USER GUIDE

Akamai Publishing Scheduling Application

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C868 – Software Capstone Project

Task 2 – User Guide

Akamai Publishing Scheduling Application

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USER GUIDE

INTRODUCTION

This document will guide the user through the installation of all required applications and programming languages, navigation of the user interface, and performing required test case tasks.

INSTALLATION AND USING THE APPLICATION

Prerequisites:

- Windows 10 or greater / macOS Monterey or greater / Linux Mint 21 or greater
- IntelliJ Community Edition 2021.1.3
- JavaFX SDK 17.0.1
- Java SE 17.0.1
- MySQL Database

Opening the Application:

There are two methods for opening this application.

1. Use the executable file. This file is located in the folder called "Olden Capstone." This JAR file is called "AkamaiPublishing."
2. Use the source code to open and run this application through IntelliJ
    a. The source code is located in a zip file called "Olden868." When opened, this will produce a folder called "HelloWorldJFX." Open this file using IntelliJ.
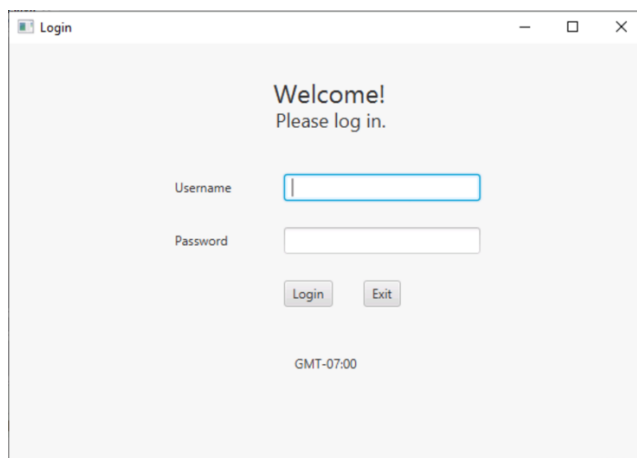
LOGIN

1. Upon opening the application, the login window will open. After entering the username and password, click the button titled "Login." Use the following credentials to log in:

Username: test
Password: test

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CREATE A NEW MEETING

1. From the Main Dashboard, click the button called "Add" at the bottom of the page.

2. You will be navigated to the Add Meeting Page. Enter the required information, then click the "Add" button at the bottom of the screen.

3. If the information entered meets all required criteria, the application will return to the Main Dashboard page. If the information does not meet the required criteria, you will receive an error message indicating which of the entered information is incorrect.

MODIFY AN EXISTING MEETING

1. From the Main Dashboard, click on the appointment you wish to change, then click the button called "Modify."


2. This will navigate you to the Modify Meeting Page. Information from the selected item should be prepopulated in the form. Change the information you want to be changed, then click "Modify."


3. If the information entered meets all required criteria, the application will return to the Main Dashboard page. If the information does not meet the required criteria, you will receive an error message indicating which of the entered information is incorrect.

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DELETE AN EXISTING MEETING

1. From the Main Dashboard, click on the meeting you wish to delete, then click the button called "Delete."
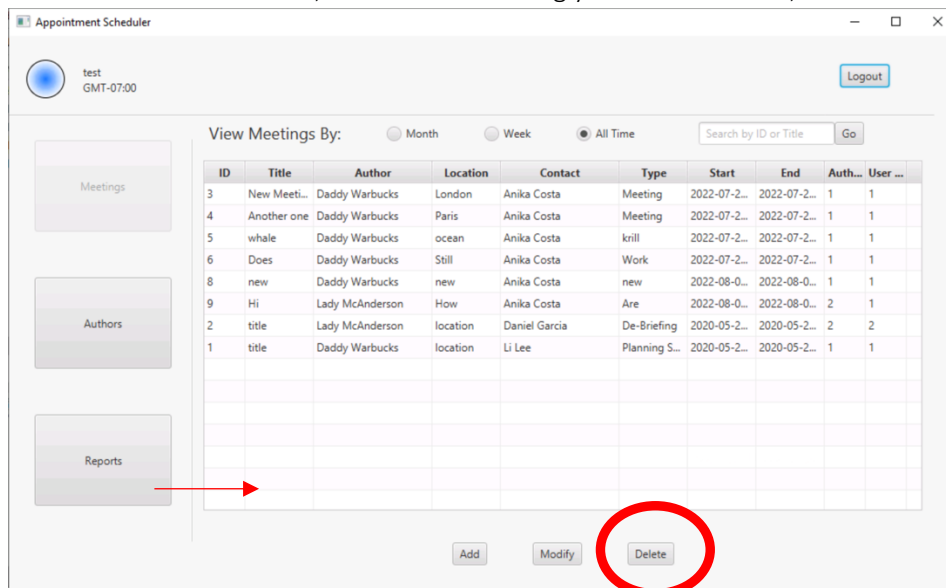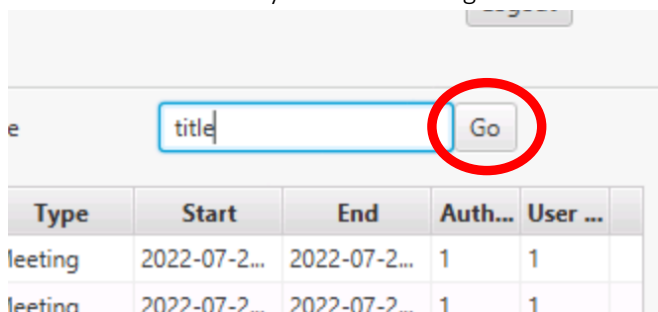

