

ALWISE STUDIO INC.

EXPRESS FEES MANAGER 1.0.0

Express fees manager is a fee collecting and management application. The application was designed with the aim of helping small institution to collect and manage fees from members without struggling with organized data.

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CONFIG

This is the first most important aspect of the application. It serves as the laid down principle for all other components of this application to function properly. The activities to perform here include:

- i. "Period" This simply mean the section or season in which you are working this could be a term or semester if you are running school.
- ii. "Level" This is the available stages one can be ranked such as *class one* or *level 100* in terms of schools.
- iii. "Year" is automatically set to the current year in which you are working. Date and time mostly depend on your computer system time and date for storing data. Failure to ensure appropriate data and time, your data may indicate inappropriate date or time as well.

PAGES

- 1) Config
- 2) Add Person
- 3) View Person
- 4) Make Payment
- 5) View pays.
- 6) Backup
- 7) Restore
- 8) Reset
- 9) Password
- 10) Excel

Contact us:

www.alwisestudio.com

alwisestudioinc@gmail.com

+233247417122

OR

+233503194492

THANK YOU.

iv. "Fees charged" is where you create fees to be charged for based on the level and period you've set above. The year is auto to current year in which you are using the application.

ADD PERSON

Add new person based on the period and level of entry.

MAKE PAYMENT

From the register table, the *pay* button in the table will allow the person to pay fees based on period and level.

TERMS AND CONDITIONS

The following are the agreed information which was read and understood by client before using this piece of application.

- i. Password set is not recoverable
- ii. Not all data entered is delectable for security reasons.
- iii. Backup should be done after work or at least every week and backed up file saved on to different computer, email, google drive or any other cloud service to ensure safety.
- iv. Resetting data is an option only if you really understand what you are doing.
- v. Application failure to respond or misbehave due to hardware or system failure have nothing to do with Alwise Studio Inc. and its affiliates.

vi. There is not data protection law covering this piece of application, which makes
Alwise Studio Inc. not responsible for data loss or damages that may occur as a
result of using this application.

THANK YOU FOR SELECTING ALWISE STUDIO INC.

