

Using this manual

Thank you for downloading this product. This software allows employees to communicate between each other, to be assigned to a specific department as well as be assigned tasks. Please read this instruction manual before using this software.

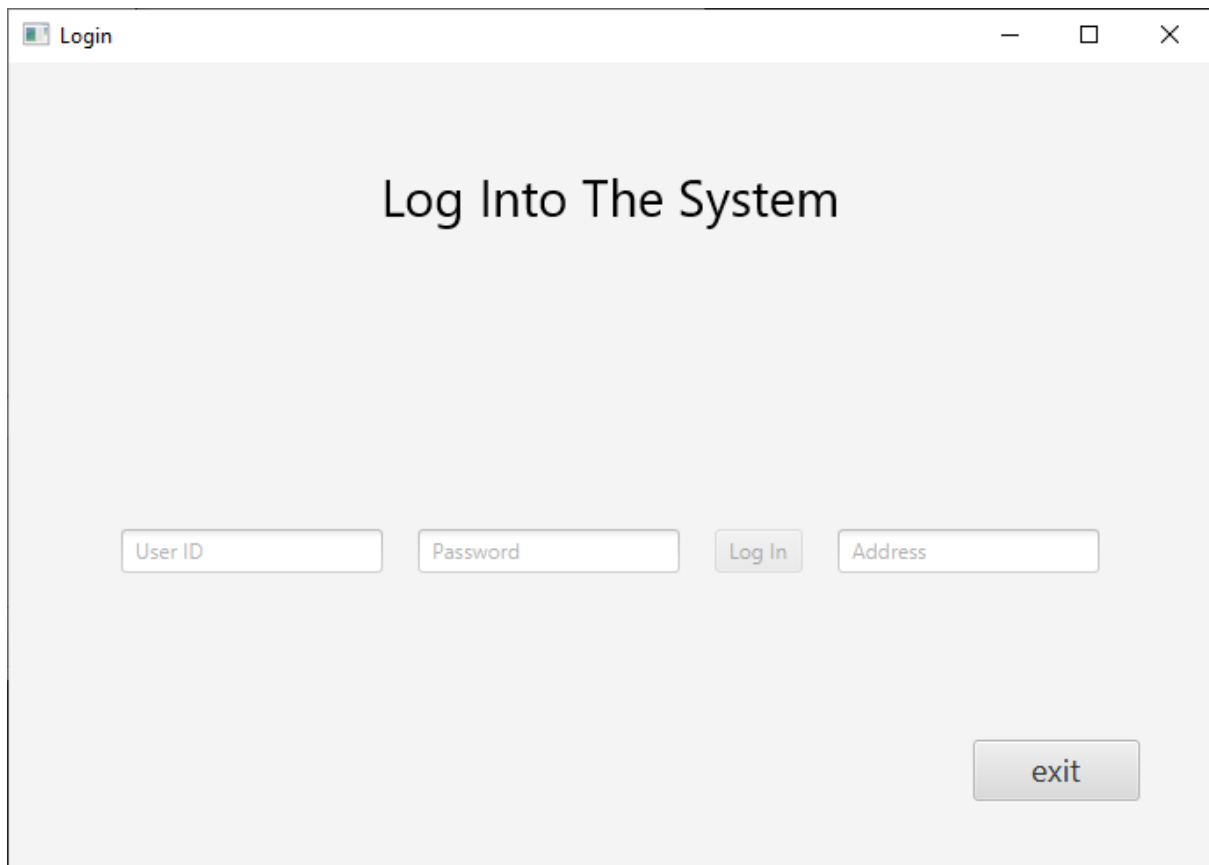
This instruction manual does not provide instruction in the basic operation of computers, or the operation of the Windows operating systems; refer to the manuals supplied with the computer.

The examples in this manual use Windows 10. The appearance of the system may differ with the use of different Windows OS versions.

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Login Window



The image shows a graphical user interface for a login window. The window has a title bar with the text 'Login' and standard window control buttons (minimize, maximize, close). The main content area has a light gray background. At the top center, the text 'Log Into The System' is displayed in a large, black, sans-serif font. Below this text, there are three input fields arranged horizontally: 'User ID', 'Password', and 'Address'. Each field is a simple rectangular box with a thin border. To the right of the 'Password' field is a 'Log In' button, which is a rectangular button with a light gray background and a thin border. Below the 'Log In' button, there is an 'exit' button, which is a rectangular button with a light gray background and a thin border. The 'exit' button is positioned in the bottom right corner of the main content area.

fig. 1

To log in, enter the userID provided to you by your system administrator into the “User ID” field (shown in fig. 1), enter the password corresponding to your User ID (this should also be provided by your system administrator) into the “Password” field (shown in fig. 1). Lastly enter the IP address of the server (again, should be provided by your system administrator) into the “Address” field (shown in fig. 1). At this point, the “Log In” button become clickable. To access your account on the server, click the “Log In” button.

To exit the program, click the “exit” button in the bottom left or the X in the top right.

