

CENTURY GOTHIC



Jade Harris | 12SDD

TO INSTALL FONT

- I. Locate the CENTURY GOTHIC fonts included in the software package
 - a. Else, download off: https://freefontsfamily.com/century-gothic-font-family/
- II. Drag into C:\Windows\Fonts
 - a. Else, follow these instructions: https://faqs.skillcrush.com/article/275-downloading-installing-a-font-on-your-computer

Name	Date modified	Туре
major_nav	4/08/2021 5:37 PM	File folder
packages	10/07/2021 7:20 PM	File folder
	7/03/20 <mark>1</mark> 9 8:34 PM	TrueType font file
	7/03/2 <mark>0</mark> 19 8:34 PM	TrueType font file
	7/03/ <mark>20</mark> 19 8:34 PM	TrueType font file
	7/03/2 <mark>0</mark> 19 8:34 PM	TrueType font file
major_nav.sln	24/07/2021 2:34 PM	Visual Studio Solu

QUICK-START

USER DOCUMENTATION



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LAST UPDATED: 2021

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MY INVITATIONS **NEW USER**

CREATING A USER ACCEPT/DECLINE INVITATION

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SEND/CANCEL FRIEND REQUEST - INVITING FRIENDS (ATTENDEES)

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REMOVE FRIEND MANAGING MY EVENTS

> - MANAGE ATTENDEE/INVITEES SETTINGS

RESET YOUR PASSWORD

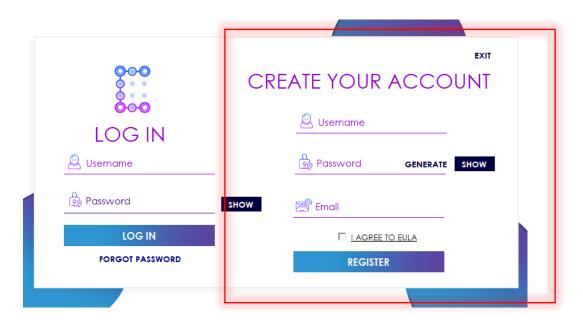
REMOVE TEMPORARY CODE - EQUAL VOTES

CANCELLING YOUR EVENT DELETE ACCOUNT

COMPLETING YOUR EVENT



NEW USER CREATING A USER

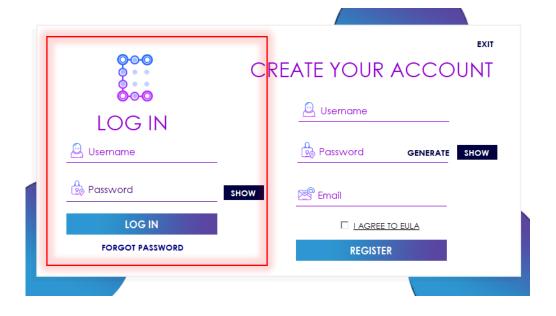


- I. Create a username
 - a. Max 9 characters
- II. Create a password
 - a. Max 12 characters
 - b. **GENERATE**: 12 random alpha-numeric characters
 - c. SHOW: When HOVERING, reveal your password
- III. Enter your email
 - a. Max 25 characters
 - b. Ensure you have access to email
- IV. Read and agree to EULA



NEW USER

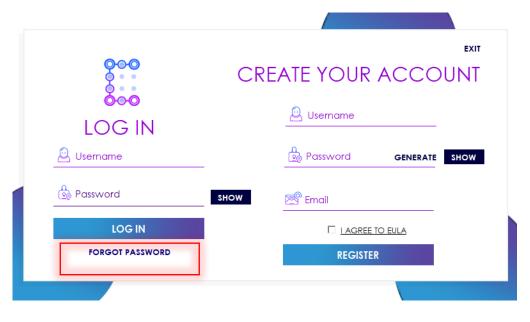
LOG IN



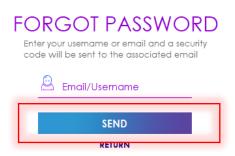
- I. Enter username
- II. Enter password
 - a. SHOW: When HOVERING, reveal your password

NEW USER

FORGET PASSWORD



- I. Select FORGOT PASSWORD
- II. Enter remembered email/username
 - a. Ensure you have access to email
 - b. If you already have requested a code before, check your emails.





