

User Manual

Expense Tracker - Simple Guide

1. How to Use the App

A. Sign Up (First-Time Users)

1. Go to: [yourwebsite.com](#)
2. Click "Sign Up"
3. Enter:
 - Username (e.g., *yourname*)
 - Password (8+ letters/numbers)
 - Confirm Password
4. Click "Create Account"



B. Log In (Returning Users)

1. Visit [SpendWise.com](#)
2. Enter your Username and Password
3. Click "Login"

2. Adding Expenses

1. After logging in, click "+ Add New" (top-right)
2. Fill in:
 - Amount: Enter the cost (e.g., *250*)
 - Category: Select from Food, Travel, Bills, etc.
 - Description: Add a note (e.g., "Lunch at Cafe")
3. Click "Save"

3. Viewing & Managing Expenses

- See All Expenses: Your spending list appears automatically.
- Edit: Click the  (Edit) button next to any expense.
- Delete: Click the  (Delete) button to remove an expense.
- Filter: Use the dropdown to sort by category (e.g., "Food").

4. Checking Your Spending

The "Total Spending" card shows your overall expenses.

The colorful chart displays spending by category.

5. Logging Out

Click "Logout" (top-right) to securely exit the app.

Tips for Better Tracking

- ✓ Add expenses daily for accurate records.
- ✓ Use categories to see where you spend the most.
- ✓ Check the chart weekly to spot trends.

Note: Always log out on shared devices!