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Cohort 4.2

TECHCarrers

APP USER Guide

A-Z Learn LMS Application

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# Introduction

This document is a user guide that will help AZ Learn LMS users to smoothly operate the web application. AZ Learn is a one-stop-shop for Cohort, Courses, HomeWorks, Students Timesheet and Grades management.

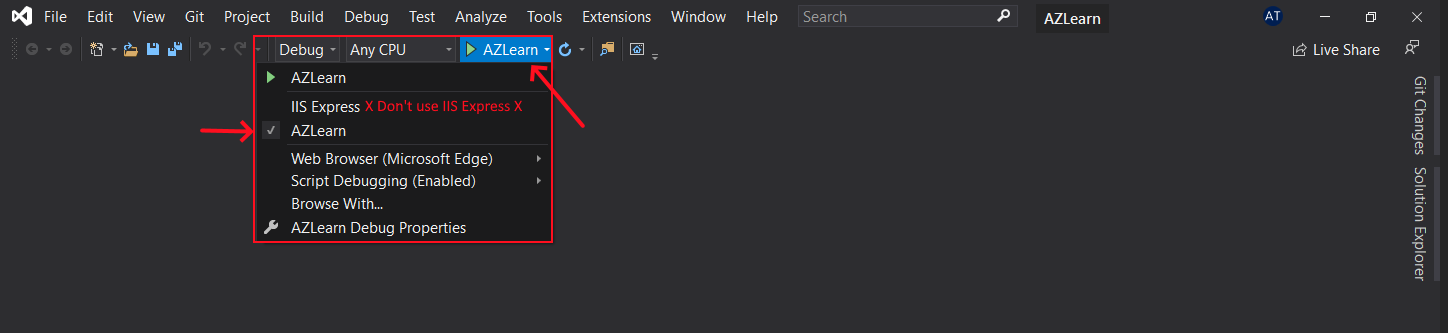
Please kindly note that the project is available for download from below GitHub Repo, where installation instructions and other project documentations are available including README.md file.

Project GitHub Repo: [*TECHCareers-by-Manpower/capstone-project-a-to-z: capstone-project-a-to-z created by GitHub Classroom*](https://github.com/TECHCareers-by-Manpower/capstone-project-a-to-z)

# Start Up

Once the web application is installed as per the Installation Guide found in GitHub Repo *\Project\_Documentation\AppInstallation\_Instructions* folder.

Start the application using Visual Studio Community 2019 using AZLearn. It may take a couple of minutes for the application to start due to dependencies installations.



This application has two main dashboards:

* **Instructor** (Adming Role) Dashboard
* **Student** Dashboard

# Instructor Dashboard

## Login Screen

The screenshot below shows the application sign in page for an instructor (system admin or program admin), in this screen, the instructor signs in using his/her email address and password (e.g., Email: [bo.cen@azlearn.ca](mailto:bo.cen@azlearn.ca) Password: abc.123) as shown in Fig1.

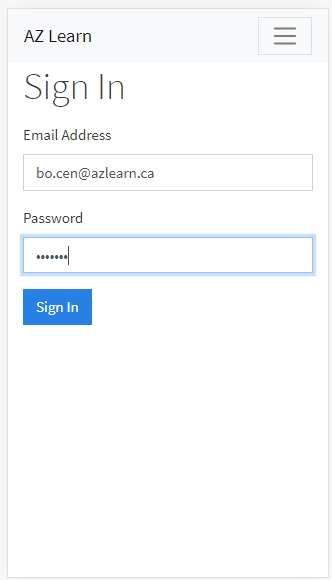


Figure 1 Log in Screen for Instructor

Once the instructor is logged in, he/she has several privileges that can be accessed from this main dashboard i.e., Cohort Summary Screen

## Cohort Summary Screen (Read)

Here, the instructor can view list of active cohorts with there details like capacity, city, start date, end date, and mode of teaching. On this screen, instructor have privileges to create ,read, update ,archive a cohort, manage courses for a particular cohort and register an instructor or a student. The functionality of each action will be described in following sections.

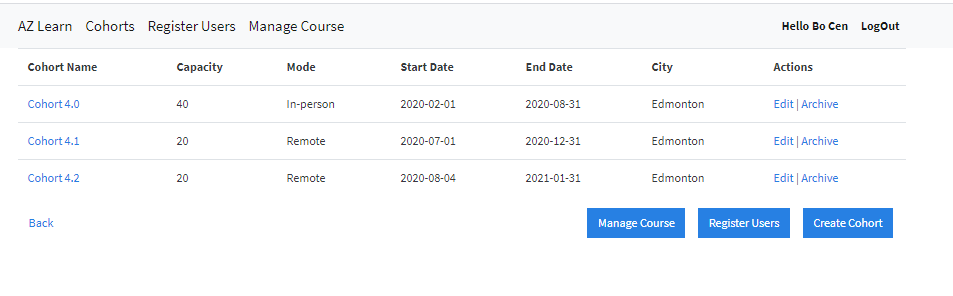


Figure 2 Cohort Summary

## Register Users

By clicking the ***Register Button*** or ***Register Users*** from navigation bar. The instructor can register a new instructor or a student from this view and assign them to a respective cohort.

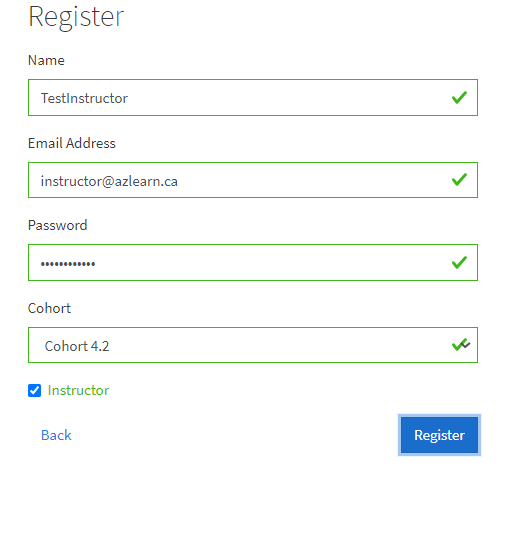


Figure 3 Register User

In case of instructor registration, and to avoid assigning instructor privileges to a student. The instructor will be requested to respond to A confirmation/warning message to confirm assigning instructor privileges to a new user.

