

# Software Manual



## HireNet

**By:** *New Horizons Development*

**Date:** 13/06/2022

**Conducted by:** Nikolaos Sakellaris

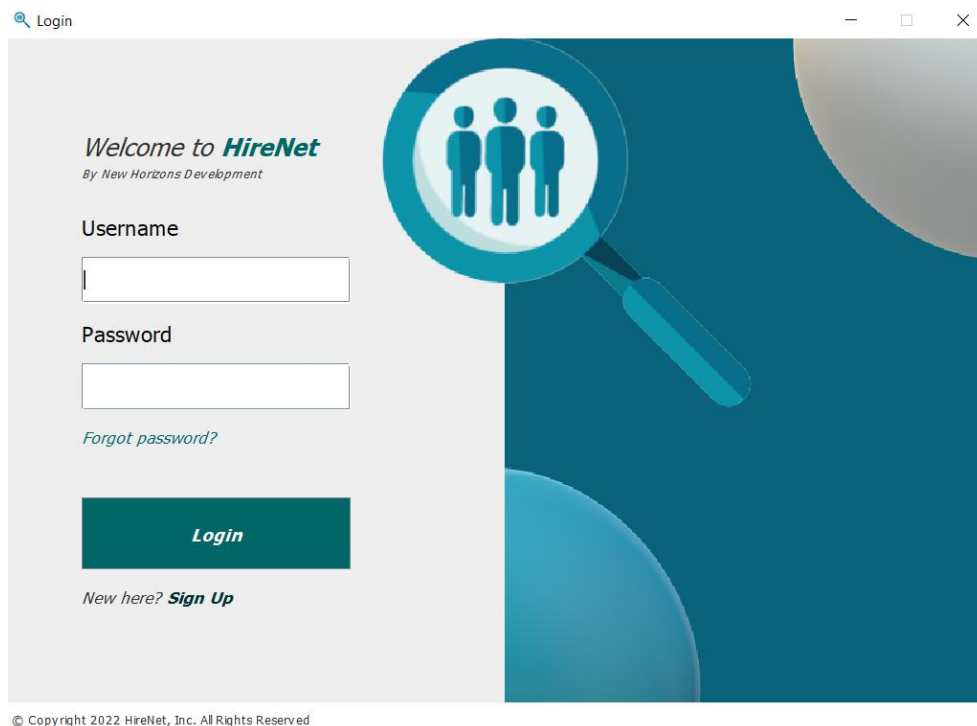
# INTRODUCTION

This is the user manual document for **HireNet** software by *New Horizons Development*. **HireNet** is an IT job finding software developed by students of *Applied Informatics Department* of **University of Macedonia** (*Thessaloniki, Greece*). The current document was created in order to provide detailed instructions for proper use of the software and to facilitate the user experience.

## CREATE ACCOUNT

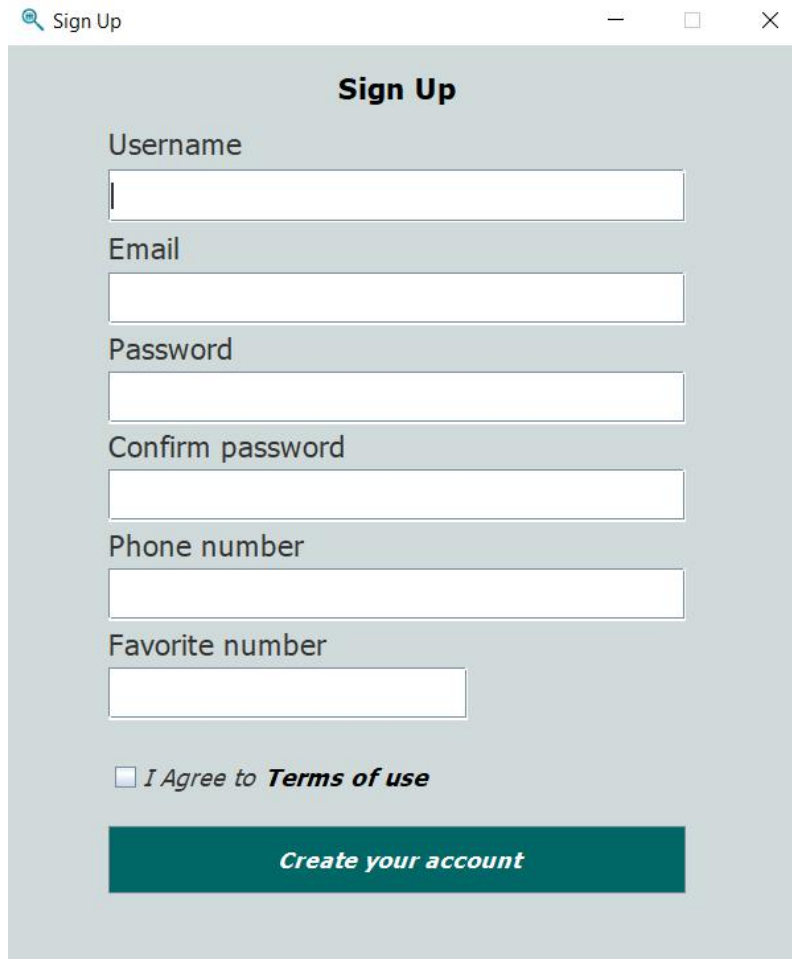
### Step 1

Run the application.



## Step 2

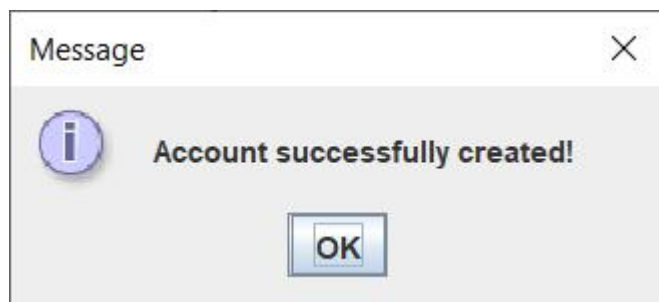
Click on **Sign Up** and fill in the fields in order to create your account.



A screenshot of a web browser window titled "Sign Up". The window contains a form with the following fields: Username, Email, Password, Confirm password, Phone number, and Favorite number. Below the fields is a checkbox labeled "I Agree to **Terms of use**". At the bottom of the form is a green button labeled "Create your account".

