

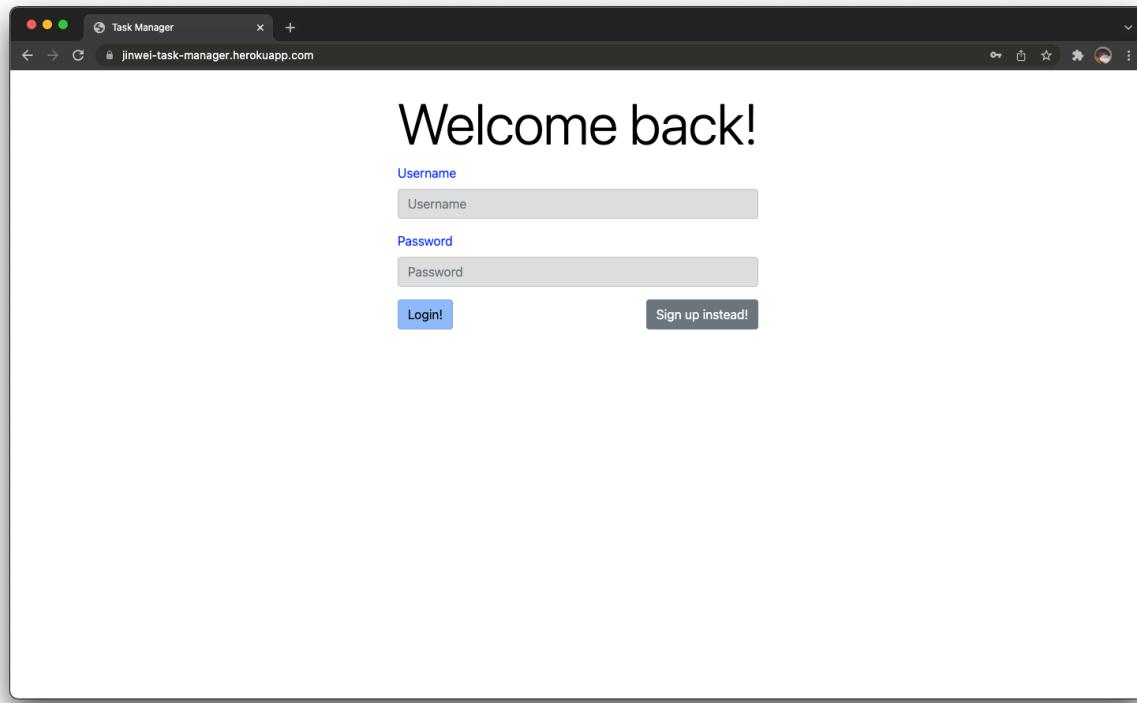
# User Manual

<https://jinwei-task-manager.herokuapp.com/>

# Login

Enter your username and password and press login.

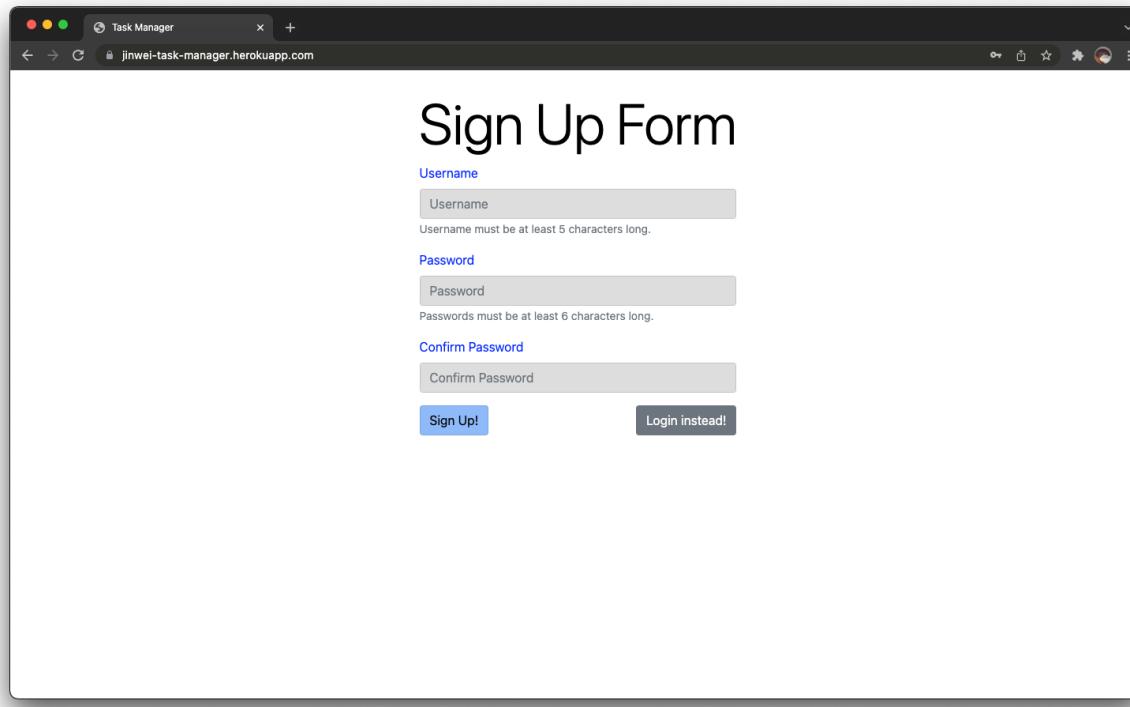
Press on "Sign up instead!" to navigate to the signup page instead.



