nucleus

Work Planning Software

-User Guide-

Nucleus Software Engineering

Revision Sheet

Release No.	Date	Revision Description
Rev. 0	12/12/2018	Work Planning Software 1.0 -User Guide-
Rev. 1	15/01/2019	

Nucleus Software Engineering

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1. General Information

A work planning software designated to be used for but not limited to production planning, initially developed for the Chemistry Department of Steins Laboratory A/S under the VIA University College as a semester project for the first semester students. The system provides basic scheduling capabilities with a friendly user interface. The system is not intended for commercial user, but operates under the © *2018 Group6 – Nucleus Software Engineering. All rights reserved.*

!Note: Every time a modification is made the tables will be update and the information will be stored, there is no need for pressing save for the information to be stored.

!!Note: Any use of personal information in the examples are non-harmful, but in case someone feels offended by the examples please contact us at any time.

Contact info:

Email: support@nucleus.com

Tlf: 52222223

2. Opening the program

First, enter the programs folder called *Nucleus.* Afterwards, to open the program you need to double click on the icon with the same name *Nucleus(.jar).*
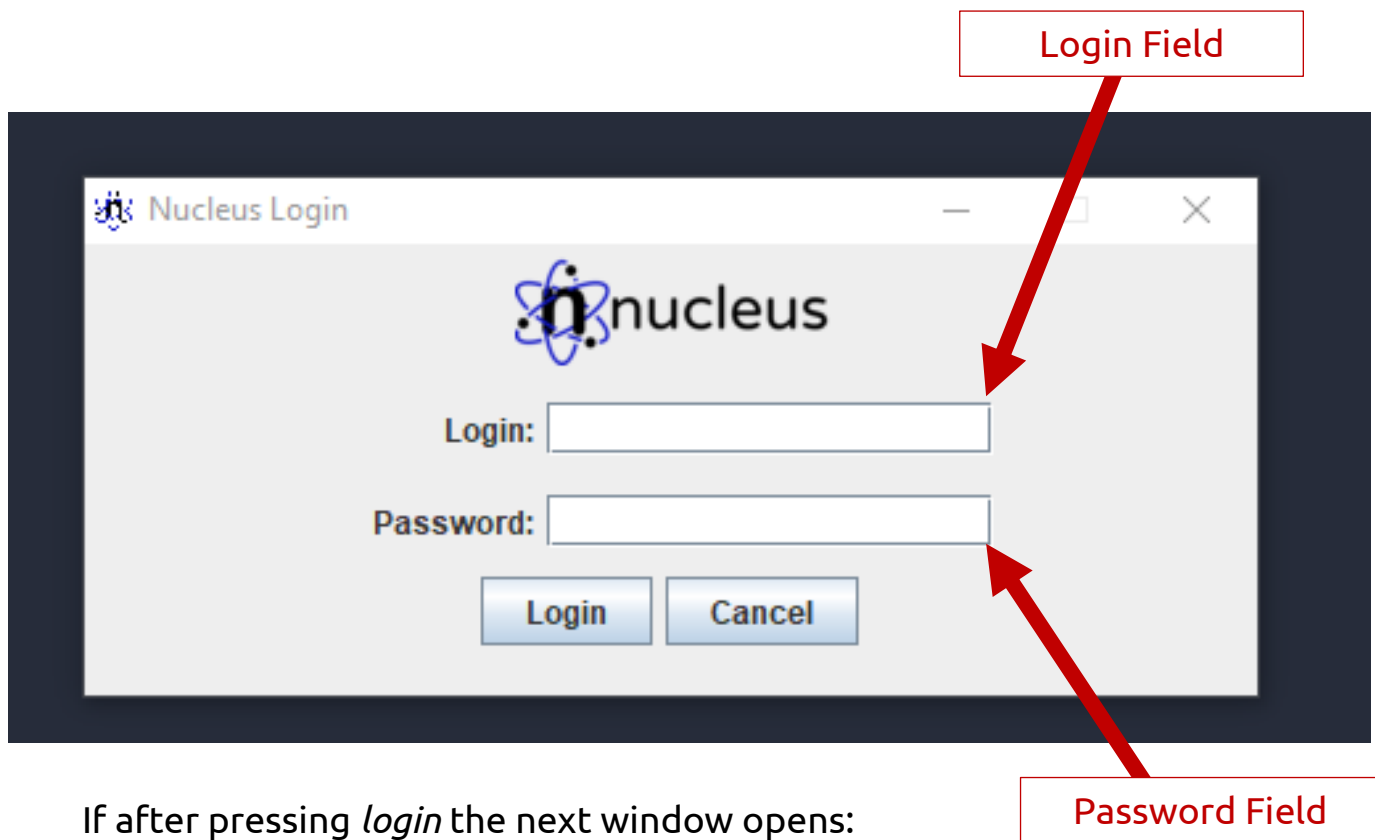
3. Login

After double clicking the icon with the name the program should start-up. A new window will open that will present with the program's logo, the title

Nucleus Login and two fields called *Login* and *Password.* To *Login* you must enter your credentials. By default:
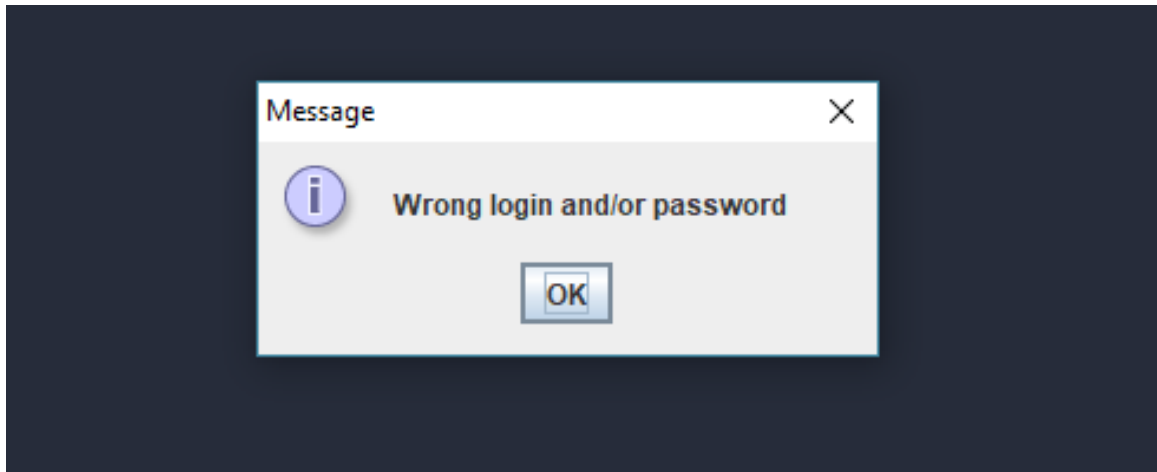
- Login – *admin;*
- Password – *admin;*

After correctly introducing the login and password, press the *Login* button if you want to pursue next. Otherwise press Cancel or x – mark.


