

User Manual:

Barangay 872 Dynamic

Website

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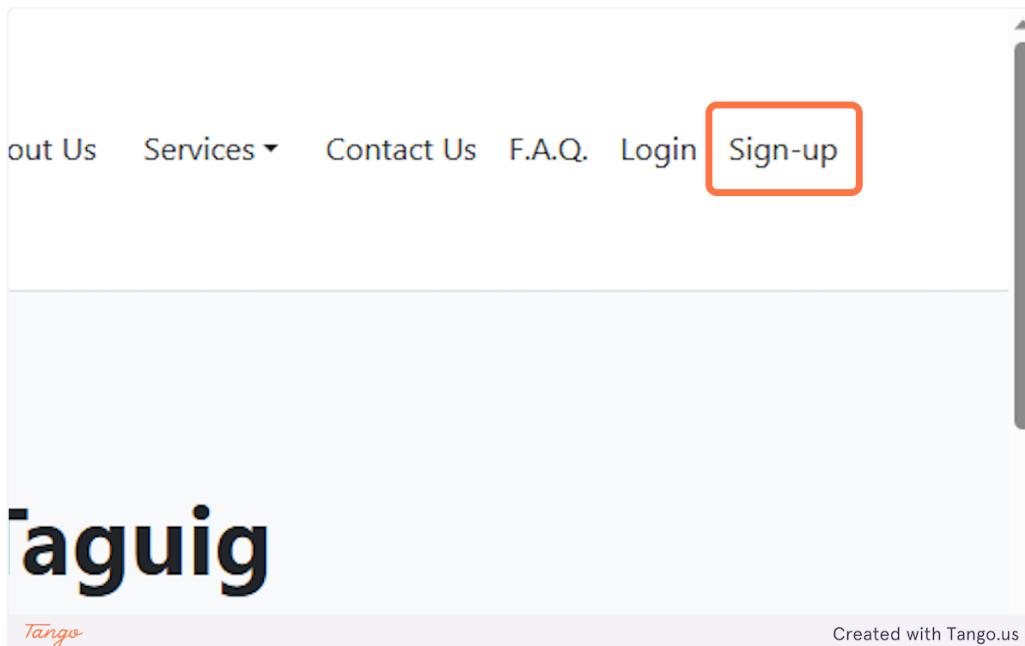
Submitted On:
May 5, 2023

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Step-by-Step Process for User Registration

1. Click on Sign-up



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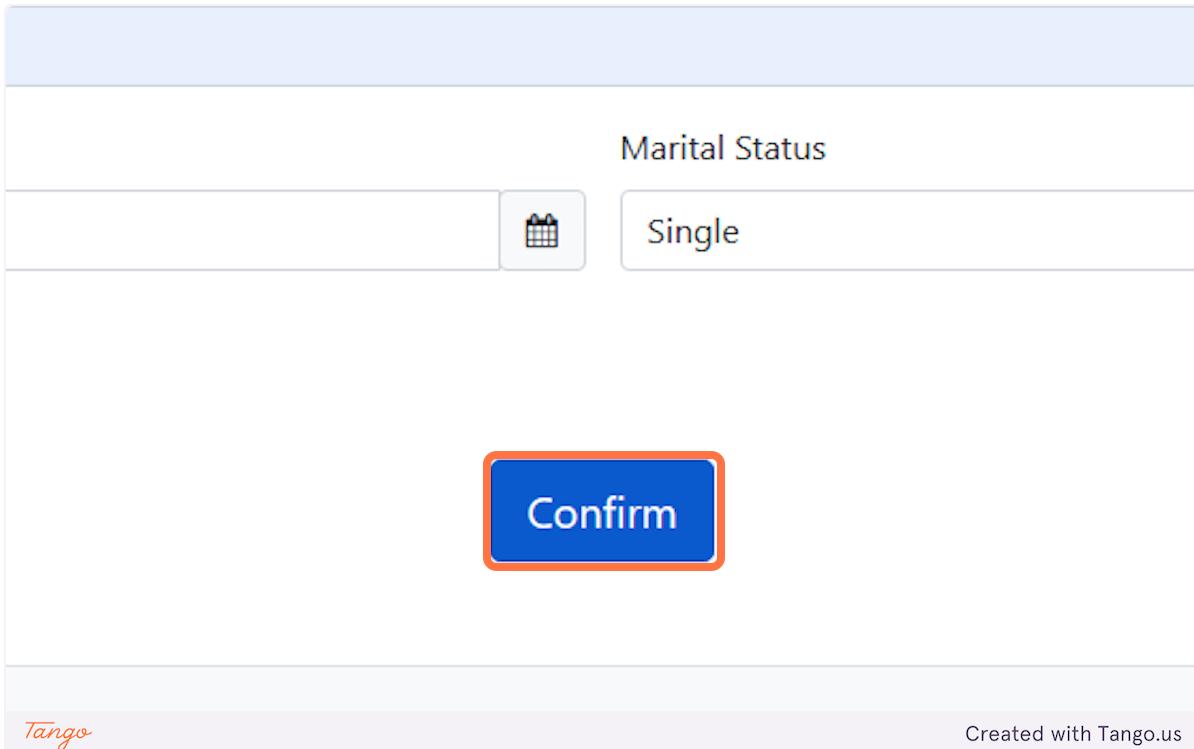
Tango

