# USER MANUAL SOFTWARE SYSTEM FOR SAILING CLUB

The software system we offer provides a method for members of the club, staff of the club to manage a sailing club.

After registering or logging in with his or her credentials, a user may register his or her boats with the club or remove boats he or she had previously registered if he or she was already a member of the club.

Once he becomes a member of the club, he will be able to see the various notifications that the club sends him and will also be able to register his boats for races organised by the club. In addition, the system allows club members to see the races in which various members have entered. It also offers the possibility of being able to see the races they have won.

Of course, becoming part of the club is not free of charge... In fact, each club member has to pay an annual club membership fee and an annual fee for each boat they have registered with the club. Obviously, the system provides the user with two forms through which the user can pay both of these fees. The system provides two possible payment methods: bank transfer, credit card.

Each staff member will have to enter their username and password to access the system. Once logged in, a staff member will be able to go and manage member, race and boat information. In particular, staff members can also remove club members from the system if, for example, some of them no longer wish to be part of the club.

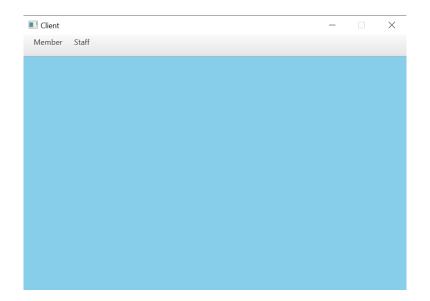
Each staff member is able to enter new races, edit existing ones and simulate the running of a race. Of course, staff members are the only ones who can see who won each race.

Staff members are in charge of adding the various fees to the system for club members to pay. In fact, only after a staff member has added a fee, e.g., a membership fee, will a club member be able to pay it. So staff members check regularly if there are any new taxes to be added!!!

Staff members are also able to send notifications to various users to remind them that they have fees to pay. Notifications can be sent both for registration fees and for storage fees.

Below is a graphic demonstration of how the programme works.

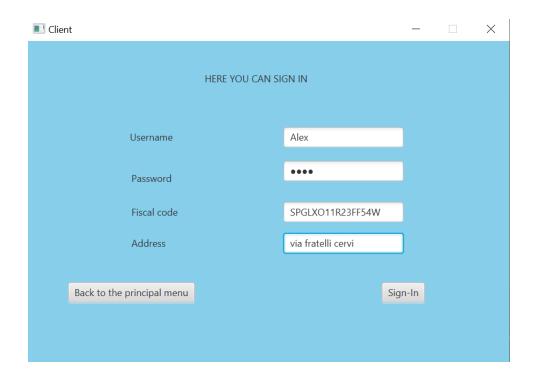
The first screen for both "Members" and "Staff" is this:



# Member

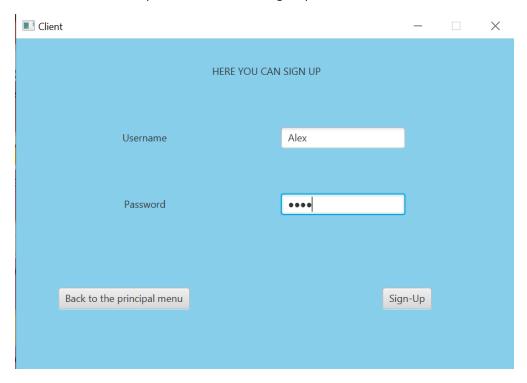
# 1. Member Registration:

From the first screen, press Member - > Sign-In Insert username, password, Fiscal Code and address - > Press "Sign-In" .



### 2. Member Login:

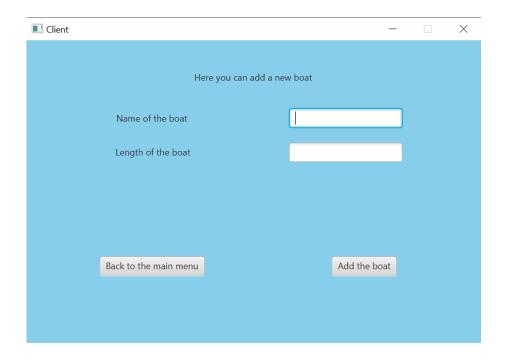
From the first screen, press member - > Sign-Up Insert username and password - > Press "Sign-Up"



### 3. Add a boat:

Follow the login procedure or registration procedure explained in step 2 and 1. Press "Add/Remove a boat" - > Press "Add a boat".

