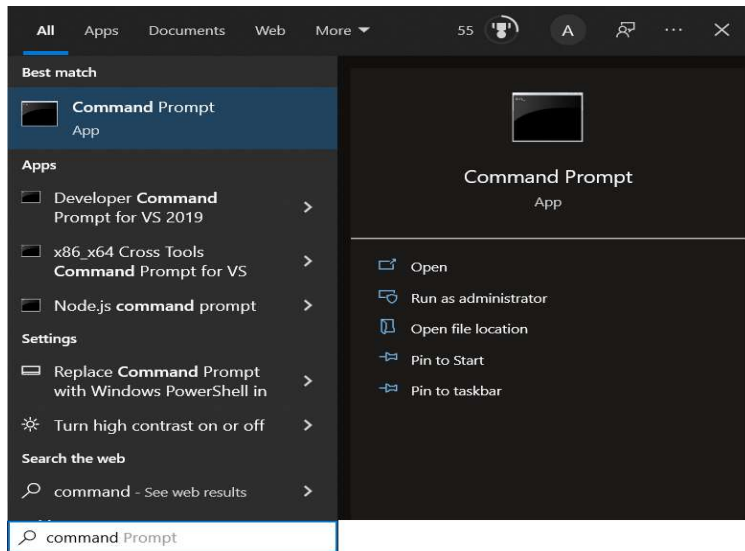


User Guide

Please make sure you have the following python packages installed.

Tkinter, pillow, tkPDFViewer

If you don't have the python packages installed yet and you are NOT using thonny, please open your command prompt by searching for it.

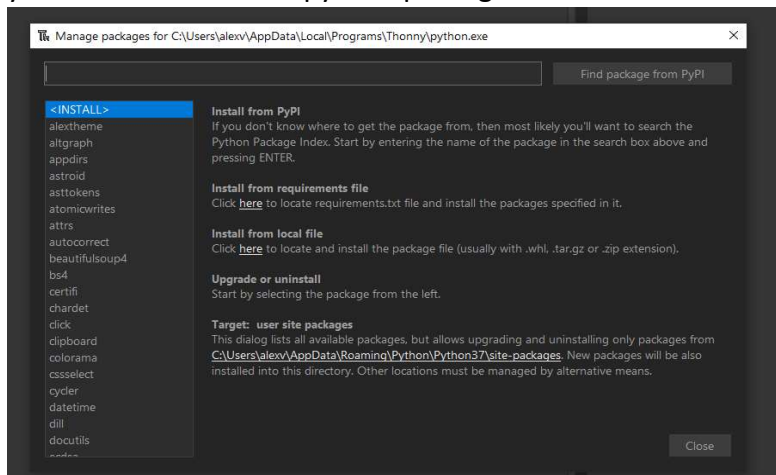


Pip install tkinter

Pip install pillow



Pip install tkPDFViewer

If you are using thonny, you can find the packages by selecting Tools >> Manage packages. Here you can search for the python packages.



