USER MANUAL

1 Introduction

The User Manual contains all essential information for the user to make full use of the StubbyBuddy application. This manual includes a description of StubbyBuddy’s functions and capabilities, contingencies and alternate modes of operation, and step-by-step procedures for system access and use.

1.1 Purpose and Scope

The purpose of this user manual is to provide information and directions for using the StubbyBuddy application. The manual will include instructions on uploading receipts, viewing spending information, sharing data, exporting data, and backing up data.

1.2 Organization

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StubbyBuddy’s customer support center is open 24/7 for all question or concerns about our product. To reach us, simply call (907)123-4567. Alternatively, you can get in touch with us at Support@StubbyBuddy.com or mail us at

1234 Random Lane, Fairbanks Ak, 99775

Feel free to visit our website at

https://projects.cs.uaf.edu/redmine/projects/cs371_f17_stubybudy/wiki

for further information on Stubby Buddy.

1.4 Project References

- Main Website:
  https://projects.cs.uaf.edu/redmine/projects/cs371_f17_stubybudy/wiki

1.5 Primary Business Functions

The primary function of the StubbyBuddy application is to assist users with keeping track of spending habits through the collection of receipt information. Using the app will help users view where and on what they spend their budget on, and assist in improving spending habits.

2 SYSTEM CAPABILITIES

StubbyBuddy is a finance management app with the capabilities to scan, and store past receipts from stores so they can be easily retrieved and referenced at a later time. The system also reads the info on the receipt and displays it to the user in a easy to read, easy understand manner in order to assist in future financial decisions.

2.1 Purpose

We here on the StubbyBuddy team created StubbyBuddy with the understanding that keeping track of finances is hard. The main purpose of our StubbyBuddy app is to simplify some of these financial decisions and to present the user with a straightforward, easy understand picture of

1) What sorts problems arise in the customers spending patterns.
2) What specific steps can the customer take to improve their financial situation.

Our app is specifically designed to keep track of every day finances with the understanding that small everyday expenditures add up, and it is in this area that we believe the greatest amount of material gains can be sought.
2.2 General Description

StubbyBuddy contains a wide range of functions allowing the user to collect their own spending data make the most of the financial information they collected. In addition to allowing the user to scan receipts in order to upload them, it is possible to collect the data digitally as well. Furthermore, once the data is collected, this app contains any number of preset charts and graphs allowing the user to get what they wish out of their own StubbyBuddy experience. There are also facilities allowing the user to create custom graphs and charts, or to export the data to be used in tandem with some other processing facility.

3 DESCRIPTION OF SYSTEM FUNCTIONS

3.1 Creating a StubbyBuddy Account

Before using our StubbyBuddy app in full, you first need to create an account. If you already have an account, skip to section 3.2.

3.1.1 How to create an account

After downloading and opening up the app for the first time, you should be greeted by a home menu with two options

1) Create New Account
2) Login

Click on create new account. A new window should pop up asking for certain information. Enter the required information and press Create New Account. You have just created your new Account!

3.2 Logging In

If you have a StubbyBuddy account, now is the time to log in. If you still need to create an account, check 3.1 for details. You should see two tabs saying Login and Create New Account. Click on Login and type in your credentials. If you don’t remember your password, simply click on Forgot Password. StubbyBuddy will ask for your email and send you a link resetting your password. After creating a new password, enter your credentials into the app.

3.3 Scanning Receipt

In order to enter the receipt into StubbyBuddy for use, we have two primary options.

1) Scan the physical receipt directly.
2) Enter electronically.

In this section, we will explore the first option.
3.3.1 Why Scan Receipts?

StubbyBuddy offers two primary methods for uploading receipts to the server. The first of these, directly scanning receipts, is the one which we are discussing here. While there has been a push towards electronic receipts lately, there are still many stores which do not supply this as an option. In these cases StubbyBuddy grants you the option of scanning the receipt physically. Thanks to this, it is still possible to apply all of the features StubbyBuddy has to offer, without physically entering the sales data in by hand.

3.3.2 Scanning Receipts

In order to physically scan receipts, simply open up the camera inside the app, hover the camera over the receipt, and take a picture. The information should automatically populate inside the StubbyBuddy app. In the event that the information does not automatically get entered into StubbyBuddy, see section 3.5 on entering receipt data into StubbyBuddy.

3.4 Entering Receipt Information Electronically

In addition to entering receipt information by scanning, StubbyBuddy allows the user to enter receipts electronically. In this section, we will explore this option, why it’s useful, and how to do it.

3.4.1 Why Enter Receipts Electronically

Many stores give the option of receiving electronic receipts as opposed to physical receipts. These can be better for the customer since they don’t have to worry about random scraps of paper. Where available, asking for electronic receipts also simplifies the process of entering receipt information into StubbyBuddy, requiring virtually no work on your part.

