



PRONTO

User Manual

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Github Repository: <https://github.com/COS301-SE-2023/Pronto>

Introduction

Pronto is a timetable application that aims to help students to create their university timetables in an easy and convenient way. They will also be able to receive important reminders, as well as test date and due assignment updates from lecturers, for the modules they have added. Pronto also offers a navigation feature that will enable students to search and receive directions to venues and lecture halls, making campus navigation much easier for pupils that are unfamiliar to the campus.

1. Pronto Mobile application for student use

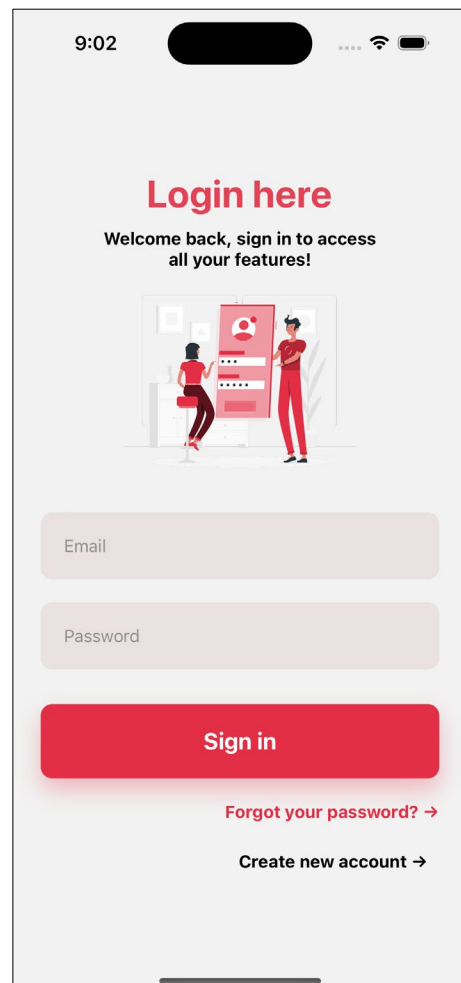
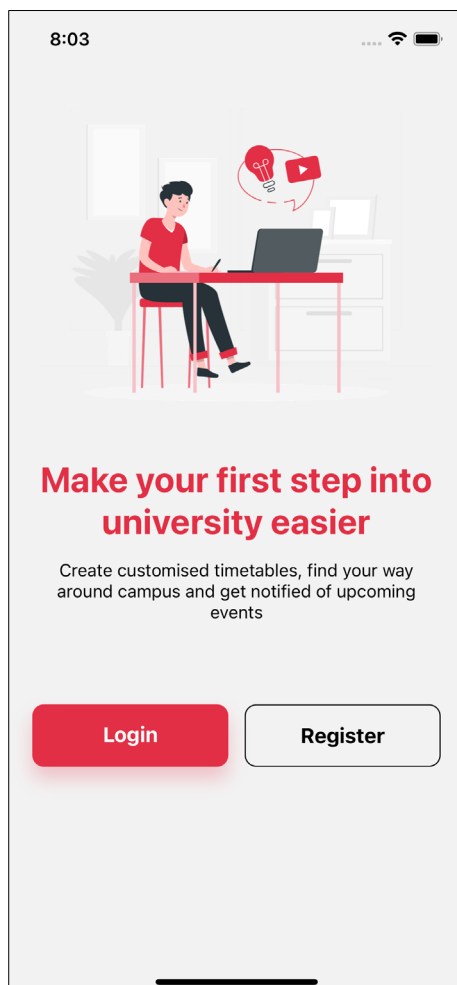
1.1 Requirements

- Stable internet connection

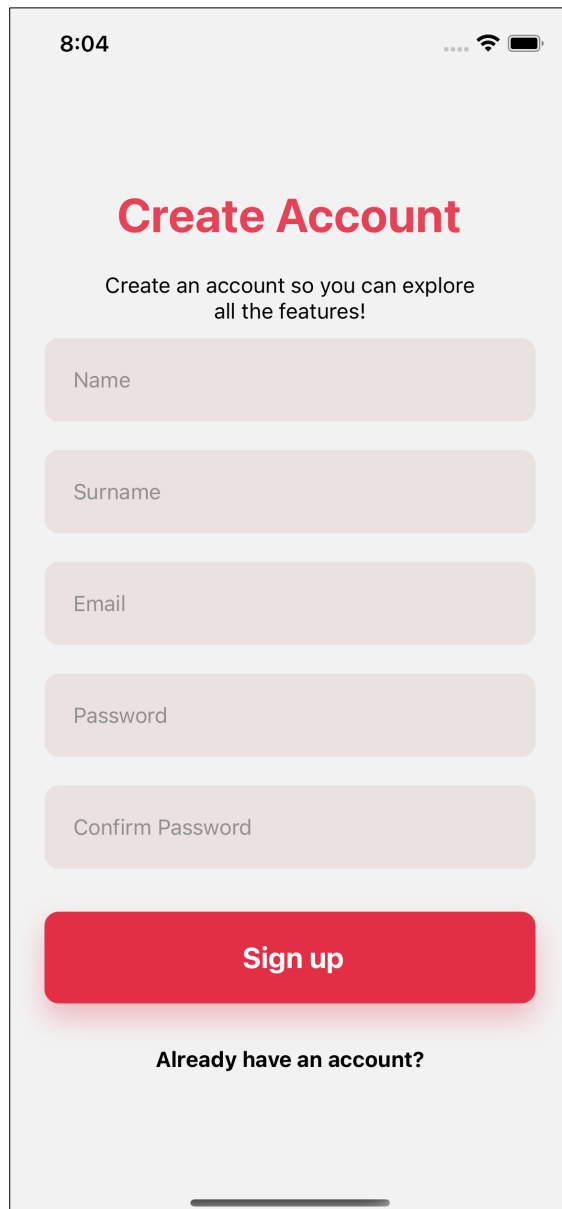
1.2 Use

1.2.1 Student login/register

After downloading the Pronto timetable application, a student will be presented with this login/register page, where they can log into their existing account or create an account using their student email address.



Only a student with an email address that belongs to a registered institution will be able to create an account, and they can do so by entering the following information. They will then be sent a code to verify their email address, and upon successfully logging in they will be taken to the timetable page.



8:04

Create Account

Create an account so you can explore all the features!

Name

Surname

Email

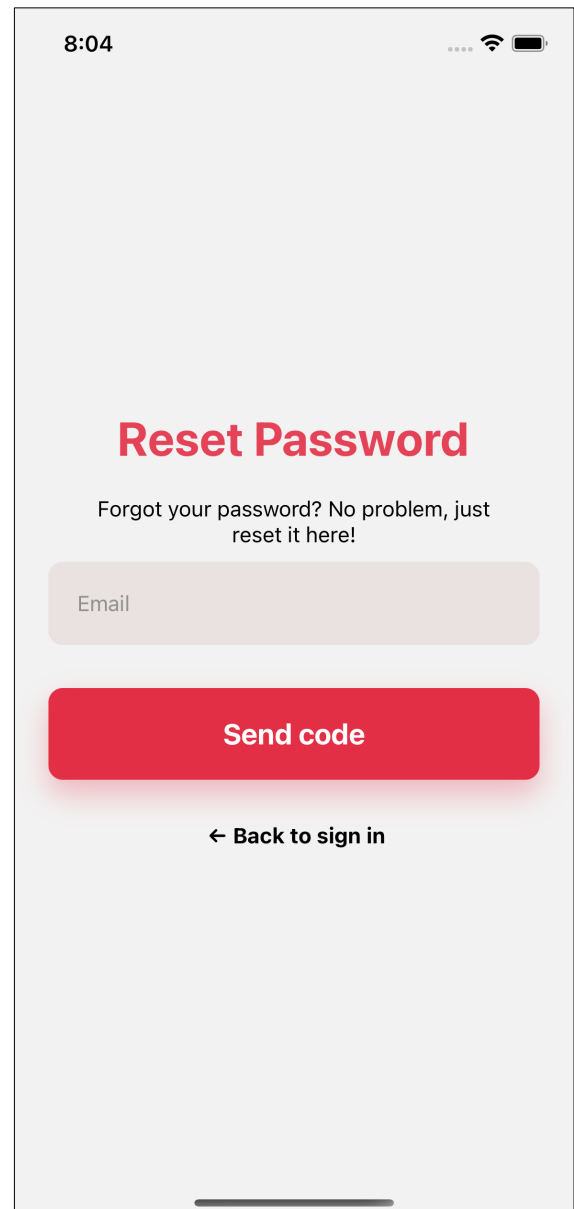
Password

Confirm Password

Sign up

Already have an account?

This is a mobile app screen for creating an account. It features a light gray background with a white header bar containing the time '8:04' and status icons. The title 'Create Account' is in bold red. Below it is a subtitle 'Create an account so you can explore all the features!'. There are five light pink input fields for 'Name', 'Surname', 'Email', 'Password', and 'Confirm Password'. A prominent red 'Sign up' button is at the bottom, with a link 'Already have an account?' below it.



8:04

Reset Password

Forgot your password? No problem, just reset it here!

