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# CHAPTER 1

# 1.1: Problem Statement

**DOUBLE A PROPERTY MANAGEMENT SYSTEM**

Double A is a property management firm which allocates vacant houses to tenants and collects rent on behalf of landlords.

Currently, the firm manages houses in estates classified as: low income, middle income and high income. The low income estates have small and medium size houses. The middle income estates have medium size and big houses. The high income estates have big houses only. Rent for small houses range from Ksh 3,000 to Ksh 8,000 per month, medium houses range from Ksh 8,000 to Ksh 15,000 and big houses cost above Ksh 15,000.

Some landlords own different sizes of houses located across the various estates.

A person interested in a house visits the office and inquires from the receptionist on the availability of a house in the estate of interest. If there is a vacant house, the potential tenant is referred to the agent in charge of the vacant house with whom they sign a tenancy agreement. Tenants can pay rent in advance or in installments.

Any outstanding rent balances after 10th of every month attracts a daily penalty of 0.5% of the outstanding amount. Any tenant who does not pay their balances are carried forward to the next month. All the money collected on behalf of landlords is remitted to them at the end of the month less 5% commission.

The firm employs estate agents who earn 1% commission on the money they collect within the month. It also employs a receptionist, office assistant, an accountant and a manager who are all paid fixed monthly salaries. Apart from salaries, the company incurs expenses on office equipment, office rent, fuel, vehicle maintenance and other miscellaneous expenses.

Develop a well documented system to:

* track the payments by tenants and the remittance of the money to the landlords.
* keep track of all the company expenses and therefore determine the profit realized by the company.
* generate a statement at any time showing the tenant’s payment history.
* generate receipts for every payment made.
* generate a statement showing the rent collected between any two time periods on demand.
* track money collected by each agent.
* track defaulters.
* track vacant houses.

# CHAPTER 2

## 2.1: Coding

### 2.1.1: Codes used in the About Form

Private Sub Command1\_Click()

Unload Me

menuform.Show

End Sub

### 2.1.2: Codes used in the Agent Earnings Form

Private Sub Command1\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command7.Enabled = False

'Command6.Enabled = False

'Command8.Enabled = False

'Command5.Enabled = False

'Command4.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command2\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Or Text6.Text = "" Or Text7.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command7.Enabled = True

'Command6.Enabled = True

'Command8.Enabled = True

'Command5.Enabled = True

'Command4.Enabled = True

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command4\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text8.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Agent\_No]='" & search & "'"

If .EOF Then

MsgBox "The Agent Number you specified was not found. Please ensure that you typed the correct Agent Number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text8.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text9.Text = "Male"

End If

End Sub

Private Sub Option2\_Click()

If Option2.Enabled = True Then

Text9.Text = "Female"

End If

End Sub

### 2.1.3: Codes used in the Agents Form

Private Sub Command1\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command7.Enabled = False

'Command6.Enabled = False

'Command8.Enabled = False

'Command5.Enabled = False

'Command4.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command2\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Or Text6.Text = "" Or Text7.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command7.Enabled = True

'Command6.Enabled = True

'Command8.Enabled = True

'Command5.Enabled = True

'Command4.Enabled = True

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command4\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text8.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Agent\_No]='" & search & "'"

If .EOF Then

MsgBox "The Agent Number you specified was not found. Please ensure that you typed the correct Agent Number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text8.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text9.Text = "Male"

End If

End Sub

Private Sub Option2\_Click()

If Option2.Enabled = True Then

Text9.Text = "Female"

End If

End Sub

### 2.1.4: Codes used in the Company Expenses Form

Private Sub Command1\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command2\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command4\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command5\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command3.Enabled = False

'Command2.Enabled = False

'Command4.Enabled = False

'Command1.Enabled = False

'Command8.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command6\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command3.Enabled = True

'Command2.Enabled = True

'Command4.Enabled = True

'Command1.Enabled = True

'Command8.Enabled = True

End If

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command8\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text6.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Receipt\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct Receipt Number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text6.Text = ""

End With

End If

End Sub

### 2.1.5: Codes used in the Company Income Form

Private Sub Command1\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command10\_Click()

Dim Valsearch As String

search = Text6.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Agent\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct agent number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text6.Text = ""

