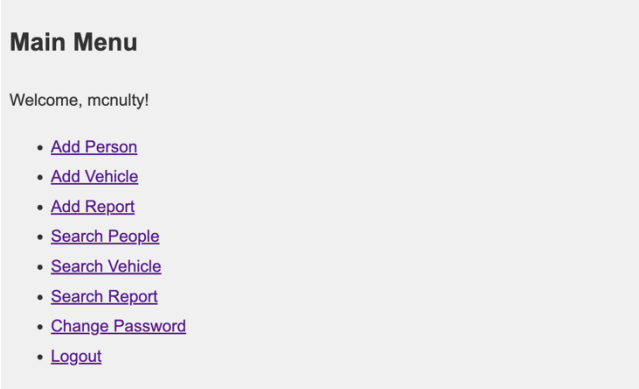
User Manual

For a regular user/admin:

1) The user logs in by going to the login page and using their given credentials.

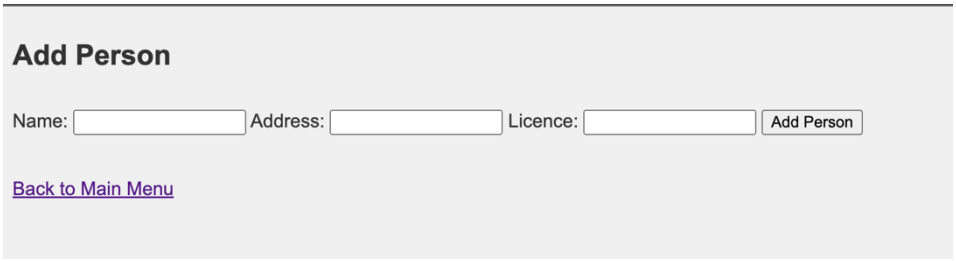
Login Page URL: http://localhost/coursework2/index.html

2) In the main menu, the user can add a person, a vehicle, an incident report; or search for people, vehicles or existing reports. They can also change their password.



3) Adding a person

Enter person's full name, address and driving licence number. If a person with the same licence already exists, the system will display a message and not add the person.



4) Adding a vehicle

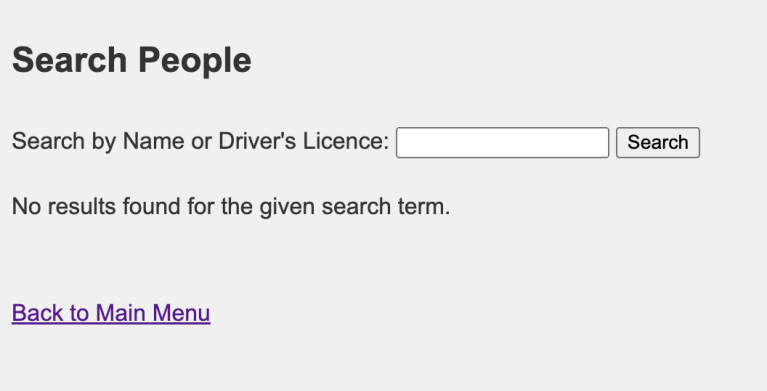
Enter the make and model (i.e. Ford Fiesta), colour, licence plate number, and owner's licence number. Vehicle Licence cannot exceed 7 characters. If a vehicle with the same licence plate already exists in the database, the system will show a message and not add the vehicle. If the given Owner's Licence is not in the database, the system will say the user needs to add the person first, and then come back and add the vehicle.

5) Adding a report

Enter the driving licence number, licence plate number, Incident date and an incident report and choose the offence description from the drop-down menu. If the person and/or the vehicle is not in the database, the user will be prompted to add them first and then come and file the report.

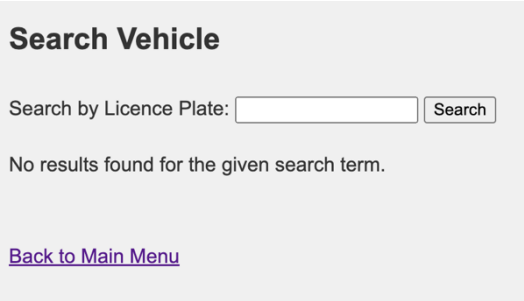
6) Search People

Search for a person using their name or driving licence number. The search term can be partial. This will display the person's name, address and driving licence number.



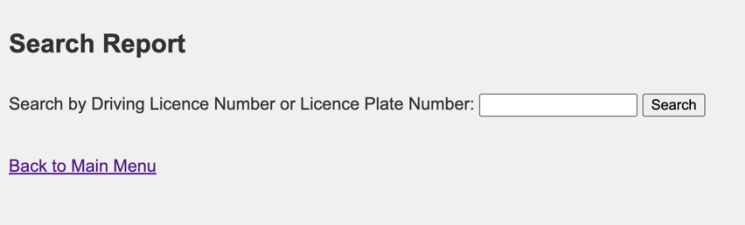
5) Search Vehicle

Search for a vehicle by using the licence plate number (can be partial). This will return the make and model, colour, licence plate number, owner name and owner's driving licence number.