Email

Send code

← Back to sign in

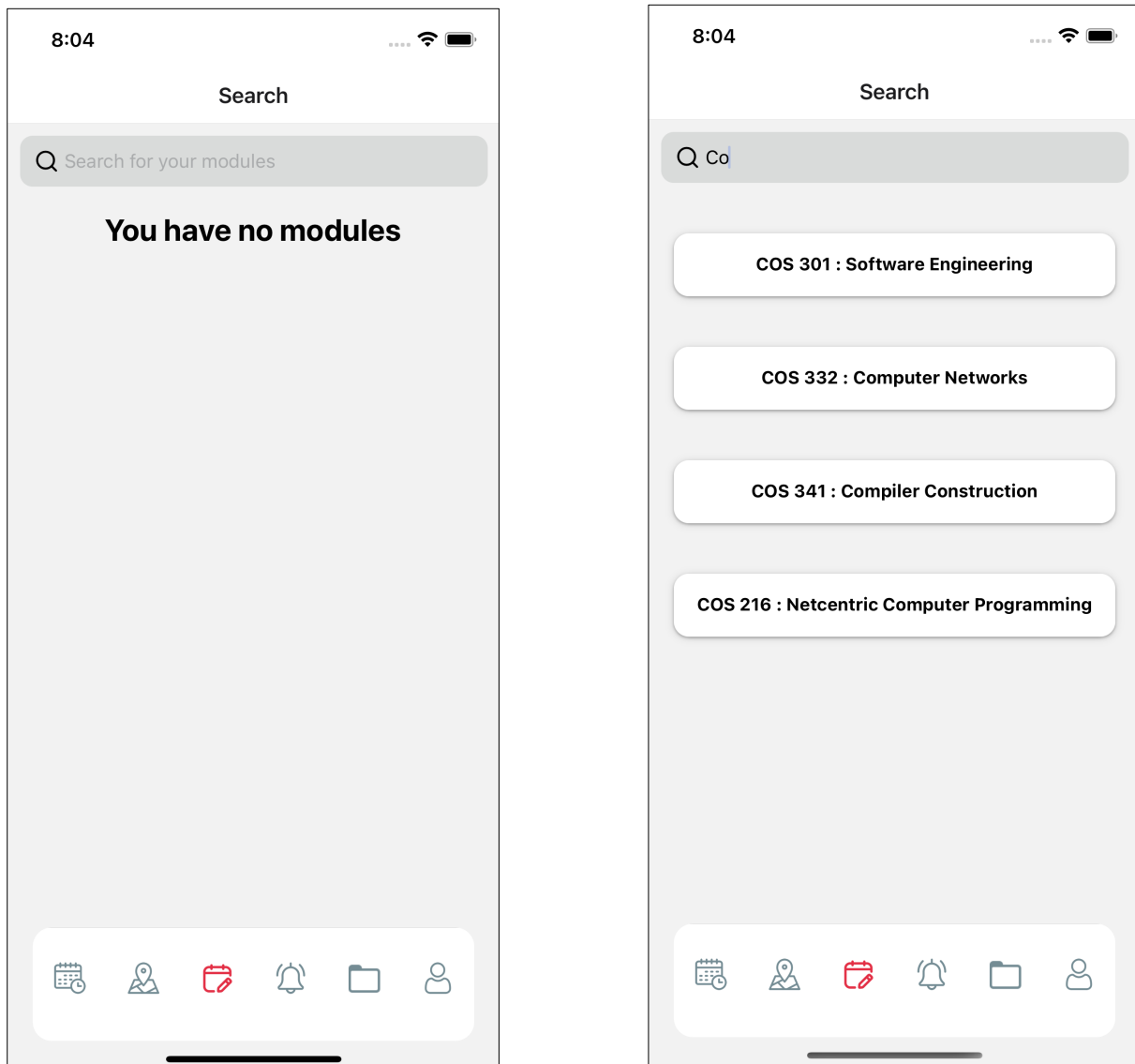
This is a mobile app screen for resetting a password. It features a light gray background with a white header bar containing the time '8:04' and status icons. The title 'Reset Password' is in bold red. Below it is a subtitle 'Forgot your password? No problem, just reset it here!'. There is one light pink input field for 'Email'. A prominent red 'Send code' button is below the input field, and a link '← Back to sign in' is at the bottom.

Should a user forget their password, they may also go to the “forgot your password?” page as above, where they will be emailed a code and be able to follow the steps to reset their password.

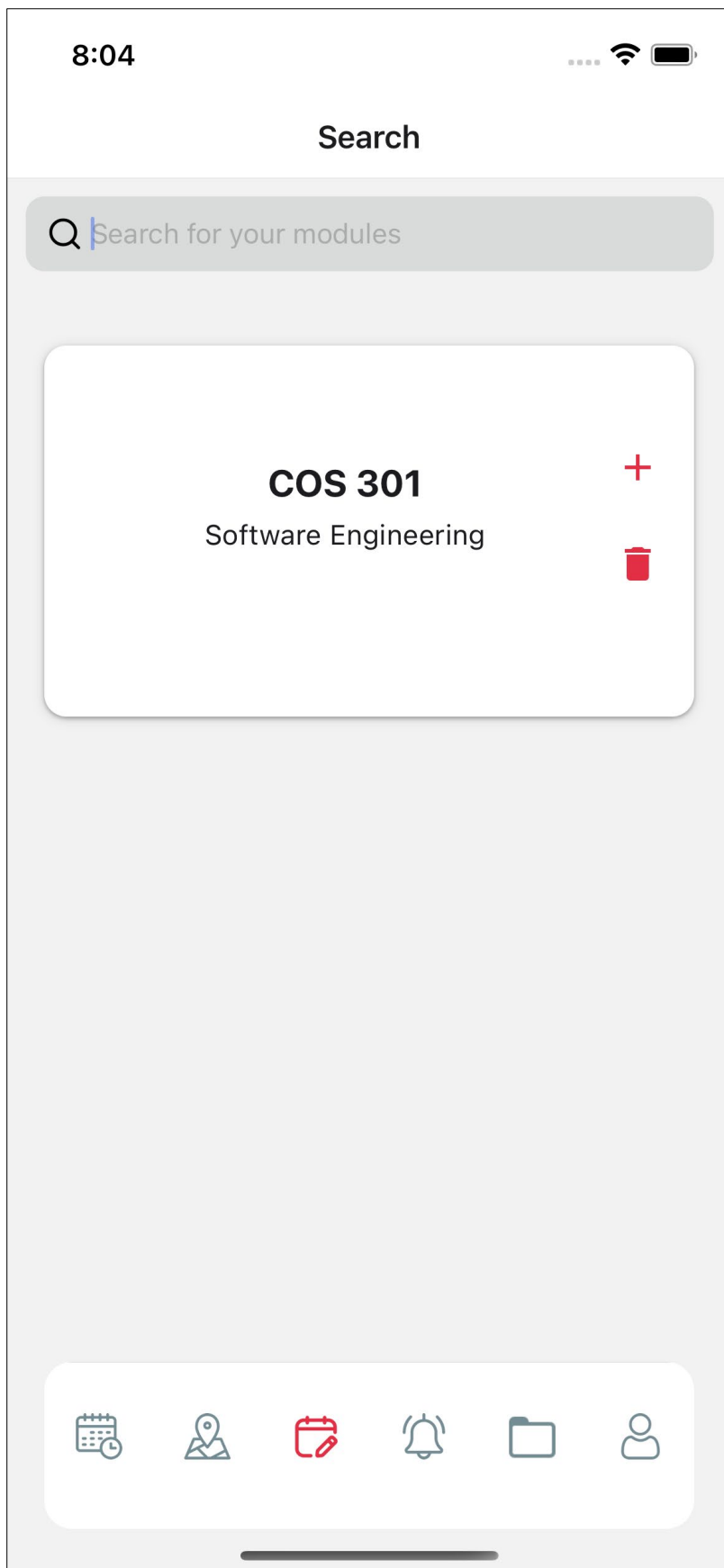
1.2.2 Timetable generation

After successful login, the user will be taken to the timetable page, which will be empty until they add modules and activities to the timetable. They can do so by taking the following steps:

Step 1: In the edit timetable page (selected on the bottom nav bar), the user can search for the module that they wish to add to the timetable.



By selecting the module of choice, it will be listed in the students list of modules which is displayed in the edit timetable page from now on, as shown below.





Step 2: By tapping on the module's plus icon, the student will be presented with menus of the module's activities (which comprises of lectures, tutorials and practicals). They may also tap the delete icon to remove the module from their timetable (and edit timetable page).

Step3: Select your desired timeslot for each activity (any clash will be highlighted to help the user make the right timeslot choices) and save your changes for them to be added to the timetable.


8:05

...






Search

 Search for your modules

COS 301


Software Engineering

Lecture 1

 Select time

▼

Lecture 2

 Select time

▼

✓ Save
















8:05

...






Search

 Search for your modules

COS 301

Software Engineering

Lecture 1

 ...

▼

Monday: 11:30-12:20 (IT 2-27)