End With

End If

End Sub

Private Sub Command2\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command4\_Click()

Dim one, result As Double

one = Val(Text1.Text)

result = one \* 0.04

Text2.Text = result

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command6\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command3.Enabled = False

'Command2.Enabled = False

'Command5.Enabled = False

'Command1.Enabled = False

'Command9.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command7\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command3.Enabled = True

'Command2.Enabled = True

'Command5.Enabled = True

'Command1.Enabled = True

'Command9.Enabled = True

End If

End With

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command9\_Click()

Unload Me

menuform.Show

End Sub

### 2.1.6: Codes used in the Employees Form

Private Sub Command1\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command2\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command4\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command5\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command4.Enabled = False

'Command3.Enabled = False

'Command2.Enabled = False

'Command1.Enabled = False

'Command8.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command6\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text6.Text = "" Or Text5.Text = "" Or Text7.Text = "" Or Text8.Text = "" Or Text9.Text = "" Or Text10.Text = "" Or Text11.Text = "" Or Text13.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command4.Enabled = True

'Command3.Enabled = True

'Command2.Enabled = True

'Command1.Enabled = True

'Command8.Enabled = True

End If

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command8\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text12.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Employee\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct employee number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text12.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text13.Text = "Male"

End If

End Sub

Private Sub Option2\_Click()

If Option1.Enabled = True Then

Text13.Text = "Female"

End If

End Sub

### 2.1.7: Codes used in the Estates Form

Private Sub Command1\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command7.Enabled = False

'Command6.Enabled = False

'Command8.Enabled = False

'Command5.Enabled = False

'Command4.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command10\_Click()

Dim vacant, occupied, total As Single

occupied = Val(Text7.Text)

total = Val(Text4.Text)

vacant = total - occupied

Text5.Text = vacant

End Sub

Private Sub Command2\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Or Text6.Text = "" Or Text7.Text = "" Or Text8.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command7.Enabled = True

'Command6.Enabled = True

'Command8.Enabled = True

'Command5.Enabled = True

'Command4.Enabled = True

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command4\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text9.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Estate\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct estate number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text9.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text8.Text = "Low Income"

End If

End Sub

Private Sub Option2\_Click()

If Option2.Enabled = True Then

Text8.Text = "Middle Income"

End If

End Sub

Private Sub Option3\_Click()

If Option3.Enabled = True Then

Text8.Text = "High Income"

End If

End Sub

### 2.1.8: Codes used in the Landlords Form

Private Sub Command1\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command7.Enabled = False

'Command6.Enabled = False

'Command8.Enabled = False

'Command5.Enabled = False

'Command4.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command2\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Or Text6.Text = "" Or Text7.Text = "" Or Text8.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command7.Enabled = True

'Command6.Enabled = True

'Command8.Enabled = True

'Command5.Enabled = True

'Command4.Enabled = True

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command4\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text9.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Landlord\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct landlord number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text9.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text10.Text = "Male"

End If

End Sub

Private Sub Option2\_Click()

If Option1.Enabled = True Then

Text10.Text = "Female"

End If

End Sub

### 2.1.9: Codes used in the Menu Form

Private Sub mnuaboutsystem\_Click()

aboutform.Show

Unload Me

End Sub

Private Sub mnuagentearnings\_Click()

agentearningsform.Show

Unload Me

End Sub

Private Sub mnuagentearningsrpt\_Click()

agentearningsreport.Show

End Sub

Private Sub mnuagents\_Click()

agentsform.Show

Unload Me

End Sub

Private Sub mnuagentsrpt\_Click()

agentsreport.Show

End Sub

Private Sub mnucalc\_Click()

Shell "calc.exe"

End Sub

Private Sub mnucompanyexpenses\_Click()

companyexpensesform.Show

Unload Me

End Sub

Private Sub mnucompanyexpensesrpt\_Click()

companyexpensesreport.Show

End Sub

Private Sub mnucompanyincome\_Click()

companyincomeform.Show

Unload Me

End Sub

Private Sub mnucompanyincomerpt\_Click()

companyincomereport.Show

End Sub

Private Sub mnuemployees\_Click()

employeesform.Show

Unload Me

End Sub

Private Sub mnuemployeesrpt\_Click()

employeesreport.Show

End Sub

Private Sub mnuestate\_Click()

