

Section 1 Instructions for Application Use

1.1 Pre-requisites

- a) Internet Connection
- b) Company Provided Login Credentials
- c) Installed application from its apk file

1.2 Permissions Required

- a) Read and Write to Device
- b) Internet Connectivity

1.3 Instructions

Upon opening the application, the first screen visible is the login screen, where the user is expected to enter their credentials. If the credentials are incorrect, then an error message is displayed. Otherwise the menu screen is displayed.

Now, there five different menu screens one for each role. We will move forward with the Manager screen since it has the largest subset of features. Only some of the Admin features are not subset of the features of the Manager Screen but they are self-explanatory and can be used without any instructions.

On the manager screen, screen 4 buttons are visible. Press the log an issue button, to enter in a new issue. Fill in the required information to finally submit the form. Click on the 'i' in the application bar to find details about the screen. Go back by pressing the back key in the application bar.

Now on the menu screen, press Check all issues to view the issue logged in your city. You can click on any issue to view more details about it or to take it up. Issues taken up will then be visible in the 'Issues taken up' button in the 'More' menu. Click on the 'More' menu, then click on the 'Issues taken up' button to view the issues taken up by you. Click on any issue to view the details of an issue. Click on the dropdown menu to get options of updating the status. Chose an option accordingly and click on the update button to confirm the change.



Come back to the More menu by pressing the back button. To view Issues taken up by your team click on the 'Team issues' button, here you can view the issues that are taken up by your team. By clicking on any issue, you will be able to see the details of an issue and a button to 'Re-assign' clicking this button will lead you to a screen which shows a list of employees to which the issue can be re-assigned. By clicking on an employee, the issue will be reassigned to that employee.

The 'monitor reports' button will lead you to a screen which can be scrolled horizontally to view graphs with different categories and constraints. Finally, the Logout button in the More functionality will lead you to the login screen and log you out of the application.

To close the application, just go back from your android on screen buttons.