2. A confirmation window will pop up, to verify that you do wish to delete the selected appointment. If this is correct, click the "OK" button, otherwise click the "cancel" button.
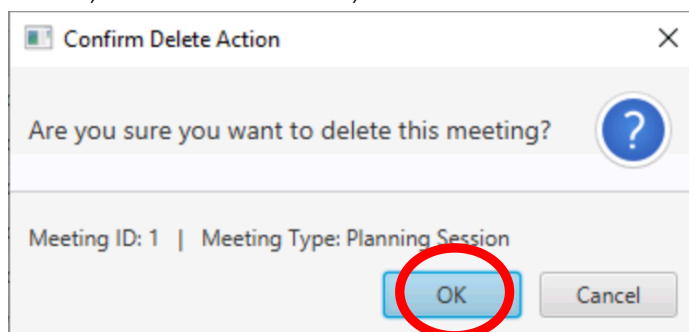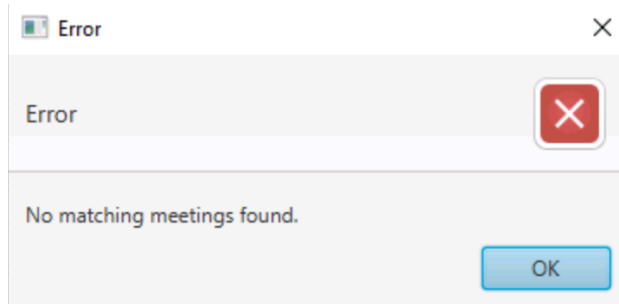

SEARCH FOR A MEETING

1. From the Main Dashboard, click on the text field in the upper right corner of the window. Type in either a meeting ID number or the title you are searching for. Click "Go" to search.
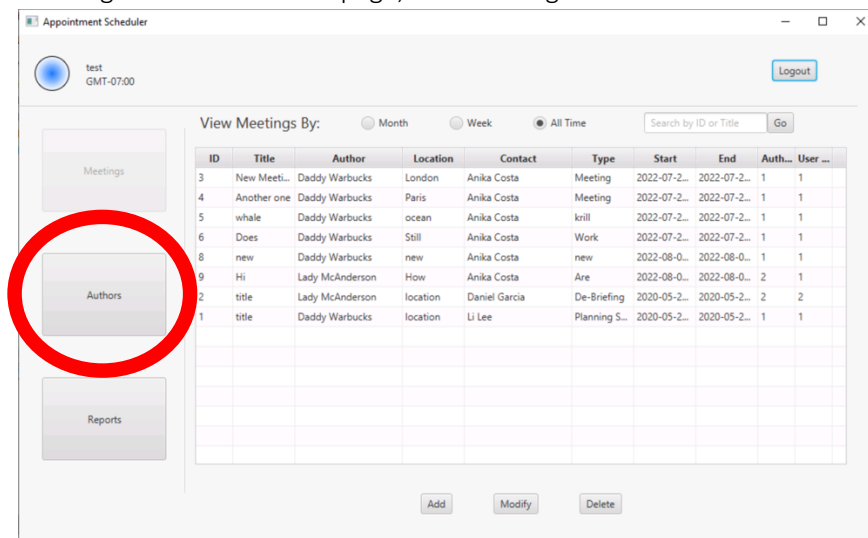
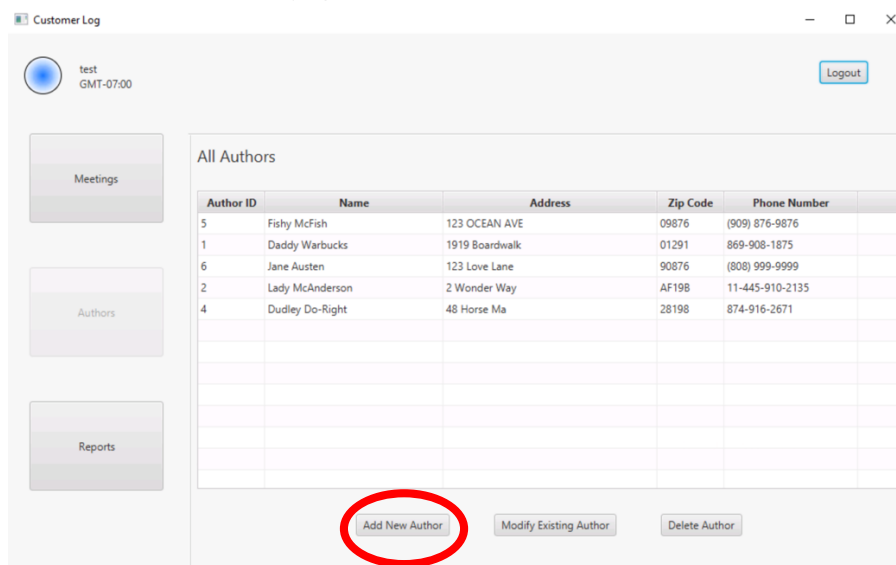2. If there are no matching meetings, an error message will appear.

