

## Help Documentation

Learning support teachers will be the only type of users to be able to access the website. After logging in, they will be brought to the IEP homepage. The homepage consists of 5 different main categories for the user to use. Upon initial logging in for the first time, the user should initialize the database, at the beginning of every school year. Here, they will need to choose a CSV file to upload to the database. Below is what the CSV file information should consist of.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	Student	Student_ID	Date_of_B	Mailing_A	Grade	Semester	A	B	C	D	AFT1	EL	AMR	AMD1	AMD2	AMD3	Accommo	Exception	IPRC	SEA
2	Garner, A	2E+08	3/21/1998	1111 The f	10	1	P6:CHC2D	114:FSF2D	GYMA:PPL	P10:ENG2D	-09:Staff,John						Chunking; Speech Im		1	Pending
3	Garner, A	2E+08	3/21/1998	1111 The f	10	2	207:SNC2I	119:HFN2I	P18:CHV2I	116:MPM2D	-06:Thompson,Debra						Chunking; Speech Im		1	Pending
4	Mayo, Kyl	2E+08	3/22/1998	1112 The f	10	1	144:AMG2	229:CHC2I	207:SNC2I	213:MFM2P	-03:Bourassa,Mary						Strategic L	Language	1	Pending
5	Mayo, Kyl	2E+08	3/22/1998	1112 The f	10	2	114:FSF2D	P10:ENG2I	P18:CHV2I	228:ICS2O	-02:Murray,Graham						Strategic L	Language	1	Pending

Back on the homepage, the user can view student information through two different ways. The first is by entering "All Students". There, they will be brought up to table that prints mainly personal information about every student in the database. The user is able to use filters to print students based on selected student information. To view all information about the student, they are able to select the button on the right most column on any student row. This will lead the user to the second search option.

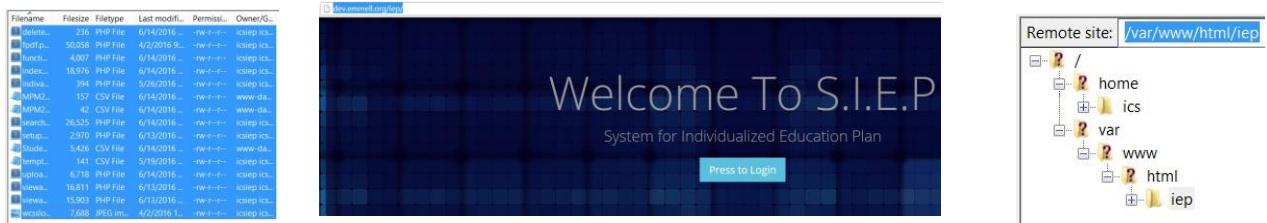
The user is also able to access the search option on the homepage by typing the students first and last name. Here, it will display all information about the specific student including courses, upcoming assessments, and upcoming appointments. Assessments can be booked and appointment forms can be generated on this page. The student can also be removed from the database.

One main function of the website is to be able to create appointments with students. When the user enters the appointment page, a table with all existing appointments will be displayed. The user is able to select any number of students in the appointment table to have a form generated or to have those students deleted. The user can also add a new appointment at the top of the page.

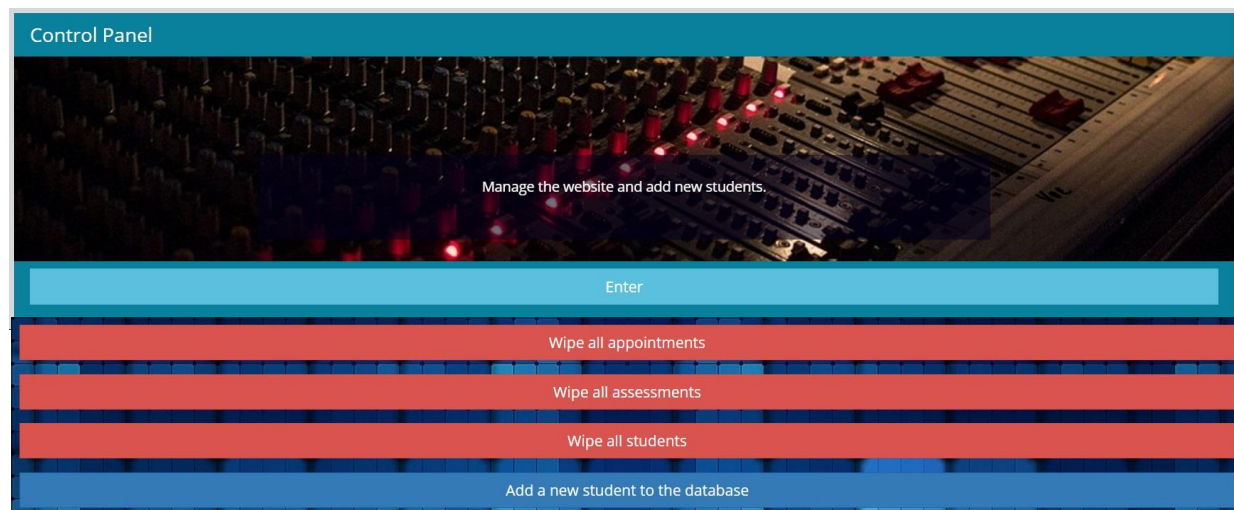
Another main function is to be able to add, edit, and delete assessments. Once the user enters the assessment page, it displays all existing assessments. The user is able to add new assessments at the top of the page. They can also view full details of any assessment by selecting "View All Details" on existing assessments. This will lead them to a page with a table of students who have the scheduled assessment. The user is able to select a number of students on the table to have a form generated or to delete the students from the assessment. The same page also displays multiple functions the user can access. The first is to be able to bulk add student for the assessment. The second is to be able to generate a report for the assessment. A CSV file for the assessment will be downloaded when this is selected. Lastly, the user is able to delete the whole assessment.

## System Administration

Installation of the webpage to a new server can simply be done by placing all of the required files that were used in making the website in a word directory called **IEP**. If these files are the only ones placed on a server, all that would have to be done is enter the URL for said server and that would bring up the webpage. To be integrated into an existing server, as stated earlier it would all need to be in an **IEP** word directory. On the main webpage for this server, all that would be needed is reference to this word directory, something like a button linking the user and sending them to the IEP directory which begins the webpage. The configuration can be done by following the steps from **help documentation** to fill databases via uploading a csv file to the database.



Year to year changes are easily achieved through the control panel category. Through this section you can wipe all appointments, delete all assessments as well as students, for let's say an end of the year clean up. If you wanted to delete only certain students you can wipe all students and upload a new csv file without the students you choose. You can also add one student at any time if the student was not included in the csv file for the initial setup of the webpage.



## **Future Work Administration**

All information from the IEP website can be accessed on phpMyAdmin. The administrator can use the current credentials to access the database. There are currently 3 tables in the IEP database: appointments, assessments, and studentinfo. If the admin wants to add a table, they need to enter the table name and number of columns on phpMyAdmin. If the admin wants to delete a table, they must press “drop” on the same row that the table is listed, on the server.

Certain features of the IEP website can be edited in certain files. If the username and password to access the server is changed, the admin must also change the values of \$mysql\_username, \$mysql\_password, and \$mysql\_database in database.php to be able to access the server from the website. \$mysql\_password, and \$mysql\_database should have the same values. Functions.php is where each database table is printed into an array. When the user adds a new table on the server, here is where the information of the table should be printed into an array. The IEP login system is located on every file that checks if the user is logged. The login system would have to check for a different user if the admin adds a new user with unique credentials for the IEP login.