USERS MANUAL

OBO RECORD SYSTEM

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1.0 GENERAL INFORMATION

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1.1 System Overview

Office of the building Officials is an office under The City administration of Cagayan de Oro that has a mission to provide for all buildings and structures a framework of minimum standards pursuant to sound environmental and social management and control, sustainable growth and development through honest, efficient and effective services with this , **OBO Record System** is a web-based application to store datas concerning to application on building permits.

1.1.1 Major function of the System

OBO Record System uses the CRUD system , to *Create Data , Read data ,Update and Delete files from the system . it also have the import and Export functionalities that let the user import CSV files directly to the database and to export data from databse to CSV file format.*

1.1.3 Graphical User Interface

OBO Record System has a user friendly GUI . The Graphical user interface of the system provides the easy access navigation tab for the user to have easy access to the system .

1.1.4 System Name

The name of the system is entitled "**OBO Record System"** OBO is the abbreviation of the office "**Office of the City Building Officials** Thus, OBO Record System was the name to the Web Based Application.

1.1.5 System Code

For the System code please see the server or the developer of the system .

1.1.6 Operational Status

Currently, the application is operational. **OBO Record System** can operate the functionalities it is intended to do. However, **OBO Record System** can be developed more for future works.

1.1.7 General Description

OBO Record System is a Web Based Application to accommodate records in applying Building permit at Office of the City Building Official – Cagayan de Oro City .

(see 3.1 **Getting Started for system menu**)

1.1.8 System Environment

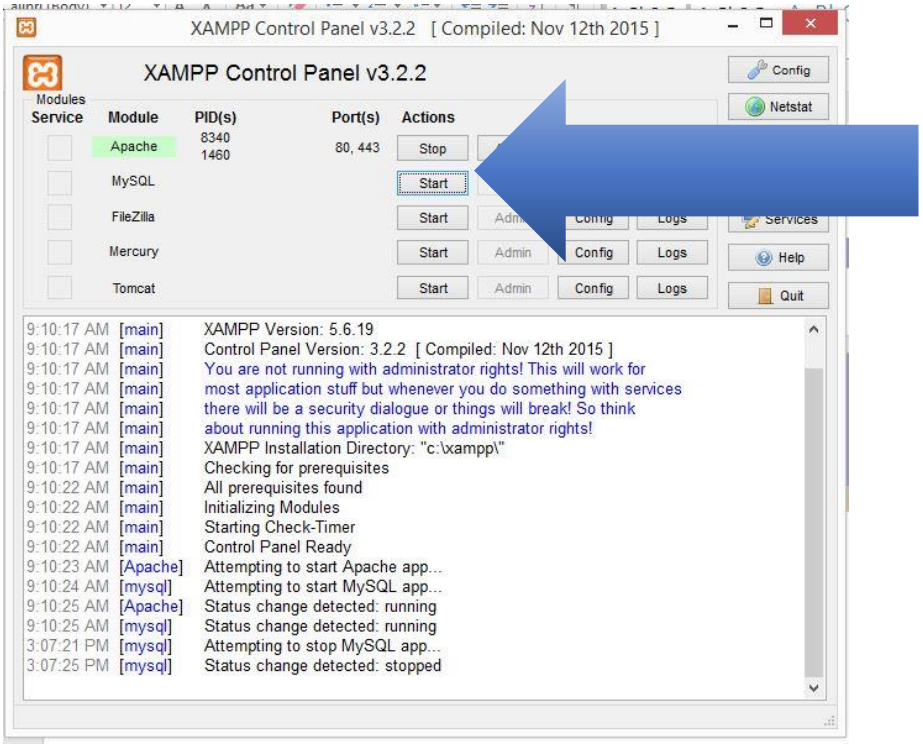
OBO Record System needs XAMPP and a bigger storage capacity in order to store data to the database . please see the link attached on what is XAMPP.

https://www.apachefriends.org/index.html

2.0 GETTING STARTED

2.0 GETTING STARTED

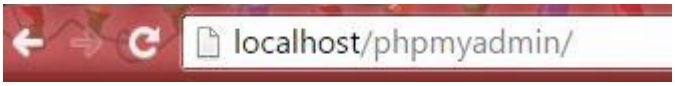
The server must install XAMPP for the user to view the page . once the XAMPP was installed on the server . open XAMPP Control Panel and click "**start"** for both Apache and MySQL .