# Sign Up

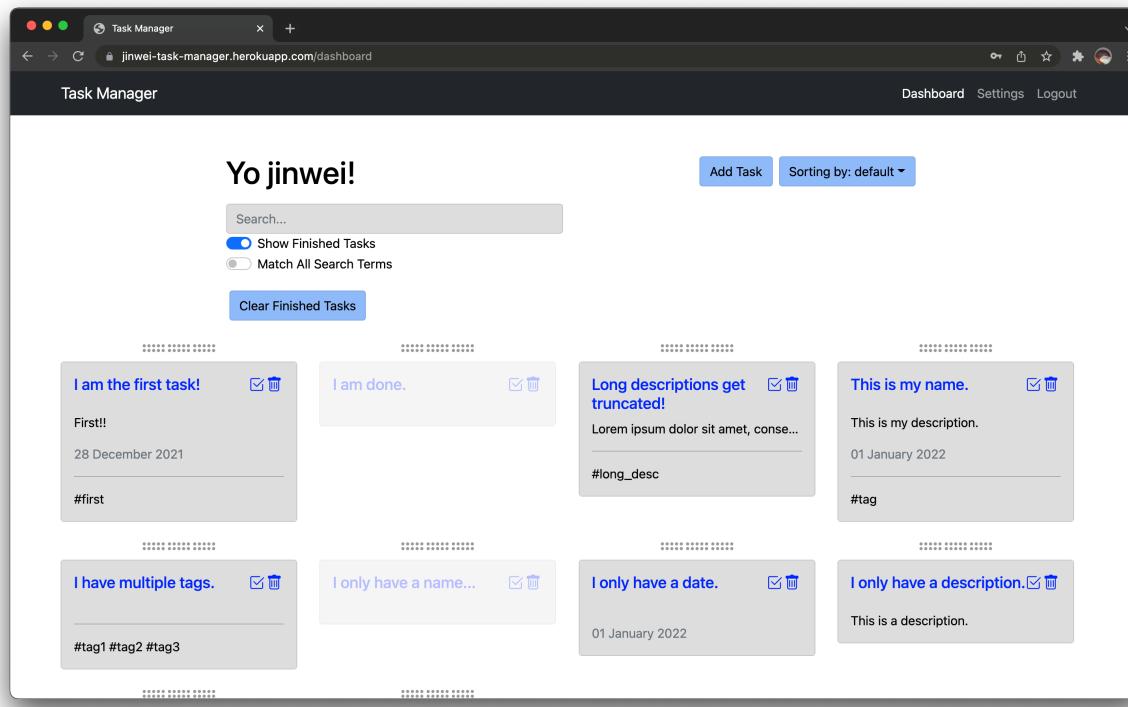
Enter your desired username and password twice and press login.

Press on "Login instead!" to navigate to the login page instead.



# Dashboard

You will be re-directed here after successful login/signup.



# Adding a Task

- Press the "Add Task" button to add a task. You will see the following window.
- To save the task, fill up the form and press on "Save". The task will be added to the end.
- To cancel, press on the cross on the top right. Note that this will not save the task.

