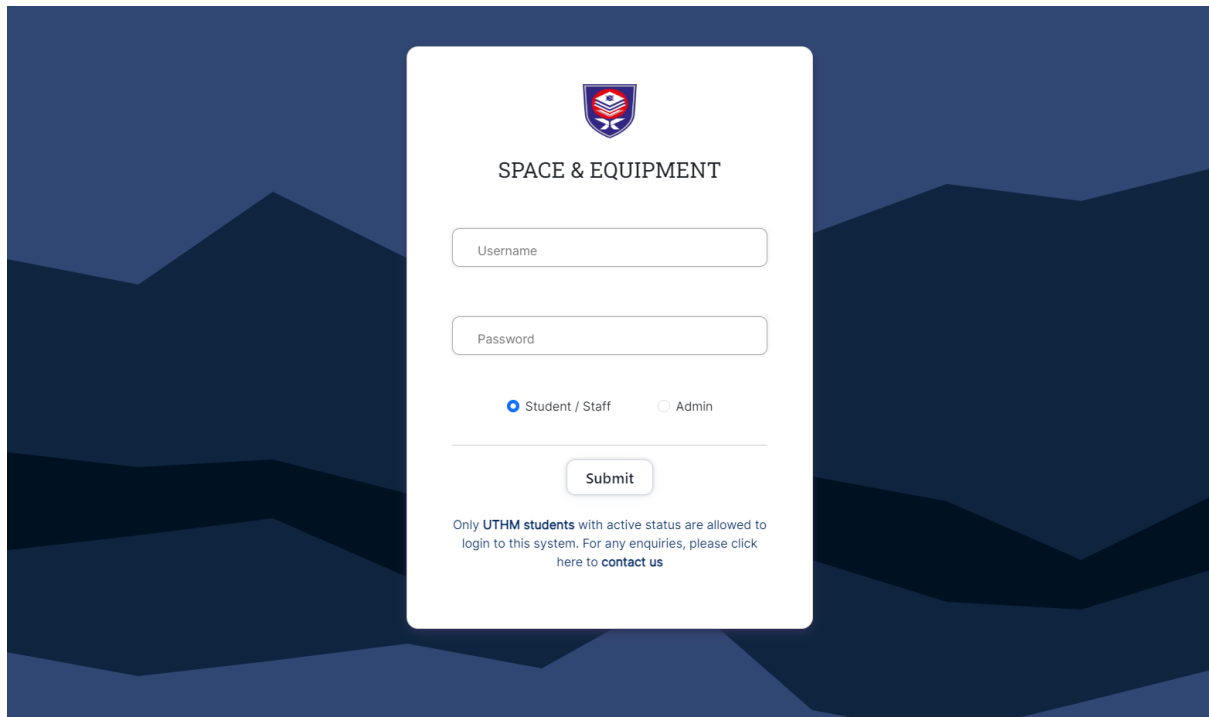


# MANUAL SPACE & EQUIPMENT BOOKING SYSTEM V2

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*Made by Muhammad Hafizuddin, Muhammad Fariez, Alsyha*

