

LOST & FOUND PORTAL USER MANUAL

LO&T



FOUND

GUIDED BY:

Dr. MUKESH KUMAR SAINI

Dr. NEERAJ GOEL

DEVELOPED BY:

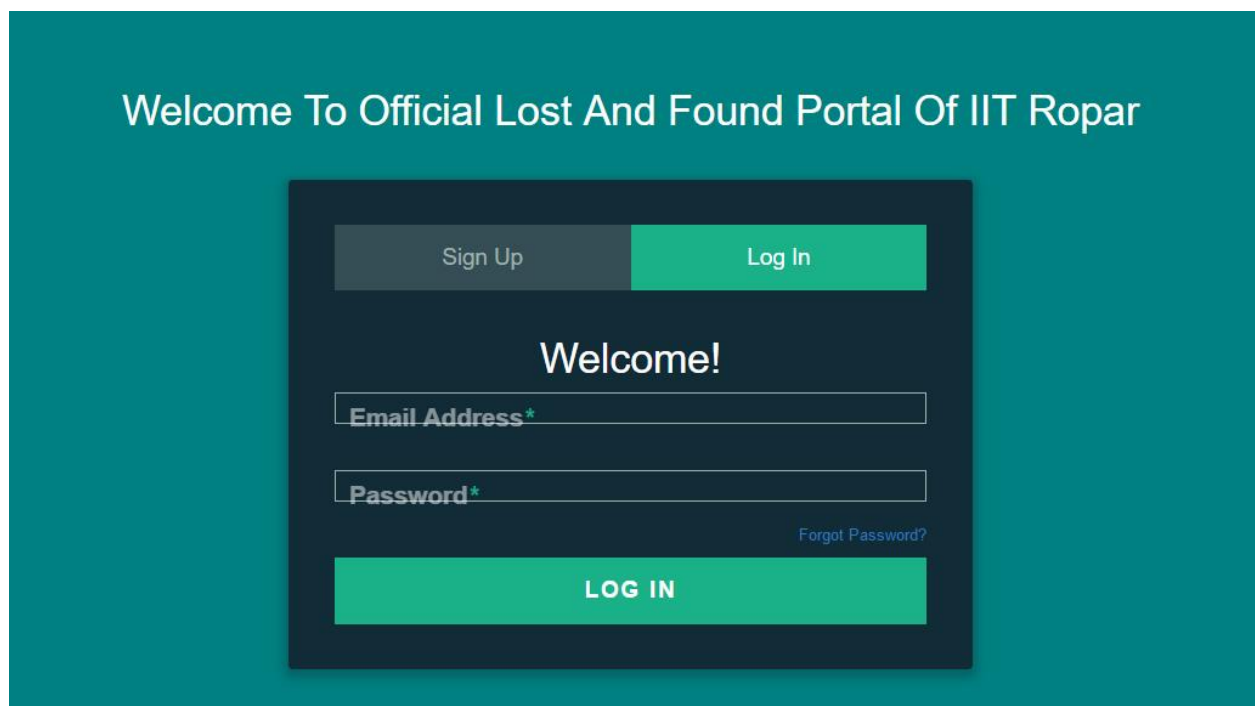
EESHAAN SHARMA	2015CSB1011
UNIT PATEL	2015CSB1038
KATTA SAI SRINADHU	2015CSB1015
SOUMYADEEP ROY	2015CSB1035

USER MANUAL

GETTING STARTED

Open the link 10.1.1.19/~2015csb1015/Lost, when connected to college internet network.

