



Faculty of Science and Technology
420-436-VA | System Development

USER GUIDE

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USER GUIDE

USERS

The web application has two types of users: Super Admin (SA) users and Admin (A) users. Super Admins have access to all features of the web application, whereas Admins only have access to limited features such as the Calculator, View Inventory, and Search Products, and Filter Products.

LOG IN

To log into the web application, the user must enter their email and password.

If the user's email is found within the system's database of registered users, and the password matches the registered password in the system's database, the user will be redirected to the 2-factor authentication page.

If the user's email is not found within the system's database of registered users, and/or the password does not match the registered password in the system's database, the web application will display a message prompting the user to enter the correct information.

2FA

They will be prompted to enter a code, which will be sent to their email. They must enter the code on the 2-factor authentication page where indicated.

If the code matches, they will gain access to the web application, and be redirected to the Inventory page.

If the entered code doesn't match, the web application will display a message prompting the user to enter the correct code. If the user doesn't receive the code, they

will have the option to resend another code to their email.

FORGOT PASSWORD

If the user wants to reset their password, the user must click on the “Forgot Password” link. They will then be redirected to the “Forgot Password” page, where they will be prompted to enter their email.

If the user’s email is found within the system’s database of registered users, the web application will send an email to the user with a link to change their password.

If the user’s email is not found within the system’s database of registered users, the web application will display a message saying that email is not valid and prompt the user to enter a valid email.

APPLICATION

Once the user is logged in, they will gain access to the web application, and will be able to navigate between the different pages of the web application, located in the left-hand menu. The different pages of the web application are:

- Inventory,
- Calculator,
- Employee Management (only accessible and visible to Super Admin users).

The Sign Out option will also be located in the menu.

INVENTORY

Upon clicking on the Inventory page, the users will first see the list of all products in the Inventory. The products will be displayed in a table with their information (i.e., product ID, name, unit, family name, category name, supplier name, low stock, and stock). Each product in the table will also have a checkbox next to it.

- **PRODUCT ID:** The product ID is a unique number which identifies the product in the database.
- **NAME:** The name of the product.
- **UNIT:** The unit is the unit in which the product comes in (i.e., bags, tubes, boxes). For example, glue products typically come in tubes, while insulation generally comes in bags.
- **FAMILY NAME:** The family name is the form in which the product comes in (i.e., spray, liquid, plank, etc.).
- **CATEGORY NAME:** The category name refers to the category the product belongs in (i.e., glue, building, isolant, miscellaneous).
 - GLUE: This category contains adhesives.
 - BUILDING: This category contains products used for building, like planks.
 - ISOLANT: This category contains insulation material, such as wool, foam, etc.
 - MISCELLANEOUS: This category contains miscellaneous products, such as nails, and screws.
- **SUPPLIER NAME:** The supplier name refers to the suppliers that carry the product.
- **LOW STOCK:** The low stock refers to the quantity at which the product would be considered low in stock. If no low stock alert is considered, the user can set it as 0.
- **STOCK:** The stock is the quantity of product currently in the inventory.

- **-----SEARCH FOR PRODUCTS:**

Users will have the option to search for specific products by name by clicking on the search bar located at the top-right of the page, and entering the product's name.

- **----FILTER PRODUCTS:**

Users will have the option to filter products by category by clicking on the filter icon located at the top-right of the page, and selecting a specific category (i.e., glue, insulation, building, miscellaneous).

Those are all the features that Admin users have access to.

Only the Super Admin users will have the option to either add a product, modify a product's information, delete one or more products, or modify a product's stock.

- **----ADD PRODUCT:**

Super Admin users can add new products to the inventory. The user must provide a name for the product in French, as well as the initial product stock, a low stock value, the unit of measurement, a product category and family, and the supplier which stocks the product when adding a product or modifying a product's information. An English name for the product can also be provided, however this is optional.

Glues must also have a cure time and strength value provided. The cure time is how long the adhesive takes to dry. The glue strength refers to the strength of the adhesive's hold (i.e., Extra Strength, Medium Strength, Low Strength).

Insulation must also have an insulation strength value provided. The isolant strength refers to how effective the insulation is, meaning how effectively it insulates, and prevents heat transfer.

Only one product may be added at a time.

To modify a product's information, delete one or more products, or update a product's stock, the user must first click the checkbox next to the product.

- **----MODIFY PRODUCT INFORMATION:**

Super Admin users can modify the existing information of products in the

inventory (i.e., name in English, name in French, category, family, unit of measurement, supplier, low stock alert amount, and current stock). Only one product's information may be modified at a time.

- **-----DELETE PRODUCT(S):**

Super Admin users can remove products from the inventory. Multiple products can be removed at a time.

- **-----UPDATE STOCK:**

Super Admin users can update the stock amount of products in the inventory. Multiple products' stock may be updated at a time.

EMPLOYEE MANAGEMENT

This page is only available to Super Admin users. This page is not visible to Admins.

Upon clicking on the Employee Management page, the Super Admin users will first see the list of all registered users, meaning all employees of the business. The employees will be displayed in a table with their information (i.e., name, email, birthdate, and admin type (Admin or Super Admin)). Each employee in the table will also have a checkbox next to them.

The Super Admin users will have the option to either add an employee, modify an employee's information, or delete one or more employees.

To modify an employee's information, or delete one or more employees, the user must first click the checkbox next to the employee.

- **-----SEARCH FOR EMPLOYEES**

Super Admin users can search for a specific employee by name by clicking on the search bar located at the top-right of the page, and entering the employee's name.

- **----ADD EMPLOYEE:**

Super Admin users can register new employees, so that they may have access to the web application. The user must provide the name, email, birthdate and specify an admin type for the employee in question (i.e., Admin or Super Admin).

Additionally, a default password will be randomly generated, so that the newly-added employee may access the web application. The added user can then change their default password using the “Forgot my Password” feature. Only one employee may be added at a time.

- **----MODIFY EMPLOYEE INFORMATION:**

Super Admin users can modify the existing information of employees (i.e., name, e-mail, birthdate, and admin type (i.e., Admin or Super Admin)). Only one employee’s information may be modified at a time.

- **----DELETE EMPLOYEE(S):**

Super Admin users can remove employees in case of termination. Multiple employees can be removed at a time.

CALCULATOR

Both Admin and Super Admin users can use the calculator to calculate both the amount of a specific size of wooden plank and the amount of insulation that the user will need to construct a wall.

- **----CALCULATE THE AMOUNT OF LUMBER AND INSULATION NEEDED TO CONSTRUCT A WALL:**

Users can calculate the amount of lumber and insulation needed to construct a wall. The length, height and thickness of the wall as well as the spacing between the lumbers have to be provided for the calculation.

SIGN OUT

The user can click the Sign Out option in the left-hand menu to sign out of the web application. A confirmation will be shown before signing out.