

ManEz Software Guide

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Revision History

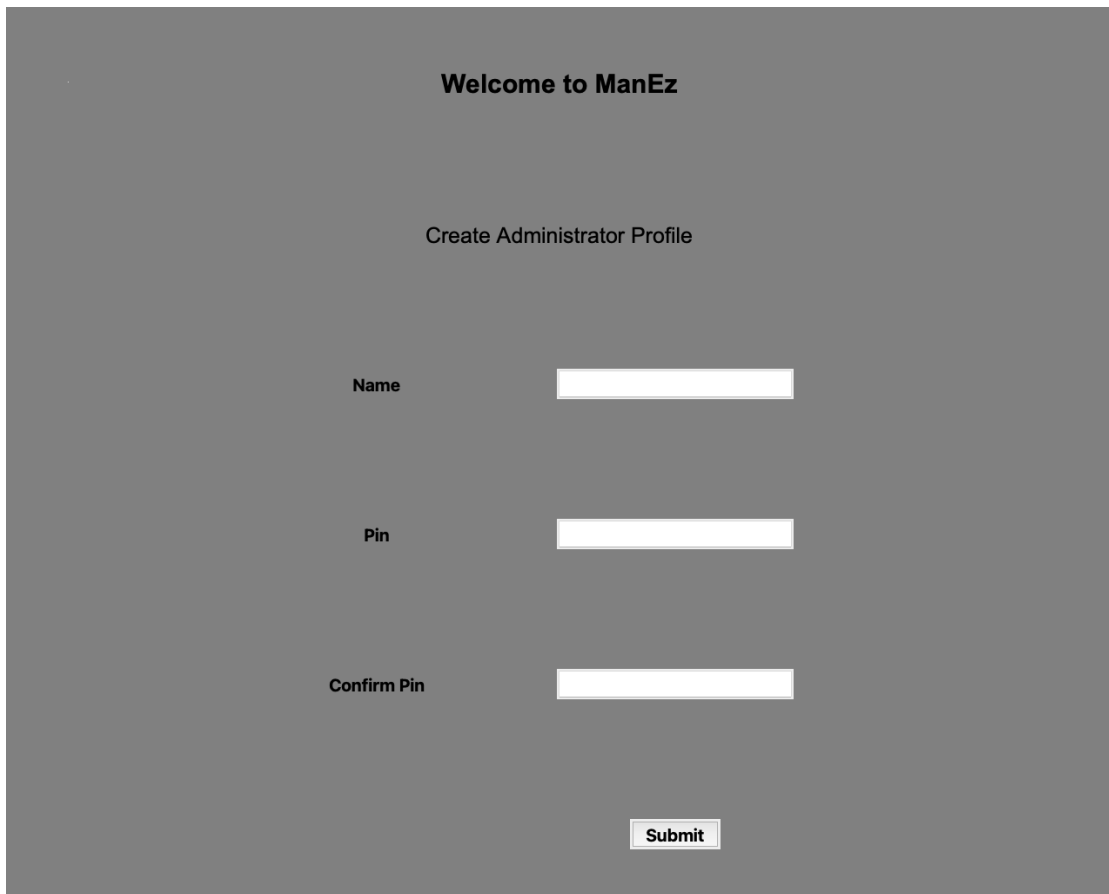
| Date | Author | Description |
|-----------|-------------|---|
| 3-12-2021 | Jay S. | v1.0.0 - Initializing Installation |
| 3-12-2021 | Perat D. | v1.1.0 - Added Installation instruction |
| 3-12-2021 | Theodore Y. | v1.2.0 - Complete |

Installation Guide:

1. If you don't have python 3
 - a. Install python 3.9.2 from this link. <https://www.python.org/downloads/>
2. Install the requirement packages
 - a. Type the following command in the console.
> pip install -r requirements.txt
 - b. If it does not work. Try:
> pip3 install -r requirements.txt
3. Run the program by entering the following command in console:
 - a. If you use Windows Command Prompt or PowerShell
> ManEz.py
 - b. For other user
> python ManEz.py
 - c. If it does not work, Try:
> python3 ManEz.py

User Guide:

1. Welcome to ManEz, abbreviation of Manage



The screenshot shows a dark gray background with the text "Welcome to ManEz" at the top. Below it, the text "Create Administrator Profile" is centered. There are three input fields with labels to their left: "Name", "Pin", and "Confirm Pin". At the bottom right, there is a "Submit" button.