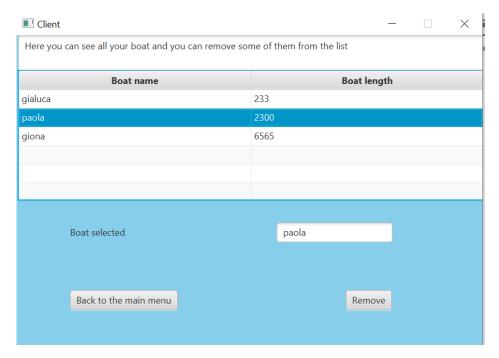
Enter below: Name of new boat and length of the new boat. Then press Add the boat.



#### 4. Remove a boat:

Follow the login procedure or registration procedure explained in step 2 and 1. Press "Add/Remove a boat" - > Press "Remove a boat".

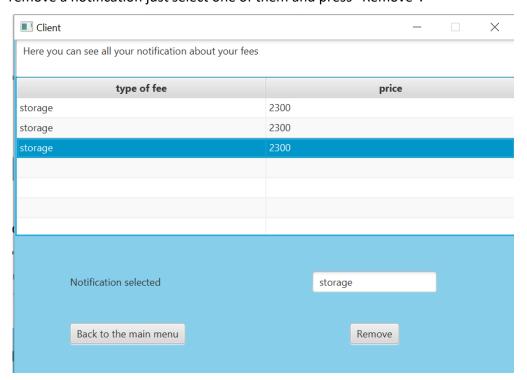
Select the boat you want to remove and then press "Remove".



# 5. See you fee notification:

Follow the login procedure or registration procedure explained in step 2 and 1. Press "See notification" - > Press "Notification".

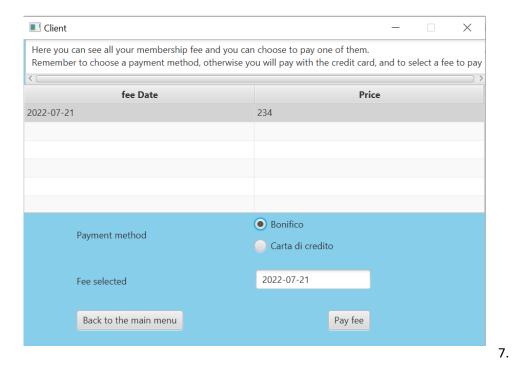
In this form you can both see all your fee notification, but you can also remove them. To remove a notification just select one of them and press "Remove".



#### 6. Pay membership Fee:

Follow the login procedure or registration procedure explained in step 2 and 1. Press "Pay rent" - > Press "Pay membership fee".

Select the fee you want to pay, the payment method and then press "Pay Fee".

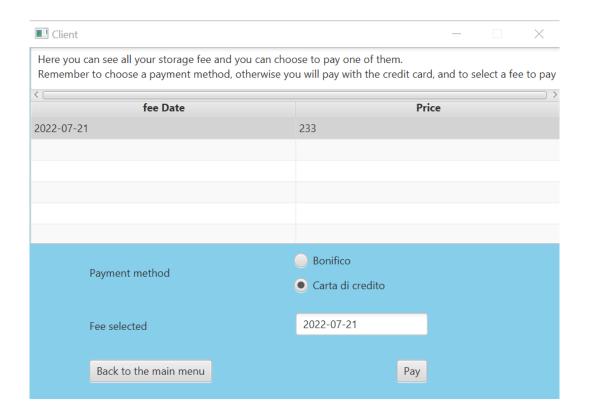


. Pay

### Storage Fee:

Follow the login procedure or registration procedure explained in step 2 and 1. Press "Pay rent" - > Press "Pay storage fee".

Select the fee you want to pay, the payment method and then press "Pay Fee".

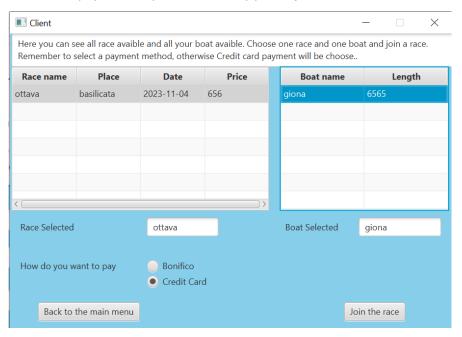


#### 8. Join a race:

Follow the login procedure or registration procedure explained in step 2 and 1.

Press "See race" - > Press "Join a race".

choose a race you want to participate in, the boat you want to compete with, choose the payment method to pay the entry fees and finally press "join the race".



