**Service Website User Guide**

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1. Home

Homepage

A group of people reading books

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 phone

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 Homepage

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 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

-Add Service: Adds service with inputted information

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

-Competed Service: Moves service to unpaid services section and sends bill to customer

-Notify customer: Sends notification about unpaid bill to client

Past servicesA black and white screen

Description automatically generated with medium confidence

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 Upcoming Services: Expands and displays client’s upcoming services

-Hide Services: Collapses client’s upcoming services

-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