Created with Tango.us

2. Fill in all of the required fields.

A screenshot of a "Sign-up" form page. The form is enclosed in a large red rectangular box. It contains fields for First name (Jose), Last name (Cruz), Contact No. (09123456789), Email (you@example.com), Password, Address (1234 Main St), Date of Birth, Marital Status (Single), and a checkbox for Registering for the deceased. A "Confirm" button is at the bottom right. The page includes a header with a logo, navigation links (Home, About Us, Services ▾, Contact Us, F.A.Q., Login, Sign-up), and水印 "Tango" and "Created with Tango.us".

3. Click on Confirm

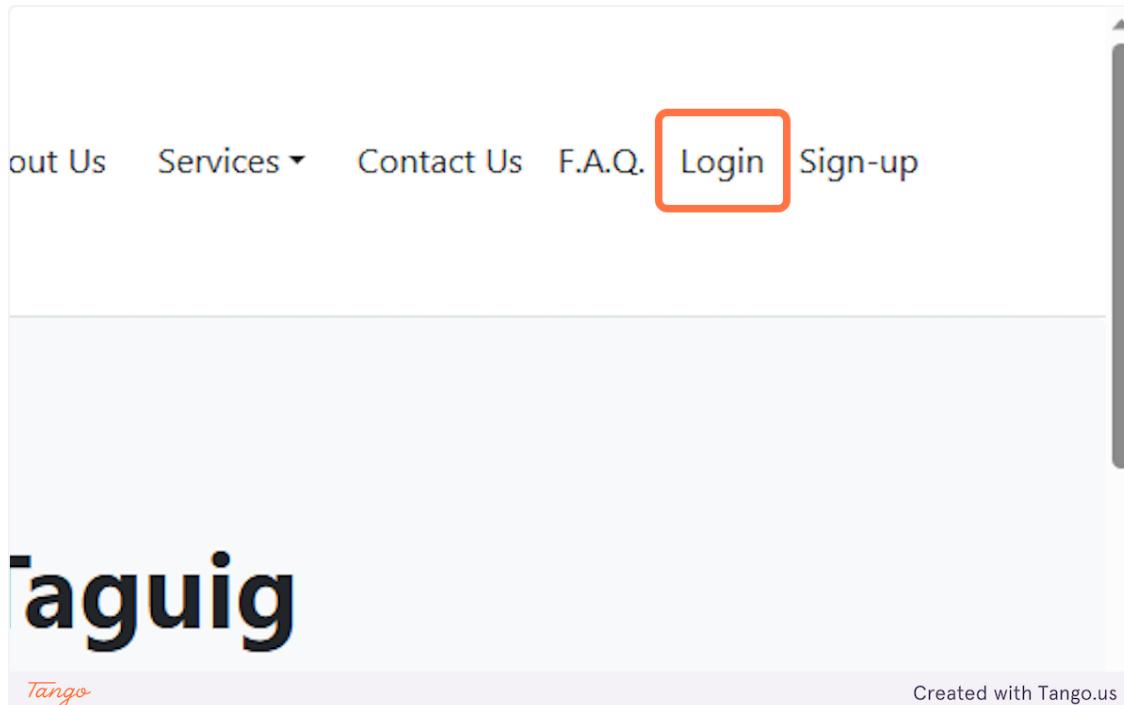


4. User registered successfully!

The screenshot shows a sign-up form. At the top, there is a logo and a navigation bar with links: Home, About Us, Services, Contact Us, F.A.Q., Login, and Sign-up. Below the navigation, a success message "User registered successfully" is displayed in a red bar. The form includes fields for First name (Jose), Last name (Cruz), Contact No. (09123456789), Email (you@example.com), Password, Address (1234 Main St), Date of Birth, Marital Status (Single), and a checkbox for