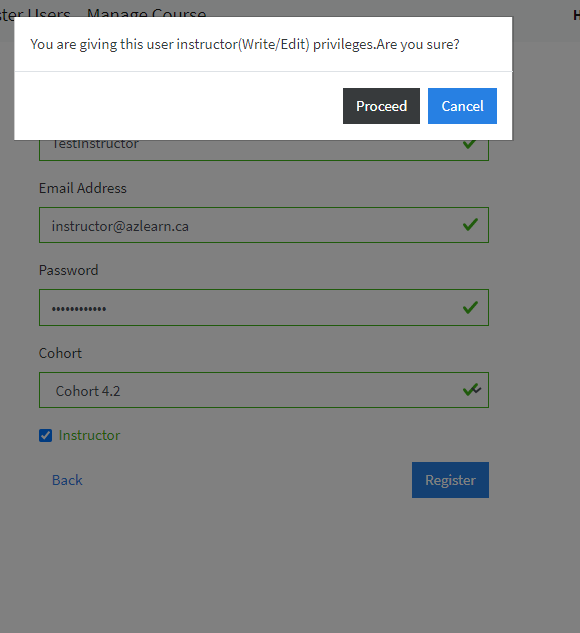


Figure 4 Assigning Instructor Privileges Warning

## Cohort Create

The instructor can also create a new cohort by clicking Create Cohort button which will ask the user to input the mandatory fields like cohort name ,mode of teaching, start date, end date ,city as shown below:

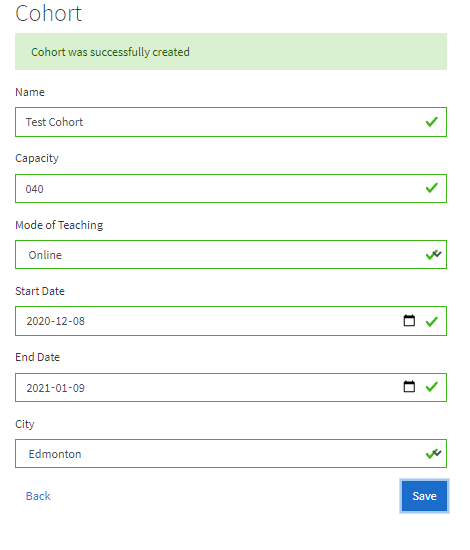


Figure 5 Cohort Successfully created

Once the cohort has been created it is displayed in the Cohort Summary list and the instructor can go back to the Cohort Summary view by clicking Back button or hit Cohort in Navigation Bar.

## Cohort Update

The instructor can select the cohort name and can update cohort information by clicking Edit button which is present in Action column of cohort summary Screen as shown below:

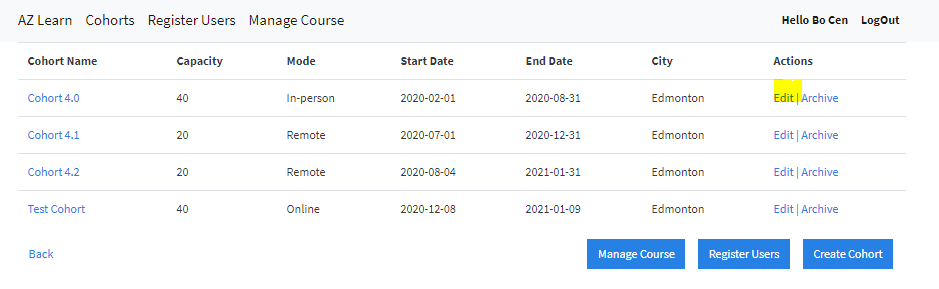


Figure 6 Cohort summary

Once Edit is clicked the existing details of the cohort are prepopulated and user can update the cohort information and submit. The below screen would appear once cohort information is updated.

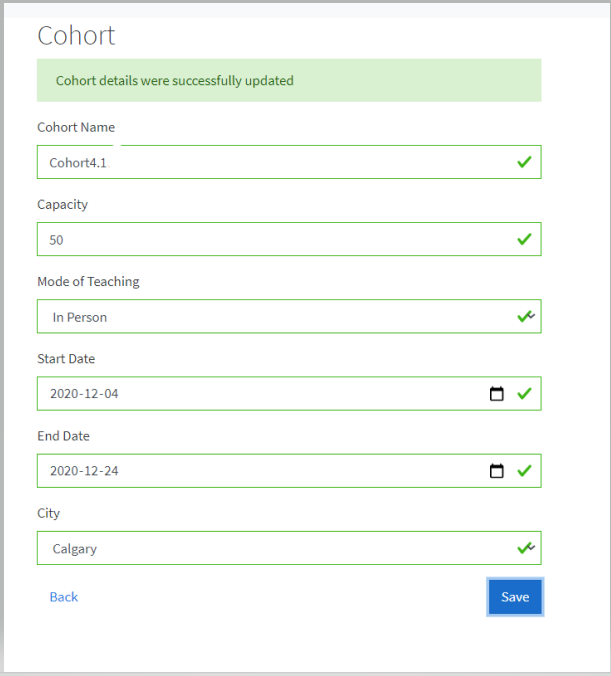


Figure 7 Cohort Update Successful

## Cohort Archived

The user can also archive a particular cohort that does not exist anymore to keep the view clean for other instructors by simply selecting Archive action beside Cohort name. once the Archive button is selected the instructor will receive a warning for confirmation to Retire. If user selects Yes, the cohort is retired/disappeared from cohort summary screen.

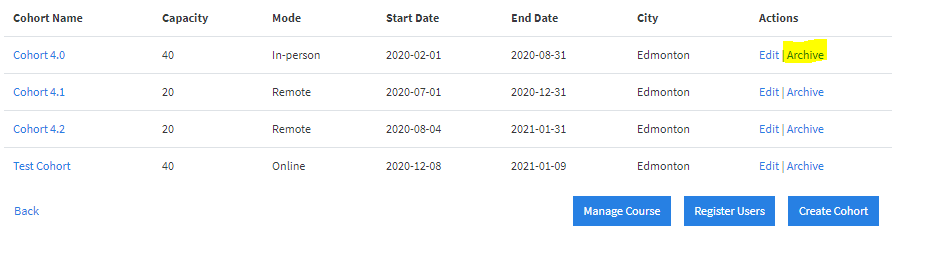


Figure 8 Cohort Summary Archive



Figure 9 Archive Confirmation

## Manage Course

The manage course button in cohort summary screen allows the instructors to read the list of all courses offered by the organization .From this view the instructor can create a course, edit a course and archive a course which are explained in below sections.

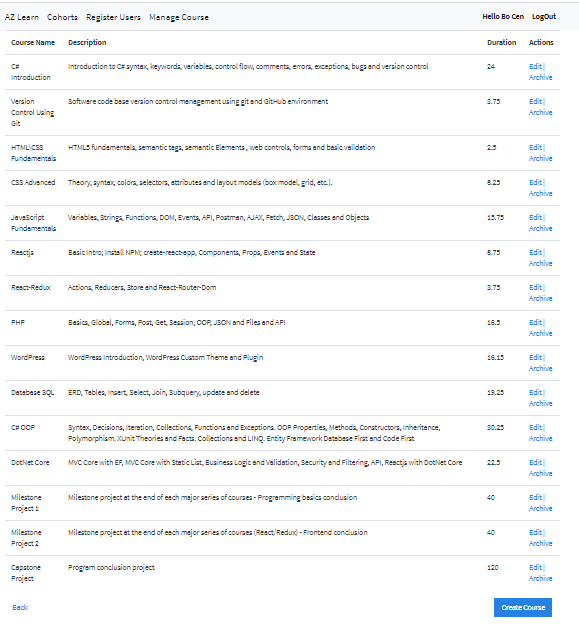


Figure 10 Manage Course

## Course Create

The instructor can create a courseby clicking create course button and add a course that will be offered by the institute. The user will be asked to input fields like course name, course description, duration as shown below and click create course to generate a new course in the manage course screen. The user can return back by clicking back button to view the course was successfully added to the screen.