✓ Save





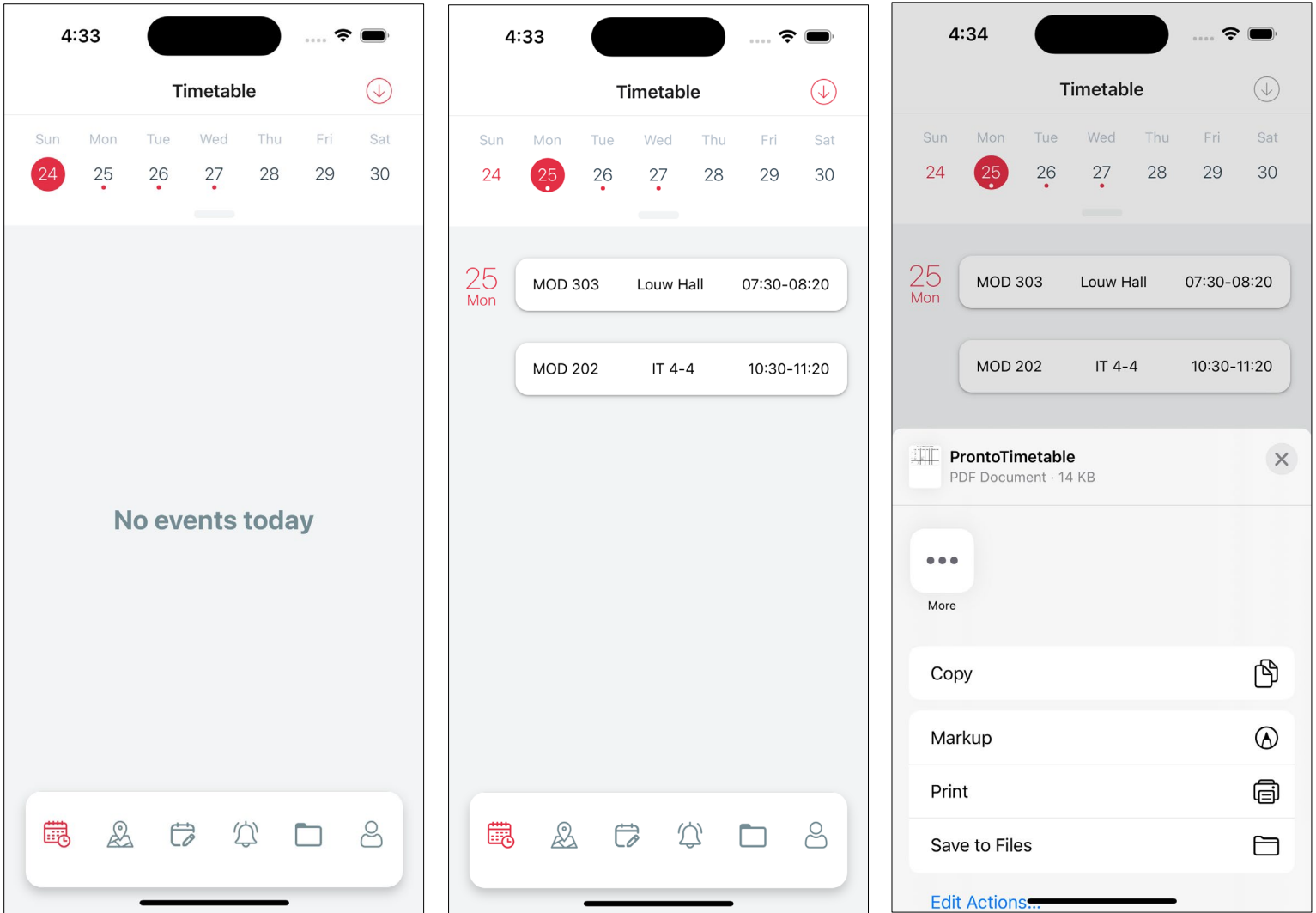








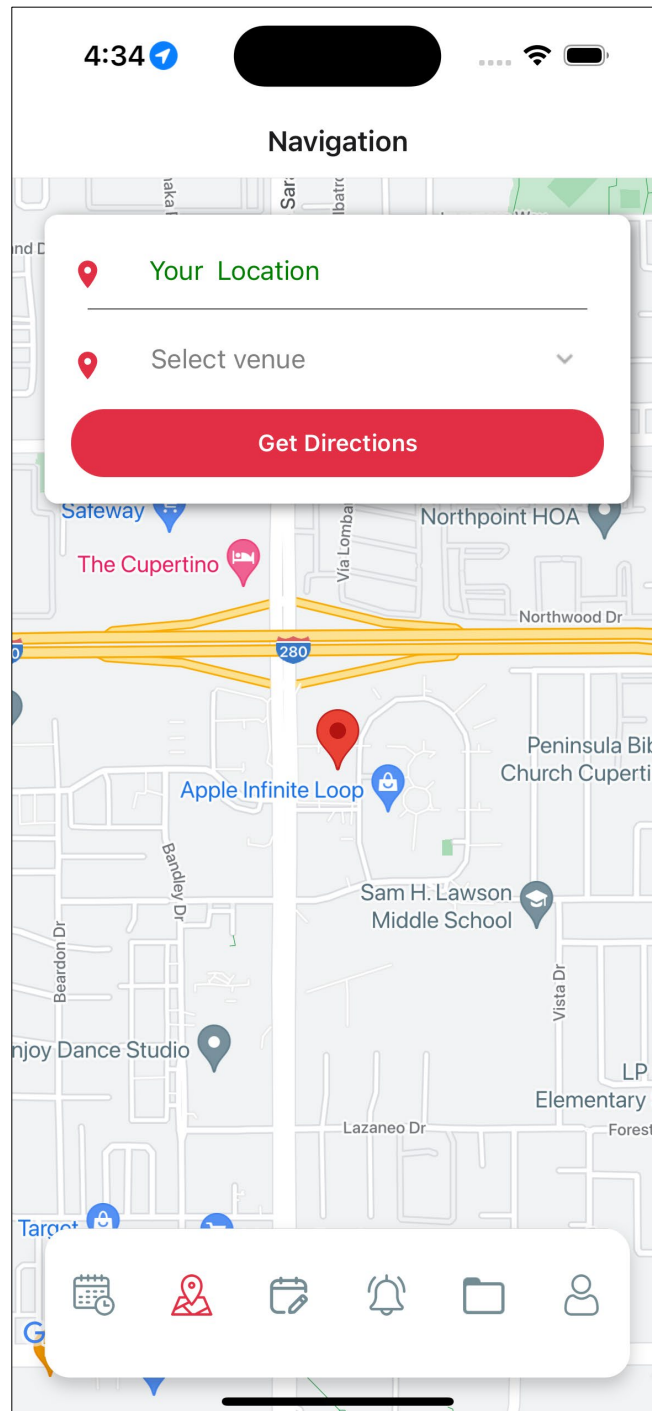
Here is an example of what a student’s timetable page will look like before and after adding modules to it. It shows their activities for the day with information such as subject, time and venue. They can also swipe down to see a calendar view to select dates and see their activities for days further in future.



By clicking the download button in the top right corner of this page, the user can download a pdf version of their timetable for offline viewing, as shown in the picture on the right.

1.2.3 Navigation

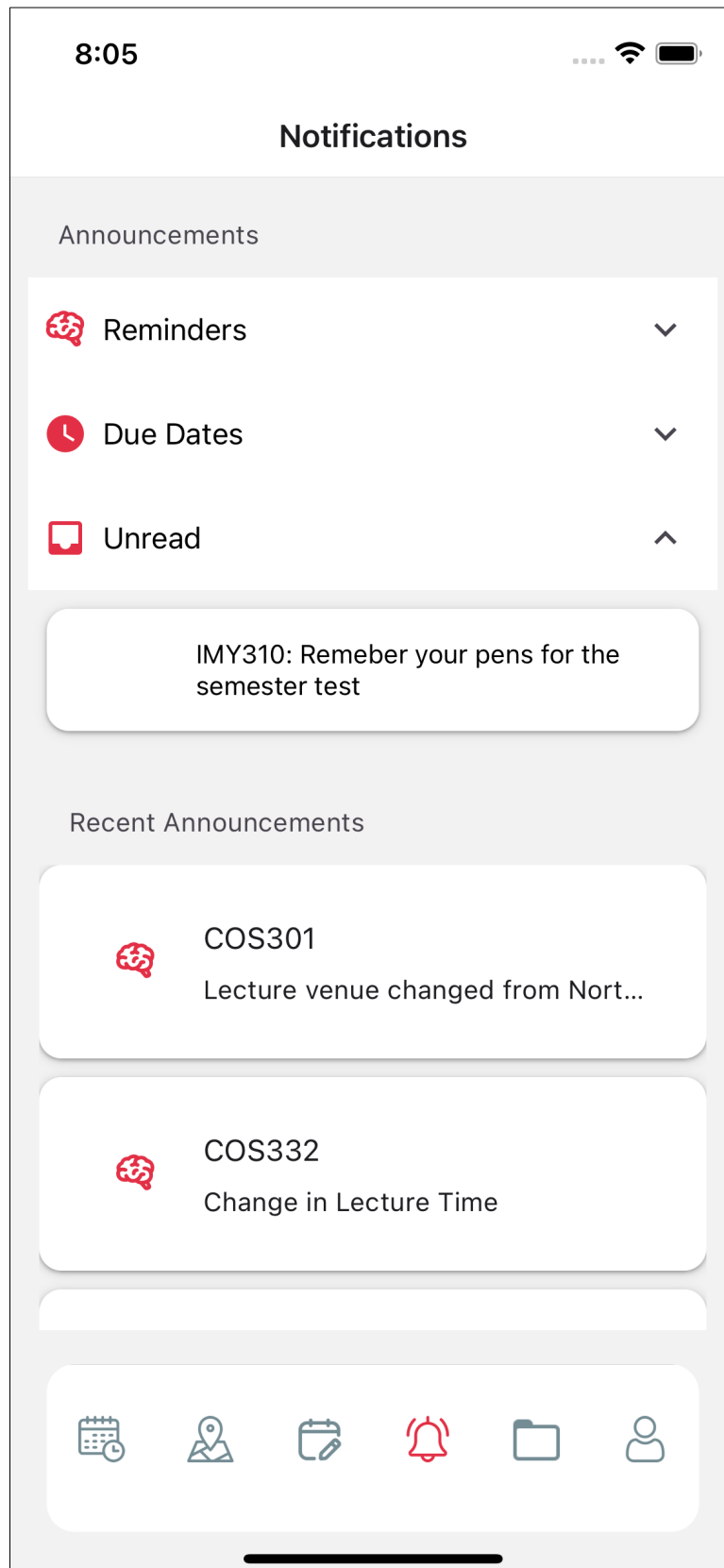
A student can tap on an activity (from the timetable page shown above) to automatically be taken onto the navigation screen and be directed to the venue posted for that activity. They can also go to the navigation page manually using the navbar, and select a venue from the dropdown, to choose directions to any of the venues posted for their modules.



By clicking “get directions” the user will be shown the route on the map along with the list of step-by-step directions. The user has the options to “hide directions” which will close this list, and should they wish to see them again they can click the “show directions” button in the bottom right corner.