**Don't forget** to read **Terms of use** and click the checkbox if you agree.

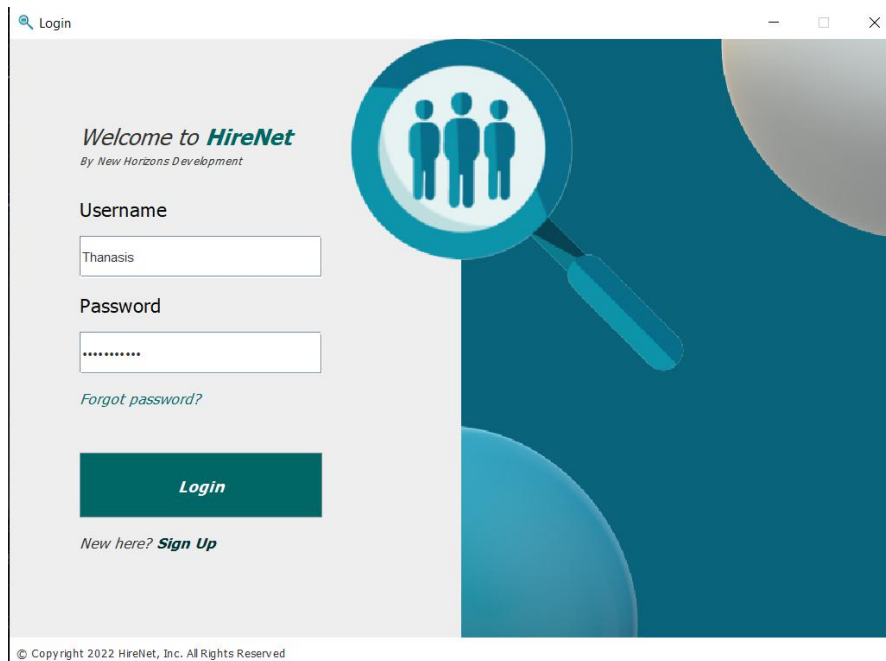
Then click on **Create your account** to proceed.



Click **OK** on the pop up message.

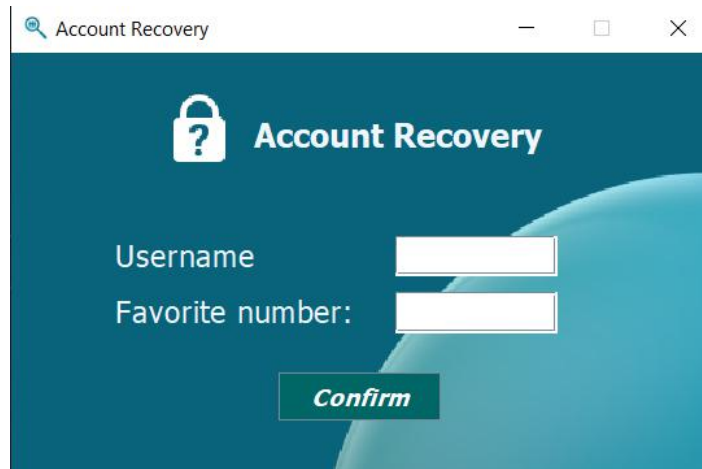
### Step 3

Return to Login window, fill in your Username and Password and then click **Login**.



The screenshot shows a web browser window titled "Login". The page has a light gray background on the left and a dark blue background on the right with a magnifying glass icon over three stylized human figures. The login form on the left includes the text "Welcome to **HireNet**" and "By New Horizons Development". Below this are input fields for "Username" (containing "Thanasis") and "Password" (masked with dots). A link "Forgot password?" is positioned below the password field. A dark green "Login" button is centered below the fields. At the bottom, it says "New here? **Sign Up**". A copyright notice "© Copyright 2022 HireNet, Inc. All Rights Reserved" is at the very bottom.

Having trouble logging in ? Click on **Forgot password?**.

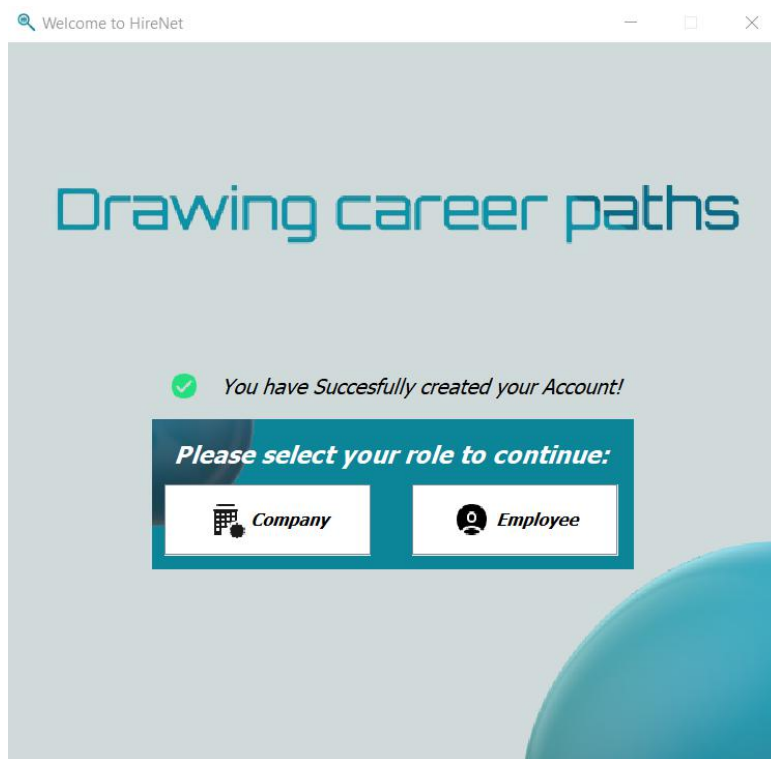


The screenshot shows a web browser window titled "Account Recovery". The page has a dark blue background with a light blue abstract shape at the bottom. At the top left is a white padlock icon with a question mark. To its right is the text "Account Recovery". Below this are input fields for "Username" and "Favorite number:". A dark green "Confirm" button is centered at the bottom.

Fill your Username and Favorite number in order to recover your account and then click **Confirm**.

## Step 4

You have now successfully created your account in HireNet. Click on **Company** for employer account or **Employee** for employee account.

