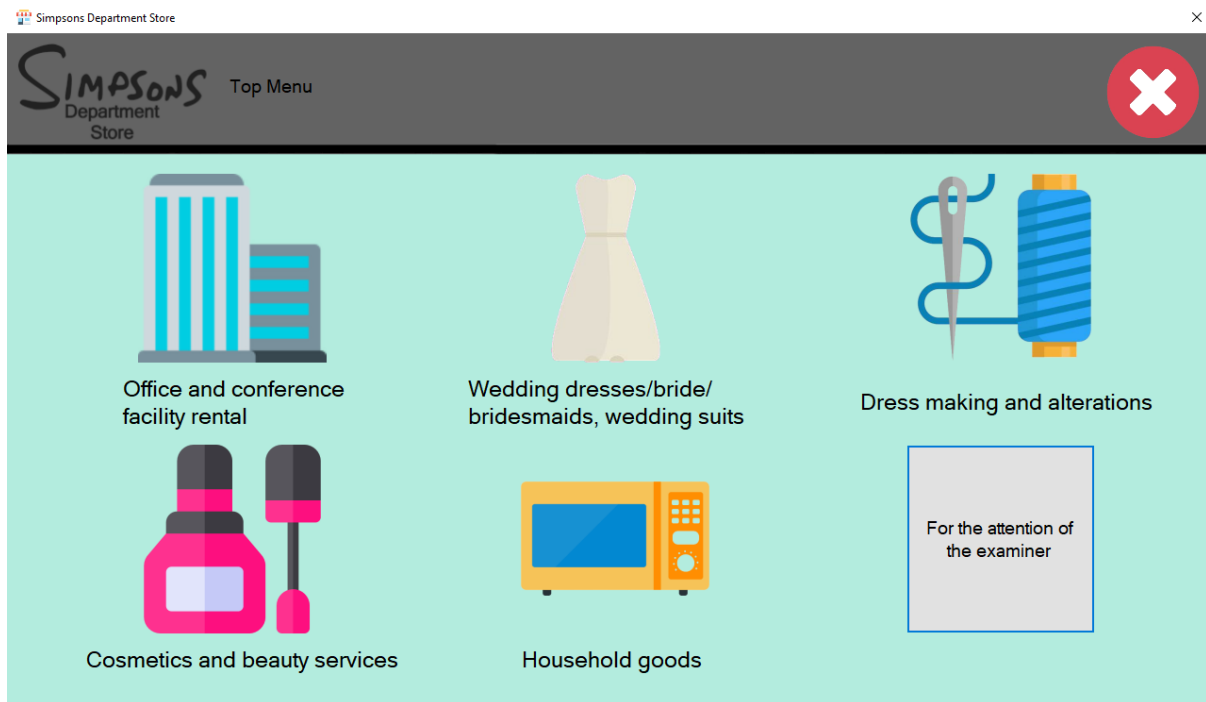


Doing so will ask for confirmation. Continue if you really want to exit.



## Base Menu

This section of the system is designed to provide navigation to the rest of the system, but only the cosmetics system has been developed.



Clicking on the "Cosmetics and beauty services" will open the Cosmetics menu

Clicking on "For the attention of the examiner" will open the code complexities document

Clicking on any option other the "Cosmetics and Beauty services" will show this message.

Unfortunately, this subsystem is outside the scope of this project, given the time constraints.