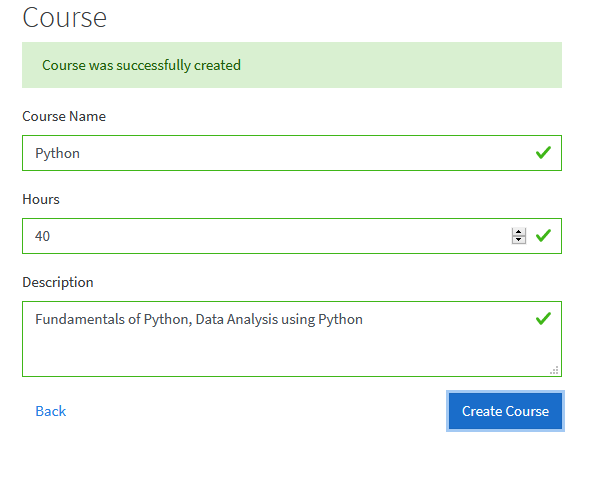


Figure 11 Course Create Successful

## Course Update

The instructor can select the course name and can update course information by clicking Edit button which is present in Action column of manage course screen as shown below:

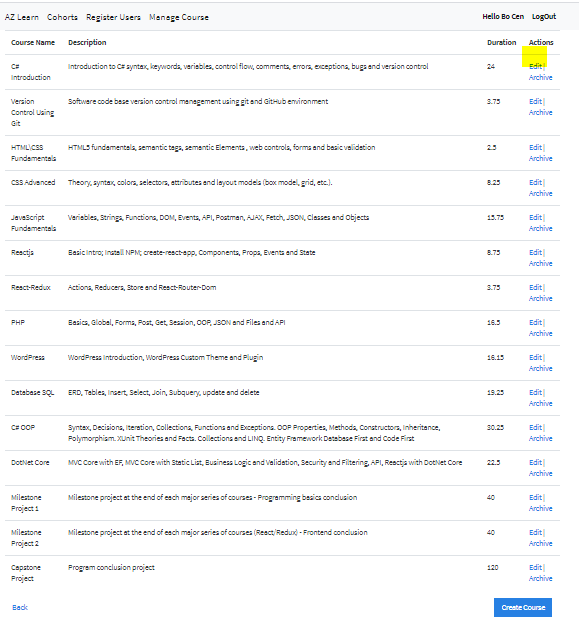


Figure 12 Manage Course Update

Once Edit is clicked the existing details of the course are prepopulated and user can update the course information and submit. The below screen would appear once course information is updated.

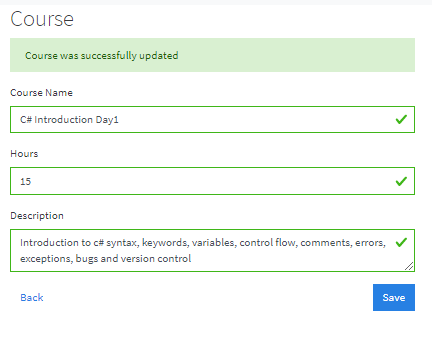


Figure 13 Course Update Successful

## Course Archived

The user can also archive a particular course that does not exist anymore to keep the view clean for other instructors by simply selecting Archive action beside Course name. as shown below:

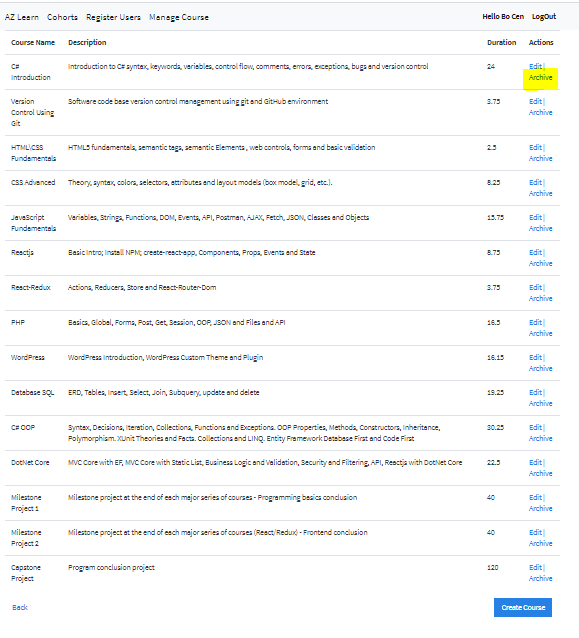


Figure 14 Course Archive

once the Archive button is selected the instructor will receive a warning for confirmation to Retire. If user selects Yes, the course is retired/disappeared from manage course screen.



Figure 15 Archive Confirmation

## Course Assign (Create)

The instructor can also assign a particular course to a specific cohort by selecting cohort from cohort summary screen and selecting Add Course .

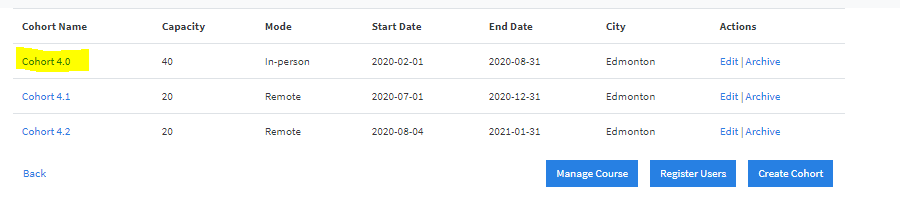


Figure 16 Cohort Summary Screen

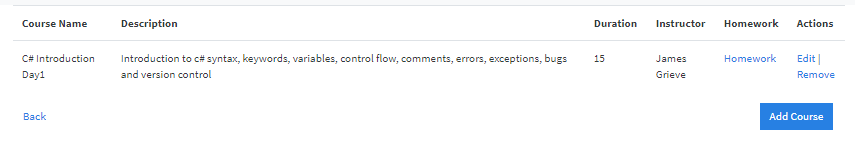


Figure 17 Course Assign for a cohort

Note: Course assign will display only the active course such that user can only assign existing courses without having to worry about the retired courses.

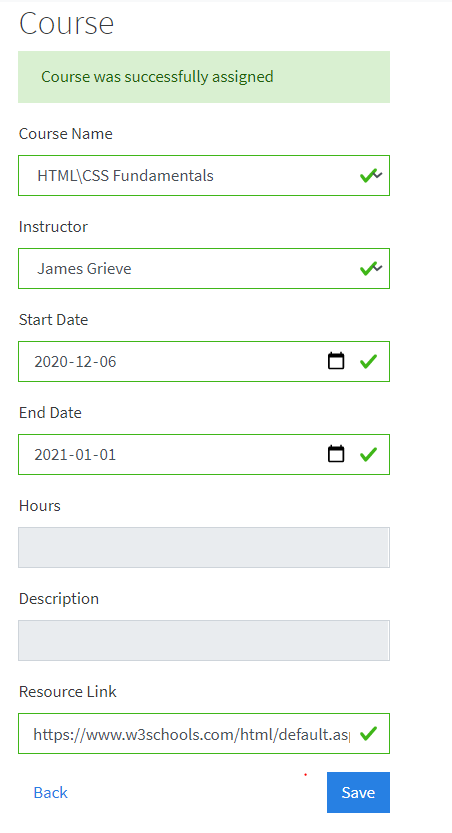


Figure 18 Course Assign Successful

## Course Assign Update

The instructor needs to first select a particular cohort name where he/she would like to update,

