#### **User Manual**

# 1. Log In

- a) Open your browser to <a href="http://localhost:8501">http://localhost:8501</a> (or your app's URL).
- b) Pick Admin/Staff or Student.
- c) Choose Email/Password or RFID, enter your details, and click Log In.

#### 2. Admin/Staff Tasks

## • Manage Inventory

- a) Click Manage Inventory.
- b) Browse or search your items.
- c) To adjust stock: expand Scan & Adjust, scan the QR code with your camera, enter how many to add (or remove), and hit Update.

## • Add Equipment

- a) Click Add Equipment.
- b) Enter Name, Description, and Quantity.
- c) Click Create, then download/print the QR code shown.

## • Register User

- a) Click Register User.
- b) Fill in Name, Email, RFID, Password, and Role (staff/student).
- c) Click Register—they can log in right away.

### • Get Guides

Click Installation Guide or User Manual in the sidebar to download the PDFs.

#### 3. Student Tasks

# • Borrow Equipment

- a) Click Borrow Equipment.
- b) Select up to 3 items (max 2 units each).
- c) Click Confirm Borrow, then save or print your Borrow QR.

# • Return Equipment

- a) Click Return Equipment.
- b) Scan your Borrow QR with the camera.
- c) Wait for the "Return successful!" message.

# • View History

- a) Click My History.
- b) See all your past borrows and returns with dates and item names.

## • Get Guides

Click Installation Guide or User Manual in the sidebar to download the PDFs.

## 4. Log Out

• Whenever you're done, click Logout at the bottom of the sidebar.