Unload Me

estateform.Show

End Sub

Private Sub mnuestatesrpt\_Click()

estatesreport.Show

End Sub

Private Sub mnuexit\_Click()

If MsgBox("Are you sure want to exit the Double A Property Management System?", vbYesNo + vbQuestion, "Exit the System?") = vbYes Then

Unload Me

End If

End Sub

Private Sub mnulandlords\_Click()

Unload Me

landlordform.Show

End Sub

Private Sub mnulandlordsrpt\_Click()

landlordreport.Show

End Sub

Private Sub mnumsaccess\_Click()

Shell "C:\Program Files\Microsoft Office\Office12\msaccess"

End Sub

Private Sub mnumsexcel\_Click()

Shell "C:\Program Files\Microsoft Office\Office12\excel"

End Sub

Private Sub mnumsword\_Click()

Shell "C:\Program Files\Microsoft Office\Office12\winword"

End Sub

Private Sub mnunotepad\_Click()

Shell "notepad.exe"

End Sub

Private Sub mnuremittance\_Click()

Unload Me

remittanceform.Show

End Sub

Private Sub mnuremittancerpt\_Click()

remittancereport.Show

End Sub

Private Sub mnurentpayment\_Click()

Unload Me

rentpaymentform.Show

End Sub

Private Sub mnurentpaymentrpt\_Click()

rentpaymentreport.Show

End Sub

Private Sub mnutenancyagreement\_Click()

Unload Me

tenancyagreementform.Show

End Sub

Private Sub mnutenancyagreementrpt\_Click()

tenancyagreementreport.Show

End Sub

Private Sub mnutenants\_Click()

Unload Me

tenantsform.Show

End Sub

Private Sub mnutenantsrpt\_Click()

tenantsreport.Show

End Sub

### 2.1.10: Codes used in the Remittance Form

Private Sub Command1\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command6.Enabled = False

'Command7.Enabled = False

'Command5.Enabled = False

'Command8.Enabled = False

'Command4.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command10\_Click()

Dim rent, commission, remittance As Single

commission = Val(Text7.Text)

rent = Val(Text6.Text)

remittance = rent - commission

Text2.Text = remittance

End Sub

Private Sub Command2\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text6.Text = "" Or Text7.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command6.Enabled = True

'Command7.Enabled = True

'Command5.Enabled = True

'Command8.Enabled = True

'Command4.Enabled = True

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command4\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text5.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Landlord\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct landlord number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text5.Text = ""

End With

End If

End Sub

### 2.1.11: Codes used in the Rent Payment Form

Private Sub Command1\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command10\_Click()

On Error GoTo HANDLER

Dim required, paid, pending, balance As Double

required = Val(Text4.Text)

paid = Val(Text14.Text)

pending = required - paid

a$ = DateDiff("d", Text7.Text, Text13.Text)

days = a$

If days < 0 Then

days = 0

End If

balance = pending \* (1.005 ^ (days))

Text4.Text = balance

Exit Sub

HANDLER:

MsgBox "An error has occured. Please ensure that you have filled all fields as required.", vbOKOnly + vbExclamation, "Error!"

End Sub

Private Sub Command2\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command5.Enabled = False

'Command7.Enabled = False

'Command1.Enabled = False

'Command3.Enabled = False

'Command8.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command4\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Or Text6.Text = "" Or Text7.Text = "" Or Text8.Text = "" Or Text9.Text = "" Or Text10.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command5.Enabled = True

'Command7.Enabled = True

'Command1.Enabled = True

'Command3.Enabled = True

'Command8.Enabled = True

End If

End With

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command8\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text11.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Tenant\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct tenant number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text11.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text3.Text = "Cash"

End If

End Sub

Private Sub Option2\_Click()

If Option2.Enabled = True Then

Text3.Text = "Cheque"

End If

End Sub

Private Sub Option3\_Click()

If Option3.Enabled = True Then

Text3.Text = "Credit Card"

End If

End Sub

Private Sub Option4\_Click()

If Option4.Enabled = True Then

Text15.Text = "Small"

End If

End Sub

Private Sub Option5\_Click()

If Option5.Enabled = True Then

Text15.Text = "Medium"

End If

End Sub

Private Sub Option6\_Click()

