User Guide

Please advise

Casual User - if you want to use the application and view all the documents in an interactive design.

Admin -explore the functionality of the application.

Developer -if you wish to install the application in your local.

Casual User

1. To access the application click on the link
   https://oracleapex.com/ords/r/docmansys/document-management-system/login

2. Enter the credentials given below
   Username: user1
   Password: MySecurePass!2025

3. Click on 'Documents' on the dashboard

4. You will be taken to an interactive view of all the documents that an admin created

Admin

5. To access the application click on the link
   https://oracleapex.com/ords/r/docmansys/document-management-system/login

6. Enter the credentials given below
   Username: user1
   Password: MySecurePass!2025

7. Click on the 'Admin' button on the dashboard

8. Actions that can be performed
   Create row button: Create a new document

To Update: Please click on any row that is highlighted blue, you will be redirected to form to update the information, to save please click the button 'Apply Changes'

To Delete: Please click on any row that is highlighted blue similar to the last step, click on the 'Delete' button

Developer

1. Create an account on the oracle apex site
https://oracleapex.com/ords/r/apex/workspace-sign-in/oracle-apex-sign-in

2. Import the SQL file found in the Source code zip in the App Build tab at the top

3. After successfully importing you should be able to run the app by going to App Build then clicking on the application and running the app through the 'Run application' at the top