

## Chat Instructions

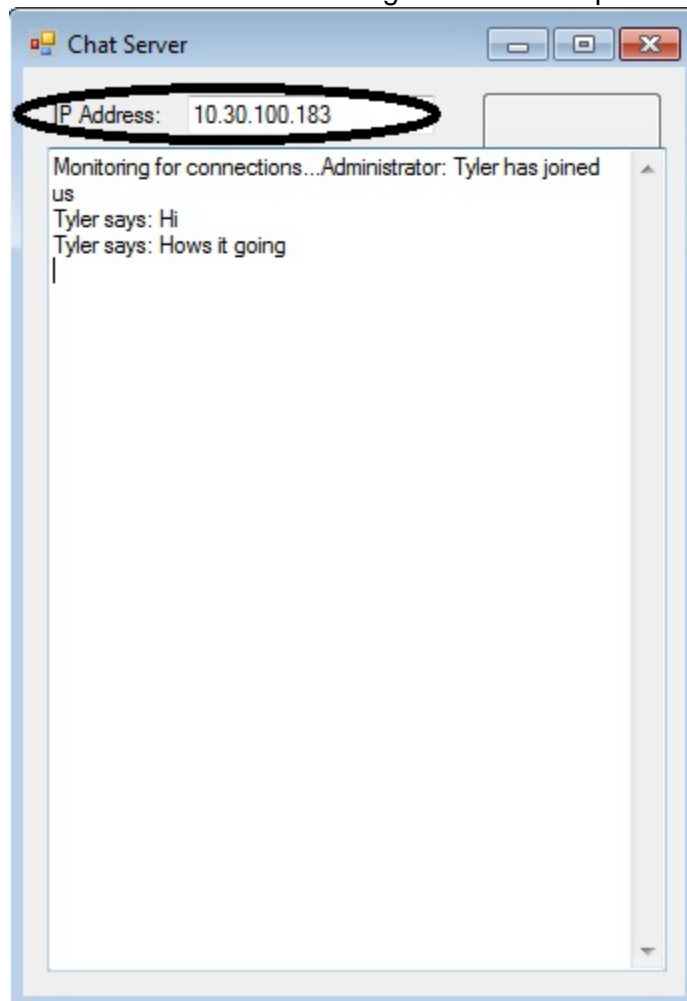
### How to use the Cinderella Chat

Using the Cinderella Chat is just like using any other online chat, such as Facebook or IM (Instant

- Messenger). Below are instructions on how to use the chat application.

### To use the chat:

- Be sure to place the ChatServer.exe file into the C Drive
- Ensure that the chat server is running and has valid ip address in text box



- Once it is running, launch the program
- Two ways to access chat, following program launch
  - Select user access, which includes the following forms:
    - Cinderella Check-In
    - Cinderella Check-Out
    - Fairy Godmother Check-In
    - Shopping Management
    - Alteration
  - Select admin access, login and the Administrator Menu will prompt
- Each of these form has a built-in chat within those forms

- Once you select one of the following forms above, you will notice the menu bar, which includes
- the word 'Chat'
  - See below.

Cinderella Check-In

**File Cinderellas Chat Help**

Refresh

**Search**


Last Name:

First Name:

Organization:

Search Reset

id	First Name	Last Name	Date	Time	Organization
18103	Lawanda	Bell	3/23/2012	4:30PM	South Dearborn High School
18093	Kukua	Coleman	3/23/2012	4:30PM	Boone County High School
18100	Kelsey	Marciano	3/23/2012	4:30PM	Boone County High School
18095	Megan	Mayon	3/23/2012	4:30PM	Ryle High School
18088	Kelsy	McIntosh	3/23/2012	4:30PM	Pendleton County High School
18102	Sarah	Stacy	3/23/2012	4:30PM	Simon Kenton High School
18089	Katelynne	Volker	3/23/2012	4:30PM	Walton-Verona High School
18086	Michaela	Wayman	3/23/2012	4:30PM	Walton-Verona High School
18091	Jasmine	Whalen	3/23/2012	4:30PM	Boone County High School

 Change Appointment Time Check-In

- Once you click the word 'Chat', next click 'Chat Now'. See below.

**Cinderella Check-In**

**File Cinderellas Chat Help**

**Chat Now**

**Refresh**

**Search**


Last Name:

First Name:

Organization:

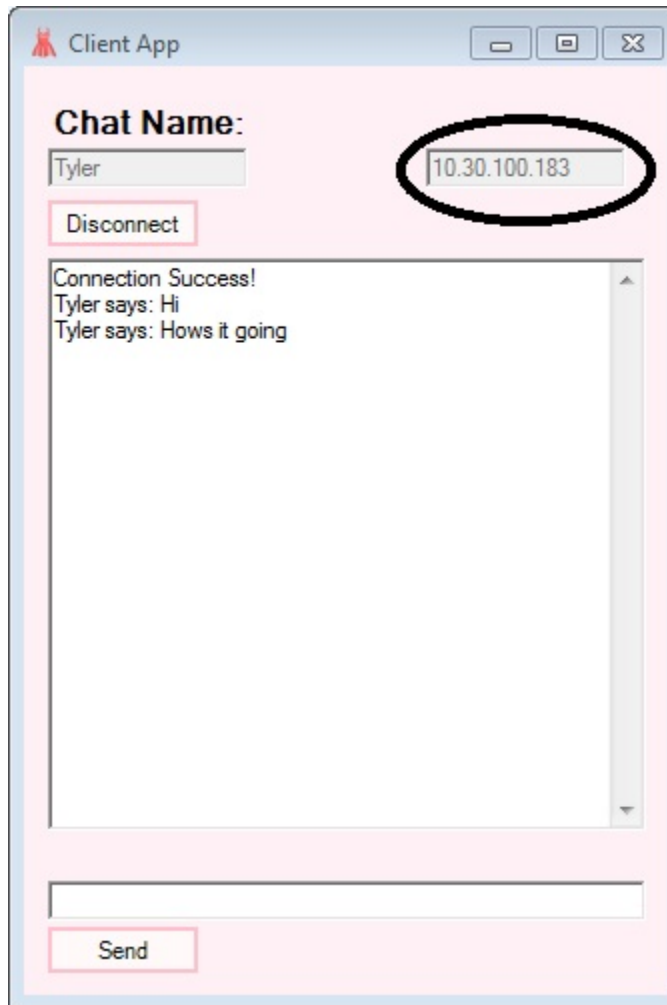
**Search Reset**

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**Change Appointment Time Check-In**

- The chat form will appear. See below
- While server is running, you can enter a chat name and the ip address that is used by the sever and click 'Connect'



The screenshot shows a window titled "Client App" with a light blue title bar and standard Windows window controls (minimize, maximize, close). The main area has a pink background. At the top, there is a "Chat Name:" label. Below it, there are two input fields: the first contains the text "Tyler", and the second contains the IP address "10.30.100.183", which is circled in black. Below the input fields is a "Disconnect" button. A large text area below the buttons displays the following text: "Connection Success!", "Tyler says: Hi", and "Tyler says: Hows it going". At the bottom of the window, there is a text input field and a "Send" button.

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- When connected, begin chatting like you would chat online
- While chatting, the chat server records a log of who is connect and disconnected