Main Menu

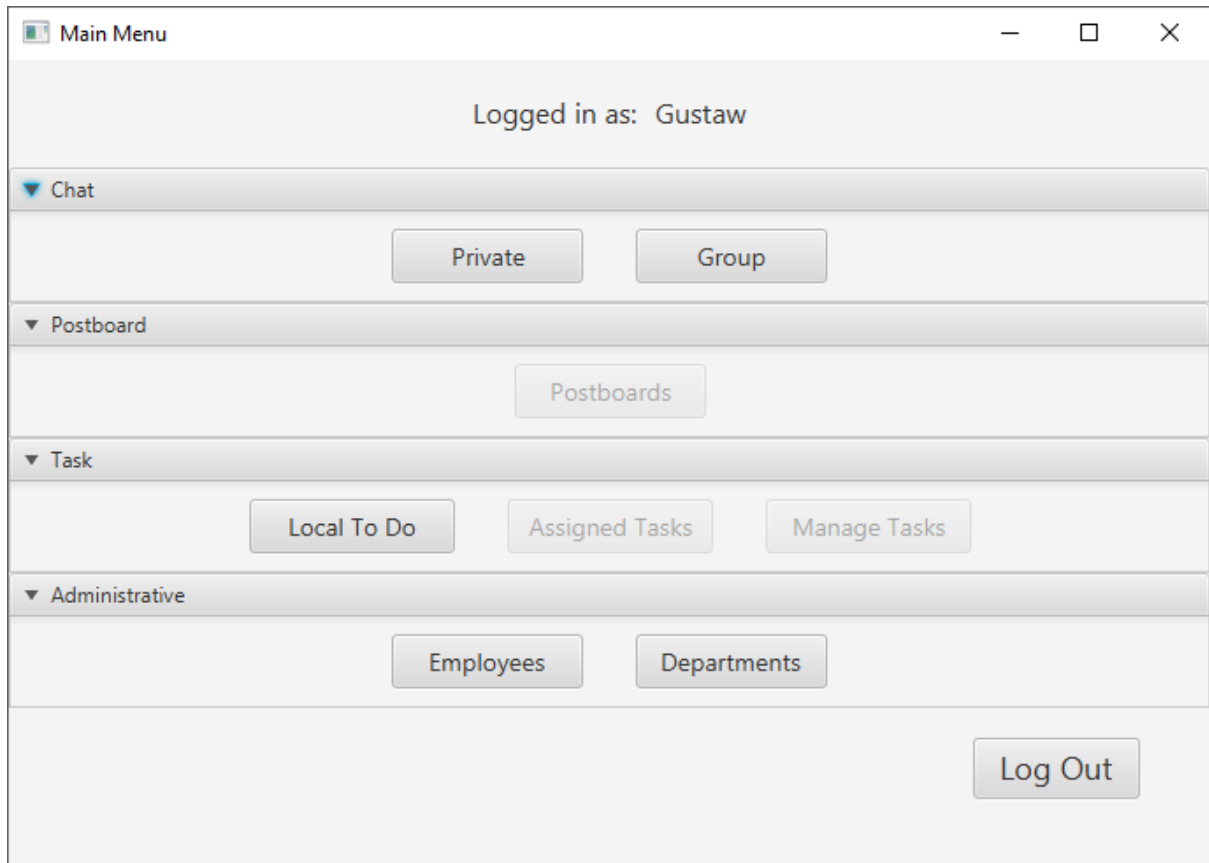


Fig. 2

The main menu is composed of four different sections - Chat, Postboard, Task and Administrative respectively. On top of this, in the top middle of the window the username of the current user is displayed, in the case of Fig. 2, Gustaw.

To minimize a specific section, press the downwards facing arrow next to the section. To undo said action, press the same symbol again

To leave the Main Menu and return to the Login screen, press the Log Out button in the bottom right

Private Chat

To enter the private chat menu from the main menu, click the “Private” button in the “Chat” section (Fig. 2). To return to the main menu, press the “Back” button on the bottom left (Fig. 3).