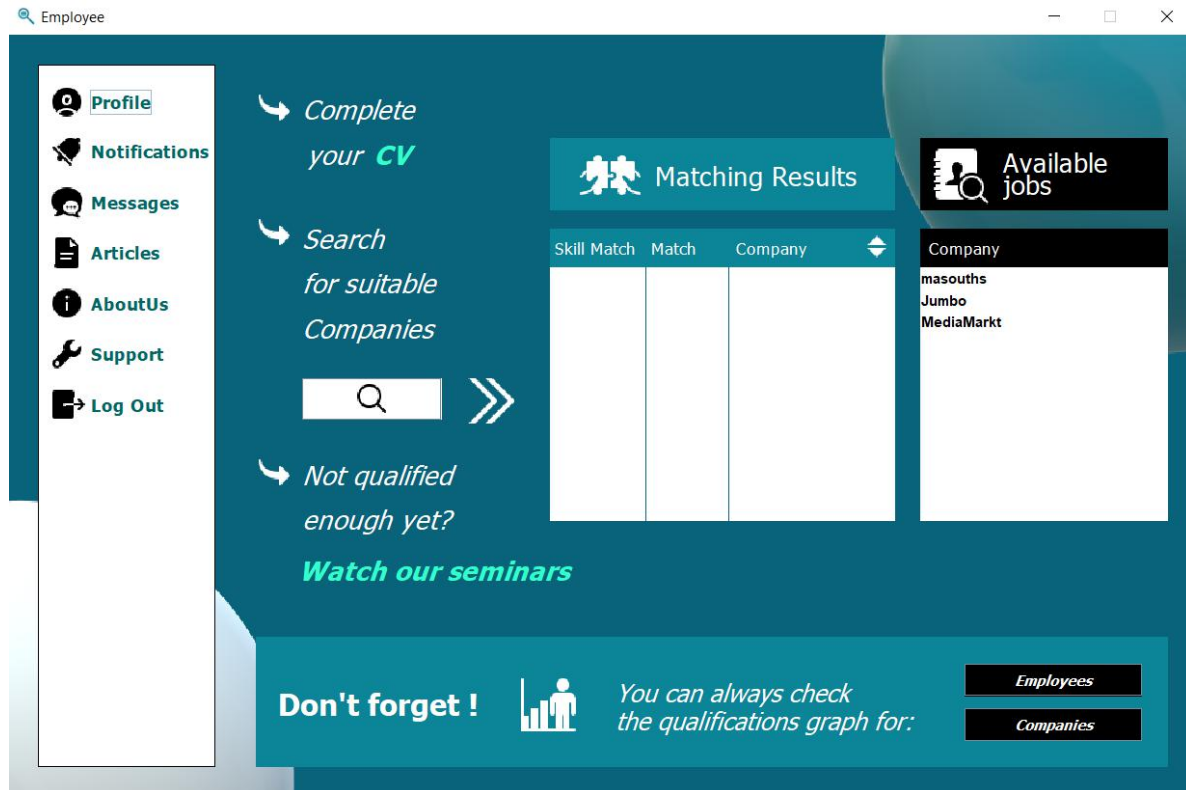


## WARNING !

The account type cannot be changed.

# EMPLOYEE ACCOUNT

Once your Employee account is successfully created you will be directed to Home page.



## Searching for the suitable job

### Step 1

Click on **CV**, fill your professional information and work experience

CV

CV Edit

**Personal Info**

**First Name**

**Last Name**

**Age**

**Country**

**Contact**

**Email\***

**Phone\***

*\* You can edit these fields in Profile*

**Professional Summary**

**Work Experience**

*Don't forget to...*

then click  **Add Qualifications**

Qualifications

**General Qualifications:**

☐ University Degree in STEM  
☐ Work experience at least 1 year  
☒ Vaccination certificate  
☒ B2 level English degree  
☐ C2 level English degree  
☒ Driving license  
☒ Fulfilled military obligations  
 Marital Status: ☒ married ☐ unmarried

**Additional qualifications:**


☐ Java  
☐ C  
☒ SQL  
☒ Ruby  
☒ ASP  
☐ Software Development  
☒ Use of Big Query  
☒ Photoshop  
☒ JavaScript  
☐ C++  
☒ Objective-C  
☒ Perl  
☒ XML  
☐ PC Hardware  
☒ ARM Cortex-M 32-bit  
☐ Adobe Illustrator  
☒ TypeScript  
☒ C#  
☒ Visual Basic  
☒ GO  
☒ AJAX  
☒ E-Marketing  
☒ Mobile Applicatio...  
☐ UI/UX Design  
☒ Python  
☒ HTML  
☒ Visual Basic.Net  
☒ Assembly language  
☒ JSON  
☒ Social Media  
☒ ERP  
☒ JSF  
☒ MATLAB  
☒ CSS  
☒ Swift  
☒ R  
☒ REST API  
☐ Use of VPN  
☐ SAP


**Operating System:** ☒ Android ☐ Linux ☒ Unix ☒ MacOS ☒ Ubuntu

**CMS:** ☒ WordPress ☒ Joomla ☒ Drupal ☒ OpenCart ☒ PrestaShop

**Microsoft Office:** ☐ Word ☐ Excel ☒ Access ☐ PowerPoint ☐ Windows ☒ Outlook-Internet

and choose skills that suit your professional qualifications.

Once completed, click **Save** 

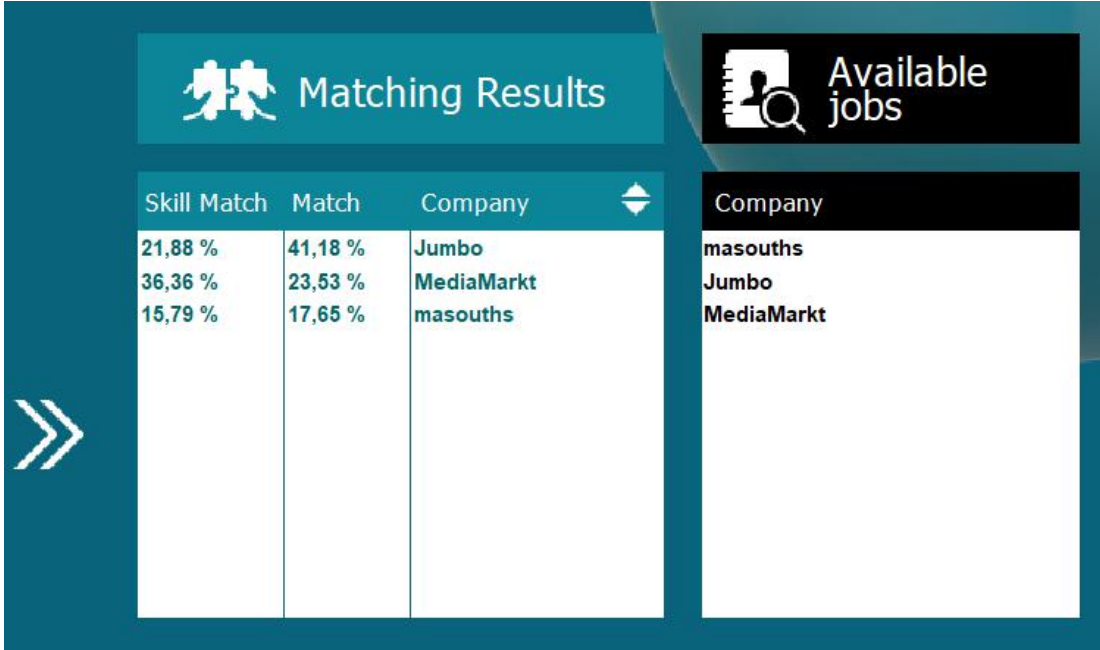
If you want to edit your qualifications again **Don't forget** to click **Load**  first !

Then click **Save** again back in CV window.

## Step 2

In Employee window click **Search** 

you will be able to see the percentage, matching to each company displayed in **Available Jobs** field, in **Matching Results**.



The screenshot displays the 'Matching Results' interface. On the left, a table lists matching results for three companies: Jumbo, MediaMarkt, and masouths. The table has three columns: 'Skill Match', 'Match', and 'Company'. To the right of the table is a section titled 'Available jobs' which lists the same three companies: masouths, Jumbo, and MediaMarkt. A large double arrow icon is visible on the left side of the interface.

