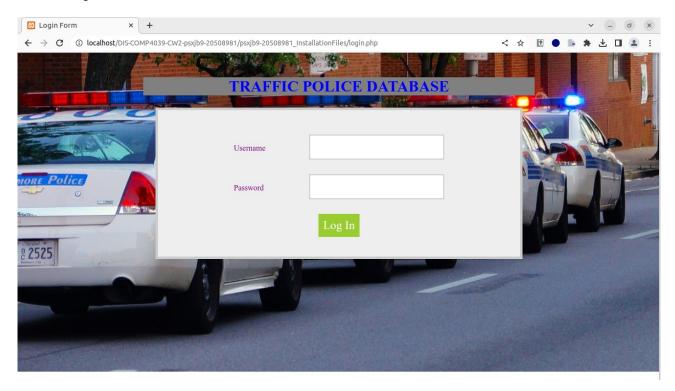
User Manual

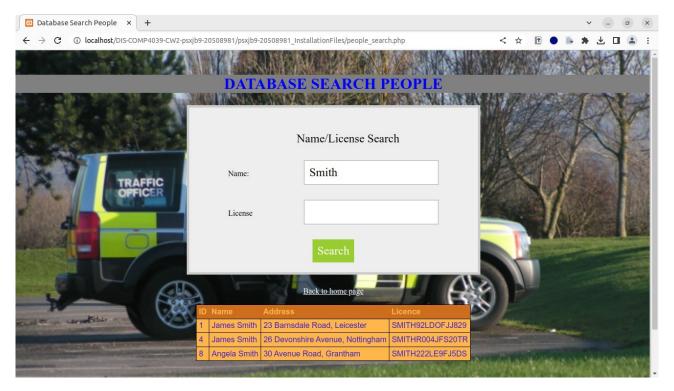
In order to start using this website, enter in your username and password and click login:



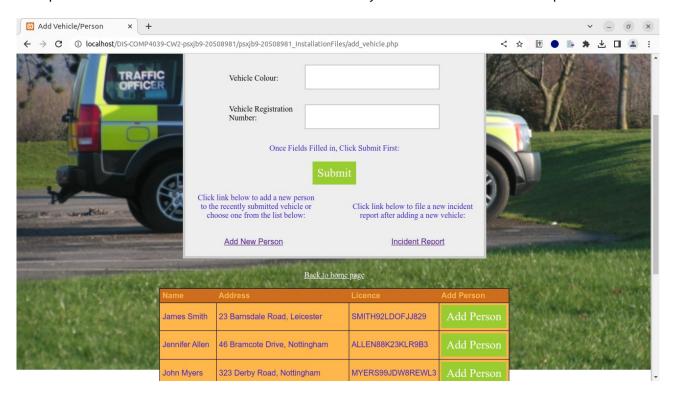
You will be directed to the welcome/home page and see a table of contents of which you can click on your desired task (admin will see more contents). You will also see a message showing your username and successful login just above the horizontal line.



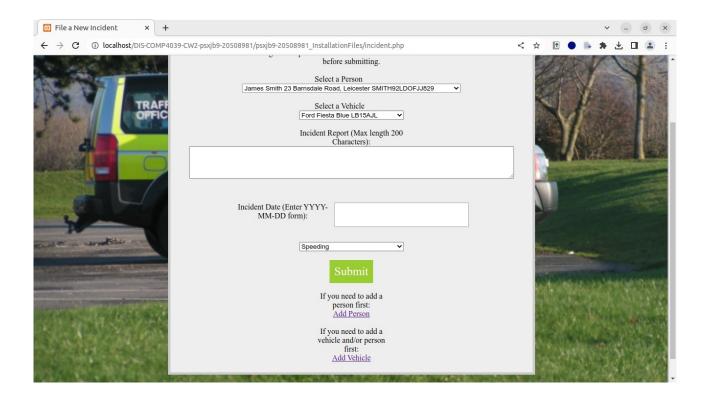
Searching for People or Vehicles will just require to fill in the input fields and press the submit/search button.



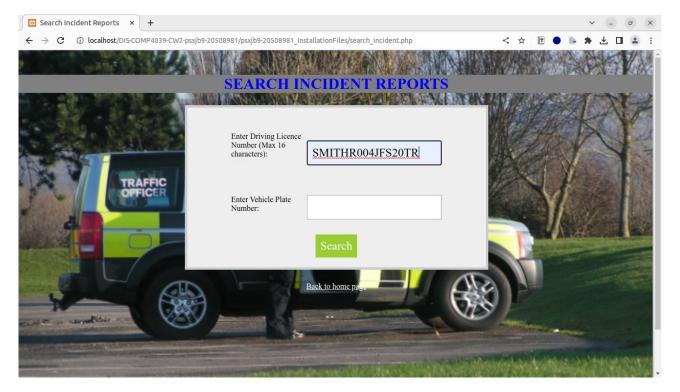
For adding vehicles you have the option of matching the owner with the vehicle based on a table of existing people in the database after you have submitted the add vehicle form. You can do this by pressing the "add" button on the right most side of each person in the table. Or if the owner does not exist, you can add a new person and the vehicle will automatically be added to this new person.