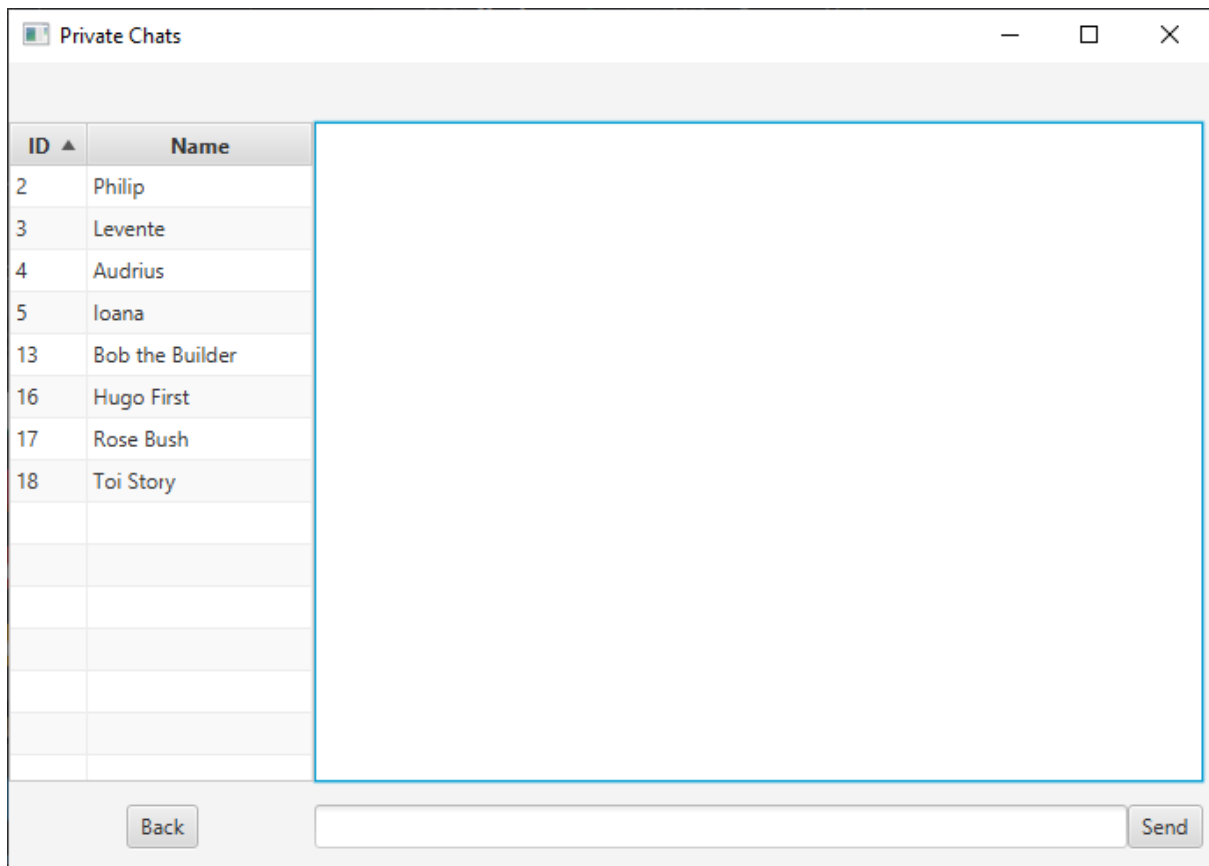


Fig. 3

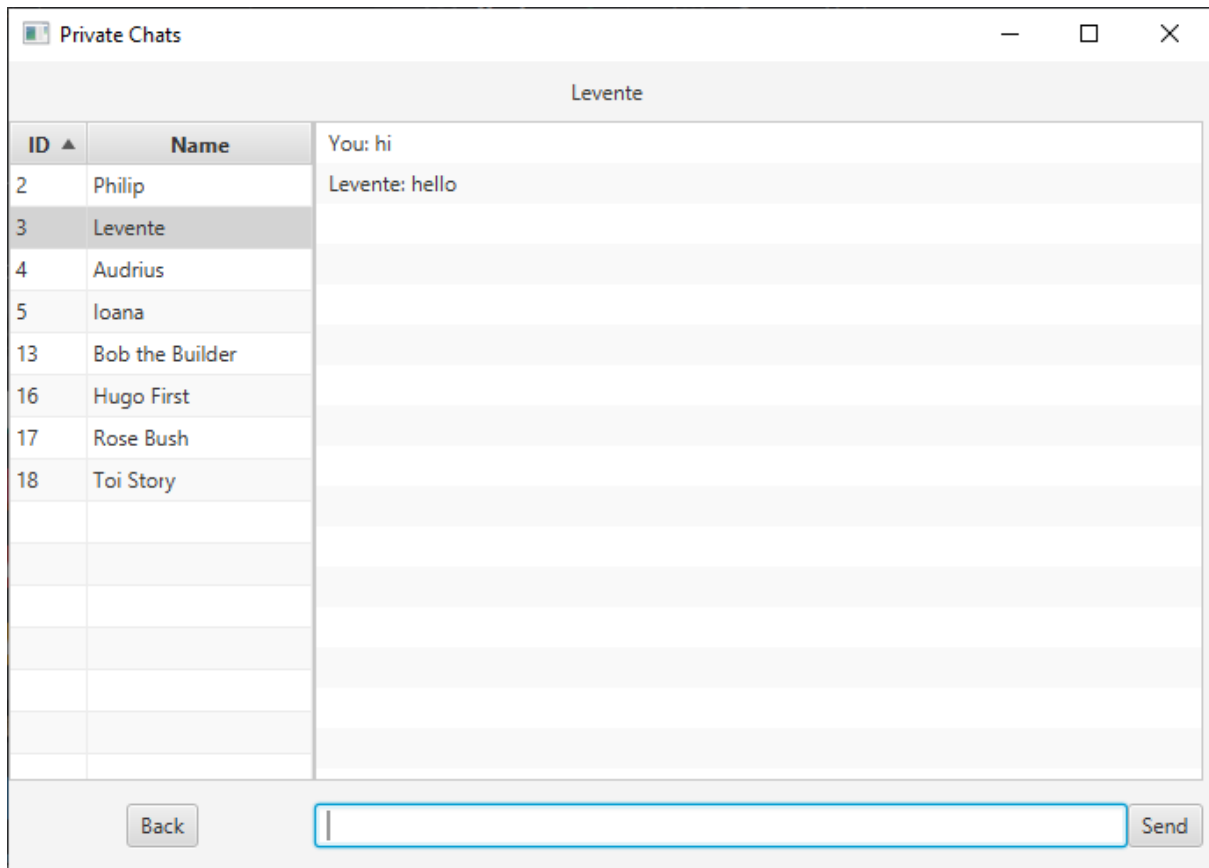


Fig. 4

In the private chat menu (Fig.3), you can chat to all of the different users in the system. To do so, click on the name of your desired conversation target, and simply begin typing (Fig. 4) in the empty bar on the bottom, and press send once you have your desired message. Your messages should appear as “You” while your conversation partner will appear as their name.

Group Chat

To enter the group chat menu from the main menu, click the “Group” button in the “Chat” section (Fig. 2). To return to the main menu, press the “Back” button on the bottom left (Fig. 5).

