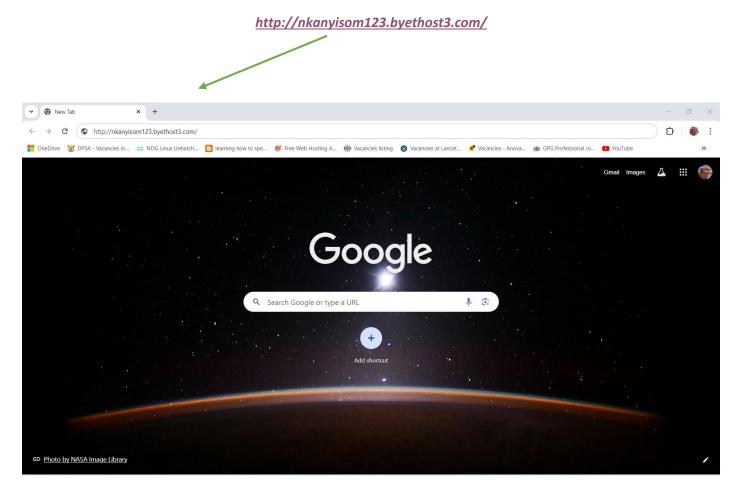
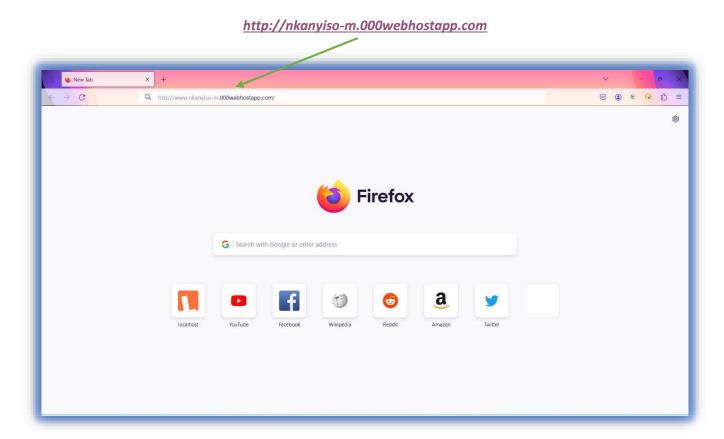
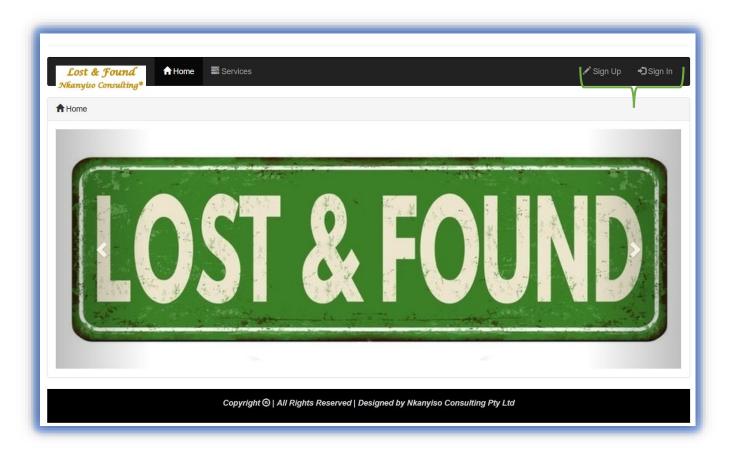
I hosted this website in two web hosting site in case one of this hosting is down since they are free webhost Open the Browser and search any



