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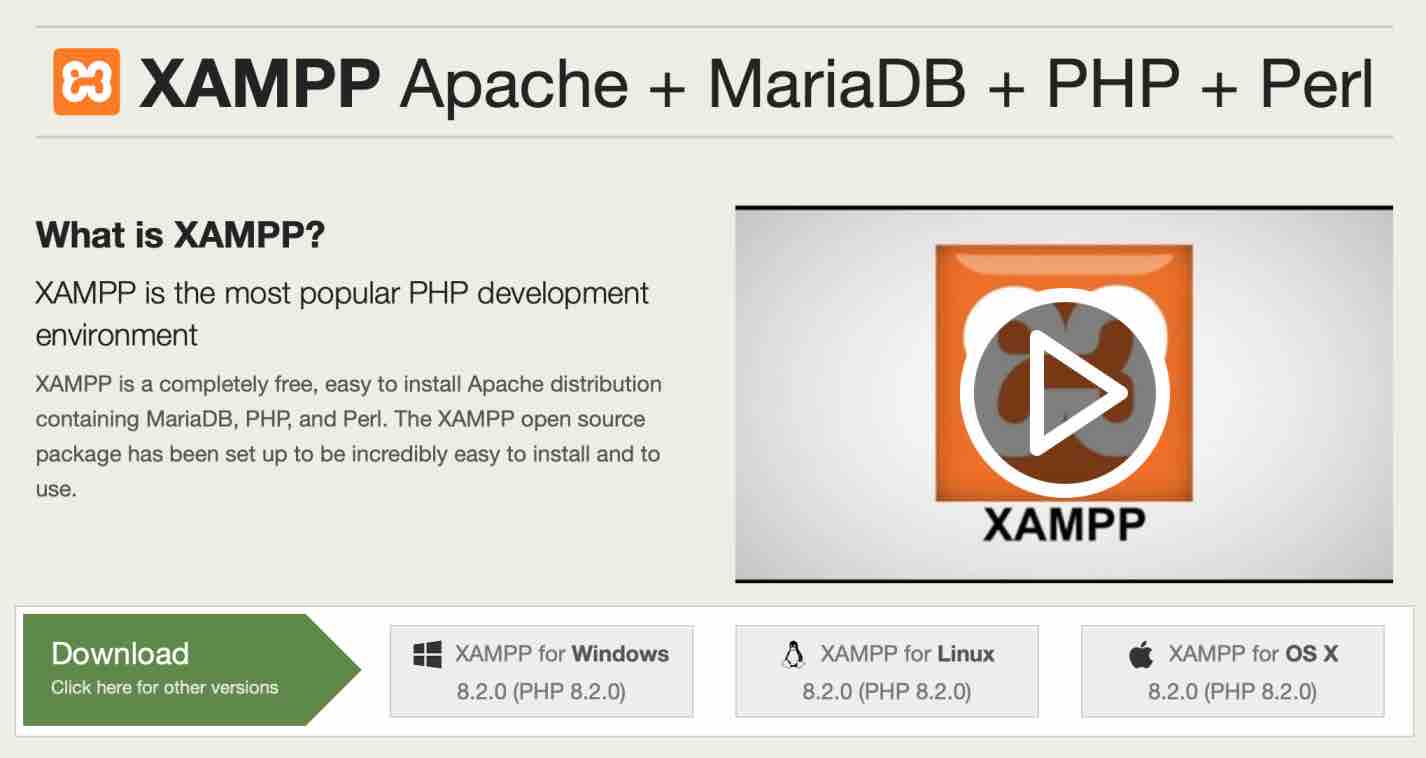
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# 1. Download and install Xampp to the laptop

## A. Download Xampp

[1]Visit the Xampp website (<https://www.apachefriends.org>) from any laptop browser. Download the correct vision according your laptop’s operation system.

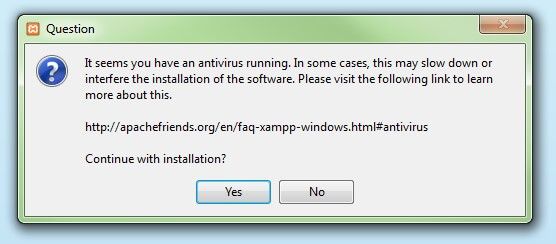


Screenshot 1.1 : Download Xampp

## B. Install Xampp

[1] Once completed download run the Xampp installer.

When the installer is started, the Xampp installer will ask the users to close the antivirus software, or skip and enter "Yes" to continue the installation, and then click "OK" on the next screen to skip user access control (UAC) warning.



Screenshot 1.2 : Install Xampp



Screenshot 1.3 : Install Xampp

When the UAC warning appears, click Next to start the installation. During the setup process, press the Next button to continue the setup until the setup is completed.

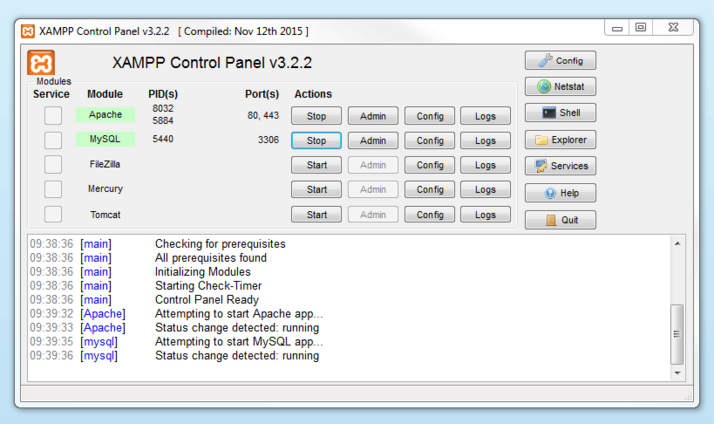


Screenshot 1.4 : Install Xampp



Screenshot 1.5 : Install Xampp

After the Xampp installation is completed, run the control panel and start the MySQl and Apache.



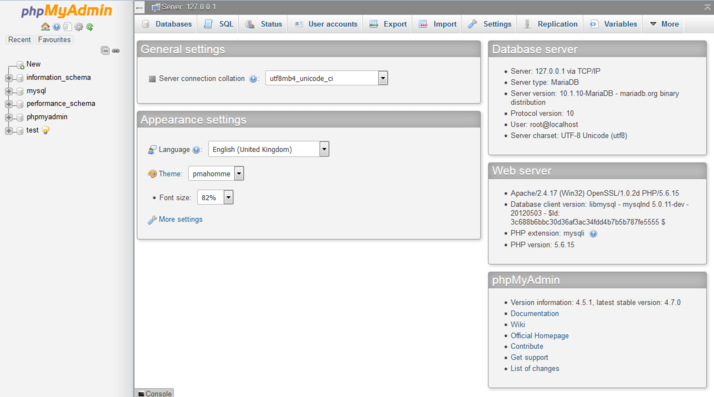
Screenshot 1.6 : control panel

Once both started click on the config, control panel will link you to the phpMyAdmin main webpage.



Screenshot 1.7 : phpMyAdmin page

Click on the phpMyAdmin button to go into the database/SQL manage page. Don’t close the page and process below step download the code and SQL file.



Screenshot 1.8 : Database/SQL manage page

\*Remarks: To access the database/SQL manage page other ways directly key in the URL: http://localhost/phpmyadmin/index.php in the laptop browser after start the MySQl and Apache. \*

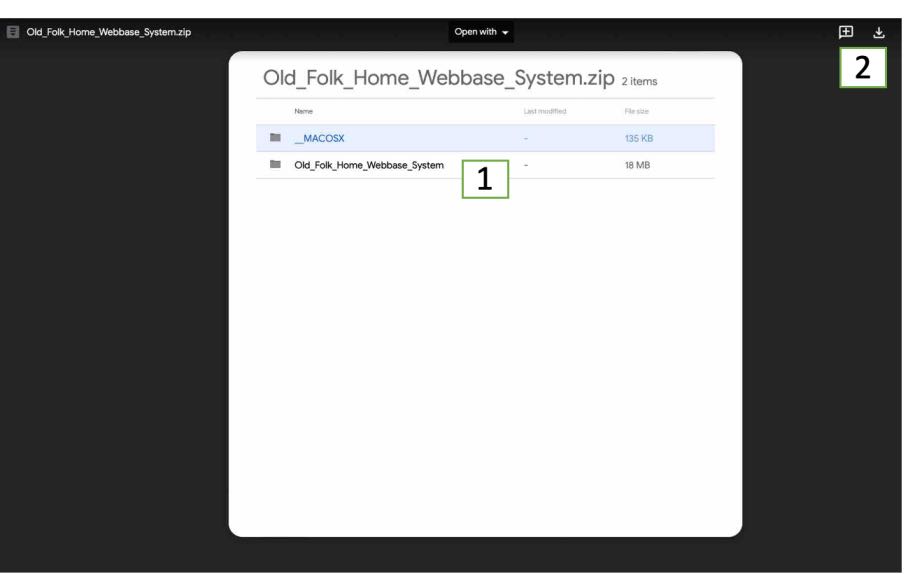
# 2. Download and setup the source code into the laptop

## A.Download the source code

[1] App Name: Old\_Folk\_Home\_Webbase\_System

Click on the following URL to download the webbase system source code  
URL: https://drive.google.com/file/d/1i-16nYLVC1eBFqCowW41rhVj7BCVHZSt/view?usp=sharing

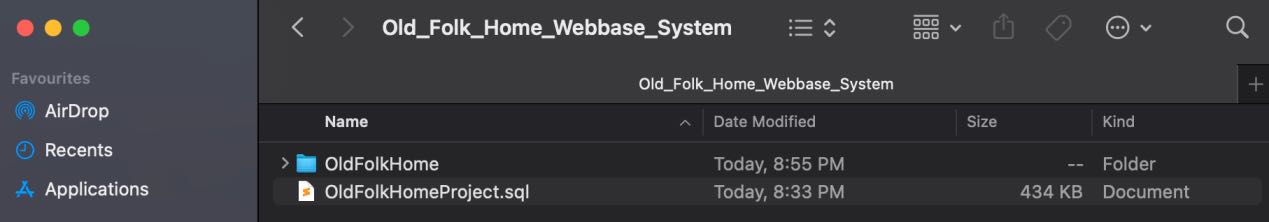
[2] Press on the “Download” button to download the source code folder into device



Screenshot 2.1 : Google Drive Link

[II] Unzip Downloaded source code folder

Once unzip the source code folder which are the OldFolkHomeProject.sql and OldFolkHome folder.



