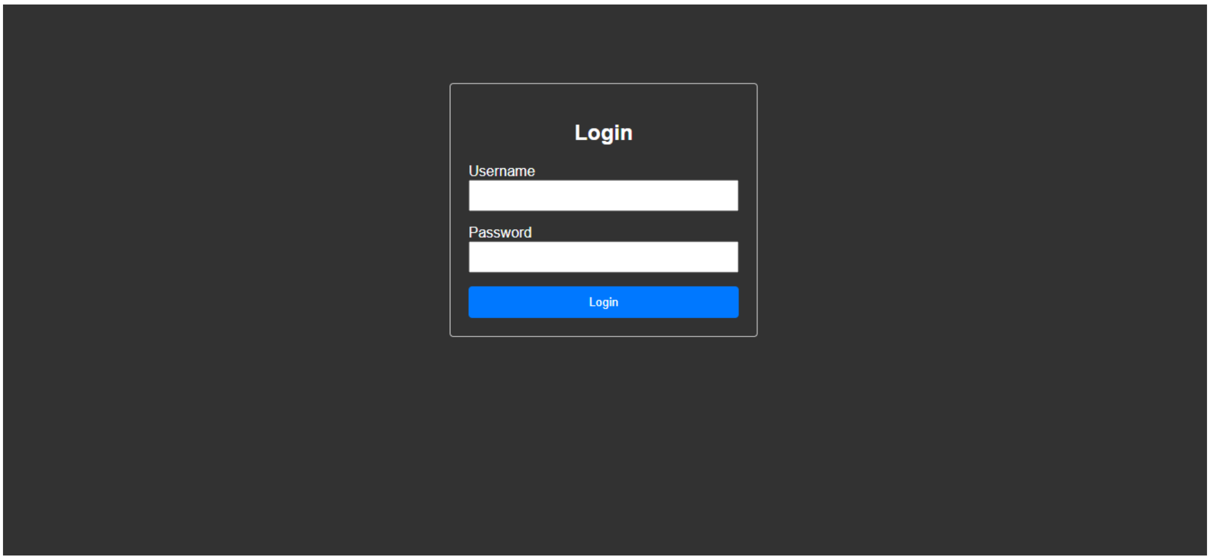
1. LOGIN / LOGOUT

The login page is the entry point for users to access the system. To log in, follow these steps:

- **Step 1**: Enter your **username** in the "Username" field. This will usually be your registered email address or a unique identifier provided by the system.
- **Step 2**: Enter your **password** in the "Password" field. Ensure that your password is typed correctly, as it is case-sensitive.
- **Step 3**: Click the **"Login"** button to submit your credentials.



Role-Based Access:

Depending on your role (Supervisor, Admin, or Operator), you will have access to different features:

- **Admin**: Full access to all features and components of the application.
- **Supervisor**: Access to view both the list and export components.
- **Operator**: Limited access, primarily restricted to viewing the list component and generating reports.

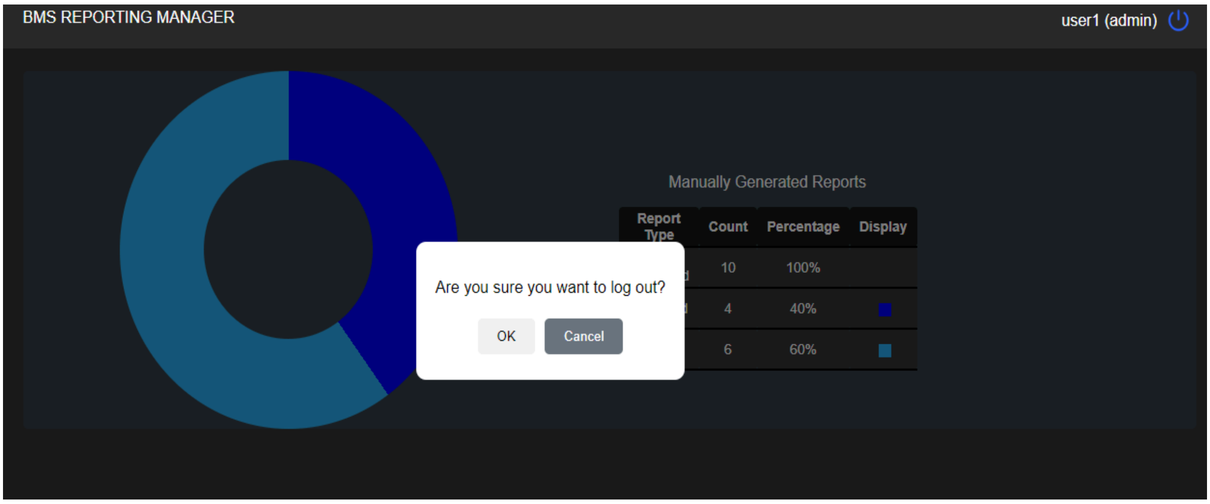
User Information in Header:

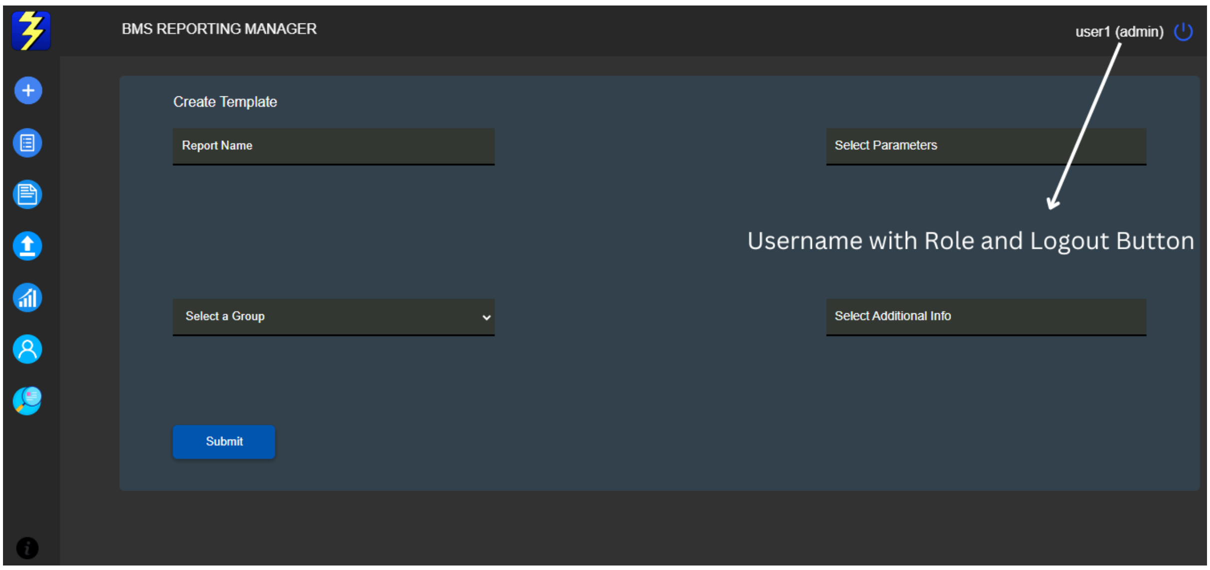
Once logged in, your **name** and **role** (e.g., "John Doe - Admin") will be displayed in the application header, allowing you to identify your current role while navigating the system.

Logout:

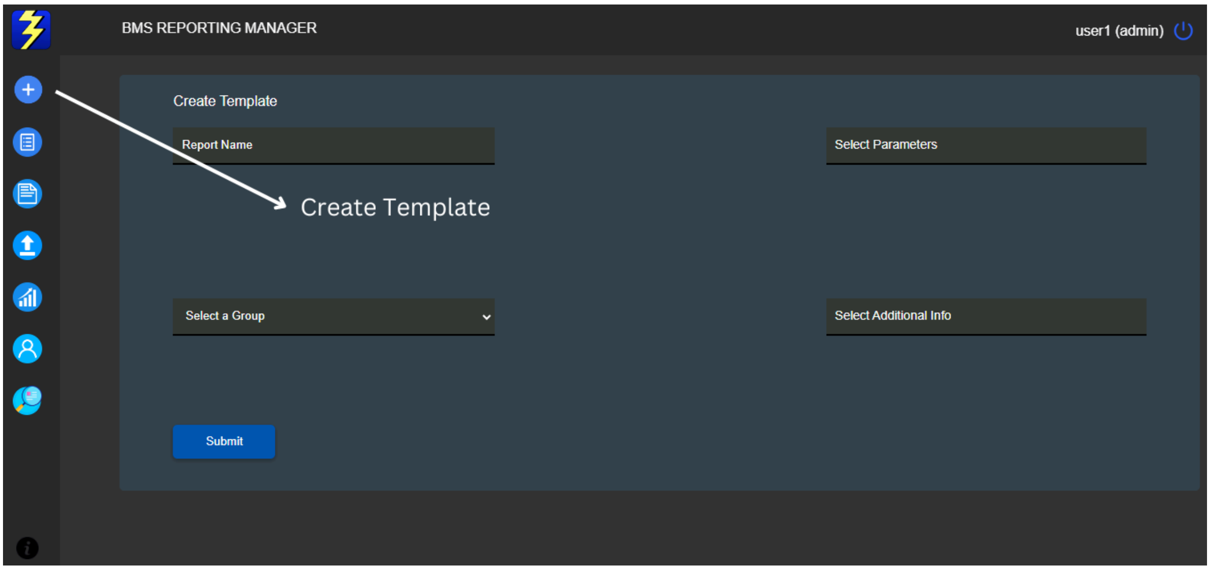
The header also contains a **Logout** button. To log out:

- Click the **"Logout"** button.
- A confirmation pop-up will appear asking, "Are you sure you want to log out?" with **"OK"** and **"Cancel"** options.
- Click **"OK"** to successfully log out of the website and end your session.