CLICK **START**

Install the system and place the folder name " OBORS" to htdocs located at **C:/XAMPP/htdocs**

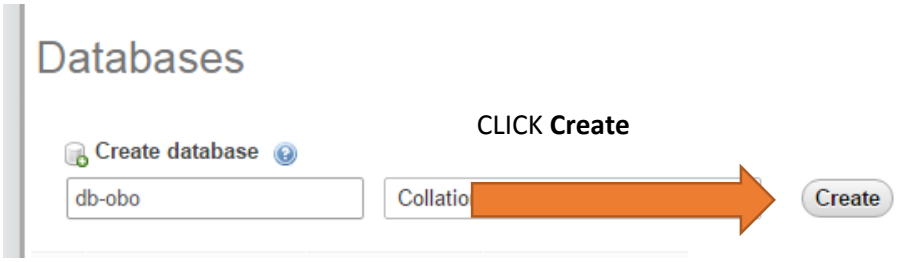
For database open the webpage and enter "**localhost/phpmyadmin**"



Click **new** located at the navigation tab of phpmyadmin page

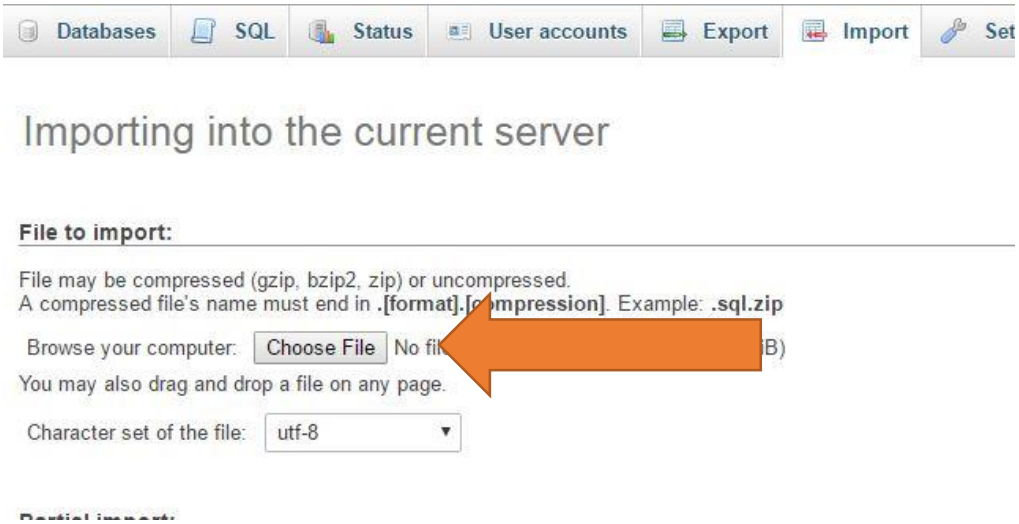
Name the database into "**db-obo"**

and click "**create"**



locate "import" at the task pane . and click .