Welcome to ManEz

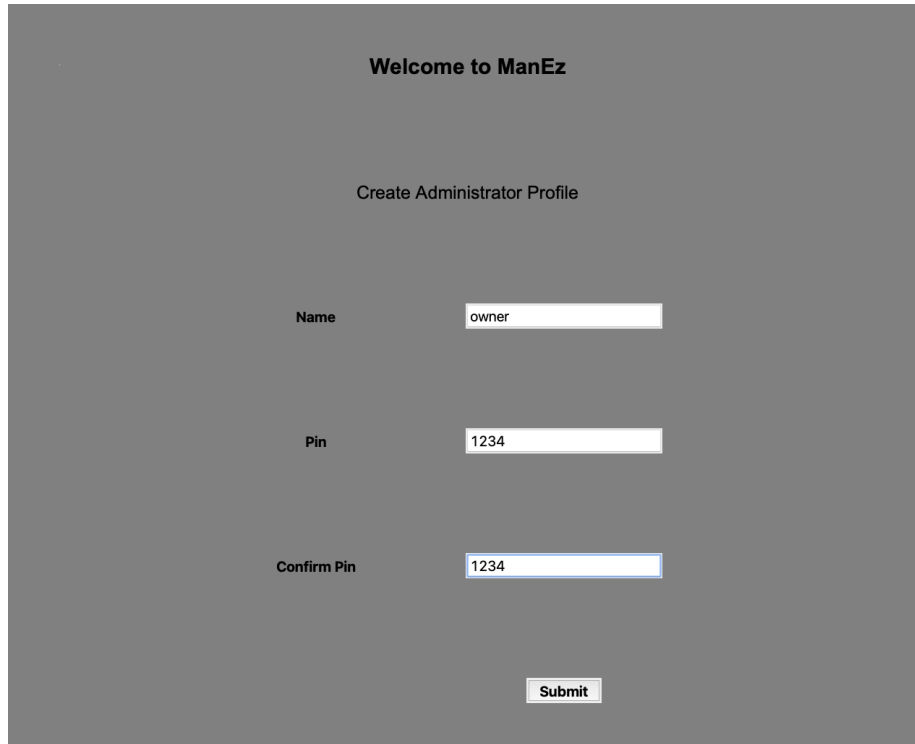
Create Administrator Profile

Name

Pin

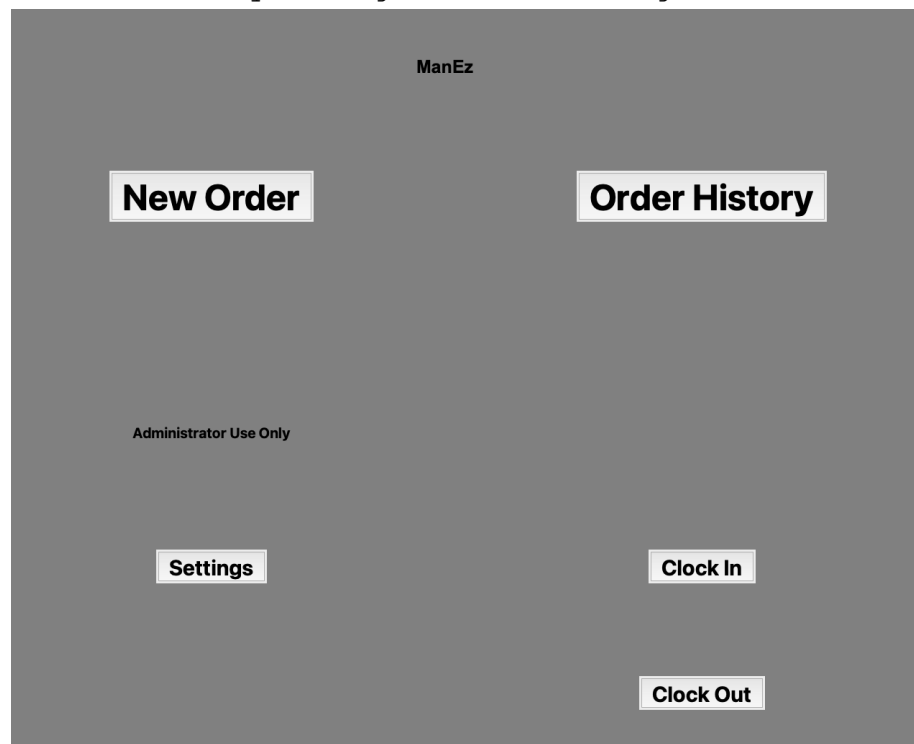
Confirm Pin

2. First, initialize your private Point of Sale database



The screenshot shows a dark gray background with the text "Welcome to ManEz" at the top. Below it is the heading "Create Administrator Profile". There are three input fields: "Name" with the value "owner", "Pin" with the value "1234", and "Confirm Pin" with the value "1234". A "Submit" button is located at the bottom right of the form area.

3. **New Order** : create new order, this brings you to ordering page
Order History : you can keep track of the orders
Setting : Admin only, item set up and analysis are available on setting page
Clock In : checks your login time and initiates the business.
Clock out : checks your logout time and logout from the app.