The image consists of four screenshots of a 'Task Manager' application interface. The first two screenshots show the 'New Task!' dialog box open over a dashboard. The third and fourth screenshots show the dialog closed, with the newly added task visible on the dashboard.

**Screenshot 1 (Top Left):** Shows the 'New Task!' dialog with the following fields filled:

- Task Name:** Yo jinwei!
- Description:** This is my name.
- Tags:** #tag1 #tag2 #tag3
- Deadline:** 01/January/2022

A 'Save' button is at the bottom right of the dialog.

**Screenshot 2 (Top Right):** Shows the 'New Task!' dialog with the same fields filled. The 'Save' button is at the bottom right.

**Screenshot 3 (Bottom Left):** Shows the 'Task Manager' dashboard after saving. The new task 'Yo jinwei!' is listed at the bottom of the list. The task card includes:

- Name:** Yo jinwei!
- Description:** This is my name.
- Tags:** #tag1 #tag2 #tag3
- Deadline:** 01/January/2022

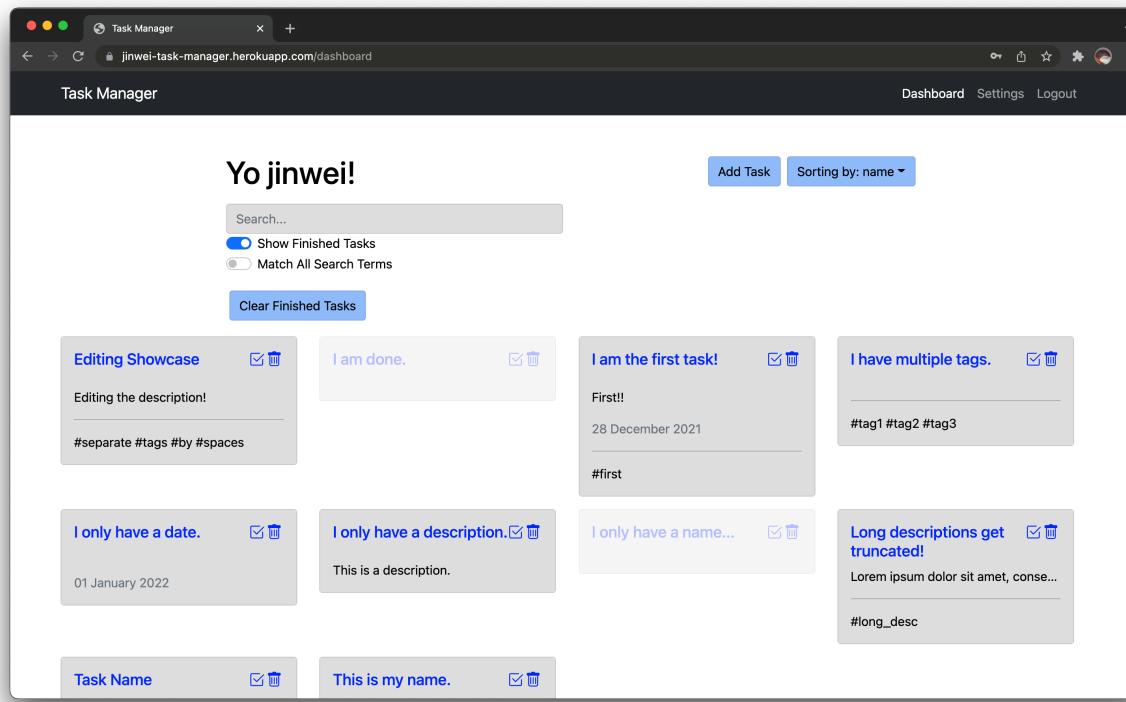
**Screenshot 4 (Bottom Right):** Shows the 'Task Manager' dashboard after saving. The new task 'Yo jinwei!' is listed at the bottom of the list. The task card includes:

- Name:** Yo jinwei!
- Description:** This is my name.
- Tags:** #tag1 #tag2 #tag3
- Deadline:** 01/January/2022