If Option6.Enabled = True Then

Text15.Text = "Big"

End If

End Sub

### 2.1.12: Codes used in the Splash Screen

Private Sub Timer1\_Timer()

ProgressBar1.Value = ProgressBar1.Value + 0.78125

If ProgressBar1.Value >= 100 Then

Timer1.Interval = 0

Timer1.Enabled = False

Unload Me

Load menuform

menuform.Show

End If

End Sub

### 2.1.13: Codes used in the Tenancy Agreement Form

Private Sub Command1\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command7.Enabled = False

'Command6.Enabled = False

'Command8.Enabled = False

'Command5.Enabled = False

'Command4.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command2\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Or Text6.Text = "" Or Text7.Text = "" Or Text8.Text = "" Or Text9.Text = "" Or Text10.Text = "" Or Text11.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command7.Enabled = True

'Command6.Enabled = True

'Command8.Enabled = True

'Command5.Enabled = True

'Command4.Enabled = True

End If

End With

End Sub

Private Sub Command3\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command4\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command7\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text12.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Document\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct document number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text12.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text8.Text = "Small"

End If

End Sub

Private Sub Option2\_Click()

If Option2.Enabled = True Then

Text8.Text = "Middle"

End If

End Sub

Private Sub Option3\_Click()

If Option3.Enabled = True Then

Text8.Text = "Big"

End If

End Sub

Private Sub Option4\_Click()

If Option4.Enabled = True Then

Text11.Text = "Low Income"

End If

End Sub

Private Sub Option5\_Click()

If Option5.Enabled = True Then

Text11.Text = "Middle Income"

End If

End Sub

Private Sub Option6\_Click()

If Option6.Enabled = True Then

Text11.Text = "High Income"

End If

End Sub

### 2.1.14: Codes used in the Tenants Form

Private Sub Command1\_Click()

'If MsgBox("Add New Record?", vbYesNo + vbQuestion, "Add New?") = vbYes Then

'Command6.Enabled = False

'Command5.Enabled = False

'Command8.Enabled = False

'Command4.Enabled = False

'Command3.Enabled = False

Adodc1.Recordset.AddNew

'End If

End Sub

Private Sub Command2\_Click()

Adodc1.Recordset.Delete

On Error GoTo HANDLER

With rsDelete

If MsgBox("Are you sure you want to Delete this record?", vbOKCancel, "DELETE") = vbOK Then

.Delete

MsgBox ("Remember, you cannot retrieve the data once deleted!" & "DELETE")

End If

Exit Sub

HANDLER:

MsgBox "The record has been successfully deleted."

End With

End Sub

Private Sub Command3\_Click()

Unload Me

menuform.Show

End Sub

Private Sub Command4\_Click()

Adodc1.Recordset.MoveFirst

If Adodc1.Recordset.BOF = True Then

MsgBox ("This is the first record")

End If

End Sub

Private Sub Command5\_Click()

Adodc1.Recordset.MovePrevious

With Adodc1.Recordset

If .BOF = True Then

MsgBox ("First record")

.MoveNext

End If

End With

End Sub

Private Sub Command6\_Click()

Adodc1.Recordset.MoveNext

If Adodc1.Recordset.EOF = True Then

MsgBox ("No more records")

Adodc1.Recordset.MoveFirst

End If

End Sub

Private Sub Command7\_Click()

With Adodc1.Recordset

If Text1.Text = "" Or Text2.Text = "" Or Text3.Text = "" Or Text4.Text = "" Or Text5.Text = "" Or Text6.Text = "" Or Text7.Text = "" Or Text8.Text = "" Or Text9.Text = "" Or Text10.Text = "" Then

MsgBox "Please fill in all the details", vbExclamation + vbOKOnly, "Error"

Else

Adodc1.Recordset.Save

MsgBox "Record saved", vbOKOnly + vbInformation, "SAVED"

'Command6.Enabled = True

'Command5.Enabled = True

'Command8.Enabled = True

'Command4.Enabled = True

'Command3.Enabled = True

End If

End With

End Sub

Private Sub Command8\_Click()

Adodc1.Recordset.MoveLast

If Adodc1.Recordset.EOF = True Then

MsgBox ("This is the Last record")

End If

End Sub

Private Sub Command9\_Click()

Dim Valsearch As String

search = Text11.Text

search = Trim$(search)

If search <> "" Then

With Adodc1.Recordset

.MoveFirst

.Find "[Tenant\_No]='" & search & "'"

If .EOF Then

MsgBox "The record you specified was not found. Please ensure that you typed the correct tenant number", vbOKOnly + vbExclamation, "Search result"

Adodc1.Refresh

Else

MsgBox "Record found!"

