

User manual for
Online Slides Collection Search Engine

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User manual

The project is designed to search for the slides information from MS Access database. It can also edit records in the tables in the database.

The first page of the project shows different options provided to the user. User can search for different words in slides tables and words can be selected from keyword, location, scientific name and set tables. User is also provided with Browse by records and Combination search. User can edit the records only if he has authority and has to enter password to edit records.

Once he enters password, user is provided with options to edit or add records to Keyword, Location, Set, Slides, People, Photographer and Scientific Name tables.

First procedure for searching will be explained followed by editing of different tables.

User is provided with different options for searching the database. Options are as follows.

- 1) By keyword
- 2) By slide set
- 3) By Location
- 4) By Scientific Name
- 5) By Full Records
- 6) Combination Search

Each one of the search procedures will be explained now.

By Keyword:

Keyword table has information about keyword id, keyword and scope note. User can search for different keywords, which are in keyword column in the slides table. Once user selects keyword search by clicking BY KEYWORD, page consisting of all records of the keyword table will appear in the select box. The select box consists of keyword and scope note. User can select one or more words from the select box and selected keywords will appear in the text box. Then user has to click Show Slides to view the records that are selected.

User can make selection easy by using refined search. For this, user has to click refined search button, which takes him to another page. In that page, user is provided with text box where user has to enter the word or alphabet for which he wants to do refined search. For example, user wants to search for an alphabet that starts with S. For that word, user has to scroll all through the select box and it will take long time for him to find that. Instead he can just enter the word S in the refined search text box and press enter in the box itself. Then all the keywords that start with S will appear in the select box. The user can now easily select the word he wants from the list. This makes the work easy for the user.

After selecting keywords, user has to click show slides button. In the next page, he can view all the records satisfying the query and information for each record has slide id, slide image, keyword, location, scientific name and caption. Only 15 records are shown on each page. For seeing the remaining records user has to click next button. User

can see the previous records by clicking Previous button. User can go to main menu by clicking Main Menu button for selecting different option. User can ask for different search by clicking Search Again button.

By Slide set:

The set table has information about set id, set name and description. If user wants to search for particular set name's in the slides table, he first has to click BY SLIDE SET which will take him to another page where user can select the set name. All records in the set table are displayed in the select box and user can select any one of them. After selecting any one set name, set name along with the set id are displayed in the respective text boxes. User can see search results by clicking Show slides button and can change value in the text box by clicking Reset button. If user wants to choose another search, he has to click Home and the first page will be shown where different search options are provided.

After clicking Search button, user will be shown another page with all the results for the particular search. Slide image, location, keyword, scientific name, caption and set id are displayed for each selected Slide id. On each page maximum of 15 records are shown. To view remaining records, user has to click Next button. To see previous records, user has to click Previous button. On each page total no of records selected for that particular search is displayed. To search for different set name, user has to click Search Again button and select another set name for which he wants to search.

By Location:

The location table has information about Location Id, Location and Scope Note. The user has to click BY LOCATON to search for different locations. Once he clicks that, user will be shown different page with all the records of the location table in the select box. Each record in the select box has information of location and Scope Note. User can select one or more locations and selected information will be displayed in the text box.

User is provided with Refined Search facility, which makes his search for the location in the select box easy. To utilize this facility, he has to click the refined search button. After that the user will be shown different page with the select box and text box to enter the refined search word. The user has to enter the word or alphabet for which he is wants refined search. He can enter starting of the word or the alphabet for the refined search. For example, he can enter the word S in the text box to get all the locations starting with S. All the records having the locations starting with S will be displayed in the select box and user can select locations easily from the select box. The selected locations will be displayed in the text box.

After selecting locations, the user has to click Show Slides button to see all records that were selected for that particular search. Each record has information about Slide Id, slide image, location, keyword, scientific name and caption. Each page has 15 records of information and user has to click Next button to view remaining records. Each page has information about how many records were selected for that particular search. To view previous records, user has to click Previous button and to search for different location he has to click Search Again button.