4. Don't forget to clock in before you start working.

ManEz

Name

owner

New Order

Order History

Back

Pin

1234

login

1

2

3

Administrator Use Only

Clocked in as: owner

4

5

6

Settings

Clock In

7

8

9

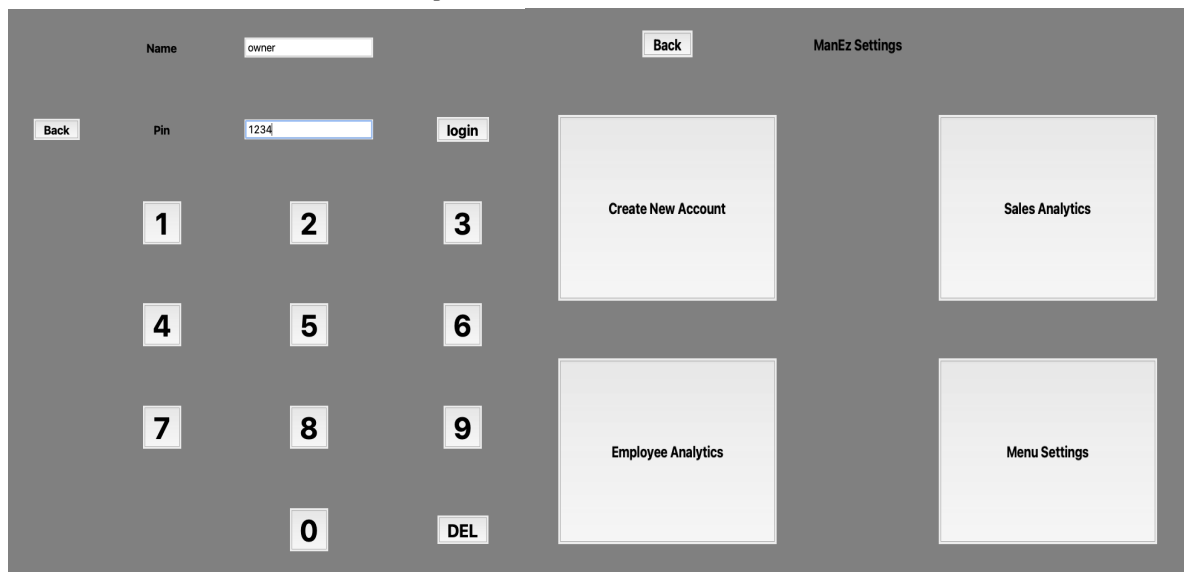
Clock Out

0

DEL

5. Without items, step A cannot run. So Setting guides you to add items to sell

a. You must be the administrator to go Setting. If you are, then let's login



The image shows the ManEz Settings login screen. At the top, there is a 'Name' field with 'owner' entered and a 'Back' button. Below this is a 'Pin' field with '1234' entered and a 'login' button. To the left of the login fields is another 'Back' button. Below the pin field is a numeric keypad with buttons for digits 1 through 9, 0, and a 'DEL' button. On the right side of the screen, there are four large rectangular buttons: 'Create New Account', 'Sales Analytics', 'Employee Analytics', and 'Menu Settings'. The title 'ManEz Settings' is located at the top right.

b. you may want to add pepsi at your business, let's add.



The image shows the ManEz 'Add New Menu' screen. It is divided into two main sections. The left section is titled 'New Item' and contains three input fields: 'Name' with 'Pepsi' entered, 'Price' with '2.5' entered, and 'Category' with 'drink' entered. There is an 'Add' button at the bottom of this section. The right section is titled 'Current Menu' and contains three input fields: 'Name', 'Price', and 'Category'. Below these fields is an 'Add' button. To the right of the 'Current Menu' input fields is a table showing the current menu items. The table has two columns: 'Item Name' and 'Price'. The first row shows 'drink' and the second row shows 'Pepsi \$ 2.50'. The title 'Add New Menu' is at the top center, and there is a 'Back' button at the top left of the right section.