If after pressing *login* the next window opens:

Press ok and recheck the credentials (login and password) if you are sure that you have enter the correct login and password please contact us. Support at support@nucleus.com or 52222223.

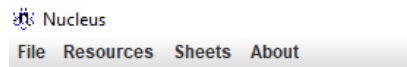Otherwise, after pressing *login* a new window will open.

4. Main Window

In the main window you will be able to perform all of your work in regards to planning the work. The Window is composed of two elements, *the display area* and *the menu bar.*

Menu Bar

Display Area
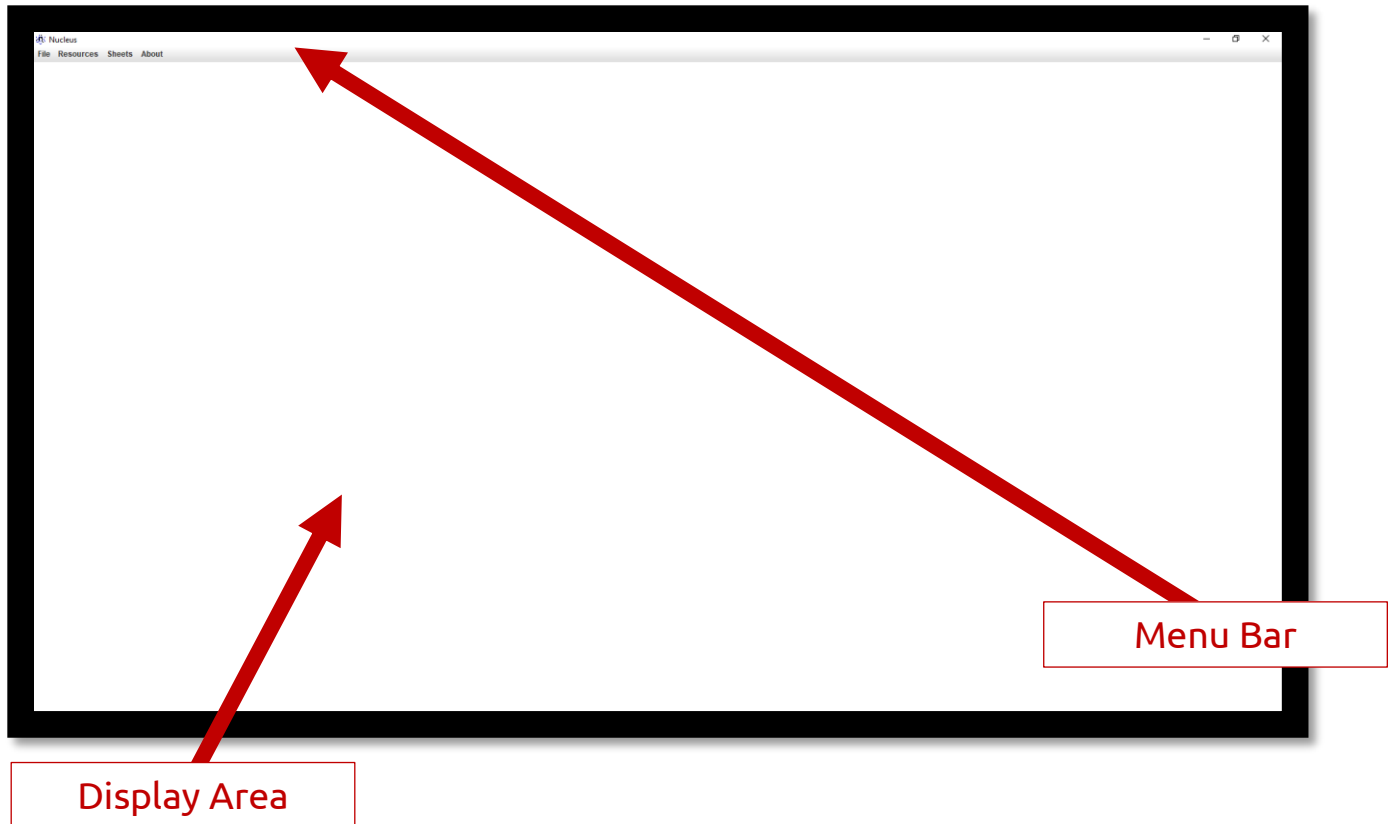
## 5. Menu Bar

Let's take a closer look the *menu bar*.

The *menu bar* consists of 5 menus that have different functionalities:

- File menu – for general purpose functionality
- Resources – for managing employees and analyses
- Sheets – for working with the sheets
- About – for display information about the software

Let's take a closer look at the *file menu*.