Registering for the deceased. A large blue "Confirm" button is highlighted with a red border at the bottom. At the bottom left, the word "Tango" is written in orange. At the bottom right, it says "Created with Tango.us".

Step-by-Step User Log-in

1. Click on Login



2. Type in the necessary details

A screenshot of a login form titled "Please Login". It contains two input fields: one for "Email address" containing "dhpanganiban@gmail.com" and another for "Password" showing a series of dots. Below the inputs is a blue "Sign in" button. At the bottom of the form, there is a small "Tango" logo and the text "Created with Tango.us".

3. Click on Sign in

Please Login

Email address
dhpanganiban@gmail.com

Password

Sign in

Tango Created with Tango.us

4. You are now logged in

 Home About Us Services ▾ Contact Us F.A.Q. Logout

Barangay 872, Pancadan, Taguig

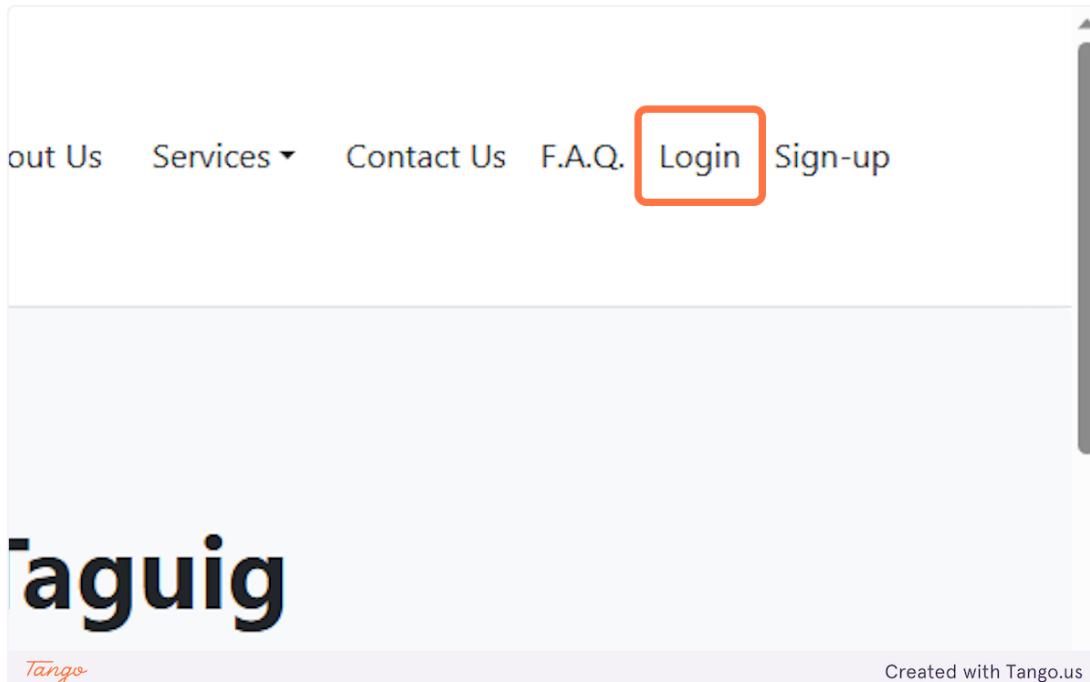
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Fusce bibendum sit amet lectus in vulputate. Pellentesque eget sapien ante. Donec finibus faucibus massa, in sollicitudin dolor eleifend non. Ut fermentum nisi vel elit pulvinar, ut semper nisi pellentesque.