To launch the application, locate and open the “main.py” file

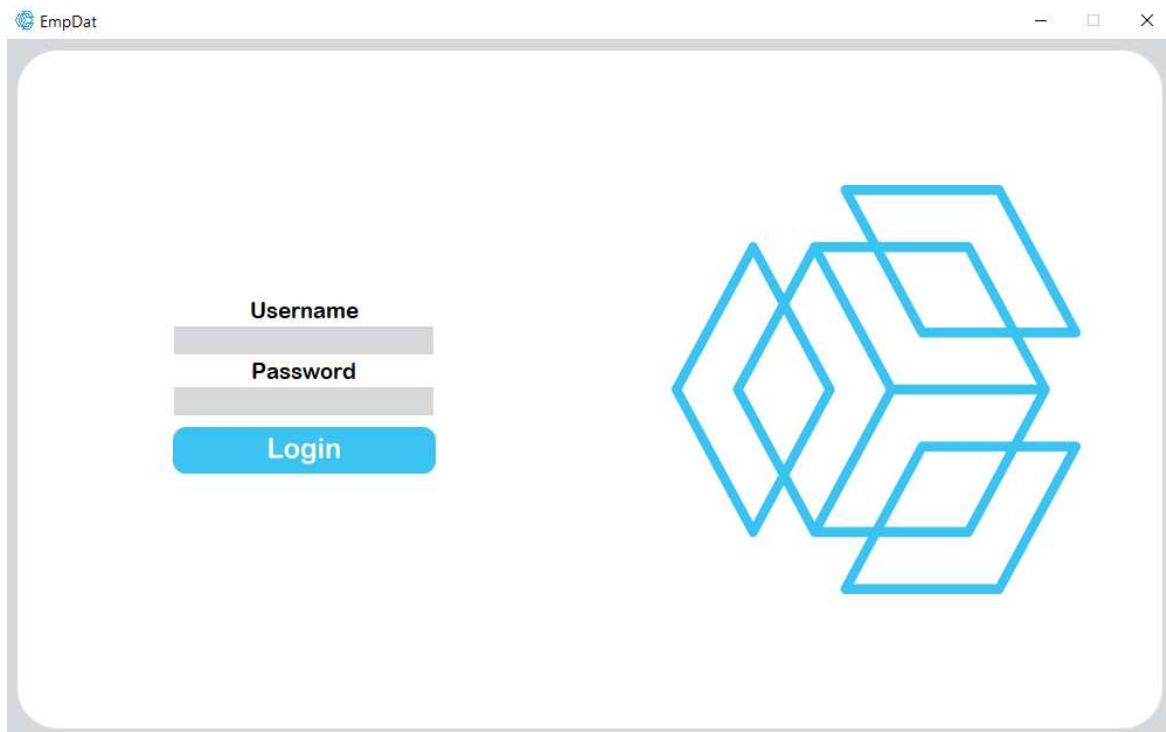
(Additional information is found in the readme.txt file)

 main.py	3/22/22 5:21 PM	Python file	1 KB
 Readme.txt	3/22/22 5:21 PM	Text Document	1 KB

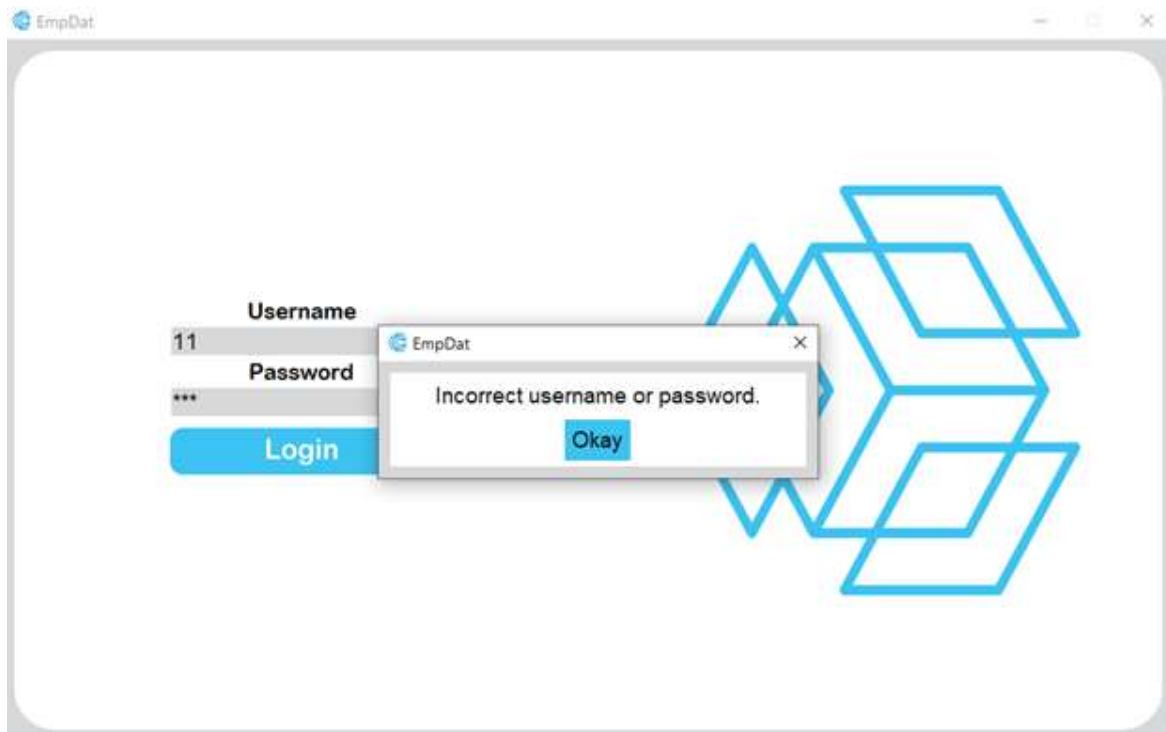
If you are running main.py in thonny, you may press the run button to launch the application.