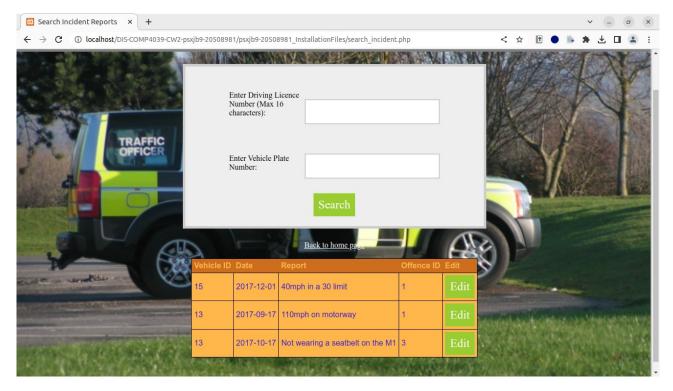
From here you can choose to file a new incident report where you can use the drop-down menu to select people, vehicles, offence description and input the report and date. You must press the downward arrow and select an option before submitting. You also can easily add a person or vehicle with the links below the submit button.



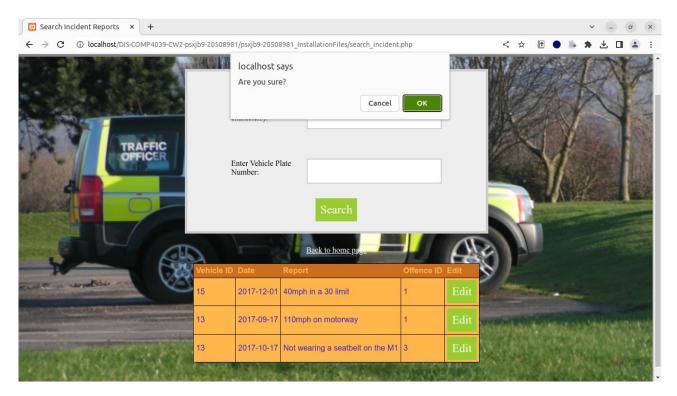
To search for incident reports you can search either by driving licence number or the vehicle plate/registration number to find incident report(s) which will be displayed as a table below. By pressing the "edit" button on the right most side of each row you, you will be asked confirmation and then taken to another page to edit the incident report. The existing values of each field will be prefilled/selected on this form. You can then change the form however you want and the press the edit button to edit the form. After you have pressed the edit button, you will need to reload the page either by refreshing your browser window or pressing reload page link at the bottom of the form in order to view your changes.



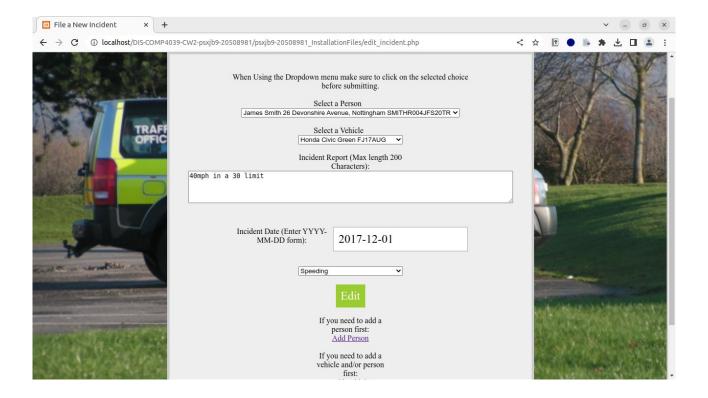
Edit options shown:



Will ask for confirmation:



Will then lead to a prefilled form where you can edit the report:



If you would like to change your password you can find a link to this on the home/welcome page where you can set a new password.

To logout press logout on the home/welcome page and your will be automatically logged out and redirected to the login page.

For admins:

Once you have logged in, you should notice two extra links available: "Create Accounts" and "Add Fines". Creating new police officer accounts will simply involve filling the username and password creation fields and pressing submit, and a table of all user accounts will be shown to you.

For adding fines you can specify the fine amount, amount of fine points and then a drop-down menu of all available incidents with Vehicle ID, People ID, Incident Date, Report info, and the Offence ID.