USER MANUAL

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Contents

1 Welcome to MeteoCal

MeteoCal is a web based event planner with weather forecast notifications.
To use this service you will need a modern browser.
To start using the service please visit http://localhost:8080/meteocal-se2/
Before doing so we advise you to read this manual to learn all the features
that the service has to offer.

2 Features

2.1 Sign Up

To start using the service you will first need to sign up.
In order to do so please visit the homepage of the service at
http://localhost:8080/meteocal-se2/ and choose the "Sign up here" option.
The sign up page will load a form with three fields, fill them with your
username and password, confirm the password and then press the "Sign up"
button.
If the registration procedure went well you will be redirected to your personal
page.

2.2 Login

To access your personal page you will need to login first.
In order to do so please visit the homepage of the service at
http://localhost:8080/meteocal-se2/ and choose the "Login here" option.
Fill the form with the username you chose and your password and then
press the "Login" button.
If you meant to sign up use the link below the form.
If the login procedure went well you will be redirected to your personal page.

2.3 Logout

To logout and exit from the service simply click the "Logout" link at the top
of your personal page.
You will be redirected to the homepage.

2.4 Create an event

To create a new event simply click the "Create a new event" link at the top
of your personal page.

You will be redirected to the event creation page.

Here you will have to fill in the necessary fields, marked with "*", you may also fill the additional fields as you need.

In order to invite guests to your event simply put their usernames in the "Guests" field separated by a comma like this: *mark, sam, bobGreen, lucy54.* When you are ready to create your event press the "Create event" button and you will be redirected to your personal page where you should see the event in your schedule.

Eventual guests will be sent an invite to your event.

2.5 View event details

To view the details of an event find the event on your schedule and simply click on the blue rectangle representing the event.

A window will open listing the event details.

When you are done viewing the details click the "x" button at the top-right corner of the "Event details" window.

2.6 Update an event

In order to update the details of an event you need to be the creator of the event.

Find the event that you want to update as described the the "View event details" section.

Once the "Event details" window is open update the fields you are interested in and once you are happy with your changes click the "Update" button. The window will close automatically. Eventual guests will be sent an notification for signalling the update.

2.7 Delete an event

In order to delete an event you need to be the creator of the event.

Find the event that you want to delete as described the the "View event details" section.

Once the "Event details" window is open click the "Delete" button.

You will need to confirm your intentions by clicking the "Delete!" button; if you instead prefer to not delete the event simply click the "Cancel" button.

If you chose to delete the event the window will close automatically and the event will be gone from your schedule.

Eventual guests will be notified of the event's deletion.

2.8   View a notification

Notifications generated by the events will show up in the column "Notifications" on the right side of your personal page.

Every notification will be show as a brief message and in order to interact with the notification you will need to click on the lens symbol to the left of the notification.

Doing so will open the "Details" window for the notification.

If the notification was an invite you will see a description of the event that you have been invited to with the options to accept the invite or decline it.

If the notification was not an invite you will see a brief message prompting you to check the event that generated the notification on your schedule; you will have the option to dismiss this notification by clicking the "Mark as read" button.

2.9   Accept an invite

Proceed as described in the "View a notification" section and click the "Accept invite" button.

The event will be added to your schedule and you will be notified of eventual updates coming from the event.

2.10   Decline an invite

Proceed as described in the "View a notification" section and click the "Decline invite" button.

The invite will be removed from your notifications and you will be removed from the invited guests.

3   Problem Solutions

Most problems are signalled by error messages. Please check them for more instructions.

I cannot sign up Try choosing another username if the chosen one is already taken or try to input the password again making sure it matches.

I cannot login Verify that your username/password are correct. Try using another browser or another session like private/incognito session of your browser.

I cannot create a new event Check if you have filled all the mandatory fields, verify that the dates for the event make sense and verify that you are not already busy in the new event time frame.

I cannot invite a user Make sure the username you have provided is exact. Separate multiple users with commas.

I cannot update/delete an event Only the event's creator can perform such operations. If you are the creator make sure that the fields you are updating make sense. Try reloading the page manually or change browser.

I cannot accept an invite Make sure you are not already busy in the time frame in which the event you are invited to will take place. If you are busy you can remove your overlapping events and accept the invite. If you are busy but you cannot delete the events you have to decline the invite.

Something looks strange/I cannot interact with something/Other Try reloading the page manually and/or try using another browser/device to access the service.