| Current Menu | |
|--------------|---------|
| drink | |
| Pepsi | \$ 2.50 |

c. you can delete item by clicking x button

Back

Add New Menu

New Item

Name

Price

0.0

Category

Add

Current Menu

| | | |
|-------|-------|---------|
| drink | | |
| x | pepsi | \$ 1.50 |

6. Select pepsi once order a pepsi, select pepsi twice order two pepsi.

The screenshot shows the ManEz software interface. At the top, there are two buttons: "Back" and "New Order". Below these, the interface displays the current order: "2 pepsi" with a price of "2.50". The total amount is "Total: \$5.00". There is a text input field for "Customer Name:" and a "Pay Order" button. On the right side, there are two buttons: "drink" and "pepsi".

- a. To delete the order, you need to select the ordered pepsi on the left, then the amount of order decreases.

The screenshot shows the ManEz software interface after deleting one pepsi. At the top, there are two buttons: "Back" and "New Order". Below these, the interface displays the current order: "1 pepsi" with a price of "2.50". The total amount is "Total: \$2.50". There is a text input field for "Customer Name:" and a "Pay Order" button. On the right side, there are two buttons: "drink" and "pepsi".

7. Let's get Jay this order

Back

New Order

2 pepsi

2.50

Total: \$5.00

Customer Name:

Pay Order

drink

pepsi

8. Now to check this current order history, select order history.

Order History

Back

Showing Sales From 2021-03-12 to 2021-03-12 Period Total: \$5.00 from 1 Sales

-Showing All Sales On 2021-03-12 Day Total: \$5.0 From 1 Sales-

Receipt#: 20213121 Customer: Jay
Date: 2021-03-12 Time: 06:33:09 PM

| | | |
|--------|-------|--------|
| 2 | pepsi | \$5.00 |
| Total: | | \$5.00 |

9. You are all set. Having several orders, you may check out the analysis of your sales. Goto Setting and select Sales Analytics.

