

# TRƯỜNG ĐẠI HỌC FPT LẬP TRÌNH VIÊN QUỐC TẾ FPT-APTECH



Centre Name: ACE-HCMC-2-FPT (VN.033)

Address: 590 Cách Mạng Tháng 8 Street, District 3, Ho Chi Minh City, Viet Nam



# ITM COLLEGE MANAGEMENT

# **User Guide**

Faculty: Mr. Tran Phuoc Sinh

Batch No: F2-10-1203-T0

Group No: 02

Student Full Name Roll No.

1.	NGUYEN VU HUNG	STUDENT636555
2.	TRAN VAN HAI	STUDENT630717
3.	LE NGOC NHUT	STUDENT636217
4.	TRAN DUNG TRI	STUDENT682906

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Project: ITM College Management
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Approved by: Faculty Tran Phuoc Sinh

3. Change password/Log out:......30

# I. Work process

#### 1. Guest:

Guest can visit website:

- Finding information about:
  - College News
  - College Events
  - College Achievements
  - College Courses
  - o College Merit list
  - College Departments
  - College Facilities
  - College Faculty
  - Contact us
- Applying online and checking status of their admission

#### 2. Student

Students have ability to:

- Register new course
- Check time-table
- Check assignments
- Update profile and password
- Provide feedback

#### 3. Staff

Staffs have ability to manage (insert/edit/disable/delete) these following function:

- Courses
- College Content: News/Events/Merits/Achievements
- Assignments
- Change password
- Feedbacks

#### 4. Administrator

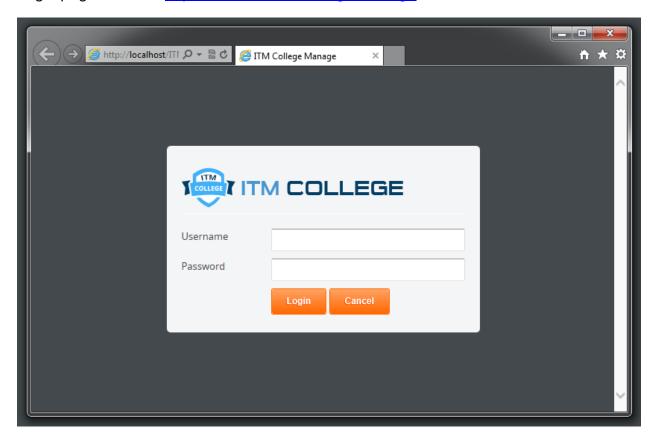
Administrators have ability to manage these following function:

- Insert/Edit/Disable/Delete:
  - o Departments
  - Faculty
  - Facilities
  - o Branches
  - Accounts (including changing password)
- Accept / Delete Online admission
- Change password

# II. ITM College Website Management

# 1. Login page

Login page location: <a href="http://localhost/ITMCollege/Manage">http://localhost/ITMCollege/Manage</a>



# 2. Login Credential:

#### 1.1. Administrator role

Username: adminPassword: admin

#### 1.2. Staff role:

- Credential 1:

Username: staff001Password: staff001

- Credential 2:

Username: staff002Password: staff002

#### 1.3. Student

- Enrollnumber: STUDENT000001

- Password: 123456

# III. Guest access

#### 1. Homepage



#### Welcome to ITM College

ITM College commenced its education and training business in 1986 and has globally trained over 6.4 million students. ITM College is an ISO 9001:2000 organization and the first IT Training and Education company to get this certification for Education Support Services in 1993.