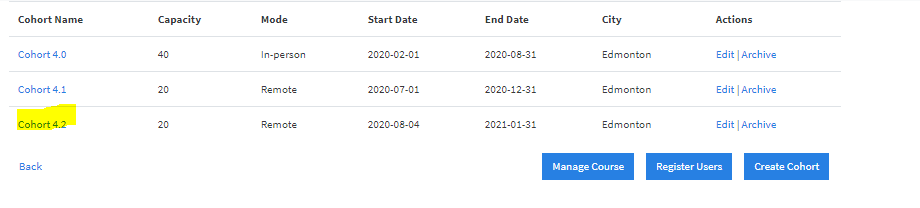


Figure 19 Cohort Summary Screen

A list of courses (course summary) that were assigned for that cohort would be displayed. The user can select edit button for whichever course that he/she would like to update by clicking edit button which is present in Action column of that screen as shown below:

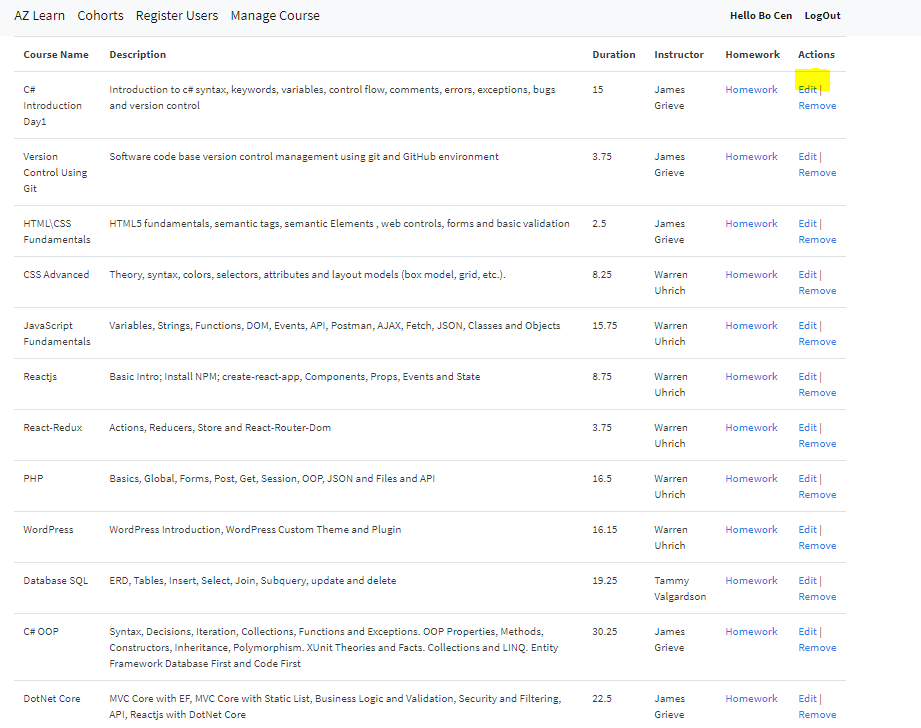


Figure 20 Course Summary Screen

Existing details of the course will be prepopulated, and user can update the required fields such as dates, instructor name, description and resource link and save to update the details of the course as shown below:

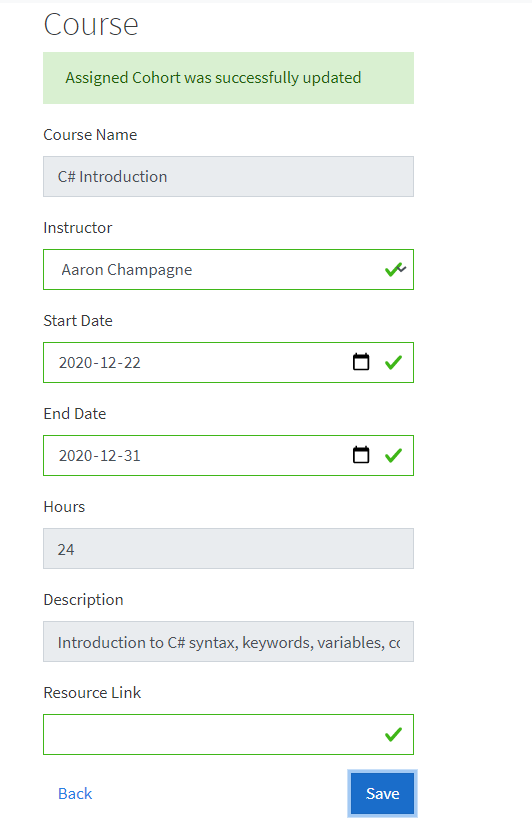


Figure 21 Course Assign Update Successful

## Course Assign (Archive)

The user can also archive a particular course that does not exist anymore to keep the view clean for other instructors by simply selecting Archive action beside Course name. as shown below. Once the Archive button is selected the course is archived from the view.

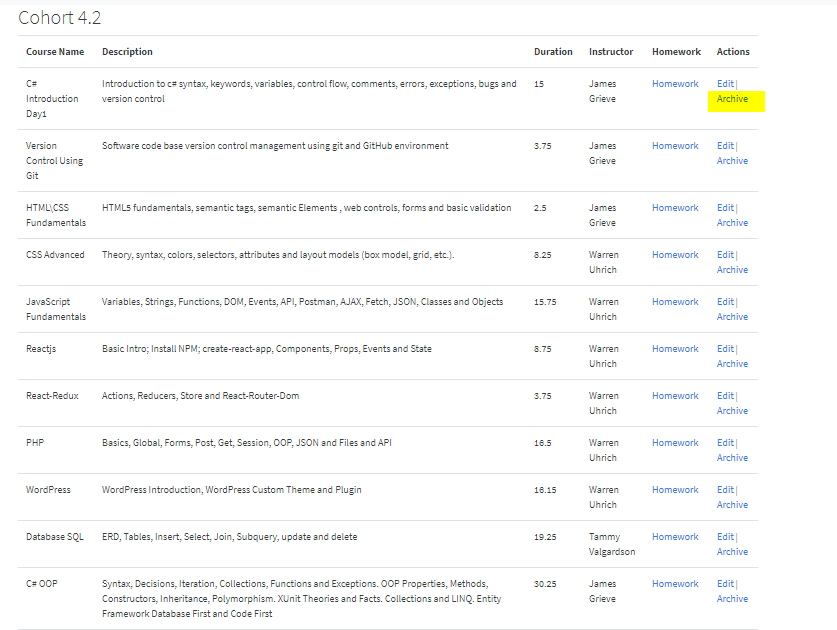


Figure 22 Course assign Archive

## Homework View/Read

The instructor has also privileges to create, read, update, archive a homework (whether it is a practise or graded assignment) by first selecting the cohort from the main dashboard (cohort summary) for which he want to assign/check a homework as shown below:

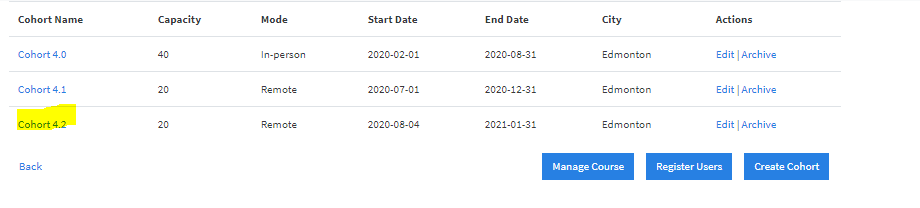


Figure 23 Cohort Summary Screen

Once cohort is selected, the user need to select the homework for a course he wants to assign a homework.

