# **COURSELY USER MANUAL**

# Version 1.0

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#### 1: Introduction

Welcome to GuardTrack! GuardTrack is a sophisticated security management system designed to enhance location tracking for security guards, streamline incident reporting, and provide efficient administrative control. This user manual offers detailed guidance on the features and functionalities present in GuardTrack.

### 2: Terminology

To ensure clear communication, familiarize yourself with the key terms used in GuardTrack:

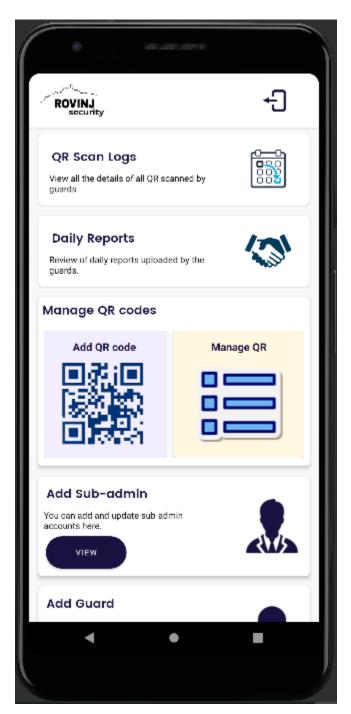
- Admin: A user with administrative privileges responsible for managing users, locations, and incidents.
- Sub Admin: Users with restricted administrative privileges, assigned to specific areas or functions within GuardTrack.
- QR Code Tracking: The feature enabling real-time monitoring of security guards' locations through QR code scans.
- Incident Reporting: Functionality allowing guards to report unusual incidents, complete with details and photo documentation.

## 3: Pages

GuardTrack's user interface is designed to cater to the specific needs of different user roles. Below are the primary pages and their functionalities:

### 3.1: Home Page

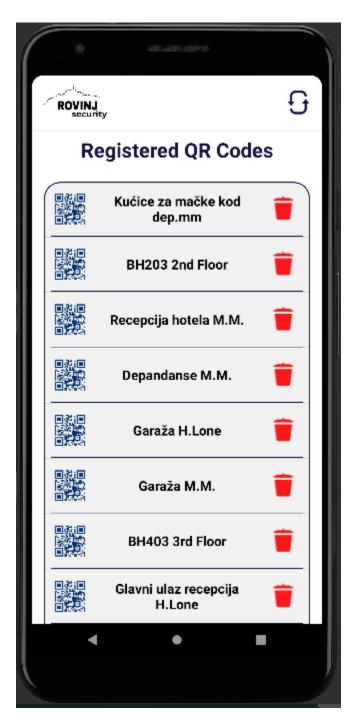
The central hub providing an overview and access to major features. The appearance varies based on the user's role.



# 3.2: Admin Pages

## 3.2.1: Manage Locations

Admins can create and manage locations, including building names and abbreviations, essential for location tracking.



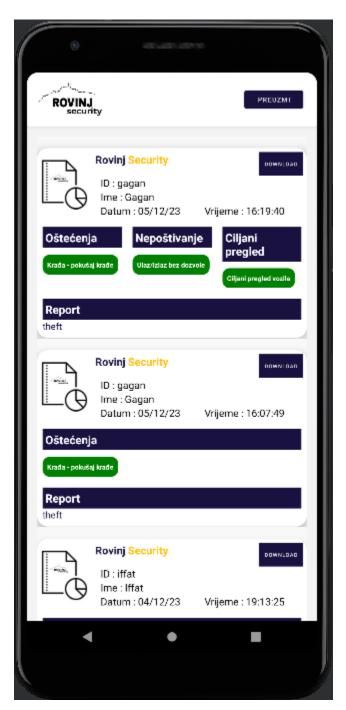
#### 3.2.2: Manage Guards

Admins can add, modify, and oversee guard profiles, including personal details and assigned locations.



#### 3.2.3: Manage Incidents

Admins have access to reported incidents, viewing details and attached images for comprehensive incident management.



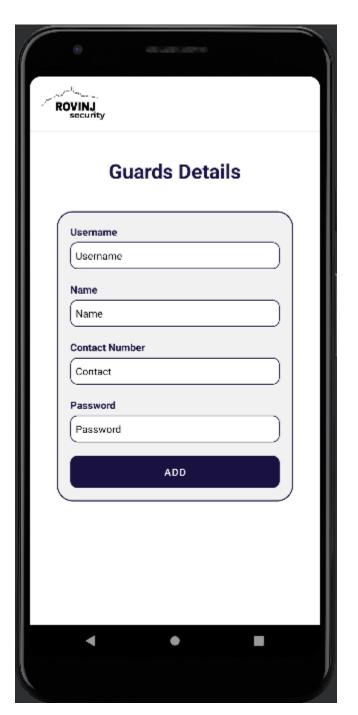
#### 3.2.4: Add Sub Admin

Admins can extend administrative privileges by adding sub admins with specific responsibilities.



#### 3.2.5: Add New Guards

Admins can add new guards to the system, ensuring a comprehensive user database.



3.2.6: Add New QR Codes

Admins can generate and add new QR codes, pivotal for location tracking.