LOGIN



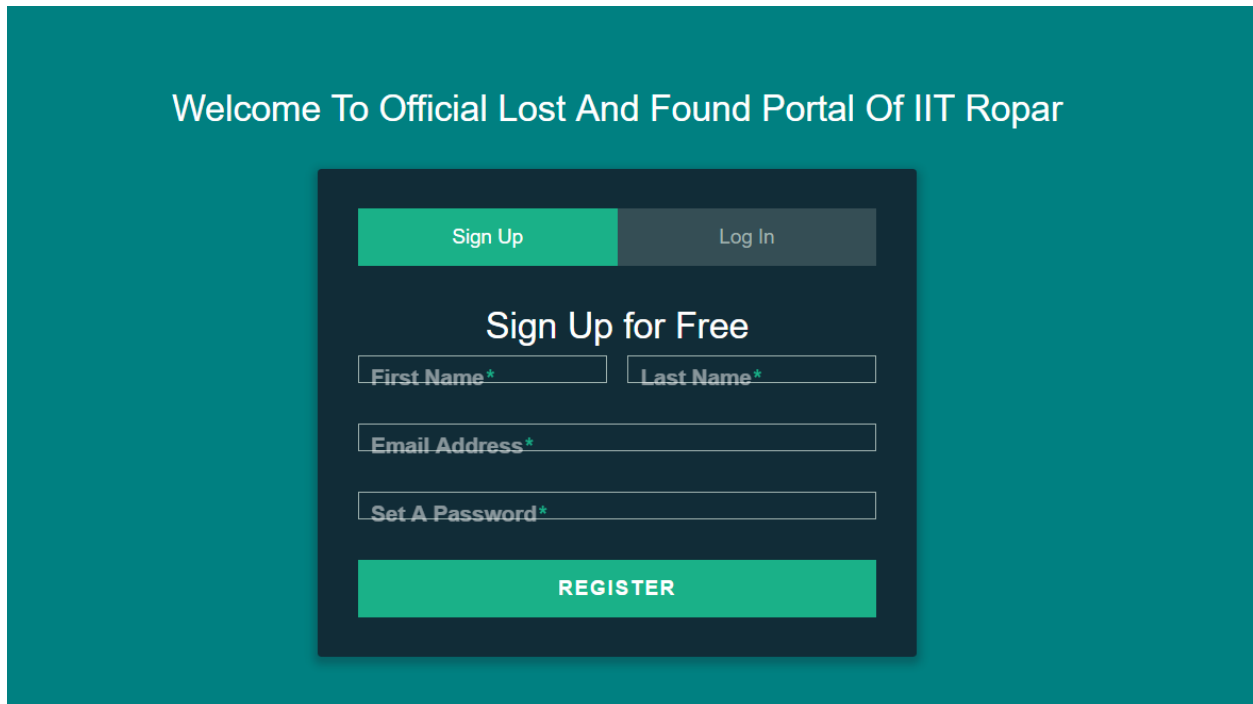
The screenshot shows a login interface for the 'Official Lost And Found Portal Of IIT Ropar'. The background is a solid teal color. At the top, the text 'Welcome To Official Lost And Found Portal Of IIT Ropar' is displayed in white. Below this, there is a dark blue rectangular box containing the login form. Inside this box, at the top, are two buttons: 'Sign Up' (grey) and 'Log In' (teal). Below these buttons, the word 'Welcome!' is centered. There are two input fields: 'Email Address*' and 'Password*'. To the right of the 'Password*' field is a link that says 'Forgot Password?'. At the bottom of the dark blue box is a large teal button with the text 'LOG IN' in white capital letters.

To login, enter your registered Email ID and your password and press "LOG IN". If not registered yet, click on "Sign Up".

SIGN UP

To create a new account on Lost and Found, enter the following credentials correctly.

