- **All options in our program can be specified using letters a, b, c, d, e unless otherwise stated in the program.
- 1. Download and unzip the project folder
- 2. Open a command prompt/terminal and navigate to the project folder directory
- 3. Enter the command: javac Run.java
- 4. Enter the command: java Run
- 5. The program has now started. You can choose the hotel you would like to access by typing a, b, or c as indicated
- 6. After choosing the hotel you can choose which type of user is using the system a customer or staff member using a or b keys. You can also quit the program from here.
- 7. If you choose customer, you will be asked to input your name, email and phone. Then you will be asked if you would like to make a reservation or a cancellation
- 8. If you choose reservation, you will be asked if you would like an advanced purchase booking for a 5% discount. Then choose what type of room you would like and if you would like to add another room. Next you will choose your check in date and how many nights you will stay. The total price will be displayed and you can choose if you would like to make the reservation or not at this stage. If you do, you will receive your reservation number. You will be asked if you would like to use the system again.
- 9. If you choose to make a cancellation you will need to input the reservation number for the reservation and then the reservation will be cancelled.
- 10. If you chose staff initially, you will have the option to choose between a supervisor and an administrator.
- 11. If you choose supervisor, you will have the following five options:
 - Make a reservation functions the same as for customer
 - Make a cancellation functions the same as for customer
 - Give a discount enter the reservation number and then enter the discount amount you would like, eg. 10.5 for a 10.5% discount
 - Request data analysis enter the dates for the analytics (date format dd-mm-yyyy) and then the data analysis will be complete. A DataAnalytics.csv file will be generated detailing the revenue of the hotel for a fixed period as well as the most common room types and number of rooms occupied over the period of time.
 - Set weekly prices for room choose a type of room to change its price and then input the prices for Monday to Sunday in the form 45, 56, 76, 56, 34, 54, 54
- 12. If you choose hotel desk administrator, you will have two options make a reservation and make a cancellation, both of which function the same as for a customer.