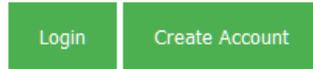


## Home Page:



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Website designed by: [Webmaster](#)

“Login” = User has an existing account

“Create Account” = Way for a client to create an account on the system if we ever publish this information online.

If the User selects “Create Account”, the following page appears:

\* required field

First Name:  \*

Last Name:  \*

E-mail:  \*

Phone Number:  \*

Username:  \*

Password:  \*

Description:

**Submit**

**First Name:** Must be Letters and is a required field.

**Last Name:** Must be Letters, space or Single quote, and is a required field.

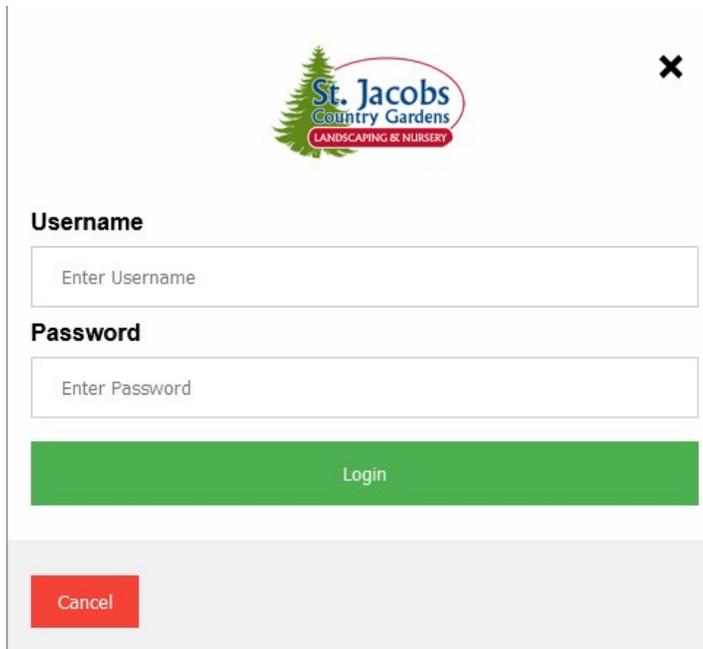
**Email:** must be in an accepted email format, and is mandatory. It can also not existing in the system already.

**Phone:** Must be 10 digits long, can not be empty. Can not already exist in the system.

**Username and Password** are required fields. There are no limits (no minimum length). Username and Password can not already exists in the system.

**Description** is not mandatory, it can be used to include information that might be useful about the person, probably left empty most of the time.

IF the user selects “Login”, the following window appears.

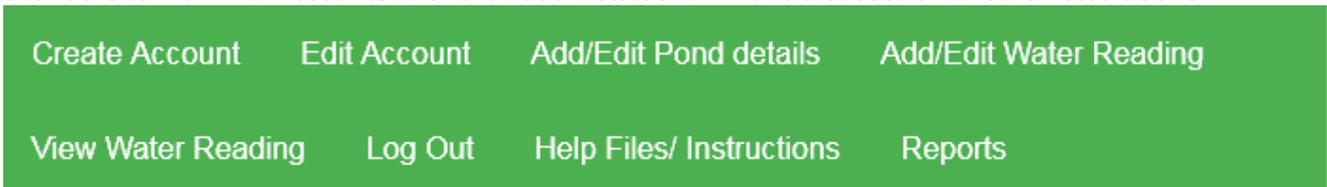


- ✘ Username is what they have created.
- ✘ Password is what they have created.

“Login” to enter the site.

“Cancel” will back out to the homepage.

Once you log in the menu bar will allow you to go from one page to the next. You do not need to use the back button on the browser, as this will enter information into the database twice. The list below is available to Admin. Accounts with the “user” status will have a subset of what is listed above.



**Create Account:** Page to create a new account, must be an admin to access this.

**Edit Account:** Page to edit client account details.

**Add/Edit Pond Details:** Page to add or edit a pond that is associated with a client.

**Add/Edit Water Reading:** Page to add or edit a water results associated with a specific pond.

**View Water Reading:** Page to view only the water readings, it has some hints on what is acceptable levels or not.

**Log Out:** Disconnect from the system.

**Help Files/ Instructions:** These instructions and the step by step of how to complete water tests.

**Reports:** List of reports that can be accessed to get data from the system. This will be populated as requests are made.

## Create Account:

\* required field

First Name:  \*

Last Name:  \*

E-mail:  \*

Phone Number:  \*

Username:  \*

Password:  \*

Description:

Account Type:

- Admin  
 User

**Submit**

**First Name:** Must be Letters or space and is a required field.

**Last Name:** Must be Letters, space or Single quote, and is a required field.

**Email:** must be an accepted email format, and is mandatory. It can also not existing in the system already.

**Phone:** Must be 10 digits long, can not be empty. Also can not already exist in the system.

**Username and Password** are required fields. There are no limits (no minimum length).

\*Username or Password can not already exists in the system.

**Description** is not mandatory, it can be used to include information that might be useful about the person, probably left empty most of the time.

**Account Type:** Default is set to user, and if a client creates their own account, they don't get this option. If an Admin creates an account, this option is available. "admin" should only be used for people who will edit the information in the database, and add water test results. Dave's account is an "Admin" account.

User accounts will only be able to access information pertaining to their account (client info, pond info, and results). They can not access information about other users. They can also only change their Client info and Pond info, they can not change water test results, nor recommendations.

Admin accounts have the ability to see and change everyone's account information.

**Edit Account:**

Same information as “Create Account”, except that the admin **MUST** select the client first. This is accomplished by selecting the first letter of the last name, then the last name of the client in question.