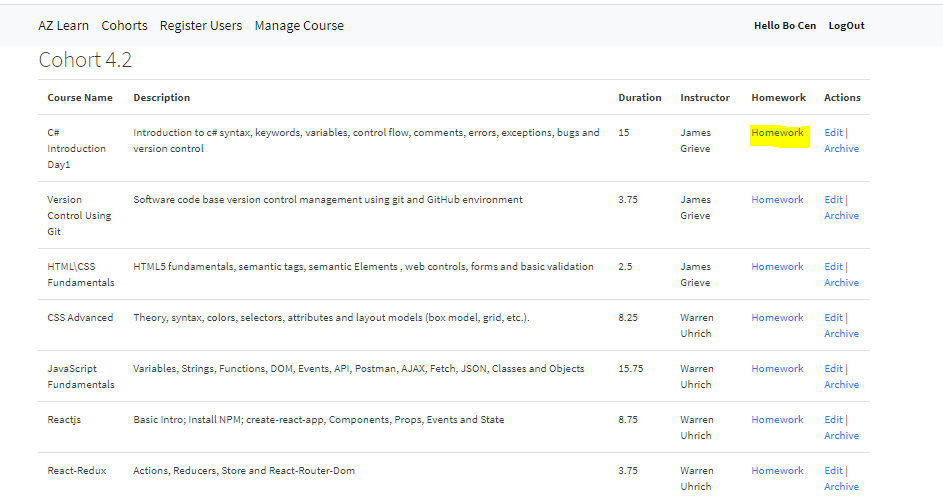


Figure 24 Course Summary Screen

A list of all homework related to the selected course is displayed as shown below:

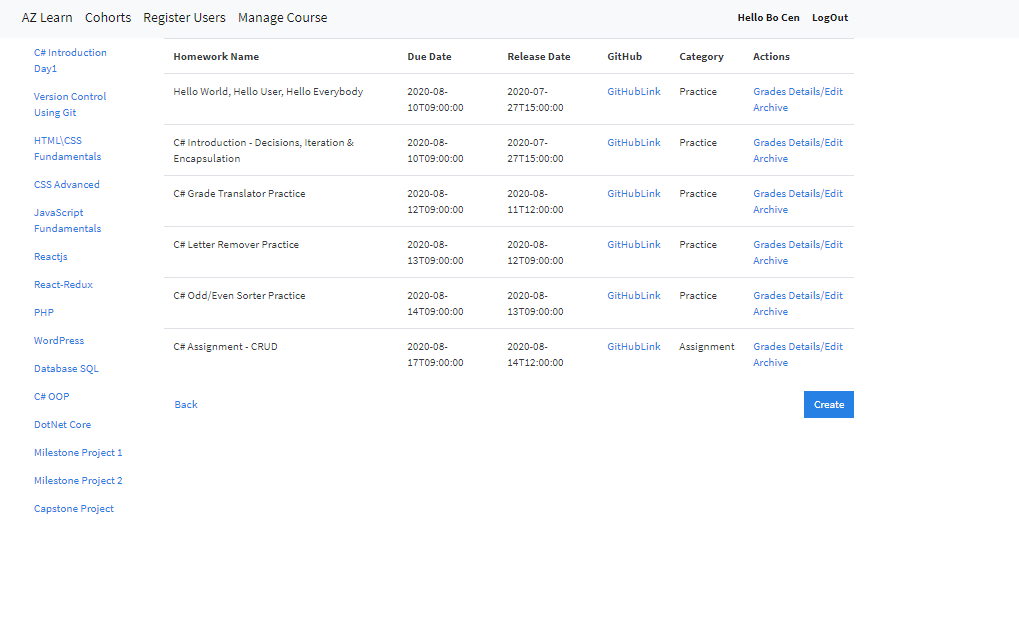


Figure 25 Homework Summary for a course

## Homework Create

The user can also create a homework from the same screen by Clicking create option and input the required fields.

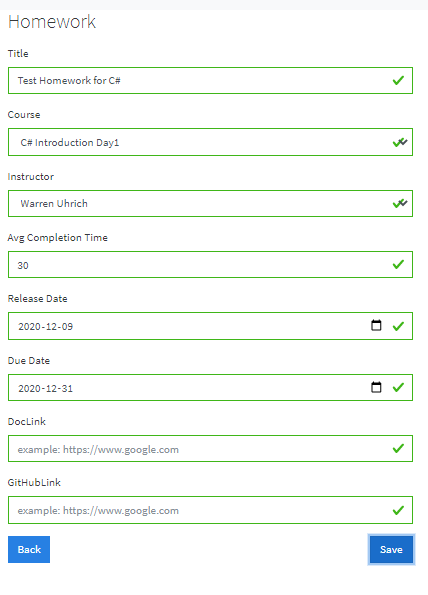


Figure 26 Homework Create

The homework would be added to the list of homework’s for that course as shown below:

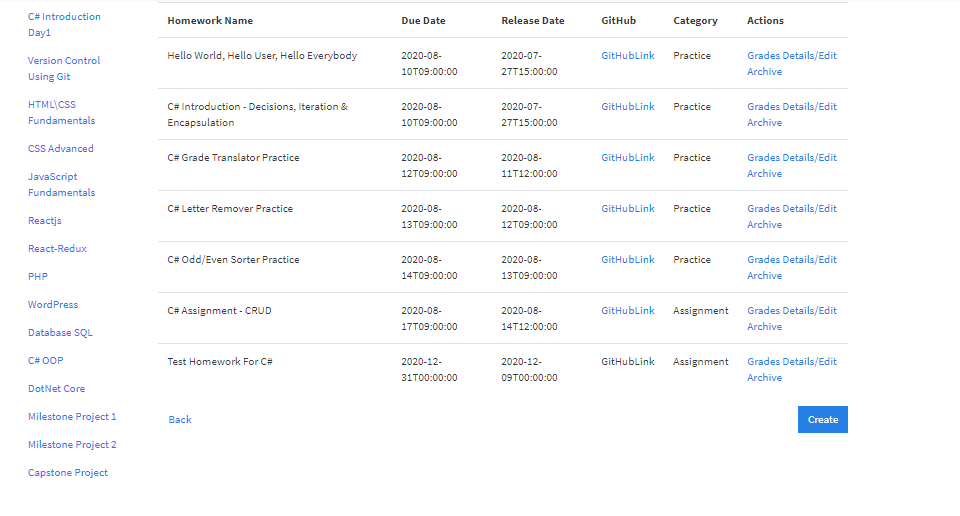


Figure 27 Successfully added Homework in Course

## Homework Read/Update

The instructor can also update the homework details by clicking Details / Edit button which is in the action column for the desired homework.

