# **Installation Guide:**

- 1. Clone the Collect repository, found <u>here</u>, onto a Mac.
  - a. Ensure that Xcode is installed on your Mac.
- 2. Enable developer mode on your iPhone, and connect it to your Mac.
- 3. Open Collect in Xcode and set the build device to your iPhone.
  - a. To open Collect in Xcode, ensure that you specifically open "Collect.xcworkspace" within the Collect directory.
- 4. Build and run Collect in Xcode, and Xcode will automatically install the apponto your phone.
  - a. Within general settings of the project, ensure that you have an Apple ID as well as a Development Team set.
    - i. If A provisioning profile error occurs, try changing the Bundle Identifier to a random string until it works.
- 5. In Settings > General > Device Management, select the Apple ID used to install the app onto your phone, then press "Trust".
- 6. You can now use Collect on your iPhone!

# **User Manual:**

# **Receipt View Screen:**

- 1. To scan a receipt, tap on the add(+) receipt button on the top right of the screen.
  - a. You will then be prompted to enter a receipt name.
    - i. Ensure that this receipt name does not already exist within your list of receipts.
  - b. After entering a receipt name, you will then be asked to either upload (from your photo library) or take a picture of a receipt.
  - c. After taking/selecting a photo of a receipt, wait a few seconds for the app to process the photo and convert it to a virtual receipt.
- 2. After conversion is complete, the receipt name will show up in your list of receipts. By tapping on the receipt name, you will then be taken to the recipient view screen.
  - a. By left swiping on the receipt name, a delete option will appear. This will let you delete the receipt from the app.

## **Recipient View Screen:**

- 1. To return to the Receipt View, swipe left on the screen or tap on the Back button
- 2. To add a recipient, tap on the add(+) button on the top right of the screen
  - a. You will be prompted to enter a name
  - b. After entering a name, tap on Add Recipient to add a name to the list

- i. Left side of the list will display the list of name
- ii. Right side of the list will display the amount the person has to pay
- 3. After listing the recipients, tap on the View Items button on the bottom right to view the list of items on the receipt
- 4. After assigning the items from the receipt, user will have a high-level view of the recipients and the amount they owe
  - a. To send out notifications to the recipients, tap on the share button on the bottom left of the screen
  - b. After tapping on the share button, tap on the message app and the message will display the recipients, the amount owed, and an image of the receipt
  - c. enter the names of the recipients
  - d. Tap send to request for the debt owed
- 5. After the request has been sent to the recipients, to keep track of who has paid their debt, tap on the name and a check mark on the right will appear to show the debt has been paid

#### **Item View Screen:**

- 1. To return to the Recipient View Screen, press Recipients in the top left corner
- 2. To view a picture of the receipt you are currently editing, tap on the document icon in the top right corner
- 3. By swiping left on any item in the receipt, two options will appear, "Edit" and "Delete". By tapping "Edit", you can change the name or price of the item you swiped
  - a. You will be prompted to enter a new name and price for the item. The item's current name and price will be auto-filled into the prompt so that you can easily edit only one of the item's attributes.
- 4. Tapping on an item will open the Name Selector Screen for that item.

### Name Selector Screen:

- 1. To return to the Item View Screen, press "Back" in the top left corner.
- 2. Tapping the switch next to a person's name will add them to the split for the item you originally tapped on.