Skill Match	Match	Company
21,88 %	41,18 %	Jumbo
36,36 %	23,53 %	MediaMarkt
15,79 %	17,65 %	masouths

Available jobs

- masouths
- Jumbo
- MediaMarkt



## Calculating match percentage

### Skill Match:

C → Common qualifications

Sc → Total company qualifications


$$SM = ( C / Sc ) * 100$$

### Match:

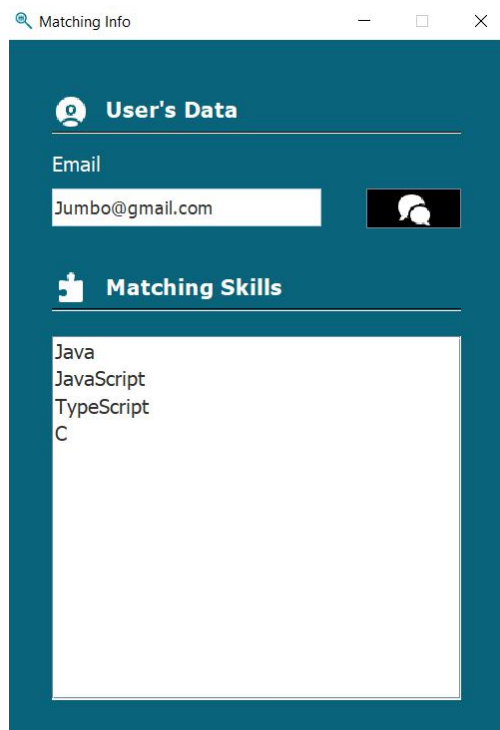
C → Common qualifications

Se → Total employee qualifications

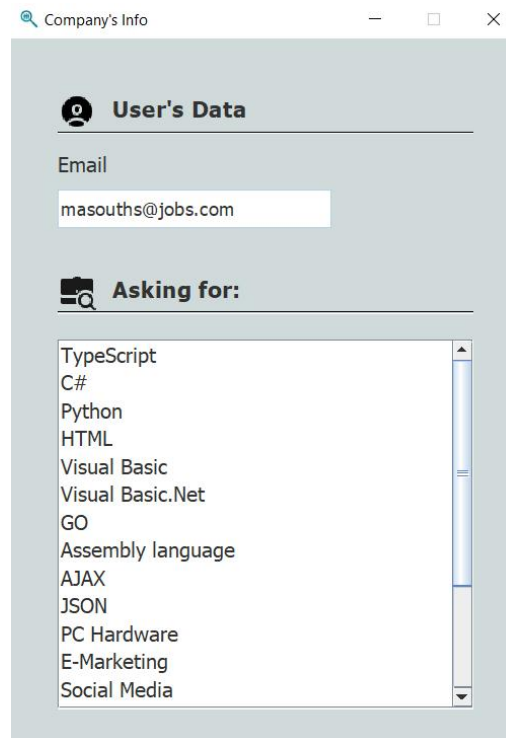
$$M = ( C / Se ) * 100$$

You can sort each column by clicking on **double arrows** .

Click on Company's name, in Matching Results to access **Matching Info** or Available Jobs to access **Company's Info**



The screenshot shows a window titled "Matching Info". It has a dark teal header with a user icon and the text "User's Data". Below this, there is an "Email" field containing "Jumbo@gmail.com" and a small profile picture icon. Underneath is a section titled "Matching Skills" with a list of skills: Java, JavaScript, TypeScript, and C.

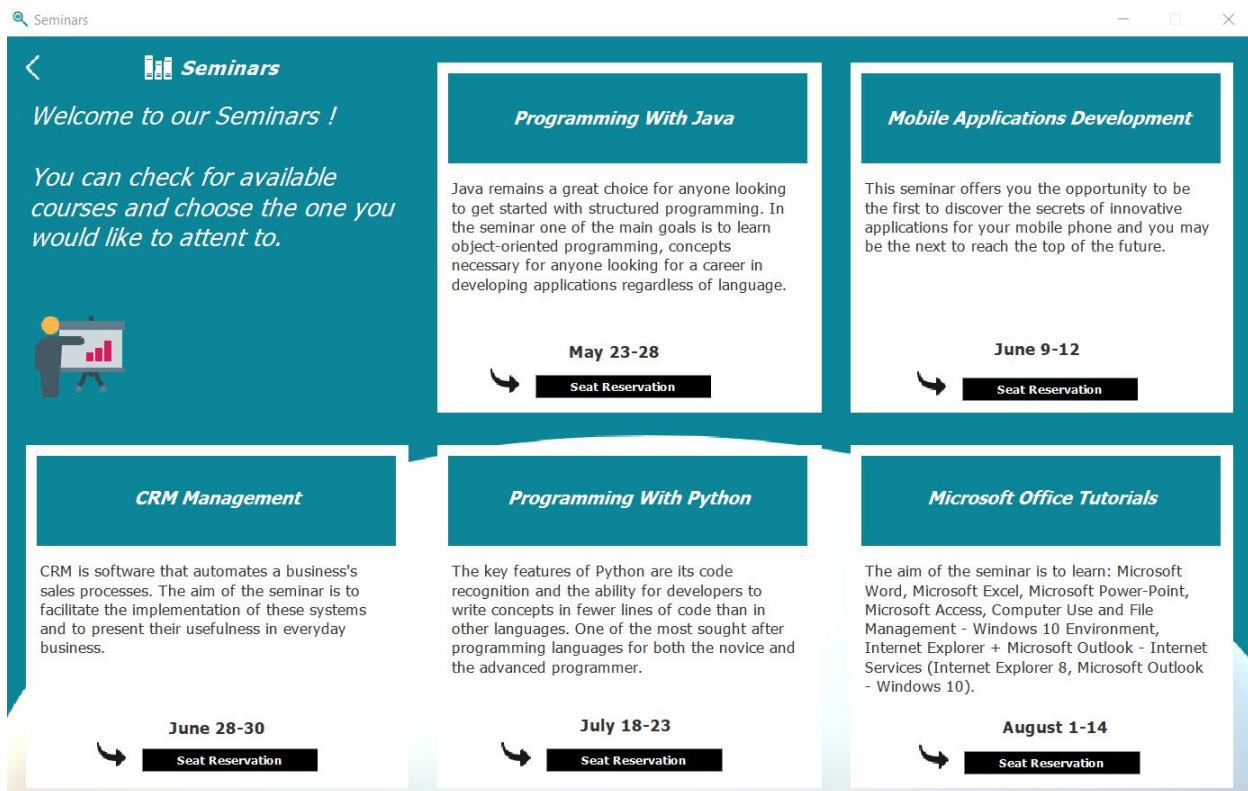


The screenshot shows a window titled "Company's Info". It has a light gray header with a user icon and the text "User's Data". Below this, there is an "Email" field containing "masouths@jobs.com". Underneath is a section titled "Asking for:" with a list of skills: TypeScript, C#, Python, HTML, Visual Basic, Visual Basic.Net, GO, Assembly language, AJAX, JSON, PC Hardware, E-Marketing, and Social Media.