File menu offers general purpose functionalities:

- Open file – for importing a new file (not yet developed)
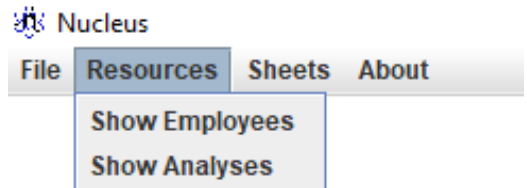- Settings – for changing the settings (not yet developed)
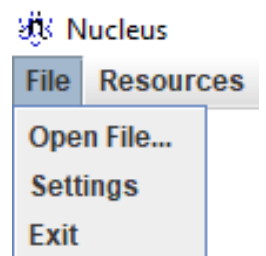
- Exit – for exiting the software

Let's take a closer look at the *resources menu*

*Resources Menu* offers functionalities for managing employees and analysis:

- Show employees – to manage employees
- Show analysis - to manage analysis

Let's tale a closer look at the *sheets menu*

Sheets Menu offers functionalities for managing the sheets

- Show Training – to manage employee's training
- Show Schedule – to manage schedule (not yet fully developed)
- Show Staff Time – to manage the staff time for the employee
- Show Preferences – to manage employee's preferences
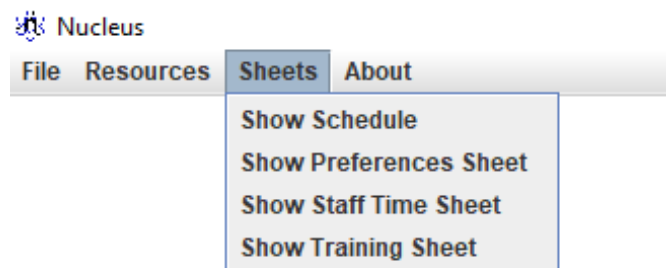
6. Managing employees

To add, delete or edit an employee you must open the *Show Employee* sub-menu in the *Resources* menu from the *Bar menu* and a new window will open:
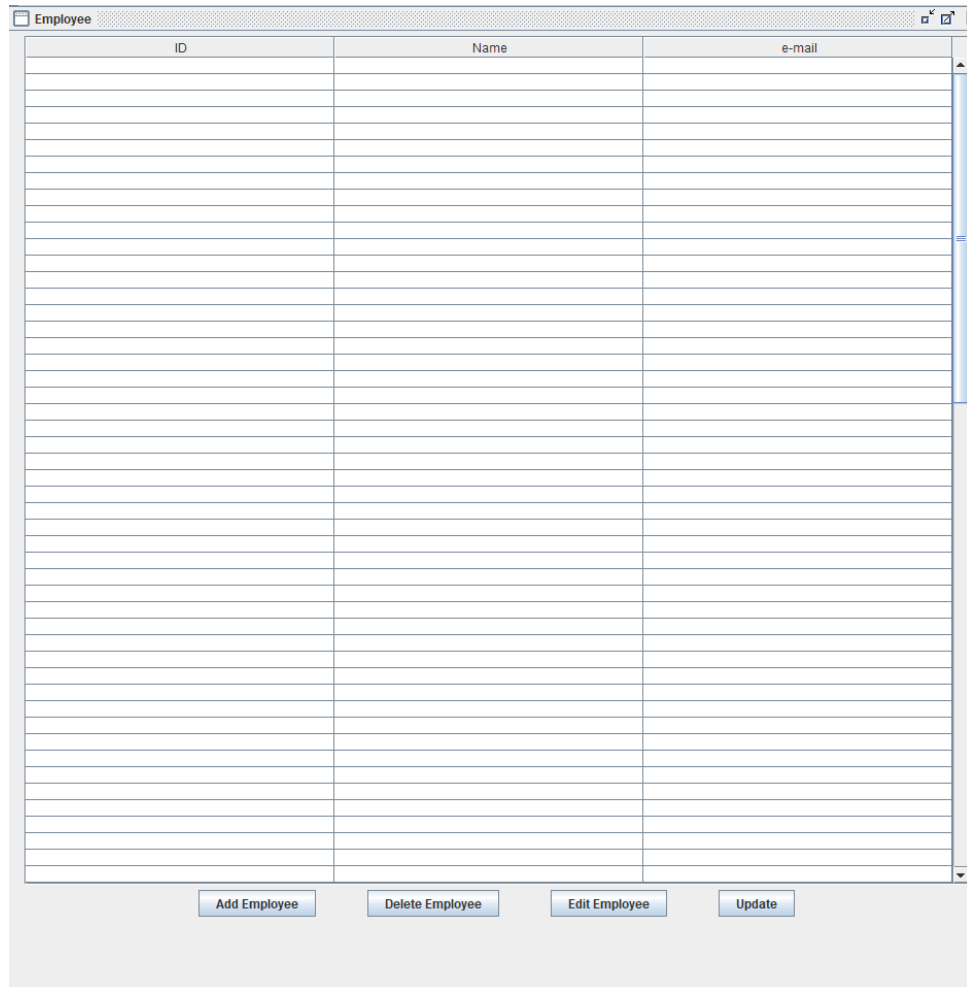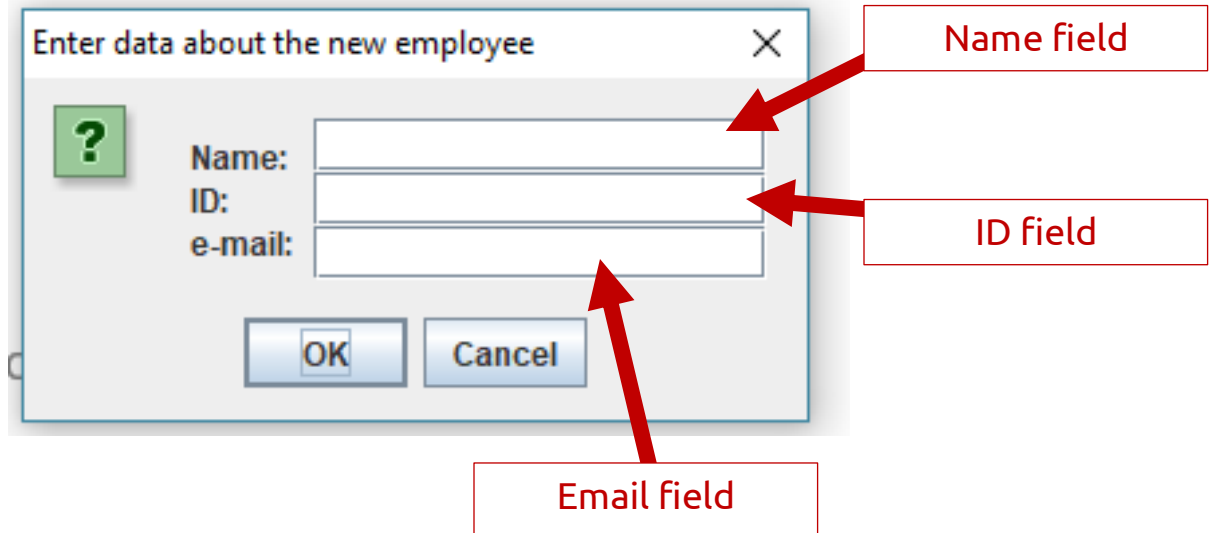