Back

Sales Analytics

Date Range:

March122021

To:

March122021

Find By:

Sales

Items

Categories

Showing Sales From 2021-03-12 to 2021-03-12

Period Total: \$5.00 from 1 Sales

-Showing All Sales On 2021-03-12 Day Total: \$5.0 From 1 Sales-

Receipt#: 20213121 Customer: Jay

Date: 2021-03-12 Time: 06:33:09 PM

| | | |
|--------|-------|--------|
| 2 | pepsi | \$5.00 |
| Total: | | \$5.00 |

- a. You can check out several options as well.
- i. Sales

Showing Sales From 2021-03-12 to 2021-03-12

Period Total: \$5.00 from 1 Sales

-Showing All Sales On 2021-03-12 Day Total: \$5.0 From 1 Sales-

Receipt#: 20213121 Customer: Jay

Date: 2021-03-12 Time: 06:33:09 PM

| | | |
|--------|-------|--------|
| 2 | pepsi | \$5.00 |
| Total: | | \$5.00 |

ii. Items

Showing Item Sales From 2021-03-12 to 2021-03-12

Showing Item Sales On 2021-03-12

| | |
|---|-------|
| 2 | pepsi |
|---|-------|

iii. Categories

Showing Category Sales From 2021-03-12 to 2021-03-12

Showing Category Sales On 2021-03-12

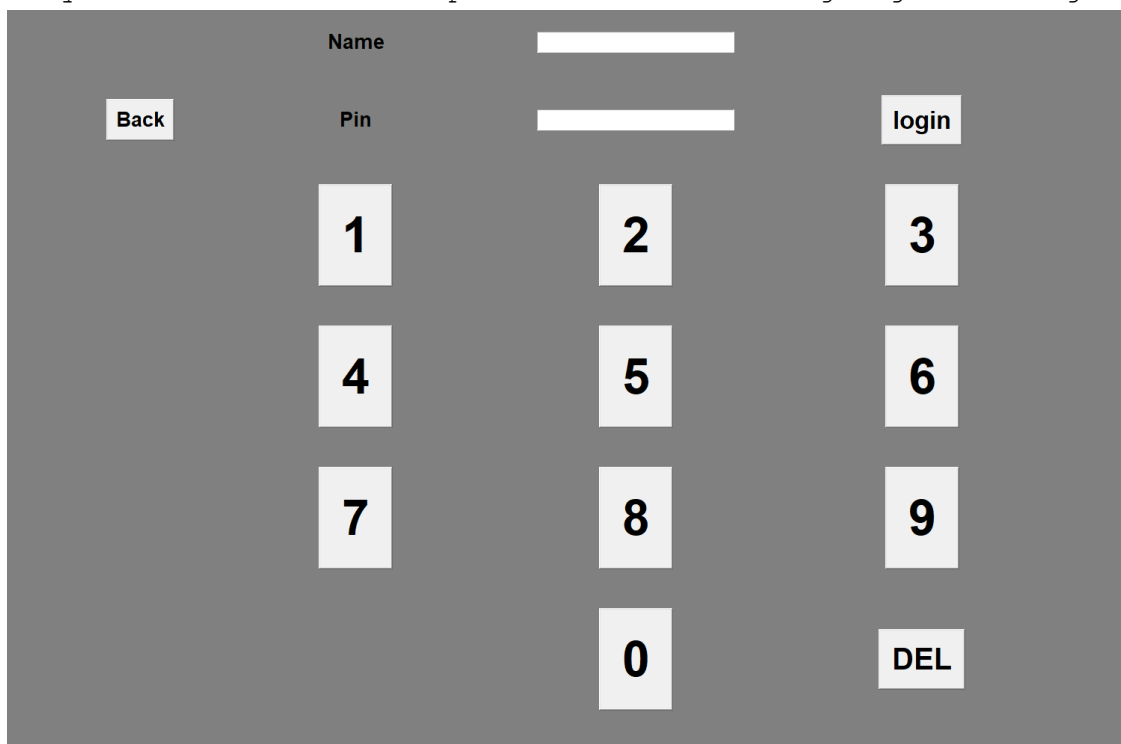
| | |
|---|-------|
| 2 | drink |
|---|-------|

