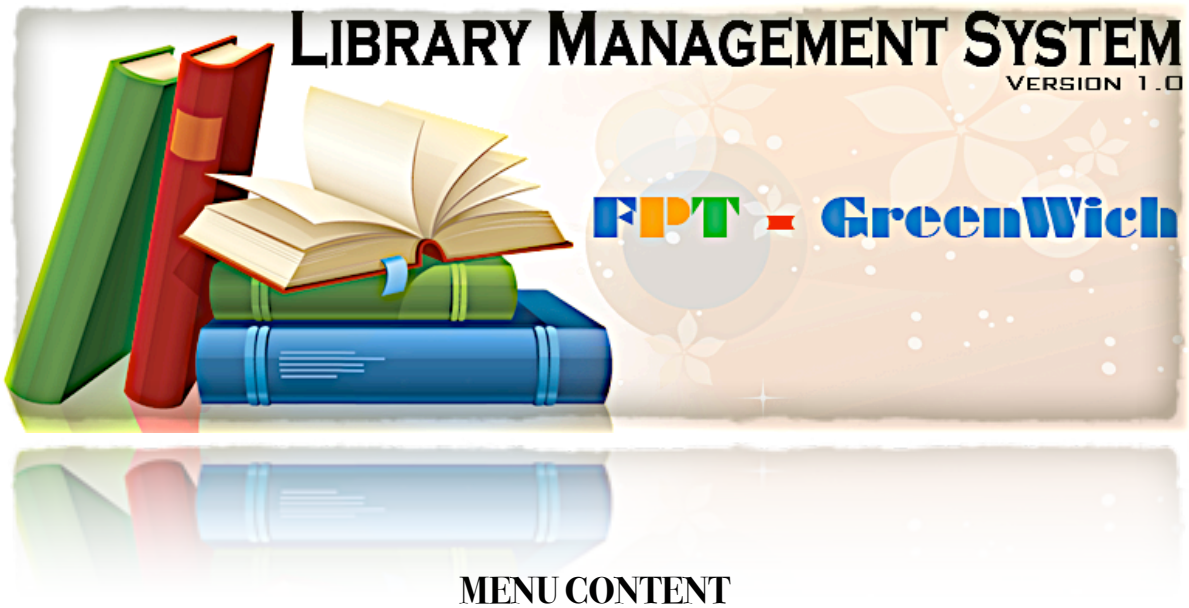
Library Management System

User manual document

Version 1.0
Group 01 - GC0502 • FPT-GreenWich • January 19, 2011



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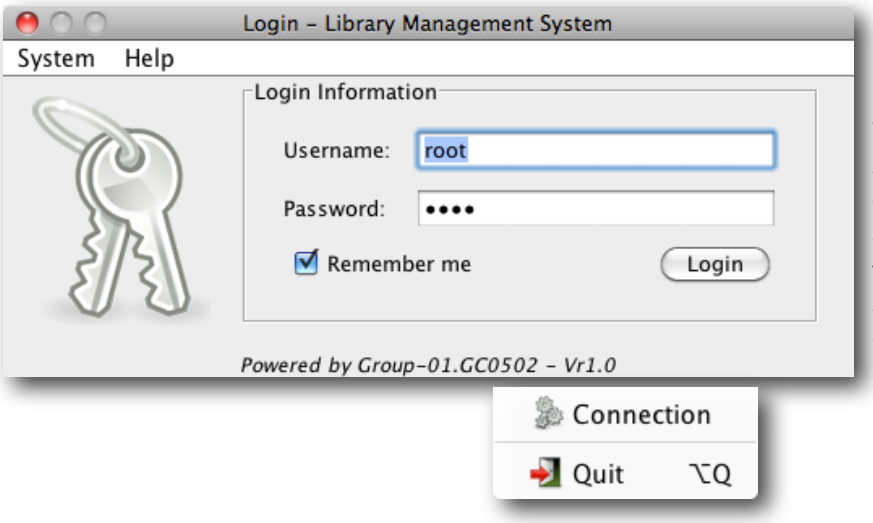
I - CONNECTION & LOGIN

How to connect to database and login to system?

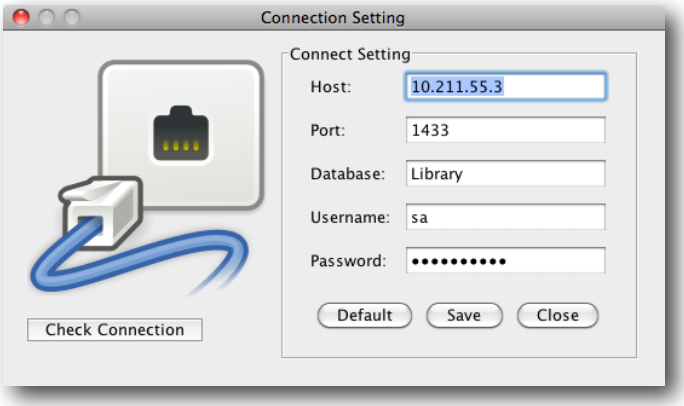


1.Login dialog with two menu item

When you start program a splash screen will display and load all component of program. After that, a login dialog will display. First, you need config connection setting to connect to library database.

Connection setting menu

Select "Connection" menu item to open connection setting:



2.Connection setting dialog

Now you need fill all field connection setting dialog:

+Host: Your host address. You can use IP or domain (Example: localhost or 10.0.0.2).

+Port: Your port.

+Database: Database of your system (Default Library).

+Username: Username to login your database.

+Password: Your password of username

- Check connection will have value (OK or Error).
- Default will fill all field with default value.
- Save is save your config. Your config will be save on "***Config.properties***" file.
- Close is cancel your setting.

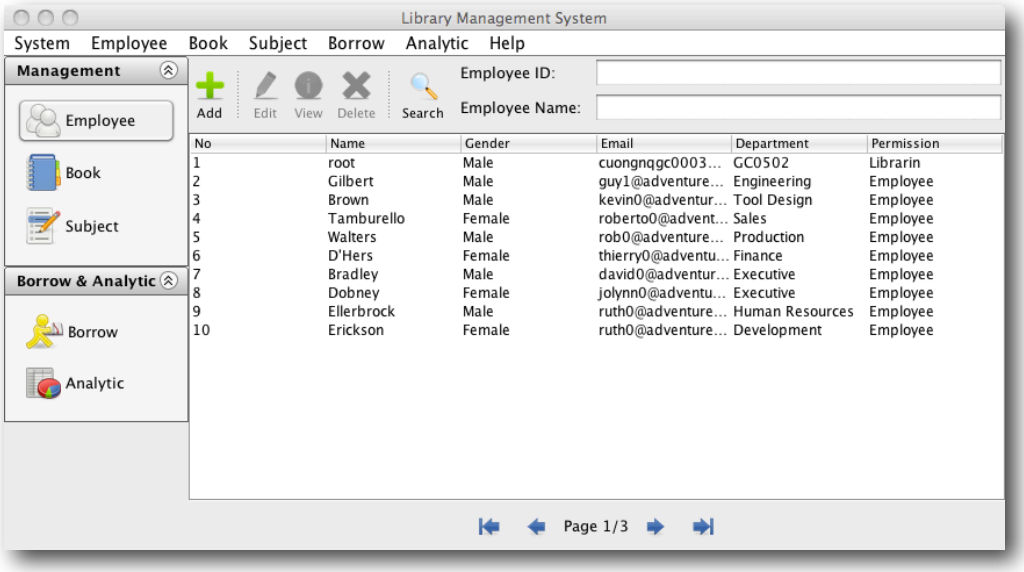
Now come back to login dialog and enter your username and password to login to system.

