



# FurEverHome

A PET ADOPTION RECORD SYSTEM

# USER MANUAL

BSIS - 3B  
DANILA | SIATON | TEOPE

# INTRODUCTION

FurEverHome is a web-based premium SaaS-style platform.

It manages every stage of the animal shelter lifecycle.

This system replaces manual lists with real-time analytics and clinical logs.

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## **THE COMMAND CENTER (DASHBOARD)**

The Dashboard provides a bird's-eye view of the whole facility

## **COMMUNICATION & MAINTENANCE**

An inbox feature that centralizes all conversations.

## **ANIMAL CARE & THE 360 PROFILE**

Register new arrivals with only three-step guided form and access every detail about an animal in one tabbed interface

## **ADOPTIONS & FOSTERS OPERATION**

Manage applications with drag-and-drop Kanban board.

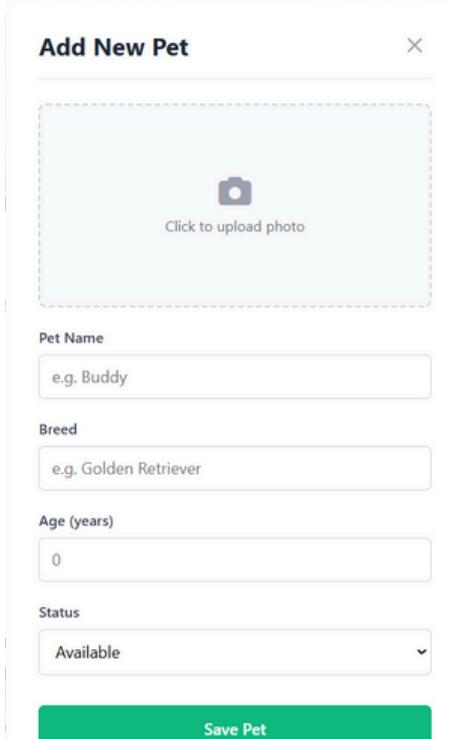
# Manage Pet Profiles

## CREATE

Easily **create pet profiles** with essential information, including name, age, breed, and health records, ensuring comprehensive details for potential adopters.

## EDIT

Update profiles seamlessly as pets change status, adapt to new information and ensure that all details remain accurate and current.



The screenshot shows a modal window titled 'Add New Pet'. It includes a dashed box for uploading a photo with a camera icon and the placeholder text 'Click to upload photo'. Below it are input fields for 'Pet Name' (e.g. Buddy), 'Breed' (e.g. Golden Retriever), 'Age (years)' (0), and 'Status' (Available). A green 'Save Pet' button is at the bottom.

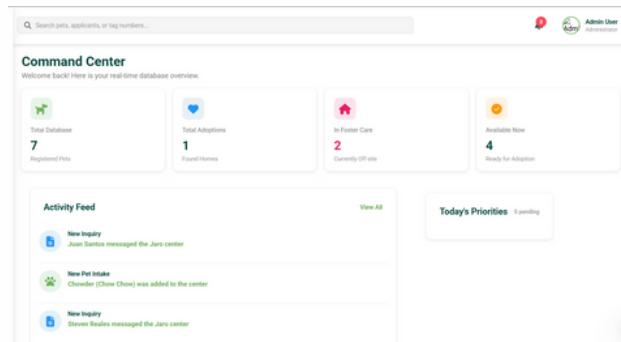
## DELETE

Remove profiles of pets that have been adopted or are no longer available, keeping the system organized and user-friendly for staff.

# Command Center (Dashboard)

## TRACK METRICS

View real-time cards that shows the current occupancy, adoption rates, and pending applications



## MONITOR OCCUPANCY

Use the integrated progress bar to see how much space remains in the facility.

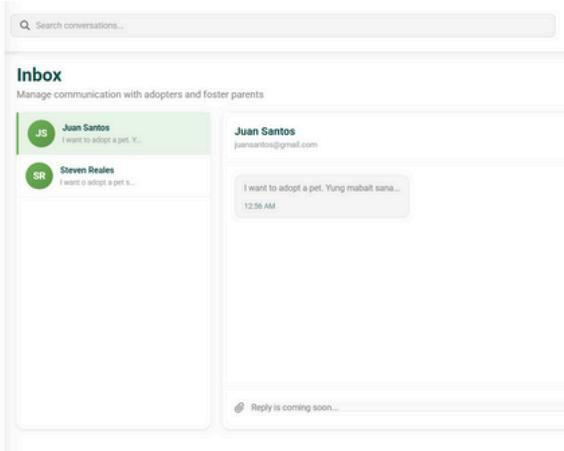
## MANAGE TASKS

Check the activity feed and task manager to prioritize the daily goals and view recent system activity.