News and Announcements

Tango Created with Tango.us

Step-by-Step Login Process for Admin

1. Click on Login



2. Type in the admin credentials (a user with the userType = admin in the users table)

A screenshot of a login form titled "Please Login". It contains two input fields: "Email address" with the value "kdhpaniban@gmail.com" and "Password" with the value ".....". Both fields have a red border. Below the fields is a blue "Sign in" button. At the bottom of the page, there is a footer bar with the word "Tango" on the left and "Created with Tango.us" on the right.

3. Click on Sign in

Please Login

Email address
kdhpanganiban@gmail.com

Password
.....

Sign in

Tango

Created with Tango.us

4. You can now access the ADMIN homepage. As an admin, editable boxes can be seen in this version of the homepage. The View Appointments tab is also only available for the ADMIN. that will be discussed as we go through this manual.

Home About Us Services ▾ Contact Us F.A.Q. Logout

Barangay 872, Pancadan, Taguig

Update

News and Announcements

Tango

Created with Tango.us

Step-by-Step Updating Information in the Website (only for ADMIN)

1. You are currently in the ADMIN homepage

The screenshot shows a web page with a red border. At the top left is a logo, and at the top right are navigation links: Home, About Us, Services, Contact Us, F.A.Q., and Logout. Below the navigation is a text input field containing the placeholder "Barangay 872, Pancadan, Taguig". Inside this field is a scrollable text area with placeholder text: "Lorem ipsum dolor sit amet, consectetur adipiscing elit. Fusce bibendum sit amet lectus in vulputate. Pellentesque eget sapien ante. Donec finibus faucibus massa, in sollicitudin dolor eleifend non. Ut fermentum". Below the text area is a blue "Update" button. At the bottom of the page, there is a grey footer bar with the word "Tango" on the left and "Created with Tango.us" on the right.

2. Type in your desired information inside the text boxes

This screenshot is identical to the one above, but the text input field containing "Barangay 872, Pancadan, Taguig" is highlighted with a thick red border. The rest of the page, including the "Update" button and the footer, remains the same.

Home About Us Services ▾ Contact Us F.A.Q. [Locate](#)

Barangay 872, Pandacan, Manila City

A Barangay in Manila

G

Update

Tango

Created with Tango.us

3. Click on Update

Update

Tango

Created with Tango.us

4. Click on Logout to go out of the ADMIN homepage

The screenshot shows a top navigation bar with several links: Home, About Us, Services (with a dropdown arrow), Contact Us, F.A.Q., and Logout. The 'Logout' button is highlighted with a red rectangular border. Below the navigation bar, there is a large, empty white area. At the bottom of the page, there is a footer section containing the word 'Tango' in orange and 'Created with Tango.us'.

5. The homepage for the users is now updated

The screenshot shows a user homepage for 'Barangay 872, Pandacan, Manila City'. The title 'Barangay 872, Pandacan, Manila City' is highlighted with a red rectangular border. Below the title, it says 'A Barangay in Manila'. Further down the page, there is a section titled 'News and Announcements' with three small images underneath. The 'Tango' logo and 'Created with Tango.us' are visible at the bottom.

