
Administration pages

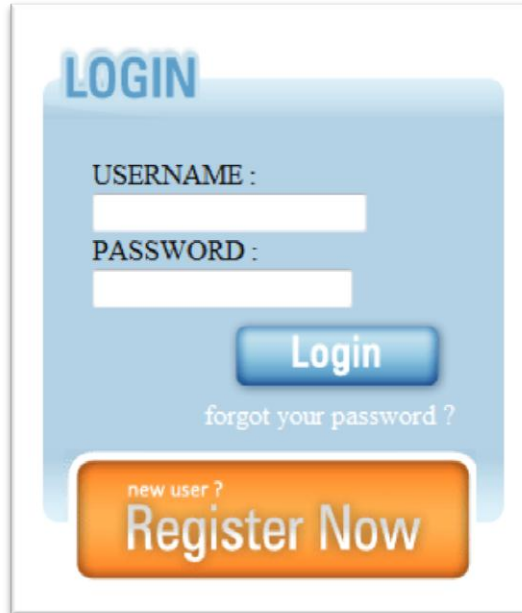
System Documentation

Jan 2011.



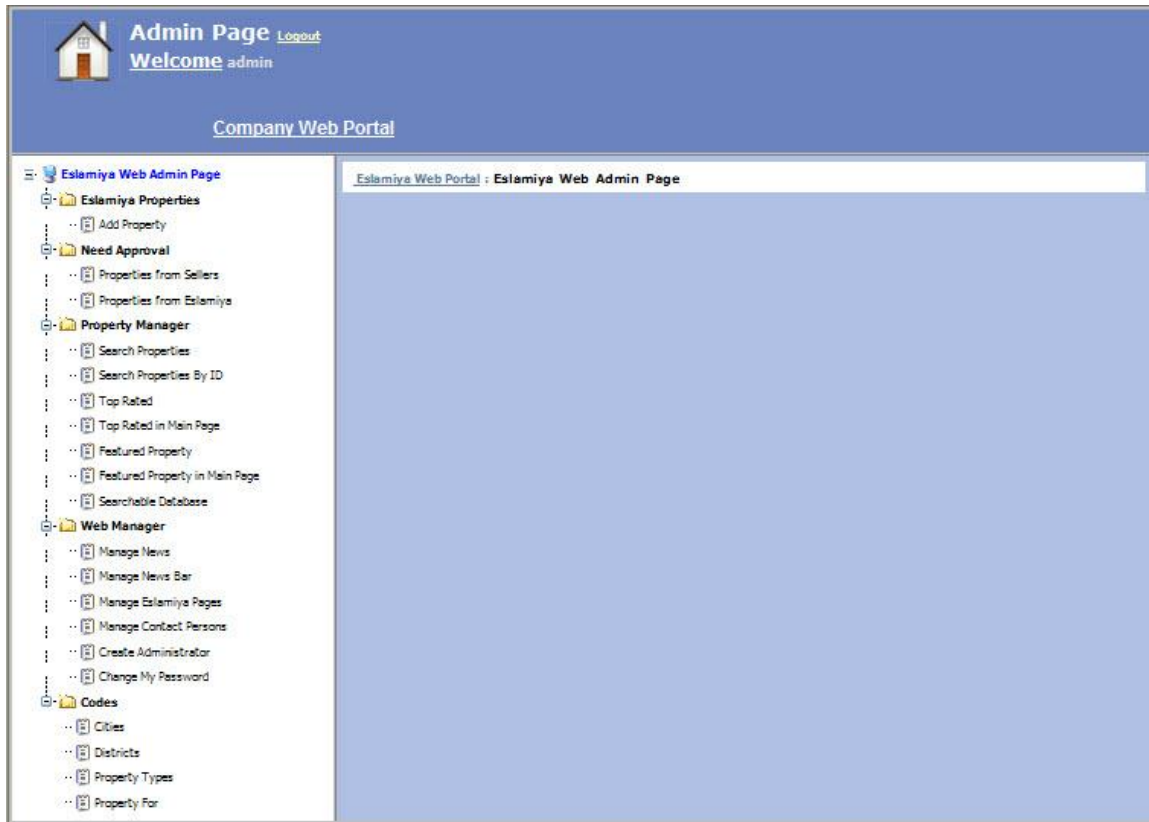
Admin Pages

To use the administrator pages you have to login as an admin from the login area in the Home page. If you are an administrator, portal will detect that and route you to the admin page. If you are a seller, portal will route you to your page.



The image shows a login and registration form. At the top, the word "LOGIN" is written in large, blue, bold letters. Below this, there are two input fields: "USERNAME :" followed by a white text box, and "PASSWORD :" followed by another white text box. To the right of the password field is a blue button with the word "Login" in white. Below the "Login" button is the text "forgot your password ?". At the bottom of the form is a large orange button with the text "new user ?" in small letters above "Register Now" in large white letters.

Log In Area – Figure 1



Admin Home Page (Figure- 2)

The administrator pages Consists of Five sections:

1-Company properties

- a. Add Property

2-Need Approval

- a. Properties from sellers
- b. Properties from Company

3-Property Manager

- a. Search properties
- b. Search properties by ID
- c. Top Rated
- d. Top Rated In Main page
- e. Featured Property
- f. Featured property in main page
- g. Searchable database

4- Web Manager

- a. Manage News
- b. Manage News Bar
- c. Manage Company pages
 - i. Contact Us
 - ii. About Us
 - iii. Terms of use & privacy statement
- d. Manage contact persons
- e. Create administrator
- f. Change my password

5- Codes

- a. Cities
- b. Districts
- c. Property types
- d. Property for
- e. Company branches

Company Properties:

This section is used to add properties from Company administrator side. You can add properties through this link [Add property](#). (Figure 3)

The screenshot shows the 'Add Property' page in the admin interface. The top navigation bar includes 'Admin Page Logout' and 'Welcome admin'. The sidebar on the left lists various administrative functions. The main content area is titled 'Add Property' and contains two main sections: 'Property Basic Data' and 'Property Address'. The 'Property Basic Data' section includes a 'Title' text field, 'Usage' (Residential), 'Type' (Villa), and 'Purpose' (Sale) dropdown menus, a 'Space' field with 'm2' unit, and a 'Price' field with a 'LE' unit dropdown. The 'Property Address' section includes 'Country' (Eqypt), 'City' (Cairo), and 'District' (15th of May Ciry) dropdown menus, a 'Street' text field, and two text areas for 'Comments (English)' and 'Comments (Arabic)'.

