1. Compile and Run: First, compile the Java code to create the executable program.

Run the compiled program to start the system.

2. Main Menu: Upon running, you'll see the main menu with options numbered from 1 to 5.

Enter the number corresponding to the action you want to perform and press Enter.

Main Menu
1. Client
2. Membership
3. Competition
4. Staff
5. Exit
Choose an option:

**3. Client Management:** If you choose option 1 from the main menu, you'll enter the client management menu. Here, you can add a new client, remove an existing client, edit client information, or display client information.

Client Menu
1. Add new client
2. Remove client
3. Edit client information
4. Display client information
5. Display all client information
6. Back to main menu
Choose an option:

**4. Membership Management:** Selecting option 2 from the main menu takes you to the membership management menu. You can add a client to a membership, remove a client from a membership and display membership tiers and descriptions.

Membership Menu
1. Add client to membership
2. Remove client from membership
3. Show tiers of memberships along with description of each tier
4. Back to main menu
Choose an option:

**5. Competition Management:** Option 3 from the main menu leads you to the competition management menu. Here, you can view competition information, add a new competition, remove a competition, edit competition details, or go back to the main menu.

Competition Menu
1. Competition information
2. Add competition
3. Remove competition
4. Edit competition
5. Back to main menu
Choose an option:

**6. Staff Management:** Choosing option 4 from the main menu brings up the staff management menu. You can add a new staff member, remove a staff member, edit staff information, display staff information, or return to the main menu.

Staff Menu
1. Add new staff
2. Remove staff
3. Edit staff information
4. Display staff <u>information</u>
5. Back to main menu
Choose an option:

- **7. Exiting the System:** Option 5 in the main menu allows you to exit the system gracefully.
- **8. Input Handling:** The system expects valid numerical input for menu options and handles invalid input by displaying an error message and prompting for input again.
- **9. Data Persistence:** Data for clients, memberships, competitions, and staff is stored and managed in separate files (ClientFile, MembershipFile, CompetitionFile, StaffFile).

Changes made within the system are reflected in these files, ensuring data persistence across sessions.

- **10. Error Handling:** The system includes error handling mechanisms to deal with invalid input, ensuring smooth operation and preventing crashes.
- **11. Menu Navigation:** You can navigate between menus by choosing appropriate options and use the "Back to main menu" or "Return" options to navigate back to the main menu from submenus.