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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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.

Add New Pet   ✕

[📷 Click to upload photo]

Pet Name
e.g. Buddy

Breed
e.g. Golden Retriever

Age (years)
0
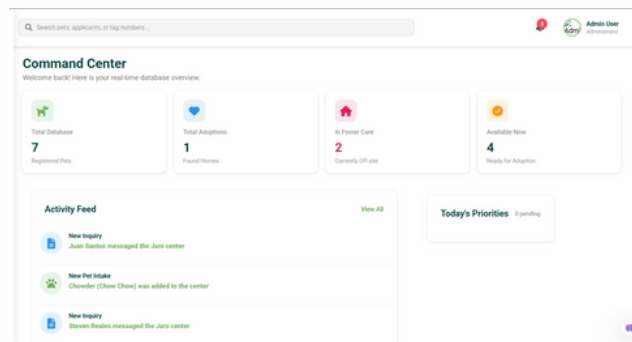
Status
Available

Save Pet

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

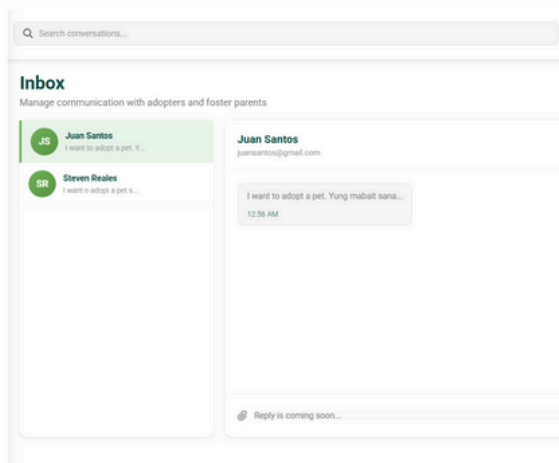Use the integrated progress bar to see how much space remains in the facility.

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.
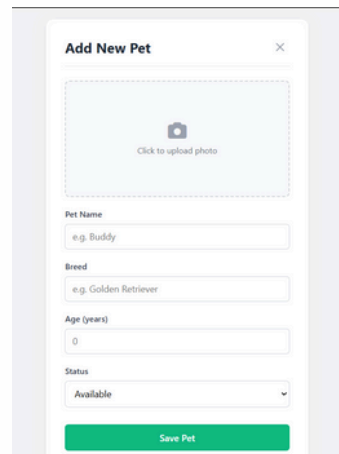
CONTACT TAGS

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
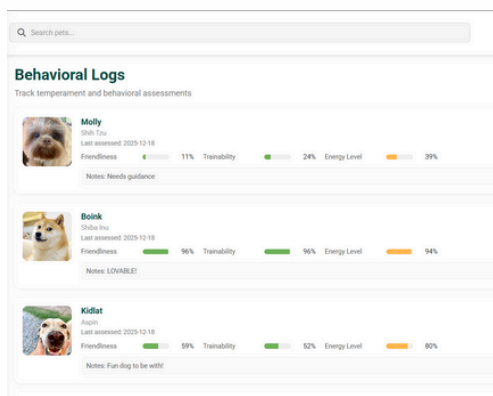
ADD PET WIZARD

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

BEHAVIORAL LOGS

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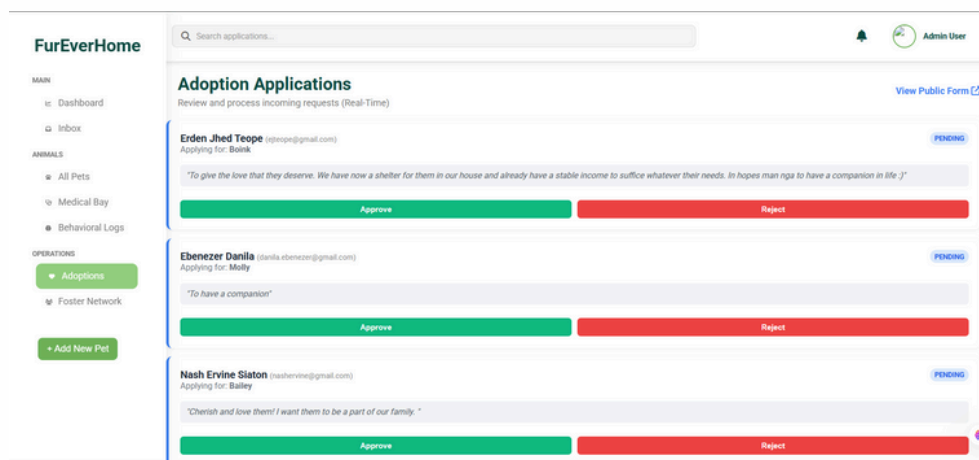

MEDICAL BAY

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

PET PROFILE 360

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

Adoption & Fosters Operation
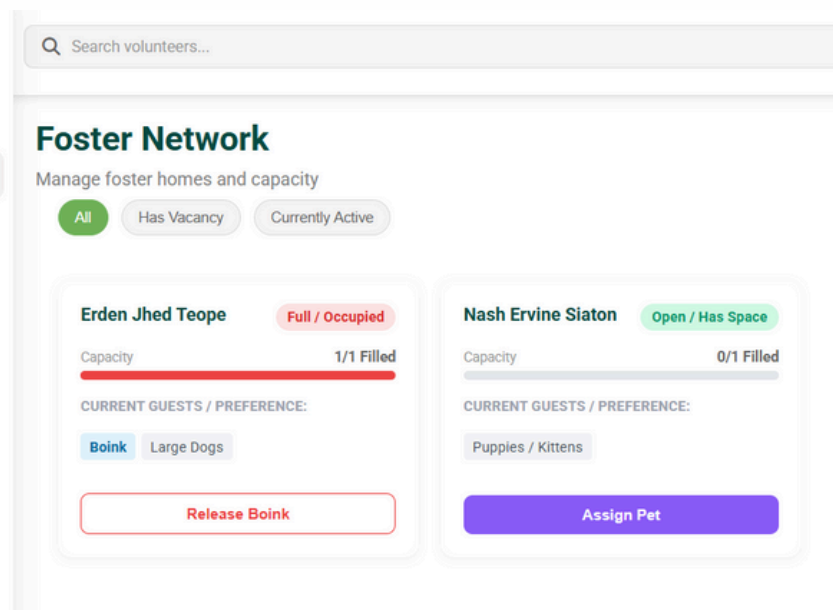

ADOPTION PIPELINE

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

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.