

## 1. CHECK OUT PROCESS

### 1.1. STEP 1 – ID SCANNING



FIGURE 1: ID SCANNING SCREEN

To begin with the Check Out process, the above screen appears, and the user has to place his/her ID on the scanner as shown in the figure below.



FIGURE 2: SCANNER WITH ID

The ID can't be removed during the transaction. If the ID is removed, the following screen appears, and the transaction is canceled.

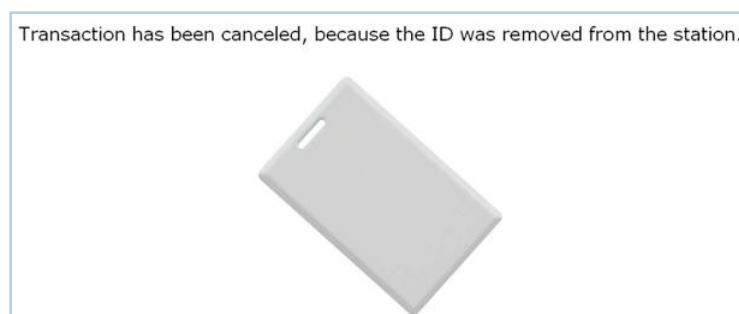


FIGURE 3: TRANSACTION CANCELED SCREEN

## 1.2. STEP 2 – BOOKS SCANNING

When the customer scans his/her ID, the following screen appears with the complete name of the customer at the top-left corner. At this time, the customer has to scan the books one by one as shown in the figure 5.



FIGURE 4: CHECK OUT – BOOKS SCANNING SCREEN



FIGURE 5: SCANNER WITH A BOOK

Each time the customer places a book on the scanner, he/she has to wait until the information of the book appears on the screen to be sure that the book has been scanned. The “Proceed” button has to be clicked, when the customer finishes the scanning process.

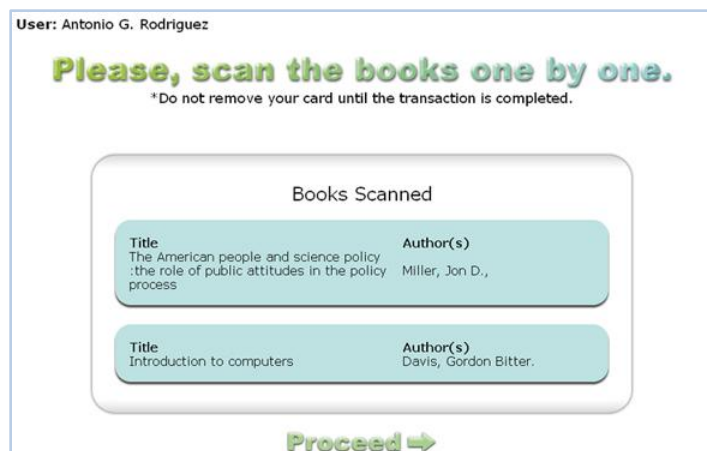


FIGURE 4: CHECK OUT – BOOKS SCANNING SCREEN

### 1.3. STEP 3 – TRANSACTION CONFIRMATION

When the customer finishes the scanning process, he/she has to confirm the transaction by selecting the books with their respective checkboxes. Then he/she finishes the transaction by clicking the “Check Out” button.

User: Antonio G. Rodriguez

**Please, confirm your transaction.**

Select the books you want to order.

Title	Author(s)
<input checked="" type="checkbox"/> The American people and science policy :the role of public attitudes in the policy process	Miller, Jon D.,
<input checked="" type="checkbox"/> Introduction to computers	Davis, Gordon Bitter.

Select/Unselect All Books ☒

**Check Out ➡**

FIGURE 5: CHECK OUT – TRANSACTION CONFIRMATION

### STEP 4 – TRANSACTION ENDING

When the transaction is completed, the following screen appears. In this screen, the customer can find the information of each book with its respective delivery date. After a few seconds, the selection mode screen appears.