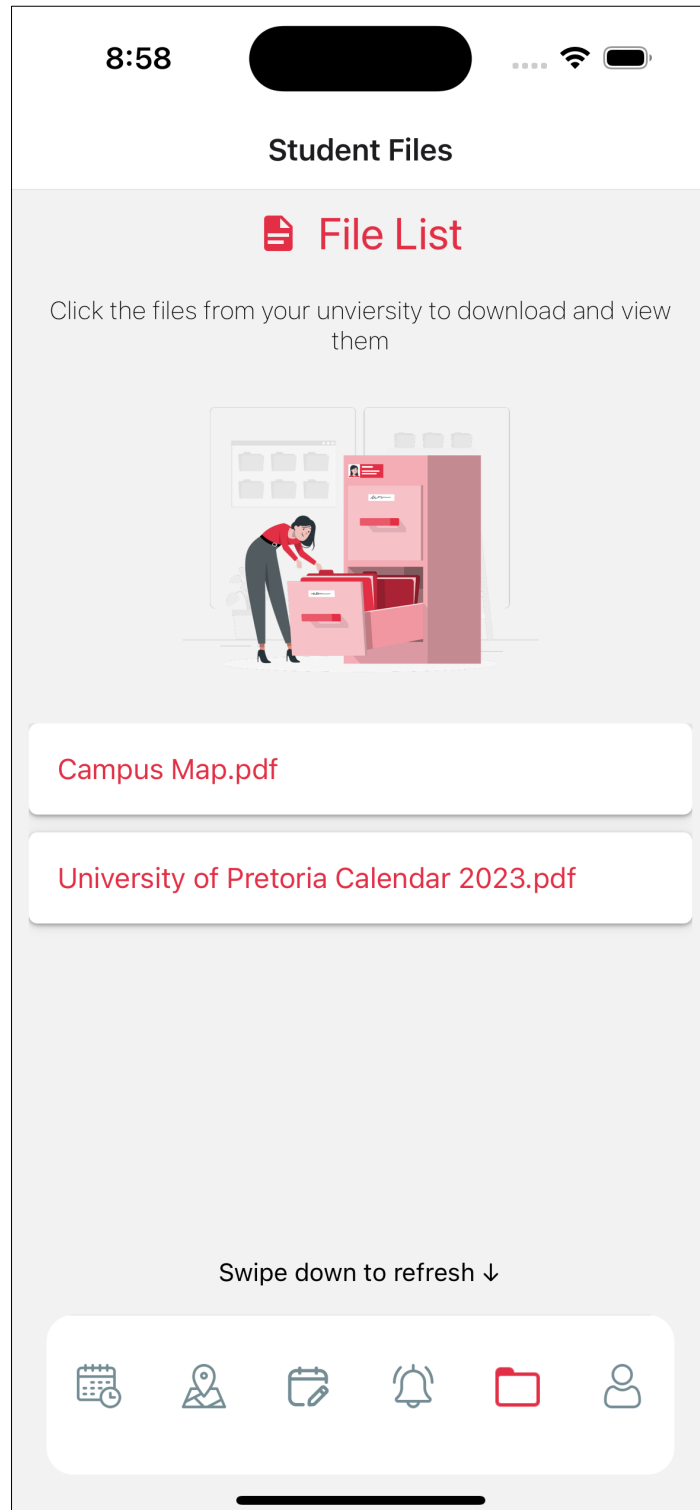
1.2.4 Notifications

A student can navigate to their notifications page to see recent announcements from lecturers of their prescribed modules, which includes important reminders, due dates, and important test information.



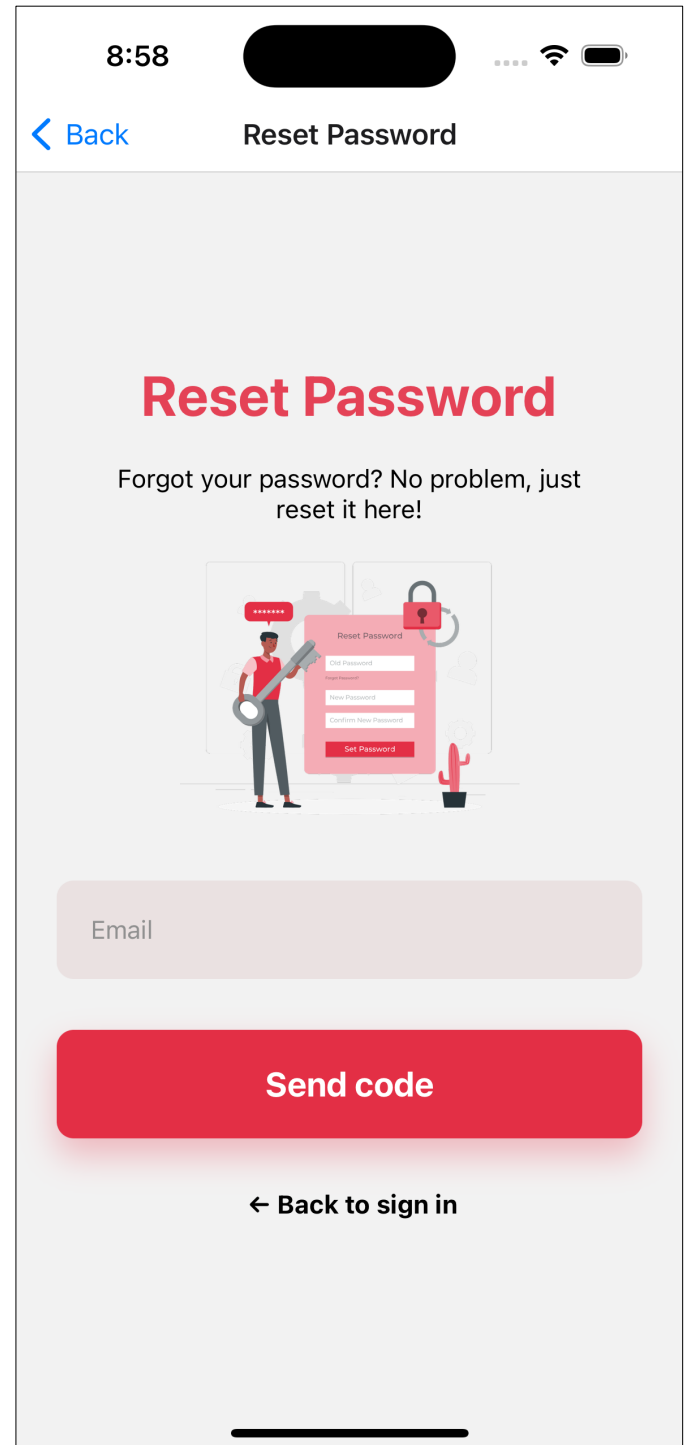
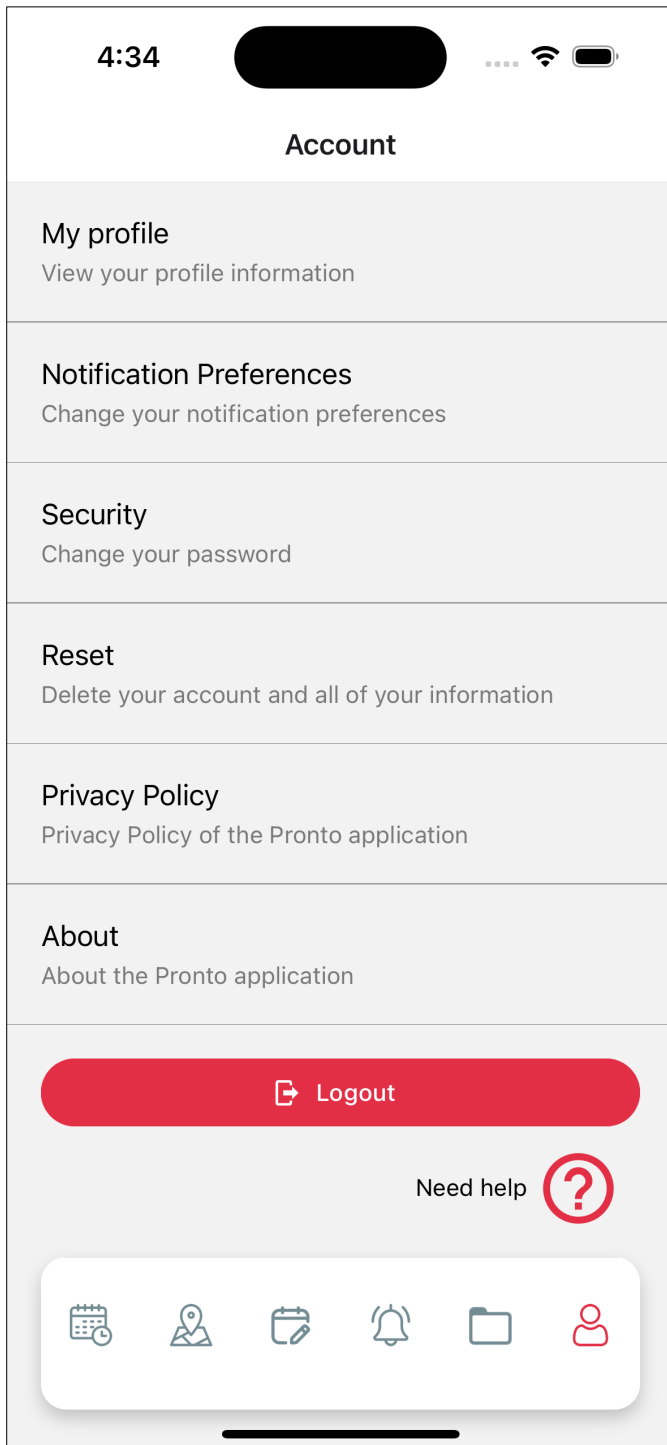
1.2.5 View Institution Files

The student can navigate to the student files page, where they will be shown all the important files that have been uploaded by an institution, regarding important information such as campus maps and yearly calendars. The student can select whichever file they want which will take them to the browser, where the file can be downloaded.

