



User Manual

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I. Introduction

1.1. Intended Readership

This document covers the application capabilities and features for the following users of UMTdb:

- ♦ Administrator
- ♦ Registered User

1.2. Applicability

This Web Application User Manual applies to UMTdb version 1.9.2.

1.3. Purpose

The purpose of this manual is to aid users in installing and using the UMTdb system.

1.4. How to use this document

- ♦ Chapter 2 mentions the System Requirements for this system
- ♦ Chapter 3 provides an overview of all the features of the system
- ♦ Chapter 4 provides a step-by-step tutorial in accomplishing the tasks in the system

II. Installation

2.1. Software Requirements

Web browser (Google Chrome highly recommended but also runs in Mozilla Firefox and IE 10)

- ♦ Mozilla Firefox Link

<https://download.mozilla.org/?product=firefox-stub&os=win&lang=en-US>

- ♦ Google Chrome Link

https://www.google.com/intl/en_uk/chrome/browser/desktop/index.html

Local Server (for offline viewing)

- ♦ XAMPP Link

<https://www.apachefriends.org/download.html>

2.2. User Accounts

There are two types of registered users: admin and user. The table below shows the log-in credentials for the admin and some users.

III. Feature Overview

The table below shows the features that are available for each user types

.

IV. Tutorials

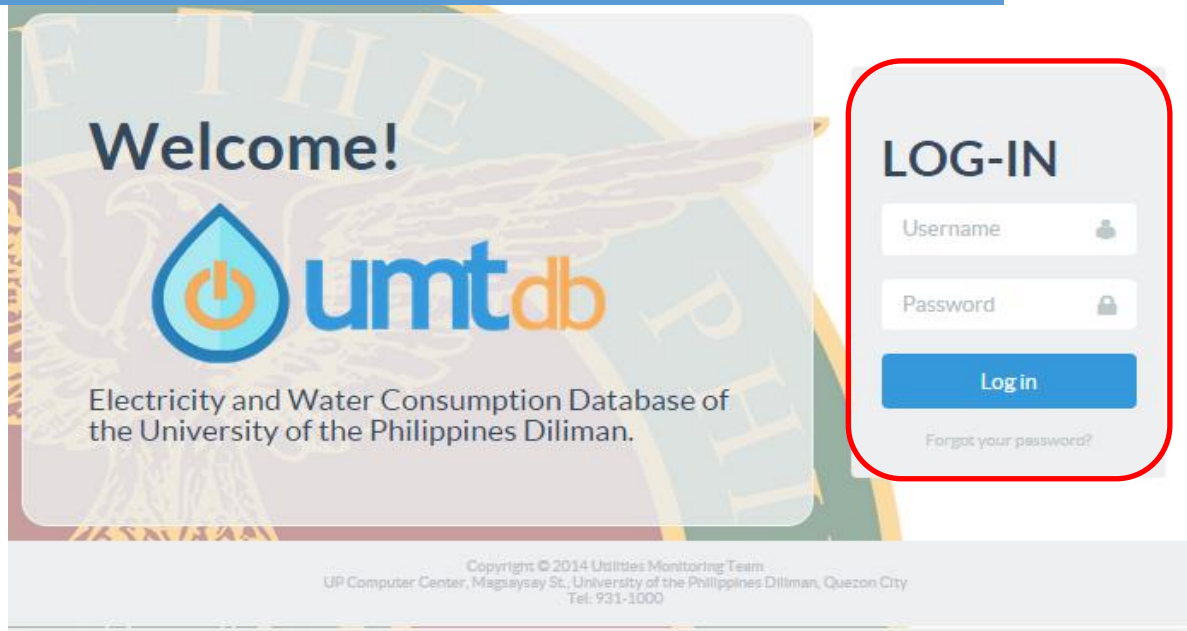


Figure 4.1. Overview of the Homepage

4.1 Logging-in

To log-in, in your browser, go to the log-in page ('index/view'). The Log-in dialog is located on the right side of the UMTdb Homepage as highlighted in Figure 4.1.