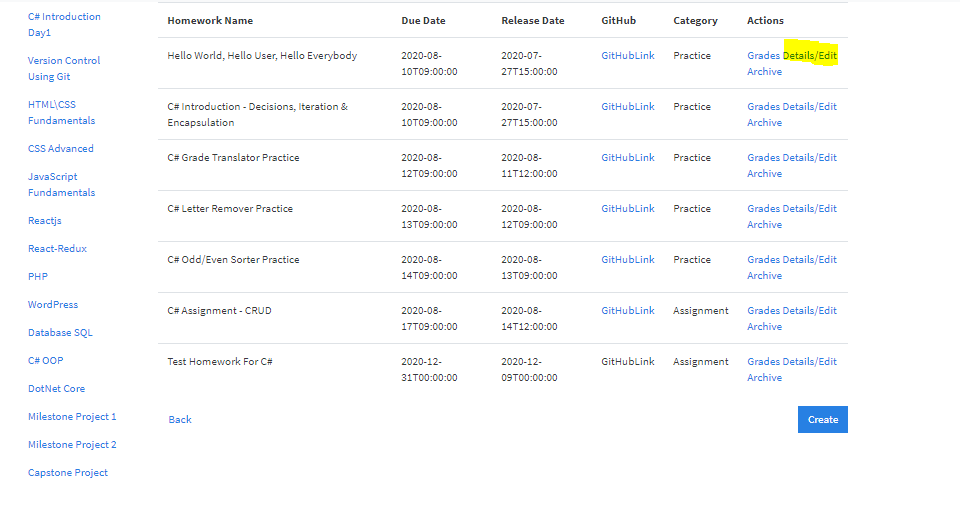


Figure 28 Homework Summary screen for a course

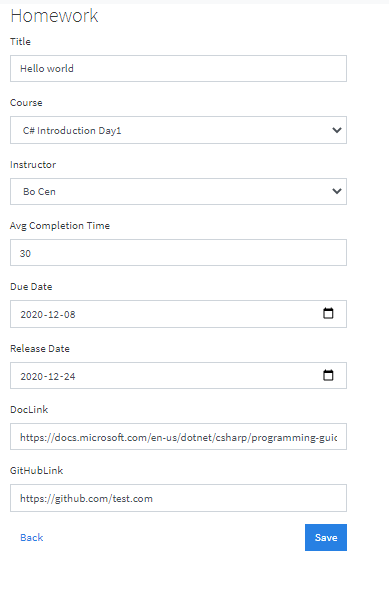


Figure 29 Homework Read/Update

## Homework Archive

The user can also archive a particular homework that does not exist anymore to keep the view clean for other instructors/students by simply selecting Archive action beside the homework name. as shown below:

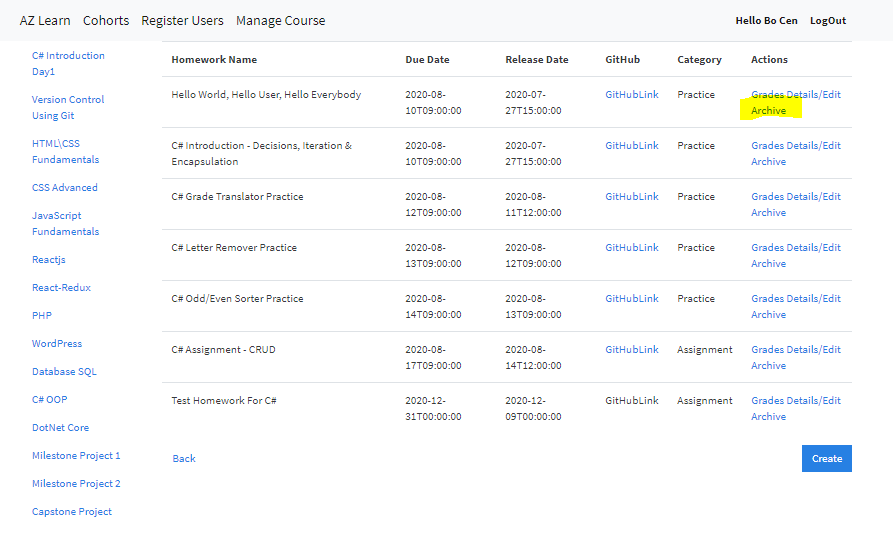


Figure 30 Course summary screen

once the Archive button is selected the instructor will receive a warning for confirmation to archive the course. If user selects Yes, the homework is archived/disappeared from the view.



Figure 31 Archive Confirmation

## Grade /Timesheet View

The instructor has privileges to also view the Grades for each student and average time spent on a particular assignment to determine the analytics and difficulty level of the assignment to determine which student has performed exceptionally well and which student needs help and support. This view can be generated by first selecting the cohort from main dashboard:

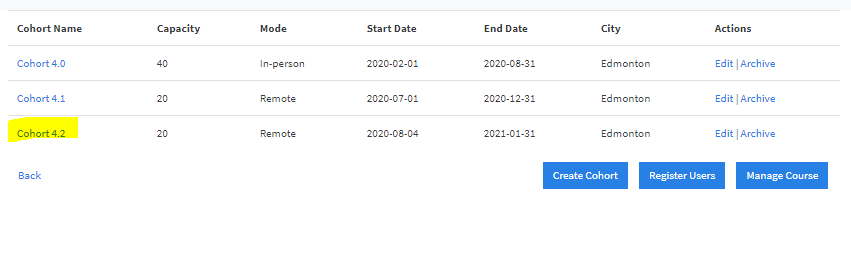


Figure 32 Cohort Summary Screen

Selecting the Homework for the particular course from various courses.

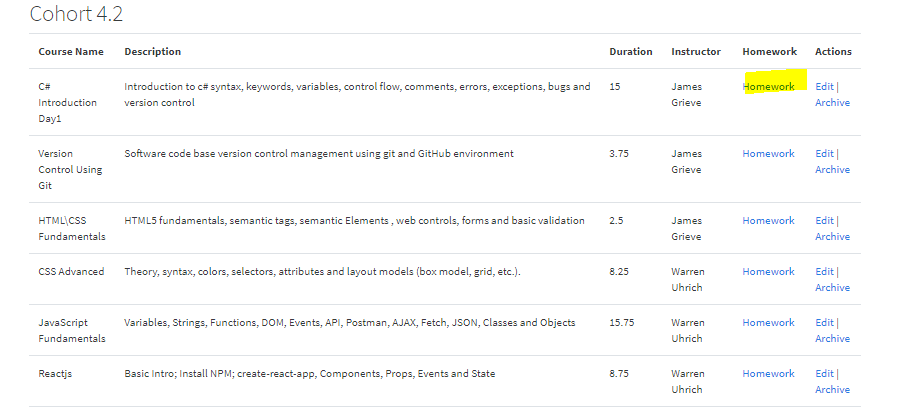


Figure 33 Course Summary for a cohort

From the list of homework’s for a particular course, select a particular homework and click Grades for which you would like to see the grades or average time spent by each student.