Add Property (Admin). (Figure-3)

Add Property Link:

This link is used to add properties which the admin wants to add, with these fields to add property information and details

Add Property Page fields:

- Title: to assign title for each property, for example “amazing ocean view”
- Usage Or Category : to determine the need or usage of each property (Residential, commercial, vacation, day use,...etc)
- Type : the type of the property (Villa, apartment , ...etc)
- Purpose : for example (Rent , sell ,etc)
- Space.
- Price.
- Address: Country, City, District, Street, comments.
- Floor No.:

- Finishing: to specify the finishing condition if it's (Not finished – Semi finishing – Lux - etc)
- Furnishing : to specify the furnishing condition if it's (Not furnished – semi – Lux - etc)
- Room(s): number of rooms.
- Reception(s): number of receptions.
- Bath(s): number of baths.
- Kitchen(s): number of kitchens
- Living room(s): number Living rooms.
- Balcony(s): number of balconies.
- Amenities : appearing as check boxes to determine which amenities do the person has in his property

Note:

These amenities determined from database and appearing as Check boxes in the user interface

- More Details: a text box to enter any more details that the user want to add
- Adding Photos : upload property photos

- **Contact Information area:**

In the end of the add property page there is a section to add contacts information. This section contain of 2 parts:

- 1- 1st Part for persons who own this property
- 2- 2nd part for the contact person determined by owners. (to help company to contact with a person who is easy to find)
- 3- 3rd is for the contacts from the company which will be the responsible one in selling or rent or etc

Need approval:

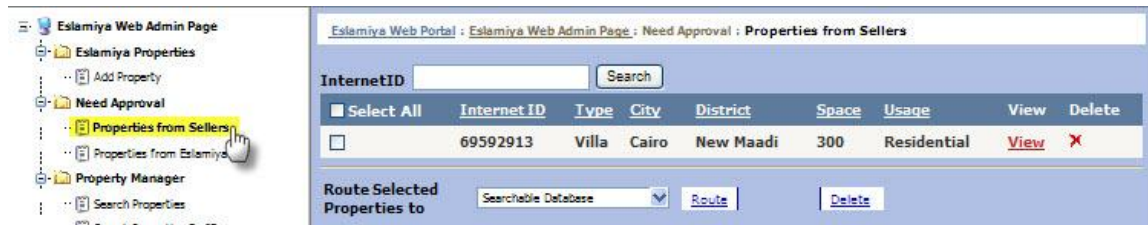
Consist of 2 links or pages:

- 1- Properties from Sellers
- 2- Properties from Company

1- Properties from seller

This page is used to make approval on properties which entered or saved by customers.

Figure (4.1)



Properties from seller Figure (4.1)

The page appear some information for each property with the ability to search by property id for a specific property, by using the "Property id" search filed

Fields of the page:

- 1- Property ID (Search): this control is used to search for a specific property by its ID
- 2- Select all: a check box to allow the user to select all properties which appear in the page to make approval to all properties.
- 3- Property Check box : to allow the administrator to select a specific property to approve it
- 4- View : a link to view property information in a separate page with the ability to edit it
- 5- Delete : a (X) sign used to delete a property
- 6- Route selected properties to: a drop down list to select between more than one place to route any property to.

Note:

- When a property routed to one of the selections, that's mean it's approved from the administrator side
- Each property that saved from the customer side will be automatically appearing in this page.

2- Properties from Company:

This page is used to make approval on properties which entered or saved by Administrator.



Properties from Company Figure (4.2)

The page appear some information for each property with the ability to search by property id for a specific property, by using the "Property id" search filed

Fields of the page:

- 7- Property ID (Search): this control is used to search for a specific property by its ID
- 8- Select all: a check box to allow the user to select all properties which appear in the page to make approval to all properties.
- 9- Property Check box : to allow the administrator to select a specific property to approve it
- 10- View : a link to view property information in a separate page with the ability to edit it
- 11- Delete : a (X) sign used to delete a property
- 12- Route selected properties to: a drop down list to select between more than one place to route any property to.

Note:

- When a property routed to one of the selections, that's mean it's approved from the administrator side
- Each property that saved from the Administrator side will be automatically appearing in this page.

Property manager:

- a. Search properties
- b. Search properties by ID
- c. Top Rated
- d. Top Rated In Main page
- e. Featured Property
- f. Featured property in main page
- g. Searchable database

1- Search properties:

This page is used to search for properties to allow the admin to view some or all properties that he want to view with ability to edit or delete or Etc. Figure (5.1)



Search Properties (Admin) Figure (5.1)

2- Search properties by ID:

This page is used to search for properties by only ID to select a specific Property

3- Top Rated:

This page is used to appear all properties that routed as Top rated. Figure (5.3)

Internet ID	Type	City	District	Space	Usage	Check	View	Delete
20100001	Villa	6th of October	6th October City	680	Administrative	<input type="checkbox"/>	View	X
20100002	Villa	6th of October	El Sheikh Zayed	303	Residential	<input type="checkbox"/>	View	X
20100003	Villa	6th of October	6th October City	340	Residential	<input type="checkbox"/>	View	X
20100004	Apartment	6th of October	6th October City	150	Residential	<input type="checkbox"/>	View	X
20100005	Villa	6th of October	El Sheikh Zayed	450	Residential	<input type="checkbox"/>	View	X
20100006	Villa	6th of October	El Sheikh Zayed	330	Residential	<input type="checkbox"/>	View	X
20100007	Duplex	6th of October	6th October City	180	Residential	<input type="checkbox"/>	View	X
20100008	Villa	6th of October	6th October City	460	Residential	<input type="checkbox"/>	View	X
20100009	Villa	6th of October	El Sheikh Zayed	600	Residential	<input type="checkbox"/>	View	X

Route Selected Properties to:

Top Rated (Admin) Figure (5.3)

There are some of properties have the priority to be appeared as a top rated properties and this page have the ability to contain many number of properties

With the ability to:

- 1- View any property data
- 2- Edit any property
- 3- Delete any property
- 4- Route any property to any other place

4- Top Rated in Main Page:

This page is used to appear all properties that routed as Top rated. Figure (5.4)

Internet ID	Type	City	District	Space	Usage	Check	View	Delete
20100001	Villa	6th of October	6th October City	680	Administrative	<input type="checkbox"/>	View	X
20100002	Villa	6th of October	El Sheikh Zayed	303	Residential	<input type="checkbox"/>	View	X
20100003	Villa	6th of October	6th October City	340	Residential	<input type="checkbox"/>	View	X
20100004	Appartment	6th of October	6th October City	150	Residential	<input type="checkbox"/>	View	X
20100005	Villa	6th of October	El Sheikh Zayed	450	Residential	<input type="checkbox"/>	View	X
20100006	Villa	6th of October	El Sheikh Zayed	330	Residential	<input type="checkbox"/>	View	X
20100007	Duplex	6th of October	6th October City	180	Residential	<input type="checkbox"/>	View	X
20100008	Villa	6th of October	6th October City	460	Residential	<input type="checkbox"/>	View	X
20100009	Villa	6th of October	El Sheikh Zayed	600	Residential	<input type="checkbox"/>	View	X

Route Selected Properties to:

Top Rated In Main Page (Admin) Figure (5.4)

There are some of properties have the priority to be appeared in the main page as top rated properties and this page have the ability to contain only 10 of top rated properties

With the ability to:

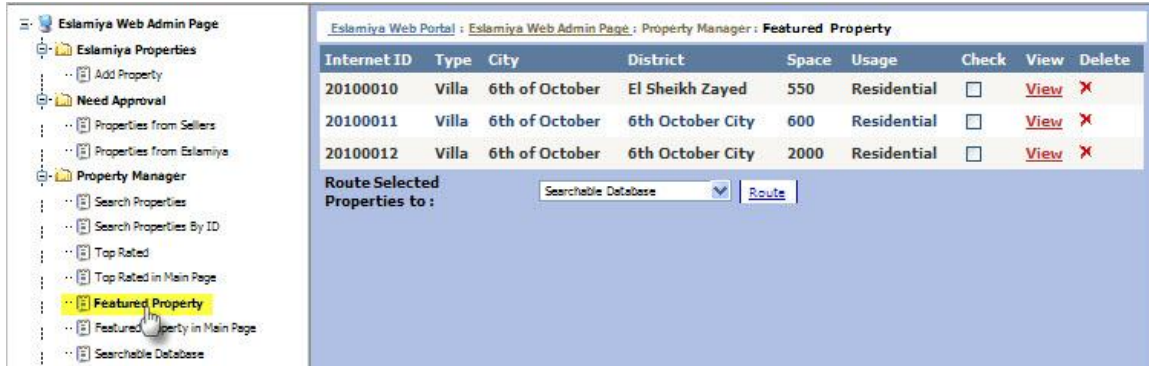
- 1- View any property data
- 2- Edit any property
- 3- Delete any property
- 4- Route any property to any other place

Note:

All properties that routed as Top rated in main page will automatically appear in the "Top Rated" Page, but not all in the "Top Rated" Page Appear automatically in the "Top Rated in main page" only the determined one as top rated in main page

5- Featured Properties:

This page is used to appear all properties that routed as Featured Property. Figure (5.5)



Featured Property (Admin) Figure (5.5)

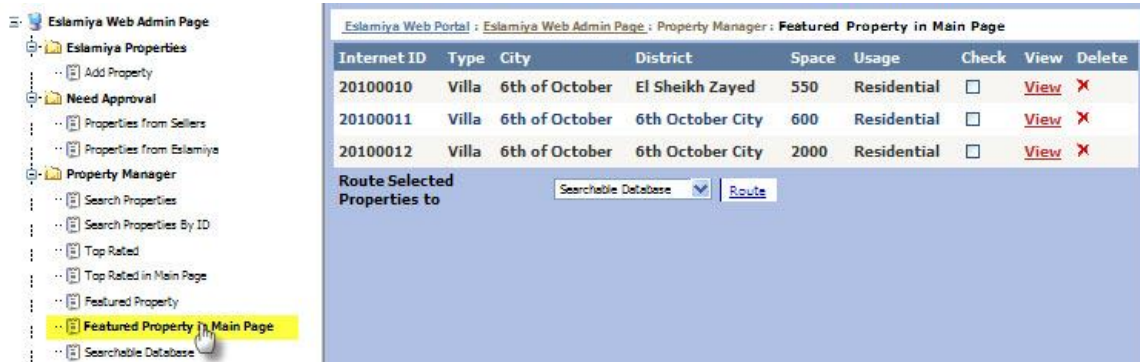
There are some of properties have the priority to be appeared as featured and this page has the ability to contain many of properties which routed as featured

With the ability to:

- 1- View any property data
- 2- Edit any property
- 3- Delete any property
- 4- Route any property to any other place

6- Featured Properties In Main Page:

This page is used to appear all properties that routed as Featured Property in main page. Figure (5.6)



Featured property In Main Page (Admin) Figure (5.6)

There are some of properties have the priority to be appeared as featured in the main page to be appeared to customers and this page has the ability to contain only 5 properties which routed as featured property In main page

With the ability to:

- 1- View any property data
- 2- Edit any property
- 3- Delete any property
- 4- Route any property to any other place

Note:

All properties that routed as Featured property in main page will automatically appear in the "Featured Property in main page" Page, but not all in the " featured property" Page Appear automatically in the "Featured property in main page" only the determined one as featured property in main page

7- Searchable database:

This page is used to view all approved properties which entered from customer side or administrator side. Figure (5.7)

Internet ID	Type	City	District	Space	Usage	Check	View	Delete
20100001	Villa	6th of October	6th October City	680	Administrative	<input type="checkbox"/>	View	X
20100002	Villa	6th of October	El Sheikh Zayed	303	Residential	<input type="checkbox"/>	View	X
20100003	Villa	6th of October	6th October City	340	Residential	<input type="checkbox"/>	View	X
20100004	Appartment	6th of October	6th October City	150	Residential	<input type="checkbox"/>	View	X
20100005	Villa	6th of October	El Sheikh Zayed	450	Residential	<input type="checkbox"/>	View	X
20100006	Villa	6th of October	El Sheikh Zayed	330	Residential	<input type="checkbox"/>	View	X
20100007	Duplex	6th of October	6th October City	180	Residential	<input type="checkbox"/>	View	X
20100008	Villa	6th of October	6th October City	460	Residential	<input type="checkbox"/>	View	X
20100009	Villa	6th of October	El Sheikh Zayed	600	Residential	<input type="checkbox"/>	View	X
20100010	Villa	6th of October	El Sheikh Zayed	550	Residential	<input type="checkbox"/>	View	X

Searchable Database. Figure (5.7)

After adding a property it can't be appear to the web site users because it's not approved yet, but when the administrator made approval to one or some of properties they are appeared in the searchable database page

What is the benefit from this page:

All properties appear in this page will be available to appear in search result (the search that happened from web site user side)

With the ability to:

- 1- View any property data
- 2- Edit any property
- 3- Delete any property
- 4- Route any property to any other place

Note:

All properties that appeared in the searchable database may be also appeared in any other place, because searchable database is the main place of all properties

Property manager:

- a. Manage News
 - I. Add News
 - II. Show all news
 - III. Show past news
 - IV. Show current news
 - V. Show future news
 - VI. Show news in default page
- b. Manage News bar
- c. Manage Company Pages
 - I. About us
 - II. Contact us
 - III. Terms of use and privacy statement
- d. Manage Contact Persons
- e. Create Administrator
- f. Change My Password

1- Manage News:

This page is used to manage all news which will appear in the company web site. Figure (6)



Manage News. Figure (6)

This Page Contains of 6 links:

- I. Add News
- II. Show all news
- III. Show past news
- IV. Show current news
- V. Show future news
- VI. Show news in default page

I. Add news:

Through this page the administrator can add news to the web site. Figure (6.1)