III. Get security code



IV. Enter this code and your new password

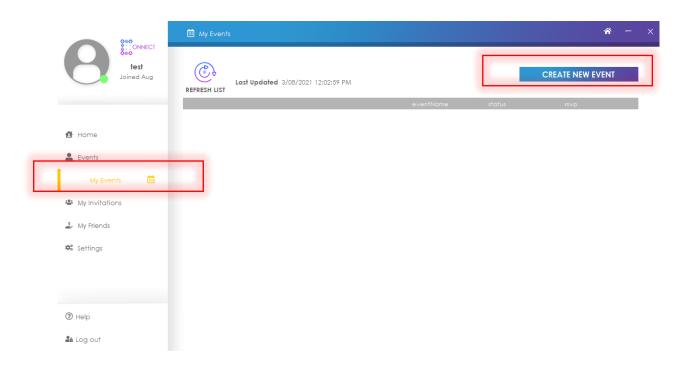


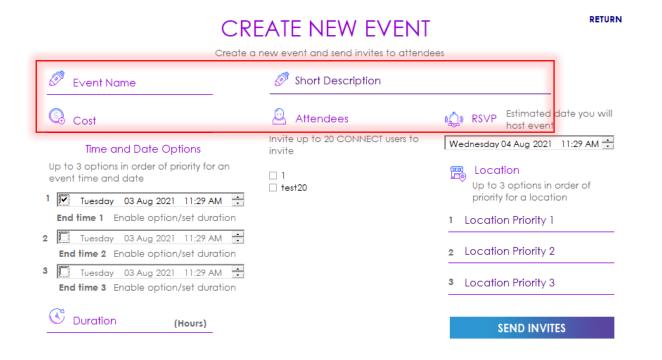


MY EVENTS

CREATE NEW EVENT

- I. Go to MY EVENTS
- II. Select CREATE NEW EVENT

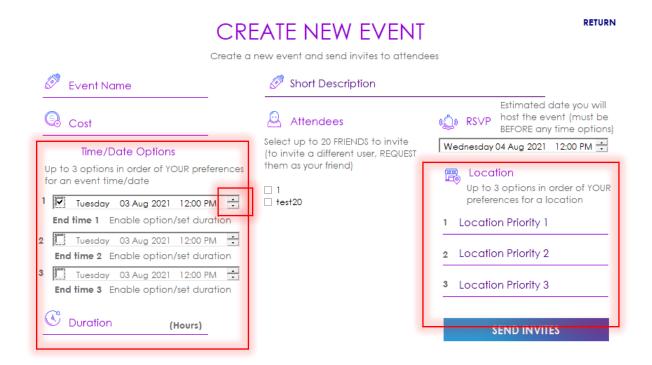




- I. Enter event name
 - a. Max 20 characters
- II. Enter short description
 - a. Max 40 characters
- III. Enter cost
 - a. To 2 decimal places
- IV. Enter short description
 - a. Max 40 characters

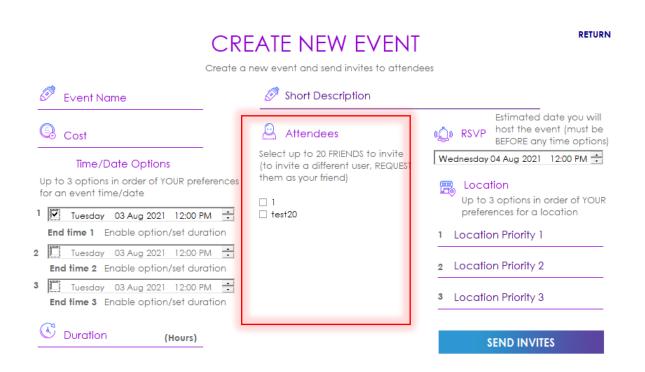
SETTING TIME AND LOCATION PREFERENCES

- I. Add YOUR preferences for location/time(date) for the event
- II. Use ARROWS for time/date
 - a. Selecting only ONE time date option will mean USERS CANNOT VOTE and these will automatically be set when you host your event
 - b. No time/location can be identical
 - c. Once hosted, NO OPTIONS CAN BE ADDED (only removed)
 - d. Time and date options are influenced by DURATION



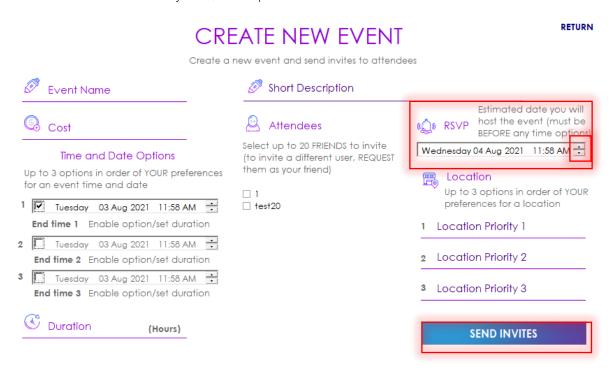
INVITING FRIENDS (ATTENDEES)