You can send a message to the referred company by clicking **Chat** 

## Alternatively

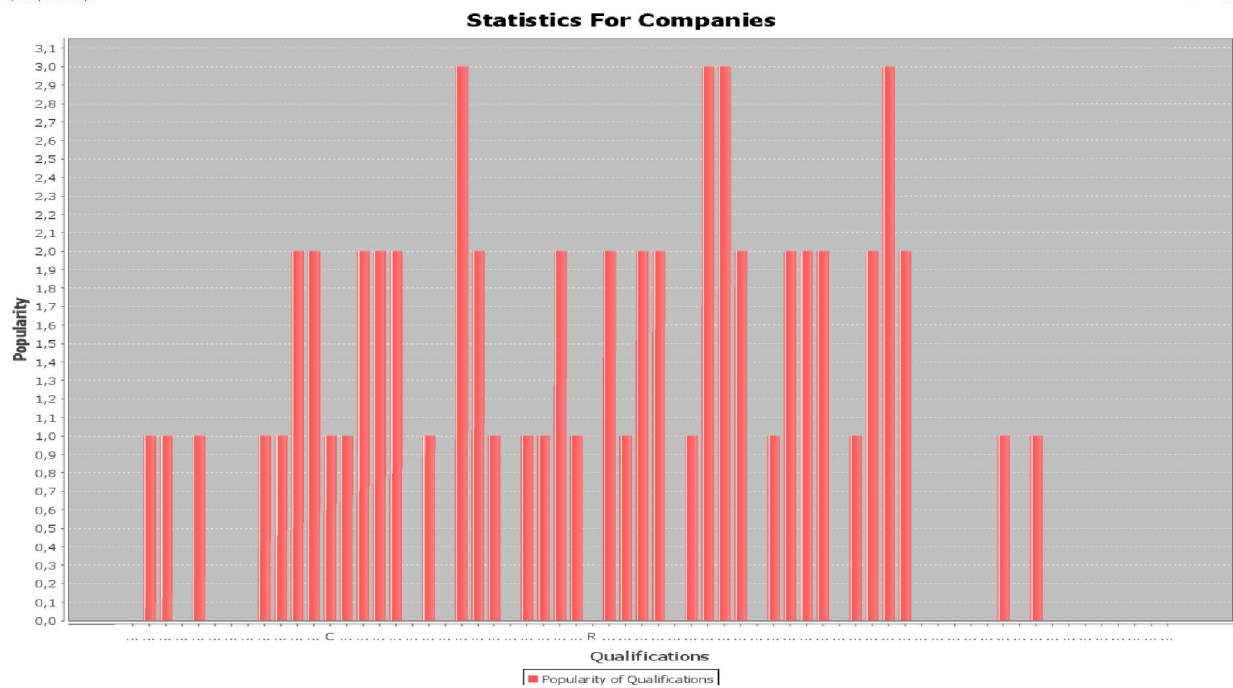
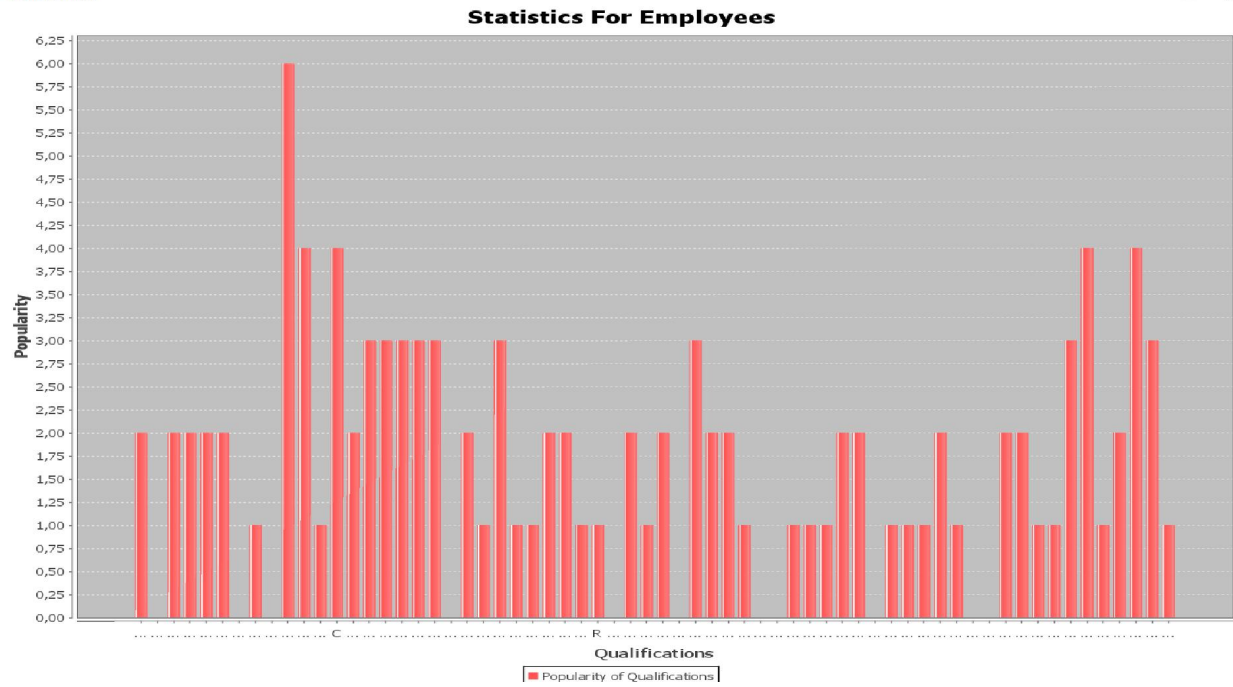
If matching percentage is not high enough and you are interested in learning and acquiring new skills you can always check for provided lessons by clicking **Watch our Seminars** in Employee Home page.



The screenshot shows a web application window titled "Seminars". The page has a teal header with a back arrow, a bar chart icon, and the word "Seminars". Below the header, a welcome message reads: "Welcome to our Seminars ! You can check for available courses and choose the one you would like to attend to." To the left of the course cards is an icon of a person at a presentation board. The main content area displays six seminar cards in a 2x3 grid. Each card has a title, a description, dates, and a "Seat Reservation" button with a curved arrow icon.