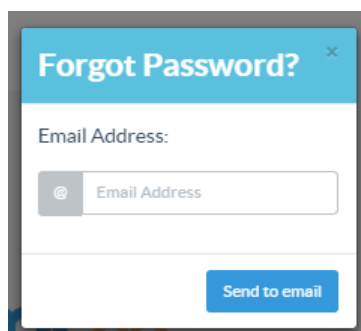


Figure 4.2 The Forgot Password dialog

4.2 Resetting Password

To reset password, click the Forgot your password link located below the log-in form and type your email address. Open your email inbox and use the sent temporary password to access your account. You can change your password in your profile

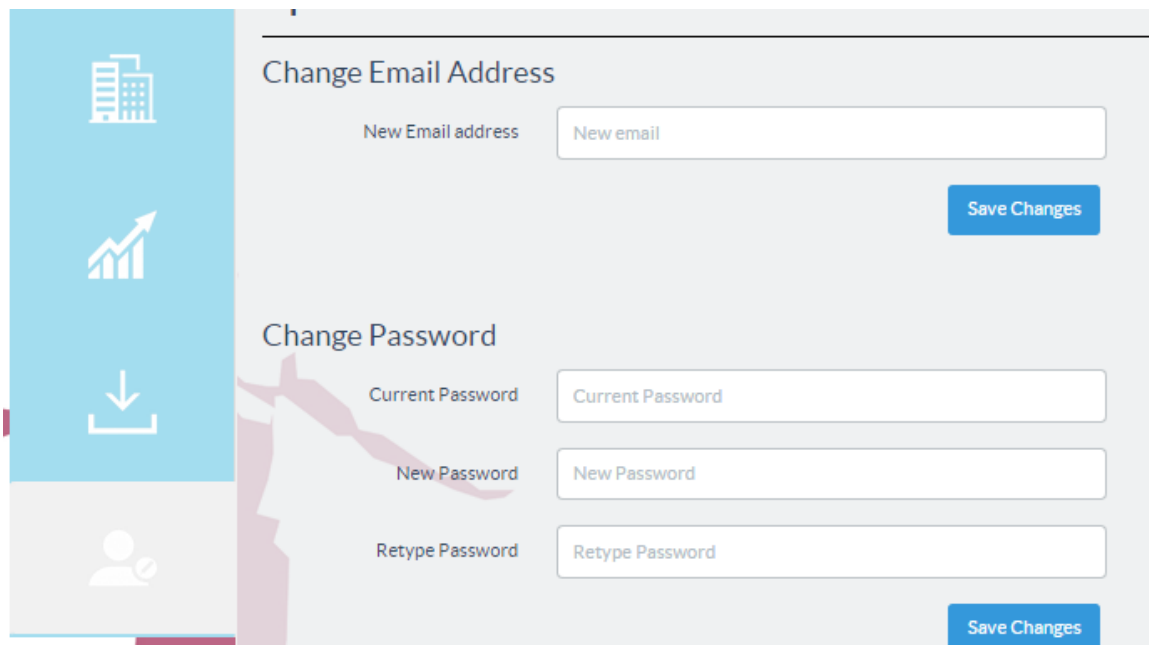


Figure 4.3 Overview of the Admin Panel and the Update Profile Section

4.3 Updating User Information

To change your email and/or your password. Log-in to your account and open the Update Profile Section via the Update profile icon highlighted on the lower left section of Figure 4.3.

