



## **CS 319 - Object-Oriented Software Engineering**

### **Deliverable 2**

Spring 2025

### **Team 12**

Ahmet Kenan Ataman <22203434>

Berfin Örtülü <21802704>

Erdem Uğurlu <22203391>

Gülferiz Bayar <21901442>

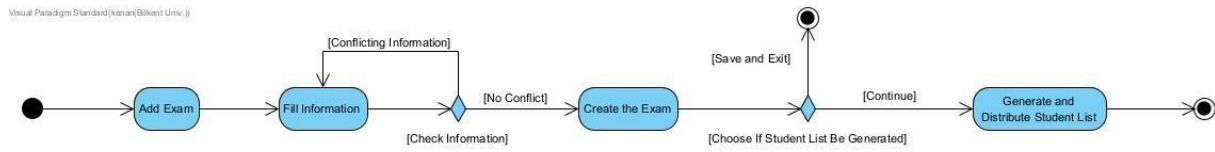
Mehmet Emre Şahin <22201765>

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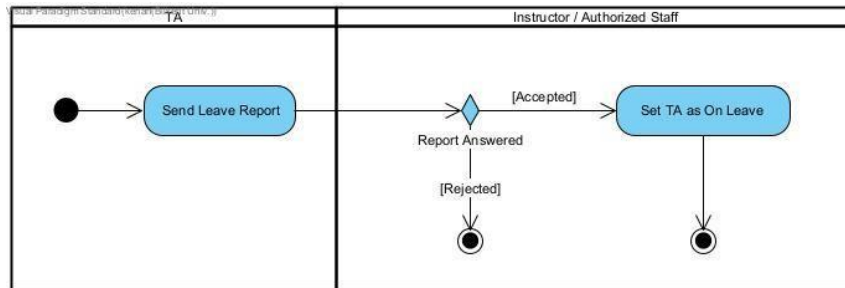
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# 1. ACTIVITY DIAGRAMS

