PRONTO

User Manual

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AGILE ARCHITECTS

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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

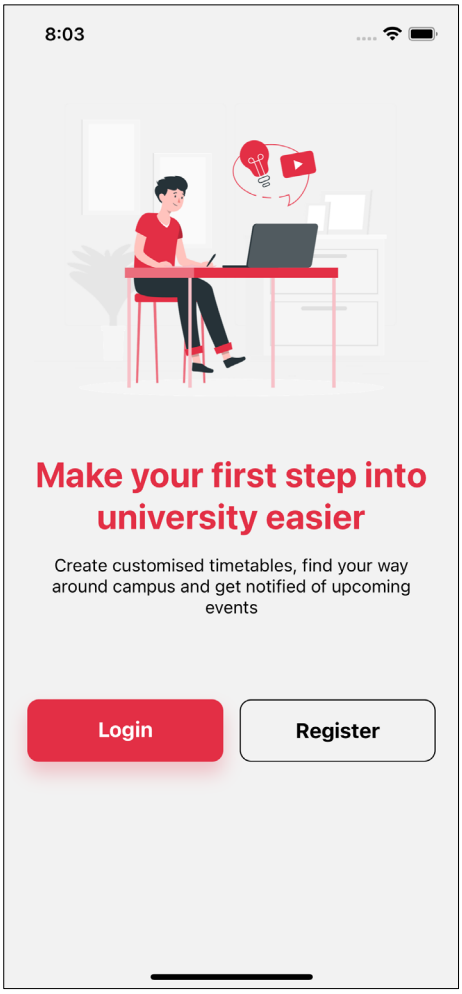
1.1 Requirements

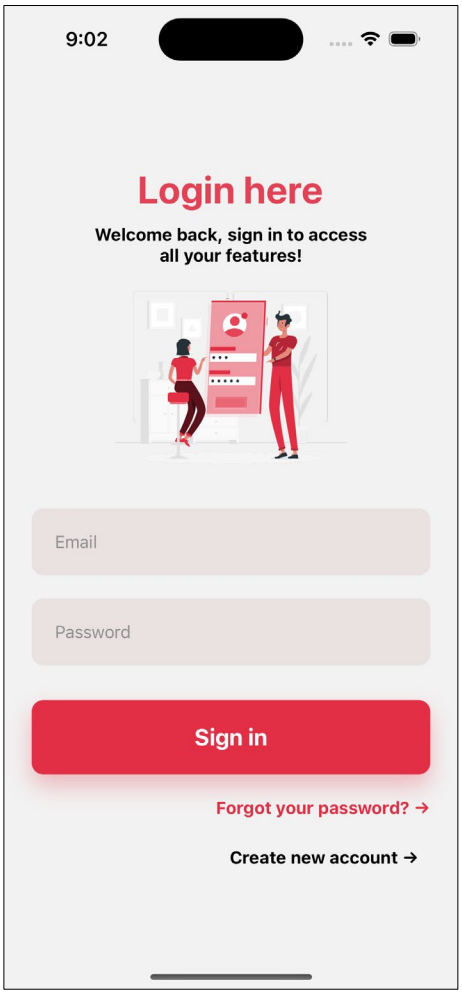
- Stable internet connection

1.2 Use

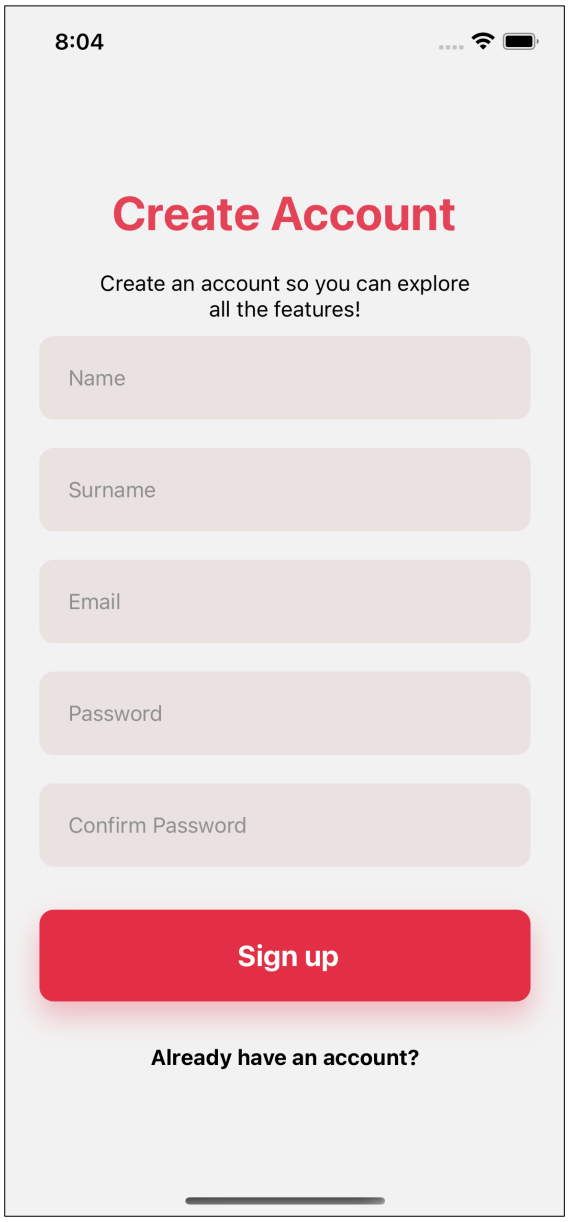
1.2.1 Student login/register

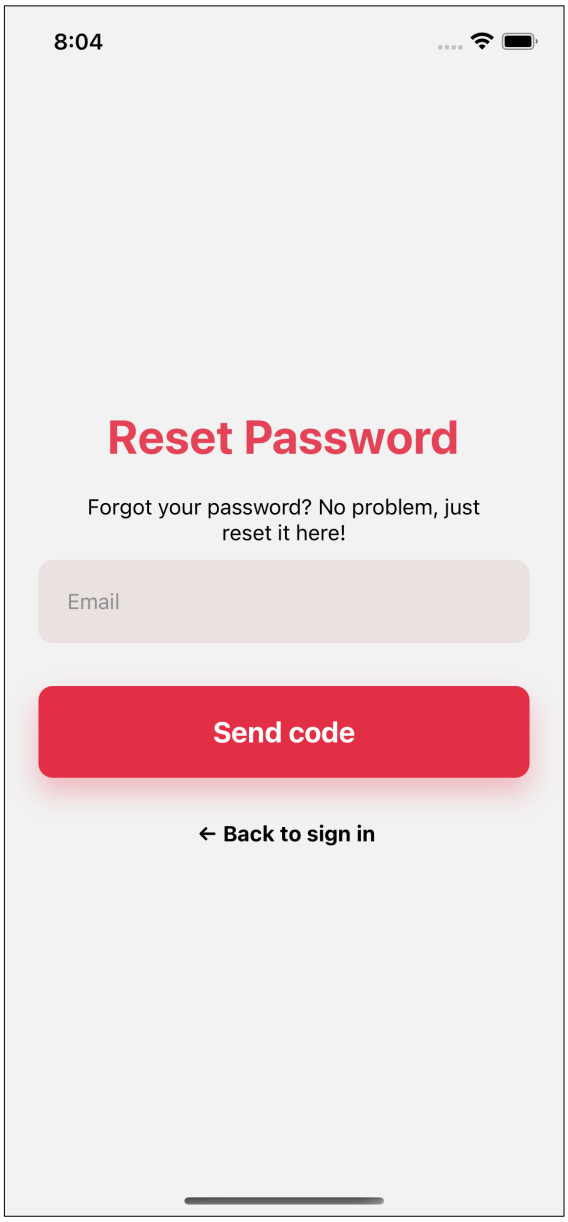
After downloading the Pronto timetable application, a student will be presented with this login/register page, where they can log into their existing account or create an account using their student email address.





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.



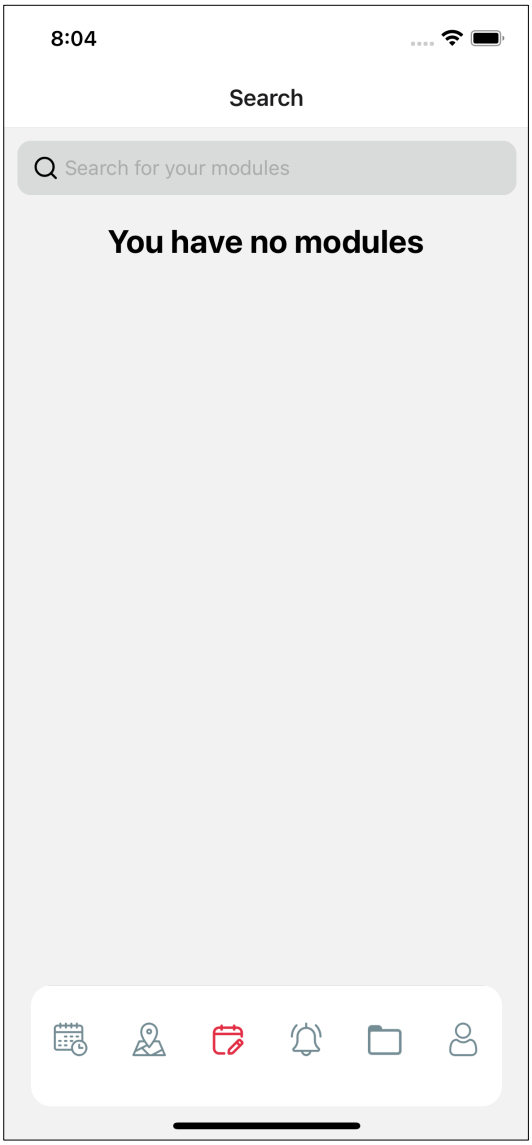


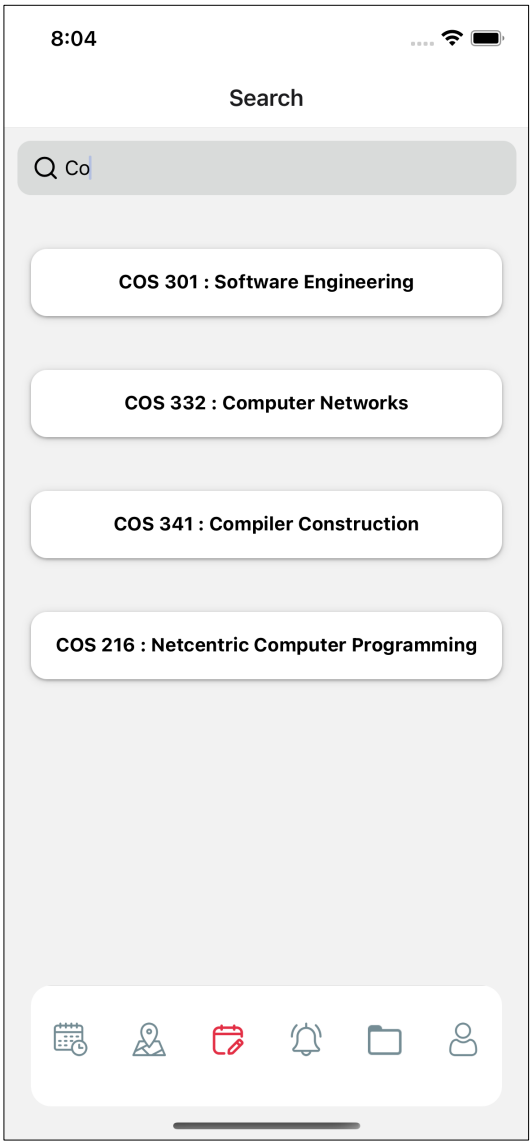
Should a user forget their password, they may also go to the “forgot your password?” page as above, where they will be emailed a code and be able to follow the steps to reset their password.

