

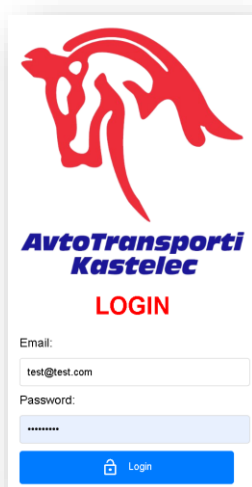
## AVISO Web Application – User's Manual

### 1. Login:

Direct link to access the web application:

<https://aviso.at-kastelec.si/index.php>

A login field will open.:



The screenshot shows a mobile-style login interface. At the top is the red logo of AvtoTransporti Kastelec. Below the logo, the text 'AvtoTransporti Kastelec' is displayed in blue, followed by 'LOGIN' in red. There are two input fields: 'Email:' with the placeholder 'test@test.com' and 'Password:' with masked characters. At the bottom is a blue button with a lock icon and the text 'Login'.

You must enter your username (Email) and password, then click the blue Login button to confirm and proceed to login.

After you log in, the main page will open, showing basic information and quick instructions:



# **AvtoTransporti Kastelec**

## **Welcome to our "Parking reservations system"**

Quick User's Introduction:

- "Add reservation" - creates new reservation
- "History" - shows list of previous reservations
- "Logout" - for logging out of the system

For any questions or issues, please contact us at:

✉ [martin.jaklic@at-kastelec.si](mailto:martin.jaklic@at-kastelec.si)

☎ **+386 1 7888 067**

On the left side, you'll find the menu:

**Reservation**

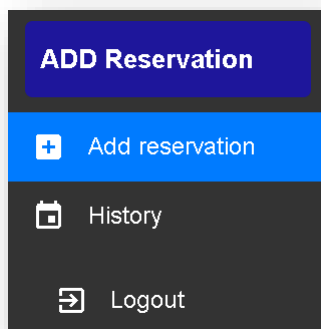
-  Add reservation
-  History
-  Logout

To add a new reservation, click "Add reservation."

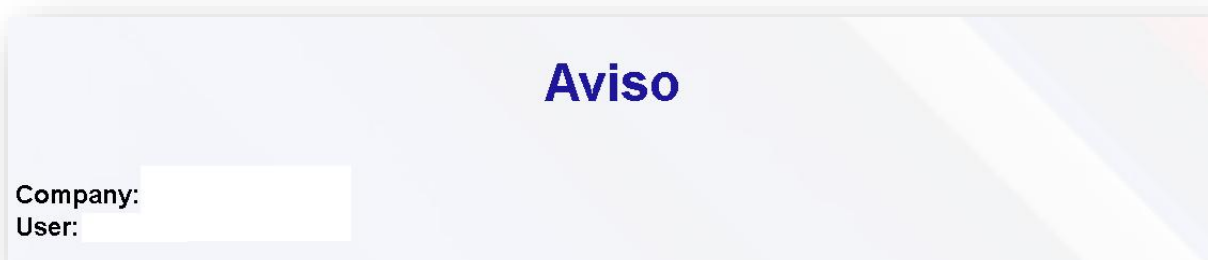
To review existing reservations, click "History."

## 2. Reservation:

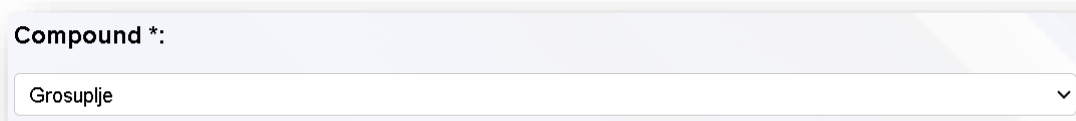
To access the reservation form, select "Add reservation.":



In the first section of the "Add reservation" page, you will see your company and user information.:



In the Compound field, you need to select the desired location.:



Clicking the icon  calendar opens:

**Reservation:**

Select reservation date and time - click on the calendar icon:



On the calendar, select an available date for your reservation.:

  
**AvtoTransporti  
Kastelec**  
**Parking reservations**  
**Select arrival date:** 10.09.2025 11.09.2025 12.09.2025 15.09.2025

Once you select a date, it will turn blue (you can click the green button to change the date):

**Selected date:** 10.09.2025 11.09.2025 12.09.2025 15.09.2025

The “Available” and “Unavailable” time slots will be displayed:

| Time  | Parking #1  | Parking #2  | Parking #3  | Parking #4  | Parking #5  | Parking #6 | Parking #7 | Parking #8 | Parking #9 | Parking #10 | Parking #11 | Parking #12 | Parking #13 |
|-------|-------------|-------------|-------------|-------------|-------------|------------|------------|------------|------------|-------------|-------------|-------------|-------------|
| 07:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 08:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 09:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 10:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 11:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 12:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 13:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 14:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |
| 15:00 | Unavailable | Unavailable | Unavailable | Unavailable | Unavailable | Available  | Available  | Available  | Available  | Available   | Available   | Available   | Available   |

If you click on an Unavailable slot, a warning message will appear, stating that the time is not available. If you click on an Available slot, you will return to the reservation form, with the selected time displayed:

#### Reservation:

Reservation: Parking#6 - Date: 10.09.2025 - Time: 07:00



In »Order number« field:

Order number \*:

...you must enter the order number (it must be at least 3 characters long and can contain letters and numbers, including Slovenian special characters: sšđžčćŠĐŽČĆ). This field is mandatory.