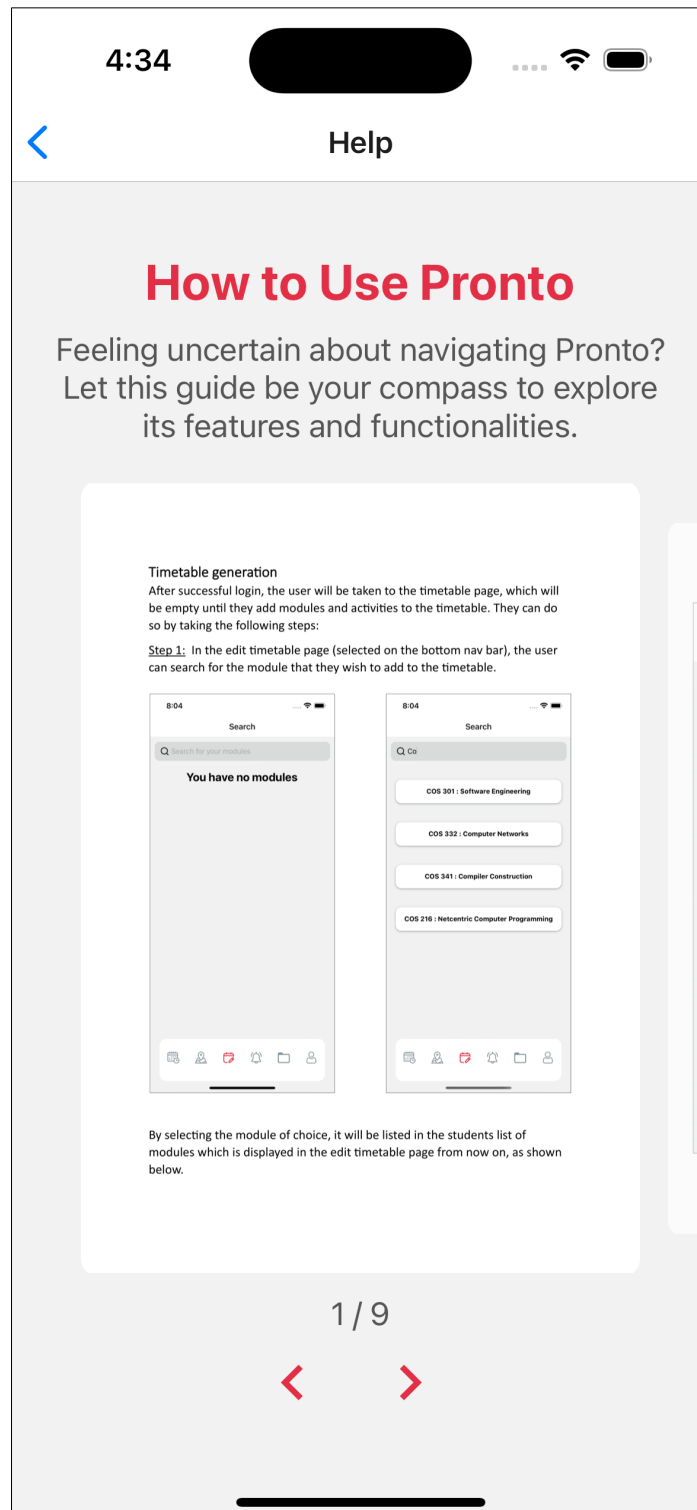


1.2.6 Account page

A student can view and make important decisions about their account, such as changing their password, reset (delete account), edit notification preferences and more. They can also log out of their account from this page.



Should a user need any assistance navigating or using the app, they can click on the big red help icon at the bottom of this account page, to view the user manual and gain clarity on the feature that they might be having trouble using.



1.2.7 Edit Notification Preferences


After selecting “Notification Preferences” in the Account page, the user can select their preferred method of notification receipt (in this screenshot, SMS has been selected), and save the option, as shown below.

9:11

Notification Preferences

Notification Preferences

This is how you will receive notifications from your lecturer



Select your preferred way of receiving notifications:

Email

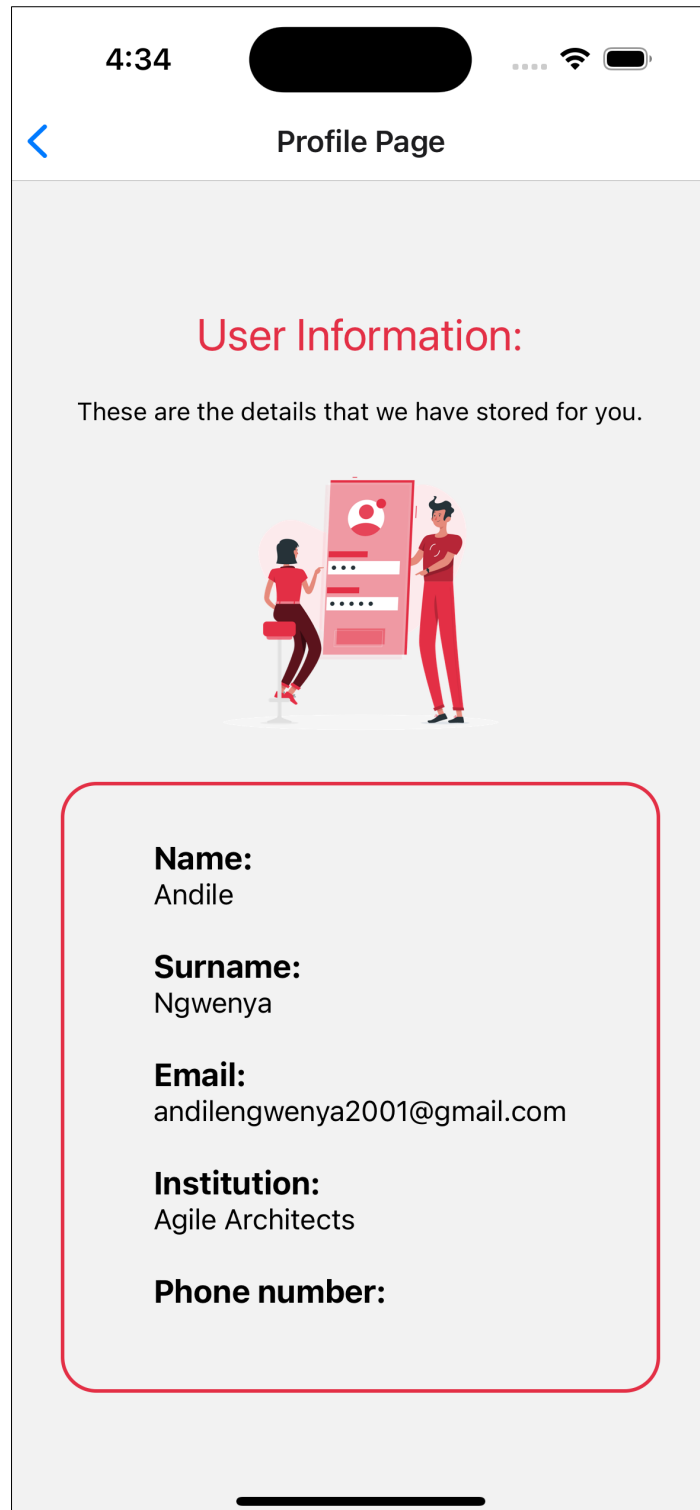
SMS

Push Notifications

Save ✓

1.2.8 Account information

The user can view their account information by clicking the “My profile” tab in the account page.



2. Pronto Web application for lecturer use

2.1 Requirements

- Stable internet connection
- Access to a supported browser such as Chrome, Firefox, or Edge

2.2 Use

A lecturer or institution admin can access the website at prontotimetable.co.za from their web browser, where they will be greeted with the Pronto homepage. They can select whether they are a lecturer or admin and will be directed to the respective login page for their choice.

2.2.1 Lecturer login/signup

After choosing the lecturer account option on the homepage, they will be redirected to the lecturer login page. A Lecturer with a registered account may login with their institution email address.

The image shows a web application interface for 'PRONTO'. It is split into two main sections. The left section, titled 'Lecturer Login', has a white background. It features the PRONTO logo (a calendar icon with a pencil) at the top. Below the logo are two input fields: 'Email' and 'Password'. A red 'SIGN IN' button is positioned below the password field. A link 'Forgot your password?' is located at the bottom of this section. The right section has a solid red background. It features the text 'No Account?' in white. Below this text is a link 'Click here to verify a lecturer account' in white. At the bottom of this section is a white 'SIGN UP' button.

To create an account, click the sign-up button on the right and enter the prompted information (shown below). Lecturer accounts can only be created after being verified with the institution's database of lecturer email addresses, and much like student accounts they will be sent a verification code to complete their account creation.

Have an account?

Please sign in to access all of Pronto's features

[SIGN IN](#)

Create Lecturer Account


[SIGN UP](#)

Should a lecturer forget their password, they may go through the reset password process by clicking on the forgot password link in the sign in section.

After successful login, the lecturer will be taken to their homepage which is in the “Edit Module Information” tab on the nav bar, listing the modules they are responsible for, and from which they can take further action.

2.2.2 Edit Module Information

Step 1: Select the module you would wish to make additions to:



Human Person

Dashboard

Edit Module Information


Recent Announcements

Edit Personal Information

Log Out

Courses

This page allows you to manage your registered modules. Click on a module to post reminders, due dates or update lecture venues.