1.2.2 Timetable generation

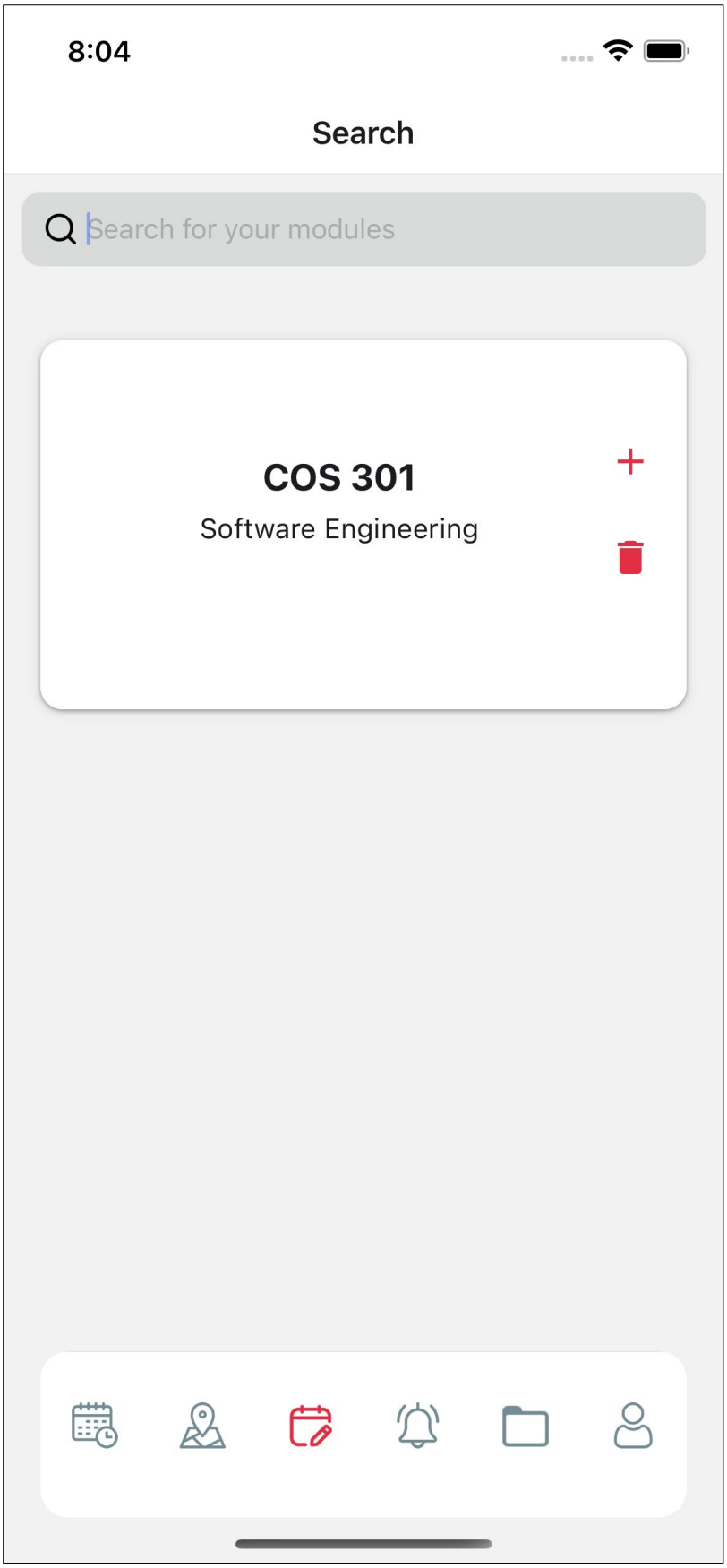
After successful login, the user will be taken to the timetable page, which will be empty until they add modules and activities to the timetable. They can do so by taking the following steps:

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.



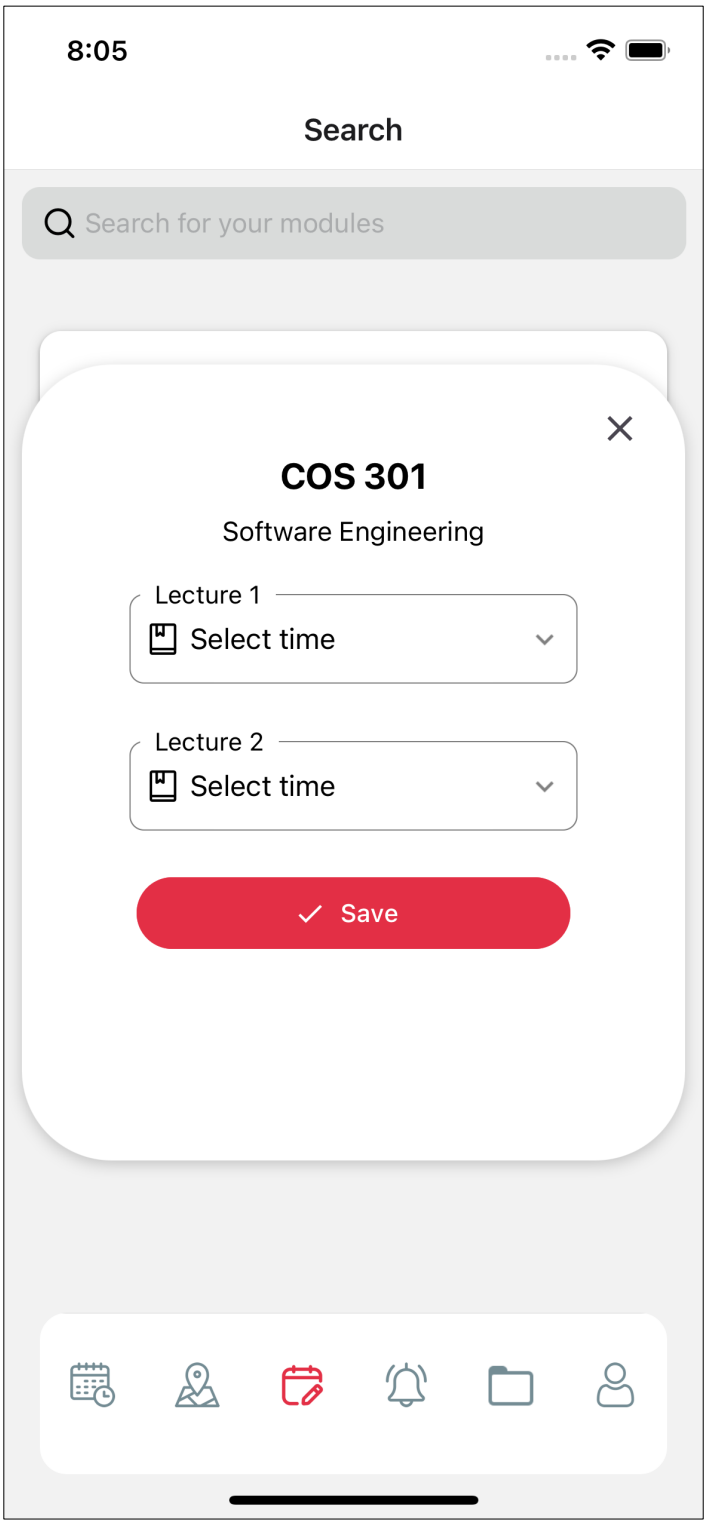


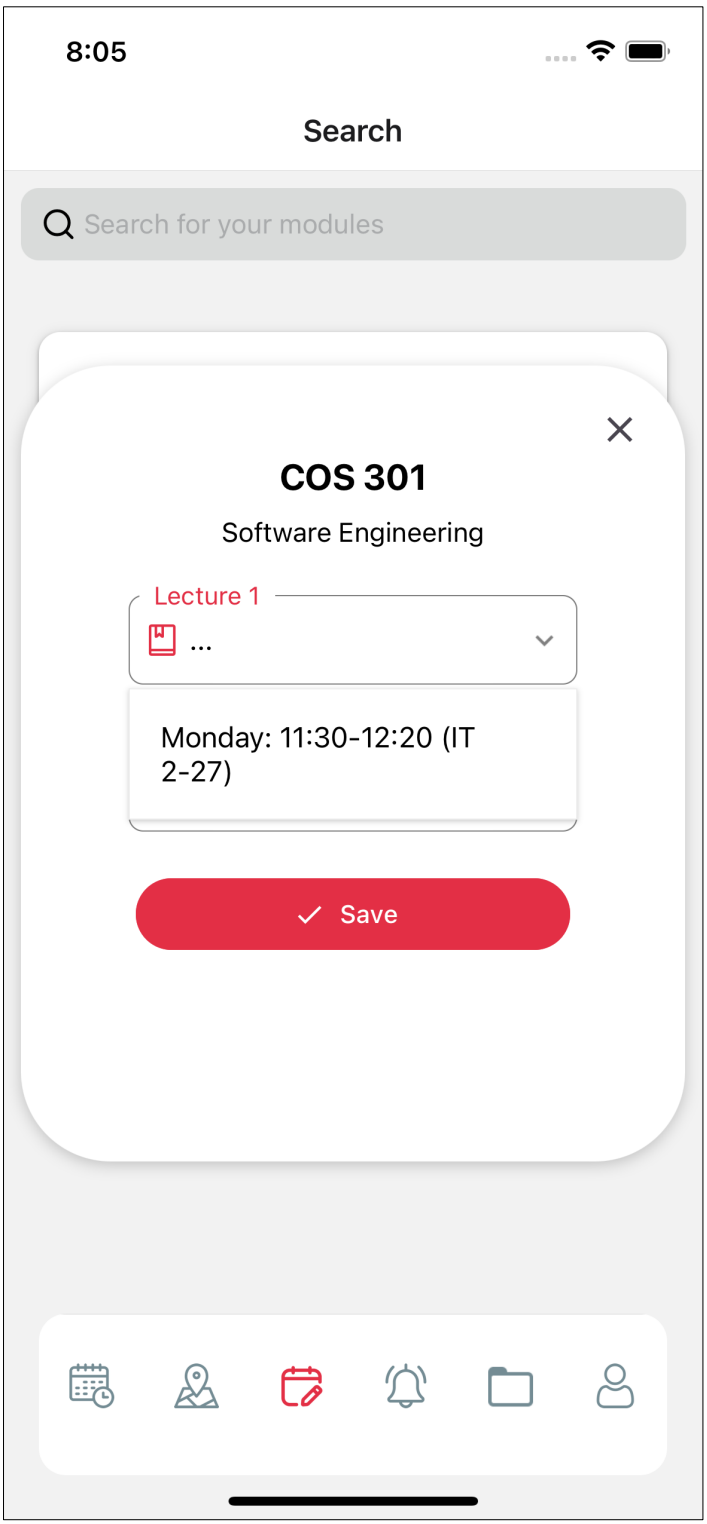
By selecting the module of choice, it will be listed in the students list of modules which is displayed in the edit timetable page from now on, as shown below.