User: Antonio G. Rodriguez

**Your transaction has been completed.**

Books Ordered

Title	Author(s)	Delivery Date
The American people and science policy :the role of public attitudes in the policy process	Miller, Jon D.,	2008-12-22
Introduction to computers	Davis, Gordon Bitter.	2008-12-22

FIGURE 6: CHECK OUT – TRANSACTION DETAILS

In addition, the customer receives an email with a receipt of the transaction. The following figure shows an example of the receipt.



FIGURE 7: CHECK OUT RECEIPT

## 2. CHECK IN PROCESS

### 2.1. STEP 1 – BOOK SCANNING

When the customer returns books, he/she has to access the Check In mode, and the following screen appears. The customer has to scan the book without having to place his/her ID on the scanner. If the book does not appear as “leased” in the database, the system ignores it, and the screen remains with no changes.



FIGURE 8: CHECK IN – BOOK SCANNING

## 2.2. STEP 2 – TRANSACTION ENDING

When the book is scanned, its information appears on the screen. After a few seconds, the selection mode screen appears.



FIGURE 9: CHECK IN – TRANSACTION DETAILS

The customer receives an email with a receipt of the transaction. The following figure shows an example of the receipt.

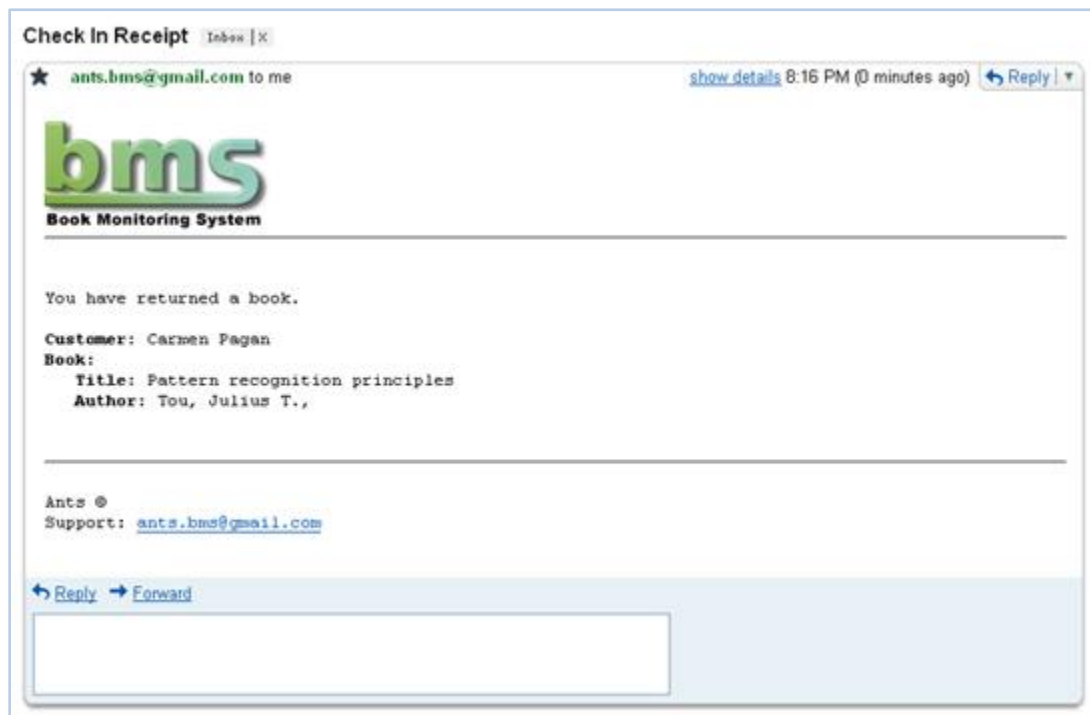


FIGURE 10: CHECK IN RECEIPT