## 1 User Documentation

### 1.1 System Overview

Al-Waseet is a Jordanian newspaper that sends weekly newspaper to its customers, it allows people to post their ads on the paper as well. Through the development of technology and the need for a digital platform for any type of business Al Waseet had the need to provide a digital platform for its customers, with covid 19 as well newspapers and payments for subscription and publishing on the paper were harder to manage. The CEO of the company saw that a new computerized system could be the solution to this problem, by creating a database system that has customer data, types of subscriptions, payments, and more.

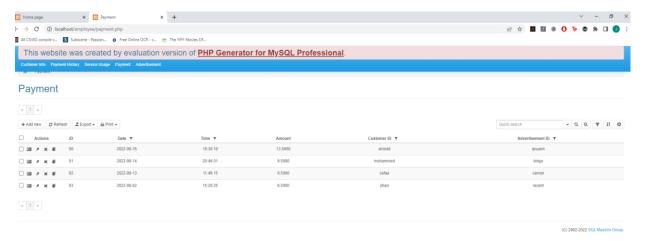
Through eFawateercom Al Waseet will have multiple features to help the customers and the organization itself make things easier. Users will be able to pay for their monthly/weekly subscription which includes them receiving physical newspapers delivered to their houses. Customers will also be able to pay for the ads they want to post remotely through eFawateercom, and they will be able to make any deposit for future use.

### 1.2 Using the system

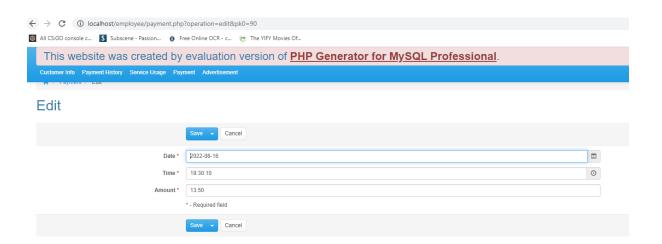
First of all, to access the user interface you need to enter the URL (localhost/customer) for the customer and (localhost/employee) for the employee. Which will get us to the landing page below.



When the user wants to for example check their payment, they can click on the payment above and they will see a page similar to the one below.

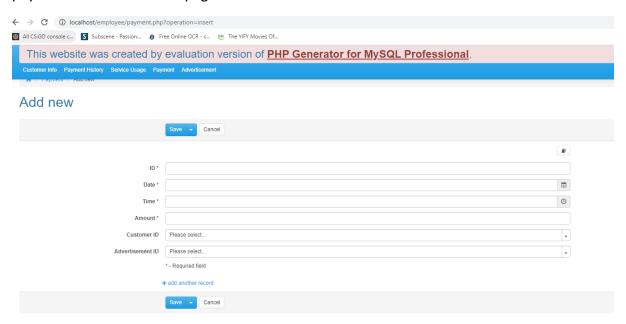


Now the user can see the payments as it is shown in the picture above, now if the user wants to edit he can click on the pen icon under actions to be able to edit some information. And he will see something as shown below.



Now the user can edit the information he wants to edit in the fields specified and then clicks save to have the new edited field saved in the back-end system.

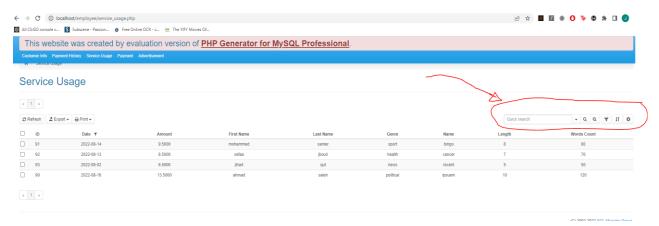
And to add a new payment the user can click on the add new button to able to add a new payment and he will see a page similar to the one below.



Now you need to enter the information in its specified field and you can how for date and time you need to click the buttons on the right to enter them. Also not that the fields that have a star next to their name are fields that are required to fill in order to add a new payment.

The x button under actions will make the user delete the payment he chose.

And the user can also benefit from the search and sort features in the page in order to be able to reach something quickly as seen below in the red circle.



Note that any change that you make as a user will be reflected in your records within our database so be careful when editing or deleting information.

# 1.3 Frequently asked questions

How can I reach the website?

Answer: you can enter the URL that matches you for example if you're an employee you can enter

(localhost/employee).

How can I add a new customer record to Al Waseet?

As shown in the pictures above you can go to add new after you click on the customer table and then you will be able to add the customer's information and save it.

How can I edit on something in this service?

You can check the "using the system" section where it goes to explain about how you can edit on the information you need to edit.

I have another question how can, where can I get help?

You can check the contact information below, we would be happy to answer any type of question you have in regards to the system.

#### 1.4 Contact information

For any further questions you can contact me on my email below.

Jihad.qutteineh@htu.edu.jo