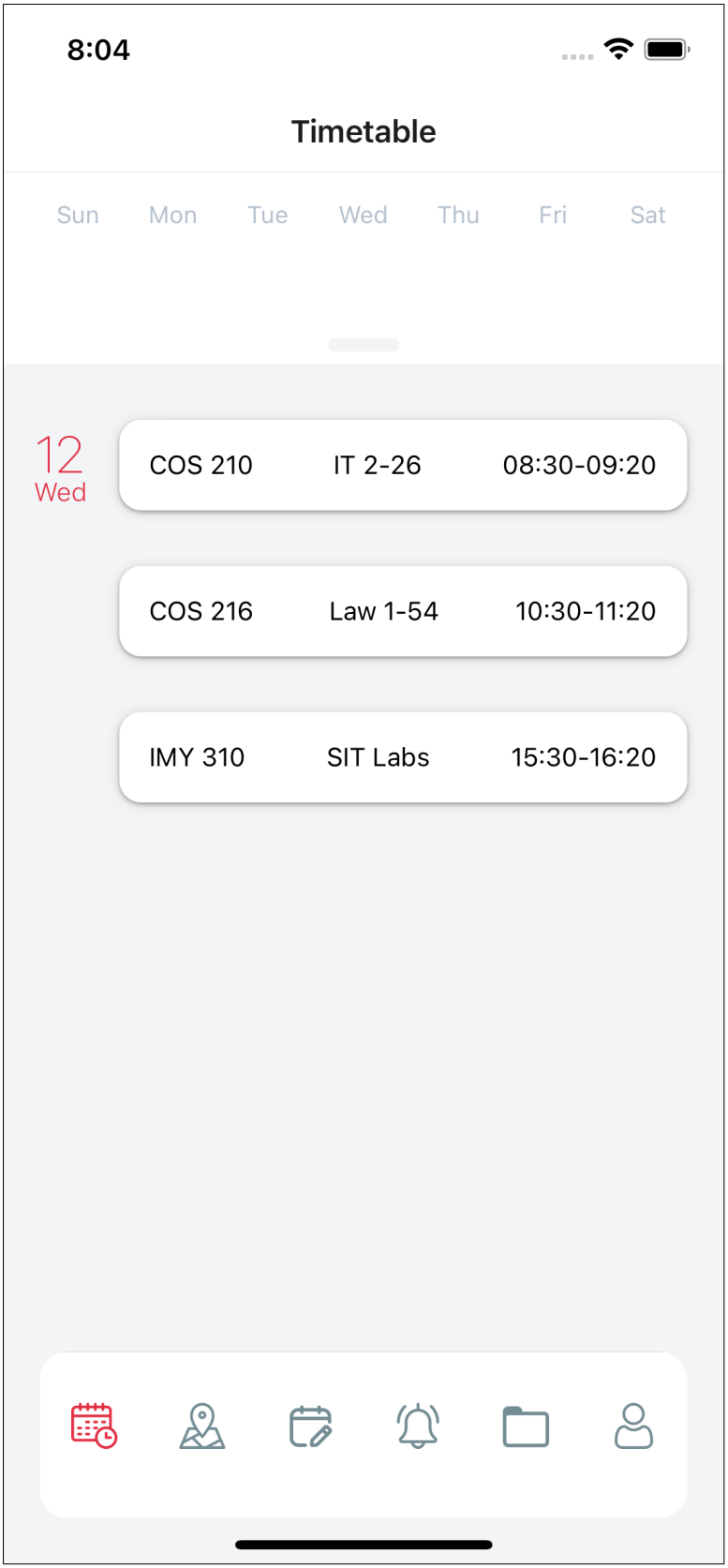
Step 2: By tapping on the module's plus icon, the student will be presented with menus of the module's activities (which comprises of lectures, tutorials and practicals). They may also tap the delete icon to remove the module from their timetable (and edit timetable page).

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.



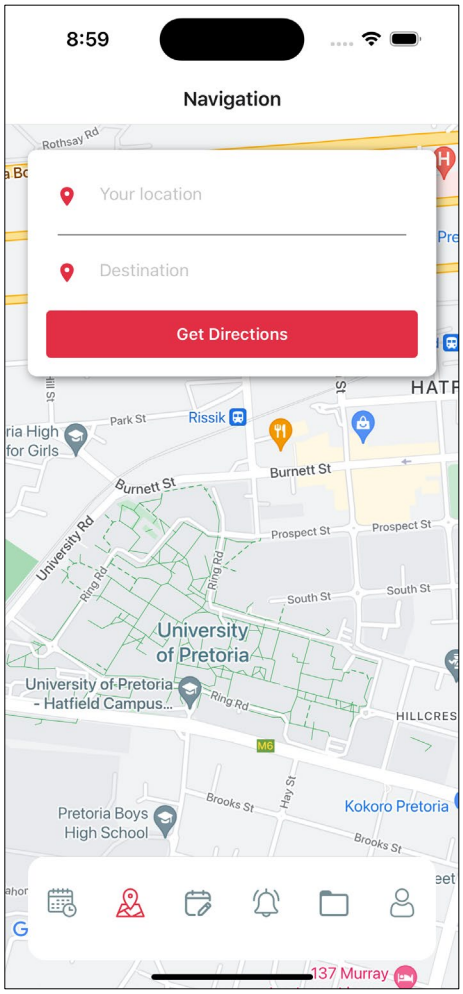


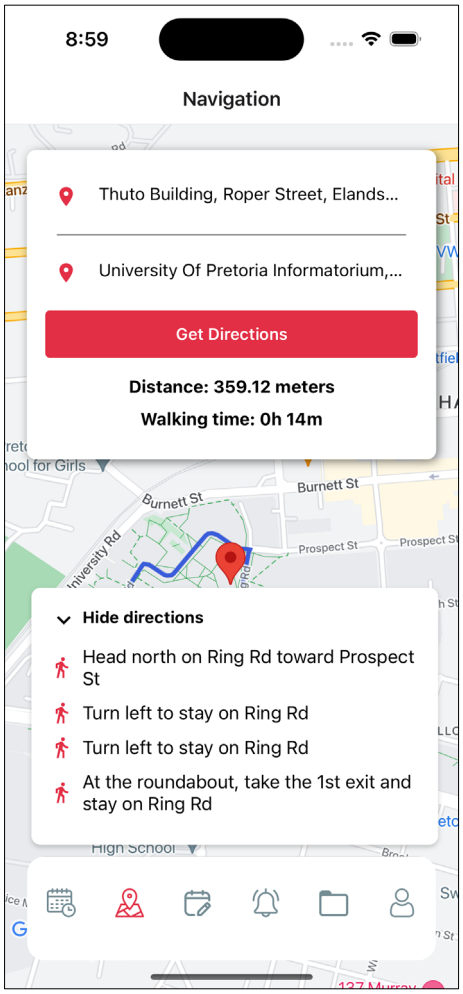
Here is an example of what a students populated timetable page will look like for the day, showing their activities with information such as subject, time and venue. They can also swipe down to see a calendar view to select dates and see their activities for days further in future.

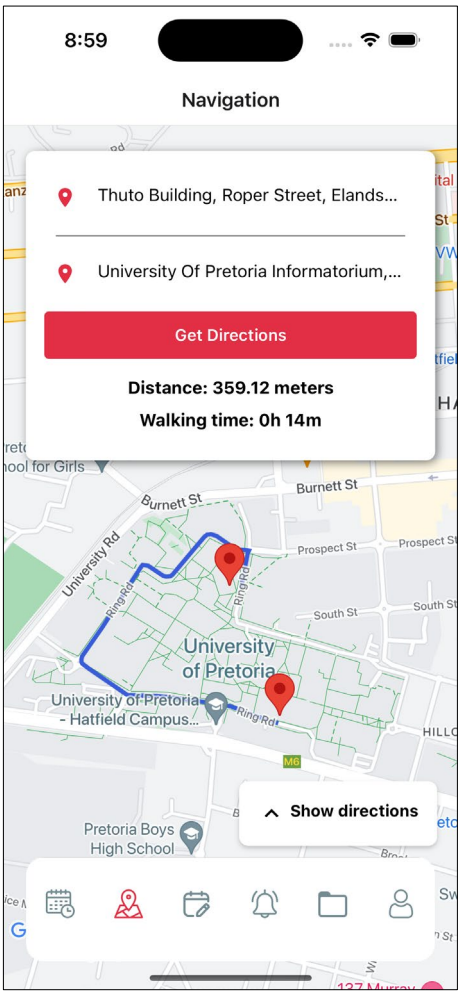


1.2.3 Navigation

A student can enter the navigation page from the nav bar, and type in their origin (current building location), destination (lecture venue of interest) and click the “Get Directions” button to be shown step by step directions to the venue that they are looking for.



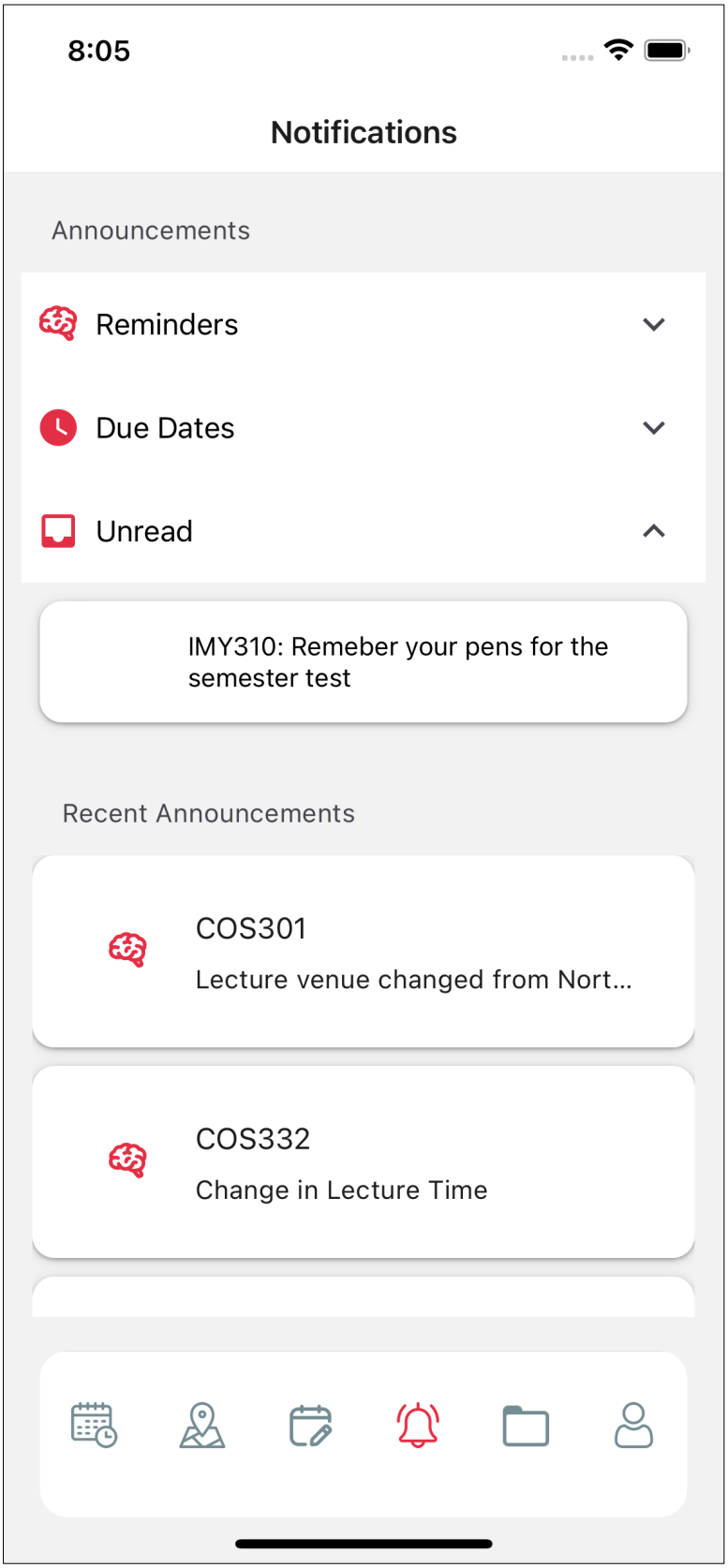




After clicking “Get Directions” the user will be shown the route on the map along with the list of step-by-step directions, as shown in the middle screenshot. The user has the options to “hide directions” which will close this list, and should they wish to see them again they can click the “show directions”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