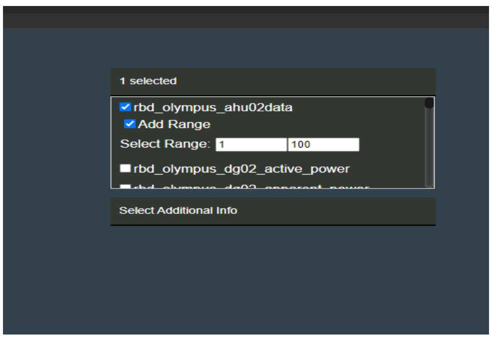




2. CREATE TEMPLATE



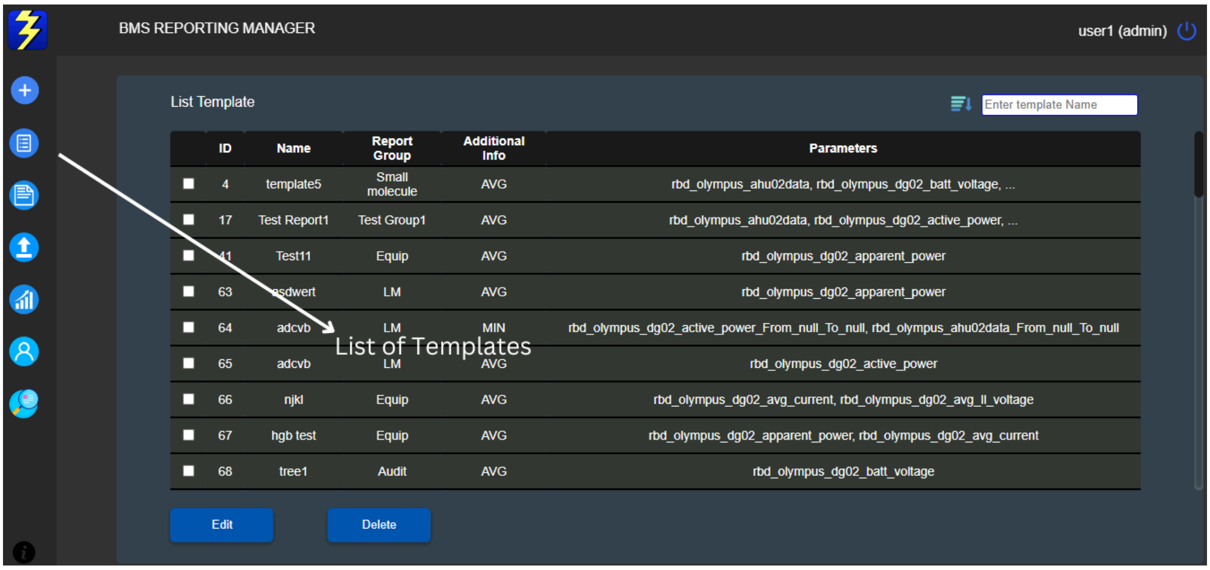
The **Create Template** feature allows you to define a new template by selecting a name, parameters with ranges, additional information, and assigning a group to the template. Follow these steps to create a template:

- **Step 1**: Navigate to the **Create Template** page.
- **Step 2**: In the **Template Name** field, enter the name of the template you wish to create.
- **Step 3**: In the **Parameters** section:
    - Select the desired parameters from the **multi-select** dropdown.
    - For each selected parameter, specify a range using the "From" and "To" values (e.g., From 10 to 100). This defines the acceptable range for that parameter.
    - 

- **Step 4**: In the **Additional Info** section, use the **multi-select** dropdown to choose any relevant additional information. You can select multiple items here as needed.
- **Step 5**: In the **Template Group** dropdown, select the appropriate group for the template. Note that this is a **single-select** dropdown, allowing you to choose only one group.
- **Step 6**: Once all fields are completed, click the **"Submit"** button to proceed.
- **Step 7**: A confirmation pop-up will appear with two options:
    - **"Create"**: Click this button to confirm and create the template.
    - **"Cancel"**: Click this button to cancel the creation process and return to the form without submitting.

After confirming by clicking **"Create"**, your template will be saved, and you will be redirected to the appropriate page.