Check "**Remember me**" box if you want system remember your username and password for time after.

Note: Default username & password is "root" without quotes.

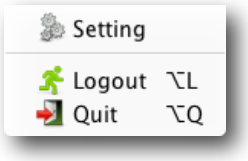
II - MAIN PROGRAM USE

How to use system? How/What does it look like?



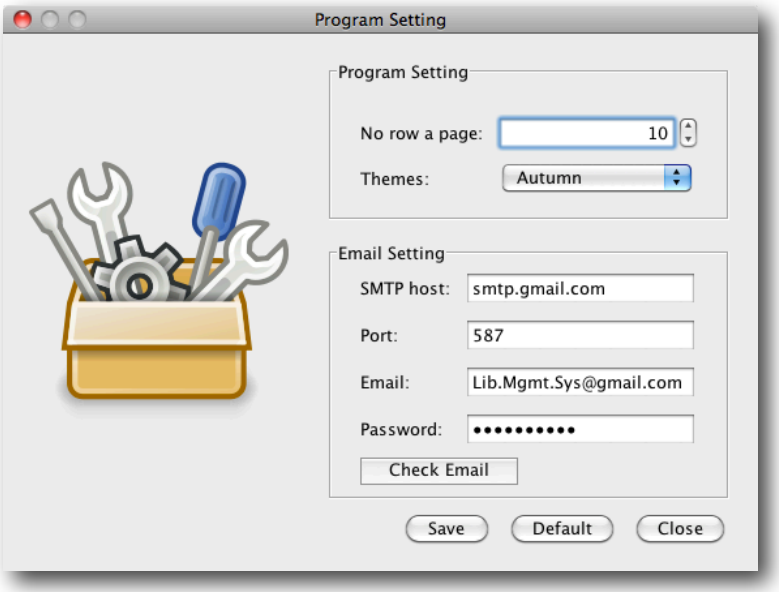
Main program

Left side is menu of program or you can you menu bar in the top.



Menu setting

When you select menu setting a program setting dialog will display.



1.Program setting

At program setting you can set:

+No row a page: Number row display on table.

+Theme: Skin or theme (Look and feel) for program.

- Email setting:

+SMTP host: Simple Mail Transfer Protocol host.

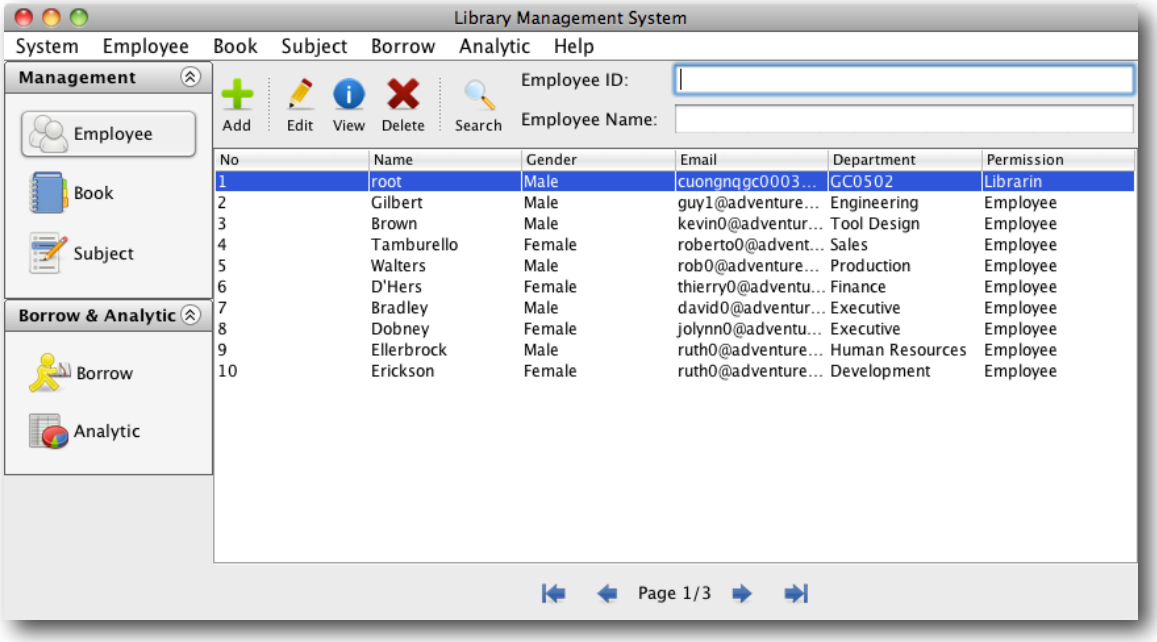
+Port: Host port.

+Email: Email will use to send alert.

+Password: Password of email.

III - EMPLOYEE MANAGEMENT

How can I add, edit, view, delete or search an employee?



Employee management

At employee management panel, you can click to **add icon** to add new an employee or you can select an employee from table to select edit, view or delete this employee. You can search an employee by id or name field text and click search icon.

1. Add new an employee

Click "**Add**" at employee panel, a dialog will display. Now you just type and fill all text box and click "**Add**" button.

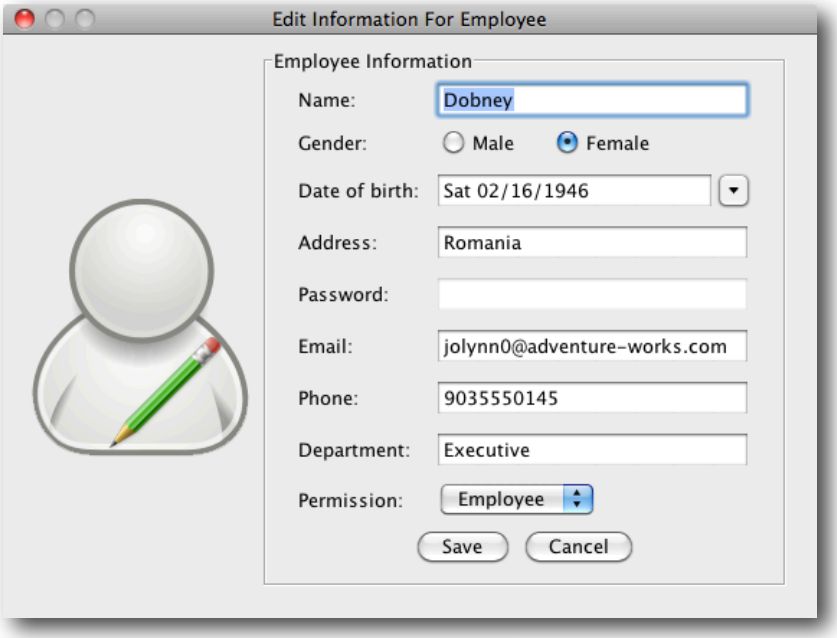
When add button pressed, all text field will validating. With permission is "Librarian" you need enter password at password field.