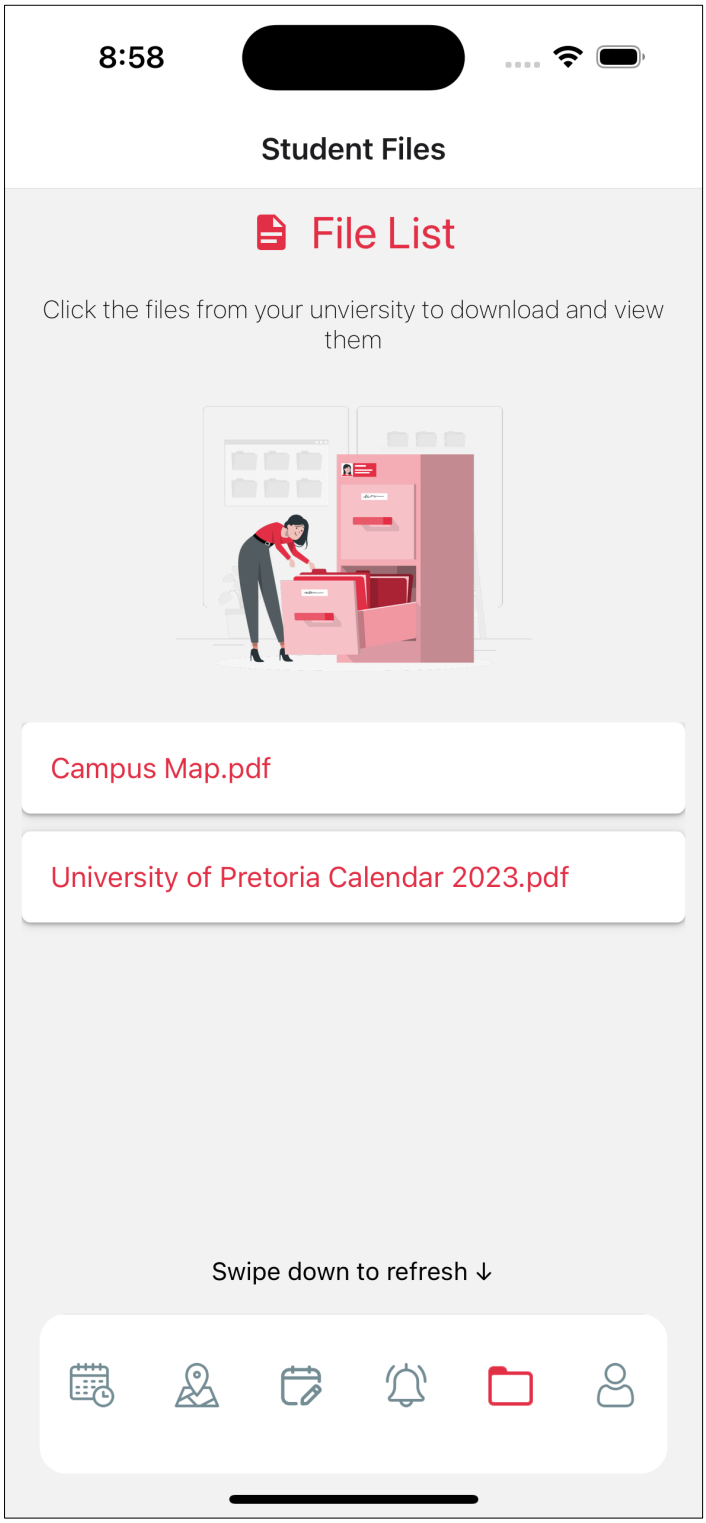
1.2.4 Notifications

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.



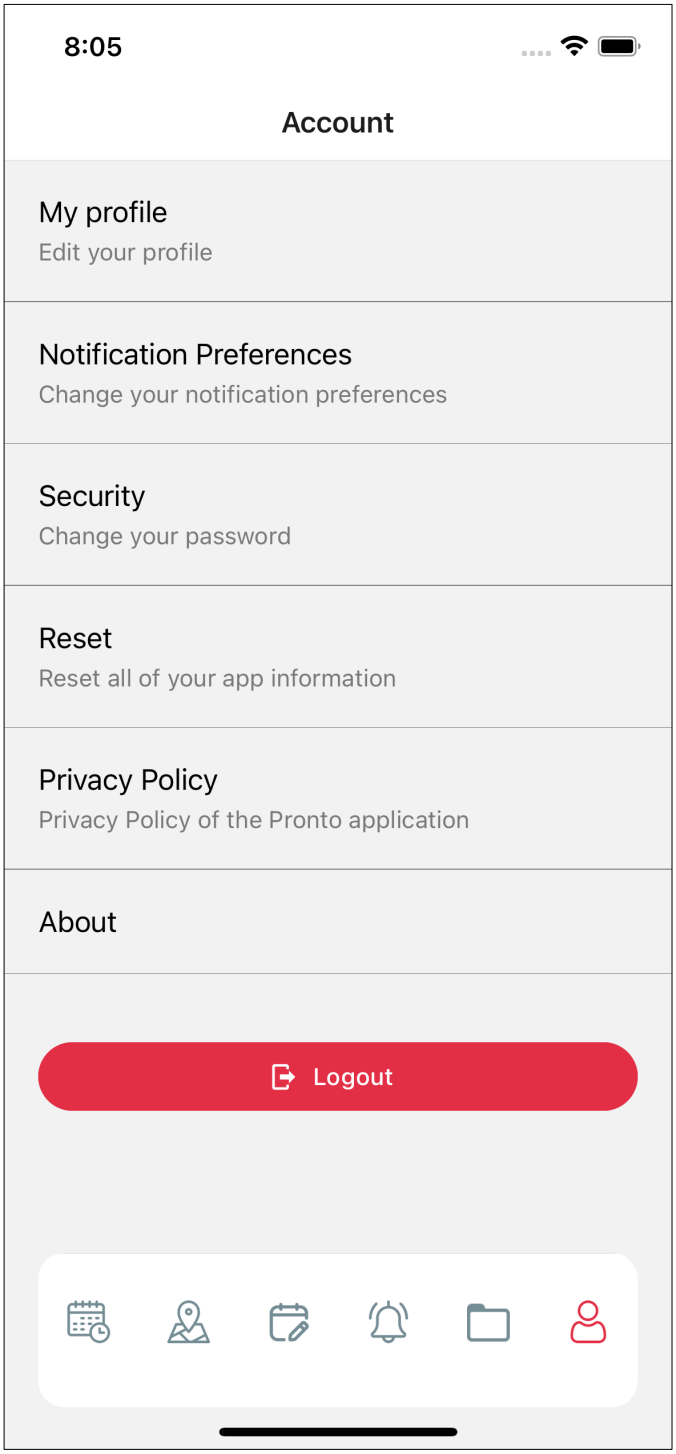
1.2.5 View Institution Files

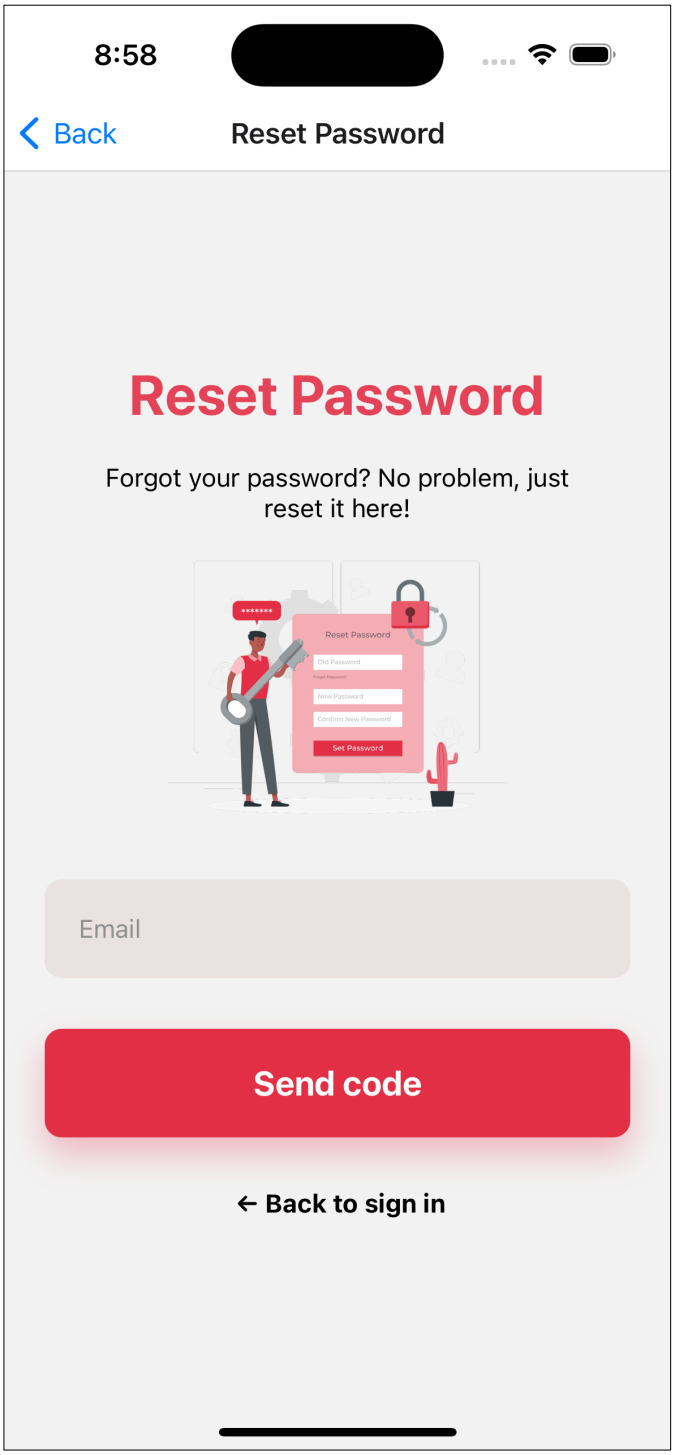
The student can navigate to the student files page, where they will be shown all the important files that have been uploaded by an institution, regarding important information such as campus maps and yearly calendars. The student can select whichever file they want which will take them to the browser,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