3. TEMPLATE LIST



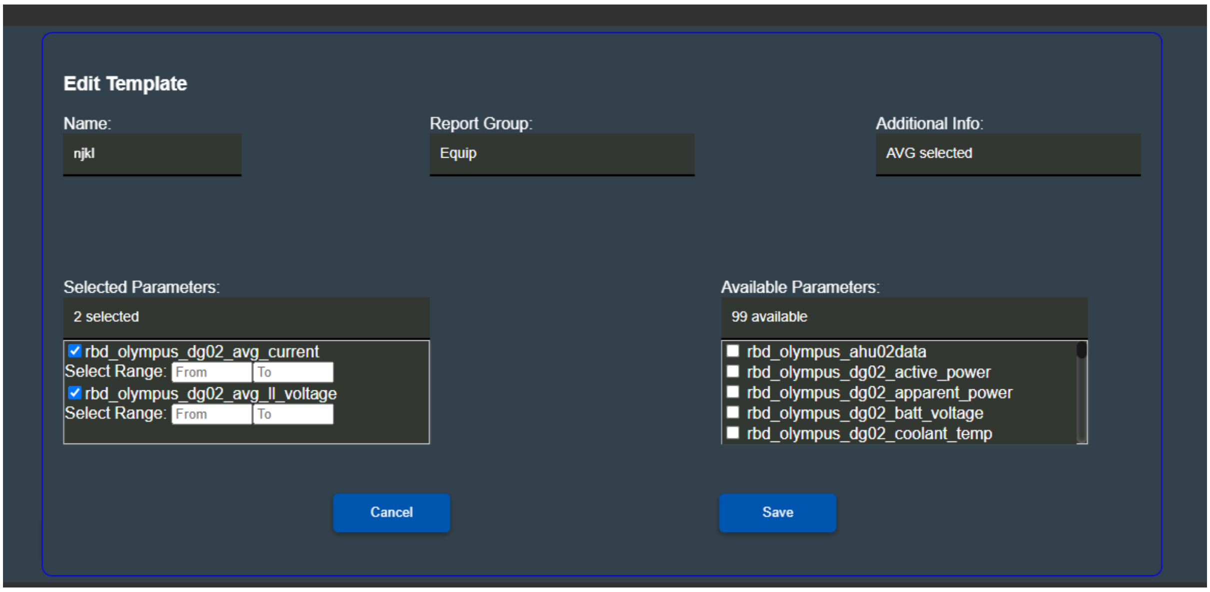
The **List Templates** page displays all the templates that have been created, presented in a table format. This section allows you to search, sort, edit, and delete templates efficiently.

- **Template Table**: The table lists all templates with relevant details such as the name, parameters, additional info, and group.

- **Step 1: Search for Templates**:
  - At the top of the page, you will see a **Search** field.
  - To search for a specific template, type the template name into the search box. The table will filter and display the matching results in real-time based on your input.
- **Step 2: Sort Templates**:
  - Next to the search field is a **Sort** button.
  - Clicking the sort button will allow you to sort the templates in either **ascending** or **descending** order based on their name.
- **Step 3: Delete Templates**:
  - At the bottom-left of the table, you will find a **Delete** button.
  - To delete one or more templates, check the box next to the template(s) you wish to remove, then click the **Delete** button.
  - A confirmation pop-up will appear asking if you want to proceed with the deletion. Once confirmed, the selected templates will be permanently deleted.

- **Step 4: Edit Templates**:
  - Next to the **Delete** button, there is an **Edit** button.
  - You can select a template by clicking on the checkbox next to it, then click the **Edit** button to modify the template.
  - **Note**: You cannot edit the template name, but you can:
    - Edit the ranges of existing parameters.
    - Add new parameters or remove existing ones.
    - Modify the additional info or change the group of the template.

Once you have finished editing, click **Submit** to save the changes.



4. REPORTS

The **Reports** page lists all the generated reports in a table format, providing options to view, review, and, if permitted, approve reports.

Reports Table:

The table displays the following columns for each report:

- **ID**: The unique identifier for each report.
- **Report Name**: The name of the generated report.
- **Generated By**: The user who generated the report.
- **Generated Date**: The date when the report was generated.
- **Assigned Reviewer**: The person or group assigned to review the report.
- **Reviewed By**: The user who reviewed the report.
- **Reviewed Date**: The date the report was reviewed.
- **Assigned Approver**: The person or group assigned to approve the report.
- **Approved By**: The user who approved the report.
- **Approved Date**: The date the report was approved.

- **Approved (Yes/No)**: Indicates whether the report has been approved.
- **Actions**: The available actions (e.g., **View**).

Step 1: View Report:

- In the **Actions** column, there is a **View** button next to each report.
- Clicking the **View** button opens the report for detailed inspection in a pop-up or a new window.

Step 2: Review Report:

- Before a report can be approved, it must first be reviewed.
- In the **View Report** window, you will see two buttons: **Review** and **Close**.
- If you are the assigned reviewer, you can click the **Review** button to complete the review process. Once reviewed, the report's status will be updated in the table under the **Reviewed By** and **Reviewed Date** columns.

