

LaBook User Guide

Team Quebec 2010

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1 Introduction

Welcome to LaBook user guide! LaBook is an online lab booking website that allows you to book and check status of the available lab facilities. This guide shows you how to get started with Labook. If you are not familiar with Internet browsers, this guide will go through step by step how to login, book, and view status of the lab facilities.

1.1 Overview

This user guide will cover the following:

- As admin:
 - How to view users
 - How to add users
 - How to delete users
 - How to add FAQ (in progress)
- As user:
 - How to log in
 - How to use the calendar
 - Basics
 - Availability
 - How to book a lab
 - Confirmation
 - Availability
 - How to view FAQ

1.2 Requirements

Operating System: Mac OS, Windows 98/ME/2000/XP/Vista/7, Linux

Internet Browser: Firefox 3.6+, Internet Explorer 8+, Google Chrome

Server Support: PHP 4.3+, MySQL4 +, CodeIgniter 1.7.2+, 500mb+ memory space

Language Req.: English

2 How to Log In



Username:

Password:

Login

Start by selecting the Username and type in the userid given by the admin.



Username:

Password:

Login

Now, select the Password and type in the password you have created.



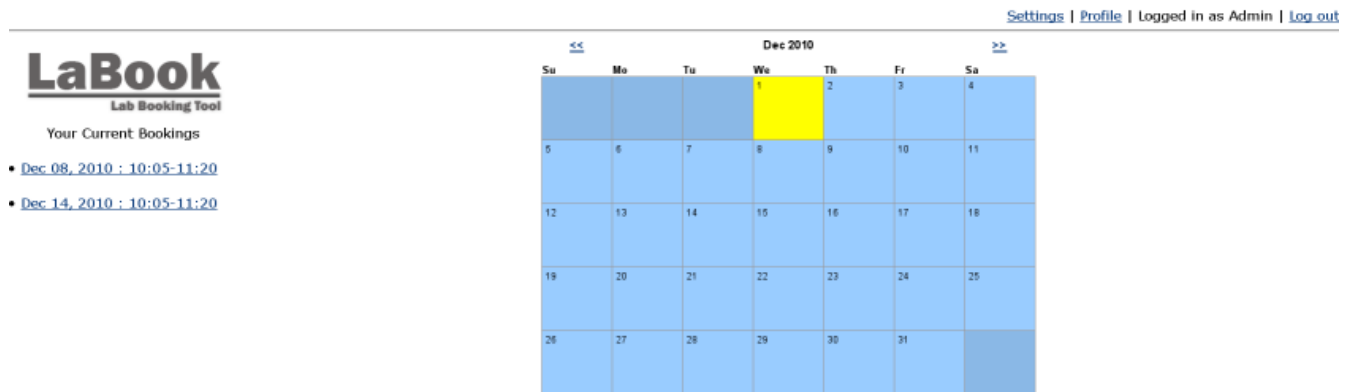
Username:

Password:

Login

Finally, simply click the Login button after filling in all the required fields.

3 Main Calendar

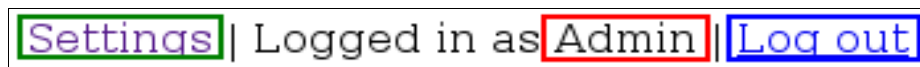


If you are on the page above, then you are on the main calendar page.

3.1 Basics

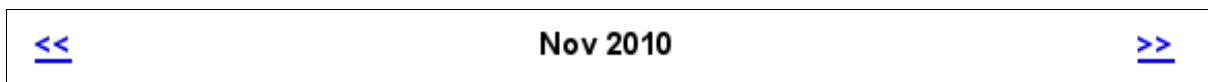


LaBook logo on the left top corner will redirect you to the main calendar page.



The above is on the right top corner of the main calendar page.

- **Settings** will allow admin to view/edit users (refer to **Chapter 5**)
- **Logged in as** _____ represents the username that is logged in
- **Log out** will allow you to log out of the current user and relog in as a different user



This is located above the calendar from the main calendar page. This allows you to view which month you are currently on.