1.2.6 Account page

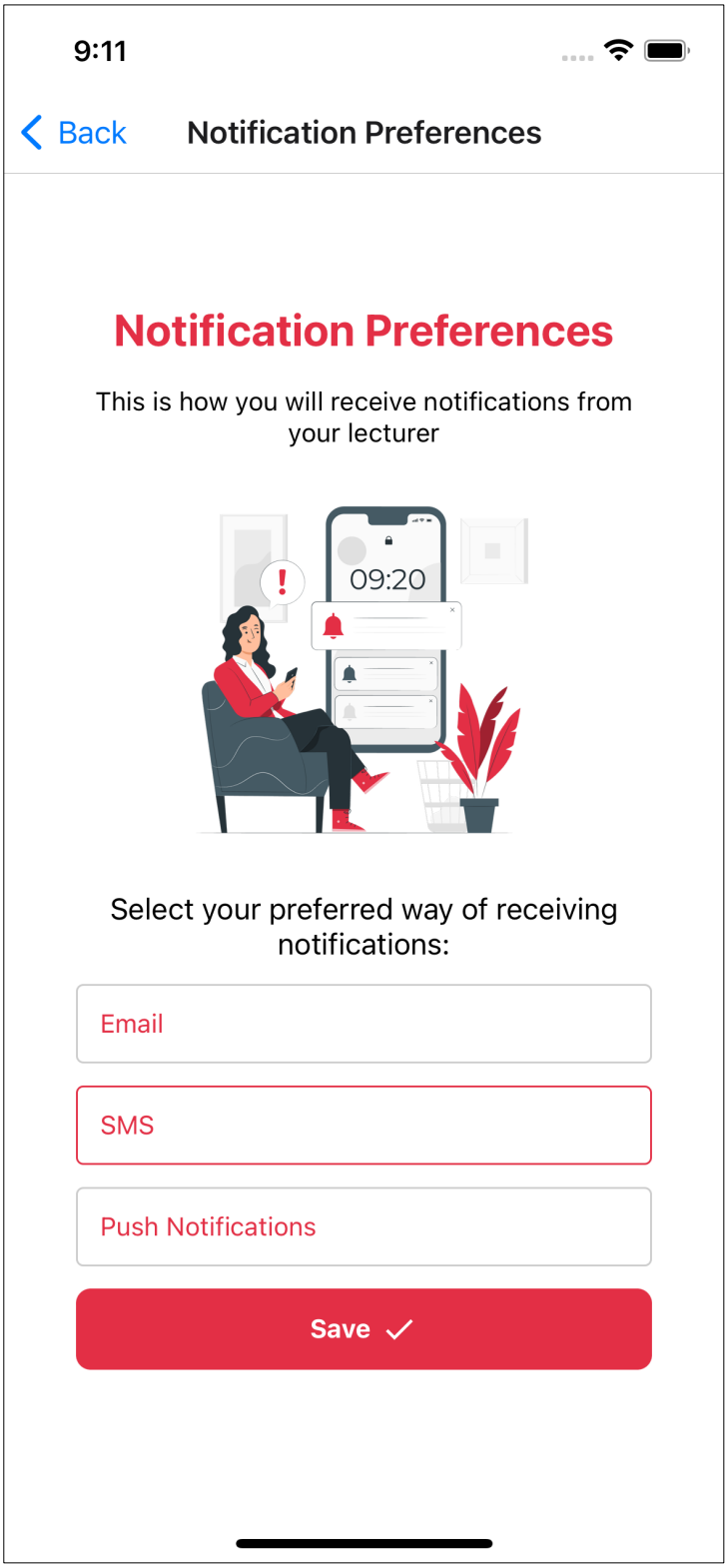
A student can view and make important decisions about their account, such as changing their password, reset (delete account), edit notification preferences and more. They can also log out of their account from this page.





1.2.7 Edit Notification Preferences

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



2. Pronto Web application for lecturer use

2.1 Requirements

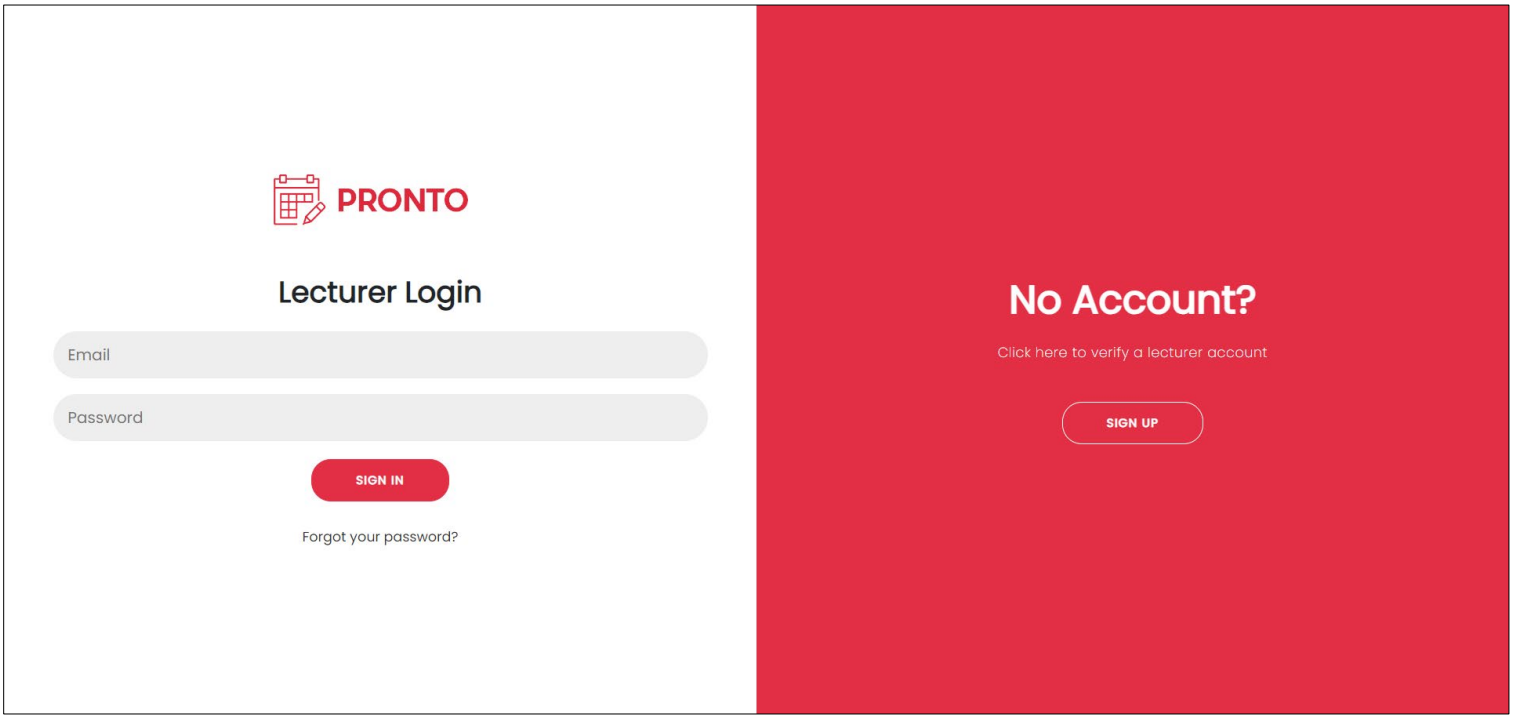
- Stable internet connection
- Access to a supported browser such as Chrome, Firefox, or Edge

2.2 Use

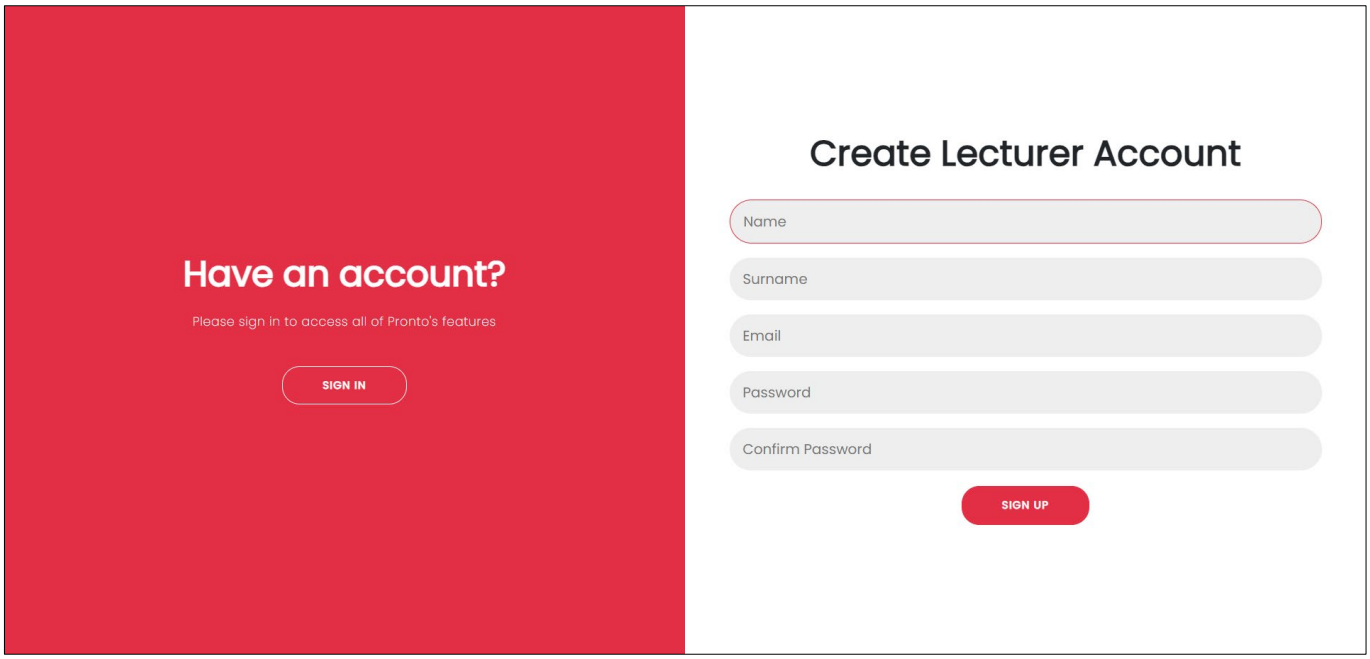
A lecturer or institution admin can access the website at prontotimetable.co.za from their web browser, where they will be greeted with the Pronto homepage. They can select whether they are a lecturer or admin and will be directed to the respective login page for their choice.

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.



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.

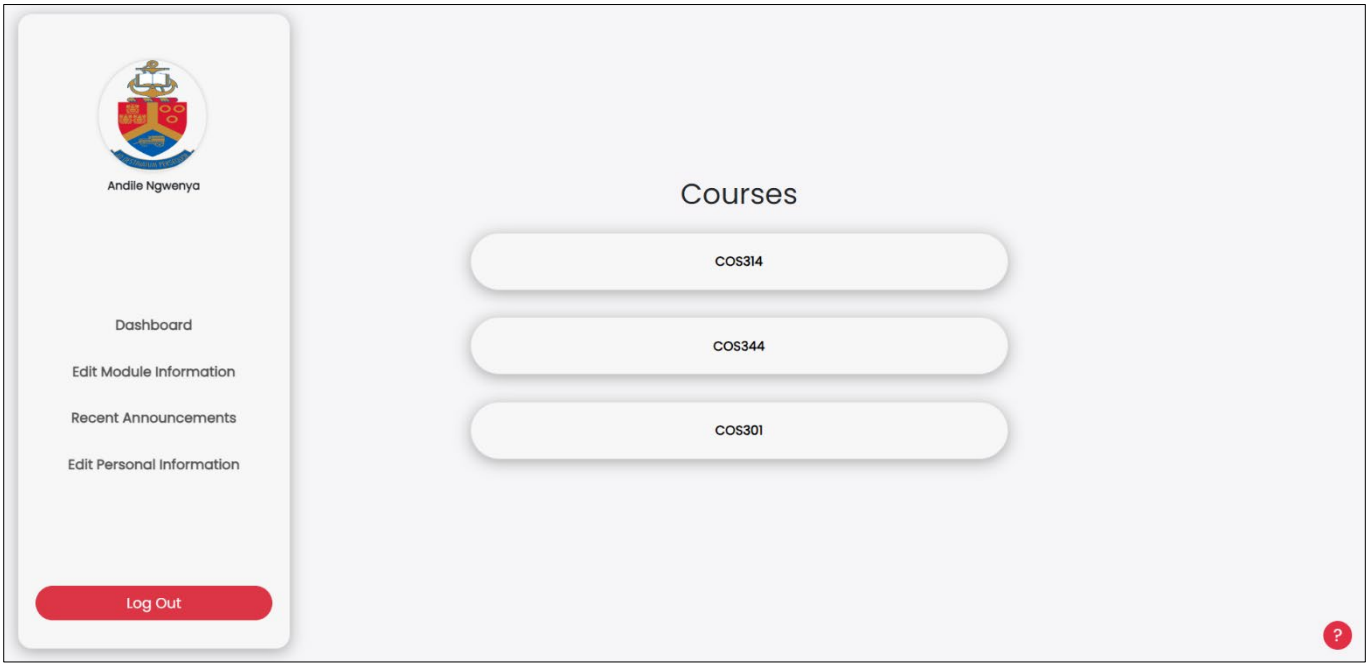


Should a lecturer forget their password, they may go through the reset password process by clicking on the forgot password link in the sign in section.