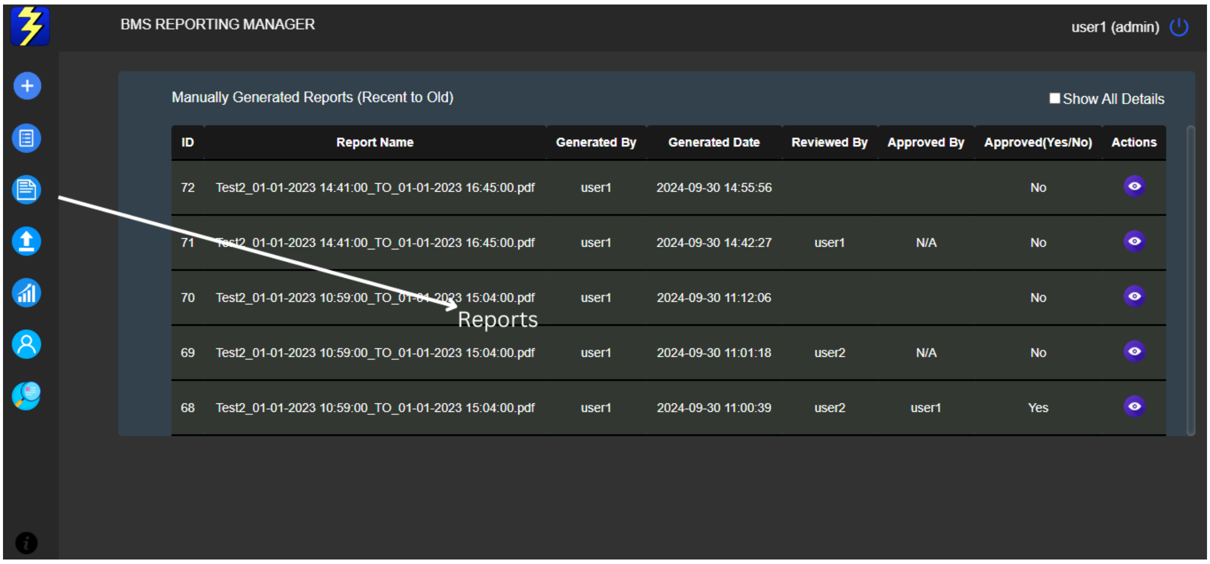
Step 3: Approve Report (if applicable):

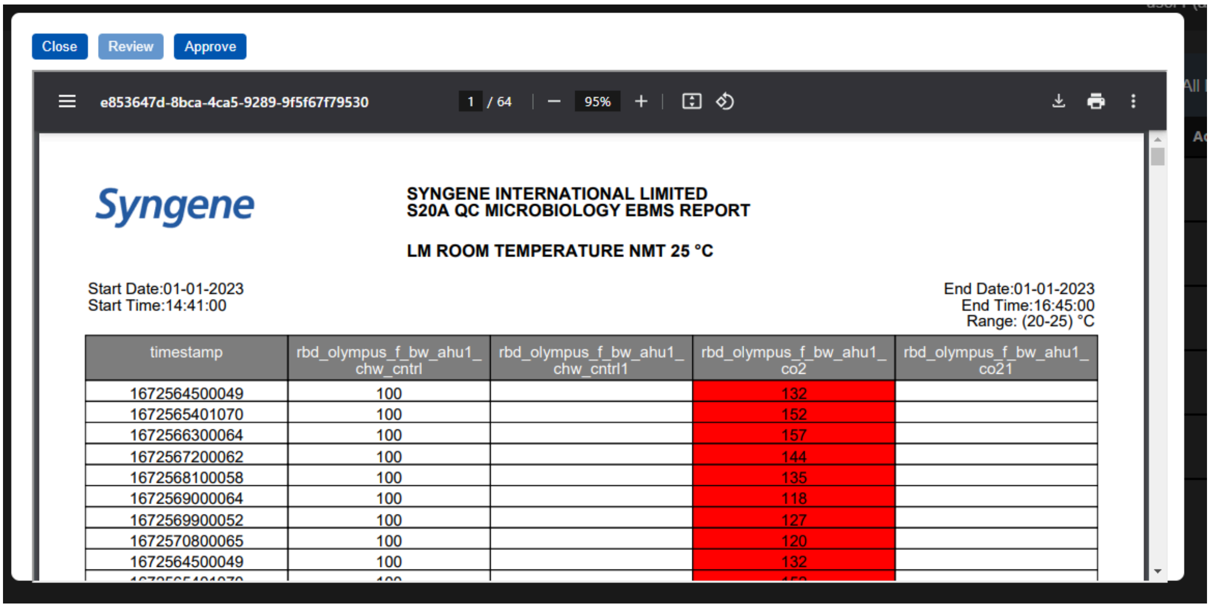
- Once the report has been reviewed, it can be approved by the assigned approver.
- Within the **View Report** window, after the report is reviewed, the **Approve** button will become enabled.
- If you have the necessary permissions, you can click the **Approve** button to approve the report. Once approved, the report's status will be updated in the table under the **Approved By** and **Approved Date** columns.