In the new window there is a *table* and four buttons:

- Add employee – to add an employee
- Delete employee – to delete an employee
- Edit employee - to edit an employee
- Update – to update the table for displaying the most recent data

6.1 Adding an employee

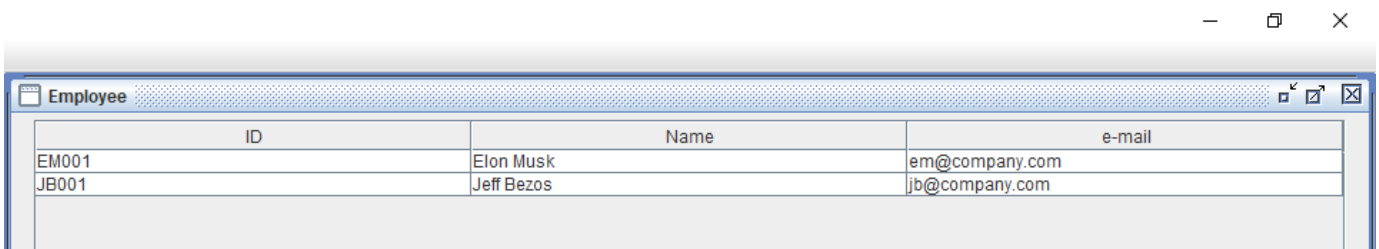To add an employee you must press *add employee* button, and a new window will open, with three fields for *name, email* and *id.*

Enter the desired name, id and e-mail of the newly employee and press *OK*. If you want to cancel the process press *Cancel* or x – mark.

!Note: if there is an existing employee with the same name and id, the employee will not be added
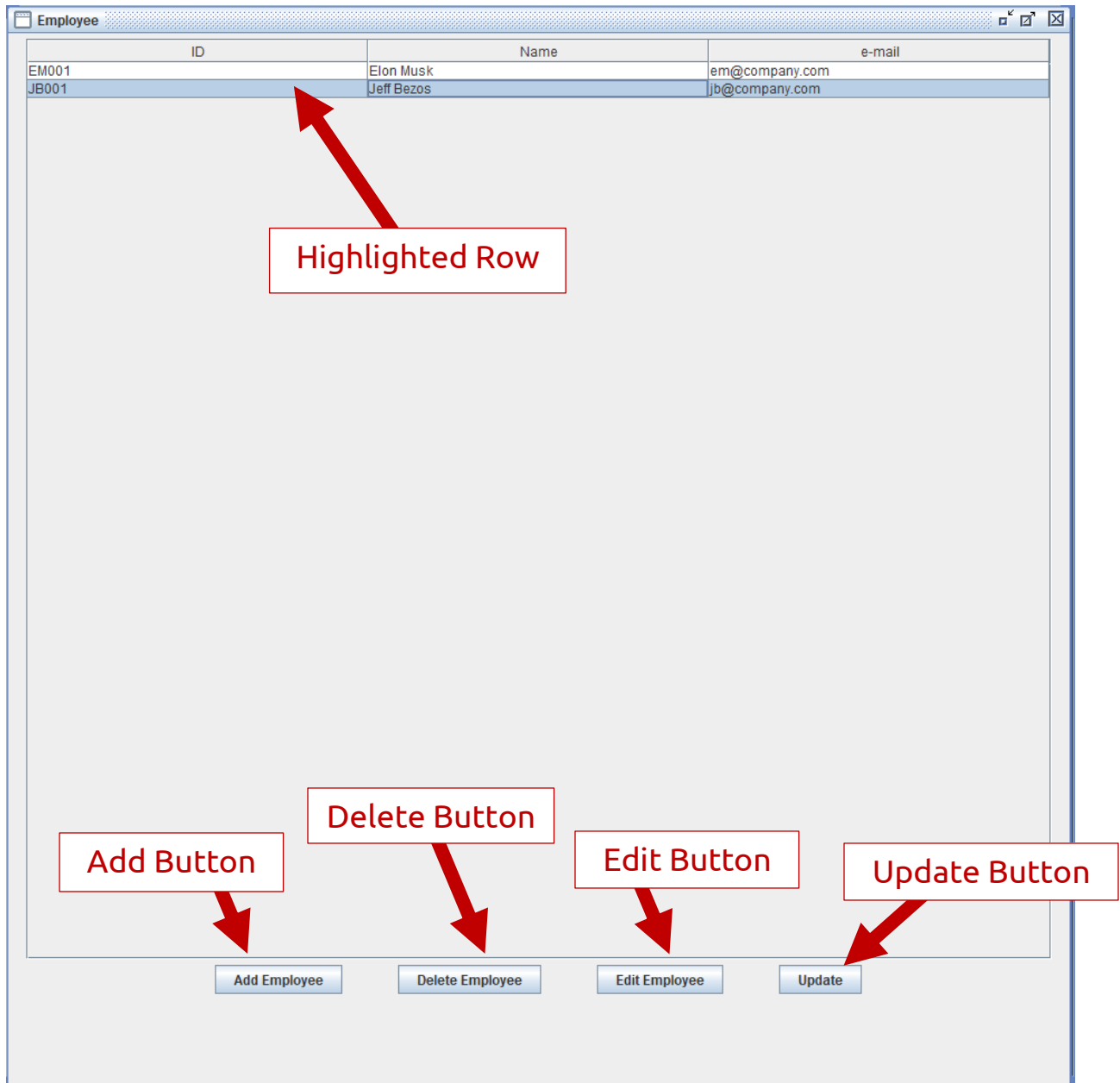
After pressing the *OK* the window will close and the table will update with the newly added employee.
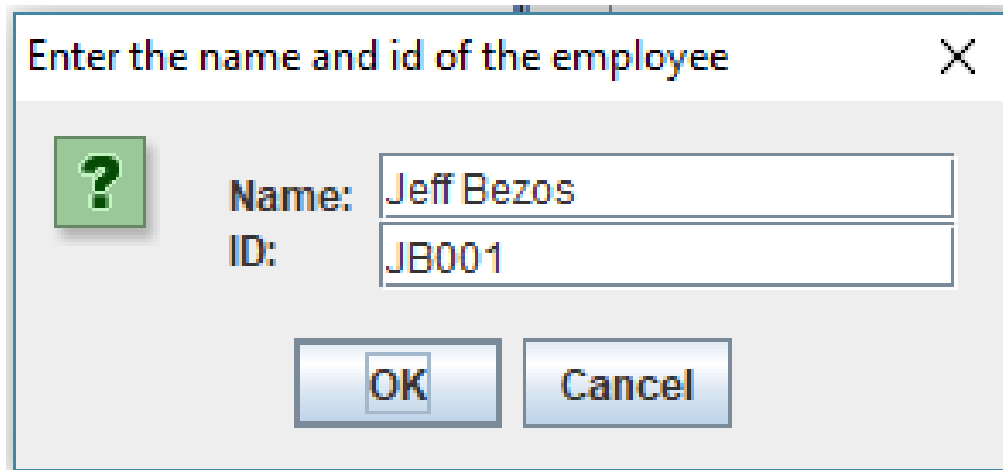
6.2. Deleting/Editing an existing employee

