

EXCELLO AUTOMOTIVE

MAY 2023

# USER GUIDE



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**PREPARED AND PRESENTED BY**

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# 1. Introduction

Excello Automotive's web-based data management application improves employee efficiency by providing quick and easy access to the company's database. The intuitive interface allows data to be searched, filtered and viewed in an orderly fashion. In addition, data can be securely added, modified and deleted. With interactive charts and graphs, users understand the information and make more informed decisions. In short, this application optimises daily operations by streamlining Excello Automotive's data management and analysis.

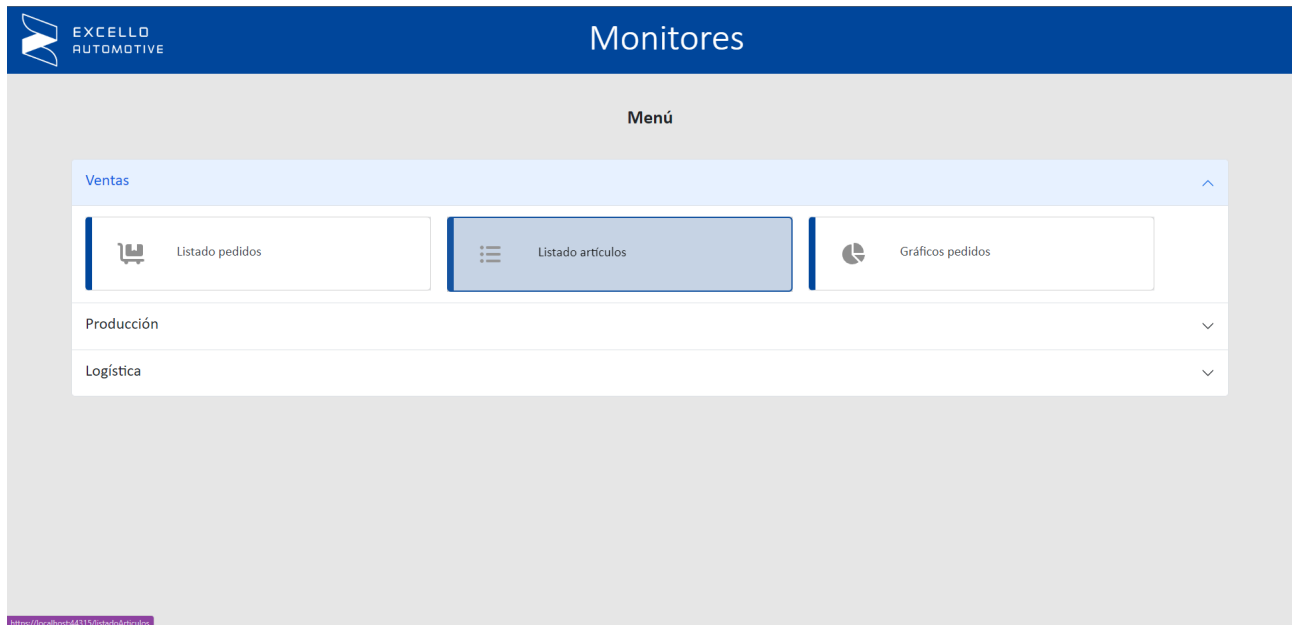
This manual aims to provide you with a comprehensive guide on how to efficiently use this application and get the most out of its features.

## 2. Web access

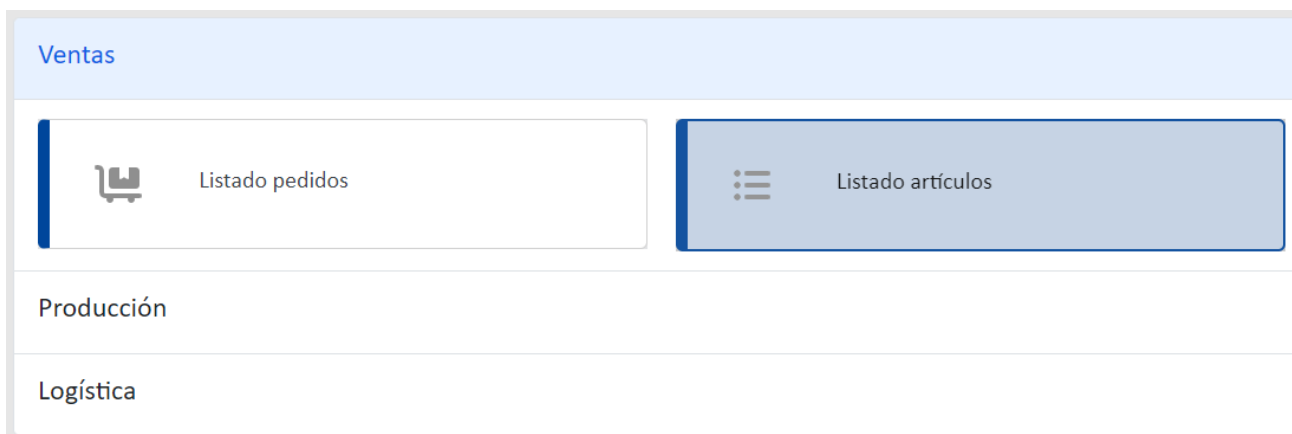
To access the data management application, make sure you have an internet connection and a compatible web browser, such as Google Chrome, Mozilla Firefox or Microsoft Edge. Open your browser and visit the Excello Automotive website. Then find the link or tab that takes you to the data management application and click on it. You will be redirected to the homepage.

