

User Manual

Introduction

Purpose

The purpose of this system is to allow easy management of multiple clients information regarding their contact information, payments information, exercise regimes, as well as details of the exercises for a gym

It achieves this with the following features:

- Creation of member, payment, regime and exercise data - doesn't allow the same member ID's and other Primary/composite keys to be set
- The storage and editing of the created data - The data can be searched through and deleted using the user interface
- The creation and printing of invoices, member details, and regime details to send to clients or to keep hard copies

Intended Audience

The intended audience for this system was Neil Green - an independant local gym owner. Despite the a minor window icon and main window title change the interface could be used by any other gym that has the same requirements and organisation for their client data.

Installation

Prerequisites

The system has been compiled to a windows executable(.exe) so no software prerequisites are required to make use of this system as long as the users running windows.

The following is required to make use of every feature of this system:

- Windows 7, 8, 8.1, or 10
- A keyboard and mouse for input
- A monitor with a minimum resolution of 1024x768
- A hard disk drive or solid state drive for file and system storage with a minimum of 44.30 MB of free data
- A minimum of 512MB of RAM to carry out processing
- A minimum of a single core processor clocked at 1.2ghz to carry out processing
- A printer for printing invoices, regimes, and member info

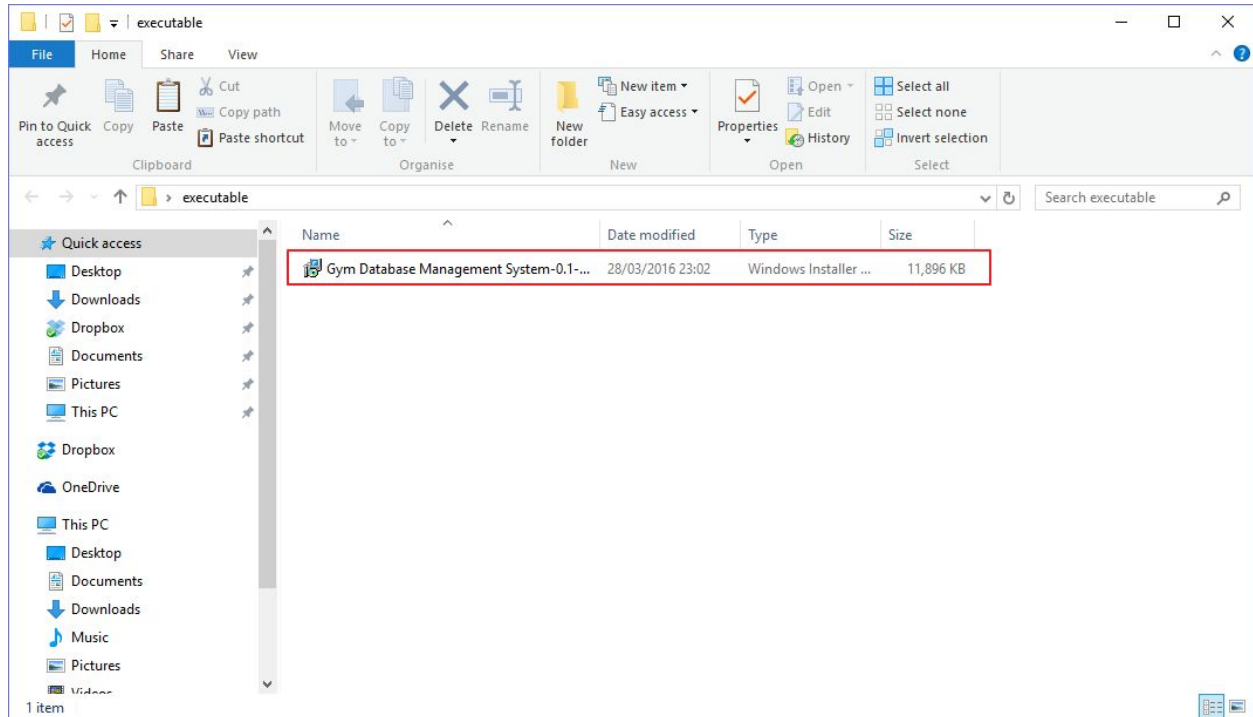
Operating Systems

The system was developed, tested and compiled exclusively on a workstation running windows 10 64-Bit, meaning the current executable of the system will only run on a 64-Bit version of windows, but a version can be compiled for windows, mac os and Linux based operating systems at 32-Bit or 64-Bit at a later date if my client changes os.

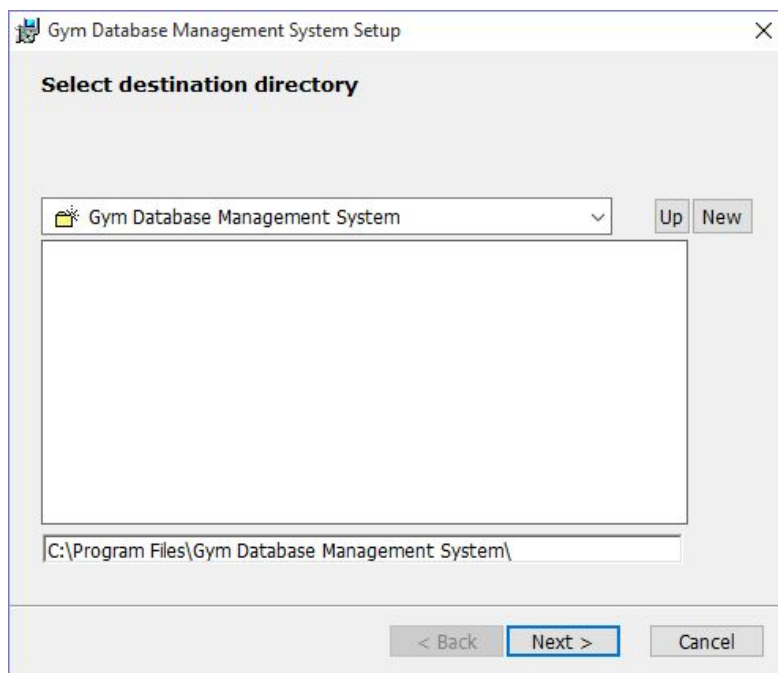
System Installation

The system was compiled to a windows installer prior to distribution, to install the system follow these steps:

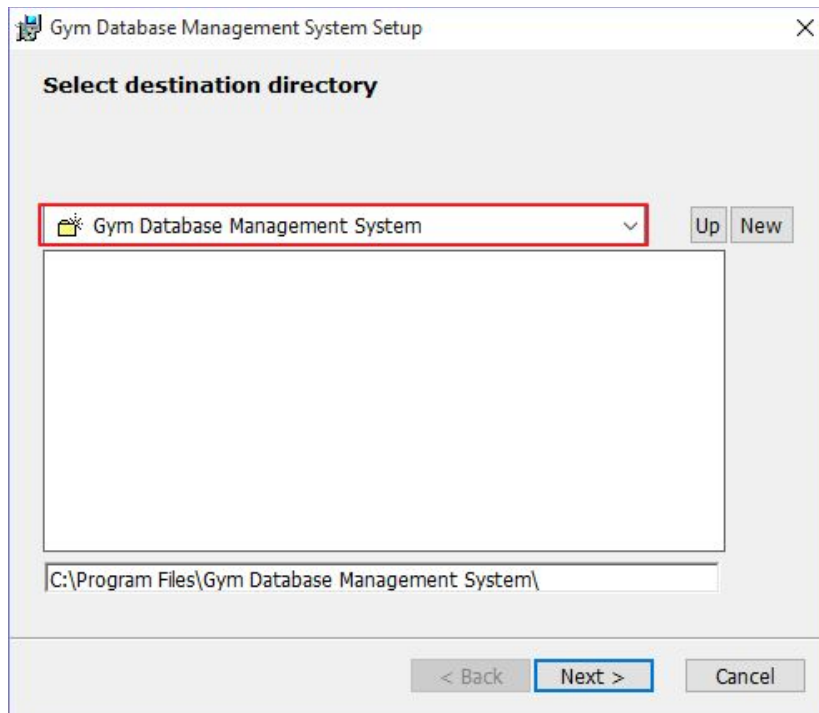
1. Locate the directory where the installer has been placed, in this example it's placed on the desktop in a folder labelled executable.



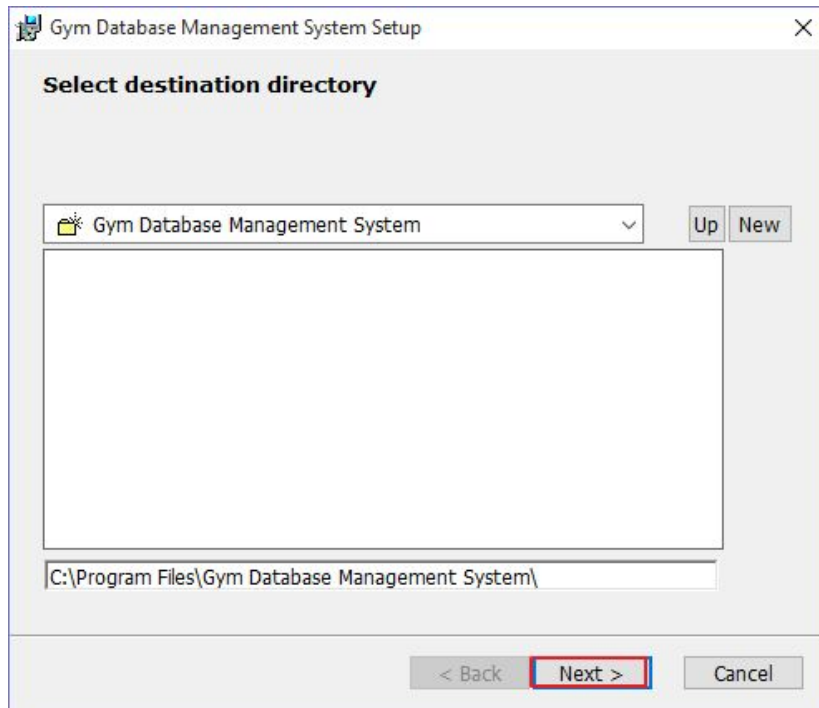
2. Double click on the installer to start the installation wizard



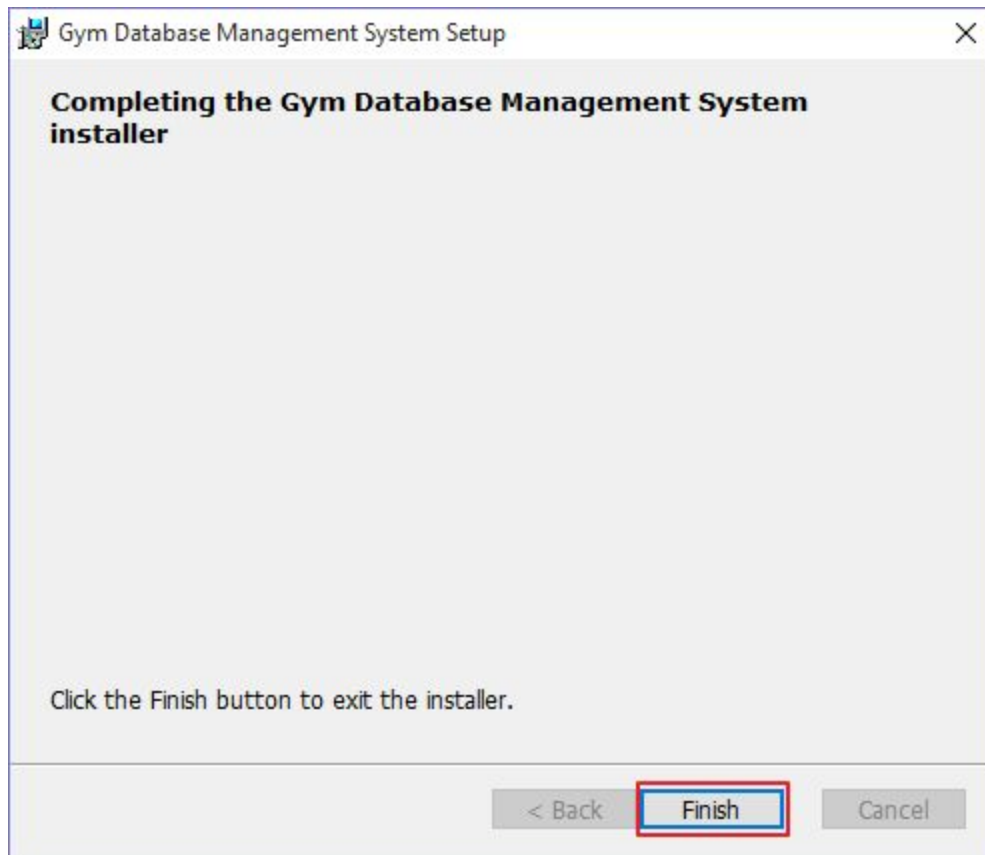
3. Now you can chose the location to install the system using the drop down box



4. Click the “Next” push buttons to progress through the installation



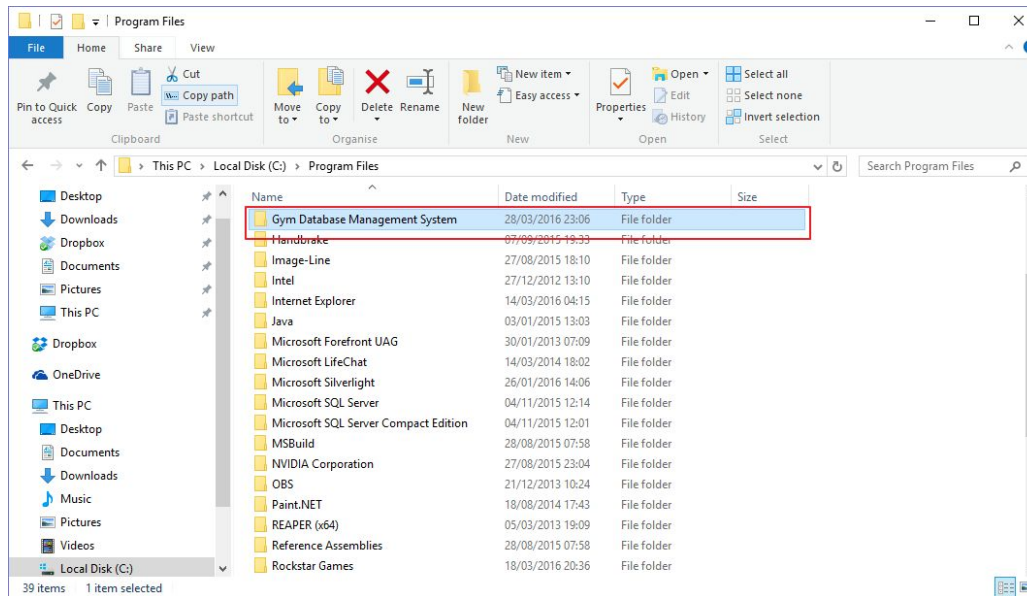
5. If the operating system appears asking for permission to install the system, click the “Yes” pushbutton.
6. Click the “Finish” push button to end the installation.



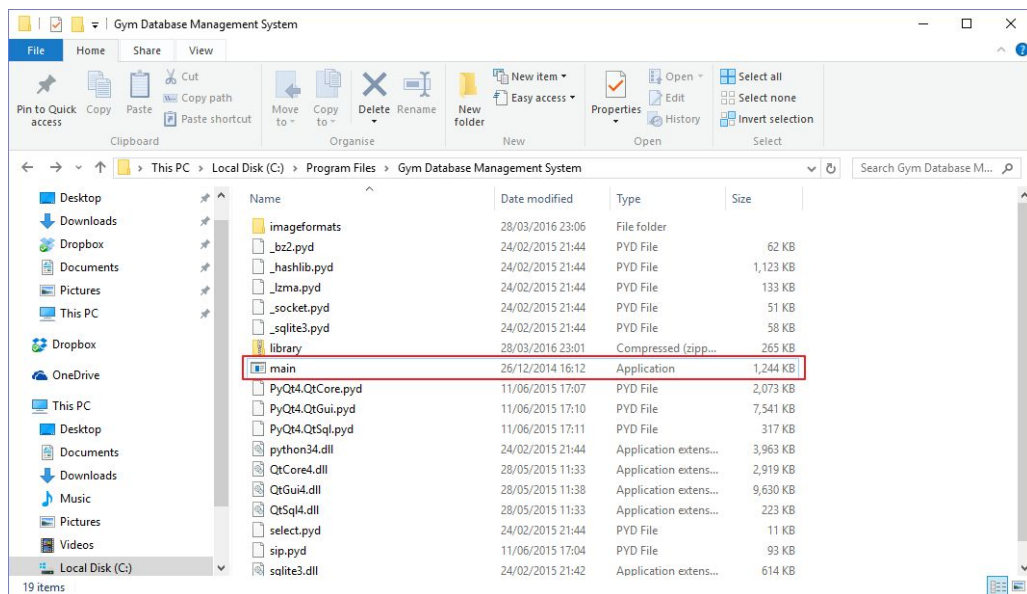
Running The System

Once the system has been installed following the instructions above the system can be ran by doing the following:

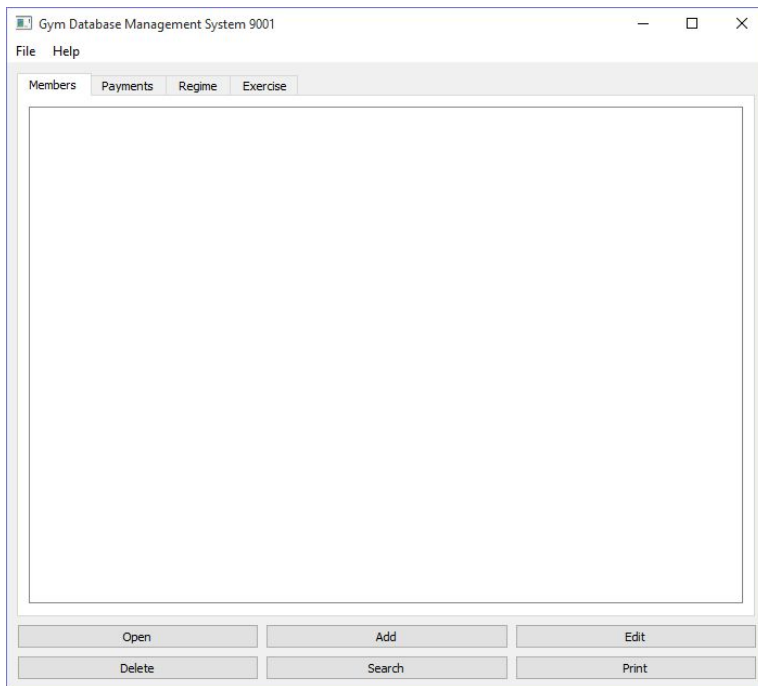
1. Navigate to the Folder where the system has been installed .



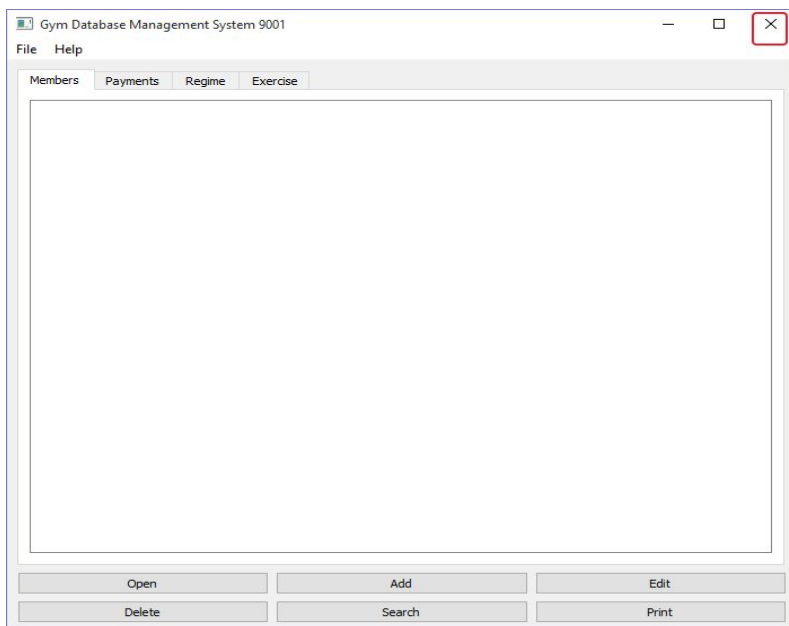
2. Double click on the executable with the left mouse button to start running the system.



3. Once the system is loaded it will be displayed on the screen.



4. Congratulations! The system is now running. The system can be closed at any time by clicking the "X" button in the top right corner



Tutorial

Introduction

In this section I will break down how to use each part of the system in the sections below, each sub-section will include a feature of the system explained with detailed text instructions and annotated diagrams to assist you in being able to completely use the system to its full ability.

Assumptions

There's no assumptions of computer knowledge made during the creation of the system and user manual so no assumed computer knowledge is included in the following tutorials. The only assumption that's made in the following tutorials is that the system is running, which is demonstrated in the above section "Running the System".

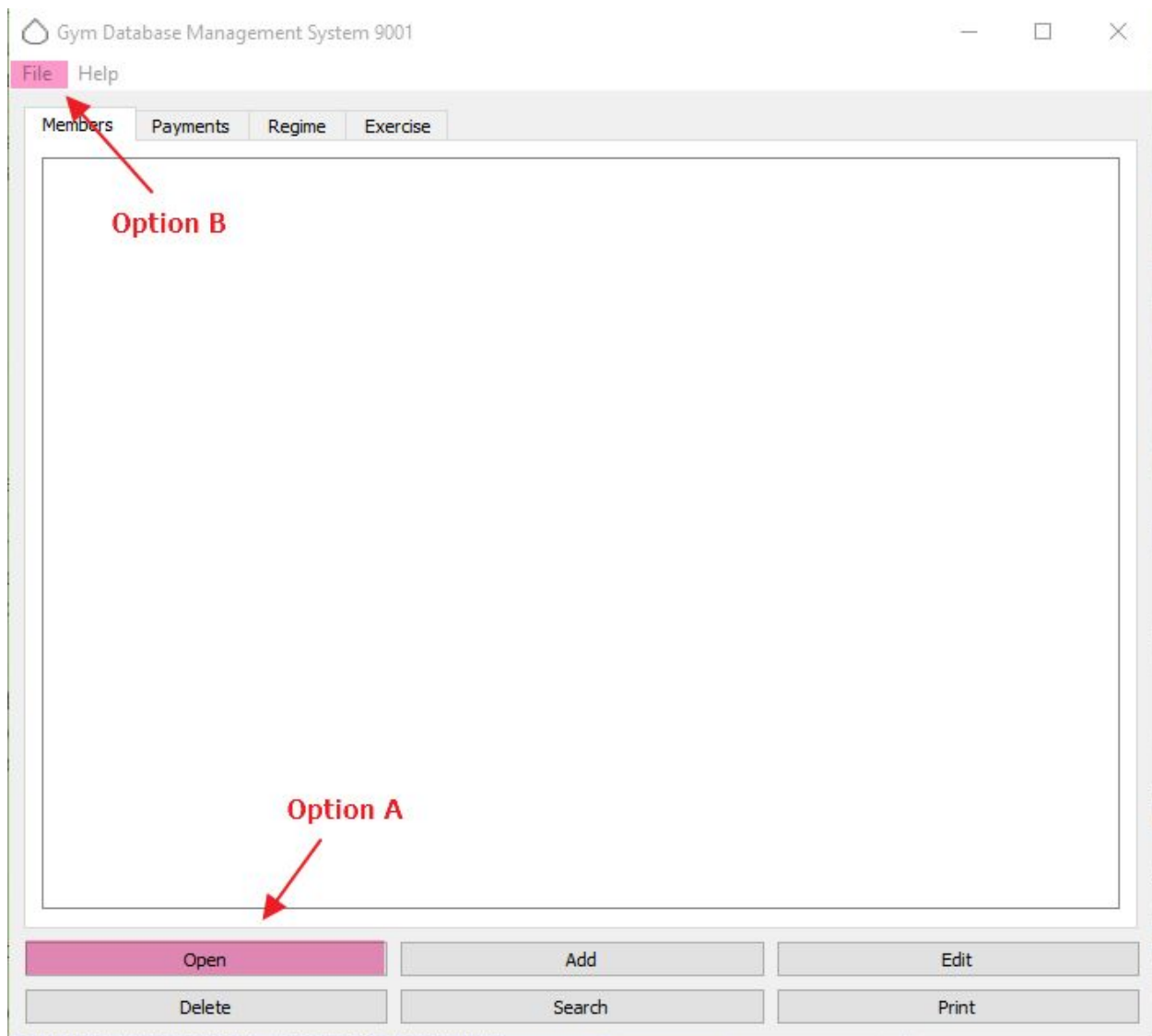
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Opening a database file

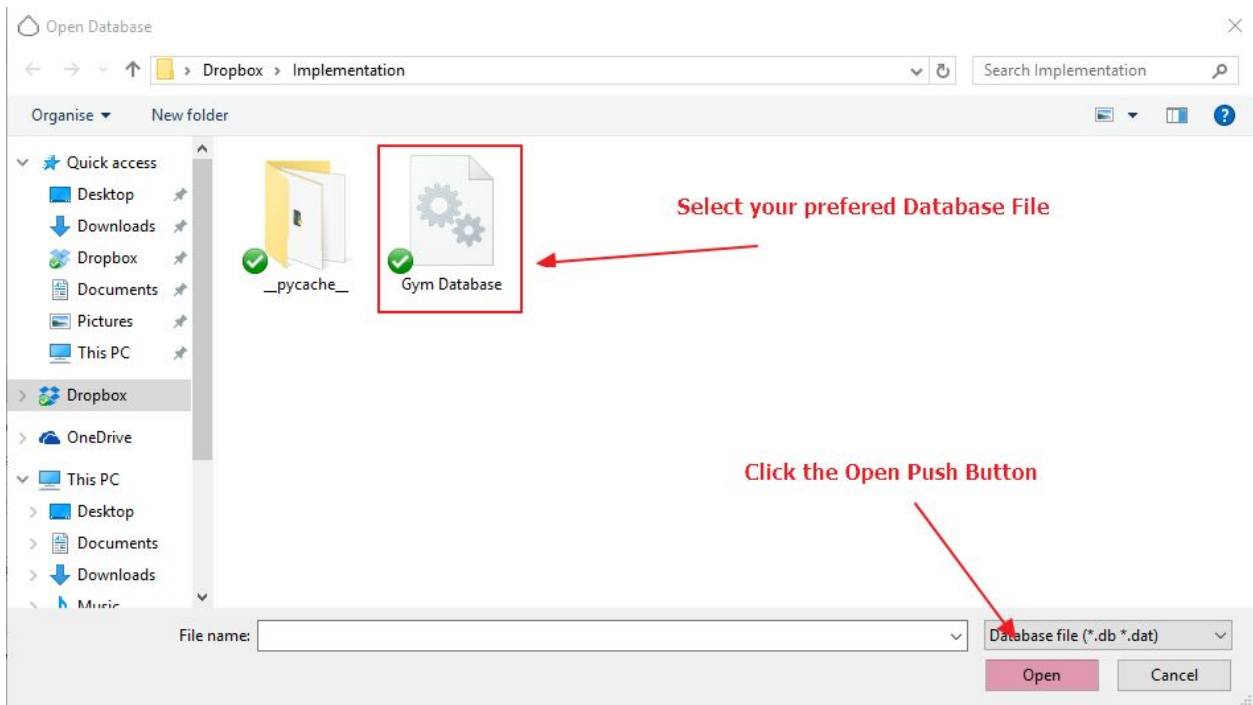
To use this program first an existing database file(provided with the program in the installation folder) needs to be opened and loaded into the program.

