

Time Logging System

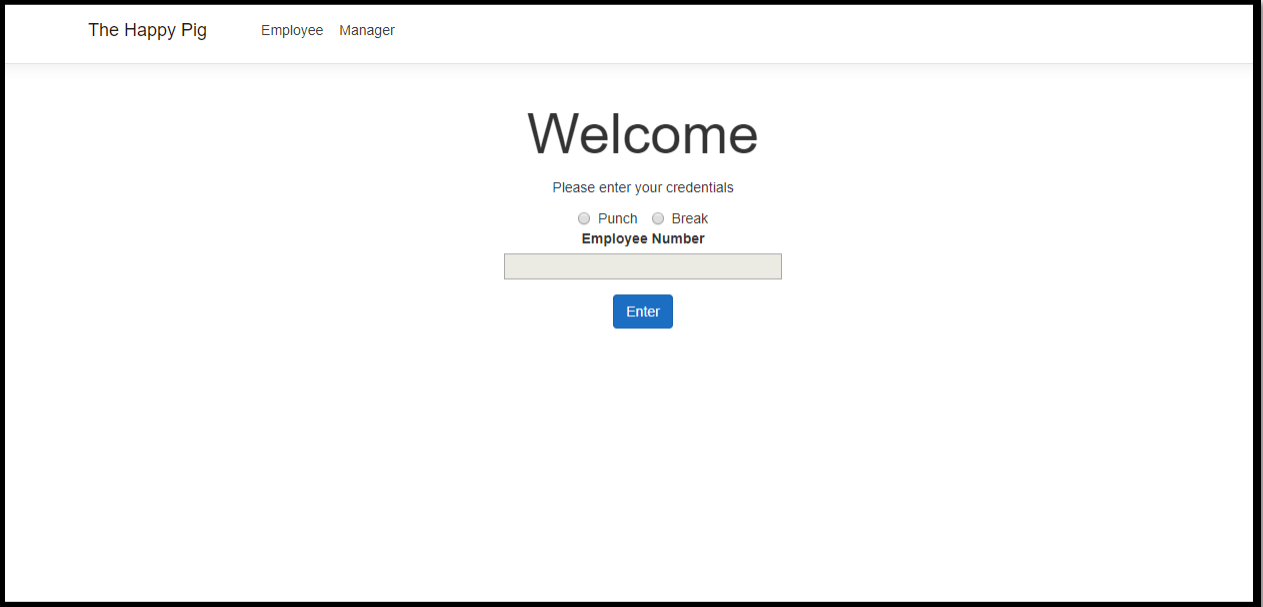
-USER GUIDE-

Release No.	Date	Revision Description
Revision 0	18/12/2019	Time Logging System Pre-Alpha
Revision 1	15/01/2020	

Punch/Break in/out

To perform a punch/break in/out – or work/break time registration – an account number will be needed, and in this example the account number *1111* will be used. After accessing the web page on www.el-aasi.com the user will be presented with the next view.