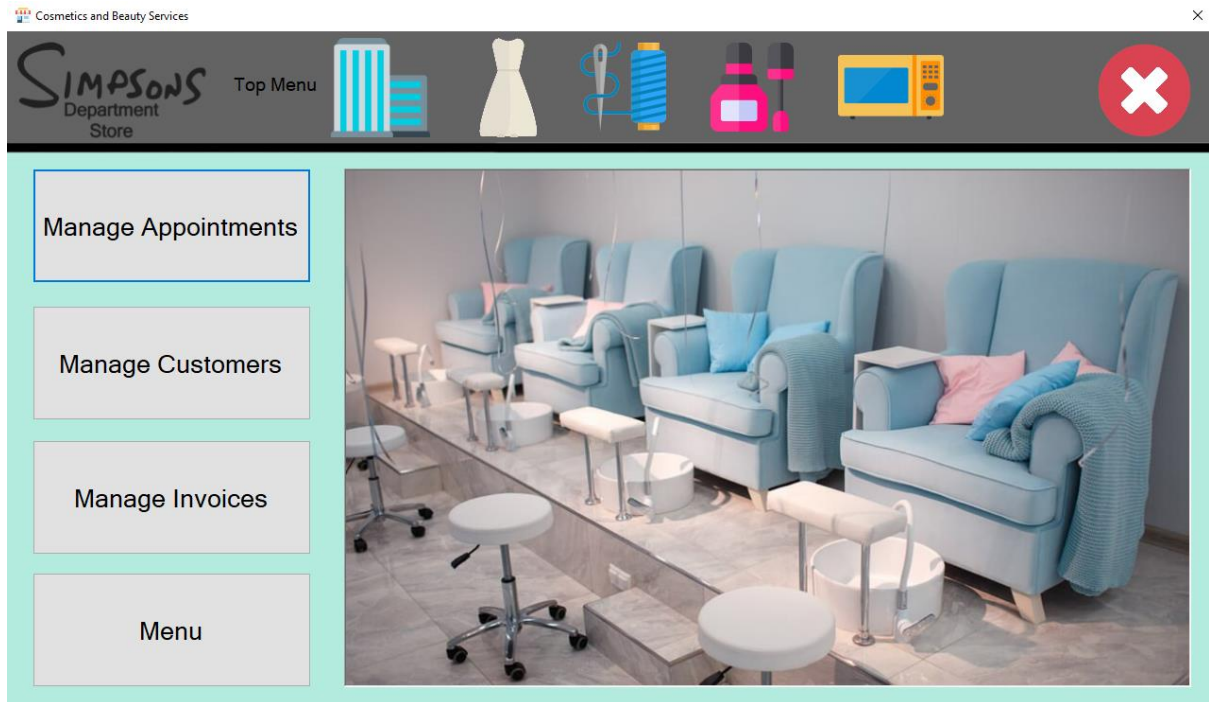
OK

## Cosmetics Menu

This menu allows you to navigate to the different areas of the subsystem, of which there are 3:

- Managing Appointments
- Managing Customers
- Managing Invoices

The “Menu” button will return you to the base menu.



## Manage Appointments

### Viewing an appointment

When you open the form, you will see the appointments for the selected day (defaults to current date). You can also hover over the appointments to see the details, for shorter ones that the text gets cut off for.

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 09:00

**Customer**

**Staff**

**Room**

**Treatments**

- ☐ Haircut
- ☐ Hair wash
- ☐ Hair Dye
- ☐ Nails

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae								
Blaid			Shea McKillen Murphy					

Clicking on an appointment will also show its details to the left.

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 10:00

**Customer** Ms. Jacky O'Bride

**Staff** Ms. Tanzi Edison

**Room** 1

**Treatments**

- ☒ Haircut
- ☒ Hair wash
- ☒ Hair Dye
- ☐ Nails

**Cost = £90.00**

**Duration = 85 min**

**Edit Appointment** **Delete Appointment**

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae								
Blaid			Shea McKillen Murphy					



### Adding an appointment

To add an appointment, first click on a time on the schedule. The form will represent your selection with a faint red line.

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 14:30

**Customer**  
[Dropdown]

**Staff**  
Ms. Annice Browne

**Room**  
[Dropdown]

**Treatments**  
☐ Haircut  
☐ Hair wash  
☐ Hair Dye  
☐ Nails

**Cost = £0.00**  
**Duration = 0 min**

**Add Appointment** **Discard**

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae								
Blaid			Shea McKillen Murphy					

Fill out all the fields to the left. None of them can be left blank. Once you start adding treatments, the red section will grow, representing the time you are trying to book for. Let it be noted that you can adjust the time to the minute, for very busy days.