By Scientific name:

The sciname table has information about scinameid, sciname and scope note. User can search for different scientific names in Slides table and have to click BY SCIENTIFIC NAME to search for the names. User will be shown the page with select box containing all records of the sciname table. Each record in the select box has scientific name and scope note information. User can select one or more scientific names and selected names will be displayed in the text box. User can clear the text box by clicking Reset button.

User has facility of Refined search where he can select words from the select box easily. With Refined search, user can ask for words or any alphabet. User has to enter that word or alphabet in the text box provided for Refined search. For example, if user wants to search for the word that starts with T, he can just write the alphabet T in the text box and press enter. After that all scientific names starting with T will appear in the select box and can select the word he wanted from the select box easily.

Once the word is selected, it will appear in the text box. User can select any number of scientific names for search. All the records containing any one of the names will be shown and user has to click Show Slides button to view all of them. Result page with 15 selected records for the query will appear on each page. Each record will contain information about Slide Id, Slide Image, keyword, Location, Scientific name and Caption. To view remaining records, user has to click Next button and to view previous records, user has to click Previous button. To search for new scientific names, user has to click Search Again button.

By full Records:

User can view all the information about any Slide Id with this option. When user clicks BY FULL RECORDS, page with Slide image and other information of the 1st slide will be shown. User has to enter Slide Id for which he wants to search in the text box and click Show button. All the information relating to that particular Slide Id will be shown. The information for each Slide Id consists of Slide Image, Location, Keyword, Scientific name, Caption, Date, Photographer name, Set name, Copyright, Permission on file, People and Caption. User can view next Slide Id information by clicking Next button and previous Slide Id by clicking Previous button. User can select another search option by clicking Home button.

Combination Search:

User can search for records that have particular Keyword, Location, Scientific Name, Set Id and can search for any combination of the options. For example, user can search for the records having particular Keyword and Location. Page with the four options will be shown when user clicks COMBINATION SEARCH. Each option with check box is shown and user can check any one or more. Once check boxes are checked, user has to click Search button.

On the next page, select boxes with all the records for checked options and text boxes with NOT for options not checked will be shown. User can select one or more words from each select box. User is provided with the refined search facility here to make the selection of words easy. User has to enter part of the word or alphabet in the text box and has to click Refined Search button. User can perform refined search for one or more options at a time. User has to enter word or alphabet in all refined search text boxes for

which he want to make search and click Refined Search button. That displays all the required records in respective select boxes and user can select the words he want search easily. After selecting words, user has to click Show Slides button to view records that satisfied the search query.

Next page gives first 15 selected records information. Each record has the information about Slide Id, Slide Image, Keyword, Location, Scientific Name, Caption and Set Id. To view remaining records information, user has to click Next button and to view previous record information, user has to click Previous button. To select another search option user has to click Home button.

Editing records in a table:

User is provided with provision for changing any value in the record of the table or adding a new record to the table. User has to enter password in the text box of Login in to Edit. In the next page, user is provided with options to edit following tables.

- 1) Slides
- 2) Scientific Name
- 3) Location List
- 4) Slide Set
- 5) Photographer
- 6) People
- 7) Keyword

Editing of each table will be explained in the following report.

Slides:

To edit the records in Slides table, user has to click Slide and page with Edit and add choice is shown.

To change only part of the record, user can select particular SlideId from select box. Values that can be changed in each record in the slides table are Set Id, Location, Photographer Id, Keyword, People Name, Scientific Name, Copyright, Permission on file, Date and Caption.

Once any Slide Id is selected, page with each text box for each column is displayed along with Slide Image and user can enter new value in the text box provided. Select boxes are provided for columns like Keyword, Location, Set, Photographer, People and Scientific Name and all the records that are present in a table are displayed in the respective select boxes. User can select one or more than one value from the select box.