1. There are 3 ways to open a database file.
 - a. Find the “Open” Push Button and left click it.
 - b. Go to the Tool bar and highlight the “File” menu item and scroll down to the “Open” item and left click.
 - c. Press Ctrl + O.

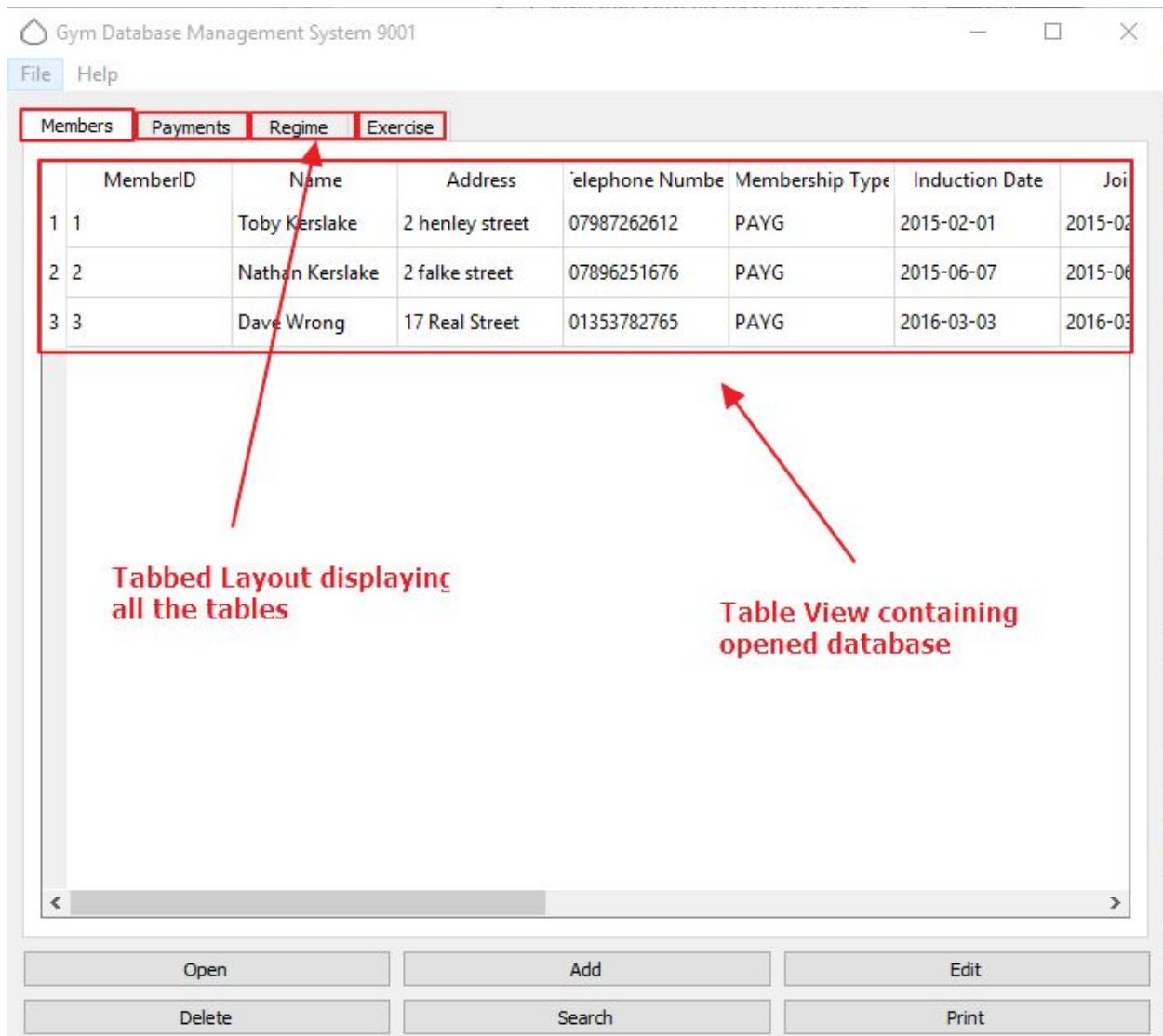




2. After starting the open function a windows file dialog will open where you will need to locate your preferred database file and left click the “Open” Push Button.



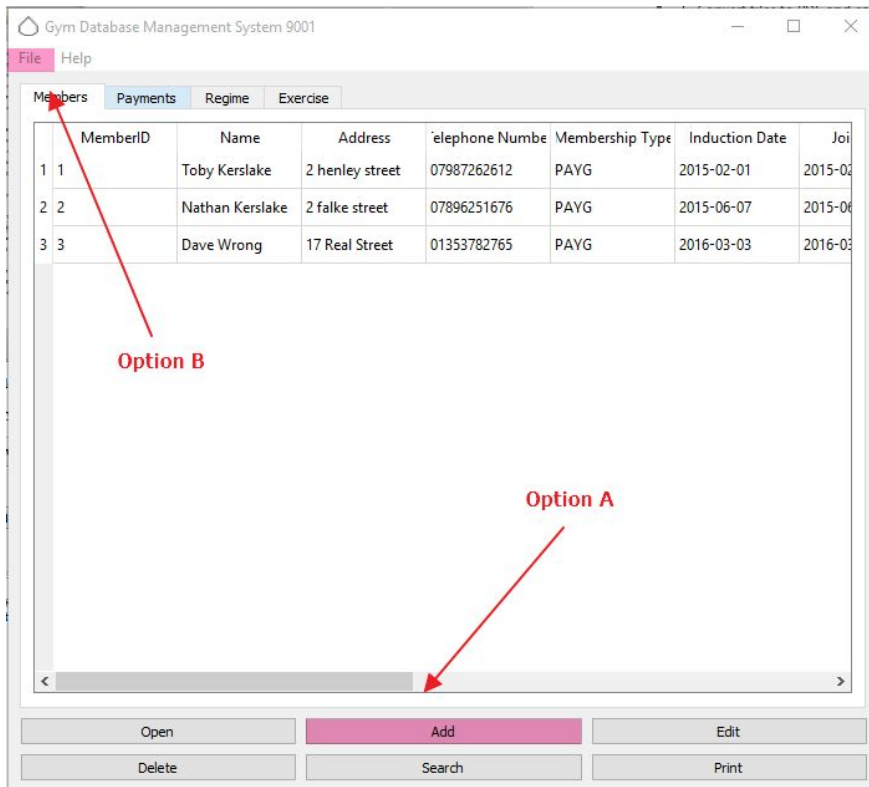
3. The Selected database will now show up in the Table view in a tabbed layout.



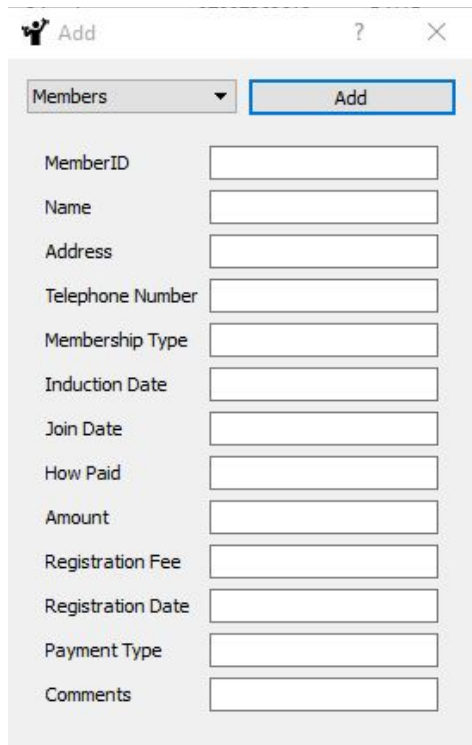
Adding a member

Using this program allows you to enter and save data about a member of your gym.

1. There are 3 ways to add member data
 - a. Find the “Add” Push Button and left click it
 - b. Go to the The Tool bar and highlight the “File” menu item and scroll down to the “Add” item and left click
 - c. Press Ctrl + A



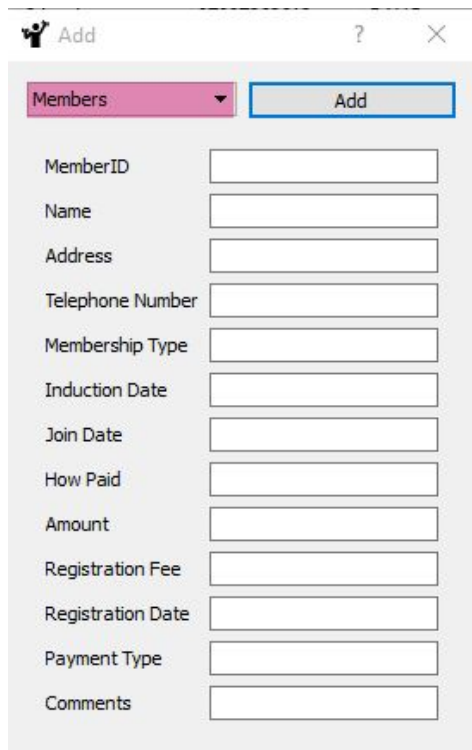
2. After starting the Add function an Add dialog will open



The screenshot shows a dialog box titled 'Add' with a question mark icon and a close button. At the top, there is a dropdown menu labeled 'Members' and a button labeled 'Add'. Below this, there are several input fields for member information:

Field	Input Type
MemberID	Text
Name	Text
Address	Text
Telephone Number	Text
Membership Type	Text
Induction Date	Text
Join Date	Text
How Paid	Text
Amount	Text
Registration Fee	Text
Registration Date	Text
Payment Type	Text
Comments	Text

3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To add member info left click it and select the "Member" option.



This screenshot is identical to the one above, but the 'Members' dropdown menu at the top left is highlighted with a pink background, indicating it has been selected.

4. Now enter all the member information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.

Members Add

MemberID 4

Name Geoffrey Smith

Address 17 Main Street

Telephone Number 01364557892

Membership Type PAYG

Induction Date 2015-02-03

Join Date 2015-02-03

How Paid Card

Amount 50

Registration Fee 50

Registration Date 2015-02-03

Payment Type Monthly

Comments

Line Edits where information is input using the keyboard

- 5.
- The columns "Name", "Address", "Membership Type", "How Paid", "Payment Type", "Comments" must be enter as text with the characters a-Z and should not exclusively be numbers but can include all characters apart from quotation marks or double quotation marks
 - The columns "MemberID", "Telephone Number", "Amount", "Registration Fee" must be entered as any combination of integer numbers 0-9 only
 - The columns "InductionDate", "JoinDate", "RegistrationDate" must be dates in the format yyyy-mm-dd (For example 2015-05-12)

6. Click the “Add” push button to add all of the info you’ve input into the database.

Members

MemberID

Name

Address

Telephone Number

Membership Type

Induction Date

Join Date

How Paid

Amount

Registration Fee

Registration Date

Payment Type

Comments

Click the "Add" push button

7. Re-open the database you’ve added the data too.

Gym Database Management System 9001

File Help

Members Payments Regime Exercise

	MemberID	Name	Address	Telephone Number	Membership Type	Induction Date	Join Date
1	1	Toby Kerslake	2 henley street	07987262612	PAYG	2015-02-01	2015-02-01
2	2	Nathan Kerslake	2 falke street	07896251676	PAYG	2015-06-07	2015-06-07
3	3	Dave Wrong	17 Real Street	01353782765	PAYG	2016-03-03	2016-03-03

Click the "Open" push button and re-open the database

Open Add Edit Delete Search Print

Gym Database Management System 9001

File Help

Members Payments Regime Exercise

	MemberID	Name	Address	Telephone Number	Membership Type	Induction Date	Join Date
1	1	Toby Kerslake	2 henley street	07987262612	PAYG	2015-02-01	2015-02-01
2	2	Nathan Kerslake	2 falke street	07896251676	PAYG	2015-06-07	2015-06-07
3	3	Dave Wrong	17 Real Street	01353782765	PAYG	2016-03-03	2016-03-03
4	4	Geoffrey Smith	17 Main Street	01364557892	PAYG	2015-02-03	2015-02-03

The input data has been inserted into the database

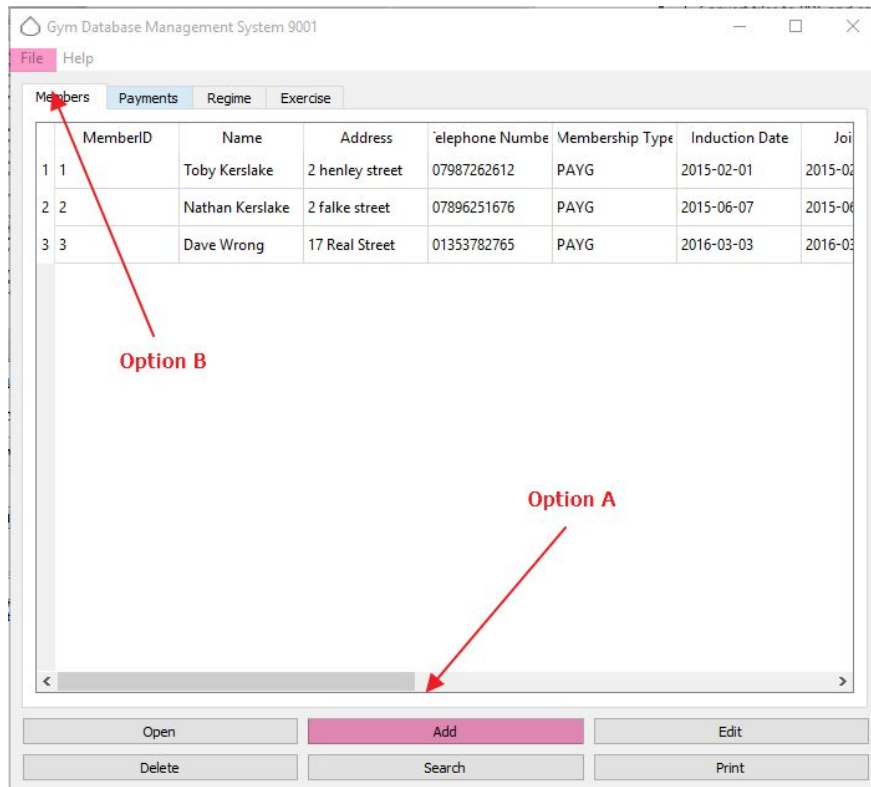
Open Add Edit

Delete Search Print

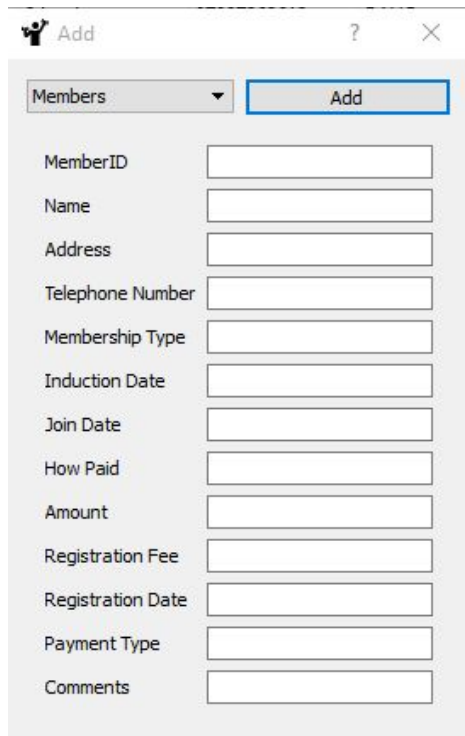
Adding a payment

Using this program allows you to enter and save data about a member's payments

1. There are 3 ways to add payment data
 - a. Find the “Add” Push Button and left click it
 - b. Go to the The Tool bar and highlight the “File” menu item and scroll down to the “Add” item and left click
 - c. Press Ctrl + A

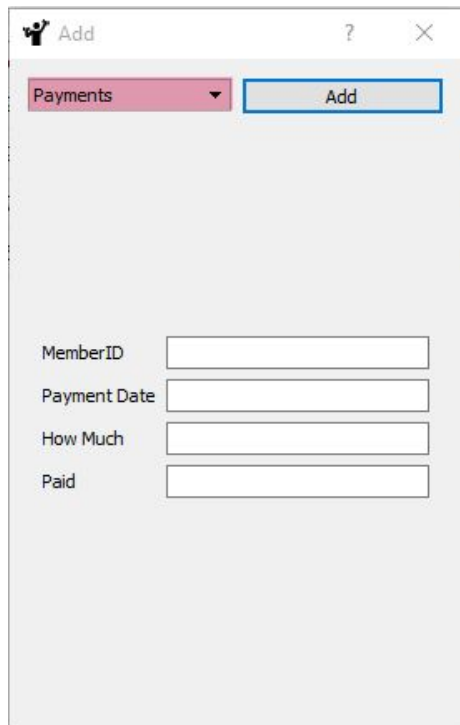


2. After starting the Add function an Add dialog will open



The screenshot shows a dialog box titled 'Add' with a question mark icon and a close button. At the top, there is a dropdown menu set to 'Members' and a blue 'Add' button. Below this, there are twelve input fields arranged vertically, each with a label to its left: MemberID, Name, Address, Telephone Number, Membership Type, Induction Date, Join Date, How Paid, Amount, Registration Fee, Registration Date, Payment Type, and Comments.

3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To add payment info left click it and select the "Payment" option.



The screenshot shows the same 'Add' dialog box, but the dropdown menu at the top is now set to 'Payments' and is highlighted in pink. The 'Add' button remains blue. The input fields below are now: MemberID, Payment Date, How Much, and Paid.

4. Now enter all the payment information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.

Payments Add

MemberID 3

Payment Date 2016-05-04

How Much 50

Paid 1

Line Edits where information is input using the keyboard

- 5.
- The column "Paid" must be entered with either the value "0" or "1". "0" representing not paid and "1" representing paid
 - The columns "MemberID" and "How Much" must be entered as any combination of integer numbers 0-9 only
 - The column "paymentDate" must be a date in the format yyyy-mm-dd (For example 2015-05-12)
6. Click the "Add" push button to add all of the info you've input into the database.

Payments Add

MemberID 3

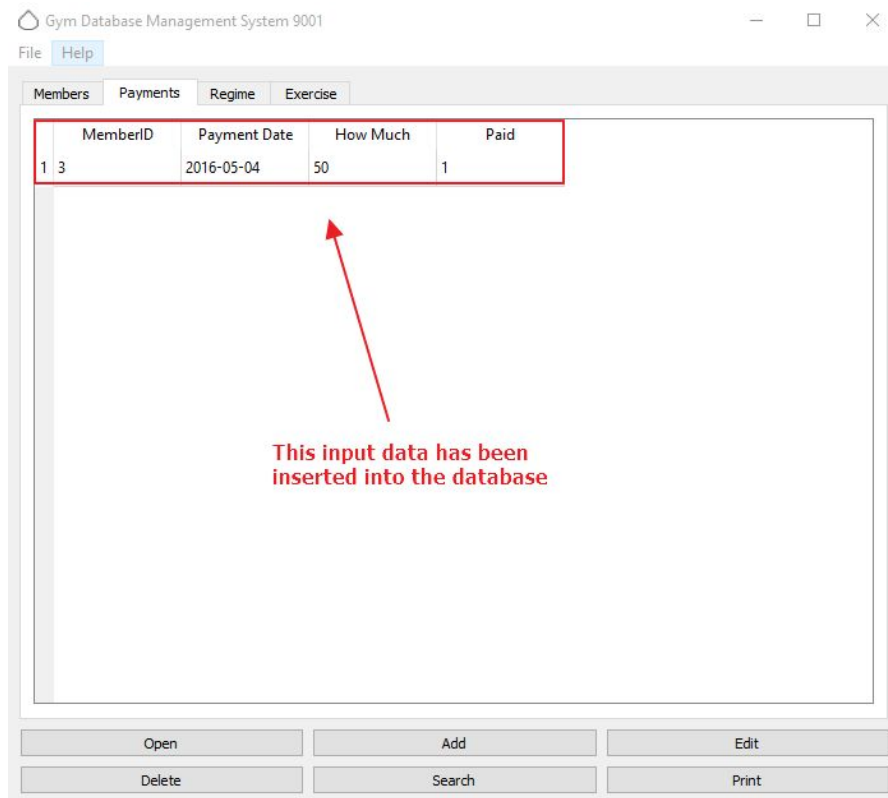
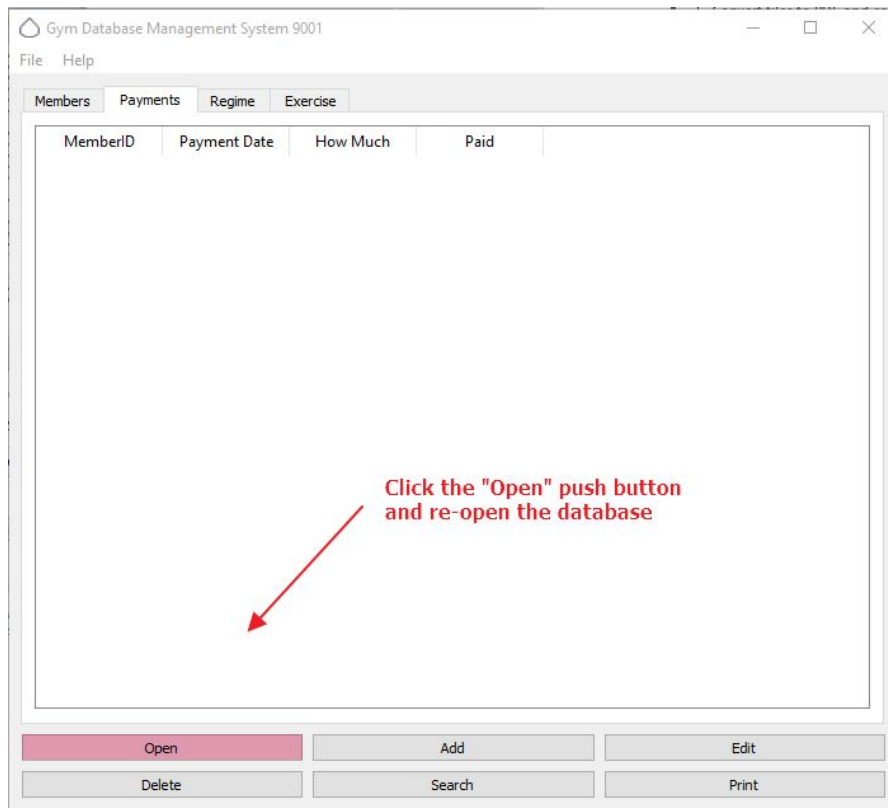
Payment Date 2016-05-04

How Much 50

Paid 1

Click the "Add" push button

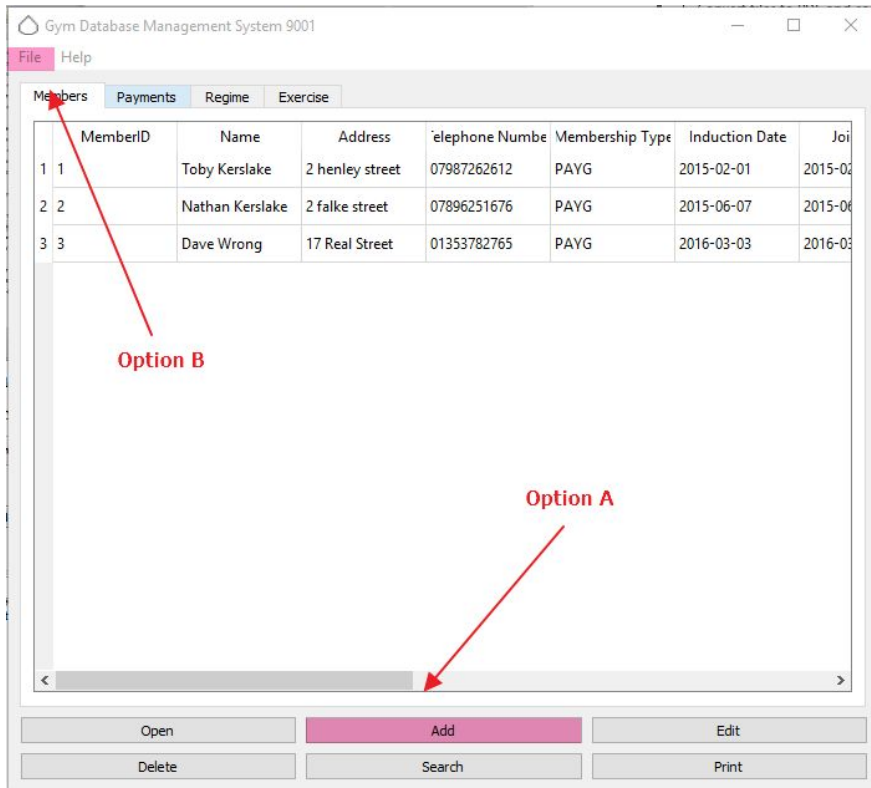
7. Re-open the database you've added the data too.