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 14:30

**Customer**  
Ms. Edna Russell

**Staff**  
Ms. Annice Browne

**Room**  
1

**Treatments**  
☒ Haircut  
☒ Hair wash  
☒ Hair Dye  
☒ Nails

**Cost = £105.00**  
**Duration = 93 min**

**Add Appointment** **Discard**

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae								
Blaid			Shea McKillen Murphy					

Once you have filled out the fields on the left, click “Add Appointment” to register the appointment in the system, or “Discard” to discard the appointment.

Manage Appointments

**SIMPSONS** Department Store

Top Menu

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 09:00

**Customer**

**Staff**

**Room**

**Treatments**  
☐ Haircut  
☐ Hair wash  
☐ Hair Dye  
☐ Nails

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice							Edna Russell Room 1 £105.00	
Kae								
Blanid			Shea McKillen Murphy					

The appointment has now been added to the system.

## Editing an existing appointment

To edit a booking, first click on the booking you want to edit. This will bring up all its details on the left.

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 14:30

**Customer** Ms. Edna Russell

**Staff** Ms. Annice Browne

**Room** 1

**Treatments**  
☒ Haircut  
☒ Hair wash  
☒ Hair Dye  
☒ Nails

**Cost = £105.00**  
**Duration = 93 min**

**Edit Appointment** **Delete Appointment**

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice						Edna Russell Room 1 £105.00		
Kae								
Blaid			Shea McKillen Murphy					

To begin editing, click “Edit Appointment”. This will allow you the change any of the fields you want. Again, you can adjust the time to the minute.

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 13:45

**Customer** Ms. Edna Russell

**Staff** Ms. Kae Clarke

**Room** 1

**Treatments**  
☒ Haircut  
☐ Hair wash  
☒ Hair Dye  
☐ Nails

**Cost = £80.00**  
**Duration = 70 min**

**Save Changes** **Discard Changes**

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae						Edna Russell Room 1		
Blaid			Shea McKillen Murphy					

Once your changes have been made, click on “Save Changes” to update the appointment.

Manage Appointments

**SIMPSONS** Department Store

Top Menu

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 09:00

**Customer**

**Staff**

**Room**

**Treatments**  
☐ Haircut  
☐ Hair wash  
☐ Hair Dye  
☐ Nails

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae						Edna Russell Room 1		
Blanid		Shea McKillen Murphy						

The appointment has been edited.



## Deleting an appointment

To delete an appointment, first click on the appointment you want to delete. Its details should be brought up to the left.

**SIMPSONS Department Store** Top Menu

### Manage Appointments

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 13:45

**Customer** Ms. Edna Russell

**Staff** Ms. Kae Clarke

**Room** 1

**Treatments**  
☒ Haircut  
☐ Hair wash  
☒ Hair Dye  
☐ Nails

**Cost = £80.00**  
**Duration = 70 min**

**Edit Appointment** **Delete Appointment**

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae						Edna Russell Room 1		
Blaid			Shea McKillen Murphy					

Next, click on “Delete Appointment”. A dialog will be brought up, asking you to confirm.

**SIMPSONS Department Store** Top Menu

### Manage Appointments

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 13:45

**Customer** Ms. Edna Russell

**Staff** Ms. Kae Clarke

**Room** 1

**Treatments**  
☒ Haircut  
☐ Hair wash  
☒ Hair Dye  
☐ Nails

**Cost = £80.00**  
**Duration = 70 min**

**Edit Appointment** **Delete Appointment**

Confirm Delete

Are you sure you want to delete?

Yes No

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae						Edna Russell Room 1		
Blaid			Shea McKillen Murphy					

Once you press “Yes”, the appointment will be removed from the system.

Manage Appointments

**SIMPSONS** Department Store

Top Menu

**Manage Appointments**

Start making an appointment by clicking a time on the schedule for the current date. Select the staff, room, and treatments you want, then confirm by clicking add appointment. View and edit an existing appointment by selecting it on the schedule.