Client’s name has “\*\*\*\*” before and after, implies that the account record is not complete. Please have the client enter the missing information, and confirm/correct the rest of the information.

Username can be can be email address or any string that they want.

Once the page has been updated (clicked on Submit), you will get a message stating: “Client Record Updated, Thank you”.

If that doesn’t happen, there was a problem with the information provided. Please go back and double check what is being entered.

**Opt into Email from Garden Center:** This is an option to receive emails with information from the Garden Center with interest in the Pond. Default is yes, user can opt out of this option. This is only available from the edit account window.

## Add/Edit Pond Details:

Select First letter of Client's last name:

A

Select Client to update:

\*\*\*\* Armstrong, John \*\*\*\*

Red entries/ or with "\*\*\*\*" => user account is missing information, please checked with customer.

Select applicable pond information to update or Add new pond:

Add New Pond

Red entries / or with "\*\*\*\*" => Require Customer validation of data, based on number of fish

Submit

\* required field

Title:  \*

Description:

UV present: \*

- Yes  
 No

Water Source: \*

- Well  
 Municipal

Pond Size:  gallons \*

Number of Fish:  \*

Delete this Pond:

To Add or Edit a Pond, you must first select the client that the pond will be associated with.

Select the first letter of the last name, then select the last name from the drop down menu.

Once the client has been selected, then you can either add a new pond, or edit an existing one. The default is to add a new pond. This is a drop down, so you can select an existing solution is needed.

If the Pond Name has "\*\*\*\*" before and after, it means that it is incomplete, and needs to be checked over by the client. This is based on a 0 quantity of fish.

**Title:** This is a mandatory field, if a user has multiple ponds/tanks this is where you should differentiate them.

**Description:** This would be a location to add information about breeding, water features, pump size, Anything that might help someone in the future if the user calls with issues.

**UV Present:** This must be selected, Most records that were added from the 3-ring binders did not have this completed in the paper work, so this was defaulted to "No". Please have the client confirm.

**Water Source:** This must be selected, Most records that were added from the 3-ring binders did not have this completed in the paper work, so this was defaulted to "Municipal". Please have the client confirm.

**Pond Size:** This is calculated based on Average Lengths x Width x Depth z 7.5". This will help when the Client asks for dosage for products.

**Number of Fish:** This is defaulted to "0", Please have them enter this information, We are looking for approximate number so that we can check the "1 inch of Fish per 10 Gallons of water" Rule of thumb.

**Delete this Pond:** This will delete the Pond entry in the database AND all associated water readings. This is no way to recover from this. Make sure that you want to do this BEFORE clicking on submit.

Once you click on Submit all updates will be made and the page will state: "Pond Details Updated, Thank you". If not, please go back and double check the entries.

## Add/Edit Water Reading:

Select First letter of Client's last name:

Select First Letter ▾

Select Client to update:

Select Client ▾

Select applicable pond information to update or Add new pond:

Select Pond ▾

Select applicable water test results edit or Add new pond:

Add New water test results ▾

Submit

\* required field

Water Test Date: 2020 - 07 - 09 \*

Free Chlorine:  \*

Total Chlorine:  \*

Ammonia:  \*

Nitrites:  \*

Phosphates:  \*

Salt:  \*

Temperature:  \*

Recommendation:

**Nitrites:** Acceptable value between 0 and 2.5

**Phosphate:** Acceptable value between 0 and 2.5

**Salt:** Acceptable value between 0 and 2

**Temperature:** Acceptable value between 32 and 100 (Fahrenheit)

**Recommendation:** Mandatory field, Even if there is nothing wrong with the water test results, this must be completed. It is a record of what was required, water changes, products to use, etc.

Click on submit, when test and recommendations have been provided. If it was successfully saved, then there will be a message "Water Test Results Updated, Thank you". If not, then there was a faulty entry. Please go back and try again.

If there are problems, indicate the client, pond, test results and recommendation in the log book. I will review and try to find out what happened.

To Add or Edit water test results. You must first select the client then the pond. If you are adding test results, then you don't need to select a date, if you want to go and fix/change results or recommendation, then you can by selecting the appropriate date.

Select the first letter of the last name, then select the last name from the drop down menu.

Once the client has been selected, then you can either add a new pond, or edit an existing one. The default is to add a new pond. This is a drop down, so you can select an existing solution is needed.

All fields are Mandatory, even if they are "0". This is even true for Well water, where chlorine doesn't need to be tested.

**Free Chlorine:** Acceptable value between 0 and 2.5

**Total Chlorine:** Acceptable value between 0 and 2.5

**Ammonia:** Acceptable value between 0 and 2.5

## View Water Reading:

Select First letter of Client's last name:

F

Select Client to update:

Faure, Philippe

Red entries/ or with "\*\*\*\*\*" => user account is missing information, please checked with customer.

Select applicable pond information to update or Add new pond:

My Pond

Select applicable water test results edit or Add new pond:

2020-07-08

Water Test Date: 2020-07-08

Free Chlorine: 0.32 Range: 0 0.50 >1.00

Total Chlorine: 0.19 Range: 0 0.50 >1.00

Ammonia: 0.00 Range: 0 0.50 >1.00

Nitrites: 0.00 Range: 0 0.50 >1.00

Phosphates: 1.20 Range: 0 0.50 >1.00

Salt: 0.33 Range: 0 0.50 >1.00

Temperature: 86.00

Recommendation: Good

This option will be used primarily by the clients. When they log into the system, they will be able to see the results and recommendations that were provided.

They will only have access to their own records.

Ranges and colours are to help the client understand what is a concern.

Good is good,  
Yellow is concerning  
Red is a serious issue.

This is based on a standard pond, but all conditions, pond configurations, etc will need to be taken into account.