Figure 1 - Welcome Page



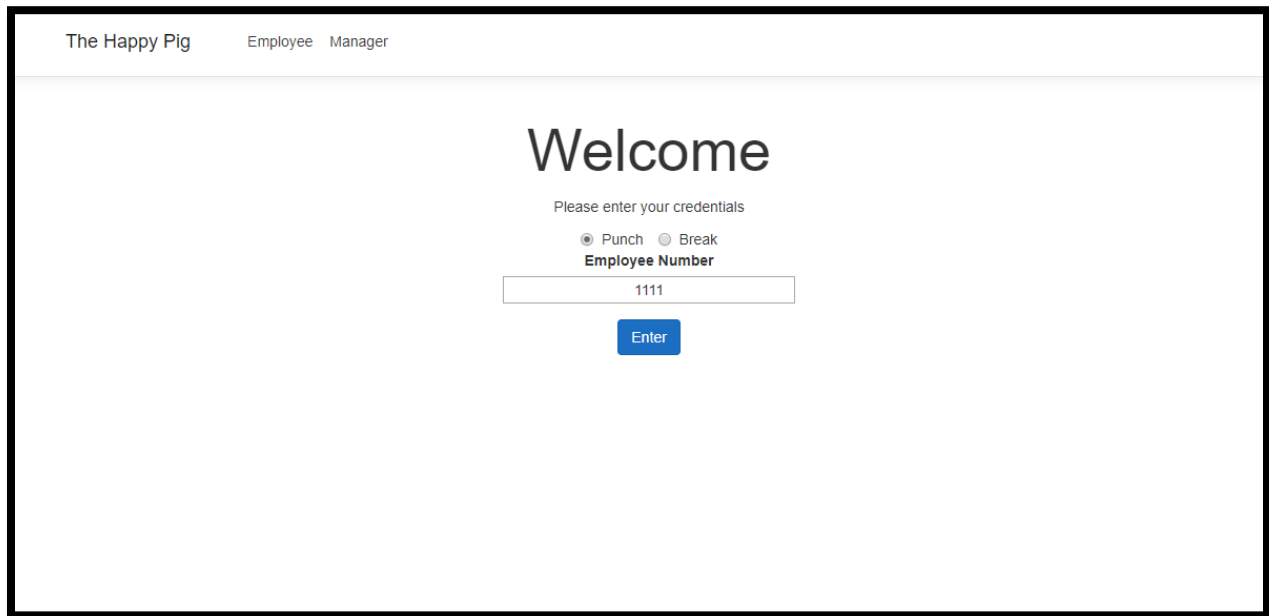
The screenshot shows a web application interface. At the top, there is a navigation bar with the text 'The Happy Pig' on the left and two links, 'Employee' and 'Manager', on the right. Below the navigation bar, the main content area is centered and contains the word 'Welcome' in a large font. Underneath 'Welcome', it says 'Please enter your credentials'. There are two radio buttons: one labeled 'Punch' and one labeled 'Break'. Below these is a text input field with the placeholder text 'Employee Number'. At the bottom of the input field is a blue button labeled 'Enter'.

After being presented with the page above the user will select *Punch* (for work registration and *Break* for break registration).

And will input the account number. It should look similar to the Figure 2.

The Happy Pig Company

Figure 2 - Welcome Page - Ready for submit



The Happy Pig Employee Manager

Welcome

Please enter your credentials

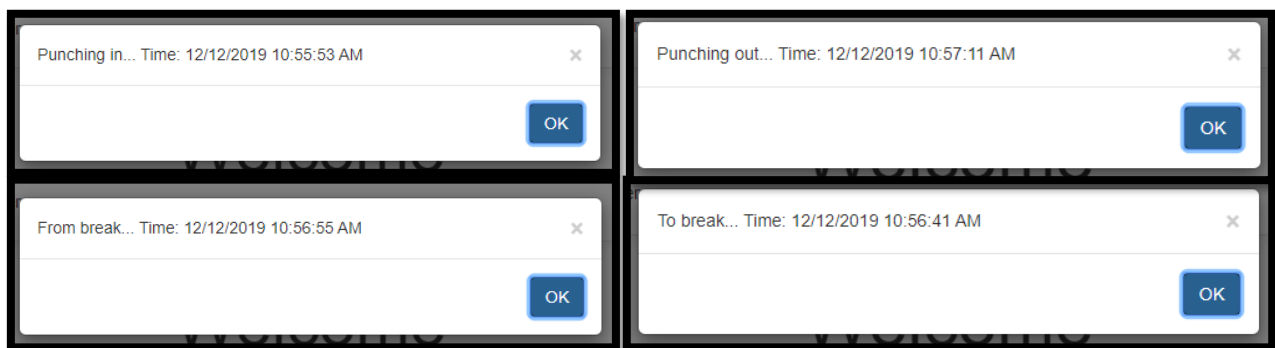
☒ Punch ☐ Break

Employee Number

Enter

After submitting by pressing the *Enter* keyboard, or *Enter* blue button, an informative message will be displayed about the registration. There are 4 possible positive messages depending on the situation as presented in the *Figure 3*.

Figure 3 - Positive Messages



Punching in... Time: 12/12/2019 10:55:53 AM	Punching out... Time: 12/12/2019 10:57:11 AM
From break... Time: 12/12/2019 10:56:55 AM	To break... Time: 12/12/2019 10:56:41 AM

The Happy Pig Company

Sometimes, base on the situation other messages can be displayed, particularly when something went wrong:

- Punching out – while on break;
- To Break – while punched out;

Figure 4 - Negative Messages



!Note: If after entering the credentials and submitting them to register a time the next page is displayed, please refresh and try again.