I. Use checkboxes to select friends



SETTING RSVP

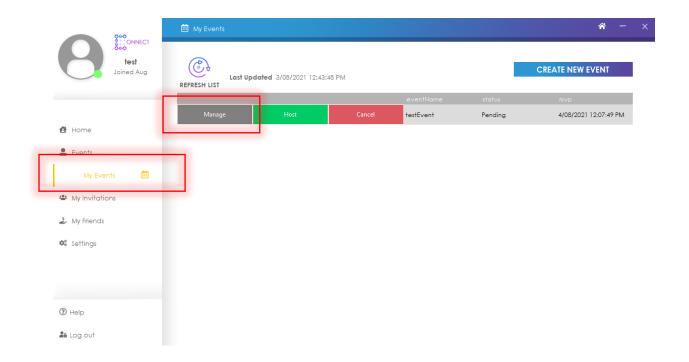
I. Must be BEFORE any time/date option



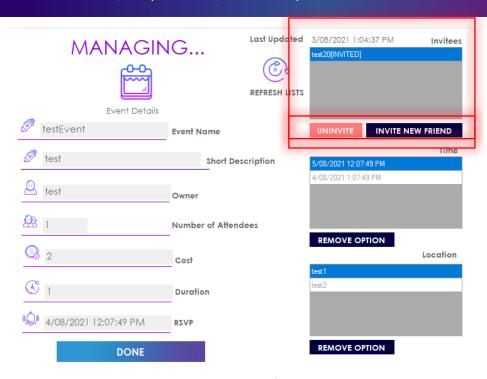
MY EVENTS

MANAGING MY EVENTS

- I. Go to MY EVENTS
- II. Click MANAGE



MANAGE(ADD/REMOVE) ATTENDEE/INVITEES



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REMOVE ATTENDEE/INVITEE

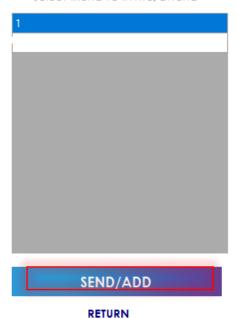
- I. Select USER
 - a. Users suffixed with whether they have already accepted invite
- II. Click UNINVITE

ADD NEW ATTENDEE/INVITEE

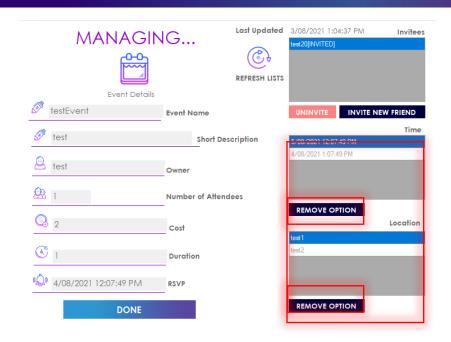
- III. Click INVITE NEW FRIEND
 - a. **If EVENT**
 - i. ALREADY HOSTED: user automatically added (they can leave)
 - ii. PENDING: invite sent (for their vote)

SELECT NEW USER...

Select friend to invite/attend



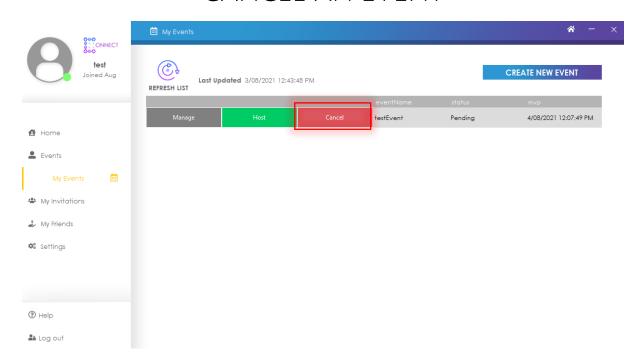
REMOVE TIME/LOCATION OPTION



- I. Select appropriate option
- II. Click REMOVE OPTION
 - a. Once removed, CANNOT ADD another option