Step-by-Step How to View Appointments by Users (only for ADMIN)

1. Sign-in to the ADMIN account

Please Login

Email address
kdhpanganiban@gmail.com

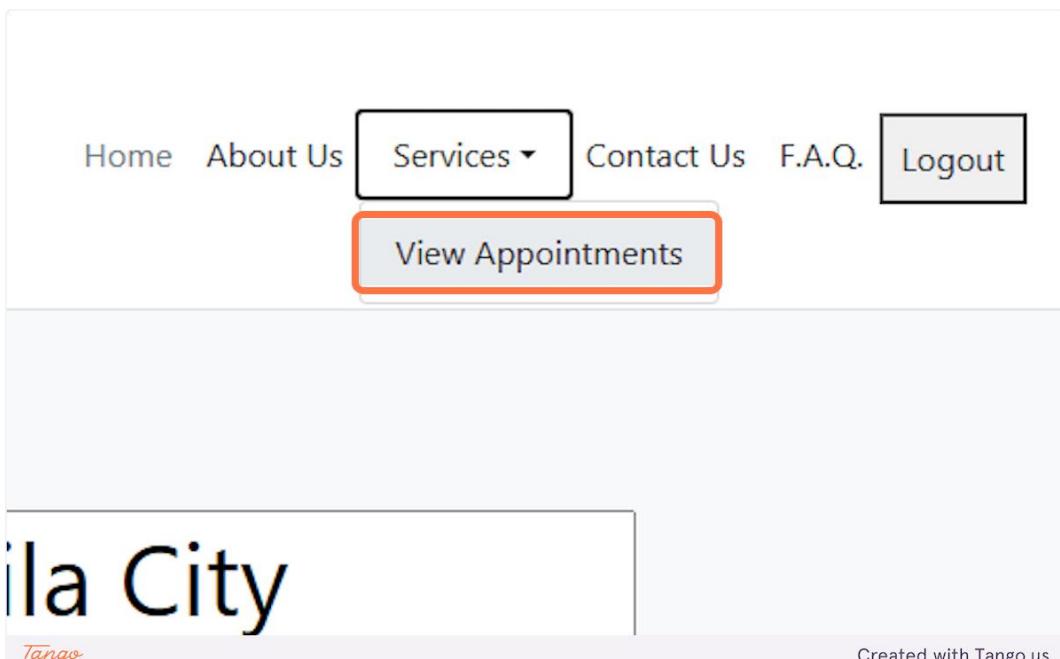
Password

Sign in

Tango

Created with Tango.us

2. On the upper-right corner of the screen, click on Services > View Appointment



3. You can now view pending appointments.

The screenshot shows a web-based appointment viewer. At the top right are navigation links: Home, About Us, Services (with a dropdown arrow), Contact Us, F.A.Q., and Logout. Below this is a title 'View Appointments'. A calendar for May 2023 is displayed, with the current date, May 16, highlighted in red and containing the text '13 | Daniel Panganiban'. The days of the week are labeled at the top: SUN, MON, TUE, WED, THU, FRI, SAT. The dates from 30 to 27 are shown in rows below. The bottom left corner of the calendar area has the word 'Tango' in orange. The bottom right corner of the entire screenshot area also has 'Created with Tango.us'.

