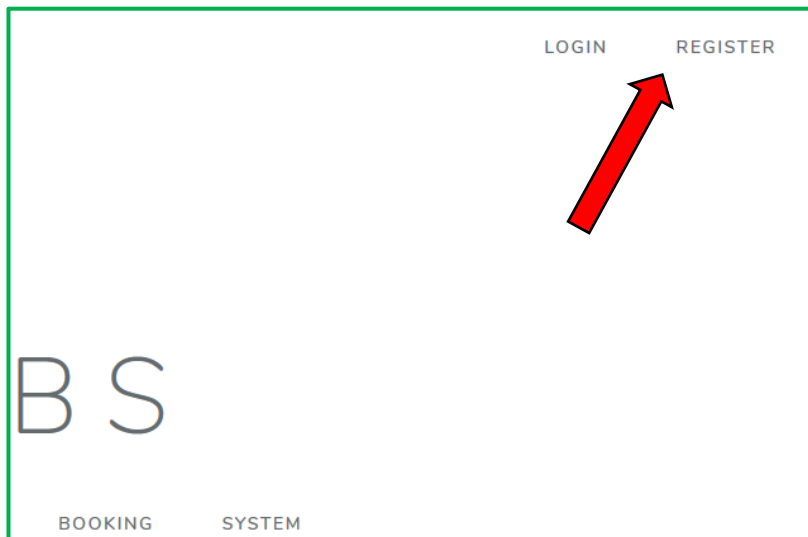


SPORT UNIT INVENTORY
BORROWING SYSTEM
(SUIBS)

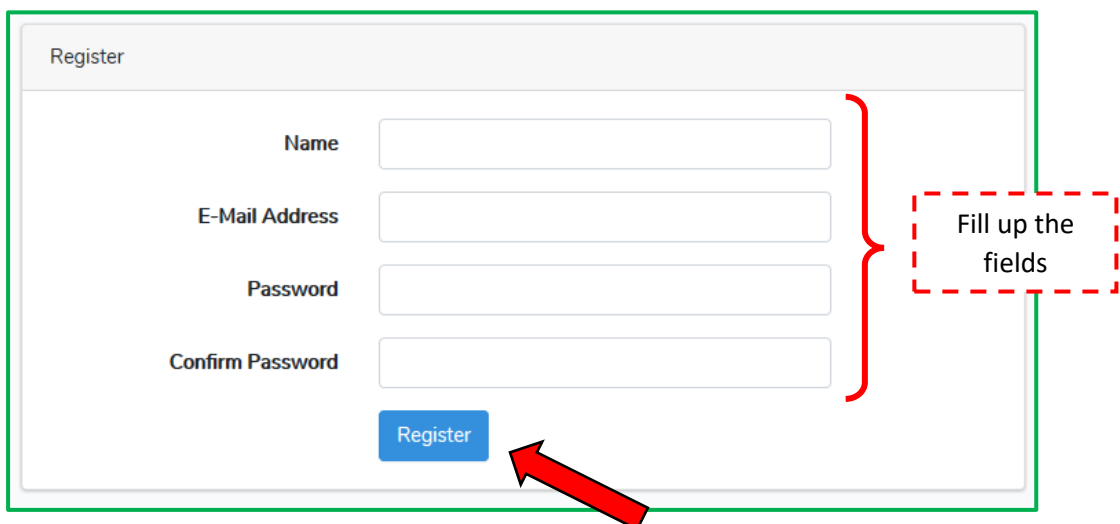
User Manual

Account Creation (Registration)