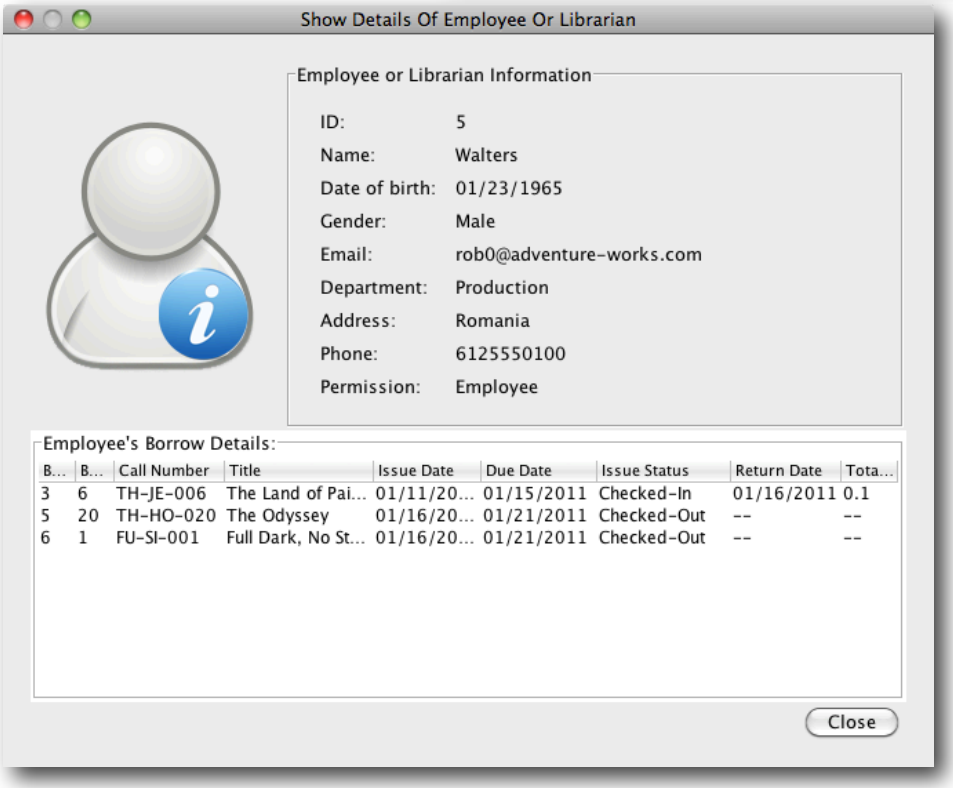
If you field is validated, new employee will add to database.

2. Edit an employee

Choice an employee row on employee management panel and click button "**Edit**" a dialog will open. All old information of employee will fill all field text. You can change every info. When add button pressed, all text field will validating. With permission is "Librarian" you need enter password at password field.

If you field is validated, employee information will update to database.



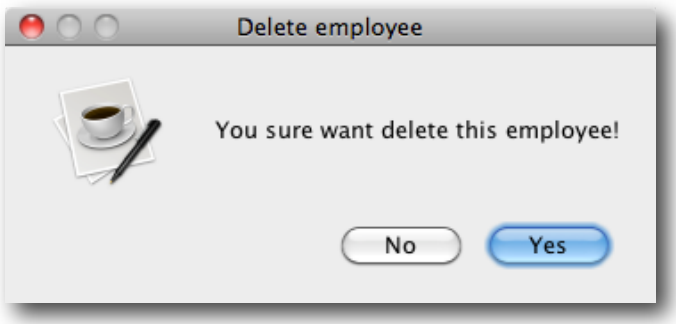


3.View an employee

Choice an employee row on employee management panel and click button "**View**" or **double click** to this row, a dialog will open. You will see all information and all borrow details of this employee.

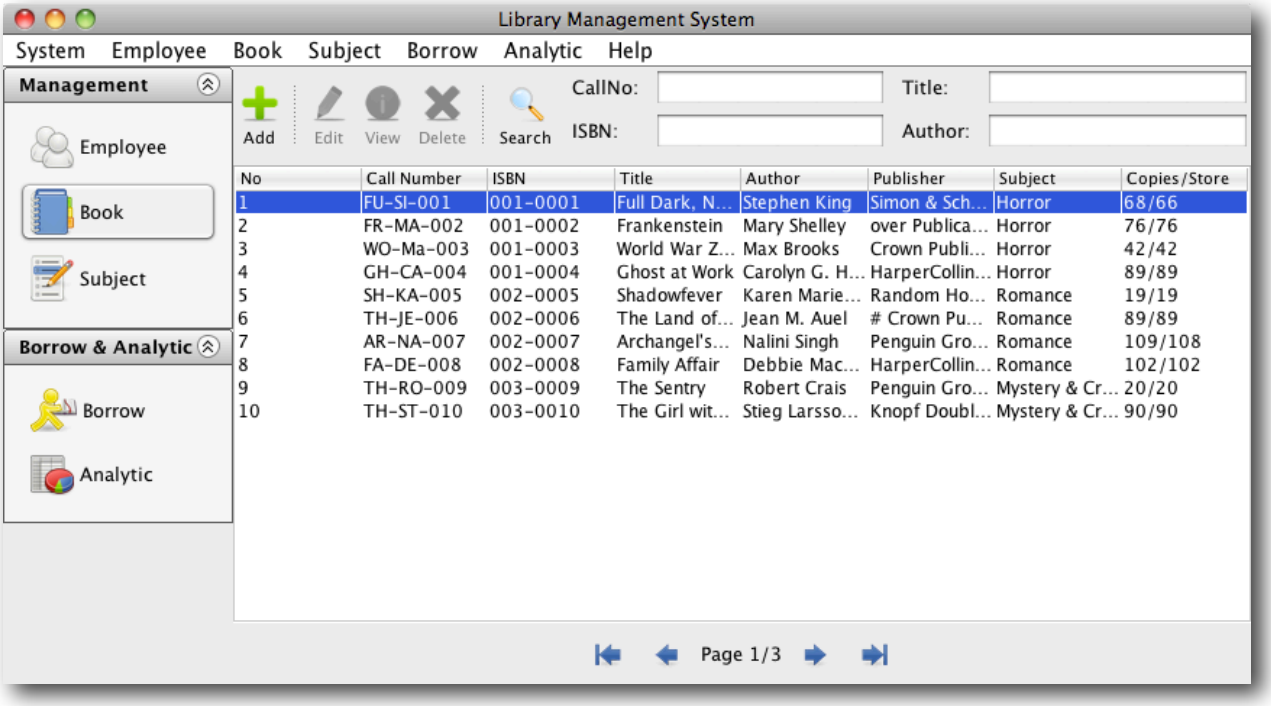
4. Delete an employee

Choice an employee row on employee management panel and click button "**Delete**" a question panel will display. If you click "**Yes**" system will check borrow details of this employee. If this employee is borrowing a book and doesn't return it. An error message will display, otherwise delete successful message will display.



