## **Scriber User Manual**

Online demo: <a href="https://evening-caverns-25706.herokuapp.com">https://evening-caverns-25706.herokuapp.com</a>

# Introduction

Scriber is a dynamic To-Do list manager with CRUD operations and a tagging system, including features such as user authentication, search to-do by title, sort to-dos by title or deadline, filter to-dos by tag, delete all checked to-dos and change account password.

## **User Authentication**

Sign up with an email and password, and then login to access the dashboard. The dashboard is where to-dos and tags can be created, edited and deleted.

# **To-dos and Tags**

The first item of the list on the left side of the screen is a form to add a new to-do. Similarly, the first item of the list on the right side is a form to add a new tag. Type in your to-do title/tag name (and click to select a deadline for your to-do) then click to save.

After you have created a to-do, you can check it (to indicate you have completed it) by clicking on the left. You can click to remove the to-do. Alternatively, after checking multiple to-dos, you can click to remove all checked to-dos at once.

#### **Urgency System**

If you set a deadline for your to-do, its deadline will automatically turn orange, to indicate urgency, and red, to indicate that the deadline has already passed. The default urgency setting (when the deadline turns orange) is if the to-do is due today. This setting can be changed in the 'Account' page.

# **Tagging of To-dos**

Tagging of to-dos is flexible and can be done in one of two ways. Firstly, to attach tags to a particular to-do, click on of that to-do. The blue background signifies which to-do you have selected. Apart from being able to edit the title and the deadline, you should also see on each of the tags on the right. Click on the

| corresponding to the tags that you wish to attach to the to-do; ushould turn into              |
|--|
| indicating successful tagging of the to-do. Click on again to save your changes.               |
| Secondly, to tag multiple to-dos with a particular tag, click on of that tag.                  |
| The blue background signifies which tag you have selected. Apart from being able to            |
| edit the name of the tag, you should see $\square$ on each of the to-dos on the left. Click on |
| $\square$ corresponding to the to-dos that you wish to tag; $\square$ should turn into         |
| indicating successful tagging of the to-do. Click on again to save your changes.               |
| Search, Sort and Filter To-dos   |
| At the top, there is a search bar where you can search for to-dos by their title.              |

Type in the search term and click to search. To the right, there is a menu where you can choose to sort the to-dos by title (alphabetically) or by deadline (most urgent first). There is also an option to show all to-dos.

Once you have tagged a few to-dos, you can display only the to-dos tagged by a particular tag by clicking . The green background signifies the which tag you are filtering the to-dos with. Click on again or click the show all option under the menu to display all to-dos.

Note that you will not be able to search or sort to-dos while editing a to-do or a tag.

#### **Account Features**

In the Account tab, other than changing the urgency setting, you can change your account password and delete your account. On the top right corner, there is a logout button. When clicked, you will logout of your account and be sent back to the welcome page.

### Reflections

I started this assignment with little to no knowledge of Ruby on Rails, React and Bootstrap, and completely no experience in web application development. As such, I felt very happy when I managed to do even the smallest of things (the first of which was getting the installation to work) and I enjoyed working on the application throughout winter break. At every step, I had to figure out (mainly by Googling) how to implement a feature that I wanted, such as the user authentication and sort functions, and this resulted in a lot of learning and much experience gained. I feel quite comfortable working with Ruby on Rails, React and Bootstrap after doing this assignment.

Having said that, I do have some regrets pertaining to my code. When I was writing the code for this application, I went straight into it without thinking of efficiency or organisation because my focus was to get the application to work the way I intended it to. As a result, I feel like although the application works, it is not the most efficient nor the cleanest implementation. As such, another lesson that I learnt from this assignment is the importance of thinking through the structure of the application first before starting to write code.

All in all, I'm very glad that I attempted this assignment because it showed me a glimpse of what I can expect if I choose to pursue web development, and gave me a personal project to show to potential employers.