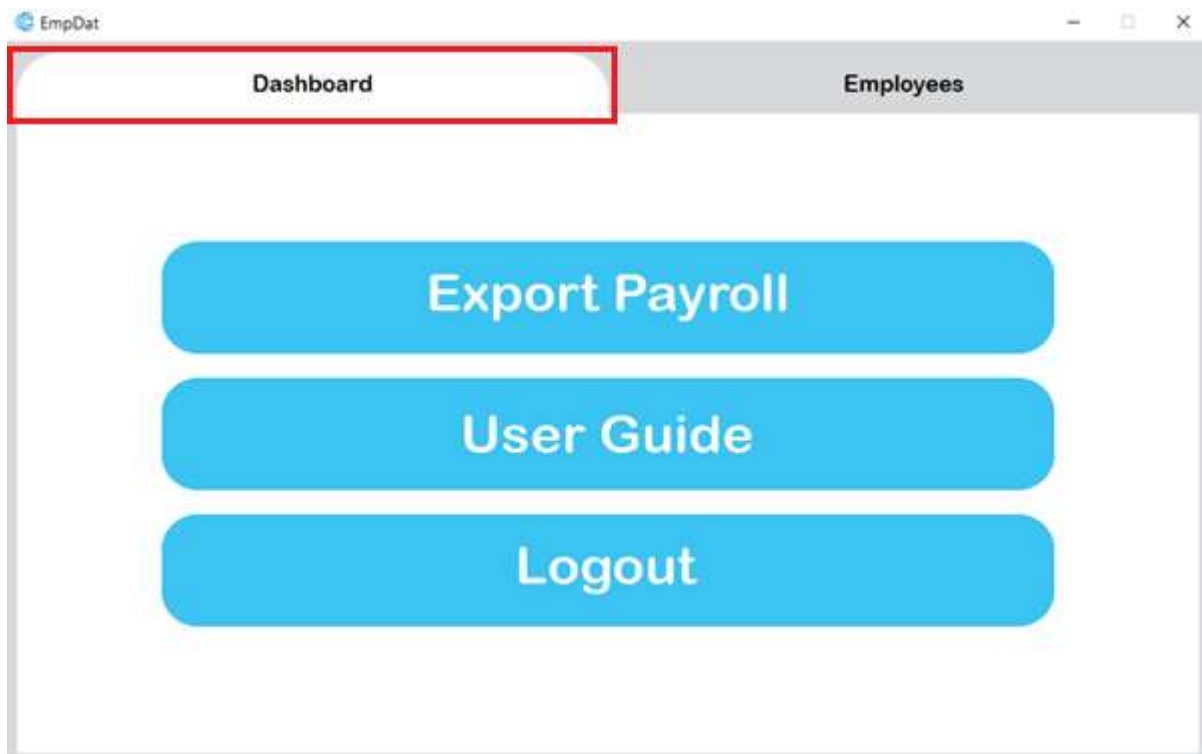
Launching the application will take you to the login screen.



If the wrong credentials are used, you will be prompted with the following notice.