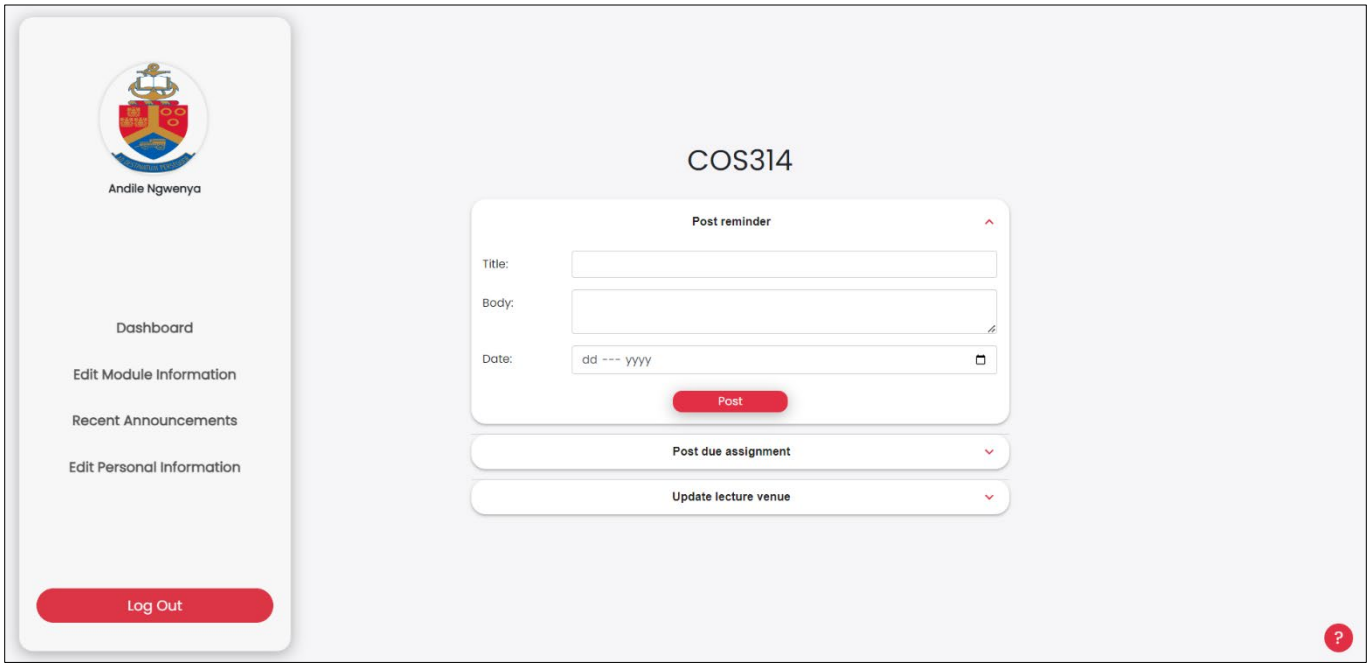
After successful login, the lecturer will be taken to their homepage which is in the "Edit Module Information" tab on the nav bar, listing the modules they are responsible for, and from which they can take further action.

2.2.2 Edit Module Information

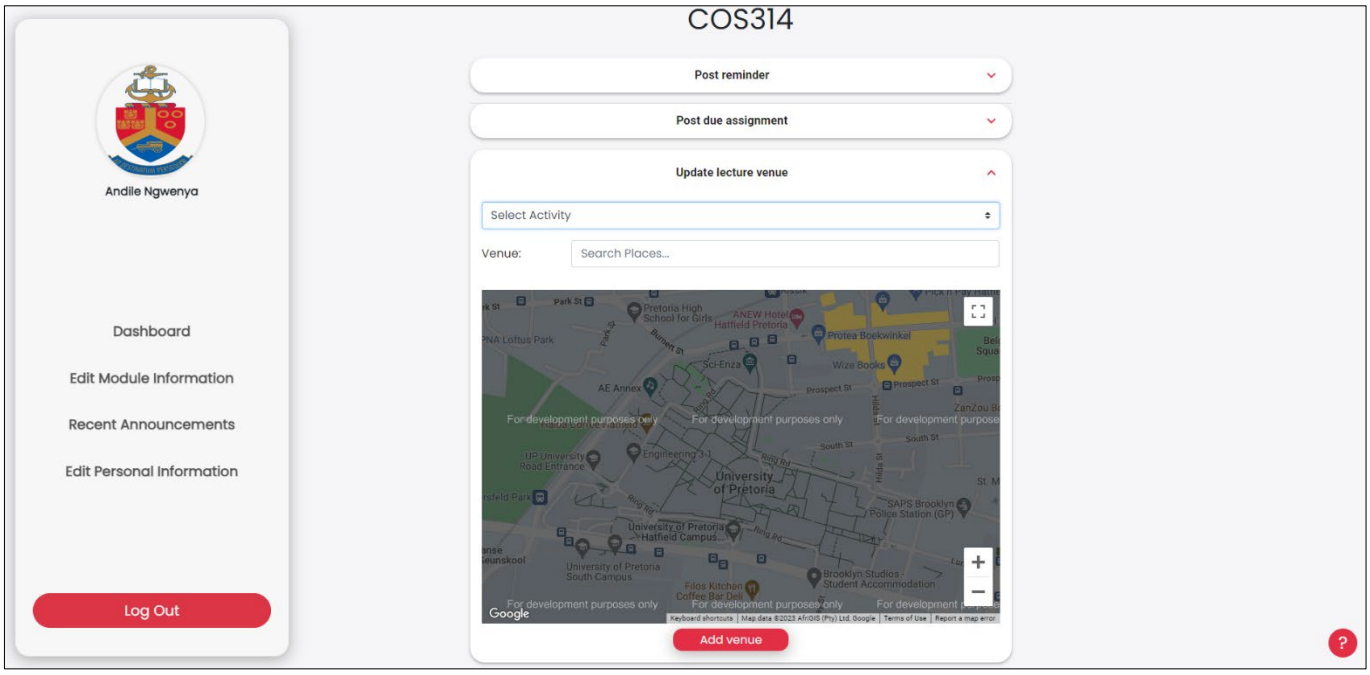
Step 1: Select the module you would wish to make additions to:



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.

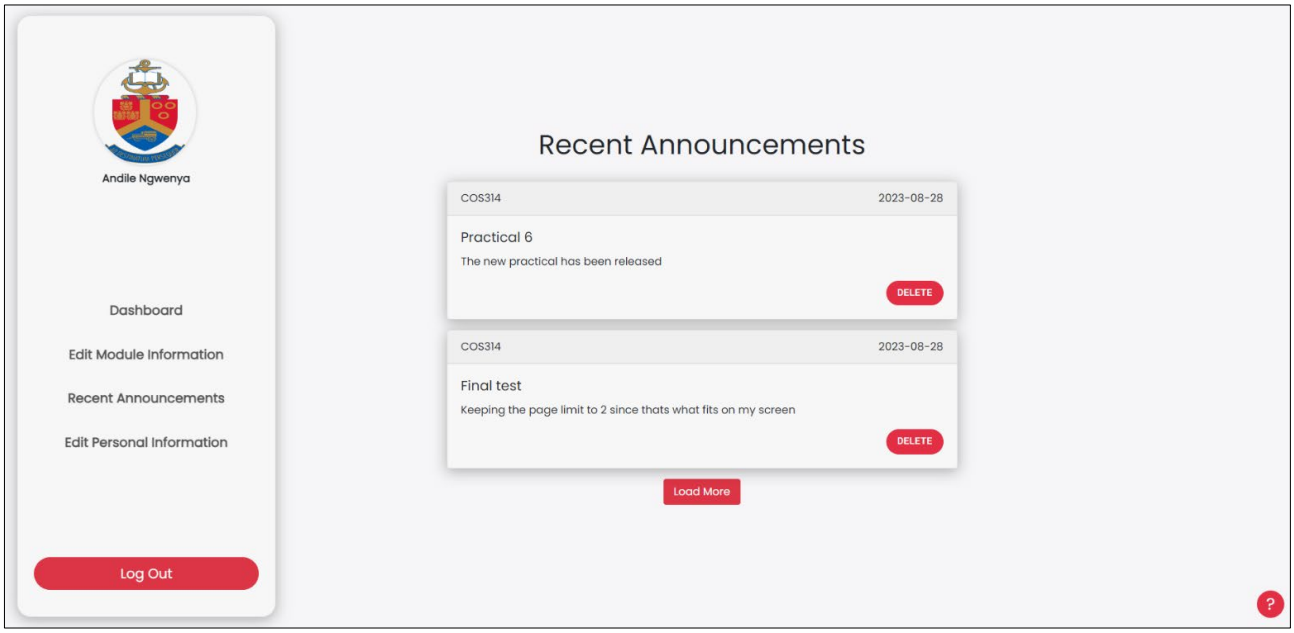


To add a Lecture or test venue, select the activity type and input the building name in the "Venue" field, suggested locations for the venue from google API will appear. The lecturer can confirm that the coordinates on the map are correct and add the venue to the module.



2.2.3 View Recent Announcements

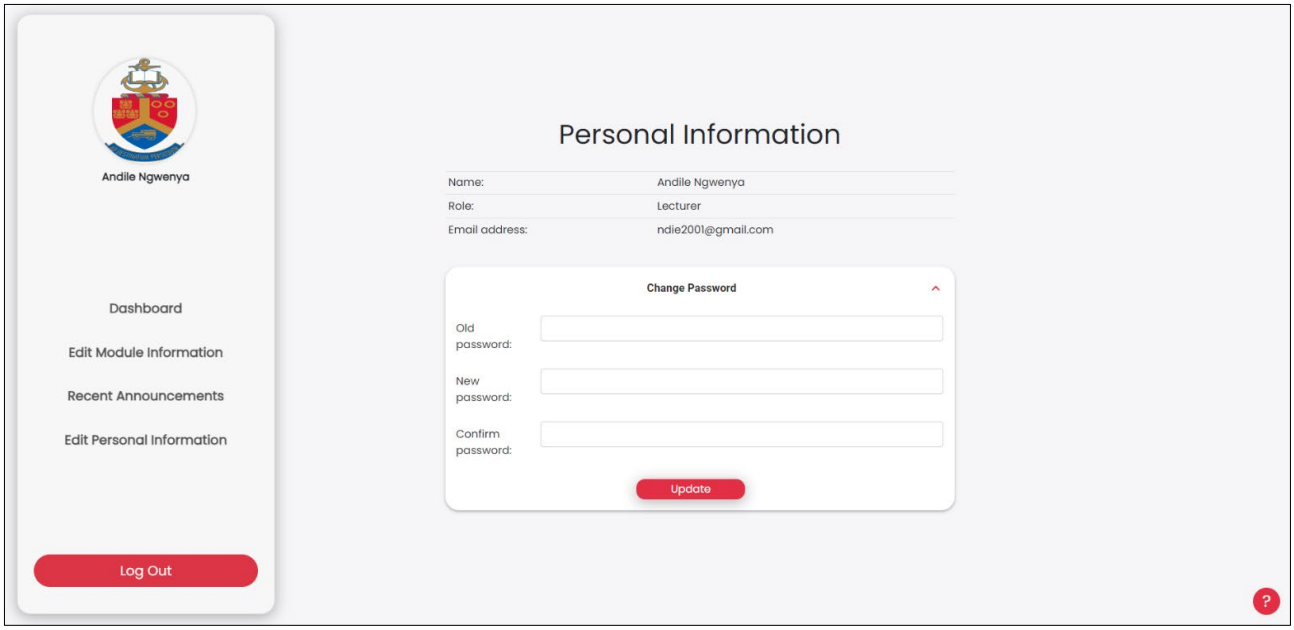
The lecturer can navigate to this page to see a list of all the announcements they have recently posted (in chronological order) with information such as the subject, date posted and post content.