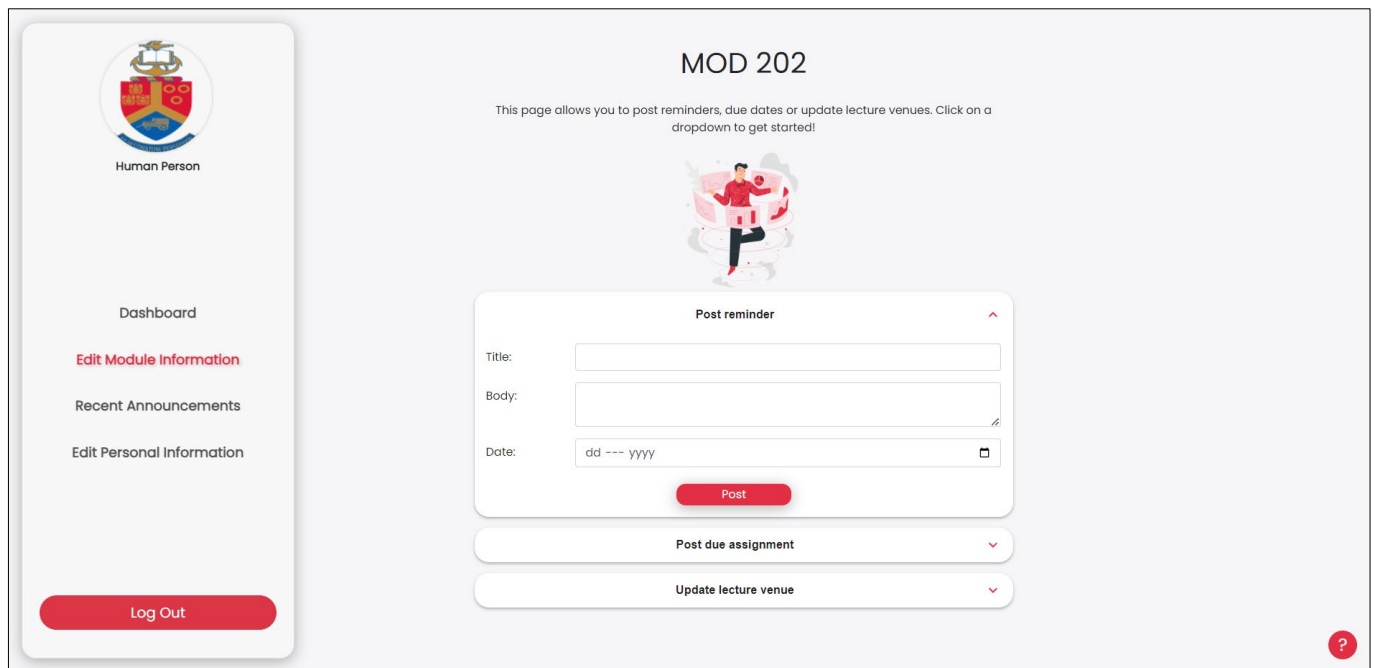


MOD 202
→

MOD 303
→

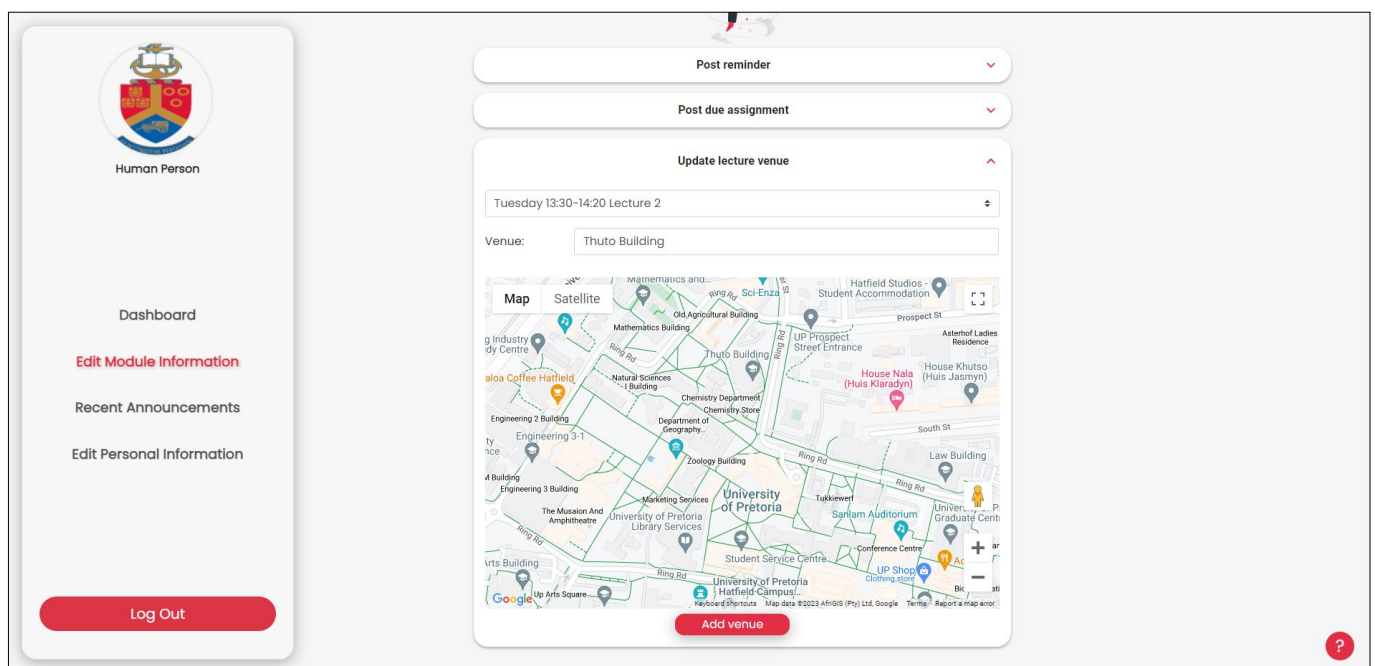
?

Step 2: Click on the update of choice (posting an important reminder, due assignment, or adding/deleting lecture venues) and a dropdown menu will appear, fill in the valid information and make a post for subscribed students to receive.



The screenshot shows the 'MOD 202' dashboard. On the left is a sidebar with the university logo, 'Human Person', and navigation links: 'Dashboard', 'Edit Module Information', 'Recent Announcements', 'Edit Personal Information', and a 'Log Out' button. The main content area is titled 'MOD 202' and includes a sub-header: 'This page allows you to post reminders, due dates or update lecture venues. Click on a dropdown to get started!'. Below this is an illustration of a person sitting on a globe. A dropdown menu is open, showing three options: 'Post reminder', 'Post due assignment', and 'Update lecture venue'. The 'Post reminder' option is selected, displaying a form with fields for 'Title:', 'Body:', and 'Date:' (formatted as dd --- yyyy). A red 'Post' button is at the bottom of the form.

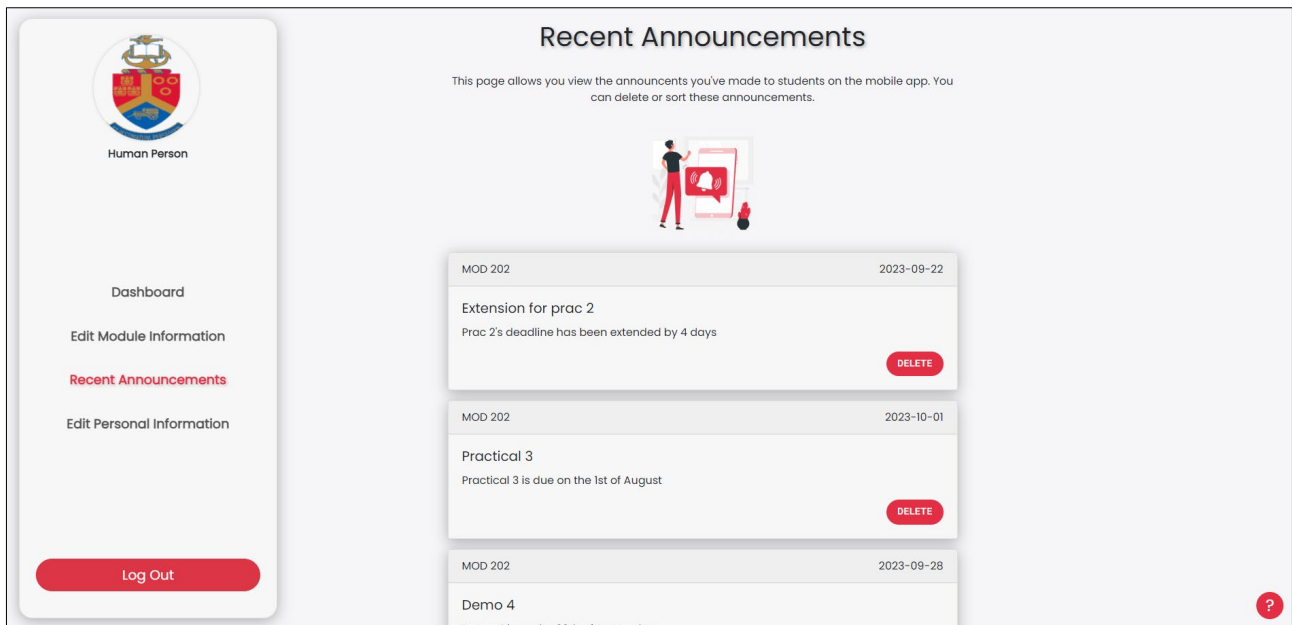
To add a Lecture or test venue, select the activity type from the dropdown and input the building name in the “Venue” field, suggested locations for the venue from google API will appear. The lecturer can confirm that the coordinates on the map are correct and add the venue to the module.