### 3. Main screen

The following screen will be shown, this is the main page where you will find the drop-down navigation menu. This menu is the centre of the whole website, as this is where you will navigate between all the pages.



Full homepage

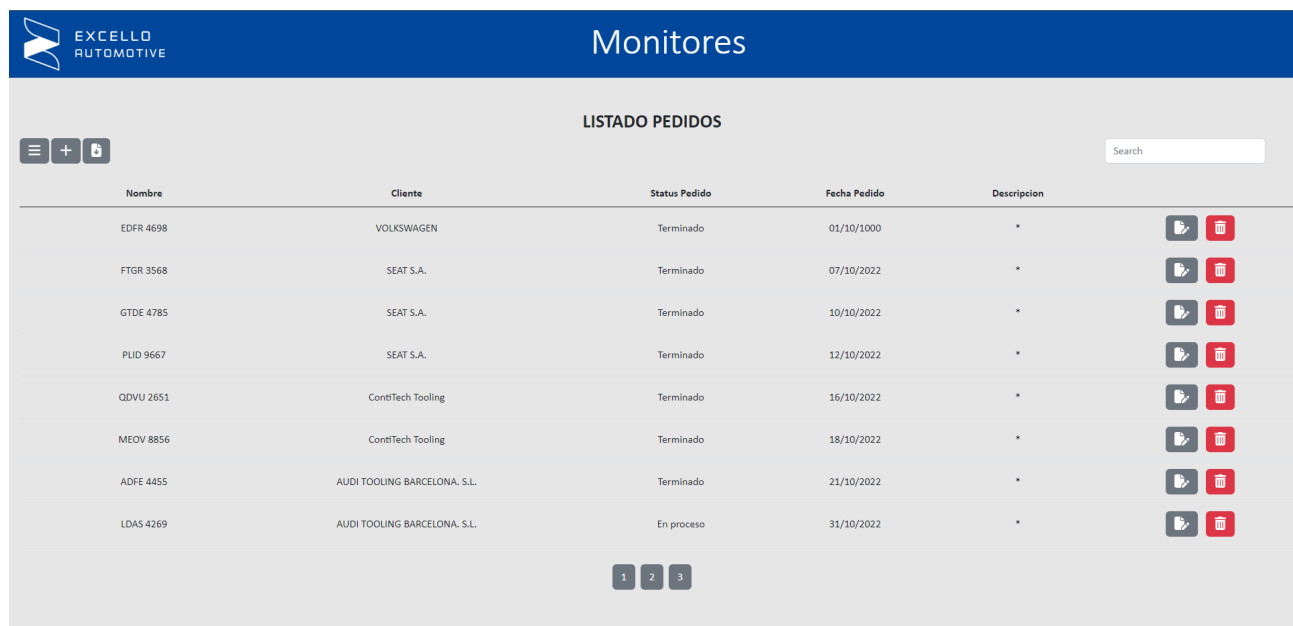


Navigation menu

## 4. Tables

As mentioned above, data can be displayed both in tables and graphs. In this case we are going to focus on tables and their functionalities. Tables can be found in the order and item lists in sales, customer and supplier lists in production, and finally in the warehouse input and output lists in logistics. We are going to take the example of the order list to show the functionalities, these are going to be repeated in all the tables.

This is the complete page that is shown when selecting list of orders:

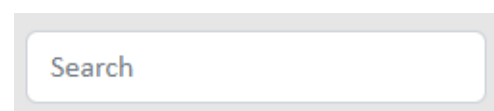


The screenshot shows a web application interface for 'EXCELLO AUTOMOTIVE'. The main header is 'Monitores'. Below it, the title 'LISTADO PEDIDOS' is centered. On the left, there is a toolbar with three icons: a hamburger menu, a plus sign, and a document with a download arrow. On the right, there is a search bar labeled 'Search'. The table below has five columns: 'Nombre', 'Cliente', 'Status Pedido', 'Fecha Pedido', and 'Descripcion'. Each row represents an order and includes two action icons on the right: a magnifying glass and a trash can. At the bottom of the table, there are three pagination buttons labeled '1', '2', and '3'.