- **<<** will redirect you to previous month on the calendar
- **>>** will redirect you to next month on the calendar

3.2 Start Booking

Nov 2010						
<div><<</div> <div>>></div>						
Su	Mo	Tu	We	Th	Fr	Sa
	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
28	29	30				

From the main calendar page, simply choose a date on the desirable month that you want to book a lab for, as shown above.



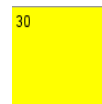
This represents an unavailable date



This represents a selected date



This represents an available date



This represents the current date

4 Booking a Lab

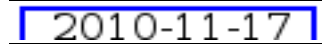
After selecting a date to book from the main calendar, you should be on the [booking page](#):

2010-11-30
[Back to Calendar](#)

	library	laptop_cart	tech_75	tech_85	business_218	business_271	cs_224	ce_226
08:45-10:00								
10:05-11:20		My Booking						
11:25-12:40								
12:45-14:00			Booked by bertan guven					
14:05-15:20								

4.1 Basics

From the booking page shown above,

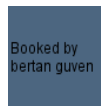


This represents the current date you are booking a lab on.



This redirects you to the main calendar page (**Chapter 3**)

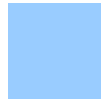
The left attribute column represents 5 time period slots for the school.
The top attribute row represents the available lab facilities for the school.



This represents a slot booked by someone else



This represents a slot booked by you



This represents an available booking slot



This represents a selected booking slot

After selecting a booking slot from the booking page, you should now be in the booking confirmation page:

4.2 Booking Confirmation



Your Current Bookings

[Back to Schedule](#)

Date: 2010-12-8
Person Booking: Test User
Room: library
Booking Between: 08:45-10:00
*Course:
Notes:

Book

*Course = Required Field
Notes = Optional Field

Simply fill in the required course field and if want, notes field and click book to submit booking.

To delete your booking, select

My Booking

from the booking page:

[Back to Schedule](#)

Date: 2010-11-30
Booked by: Simon Chae
Room: laptop_cart
Booked between: 10:05-11:20
Booked for: CSC301H1
Notes: test

Delete booking

This shows the information of your booking.
Click "Delete booking" to delete the current booking.

5 Administration

[Settings](#) | Logged in as [Admin](#) | [Log out](#)

On the top right corner of the calendar, if logged as an admin, you will see "Settings"

Clicking "Settings" will direct you to "User Management" page:

[List Users](#)

[Add Users](#)

[Room and Time settings](#)






[Booking settings](#)


[Mass Booking](#)

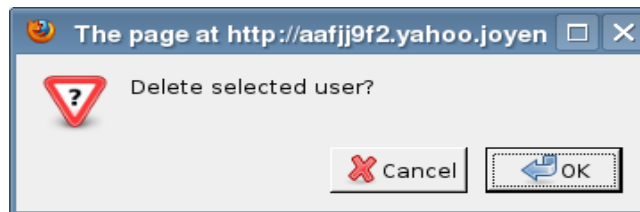
5.1 List Users / Delete Users

Select List Users from User Management Page.

Listing Users

Username	Role	First Name	Last Name	E-Mail	Action
zeeshanq	Admin	Zeeshan	Qureshi	zeeshan.qureshi@gmail.com	
t0suther	Admin	Sean	Sutherland	t0suther@cdf.toronto.edu	
demo	User	Demo	User	demouser@example.net	
test	User	Test	User	testuser@example.com	
Admin	Admin	Labook	Admin	labook@some.com	

- Listing Users page lists all the users that are registered in LaBook
- Emails should be unique and are needed to retrieve lost password
 - Roles represents the rankings of each registered users.
 - Admins are allowed to do administrations
 - Users are not allowed to do any administrations
- To delete a LaBook registered user, simply click 