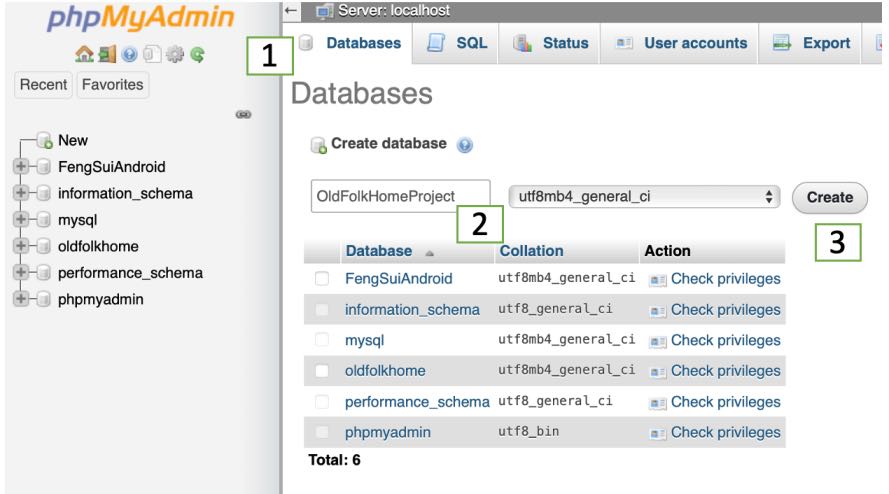
Screenshot 2.2 : Google Drive Link

[III] Creates a new database folder

[1] Click on the database/SQL manage page's databases settings.

[2] Enter the “OldFolkHomeProject” into the column.

[3] Click “Create” to create the database.



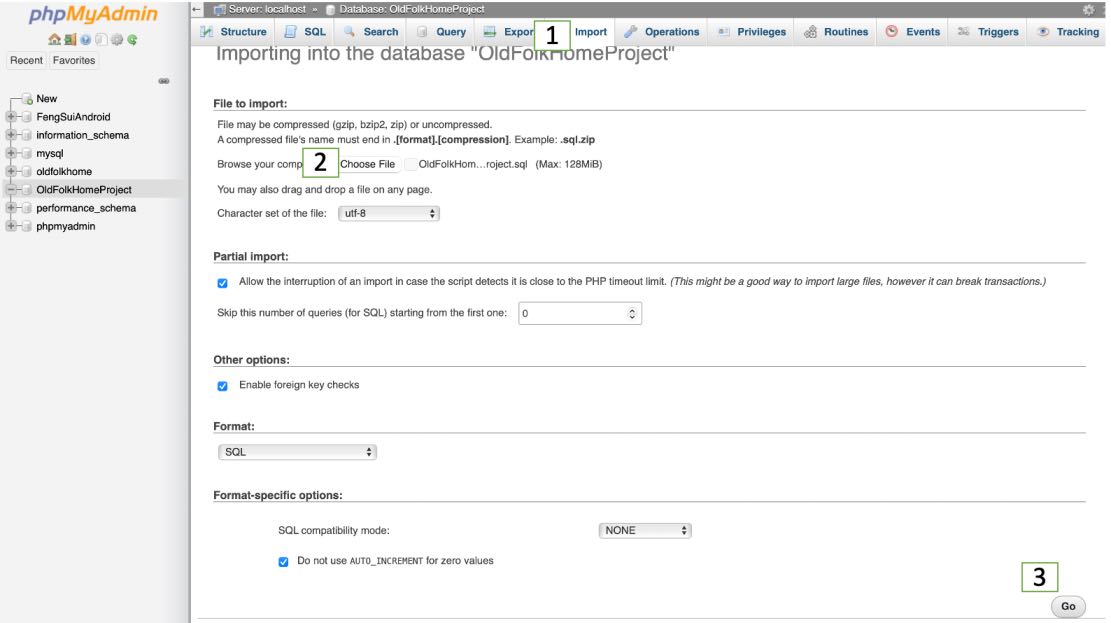
Screenshot 2.3 : To create new database folder

[IV] Importing SQL files into the “OldFolkHomeProject” database file

[1] Click on the “OldFolkHomeProject”s import function

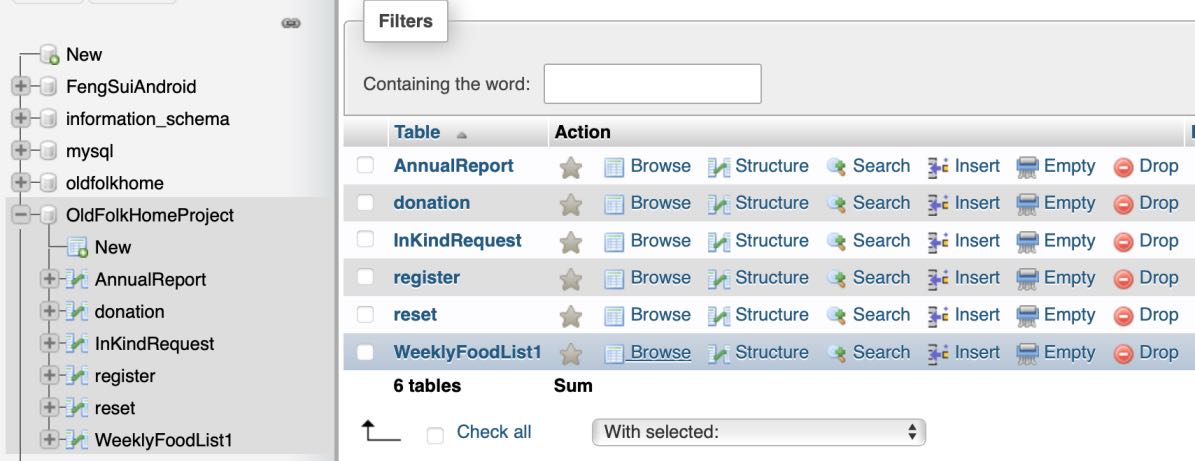
[2] Go to the choose file put in the downloaded OldFolkHomeProject.sql

[3] Click “Go” to insert the SQL file.



Screenshot 2.4 : Importing SQL file into the database

[4] Import OldFolkHomeProject.sql completed



Screenshot 2.5 : Completed import SQL file

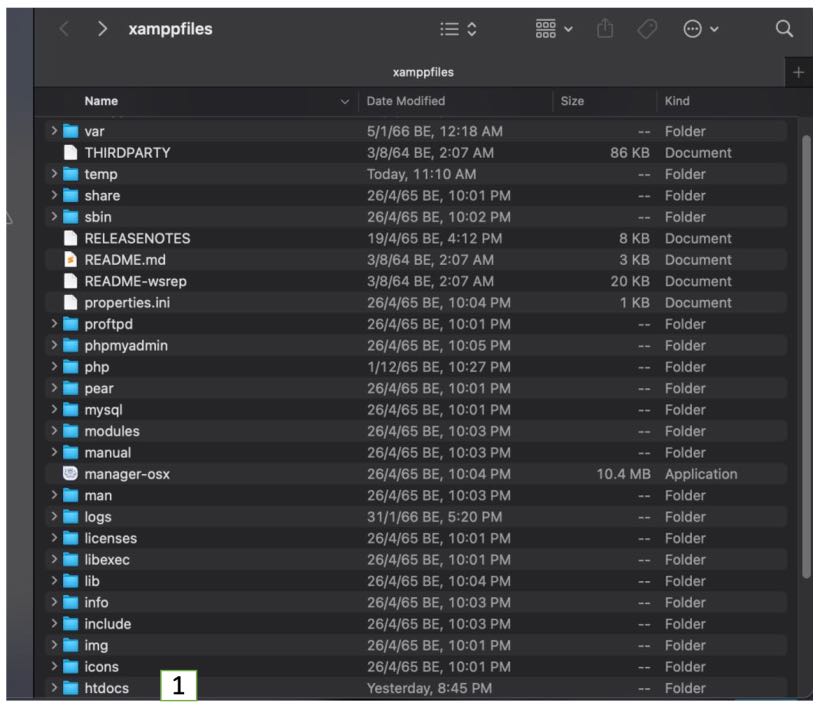
[IV] Put the OldFolkHome folder (code) into the Xampp htdocs.

[1] Find the xamppfiles from the laptop path, and then search the htdocs folder in order to place the OldFolkHome folder (code).

Usually the path will be follow the below standard.

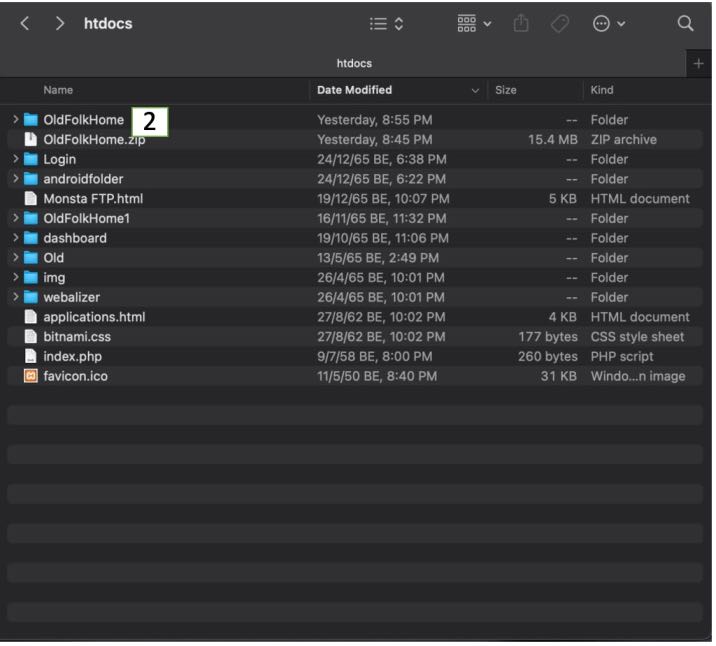
\* Window path - C:\xampp\htdocs

\* Macbook path - /Applications/XAMPP/xamppfiles/htdocs



Screenshot 2.6 : Xamppfiles

[2] Paste the OldFolkHome folder inside the htdocs.



Screenshot 2.7 : Htdocs file

After setting up the OldFolkHomeProject. Sql and OldFolkHome folder (code) inside the user’s laptop. Now we can start up the system.

# 3. Public Function Page

A) Use the laptop/PC browser to run below URL links to access the public main page. <http://localhost/OldFolkHome/MainPage/Mainpage.php>

\*Before running the URL links, you must ensure that you run the control panel of Xampp and start MySQl and Apache also complete the above setup.

## [I] Public Main Page

[1] Press on "Login" button to login page.

[2] Press on "Register" button to register as member.