End If

Text11.Text = ""

End With

End If

End Sub

Private Sub Option1\_Click()

If Option1.Enabled = True Then

Text10.Text = "Small"

End If

End Sub

Private Sub Option2\_Click()

If Option2.Enabled = True Then

Text10.Text = "Medium"

End If

End Sub

Private Sub Option3\_Click()

If Option3.Enabled = True Then

Text10.Text = "Big"

End If

End Sub

# CHAPTER 3

## 3.1: User Manual

### 3.1.1: Introduction

This system has been developed in the simplest mode such that anyone can use it despite having a low computing knowledge. However the user might find this manual very useful.

## 3.2: Using the System

### 3.2.1: Command Names

The commands are named after the functions they perform thus making it easier for the users. These are the basic command functions in the system:

* **Add New:** This command allows the user to add a new record to the database.
* **Save:** This command adds the record to the database and stores it permanently.
* **Delete:** This command removes a record from the database permanently.
* **Exit:** This command closes the current form.
* **First:** This command moves to the very first record of the database.
* **Previous:** This command navigates through the records backwards one step.
* **Next:** This command navigates through the records forward one step.
* **Last:** This command moves to the very last record of the database.
* **Calculate:** This command performs any mathematical functions in the system.
* **Search:** This command finds a particular record in the database.

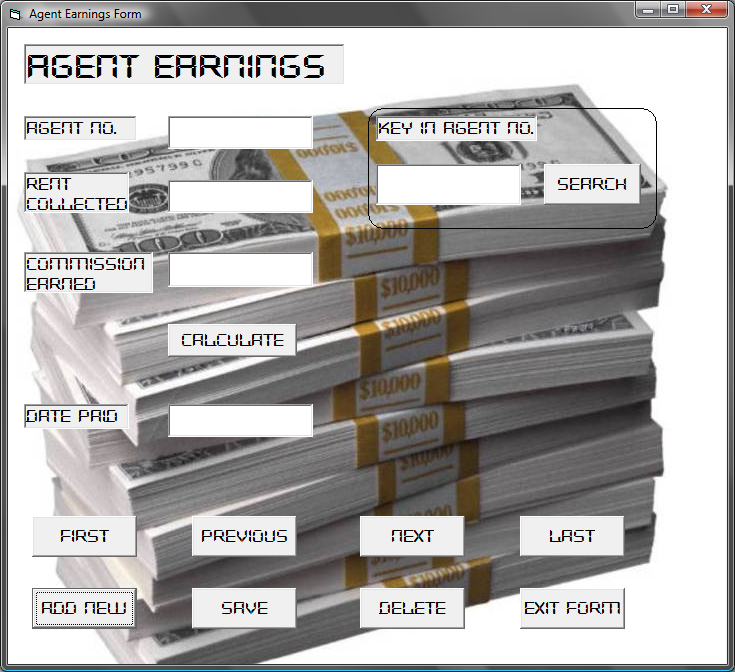
### 3.2.2: Main Menu Manual

This is the menu interface that has been made easy for any user to use. The user just has to select the desired option.