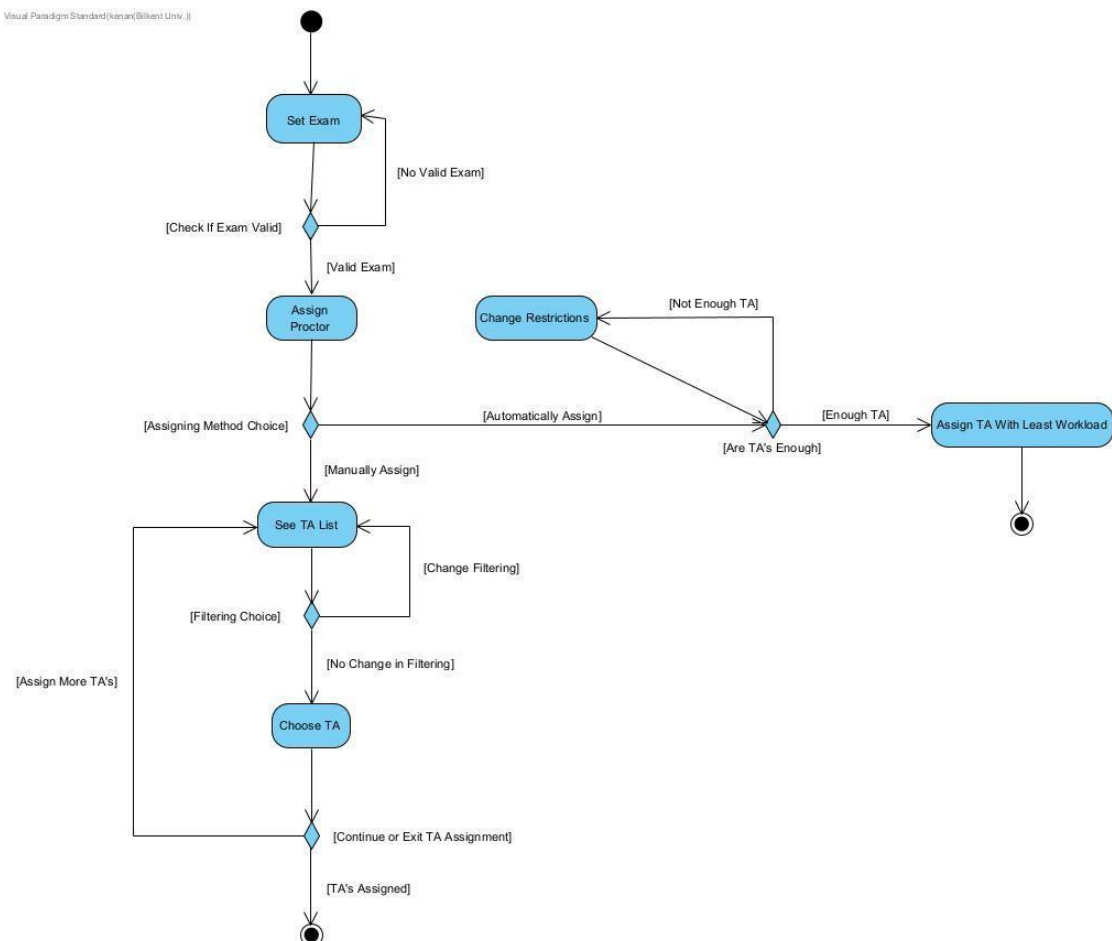
## 1.1 Exam Management



## 1.2 TA Leave Form

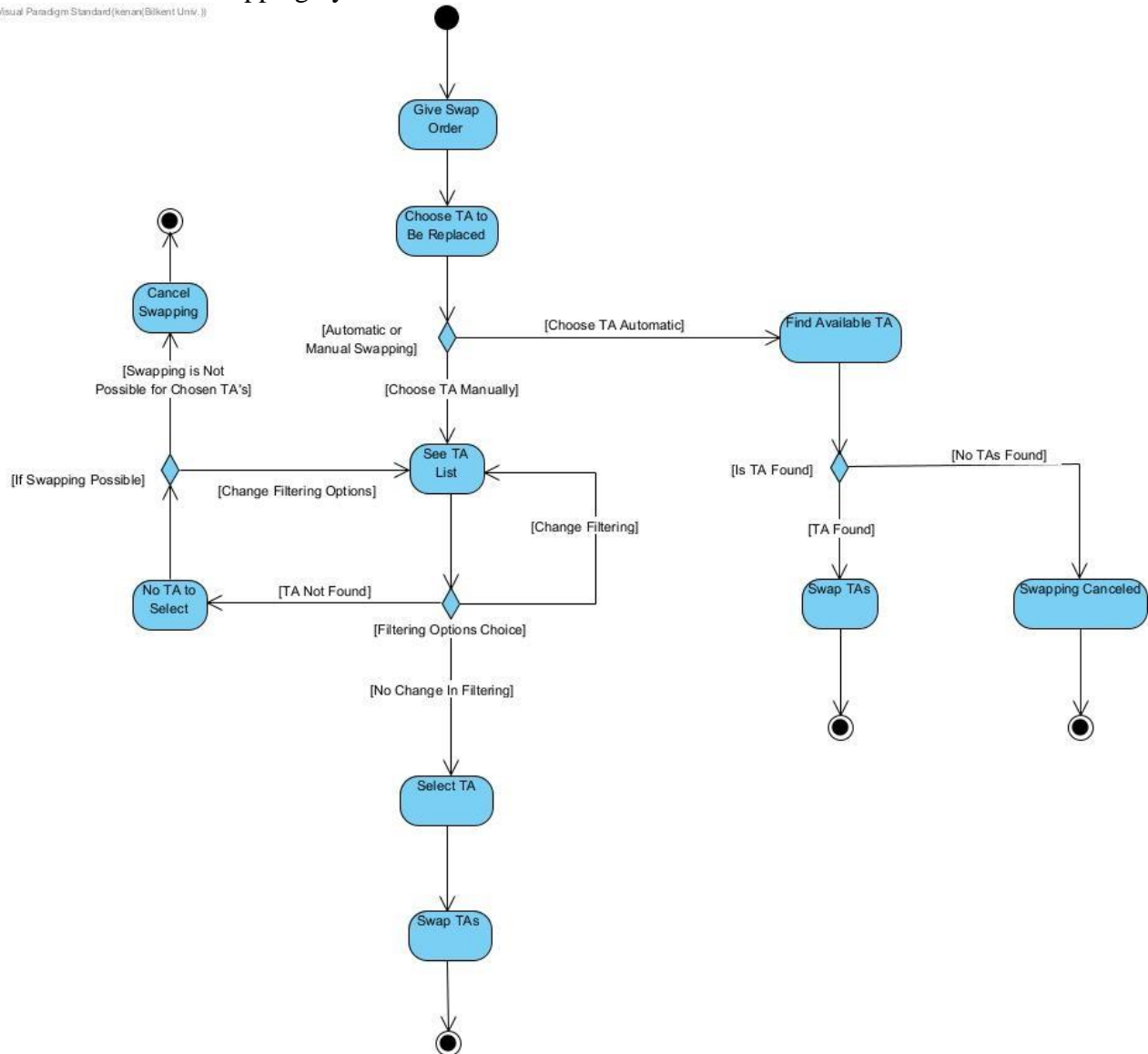


## 1.3 Proctor Assignment

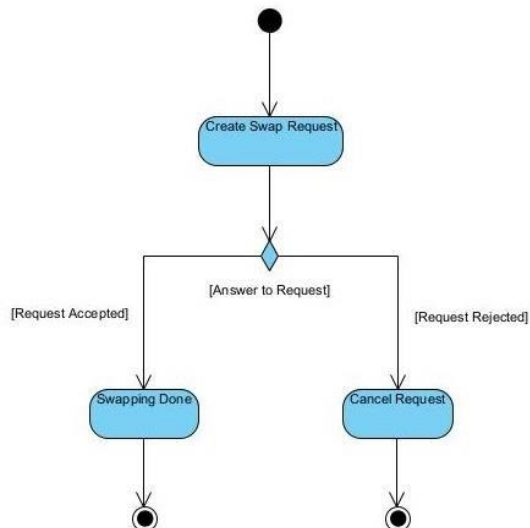


## 1.4 Proctor Swapping by Instructor

Visual Paradigm Standard (kenan/Bilkent Univ.))

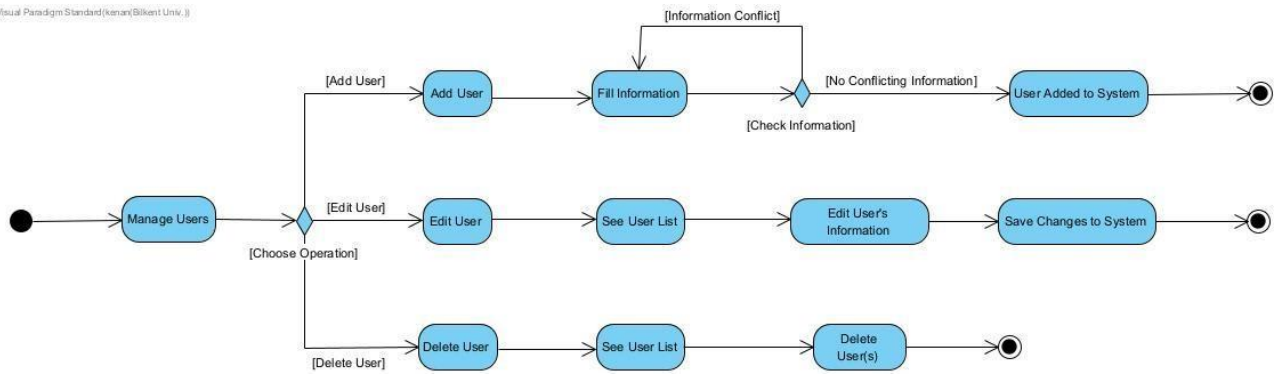


## 1.5 Proctor Swapping by Proctors

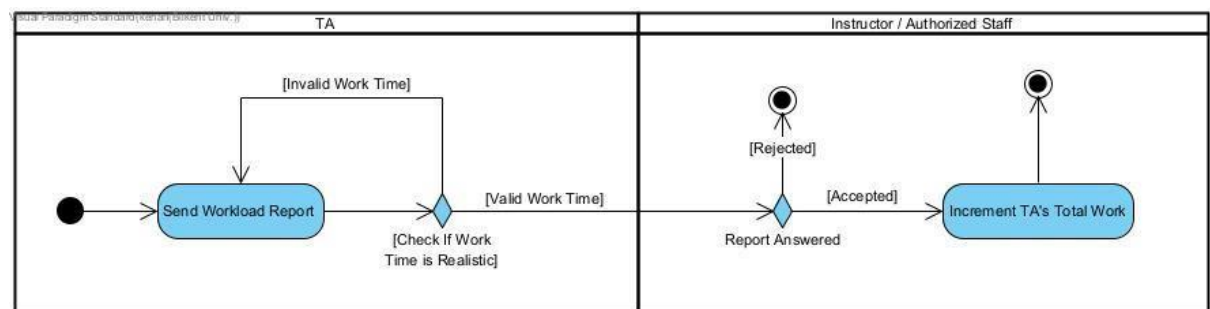


## 1.6 User Management

Visual Paradigm Standard (Kenan/Bilkent Univ., )