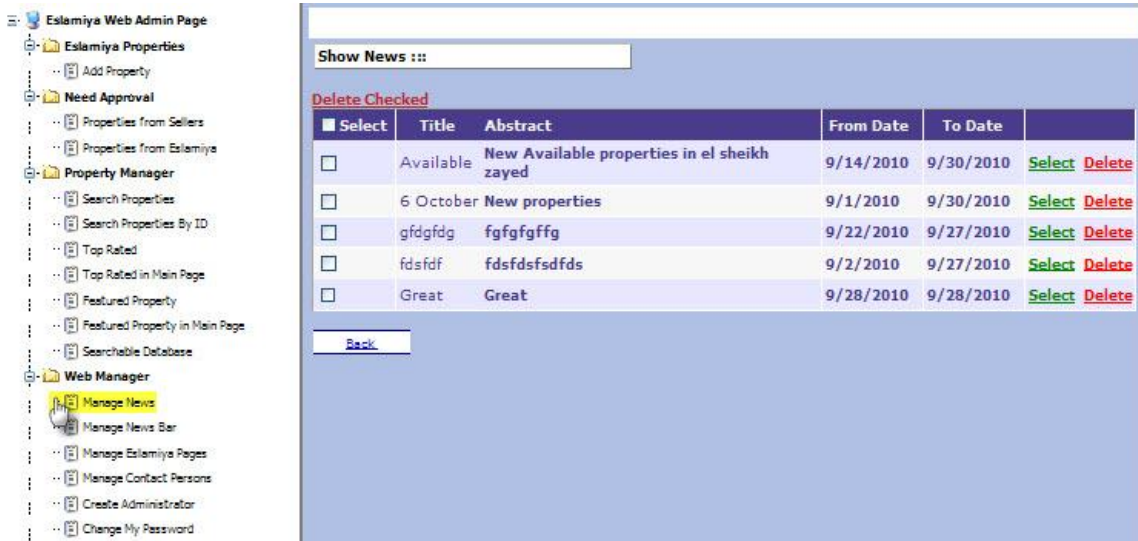
Add news page. Figure (6.1)

The page contains of:

- 1- Title: Text box to add title for news
- 2- Abstract: text filed to add Headlines of the news
- 3- Description: a rich text to enter news details
- 4- From date: to determine the start of news appearance on the web site
- 5- To date: to determine the end date of news appearance
- 6- Photo: to add photos to news
- 7- Show in main : (Yes/No)radio buttons to determine if this news will appear in the main page or not
- 8- Save/ back: 2 buttons the "Save" button to save the news. "back" button to go back to the previous page.

II. Show All News:

Through this page the administrator can view all news which is saved before from the add news page. Figure (6.2)



Show all news page. Figure (6.2)

The administrator has the ability to:

- 1- Delete all news in one action or one by one
- 2- View and edit each news
- 3- Can go back to the manage news page

III. Show past News:

To view all news that its end date is a past date

IV. Show current News:

View all news which is available in the current date

V. Show future News:

View all news which its starting date is a future date

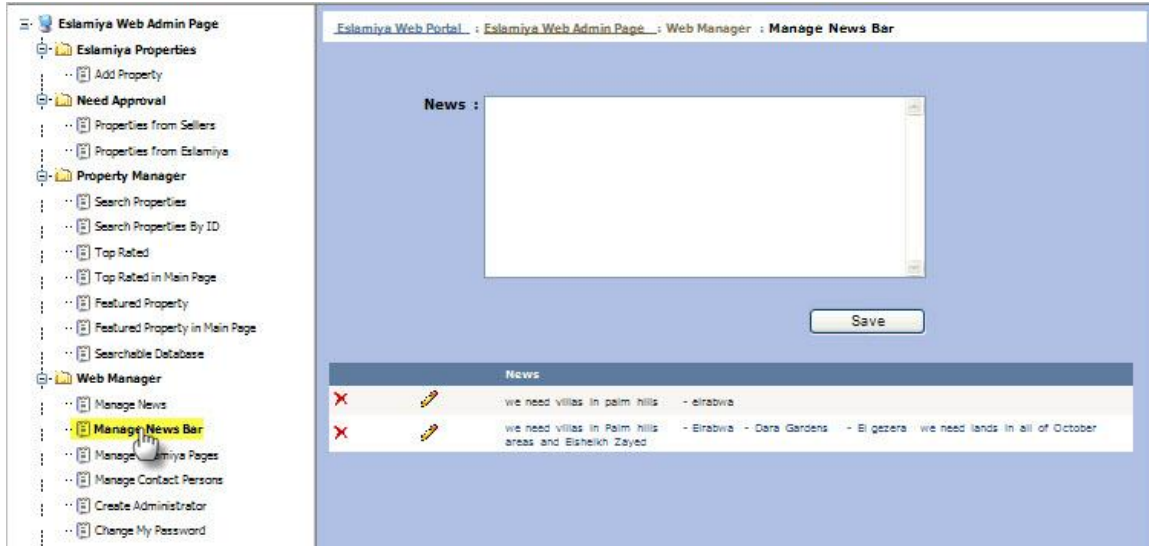
VI. Show news in default page:

View all news which appearing in the main page

2- Manage News Bar:

This page is used to enter news which will appear in the main page in the news bar. Figure (6.2)

News bar: it's a bar that the news appear in it with animation from right to left



Manage news Bar. Figure (6.2)

The page contains of:

- 1- News : a text area to enter the news which will appear inn the news bar
- 2- Save: a button to save the news
- 3- News Grid: a grid contain all news that added with ability to edit and delete each one

3- Manage company Pages:

This page is used to control all company page which is (About us – contact us – terms of use & privacy statement). Figure (6.3)



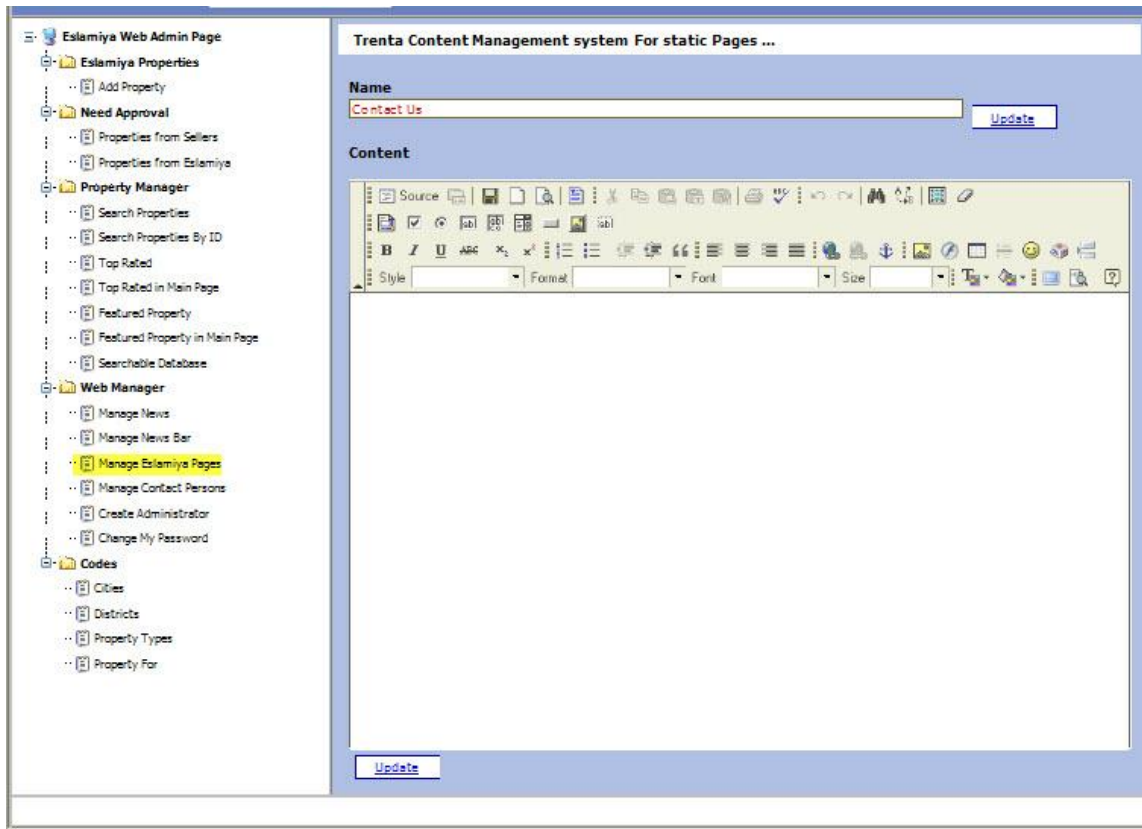
Manage Company Pages. Figure (6.3)