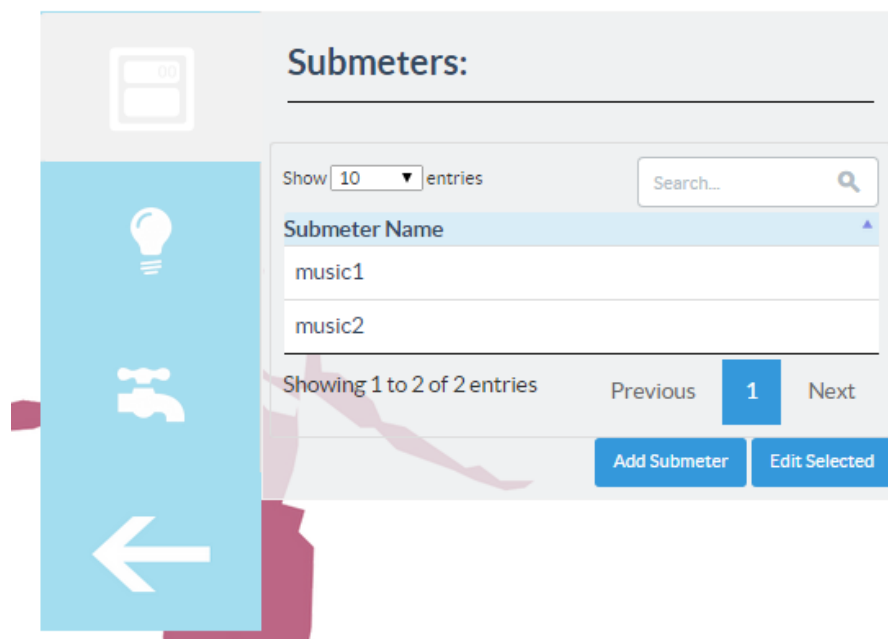


Figure 4.4 Overview of the Building View Page

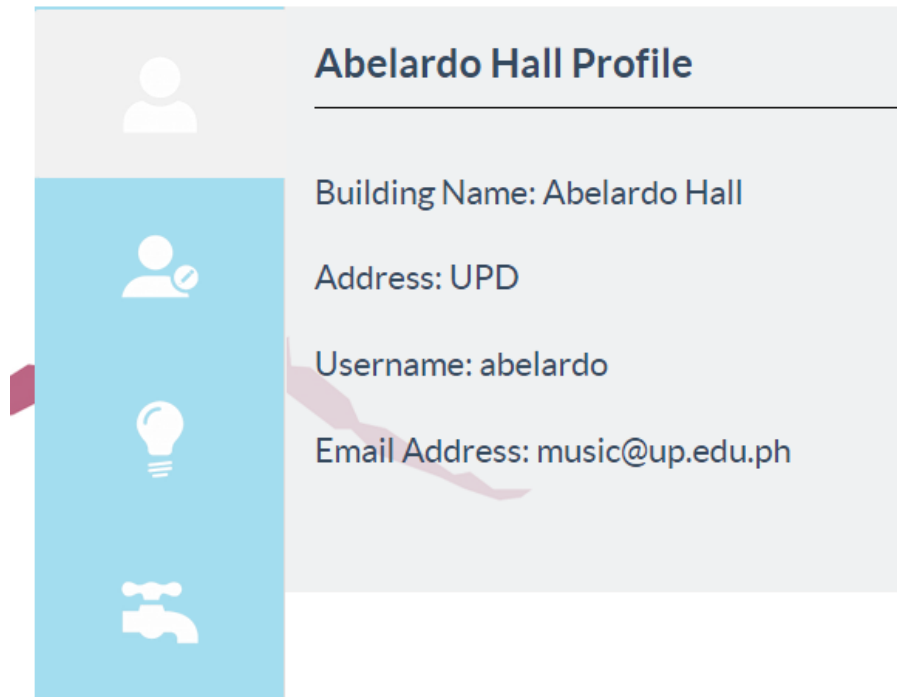


Figure 4.5 Overview of the User Panel

4.4 Viewing Tables

Admin:

In the Admin Panel, go to the Buildings Section via the Buildings icon located in the top left corner in Figure 4.3. Select the row of the corresponding building you want to view and click the View Selected button at the bottom of the table. In the building view page, the tables can be viewed by clicking the submeters, electricity and water icons respectively.

User:

In the User Panel, the tables can be viewed by clicking the electricity and water icons located in the bottom left part of the page as shown in Figure 4.5.

Edit Building Information

Username

abelardo

Building Name

Abelardo Hall

Save

Figure 4.6. The Edit Building Form

Add Building

Username

(Optional) Default: Building name in lowercase

Password

(Optional)Default: Building name in lowercase

Building Name

Building Name

Email

Email

Address

Address

Add

Figure 4.7. The Add Building Form

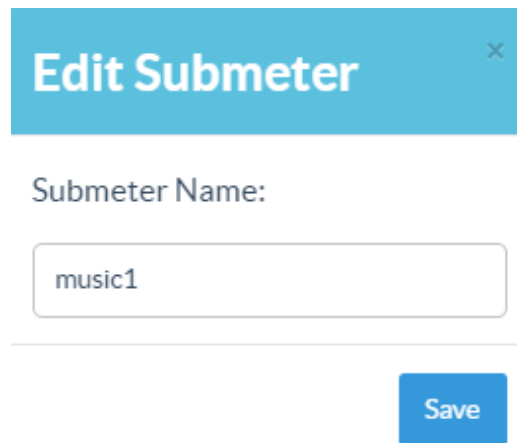
4.4.a Altering Tables: Buildings

Editing Building Entries

In the Building section, click the building entry you want to edit and click the Edit Selected button located on the bottom of the table. Input the new values for Building Name and Username and click Save.