1. Click the button “Register” located at the upper-right corner of the home page to register new account.

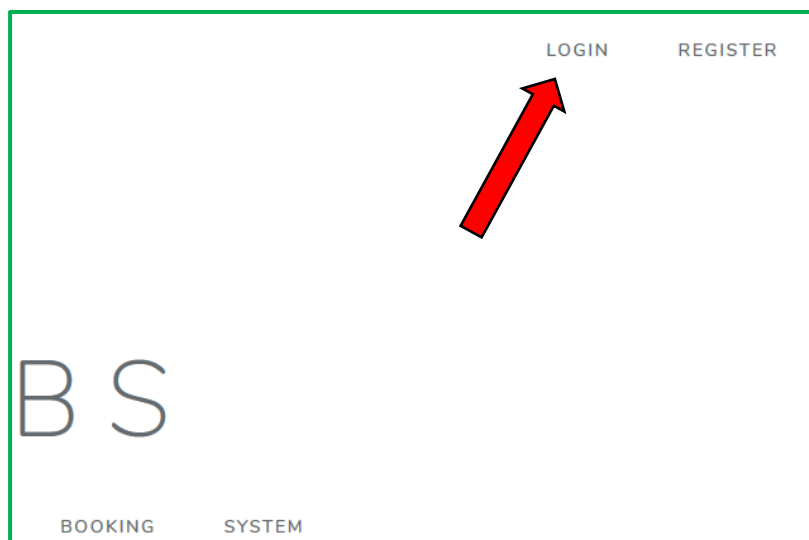


2. Fill up the registration form accordingly and hit the blue “Register” button bellow the form.

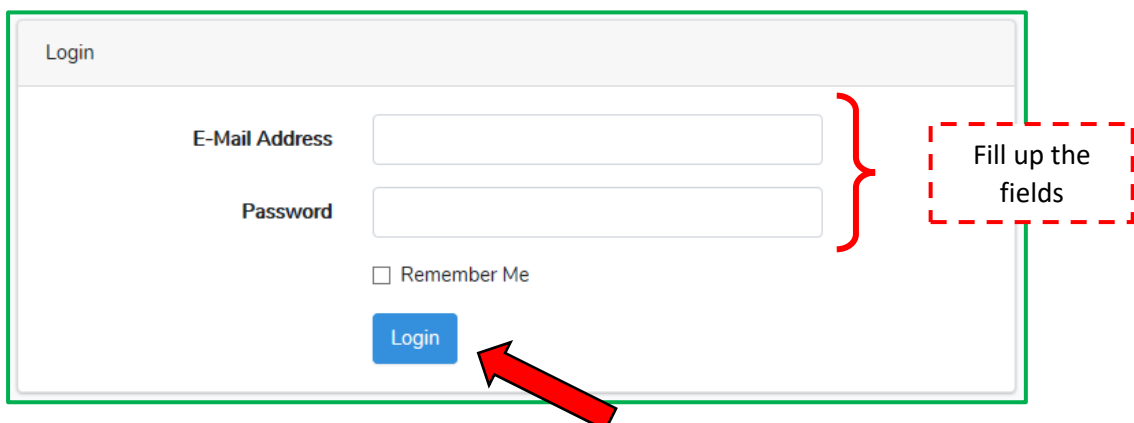
A screenshot of a registration form titled 'Register'. The form contains four input fields: 'Name', 'E-Mail Address', 'Password', and 'Confirm Password'. A red bracket on the right side of these fields is accompanied by a dashed red box containing the text 'Fill up the fields'. Below the input fields is a blue button labeled 'Register'. A red arrow points from the bottom towards this button.

Login

1. Click the button “Login” located at the upper-right corner of the home page to login into your account.

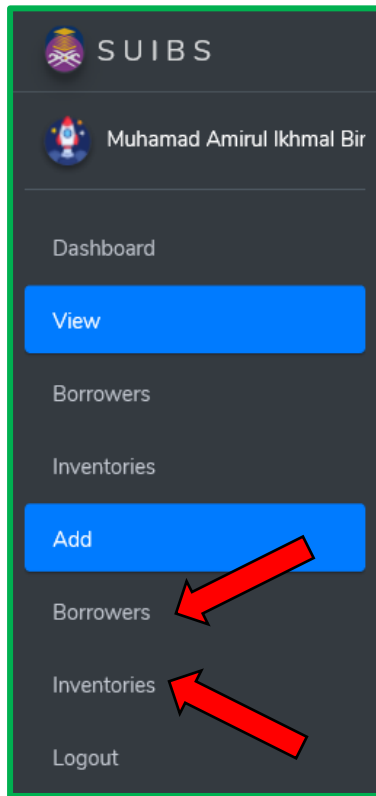


2. Fill up the fields with your registered e-mail address and your password before hitting the blue “Login” button below. Check the “Remember Me” checkbox to avoid having to login frequently.

A screenshot of a login form titled 'Login'. It contains two input fields: 'E-Mail Address' and 'Password'. Below these fields is a checkbox labeled 'Remember Me'. At the bottom is a blue button labeled 'Login'. A red bracket on the right side groups the two input fields, with a dashed red box containing the text 'Fill up the fields' next to it. A red arrow points from the bottom right towards the 'Login' button.