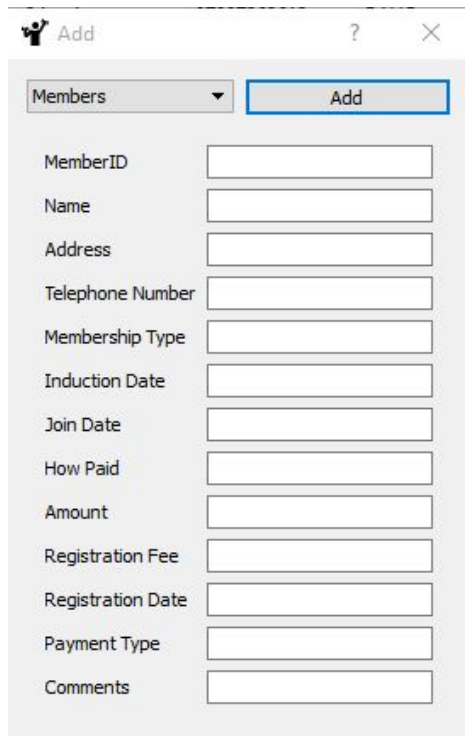
Adding a regime

Using this program allows you to enter and save data about a member's regime

1. There are 3 ways to add regime data
 - a. Find the “Add” Push Button and left click it
 - b. Go to the The Tool bar and highlight the “File” menu item and scroll down to the “Add” item and left click
 - c. Press Ctrl + A



2. After starting the Add function an Add dialog will open



The screenshot shows a dialog box titled 'Add' with a dropdown menu set to 'Members' and an 'Add' button. Below the dropdown are several input fields for member information:

Field	Input Type
MemberID	Text
Name	Text
Address	Text
Telephone Number	Text
Membership Type	Text
Induction Date	Text
Join Date	Text
How Paid	Text
Amount	Text
Registration Fee	Text
Registration Date	Text
Payment Type	Text
Comments	Text

3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To add regime info left click it and select the "Regime" option.



The screenshot shows the same 'Add' dialog box, but the dropdown menu is now set to 'Regimes' and highlighted in pink. The input fields are different, corresponding to the 'Regimes' table:

Field	Input Type
MemberID	Text
Exercise ID	Text
Start Date	Text
End Date	Text
Description	Text

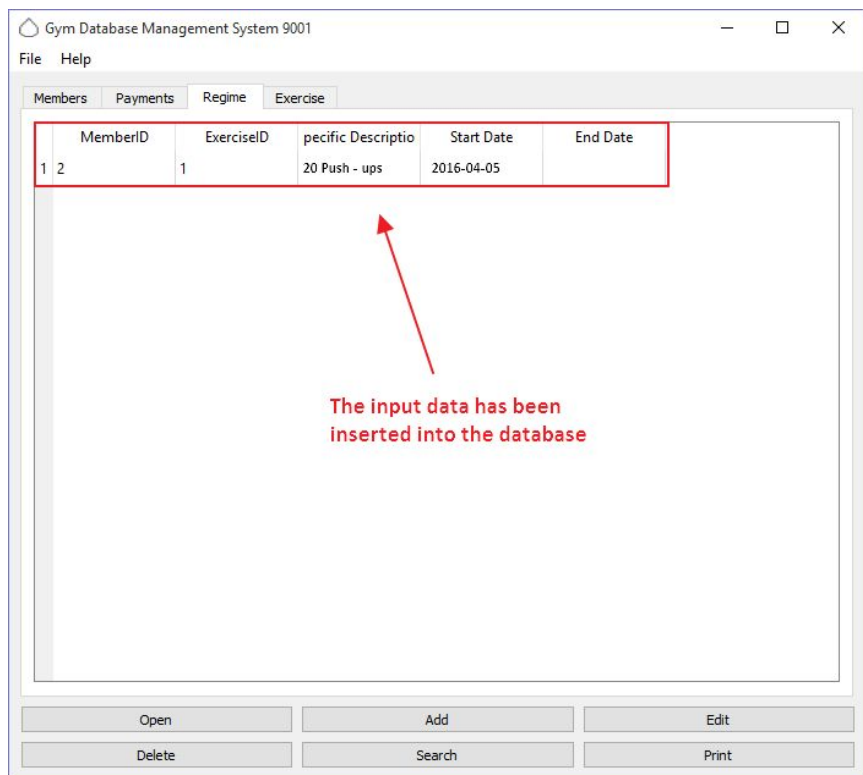
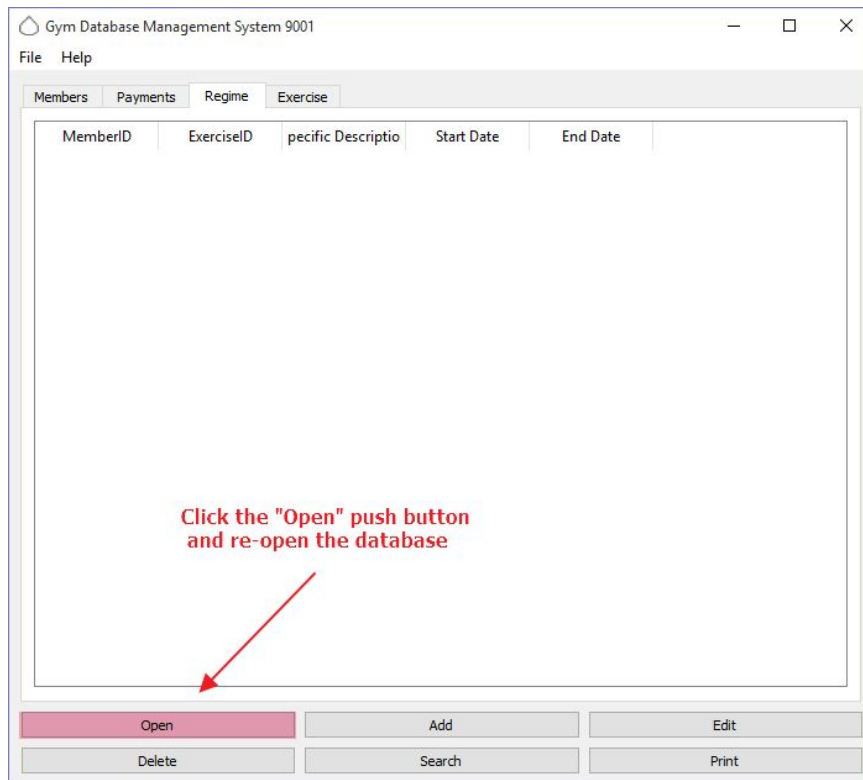
4. Now enter all the regime information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.

The screenshot shows a window titled 'Add' with a 'Regimes' dropdown and an 'Add' button. Below these are five input fields: MemberID (containing '2'), Exercise ID (containing '1'), Start Date (containing '2016-04-05'), End Date (empty), and Description (containing '50 Push - ups'). A red arrow points to the MemberID field, and a red text label next to it says 'Line Edits where information is input using the keyboard'.

- 5.
- The column "Description" must be enter as text with the characters a-Z and should not exclusively be numbers but can include all characters apart from quotation marks or double quotation marks
 - The columns "MemberID" and "ExerciseID" must be entered as any combination of the integer numbers 0-9 only
 - The columns "startDate" and "endDate" must be dates in the format yyyy-mm-dd (For example 2015-05-12)
6. Click the "Add" push button to add all of the info you've input into the database.

This screenshot is identical to the previous one, showing the 'Add' dialog box with the same form fields. The 'Add' button is now highlighted in red, indicating it should be clicked to save the data.

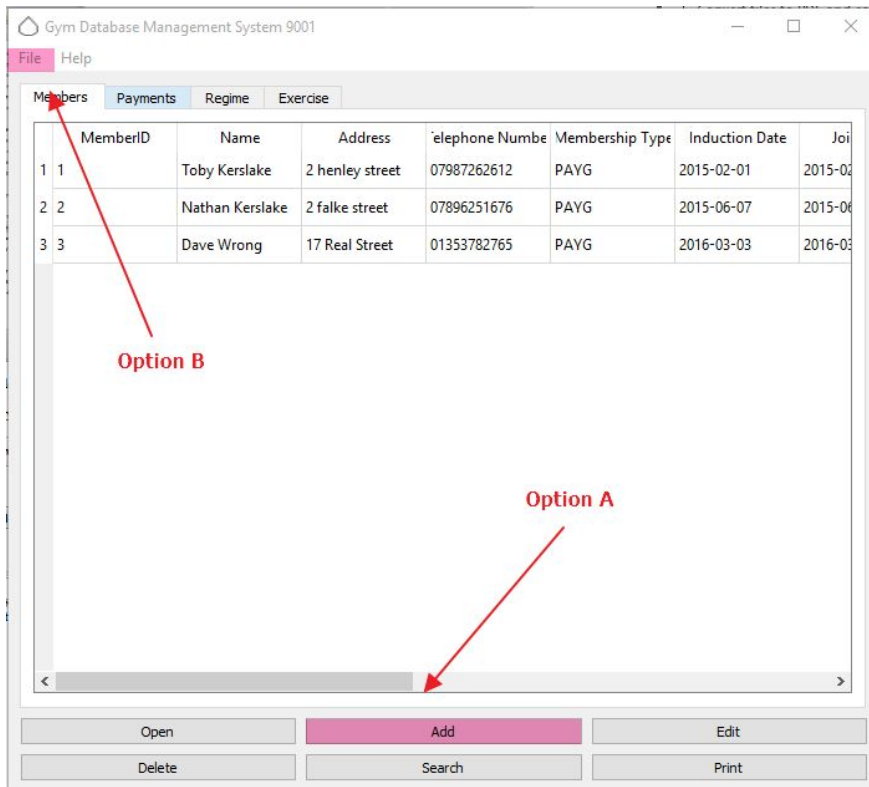
7. Re-open the database you've added the data too.



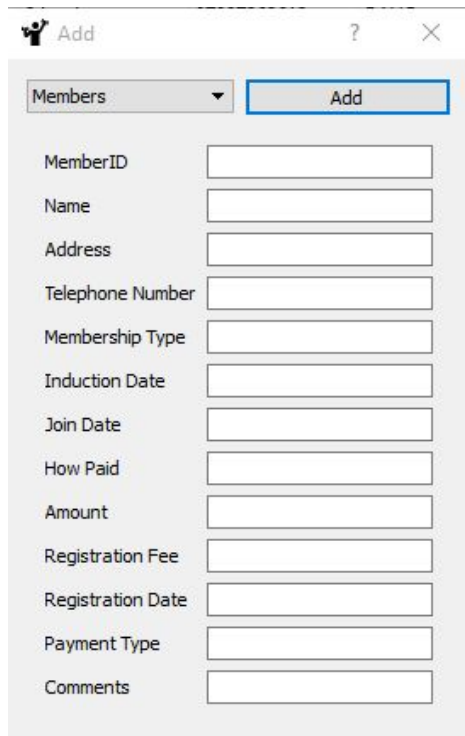
Adding an exercise

Using this program allows you to enter and save data about an exercise

1. There are 3 ways to add exercise data
 - a. Find the “Add” Push Button and left click it
 - b. Go to the The Tool bar and highlight the “File” menu item and scroll down to the “Add” item and left click
 - c. Press Ctrl + A



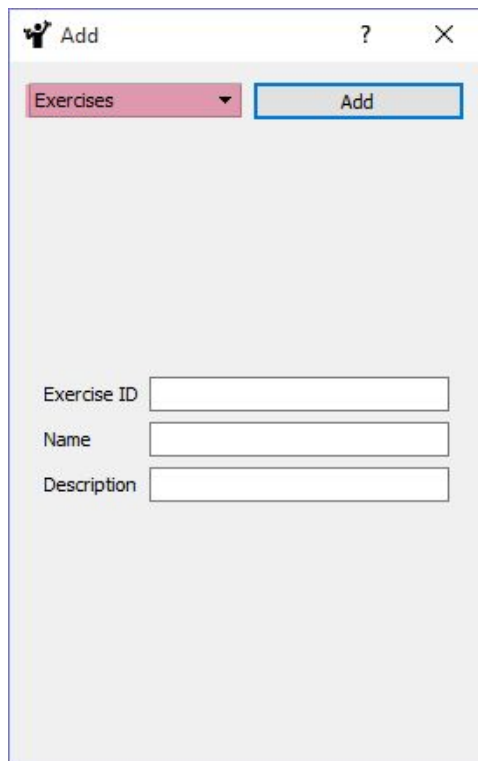
2. After starting the Add function an Add dialog will open



The screenshot shows a dialog box titled "Add" with a close button (X) and a help button (?). At the top, there is a dropdown menu currently set to "Members" and an "Add" button. Below this, there is a list of fields for adding a new member, each with a corresponding text input box:

- MemberID
- Name
- Address
- Telephone Number
- Membership Type
- Induction Date
- Join Date
- How Paid
- Amount
- Registration Fee
- Registration Date
- Payment Type
- Comments

3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To add exercise info left click it and select the "Exercise" option.



The screenshot shows the same "Add" dialog box, but the dropdown menu at the top is now set to "Exercises". The "Add" button remains. Below the dropdown, there are three fields for adding a new exercise, each with a corresponding text input box:

- Exercise ID
- Name
- Description

4. Now enter all the exercise information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.

The screenshot shows a dialog box titled 'Add' with a close button (X) and a help button (?). Below the title bar is a dropdown menu labeled 'Exercises' and an 'Add' button. The main area contains three input fields: 'Exercise ID' with the value '1', 'Name' with the value 'Push-ups', and 'Description' with the value 'Push-ups'. A red arrow points from the text 'The Line Edits where informatic is input using the keyboard' to the input fields.

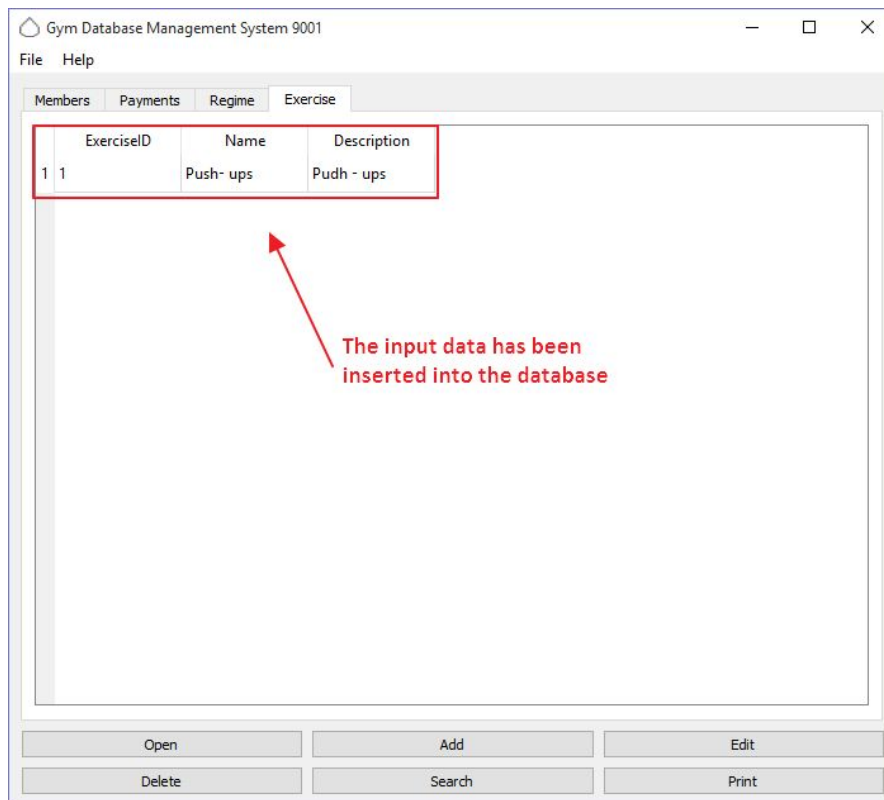
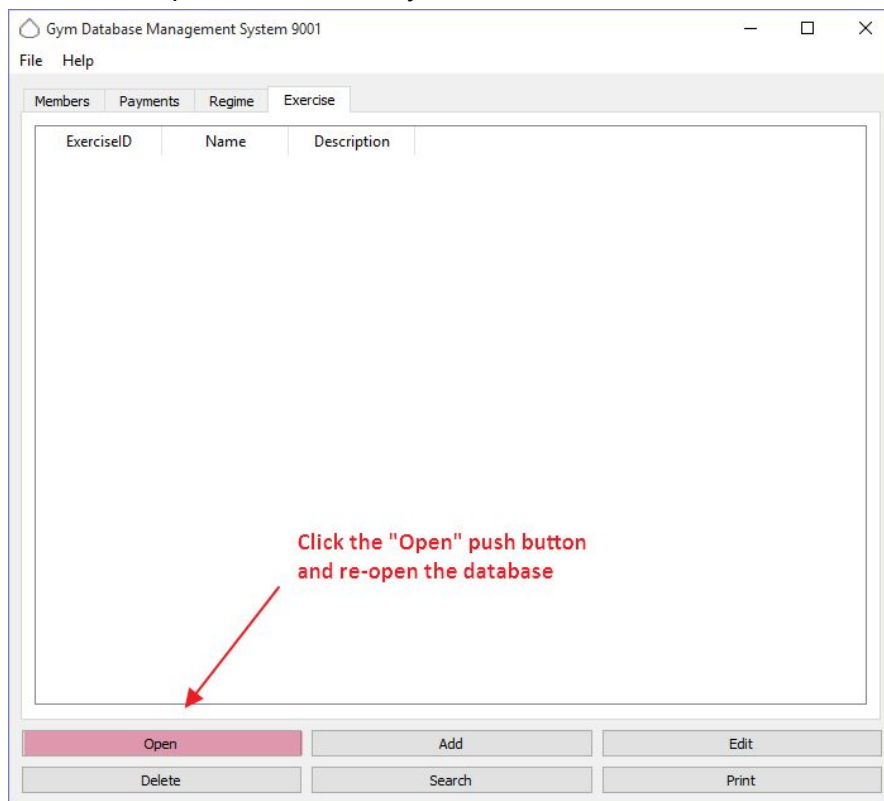
The Line Edits where informatic is input using the keyboard

- 5.
- The columns "Description" and "Name" must be entered as text with the characters a-Z and should not exclusively be numbers but can include all characters apart from quotation marks or double quotation marks
 - The column "ExerciseID" must be entered as any combination of the integer numbers 0-9 only
6. Click the "Add" push button to add all of the info you've input into the database.

The screenshot shows the same 'Add' dialog box as before, but now the 'Add' button is highlighted with a red border. A red arrow points from the text 'Click the "Add" push button' to the 'Add' button.

Click the "Add" push button

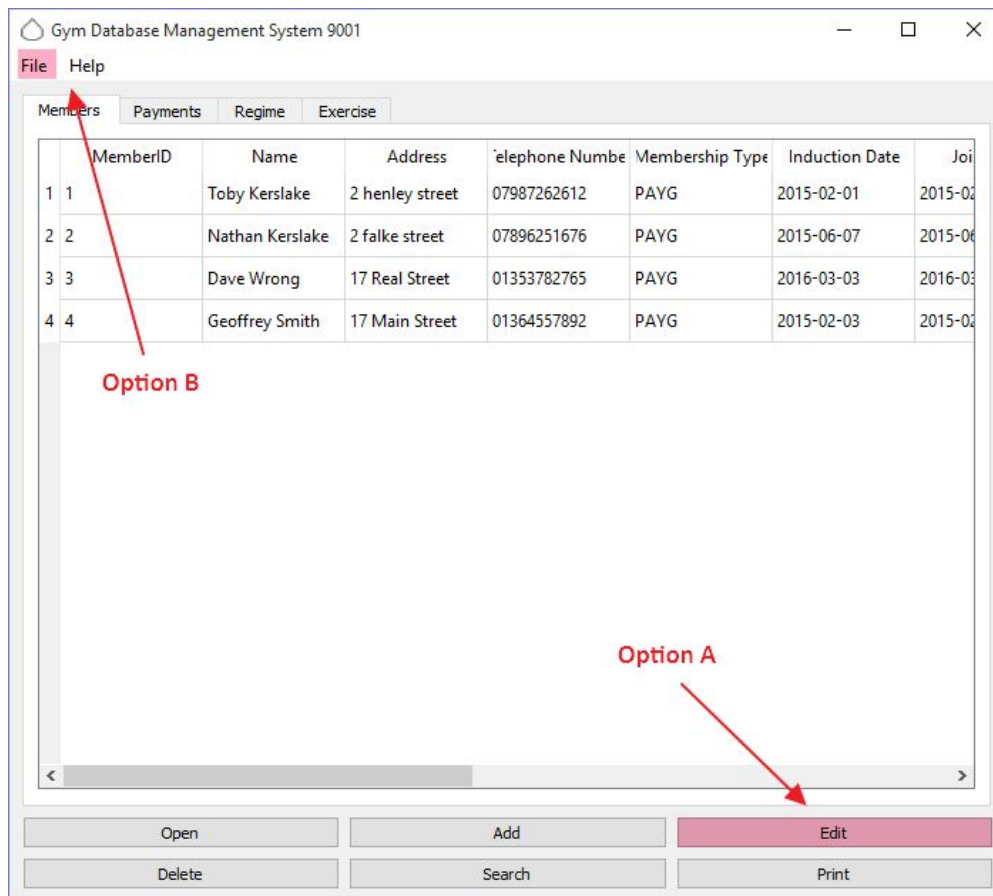
7. Re-open the database you've added the data too.



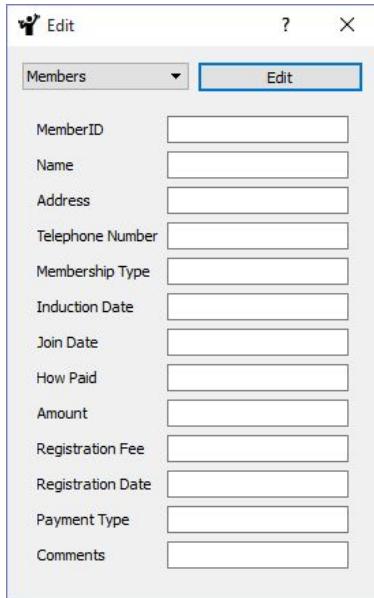
Editing a member

Using this program allows you to edit and save data about a member of your gym.

1. There are 3 ways to edit member data
 - a. Find the “Edit” Push Button and left click it
 - b. Go to the The Tool bar and highlight the “File” menu item and scroll down to the “Edit” item and left click
 - c. Press Ctrl + E

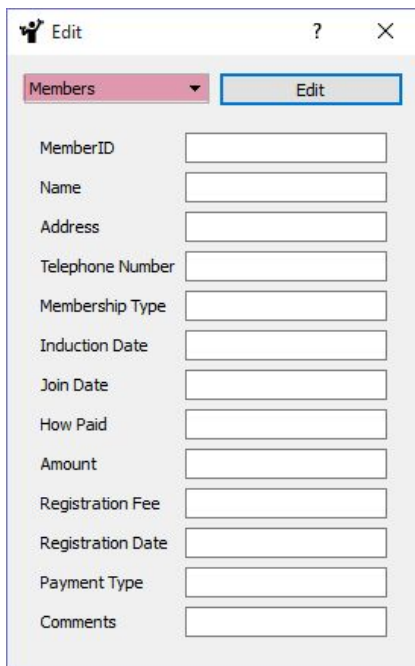


2. After starting the Edit function an Edit dialog will open



The screenshot shows a dialog box titled "Edit" with a standard Windows title bar (minimize, maximize, close buttons). At the top, there is a dropdown menu currently showing "Members" and a button labeled "Edit". Below this, there is a list of 14 fields, each with a text input box: MemberID, Name, Address, Telephone Number, Membership Type, Induction Date, Join Date, How Paid, Amount, Registration Fee, Registration Date, Payment Type, and Comments. The "Edit" button is highlighted with a blue border.