1. First Name
2. Last Name
3. Valid Email Address (pqrs@xyz.com)
4. Password (No restrictions)

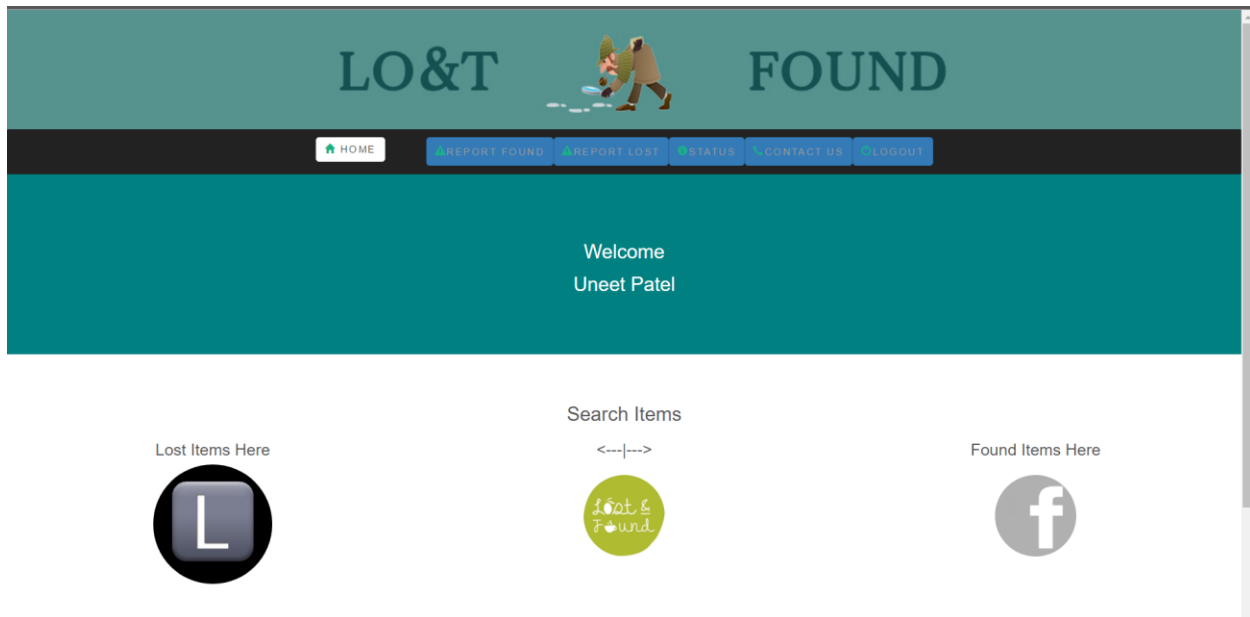


The image shows a web form titled "Sign Up for Free" on a teal background. At the top, it says "Welcome To Official Lost And Found Portal Of IIT Ropar". Below this, there are two buttons: "Sign Up" (green) and "Log In" (grey). The form itself is a dark grey box with the following fields: "First Name*" (text input), "Last Name*" (text input), "Email Address*" (text input), and "Set A Password*" (text input). At the bottom of the form is a large green button labeled "REGISTER".

Now click on "REGISTER" Button and you will be registered on LOST AND FOUND. Next time, you can login with your registered email and password.

HOME

After login, you will be directed to our homepage.



The links to the images of 'L' and 'f' gives the glimpse of the lost and found database(5 entries maximum) respectively.

List of Found Items Reported

S.No.	Name	Item Lost	Item Description	Location	Contact E-mail
1	Srinadh	Camera , Brand - Panasonic, Model - GTX38 Color - Red		Jupiter Hostel	
2	sauma	Undergarment , Brand - , Model - Color -		Mecury Hostel	roy@gmail.com
3	dante	Camera , Brand - Panasonic, Model - Color -		Venus Hostel	a@a.com
4	haha	Undergarment , Brand - Rupa, Model - Color - Red	stinky	Research and Computer Labs	b@b.com
5	hoohoo	Computers/Tablets , Brand - Asus, Model - Color -		Main Cafeteria	c@c.com

List of Lost Items Reported

S.No.	Name	Item Lost	Item Description	Location	Contact E-mail
1	Eeshaan Sharma	, Brand - , Model - Color -		Neptune Hostel	eeshaansharma@gmail.com
2	Uneet Patel	Camera , Brand - Panasonic, Model - GTX56 Color - Yellow		Mecury Hostel	2015csb1038@iitrpr.ac.in
3	roy	Camera , Brand - Panasonic, Model - Color -		Venus Hostel	roy@gmail.com
4	manas	Undergarment , Brand - Jockey, Model - Color -		Mecury Hostel	manas@gmail.com
5	jatin	Pendrive , Brand - Sony, Model - Color -		Playground or SAC Area	jatin@gmail.com

1. To Report a Lost Item:

Click on the “Report Lost” button in the navigation bar. The user will be directed to the “Report Lost Item Form”. In this form user will fill the required attributes marked with asterisk and after pressing submit button their complaint will be recorded and a Lost Id for future reference will be generated.

Report a Lost Item

Please fill all the texts in the fields.

Name :

Entry Number :

E-mail :

Date Item was Lost :

Last Seen Location :

Specific Location Description :

Category :

Sub-Cateogry :

Brand :

Model :

Brief Description :

Color :

2. To Report a Find Item:

Click on the “Report Found” button in the navigation bar. The user will be directed to the “Report Found Item Form”. In this form user will fill the required attributes and after pressing submit button their request will be recorded.

Report a Found Item

Please fill all the texts in the fields.

Name :

Entry Number :

E-mail :

Date Item was Found :

Found Location :

Specific Location Description :

Category :

Sub-Cateogry :

Brand :

Model :

Brief Description :

Color :

SUBMIT

3. To check status of reported Lost Item:

The user needs to enter reference id provided by LOST & FOUND at the time of reporting of the lost item. The reference id will be displayed at the homepage of the user when he logs in. When the user enters the reference id the status of the corresponding item will be displayed.

Enter Lost Item Reference Number

Reference Number

SUBMIT

After entering the provided reference number the user will see a list of items from our found database that match the description of the item lost.:

You have reported as Lost the following Item -

Item	Item Description	Last Seen Location	Date Item was Lost
Camera		Mecury Hostel	2017-03-09

From Our Database We Have Found the following Items -

Name	Item Category	Item Description	Found Location	Contact E-mail
Srinadh	Camera		Jupiter Hostel	
dante	Camera		Venus Hostel	a@a.com

4. Contact Us:

Click on “Contact Us” Button on top right corner. You will be directed to contact us page. Through this page the user can reach out to the LOST & FOUND team.

5. Feedback:

Click on “Report bugs” button on top right corner. The user will be directed to a google form where the user can give us feedback about our website and report bugs if any.

6. Logout:

Click on “Logout” button into the navigation bar. The user will be logged out of his current session and directed to our login page.