Note: You cannot approve a report that has already been approved, or if you do not have the required permissions.

Step 4: Close Report:

- To close the report view, simply click the **Close** button. This will close the view window and return you to the reports table.





5. EXPORT REPORT

The **Export Report** feature allows users to generate reports based on specific templates, either manually by selecting a date range or using pre-defined periods such as yesterday, last week, or last month. You can also schedule reports to be generated automatically on a daily, weekly, or monthly basis.

Steps to Export a Report:

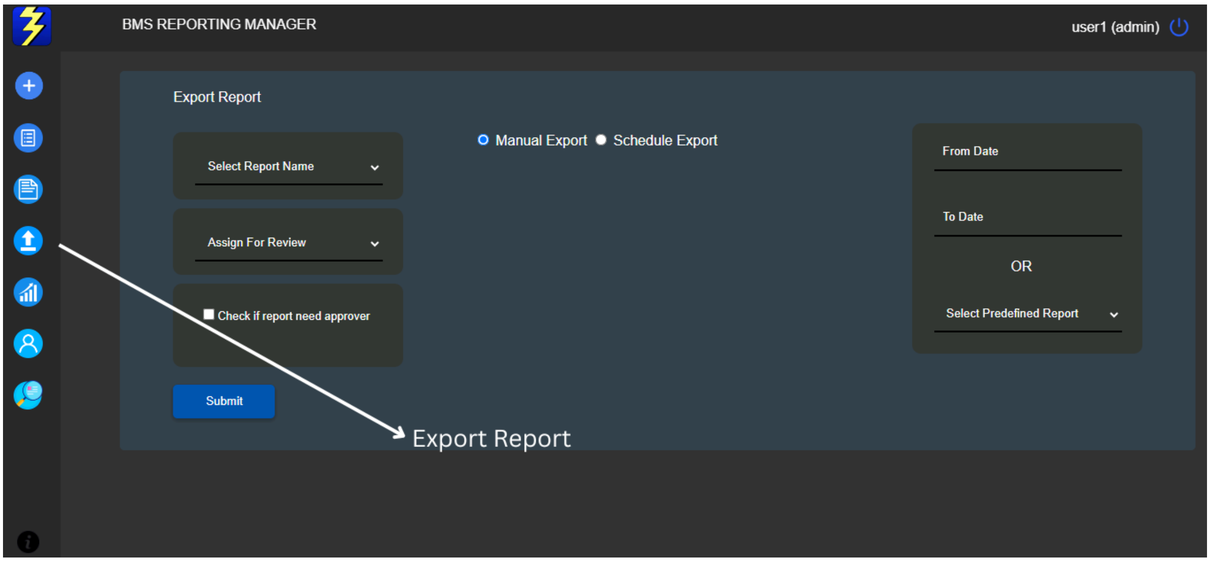
- **Step 1: Select Template**:
  - Begin by selecting the **template name** from the dropdown list. This is the template whose report you want to generate.
- **Step 2: Choose a Date Range** (Optional):
  - You can either manually enter the **From Date** and **To Date**, along with the specific time range for the report.
  - Alternatively, if you don't want to manually specify dates, you can choose from the following predefined options:
    - **Yesterday Report**: Generates a report for the last day (from 00:00 AM to 11:59 PM).
    - **One Week Report**: Generates a report for the last 7 days.
    - **One Month Report**: Generates a report for the last 30 days.
- **Step 3: Assign the Report**:
  - Before generating the report, you need to assign it to someone within the organization.
  - Use the **Assign To** dropdown to select the user or team responsible for the report.
- **Step 4: Generate the Report**:
  - After selecting the template and date range, click the **Generate Report** button to manually generate the report.
  - The report will then be created based on your specified parameters, and the assigned user will be notified.

Scheduling a Report:

If you want to automate report generation, you can schedule it to run at regular intervals:

- **Daily**: The report will be generated every day at a specified time.
- **Weekly**: The report will be generated every week on a specific day (e.g., every Monday).
- **Monthly**: The report will be generated once a month on a specific date.

To schedule a report, simply select the desired interval from the **Schedule** options (Daily, Weekly, Monthly), and the system will handle the rest.