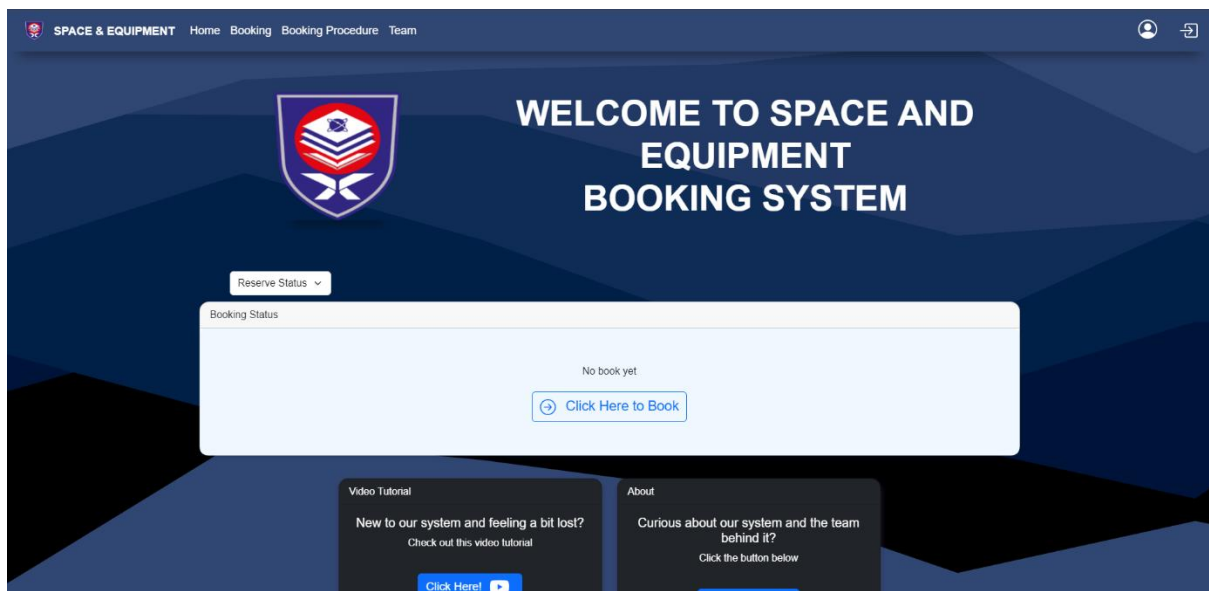
## Step 1: Login Page



The login page features a dark blue background with a white central form. At the top of the form is the UTHM logo, followed by the title "SPACE & EQUIPMENT". Below this are two input fields for "Username" and "Password". Under the password field are two radio buttons: "Student / Staff" (selected) and "Admin". A "Submit" button is located below the radio buttons. At the bottom of the form, a note states: "Only UTHM students with active status are allowed to login to this system. For any enquiries, please click here to [contact us](#)".

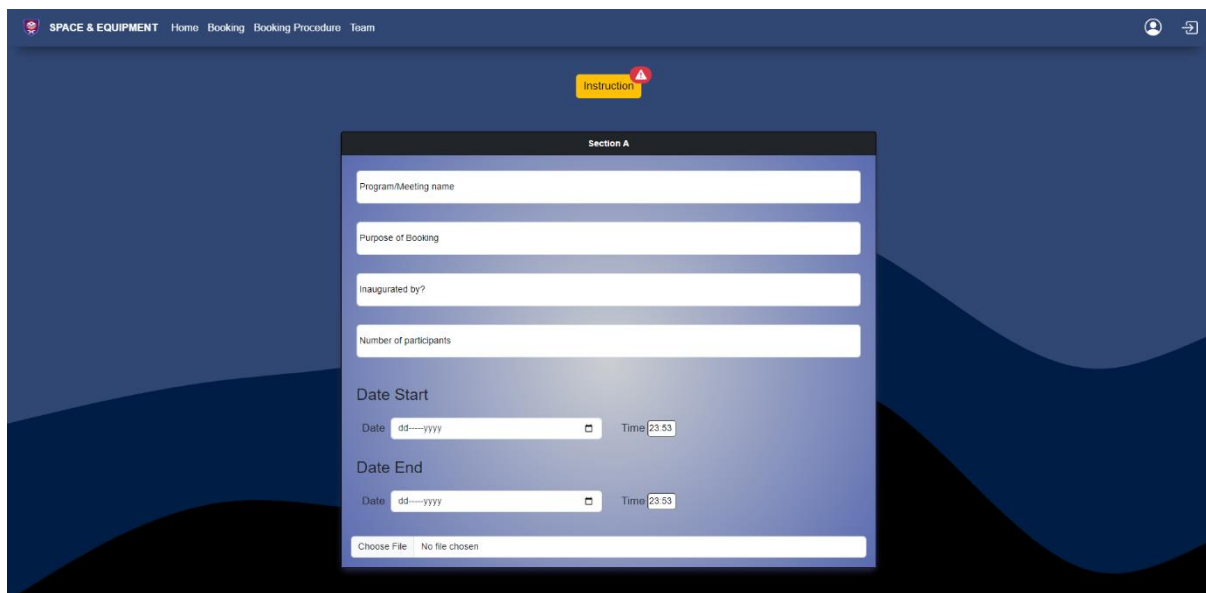
- Login into Space & Equipment Booking website.
- Fill in the username and password fields
- Choose Student/Staff