User has refined search facility with which he can select words from the select boxes easily. User has to enter refined search words in the respective text boxes and has to click Refsearch button to view required records in the select boxes. User can then select the words from the select boxes easily and selected words will appear in the respective text boxes.

To enter copyright and permission on file, user has to check one of the radio buttons provided for each. For all the other columns, user has to enter the values in the text box. The user can enter only values that have to be edited and leave other fields empty. There is no compulsion that user has to enter all the values. After entering the values user has to click Edit button and all values will be entered into the slides table.

For adding new record to the table, user has to add the slide image to the slide image file first and later has to enter other values from the web page. Enter new Slide image name in the text box rather than selecting the Slide Id and press enter. The page with the all the text boxes that was previously shown for editing will be shown again. User has to enter the values in the text boxes as explained for editing the values. Here values should be entered into all the text boxes compulsorily. After entering all the values, user has to click Add button and new record values will be entered into the Slides table.

Scientific Name:

To edit or add records in the sciname table, user has to click this option. In the next page, user is provided with select box containing all the records and two text boxes where user can enter the values which have to be entered into the database.

For editing any values in a record that is present in the sciname table, user has to select the record first from the select box and values will appear in respective text boxes. User can change sciname and scope note in any record. After the values are displayed in the text boxes, user can change the values accordingly and click edit button. All the changed values will be entered into the table. The sciname value in the slides table will also be changed simultaneously.

For adding new records, the user has to enter the values in the text boxes and click Add button. The new record will be added to the sciname table.

Location List:

To Edit or add records in the Location table, user has to click this option. After that, user will be shown a select box with all the records of the location table and two text boxes where he can enter the values of location and scope note.

To Edit any values in a record, user has to select record from the select table first. Values will get displayed in the text boxes and user can then change them. After changing the values, user has to click Edit button so that values can be entered into the Location table. The changes made in the location value will be entered into the slides table simultaneously.

For adding a new record to the location table, user has to enter the values in the two text boxes and click Add button. New record will be added to the Location table.

Slide set:

To Edit or add any record to the Set table, user has to click Slide Set option. User is shown a page with select table having all records in the set table and two text boxes to enter set name and description.

For editing any record, the user has to select the record from select box and respective values will be displayed in the two text boxes. User can change the values and click Edit button. Values will be entered into the set table.

To Add a new record, user has to enter values in both the text boxes and click Add button. New record will be entered into the set table.

Photographer:

To Edit or Add any record to the Photographer table, user can choose this option. User is shown a page with select box containing all the records of the Photographer table and text boxes to enter values for Lastname, Title, Agency, Branchid, Phone number, Fax number and Email.

To Edit any records, user has to select record in which he wants to change values and selected record values will be displayed in the text boxes. User can change any of the values in the text box and has to click Edit button. All the values will be updated in the record of Photographer table.

To add a new record in Photographer table, user has to enter values in all the text boxes and click Add button. A new record will be added in the Photographer table.

People:

To Edit or Add a record to the People table, the user has to click People option. The user is shown a page with select table containing all the records of the People table and text boxes to enter the name and scope note values.

To Edit values of any record, user has to select that particular record from select box and values will be displayed in the text boxes. User can change values in the text boxes and click Edit button. Changed values will be updated in the People table. Name value will also be changed in the slides table simultaneously.

To Add a new record to the People table, enter values for name and scope note in the text boxes and click Add button. New record will be added to the People table.

Keyword:

To Edit or Add a record in the keyword table, user can click keyword option. A page with select table containing all the records in the keyword table along with the text boxes for entering values for keyword and scope note will be displayed.

To Edit any value in any one of the records in the keyword table, user has to select that particular record. User can change the values that are displayed in the text boxes and click Edit button. Changed values will be updated in the keyword table. keyword value will also be updated in the Slides table simultaneously.

To Add a new record to the keyword table, user has to enter values in all the text boxes and click enter. A new record will be added to the Keyword table.