6. DASHBOARD

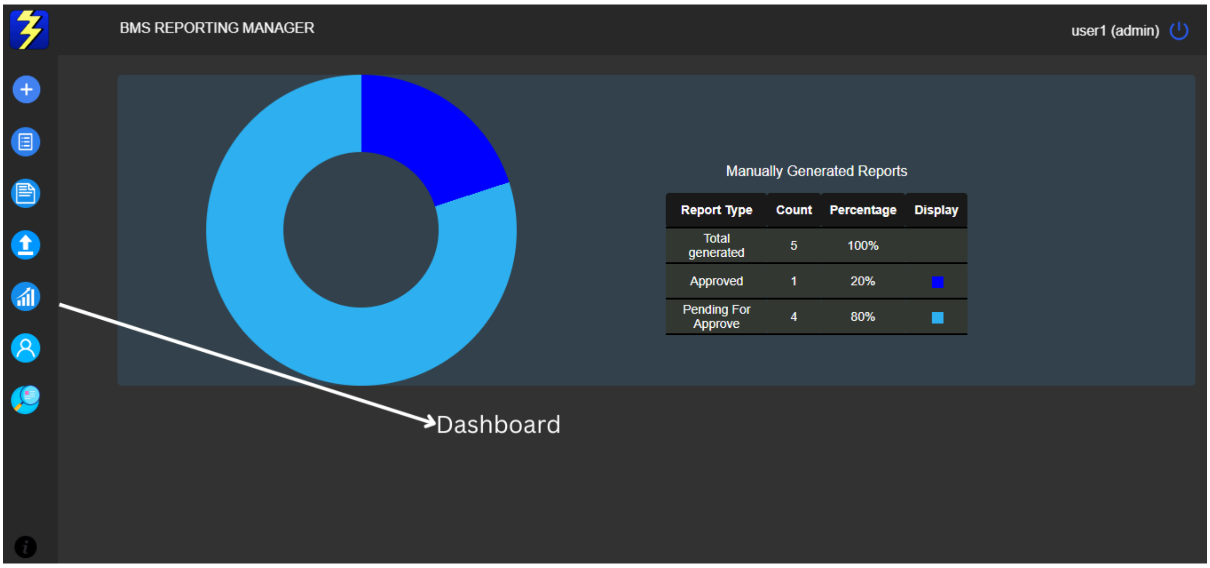
The **Dashboard** provides a graphical overview of the current status of reports in the system. It displays key metrics, helping users understand the report generation and approval workflow at a glance.

Key Metrics Displayed on the Dashboard:

- **Total Reports Generated**:
    - A visual representation (e.g., a bar chart or pie chart) showing the total number of reports that have been generated in the system over a certain period (daily, weekly, or monthly).
- **Pending Approval Reports**:
    - A graph or chart highlighting how many reports are awaiting approval. This helps users identify reports that require action, such as reviewing and approving.
- **Approved Reports**:

   - A graphical representation showing the number of reports that have already been approved, providing insight into the completed portion of the workflow.

These metrics allow users to monitor the status of report generation and approvals in real-time, helping them stay on top of tasks and priorities.



7. LOG REPORT

The **Log Report** feature allows you to view and track the login and logout history of users in the system. This helps monitor user activity by providing detailed logs of when users logged in and out.

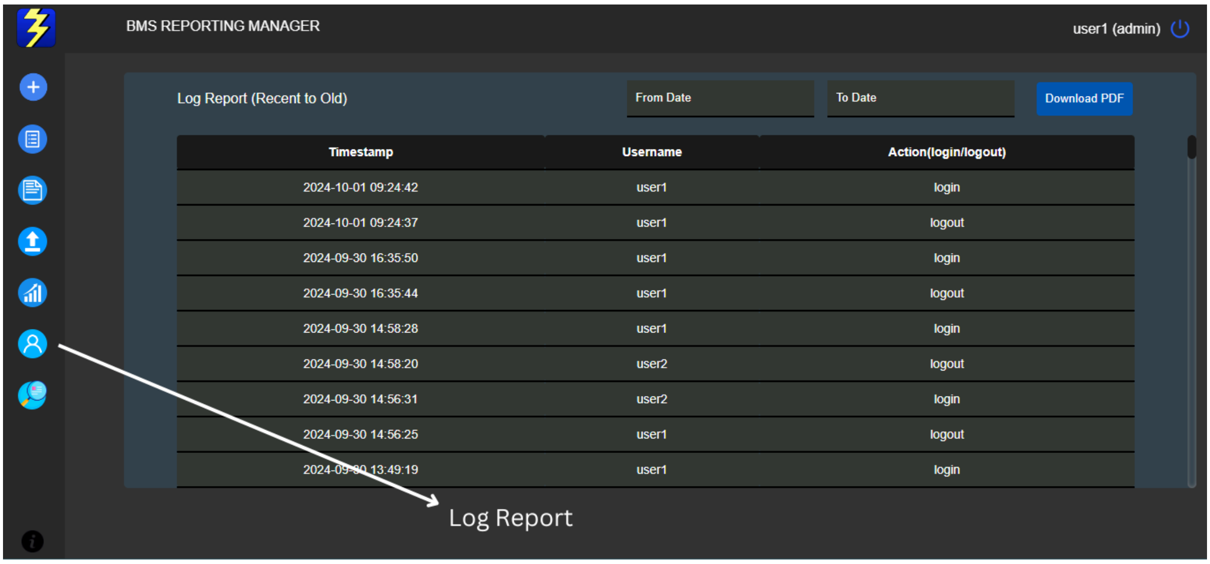
Log Report Table:

- The log report table includes the following columns:
   - **Timestamp**: The date and time of the login or logout action.
   - **Username**: The username of the person who logged in or out.
   - **Action**: Specifies whether the action was a **login** or **logout**.