ITM College has presence in more than 40+ emerging countries through its two main streams of businesses – Individual training and Enterprise Business. As a leader in career education, it has over 1305 centres of learning across the world... <u>readmore</u>

#### Latest Coures

#### Programming In C

Instructor: Mrs. HuongLT

Time: 20 May 2013 - 20 June 2013

This course provides students with a comprehensive study of the C programming language. Classroom lectures stress the strengths of C

#### **Campus Events**

- UT Micro Farm workday announced
- "Priscilla Queen of the Desert" matinee performed
- Tour "Through the Eyes of Texas" at Blanton Museum

#### College News

#### Uganda PM confers 'Best Computer Training School' award to Aptech

Posted on 11 May 2013

Uganda Prime Minister Amama Mbabazi awarded the 'Best Computer Training School of 2013...

#### MAAC perpetuates creativity with National Students Meet 2013

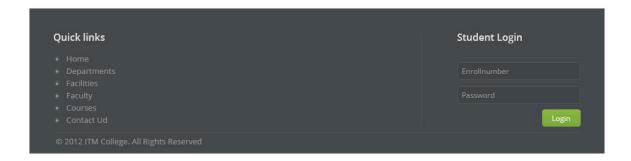
Posted on 07 May 2013

National Students Meet (NSM) 2013, an initiative by Maya Academy of Advanced Cinematics (MAAC) ...

#### Aptech-UCX Sign Agreement

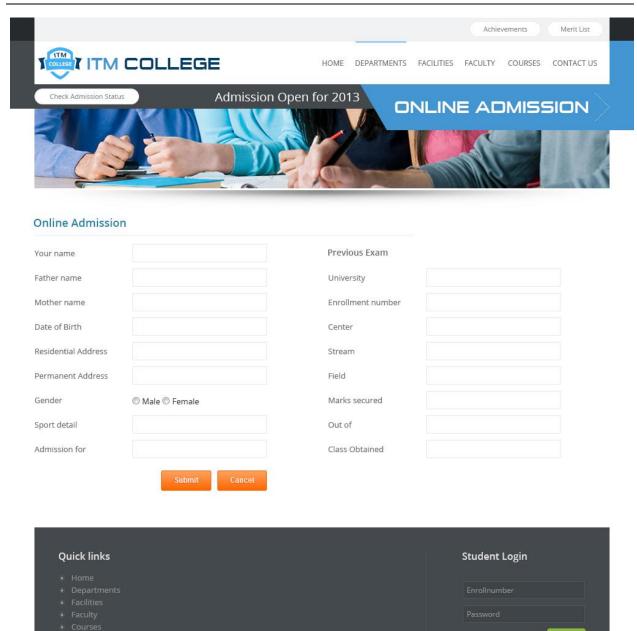
Posted on 07 May 2013

Aptech Ltd, a global leader in career education, today, announced its three year strategic partnership ...



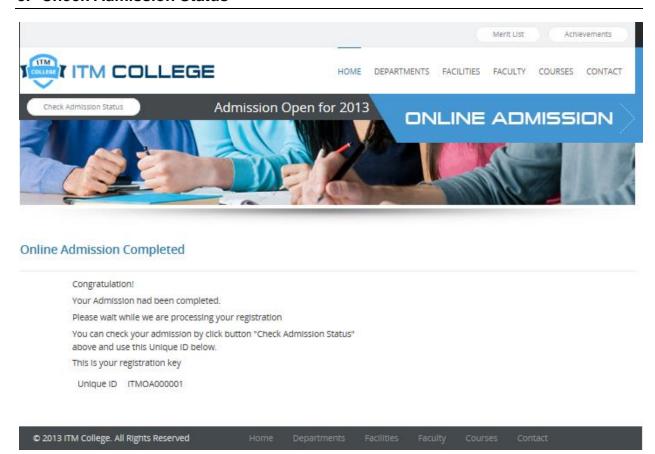
- (1) Where Guests can find all the information of: news, events, achievements, courses, merit list, departments, facilities...
- (2) Guests can apply to the university by clicking on Online Admission

# 2. Register Online Admission



Fill in all the required information then click **Submit**, they will be provide an Unique ID to check their admission status:

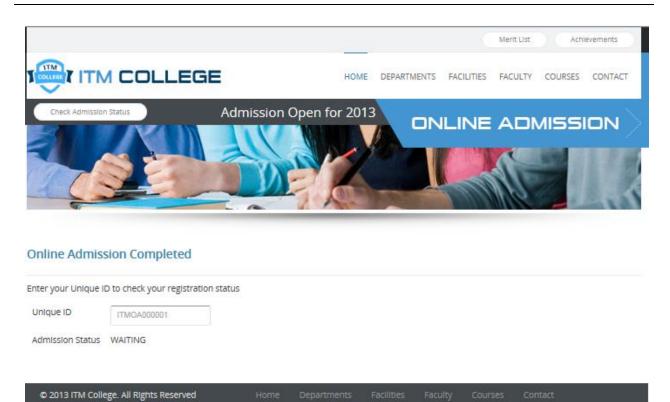
#### 3. Check Admission Status



After that, they can check the admission status by clicking **Check Admission Status**:



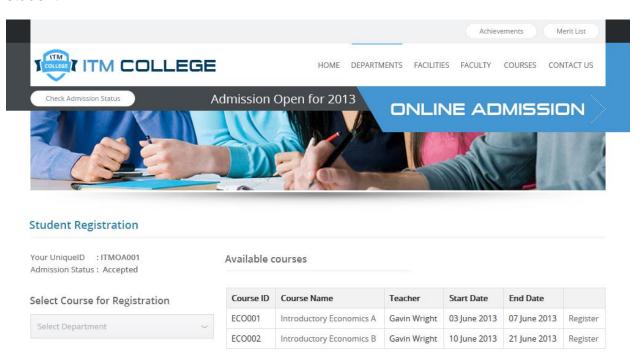
Clicking Submit button to see the admission status:

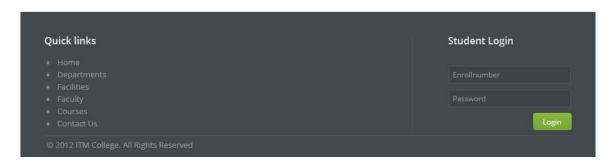


# **IV. Students:**

#### 1. Register courses:

If their admission accepted by Administrator, they could register courses and become student:



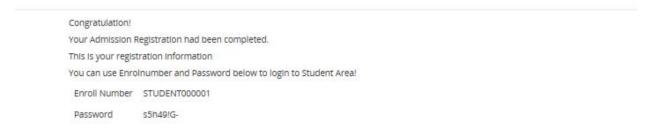


After registering courses successfully, student is given the **enroll number** and **password** to log into in **Student Login** tab, and use it to check the timetable, assignments, update profile/password and provide feedback.