**Appointment Time**  
03 May 2022 09:00

**Customer**

**Staff**

**Room**

**Treatments**

- ☐ Haircut
- ☐ Hair wash
- ☐ Hair Dye
- ☐ Nails

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Tanzi		Jacky O'Bride Room 1 £90.00				Jude Hinds Room		
Annice								
Kae								
Blanid			Shea McKillen Murphy					

The appointment has been deleted.

## Manage Customers

### Viewing a customer

When you open the form, you can see a list of all the customers in the system.

**SIMPSONS** Department Store Top Menu

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

**Menu**

Search...

Add New Customer  
Mr. Andrew Totten  
Mr. Jude Hinds  
Ms. Edna Russell  
Mr. Shea McKillen Murphy  
Ms. Jacky O'Bride  
Ms. Cassandra Livingstone

**Title** **Forename** **Date of Birth**  
Mr. Jude 13 April 2010

**Surname** **Mobile Phone Number**  
Hinds 07813883834

**Address** **Email**  
Address Line 1 3 Rowallane Dale  
Address Line 2 Saintfield  
County Co. Down  
Postcode BT24 7LE  
Email jhinds@gmail.com

☐ Survey Completed

Add Customer Delete Customer

If you click on one, their details populate to the right.

**SIMPSONS** Department Store Top Menu

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

**Menu**

Search...

Add New Customer  
Mr. Andrew Totten  
**Mr. Jude Hinds**  
Ms. Edna Russell  
Mr. Shea McKillen Murphy  
Ms. Jacky O'Bride  
Ms. Cassandra Livingstone

**Title** **Forename** **Date of Birth**  
Mr. Jude 26 December 2003

**Surname** **Mobile Phone Number**  
Hinds 07813883834

**Address** **Email**  
3 Rowallane Dale  
Saintfield  
Co. Down  
BT24 7LE  
Email jhinds@gmail.com  
[Contact Now via Email](mailto:jhinds@gmail.com)

☐ Survey Completed

Edit Customer Delete Customer

Clicking on "Contact Now via Email" opens the default mail program on your computer, with the email address autofilled.

## Adding a customer

To begin adding a customer, you must start by selecting “Add New Customer” from the list of customers.

The screenshot shows the 'Manage Customers' window of the SIMPSONS Department Store. The window has a dark header with the store logo, a 'Top Menu' button, and several icons representing different departments. Below the header, there is a 'Menu' section on the left with a search bar and a list of customers. The 'Add New Customer' option is highlighted. The main area of the window contains a form for adding a new customer, with fields for Title, Forename, Date of Birth, Surname, Mobile Phone Number, Address (Address Line 1, Address Line 2, County, Postcode), and Email. There is also a checkbox for 'Survey Completed'. At the bottom of the form are two buttons: 'Add Customer' and 'Discard'.

**SIMPSONS** Department Store

Top Menu

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

**Menu**

Search...

**Add New Customer**

Mr. Andrew Totten  
Mr. Jude Hinds  
Ms. Edna Russell  
Mr. Shea McKillen Murphy  
Ms. Jacky O'Bride  
Ms. Cassandra Livingstone

**Title** **Forename** **Date of Birth**

13 April 2004

**Surname** **Mobile Phone Number**

**Address** **Email**

Address Line 1

Address Line 2

County

Postcode

☐ Survey Completed

**Add Customer** **Discard**

Then, you must fill in the fields with appropriate data.

- You must select a title
- You must enter a forename that has no numbers in it
- You must enter a surname that has no numbers in it
- You must enter something for the address
- You can only choose a date of birth that is more than 12 years away
- The mobile phone number must be 11 digits and have only digits in it
- The email must have an @, and a valid domain address



The screenshot shows the 'Manage Customers' interface. At the top is a header bar with the 'SIMPSONS Department Store' logo, a 'Top Menu' button, and several icons representing different store sections. Below the header, there's a 'Menu' section with a search bar and a list of customers. The 'Add New Customer' option is highlighted. To the right, a form titled 'Manage Customers' contains fields for customer details. The form is divided into two columns. The left column has fields for Title (Dr.), Forename (John), Surname (Dorian), Address (27 Heart Lane, Saintfield, Co. Down, BT24 7JD), and a checkbox for 'Survey Completed'. The right column has fields for Date of Birth (20 July 1995), Mobile Phone Number (07453837523), and Email (jd@hotmail.com). At the bottom of the form are two buttons: 'Add Customer' and 'Discard'.