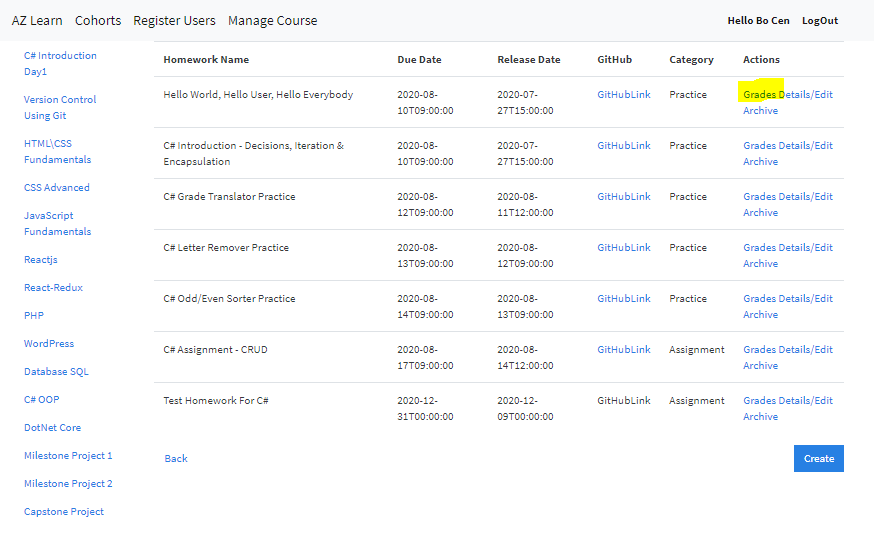


Figure 34 Homework Summary for a course

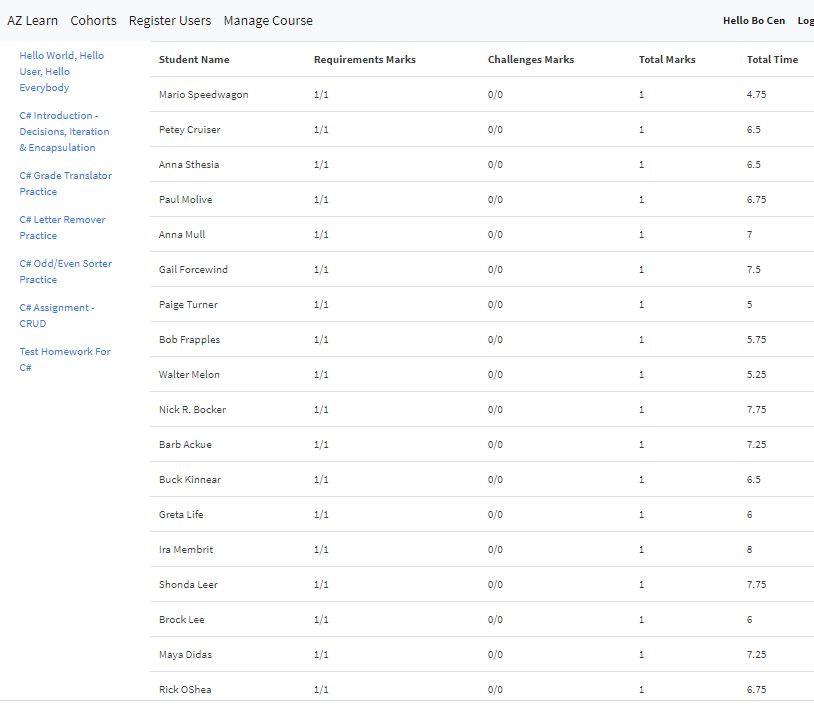


Figure 35 Grade for a Particular Homework

# Student Dashboard

## Login Screen

The figure shows the application homepage, in this page, the user can sign-in an account using student email address and password (Ex: Email: [walter.melon@azlearn.ca](mailto:walter.melon@azlearn.ca) Password: abc.123 ) as shown below

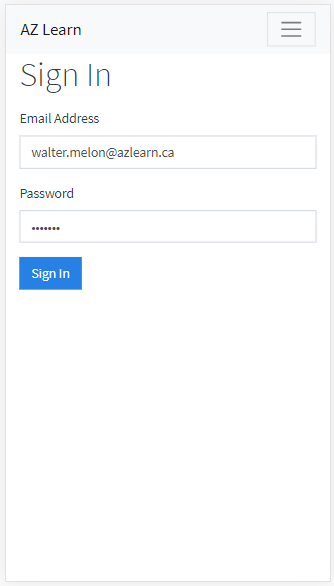


Figure 36 Login Screen for Student

Once the student is Logged in , the student has very limited privileges that can be accessed from this main dashboard i.e., Course Summary Screen

## Course Summary Screen (Read)

The student can view here list of courses that are offered for their cohort with details like approximate duration for the course ,instructor details, and homework’s pertaining to that course. The functionality of each action has been described in below sections.

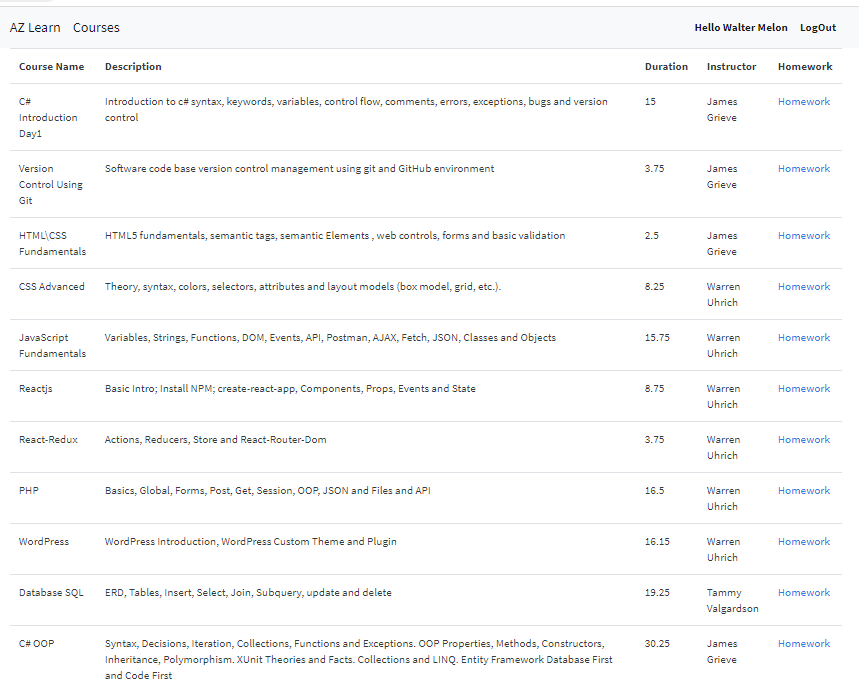


Figure 37 Course Summary for Student

## Homework Read

The student can select the Homework option for a particular course and see the list of homework’s that were assigned as shown below

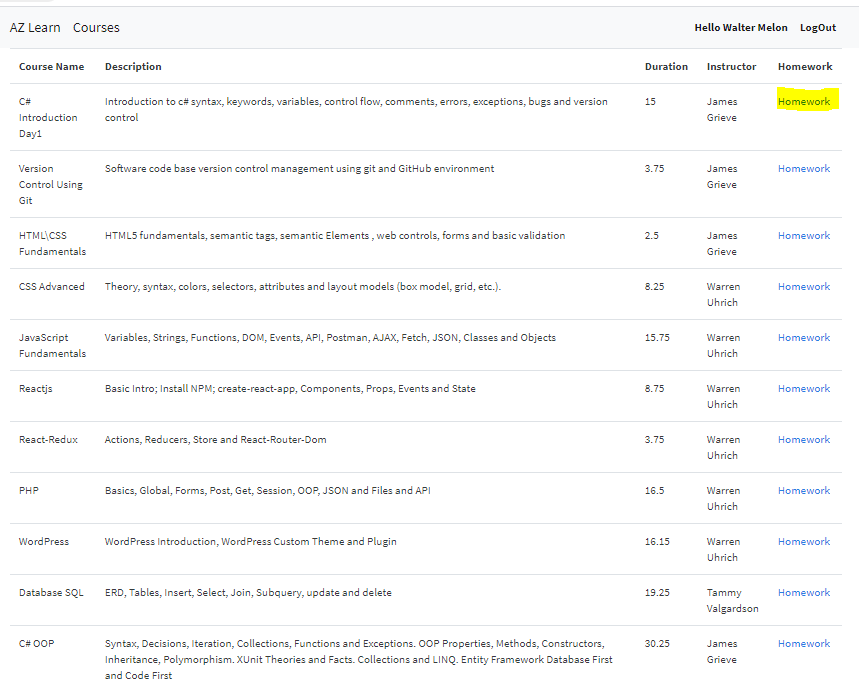


Figure 38 Homework View Only

The student can also check in the view whether the homework is a practise or a graded assignment and can access the document by clicking the GitHub link.

