

Resident User Manual

Introduction

The Barangay Management with Decision Support System for Barangay Poblacion allows residents and site visitors to easily access essential community information. Users can view events, announcements, and some important details about the barangay, including its history, mission, vision, location, and contact information. The system also enables users to request certificates online, reducing the need to wait in person at the barangay.

Homepage Navigation

Home – Redirects the user back to the Homepage.

Certificates – Directly navigates to the Certificates section without the need to scroll manually.

About – Automatically scrolls to the following sections:

- History – Displays the barangay's history.
- Mission & Vision – Shows the barangay's mission and vision statements.

Government – Provides two sub-options:

- Elected Officials – Displays the current barangay officials.
- Citizen's Charter – Shows the barangay's Citizen's Charter.

Help – Provides two sub-options:

- User Manual – Opens the resident user manual.
- Feedback – Allows users to submit comments or suggestions.

Login – Allows non-registered users to log in to access additional features.

Features and Functions

Events – Displays upcoming and past barangay events with images in a carousel and a brief description for each event.

Announcements – Shows announcements with the title, short description, date, time, and location, keeping residents updated on community news.

Certificates – Organized into five categories for clarity:

- Business
- Legal or Conflict
- Financial Assistance
- Residency and Identity
- Infrastructure

Each certificate shows its purpose, and users are prompted to sign up before requesting. This ensures that only residents of Barangay Poblacion can access and request certificates.

About – Presents the barangay's history, mission, and vision, connected with the navigation menu above.

Location – Includes a map showing Barangay Poblacion. Clicking the map opens Google Maps for directions, with a short description for guidance.

Footer – Displays the logos of Bagong Pilipinas, the Municipality of San Ildefonso, and Barangay Poblacion, alongside contact information such as email, phone number, and Facebook page. Clicking these links will take users directly to the respective platforms.

How to Request Certificates

Residents of Barangay Poblacion can request certificates through the system by following these steps:

1. Go to the Certificates Section or Click Login – Users can either click the “Certificates” menu from the homepage or use the “Login” button at the top.
2. Create an Account (if not yet registered) – Click the “Sign Up” button and provide your details. This ensures that only residents can request certificates.
3. Wait for Account Approval – After signing up, the barangay administrator will review your information. Once approved, a notification will be sent to your email.
4. Login – After receiving the approval email, enter your credentials using the “Login” button at the top of the homepage.
5. Select a Category – Choose the appropriate category of certificate: Business, Legal or Conflict, Financial Assistance, Residency and Identity, or Infrastructure.
6. Fill Out Certificate Information – Click the specific certificate you need and complete the required information for that request.
7. Submit Request – Submit your completed certificate request.
8. Receive Notification When Ready – Once the certificate is processed and ready for pickup, an email notification will be sent to the registered email address.