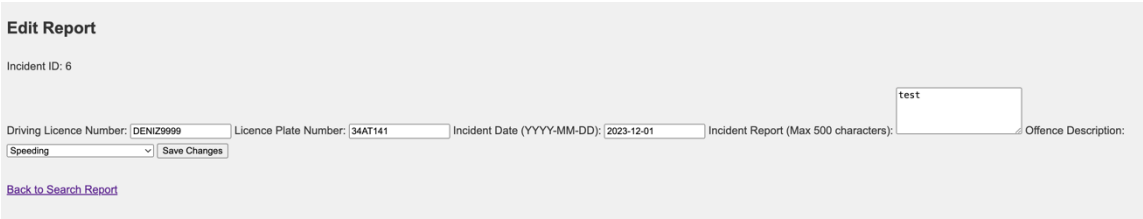
6) Search Report

Search for an incident report using the driving licence number or plate number. The search term must be an exact match. The search will yield the Incident Date, Driving Licence Number, Plate Number, Incident Report, Offence Description and an edit option. Results are ordered from most recent to oldest.



7) Edit Report

After searching for a report, click the edit button. This will allow every field of the search result to be editable. Just edit as you like, and press "Save Changes".

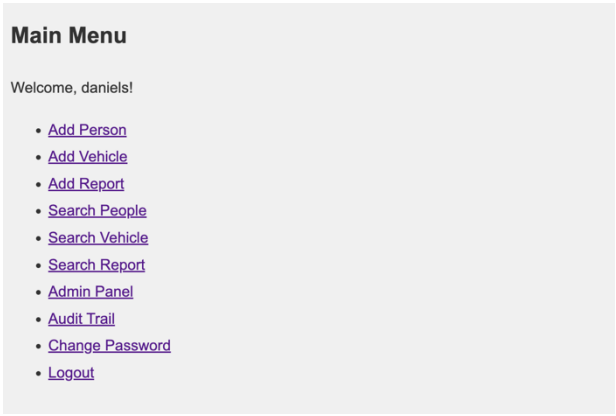


8) Change Password

The user can change their password as they please.

Extra features for admin:

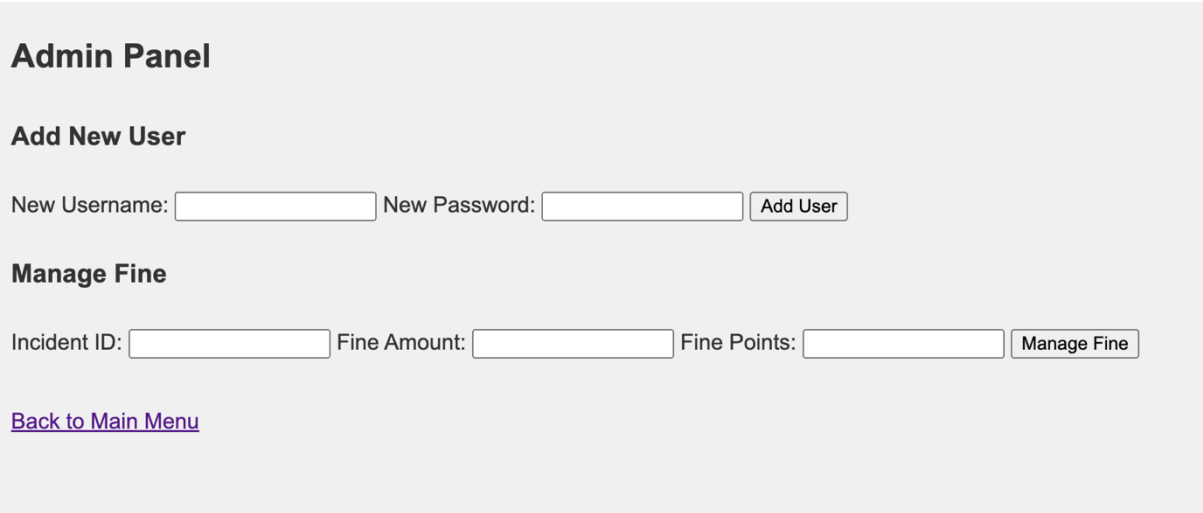
The admin will have a different main menu with an additional admin panel and an audit trail.



1) Admin Panel

The admin can add a new user (must be unique).

The admin can also associate fines to reports. To do this, search for the report, click “Edit” on the desired report and see the IncidentID at the top of the page (see Edit Report above). Then, make note of the IncidentID. On the admin panel, under “Manage Fine”, enter the incidentID, Fine Amount and Fine Points. Fine amount and points can’t be less than 0 or more than the maximum amount for that specific offence. If the Incident Report associated with that IncidentID already has fines associated with it, the old values will be changed with the new ones. If not, the new fine will be associated.



2) Audit Trail

For regulatory purposes, there is an audit trail that logs logins, searches, edits and additions. The admin can search by username and filter by event type.