Nombre	Cliente	Status Pedido	Fecha Pedido	Descripcion
EDFR 4698	VOLKSWAGEN	Terminado	01/10/1000	*
FTGR 3568	SEAT S.A.	Terminado	07/10/2022	*
GTDE 4785	SEAT S.A.	Terminado	10/10/2022	*
PLID 9667	SEAT S.A.	Terminado	12/10/2022	*
QDVU 2651	ContiTech Tooling	Terminado	16/10/2022	*
MEOV 8856	ContiTech Tooling	Terminado	18/10/2022	*
ADFE 4455	AUDI TOOLING BARCELONA. S.L.	Terminado	21/10/2022	*
LDAS 4269	AUDI TOOLING BARCELONA. S.L.	En proceso	31/10/2022	*

The header will always be displayed along with the logo at the top, followed by the title of the page you are viewing and then a toolbar.

In this we can find on the left side a button that will direct us to the main page (navigation menu), a button that allows us to add data, and another one to export the data shown in an Excel file. Finally we will find a search engine to filter the data by any of the fields, on the right hand side.



## ADD DATA IN A TABLE

The selected option will display a complete form with all the fields necessary to collect detailed information. This form includes fields for personal data, employment data and additional details, depending on which data is concerned there will be some fields or others.

The form contains the following fields and controls:

- Nombre:** A text input field.
- Cliente:** A dropdown menu with the placeholder text "Selecciona un cliente".
- Status Pedido:** A dropdown menu with the placeholder text "Selecciona un status".
- Fecha Pedido:** A date input field showing "16/05/2023" with a calendar icon.
- Descripción:** A large text area for additional details.
- Footer:** A checkbox labeled "Aceptar los términos y condiciones" and an "Agregar" button.

The form contains both restrictions to only let you select states, customers or suppliers already created as well as aids to facilitate the date with a small calendar.

The dropdown menu for "Status Pedido" is open, showing the following options:

- Selecciona un status
- Terminado
- En Proceso** (highlighted in blue)
- Cancelado

The date picker for "Fecha Pedido" is open, showing a calendar for May 2023. The date "16" is selected. The interface includes navigation arrows, a month/year selector, and "Borrar" and "Hoy" buttons.

At a glance you can see the most important part which is the visualisation of the data stored in the database. Eight data will always be displayed for each page:

Nombre	Cliente	Status Pedido	Fecha Pedido	Descripcion
EDFR 4698	VOLKSWAGEN	Terminado	01/10/1000	*
FTGR 3568	SEAT S.A.	Terminado	07/10/2022	*
GTDE 4785	SEAT S.A.	Terminado	10/10/2022	*
PLID 9667	SEAT S.A.	Terminado	12/10/2022	*
QDVU 2651	ContiTech Tooling	Terminado	16/10/2022	*
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Next to each order we can see two buttons that will allow us to carry out the actions of modifying or deleting. At all times we will be allowed to go back to the previous page where the data were, as well as to go back to the main navigation menu.



### MODIFYING DATA IN A TABLE

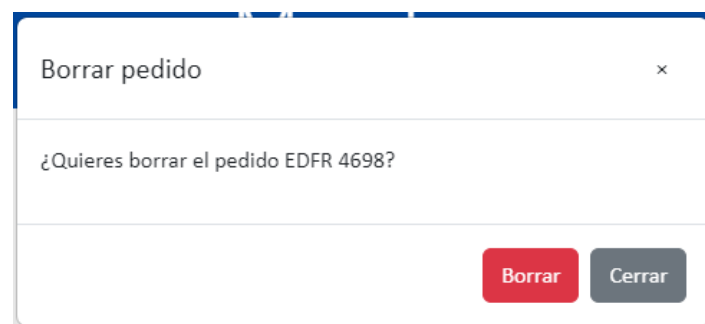
To modify any type of data, a form will be displayed with all the data previously filled in. Clicking on "Modify" will automatically change the data in the database and redirect you to the data list.