4. To view the appointment details, click on the name on the calendar

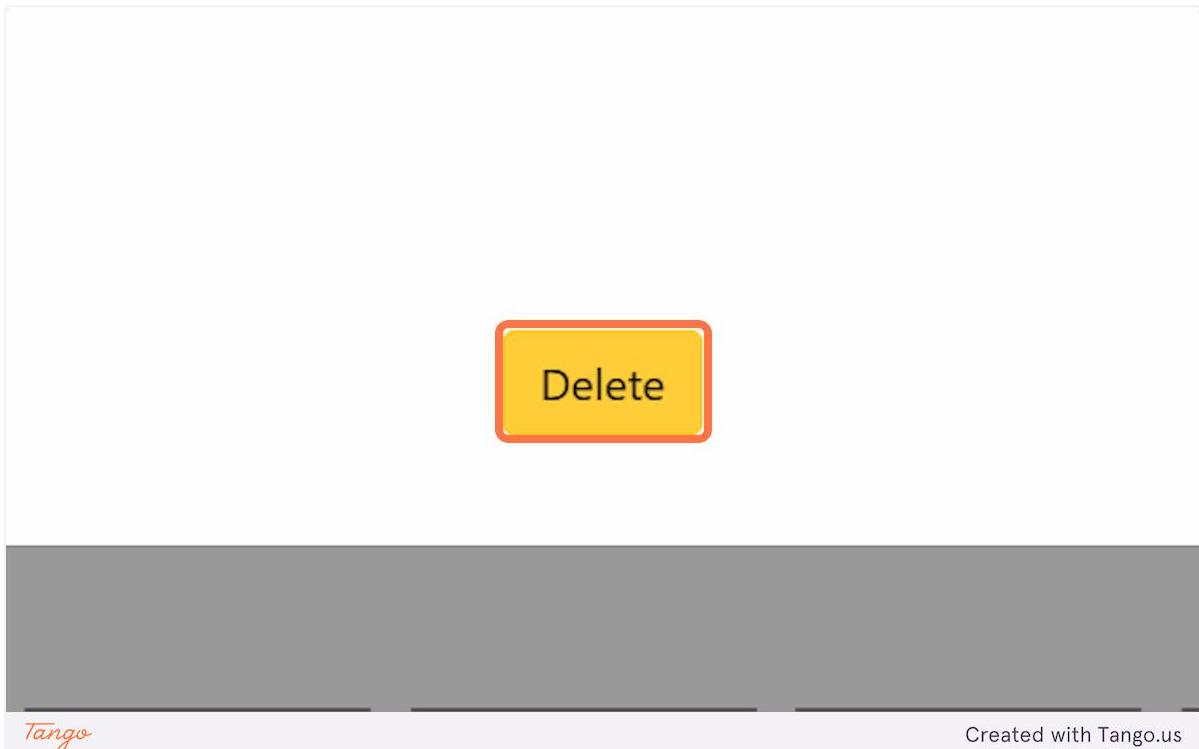
This is a zoomed-in view of the May 2023 calendar, specifically focusing on the 16th. The date 16 is highlighted with a red box containing the text '13 | Daniel Panganiban'. The surrounding days (8, 9, 10, 11, 15, 17, 18, 22, 23, 24, 25) are visible. The bottom left corner of the calendar area has the word 'Tango' in orange. The bottom right corner of the entire screenshot area also has 'Created with Tango.us'.

5. You can now view the complete details of the appointment

The screenshot shows a calendar interface for May 2023. A modal window is open, centered over the date May 16, which is highlighted in red and contains the text "13 | Daniel Panganiban". The modal has a white background with a red border. At the top center, it says "Appointment No. 13". Below that, the following details are listed:
Name: Daniel Panganiban
Email: dhpanganiban@gmail.com
Phone: 90808080
Date: 2023-05-16
Message: ijolijili

At the bottom right of the modal is a yellow "Delete" button. The background of the calendar shows other dates from May 14 to 20. The bottom left corner of the calendar area has the word "Tango" in orange. The bottom right corner of the entire image says "Created with Tango.us".