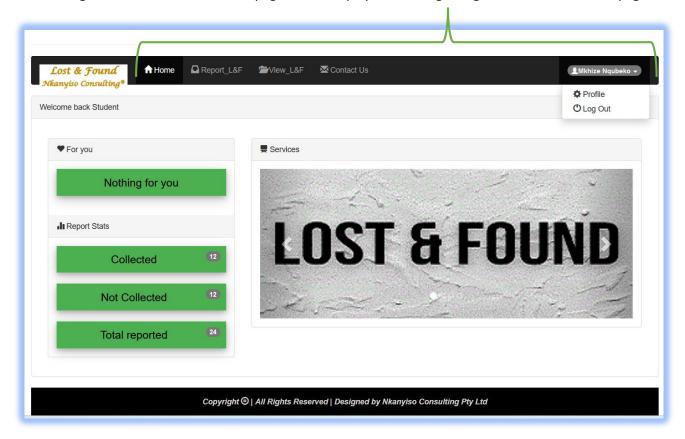




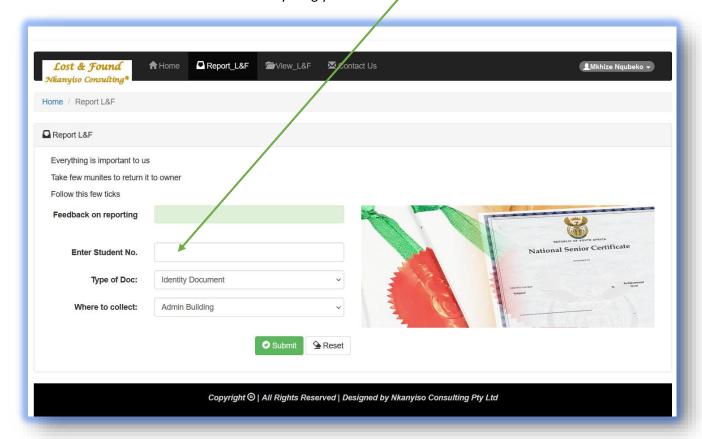
Just *Sign-Up* if you do not have an account yet and wait for Admin to approve your account or *Sign-In* if you already have done so.

Sign-In as a Student

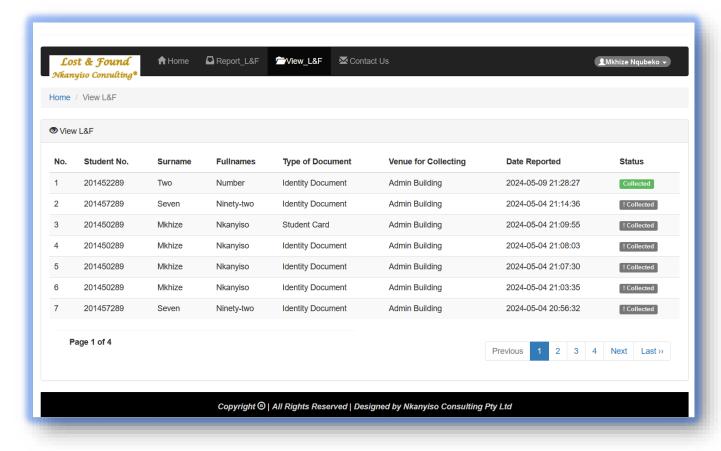
Once Sign-In as a Student the below page will be displayed, showing Navigation tabs to different pages



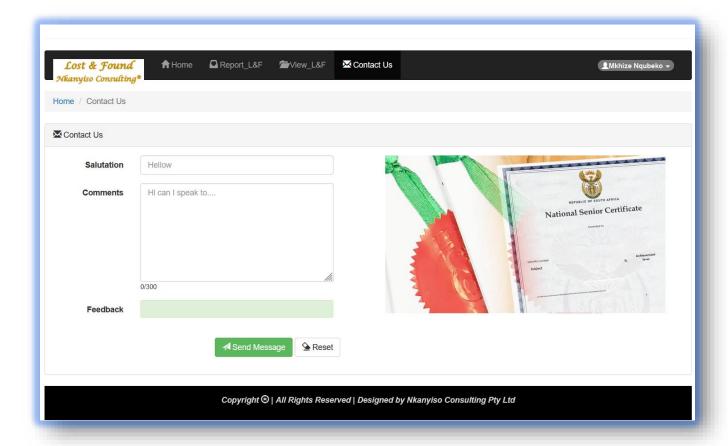
On the **Report_L&F** tab is where you can type the Identifier (*Student Number*) of the found document and select the *type of that document*, then below there you **select where the owner can come and collect it** once done everything you can Press **Submit** Button