## CRITICAL ALERTS

Identify immediate medical needs through a dedicated "Medical Alerts" section for critical cases.

# Communication Hub



## UNIFIED INBOX

Use the two-column layout to manage conversations. The left side lists threads, while the right displays the active chat with attachment and send tools.

## NOTIFICATION CENTER

Click the bell icon to open a dropdown panel with categorized alerts. Red indicates urgent medical issues, while light green signals new applications.

## CONTACT TAGS

Quickly identify the person you are chatting with through color-coded tags: Blue for Adopters, Purple for Foster Parents, and Orange for Volunteers.

# Animal Care & Clinical Management

## ADD PET WIZARD

Register new animals using a multi-step form that guides you through Basics, Medical, and Photos.

The screenshot shows a modal window titled "Add New Pet". It includes a placeholder for a photo with a camera icon and a "Click to upload photo" button. Below this are fields for "Pet Name" (e.g. Buddy), "Breed" (e.g. Golden Retriever), "Age (years)" (0), and "Status" (Available). A green "Save Pet" button is at the bottom.

The screenshot shows a list of behavioral logs for three pets: Molly, Boink, and Kidat. Each entry includes a small profile picture, the pet's name, last assessed date, and three progress sliders for Friendliness, Trainability, and Energy Level. Notes are also included: "Needs guidance" for Molly, "LOVABLE!" for Boink, and "Fun dog to be with!" for Kidat.

## MEDICAL BAY

Use this specialized view to track vaccination statuses and overdue tasks. It includes a critical alerts section for health priorities.

## BEHAVIORAL LOGS

Record and track social progress using personality tags and score sliders for friendliness, trainability, and energy.

## PET PROFILE 360

Access a comprehensive single-view record with tabs for full Medical History, Behavioral Analysis, and Bios.

# Adoption & Fosters Operation

The screenshot shows the 'Adoption Applications' section of the FurEverHome software. On the left, there's a sidebar with navigation links for Dashboard, Inbox, All Pets, Medical Bay, Behavioral Logs, Adoptions (which is selected), and Foster Network. A green button at the bottom says '+ Add New Pet'. The main area has a search bar at the top. Below it, the title 'Adoption Applications' is followed by a subtitle 'Review and process incoming requests (Real-Time)'. There are three application cards listed:

- Erden Jhed Teope** (erjope@gmail.com) Applying for: Bonk. Status: PENDING. Includes a note: "To give the love that they deserve. We have now a shelter for them in our house and already have a stable income to suffice whatever their needs. In hopes man ngt to have a companion in life :)" with 'Approve' and 'Reject' buttons.
- Ebenezer Danila** (danila.ebenezer@gmail.com) Applying for: Molly. Status: PENDING. Includes a note: "To have a companion" with 'Approve' and 'Reject' buttons.
- Nash Ervine Siaton** (nashervine@gmail.com) Applying for: Bailey. Status: PENDING. Includes a note: "Cherish and love them! I want them to be a part of our family." with 'Approve' and 'Reject' buttons.

At the top right of the main area, there are icons for notifications and user status ('Admin User'). A blue link 'View Public Form' is also present.

## ADOPTION PIPELINE

Manage applicants using a Kanban board. Drag and drop cards through five stages: New Inquiry, Interviewing, Home Visit, Trial Period, and Finalized.

## SCHEDULE INTERVIEWS

Within the "Interviewing" column, use the "Schedule Interview" button to open a modal with a calendar grid and time-slot selection.

# Adoption & Fosters Operation

The screenshot shows a search bar at the top with the placeholder "Search volunteers...". Below it is a section titled "Foster Network" with the subtitle "Manage foster homes and capacity". There are three filter buttons: "All", "Has Vacancy", and "Currently Active".  
  
Two foster home cards are displayed:

- Erden Jhed Teope** (Status: Full / Occupied)  
Capacity: 1/1 Filled  
CURRENT GUESTS / PREFERENCE:  
Boink Large Dogs  
Release Boink
- Nash Ervine Siaton** (Status: Open / Has Space)  
Capacity: 0/1 Filled  
CURRENT GUESTS / PREFERENCE:  
Puppies / Kittens  
Assign Pet

## CAPACITY METER

Check each foster's progress bar and specialty tags to ensure they aren't overwhelmed.

## FOSTER NETWORK

View the foster parents in a card grid. Filter by vacancy, active status, or "Special Needs Experienced" to find the best temporary home.

## NEW APPLICATION DRAWER

Use the slide-out panel on the right to manually enter new applicant details, including contact info and pet selection.