### 3.2.3: Agent Earnings Form Manual

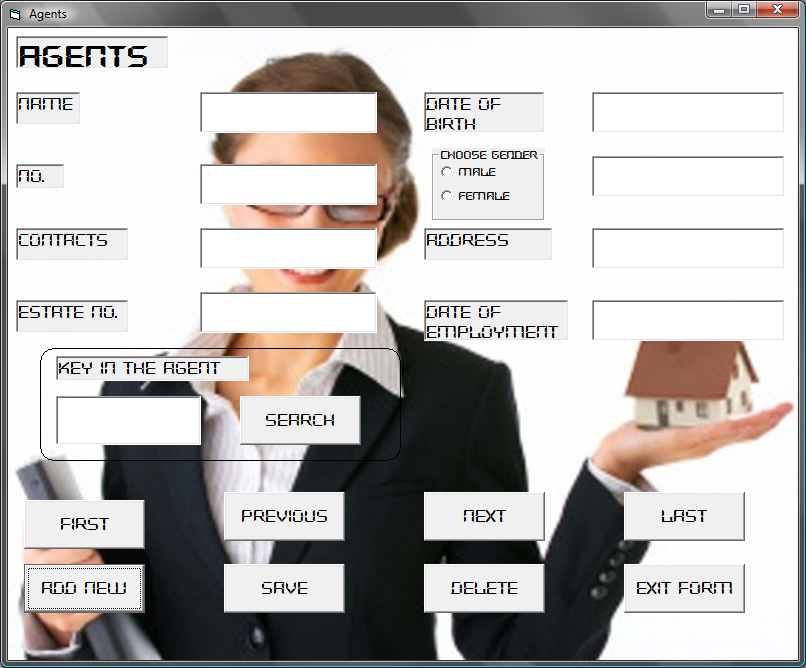
This form appears when the forms menu is clicked followed by clicking Agent Earning or simply press CTRL+E.

****

* Click the add new command and fill in the details
* Click the calculate command to find the commission earned
* Click the save button to save the record

### 3.2.4: Agents Form Manual

From the forms menu, click the agents button or press CRTL+A on the keyboard.

****

* Click the add new command.
* Fill in all the details.
* Click save command to store the record.

### 3.2.5: Company Income Form Manual

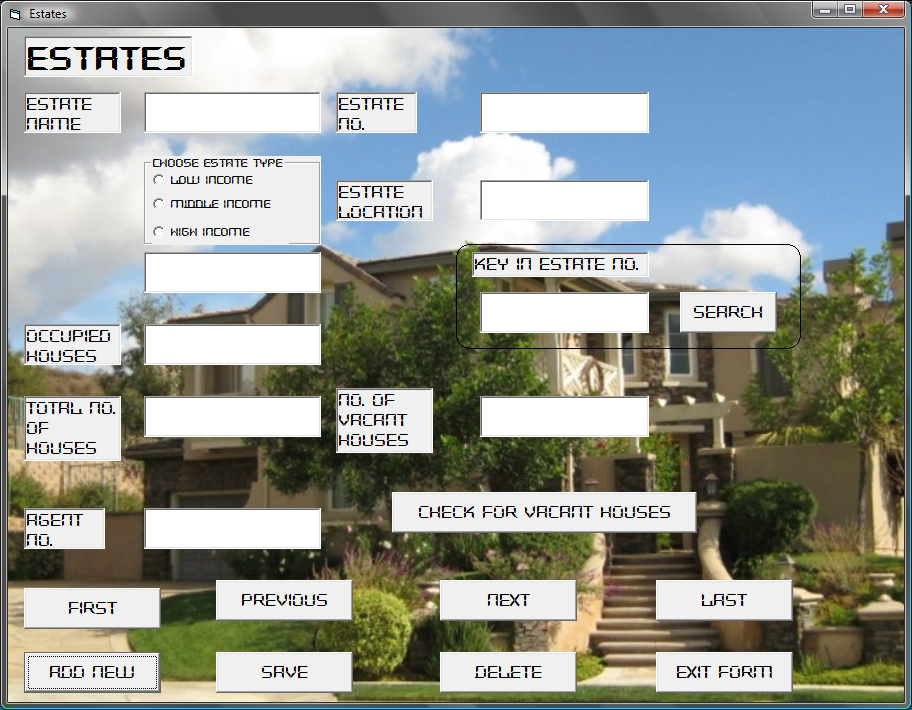
Under the form menu, click Company Income to open or press CTRL+C.

****

* Click the add new command.
* Fill in all the details
* Click the calculate command to find the commission.
* Click the save command.