# Re-arranging Tasks

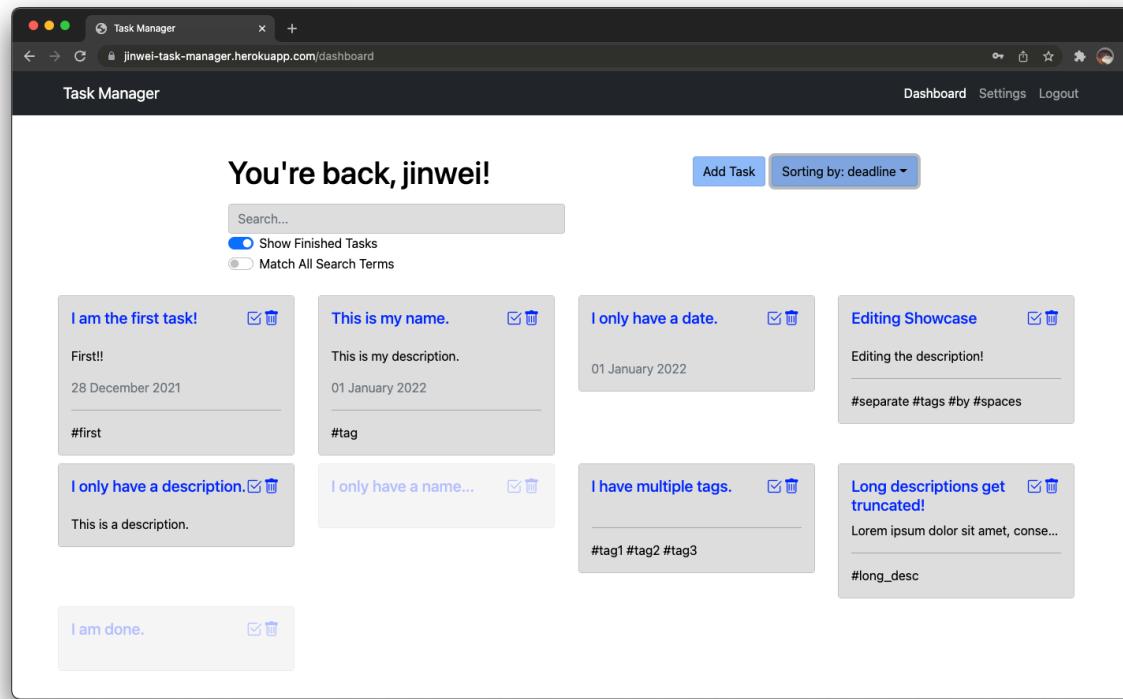
Tasks in "Default" sort can be re-arranged by dragging the dots above each task. Simply move it to the desired position and release your mouse or finger.