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

**Title Forename Date of Birth**

Dr. John 20 July 1995

**Surname Mobile Phone Number**

Dorian 07453837523

**Address Email**

27 Heart Lane jd@hotmail.com

Saintfield

Co. Down

BT24 7JD

☒ Survey Completed

Add Customer Discard

Once the details have been added, click add customer. Their details will appear beside the rest of the customers.

This screenshot shows the same 'Manage Customers' interface, but now the new customer, Dr. John Dorian, has been added to the list in the 'Menu' section. The form fields are now empty, ready for a new entry. The 'Add Customer' button is still visible at the bottom.

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

**Title Forename Date of Birth**

13 April 2004

**Surname Mobile Phone Number**

**Address Email**

Address Line 1

Address Line 2

County

Postcode

☐ Survey Completed

Add Customer Discard

The customer has been added.

## Editing an existing customer

To edit a customer, first select the customer you wish to edit. Their details should show up to the right.

The screenshot shows the 'Manage Customers' interface. On the left is a 'Menu' with a search bar and a list of customers. 'Dr. John Dorian' is selected. The main area displays the customer's details in a form. The form includes fields for Title, Forename, Date of Birth, Surname, Mobile Phone Number, Address, and Email. The 'Survey Completed' checkbox is checked. At the bottom are 'Edit Customer' and 'Delete Customer' buttons.

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

Title	Forename	Date of Birth
Dr.	John	20 July 1995
Surname		Mobile Phone Number
Dorian		07453837523
Address		Email
27 Heart Lane		jd@hotmail.com
Saintfield		<a href="#">Contact Now via Email</a>
Co. Down		
BT24 7JD		<input checked="" type="checkbox"/> Survey Completed

[Edit Customer](#) [Delete Customer](#)

Next, click "Edit Customer". The fields will then allow you to edit them.

The screenshot shows the 'Manage Customers' interface after clicking 'Edit Customer'. The form fields are now editable. The 'Forename' field has been changed from 'John' to 'Johnny'. The 'Email' field has been changed from 'jd@hotmail.com' to 'johnnyd@hotmail.com'. The 'Survey Completed' checkbox is still checked. At the bottom are 'Save Changes' and 'Discard Changes' buttons.

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

Title	Forename	Date of Birth
Dr.	Johnny	20 July 1995
Surname		Mobile Phone Number
Dorian		07453837523
Address		Email
27 Heart Lane		johnnyd@hotmail.com
Saintfield		<a href="#">Contact Now via Email</a>
Co. Down		
BT24 7JD		<input checked="" type="checkbox"/> Survey Completed


[Save Changes](#) [Discard Changes](#)


Once you have made the changes click "Save Changes" to update the customer.

Manage Customers

SIMPSONS  
Department  
Store

Top Menu





Menu

Search...

Add New Customer

Mr. Andrew Totten

Mr. Jude Hinds

Ms. Edna Russell

Mr. Shea McKillen Murphy

Ms. Jacky O'Bride

Ms. Cassandra Livingstone

Dr. Johnny Dorian

Title

Dr.

Forename

Johnny

Date of Birth

20 July 1995

Surname

Dorian

Mobile Phone Number

07453837523

Address

27 Heart Lane

Saintfield

Co. Down

BT24 7JD

Email

johnnyd@hotmail.com

[Contact Now via Email](#)

Survey Completed

Edit Customer

Delete Customer

The customer has been edited.

## Deleting a customer

When deleting a customer, first select the customer you wish to delete. Their details should populate the fields to the right.