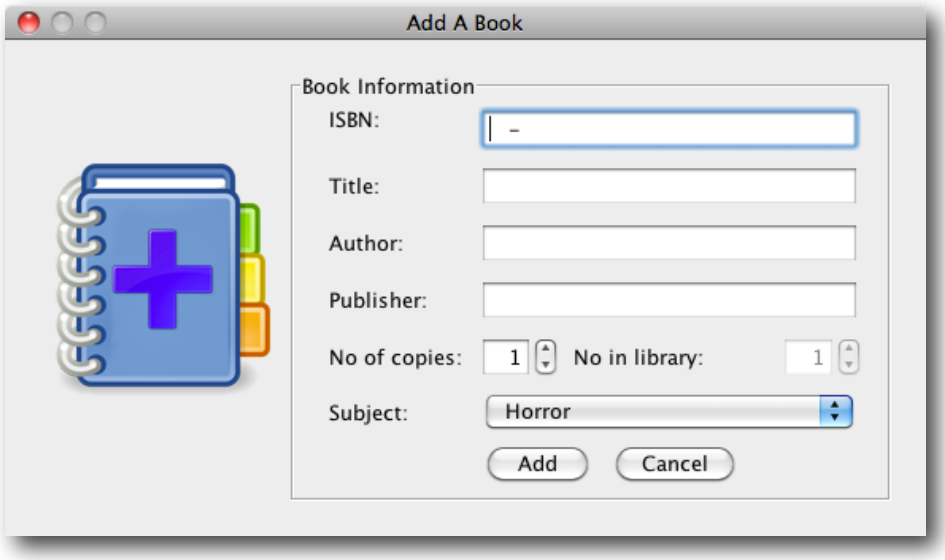
IV - BOOK MANAGEMENT

How can I add, edit, view, delete or search a book?



Book management

At book management, you can click to **add icon** to add new a book or you can select a book from table to select edit, view or delete this book. You can search a book by call number, title, ISBN or author name field text and click search icon.



1. Add new a book

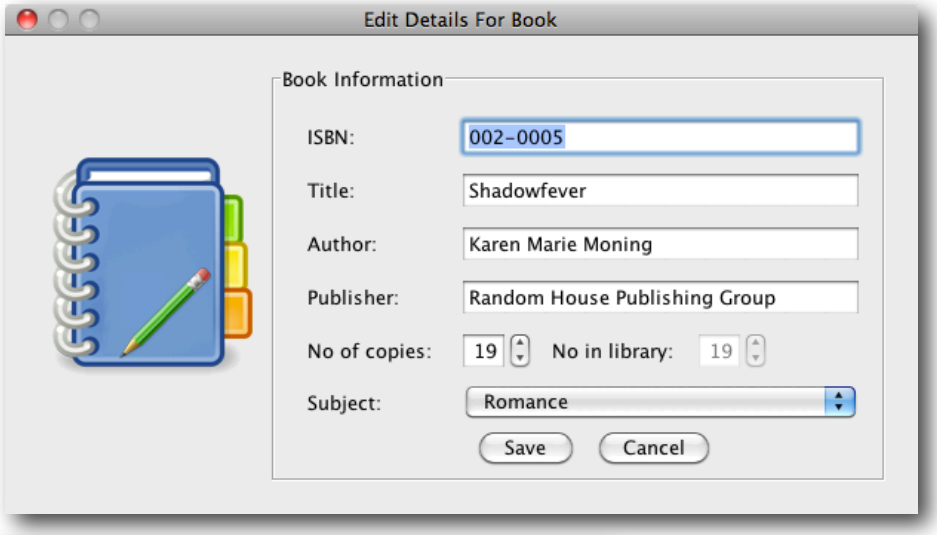
Click "**Add**" at book panel, a dialog will display. Now you just type and fill all text box, choice subject and click "**Add**" button.

When add button pressed, all text field will validating.

If you field is validated, new book will add to database.

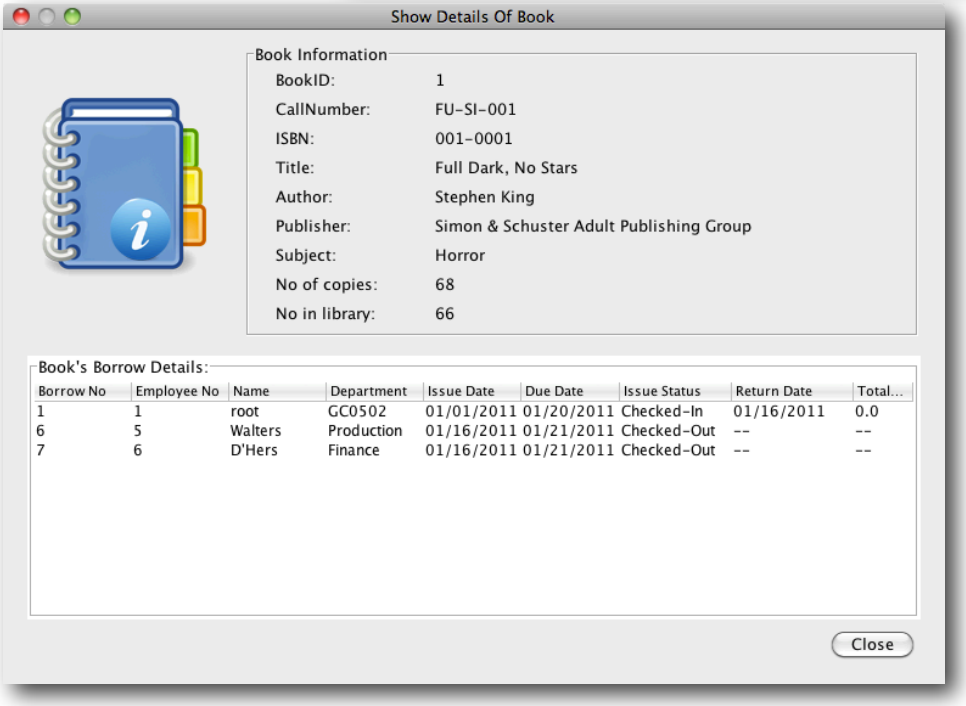
2. Edit a book

Choice a book on book management table and click button "**Edit**" a dialog will open. All old information of book will fill all field text. You can change every info. When add button pressed, all text field will validating.
If you field is validated, book information will update to database.