## Step 2 : Home Page



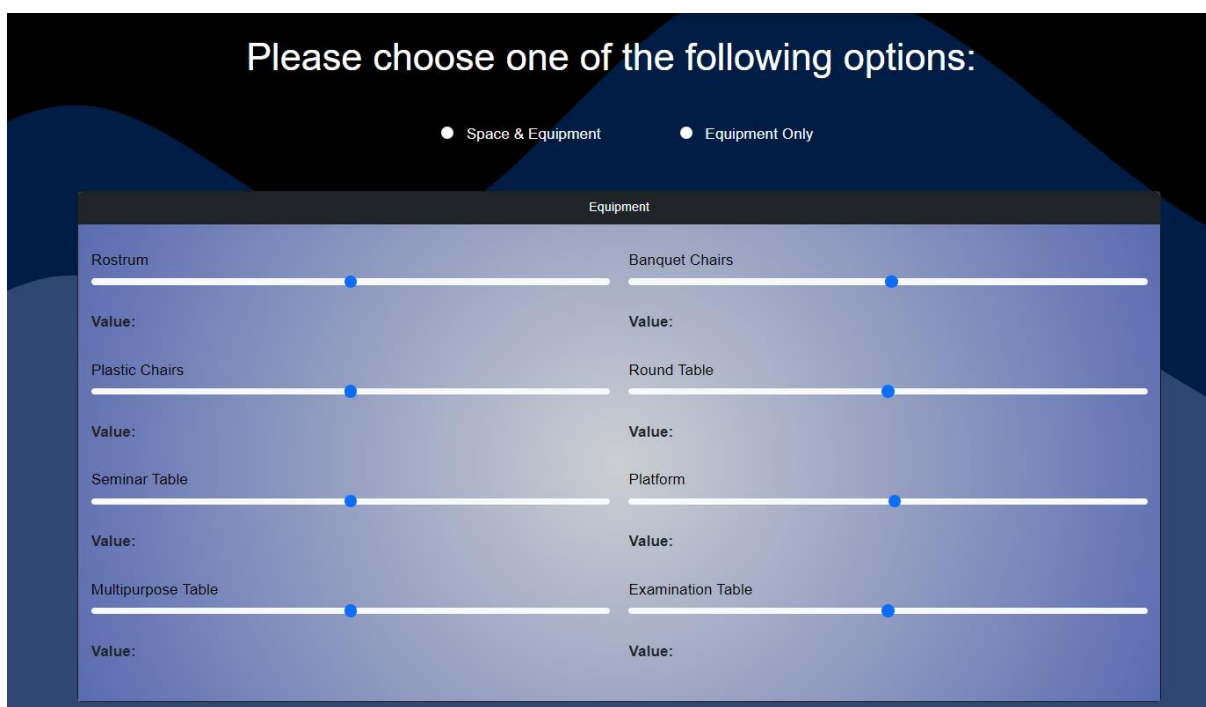
- Click the Booking link at the navbar or click the “Click Here To Book” button.
- Both will redirect to booking page.

### Step 3: Booking Page



- Read the instruction above by pressing the button at the top.
- After that, fill all the fields in the Section A
- Upload required files for booking process.

### Step 4: Space and Equipment Page



- Choose between those two options.
- It will show the different input forms based on the option chosen by user.

## FYP Project

### Space Form:

The Space Form interface displays four panels for configuring meeting rooms. Each panel has a title, a list of equipment items, and a radio button to select the room.