Registering New Inventory/Borrower

1. After login, navigate to the side navigation bar and look up under “Add” section and click “Inventories” or “Borrowers”.



2. Fill up all fields accordingly and hit the blue button “Submit”.

A screenshot of the 'Add new Inventory' form. The form has a blue header with the text 'Add new Inventory'. Below the header are two input fields: 'Item' with the placeholder text 'Enter Item' and 'Location' with the placeholder text 'Enter Location'. A red bracket on the right side groups these two fields. At the bottom left of the form is a blue 'Submit' button, which is pointed to by a red arrow.

Add new borrower

Name

Phone Number

Position

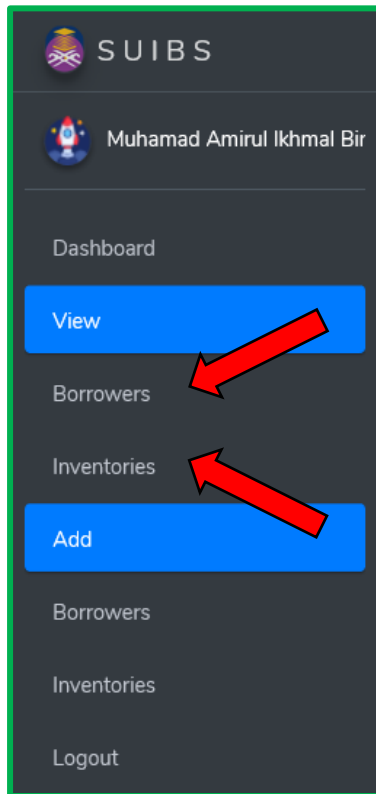
Inventory ID

Admin ID

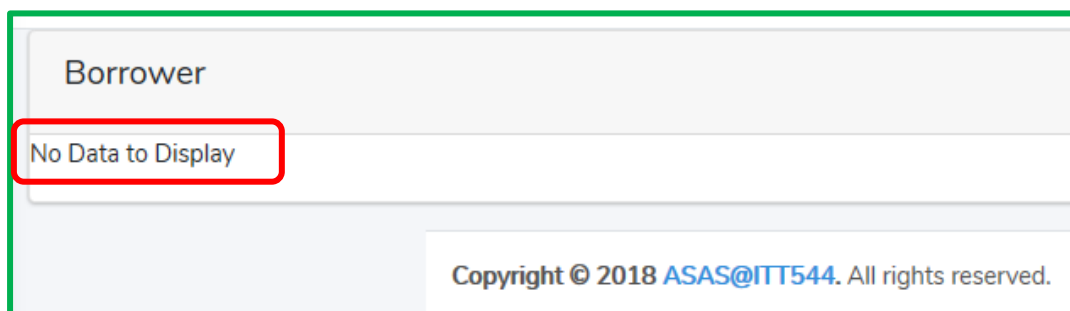


List of Inventories/Borrowers

1. Navigate to the side navigation bar and look up under “View” section and click “Inventories” or “Borrowers”.



2. If there is no record in the database, it will display “No Data to Display” like the figure below.



Amending Records for Inventory/Borrower

1. On the list page, hit on the blue “Edit” button to make some amendment or alteration to the existing records.

Inventory			
ID	Item	Location	Action
1	Football	Rack 1 (Shelve 3)	Edit Delete
2	Hockey Stick	Rack 4 (Shelve 2)	Edit Delete
3	Basketball	Rack 1 (Shelve 2)	Edit Delete
4	Mountain Bicycle	Isolation Area A	Edit Delete

2. Alter the related fields and hit on the blue “Submit” button.

Edit your product

Item

Football

Location

Rack 1 (Shelve 3)

Submit

Edit related fields

Deleting Records for Inventory/Borrower

1. On the list page, hit on the red “Delete” button to delete the related record.

Borrower						
ID	Name	Phone Number	Position	Inventory ID	Admin ID	Action
2	Mohamad Nasrul Hazim Bin Azhar	+6019-233 3451	Student	1	1	Edit Delete
3	Mohamad Shanizam Bin Ruslan	+6017-294 9452	Lecturer	3	2	Edit Delete

2. Once clicked, the record will be immediately deleted.

Logout

In order to logout, click on the “Logout” button located bottom on the side navigation bar.