The screenshot shows the 'MOD 202' dashboard with the 'Update lecture venue' dropdown option selected. The form displays a date/time slot: 'Tuesday 13:30-14:20 Lecture 2'. Below this, the 'Venue:' field contains 'Thuto Building'. A map of the University of Pretoria campus is shown, with various buildings labeled, including the Thuto Building, Mathematics Building, Chemistry Department, and Law Building. A red pin is placed on the Thuto Building. At the bottom of the map area is a red 'Add venue' button.

2.2.3 View Recent Announcements

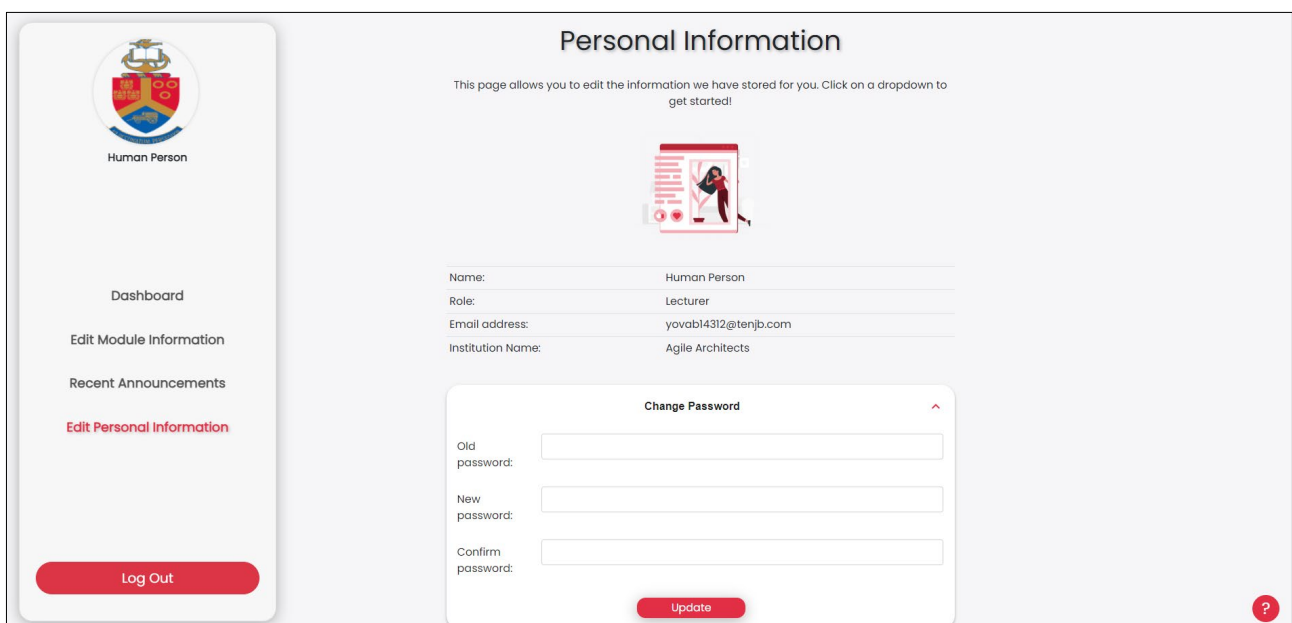
The lecturer can navigate to this page to see a list of all the announcements they have recently posted (in chronological order) with information such as the subject, date posted and post content.



If there are many announcements, the “Load More” option at the bottom will fetch and load older announcements, and if there are any issues with an announcement, the lecturer may simply click options button and delete the post.

2.2.4 Edit Personal Information

Information such as the Lecturer’s name (for example, in the case of a surname change) and email address can only be changed via Institutional Admins updating them in the lecturer database, and thus can only be done through contact with an admin. A lecturer can however change their password from this page, by clicking on the dropdown and following the prompts to update it.



Although it needn’t be pointed out, the lecturer can logout at any time from the nav bar.

3. Pronto Web application for Institutional admin use

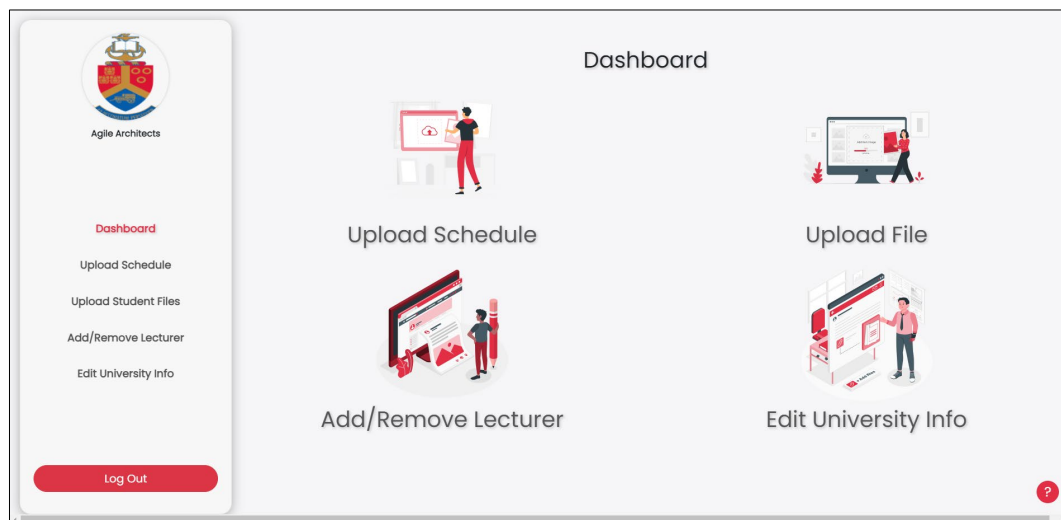
3.1 Requirements

- Stable internet connection
- Access to a supported browser such as Chrome, Firefox, or Edge

3.2 Use

3.2.1 Login/Signup

Much like the lecturer login and sign up, an Institution admin may simply sign into their registered account, or they can apply to create an institutional account. They will be taken to the dashboard upon successful login, where they can choose what actions to take (or simply navigate via the nav bar on the left)



3.2.2 Lecturer Addition

An Institutional admin may add lecturers to their database, with information such as the lecturer's name, email address and courses that they are responsible for. The table of lecturers will be displayed in the table at the bottom of the page. The steps to add a lecturer to the institutions database are:

Step 1: Enter the lecturers name, surname, and email address in their respective fields.

First Name	Last Name	Email	Courses	Remove
Guy	Man	gm@up.ac.za	<button>View</button>	<button>Remove</button>
Human	Person	yovabl4312@tenjb.com	<button>View</button>	<button>Remove</button>

Step 2: Beneath the courses label, click the “View” button to add and view the courses that the lecturer being added is responsible for. This will bring the following pop-up page:

The screenshot shows the 'Add a lecturer' interface. A pop-up window is open for adding a course. The pop-up has a 'Course Code' input field with 'MOD 101' entered, and an 'Add' button. Below the input field is a 'Done' button. In the background, the 'Add a lecturer' form is visible, showing fields for First Name (John), Last Name (Doe), Email address (john.doe@up.ac.za), and a 'View' button. Below the form is a table of existing lecturers with columns for First Name, Last Name, Email, Courses, and Remove. The table contains two rows: Guy Man (gm@up.ac.za) and Human Person (yovab14312@tenjb.com).

As you can see, the admin started typing “M” and suggested modules (“MOD 101”) appeared. The admin can click “add” to add the module, which will then list it in the pop up. More modules can be added, or the admin can remove a module by simply clicking the remove button next to it has already been added, and this can be removed by simply clicking the remove button next to it. Once all of the Lecturer’s respective modules have been added, the admin can click “done” to take them out of the pop-up menu.

Step 3: To add the lecturer with all input information into the database, click the big “add” button.

Alternatively – The admin may add many lecturers at once with the “upload CSV” option in which they can upload a csv with all the lecturers information in the table bellow’s format.

The admin can search for and remove lecturers from the table by using the search bar, and can filter the search by first name, last name or email. Their courses can also be viewed and added/removed after the lecturer has been entered into the database.

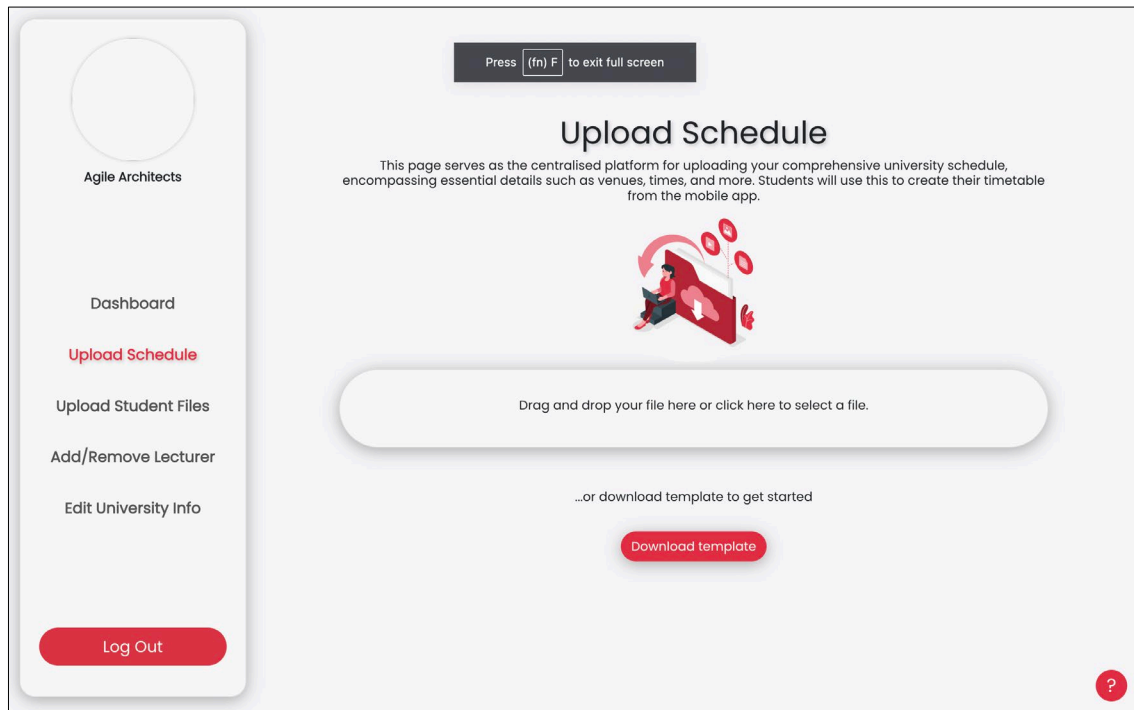
The screenshot shows the 'Add a lecturer' interface. The 'Add a lecturer' form is visible at the top, with fields for First Name (John), Last Name (Doe), Email address (john.doe@up.ac.za), and a 'View' button. Below the form is a large red 'Add' button. Below the 'Add' button is the 'Lecturers' section, which includes a search bar and a filter dropdown. The search bar contains the text 'Search for a lecturer'. The filter dropdown is open, showing options for 'First Name', 'Last Name', 'Email', and 'Course Code'. Below the search and filter options is a table of lecturers with columns for First Name, Last Name, Email, Courses, and Remove. The table contains two rows: Guy Man (gm@up.ac.za) and Human Person (yovab14312@tenjb.com).