3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To edit member info left click it and select the "Member" option.



This screenshot is identical to the one above, showing the "Edit" dialog box. The "Members" dropdown menu is now highlighted with a pink background, indicating it has been selected or is the active element. The "Edit" button remains highlighted with a blue border.

4. Now enter all the member information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.

Members Edit

MemberID 1

Name Toby Kerslake

Address 4 main street

Telephone Number

Membership Type

Induction Date

Join Date

How Paid

Amount

Registration Fee

Registration Date

Payment Type

Comments

Line Edits where information
is input using the keyboard

- 5.
- The columns "Name", "Address", "Membership Type", "How Paid", "Payment Type", "Comments" must be enter as text with the characters a-Z and should not exclusively be numbers but can include all characters apart from quotation marks or double quotation marks
 - The columns "MemberID", "Telephone Number", "Amount", "Registration Fee" must be entered as any combination of integer numbers 0-9 only. The column MemberID must also be an existing MemberID for the member you want to edit the information of
 - The columns "InductionDate", "JoinDate", "RegistrationDate" must be dates in the format yyyy-mm-dd (For example 2015-05-12)

6. Click the "Edit" push button to add all of the info you've input into the database.

Members Edit

MemberID 1

Name Toby Kerslake

Address 4 main street

Telephone Number

Membership Type

Induction Date

Join Date

How Paid

Amount

Registration Fee

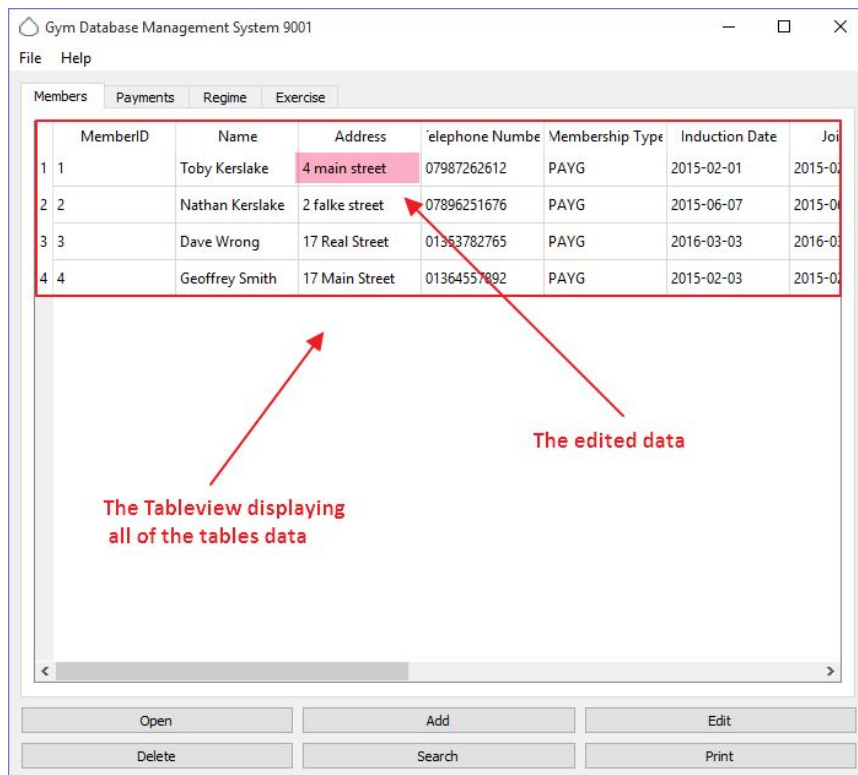
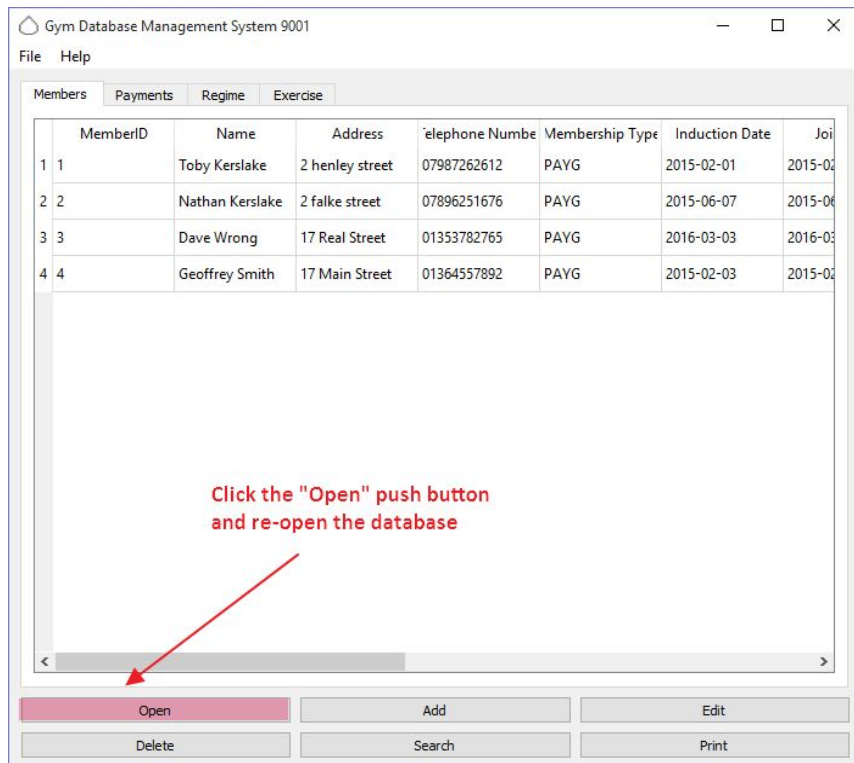
Registration Date

Payment Type

Comments

Click the "Edit" push
Button

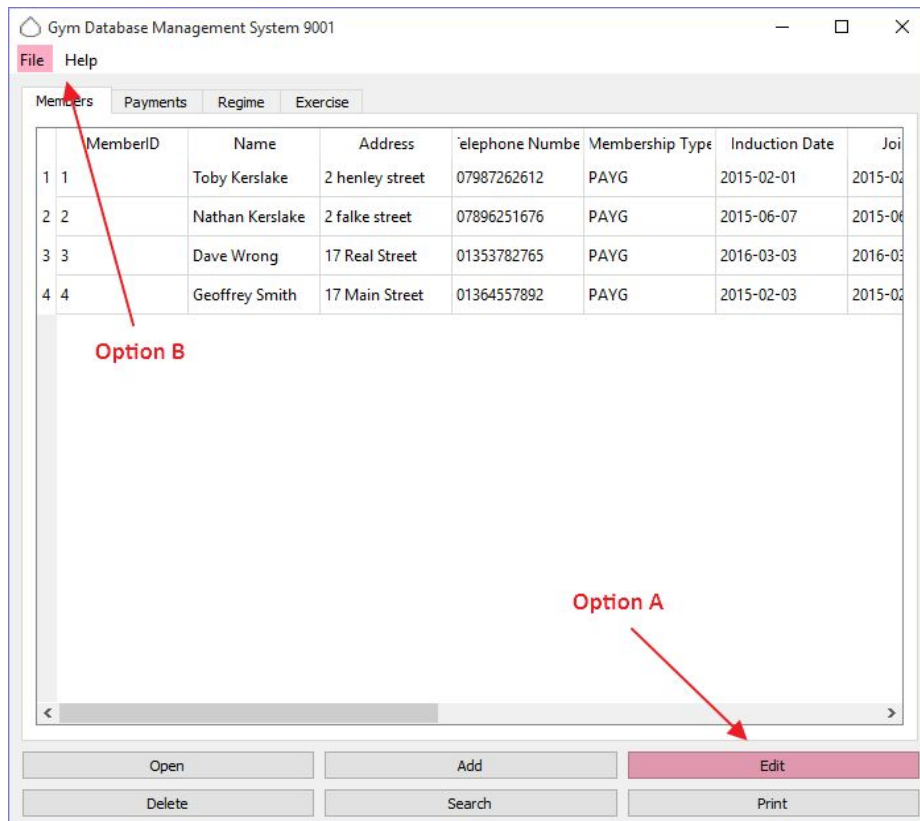
7. Re-open the database you've edited the data of.



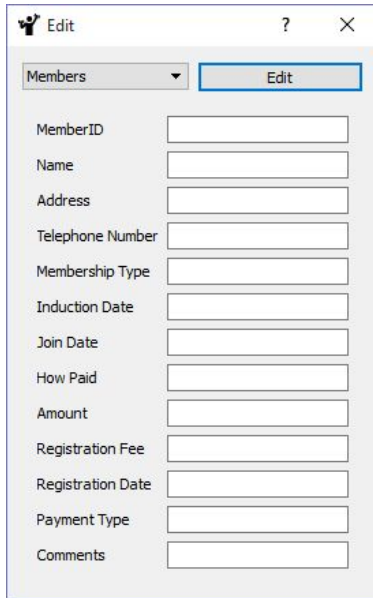
Editing a payment

Using this program allows you to edit and save data about a member's payments

1. There are 3 ways to edit payment data
 - a. Find the “Edit” Push Button and left click it
 - b. Go to the The Tool bar and highlight the “File” menu item and scroll down to the “Edit” item and left click
 - c. Press Ctrl + E



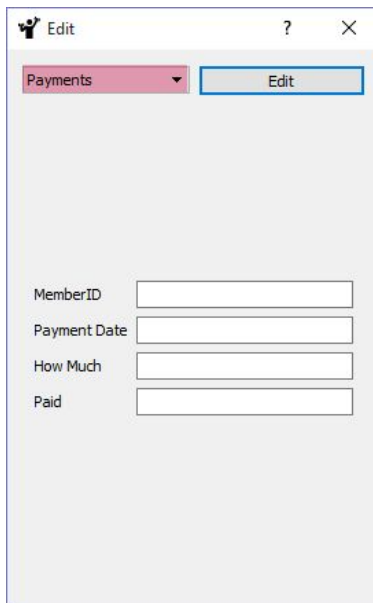
2. After starting the Edit function an Edit dialog will open



The screenshot shows a dialog box titled "Edit" with a standard Windows window header (minimize, maximize, close buttons). At the top, there is a dropdown menu currently set to "Members" and a button labeled "Edit". Below this, there is a list of fields for editing member information, each with a corresponding text input box:

- MemberID
- Name
- Address
- Telephone Number
- Membership Type
- Induction Date
- Join Date
- How Paid
- Amount
- Registration Fee
- Registration Date
- Payment Type
- Comments

3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To add payment info left click it and select the "Payment" option.



The screenshot shows the same "Edit" dialog box, but the dropdown menu at the top is now set to "Payments" and is highlighted in pink. The "Edit" button remains. The list of fields has been updated to reflect the selected table:

- MemberID
- Payment Date
- How Much
- Paid

4. Now enter all the payment information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.

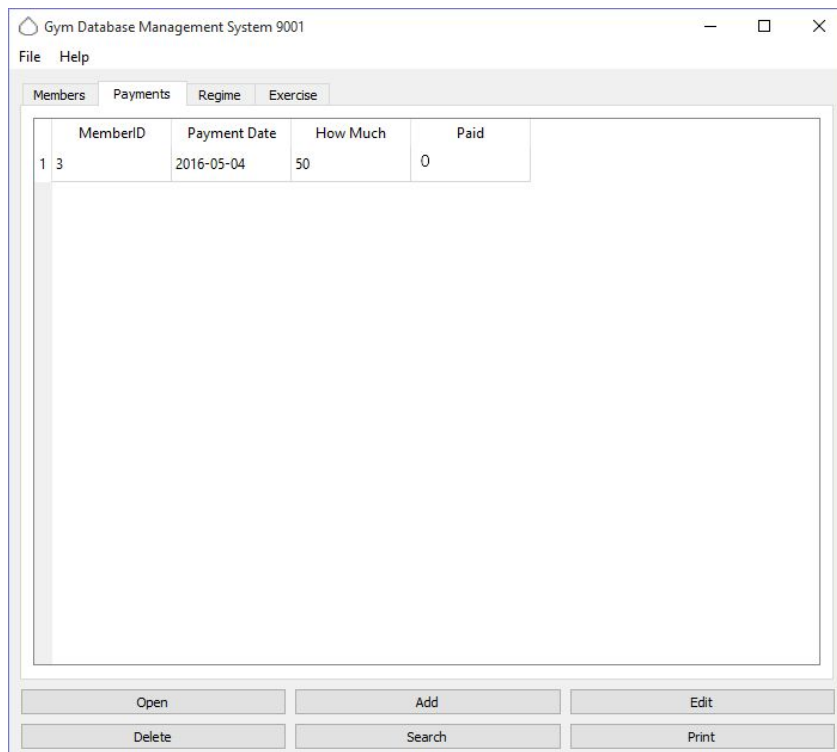
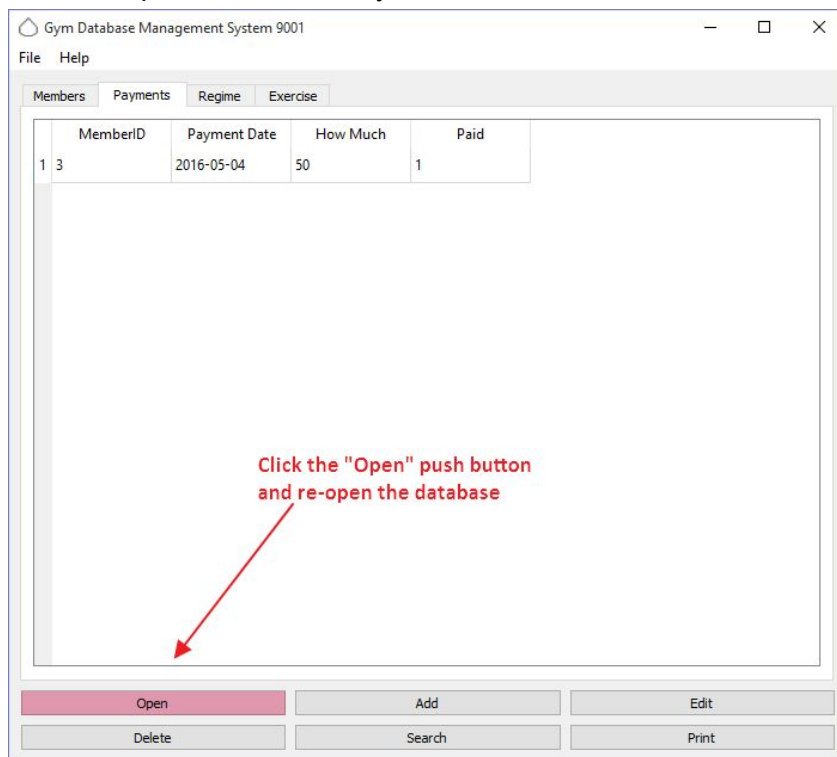
The screenshot shows a window titled 'Edit' with a 'Payments' dropdown menu and an 'Edit' button. Below these are four input fields: 'MemberID' with the value '3', 'Payment Date' with the value '2016-05-04', 'How Much' with the value '50', and 'Paid' with the value '0'. A red arrow points to the input fields with the text 'The Line Edits where the information is input with a keyboard'.

- 5.
- The column "Paid" must be entered with either the value "0" or "1". "0" representing not paid and "1" representing paid
 - The columns "MemberID" and "How Much" must be entered as any combination of integer numbers 0-9 only
 - The column "paymentDate" must be a date in the format yyyy-mm-dd (For example 2015-05-12)
 - The columns "MemberID" and "PaymentDate" must be existing items in the database for the payment you want to edit the information of

6. Click the "Edit" push button to add all of the info you've input into the database.

The screenshot shows the same 'Edit' window as before, but the 'Edit' button is now highlighted in red. A red arrow points to the 'Edit' button with the text 'Click the "Edit" push button'.

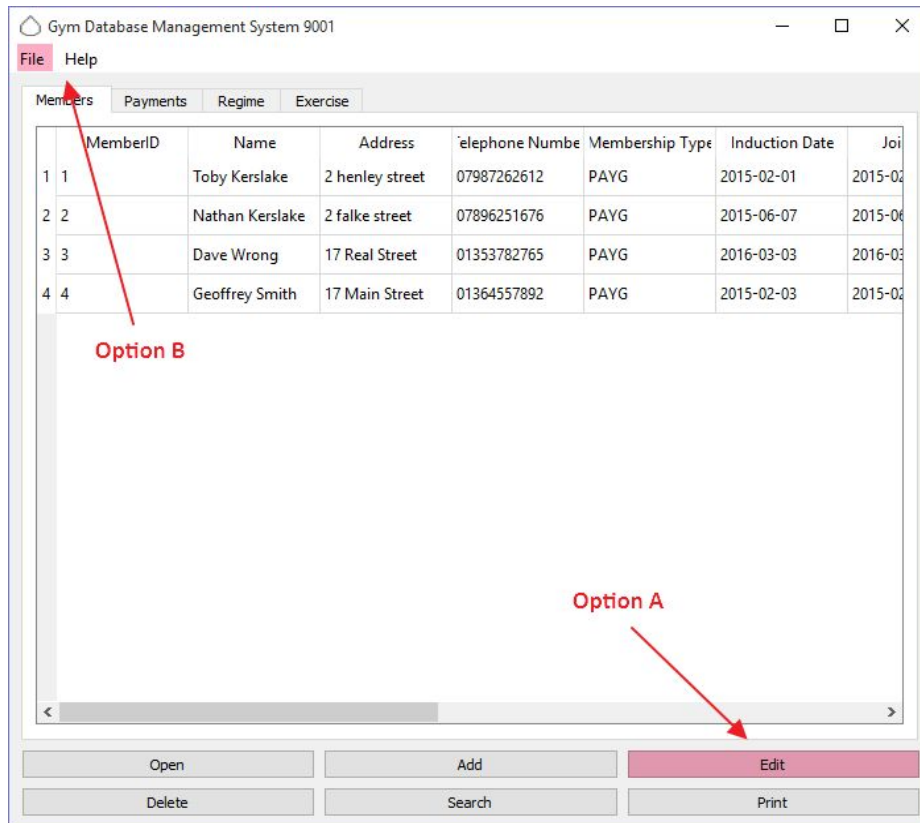
7. Re-open the database you've edited the data of.



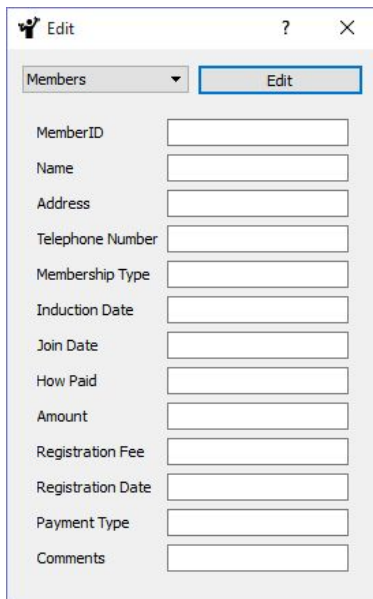
Editing a regime

Using this program allows you to edit and save data about a member's regime

1. There are 3 ways to edit regime data
 - a. Find the “Edit” Push Button and left click it
 - b. Go to the The Tool bar and highlight the “File” menu item and scroll down to the “Edit” item and left click
 - c. Press Ctrl + E



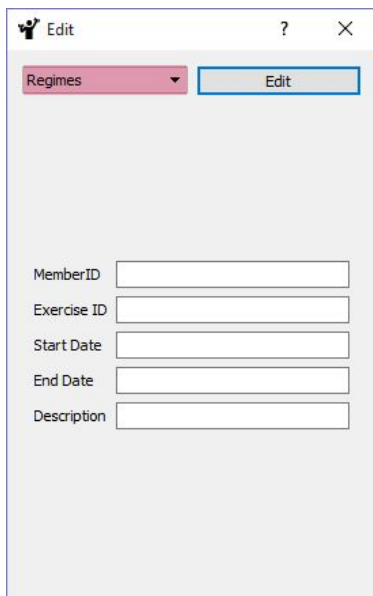
2. After starting the Edit function an Edit dialog will open



The screenshot shows a dialog box titled "Edit" with a standard Windows-style title bar (minimize, maximize, close buttons). At the top, there is a dropdown menu currently set to "Members" and a button labeled "Edit". Below this, there is a list of fields for editing member information, each with a text input box:

- MemberID
- Name
- Address
- Telephone Number
- Membership Type
- Induction Date
- Join Date
- How Paid
- Amount
- Registration Fee
- Registration Date
- Payment Type
- Comments

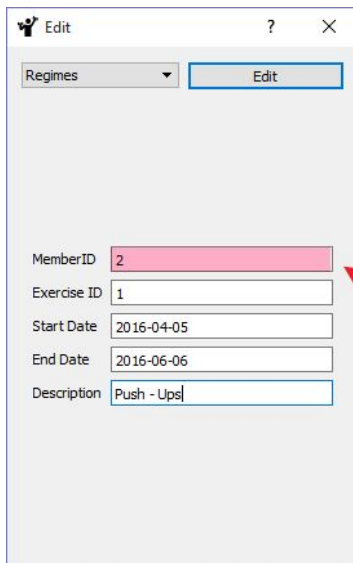
3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To add regime info left click it and select the "Regime" option.



The screenshot shows the same "Edit" dialog box, but the dropdown menu at the top is now set to "Regimes" and is highlighted with a pink background. The "Edit" button remains. The fields for editing regime information are as follows:

- MemberID
- Exercise ID
- Start Date
- End Date
- Description

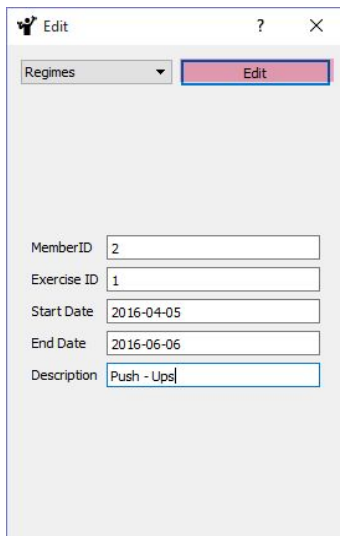
4. Now enter all the regime information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.



The screenshot shows a window titled 'Edit' with a 'Regimes' dropdown menu and an 'Edit' button. Below these are five input fields: 'MemberID' with the value '2', 'Exercise ID' with the value '1', 'Start Date' with the value '2016-04-05', 'End Date' with the value '2016-06-06', and 'Description' with the value 'Push - Ups'.

Line Edits where the information is input with a keyboard

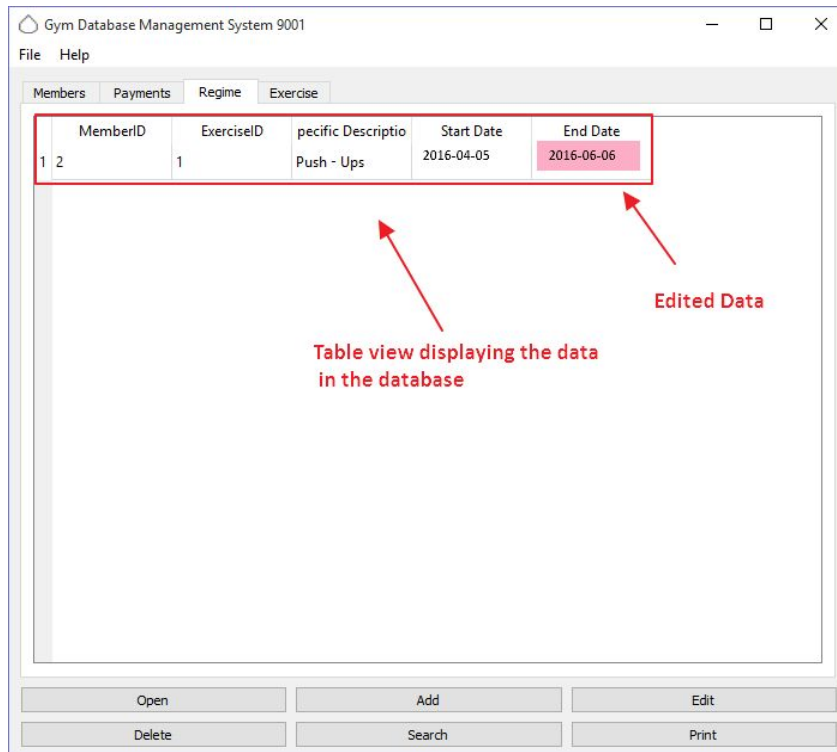
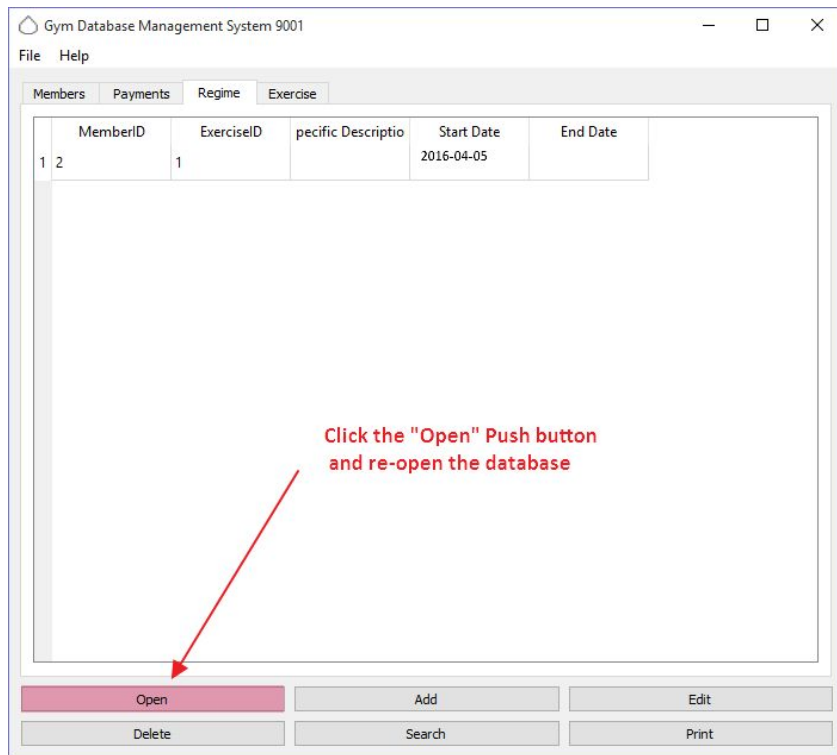
- 5.
- The column "Description" must be enter as text with the characters a-Z and should not exclusively be numbers but can include all characters apart from quotation marks or double quotation marks
 - The columns "MemberID" and "ExerciseID" must be entered as any combination of the integer numbers 0-9 only. The columns "MemberID" and "ExerciseID" must be existing items in the database for the regime you want to edit the information of
 - The columns "startDate" and "endDate" must be dates in the format yyyy-mm-dd (For example 2015-05-12)
6. Click the "Edit" push button to edit all of the info you've input into the database.