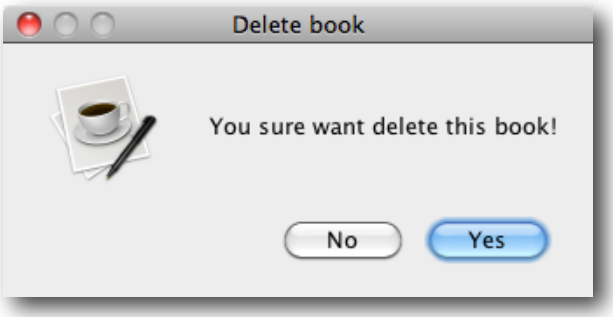
3. View a book

Choice a book row on book management and click button "**View**" or **double click** to this row, a dialog will open. You will see all information and all borrow details of this book.



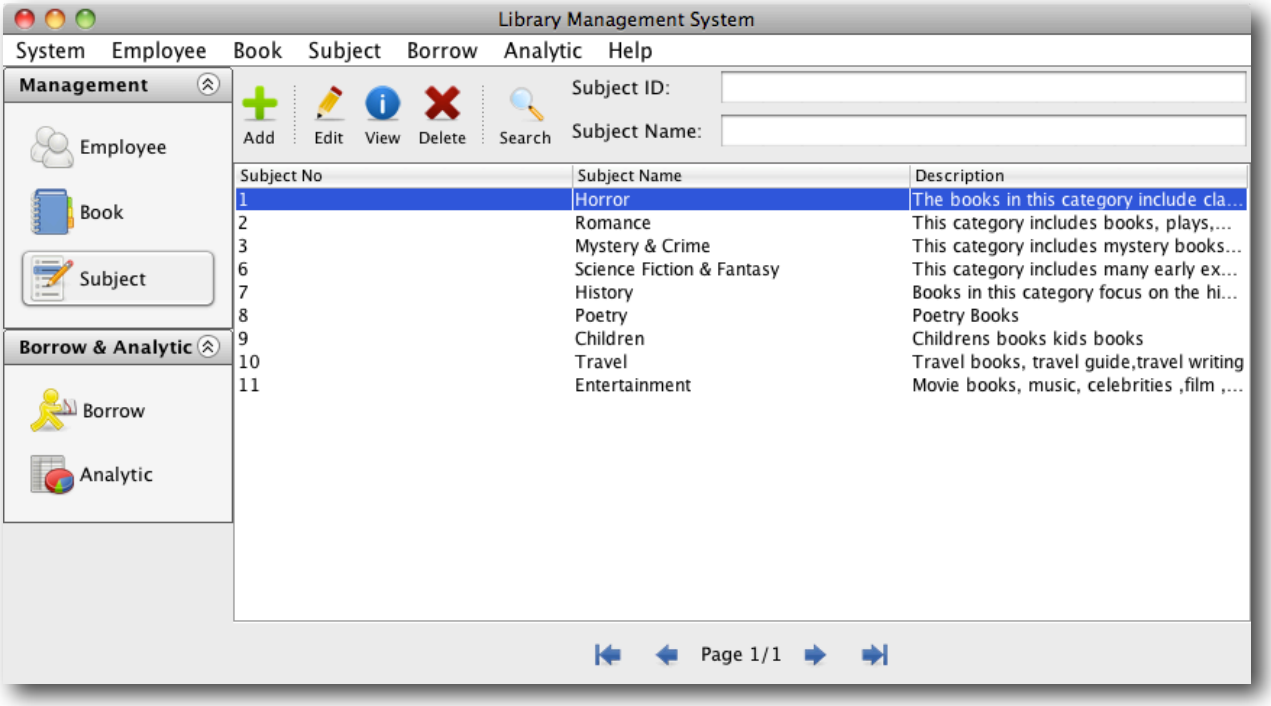
4. Delete a book

Choice a book row on book management and click button "**Delete**" a question panel will display. If you click "**Yes**" system will check borrow details of this book. If this book is borrowed by an employee and doesn't returned. An error message will display, otherwise delete successful message will display.



V - SUBJECT MANAGEMENT

How can I add, edit, view, delete or search a book?

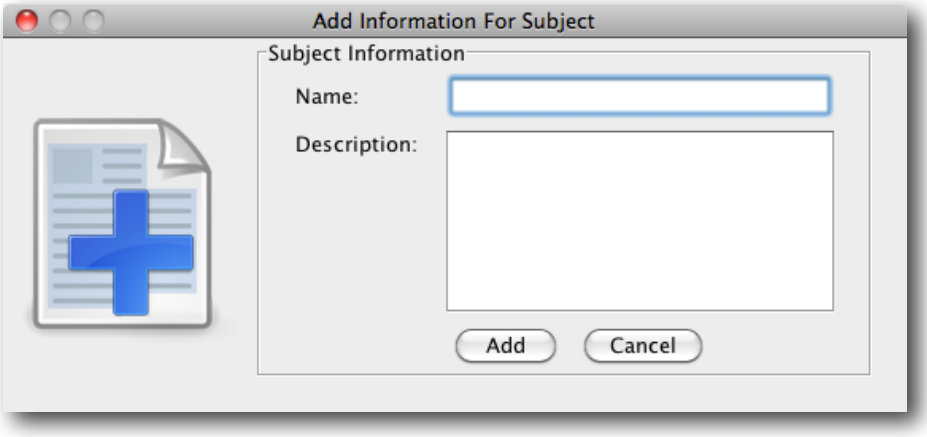


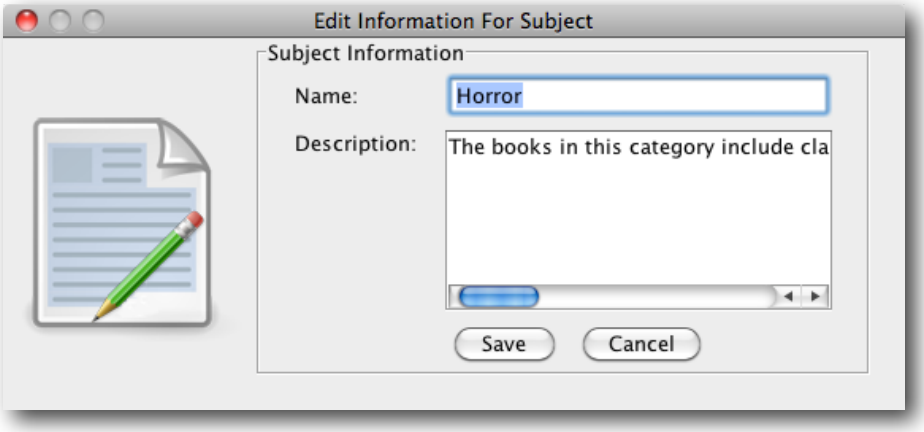
Subject management

At subject management you can click to **add icon** to add new a subject or you can select a subject from table to select edit, view or delete this subject. You can search subject by subject id or subject name field text and click search icon.

1. Add new a subject

Click "**Add**" at subject panel, a dialog will display. Now you just type and fill all text box and click "**Add**" button. When add button pressed, all text field will validating. If you field is validated, new subject will add to database.