Error.

An error occurred while processing your request.

Development Mode

Swapping to the **Development** environment displays detailed information about the error that occurred.

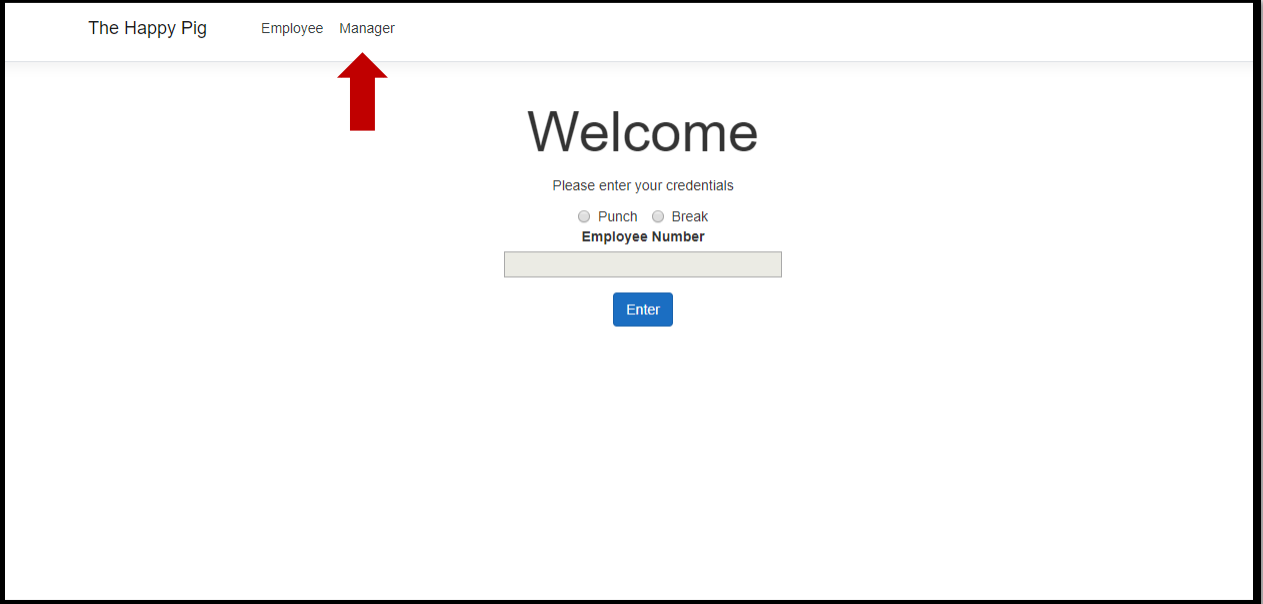
The Development environment shouldn't be enabled for deployed applications. It can result in displaying sensitive information from exceptions to end users. For local debugging, enable the **Development** environment by setting the **ASPNETCORE_ENVIRONMENT** environment variable to **Development** and restarting the app.

Manager

Login in

To log in a Manager needs to access the welcome page at www.el-aasi.com and then select the *Manager* tab from the navigation bar.

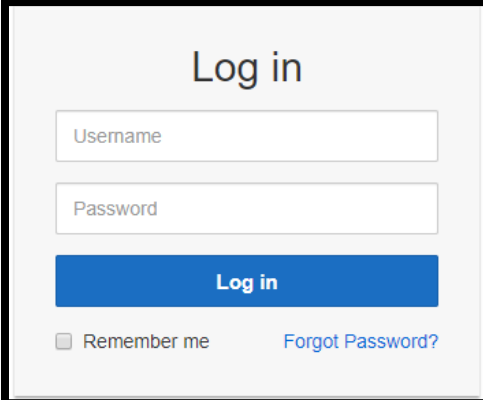
Figure 5 - Manager Tab



The screenshot shows a web application interface. At the top, there is a navigation bar with three tabs: "The Happy Pig", "Employee", and "Manager". A red arrow points to the "Manager" tab. Below the navigation bar, the main content area displays a "Welcome" message. Underneath "Welcome", it says "Please enter your credentials". There are two radio buttons labeled "Punch" and "Break". Below these is a label "Employee Number" followed by a text input field. At the bottom of the form is a blue button labeled "Enter".