Under the division “File to import” click **choose file”**



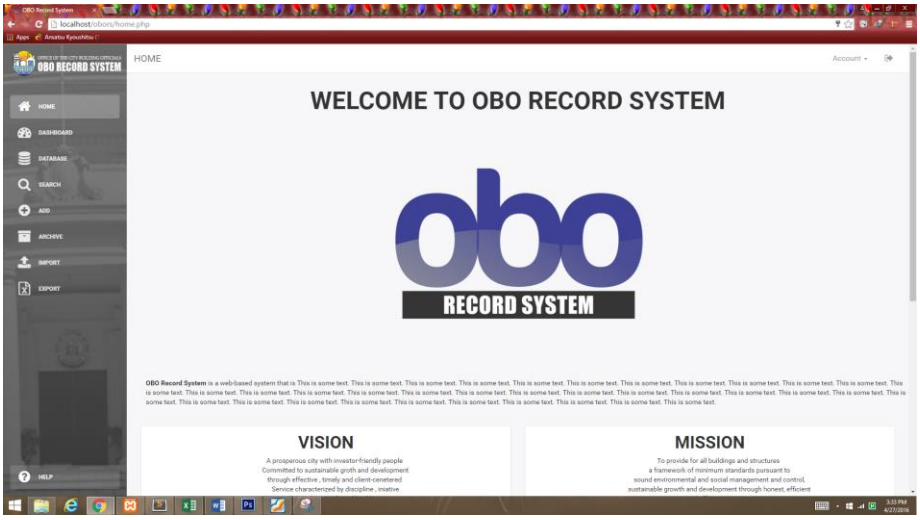
dialog box will appear . select file with the file name “db-obo.sql” and click open. Click **Go** to import files.

On the browser, enter “ **localhost/OBORS**”

And finally the system will appear.

To use the system you need to have a authentication details for you to proceed .

Once you have done with this security process the page will redirect the system to the home page .



Client :

*(you have to **virtual host** the server setup for us to access the system from other Computer).*

You need to know the servers IP address for you to access the system using the client computer

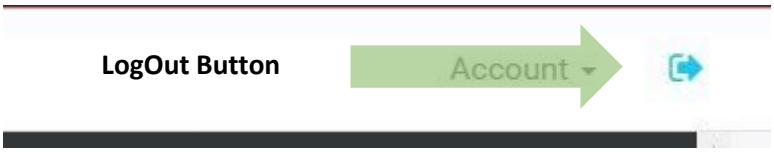
You need to connect your device at the same network for you to access the system.

2.1 System Navigation Tab

The **nine** tabs on the figure above are the functions of the application. These functions are:

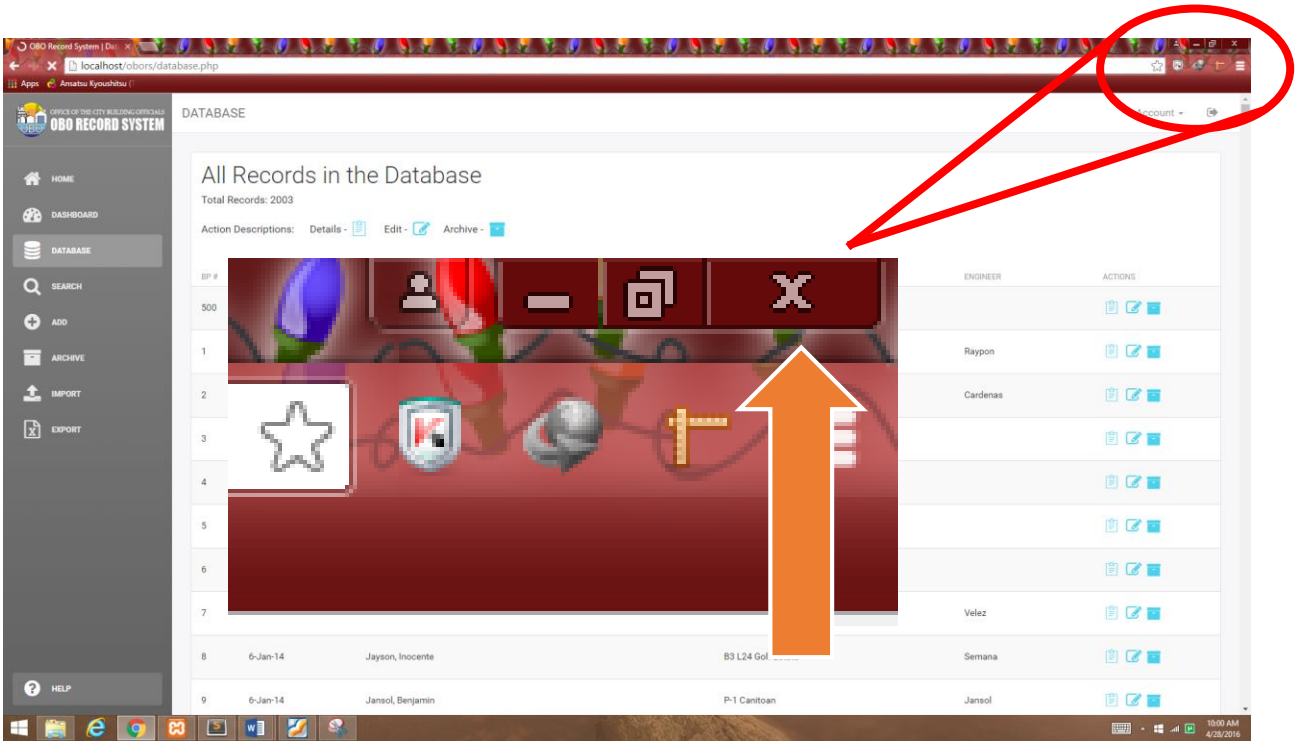
- *Home*
- *Dashboard*
- *Database*
- *Search*
- *Add*
- *Archive*
- *Import*
- *Export*
- *Help*