The screenshot shows the same 'Edit' dialog box as before, but the 'Edit' button is now highlighted with a red border. The input fields contain the same data: MemberID '2', Exercise ID '1', Start Date '2016-04-05', End Date '2016-06-06', and Description 'Push - Ups'.

Click the "Edit" push button

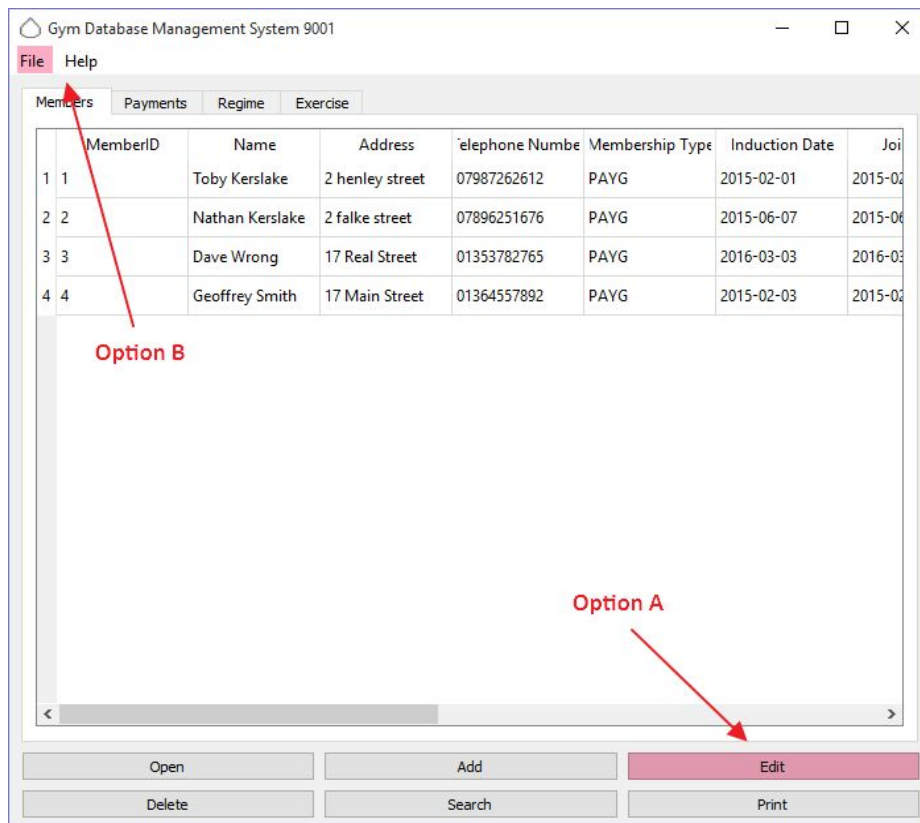
7. Re-open the database you've edited the data of.



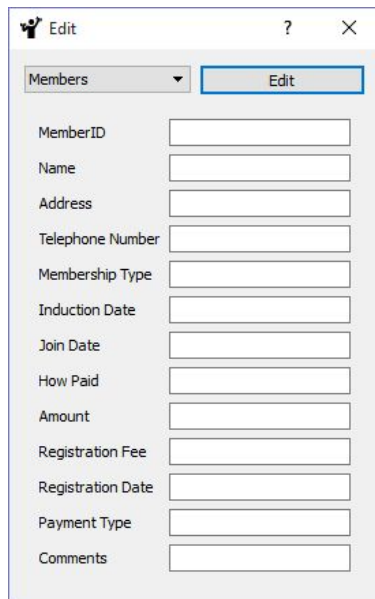
Editing an exercise

Using this program allows you to edit and save data about an exercise

1. There are 3 ways to edit exercise data
 - a. Find the “Edit” Push Button and left click it
 - b. Go to the Tool bar and highlight the “File” menu item and scroll down to the “Edit” item and left click
 - c. Press Ctrl + E



2. After starting the Edit function an Edit dialog will open



The screenshot shows a dialog box titled "Edit" with a question mark icon and a close button. At the top, there is a dropdown menu set to "Members" and a button labeled "Edit". Below this, there is a list of fields for editing member information, each with a corresponding text input box:

- MemberID
- Name
- Address
- Telephone Number
- Membership Type
- Induction Date
- Join Date
- How Paid
- Amount
- Registration Fee
- Registration Date
- Payment Type
- Comments

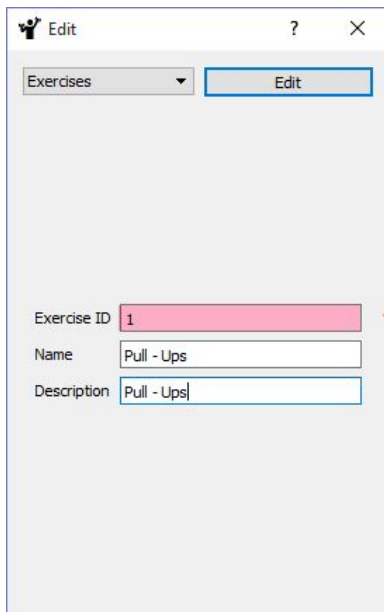
3. At the top of this dialog there is a combobox that lets you switch the table you want to enter info in. To edit exercise info left click it and select the "Exercise" option.



The screenshot shows the same "Edit" dialog box, but the dropdown menu at the top is now set to "Exercises" and is highlighted in pink. The "Edit" button is still present. Below the dropdown, there are three fields for editing exercise information, each with a corresponding text input box:

- Exercise ID
- Name
- Description

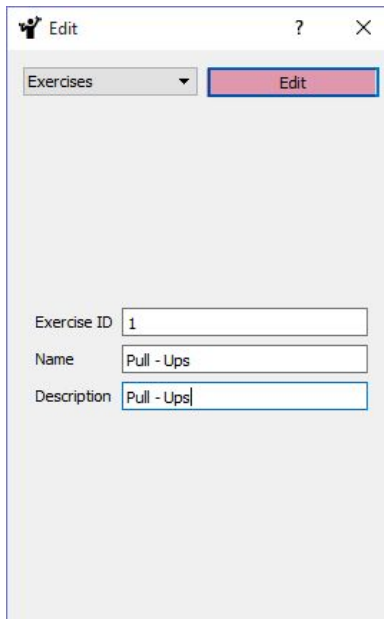
4. Now enter all the exercise information in the correctly labelled columns by left clicking on the Line edits and typing with the keyboard.



The screenshot shows a window titled 'Edit' with a dropdown menu set to 'Exercises' and an 'Edit' button. Below this, there are three input fields: 'Exercise ID' containing the number '1', 'Name' containing 'Pull - Ups', and 'Description' containing 'Pull - Ups'.

Line Edits where information
is input with a keyboard

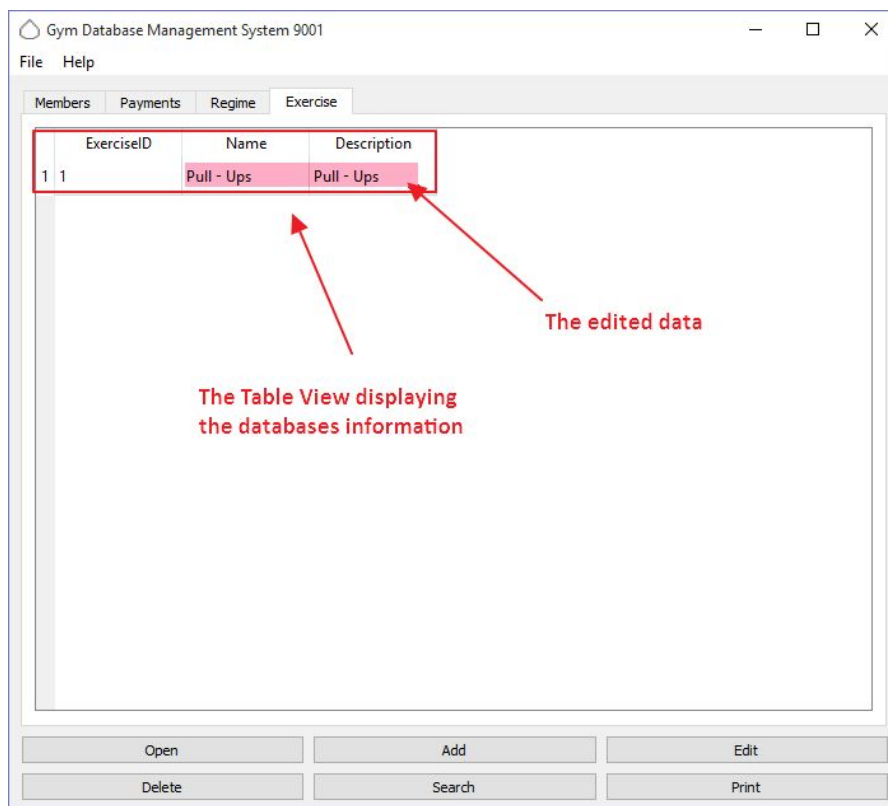
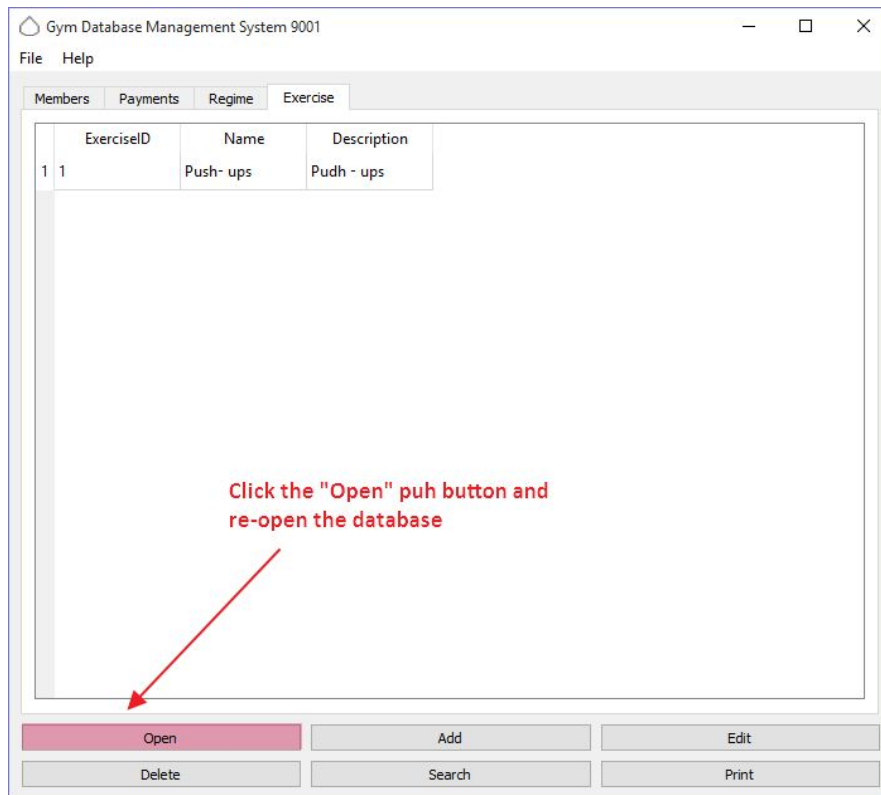
- 5.
- The columns "Description" and "Name" must be entered as text with the characters a-Z and should not exclusively be numbers but can include all characters apart from quotation marks or double quotation marks
 - The column "ExerciseID" must be entered as any combination of the integer numbers 0-9 only. The column ExerciseID must also be an existing ExerciseID for the member you want to edit the information of
6. Click the "Edit" push button to edit all of the info you've input into the database.



This screenshot is identical to the previous one, but the 'Edit' button is highlighted with a red border, indicating it should be clicked.

Click the "Edit" push button

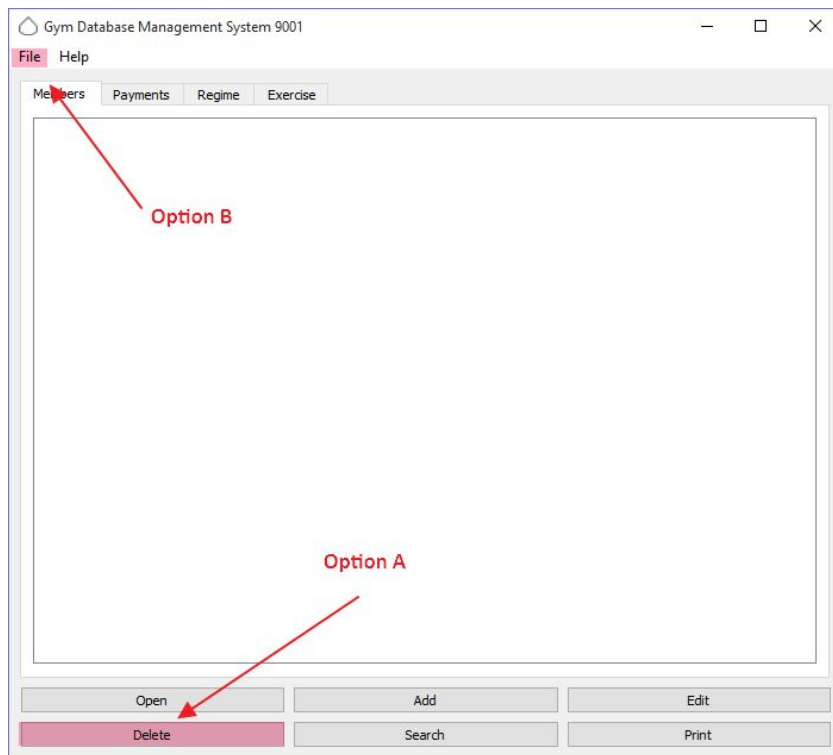
7. Re-open the database you've edited the data of.



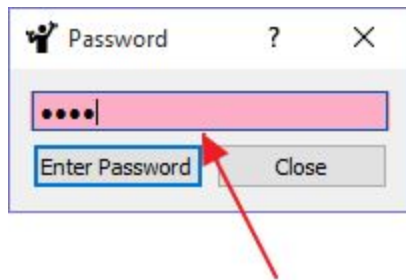
Deleting an item from a table

Using this program allows you to delete certain items from your database

1. There are 3 ways to delete data
 - a. Find the “Delete” Push Button and left click it
 - b. Go to the Tool bar and highlight the “file” menu item and scroll down to the “Delete” Item and left click
 - c. Press Ctrl + D

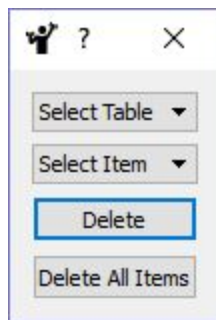


2. You will now be asked to enter the password (see tutorial : Entering Password)

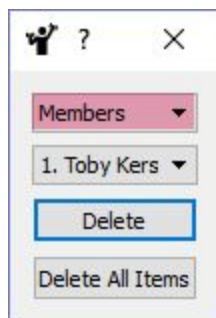


Type Password
here

3. After entering the password correctly a Delete dialog will open

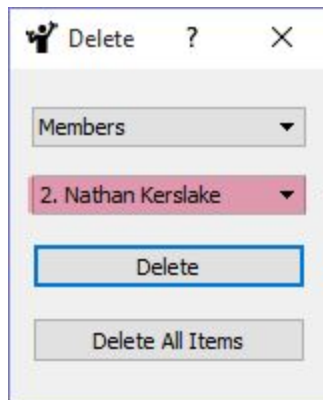


4. Left click the "Select Table" combobox and select the table you want to delete an item from from the drop down menu by left clicking



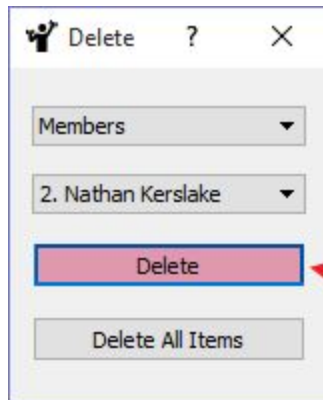
Click the "Select Table"
combo box and
select the table
you want to delete from

5. Left click the "Select Item" combobox and select the item you want to delete from the drop down menu by left clicking



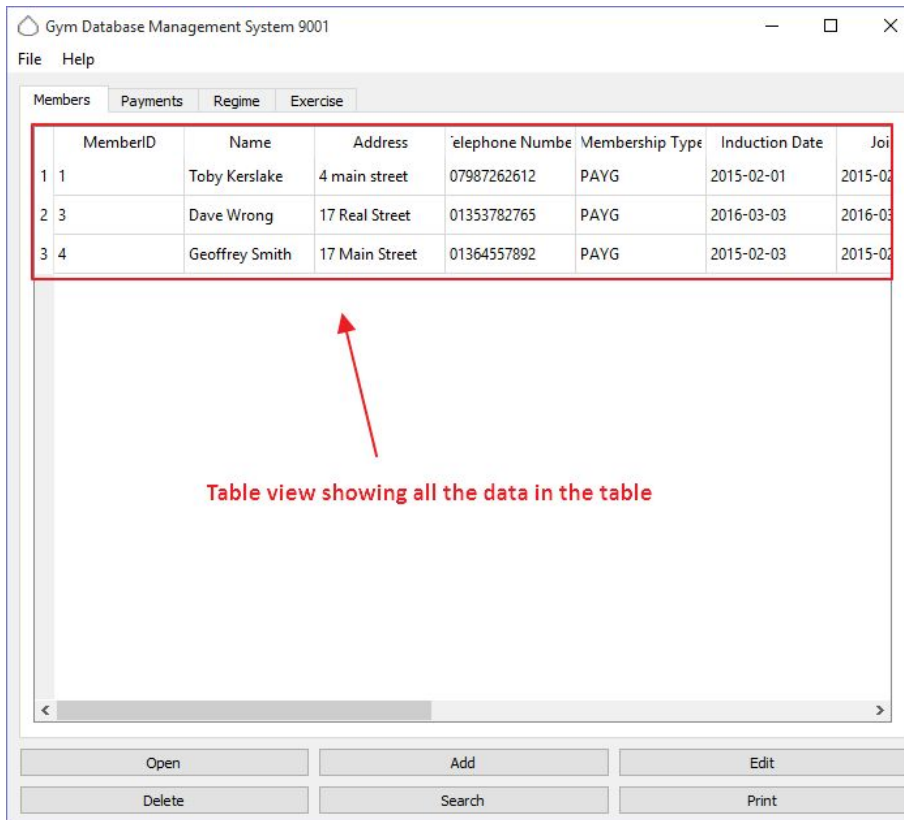
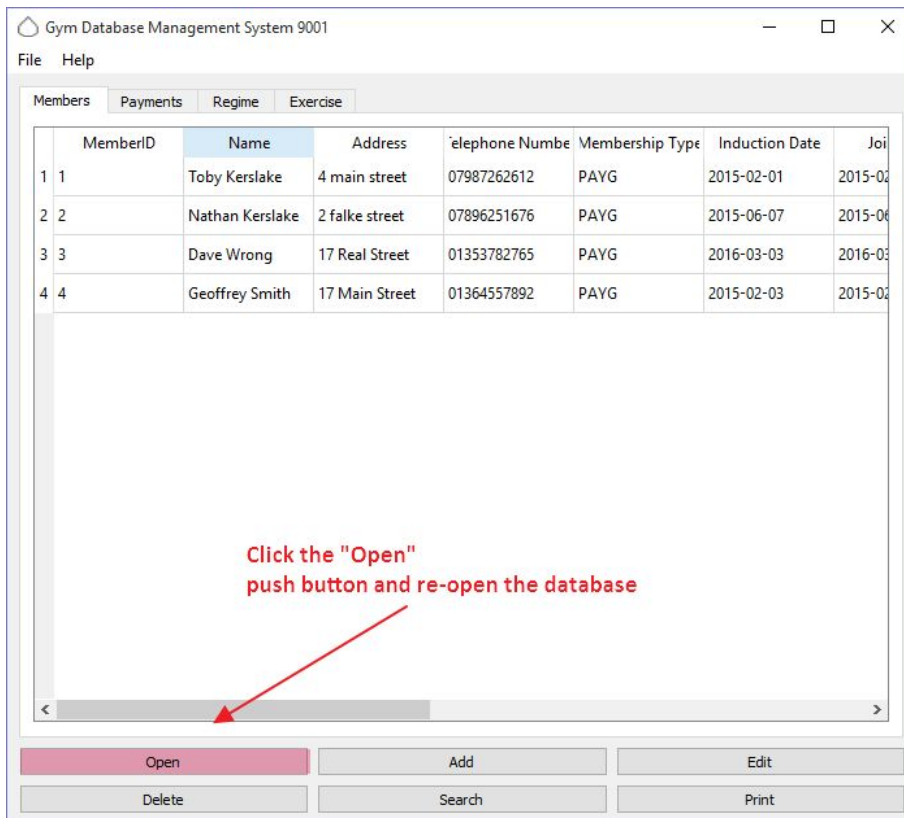
Click the "Select Item"
combo box and
select the item
you want to delete

6. Left click on the "Delete" push button to delete the item



Click the "Delete"
push button

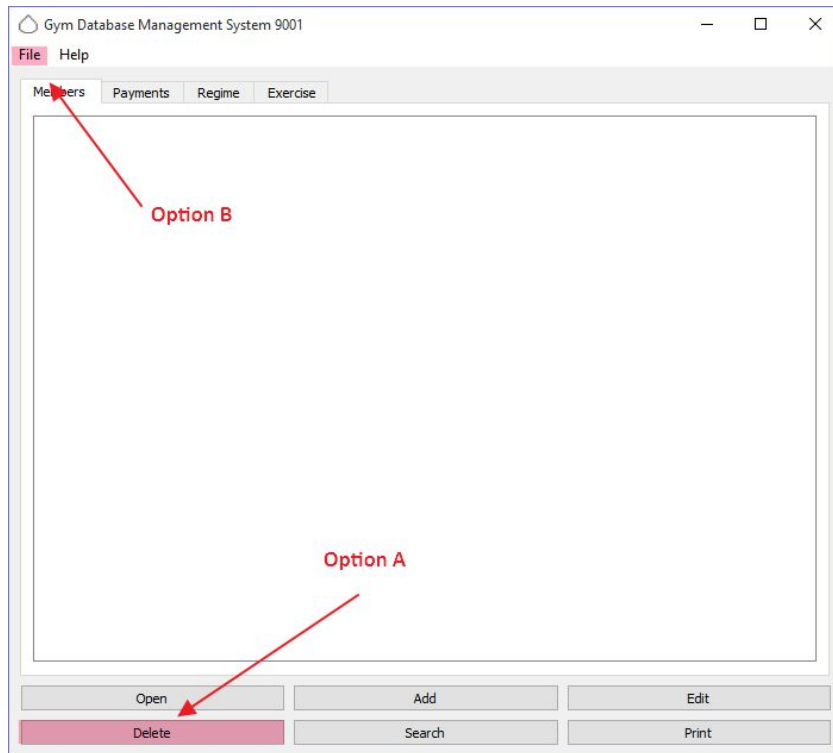
7. Re-open the database you've deleted data from.