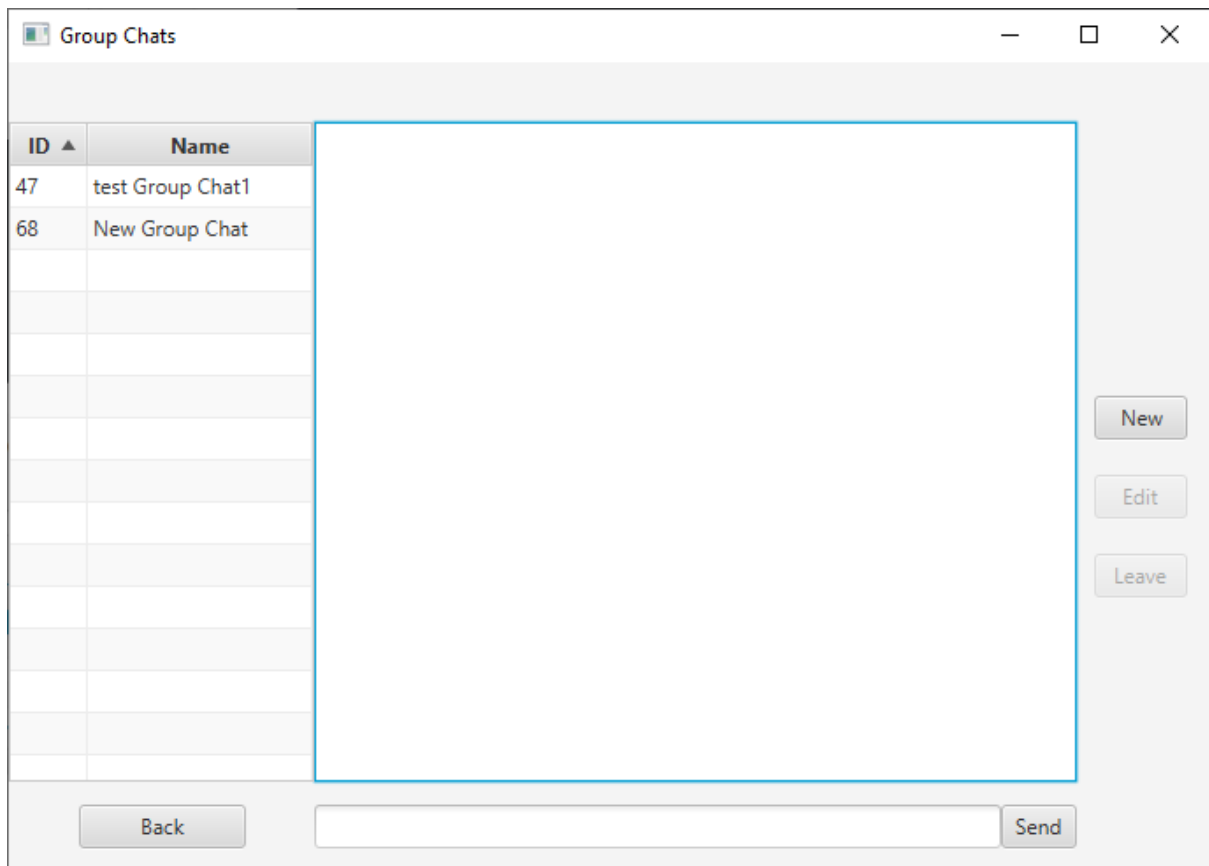


Fig. 5

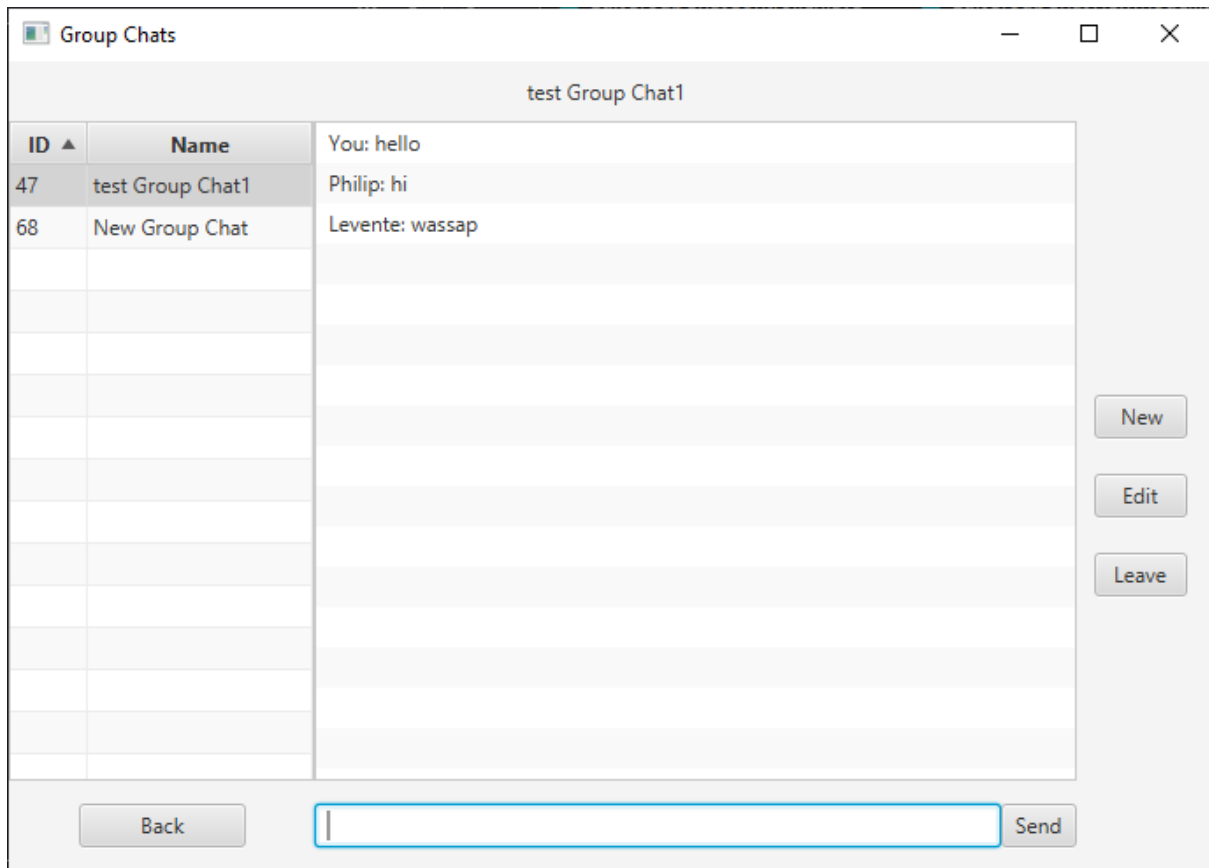


Fig. 6

In the group chat menu (Fig. 5), to chat in a group chat, click the desired group chat name on the left side. Once you have clicked the group chat, the chat history will pop up in the mid section of the group chat menu. To write to the group, type in the empty bar on the bottom, and press send once you have your desired message. Your messages should appear as "You" while your conversation partner's names will appear as their names.

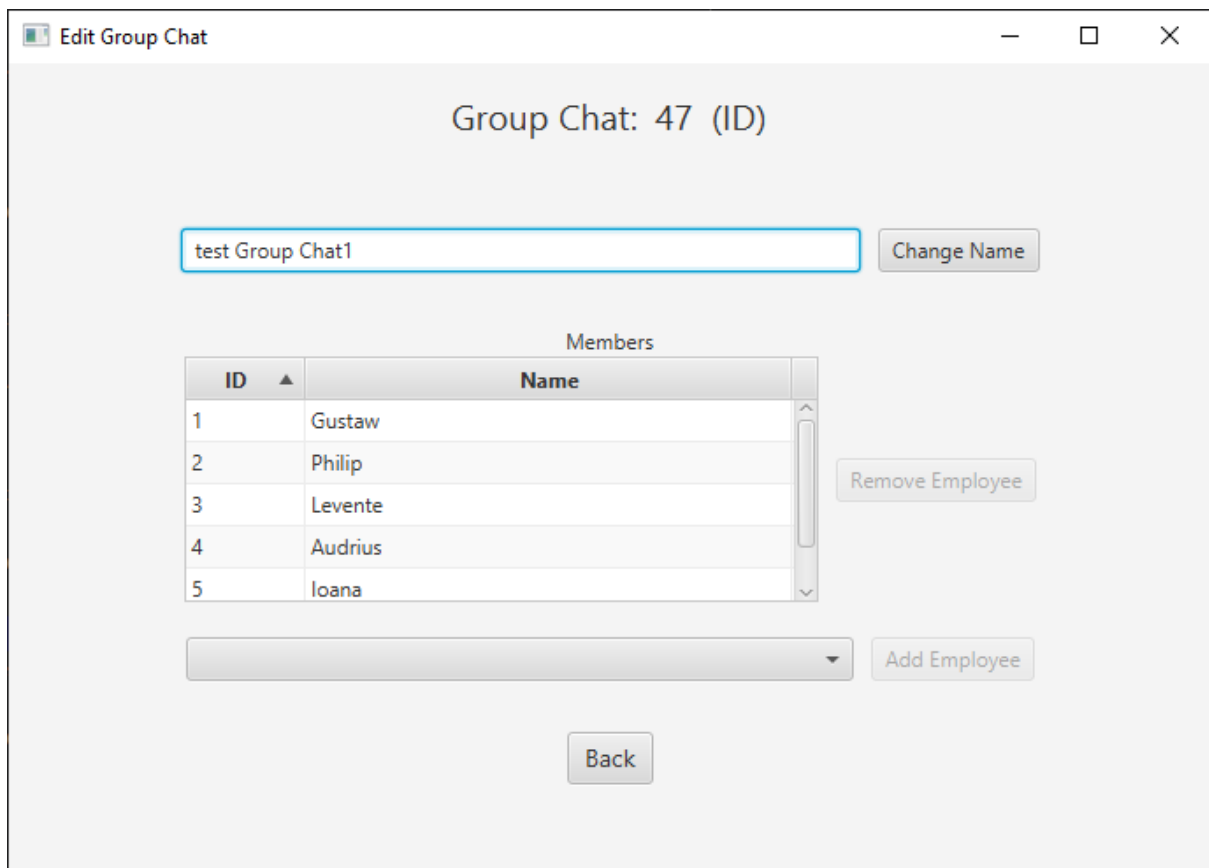


Fig. 7

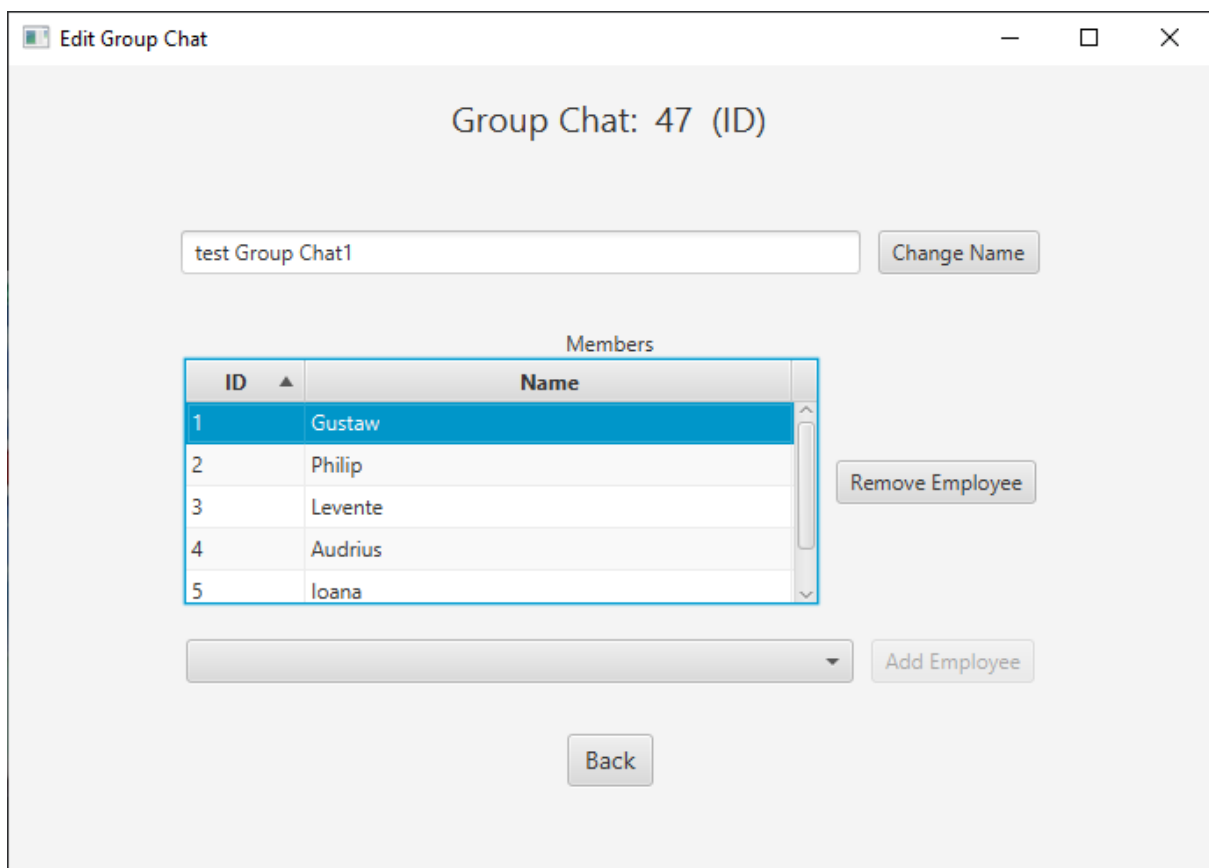


Fig. 8

Edit Group Chat

Group Chat: 47 (ID)

