

# Admin Portal User Documentation

## Overview

The Admin Portal provides secure, easy-to-use administrative functionalities to manage registered users. It allows administrators to view, search, and manage user data effectively.

## Key Features

- **User Search:** Quickly search for users by username, first name, last name, or email.
- **User Data Display:** View user details, including username, name, email, and registration date in a structured table.
- **Real-time Data Retrieval:** Data is fetched dynamically from the AWS RDS MySQL database.

## How to Use the Admin Portal

### Accessing the Admin Portal

- 1 Open your web browser and enter the provided URL.
- 2 Navigate to the Admin Panel by selecting the "Admin Panel" option from the landing page.

### Searching Users

- Enter a username, first name, last name, or email address in the search input field.
- Click on the "Search" button.
- View matching results displayed in the table below.

### Viewing User Details

- Each user entry in the table shows:
  - **ID:** Unique identifier
  - **Username:** Registered username
  - **First Name & Last Name:** User's full name
  - **Email:** Registered email address
  - **Registration Date:** Date and time of registration

## Technical Details

### Frontend

- **HTML/CSS:** Built responsive interfaces ensuring accessibility across devices.
- **Bootstrap Framework:** Utilized to create clean, structured layouts for tables and forms.

### Backend

- **Flask & Python:** Backend logic developed using Flask for streamlined server-side operations.
- **MySQL & AWS RDS:** Securely hosted database with real-time query handling.

### Development Tools

- **VS Code:** Primary Integrated Development Environment (IDE) used for efficient development and debugging.
- **GitHub Integration:** Regular updates and version control for seamless collaboration.

### Deployment Infrastructure

- **AWS EC2:** Secure and scalable hosting environment.
- **Gunicorn:** Used for reliable and high-performance application deployment.

## Troubleshooting & Support

- **Connection Issues:** Verify AWS RDS database connection and security groups.
- **Data Not Displaying:** Confirm database contains data; validate database query execution.

## Future Enhancements

- User edit and deletion functionalities.
- Enhanced authentication mechanisms for administrators.
- Audit logging for administrative actions.

## Frequently Asked Questions (FAQ)

**Q: Why can't I see any user data in the Admin Portal?**<sup>[1]</sup><sub>[SEP]</sub>**A:** Ensure the database has user data. Confirm that the search criteria entered are correct and that the database connection is active.

**Q: How often is user data refreshed in the Admin Portal?**<sup>[1]</sup><sub>[SEP]</sub>A: User data is fetched dynamically from the database every time you perform a search or reload the page.

**Q: What should I do if I forget the admin portal URL?**<sup>[1]</sup><sub>[SEP]</sub>A: Contact your system administrator or technical support team to retrieve the correct URL.

**Q: Can I export user data from the Admin Portal?**<sup>[1]</sup><sub>[SEP]</sub>A: Currently, this feature isn't available, but it's planned for future releases.

**Q: Who should I contact for technical support?**<sup>[1]</sup><sub>[SEP]</sub>A: Reach out directly to your IT support team or the system administrator.