




User Manual

These instructions will explain each file needed to run and test the program as well as how to navigate it and perform each function of the requirements.


Files in this submission


 Executables


 File system

 Instruction Manual

- File system(folder): This contains the unpackaged version of the code from the project as a workspace. This includes all source files and resources used in the packaged version. It can be viewed in an editor or imported as a project and will run functionally the same as bookingSiteClear.jar.
- Executables(folder): This contains the .jar files that you will run to execute the program

 bookingsiteclear

 bookingsitekeep

 data

- BookingSiteClear.jar: This will launch the program and will have full functionality. When launching this version it will clear all data currently save and seed the database will some pre filled dummy data to use the functions of the application with.
- BookingSiteKeep.jar: This will launch the program in its regular state, keeping all data saved previously.
- Data.db: this is the database file that the program stores of of its data. If at any point this is deleted you simply need run "bookingsitekeep.jar" to generate another one.

Running the application

Both versions of the application can be run by simply double clicking on the desired jar file or by entering the following command into command prompt;

"java -jar bookingsiteclear.jar"

Or

"java -jar bookingsitekeep.jar"

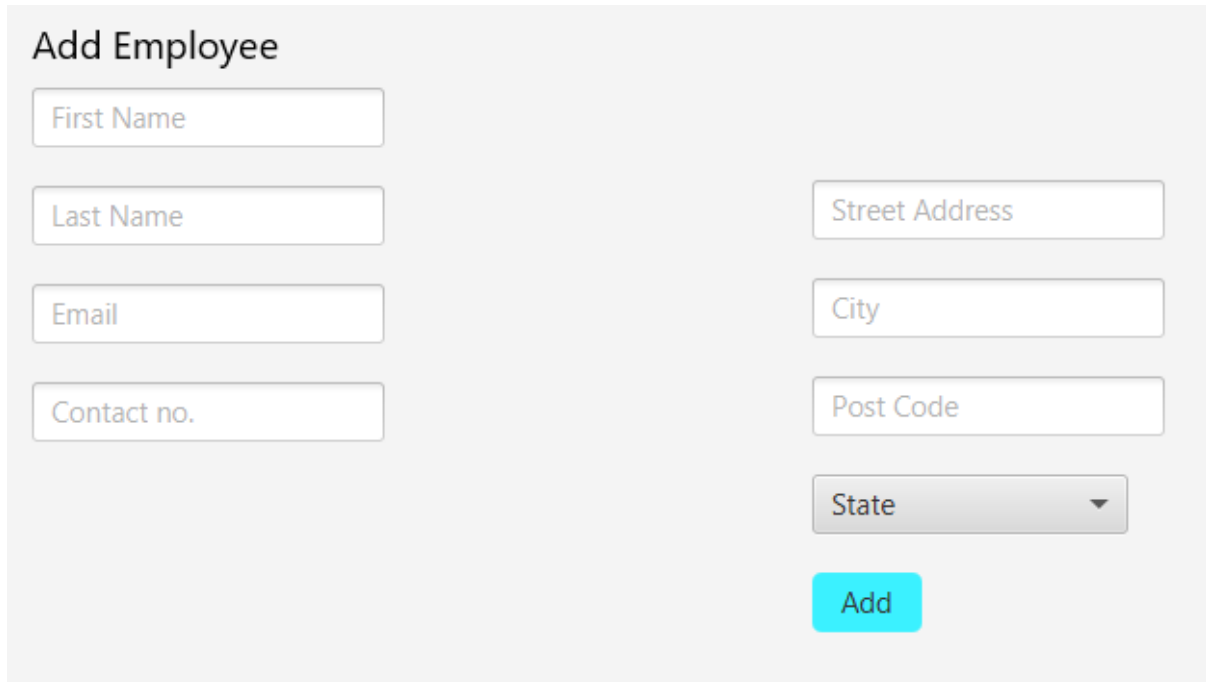
After a short delay the program will open and be ready to run.

Performing functions

This section of the instructions will cover how to perform the functions described in the specifications of part B of the assignment. It is assumed that there is necessary data in the

database to perform these functions and that the user is able to navigate the tab menu at the top of the application once logged in.