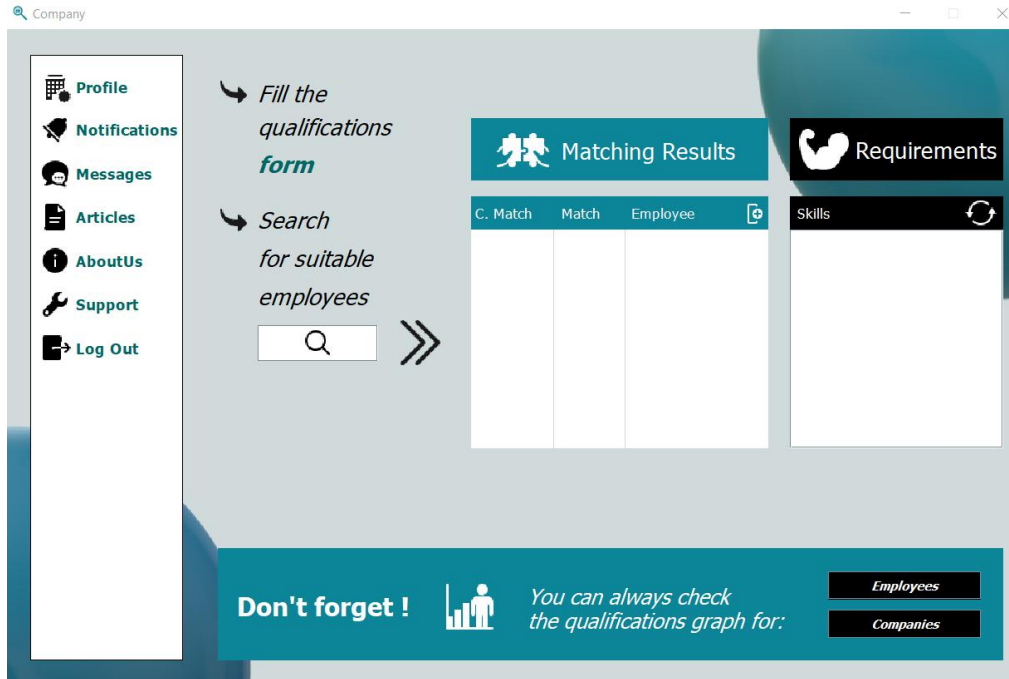
Seminar Title	Description	Dates	Action
<b>Programming With Java</b>	Java remains a great choice for anyone looking to get started with structured programming. In the seminar one of the main goals is to learn object-oriented programming, concepts necessary for anyone looking for a career in developing applications regardless of language.	May 23-28	Seat Reservation
<b>Mobile Applications Development</b>	This seminar offers you the opportunity to be the first to discover the secrets of innovative applications for your mobile phone and you may be the next to reach the top of the future.	June 9-12	Seat Reservation
<b>CRM Management</b>	CRM is software that automates a business's sales processes. The aim of the seminar is to facilitate the implementation of these systems and to present their usefulness in everyday business.	June 28-30	Seat Reservation
<b>Programming With Python</b>	The key features of Python are its code recognition and the ability for developers to write concepts in fewer lines of code than in other languages. One of the most sought after programming languages for both the novice and the advanced programmer.	July 18-23	Seat Reservation
<b>Microsoft Office Tutorials</b>	The aim of the seminar is to learn: Microsoft Word, Microsoft Excel, Microsoft Power-Point, Microsoft Access, Computer Use and File Management - Windows 10 Environment, Internet Explorer + Microsoft Outlook - Internet Services (Internet Explorer 8, Microsoft Outlook - Windows 10).	August 1-14	Seat Reservation

Statistic analysis and graphs are available through **Employees** and **Companies** buttons.



# COMPANY ACCOUNT

Repeat the steps in CREATE ACCOUNT and then choose **Company** profile.




## Searching for suitable staff

### Step 1

Click on **form** and complete the qualifications you are looking for,

then click **Save** .

If you want to edit your qualifications again **Don't forget** to click **Load**  first !

Qualifications

General Qualifications:

- ☐ University Degree in STEM
- ☐ Work experience at least 1 year
- ☒ Vaccination certificate
- ☒ B2 level English degree
- ☐ C2 level English degree
- ☒ Driving license
- ☒ Fulfilled military obligations

Marital Status: ☒ married ☐ unmarried



Additional qualifications:

<input type="checkbox"/> Java	<input checked="" type="checkbox"/> JavaScript	<input checked="" type="checkbox"/> TypeScript	<input checked="" type="checkbox"/> Python	<input checked="" type="checkbox"/> MATLAB
<input type="checkbox"/> C	<input type="checkbox"/> C++	<input checked="" type="checkbox"/> C#	<input checked="" type="checkbox"/> HTML	<input checked="" type="checkbox"/> CSS
<input checked="" type="checkbox"/> SQL	<input checked="" type="checkbox"/> Objective-C	<input checked="" type="checkbox"/> Visual Basic	<input checked="" type="checkbox"/> Visual Basic.Net	<input checked="" type="checkbox"/> Swift
<input checked="" type="checkbox"/> Ruby	<input checked="" type="checkbox"/> Perl	<input checked="" type="checkbox"/> GO	<input checked="" type="checkbox"/> Assembly language	<input checked="" type="checkbox"/> R
<input checked="" type="checkbox"/> ASP	<input checked="" type="checkbox"/> XML	<input checked="" type="checkbox"/> AJAX	<input checked="" type="checkbox"/> JSON	<input checked="" type="checkbox"/> REST API
<input type="checkbox"/> Software Development	<input type="checkbox"/> PC Hardware	<input checked="" type="checkbox"/> E-Marketing	<input checked="" type="checkbox"/> Social Media	<input type="checkbox"/> Use of VPN
<input checked="" type="checkbox"/> Use of Big Query	<input checked="" type="checkbox"/> ARM Cortex-M 32-bit	<input checked="" type="checkbox"/> Mobile Applicatio...	<input checked="" type="checkbox"/> ERP	<input type="checkbox"/> SAP
<input checked="" type="checkbox"/> Photoshop	<input type="checkbox"/> Adobe Illustrator	<input type="checkbox"/> UI/UX Design	<input checked="" type="checkbox"/> JSF	

Operating System: ☒ Android ☐ Linux ☒ Unix ☒ MacOS ☒ Ubuntu


CMS: ☒ WordPress ☒ Joomla ☒ Drupal ☒ OpenCart ☒ PrestaShop

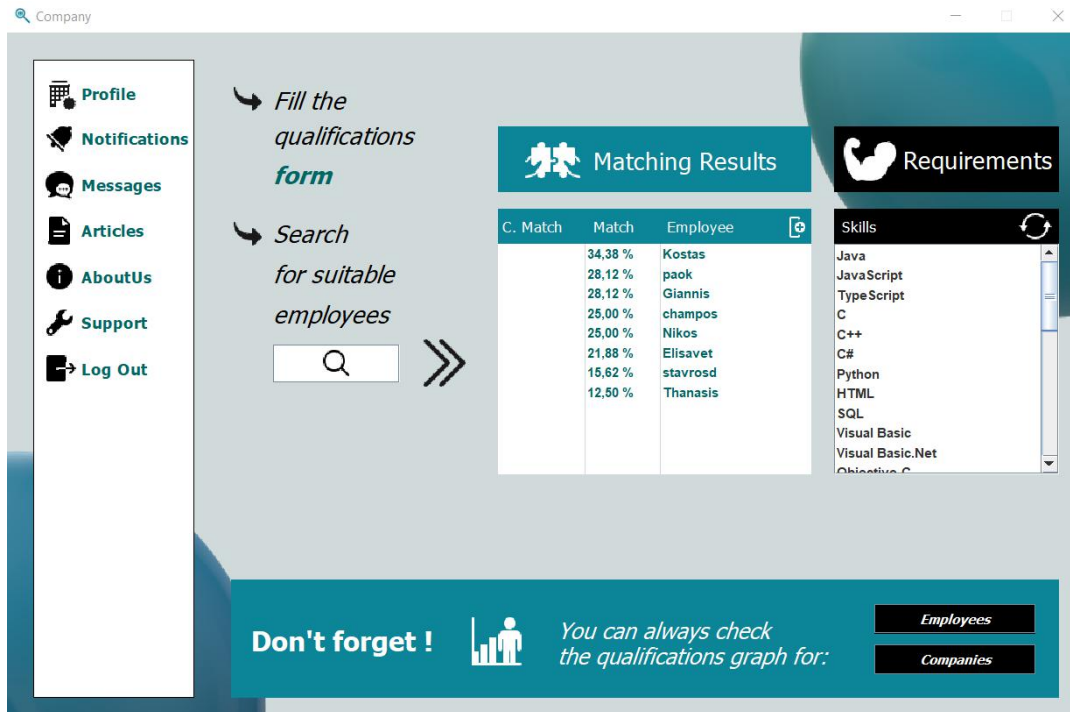
Microsoft Office: ☐ Word ☐ Excel ☒ Access ☐ PowerPoint ☐ Windows ☒ Outlook-Internet