This page contains of 3 links:

- 1- Contact us
- 2- About us
- 3- Terms of use & Privacy statement

Contact Us:

This page is used to enter all contacts and addresses to be appeared in Contact Us Page. Figure (6.3.1)



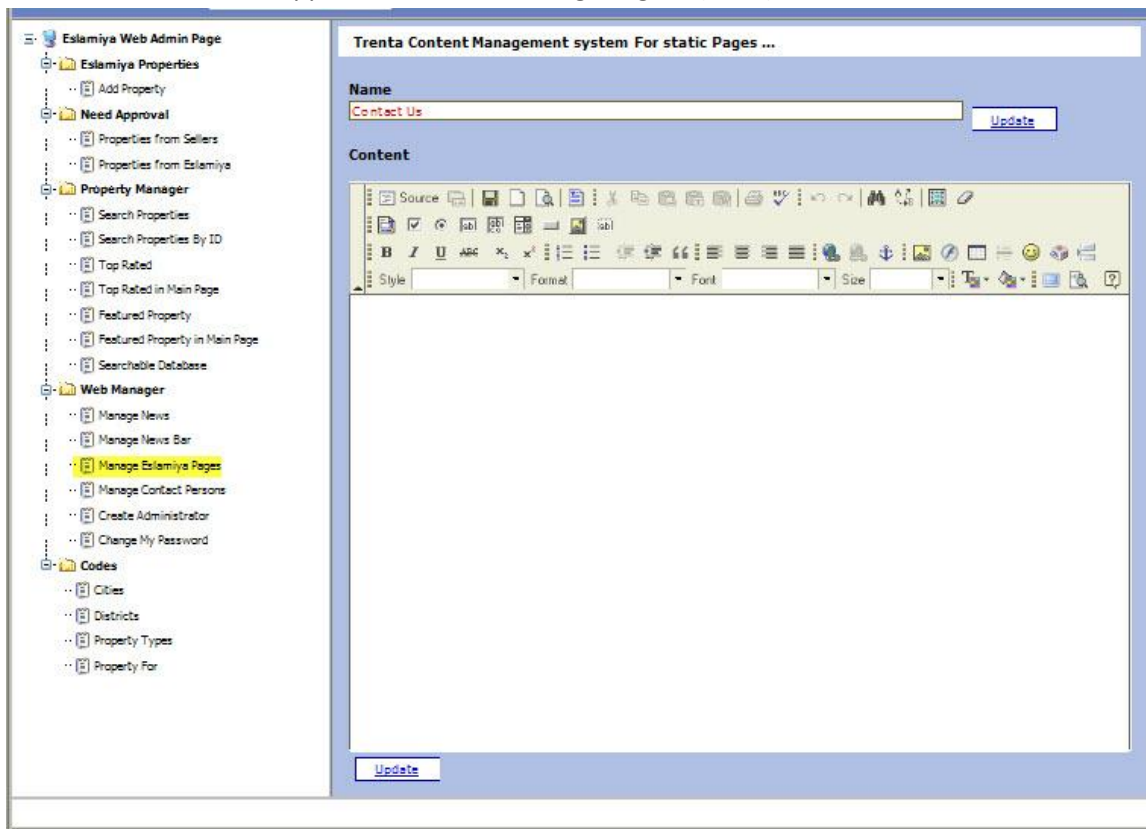
Contact us page. Figure (6.3.1)

The page contains of :

- 1- Name : a text to appear the name of the page or the title of contact us
- 2- Content: to enter the contact us information

About Us:

This page is used to enter all history and information about the company to be appeared in About Us Page. Figure (6.3.2)



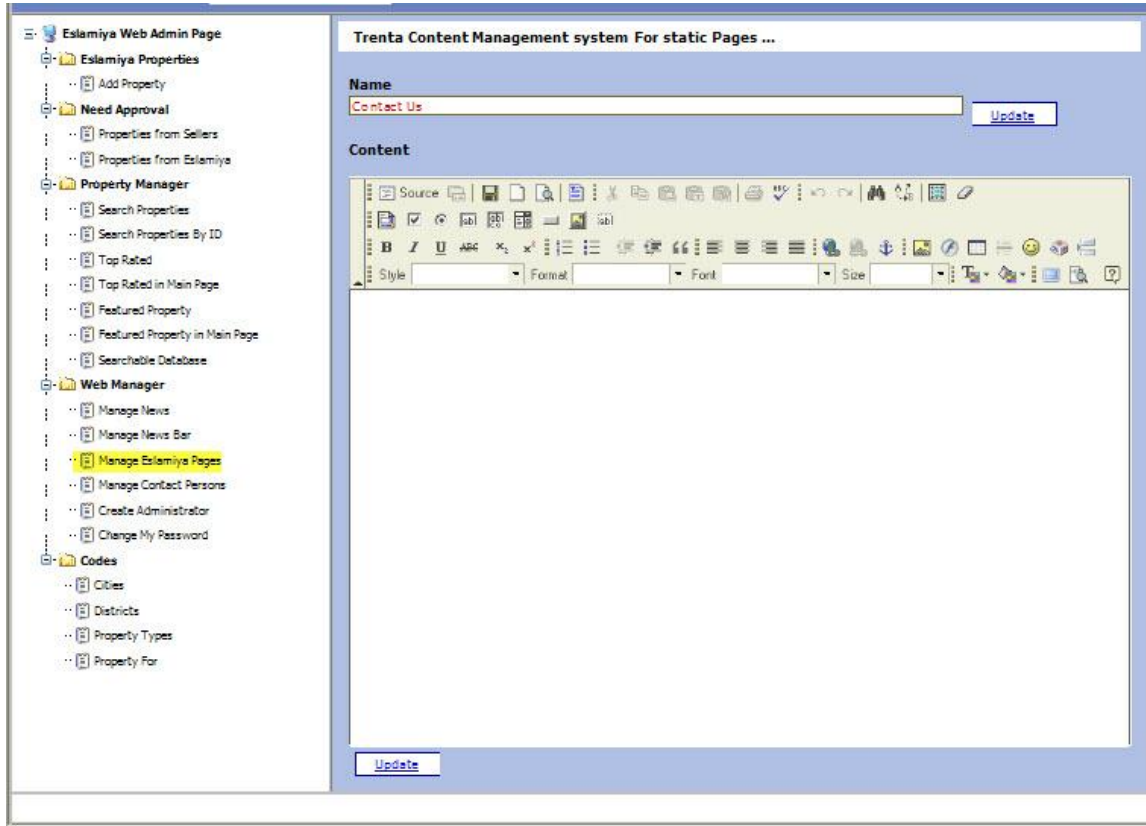
About us page. Figure (6.3.2)