Add employee

A form titled "Add Employee" with a light gray background. It contains two columns of input fields. The left column has four text inputs: "First Name", "Last Name", "Email", and "Contact no.". The right column has three text inputs: "Street Address", "City", and "Post Code", followed by a "State" dropdown menu. At the bottom right is a blue "Add" button.

Add Employee

First Name

Last Name

Email

Contact no.

Street Address

City

Post Code

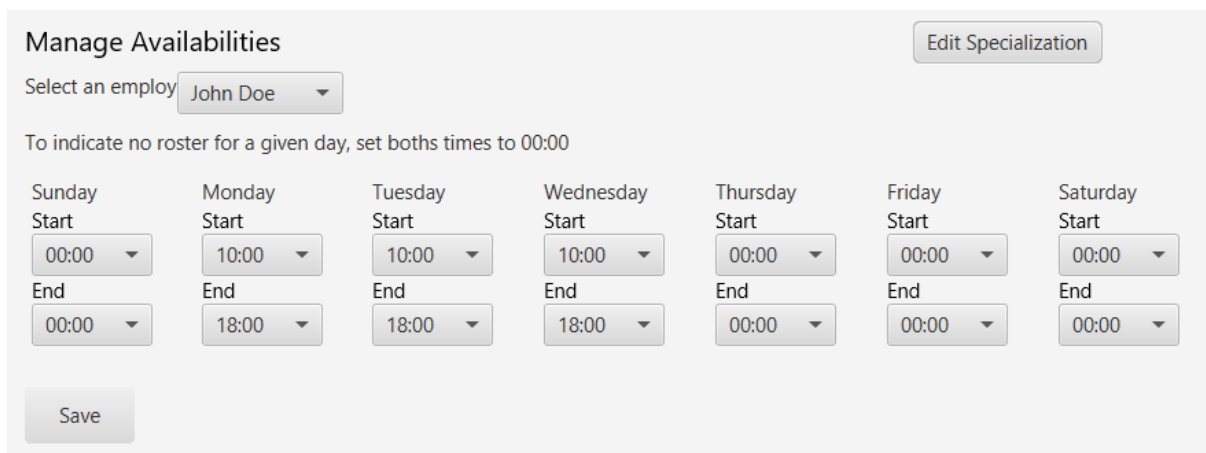
State

Add

1. Add employee information
2. Click "Add"

You will be informed if any information you entered was incorrect, e.g. if the contact no. had non-numerical characters in it.

Change employee working time/days

A form titled "Manage Availabilities" with a light gray background. At the top right is an "Edit Specialization" button. Below the title is a "Select an employ" dropdown menu showing "John Doe". A note says "To indicate no roster for a given day, set both times to 00:00". Below this are seven columns for the days of the week: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday. Each column has "Start" and "End" time dropdown menus. For Sunday, both are 00:00. For Monday, Start is 10:00 and End is 18:00. For Tuesday, Wednesday, and Saturday, both are 18:00. For Thursday and Friday, both are 00:00. At the bottom left is a "Save" button.

Manage Availabilities

Edit Specialization

Select an employ John Doe

To indicate no roster for a given day, set both times to 00:00

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start	Start	Start	Start	Start	Start	Start
00:00	10:00	10:00	10:00	00:00	00:00	00:00
End	End	End	End	End	End	End
00:00	18:00	18:00	18:00	00:00	00:00	00:00

Save

Start by being on the manage availabilities menu.

From Manage Availabilities, a business account can select an employee from the drop down menu, and set each day's working hours, to give a weekly roster. Once saved, this employee will have these hours available to be assigned to a booking.

Modify tasks an employee can perform

- Begin by navigating to the “Edit employees” page

Manage Availabilities

Select an employ John Doe

To indicate no roster for a given day, set boths times to 00:00

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start 00:00	Start 10:00	Start 10:00	Start 10:00	Start 00:00	Start 00:00	Start 00:00
End 00:00	End 18:00	End 18:00	End 18:00	End 00:00	End 00:00	End 00:00

Save

- Select Employee you want to modify from “Select employee” drop down menu

Select an employ John Doe

To indicate no ro

Sunday

- Click the “Edit Specialisation” button and a new window will open displaying the employee current specializations as well as some options.