MY EVENTS

CANCEL AN EVENT



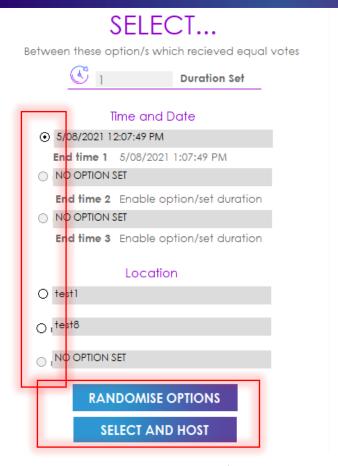
MY EVENTS

HOST AN EVENT



- I. Go to MY EVENTS
- II. Click HOST
- III. If no options received the same number of votes, then HOSTING the event will automatically set the location and time to the option that received the highest number of votes. The invitees will then become attendees, and once the event is done you can complete it.

EQUAL VOTES

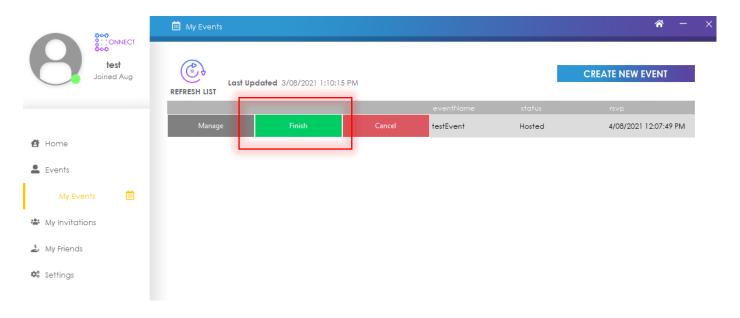


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- I. Select RADIO BUTTONS of option that the event will be set to
 - a. RANDOMISE OPTIONS will randomly select the radio buttons

EVENTS

COMPLETING EVENT



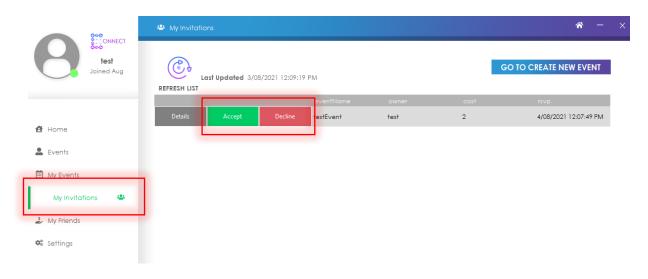
- I. If event is hosted, HOST button becomes FINISH
- II. Once you are ready to COMPLETE event, CLICK FINISH
 - a. This is irreversible. Event will be removed.



MY INVITATIONS

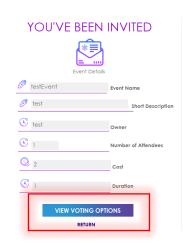
ACCEPT/DECLINE INVITATION

- I. Go to MY INVITATIONS
- II. Use buttons to ACCEPT/DENY selected invitation



SETTING VOTES/PREFERENCES

III. Click ACCEPT button



IV. Use the buttons beside each option to toggle in order of preference



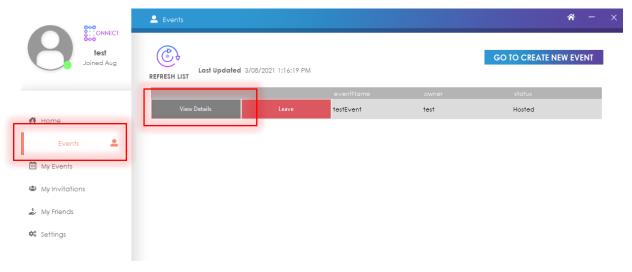


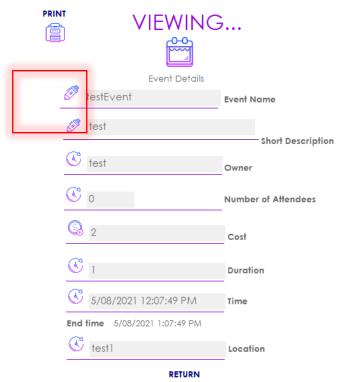
EVENTS

VIEW DETAILS

IF EVENT IS HOSTED

- I. Go to MY INVITATIONS
- II. Click VIEW DETAILS
- III. Option to PRINT event details





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IF EVENT IS NOT HOSTED:

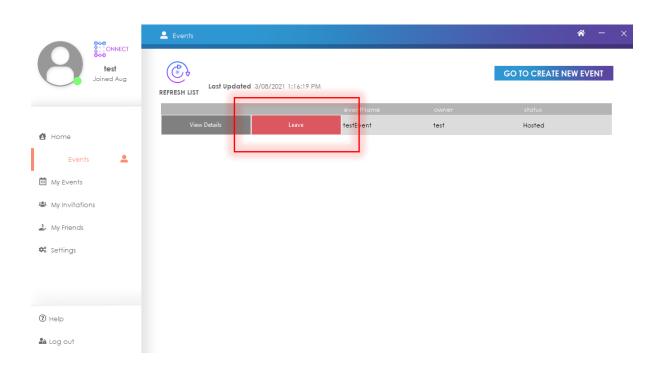
I. Cannot see details only RSVP date



EVENTS

LEAVING AN EVENT

I. NOTE: Leaving an event not yet hosted will remove your votes





MY FRIENDS

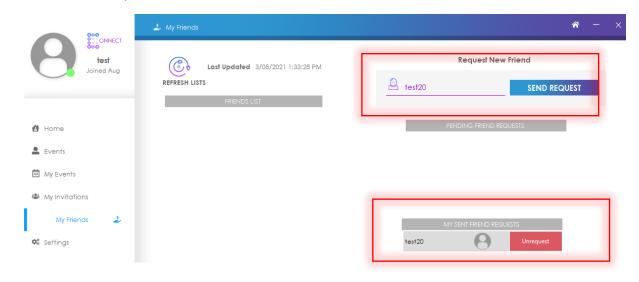
SENT/CANCEL FRIEND REQUEST

SEND

- I. Enter username of other account
- II. Wait for user to accept

CANCEL REQUEST

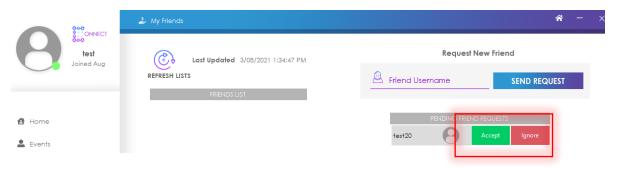
- I. (Assuming user has accepted request)
- II. Click UNREQUEST



MY FRIENDS

ACCEPT/IGNORE RECEIVED REQUEST

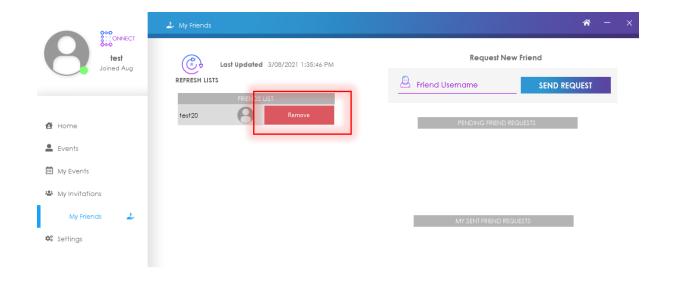
I. Use buttons to ACCEPT or IGNORE request



MY FRIENDS

REMOVE FRIEND

- I. Click REMOVE beside friend's name
 - a. You must re-request them
 - b. Any events of yours they are in will remain

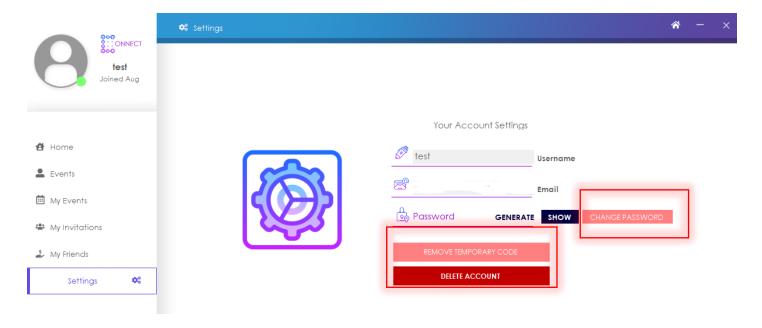




SETTINGS

RESET YOUR PASSWORD

I. Resets password from next log in



SETTINGS

REMOVE TEMPORARY CODE

- II. Remove the code sent to your email allowing you to reset password (if any exist)
 - a. Next time forgot password, new passcode will be sent

SETTINGS

DELETE ACCOUNT

I. Removes account along with any events invited to and friends