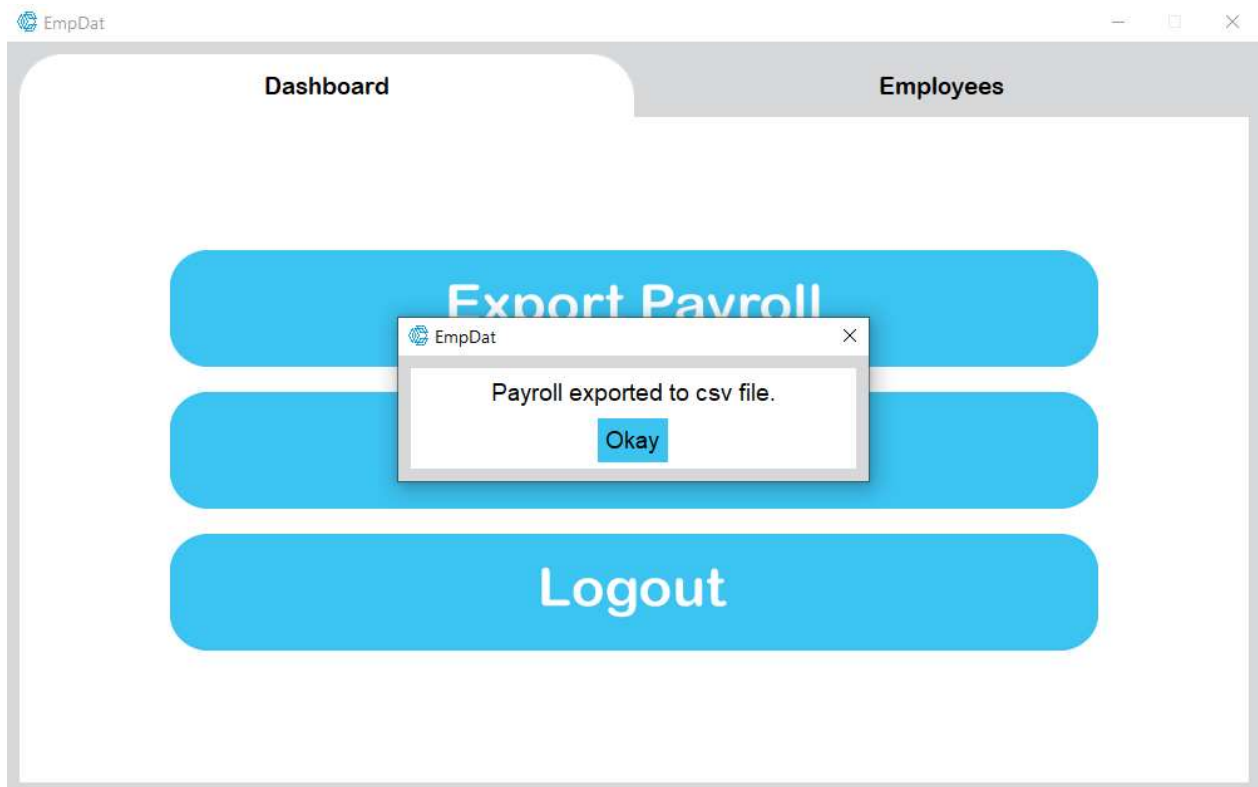
Upon logging in, you will be taken to the dashboard tab where you have a few options.