John Doe's Specializations

Currently consists of Nails, None, Style, Cut and Style.

Specialization to add

Add

Specialization to remove

Remove

Done

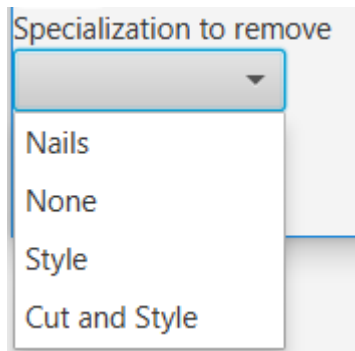
- To add an employee specialisation:
 - Choose specialisation from drop down menu with label “Specialisation to add”.
 - Click “Add” button

Specialization to add

Cut

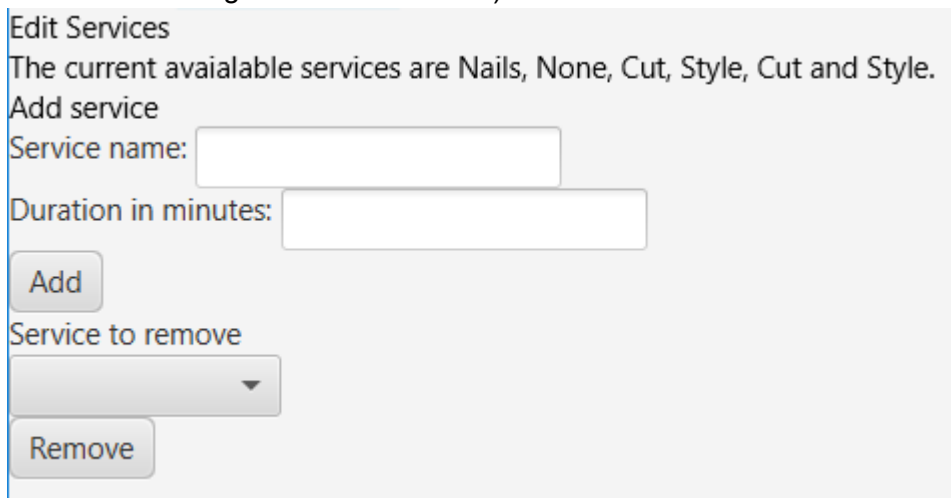
- To remove an employee specialisation:
 - Choose specialisation from drop down menu with label “Specialisation to remove”.

- Click “Remove” button



Editing services that take different times

- Login as business owner
- Click link that says “Edit Type” (as in appointment type, which type being interchangeable with “service”)

A screenshot of a web form titled "Edit Services". The text below the title says "The current available services are Nails, None, Cut, Style, Cut and Style." Below this is the label "Add service". There are two input fields: "Service name:" followed by a text box, and "Duration in minutes:" followed by a text box. Below the "Duration in minutes:" field is an "Add" button. Below the "Add" button is the label "Service to remove". There is a dropdown menu for selecting a service to remove, and below it is a "Remove" button.

Add a new service

- Type in service name, such as “Bath & blow dry”
- Enter duration in minutes using only numerical characters. For example, entering “30” will result in the service taking 30 minutes.

Edit Services

The current available services are Nails, None, Cut, Style, Cut and Style.

Add service

Service name:

Duration in minutes:

Service to remove

- Click "Add"

The form field will then be empty again and the new service will then appear in the list beneath the header like so:

Edit Services

The current available services are Nails, None, Cut, Style, Cut and Style, Bath & blow dry.

Add service

Service name:

Duration in minutes:

Service to remove

It will also appear in service to remove list:

Service to remove

Nails

None

Cut

Style

Cut and Style

Bath & blow dry

The service can now also be assigned to an employee as a specialisation, thus allowing bookings to be made of this type.

Remove a service

- Select service to be removed from drop down
- Click “Remove” button

Service will no longer be visible in list below “Edit Services” header or in “Service to Remove” drop down. Service will also no longer be available to add as a specialisation to an employee.

Create booking as a customer

- Begin by logging in as a customer, you will be presented with a screen showing all available booking slots and their respective employees.