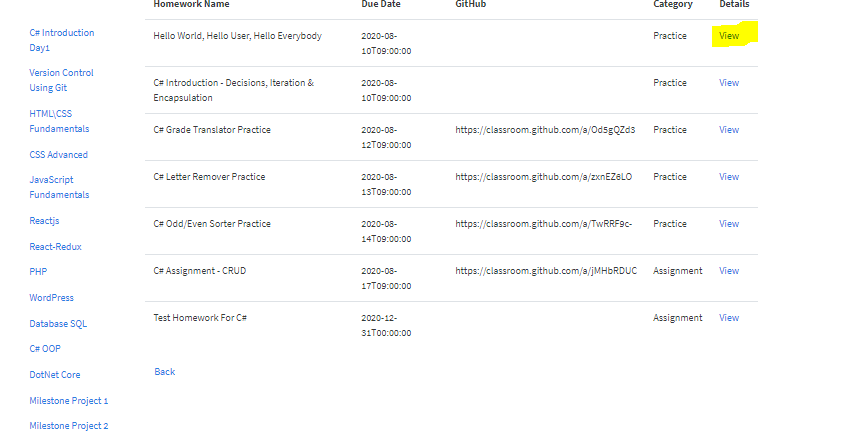


Figure 39 Homework Summary for a particular course

The student can also click View button to see the brief description of that Homework as shown below.

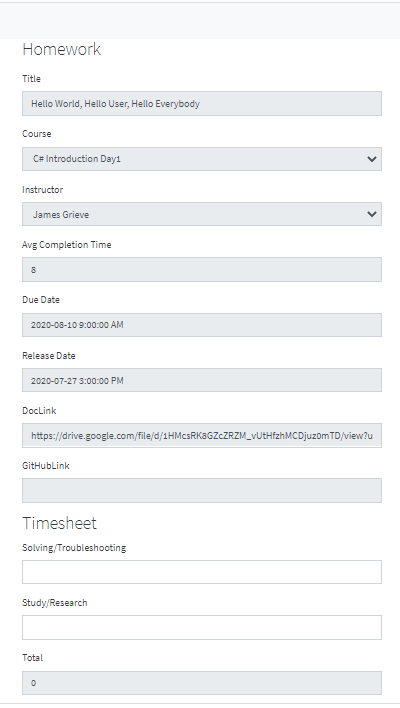


Figure 40 Homework Description

## Timesheet Update

Once the student have submitted the assignment the student can return to the same screen (course summary screen as shown below) and update the timesheet for that particular homework by selecting the homework which was assigned and Clicking view and entering the time taken including solving time and study time.

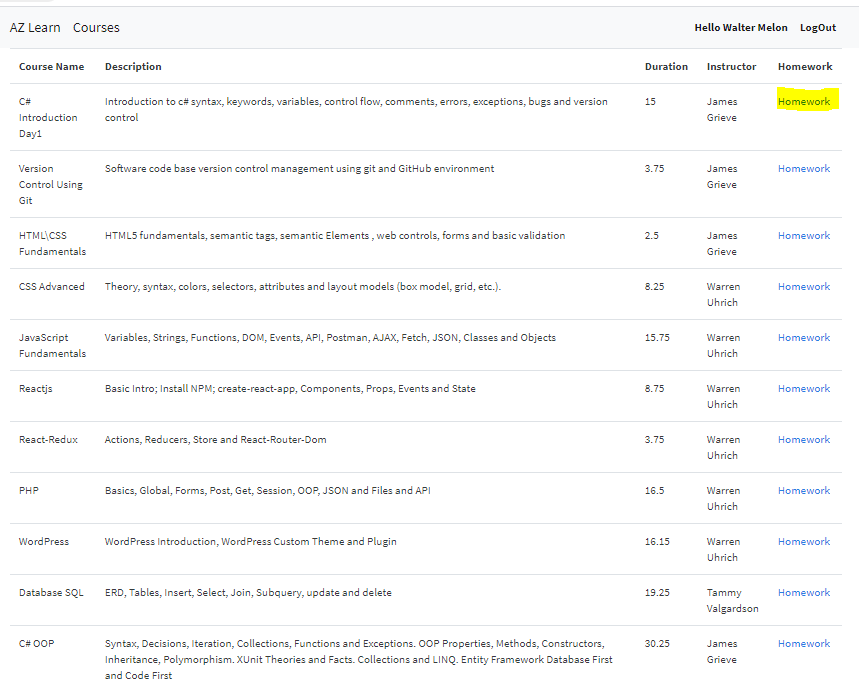


Figure 41 Course Summary for Student

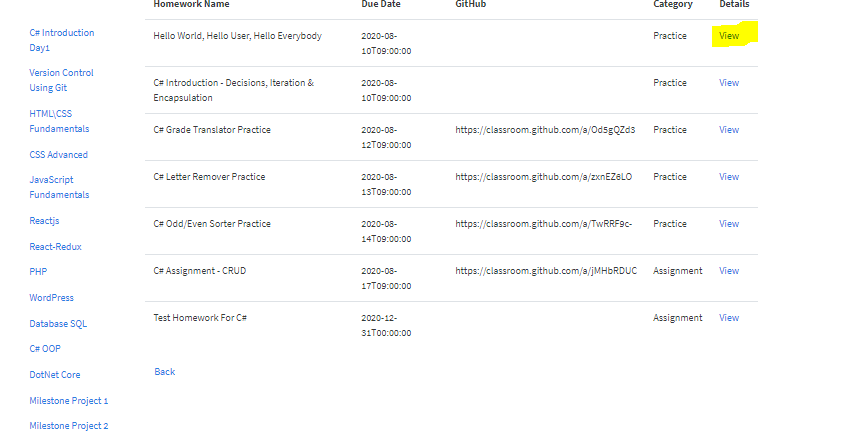


Figure 42 Homework Summary for a course

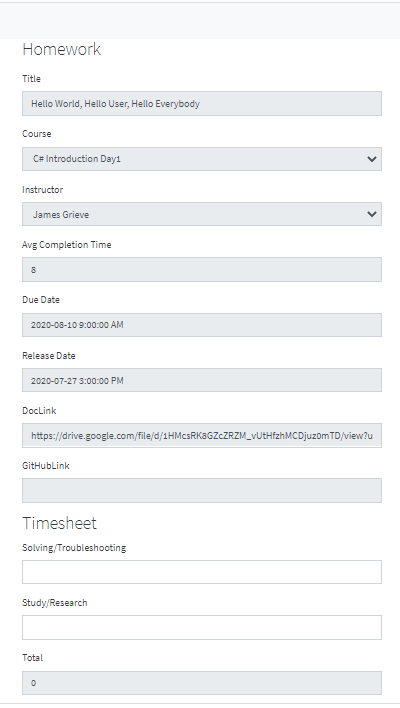


Figure 43 Timesheet Update For a Homework