# Sorting Tasks -- Name



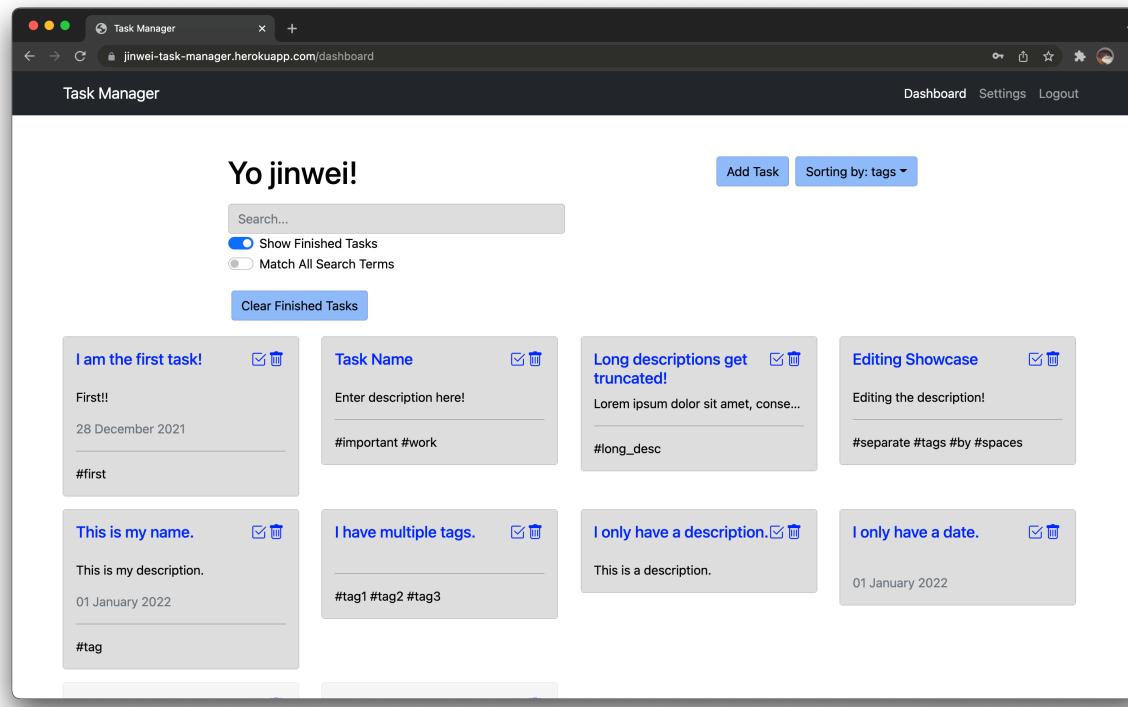
# Sorting Tasks -- Deadline

The tasks without deadline will be at the back.



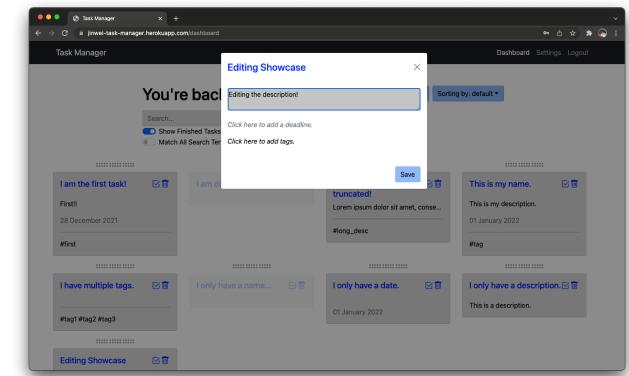
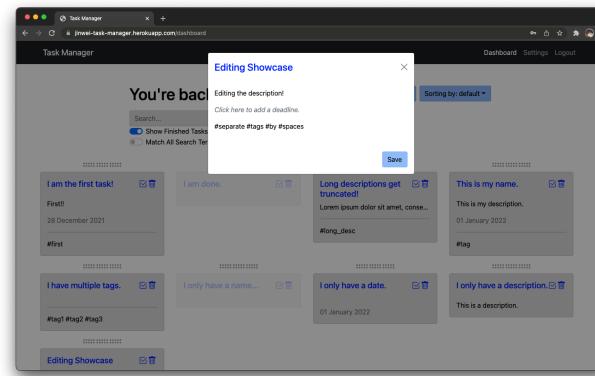
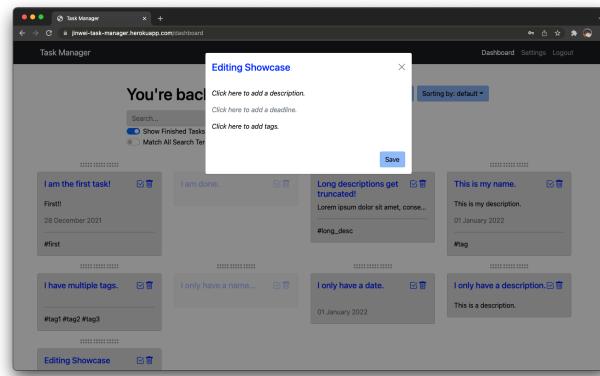
# Sorting Tasks -- Tags

The tasks without tags will be at the back.



# Editing Tasks

- Click on the task name to bring up a focused view of the task. From here, you can edit the fields by simply clicking on the fields to be edited. For example, by clicking on the description.