Available Appointments

2017-05-01

Employee: John Doe Start: 10:00
End: 10:15

Employee: John Doe Start: 10:15
End: 10:30

- Once you have selected an time that suits simply click on the box that the booking you would like is in. A new window will pop up with some information and options.

Would you like to confirm this Booking?

Date: 2017-05-01
Start Time: 2017-05-01
Finish Time: 2017-05-01
Employee: John Doe
Please select the appointment type you desire.

- Review the information to make sure it is correct and then select an appoint type from the drop down menu

Please select the appointment type you desire.

Nails
None
Style
Cut and Style

- Some employees can only perform certain services, if your desired service isn't on that list, it means that the employee cannot perform it. You simply need to close the window or press the "Cancel" button and find another booking slot.
- Once you have selected a booking type and are sure that all information is correct, click the "Submit" button and the booking is made. It will now show up on the previous menu with your details under that slot.

Create booking as a business

- Begin by navigating to the view bookings screen from the business account main menu

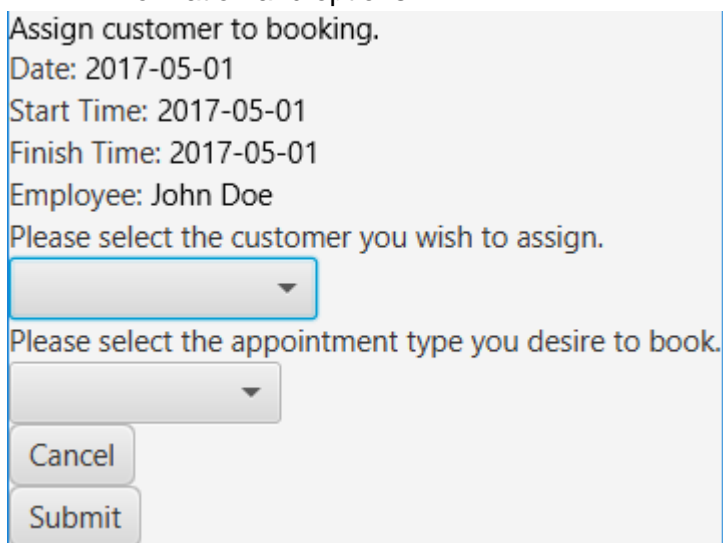


Bookings Past Bookings

2017-05-01

Employee: John Doe	Start: 10:00 End: 10:15
Employee: John Doe	Start: 10:15 End: 10:30

- Search the list until you find the booking slot that you would like to fill. Then simply click on the box of the booking. A new window will open with some information and options.



Assign customer to booking.

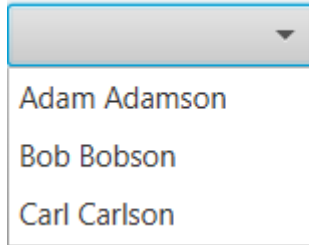
Date: 2017-05-01
Start Time: 2017-05-01
Finish Time: 2017-05-01
Employee: John Doe

Please select the customer you wish to assign.

Please select the appointment type you desire to book.

- This displays the information about the booking you're about to make.

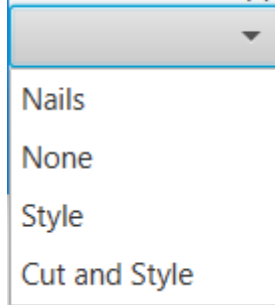
Please select the customer you wish to assign.

A dropdown menu with a grey header bar containing a downward arrow. The menu is open, showing three options: "Adam Adamson", "Bob Bobson", and "Carl Carlson".

- Adam Adamson
- Bob Bobson
- Carl Carlson

- First select a customer to assign the booking to

Please select the appointment type you desire to book.

A dropdown menu with a grey header bar containing a downward arrow. The menu is open, showing four options: "Nails", "None", "Style", and "Cut and Style".

- Nails
- None
- Style
- Cut and Style

- Then select a booking type
- Once those are completed click the "Submit" button and the booking will be saved. You can now see the new information in the booking slot
- At anytime, simply close the window or hit the "Cancel" button to return to the view bookings page.