In dropdown menu called »Loading type«:

**Loading type \*:**

-- please select --

... you must select the type of reservation:

-- please select --

-- please select --

Load

Unload

Load and Unload

...available options: Loading, Unloading, or Loading and Unloading. This selection is mandatory.

In »Licence plate« field:

**Licence plate \*:**

... you must enter the license plate number. This field is mandatory.

In »Name of the carrier« field:

Name of the carrier:

...you can enter the name of the carrier (this is optional). The company name is automatically saved in this field.

In »Driver's phone number« field:

Driver's phone number:

... you can enter the driver's phone number (this is optional).

In »Number of vehicles« field:

Number of vehicles \*:

you must enter the number of vehicles, which must be between 1 and 12. This is a mandatory field.

In "Comments" field:

Comments:

you can add a comment with a maximum of 20 characters (this is optional).

Example of a correctly completed form:

**Compound \*:**

**Reservation:**  
Reservation: Parking#13 - Date: 10.09.2025 - Time: 15:00  


**Order number \*:**

**Loading type \*:**

**Licence plate \*:**

**Name of the carrier:**

**Driver:**

**Driver's phone number:**

**Number of vehicles \*:**

**Comments:**

Inputs marked with \* are mandatory

Clicking the  button will validate the data.



If there are errors, a message will appear:

Please fix the errors before submitting!

V redu

...and a description of the problem will be shown in red below the incorrect fields of the form.

If all the data is correct, a confirmation window will appear with the information you entered:

## Aviso - confirmation

Company:

User:

Compound: **GR01 - Grosuplje**

Order number : **123**

Loading type: **Load and unload**

Licence plate: **123**

Name of the carrier: **Carrier name**

Driver: **Driver name**

Driver's phone number: **+386 1 7888 067**

Number of vehicles: **1**

Reservation: **Parking #13 - Date: 15.09.2025 - Time: 15:00**

Comments: **Comments**

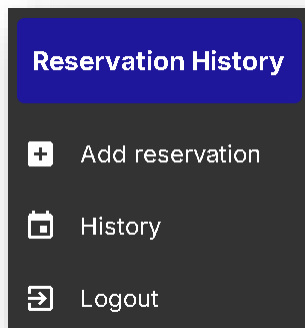
Internal Order ID: **5321020250909135554**

This completes the reservation.



## History:

To access the history, select "History" in menu:



Reservation history will appear:



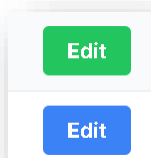
Reservation history for: LAMAS, d.o.o. (dusan.mikec@lamas.si)

| DATE       | TIME     | PARKING SLOT | LOAD TYPE     | ORDER NO | LICENSE PLATE | DRIVER NAME | VEHICLES | BRAND | EDIT                 |
|------------|----------|--------------|---------------|----------|---------------|-------------|----------|-------|----------------------|
| 15.09.2025 | 15:00:00 | 13           | Load & Unload | 123      | 123           | Driver name | 1        |       | <a href="#">Edit</a> |

To edit a specific reservation, you need to click the "Edit" button. The "Edit" button can be either green or blue.

If the button is:

- green, you can change all the reservation data
- if the button is blue, you can only change the driver, phone number, and comments



Clicking the green icon will display all the data that can be changed:

### Aviso - MODIFY

## Parking #13 - Date: 15.09.2025 - Time: 15:00:00

Company:

User:

Compound \*:

Order number \*:

Loading type \*:

Licence plate \*:

Name of the carrier:

Driver:

Driver's phone number:

Number of vehicles \*:

Comments:

Inputs marked with \* are mandatory

Clicking the  button follows the same process as creating a new reservation.

Upon completion, a confirmation message will be displayed (the same as the one for a new reservation):

## Aviso - confirmation

Company:

User:

Compound: **GR01 - Grosuplje**

Order number : **123**

Loading type: **Load and unload**

Licence plate: **123**

Name of the carrier: **Carrier name**

Driver: **Driver name**

Driver's phone number: **+386 1 7888 067**

Number of vehicles: **1**

Reservation: **Parking #13 - Date: 15.09.2025 - Time: 15:00:00**

Comments: **Comments**

Internal Order ID: **3001020250909141304**

If the Edit button in the row is blue:

|             |   |      |
|-------------|---|------|
| Driver name | 1 | Edit |
|-------------|---|------|

...it means you cannot change all entries because the reservation is less than 24 hours away. In this case, you can only edit the Licence plate, Name of the carrier, Driver, Driver's phone, and Comment:

**Compound:** (GR01) - Grosuplje

**Order number \*:**  
123

**Loading type \*:**  
Load and Unload

**Licence plate \*:**

**Name of the carrier:**

**Driver:**

**Driver's phone number:**

**Number of vehicles \*:**  
1

**Comments:**

**Inputs marked with \* are mandatory**

✓ Confirm changes

Clicking the  button will follow the same process as creating a new reservation.

A confirmation message will also appear at the end:

### Aviso - confirmation

Company:

User:

Compound: **GR01 - Grosuplje**

Order number : **123**

Loading type: **Load and unload**

Licence plate: **123**

Name of the carrier: **Carrier name**

Driver: **Driver name**

Driver's phone number: **+386 1 7888 067**

Number of vehicles: **1**

Reservation: **Parking #13 - Date: 10.09.2025 - Time: 07:00:00**

Comments: **Comments**

Internal Order ID: **5715020250909142413**

## Logout:

When you have finished with your reservations, it is recommended that you log out to prevent unauthorized access to your reservations.:

 Logout