 Load  Save

## Step 2

In Company window click **Search** 

Then click **Refresh**  in Requirements field to view the qualifications your company asks for.



## Step 3

Click **add column**  to view Company's Match.

## Calculating matching percentage

### Company Match:

$$CM = ( C / Se ) / 100$$

C → Common qualifications  
Se → Total employee qualifications

### Match:

$$M = ( C / Sc ) / 100$$

C → Common qualifications  
Sc → Total company qualifications

### Matching Results

C. Match	Match	Employee
52,38 %	34,38 %	Kostas
100,00 %	28,12 %	paok
42,86 %	28,12 %	Giannis
50,00 %	25,00 %	chamos
44,44 %	25,00 %	Nikos
63,64 %	21,88 %	Elisavet
71,43 %	15,62 %	stavrosd
100,00 %	12,50 %	Thanasis

### Requirements

Skills

- Java
- JavaScript
- TypeScript
- C
- C++
- C#
- Python
- HTML
- SQL
- Visual Basic
- Visual Basic.Net
- Objective C

You can click on a possible Employee's name to view CV and Professional summary.

Thanasis Papadopoulos

**Personal Info**

28 years old  
Greece

**Contact**

thanasis@gmail.com  
6970056890

### Professional Summary

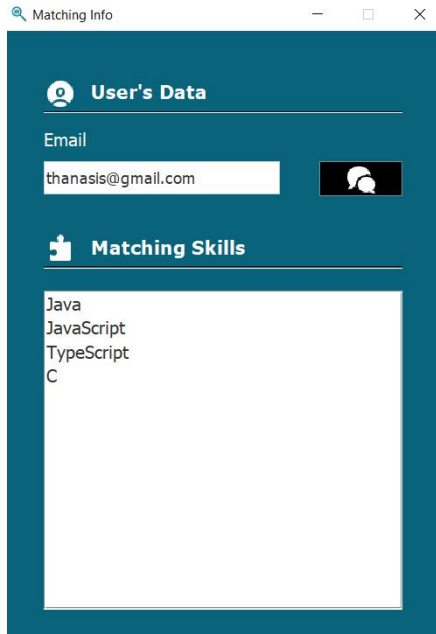
Java programmer and Software developer

### Work Experience

Former employee in Google

View Matching Skills

and then **View Matching Skills** to view Employee's detailed Qualifications.



You can send a message to the referred employee by clicking **Chat** 

## Alternatively

Statistic analysis and graphs are available through **Employees** and **Companies** buttons.



# MAIN MENU



Profile



Notifications



Messages



Articles



AboutUs



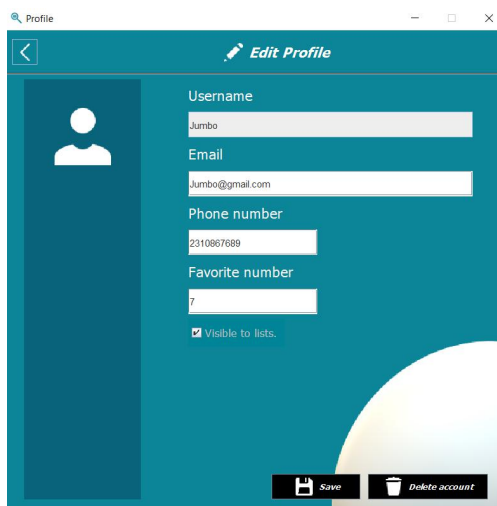
Support



Log Out

## ■ Profile ,

Edit your profile information both in Employee and Company account.



Profile

Edit Profile

Username  
Jumbo

Email  
Jumbo@gmail.com

Phone number  
2310867689

Favorite number  
7

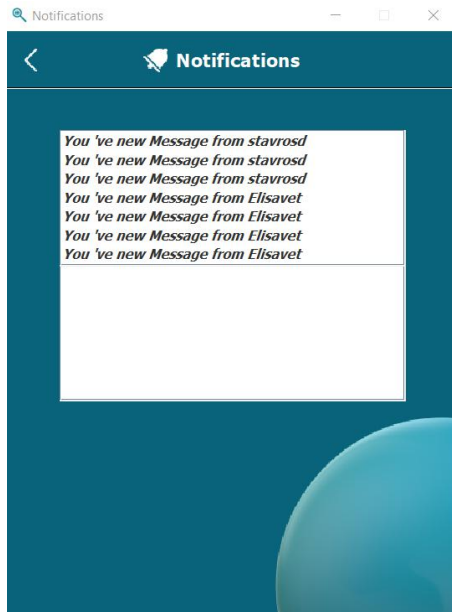
☒ Visible to lists.

Save Delete account

Click **Save**  to submit your info.

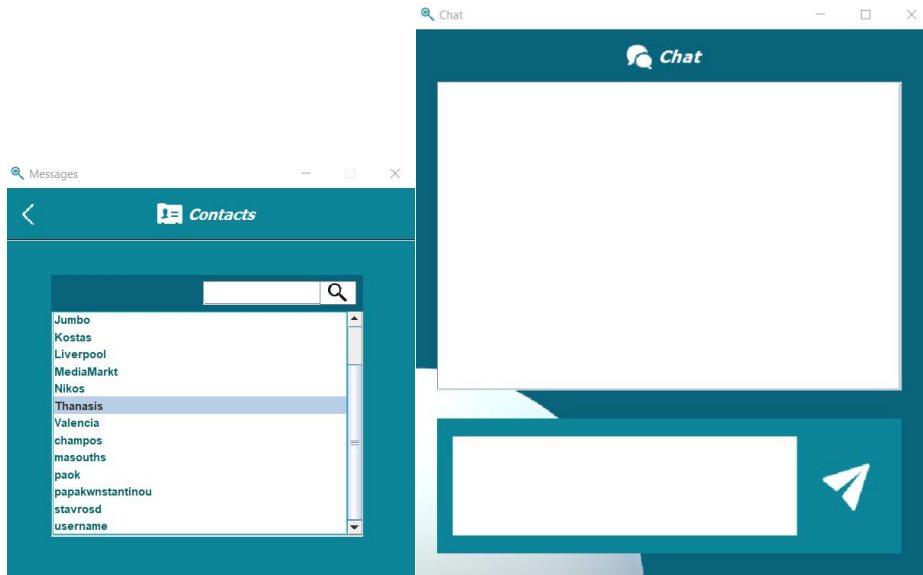
## ■ Notifications

View **Messages** and **Seminars**' seat reservations notifications.