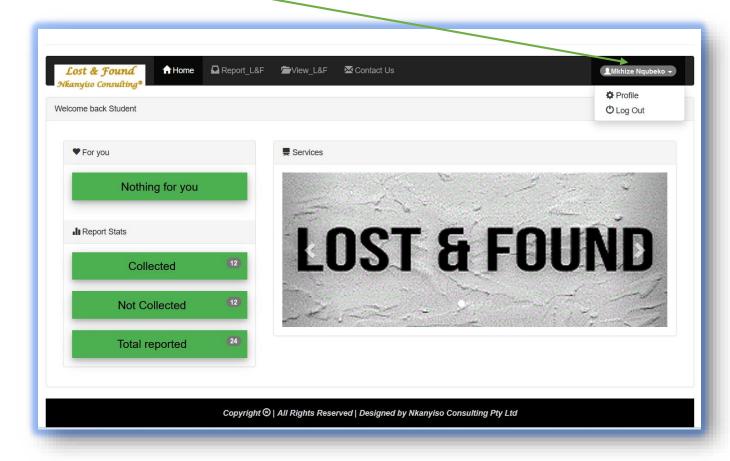
On the View_L&F tab is where you can view information about documents that have been reported and also see the status of each document Collected, !Collected



On the Contact Us tab is where you can send us a messages

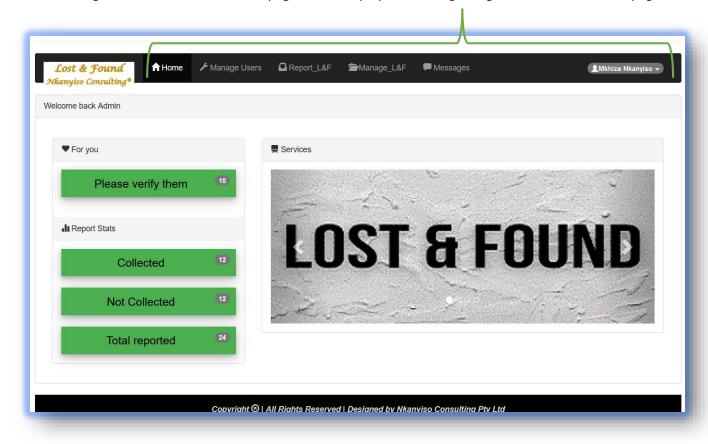


On the **Username** you find a dropdown arrow where you can find **Profile** to update the information about yourself, including changing the default password to a more secured one. And also **Log Out** button

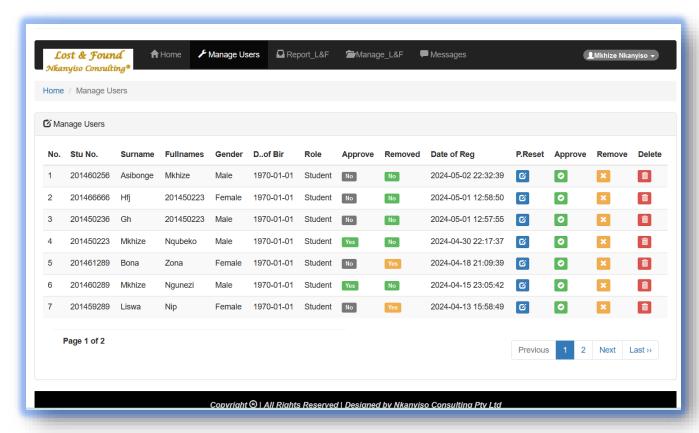


Sign-In as a Admin

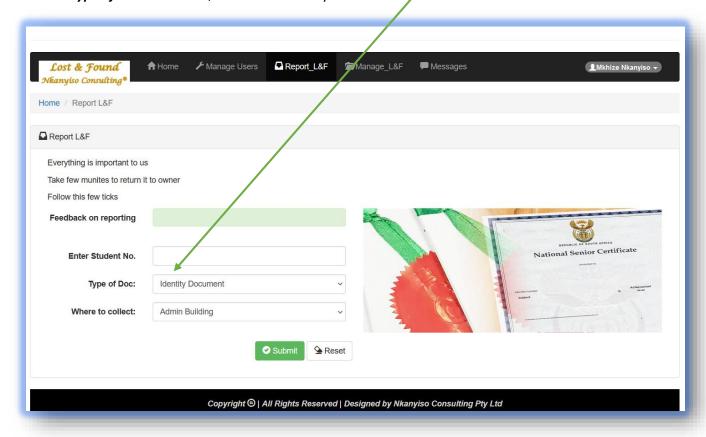
Once Sign-In as a Student the below page will be displayed, showing Navigation tabs to different pages