To delete an employee, select the employee that you desire to delete, by clicking on the row with the desired employee. After the row is highlighted, press the *delete button*.

After pressing the *delete button* a new window will open with the information about the employee that will be deleted.

Enter the name and id of the employee ✕

? 　Name: Jeff Bezos
　　ID: JB001

OK 　Cancel

After you press *OK* the employee will be deleted and the table will be updated.

To edit an employee, select the employee that you desire to edit, by clicking on the row with the desired employee. After the row is highlighted, press the *edit button*.

Enter data about the new employee ✕

? 　Name: Jeff Bezos
　　ID: JB001
　　e-mail: jb@company.com

OK 　Cancel

![Nucleus Software Engineering logo] Nucleus Software Engineering

After pressing the *edit button* a new window will open with the information about the employee that will be edited.

==!Note: if no row is selected a window will pop up informing about that and after a window with empty fields will open for you manually to introduce the employees data.==
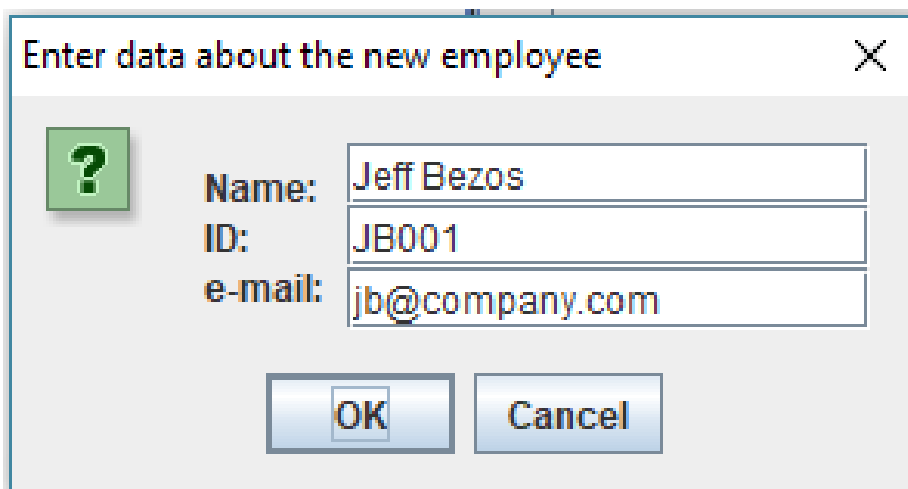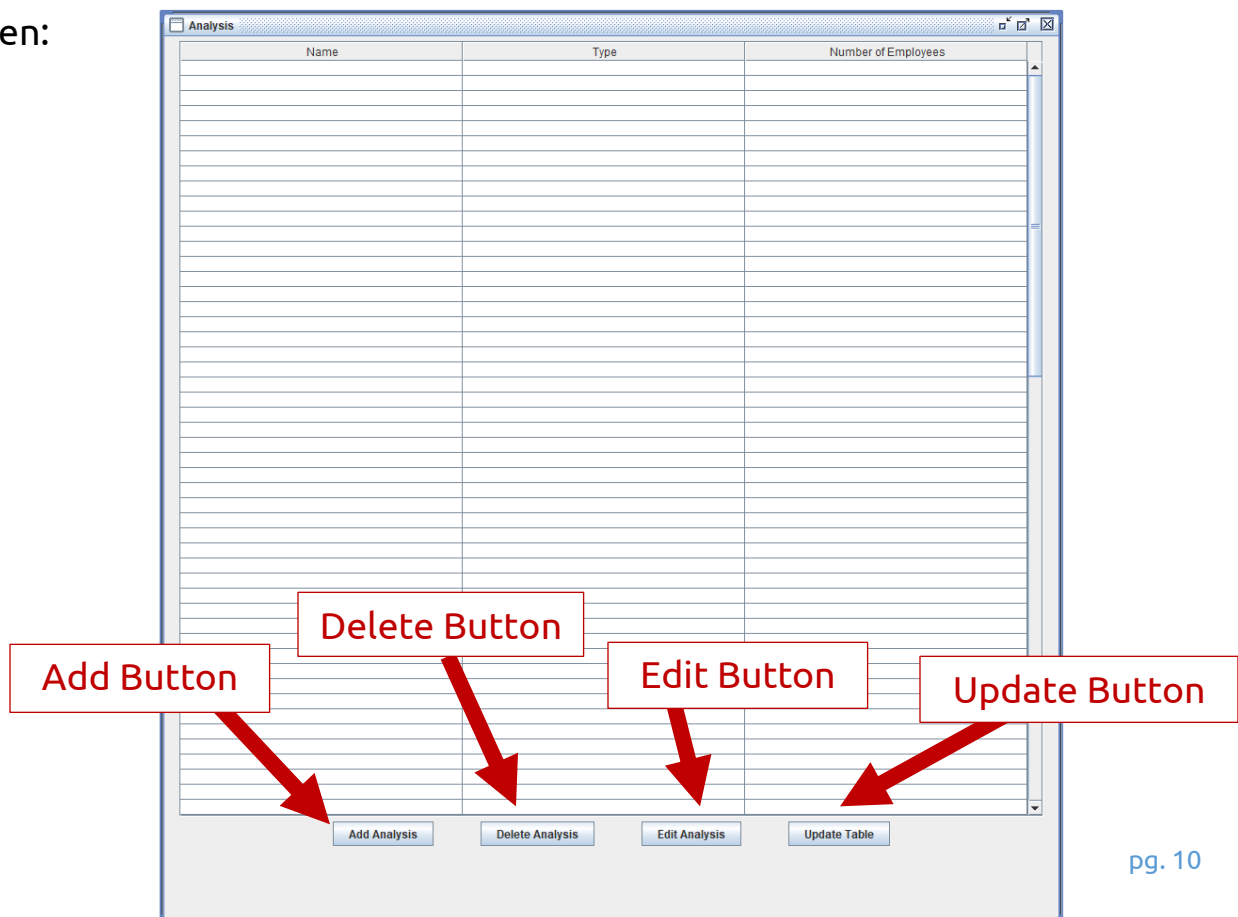
==!!Note: if the information about the edited employee already match with another employee the edition will not happen.==