10. Selecting Employee Analytics, easy wage computation and work time analysis are available.



The screenshot shows the 'Employee Analytics' screen. At the top, there is a 'Back' button and the title 'Employee Analytics'. Below this, there are two date range selectors. The first is labeled 'Date Range:' and shows 'March 12 2021'. The second is labeled 'To:' and also shows 'March 12 2021'. In the center, there is a section titled 'Employee Worklog'. On the left side of this section, there is a small icon of a notepad and a button labeled 'Owner'. The main area of the 'Employee Worklog' section is a large, empty white rectangle.

11. Work time is calculated by login time and logout time that are saved through **clock-in** and **clock-out buttons**. You should type your own username and password for recording login and logout.



The screenshot shows the login interface. At the top, there is a 'Name' label and a text input field. Below this, there is a 'Back' button, a 'Pin' label, another text input field, and a 'login' button. In the center, there is a numeric keypad with buttons for digits 1 through 9, 0, and a 'DEL' button.

12. Selecting Create New Account, let you add more employees

Back

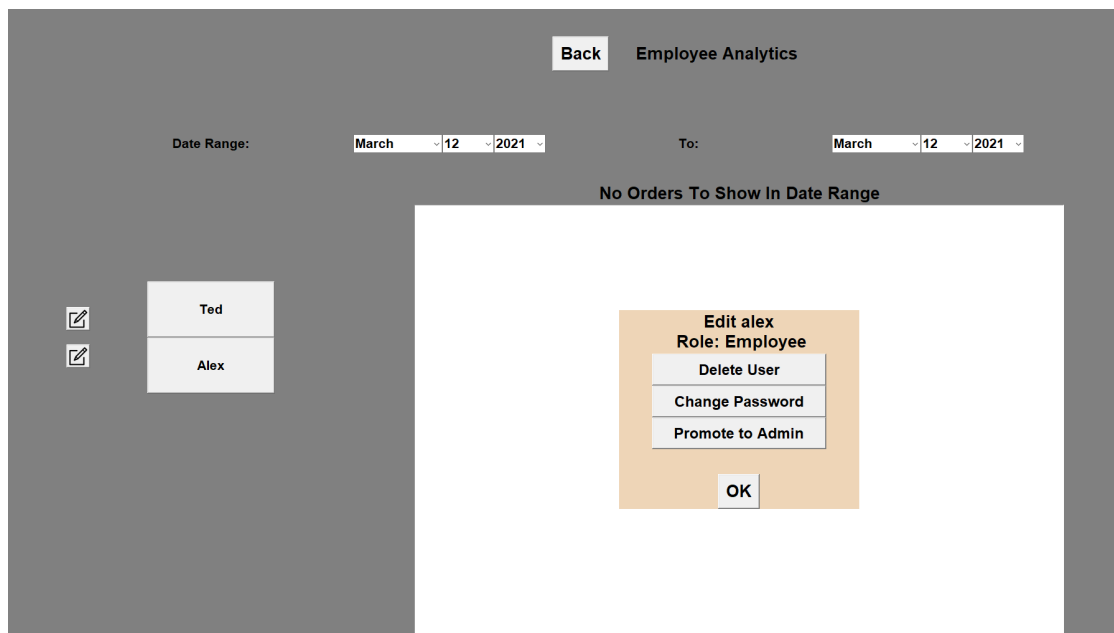
Create New Account

Name

Pin

Confirm Pin

Create



13. In Employee Analytics, you can delete users, change passwords, or promote employees to admin by clicking the edit button next to username. Delete User and Promote/Demote to admin/employee require admin's confirmation with username and password.