test Group Chat1

Change Name

Members

ID ▲	Name
1	Gustaw
2	Philip
3	Levente
4	Audrius
5	Ioana

Remove Employee

13 Bob the Builder ▼

Add Employee

Back

Fig. 9

Employee's

To enter the employee menu, press the “Employee’s” button in the Administrative tab found in the Main Menu (Fig. 2)

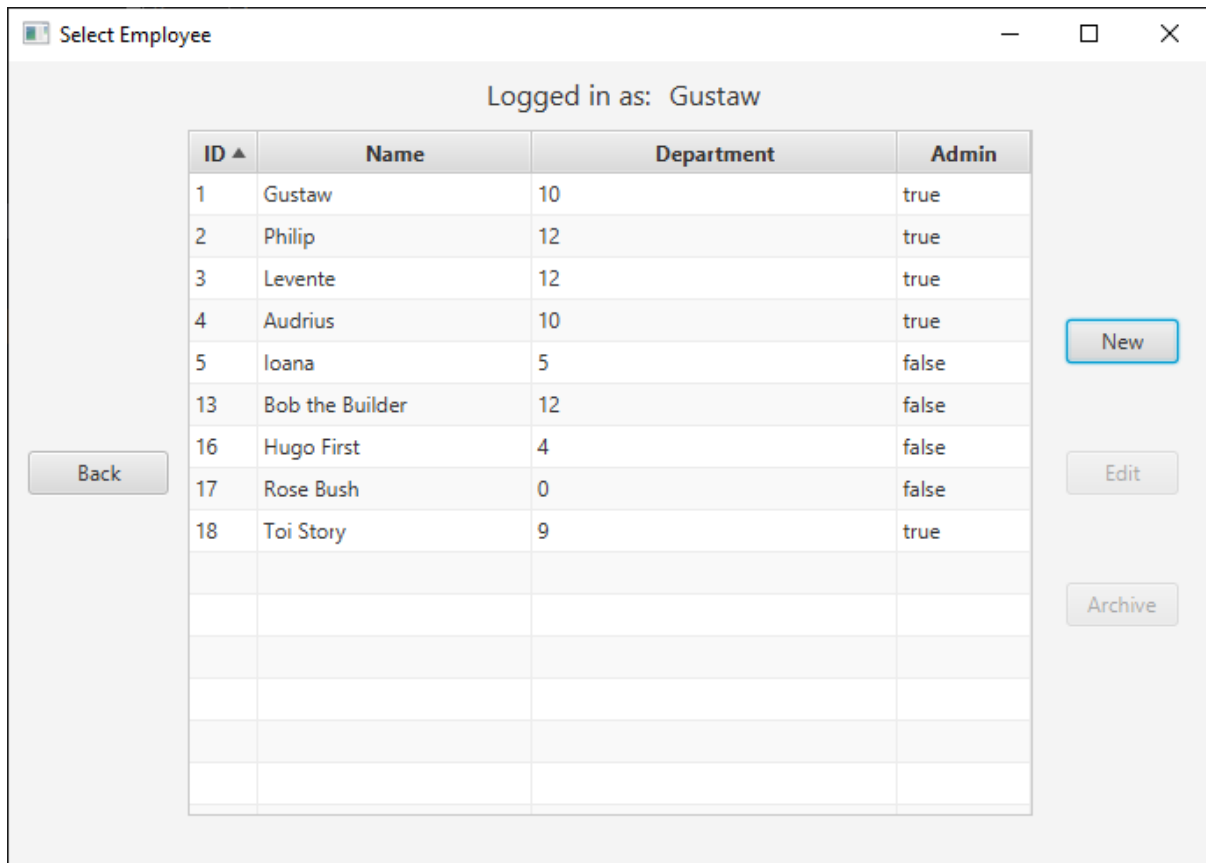


Fig. 10

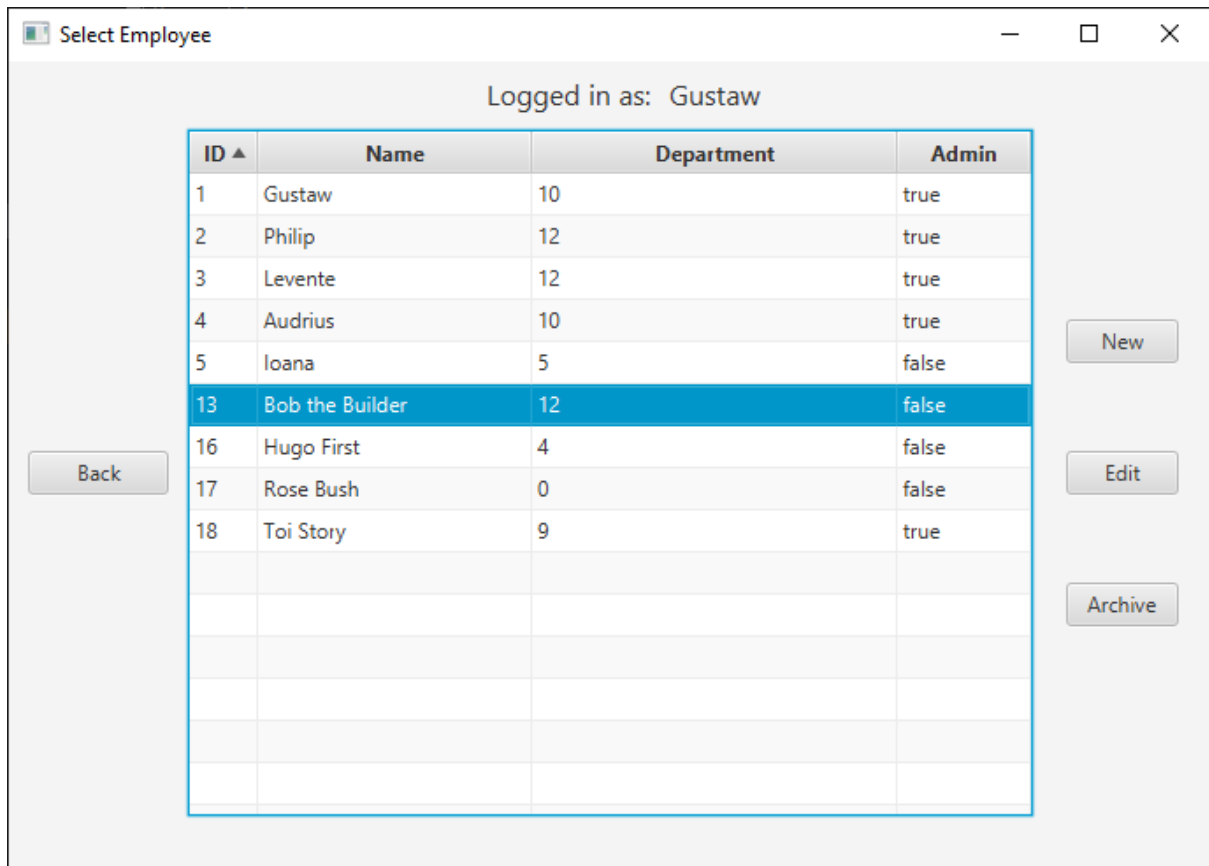


Fig. 11

In the Employee section (Fig. 10), you can view all the employee's in the system, as well as what department they belong to, and if they are an admin or not. If the account you have logged in as is an Admin account, you can add a new employee by pressing the "New" button to the right of the window. This will create a empty employee. To select a employee, click on one of the cells in the desired row.. If you have selected a user, the user should be highlighted in blue, as shown in Fig. 11. If you are logged in as an admin, you can edit the employee by pressing the "Edit" button or archive the employee, by pressing the "Archive" button.

To go back to the Main Menu, press the Back button on the left side of the window.

