

User Corendon lost-and-found system

# Login Screen:

User guide:

Open the user by pressing the login page on the "User Guide" button.



### Log in:

Please log in through the login page to enter your user name and password in the appropriate fields. Then press the "Login" button.

### Forgot Password:

If you have forgotten your password and can not log in, press the link "Forgot password?". You will be directed to a new page where you can fill your Corendon email address. When you press the "Send" button, you will receive an email within the completed address with your password.

## Homepage:

### Service employee:

On the homepage, you can see the most recent given pieces of luggage as lost and found. Through the navigation bar at the top of the home screen, you can navigate the application.

#### Administrator:

On the homepage you can see some statistics of the current year. Through the navigation bar at the top of the home screen, you can navigate the application.



# **Adjusting logout & Settings:**

If you you want to log off or to adjust settings of your account goes to the top right corner of the application and press the ≡ icon. You can then choose from three options.

#### Settings:

By pressing the "Settings" button you will be navigated to the settings page. Here you can change your email address, password, and language preference by entering them in the fields. You can also adjust the color of the application by selecting it under "Application theme." To save your print settings by pressing the "Save" button.

#### User:

By pressing the button "User" of the Corendon the user is lost-and-found open system.

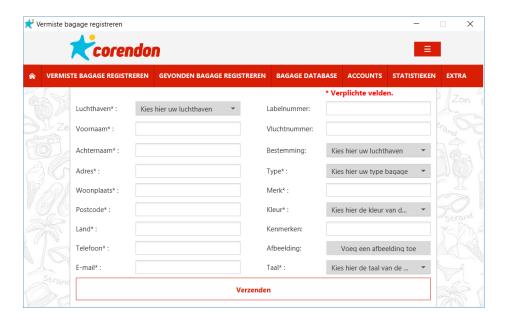
#### Check out:

By pressing the button "Logout" you will be signed out. You will be directed to the login page. Corendon to the lost-and-found system to use again, you must log in again.



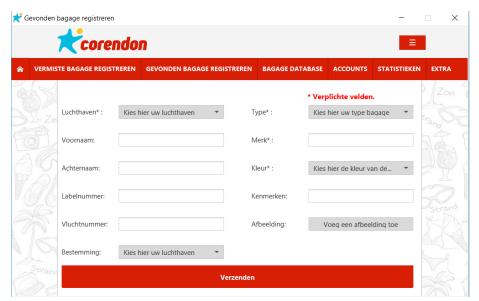
# Register missing baggage:

By navigating to "register Missing baggage" in the navigation bar, you can register a missing piece of checked baggage by a traveler. You can do this by filling in the required fields on the page and as much as possible to provide information. Then press the "Send" button.



#### Register found luggage:

By navigating to "register Found baggage" in the navigation bar, you can register by a found piece of baggage. You can do this by filling in the required fields on the page and as much as possible to provide information. Then press the "Send" button.



Luggage database:

By navigating to "Luggage Database" lets you view all the registered luggage in Corendon lost-and-found system in the navigation bar.



#### filter:

If you want to find a piece of baggage with certain features in the database, press the "Filter" button. You will see a pop-up where you can enter certain properties of the piece of baggage. Then press the button "Filter" to filter the database on your specified characteristics.

Filteren		×
Status	Extra informatie  Extra informatie	
Type 🔻		
<b>Kleur</b> Kleur		
Merk Merk		
<b>Datum</b> Datum	Filteren	

#### change:

If you want to change the details of a piece of baggage, for example, when you have found one piece of luggage matched with a client, select the desired piece of baggage from there on clicking your left mouse button, and press the "Change" button. You will be directed to a new screen where you can see and adjust all the current data of the respective piece of baggage. To save your changes, press the "Send" button. To cancel the changes, press the "Cancel" button.

## Vemove:

If you have registered a wrong piece of luggage in the database you can remove it by selecting the corresponding piece of baggage. You do this by clicking on the piece of baggage into the database with your left mouse button. Then press the "Delete" button. A pop-up. If you are sure you want to remove the piece of baggage then press the "OK" button.