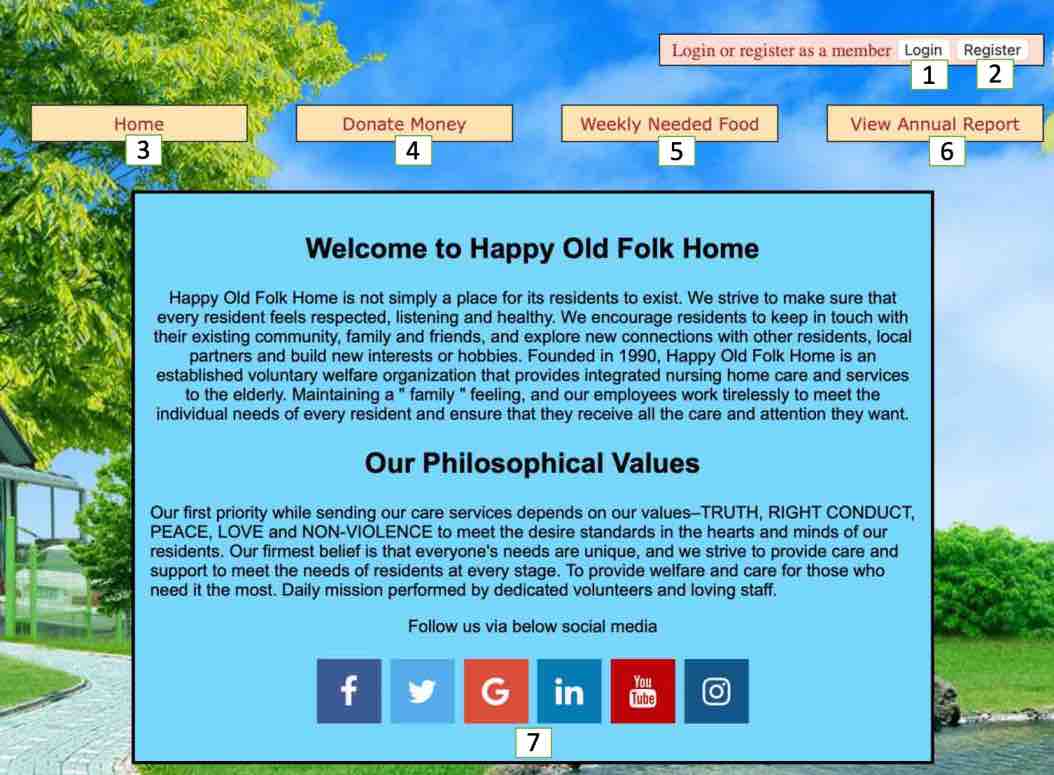
[3] Press on "Home" button to back home page.

[4] Press on "Donate Money" button to donate money page.

[5] Press on "Weekly Needed Food" button to check old folk home weekly needed food.

[6] Press on “View Annual Report” button to check old folk home annual report.

[7] Press on “social media icon” links to old folk home social media account.



Screenshot 3.1 : Public Main Page

## [II] Login

[1] Enter the Username into the column.

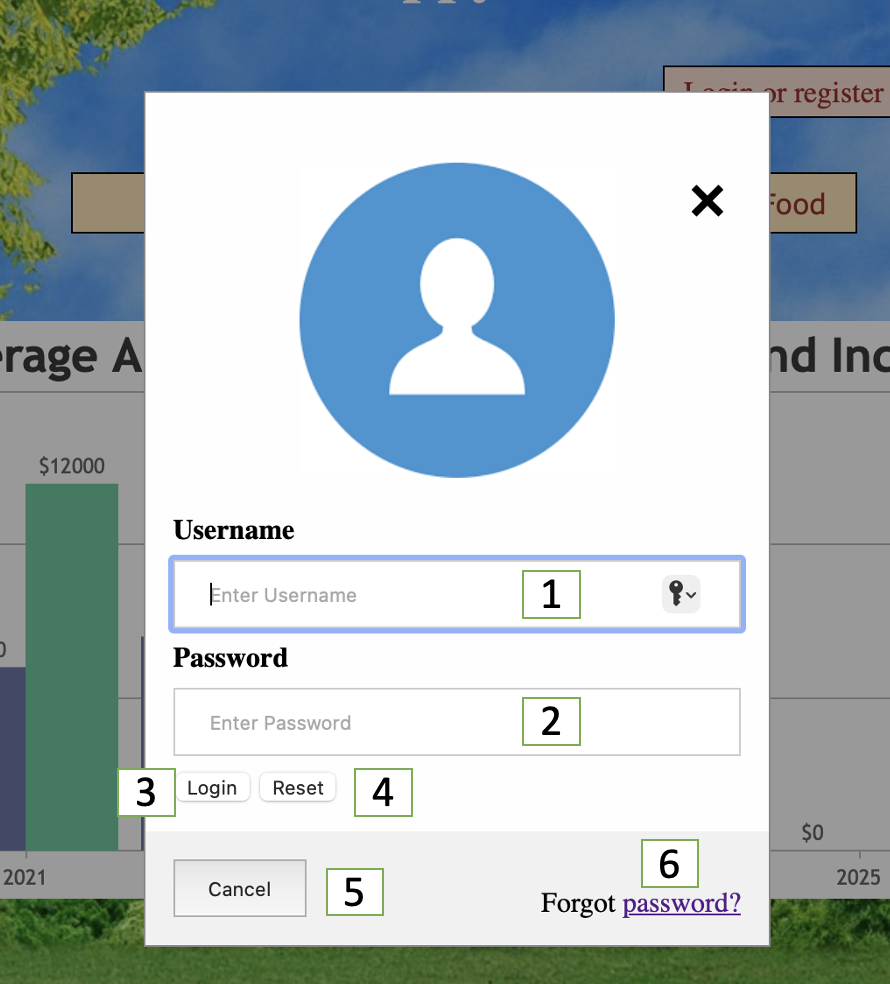
[2] Enter the Password into the column.

[3] Press on “Login" button login into the member and admin page.

[4] Press on "Reset" button to clean out the enter information.

[5] Press on “Cancel” to cancel login.

[6] Press on “password?” go to reset page.



Screenshot 3.2 : Login Function

## [III] Register Page

[1] Fill in the personal information into the column.

[2] Press on "Submit" button to register as member.

[3] Press on "Reset" button to clean out the enter information.

[4] Press on "Back Main Page To Login" button to back home page.

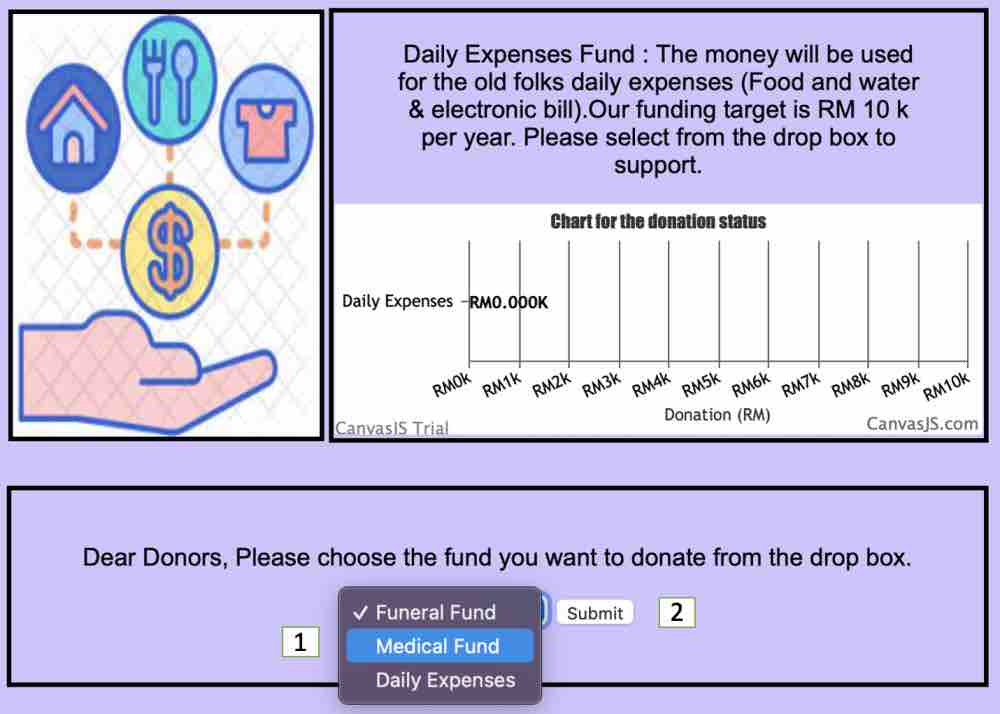


Screenshot 3.3 : Register Page

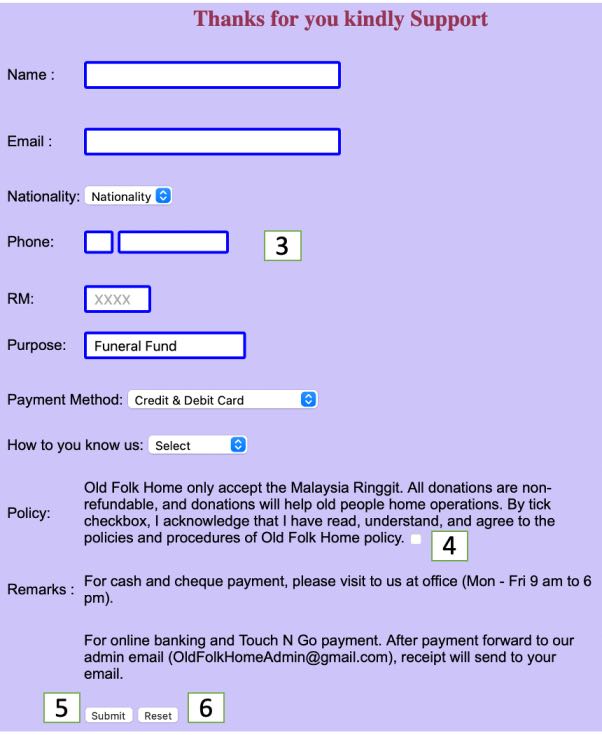
## [IV] Donate Money Page

[1] Select donate fund from the selection box.

[2] Press on "Submit" button to process the donation.



Screenshot 3.4 : Donate Money Page



Screenshot 3.5 : Donate Money Fill In Form Page

[3] Fill in the personal information and donate amount into the column.

[4] Tick on the policy

[5] Press on "Submit" button to process the donation.