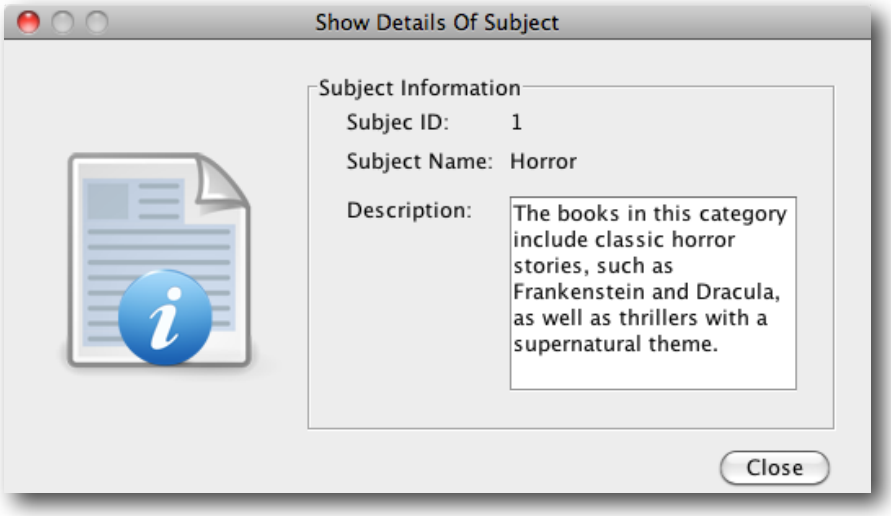


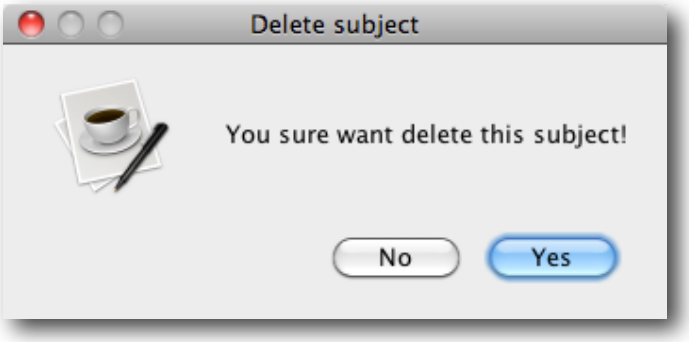
2. Edit a subject

Choice a subject on subject management table and click button "**Edit**" a dialog will open. All old information of subject will fill all field text. You can change every info. When add button pressed, all text field will validating. If you field is validated, subject information will update to database.

3. View a subject

Choice a subject on subject management table and click button "**View**" or **double click** to this row, a dialog will open. You will see all information of subject.



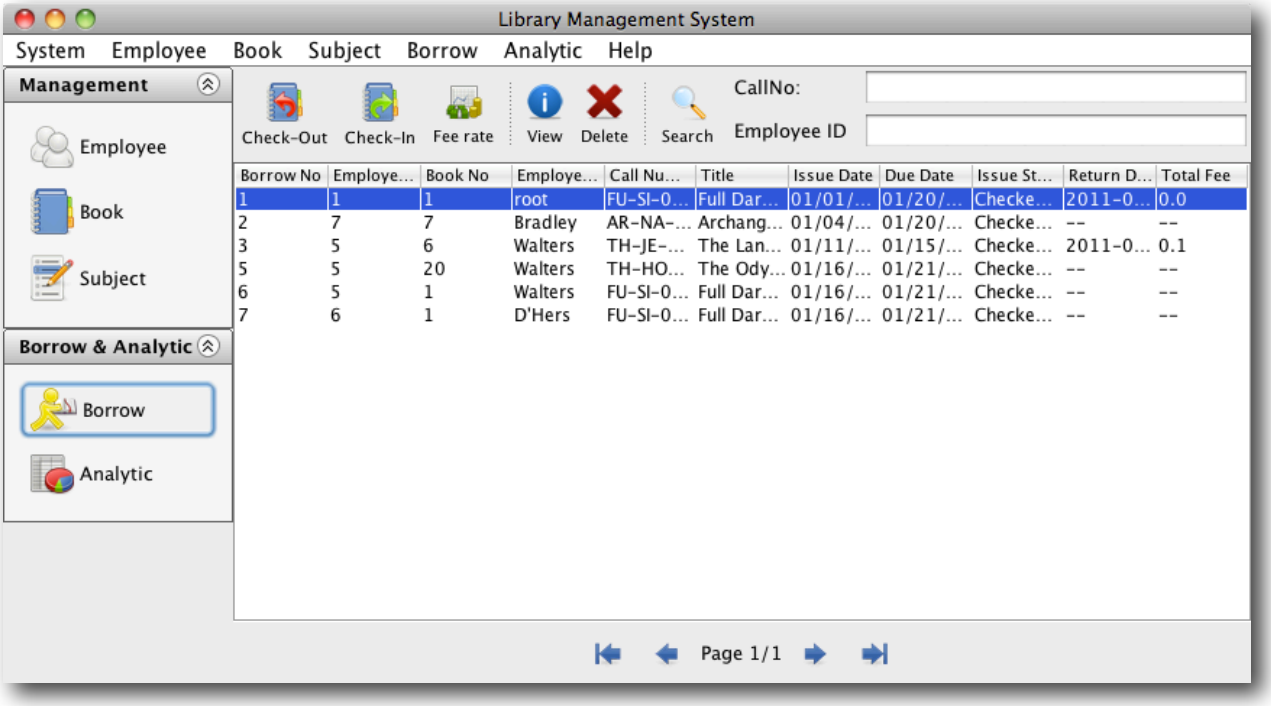


4. Delete a subject

Choice a subject on subject management table and click button "**Delete**" a question panel will display. If you click "**Yes**" system will check book have this subject. If this subject have a book. An error message will display, otherwise delete successful message will display.

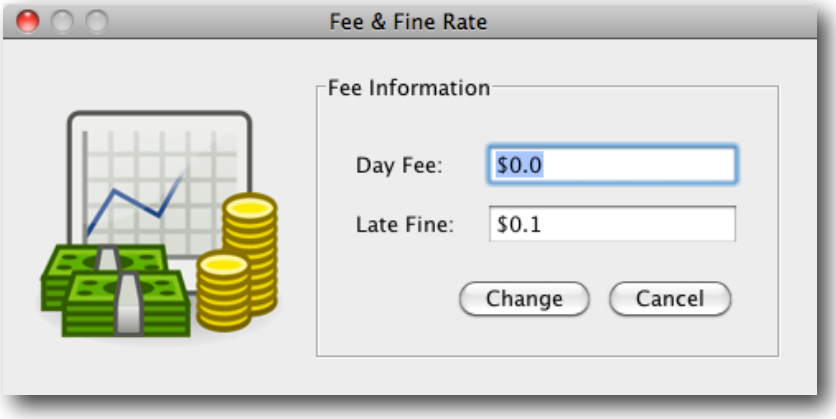
VI - BORROW MANAGEMENT

How can I check-out, check-in a book and track the borrow details?
How can I change borrow fee or fine fee?



Borrow management

At borrow management you can click to **check-out, check-in icon** to check-out, checkin or you can select a borrow from table to view full details or delete this borrow. You can search borrow by call number and employee id field text and click search icon.