Nombre	EDFR 4698	Cliente	VOLKSWAGEN
Status Pedido	Terminado	Fecha Pedido	01/10/1000
Descripción	*		
<button>Modificar</button>			

### DELETE DATA IN A TABLE

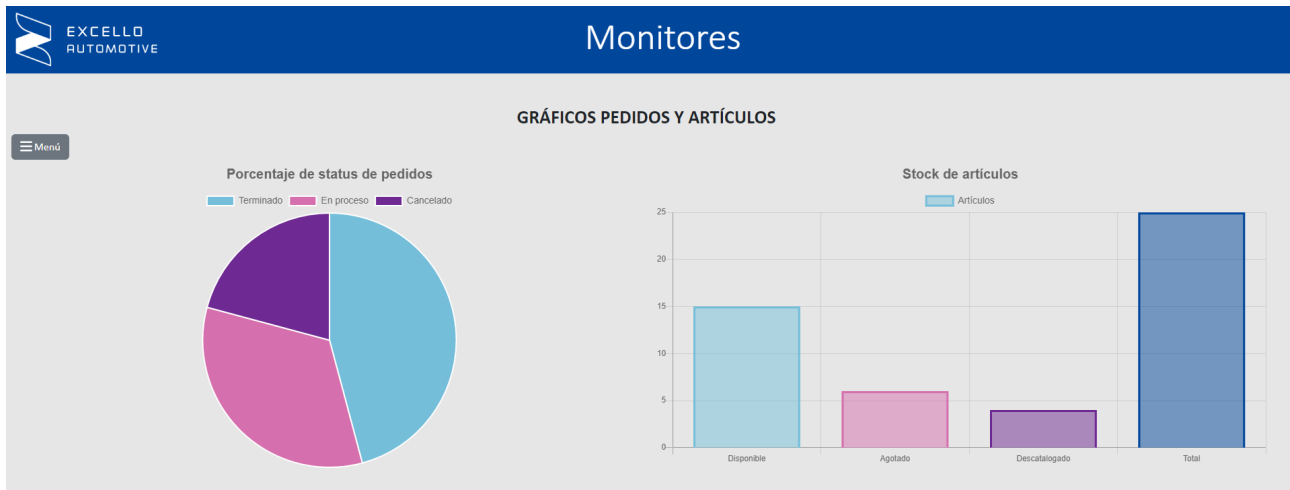
To delete one of the data, simply select the corresponding button and then confirm that you really want to delete it in the pop-up window that appears.

This will finally delete the selected data from the database and update the list table.

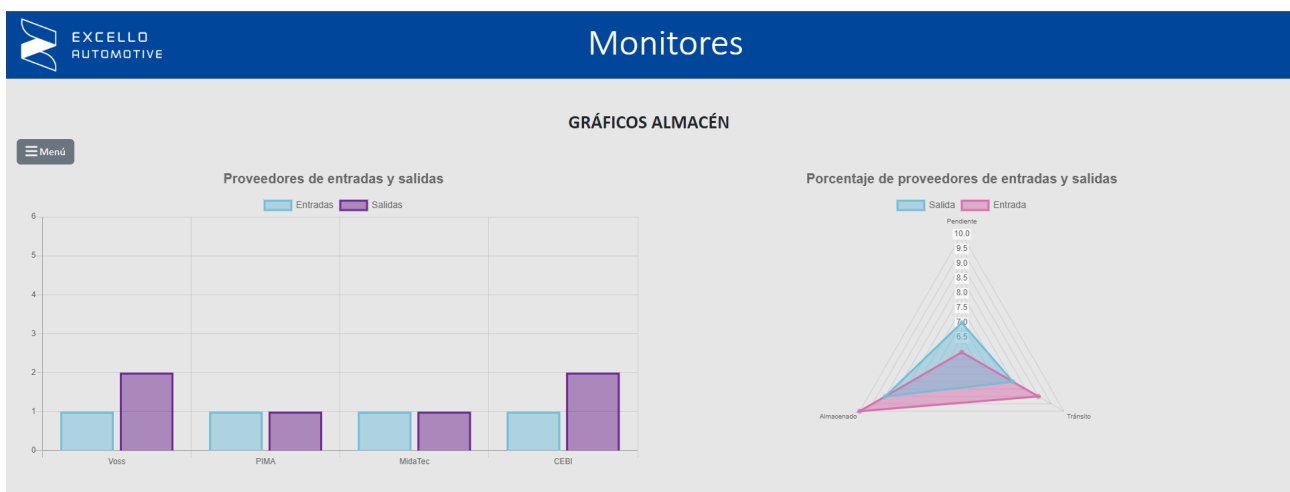


## 5. Charts

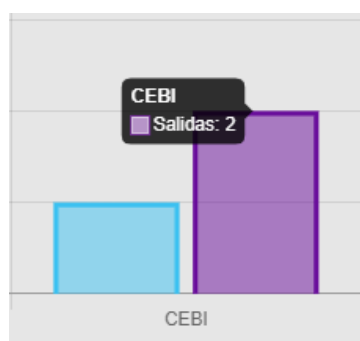
There are two pages with graphics, the sales page and the logistics page. Each of these two pages has two different graphics each. These graphs give the possibility to edit the visibility of the fields, as well as having a legend and labels that help to understand them.



Sales page



Logistics page



Labels of chart