3.4.2 Entering Receipts Electronically

StubbyBuddy can receive e-receipts from your email simply and easily. In order to allow StubbyBuddy to do this, simply go to settings and check “Allow automatic e-receipt checking”. StubbyBuddy will automatically check your preferred email for e-receipts.

If instead, you don’t wish for StubbyBuddy to automatically check for electronic receipts, you can instead click “enter information” and give it the desired receipt.

3.5 Other Methods For Entering Receipts
It is also possible to manually enter receipt information. Doing so takes a little more time but is still doable. In this section, we will explore the reasons for manually entering in receipt information as well as how to do it.

3.5.1 Why Enter Receipts Manually

For the most part, entering your receipts by hand should not be the goto option. If however for any reason, scanning the receipt does not work, or if neither a physical, or a electronic receipt is given this may be the only option.

3.5.2 Entering Receipts Manually

In order to enter receipt information manually, simply go to “enter information” and tell StubbyBuddy what was bought and for how much. The information will then be processed by StubbyBuddy for your future use.

3.6 Viewing Spending Information

After the information is uploaded into StubbyBuddy, it is now time to actually use the data. Stubby Buddy gives a variety of options for choosing how the data is displayed. Below are the ones directly implemented into StubbyBuddy as well as some information for how one might create their own models.

3.6.1 Filtering Data

StubbyBuddy allows the user to filter out data they don’t want. To do so, under the graphs and charts tab, simply choose filter and enter your desired info. Options for filtering include

1) Filtering by date of purchase.
2) Filtering by type of purchase (food, work, school, etc.)
3) Filtering by Place of purchase.
4) Include/Exclude specific items.

By choosing 1 or more of the filters, it is possible to only include some data of interest. By default, the app only includes spending data for the past month, though of course, that can be altered.

3.6.2 Choosing a Graph Type

StubbyBuddy grant the user with the ability to decide how their data is displayed. By choosing a specific chart or graph, certain aspects to the data can be shown more clearly. By default, StubbyBuddy allows data to be displayed in the following ways:
1) Table
2) Pie Chart
3) Time Graph
4) Column Graph

A simple table simply displays the spending data in an actual table so that particular information can be retrieved. The contents of the table can be displayed by either data, type, or place of purchase.

The pie chart can be used to show the proportion of money the was spent on a particular item, item type, or in a particular date range.

A time graph can be used to show spending data over a period of time in order to measure improvements.

Lastly, a column graph may be used to display other aspect of the data not shown above.

3.6.3 Other Options

In the case that the above options are not satisfactory, your data can be exported to a different file in order to use other visualization software if desired. (See 3.9 for further details).

3.7 Backing Up Data

Backing up data is relatively straight-forward. Make sure you have a stable wifi connection go to settings and simply tell StubbyBuddy to backup the data.

3.8 Sharing Data

If for whatever reason, you need to share information that can be done within StubbyBuddy. In order to do this, simply go to Share User data, and select the desired data and the recipient. A popup will appear informing you that you are sharing data to a user with the given user name. Select “Send User Data” and the data will be sent. To receive already sent data, simply go to the “Shared With Me” tab and you will receive the option to include the spending info in your list of spending information. (For information on how to export data to a file, see 3.9)

3.9 Exporting Data

The data in StubbyBuddy can be exported to a file for use in other files if needed. This sections shows the steps needed to properly export the data.

3.9.1 Why Export Data?
There are only a finite number of facilities available via StubbyBuddy to use in order to analyze data. While this is probably enough for the average user, we expect that some users may want access to a wider range of data processing software. By exporting StubbyBuddy’s data to another file, it is possible to use other programs to analyze your data to your hearts content.

3.9.2 Exporting Data

In order to export the data, starting from the homescreen simply go to backup, then “export my data”.

4 OPERATING INSTRUCTIONS

4.1 Initiate Operation

StubbyBuddy can be found in an approved app store. Once the application has been downloaded, the main menu can be accessed by running the app. You will be given the option to either create an account, or continue anonymously.

4.2 Maintain Operation

Updates to the application will be automatically downloaded and installed through the app store.

4.3 Terminate and Restart Operations

To close the application, follow the normal procedure for closing an app on your device. In order to restart the app after a crash, or an intended closure, simply select the app icon as you would normally start it.

5 ERROR HANDLING

5.1 Error Codes

Error 0001: The StubbyBuddy application is unable to access the StubbyBuddy servers to upload receipt data. Make sure you are connected to the internet, or contact our support for status information.

6 Help Facilities

For assistance or further information on StubbyBuddy, visit our website at www.StubbyBuddy.com, or email our support at support@StubbyBuddy.com. Our support can also be accessed by calling us at (907)-123-4567.