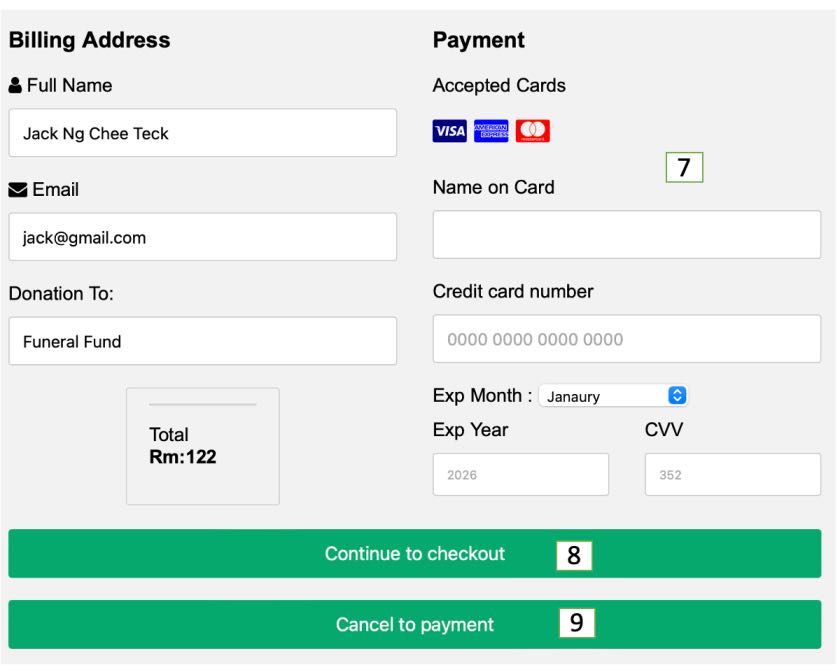
[6] Press on "Reset" button to clean out the enter information.

[7] Fill in the debit/credit card payment information into the column.

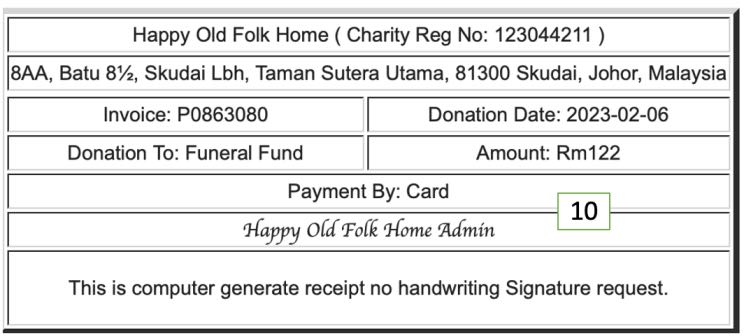
[8] Press on “Continue to checkout” to complete the donation.

[9] Press on “Cancel to payment” back main page to cancel donate money.

[10] Email Receipt sent to the donor email.



Screenshot 3.6 : Credit/Debit Card Form Page



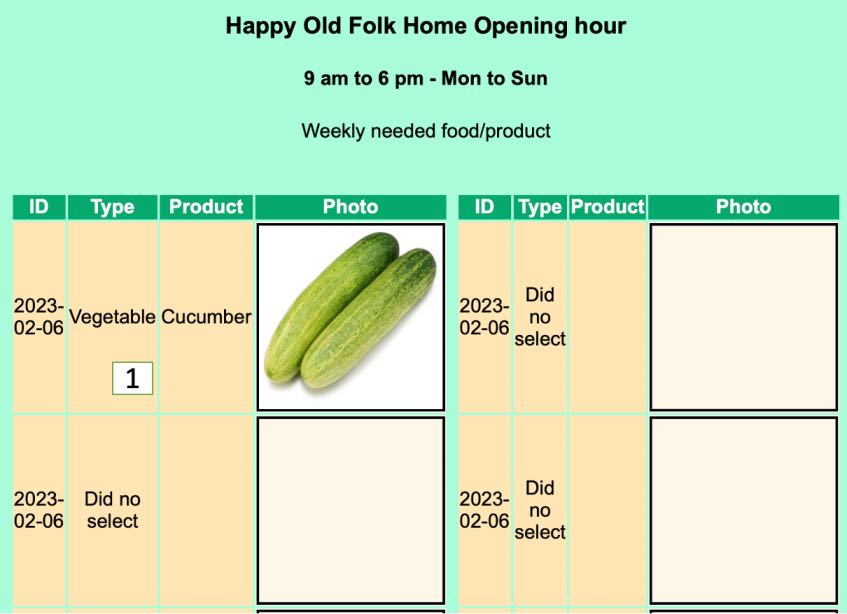
Screenshot 3.7 : E-Receipt

## [V] Weekly Needed Food Page

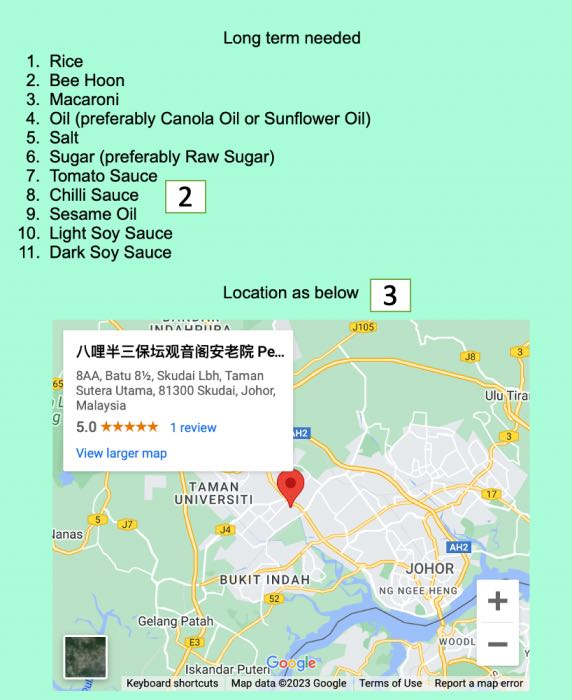
[1] View the weekly needed food information.

[2] View the long term needed food/product.

[3] View the old folk home location.



Screenshot 3.8 : Weekly Needed Food/Product Page



Screenshot 3.9 : Weekly Needed Food/Product Page

## [VI] View annual report

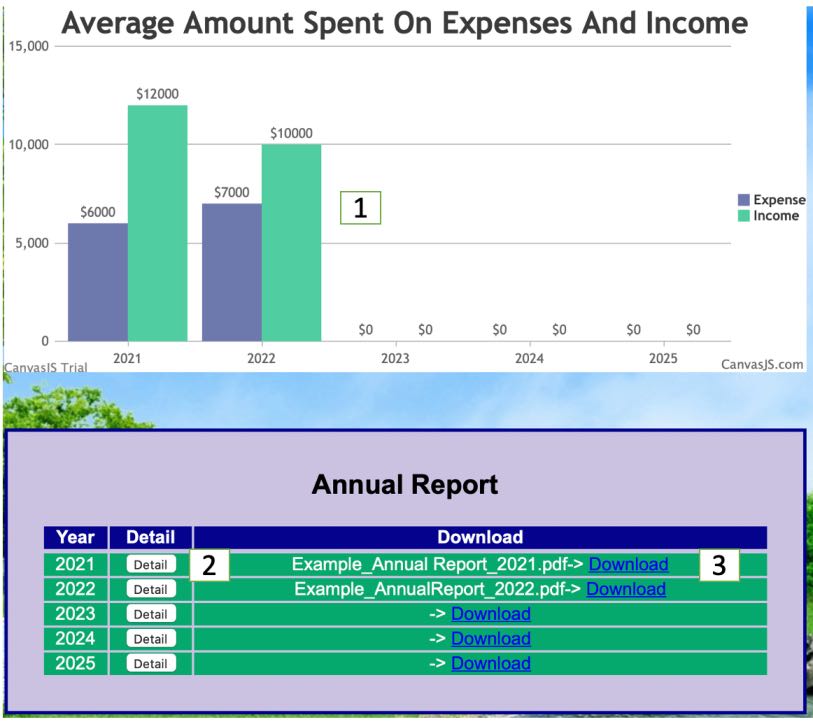
[1] View the graph of the average amount spent.

[2] Press on “Detail" button view the annual report detail in pie chart mode.

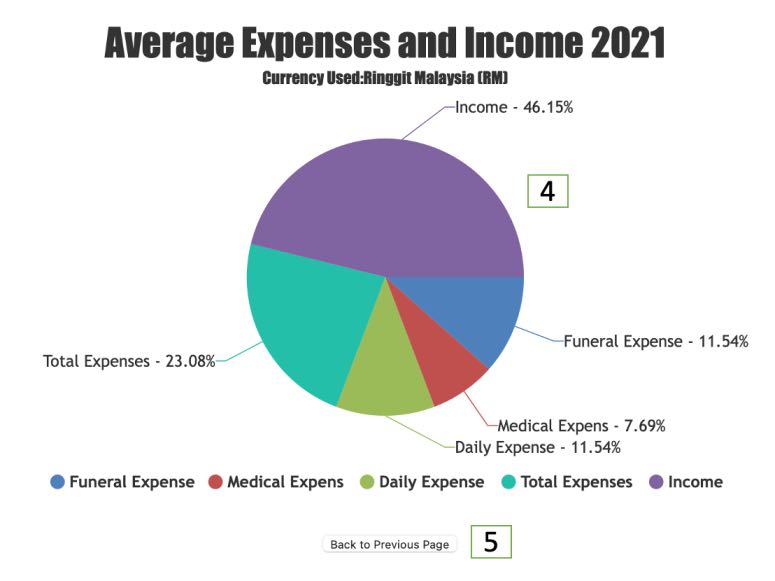
[3] Press on “Download" button to download the annual report’s pdf.

[4] View the pie chart mode of the annual reports.

[5] Press on “Back to Previous Page" button to back the annual report page.



Screenshot 3.9 : View Annual Report Page



Screenshot 4.0 : View Annual Report In Pie Chart Mode Page

## [VII] Reset Password

[1] Enter registered member/admin email into the column.

[2] Press on “Submit" button process to reset.

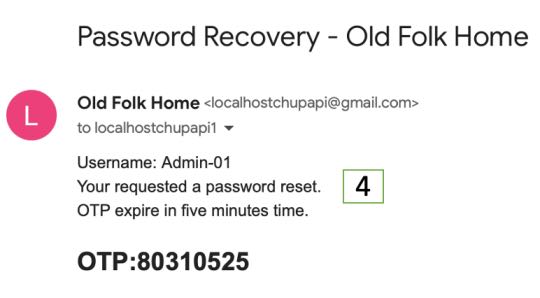
[3] Press on "Reset" button to clean out the enter information.

[4] OTP send to registered email.

[5] Press on “Resend code" button to get another OTP.



Screenshot 4.1 : Enter Registered Email Page



Screenshot 4.2 : Received OTP Email

[6] Key in the received OTP.