The "Load More" option 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

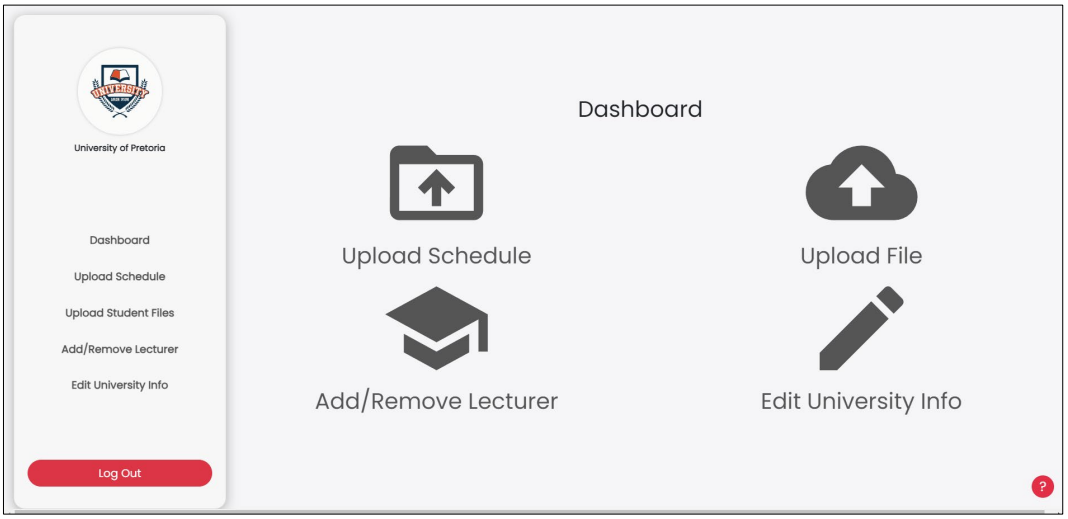
3.1 Requirements

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

3.2 Use

3.2.1 Login/Signup

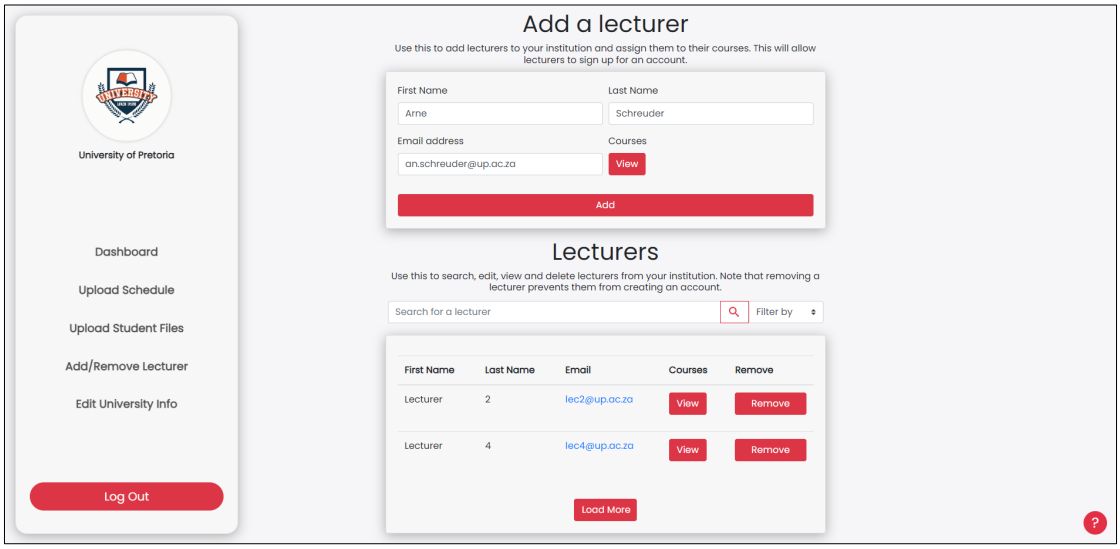
Much like the lecturer login and sign up, an Institution admin may simply sign into their registered account, or they can apply to create an institutional account. They will be taken to the dashboard upon successful login, where they can choose what actions to take (or simply navigate via the nav bar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



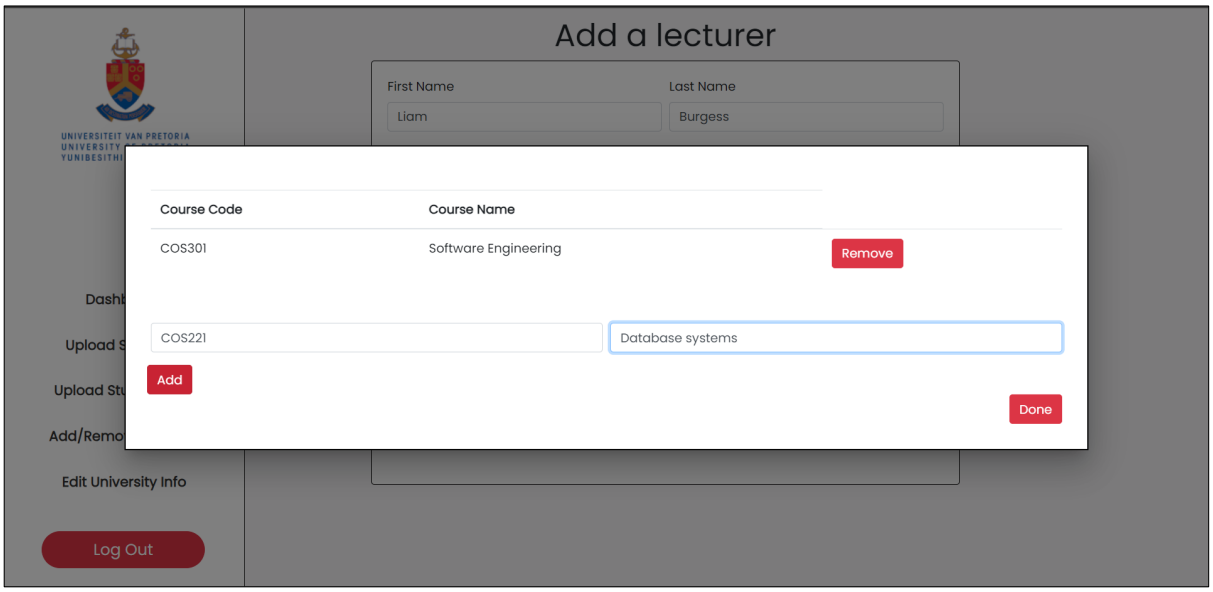
3.2.2 Lecturer Addition

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:

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



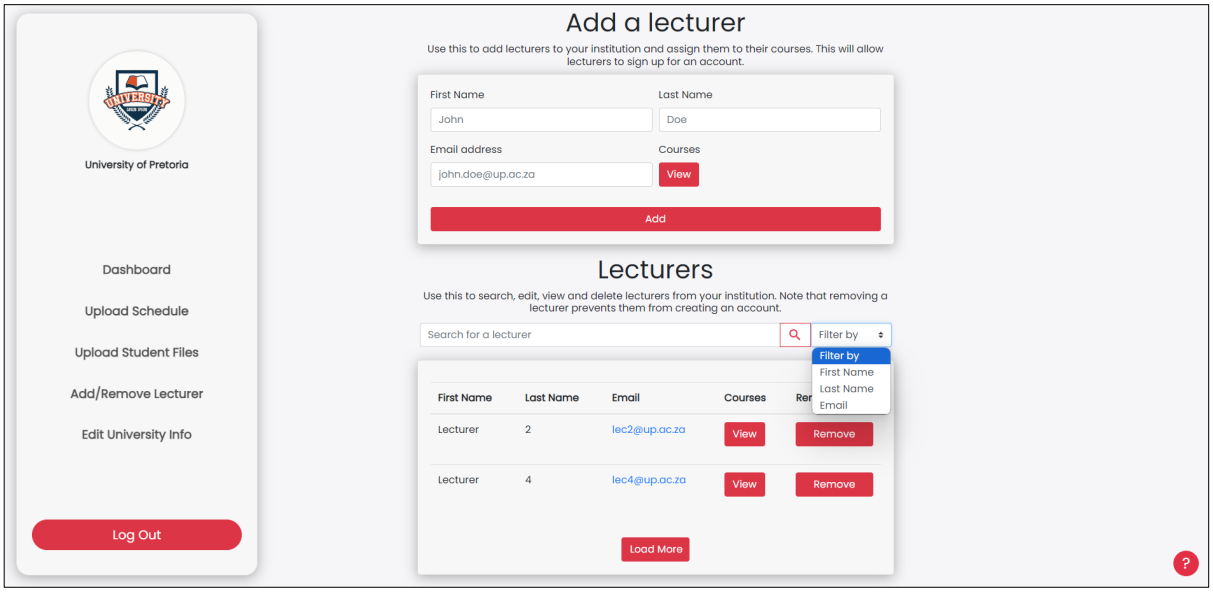
Step 2: Beneath the courses label, click the “View” button to add and view the courses that the lecturer being added is responsible for. This will bring the following pop-up page:



As you can see, the module “Software Engineering” with the course code “COS301” has already been added, and this can be removed by simply clicking the remove button next to it. The course code “COS221” with course name “Database systems” has been filled in and will be added to the lecturer’s list of courses by clicking the add button. 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.

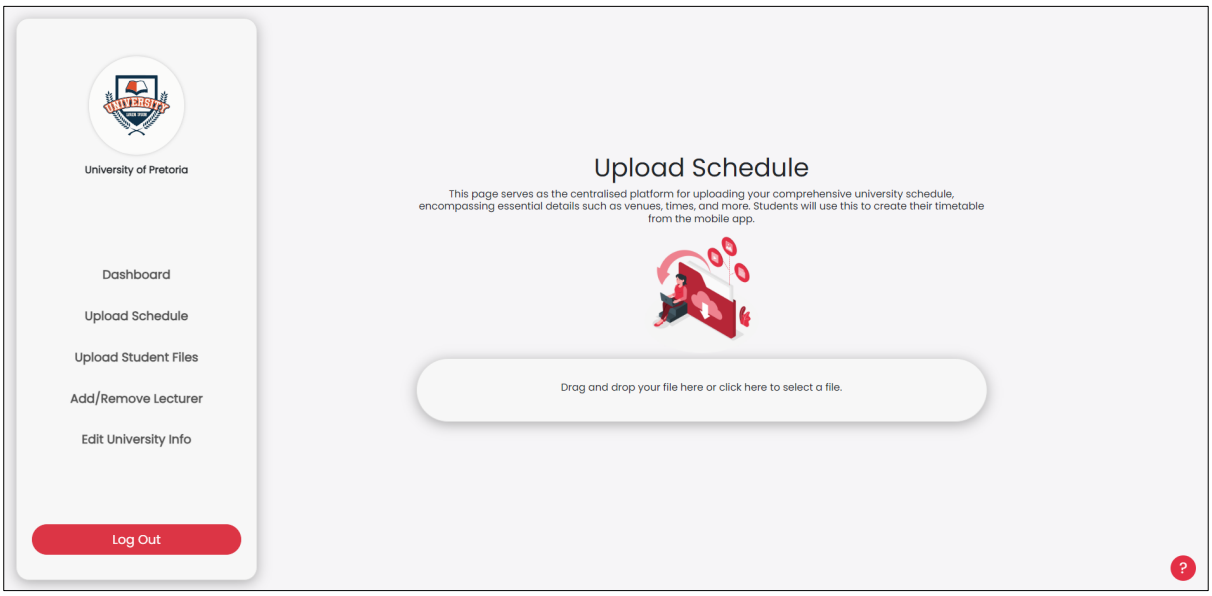
The admin can search for and remove lecturers from the table by using the search bar, and can filter the search by first name, last name or email. Their courses can also be viewed and added/removed after the lecturer has been entered into the database.