After you press *OK* the employee will be edited and the table will be updated.

7. Managing an analysis

To add, delete or edit an employee you must open the *Show Employee* sub-menu in the *Resources* menu from the *Bar menu* and a new window will open:
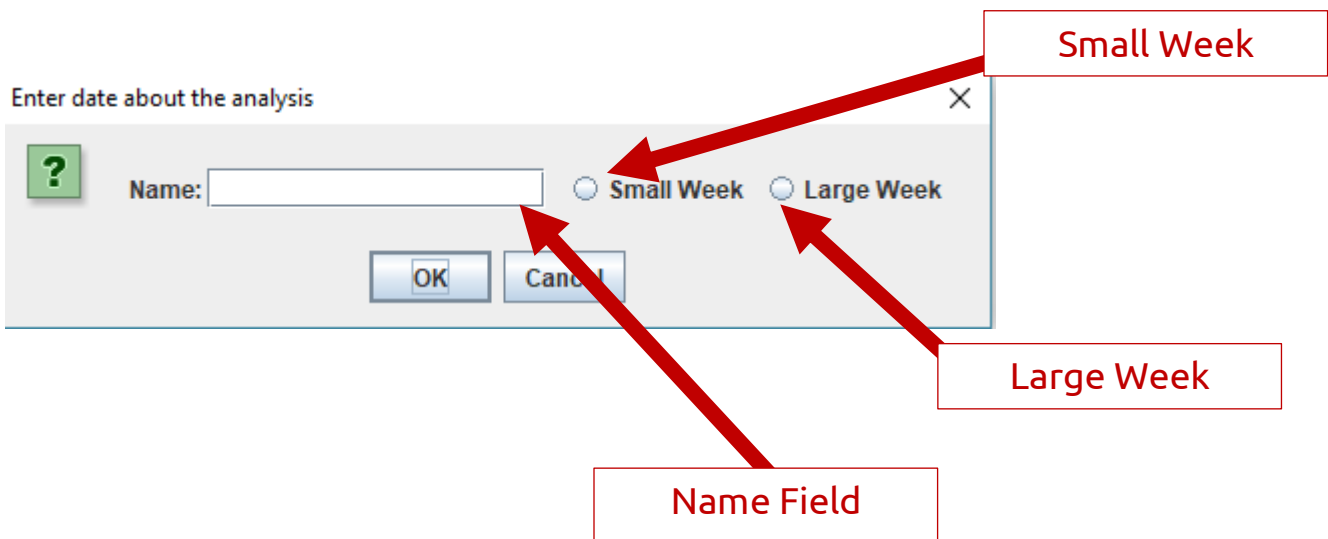
In the new window there is a *table* and four buttons:

- Add employee – to add an employee
- Delete employee – to delete an employee
- Edit employee - to edit an employee
- Update – to update the table for displaying the most recent data

7.1   Adding an analysis

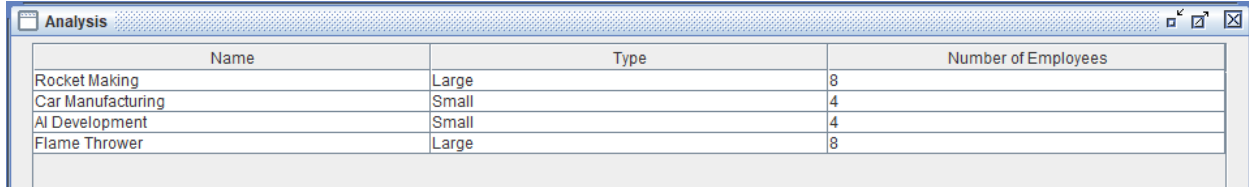To add an employee you must press *add analysis* button, and a new window will open, with one field and two buttons.

Enter the desired name and specify the type of the week and press *OK*. If you want to cancel the process press *Cancel* or x – mark.

!Note: if there is an existing analysis with the same name and type, the analysis will not be added

!!Note: if type will not be selected the week will be by default *small*

After pressing the *OK* the window will close and the table will update with the newly added analysis.
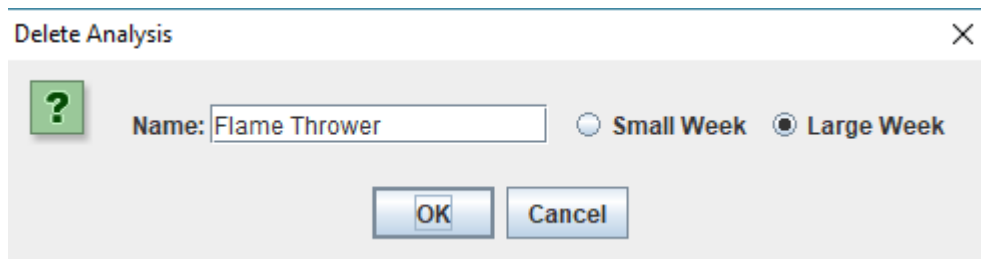

7.2. Deleting/Editing an existing analysis

To delete an analysis, select the analysis that you desire to delete, by clicking on the row with the desired analysis. After the row is highlighted, press the *delete button*.