[7] Press "Submit" button to process reset password.

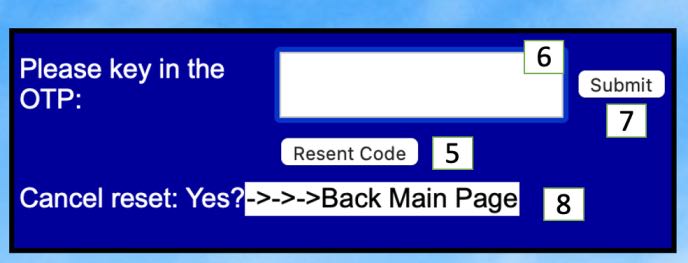
[8] Press on “Back Main Page” to cancel reset and back main page.

[9] Enter the new password and confirm password into the column.

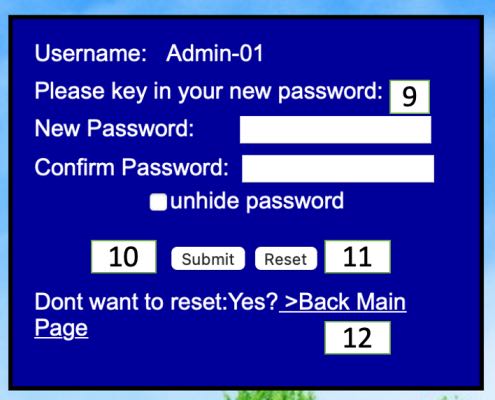
[10] Press "Submit" button to complete reset password.

[11] Press on "Reset" button to clean out the enter information.

[12] Press on “Back Main Page” to cancel reset and back main page.



Screenshot 4.3 : Enter OTP Page



Screenshot 4.4 : Enter New Password For Reset Page

# 3. Member Function Page

A) Users need to log in to access the member page. (Refer to 3. Public pages- [2] login function).

\* Before accessing the public page, member page and admin pages, you must ensure that you run the control panel of Xampp and start MySQl and Apache also complete the above setup.

## [I] Member Main Page

[1] Press on "Logout" button to logout the page.

[2] Press on "Edit" button to go edit profile page.

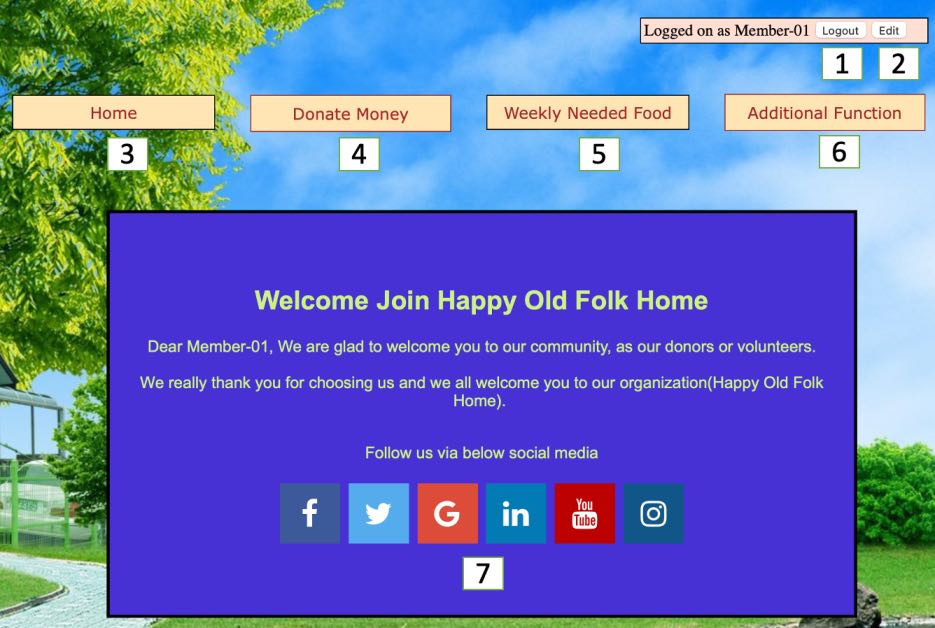
[3] Press on "Home" button to back home page.

[4] Put the mouse on the "Donate Money" button to access the drop-down button's page.

[5] Press on "Weekly Needed Food" button to check old folk home weekly needed food.

[6] Put the mouse on the "Additional Function" button to access the drop-down button's page.

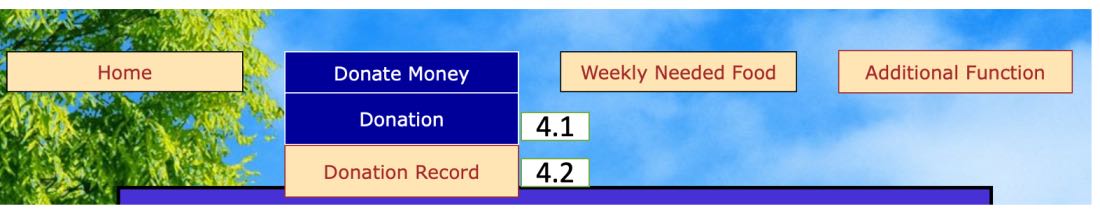
[7] Press on “social media icon” links to old folk home social media account.



Screenshot 1.1 : Member Main Page

[4.1] Press on "Donation" button go to donate money page.

[4.2] Press on "Donation Record" button to go donation record page.



Screenshot 1.2 : Member Main Page

[6.1] Press on "In-Kind Donation" button go to in-kind donation form page.

[6.2] Press on "In-Kind Donation Record" button go to in-kind donation record page.

[6.3] Press on "View Annual Report" button to go annual report page.

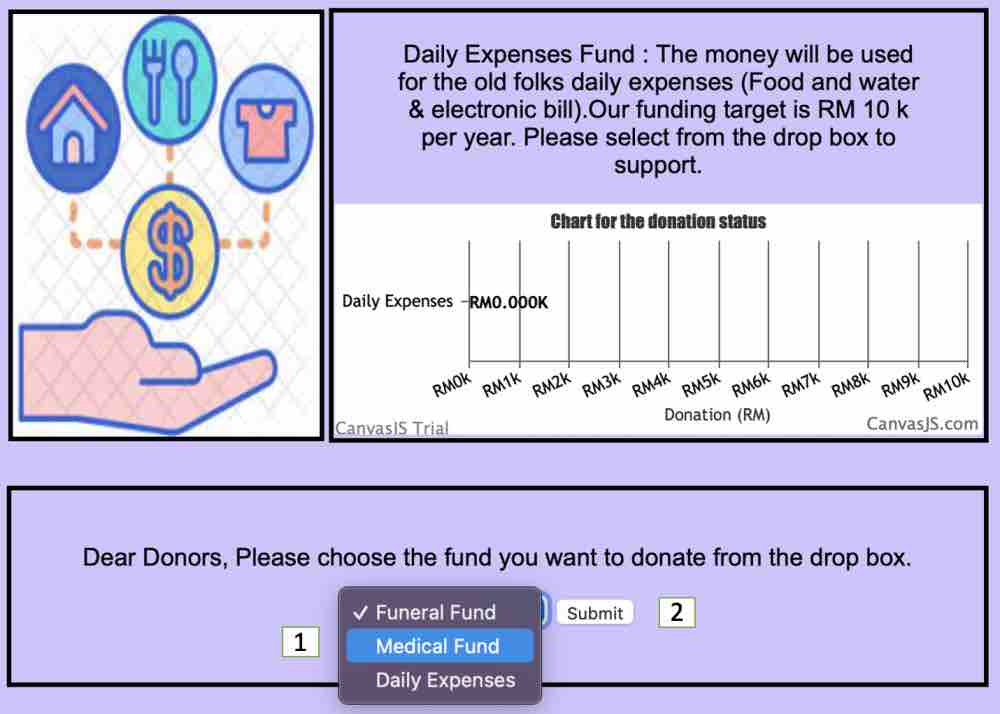


Screenshot 1.3 : Member Main Page

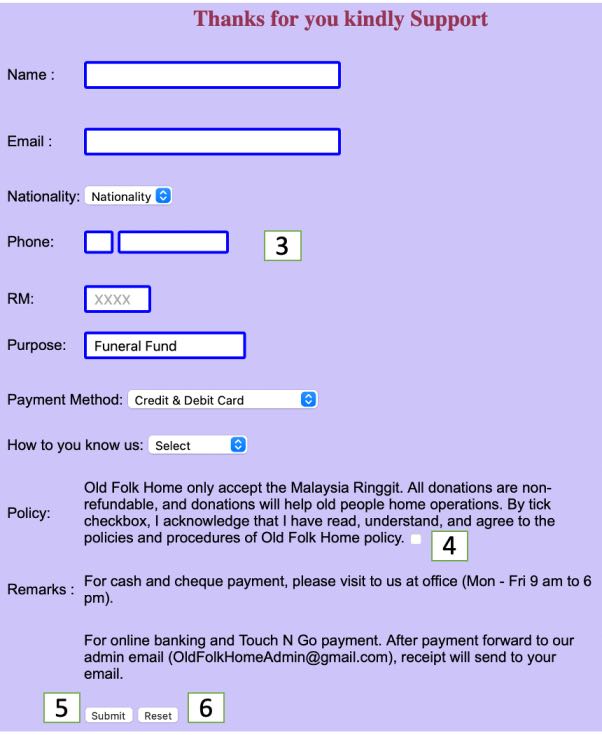
## [II] Donate Money Page

[1] Select donate fund from the selection box.

[2] Press on "Submit" button to process the donation.



Screenshot 2.1 : Donate Money Page



Screenshot 2.2 : Donate Money Fill In Form Page

[3] Fill in the personal information and donate amount.

[4] Tick on the policy

[5] Press on "Submit" button to process the donation.