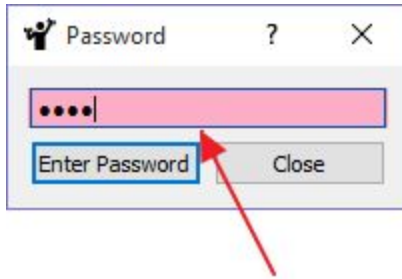
Deleting an entire Table

Using this program allows you to delete all items from a table in your database

1. There are 3 ways to delete data
 - a. Find the “Delete” Push Button and left click it
 - b. Go to the Tool bar and highlight the “file” menu item and scroll down to the “Delete” Item and left click
 - c. Press Ctrl + D

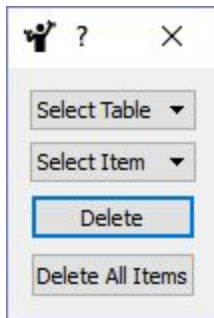


2. You will now be asked to enter the password (see tutorial : Entering Password)

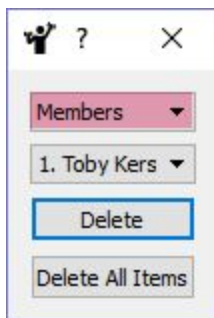


Type Password
here

3. After entering the password correctly a Delete dialog will open

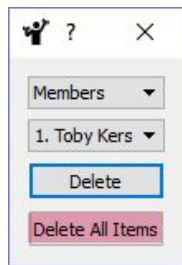


4. Left click the "Select Table" combobox and select the table you want to delete an item from from the drop down menu by left clicking on the item



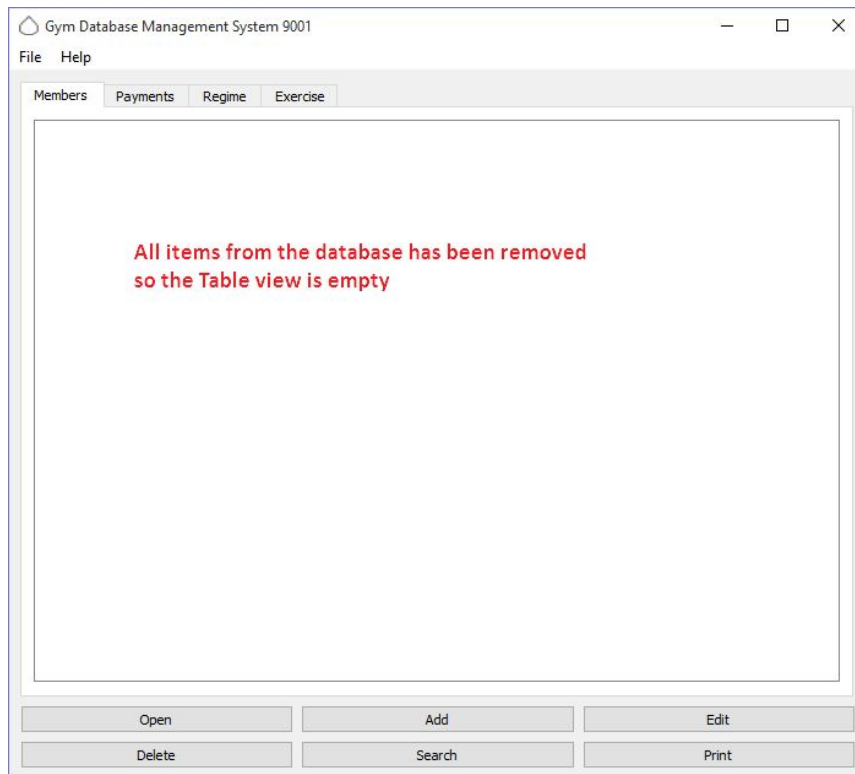
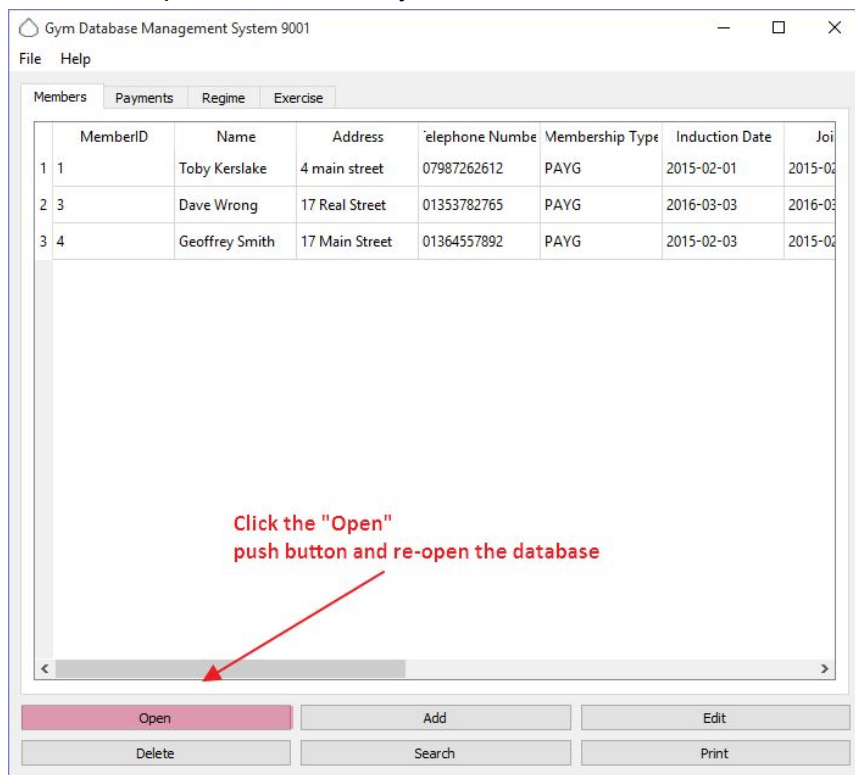
Click the "Select Table"
combo box and
select the table
you want to delete from

5. Left click on the "Delete All Items" button to delete the item



Click the "Delete All Items"
push button

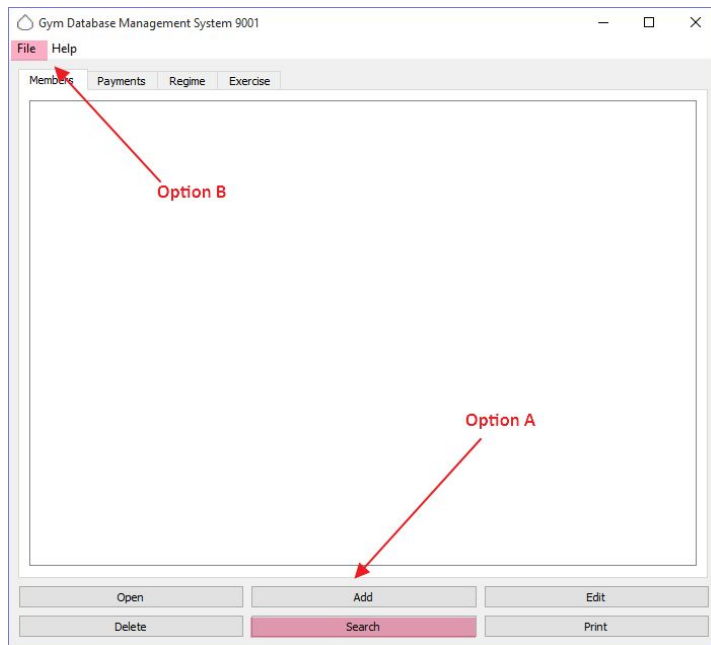
6. Re-open the database you've deleted data from.



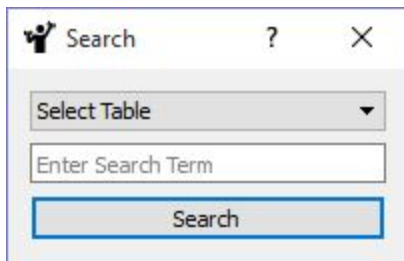
Searching through a table

Using this program allows you to search through a table in your database

1. There are 3 ways to search through data
 - a. Find the “Search” Push Button and left click it
 - b. Go to the Tool bar and highlight the “file” menu item and scroll down to the “Search” item and left click
 - c. Press Ctrl + S

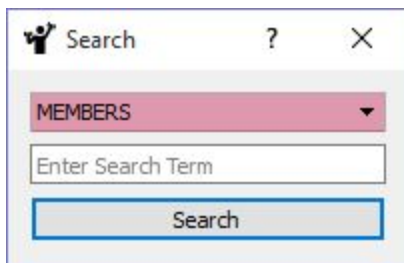


2. A Search dialog will now open



The image shows a 'Search' dialog box. At the top, there is a title bar with a magnifying glass icon, the word 'Search', a question mark, and a close button (X). Below the title bar, there is a dropdown menu labeled 'Select Table'. Underneath the dropdown is a text input field labeled 'Enter Search Term'. At the bottom of the dialog is a button labeled 'Search'.

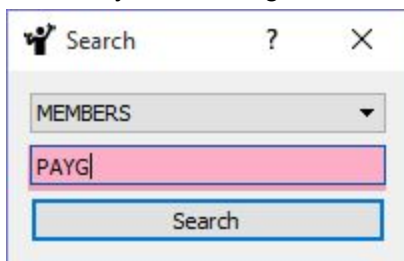
3. Left click the "Select Table" combobox and select the table you want to search through from the drop down menu by left clicking on the item



The image shows the same 'Search' dialog box, but now the 'Select Table' dropdown menu is open, and 'MEMBERS' is selected. A red arrow points from the text below to the 'MEMBERS' item in the dropdown menu.

Click the "Select Table" combo box and select the table you want to search through

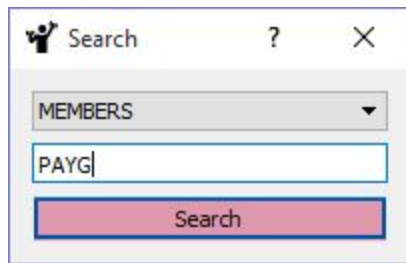
4. Now enter your search term (can be any datatype) in the "Enter Search Term" Line Edit by left clicking on it



The image shows the same 'Search' dialog box. The 'Select Table' dropdown menu is still open, and 'MEMBERS' is selected. The 'Enter Search Term' text input field now contains the text 'PAYG'. A red arrow points from the text below to the 'PAYG' text in the input field.

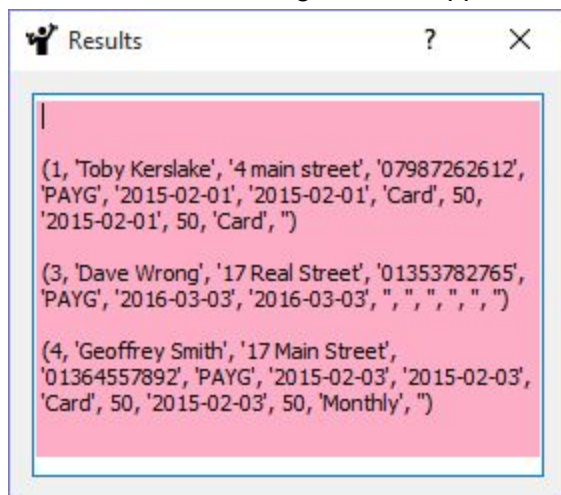
Line Edit to enter your search term with a keyboard

5. Left click the "Search" push button to search through the database



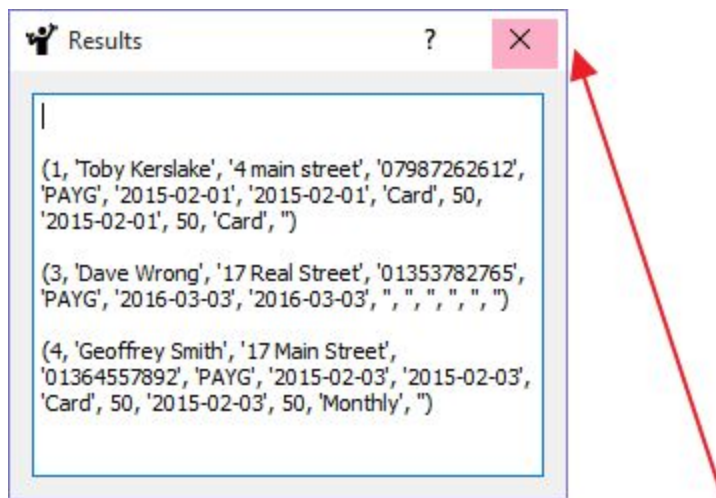
Click the "search" push button

6. A Results dialog will now appear containing your results



The Results are displayed
in a
results dialog

7. Left click the "X" in the top right corner of the Results window to close it and return to the main user interface

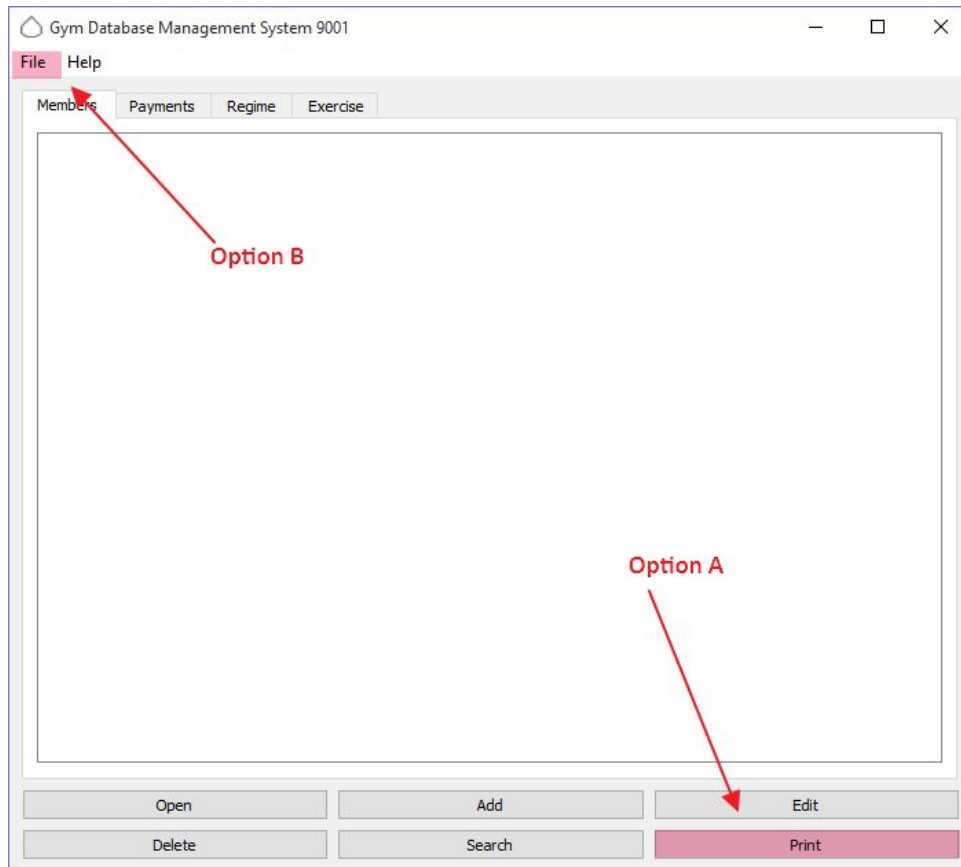


Click the "X" button in the top right corner to return to the main interface

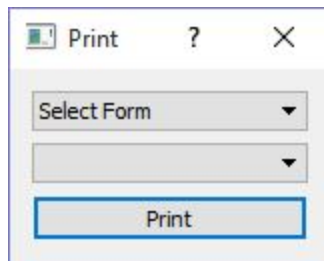
Printing member Info/Invoice/Regime Info

Using this program allows you to print forms from your database

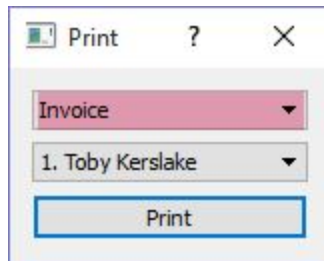
1. There are 3 ways to print data
 - a. Find the “Print” Push Button and left click it
 - b. Go to the Tool bar and highlight the “file” menu item and scroll down to the “Print” item and left click
 - c. Press Ctrl + P



2. A Print dialog will now open

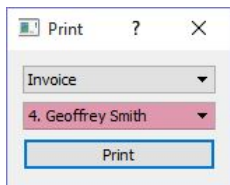


3. Left Click the "Select Form" combo box and select the form you want to print from the drop down menu by left clicking on the item



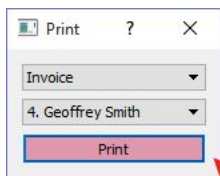
Click the "Select Form" combo box and click on the kind of form you want to print

- Left click the "Select Item" combo box and select the item you want to print from the drop down menu by left clicking on the item



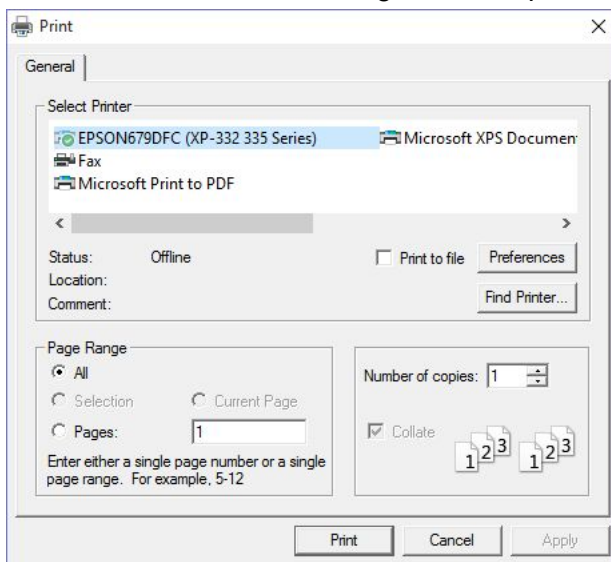
Click the "Select Item" combo box and click on the item you want to print

- Left click the "Print" push button to select a printer

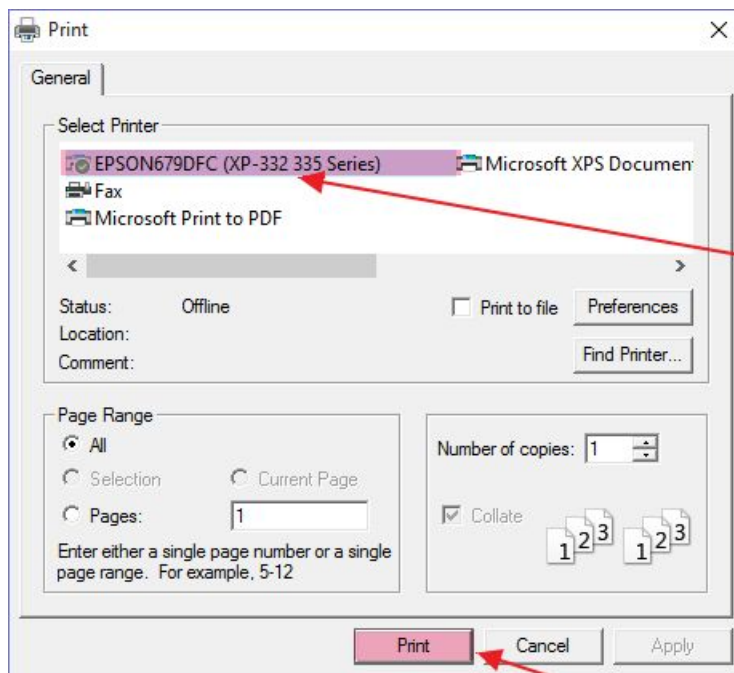


Click the "Print" push button

- A windows Print dialog will now open



7. Select the printer you want to print form and left click the “Print” push button to print the form



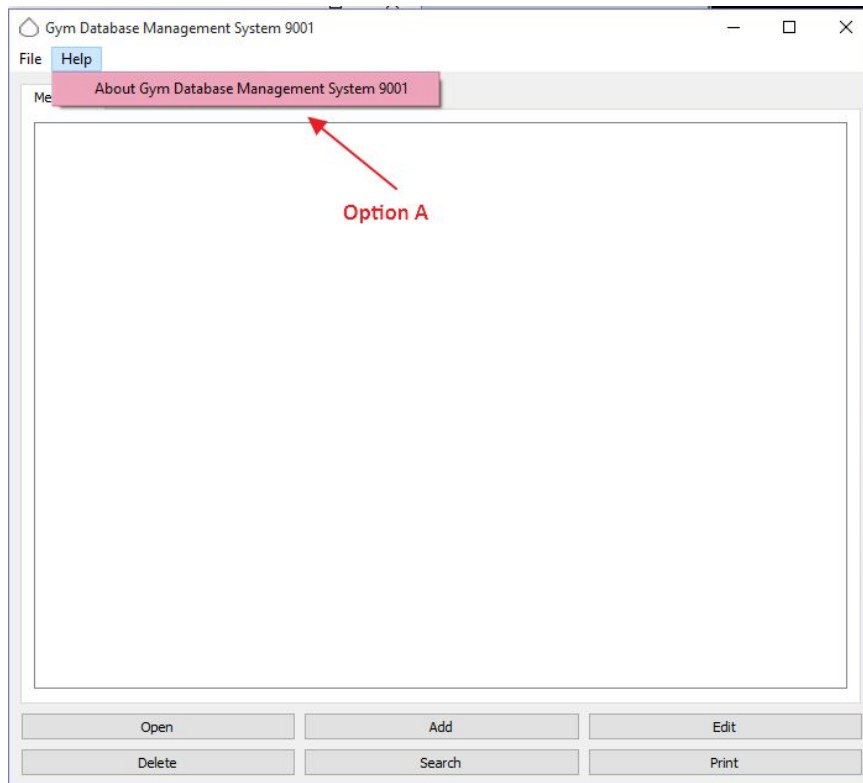
Click on the printer
you want to use

Click on the "Print"
combo box

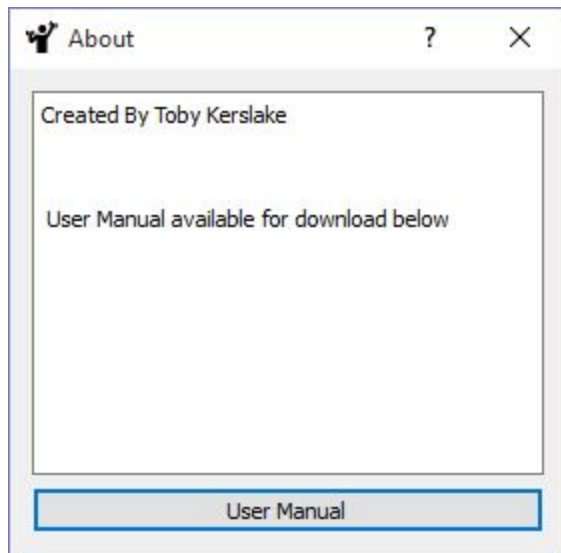
Accessing the about section

This program has an about section detailing the creator and linking a digital version of this user manual

1. There are 2 ways to open the about section
 - a. Go to the Tool bar and highlight the “help” menu item and scroll down to the “About” item and left click
 - b. Press Ctrl + A



2. An About dialog will now open



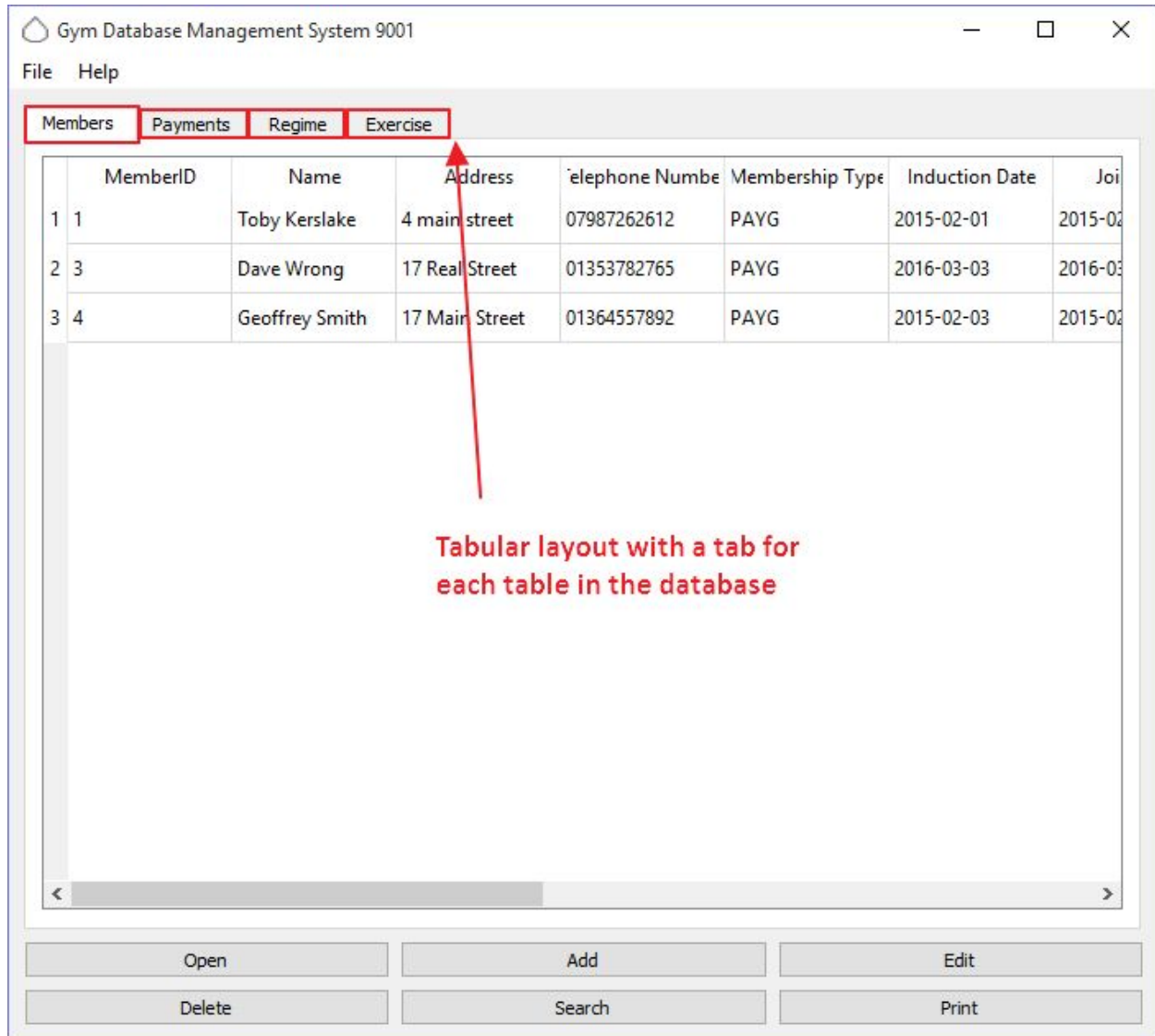
3. If you want to access a digital copy of this user manual left click on the “User Manual” push button