After pressing the *delete button* a new window will open with the information about the analysis that will be deleted.

!Note: if no row is selected a window will pop up informing about that and after a window with empty fields will open for you manually to introduce the analysis' data.
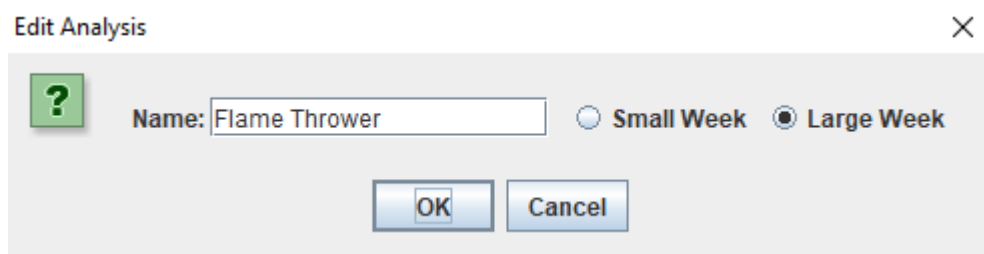

After you press *OK* the analysis will be deleted and the table will be updated.

To edit an employee, select the analysis that you desire to edit, by clicking on the row with the desired analysis. After the row is highlighted, press the *edit button.*

After pressing the *edit button* a new window will open with the information about the analysis that will be edited.
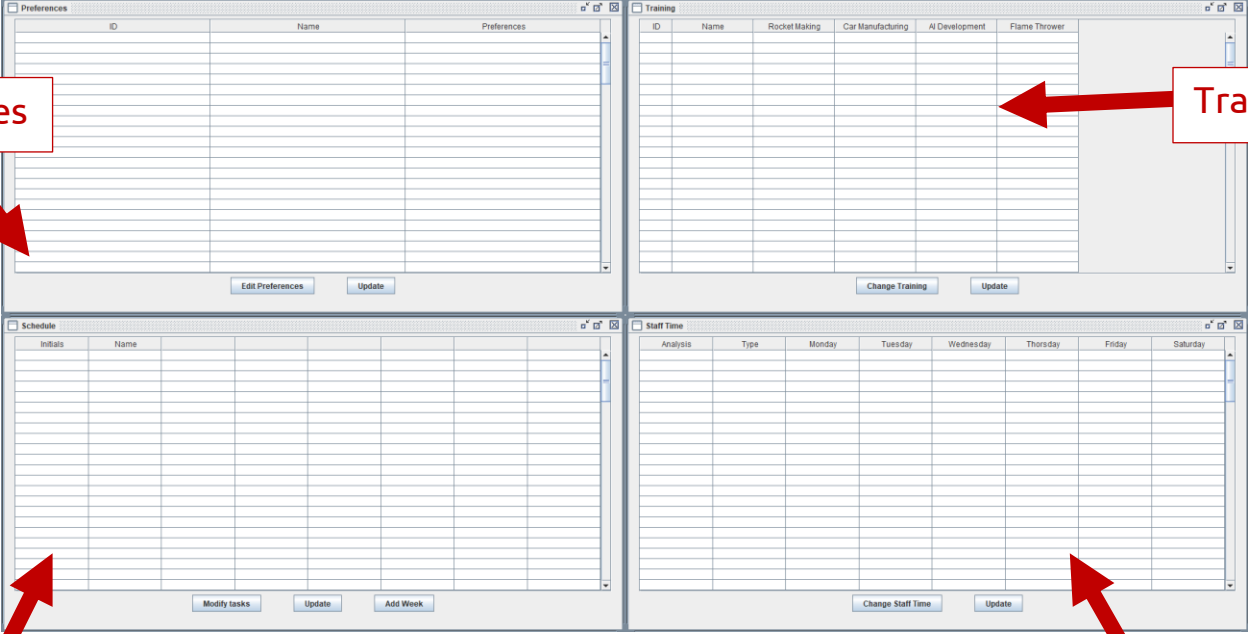
!Note: if no row is selected a window will pop up informing about that and after a window with empty fields will open for you manually to introduce the analysis' data.

!!Note: if the information about the edited analysis already match with another analysis the edition will not happen.

After you press *OK* the employee will be edited and the table will be updated.

8. Managing Sheets

The sheets can be opened by accessing the *Sheets menu* and clicking on the desired sheet, all four sheet can be opened at the same time.

Preferences

Training

Schedule

Staff time

Each sheet has the *update button,* when pressed it will display current information. For the preferences and training, employees must be registered. For the Staff Time analysis must be registered.

Schedule is not fully functional and it is not recommended to be used. Wait for the next update.
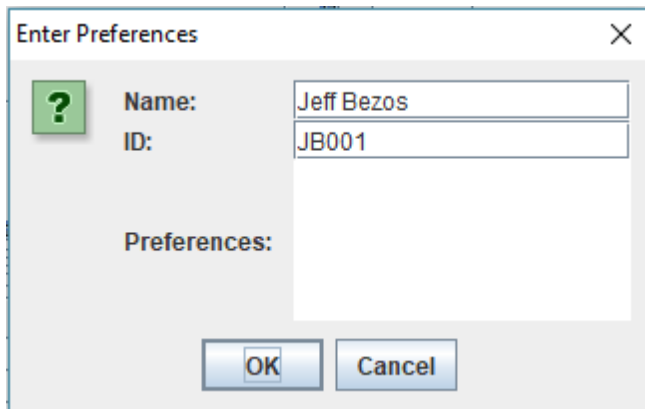
8.1. Editing preference of an employee

To edit preferences of an employee, select the desired employee and press *edit preferences* button.