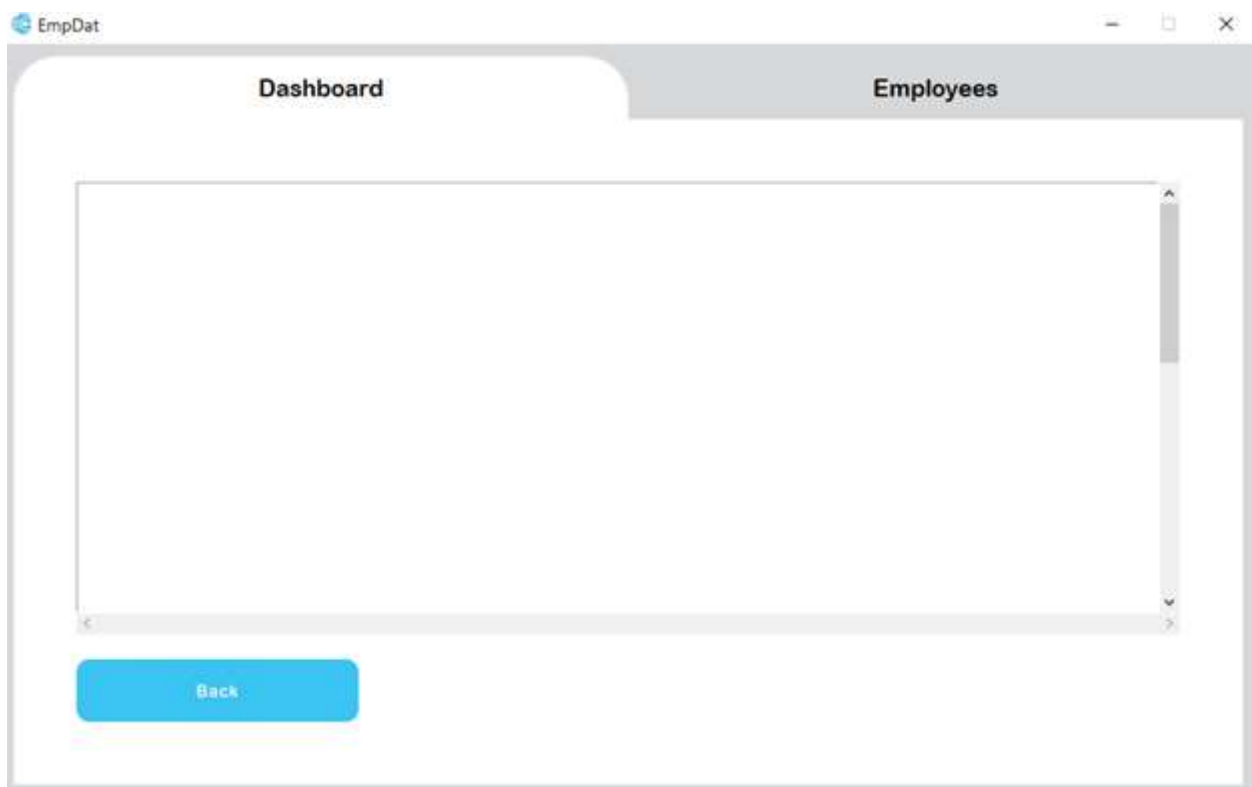
Your first option is to export your payroll to a csv file. The file will be saved here: "Backend\payroll.csv"



If this is successful, you will be notified.



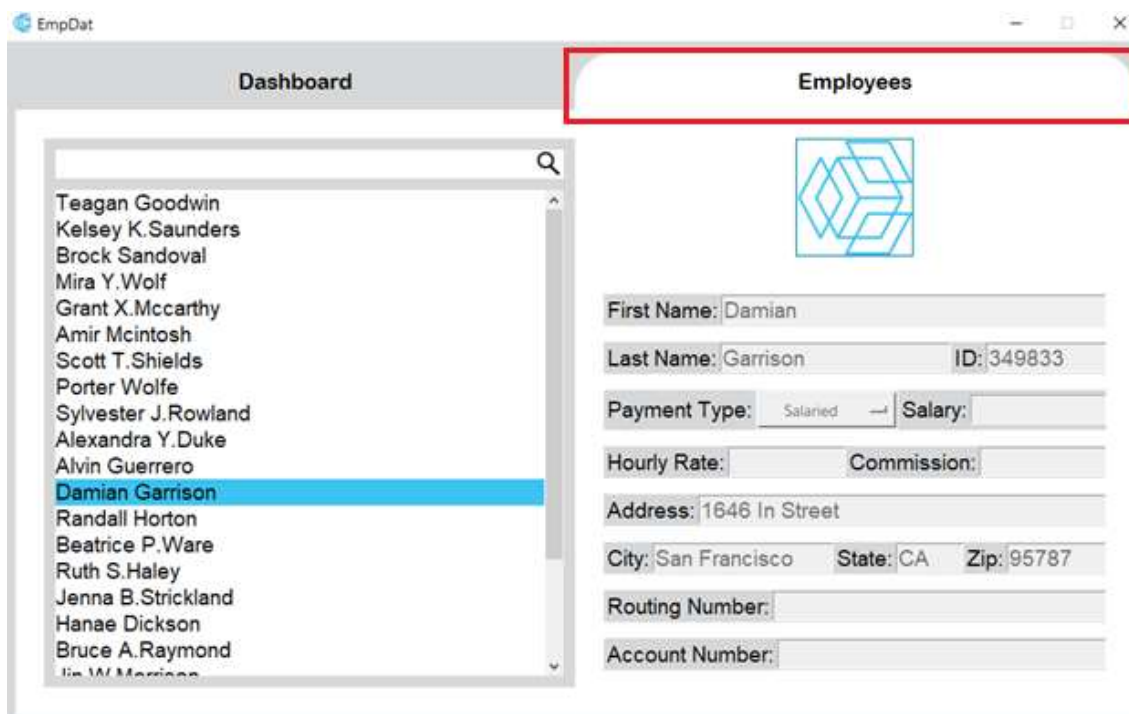
Pressing the user guide button will take you to a view of the user guide pdf.