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

<b>Title</b>	<b>Forename</b>	<b>Date of Birth</b>
Dr.	Johnny	20 July 1995
<b>Surname</b>		<b>Mobile Phone Number</b>
Dorian		07453837523
<b>Address</b>		<b>Email</b>
27 Heart Lane		johnnyd@hotmail.com
Saintfield		<a href="#">Contact Now via Email</a>
Co. Down		
BT24 7JD		Survey Completed

[Edit Customer](#) [Delete Customer](#)

Next, click "Delete Customer". A dialog will appear, asking you for confirmation.

**Manage Customers**

Either select "Add new customer" to store a new customer's details in the system, or select an existing customer to edit their details or delete them.

<b>Title</b>	<b>Forename</b>	<b>Date of Birth</b>
Dr.	Johnny	20 July 1995
<b>Surname</b>		<b>Mobile Phone Number</b>
Dorian		07453837523
<b>Address</b>		<b>Email</b>
27 Heart Lane		johnnyd@hotmail.com
Saintfield		<a href="#">Contact Now via Email</a>
Co. Down		
BT24 7JD		Survey Completed

[Edit Customer](#) [Delete Customer](#)

**Confirm Customer Deletion**

Are you sure you want to delete this customer? All future bookings will also be removed.

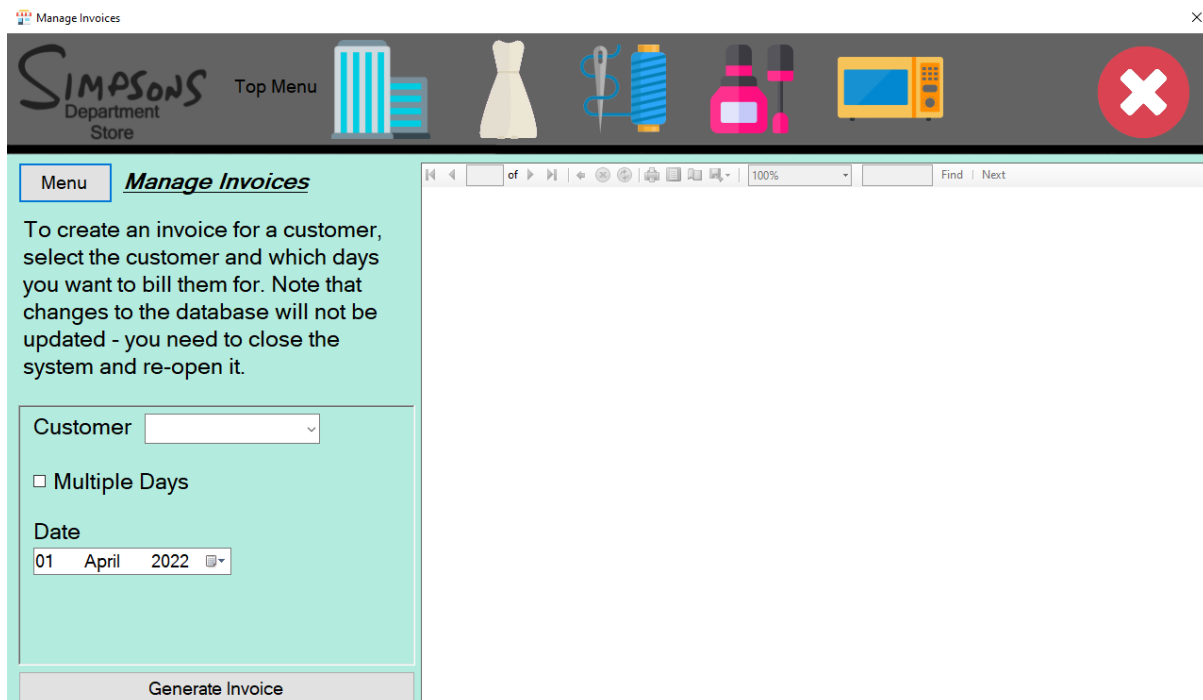
[Yes](#) [No](#)

Once you click "Yes", the customer will be removed from the list of customers.

The customer has been deleted.