### 3.2.6: Estate Form Manual

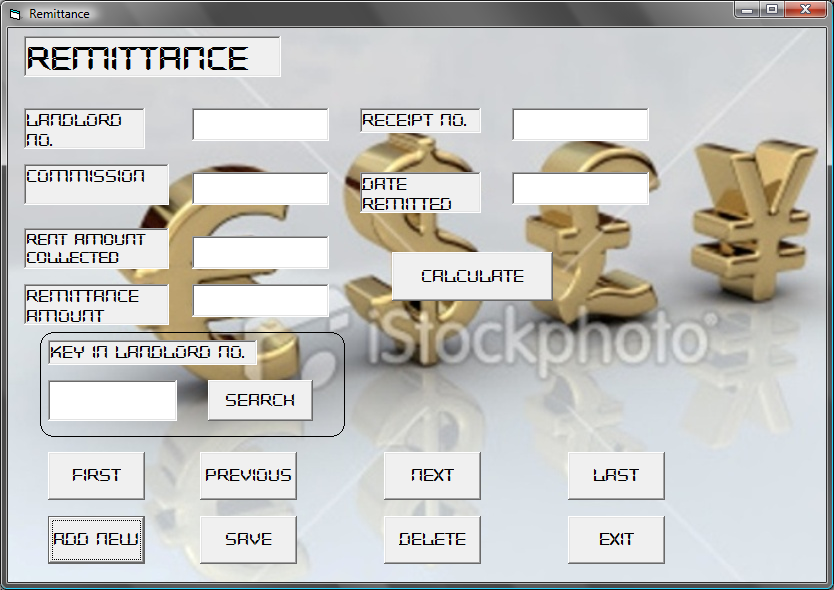
From the forms menu, click the estates button or press CRTL+F on the keyboard.

****

* Click the add new command.
* Fill in all the details
* Click the check for vacant houses command to find the number of vacant houses.
* Click the save command.

### 3.2.7: Remittance Form Manual

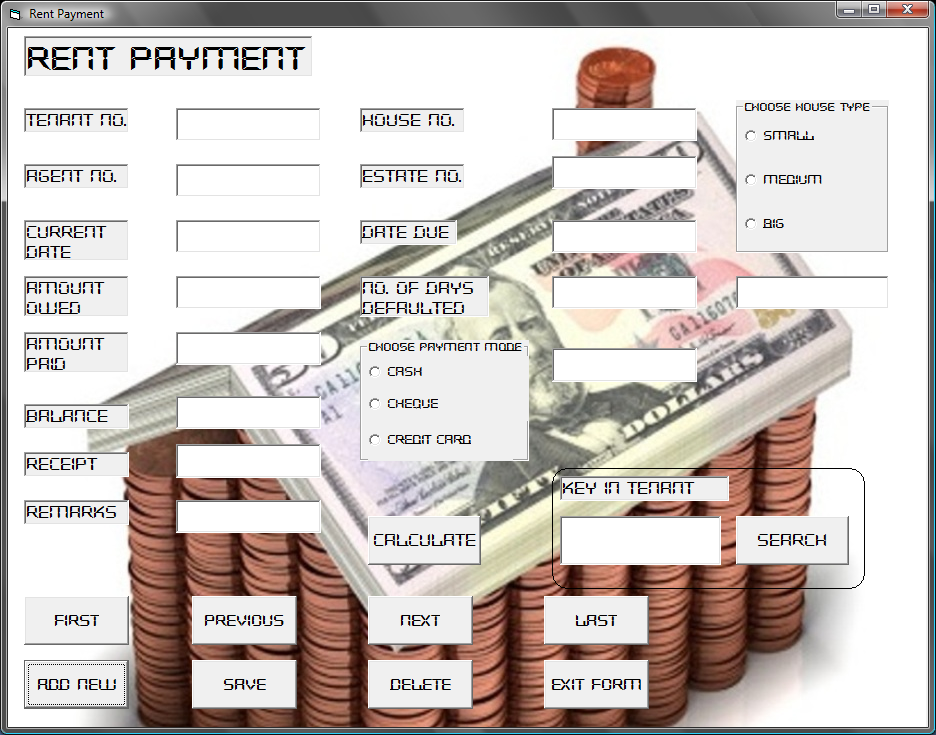
From the forms menu, click the remittance button or press CRTL+H on the keyboard.

****

* Click the add new command.
* Fill in all the details
* Click the calculate command to find the remittance amount defaulted.
* Click the save command.

### 3.2.8: Rent Payment Form Manual

From the forms menu, click the rent payment button or press CRTL+R on the keyboard.

****

* Click the add new command.
* Fill in all the details
* Click the calculate command to find the balance and the number of days defaulted.
* Click the save command.