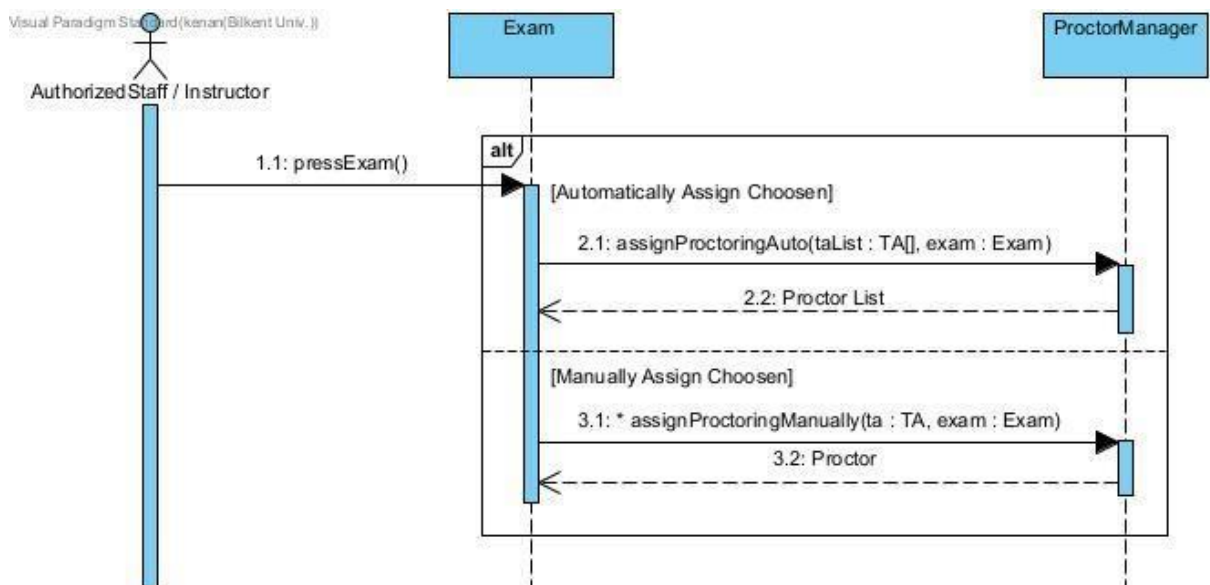
## 1.7 Workload Report Form



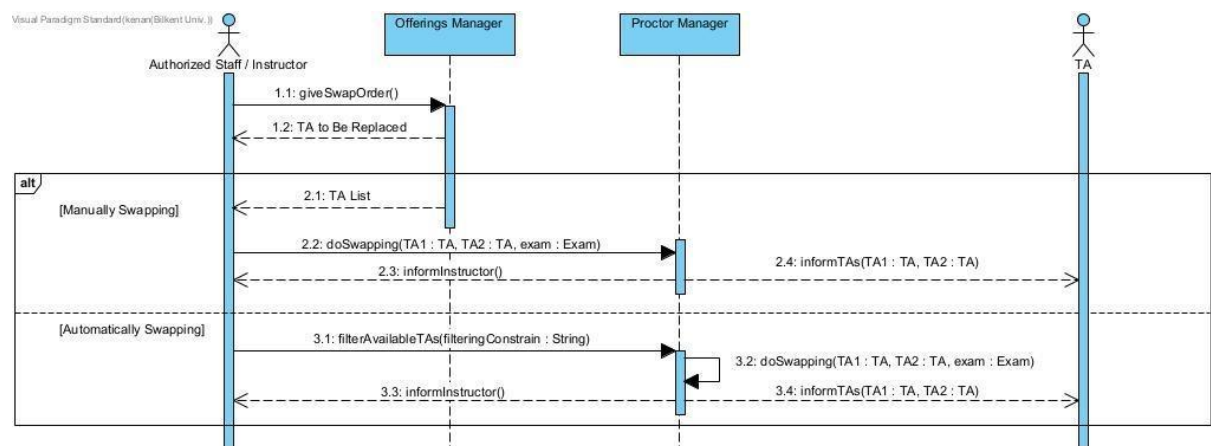
## 2. SEQUENCE DIAGRAMS

### 2.1 Proctor Assignment Sequence

Visual Paradigm Standard (Kenan/Bilkent Univ., )