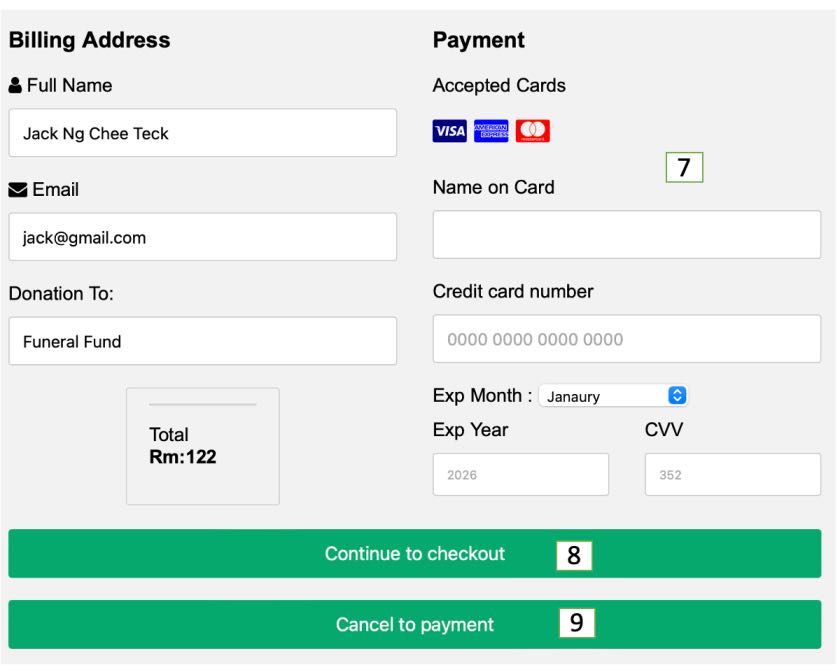
[6] Press on "Reset" button to clean out the enter information.

[7] Fill in the debit/credit card payment information into the column.

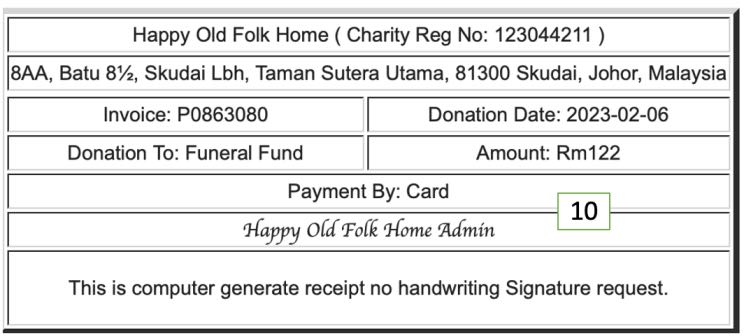
[8] Press on “Continue to checkout” to complete the donation.

[9] Press on “Cancel to payment” back main page to cancel donate money.

[10] Email Receipt sent to the member email.



Screenshot 2.3 : Credit/Debit Card Form Page



Screenshot 2.4 : E-Receipt

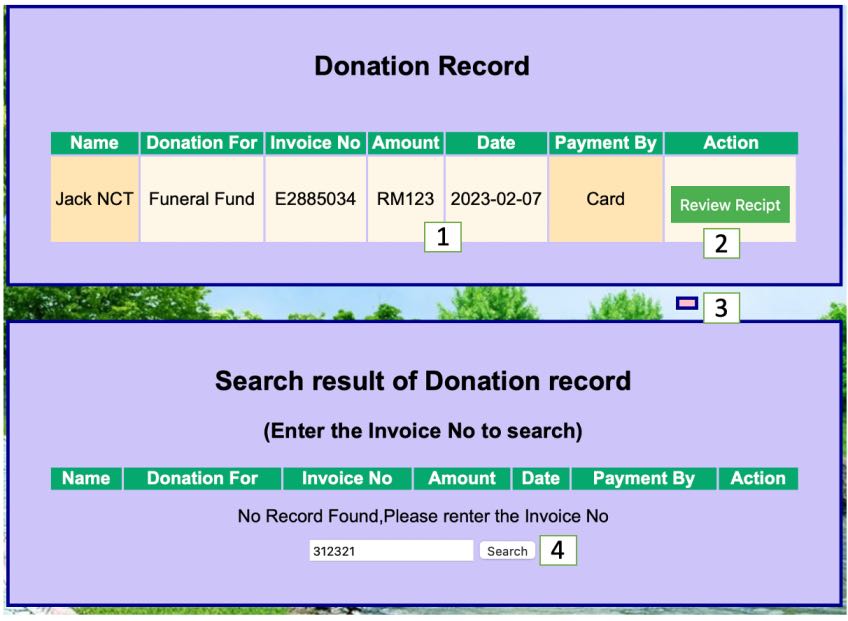
## [III] Donation Money Record

[1] Review the donation details.

[2] Press on "Review Receipt" button to go review receipt page.

[3] Press on the button to next page.

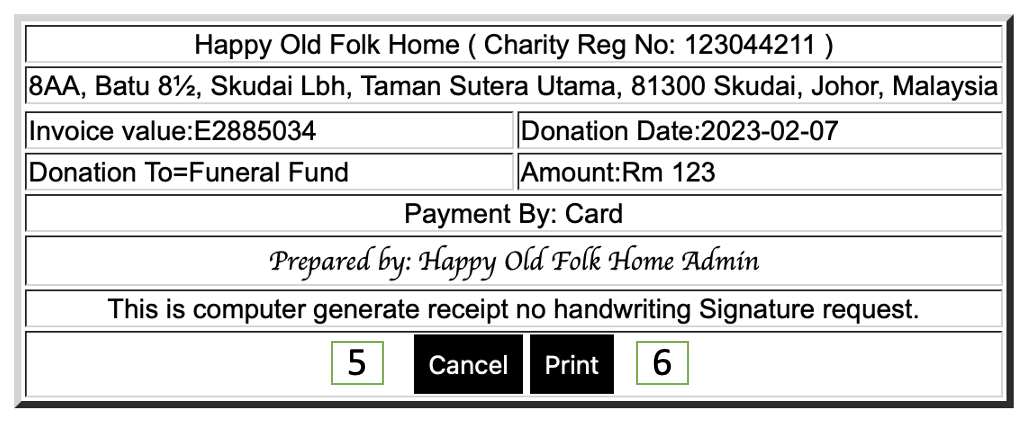
[4] Enter the invoice No, and then press "Search" button to find the donation record.



Screenshot 3.1 : Donation Money Record Page

[5] Press on "Cancel" button to cancel receipt reprint.

[6] Press on "Print" button to print the receipt.



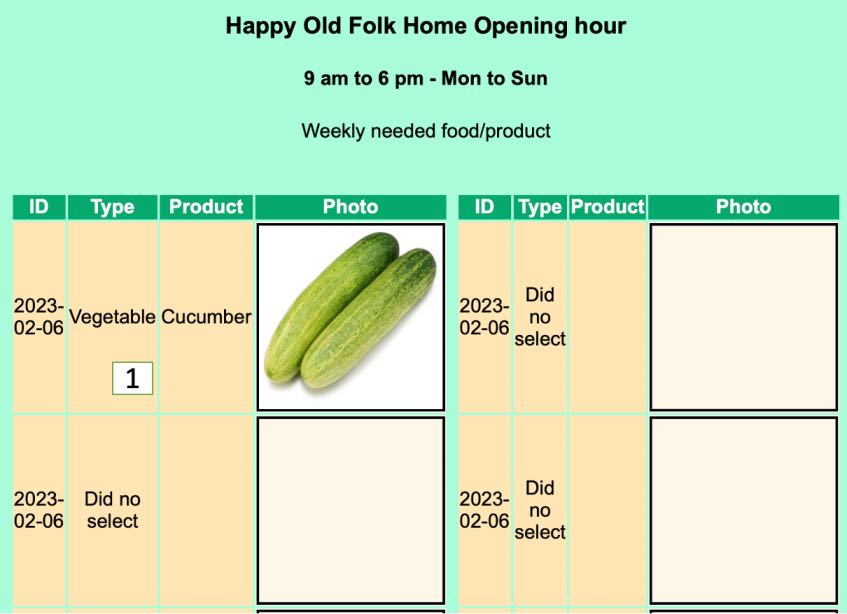
Screenshot 3.2 : Reprint receipt Page

## [IV] Weekly Needed Food Page

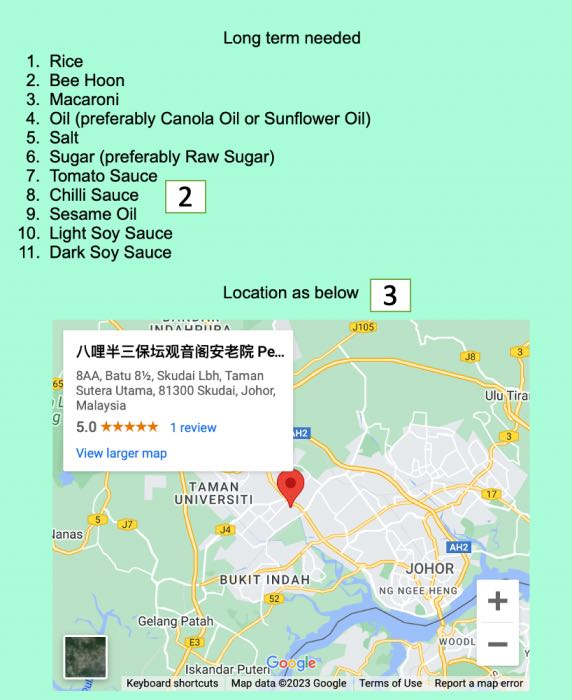
[1] View the weekly needed food information.

[2] View the long term needed food/product.

[3] View the old folk home location.



Screenshot 4.1 : Weekly Needed Food/Product Page



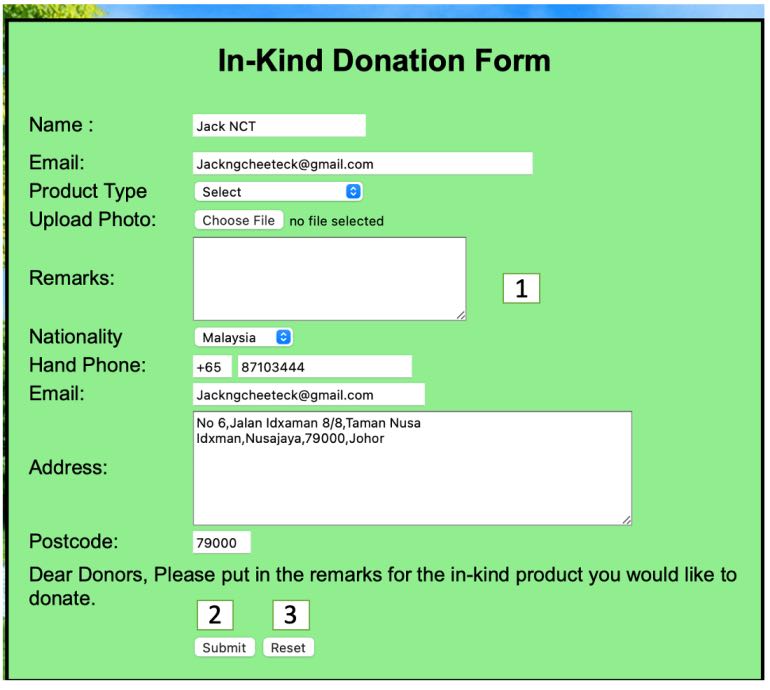
Screenshot 4.2 : Weekly Needed Food/Product Page

## [V] In-Kind Donation Form

[1] Fill in the information into the column.