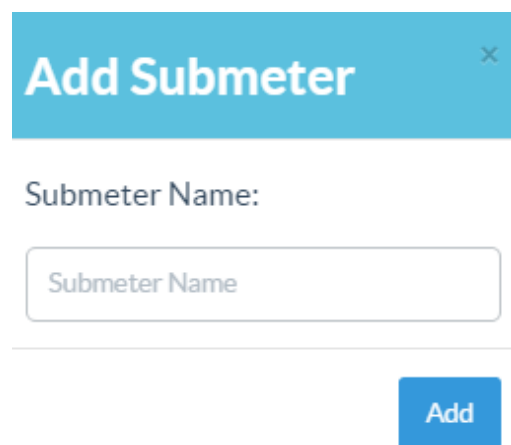
Adding Building Entries

In the Building section, click Add Building button located on the bottom of the table. Enter the building information and click Add. Note that the Username and Password fields are optional and would take the lowercase value of Building Name if left blank.



The 'Edit Submeter' form is a light blue modal window with a title bar containing the text 'Edit Submeter' and a close button (X). Below the title bar, the label 'Submeter Name:' is followed by a text input field containing the value 'music1'. A horizontal line separates the input field from a blue 'Save' button located at the bottom right of the form.

Figure 4.8. The Edit Submeter Form



The 'Add Submeter' form is a light blue modal window with a title bar containing the text 'Add Submeter' and a close button (X). Below the title bar, the label 'Submeter Name:' is followed by a text input field with a placeholder text 'Submeter Name'. A horizontal line separates the input field from a blue 'Add' button located at the bottom right of the form.

Figure 4.9. The Add Submeter Form

4.4.a Altering Tables: Submeters

Editing Submeter Entries

In the Building View page, click the submeter entry you want to edit and click the Edit Selected button located on the bottom of the table. Input the new value for Submeter Name and click Save.

Adding Submeter Entries

In the Building View page, click the Add Submeter button located on the bottom of the table. Input the name of the submeter and click Save.

Edit Entry

Service ID

Start Date

End Date

Total Cc

Total Cost

Upload JPEG file

Figure 4.10. An Example of Edit Entry Form (Water)

Save

00

Lightbulb icon

Water tap icon

Back arrow icon

Water Consumption Form

Service ID

Start Date

End Date

Total Cc

Total Cost

Upload JPEG file

Figure 4.11. An Example of Add Entry Form (Water)

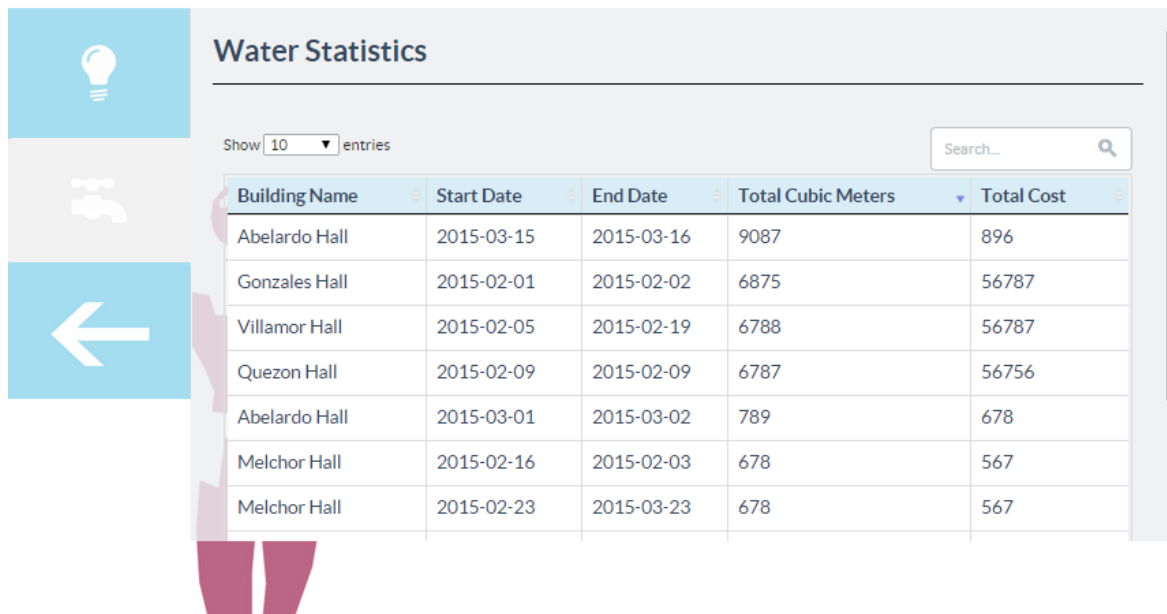
4.4.a Altering Tables: Bill Entries

Editing Electricity / Water Entries

In the Building View Page, click the Electricity/Water icon to go to the electricity/water section. Click the entry you want to edit and click Edit Selected. Input the changes and click Save.