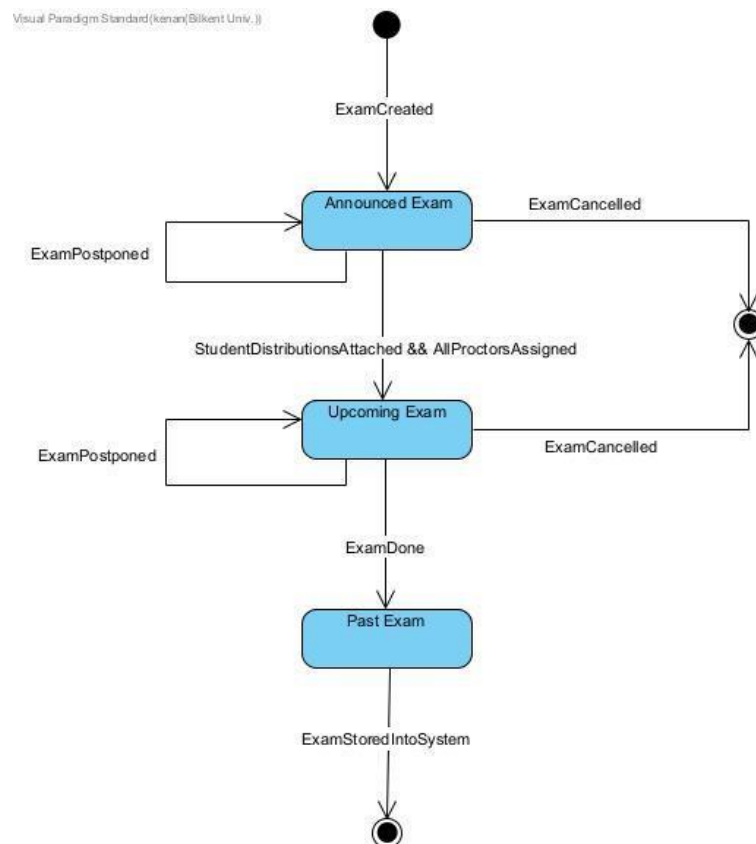


## 2.2 Proctor Swapping Sequence



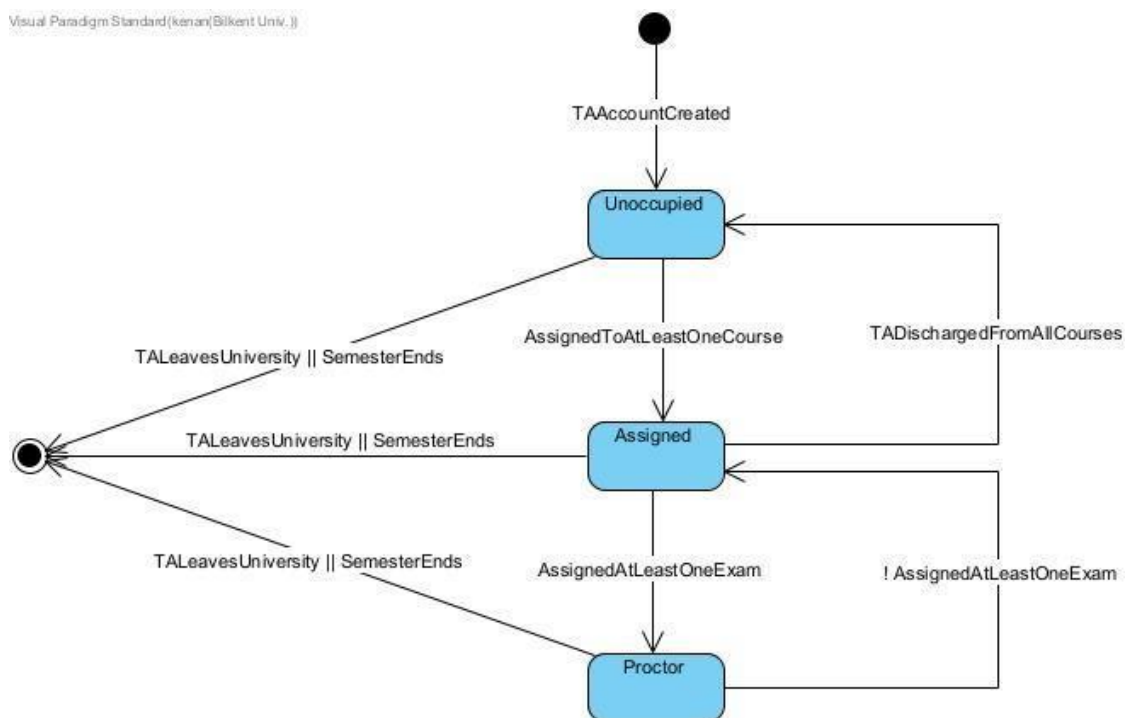
## 3. STATE DIAGRAMS

### 3.1 Exam State Diagram

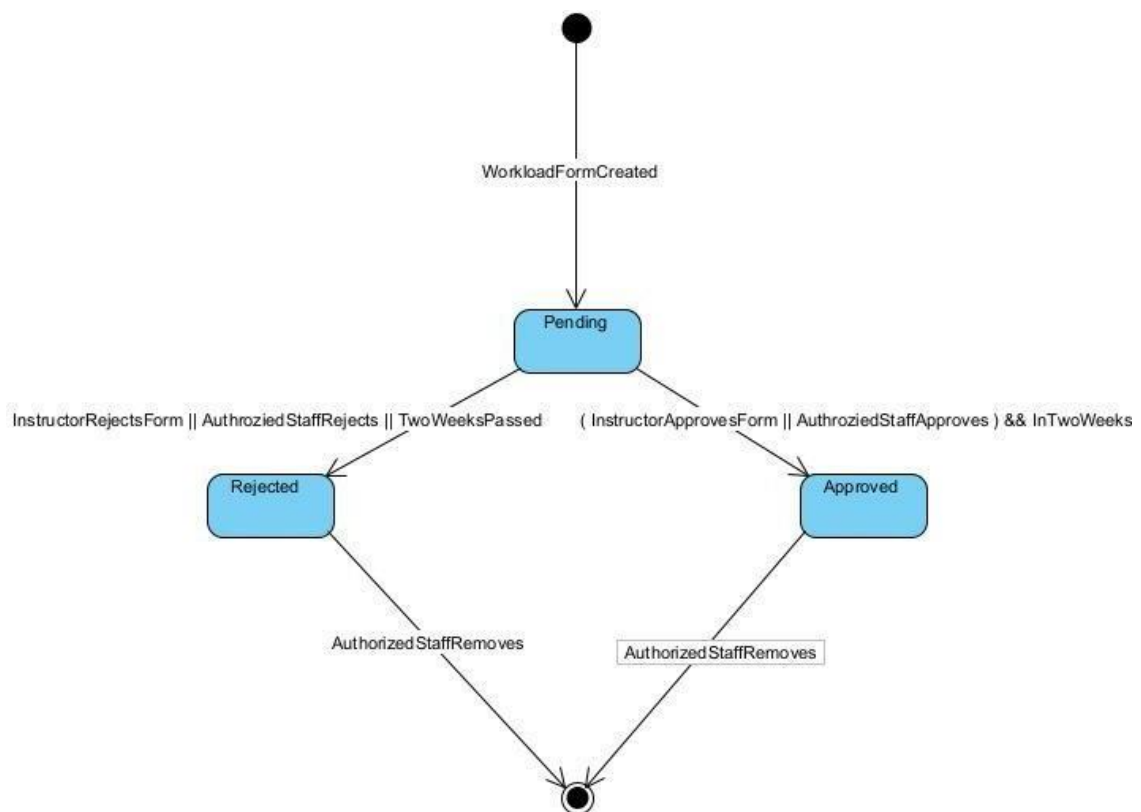


### 3.2 TA State Diagram

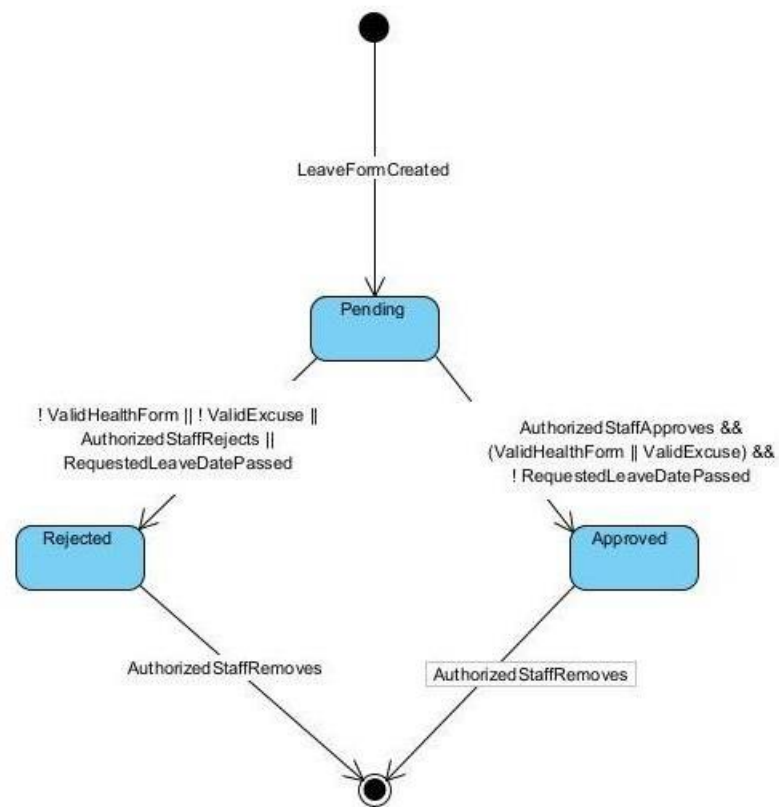
Visual Paradigm Standard (kenan@bilkent Univ. )