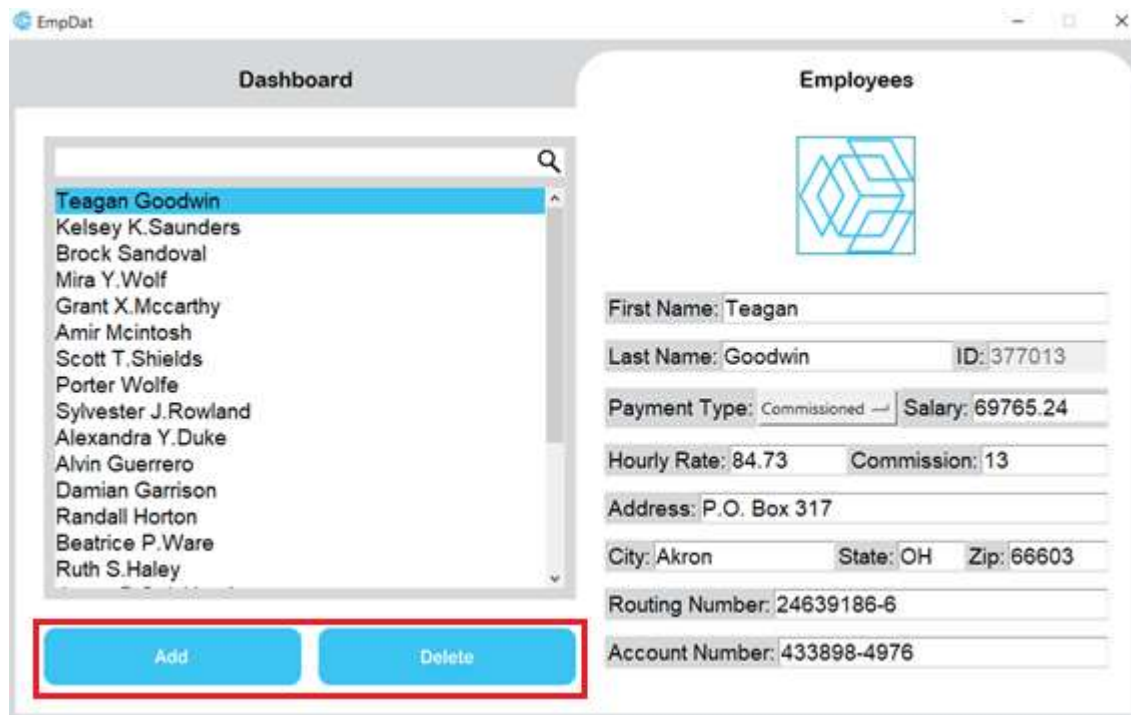
You may logout by pressing the logout button.



Clicking on the employees tab will take you to this screen. Here you can view a list of employees on the left-hand side. On the right-hand side, you can view their information. There are two different views. The first seen below is for basic users with limited permissions. Notice some information isn't visible and the user cannot type in any of the entry fields.