AUTHORS

1. To navigate to the authors' page, click the large button called "Authors" on the left side of the window.
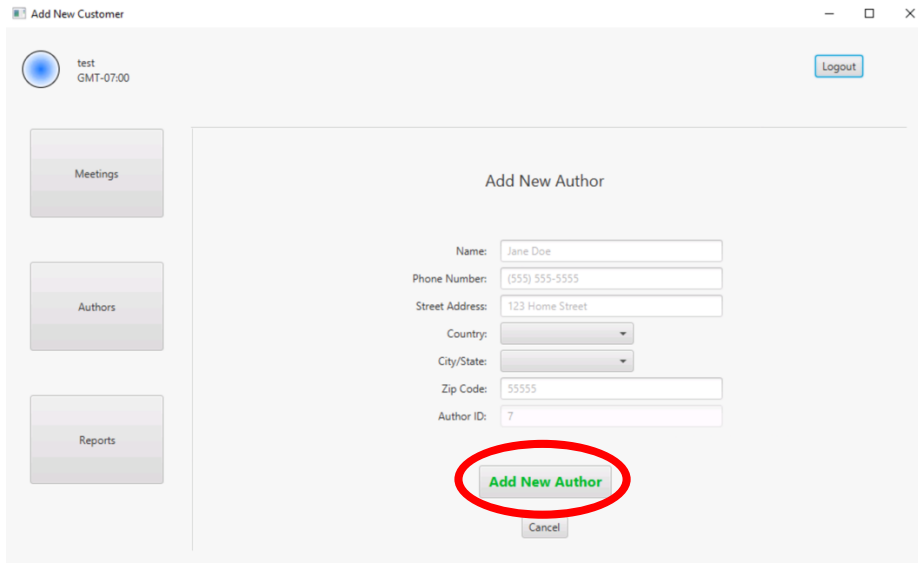

ADD A NEW AUTHOR

1. From the main authors' page, click the button called "Add New Author."

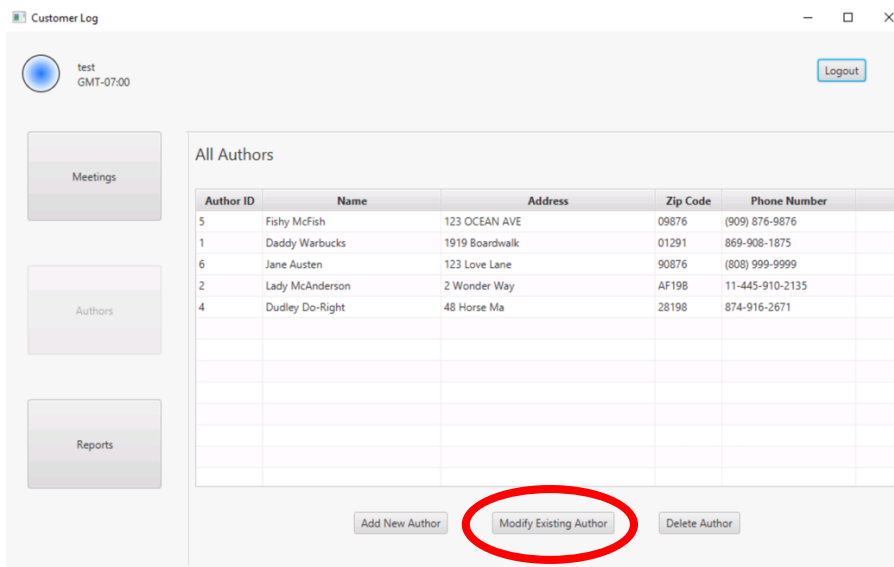2. This will navigate you to the Add Author page. Enter the required information, then click "Add New Author."

