

# How to Guide

**Product name:** CruzCal

**Team Name:** CruzCal Developers

**Team Members:** Tanmay Mittal , Kitana Toft , Mario Reyes , Pablo Gaeta , Andrew Lim

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## How do I use this app?

### How do I add or remove courses to the Calendar?

To add a course to the Calendar:

1. Select a Term.
2. Select a Subject.
3. Select a Course.

The screenshot displays the CruzCal application interface. On the left, a calendar grid is visible with columns for days of the week (Sun, Mon, Tue, Wed, Thu, Fri, Sat) and rows for time slots from 8am to 9pm. The grid is currently empty. On the right, there are controls for importing and exporting the calendar. The 'Import Schedule' section includes a text input field and an 'Import' button. Below this, the 'Select Schedule' section has a 'Select Term' dropdown menu, a 'Select Subject' dropdown menu, and a 'Select Course' dropdown menu. A plus sign button is located below these dropdowns. The 'Export Calendar' section includes three buttons: 'JSON', 'ICS', and 'Google'. At the bottom, there is a text input field for a URL, currently showing 'http://localhost:4200/', and a button with a share icon.

In addition, you can also filter the options by typing in the input.

Note: You will not be able to select/type a Subject until you have picked a Term. Similarly, you will not be able to select/type a Course until you have selected a Subject.

### To add an additional class:

1. Click the “+” icon below the bottom-most Subject/Course selections row.
2. Select a Subject.
3. Select a Course.

### To remove a class:

1. Click the trashcan icon to the right of a Subject/Course selections row.

Note: The trashcan icon is hidden if there is only a single Subject/Course selections row.

## How do I export my schedule?

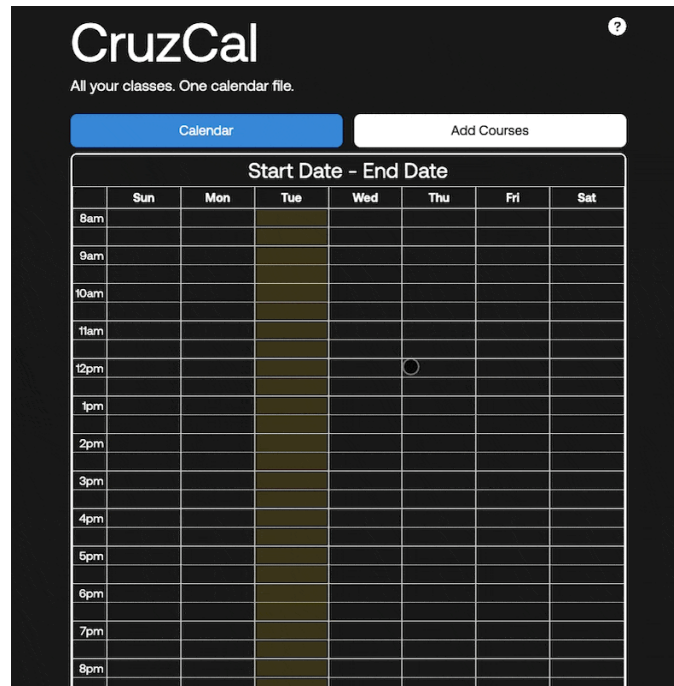
You have 3 options to export the courses you have added to the calendar:

1. JSON: will open a new tab with all of the information related to any **COURSES** you have added.
2. ICS: your schedule will be downloaded to your computer as an .ics file.
3. Google: your schedule is automatically imported into your **UCSC Google Calendar**.

## How do I view the calendar and list of courses added on tablet/mobile?

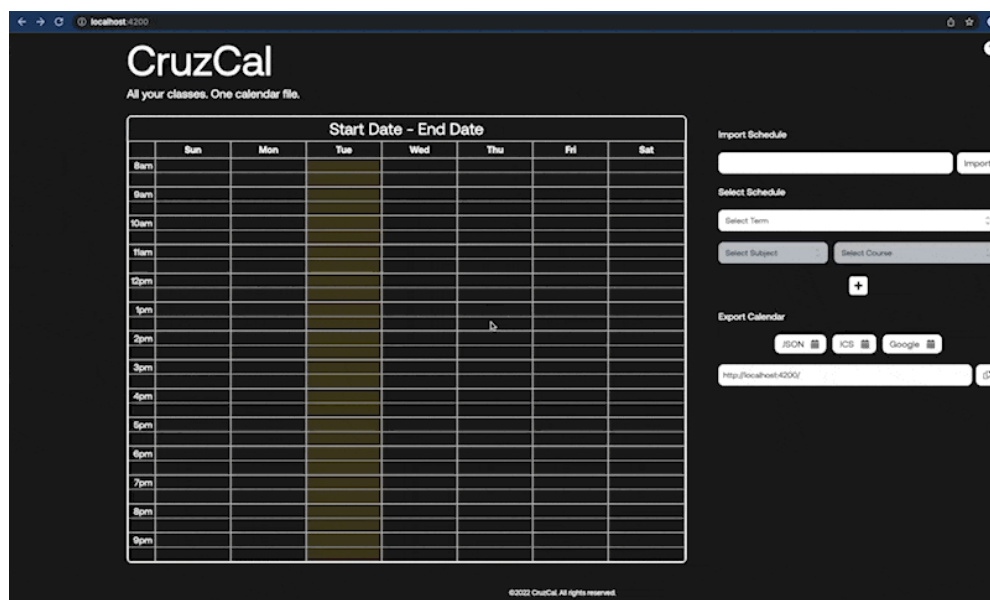
In order to create an effective user experience, the calendar and list of courses were separated into two separated tabs on smaller devices. In order to switch the calendar and the list of courses added:

1. Click “Add Courses” to view the list of courses added and to add/remove additional courses.
2. Click “Calendar” to view the schedules of the courses you have added.



## Feature: Undo and Redo Adding/Removing a Course

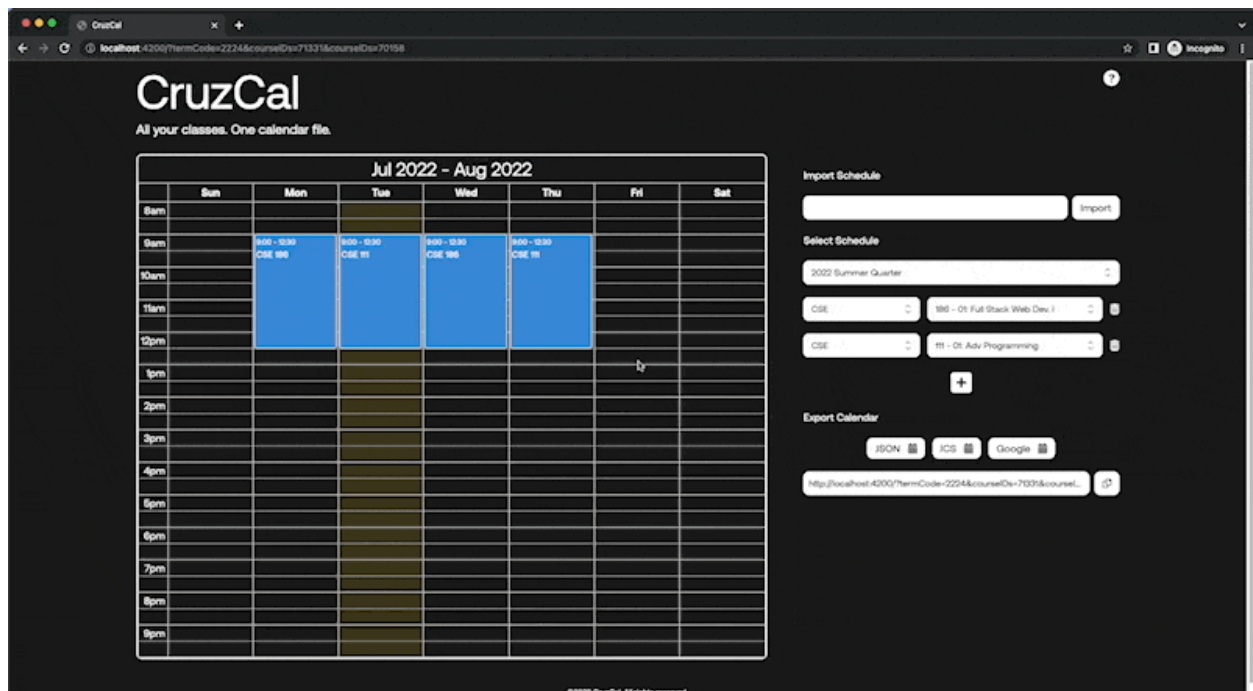
You can click the back button or the forward button in the browser to undo or redo adding or removing a course.



## Feature: Export and Import Calendars

After adding any courses to the Calendar, you have the option to export a link to that Calendar with all of the added courses and send it to another person to import the schedule. In order to export and import the calendar:

1. Add any course(s) to the Calendar.
2. In the “Export Calendar” section, copy the URL link.
3. In the “Import Schedule” section, paste the URL link and click “Import”
4. The courses will populate the Calendar and in the “Select Schedule” section



## Warning: Selecting a Different Term with Added Courses

After selecting course(s), if you change the **Term**, it will refresh all selected courses as if it were a new session. Meaning any of the selected courses will be removed.