Then select “Ok” to confirm deletion

Listing Users

Username	Role	First Name	Last Name	E-Mail	Action
zeeshanq	Admin	Zeeshan	Qureshi	zeeshan.qureshi@gmail.com	
t0suther	Admin	Sean	Sutherland	t0suther@cdf.toronto.edu	
demo	User	Demo	User	demouser@example.net	
test	User	Test	User	testuser@example.com	

After Deletion of a registered user, in above case Admin, he should be out of the User List

5.2 Add Users

Select Add Users from User Management Page

First Name	<input type="text"/>
Last Name	<input type="text"/>
Username	<input type="text"/>
E-Mail Address	<input type="text"/>
Password	<input type="password"/>
Password (again)	<input type="password"/>

Role User ▼

Add Reset

Fill in all the required fields

First Name	<input type="text" value="FirstName"/>
Last Name	<input type="text" value="LastName"/>
Username	<input type="text" value="Test"/>
E-Mail Address	<input type="text" value="Test@Test.com"/>
Password	<input type="password" value="*****"/>
Password (again)	<input type="password" value="*****"/>

Role User ▼

Add Reset

Role: User or Admin
Reset: Empty all the fields
Add: After filling all the fields, confirm

5.3 Room and Time settings









Select Room and Time settings from User Management Page

Time Settings

1	<input type="text" value="08:45-10:00"/>	
2	<input type="text" value="10:05-11:20"/>	
3	<input type="text" value="11:25-12:40"/>	
4	<input type="text" value="12:45-14:00"/>	
5	<input type="text" value="14:05-15:20"/>	

New Time:

Room Settings

1	<input type="text" value="library"/>	
2	<input type="text" value="laptop_cart"/>	
3	<input type="text" value="tech_75"/>	
4	<input type="text" value="tech_85"/>	
5	<input type="text" value="business_218"/>	
6	<input type="text" value="business_271"/>	
7	<input type="text" value="cs_224"/>	
8	<input type="text" value="ce_226"/>	

New Room:

You may change booking fields here (chapter 4)

5.4 Booking Settings

Select Booking Settings from User Management Page

Maximum Number of Bookings

Future Bookings (Year-Month-Day)

Maximum Number of Bookings represents how many bookings per user are allowed to book in total.

Maximum Number of Bookings

Future Bookings (Year-Month-Day)

Future Bookings is the cut-off date of booking (I.e. limit of booking)

Maximum Number of Bookings

Future Bookings (Year-Month-Day)

5.5 Mass Booking

Select Mass Booking from User Management Page

*Start Date: Ex: 2010-01-30

*End Date: Ex: 2010-01-30

*Repetition: ☐ ☐ ☐ ☐ ☐ ☐ ☐
Mon Tue Wed Thur Fri Sat Sun **Book every clicked day between the given dates.**

*Course Name:

Notes:

*Select the period:

*Select the room:

Override Option: ☐ If a booking already exists in desired time, override option lets you take over the booking.

If you (admin) wish to book more than one day/week/month to book certain room at certain period, you can do "mass booking".

*Start Date: Ex: 2010-01-30

*End Date: Ex: 2010-01-30

*Repetition: ☐ ☐ ☐ ☐ ☐ ☐ ☐
Mon Tue Wed Thur Fri Sat Sun **Book every clicked day between the given dates.**

*Course Name:

Notes:

*Select the period:

*Select the room:

Override Option: ☐ If a booking already exists in desired time, override option lets you take over the booking.

All * fields are required fields and others are optional fields.

