**Brief manual**

This program is used to deal with the database of step up company

It offers many options as it will be seen in the welcoming menu and beside each option there is a number that should be written to perform the option

Offered options:

**1-ADD:** this enables the user to add new employees to the already existing data base

**2-LOAD:** it loads the file containing the database to the running program

**3-DELETE:** enables the user to delete the data of any employee in the data base by only knowing his name

**4-SAVE:** none of the changes in the database will be written in the file of the database unless save is activated its saves the data sorted alphabetically from a to z

**5-SEARCH:** enables the user to find the data of an employee by only knowing his name and printing his data on the console

**6-MODIFY:** enables the user to modify the data of any employee except his name and date of birth by only knowing his

**7-QUIT:** provide the user with the option of saving and existing by pressing ‘s’ or quitting without saving by pressing ‘q’ or continue on with the program by pressing ‘c’

**8-SORT:** allows the user to sort the data in four ways it can be sorted either alphabetically form a to z by pressing ‘a’ or from z to a by pressing ‘z’ or by age from youngest to oldest by pressing ‘y’ or from oldest to youngest by pressing ‘o’ and print the sorted data on the console

The provided fields:

**1-Name:** which should be letters only and could contain spaces

**2-Phone number:** it should be digits only

**3-e-mail:** it should be in the form [Something@website.com](mailto:Something@website.com) where the first element should be a letter

**4-Bith date:** it should be in the form DD/MM/YYYY where:

**Years:** should be between 1959 and 1996

**Months:** should be between 01 and 12

**Days:** should be between 01 and 31 for months {1,3,5,7,8,10,12}

Should be between 01 and 30 for months {4,6,9,11}

Should be between 01 and 28 for month {2} and between 01 and 29 in leap years

**5-Current job:** it should from the jobs provided with the program in the file “CompanyInfo.txt”

**Note:**

Any violation for the mentioned restrictions the program won’t accept the entered data and will as the user to renter it either during loading adding or modifying in addition a message will be printed clarifying the error

**NB**

The data in the loading file should be between ‘ “ ” ’ for each employee and each field is separated by a ‘,’