- Meeting Room 1:** Liquid-crystal display (LCD), LCD Projector White Screen, PA System. ☐ Meeting Room 1
- Meeting Room 5:** Liquid-crystal display (LCD), LCD Projector White Screen, PA System. ☐ Meeting Room 5
- Meeting Room 6:** Liquid-crystal display (LCD), LCD Projector White Screen, PA System. ☐ Meeting Room 6
- Meeting Room 2:** Display TV. ☐ Meeting Room 2

### Equipment Form:

The Equipment Form interface shows a selection screen for equipment. It includes a title, two radio buttons for selection, and a table of equipment items with sliders and value labels.

Please choose one of the following options:

- ☐ Space & Equipment
- ☐ Equipment Only

Equipment	
Rostrum	Banquet Chairs
Value:	Value:
Plastic Chairs	Round Table
Value:	Value:
Seminar Table	Platform
Value:	Value:
Multipurpose Table	Examination Table
Value:	Value:

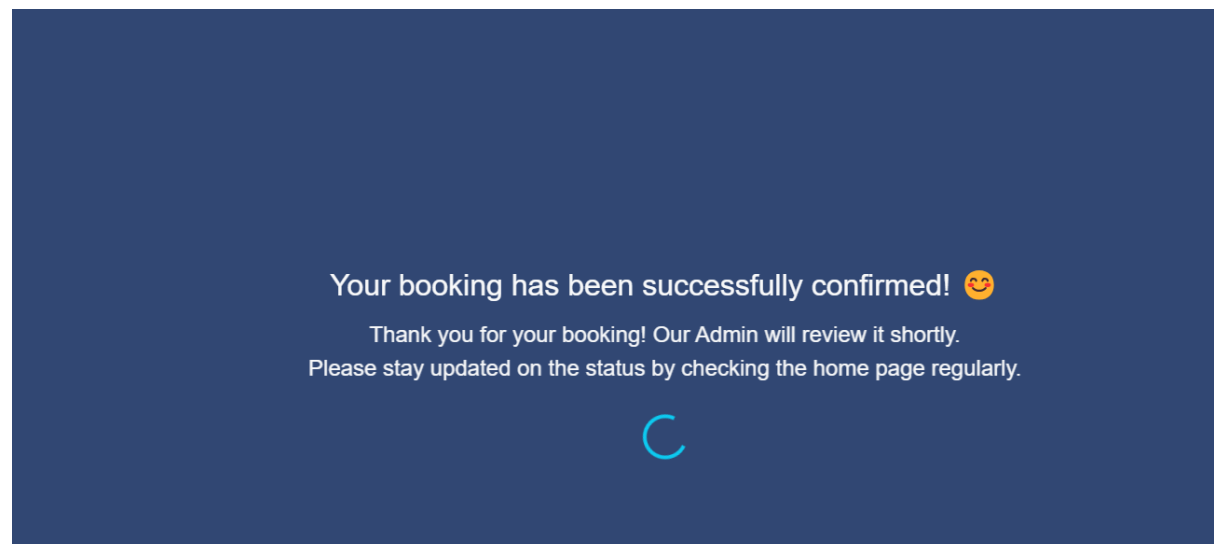
Notice: Noted that all the inputs in the space and equipment forms are based on the date and time entered at Section A.

## Step 5: Booking page



☐ Please make sure to check the checkbox and **upload the important file** to enable us to store this **booking information** in the history database.

[Submit](#)

- Tick the checkbox to confirm the input will be send and filed.
- Press the submit button to complete the booking process



- This is the message the user will acquire as the data has been sent.
- Afterwards, please check at the home page for the booking status.




Booking Status			
Booking ID	Category	Status	Action
AA210264	Space & Equipment	Pending	<a href="#">Details</a>  

- This is the example of the booking status at the home page.
- There are few action buttons such as booking information and delete button.