Download Log Report:

- **Step 1**: To download the log report within a specific time frame, you can enter the **From** and **To** dates in the provided date fields.
    - **From**: Select the start date for the log report.
    - **To**: Select the end date for the log report.
- **Step 2**: Once the date range is selected, click the **Download** button.
- **Step 3**: The log report will be downloaded in **PDF format**, containing all the login and logout actions within the specified time frame.

This feature helps in auditing user activity, providing detailed insight into who accessed the system and when.



8. AUDIT REPORT

The **Audit Report** feature provides a detailed history of all actions performed by users in the system, including logins, logouts, and other key actions such as generating or downloading reports. This helps administrators track and audit user activities.

Audit Report Table:

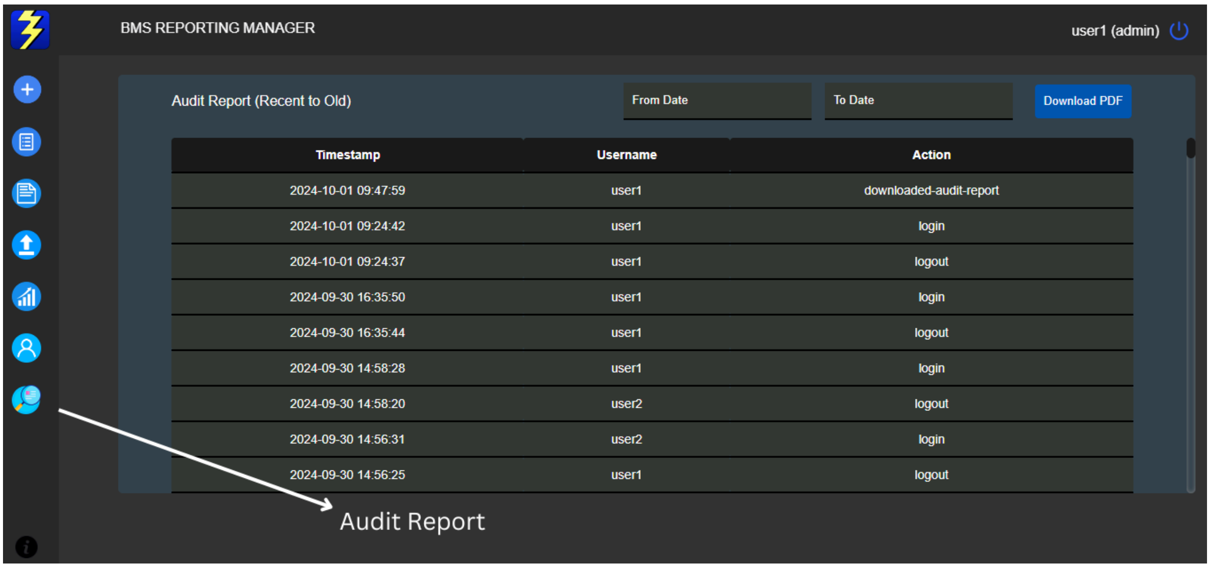
- The audit report table contains the following columns:

    - **Timestamp**: The exact date and time when the action was performed.
    - **Username**: The username of the person who performed the action.
    - **Action**: The action performed by the user, such as **login**, **logout**, **generated-report**, or **downloaded-report**.

Download Audit Report:

- **Step 1**: To download the audit report for a specific time frame, enter the **From** and **To** dates in the provided fields.
    - **From**: Select the starting date for the audit report.
    - **To**: Select the ending date for the audit report.
- **Step 2**: Once the desired date range is specified, click the **Download** button.
- **Step 3**: The audit report will be downloaded in **PDF format**, containing a record of all user actions within the selected time frame.

This feature is essential for monitoring and auditing activities performed by users in the system, providing a complete history of critical actions.



9. ABOUT US BUTTON

The **Info Button** in the application provides users with important information about the system and its development. When clicked, the following message is displayed:

About Us:

Neptune Controls Pvt Ltd is proud to present **Version 1.0** of our state-of-the-art application. This system is specifically designed to help industrial units monitor and manage key factors like **temperature** and **humidity**, providing detailed reports and graphical insights.

By offering **real-time data** and **analytics**, our application empowers businesses to:

- Optimise energy usage
- Reduce operational costs
- Work towards **sustainable industrial processes**

With this solution, **Neptune Controls** aims to make factories more **efficient** and **eco-friendly**.