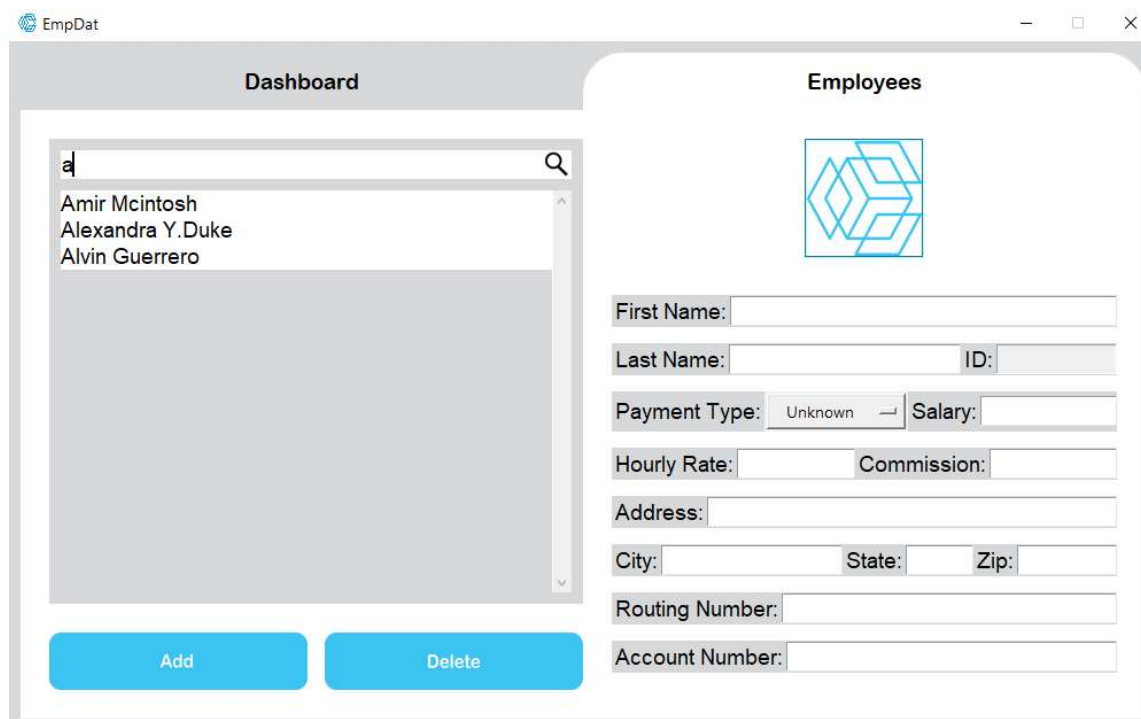


The view below is for administrators. Here, all employee information is visible, and the entry fields can be typed in. Additionally, there is a new widget that allows administrators to add or delete employees.



The screenshot shows the EmpDat application interface. The left sidebar, titled 'Dashboard', contains a search bar and a list of employees. The employee 'Teagan Goodwin' is selected. Below the list are 'Add' and 'Delete' buttons, which are highlighted with a red box. The right panel, titled 'Employees', displays the details for the selected employee. The details include: First Name: Teagan, Last Name: Goodwin, ID: 377013, Payment Type: Commissioned, Salary: 69765.24, Hourly Rate: 84.73, Commission: 13, Address: P.O. Box 317, City: Akron, State: OH, Zip: 66603, Routing Number: 24639186-6, and Account Number: 433898-4976.

Typing in the search bar will help you quickly find an employee.



The screenshot shows the EmpDat application interface. The left sidebar, titled 'Dashboard', contains a search bar with the letter 'a' entered. The list of employees is filtered to show 'Amir McIntosh', 'Alexandra Y. Duke', and 'Alvin Guerrero'. Below the list are 'Add' and 'Delete' buttons. The right panel, titled 'Employees', displays the details for the selected employee. The details include: First Name: , Last Name: , ID: , Payment Type: Unknown, Salary: , Hourly Rate: , Commission: , Address: , City: , State: , Zip: , Routing Number: , and Account Number: .

When an administrator types into the entry fields on the right-hand side, this will edit the selected employees information. Imagine Karina Gay has been remarried and her new last name is Sackville-

Baggins. That can be changed here. When a change in the entry fields has been detected, you will be prompted to save changes.

The screenshot shows the EmpDat application interface. On the left is a 'Dashboard' tab with a list of employee names. 'Karina Gay' is selected. On the right is the 'Employees' form, which is partially filled out. A modal dialog box is open in the center, asking 'Save changes to this employee?' with 'Yes' and 'No' buttons. The form fields include: First Name: Karina, Last Name: Sackville-Baggins, ID: 688997, Salary: 45884.99, Commission: 34, City: Atlanta, State: GA, Zip: 45169, Routing Number: 30417353-K, and Account Number: 465794-3611.

Once an employees information has been updated, you will be notified. You can see in the left-hand side that Karina's last name has been updated.

The screenshot shows the EmpDat application interface after an update. The 'Employees' form now shows 'First Name: Karina' and 'Last Name: Sackville-Baggins'. A modal dialog box is open in the center, displaying 'Employee updated.' with an 'Okay' button. In the 'Dashboard' list on the left, 'Karina Sackville-Baggins' is now highlighted with a red border, indicating the update was successful.