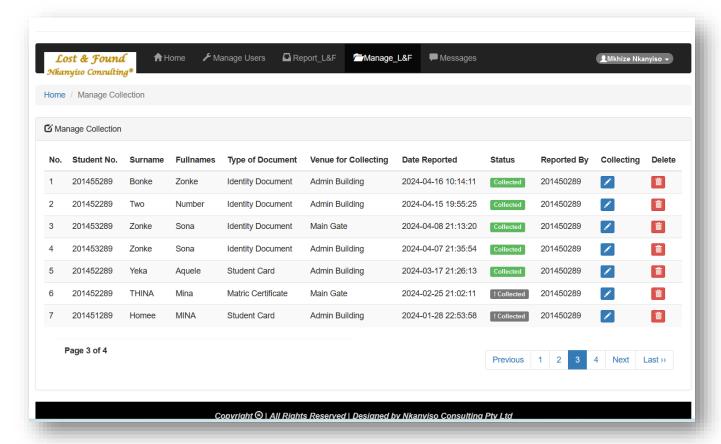
On the **Manage Users** tab is where you can view information about registered users, as Admin you can **Approve**Users, **Remove** Users, **Reset** Users **Password** and also **Delete** Users



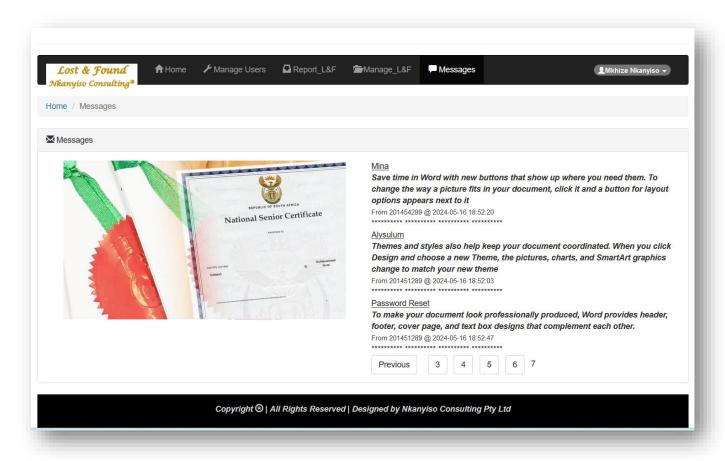
On the **Report_L&F** tab is where you can type the Identifier (*Student Number*) of the found document and select the *type of that document*, then below there you **select where** the owner can come and collect it



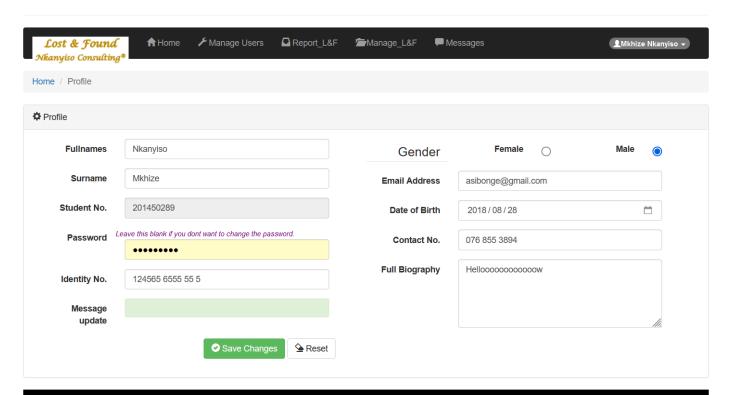
On the Manage_L&F tab is where you can view information about documents that have been reported, If the owner of the document come to collect the Admin can then change the Status by clicking collecting button. The Admin can also Delete the information



On the Messages tab is where you can read all the messages sent by users



On the **Username** you find a dropdown arrow where you can find **Profile** to update the information about yourself, including changing the default password to a more secured one. And also **Log Out** button



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