

# Quick Start User Guide

## **Getting Started**

Navigate to the application homepage. Click on the continue button on the splash page.

## **Searching Books**

On the main operations page (/welcome/search), Click on search to search for books using ISBN, book name or author name. Press enter after putting in the search term.

All the results would be shown. To checkout a book, hover over the book and click on Borrow link. It would be “unclickable” if the book is already checked out.

## **Checkout A Book**

On clicking the Borrow link, you will taken to the checkout button. The checkout form will ask for the borrower card\_id. To review the book, click on the review tab. Click on the Confirmation tab at the bottom and click the “Yes” button to complete the checkout.

The checkout may fail in the following conditions:

- If the borrower already has 3 books checkout on his name.
- If the book is not available. (This may happen if you directly put in the URL for the checkout page with the book ISBN parameter)

The appropriate message would be displayed in either cases if checkout fails.

Click on blue continue at the top to go back to the home page.

## **Return A Book**

On the home page, click on the return book icon. Put in the borrower card id or name or the book ISBN which for which book check in is to be done. Note that it book ISBN or card id should match completely. If search by name is done, only the first matching user would be shown. It is recommended to search by ISBN or Card\_id.

On searching by name or card id, all the books checked out by that particular borrower will be displayed.

On searching by ISBN, only that particular book would be displayed.

If no match is found, the page would be blank with No books found message.

The book name and ID would be displayed in the corresponding columns. Click on the last column link - “Checkin” to check in that particular book.

Click on continue to go back to home screen or click on Back to checkout other books borrowed by the same borrower.

### **Fine Calculator**

Fine calculator screen shows unpaid fines of all the borrowers. They are shown cumulatively for all the fines for all late check ins.

Fines cannot be paid if any book is still checkout by the borrower. It needs to be checked in from the return book page.

To mark a fine as paid click on Mark as paid link in the last column. You will be taken to fine breakup page according to each book loan. Individual book loan fines can be marked as paid. If total fine is paid, mark all of them as paid individually.

### **Add New Borrower**

Click on the add new borrower icon on the home page. Put in the name, ssn and address fields which are mandatory. Phone number is optional. Click on “Save Borrower” to add to the database.

Once successfully added, you will be redirected to the home page.