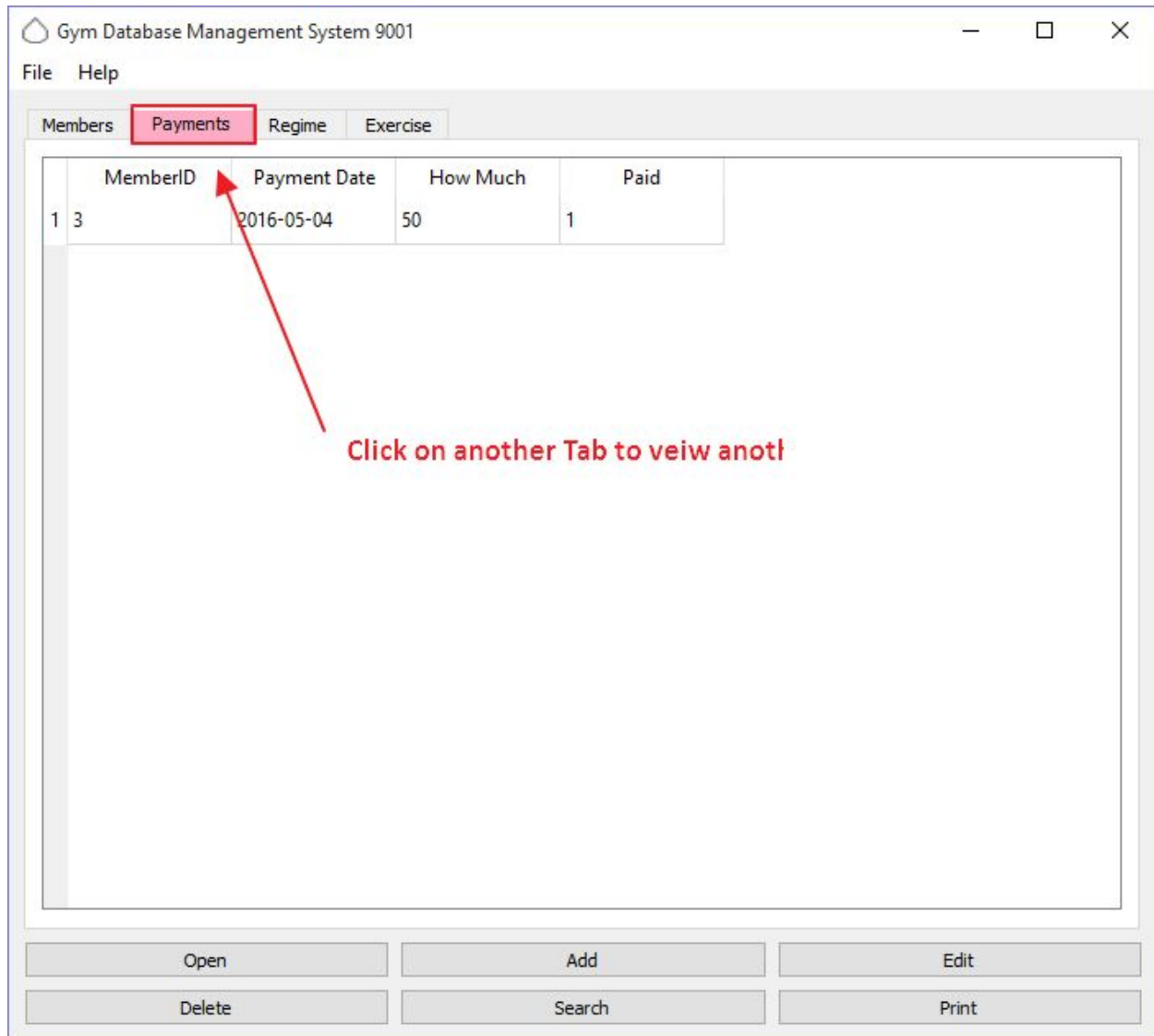
Navigating the database

This program uses a tabular layout for displaying the loaded database and can't be navigated easily

1. After a database is opened it will display its "Member", "Payment", "Regime" and "Exercise" tables will be displayed in 4 tabs selectable from a table view at the top of the table view.



2. To view another table just left click on the tab with its name on it



3. To scroll down or across long tables just left click on the horizontal or vertical scrollbar and drag them left or right(for the horizontal scroll bar) or up and down (for the vertical scroll bar) while holding down left click

Gym Database Management System 9001

File Help

Members Payments Regime Exercise

	MemberID	Name	Address	Telephone Number	Membership Type	Induction Date	
1	1	Toby Kerslake	4 main street	07987262612	PAYG	2015-02-01	20
2	3	Dave Wrong	17 Real Street	01353782765	PAYG	2016-03-03	20
3	4	Geoffrey Smith	17 Main Street	01364557892	PAYG	2015-02-03	20
4	5						
5	6						
6	7						
7	8						
8	9						
9	23						
10	24						
11	25						
12	26						
13	27						
14	28						

Click and drag the "Scroll Bars" to scroll through the table

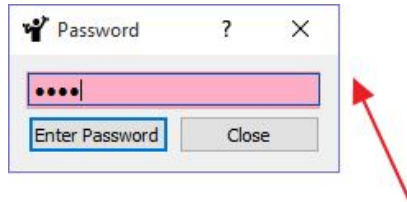
Open Add Edit

Delete Search Print

Entering Password

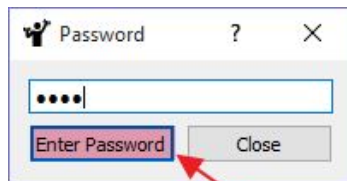
This program requires the knowledge of a password to access the system and delete items

1. After the password dialog opens left click the "Enter Password" Line Edit and type the correct password using the keyboard



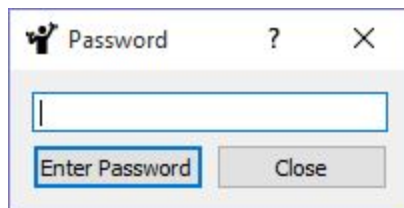
Type the correct password
in the Line Edit with
the keyboard

2. Left Click on the "Enter" button to enter your input password or simply press the "Enter" key on your keyboard



Click the "Enter Password"
push button

3. If the password dialog reopens this means the password was entered incorrectly



Errors

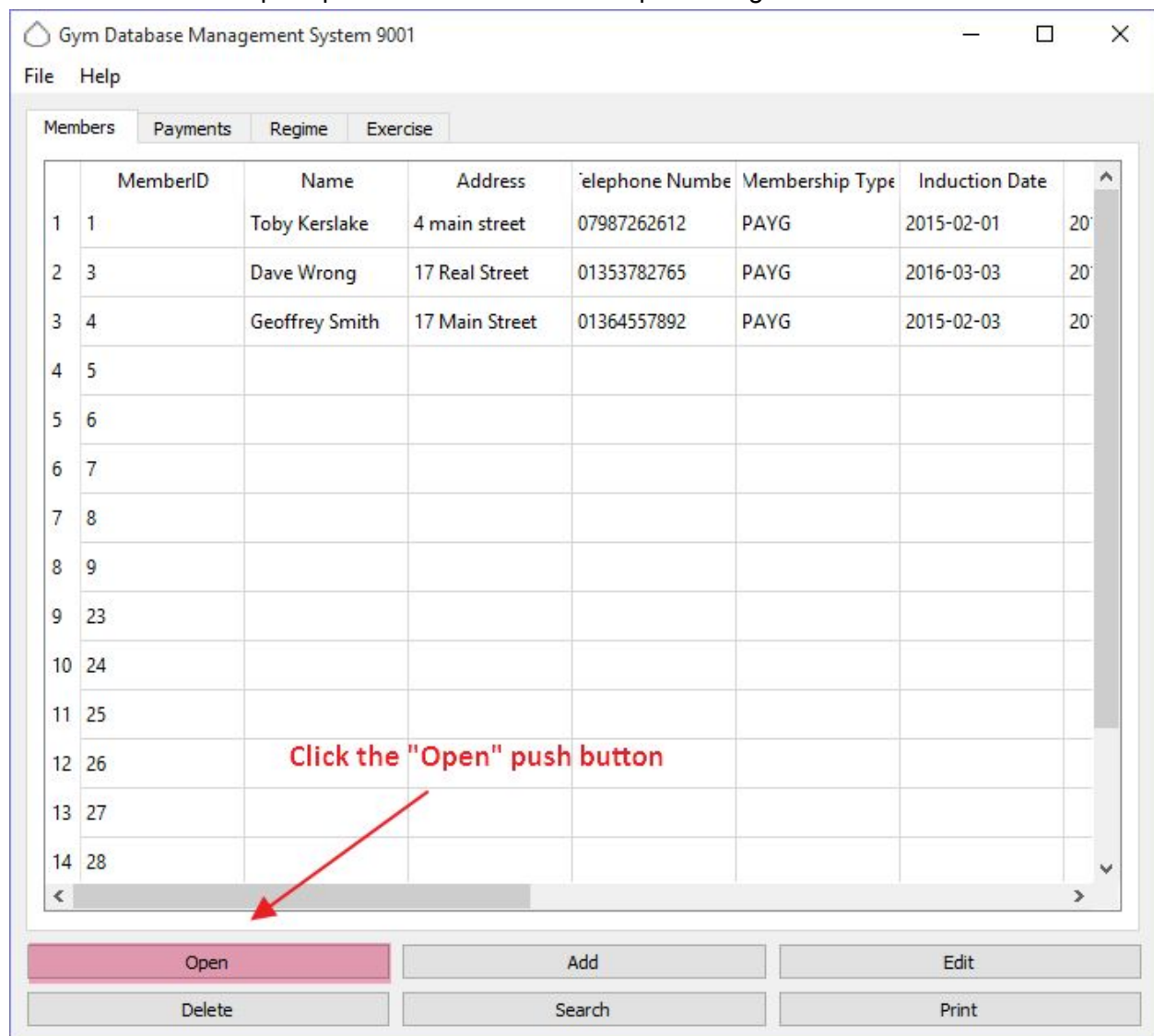
Certain sections of the system may raise an error under certain circumstances, each of which are described below in detail with tutorials on recovering and getting passed these errors.

No Functions Working

Sometimes none of the the functions will work correctly even though a database appears to be loaded in the table view. This is because if you try to open the database again or another database and then cancel the function the table view will appear as if the database is still loaded when in fact the program has closed it.

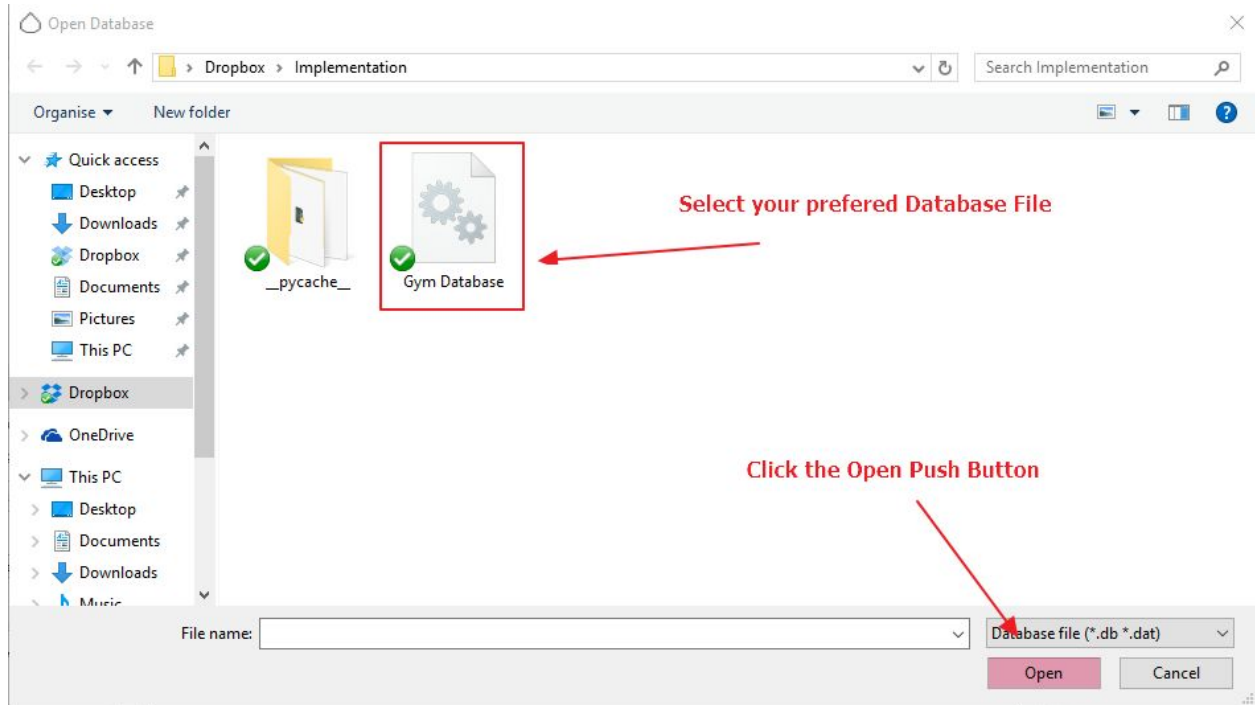
To solve the error you have to do the following:

1. Left click on the “Open” push button to initiate an open dialog

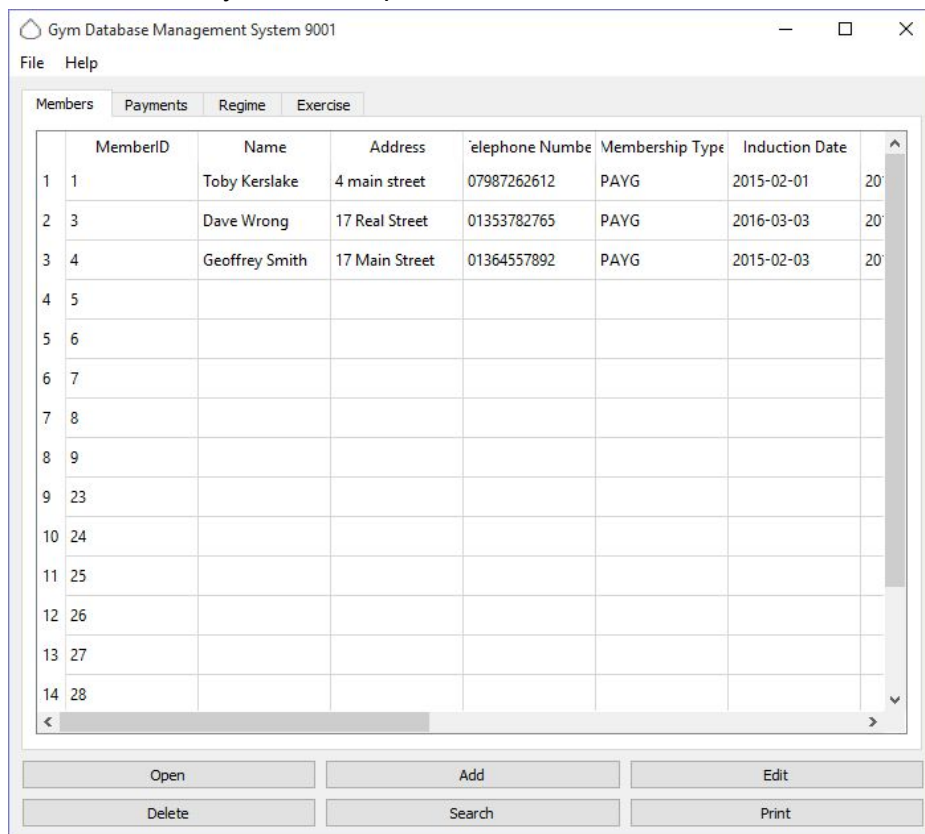


2. Re-select the correct database

3. Left click the “Open” push button to close the dialog and load the database



4. Continue with your user experience



Limitations

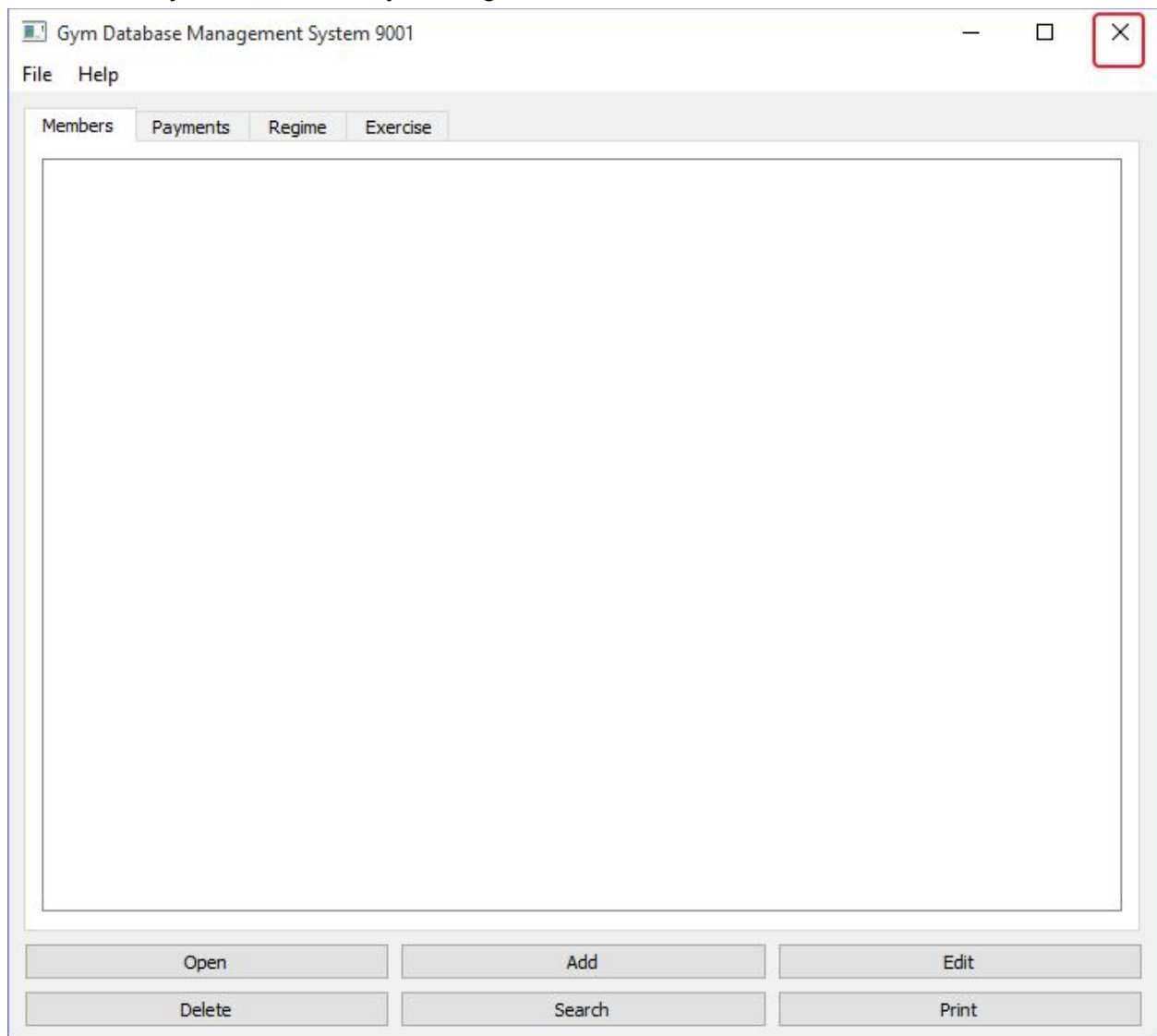
Currently the system does everything it was initially proposed to do in the design and analysis sections, with the exception of printable information input forms which couldn't be implemented due to time constraints and the fact that if needed my client can make his own forms using a word processor for his clients to fill out. The only other limitation is the error presented above which was never corrected due to time constraints and the unlikeliness of its occurrence as well as its easy solvability.

System Recovery

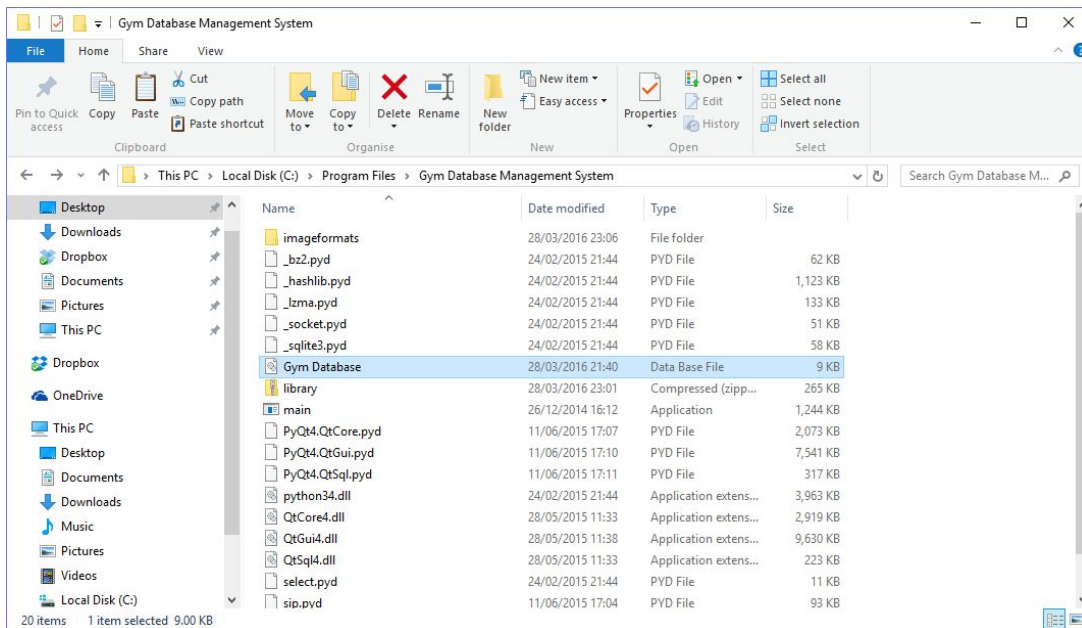
Backing Up Data

Backing up any databases is incredibly easy and can be achieved by following the steps below:

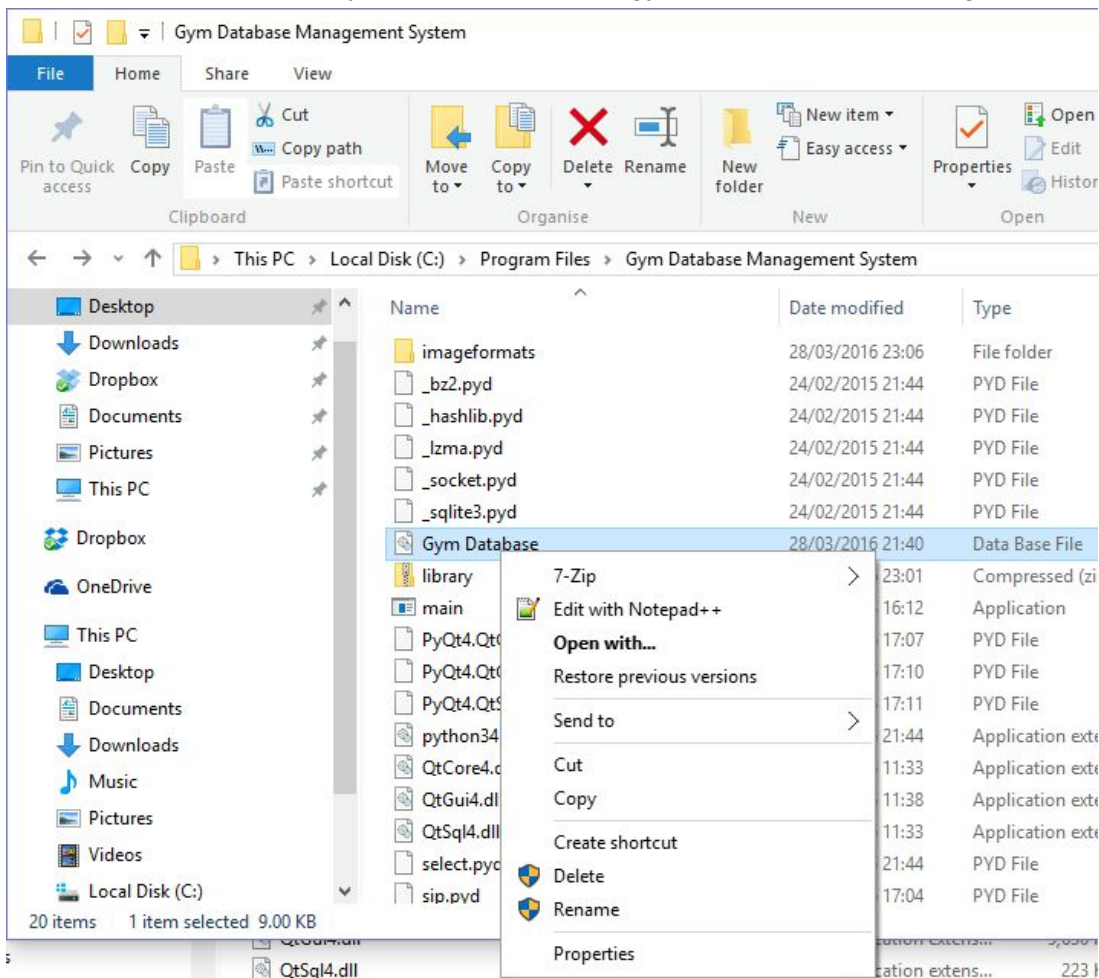
1. Close the system is its already running