#### 2. Enrol Number and Password

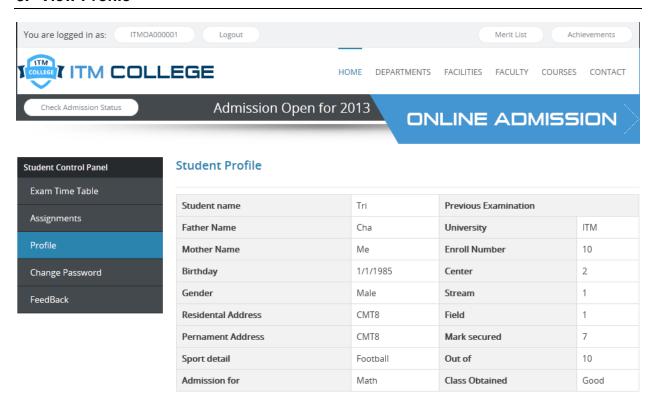


#### Online Admission Completed



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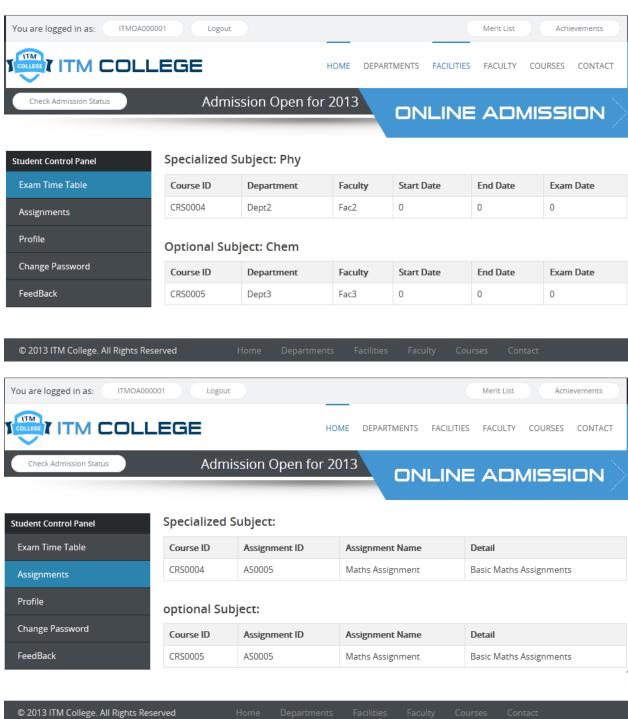
#### 3. View Profile



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# 4. View Exam Time Table and Assignments

By clicking on Timetable/Assignments tab, students can see the timetable and assignments for all their registered timetable/assignments.



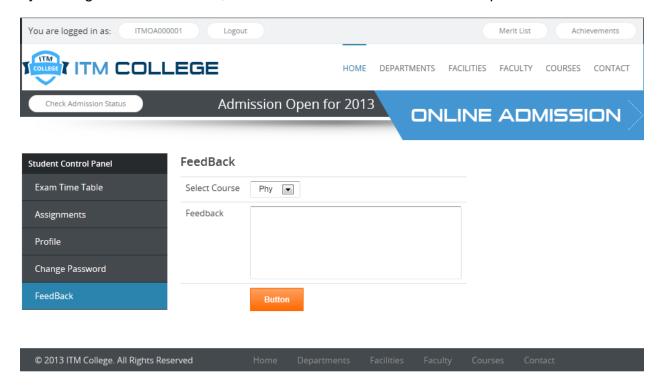
# 5. Change password:

By clicking on **profile/password** tab, students can update their profile/password.

You are logged in as: ITMOA00	0001 Logout				Merit List	Achie	evements
SCOLLEGE TIM COLL	_EGE	НОМЕ	DEPARTMENTS	FACILITIES	FACULTY	COURSES	CONTACT
Check Admission Status	Admission	Open for 2013	ON	LINE	ADN	AISSI	ОИ
Student Control Panel	Change Password						
Exam Time Table	Note: If you change your p	assword you will have	to log back in				
Assignments	EnrillNumber	ITMOA000001					
-	Current Password						
Profile	You must submit the current password to update this page						
Change Password	New Password						
FeedBack	Re-type New Password						
		Submit	Cancel				
© 2013 ITM College. All Rights Re	served Home	Departments F	acilities Facu	lty Cours	ses Con	tact	

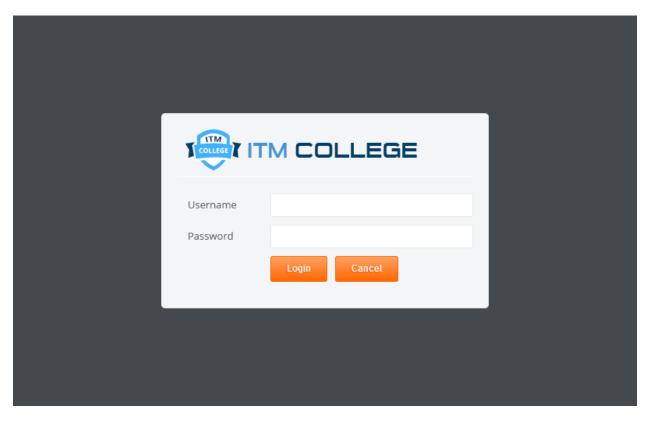
#### 6. Provide feedback:

By clicking on Feedback tab, students can send feedback on the specific course.



