**Service Website User Guide**

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1. Navigation bar



This navigation bar will always be at the top of the current page, and display relevant links to pages to enable and facilitate navigation.

1. Home

Homepage

A logo on a computer screen

Description automatically generated

-Home: Redirects to homepage

-Client login: Redirects to client login

-Admin login: Redirects to admin login

-Our services: Redirects to static services page

-Sign up: Redirects to sign up page

Static ServicesA screenshot of a computer

Description automatically generatedThis page statically displays the services made available by the business administrators.

-Home: Redirects to admin homepage if logged in, homepage if not.

-Our Services: Redirects to static services page

-Sign out: If logged in, log out of admin account and redirect to homepage. Not visible if not logged in

Sign up

A screenshot of a computer

Description automatically generated

This page allows a client to create an account

-Form: Allows users to input their information

-Home: Redirects to homepage

-Sign Up: Creates user with input information

Client login

A screenshot of a computer

Description automatically generated

This page allows a client to log into their account

-Home: Redirects to homepage

-Login: Logs into user account and redirects to client homepage if valid login credentials

Admin Login

A screenshot of a computer

Description automatically generated

This page allows administrators to log into predefined accounts

Home: Redirects to homepage

Login: Logs into administrator account if valid login credentials

1. Client

Client homepage

A screenshot of a computer

Description automatically generated

This page allows clients to see their upcoming, unpaid and completed services, as well as view their bills/receipts, and pay said bill

-Home: Redirects to client homepage

-Account: Redirects to client account

-Our services: Redirects to client services

-Sign out: Logs out and redirects to homepage

-Cancel service: Cancels upcoming service and removes from list

-View bill: Redirects to bill for the unpaid service

-Pay bill: Moves service to completed services sections

-View receipt: Redirects to receipt for the completed service.

Client accountA screenshot of a login form

Description automatically generated

This page allows users to update their account information

-Home: Redirects to client homepage

-Account: Redirects to client account

-Our Services: Redirects to client services

-Sign out: Logs out of account and redirects to homepage

-Update Account Info: Updates client’s account info to the newly entered information

Client Services

A screenshot of a computer

Description automatically generated

This page allows users to request a service

-Home: Redirects to client homepage

-Account: Redirects to client account

-Our Services: Redirects to client services

-Sign out: Logs out of account and redirects to homepage

-Request: Books the selected service on the selected date and displays a confirmation message

3. Admin

Admin HomepageA screenshot of a phone

Description automatically generated

-Home: Redirects to Admin Homepage

-Our Services: Redirect to static services

-Sign out: Logs out of account and redirects to homepage

-Manage business: Redirects to business management

-View pending services: Redirects to pending services

-View past services: Redirects to past services

-View clients: Redirects to client list

Business ManagementA screenshot of a computer

Description automatically generated

This page allows admins to update the business information

-Home: Redirects to admin homepage

-Our services: Redirects to static services

-Sign out: Logs out and redirects to homepage

-Update Business Info: Updates business info with inputted information

-Remove: Removes service from list of offered services

-Update: Allows user to change name, price, and description of a service

-Add Service: Adds service with inputted information

-Reactivate: Reactivates previously removed service

Pending ServicesA screenshot of a phone

Description automatically generated

This page allows admins to manage upcoming and unpaid services

-Home: Redirects to admin homepage

-Our services: Redirects to static services

-Sign out: Logs out and redirects to homepage

-View Details: Shows full order details

-Confirm Order: Moves service to unpaid services section and sends bill to customer

-View Invoice: Displays invoice for that order

-Notify client: Sends notification about unpaid bill to client

Past servicesA screenshot of a computer

Description automatically generated

This page provides and overview of past and fully paid services by clients

-Home: Redirects to admin homepage

-Our services: Redirects to static services

-Sign out: Logs out and redirects to homepage

Client listA screenshot of a computer

Description automatically generated

This page allows admins to view a list of their clients and upcoming services

-Home: Redirects to admin homepage

-Our services: Redirects to static services

-Sign out: Logs out and redirects to homepage

-View Client: Redirects to view client page

View ClientA screenshot of a computer

Description automatically generated

This page allows admins to view an overview of a client’s account

-Home: Redirects to admin homepage

-View Clients: Redirects to Client List

-Sign out: Logs out and redirects to homepage