3. If the information entered meets all criteria, the author will be added, and you will be navigated to the Main Author Page. If the information entered does not meet the criteria, an error pop-up will appear indicating which of the entered information is incorrect.

MODIFY AN EXISTING AUTHOR

1. From the Main Authors page, select the author you wish to modify, then click the button called "Modify Existing Author." If you have not selected an author, an error message will appear.

2. This will navigate you to the Modify Authors page. The information about the selected author should be prepopulated in the form. Change the information desired, then click "Update." If any information is incorrect, an error message will appear.

DELETE AN AUTHOR

1. From the main author's page, select an author to delete. Then, click the delete button.

2. If no author is deleted, an error will appear. If the author selected for deletion already has appointments scheduled, an error will appear.
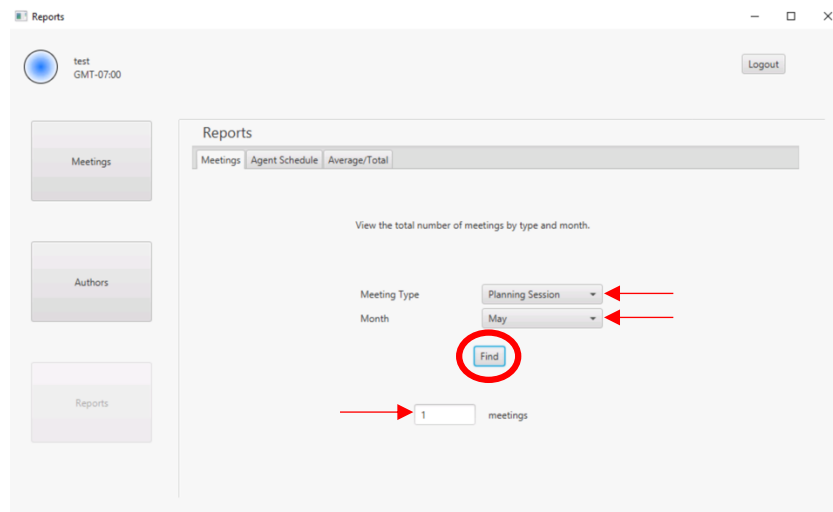
REPORTS

1. From the Main Dashboard, navigate to the Reports page by clicking the button called "Reports" on the left side of the window.
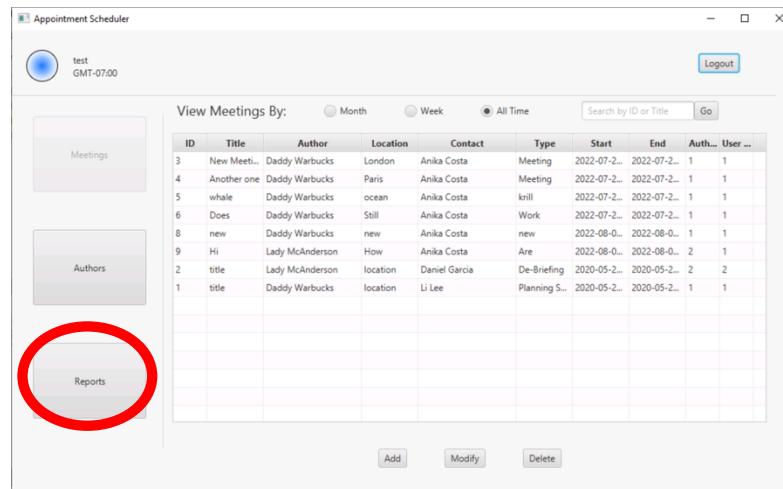
REPORT 1: MEETINGS BY TYPE

1. The first tab will be automatically selected once you navigate to the Report page. There are two drop-down menus from which you can select a meeting type and a month. Once you have selected both, click "Find." The total number of appointments of the selected type will populate in the text field at the bottom of the page.

REPORT 2: AGENT SCHEDULE

1. Click the second tab called "Agent Schedule."
2. Select the desired agent from the drop-down menu. Click "Find." The table below this button will populate with appointments.

REPORT 3: AVERAGE MONTHLY MEETINGS

1. Click the third tab called "Average/Total." Select the desired month. Click "Calculate." The average number of appointments per day and the total number of appointments during the selected month will populate in their respective text boxes.

LOGOUT

1. From any page, the logout button is located in the upper right-hand corner.
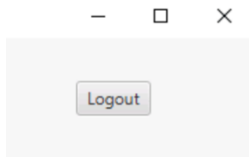
2. When clicked, a confirmation pop-up will appear, verifying the user's intent on closing the application. Click "OK" to close the application.