[2] Press on “Submit" button to complete submit in-kind donation form.

[3] Press on "Reset" button to clean out the enter information.



Screenshot 5.1 : In-Kind Donation Form Page

## [VI] In-Kind Donation Record

[1] View the in-kind donation record

[2] Press on “Delete Record" button to delete the in-kind donation form.

[3] Press on the button to next page.

[4] Enter the in-kin donation request’s ID, and then press "Search" button to find the in-kind donation record.



Screenshot 5.2 : In-Kind Donation Record Page

## [VII] View annual report

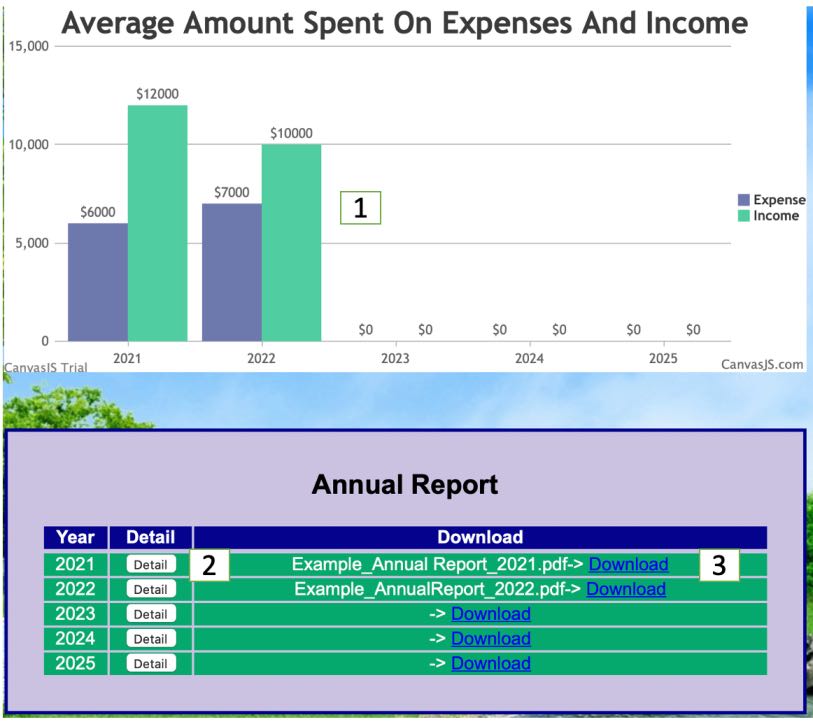
[1] View the graph of the average amount spent.

[2] Press on “Detail" button view the annual report detail in pie chart mode.

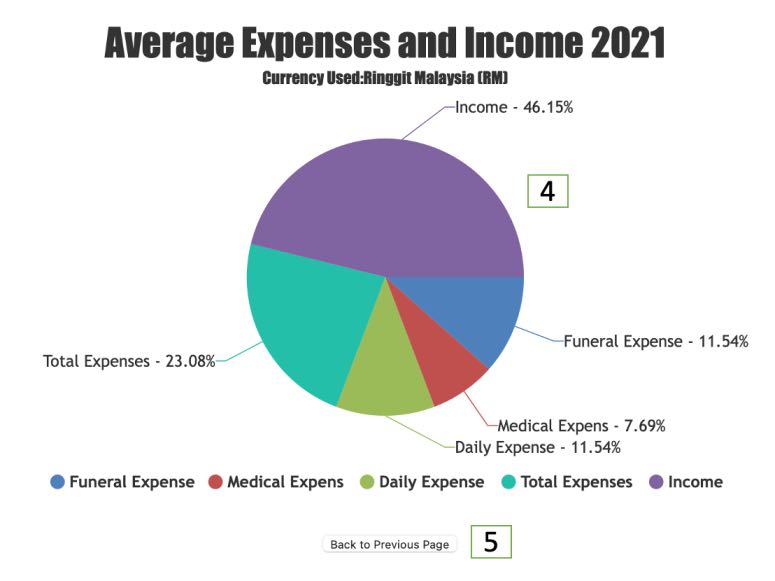
[3] Press on “Download" button to download the annual report’s pdf.

[4] View the pie chart mode of the annual reports.

[5] Press on “Back to Previous Page" button to back the annual report page.



Screenshot 6.1 : View Annual Report Page



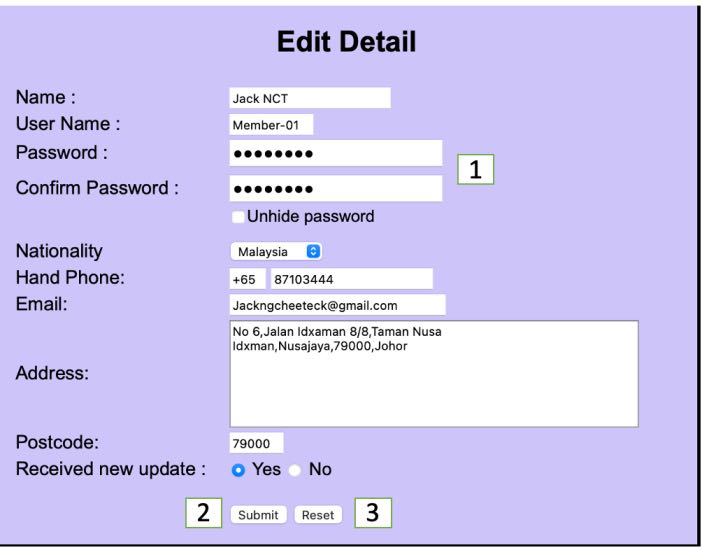
Screenshot 6.2 : View Annual Report In Pie Chart Mode Page

## [VIII] Edit Detail

[1] Fill in the personal information into the column.

[2] Press on “Submit" button to complete the edit personal detail.

[3] Press on "Reset" button to clean out the enter information.



Screenshot 7.1 : Edit Detail Page

# 3. Admin Function Page

A) Users need to log in to access the admin page. (Refer to 3. Public pages- [2] login function).

\* Before accessing the public page, member page and admin pages, you must ensure that you run the control panel of Xampp and start MySQl and Apache also complete the above setup.

## [I] Admin Main Page

[1] Press on "Logout" button to logout the page.

[2] Press on "Edit" button to go edit profile page.

[3] Press on "Home" button to back home page.

[4] Put the mouse on the "Donation" button to access the drop-down button's page.

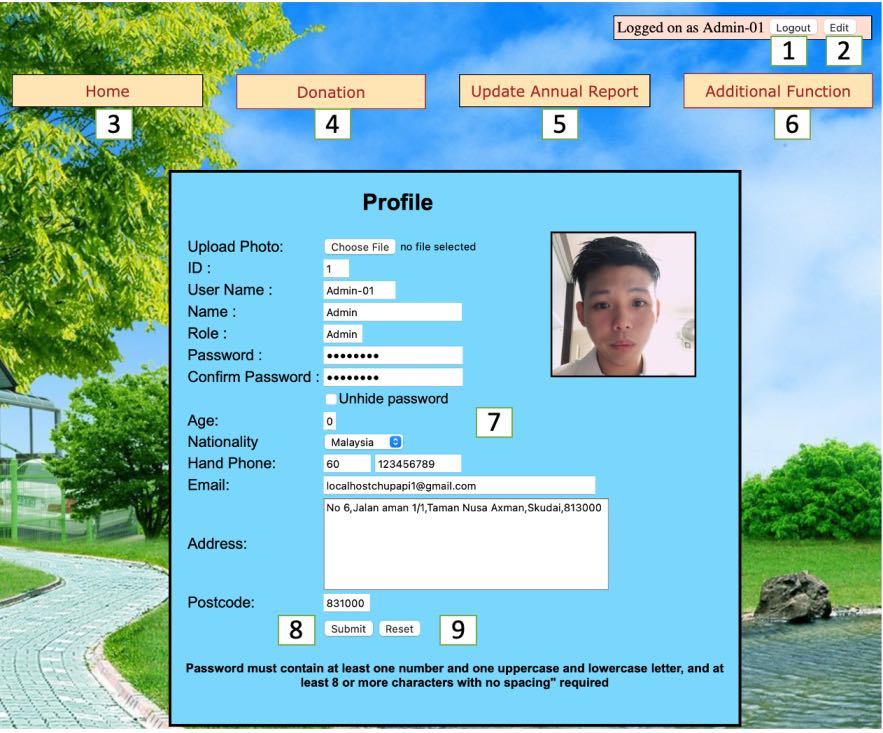
[5] Press on "Update Annual Report" button to go update annual report’s page.

[6] Put the mouse on the "Additional Function" button to access the drop-down button's page.

[7] Fill in the information into the column \*Remark if users want to edit profile\*

[8] Press on “Submit" button to complete the edit personal detail. \*Remark if users want to edit profile\*

[9] Press on "Reset" button to clean out the enter information.

\

Screenshot 1.1 : Member Main Page

[4.1] Press on "Donation Money Record" button to go donation record page.

[4.2] Press on "Update Weekly Food List" button to go update weekly food list page.



Screenshot 1.2 : Member Main Page

[6.1] Press on "Member List" button to go manage member list page.

[6.2] Press on "Check In-Kind Donation Record" button to go check in-kind donation record page.



Screenshot 1.3 : Member Main Page

## [II] Donation Money Record

[1] Review the donation details.

[2] Press on "Review Receipt" button to go review receipt page.

[3] Press on the button to next page.

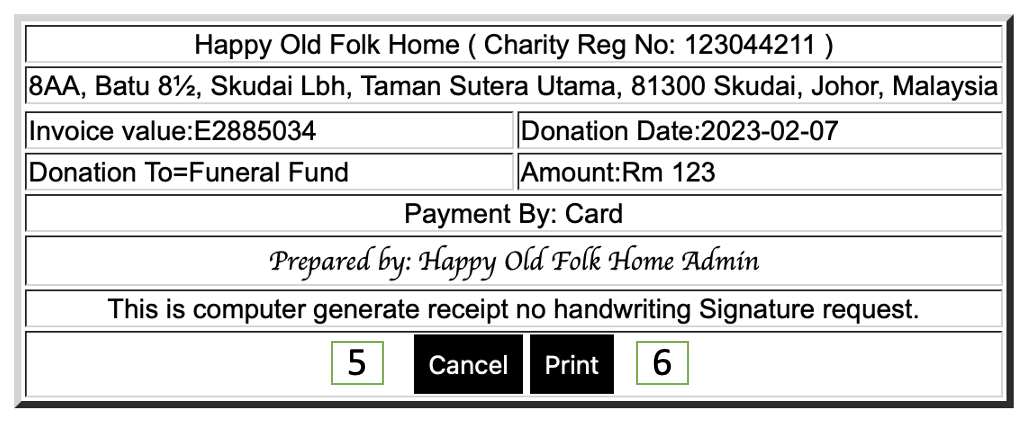
[4] Enter the username, and then press "Search" button to find the donation record.