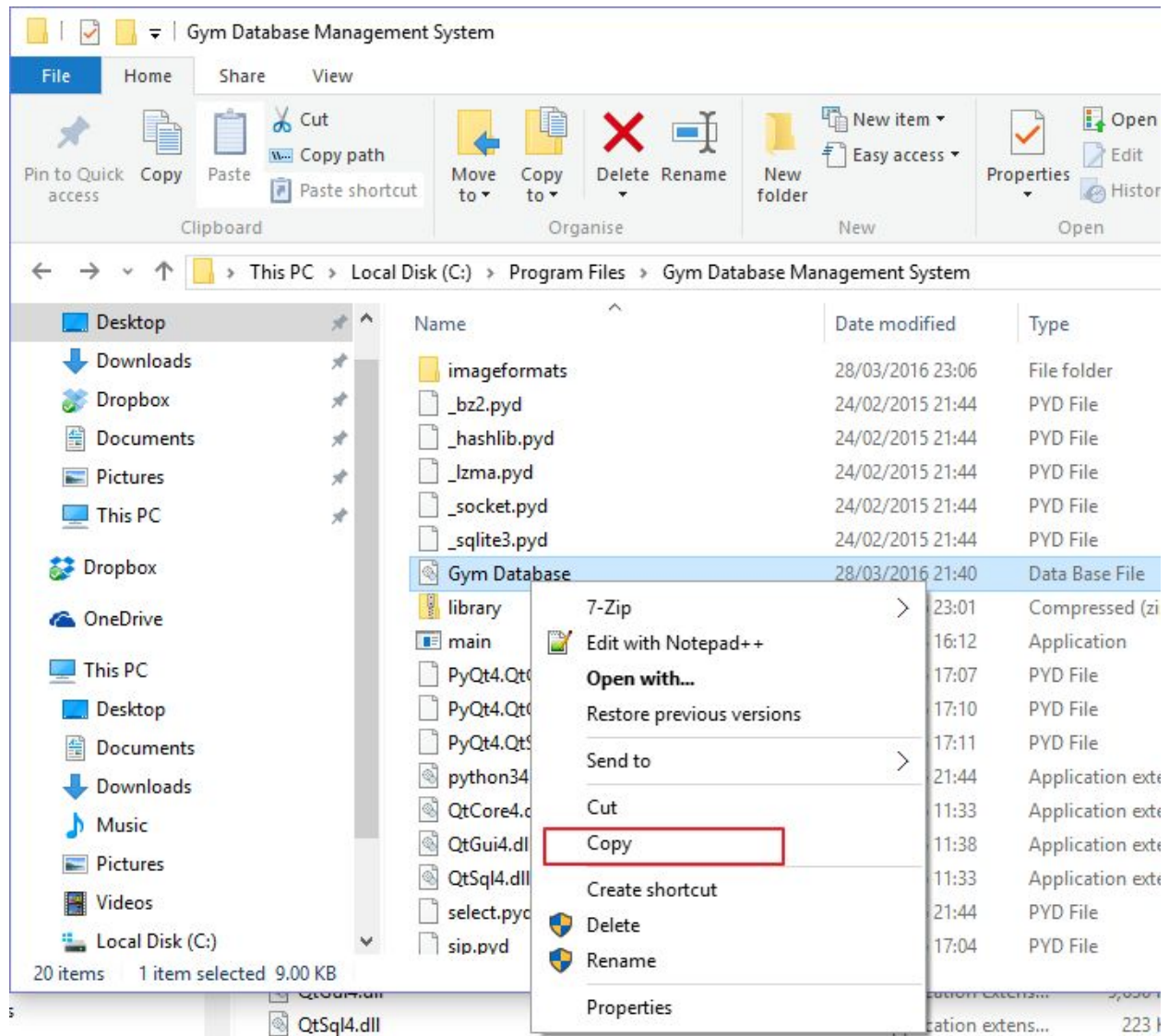
2. Navigate to the directory where the System Executable is stored



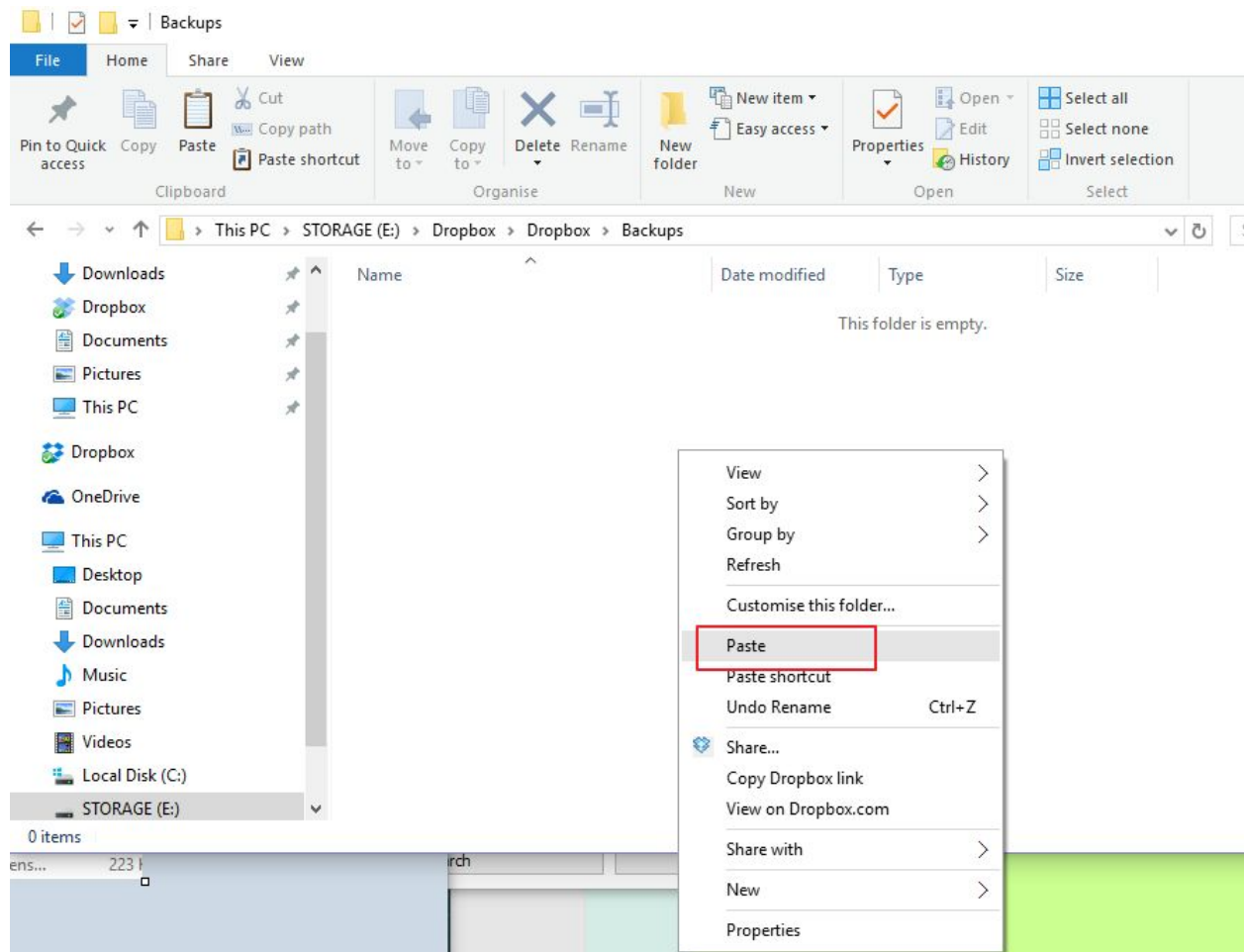
3. Find the database file, by default it's labelled "gym_database.db", and right click the file



4. From the drop down menu select “Copy” by left clicking



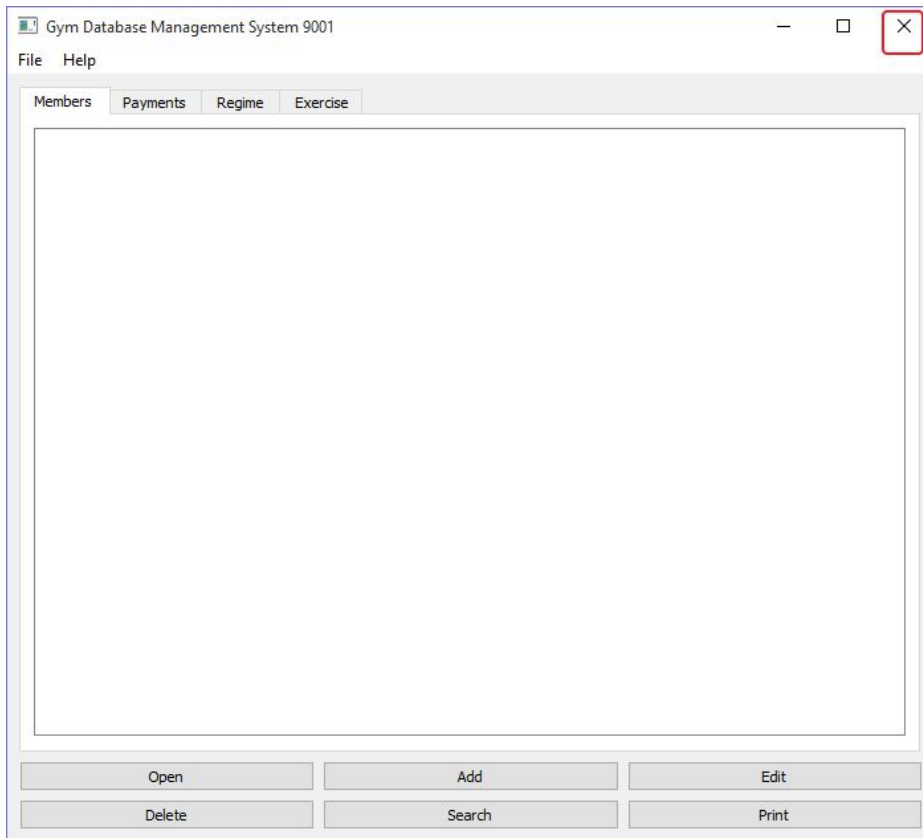
5. Right click and Select “Paste” from the drop down menu by left clicking in the location you want to store the backup.



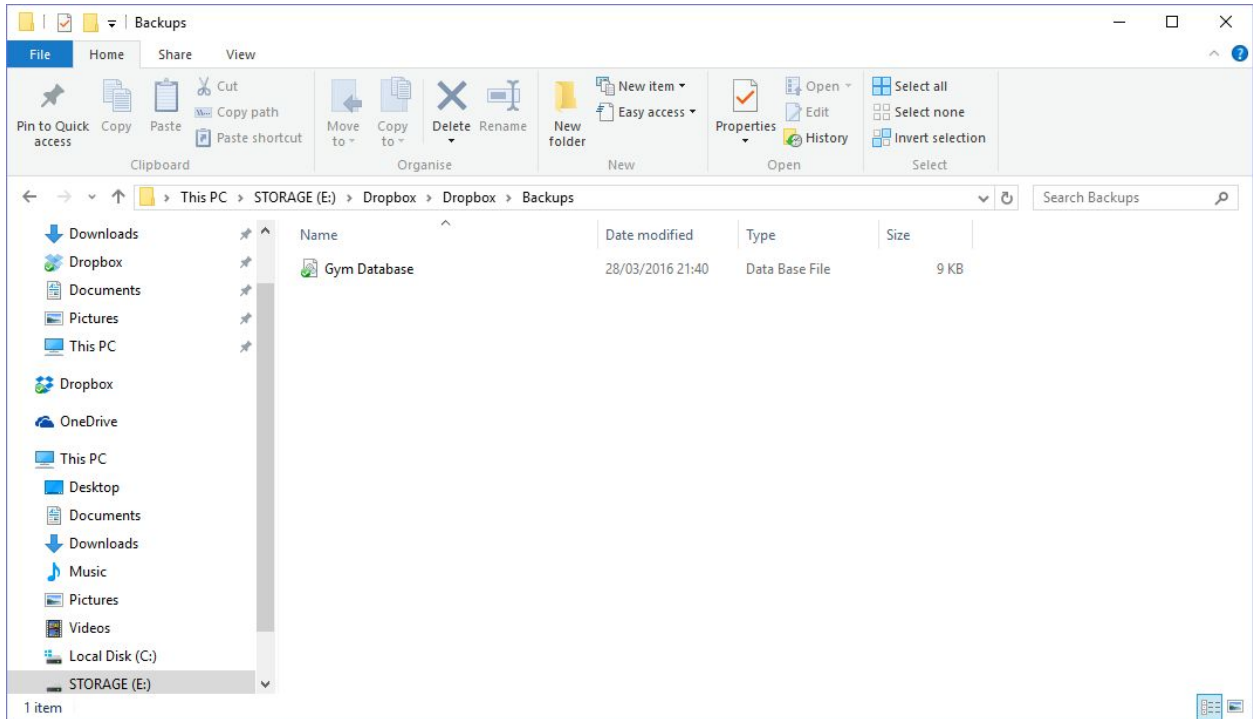
Restoring Data

In the event you need to restore data you can easily do this by doing the following:

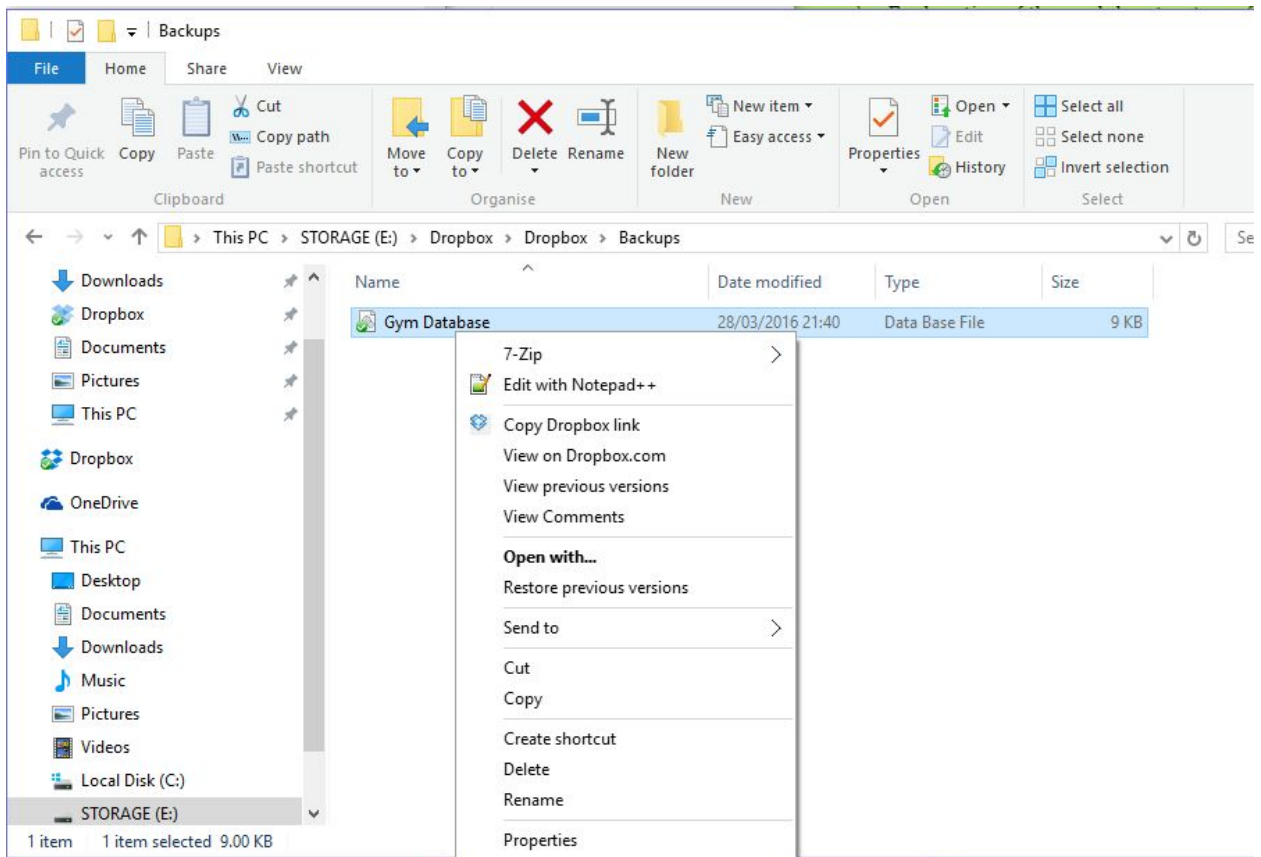
1. Close the system if it's already running



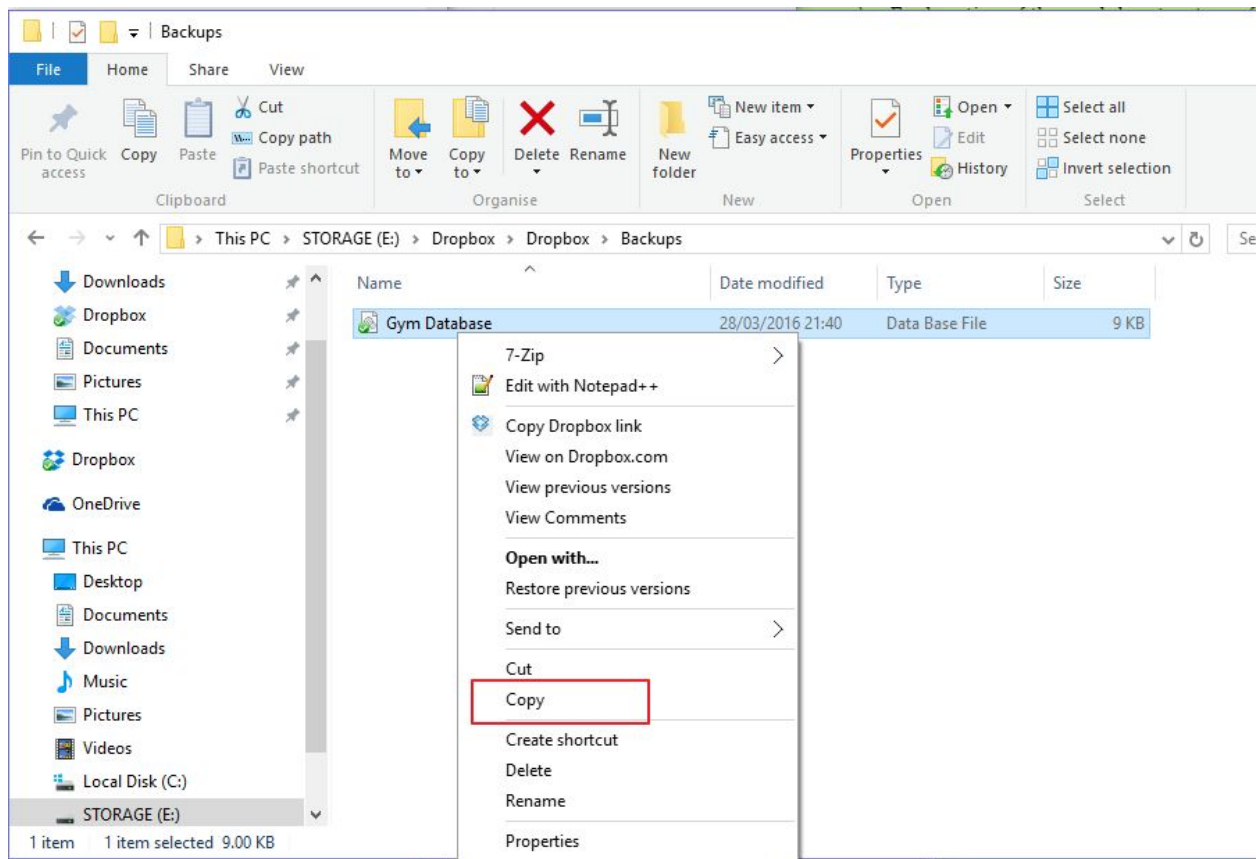
2. Navigate to the directory where the backup data is stored



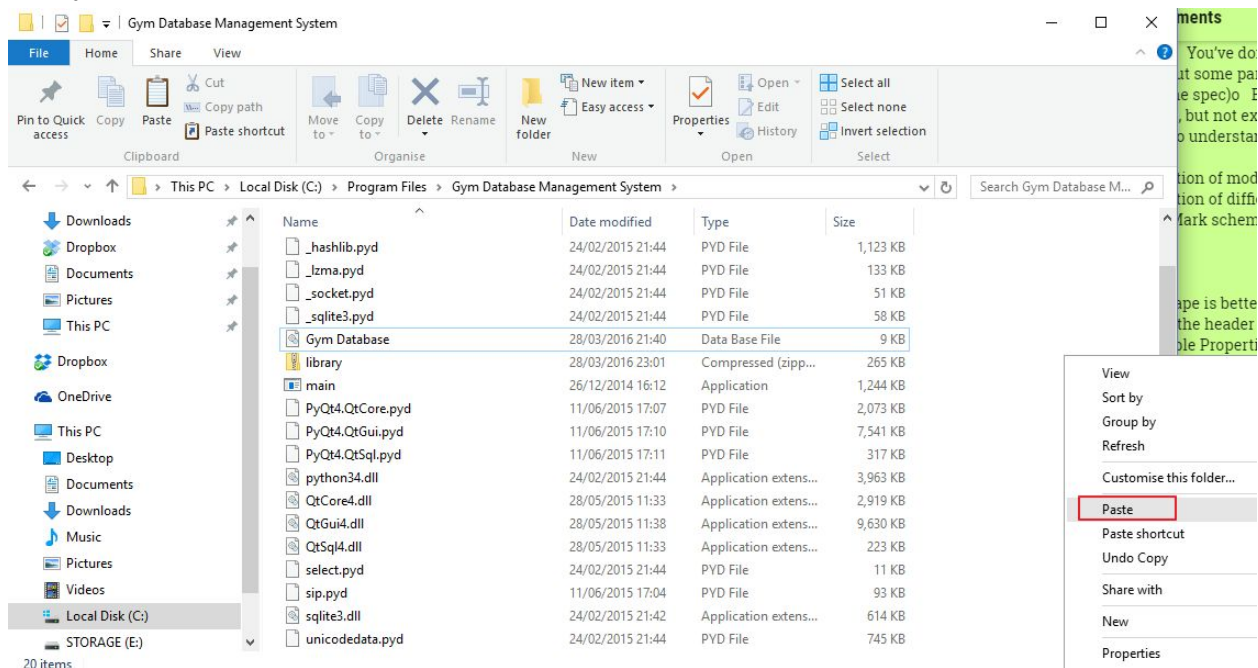
3. Find the backup database file and right click the file



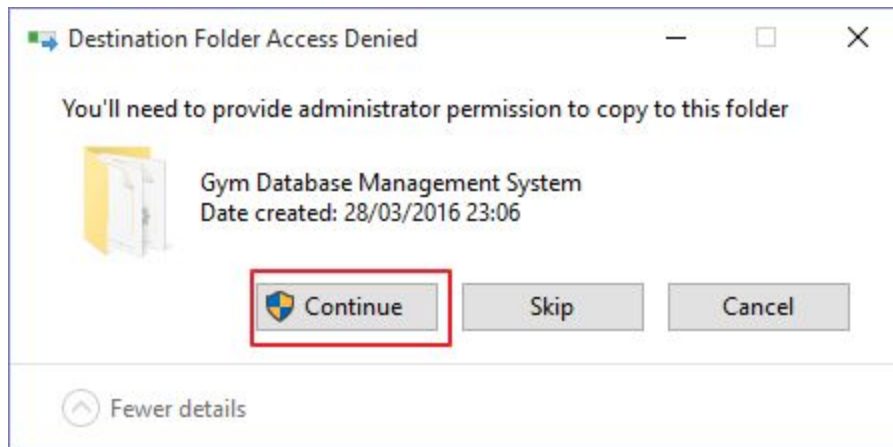
4. From the drop down menu select “Copy” by left clicking



5. Right click and Select “Paste” from the drop down menu by left clicking in the directory where the System Executable is stored.



6. If a dialog asking you for administrator permission just click on the “Continue” push button.



7. Your data is now restored!