After selecting the tab, the manager will be presented with a login form, to input his/her credentials.

Figure 6 - Login Form

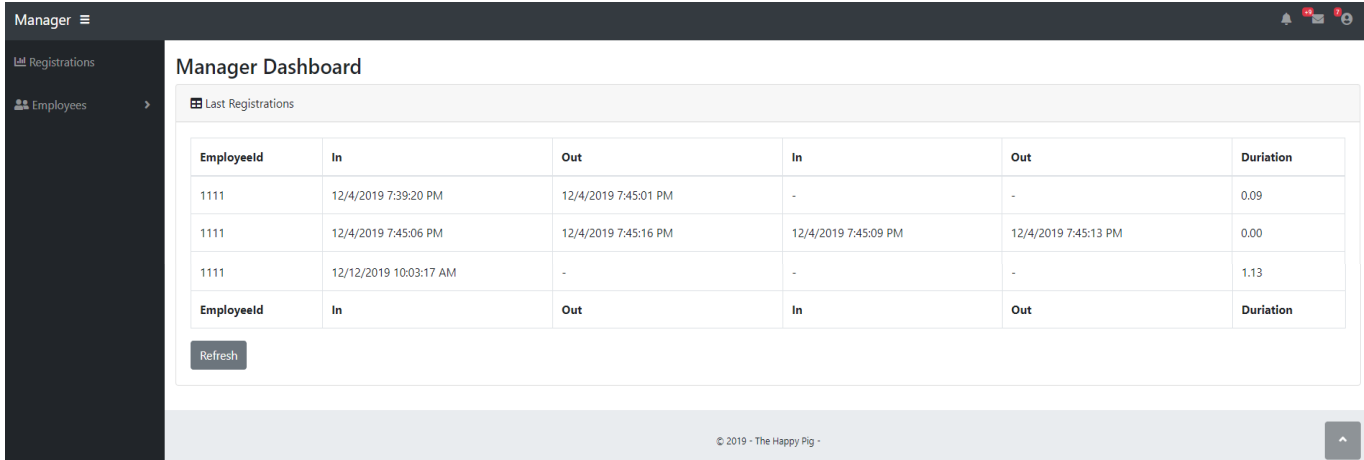


The screenshot shows a login form titled "Log in". It contains two input fields: "Username" and "Password". Below these fields is a blue button labeled "Log in". At the bottom of the form, there is a checkbox labeled "Remember me" and a link labeled "Forgot Password?".

The Happy Pig Company

After entering the credentials (example credentials account number: 1111/password: “changeit”) and pressing the *Log in* button, the manager will be presented with the *Dashboard*. The initial dashboard will present the latest registrations in the system.

Figure 7 - Manager Dashboar - All registrations



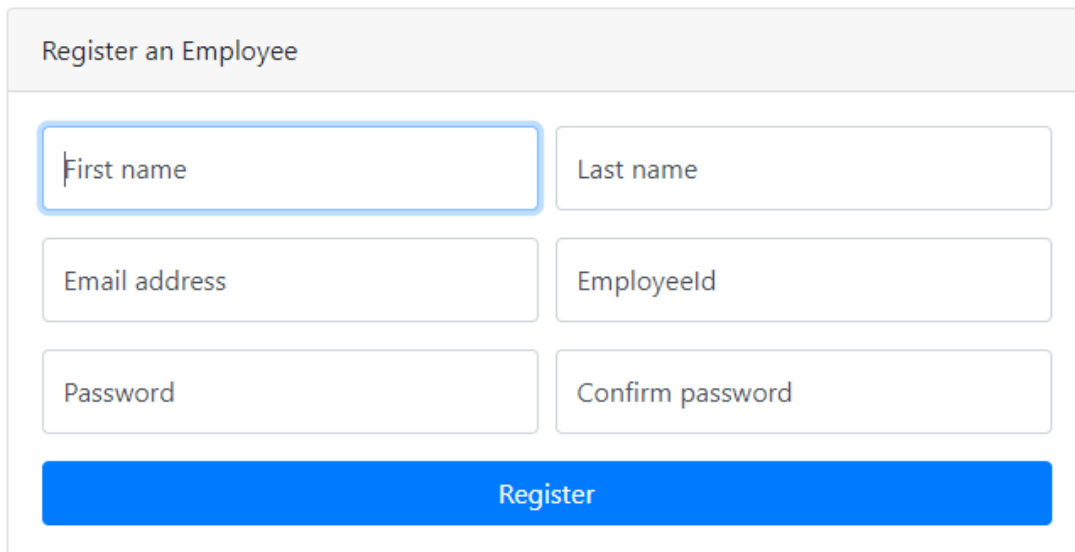
The screenshot shows the Manager Dashboard interface. On the left is a dark sidebar with a 'Manager' header and a menu containing 'Registrations' and 'Employees'. The main content area is titled 'Manager Dashboard' and features a 'Last Registrations' section. This section contains a table with registration data. The table has six columns: 'EmployeeId', 'In', 'Out', 'In', 'Out', and 'Duration'. It displays three rows of data for EmployeeId 1111. Below the table is a 'Refresh' button. At the bottom of the dashboard, there is a copyright notice '© 2019 - The Happy Pig' and a small upward arrow icon.