#### 9. See your races:

Follow the login procedure or registration procedure explained in step 2 and 1. Press "See race" -> Press "See your races".

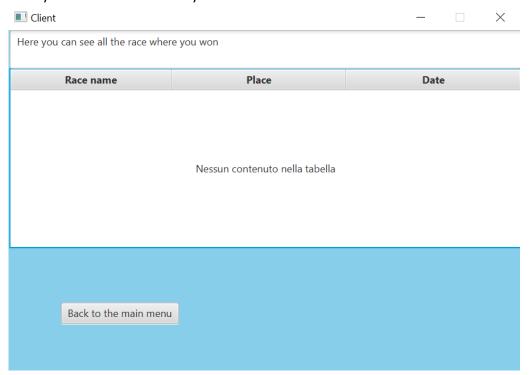
Here you can see all the races you joined.



# 10. See your race won:

Follow the login procedure or registration procedure explained in step 2 and 1. Press "See race" -> Press "See race won".

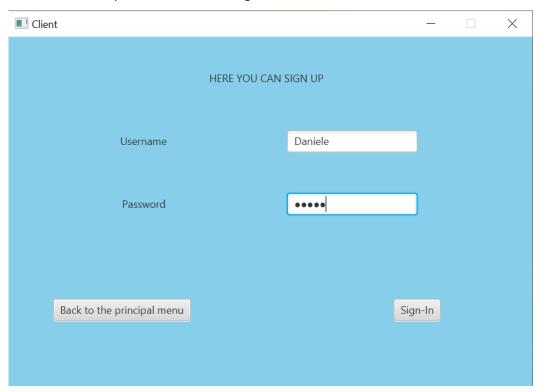
Here you can see all the race you won.



# Staff:

### 1. Staff Login:

From the first screen, press Staff - > Sign-Up Insert username, password - > Press "Sign-Un".

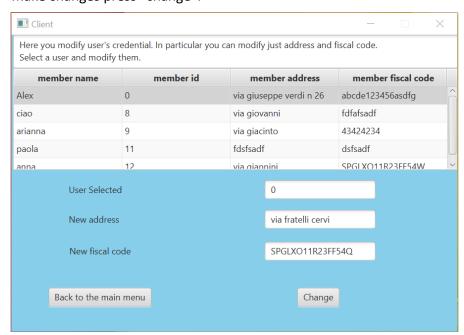


### 2. Modify Members credential:

Follow the login procedure explained in step 1.

Press "User Information" -> "Modify member credential".

After you selected a member you can change his address or fiscal code, or two of them. To make changes press "change".

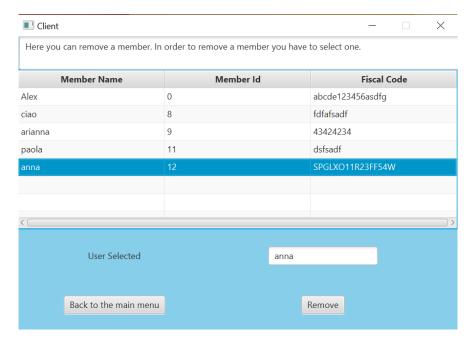


#### 3. Remove a user:

Follow the login procedure explained in step 1.

Press "User Information" - > "Remove a member".

Select the member you want to remove and press "remove" to remove this member.

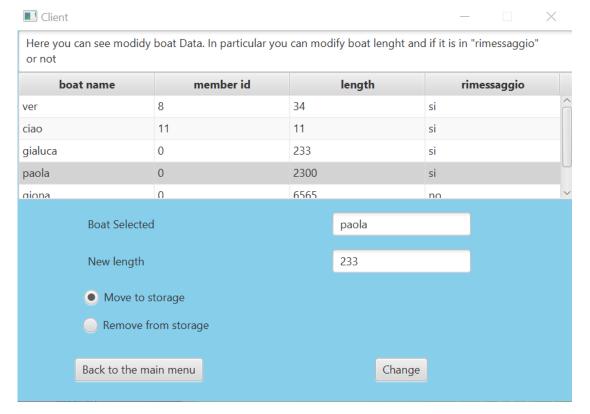


### 4. Manage boat data:

Follow the login procedure explained in step 1.

Press "User Information" - > "Manage boat data".

After you selected a boat you can enter a new length if you want to change it. In this form you can also decide to remove a boat to storage or put one of them into storage.