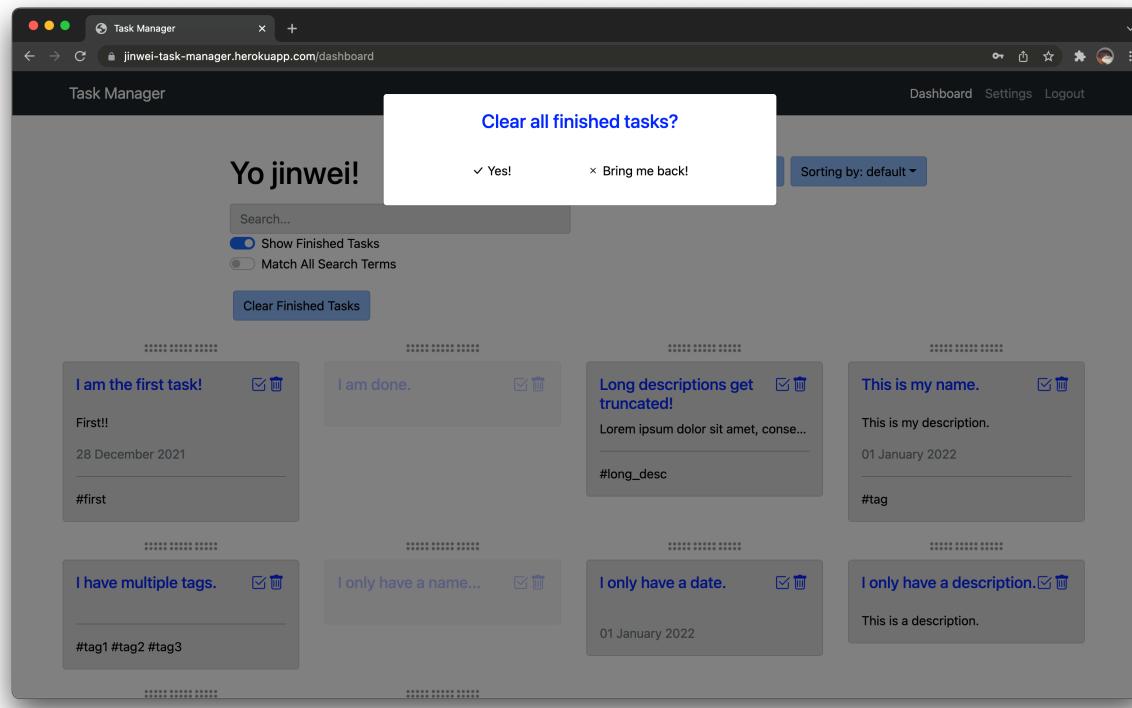


# Marking as Done and Deleting

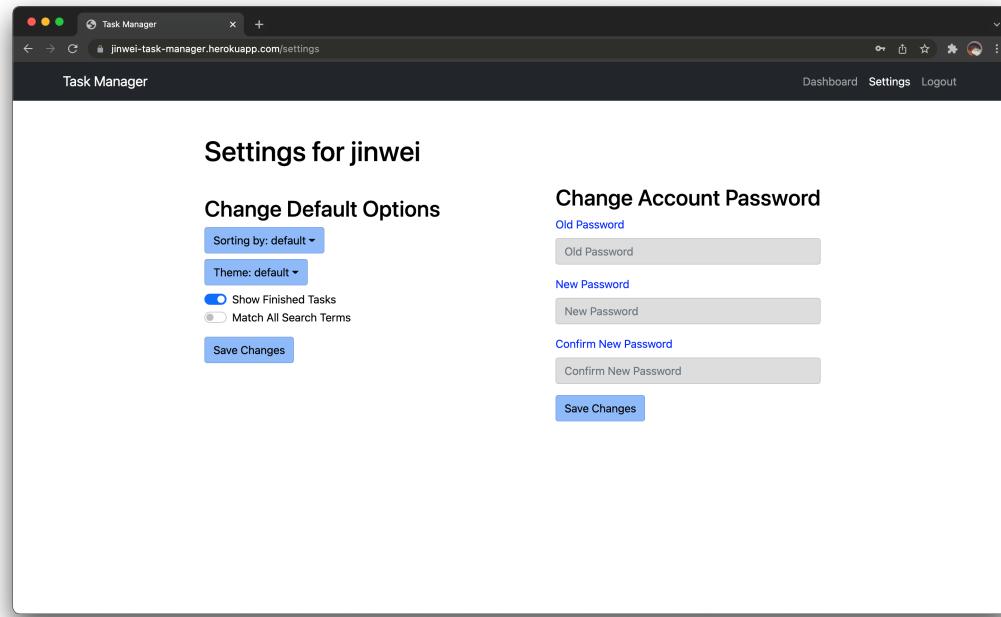
Click on the checkmark and bin icons to mark as done and delete the task, respectively.