The page contains of:

- 1- Name : a text to appear the name of the page or the title of About us page
- 2- Content: to enter the Company information and history

Terms of Use & Privacy Statement:

This page is used to enter all terms & Privacy statement of the company to be appeared in registration Page to inform the user before he registered to the site. Figure (6.3.3)



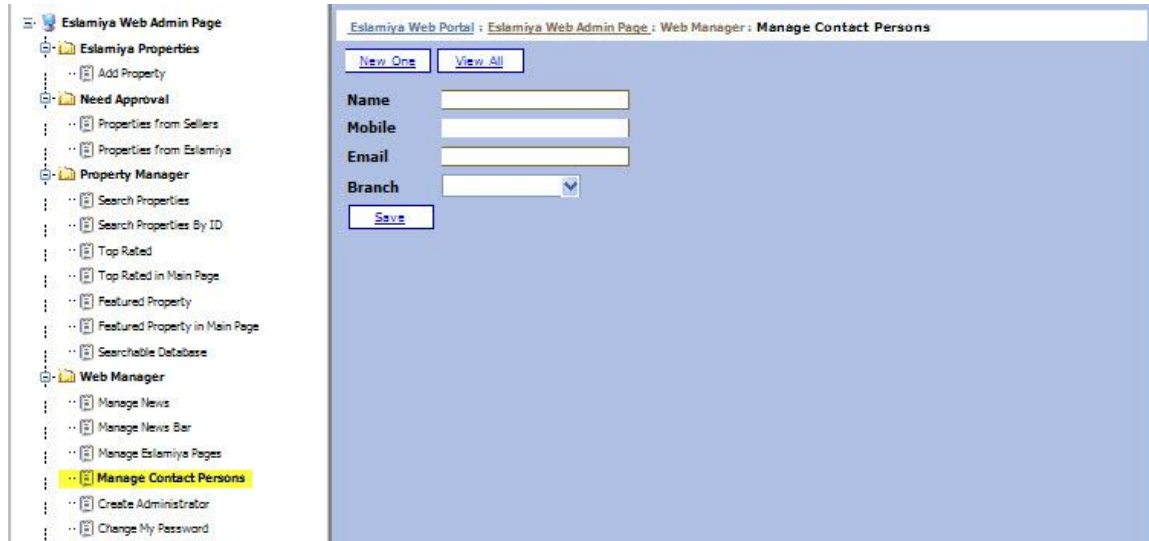
Terms & Privacy statement page. Figure (6.3.3)

The page contains of:

- 1- Name : a text to appear the name of the page or the title of terms & Privacy statement page
- 2- Content: to enter the Company terms & Privacy statement

4- Manage Contact Persons:

This page is used to determine all contact persons of the company. Figure (6.4)



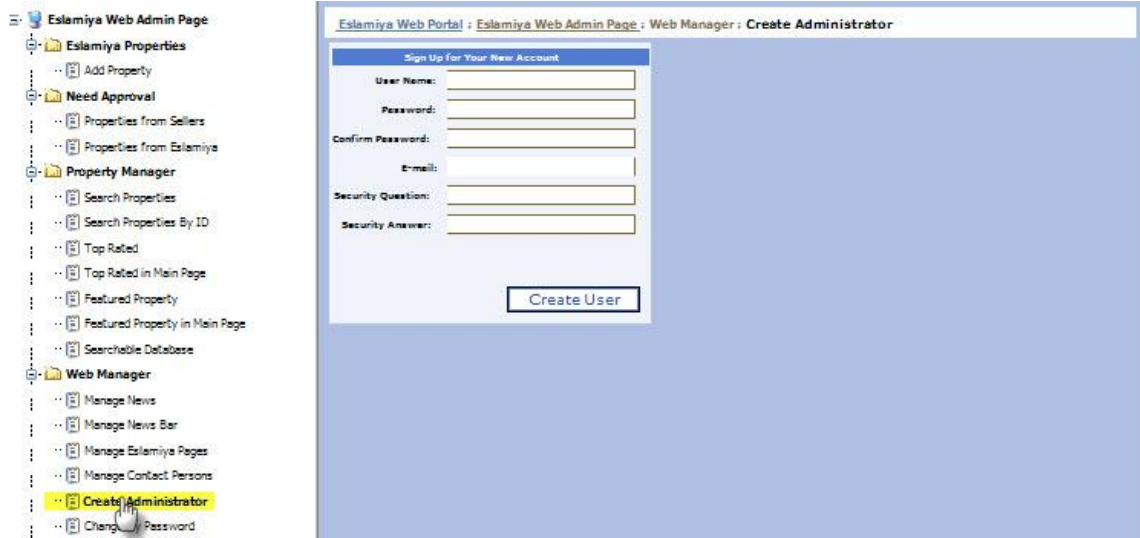
Manage Contact Persons. Figure (6.4)

The page contains of:

- 1- New One: a button to allow the administrator to add new contact.
- 2- View all: a button used to view all contacts who added to the system.
- 3- Name: a text box to enter the name of the contact person.
- 4- Mobile: a text to enter the mobile.
- 5- Email: a text to enter the email of the contact person.
- 6- Branch: a drop down list to select the branch which the contact person belong to.
- 7- Save: a button to save the contact person information.

5- Create Administrator:

This page is used to create administrator account. Figure (6.5)