2.2 System Exit



Or the browsers exit button

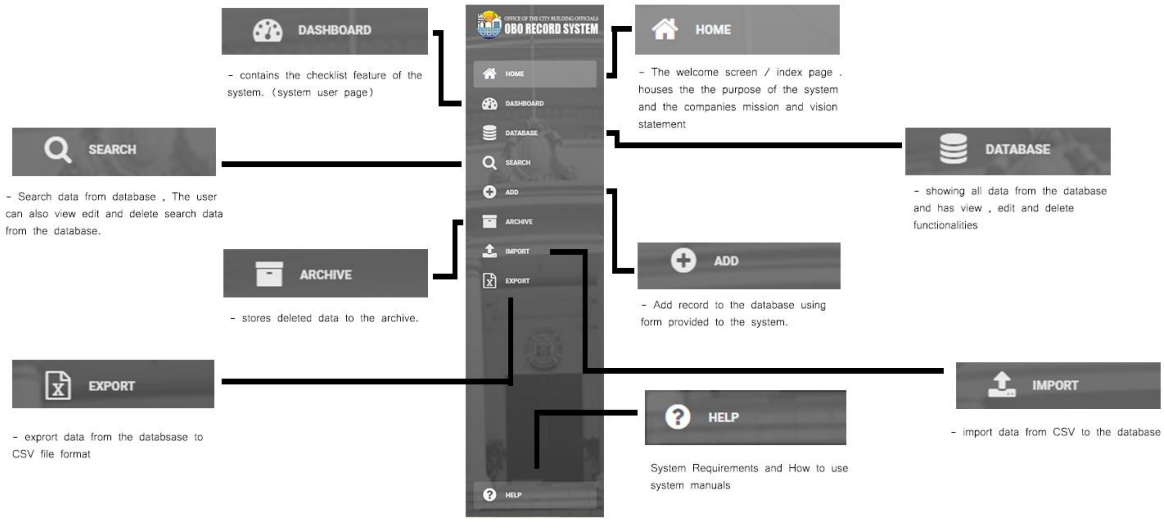
To properly exit the system, just click on the 'X' mark on the top corner right of the application.