# V. Staff:

Open the **Login** page; enter staff account (username and password):

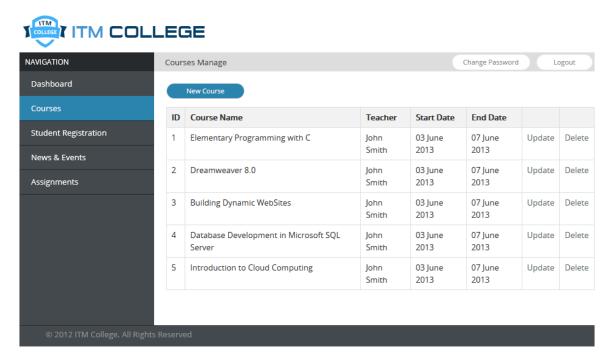


When logging as staff, staff can manage (insert/edit/disable/delete/search) courses, news/events/merits/achievements, assignments, check feedback and change password.

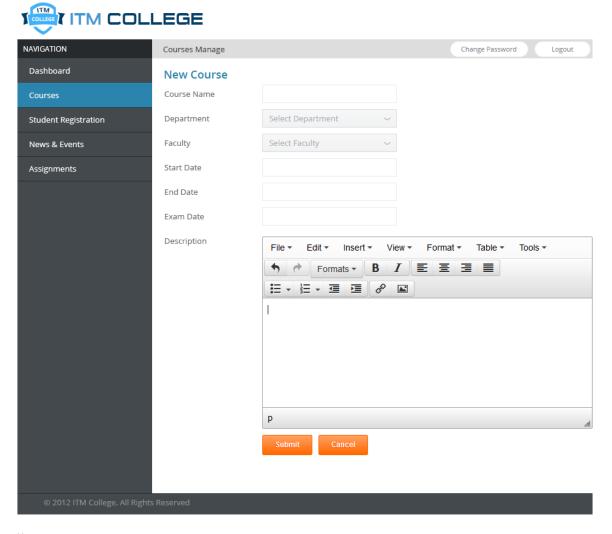
Below are the pages for courses management, check feedback and change password. The pages for news/events/merits/achievements, assignments are similar.

## 1. Courses' management:

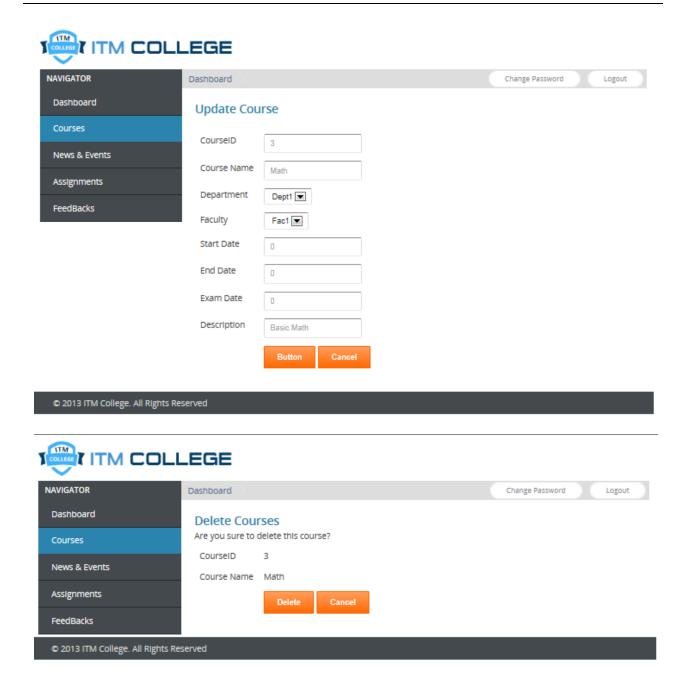
By clicking **Courses** tab, staff can see the list of all information about all courses as below:



Staff can add new course by clicking **New Course** button:

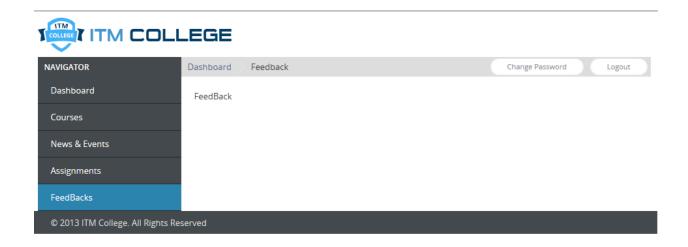


Staff can update the current course by clicking **Update** link, and delete by clicking **Delete** link.



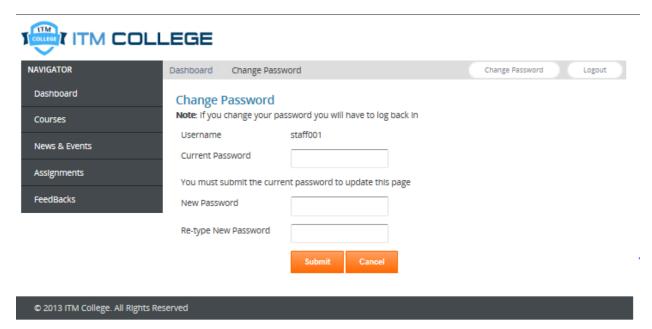
## 2. Feedback Management:

Staff can view students' feedbacks by clicking FeedBacks link:



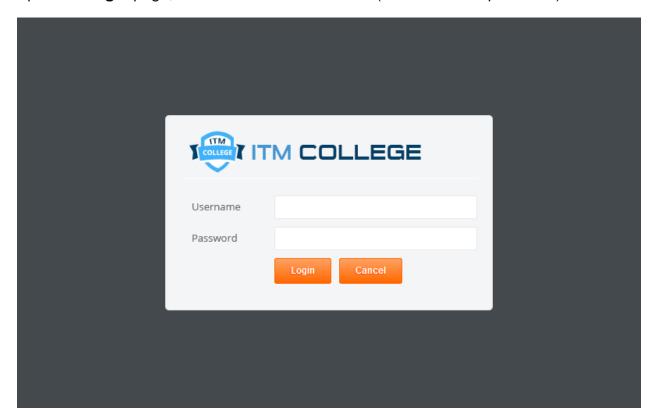
## 3. Change password:

Staff can change password by clicking **Change Password** link:



# VI. Admin:

Open the **Login** page; enter administrator account (username and password):

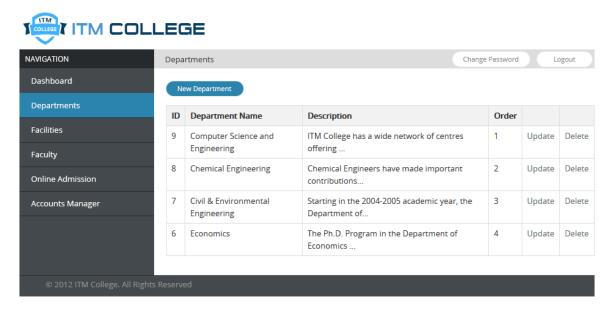


When logging as administrator, admin can manage (insert/edit/disable/delete/search) departments, faculty, facilities, branches and accounts (include changing password). Moreover, admin can accept/refuse/delete online admission and change password.