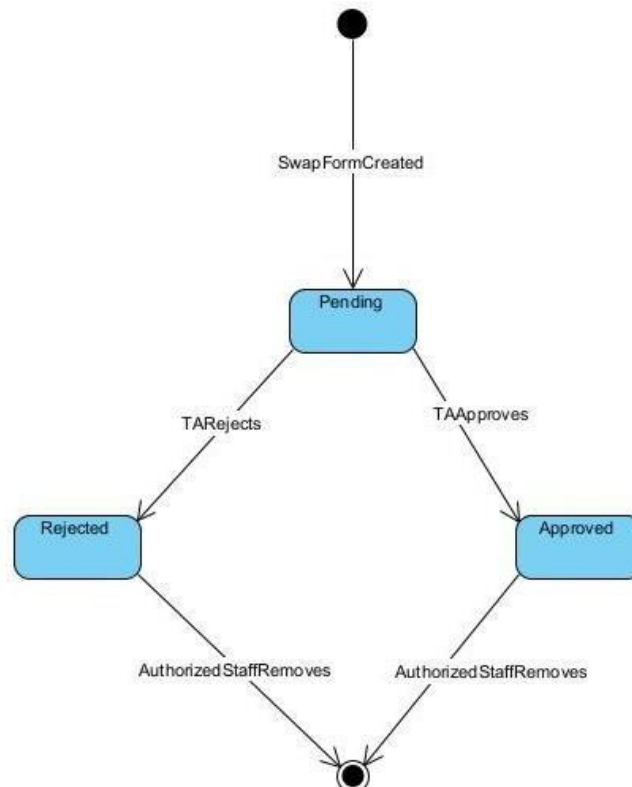
### 3.3 Workload Report State Diagram



### 3.4 Leave Form State Diagram

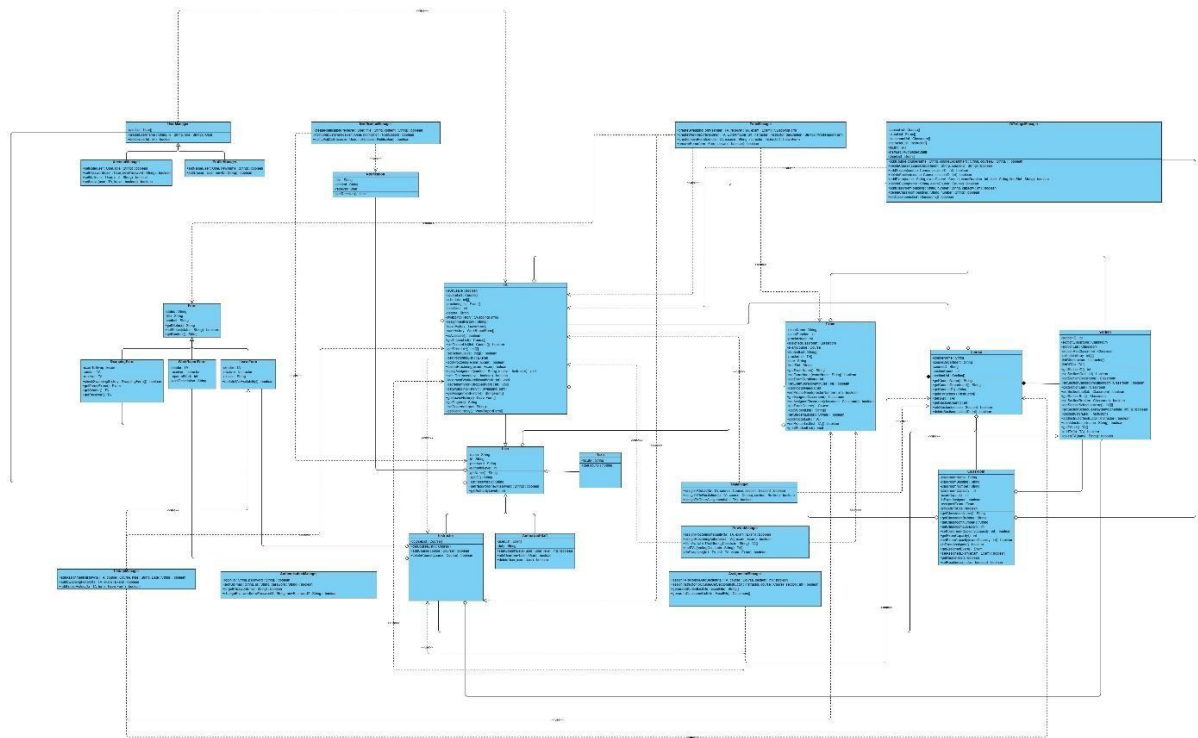


### 3.5 Swapping Form State Diagram





#### 4. CLASS DIAGRAM



## 5. NON-FUNCTIONAL REQUIREMENTS

### Quality Requirements:

#### Usability:

- The system should provide a **clear and structured UI**, allowing users to **navigate easily** (i.e., complete key tasks in under 3 interactions) between functionalities such as “Workload,” “Notifications,” and “Settings.”
- Key actions** (logging workload, requesting leave, checking assignments) should be **accessible within 3 clicks** from the main dashboard, ensuring a smooth user experience.
- The **menu layout should be responsive**, ensuring that options like “Proctoring” and “Course Assisting” are easily clickable across **different screen sizes**, including:
  - Desktop (1280x720+)
  - Tablet (600x800+)
  - Mobile (320x480+)

#### Reliability:

- The system should store TA workload, assignments, and notifications **reliably**, by:
  - Performing **automatic daily backups**
  - Using **transactional database operations**
  - Implementing **redundancy** in data storage
  - Ensuring recovery is possible within **30 minutes** in case of failure
- Session management**: Users should be automatically logged out after **15 minutes** of inactivity for security purposes.
- A **graceful error handling mechanism** should notify users of any issues (e.g., failed workload entry, network errors) with **clear, actionable messages**, such as “Check your internet connection and try again.”

#### Performance:

- The backend system should efficiently handle **100+ concurrent requests** from users including TAs, instructors, and administrative staff, ensuring responsiveness even during peak activity periods such as course assignment deadlines or exam weeks.
- The system should support **scalable performance**, making it usable not only for a small group but for **all teaching assistants and academic personnel across the entire engineering faculty**, regardless of department or course load.
- Actions such as logging a workload entry, submitting a leave request, or updating assignment status should receive confirmation within **under 2 seconds** under normal operating conditions.
- The infrastructure should be designed to **scale horizontally**, so that future expansions (e.g., integrating other faculties or departments) can be achieved without a major system overhaul.
- This level of performance ensures that **every engineer in our school**—from first-year course assistants to graduate-level TAs—can actively track, manage, and optimize their workload, helping both academic efficiency and personal time management.

### Constraints or Pseudo Requirements:

#### Implementation:

•The system must be **compatible with modern web browsers**, including:

- Chrome (117.0+)
- Firefox (122+)
- Safari (15+)
- Microsoft Edge (latest versions)

•The **design should be fully responsive**, adapting to:

- Desktop (1280x720+)
- Tablets (600x800+)
- Mobile (320x480+)

•**Frontend:** React.js for a dynamic UI.

•**Backend:** Django (Python) for handling authentication, workload processing, and notifications.

•**Database:** MySQL for storing TA workload, course assignments, and logs.

•**Web Server:** Apache2 on Linux (Ubuntu).

## Security & Compliance:

•**Role-Based Access Control (RBAC):** Ensure that only authorized users (TAs, instructors, admins) can access specific functionalities.

•**Data Privacy & GDPR Compliance:** Users must be able to:

- View a **cookie consent banner** before non-essential cookies are stored.

•**Data Encryption:** Store sensitive information (TA contact details, login credentials) using **industry-standard encryption**.

## Enhancements Based on Wireframe:

•**Left Sidebar:** Ensure that the sidebar (profile details, settings, logout) is **accessible on all screens** without excessive scrolling.

•**Top Navigation Buttons:** Ensure buttons like “Home,” “Workload,” and “Notifications” are **prominently visible and Clickable**.

## 6. MOCK-UP

## Login



### Bilkent University

Login : TA Management System

Bilkent ID

Password

[Forgot Password?](#)

Login

Don't have an account yet? [Sign Up](#)

## Forget password



### Bilkent University

Forget Password

Please Select Your Account Type

TA

Personnel -- or -- Instructor

Forget password email verification



Bilkent University

Forget Password



Send Recovery Code by E-mail

You can also login to TMS to update your password and password recovery information.

enter code




Bilkent University

Password Recovery System

Enter the code

OK

new password



## Bilkent University


### Password Recovery System

Enter Your New Password

Enter Again

Confirm

TA MAIN PAGE



## BILKENT UNIVERSITY

TA Management System

[+ Home](#)[+ Workload](#)

Proctoring

Course Assisting

2024-2025 Spring Semester

---

Berfin Örtülü

CS

Status: **TA**

---


Mobile Phone : 0545 768 5639


E-mail : berfin.ortulu@ug.bilk


Course Assisting Credit: 9

Proctoring Number: 2


---

 Settings

 Log Out



TA Proctoring



BILKENT UNIVERSITY

TA Management System

+ Home

+ Workload

2024-2025 Spring Semester

Berfin Örtülü

CS

Status : **TA**

Mobile Phone : 0545 768 5639

E-mail : berfin.ortulu@ug.bilkent.edu.tr

Course Assisting Credit: 9

Proctoring Number:2

Settings

Log Out

Proctoring

SWAP PROCTORING

ASSIGNED PROCTORINGS

LEAVE REQUEST

Ayşe wants to change MATH-102 proctoring on 3 March.

REJECT


APPROVE

Ali wants to change CS-101 proctoring on 19 March.

REJECT

APPROVE

TA Assigned Proctorings



BILKENT UNIVERSITY

TA Management System

+ Home

+ Workload

2024-2025 Spring Semester

Berfin Örtülü

CS

Status : **TA**

Mobile Phone : 0545 768 5639

E-mail : berfin.ortulu@ug.bilkent.edu.tr

Course Assisting Credit: 9

Proctoring Number: 2

Settings

Log Out

Proctoring

SWAP PROCTORING

ASSIGNED PROCTORINGS

LEAVE REQUEST


Math 202 proctoring is assigned to you on MARCH 19 at 17:40.

SWAP

CS 315 proctoring is assigned to you on APRIL 25 at 18:30. (SWAPPED ON FEB. 12)

SWAP

## TA Leave Request

**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#) [+ Workload](#)

2024-2025 Spring Semester

Berfin Örtülü  
CS  
Status : **TA**


Mobile Phone : 0545 768 5639  
E-mail : berfin.ortulu@ug.bilkent.edu.tr  
Course Assisting Credit: 9  
Proctoring Number: 2

Settings  
Log Out


### Proctoring

SWAP PROCTORING ASSIGNED PROCTORINGS LEAVE REQUEST


Enter Date to Leave:




From : berfin.ortulu@ug.bilkent.edu.tr



To : begum.cinar@ug.bilkent.edu.tr




**Begüm Hocam ,**  
I want to drop my Math 230 proctoring on 3 March 15:30.



SEND

## TA Submit Course Assisting Task

**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#) [+ Workload](#)

2024-2025 Spring Semester

Berfin Örtülü  
CS  
Status : **TA**

Mobile Phone : 0545 768 5639  
E-mail : berfin.ortulu@ug.bilkent.edu.tr  
Course Assisting Credit: 9  
Proctoring Number: 2


Settings  
Log Out

### Course Assisting


Choose Work Type:  
Labwork Grading Recitation Office Hour Other

Enter Workhours:


Enter Comment:



From : berfin.ortulu@ug.bilkent.edu.tr



To : aray.tuzun@ug.bilkent.edu.tr




Dear Mr Eray,  
I am writing to confirm that I finished my CS 319 quiz grading. The grading process took approximately 5 hours.

Berfin

SUBMIT



**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#)[+ Exam](#)[+ Workload](#)

2024-2025 Spring Semester

Eray Tüzün

CS

Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

Define new exam

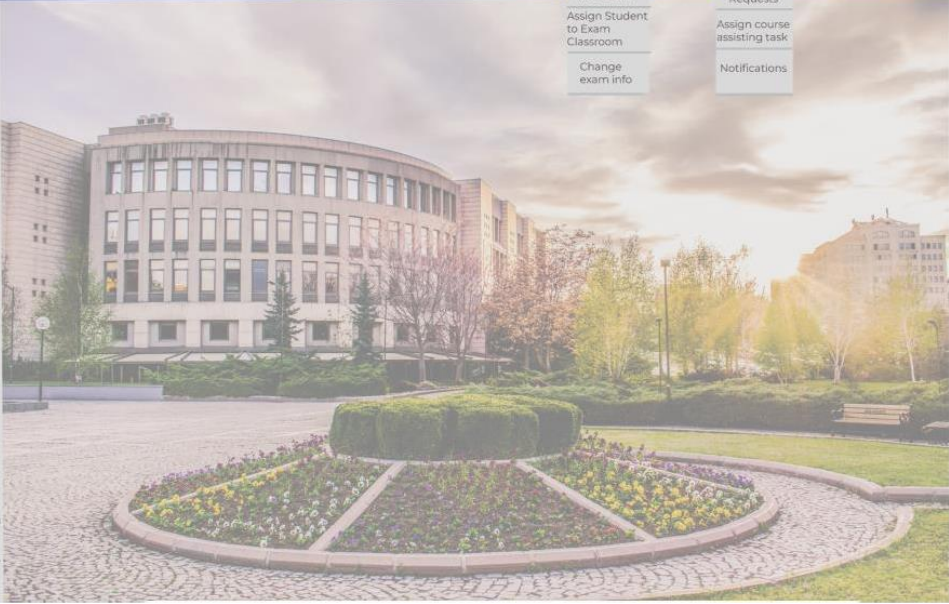
Assign Student to Exam Classroom

Change exam info


Leave Requests

Assign course assisting task

Notifications



## COURSE INSTRUCTOR DEFINE EXAM

**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#)[+ Exam](#)[+ Workload](#)

2024-2025 Spring Semester

Eray Tüzün

CS

Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

## DEFINE EXAM

**Define Exam**

Choose Course:

Select Course

Choose Date / Time:

Select Date / Select Time

Choose Sections:

Choose Exam Duration:

Enter Duration


Choose Exam Type:

Select Exam Type

Enter Number of required TA's:

APPLY

## COURSE INSTRUCTOR DEFINE EXAM

**BILKENT UNIVERSITY**  
TA Management System

+ Home

+ Exam

+ Workload

2024-2025 Spring Semester

Eray Tüzün  
CS  
Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### DEFINE EXAM

Define Exam

Choose Course:

Select Course

CS-101

CS-102

CS-202

IE-101

Duration:

Choose Date / Time:

2025

09:00

09:30

10:00


10:30

Choose Sections:

Enter Number of required TA's:

APPLY

## COURSE INSTRUCTOR DEFINE EXAM

**BILKENT UNIVERSITY**  
TA Management System

+ Home

+ Exam

+ Workload

2024-2025 Spring Semester

Eray Tüzün  
CS  
Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### DEFINE EXAM

Define Exam

Choose Course:

CS-101

Choose Exam Duration:

Enter duration

Choose Date / Time:

04/08

09:00

Choose Exam Type:

Enter Exam Type

MT

FINAL

QUIZ

Choose Sections:

SEC-1


SEC-2

SEC-3

Number of required TA's:

APPLY

## COURSE INSTRUCTOR DEFINE EXAM ERROR

**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#) [+ Exam](#) [+ Workload](#)

2024-2025 Spring Semester

Eray Tüzün

CS

Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### DEFINE EXAM

**Define Exam**

Choose Course:  
Enter course name


Choose Date / Time:  
Enter date / Enter time

Choose Sections:

Choose Exam Duration:  
Enter duration

**ERROR! CHECK YOUR EXAM INFO!** [OK](#) [APPLY](#)

## COURSE INSTRUCTOR DEFINE EXAM/ ASSIGNING PROCTORING TYPE SELECT

**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#) [+ Exam](#) [+ Workload](#)

2024-2025 Spring Semester

Eray Tüzün

CS

Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### DEFINE EXAM

**Define Exam**

Choose Course:  
Enter course name

Choose Date / Time:  
Enter date / Enter time

Choose Sections:

Choose Exam Duration:  
Enter duration

Choose Exam Type:  
Enter exam type


Enter Number of required TA's:

[APPLY](#)

Exam definition succesfull, choose assign proctoring type

[Assign Proctoring Automatically](#) [Assign Proctoring Manually](#)

## COURSE INSTRUCTOR CHANGE EXAM DATE



**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#) [+ Exam](#) [+ Workload](#)

2024-2025 Spring Semester

Eray Tüzün  
CS  
Status : **Course Instructor**  
Mobile Phone : 0545 768 5639  
E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings  
Log Out

**Change Exam Time**

Choose Existing Exam:

Enter New Date / Time:

Enter course name

Enter date / Enter time


APPLY

You need to rearrange TA proctoring! (Previous exam date proctoring assignments are deleted)

Rearrange Proctoring Automatically

Rearrange Proctoring Manually

## COURSE INSTRUCTOR Automatic Proctoring Assign



**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#) [+ Exam](#) [+ Workload](#)

2024-2025 Spring Semester

Eray Tüzün  
CS  
Status : **Course Instructor**  
Mobile Phone : 0545 768 5639  
E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings  
Log Out

Course name

Set Restriction:

CS 544

Consecutive days available

Required Number of TA's:

Break Ms/PHD restriction


4

Choose TAs:

TA Name	TA's Courses	Workload
Berfin	CS-488, CS-544	3 proctoring
Colferiz	CS-423, CS-544	4 proctoring
Ertem	CS-318, CS-432	5 proctoring
Emre	CS-318, CS-432	5 proctoring

Assign Proctoring

## COURSE INSTRUCTOR Automatic Proctoring Assign 2


**BILKENT UNIVERSITY**  
 TA Management System

+ Home
 + Exam
 + Workload

2024-2025 Spring Semester  
 Eray Tüzün  
 CS  
 Status : **Course Instructor**  
 Mobile Phone : 0545 768 5639  
 E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings  
 Log Out

## Automatic Proctoring Assign

Course name  
 CS 544

Set Restriction:  
 Consecutive days available  
 Break Ms/PHD restriction

Required Number of TA's:  
 4


Choose TAs:
 

TA Name	TA's Courses	Workload
Berfin	CS 449, CS 544	3 proctoring
Cüferiz	CS 479, CS 544	4 proctoring
Erdem	CS 539, CS 439	5 proctoring
Enise	CS 539, CS 439	5 proctoring

Assign Proctoring

Proctoring is successfully assigned, assign classrooms for TAs.

## COURSE INSTRUCTOR Automatic Proctoring Assign 7


**BILKENT UNIVERSITY**  
 TA Management System

+ Home
 + Exam
 + Workload

2024-2025 Spring Semester  
 Eray Tüzün  
 CS  
 Status : **Course Instructor**  
 Mobile Phone : 0545 768 5639  
 E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings  
 Log Out

## Automatic Proctoring Assign

Course name  
 CS 544

Set Restriction:  
 Consecutive days available  
 Break Ms/PHD restriction

Required Number of TA's:  
 4


Choose TAs:
 

TA Name
Berfin
Cüferiz
Erdem

Error! No TA's were found for the features you selected. Please regard your restrictions again.

OK

## COURSE INSTRUCTOR Automatic Proctoring Assign 8

**BILKENT UNIVERSITY**  
TA Management System

+ Home

+ Exam

+ Workload

2024-2025 Spring Semester

Eray Tüzün  
CS  
Status : **Course Instructor**

Mobile Phone : 0545 768 5639  
E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Automatic Proctoring Assign

Course name

CS 544

Set Restriction:

Consecutive days available

Break Ms/PHD restriction

Required Number of TA's:

4


Choose TAs:

TA Name		
Berki		
Caner		
Erdem		

Error! No TA's were found for the features you selected. Please regard your restrictions again.

OK

## COURSE INSTRUCTOR Automatic Proctoring Assign 9

**BILKENT UNIVERSITY**  
TA Management System

+ Home

+ Exam

+ Workload

Eray Tüzün  
CS  
Status : **Course Instructor**

Mobile Phone : 0545 768 5639  
E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Automatic Proctoring Assign

Course name

CS 544

Set Restriction:

Consecutive days available

Break Ms/PHD restriction

Required Number of TA's:

4


Choose TAs:

TA Name		
Berki		
Caner		
Erdem		

Error! No TA's were found for the features you selected. Please regard your restrictions again.

OK

## COURSE INSTRUCTOR Automatic Proctoring Assign 6


**BILKENT UNIVERSITY**  
TA Management System

+ Home
+ Exam
+ Workload

2024-2025 Spring Semester  
Eray Tüzün  
CS  
Status : **Course Instructor**  
Mobile Phone : 0545 768 5639  
E-mail : eray.tuzun@ug.bilkent.edu.tr  
Settings  
Log Out

## Automatic Proctoring Assign

Course name  
CS 544

Set Restriction:  
Consecutive days available  
Break Ms/PHD restriction

Required Number of TA's:  
4

Choose TAs:


TA Name	TA's Courses	Workload
Berfin	CS 489, CS 544	3 proctoring
Gülferiz	CS 473, CS 544	4 proctoring
Erdem	CS 319, CS 432	5 proctoring

Error! You set restrictions but there is still no enough TA! **More TAs are needed. You can assign the proctorings, and the remaining proctoring will be assigned by authorized staff.**

Do you want to inform associated authorized staff to assign rest of the TAs from different departments?

REJECT
ASSIGN/APPROVE

## COURSE INSTRUCTOR Manual Proctoring Assign


**BILKENT UNIVERSITY**  
TA Management System

+ Home
+ Exam
+ Workload

2024-2025 Spring Semester  
Eray Tüzün  
CS  
Status : **Course Instructor**  
Mobile Phone : 0545 768 5639  
E-mail : eray.tuzun@ug.bilkent.edu.tr  
Settings  
Log Out

## Manual Proctoring Assign


Course name  
CS 544

Required Number of TA's:  
4

Choose TAs:

TA Name	TA's Courses	Workload	Availability	Select
Berfin Öztürk	CS 489, CS 544	3 proctoring	yes	✓
Gülferiz Başar	CS 473, CS 544	4 proctoring	yes	✓
Erdem Uğurlu	CS 319, CS 432	5 proctoring	no	
Koray Şahin	CS 319, CS 432	5 proctoring	yes	✓
Koray Altınbaş	CS 319, CS 432	5 proctoring	yes	✓

ASSIGN/APPROVE


**BILKENT UNIVERSITY**  
 TA Management System

+ Home
 + Exam
 + Workload

2024-2025 Spring Semester  
 Eray Tüzün  
 CS  
 Status : **Course Instructor**  
 Mobile Phone : 0545 768 5639  
 E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings  
 Log Out


## Manual Proctoring Assign

Course name  
 CS 544  
 Required Number of TA's:  
 4  
 Choose TAs:
 

TA Name	TA's Courses	Workload	Availability	Select
Berfin Önalı	CS-485, CS 544	3 proctoring	yes	✓
Gülreza Bayar	CS-473, CS 544	4 proctoring	yes	✓
Erdem Uğurlu	CS 319, CS 432	5 proctoring	no	
Enise Şahin	CS 319, CS 432	5 proctoring	no	
Koray Akman	CS 319, CS 432	5 proctoring	no	

Error! There is no enough number of available TA! **1 More TAs are needed.**  
**You can assign the proctorings, and the remaining proctoring will be assigned by authorized staff.**  
 Do you want to inform associated authorized staff to assign rest of the TAs from different departments?

REJECT
 ASSIGN/APPROVE


**BILKENT UNIVERSITY**  
 TA Management System

+ Home
 + Exam
 + Workload

2024-2025 Spring Semester  
 Eray Tüzün (Authorized Staff)  
 CS  
 Status : **Course Instructor**  
 Mobile Phone : 0545 768 5639  
 E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings  
 Log Out

## Assign Student to Exam Classroom


Choose Existing Exam:  
 CS 544  
 Sort:  
 Randomly
 Alphabetically

Student List
 

Name	Surname	Course ID
Berfin	Önalı	22271495
Gülreza	Bayar	41241052
Erdem	Uğurlu	31421075
Enise	Şahin	51234635

Select Classroom



**BILKENT UNIVERSITY**  
TA Management System

+ Home + Exam + Workload

2024-2025 Spring Semester

Eray Tüzün

CS

Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out


## Course Assisting

APPROVE / REJECT ASSISTING TASK ASSING COURSE ASSISTING TASK

CHECK YOUR EMAIL FOR DOCUMENTATIONS AND DESCRIPTIONS OF LEAVE REQUESTS

Erdem Uğurlu has submitted workload for GRADING CS102 LAB 2 (3 credit) **REJECT** **APPROVE**

Kenan Ataman has submitted workload for GRADING CS102 QUIZ-1 (2 credit) **REJECT** **APPROVE**

**BILKENT UNIVERSITY**  
TA Management System

+ Home + Exam + Workload

2024-2025 Spring Semester

Eray Tüzün

CS

Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out


## Leave Requests

CHECK YOUR EMAIL FOR DOCUMENTATIONS AND DESCRIPTIONS OF LEAVE REQUESTS

Erdem Uğurlu wants to leave between 19.03.2025-21.03.2025 **REJECT** **APPROVE**

Mehmet Emre Şahin wants to leave between 18.04.2025-20.04.2025 **REJECT** **APPROVE**

## COURSE INSTRUCTOR ASSIGN A COURSE ASSISTING TASK

**BILKENT UNIVERSITY**  
TA Management System

[+ Home](#) [+ Exam](#) [+ Workload](#)

2024-2025 Spring Semester

Eray Tüzün  
CS  
Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

[Settings](#) [Log Out](#)

### Course Assisting


[APPROVE / REJECT ASSISTING TASK](#) [ASSIGN COURSE ASSISTING TASK](#)


Choose Work Type:


[Labwork](#) [Grading](#) [Recitation](#) [Office Hour](#) [Other](#)

Enter Work Credit:

Enter Comment:  

 From : berfin.ortulu@ug.bilkent.edu.tr


 To : eray.tuzun@ug.bilkent.edu.tr

 Dear Mr Eray,  
I am writing to confirm that I finished my CS 339 quiz grading.

Berfin

[SUBMIT](#)

## COURSE INSTRUCTOR Notifications

**BILKENT UNIVERSITY**  
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2024-2025 Spring Semester

Eray Tüzün  
CS  
Status : **Course Instructor**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

[Settings](#) [Log Out](#)


### Notifications

Erdem Uğurlu is assigned to protoring (CS319/MT/15.03.25/17.30/EE04)

Berfin Örtülü is assigned to proctoring CS315/MT/18.03.25/09.30/EE04).