The screenshot shows a window titled "Edit Employee" with standard window controls (minimize, maximize, close) in the top right corner. The main content area has a title "Edit Employee: 13 (ID)" centered at the top. Below this is a checkbox labeled "Admin" which is currently checked. Underneath the checkbox are two text input fields: the first contains "Bob the Builder" and the second is labeled "Password". Below the password field is a small note: "*leave it empty to not change password". Below the note is a dropdown menu currently showing "12 Production". At the bottom of the window are two buttons: "Save" and "Cancel".

Fig. 12

Upon pressing the “Edit” button in the Employee Menu (Fig. 11), the program will swap to the Employee Edit Menu. In this menu, you can edit the name, password, admin status and department of an employee, if one is an admin. To change name and password, change the contents of the Username and Password fields (the username field contains “Bob the Builder” in Fig.12). To change the admin status of an employee, simply check or uncheck the box labeled “Admin”. To change the department of the given employee, change the context menu to the desired department. Once all the desired changes are made, press the “Save” button to confirm the changes, or Cancel to cancel the changes. In both cases, the program will swap back to the Employee Menu.

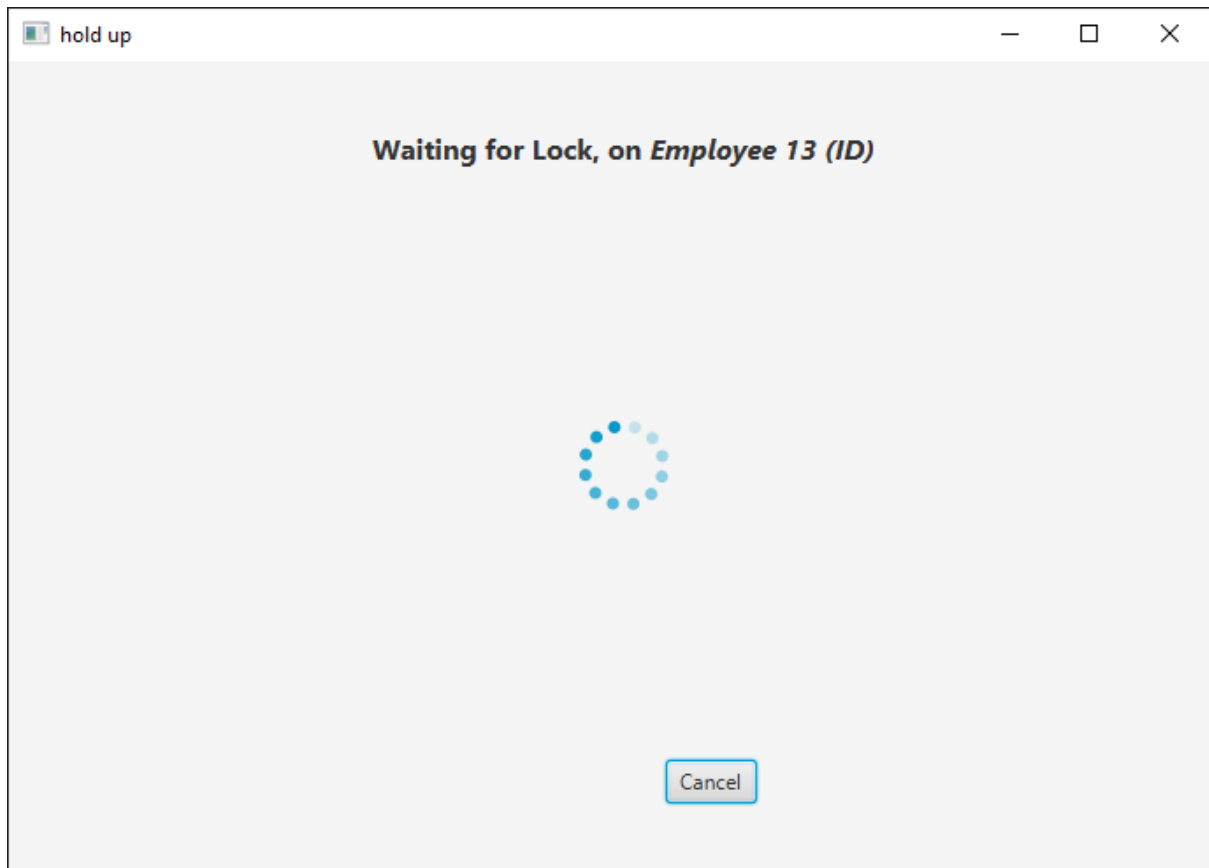
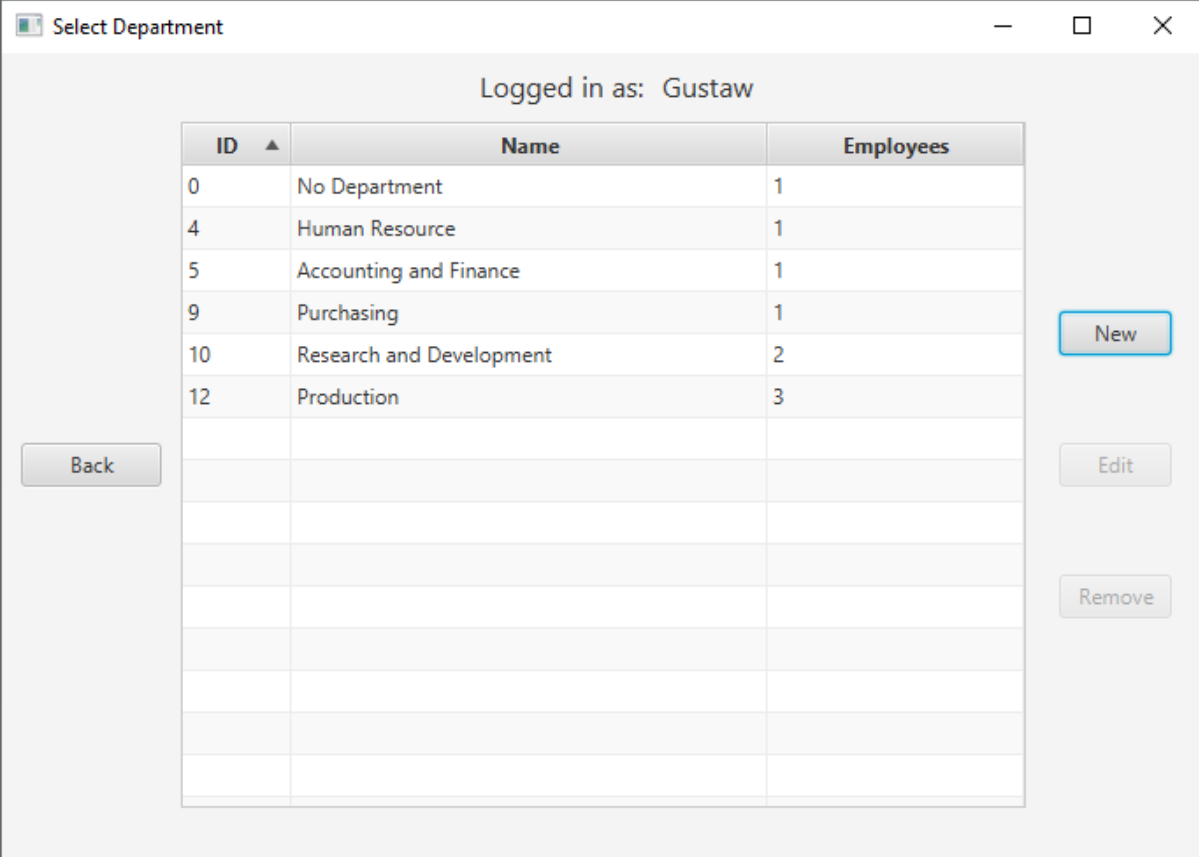