# Clearing All Finished Tasks

Just press "Yes!" to confirm to clear all finished tasks. You can press anywhere else to exit as well.



# Settings



Here you can configure certain defaults.

You can change the default sort, default behaviour of showing finished tasks, default behaviour of matching all search terms. These 3 settings are tied to the user account.

You can also change the theme. This is stored as a cookie and is tied to the browser and not the user account.

You must press on "Save Changes" in order to save the changes made.

You can also change your account password.

# Themes

Currently, the available themes are "default", "dark" and "cyberpunk".

You can change your theme in the user settings.

You can change your theme without logging in by visiting this URL (replace default with the theme of your choice, case-sensitive): [http://jinwei-task-manager.herokuapp.com/change\\_theme?theme=default](http://jinwei-task-manager.herokuapp.com/change_theme?theme=default) or by changing the cookie in your browser labelled `theme`.





# Dark Theme

The screenshot shows the Task Manager dashboard with a dark theme. At the top, it greets the user "Hey there, jinwei!". Below the greeting are search and filter controls: "Search...", "Show Finished Tasks" (selected), "Match All Search Terms" (unchecked), and "Clear Finished Tasks". A "Sorting by: default" button is also present. The main area displays a grid of task cards:

- I am the first task!** (with a small preview of "First!!")
- I am done.**
- Long descriptions get truncated!** (with a preview of "Lorem ipsum dolor sit amet, conse...")
- This is my name.** (with a preview of "This is my description.")
- I have multiple tags.** (with a preview of "#first")
- I only have a name...**
- I only have a date.** (with a preview of "01 January 2022")
- I only have a description.** (with a preview of "#tag")

Each card includes edit and delete icons.

The screenshot shows the Task Manager login page with a dark theme. It features a "Welcome back!" message at the top. Below it are two input fields: "Username" and "Password", each with a placeholder. Underneath the password field is a "Login!" button. To the right of the password field is a "Sign up instead!" link.

The screenshot shows the Task Manager settings page with a dark theme. The title is "Settings for jinwei". It contains two main sections: "Change Default Options" and "Change Account Password".

**Change Default Options**

- "Sorting by: default" dropdown (set to "default")
- "Theme: dark" dropdown (set to "dark")
- "Show Finished Tasks" (selected)
- "Match All Search Terms" (unchecked)
- "Save Changes" button

**Change Account Password**

- "Old Password" input field
- "New Password" input field
- "Confirm New Password" input field
- "Save Changes" button



# Cyberpunk Theme

The screenshot shows the Task Manager dashboard with a dark background. At the top, it says "Hey there, jinwei!" with buttons for "Add Task" and "Sorting by: default". Below is a search bar and some filter options: "Show Finished Tasks" (checked), "Match All Search Terms" (unchecked), and "Clear Finished Tasks". The main area displays a grid of task cards:

- I am the first task! (with a link to First!! dated 28 December 2021 and tag #first)
- I am done.
- Long descriptions get truncated! (with a link to Lorem ipsum dolor sit amet, conse... dated 01 January 2022 and tag #long\_desc)
- This is my name. (with a link to This is my description. dated 01 January 2022 and tag #tag)
- I have multiple tags. (with a link to #tag1 #tag2 #tag3)
- I only have a name... (with a link to I only have a date. dated 01 January 2022)
- I only have a date. (with a link to I only have a description. dated 01 January 2022)
- I only have a description. (with a link to This is a description.)

The screenshot shows the Task Manager login page with a dark background. It features a "Welcome back!" message at the top. Below is a form with two input fields: "Username" and "Password", each with a placeholder text box. There are two buttons at the bottom: "Login" (pink) and "Sign up instead!" (grey).

The screenshot shows the Task Manager settings page with a dark background. At the top, it says "Settings for jinwei". Below are two sections:

- Change Default Options**: Includes dropdowns for "Sorting by: default" (set to "default") and "Theme: cyberpunk" (set to "cyberpunk"), and checkboxes for "Show Finished Tasks" (checked) and "Match All Search Terms" (unchecked). A "Save Changes" button is at the bottom.
- Change Account Password**: Includes input fields for "Old Password", "New Password", and "Confirm New Password", and a "Save Changes" button.