## Manage Invoices

To generate an invoice, select the customer you wish to generate it for, and the date (or dates) you wish the invoice to cover. Once it is selected, click “Generate Invoice” and the invoice will be created.



**Menu** **Manage Invoices**

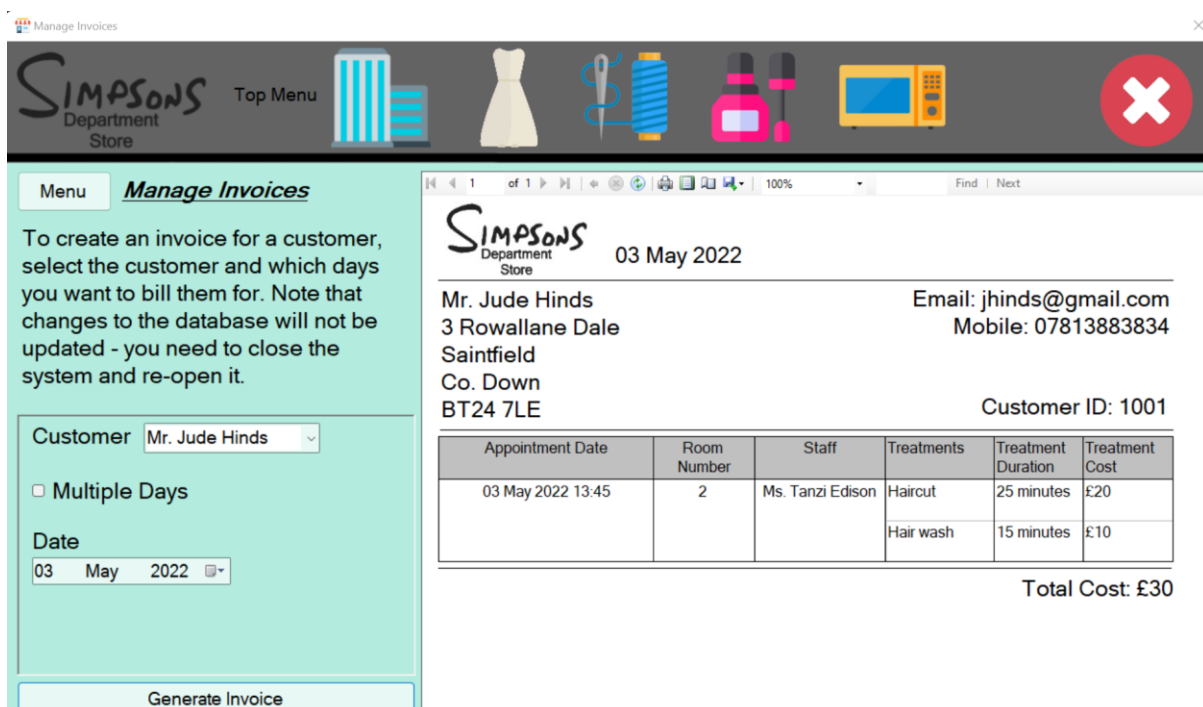
To create an invoice for a customer, select the customer and which days you want to bill them for. Note that changes to the database will not be updated - you need to close the system and re-open it.

Customer

☐ Multiple Days

Date  
01 April 2022

Generate Invoice



**Menu** **Manage Invoices**

To create an invoice for a customer, select the customer and which days you want to bill them for. Note that changes to the database will not be updated - you need to close the system and re-open it.

Customer

☐ Multiple Days

Date  
03 May 2022

Generate Invoice

**SIMPSONS** Department Store 03 May 2022

Mr. Jude Hinds  
3 Rowallane Dale  
Saintfield  
Co. Down  
BT24 7LE

Email: jhinds@gmail.com  
Mobile: 07813883834

Customer ID: 1001

Appointment Date	Room Number	Staff	Treatments	Treatment Duration	Treatment Cost
03 May 2022 13:45	2	Ms. Tanzi Edison	Haircut	25 minutes	£20
			Hair wash	15 minutes	£10

Total Cost: £30

From there, the invoice is available to be printed.