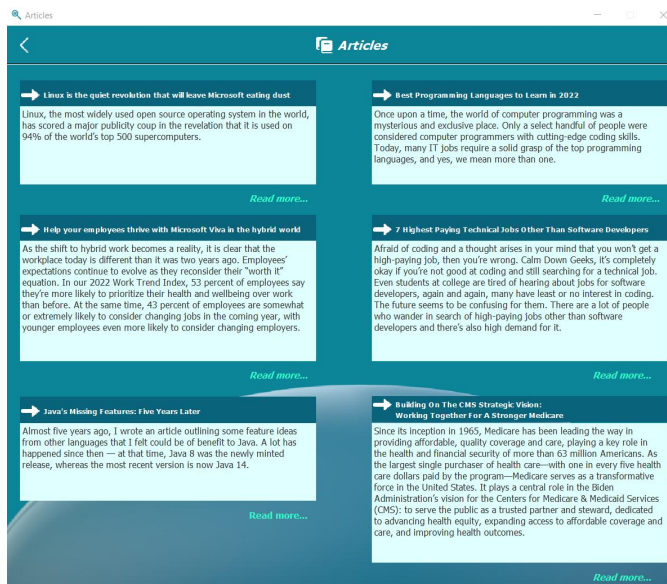
## ■ Messages

View **Contacts** list and send message to **Companies/Employees** in **Chat**.



## ■ Articles

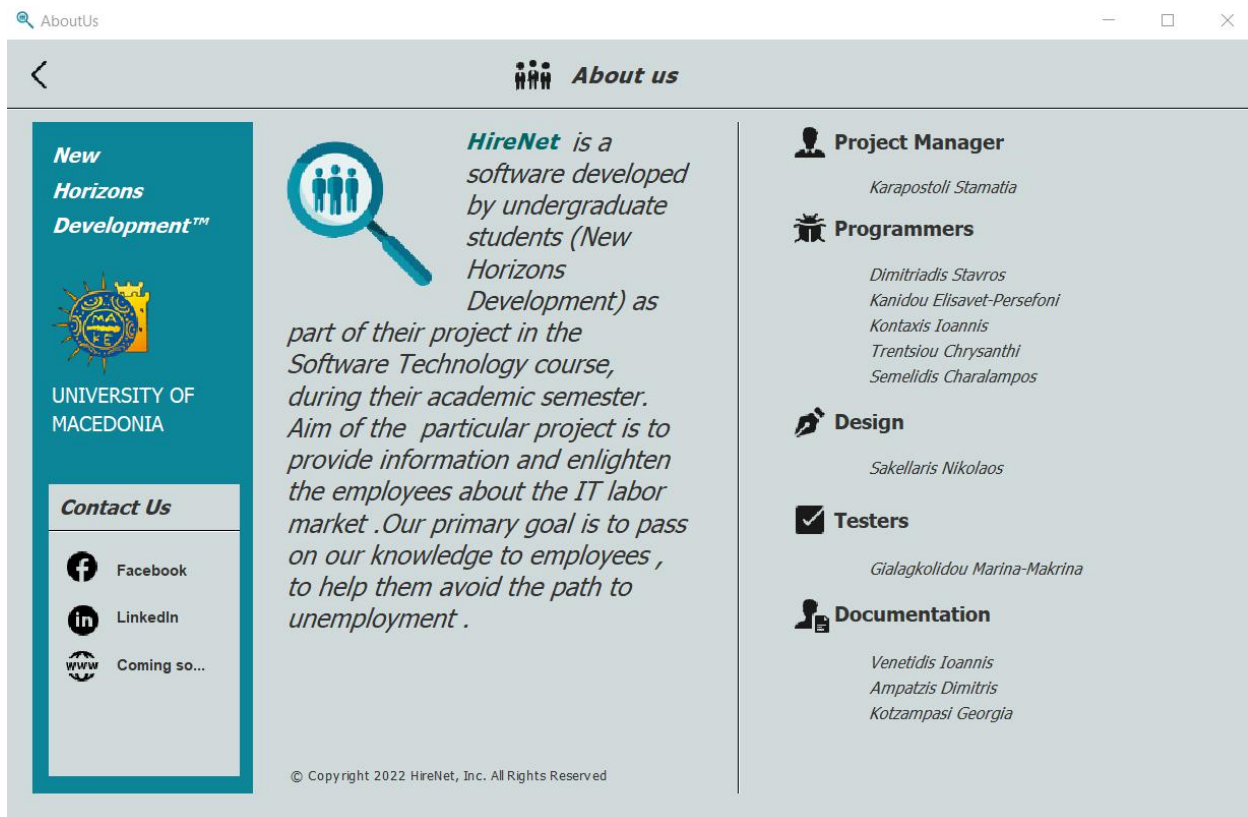
View the latest articles on Informatics and Technology and keep up to date.



Only preview is available through application, click **read more** to view full article

## ■ About Us

Learn more about the developers and *New Horizons Development* and Contact us through social media.



AboutUs

### About us

**New Horizons Development™**

UNIVERSITY OF MACEDONIA

**Contact Us**

- Facebook
- LinkedIn
- Coming so...

*HireNet is a software developed by undergraduate students (New Horizons Development) as part of their project in the Software Technology course, during their academic semester. Aim of the particular project is to provide information and enlighten the employees about the IT labor market. Our primary goal is to pass on our knowledge to employees, to help them avoid the path to unemployment.*

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**Design**  
Sakellaris Nikolaos

**Testers**  
Gialagkolidou Marina-Makrina

**Documentation**  
Venetidis Ioannis  
Ampatzis Dimitris  
Kotzampasi Georgia

## ■ Support

Access **User Manual** and **FAQ**.



## FAQ

### 1) Can I delete my account if I don't want to be user anymore?

Yes, there is a suitable button on profile window.

### 2) How can I upgrade my skills?

First, you should open your CV window. There is a button called "Add Qualifications". Once you push this, a window with skills will appear and you will be able to add yours. When you are finished, you can save your Qualifications and return to main Menu.

### 3) How can I participate in the seminars?

As you become a user there is a "book" button in every description of the seminars. Then, after pressing the button, further information about the seminar will be added to the notifications.

### 4) How can I recover my password?

In case you forget your password, there is a "forgot password" button at log in window. Once you press it, one window will appear and you should fill in your username and your favourite number. If your data are correct, your password will appear at your screen.

### 5) Does the password have any restrictions?

The password must be at least 8 characters.

### 6) How can I change my personal information?

You can change your e-mail, your phone and your favourite number at profile window. Your first and last name, your age and your country can be changed at CV window.

**Want more information on how to use HireNet ?**

**You can download the complete user manual and detailed instructions here:**

***Download***

■ **Log Out**

Sign out from your account.

Thank you for using HireNet !