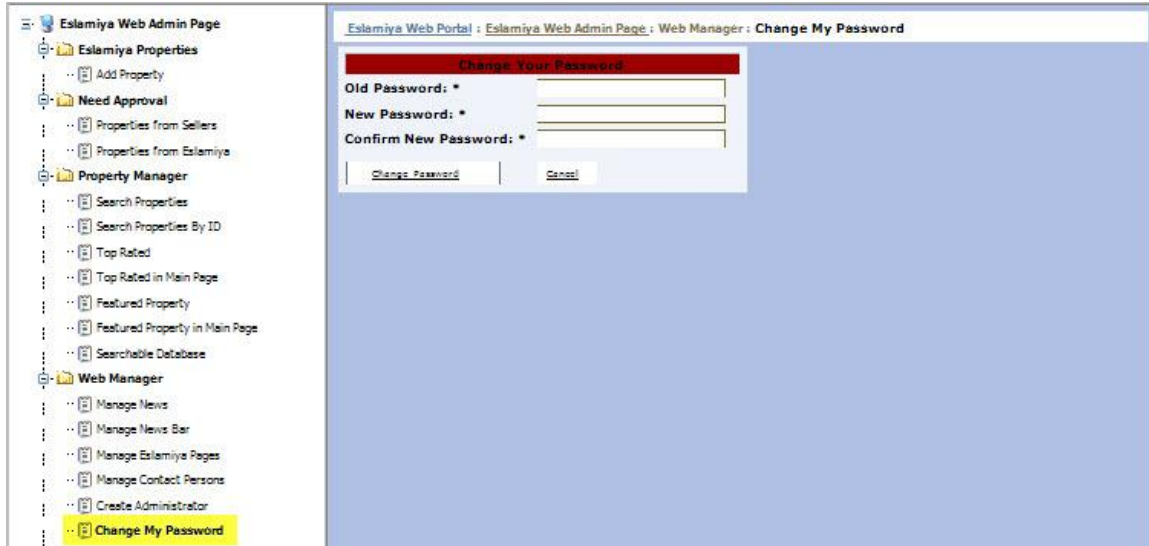
Create administrator. Figure (6.5)

The page contains of:

- 1- User name: a text box to enter the User name
- 2- Password: a text box to enter password
- 3- Confirm password: a text box to enter the password again to make a confirmation
- 4- Email: a text box to enter the email of the user
- 5- Security question: a text box to enter a question in case the user los
- 6- Security answer: a text box to enter the answer of the question
- 7- Create account: a button to create the admin account with the entered data

6- Change Password:

This page is used to change the (Administrator) user password that is already logged in to the system. Figure (6.6)



Change password. Figure (6.6)

Codes:

Consists of 5 pages to add some of static codes:

- 1- Cities
- 2- Districts/Areas
- 3- Property Type
- 4- Property For
- 5- Branches

1- Cities:

This page is used to add all cities which will be used in the system. Figure (7.1)



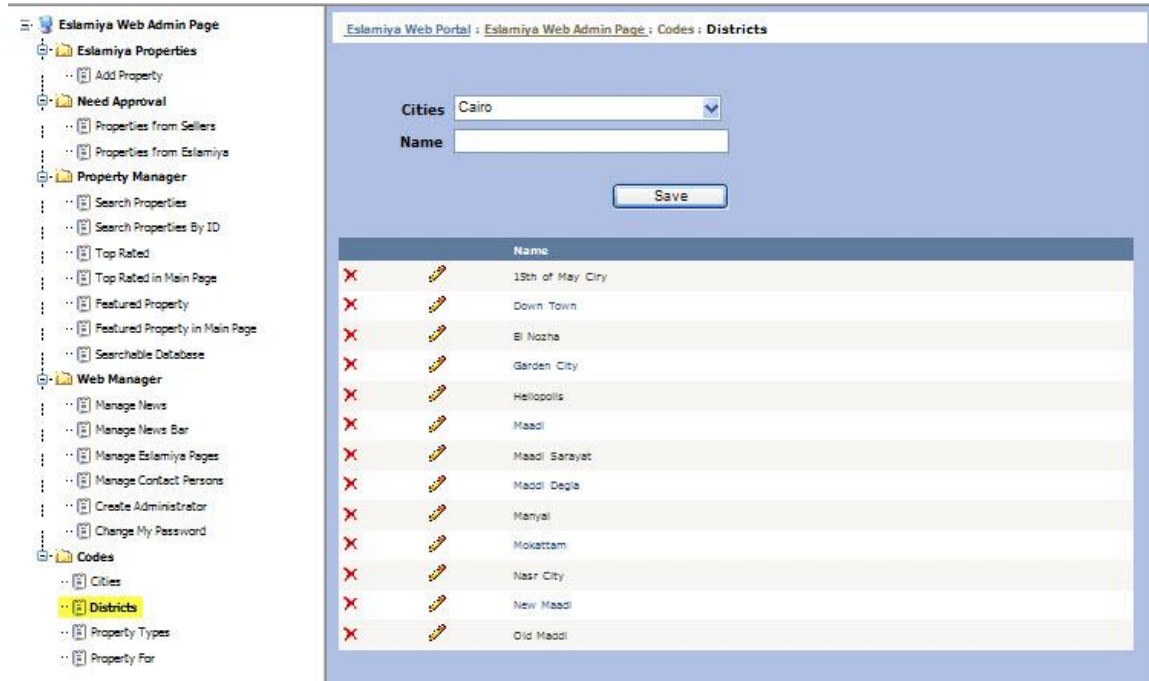
Cities. Figure (7.1)

The page contains of:

- 1- Name: textbox to enter the city name
- 2- Save: a button to save the name of the city
- 3- Edit: an icon to edit cities name
- 4- Delete: an icon to delete a specific city

2- Districts/areas:

This page is used to add Districts In every city that the user entered before from (Cities page figure (7.1)) and attach it to a specific city. Figure (7.2)



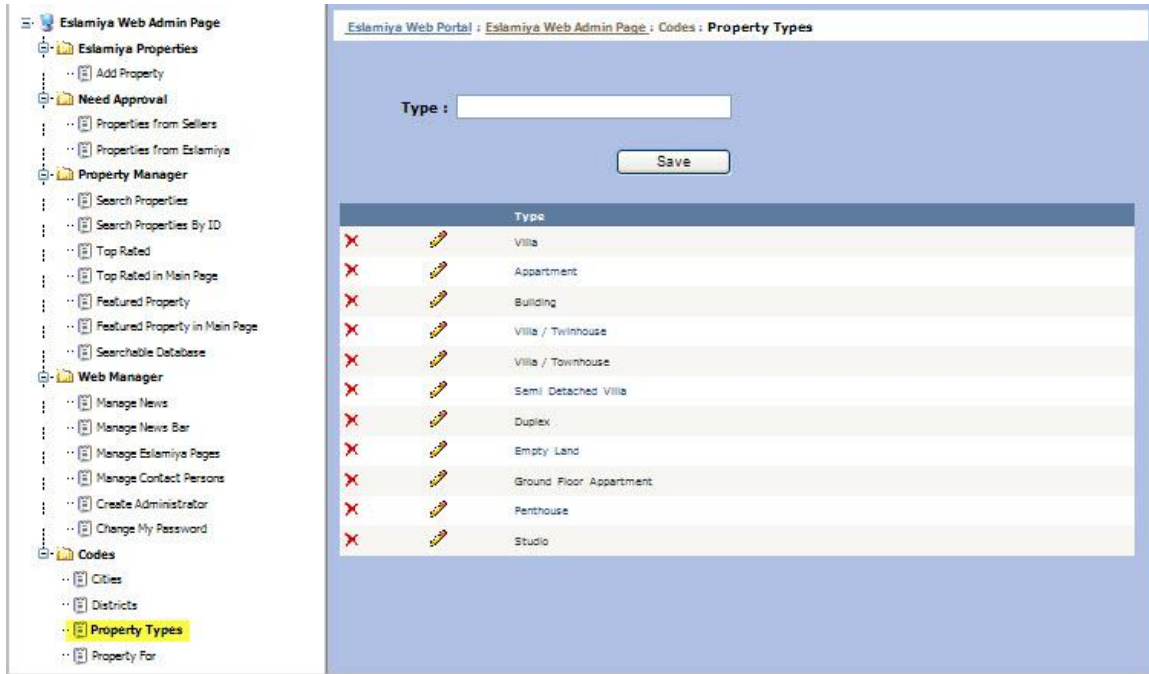
Districts/areas. Figure (7.2)