1. Change fee, fine rate

Click to "**Fee rate**" icon and a dialog will open. At this dialog have two text field, you can change day fee is borrow fee or late fee is fine fee. Finally you just click change.

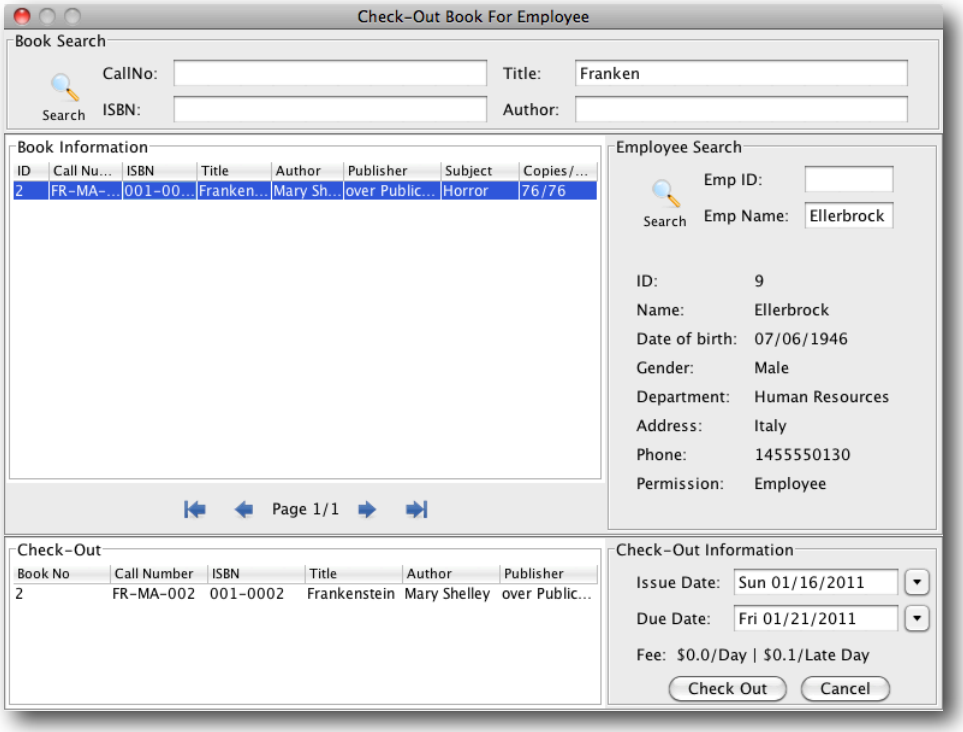
2. Check-out

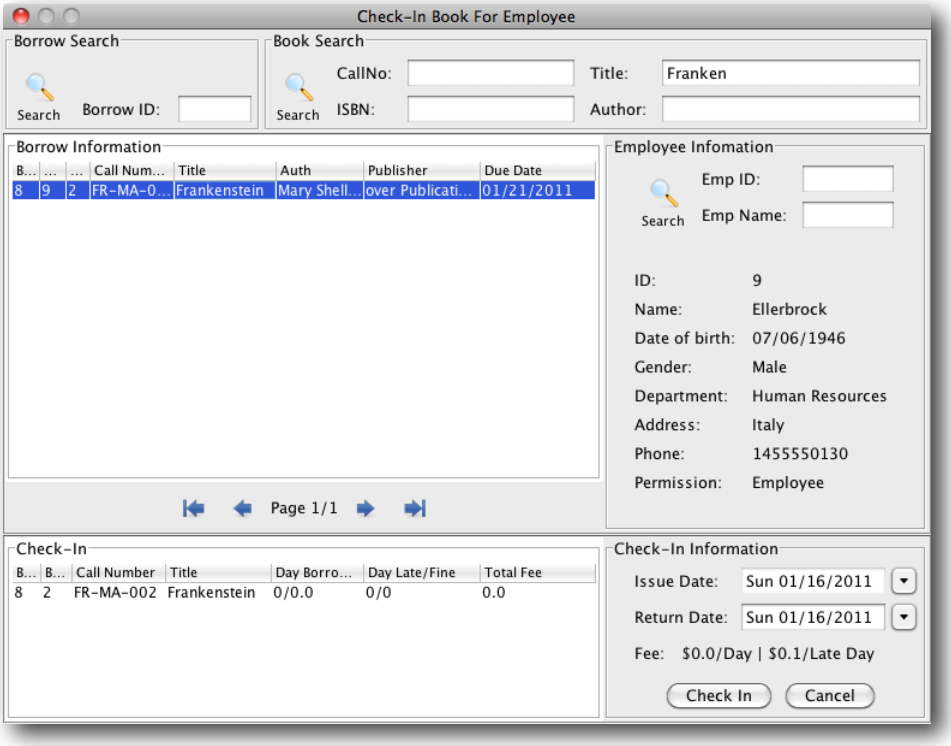
Click "**Check-out**" icon at borrow panel and a dialog will open.

First, you need search book to check out, when found ***double click*** to this book to select. Book selected will display on check-out table.

Second, you need find employee to check-out. Similar search book, you just search employee and **double click**. Employee info will display on right panel.

Finally, you need choice issue-date and due-date and click "**Check-out**" button.





3. Check-in

Click "**Check-in**" icon at borrow panel and a dialog will open.

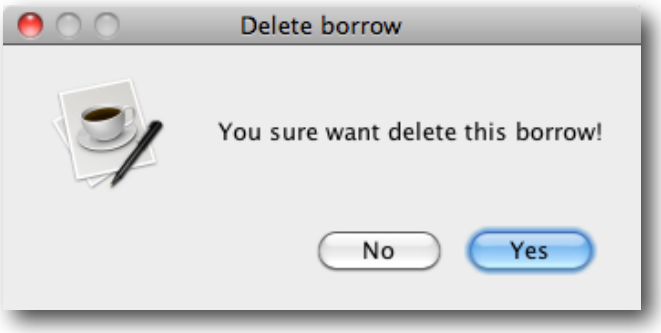
First, you need search borrow to check out. You can search by borrow id, by book information or by employee information.

Second, when found borrow need to check-in you just **double click** to this borrow detail and right panel will display borrower information. Then book need to return will display on check-in table.

Finally, you need choice return date and click "**Check-in**" button.

4. View a borrow

Choice a borrow on borrow management table and click button "**View**" or **double click** to this row, a dialog will open. You will see all information of borrow (Borrower and book).