Fig.13

If another administrator is editing the selected user, instead of switching to the window of Fig. 12, the program will swap to Fig. 13 instead. Once the user is free to be edited once more, the program will swap back to Fig. 12.

Department

To enter the department menu, press the “Departments” button in the Administrative tab found in the Main Menu (Fig. 2)



The screenshot shows a window titled "Select Department" with a standard Windows-style title bar (minimize, maximize, close buttons). Below the title bar, it says "Logged in as: Gustaw". The main content area features a table with three columns: "ID" (with a small upward arrow icon), "Name", and "Employees". The table contains six rows of data, followed by several empty rows. To the left of the table is a "Back" button. To the right of the table are three buttons: "New" (highlighted with a blue border), "Edit", and "Remove".

ID ▲	Name	Employees
0	No Department	1
4	Human Resource	1
5	Accounting and Finance	1
9	Purchasing	1
10	Research and Development	2
12	Production	3

Fig.14

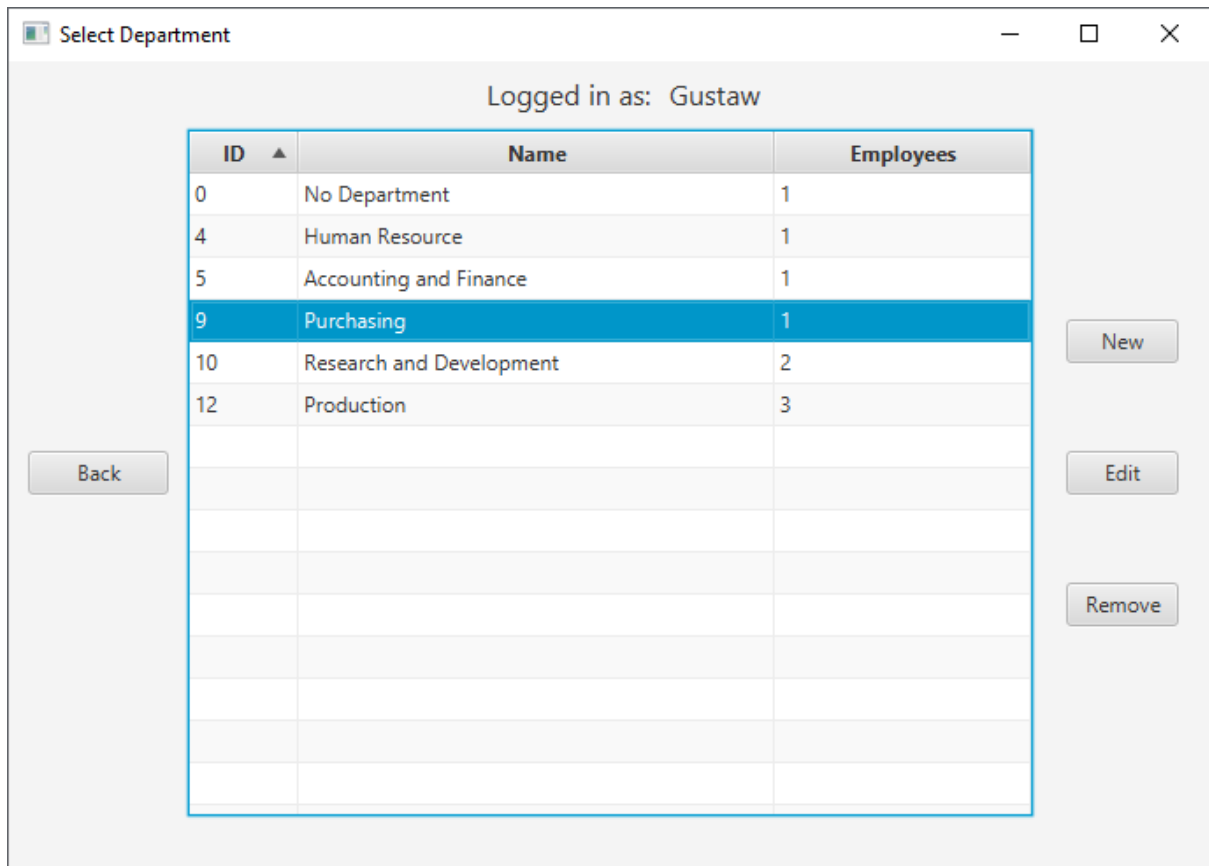


Fig.15

In the Department section (Fig. 14), you can view all the departments in the system, and how many employees are in each department. If the account you have logged in as is an Admin account, you can add a new department by pressing the “New” button to the right of the window. To select a department, click one of the cells in the desired row. If you have selected a department, the department should be highlighted in blue, as shown in Fig. 15. If you are logged in as an admin, you can edit the department by pressing the “Edit” button or remove the department, by pressing the “Remove” button.

To go back to the Main Menu, press the Back button on the left side of the window.