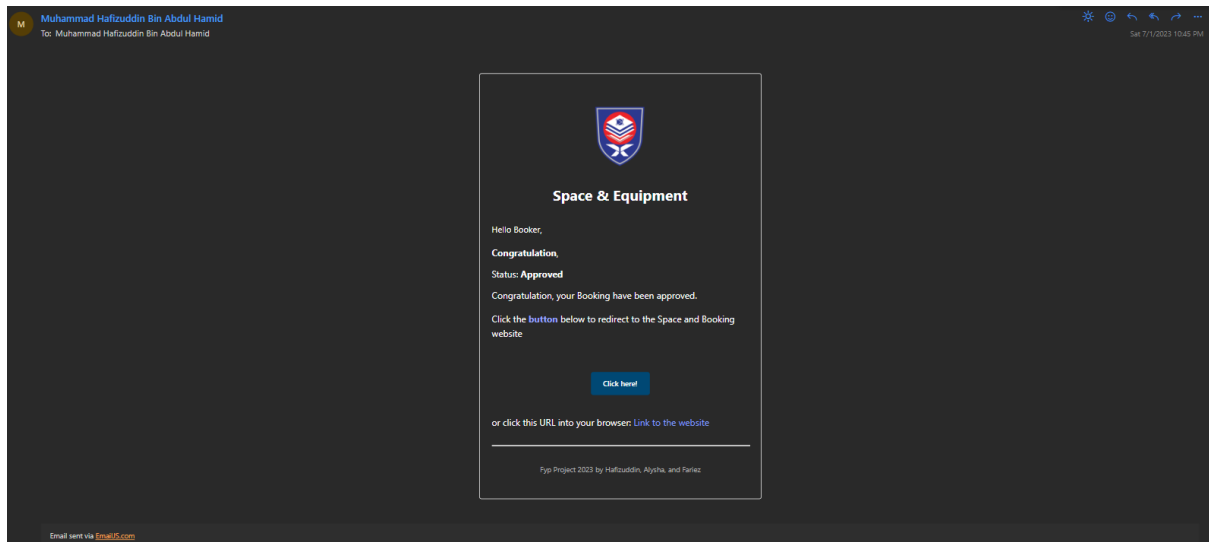
History				
No	Booking Date	Category	Status	Details
1	6/26/2023, 11:50:01 AM	Equipment	Rejected	1. spaceOption: Meeting Room 5 2. purposeBook: asdf 3. dateEnd: 2023-06-27 4. programName: dfasdf 5. Banquet Chaire: 11 6. date Start: 2023-06-28 7. radioBtn: option1 8. time Start: 12:00 9. Platform: 3 10. status: 2 11. people: 10 12. timeBook: 6/26/2023, 11:50:01 AM 13. Id: AA210264 14. Inaugurated: asdf12 15. timeEnd: 15:15
2	6/29/2023, 8:09:49 PM	Equipment	Approved	1. date Start: 2023-06-30 2. purposeBook: meeting 3. people: 11 4. programName: Meeting PPD 5. Plastic Chaire: 20 6. time Start: 11:00 7. Inaugurated: Hafiz 8. status: 1 9. radioBtn: option1 10. dateEnd: 2023-06-30 11. spaceOption: Meeting Room 3 12. Rostrum: 1 13. Id: AA210264 14. timeBook: 6/29/2023, 8:09:49 PM 15. timeEnd: 20:30
3	6/29/2023, 8:09:49 PM	Equipment	Pending	1. spaceOption: Meeting Room 3 2. Rostrum: 1 3. radioBtn: option1 4. programName: Meeting PPD 5. Plastic Chaire: 20 6. Inaugurated: Hafiz 7. date Start: 2023-06-30 8. timeBook: 6/29/2023, 8:09:49 PM 9. dateEnd: 2023-06-30 10. status: 0 11. people: 11 12. timeEnd: 20:30 13. time Start: 11:00 14. purposeBook: meeting 15. Id: AA210264

- As above is the example of the booking history.
- Shown all the list of booking that has been made by the user.

### Booking Indicators

Description		
	Approved	Have been approved by Admin and get an email at Outlook.
	Rejected	Been reject because lack of file not upload or others reason.
	Pending	Still in review.

## Step 6: Booking Update



- This is the email example when the booking have been approved.