5. Delete a borrow

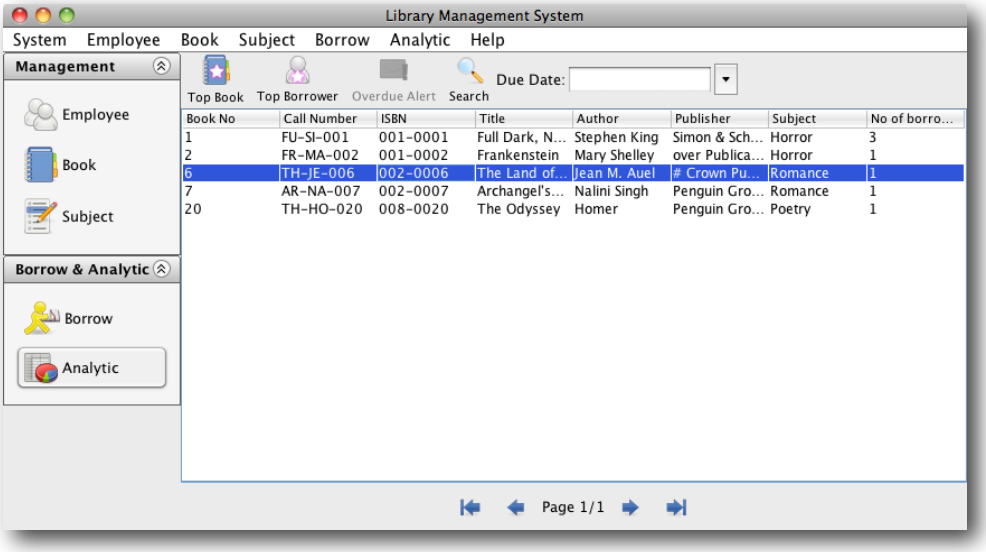
Choice a borrow on borrow management table and click button "**Delete**" a question panel will display. If you click "**Yes**" system will check borrow detail. If this borrow haven't check-in. An error message will display, otherwise delete successful message will display.

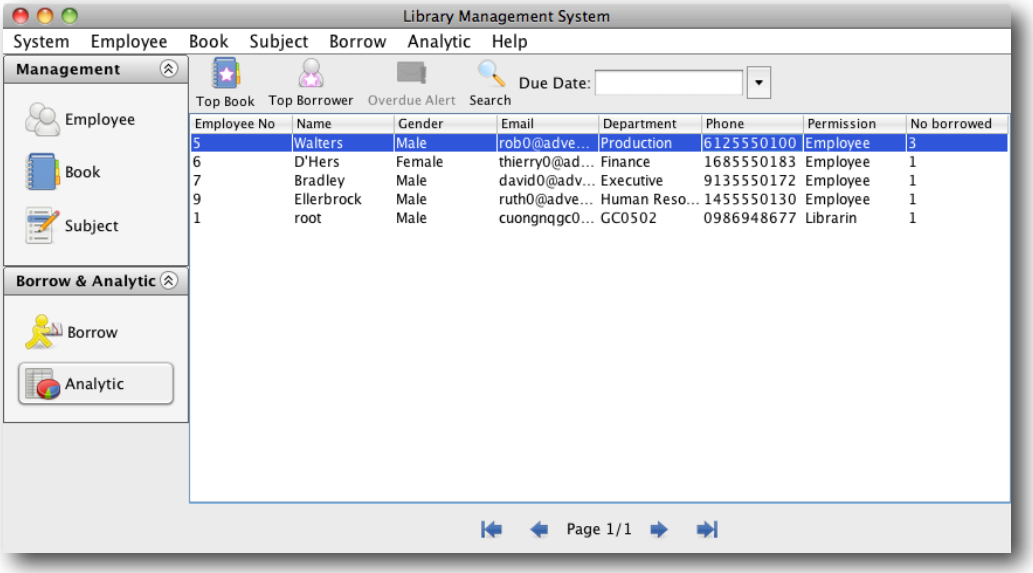
VII - ANALYTICS

How can I track top book borrowed or track top borrower?
How can I send a notify to borrower?

1. Top book

At analytic panel you just select "**Top book**" icon. Analytics table will fill all with all book borrowed order by number of borrowed.

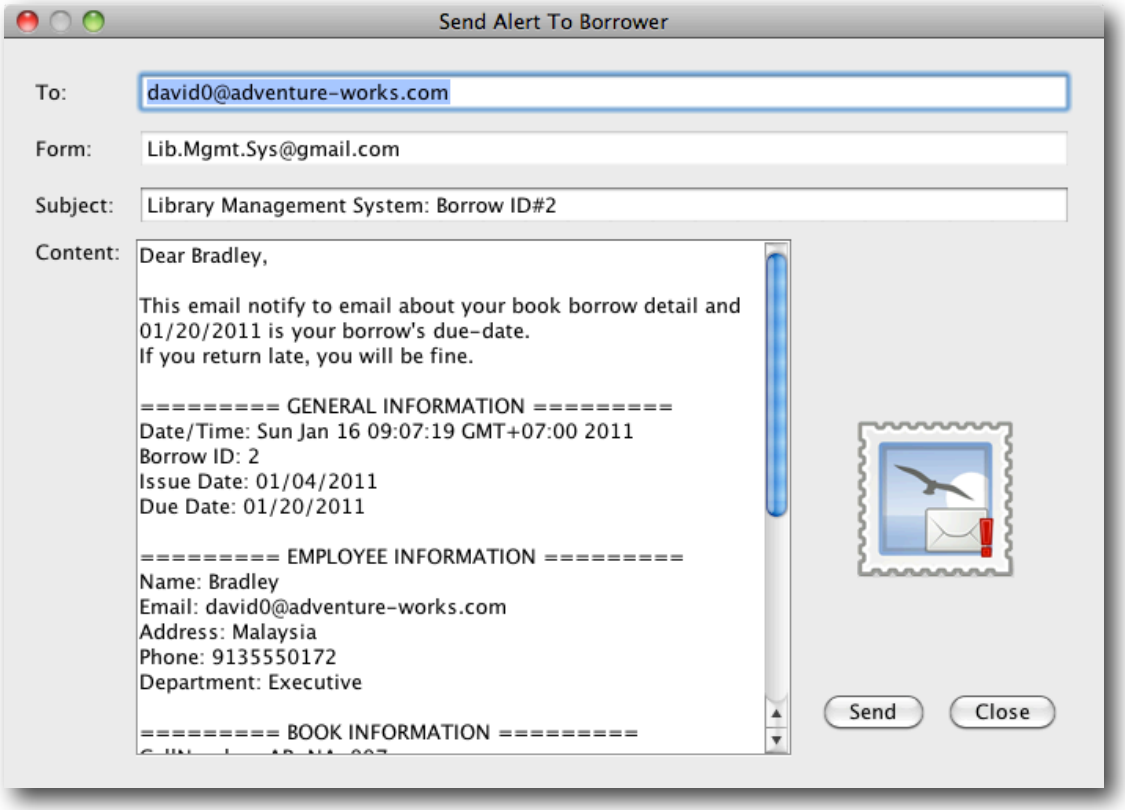




2. Top borrower

At analytic panel you just select "**Top borrower**" icon. Analytics table will fill all with all employee order by number book borrowed.

3. Send alert email



You need search borrower checked-out by due-date. At the list of borrow on analytic table you need select a borrow and click "**Overdue alert**" and a dialog will open. Now all information of borrow will fill up on content and employee email automatic typed on "To:". You can edit that.
Finally click "**Send**" button and email is sent. If any error display may be your email config doesn't correct, otherwise a send successful message will display.

*/*END*/*