

# Documentation

The documentation for any application falls into two major categories:

- Maintenance Documentation
- User Documentation

## **Maintenance Documentation**

The following can be used as a checklist of maintenance documentation requirements:

- Details of minimum hardware needed to run the application and the details of the versions of operating systems and other software with which it is required to run.
- Table and field design information
- Details of input data validation
- Form design information
- Report design information
- Query design information
- Entity-relationship diagrams
- Listings of macros and program code
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## **User Documentation**

The users of a system are not necessarily IT literate and will almost certainly not be the database experts. It is therefore important that ease of use is one of the main design criteria. A well-designed user interface with comprehensive online help documentation can greatly reduce the need for paper documentation but some users will still feel more comfortable with the traditional paper user manuals, which should contain details for the following:

- How to start the application
- How to add new records
- How to edit or delete existing records
- How to initiate queries and produce reports