Adding Electricity / Water Entries

In the electricity/water section, click the Add Input tab. Type the entry information for the bill and click Submit. The new entry will be shown as the page reloads.



The interface for 'Water Statistics' features a sidebar with icons for a lightbulb, a faucet, and a back arrow. The main content area has a title 'Water Statistics', a 'Show 10 entries' dropdown, and a search bar. Below these is a table with 5 columns: Building Name, Start Date, End Date, Total Cubic Meters, and Total Cost. The table contains 8 rows of data for various halls.

Building Name	Start Date	End Date	Total Cubic Meters	Total Cost
Abelardo Hall	2015-03-15	2015-03-16	9087	896
Gonzales Hall	2015-02-01	2015-02-02	6875	56787
Villamor Hall	2015-02-05	2015-02-19	6788	56787
Quezon Hall	2015-02-09	2015-02-09	6787	56756
Abelardo Hall	2015-03-01	2015-03-02	789	678
Melchor Hall	2015-02-16	2015-02-03	678	567
Melchor Hall	2015-02-23	2015-03-23	678	567

Figure 4.12. Water Statistics Table

4.4 Doing Statistics

In the Admin Panel, go to the Statistics section by clicking on the statistics icon located below the building icon. Input the duration of years and months and click Submit. Note that all the fields are optional and the default values will be used if they are left blank. The resulting table for electricity and water entries will be sorted in default according to decreasing consumption units. The table can be sorted according to the other fields by clicking on the header of each column.

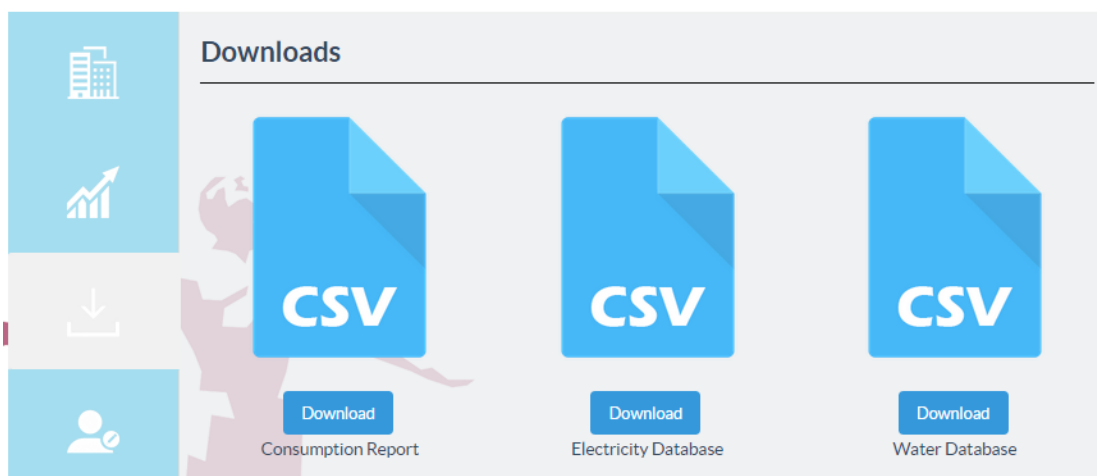


Figure 4.13. The Downloads Section

Download Report ×

Report Type Report Type ▼

Building Name BuildingName ▼

Year Year

Starting Month Starting month ▼

Prepared By Name Position

Noted By Name Position

Download

Figure 4.14. The Download Reports Form

4.14 Downloading Reports and Databases

Reports

Go to the downloads section by clicking the download icon located above the profile icon in the Admin Panel. Download reports by clicking the Consumption Report Download button and typing the required information in the Download Report form. Click the Download button to save the file.

Databases

Go to the downloads section by clicking the download icon located above the profile icon in the Admin Panel. Download the databases for electricity and water consumption by clicking their corresponding Download buttons.