6. If you wish to delete the appointment, you can do so by clicking the "Delete" button below



7. The appointment has now been deleted



Home About Us Services ▾ Contact Us F.A.Q. Logout

View Appointments

May 2023 < >

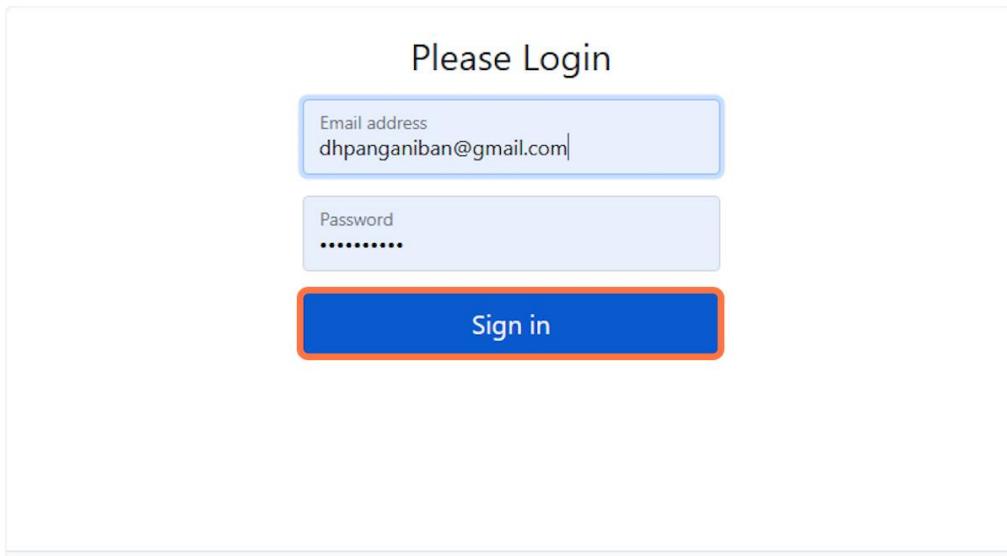
SUN	MON	TUE	WED	THU	FRI	SAT
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27

Tango

Created with Tango.us

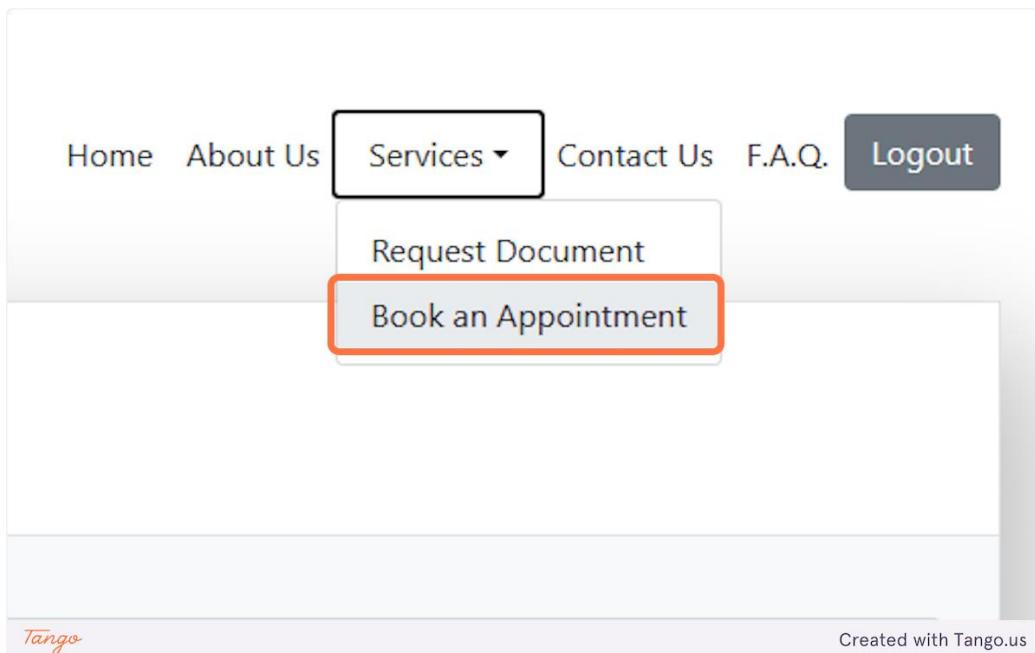
Step-by-Step Booking an Appointment (only for USERS)

1. Sign-in to your account



The screenshot shows a 'Please Login' form. It has two input fields: 'Email address' containing 'dhpanganiban@gmail.com' and 'Password' containing several dots. A large blue 'Sign in' button is at the bottom, which is highlighted with a red border. At the bottom left is the 'Tango' logo, and at the bottom right is the text 'Created with Tango.us'.