An admin may delete an employee by first selecting them in the left-hand side and then pressing delete.

The screenshot shows the EmpDat application interface. On the left, under the 'Dashboard' tab, there is a list of employees: Teagan Goodwin, Kelsey K.Saunders, Brock Sandoval, Mira Y.Wolf, Grant X.Mccarthy, Amir McIntosh, Scott T.Shields, Porter Wolfe, Sylvester J.Rowland, Alexandra Y.Duke, Alvin Guerrero, Damian Garrison, Randall Horton, Beatrice P.Ware, and Ruth S.Haley. Below the list are 'Add' and 'Delete' buttons. The 'Delete' button is highlighted with a red rectangle. On the right, under the 'Employees' tab, there is a form for editing an employee. The form includes fields for First Name, Last Name, ID, Payment Type, Salary, Hourly Rate, Commission, Address, City, State, Zip, Routing Number, and Account Number. A blue cube icon is displayed above the form fields.

The admin will then be prompted to confirm the action.

The screenshot shows the EmpDat application interface with a confirmation dialog box overlaid. The dialog box is titled 'Delete this employee?' and has two buttons: 'Yes' and 'No'. The 'Yes' button is highlighted. In the background, the 'Employees' list on the left has 'Porter Wolfe' selected. The 'Employees' form on the right shows the details for Porter Wolfe: First Name: Porter, Last Name: Wolfe, ID: 285767, Payment Type: Hourly, Salary: 41212.83, Hourly Rate: 67.54, Commission: 22, Address: 4842 Tincidunt Av., City: Miami, State: FL, Zip: 44875, Routing Number: 16506147-0, and Account Number: 087434-1662.

An admin may add a new employee by clicking add.

The screenshot shows the EmpDat application interface. On the left, the 'Dashboard' section contains a list of employee names: Teagan Goodwin, Kelsey K. Saunders, Brock Sandoval, Mira Y. Wolf, Grant X. McCarthy, Amir McIntosh, Scott T. Shields, Porter Wolfe, Sylvester J. Rowland, Alexandra Y. Duke, Alvin Guerrero, Damian Garrison, Randall Horton, Beatrice P. Ware, and Ruth S. Haley. Below this list are two buttons: 'Add' and 'Delete'. The 'Add' button is highlighted with a red rectangle. On the right, the 'Employees' section features a logo and a form with fields for First Name, Last Name, ID, Payment Type, Salary, Hourly Rate, Commission, Address, City, State, Zip, Routing Number, and Account Number.

When an employee is being added, the left-hand box will be disabled, making it obvious that the admin is adding a new employee. Additionally, the entry boxes on the right-hand side have been cleared.

The screenshot shows the EmpDat application interface after clicking the 'Add' button. The 'Dashboard' section on the left is now disabled, indicated by a light gray background. The 'Add' button is no longer highlighted. The 'Employees' section on the right shows the form fields cleared. The 'ID' field now contains the text 'Auto Generate'. The 'Payment Type' dropdown is set to 'Unknown'. The 'Confirm' and 'Cancel' buttons are visible at the bottom of the 'Dashboard' section.

If any issues with the data being entered occur, you will be prompted to fix that data before saving.

All fields need to be filled out

The screenshot shows the EmpDat application interface. On the left, the 'Dashboard' tab is active, displaying a list of employee names. On the right, the 'Employees' tab is active, showing a form for adding a new employee. The form includes fields for First Name, ID, Salary, Commission, Address, City, State, Zip, Routing Number, and Account Number. A modal dialog box is displayed in the center, with the message 'Please enter a valid salary.' and an 'Okay' button. The 'Salary' field in the form is currently set to 'abc'.

Once the information has been entered and verified as accurate. You will be notified that the employee has been added. Additionally, you will see the new employee added on the left-hand side.

The screenshot shows the EmpDat application interface after a successful addition. The 'Employees' tab is active, and the form is empty. A modal dialog box is displayed in the center, with the message 'Employee added.' and an 'Okay' button. On the left, the 'Dashboard' tab is active, and the list of employee names now includes 'Bruce Wayne' at the top, which is highlighted with a red box. The 'Add' and 'Delete' buttons are visible at the bottom of the dashboard.