3.2.3 Upload Student Files and Schedules

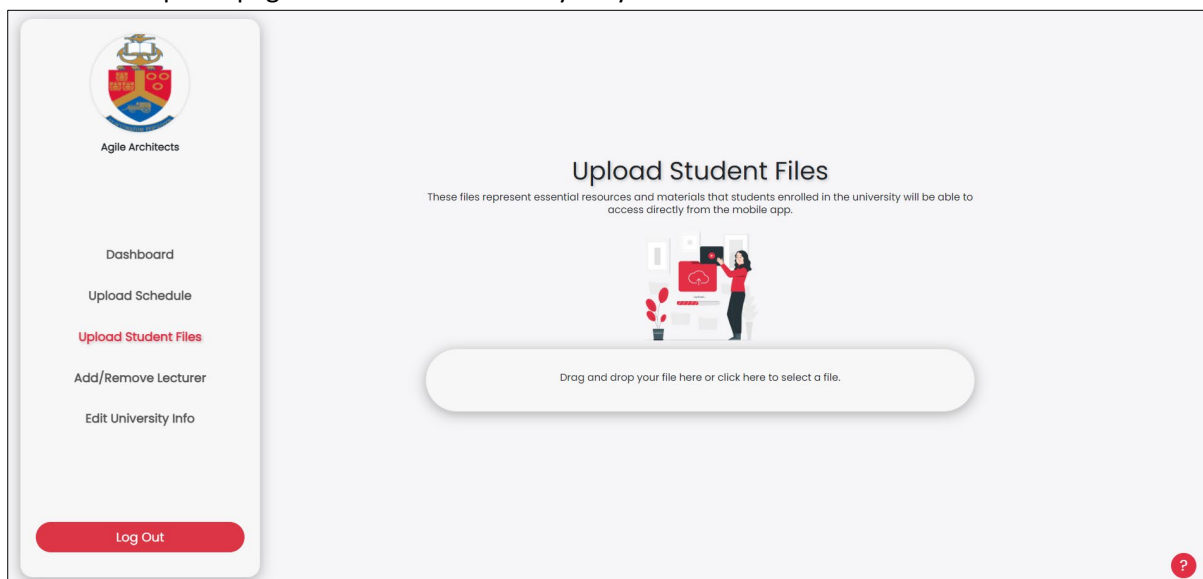
The admin can navigate to the “Upload schedule” or “Upload files” page, depending on what needs to be uploaded, the method is the same. They can click on the “drag and drop” box or simply drag and drop the file they wish to upload. They can then click the “Submit” button to begin the upload process.

Institution schedule upload page:

Upload the full university timetable for students to create their timetables with. A template with the expected format can be downloaded to ensure that the schedule being uploaded meets the requirements.




Student file upload page for resources such as yearly calendars:



The progress bar will appear below the box and show the percentage(progress) of the file upload as it is carried out, and a success or error message will indicate the status of the upload when it is complete.

3.2.4 Edit University Info Page

And admin can use the dropdowns to carry out certain tasks. They can click on any of the three dropdowns to carry out a task, namely change password, upload the institutions logo, or edit domains.



Agile Architects

Dashboard

Upload Schedule

Upload Student Files


Add/Remove Lecturer

Edit University Info

Log Out

Edit University Information

Use this to change your accounts password, upload a logo, or edit email the domains of valid accounts for the institution.




Institution name:	Admin
Role:	Admin
Email address:	ngwenyaandile530@gmail.com

Change Password

Upload Logo

Edit domains

The admin can click on the upload logo dropdown and drag and drop the image which they would like to be displayed for the views related to their institution.



Agile Architects

Dashboard

Upload Schedule

Upload Student Files


Add/Remove Lecturer

Edit University Info

Log Out

Edit University Information

Use this to change your accounts password, upload a logo, or edit email the domains of valid accounts for the institution.



Institution name:	Admin
Role:	Admin
Email address:	ngwenyaandile530@gmail.com

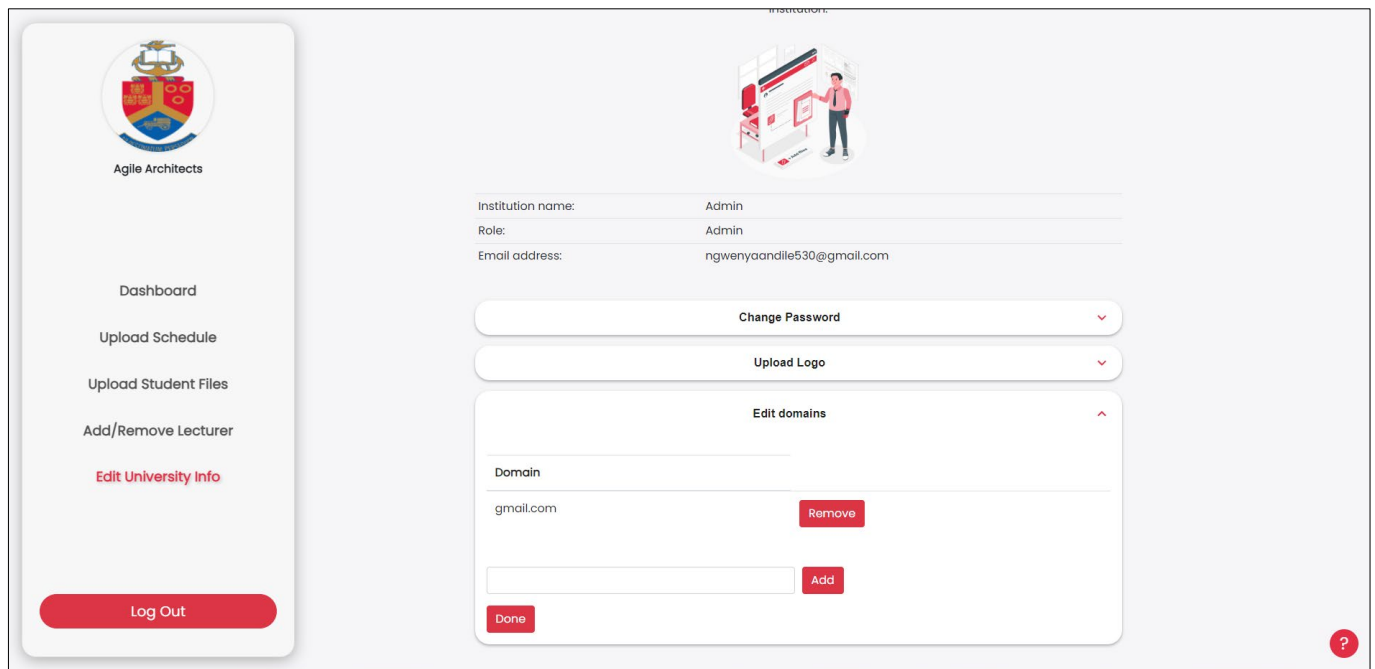
Change Password

Upload Logo

Drag and drop your file here or click here to select a file.

Edit domains

Finally, an admin may also add and remove domains which will be used for verification (in this image, gmail.com was used), for example the University of Pretoria has the “.up.ac.za”and “.tuks.co.za” domain. This will be used to verify users emails (that they belong to the institution) upon account creation.



The screenshot displays the admin dashboard for 'Agile Architects'. On the left is a sidebar with navigation links: 'Dashboard', 'Upload Schedule', 'Upload Student Files', 'Add/Remove Lecturer', 'Edit University Info' (highlighted in red), and a 'Log Out' button at the bottom. The main content area features a header with an illustration of a person at a computer and a table with user details: Institution name (Admin), Role (Admin), and Email address (ngwenyaandile530@gmail.com). Below this are three expandable sections: 'Change Password', 'Upload Logo', and 'Edit domains' (which is expanded). The 'Edit domains' section contains a 'Domain' input field with 'gmail.com' entered, a 'Remove' button, an empty input field with an 'Add' button, and a 'Done' button at the bottom left. A red help icon (?) is located in the bottom right corner.

Institution name:	Admin
Role:	Admin
Email address:	ngwenyaandile530@gmail.com

Change Password

Upload Logo

Edit domains

Domain

gmail.com

Remove

Add

Done

The admin can logout at any time, by clicking the logout button on the navbar.