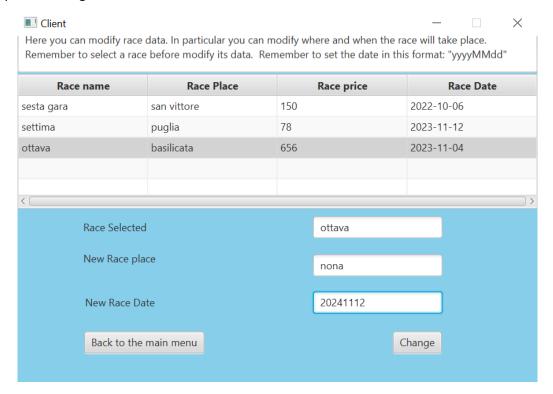


### 5. Modify race:

Follow the login procedure explained in step 1.

Press "Race Information" - > "Modify race data".

After you selected a race you can change its name and its date. To make changes permanent press "Change".

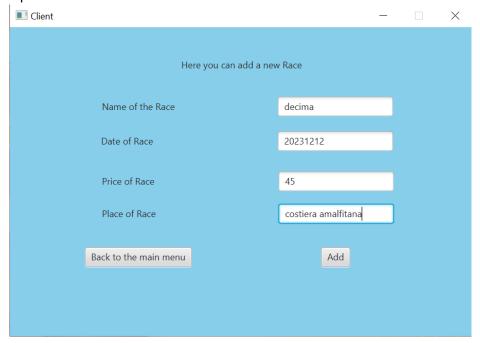


## 6. Add a new race:

Follow the login procedure explained in step 1.

Press "Race Information" - > "Add a new race".

To add a new race enter the name, date, price and the place of the new race. To add the new race press "Add".

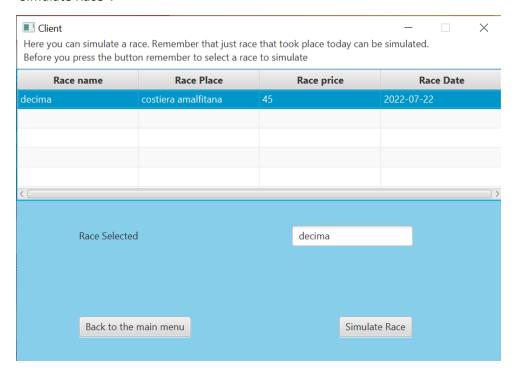


#### 7. Simulate a race:

Follow the login procedure explained in step 1.

Press "Race Information" - > "Simulate a race".

Select today's competitions and let the various participants compete. To simulate a race press "Simulate Race".

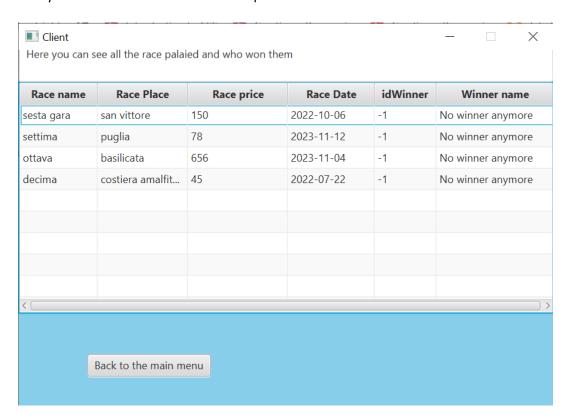


#### 8. See all race:

Follow the login procedure explained in step 1.

Press "Race Information" - > "See all race".

Here you can see all the races that took place.



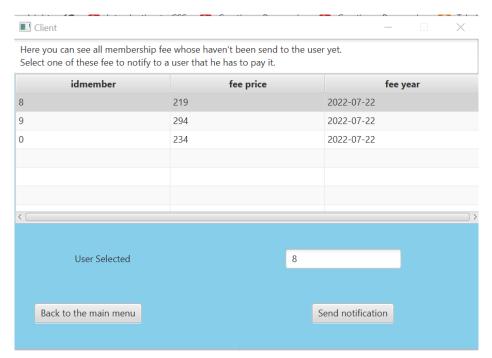
#### 9. Send membership notification:

Follow the login procedure explained in step 1.

Press "Send notification" - > "Send membership notification".

Select a member and send him a notification to remember him to pay it.

To send the notification press "Send notification".

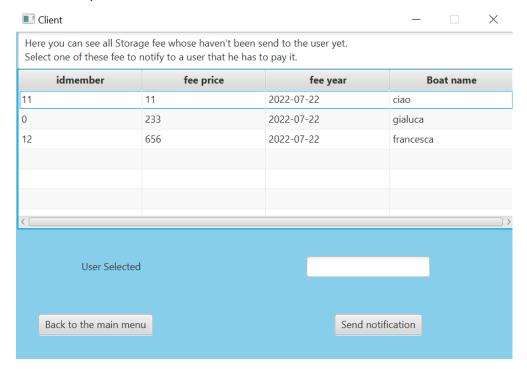


#### 10. Send storage notification:

Follow the login procedure explained in step 1.

Press "Send notification" -> "Send storage notification".

Select a member and send him a notification to remember him to pay it. To send the notification press "Send notification".

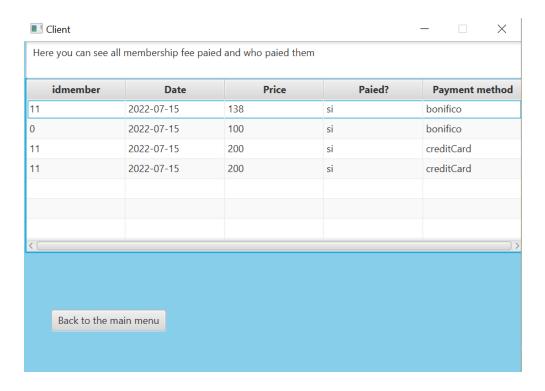


# 11. See membership payment:

Follow the login procedure explained in step 1.

Press "See payment" - > "see membership payment".

Here you can see all the registration fees that have been paid.

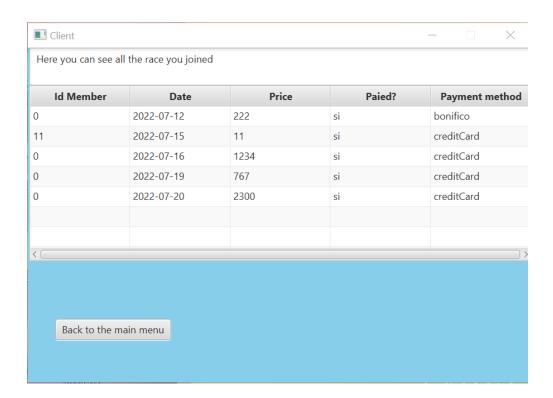


### 12. See storage payment:

Follow the login procedure explained in step 1.

Press "See payment" - > "see storage payment".

Here you can see all the storage fees that have been paid.

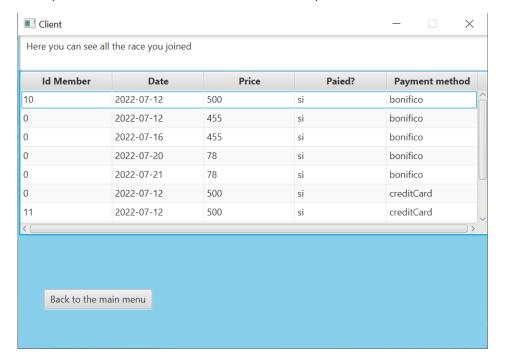


#### 13. See race payment:

Follow the login procedure explained in step 1.

Press "See payment" - > "see race payment".

Here you can see all the race fees that have been paid.

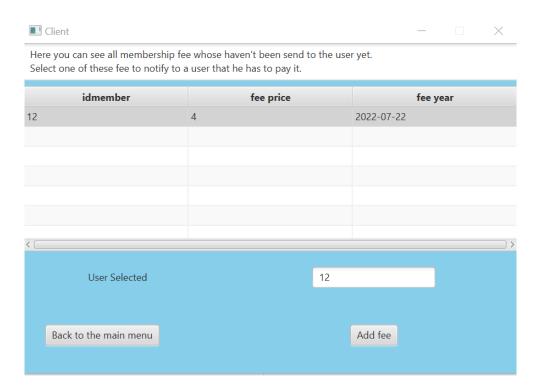


### 14. Add membership fee:

Follow the login procedure explained in step 1.

Press "Add fee" -> "Add membership fee".

Select a membership fee that to you want to add to the database and press "Add fee" to add it. One's a member of the staff add a membership fee a member of the sea club could pay it.



# 15. Add storage fee:

Follow the login procedure explained in step 1.

Press "Add fee" -> "Add storage fee".

Select a storage fee that to you want to add to the database and press "Add fee" to add it. One's a member of the staff add a storage fee a member of the sea club could pay it.