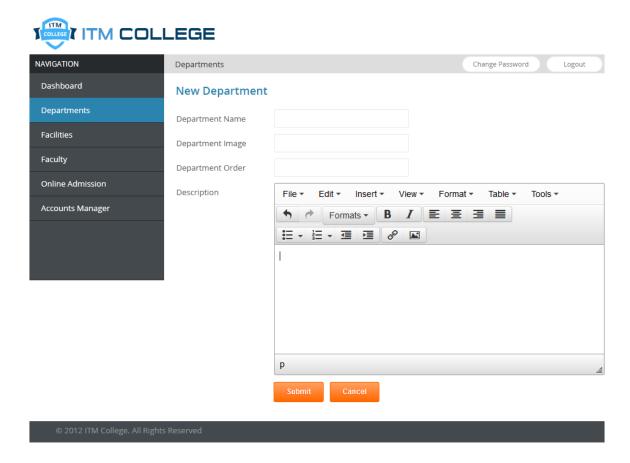
Below are the pages for departments and online admission management, change password. The pages for faculty, facilities, branches and accounts are similar.

## 1. Departments' management:

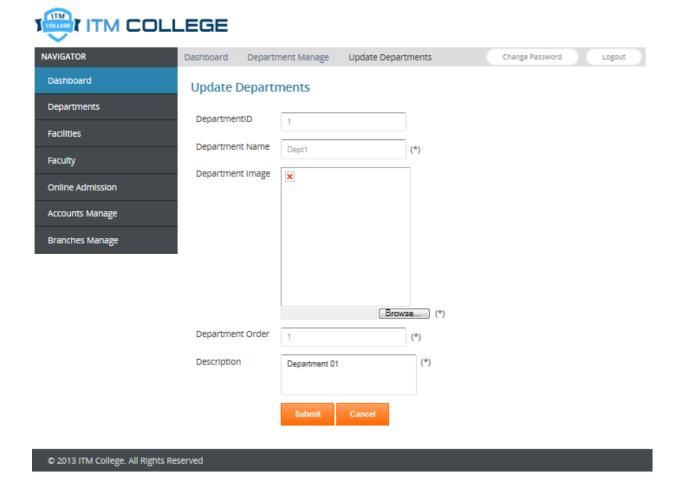
By clicking **Departments** tab, admin can see the list of all information about all departments as below:



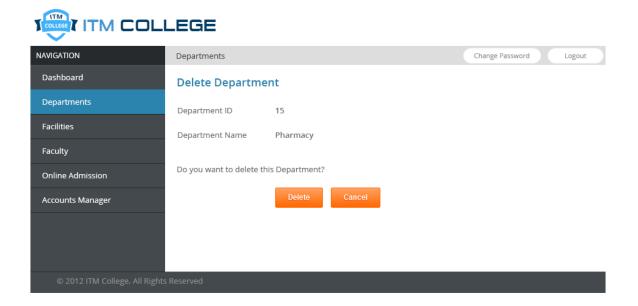
Admin can add new department by clicking New Department button:



Admin can update the current department by clicking **Update** link:

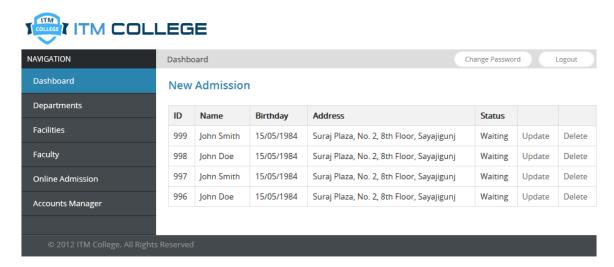


Admin can also delete the current department by clicking **Delete** link:

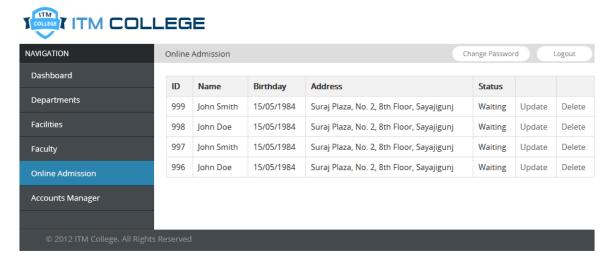


# 2. Online admission management:

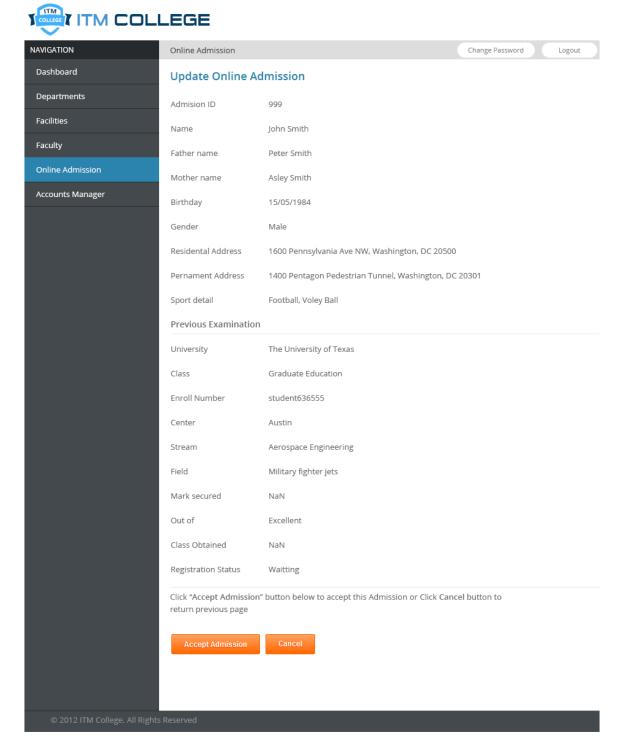
When logging as administrator, website will be redirected to **New Admission** page, where only new admissions in waiting status are listed.



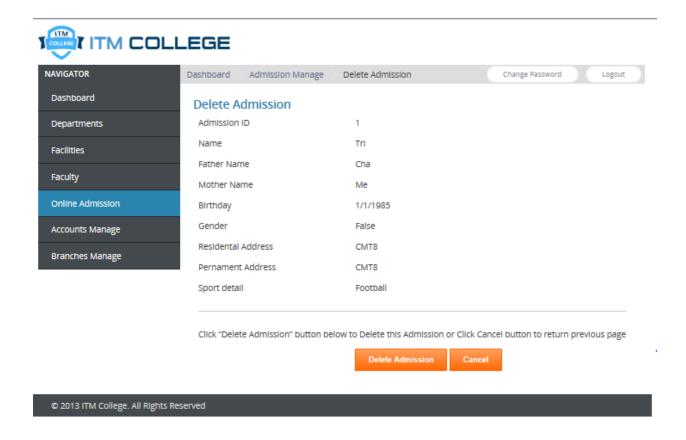
Admin can click on **Online Admission** tab to see all the admissions:



From this page, admin can accept/refuse by clicking on **Update** link:

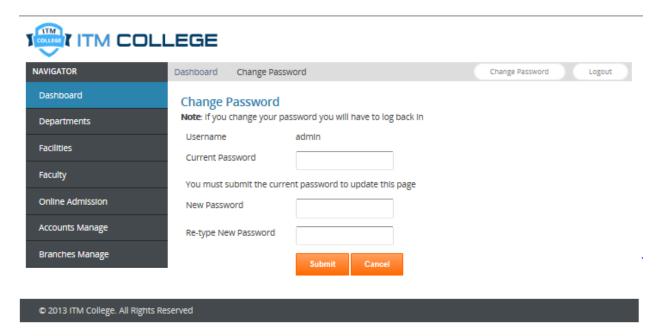


Or delete Online Admission by clicking Delete link:



# 3. Change password/Log out:

Admin can change password by clicking **Change Password** link:



# And log out after completing all managements:

