**User Guide**

**Login:**

To login the user will need to input their username and password and press the “Login” button.

For testing purposes please use the following user credentials:

Username: Admin

Password: password

**Main Menu:**

Depending on the users privilege level the user will have access to forums in the main menu.

**New Customer forum:**

All fields on this forum are required. If there is any missing fields when the user attempts to save the record an error message will prompt the user to input data for the missing fields.