The page contains of:

- 1- Cities: a drop down list to show cities that saved in the cities code page
- 2- Name: a textbox to enter the District/area name
- 3- Save: a button to save the name of the District/area
- 4- Edit: an icon to edit District/area name
- 5- Delete: an icon to delete a specific District/area

3- Property type:

This page is used to enter property type if it's (Villa – Apartment - etc). Figure (7.3)



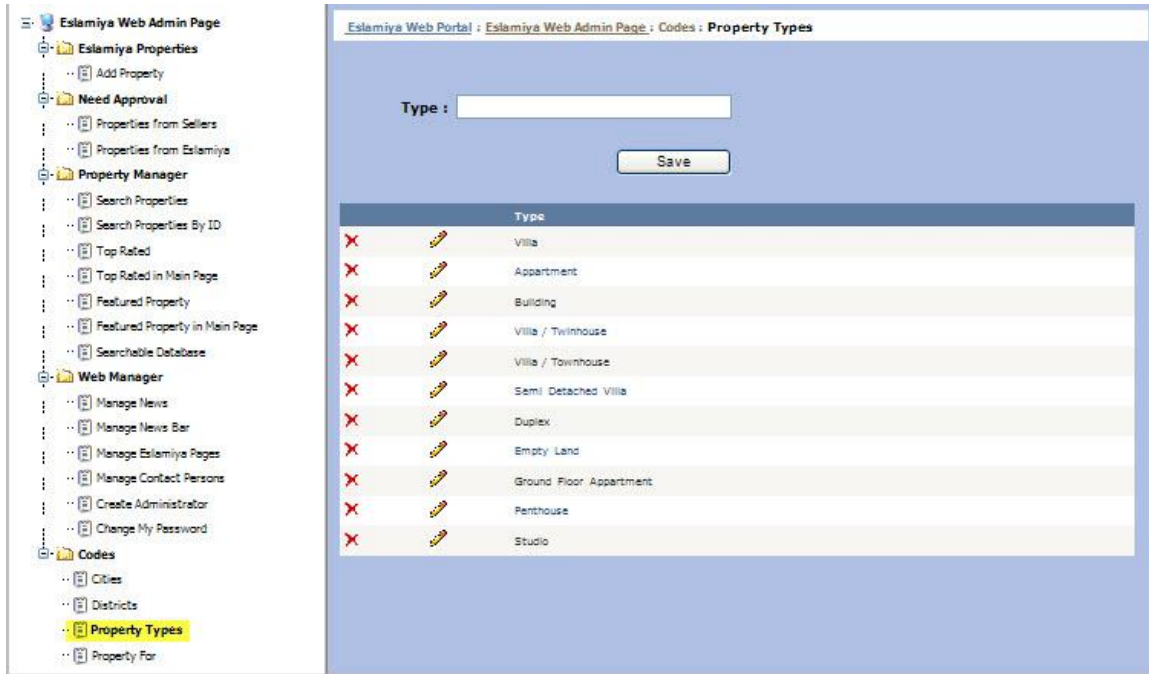
Property Type. Figure (7.3)

The page contains of:

- 1- Name: textbox to enter the Property type name
- 2- Save: a button to save the name of the property type
- 3- Edit: an icon to edit property type name
- 4- Delete: an icon to delete a specific property type

4- Property For:

This page is used to enter the offer of property if it will be for (rent – sale - etc). Figure (7.4)



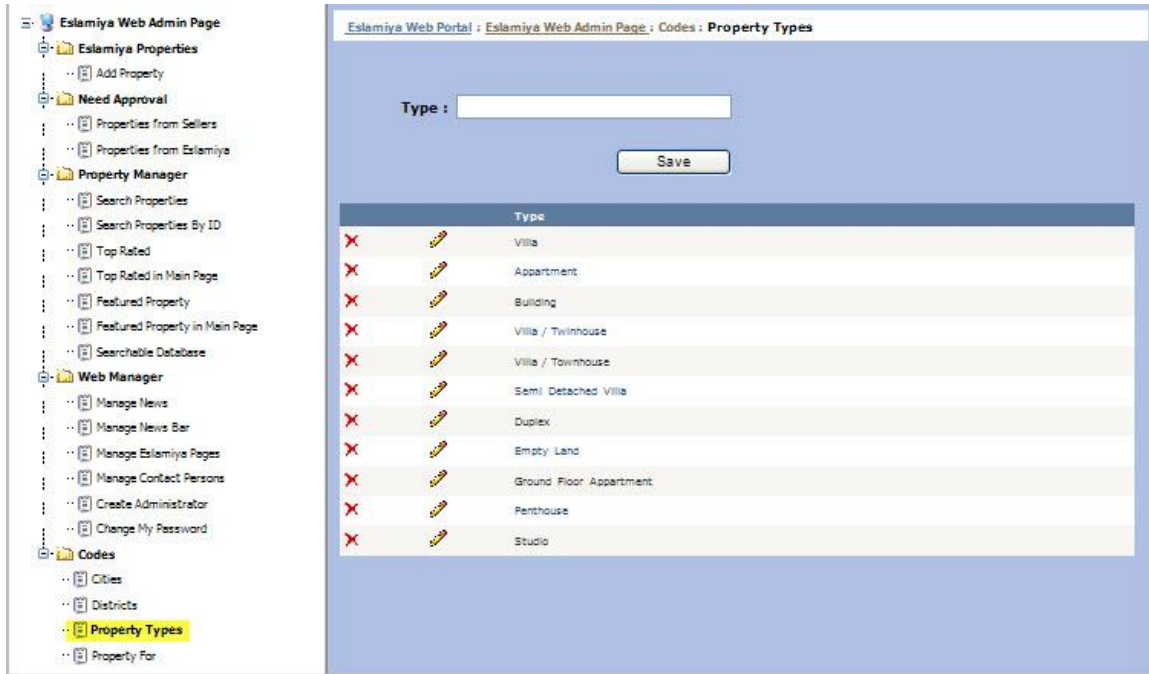
Property For. Figure (7.4)

The page contains of:

- 1- Name: textbox to enter the offer name
- 2- Save: a button to save the name of the offer
- 3- Edit: an icon to edit offers name
- 4- Delete: an icon to delete a specific offer

5- Branches:

This page is used to enter all company braches. Figure (7.5)



Branches. Figure (7.5)

The page contains of:

- 5- Name: textbox to enter the Branch name
- 6- Save: a button to save the name of the branch
- 7- Edit: an icon to edit branch name
- 8- Delete: an icon to delete a specific branch