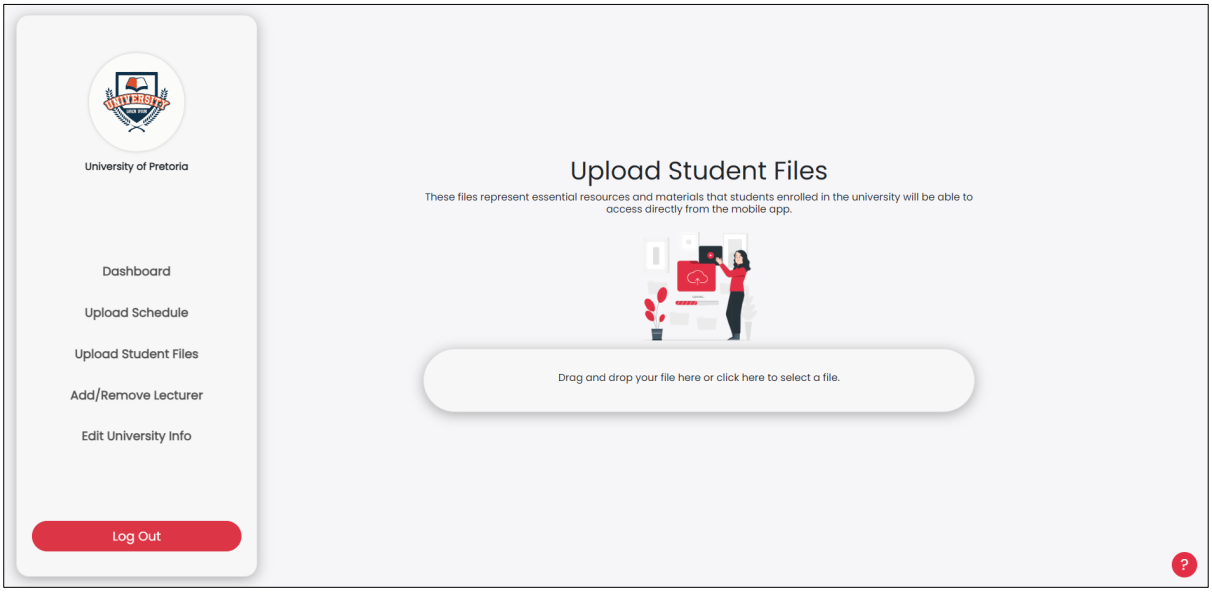
3.2.3 Upload Student Files and Schedules

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:



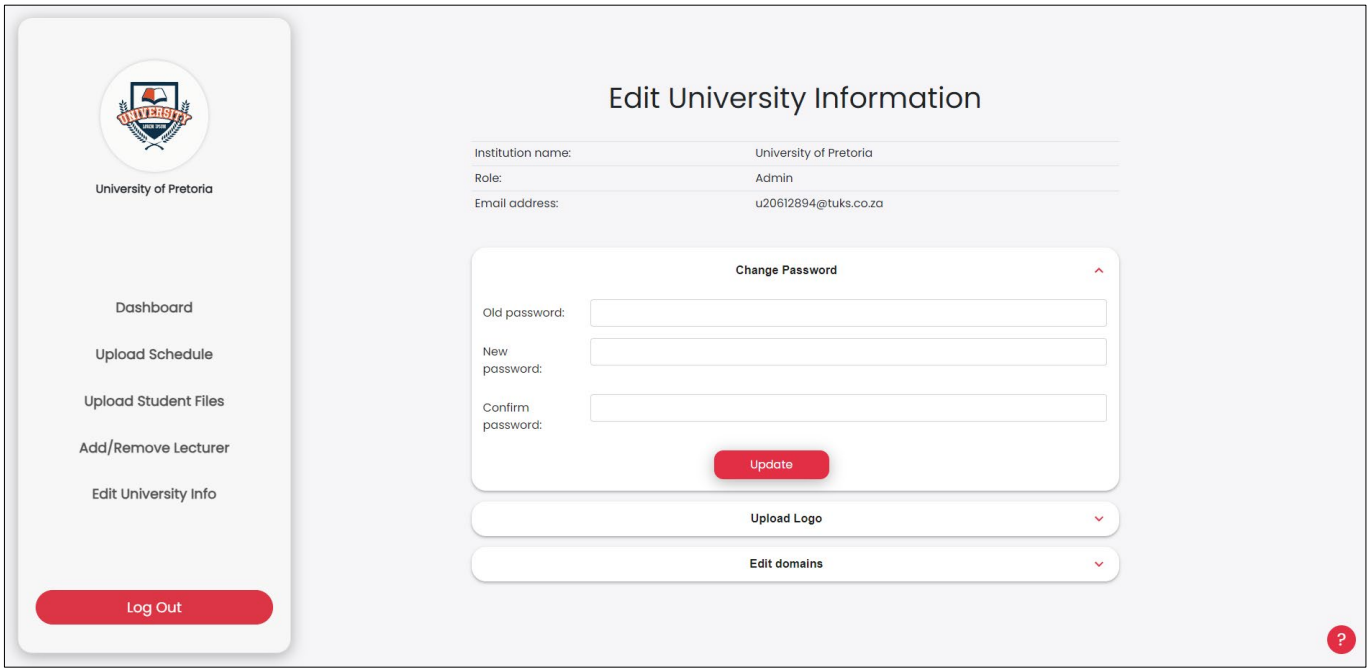
Student file upload page for resources such as yearly calendars:



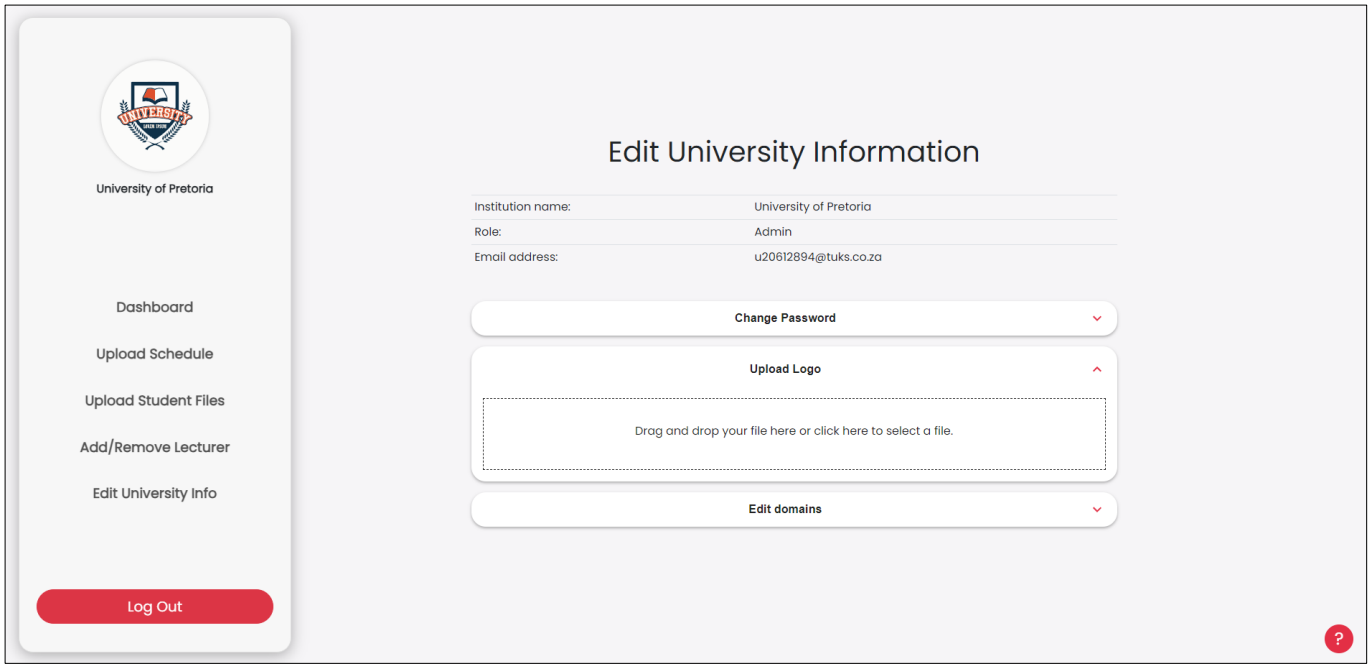
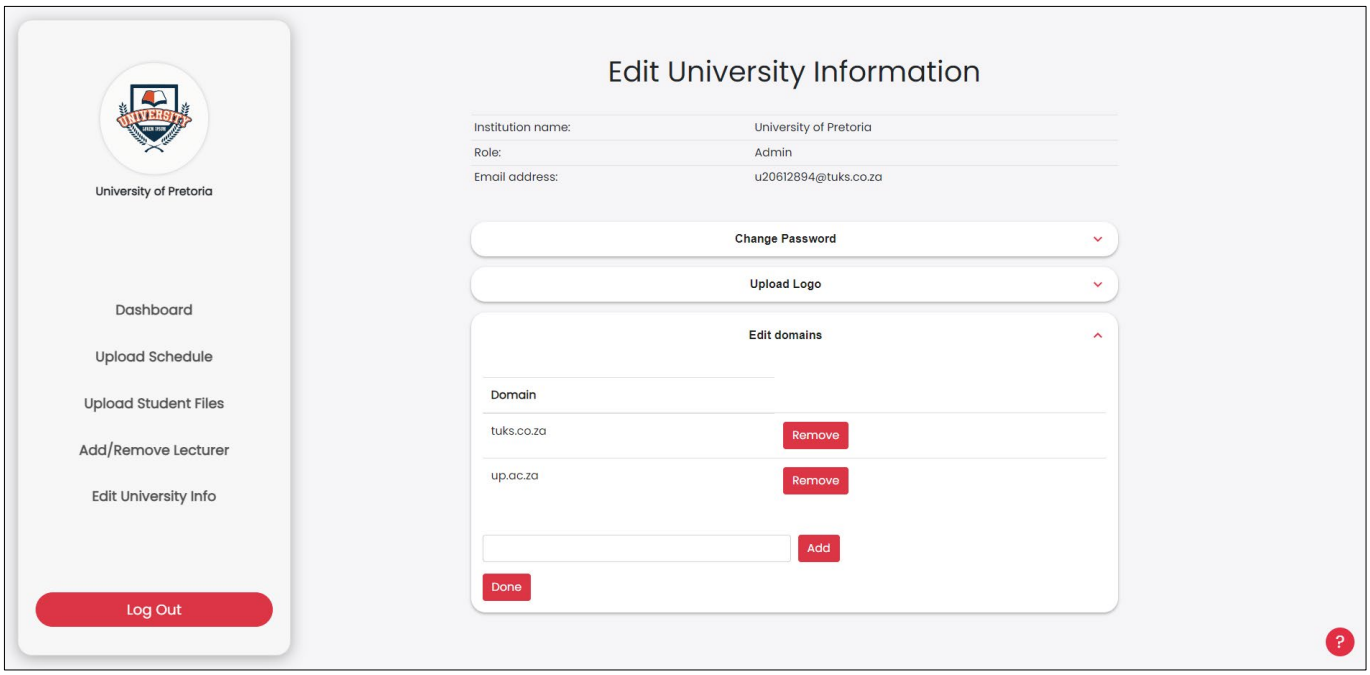
The progress bar below the box will show the percentage(progress) of the file upload as it is carried out, and a success or error message will indicate the status of the upload when it is complete.

3.2.4 Edit University Info Page

And admin can use the dropdowns to carry out certain tasks. They can click on the change password dropdown and follow the prompts to change the account's password:



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.



Finally, an admin may also add and remove domains which will be used for verification, 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.