After pressing *edit preferences* button a new window will open with the employees data and current preferences, edit preferences and press *OK*.
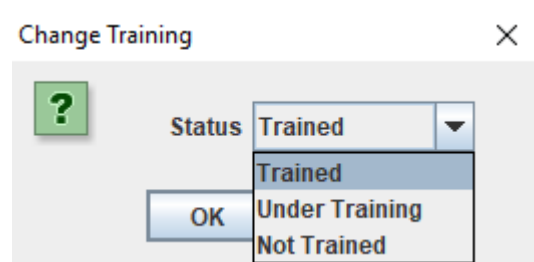

==!!Note: if no employee selected a warning pop up will appear that will inform you about that and a window for preference with empty fields will appear so that you can enter manually the employees name and id, but it is not recommended as the functionality is not fully developed.==

8.2. Changing training of an employee

To edit preferences of an employee, select the desired employee and press *change training* button.

After pressing *change training* button a new window will open with a drop menu offering the possibility to choose between *Trained, Under Training,* and *Not Trained,* then press *OK*.
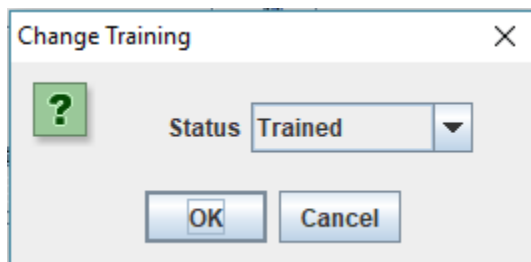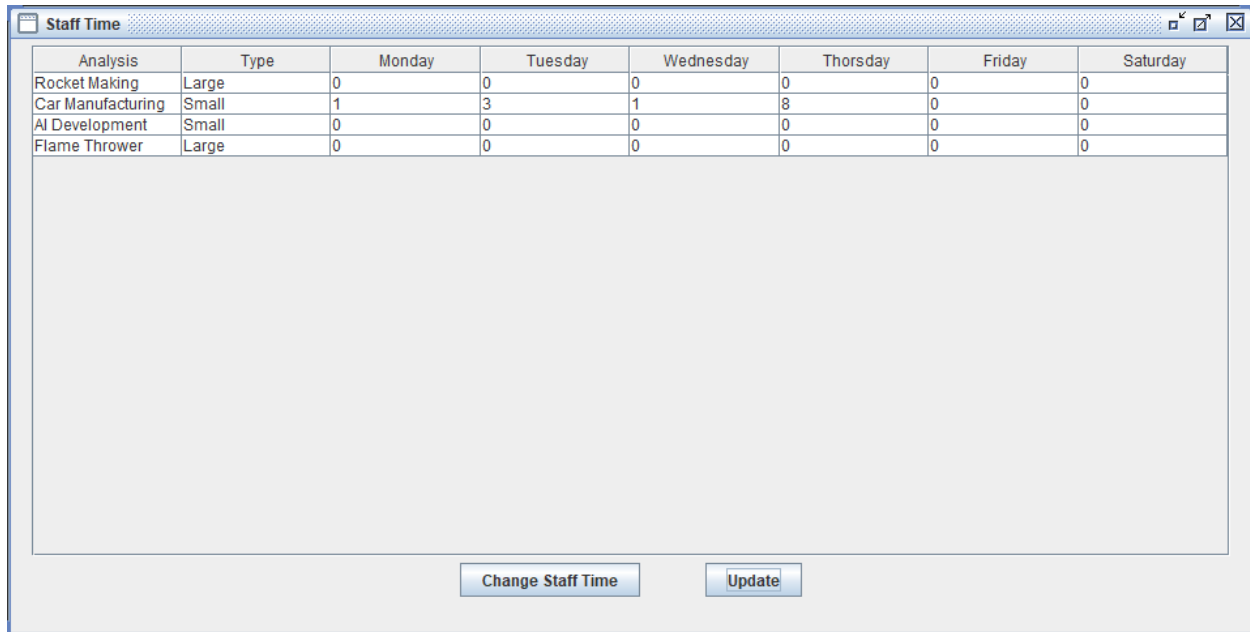

!!Note: if no employee selected a warning pop up will appear that will inform you about that and a window for training will appear that will have no functionality.
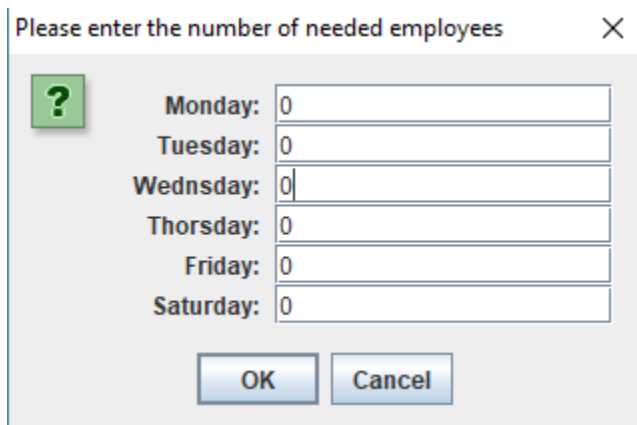
8.3. Editing Staff Time of an analysis

To edit the staff time for an analysis select the desired analysis and press *change staff time* button.

Staff Time

Analysis	Type	Monday	Tuesday	Wednesday	Thorsday	Friday	Saturday
Rocket Making	Large	0	0	0	0	0	0
Car Manufacturing	Small	1	3	1	8	0	0
AI Development	Small	0	0	0	0	0	0
Flame Thrower	Large	0	0	0	0	0	0

Change Staff Time   Update

Please enter the number of needed employees

Monday: 0
Tuesday: 0
Wednsday: 0
Thorsday: 0
Friday: 0
Saturday: 0

OK   Cancel

After pressing *change staff time* button a new window will open with 6 fields to enter the desired number of employees for the analysis then press *OK*.

!!Note: if no employee selected a warning pop up will appear that will inform you about that and a window for staff time will appear that will have modify the first analysis on in the table

8.4 Creating a schedule

The option is not properly developed and we do not recommend to use it until the next update.