6 Installation

6.1 Check server support

Make sure that the server has PHP 4.3 (or newer) and MySQL 4 (or newer)

```
zeeshan@zeeshan-pc /opt/lampp $ php --version
PHP 5.3.2-1ubuntu4.5 with Suhosin-Patch (cli) (built: Sep 17 2010 13:41:55)
Copyright (c) 1997-2009 The PHP Group
Zend Engine v2.3.0, Copyright (c) 1998-2010 Zend Technologies
zeeshan@zeeshan-pc /opt/lampp $ mysql --version
mysql Ver 14.14 Distrib 5.1.41, for debian-linux-gnu (i486) using readline 6.1
```

6.2 Import LaBook

1. Copy the code from 'trunk/' into the server root
2. 'chmod' everything to 755

6.3 Configure CodeIgniter

Edit 'system/application/config/config.php'

1. Change \$config['base_url'] to point to server URI
2. Change \$config['recovery_email'] to set the id from which the password recovery email is sent


```

/*
-----
Base Site URL
-----

URL to your CodeIgniter root. Typically this will be your base URL,
WITH a trailing slash:

http://example.com/

*/
$config['base_url'] = "http://localhost/";
$config['recovery_email'] = "noreply@localhost";

```

Edit 'system/application/config/database.php'

1. Set the mysql server hostname in \$db['default']['hostname']
2. Set database username/password in \$db['default']['username'] / \$db['default']['password']
3. Set database name in \$db['default']['database']

```

$db['default']['hostname'] = "127.0.0.1";
$db['default']['username'] = "labbooking";
$db['default']['password'] = "labbooking";
$db['default']['database'] = "labbooking";
$db['default']['dbdriver'] = "mysqli";
$db['default']['dbprefix'] = "";
$db['default']['pconnect'] = TRUE;
$db['default']['db_debug'] = TRUE;
$db['default']['cache_on'] = FALSE;
$db['default']['cachedir'] = "";
$db['default']['char_set'] = "utf8";
$db['default']['dbcollat'] = "utf8_general_ci";

```

6.4 Import Into Database

Open a shell and connect to the database using the mysql client and then import the file 'dumps/labbook.sql'

```
zeeshan@zeeshan-pc ~/Development/csc301 $ mysql -h 127.0.0.1 --user=labbooking -  
-password=labbooking labbooking  
Welcome to the MySQL monitor.  Commands end with ; or \g.  
Your MySQL connection id is 45  
Server version: 5.1.41 Source distribution  
  
Type 'help;' or '\h' for help. Type '\c' to clear the current input statement.  
  
mysql> SOURCE dumps/labbook.sql;  
Query OK, 0 rows affected (0.00 sec)  
  
Query OK, 0 rows affected (0.00 sec)  
  
Query OK, 0 rows affected (0.00 sec)  
  
Query OK, 0 rows affected (0.00 sec)  
  
Query OK, 0 rows affected (0.00 sec)  
  
Query OK, 0 rows affected (0.05 sec)  
  
Query OK, 0 rows affected (0.05 sec)  
  
Query OK, 0 rows affected (0.03 sec)  
  
Query OK, 0 rows affected (0.04 sec)
```

6.5 Log Into Labook

The application is now setup and you can go to the server URI and login with the credentials:

username: admin
password: labook

7 Troubleshooting

- Password Recovery
 - In the main Login page, if You forgot or lost his password, simply click ["Lost Password?"](#)
 - Type in the corresponding email that you registered with, and you will automatically receive an email an unique link to change your password
 - The email you type should exist in the database or error will occur: "User Not Found"
- Maximum number of Bookings reached as an user
 - contact the admin
- Deleting itself as an admin
 - Admin cannot delete itself
- Built-in back button in browsers
 - Browser back buttons will log you out, make sure to use the LaBook logo to go back once logged in to the calendar page.
 - Or may use the supplied links that are mentioned previously
- Cannot Book
 - You may have reached maximum number of bookings
 - You may be booking something before the current date
 - You may be booking something after the cut off date
 - Other user booked on the slot before you try to add booking
 - Always refresh your calendar page
- Deleting Bookings
 - Booking may not belong to you
 - Bookings can only be deleted by the owner of the booking or admins
- My booking has disappeared!
 - Admins may have overwritten your booking
 - Admins may have cleared out the database
 - You may have deleted it yourself
 - Otherwise, contact the admins.
- Cannot update booking
 - Currently this option is not implemented in our system. You may delete and rebook it on the same slot.