2. On the upper-right corner of the screen, click Services > Book an Appointment



3. You are now on the Book Appointment page. Fill in the necessary fields.



Home About Us Services ▾ Contact Us F.A.Q. Logout

Book Appointment

First Name: Daniel Last Name: Panganiban Date: dd/mm/yyyy
Email address: dhpanganiban@gmail.com Time:

We'll never share your email with anyone else.

Phone: 90808080 Reason for Appointment:

About Us
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum sit amet est nibh. Nam vel erat et nisi viverra porttitor.

Links
[Home](#) [About Us](#)

Contact Us
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Location

Created with Tango.us

4. Click on Submit



Home About Us Services ▾ Contact Us F.A.Q. Logout

Book Appointment

First Name: Daniel Last Name: Panganiban Date: 08/06/2023
Email address: dhpanganiban@gmail.com Time: 10:30 am

We'll never share your email with anyone else.

Phone: 90808080 Reason for Appointment:
For Barangay clearance application

About Us
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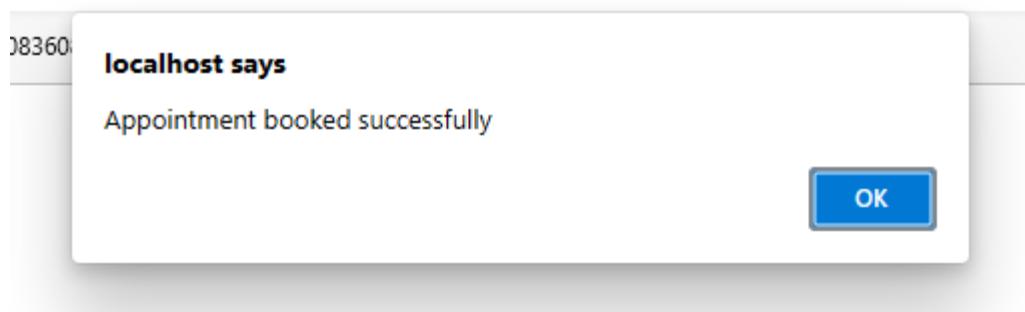
Links
[Home](#) [About Us](#)

Contact Us
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum sit amet est nibh. Nam vel erat et nisi viverra porttitor.

Location

Created with Tango.us

5. A prompt will be shown showing that you have successfully booked an appointment



Step-by-Step Process for Requesting Documents (only for USERS)

1. Log-in your account details

The image shows a 'Please Login' form. It has two input fields: 'Email address' containing 'dhpanganiiban@gmail.com' and 'Password' containing '*****'. Below the fields is a large blue 'Sign in' button with white text. At the bottom left is the 'Tango' logo, and at the bottom right is the text 'Created with Tango.us'.

2. On the upper-right corner of the screen, click Services > Request Document

The image shows a website header with navigation links: Home, About Us, Services (with a dropdown arrow), Contact Us, F.A.Q., and Logout. The 'Services' link is highlighted with a black border. A dropdown menu appears below it, containing 'Request Document' (which is also highlighted with an orange border) and 'Book an Appointment'. At the bottom of the page, the 'Manila City' logo is displayed along with the 'Tango' logo and 'Created with Tango.us' text.

3. You are now in the "Submit Documents" page



Home About Us

Submit Documents

Document to be Requested:

Barangay Clearance

Email Address:

Civil Status:

Single

Upload ID:

Choose File No file chosen

First Name Last Name

Home Address:

Date of Birth:

dd/mm/yyyy

Sex:

Male

Tango

Created with Tango.us

4. After filling in the required fields, click on submit

Choose File ENTITIES.png

Submit

Tango

Created with Tango.us

5. You will now see a prompt saying that you have successfully submitted the documents