EmployeeId	In	Out	In	Out	Duration
1111	12/4/2019 7:39:20 PM	12/4/2019 7:45:01 PM	-	-	0.09
1111	12/4/2019 7:45:06 PM	12/4/2019 7:45:16 PM	12/4/2019 7:45:09 PM	12/4/2019 7:45:13 PM	0.00
1111	12/12/2019 10:03:17 AM	-	-	-	1.13

Register employee

To register a new employee the manager needs to select on the left side menu, *Employees* and then from the drop menu, *Register Employees*. After that the manager will be present with the next form.

Figure 8 - Register Employee Form



The screenshot shows the 'Register an Employee' form. It has a light gray header with the title 'Register an Employee'. The form contains six input fields arranged in three rows. The first row has 'First name' and 'Last name'. The second row has 'Email address' and 'EmployeeId'. The third row has 'Password' and 'Confirm password'. Below these fields is a large blue button labeled 'Register'.

First name	Last name
Email address	EmployeeId
Password	Confirm password

Register









The Happy Pig Company

In here the manager needs to add information about the employee and press the register button.

[View All employees](#)

To view all employee the manager will need to select form the side bar *Employees* menu and then from the drop-down menu *View All Employees* option. The manager will be presented with the next view.

Figure 9 - View All Employees

All Employees					
First Name	Last Name	EmployeeId	e-mail	Edit	Delete
Mike	Smith	1114	mike@thehappypig.com		
John	Doe	1113	john@thehappypig.com		
Marcel	Notenboom	1112	marcel@thehappypig.com		
Gais	El-Aasi	1111	el-aasi@happypig.com		
First Name	Last Name	EmployeeId	e-mail	Edit	Delete
<button>Refresh</button>					

[Edit/Delete Employee](#)

To edit or delete employee the manager will have to select the option form the right side of the employee that needs to be deleted or modified, and then he/she will be presented with the next menus.

Figure 10 - Edit Employee

Edit employee's information

First Name Mike	Last name Smith
Email address mike@thehappypig.com	EmployeeId 1114
Password	Confirm password

Update

Figure 11 - Delete Employee

Delete this entry

Are you sure you want to delete this Record?

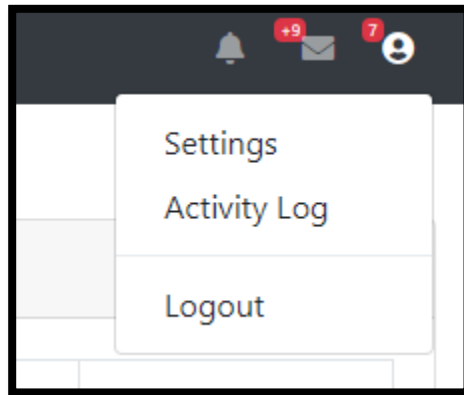
Yes

No

Logging out

For a manager to log out, he/she will need to select the *User* icon from the top right corner and then select the *Logout* option from the drop-down menu.

Figure 12 - Log Out



Fine Notes

One needs to understand that this is still a Pre-Alpha version, therefore there are many unseen mistakes and error. Please if you encounter mistakes or errors that were not described in this guide, contact us. Thank you.