[5] Press on "Cancel" button to cancel receipt reprint.

[6] Press on "Print" button to print the receipt.



Screenshot 2.1 : Donation Money Record Page



Screenshot 2.2 : Reprint Receipt Page

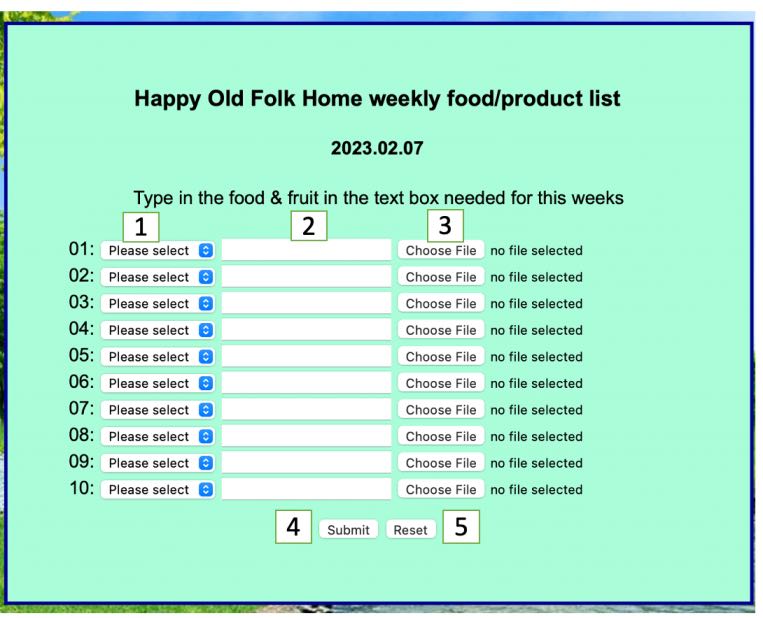
## [III] Update Weekly Food list

[1] Press on “Please select” to choose the food/product type.

[2] Fill in the product/food name into the column.

[3] Press on “Submit" button to complete update the weekly food/product list.

[4] Press on "Reset" button to clean out the enter information.



Screenshot 3.1 : Update Weekly Food List Page

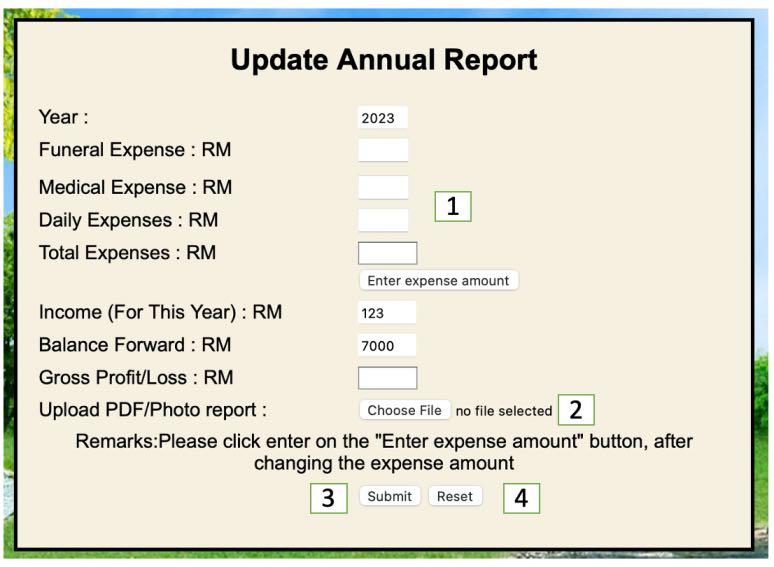
## [IV] Update Annual Report

[1] Fill in the expense information into the column.

[2] Press "Choose File" to upload the annual report document.

[3] Press on “Submit" button to complete update the annual report.

[4] Press on "Reset" button to clean out the enter information.



Screenshot 4.1 : Update Annual Report Page

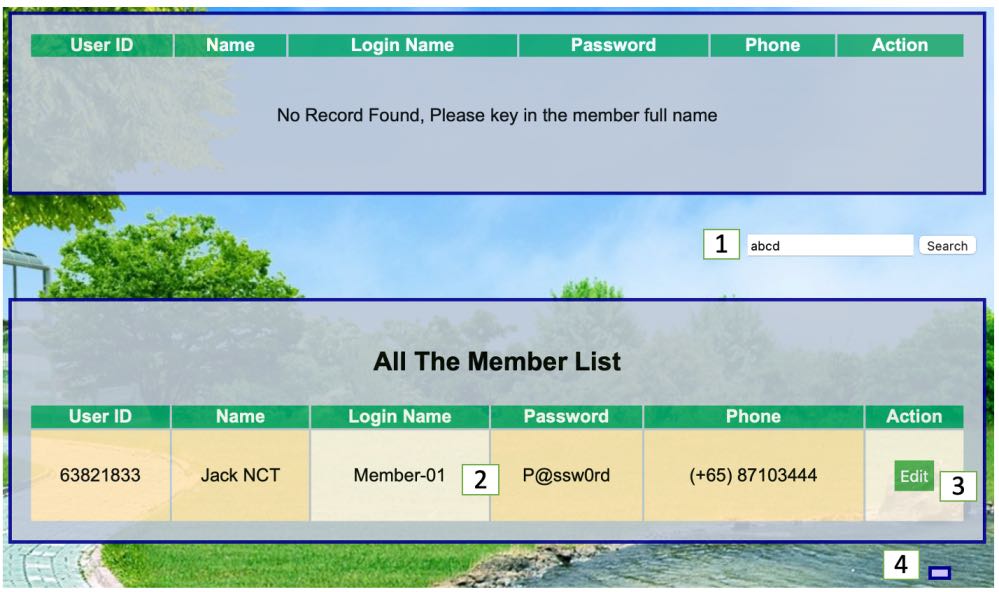
## [VI] Member List

[1] Enter the member’s full name, and then press "Search" button to find the member record.

[2] Review the information.

[3] Press on “Edit" button to go edit member details page.

[4] Press on the button to next page.

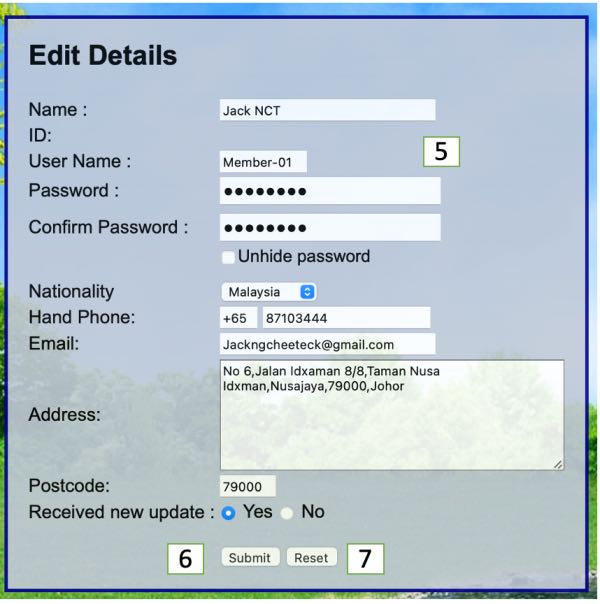


Screenshot 5.1 : Member List Page

[5] Fill in the member information into the column.

[6] Press on “Submit" button to complete update the member information.

[7] Press on "Reset" button to clean out the enter information.



Screenshot 5.2 : Edit Details Page

## [VII] Check In-Kind Donation Record

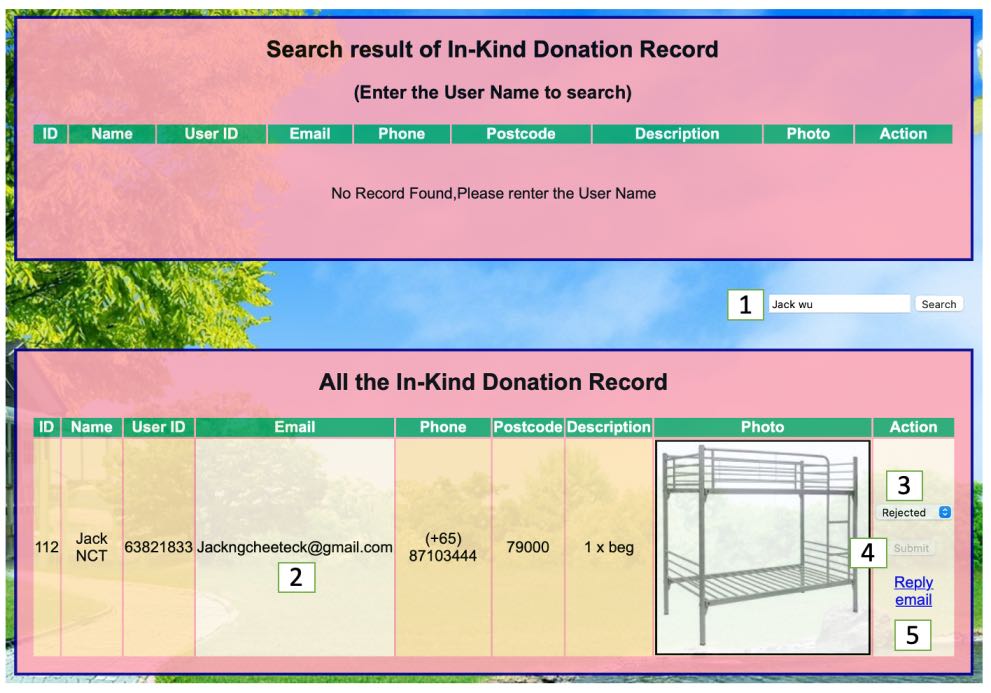
[1] Enter the username, and then press "Search" button to find the in-kind donation record.

[2] Review the information.

[3] Press on the "Status" button to select the status of the in-kind donation record from the drop-down list.

[4] Press on “Submit" button to complete update the in-kind donation record status.

[5] Press on “Reply Email" links to send an email to the member.



Screenshot 6.1 : Check In-Kind Donation Record Page

# **Appendix A**

The following is the email account used for this Old Folk Home Web Base System

Email: [localhostChupapi@gmail.com](mailto:localhostChupapi@gmail.com)

Password: qk14016T

App Password: crzoysziwiabpitt