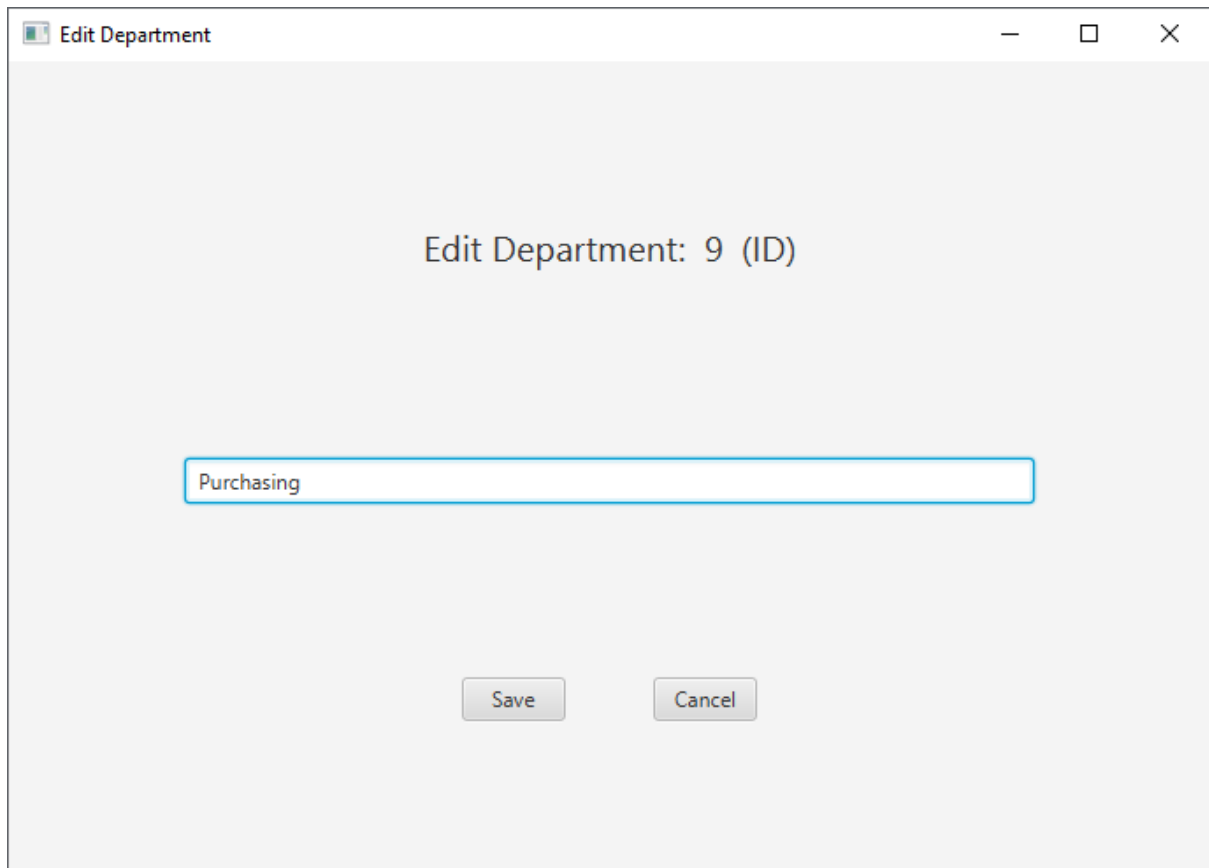


Fig. 16

Upon pressing the “Edit” button in the Department Menu (Fig. 15), the program will swap to the Department Edit Menu. In this menu, you can edit the name of the Department, if one is an admin. To change name, change the contents of the Name field (the Name field contains “Purchasing” in Fig. 16). Once all the desired changes are made, press the “Save” button to confirm the changes, or Cancel to cancel the changes. In both cases, the program will swap back to the Department Menu.

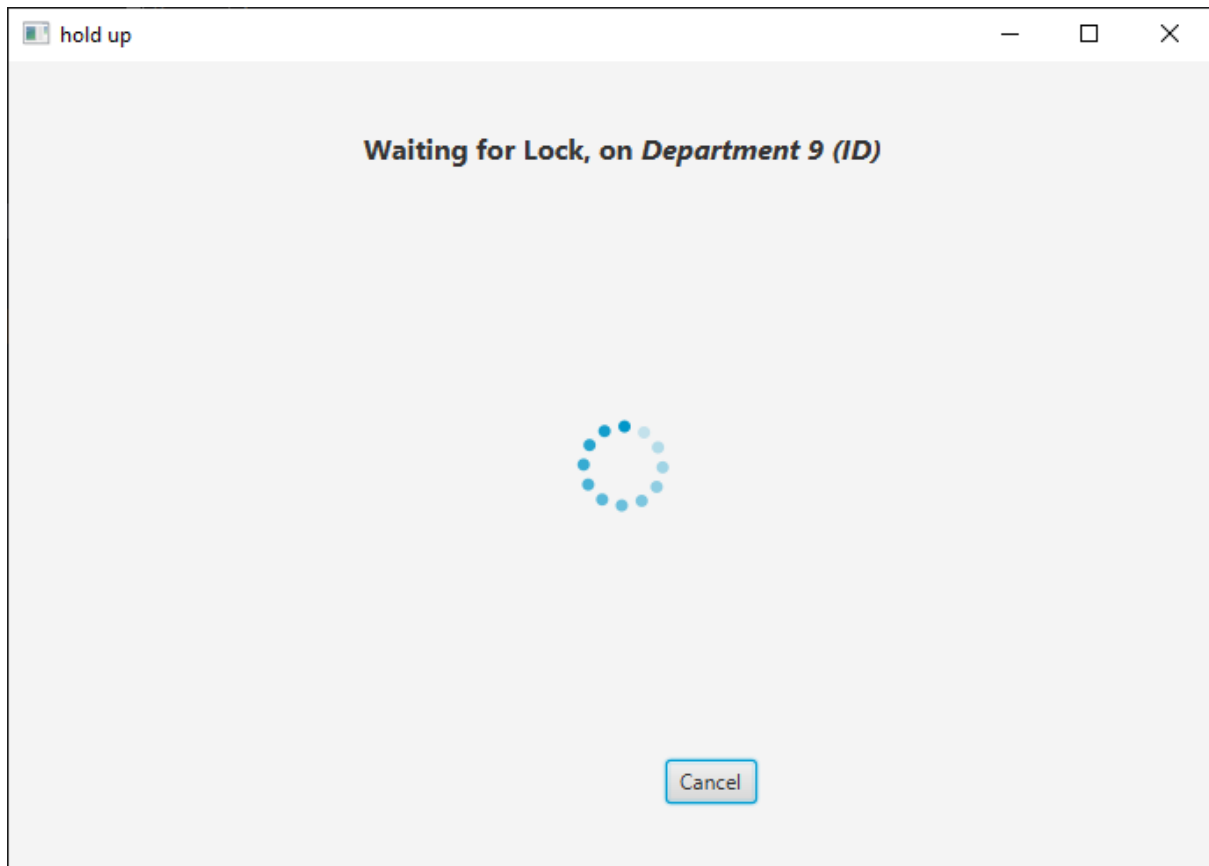


Fig. 17

If another administrator is editing the selected department, instead of switching to the window of Fig. 16, the program will swap to Fig.17 instead. Once the department is free to be edited once more, the program will swap back to Fig. 16.

For Administrators

In order to set up the server for users to connect to, you must do the following – set up a local PostgreDB on the machine on which you wish to run the server. Next, run the latest DDL Script for the creation of the required database. Then, write the server credentials in the server's main method. And finally start the main method.

The default login credentials are – user ID : 1 and password : 1234. The default password for new employee's is 1234.