#### accounts:

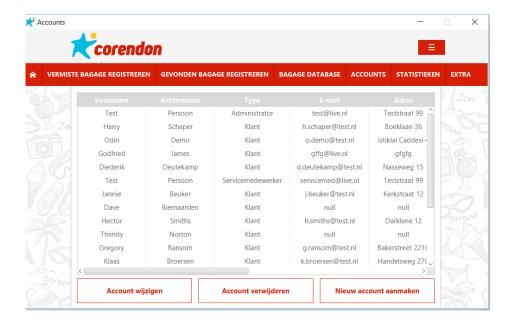
By navigating to "Accounts" in the navigation bar, you can view all registered accounts in the Corendon lost-and-found system.

### change:

If you want to change the details of an account, select the account from there to click with the left mouse button, and press the "Change" button. You will be directed to a new screen where you can see and adjust all current data from the account. To save your changes, press the "Send" button. To cancel the changes, press the "Cancel" button.

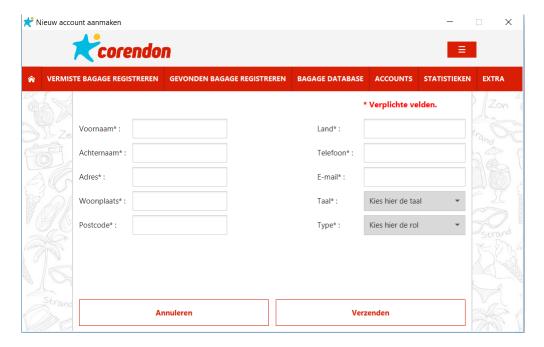
### Clear (available for administrator):

If you have registered an account incorrectly in the database or an account is no longer relevant, you can remove it by selecting the appropriate account. You do this by clicking on the account in the database with your left mouse button. Then press the "Delete" button. A pop-up. If you are sure you want to delete the account then press "Confirm" button.



# Create new account (available only for administrator):

If you want to create a new account for a service representative or administrator of Corendon you can do this by pressing the button "Create New Account" button. You will be directed to a new screen where you can enter the details of the employee. To save the new employee you press the "Send" button. The new employee will receive an email with his / her credentials.



#### Statistics:

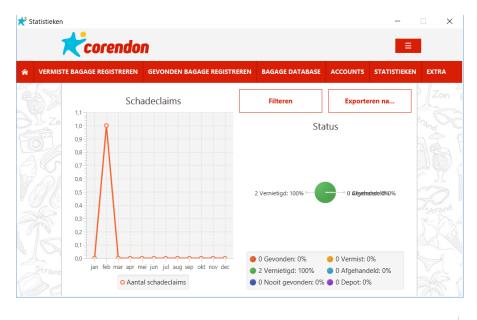
By navigating to "Statistics" in the navigation bar you can view all the statistics of the registered luggage in Corendon lost-and-found system.

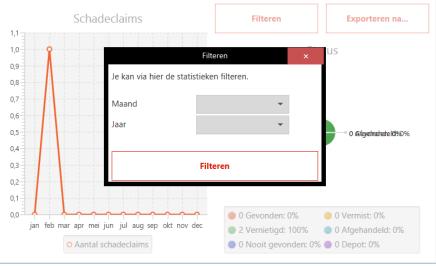
#### filter:

If you want to see specific statistics then click on the "Filter" button. You will then see a window where you can select the month and year. Once again click Filter then updated the pie chart and line chart.

# Export to PDF:

If you want to export the specific statistics to PDF then click the button "Export to PDF". After this you will get a screen where you can enter the desired period. If you then clicked on export made a screenshot of the pie chart and line chart. Then, a PDF is downloaded to the statistics. If you do not want to export more than click the "Cancel" button.





#### extra:

By navigating to "Tools" in the navigation bar to see all email messages can be sent to the accounts.

#### filter:

If you want to find an email with certain characteristics in the database, press the "Filter" button. You will see a pop-up where you can enter certain properties of the email. Then press the button "Filter" to filter the database on your specified characteristics.

### modify

If you want to change the details of an email message, select the desired message by clicking on it with the left mouse button, and press the "Change" button. You will be directed to a new screen where you can see and adjust all the current data of the respective piece of baggage. To save your changes, press the "Send" button. To cancel the changes, press the "Cancel" button. Once you click on the "Restore" button click will reset the email message to the "factory settings".