localhost/obors/database.php
OBO RECORD SYSTEM
DATABASE
HOME
DASHBOARD
DATABASE
SEARCH
ADD
ARCHIVE
IMPORT
EXPORT
HELP
All Records in the Database
Total Records: 2003
Action Descriptions: Details - Edit - Archive -
BP #
ENGINEER
ACTIONS
500
1
Raypon
2
Cardenas
3
4
5
6
7
Velez
8
6-Jan-14
Jayson, Inocente
B3 L24 Gol
Semana
9
6-Jan-14
Jansol, Benjamin
P-1 Canitoan
Jansol

3.0 USING THE SYSTEM

3.0 USING THE SYSTEM

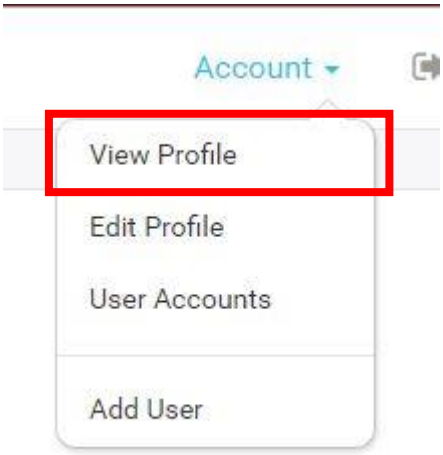
The OBO Record System Navigation Bar :



The OBO Record System Action Icons:

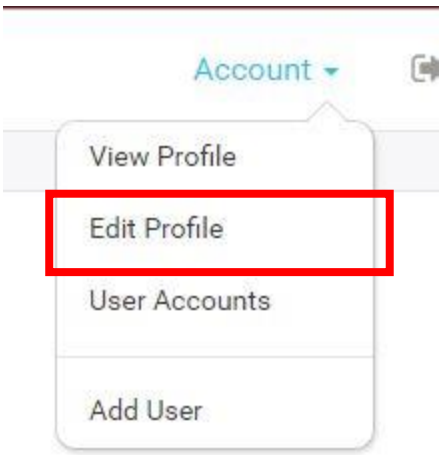
1. **Details –** when you click this icon , this icon redirects you to the individual applicant information page .
2. **Edit –** when you click this icon , this icon redirects you to the edit page wherein you can update the applicants information .
3. **Archive -** when you click this icon , the Applicants information will automatically been save to the archive . storage area for backup copies of files or for files that are no longer in active use . (*if you no longer want the information , **Delete button** is provided at the archive page).*

The OBO Record System Account functionalities:



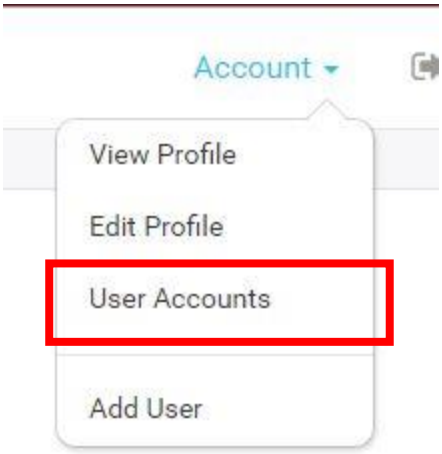
View Profile –

Allows the user to view his/her profile of the system



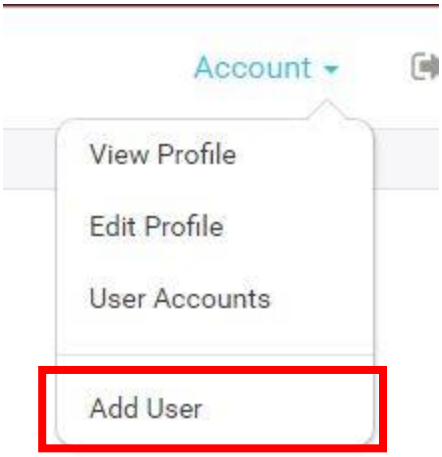
Edit Profile –

Allows the user to Edit his/her profile of the system



User Accounts –

List of system users (for security purposes)



Add User –

Allows user to add another user to use the system