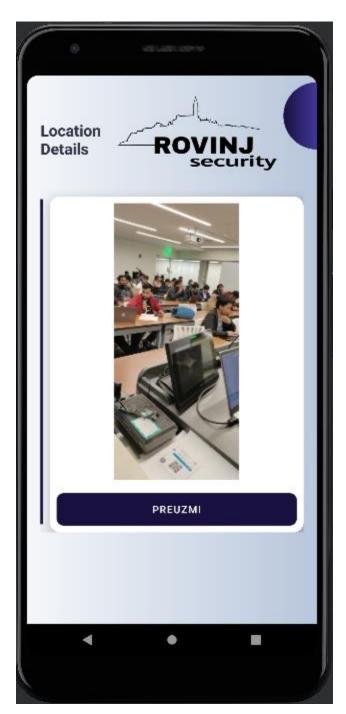
3.2.7: Manage QR Codes

Admins can oversee and modify existing QR codes for precise location monitoring.



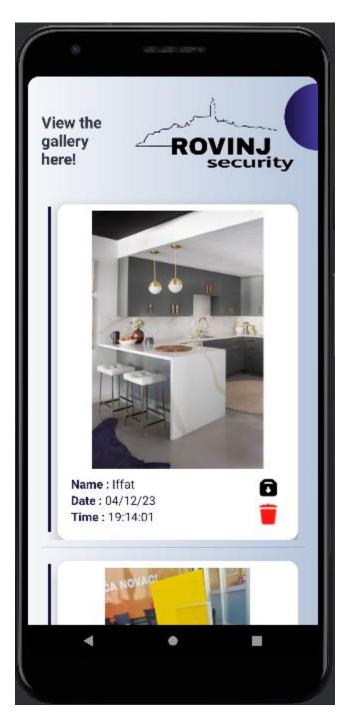
3.2.8: View Image (Proof of Location)

Guards can access this page to view images as proof of their scanned locations.



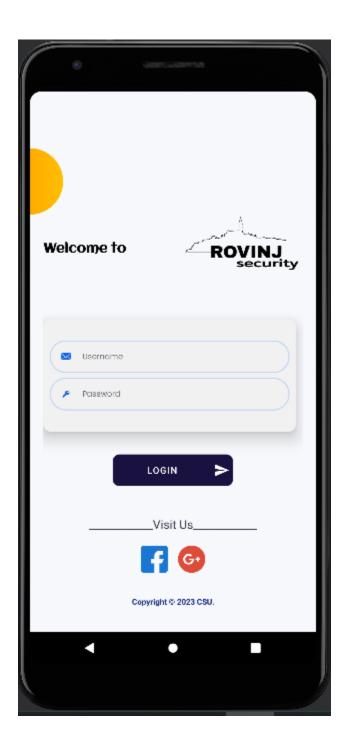
3.2.9: View Report

Admins can review reports and instructions sent by the guards for enhanced communication



3.2.10: Login

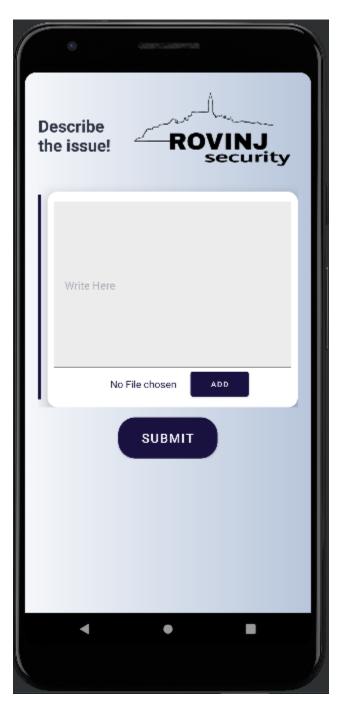
Admins can perform all the functionalities after logging in using his credentials



## 3.3: Guard Pages

## 3.3.1: Report Incident

Guards can submit incident reports, detailing unusual occurrences along with supporting images.



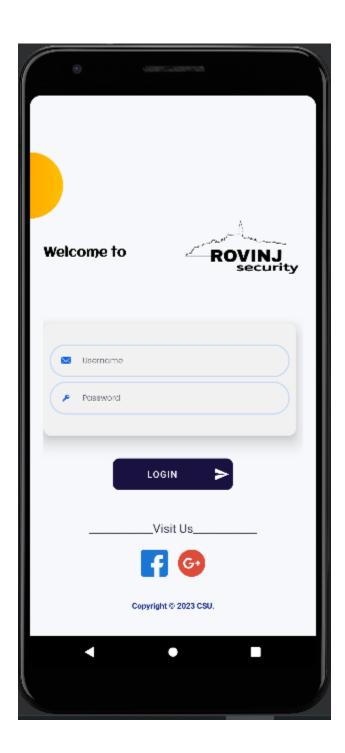
#### 3.3.2: Scan QR Code

- Navigate to the "Scan QR Code" section.
- Use the device's camera to scan the QR code provided to the guard.
- The system will automatically capture the location and timestamp.



## 3.2.3: Login

• Guards can perform all the functionalities after logging in using his credentials



## 4: Conclusion

GuardTrack stands as an innovative solution for efficient security management. This user manual is based on version 1.0 of the software. For updates and feedback, please visit [your project's GitHub repository] and contribute to ongoing improvements.