Berfin Örtülü (CS315/MT/18.03.25/09.30/EE04) and Kenan Ataman (CS201/MT/17.03.25/14.30/EE02) want to change their proctoring duties

## AUTHORIZED STAFF MAIN PAGE



**BILKENT UNIVERSITY**  
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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : begum.cinar@ug.bilkent.edu.tr

Settings

Log Out

Add user

Delete user

Change user info

Define new exam

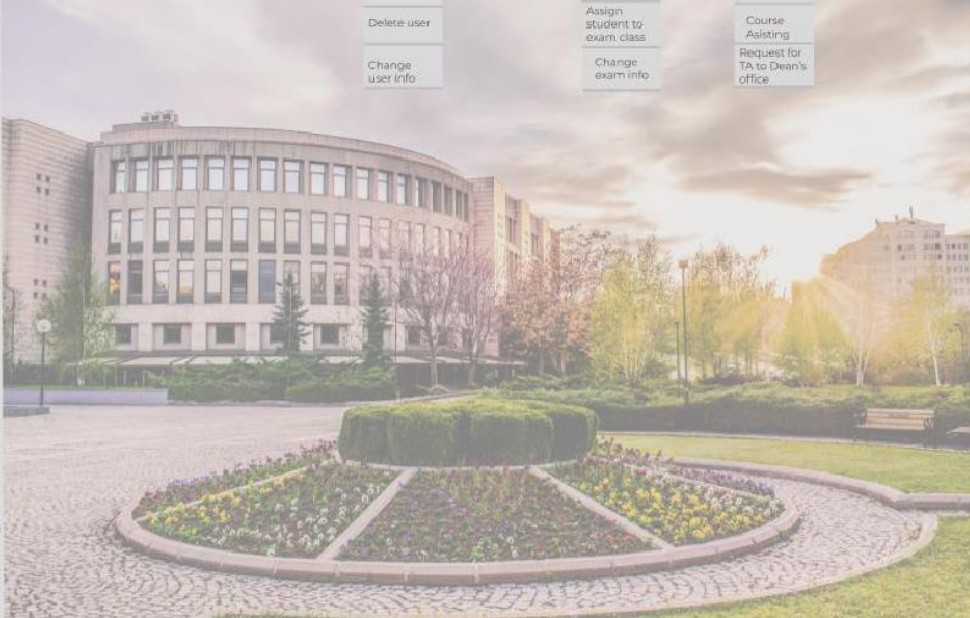
Assign student to exam class

Change exam info


Proctoring

Course Asisting

Request for TA to Dean's office



## AUTHORIZED STAFF Assign Student to Exam Classroom



**BILKENT UNIVERSITY**  
TA Management System

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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : begum.cinar@ug.bilkent.edu.tr

Settings

Log Out

### Assign Student to Exam Classroom


Remaning students: 116

Available Classroom List

Class Name	Capacity	Selection
B-102	30	<input type="button" value="Assign"/>
B-208	24	<input type="button" value="Assign"/>
V-103	60	<input type="button" value="Assign"/>
EE-379	40	Assigned

Select Classroom

## AUTHORIZED STAFF Request Dean Office for Proctoring



**BILKENT UNIVERSITY**  
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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : begum.cinar@ug.bilkent.edu.tr

Settings

Log Out

### Request Dean Office for Proctoring


Course Name	Date	Time	Required TA No
CS-102 MT	14.04.2025	18.40	2
CS-202 MT	23.04.2025	17.30	7

Enter Exam:

Enter number of TA needed:

Request

## AUTHORIZED STAFF Add User



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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : begum.cinar@ug.bilkent.edu.tr

Settings

Log Out

### Add User

Name

Gülferiz

Surname

Bayar

ID

24094536

Mail

gulferiz.bayar@ug.bilkent.edu.tr

Course List

CS-224

CS-202

CS-102

CS-223

CS-101

Choose Role


TA

Instructor

Authorized Staff

Add User

## AUTHORIZED STAFF Delete User



**BILKENT UNIVERSITY**  
TA Management System

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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : begum.cinar@ug.bilkent.edu.tr

[Settings](#)

[Log Out](#)

### Delete User

Select User Role


TAInstructorAuthorized Staff

Choose User from the List:

Name	Surname	Role
Berfin	Buyer	TA
Gülferiç	Öztürk	TA
Erden	Uğurlu	TA

Delete

## AUTHORIZED STAFF Change User Info



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TA Management System

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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilk

[Settings](#)

[Log Out](#)

### Change User Info

Select User Role

TAInstructorAuthorized Staff

Choose User from the List:

Name	Surname	Role
Berfin	Buyer	TA
Gülferiç	Öztürk	TA
Erden	Uğurlu	TA

Change


Delete course from TA / INSTRUCTOR:

Enter course...Assign

Add course to TA / INSTRUCTOR:

Enter course...Assign

## AUTHORIZED STAFF Automatic Proctoring Assign



**BILKENT UNIVERSITY**  
TA Management System

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[+ Exam](#)

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Automatic Proctoring Assign

Course name

CS 544

Set Restriction:

Consecutive days available

Break Ms/PHD restriction

Required Number of TA's:


4

Choose TAs:

TA Name	TA's Courses	Workload
Berfin	CS 489, CS 544	3 proctoring
Gülferiz	CS 475, CS 544	4 proctoring
Enem	CS 519, CS 432	5 proctoring
Emre	CS 519, CS 432	5 proctoring

Assign Proctoring

## AUTHORIZED STAFF Automatic Proctoring Assign 2



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[+ Workload](#)
[+ Exam](#)

2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Automatic Proctoring Assign

Course name

CS 544

Set Restriction:

Consecutive days available

Break Ms/PHD restriction

Required Number of TA's:

4

Choose TAs:

TA Name	TA's Courses	Workload
Berfin	CS 489, CS 544	3 proctoring
Gülferiz	CS 475, CS 544	4 proctoring
Enem	CS 519, CS 432	5 proctoring
Emre	CS 519, CS 432	5 proctoring


Assign Proctoring

Proctoring is successfully assigned, assign classrooms for TAs.

TA Name	TA's Courses	Workload	Exam Class
Berfin	CS 489, CS 544	3 proctoring	
Gülferiz	CS 475, CS 544	4 proctoring	
Enem	CS 519, CS 432	5 proctoring	
Emre	CS 519, CS 432	5 proctoring	

Set classrooms and submit

### AUTHORIZED STAFF Automatic Proctoring Assign 3


**BILKENT UNIVERSITY**  
TA Management System

+ Home
Manage user
+ Workload
+ Exam

2024-2025 Spring Semester  
  
Begüm Çınar  
  
CS  
Status : **Authorized Staff**  
  
Mobile Phone : 0545 768 5639  
E-mail :  
eray.tuzun@ug.bilkent.edu.tr  
  
Settings  
Log Out

## Automatic Proctoring Assign

Course name  
CS 544

Set Restriction:  
Consecutive days available  
Break Ms/PHD restriction

Required Number of TA's:  
4

Choose TAs:

TA Name	TA's Courses	Workload
Berfin	CS 489, CS 544	3 proctoring
Gülferiz	CS 475, CS 544	4 proctoring
Erden	CS 319, CS 432	5 proctoring
Emre	CS 319, CS 432	5 proctoring


Assign Proctoring

Proctoring is successfully assigned, assign classrooms for TAs.

TA Name	TA's Courses	Workload	Exam Class
Berfin	CS 489, CS 544	3 proctoring	EE01
Gülferiz	CS 475, CS 544	4 proctoring	EE02
Erden	CS 319, CS 432	5 proctoring	EE02
Emre	CS 319, CS 432	5 proctoring	EE04

Set classrooms and submit  
SUCCESSFULL!

### AUTHORIZED STAFF Automatic Proctoring Assign 4


**BILKENT UNIVERSITY**  
TA Management System

+ Home
Manage user
+ Workload
+ Exam

2024-2025 Spring Semester  
  
Begüm Çınar  
  
CS  
Status : **Authorized Staff**  
  
Mobile Phone : 0545 768 5639  
E-mail :  
eray.tuzun@ug.bilkent.edu.tr  
  
Settings  
Log Out

## Automatic Proctoring Assign

Course name  
CS 544

Set Restriction:  
Consecutive days available  
Break Ms/PHD restriction


Required Number of TA's:  
4

Choose TAs:

TA Name	TA's Courses	Workload
Berfin	CS 489, CS 544	3 proctoring
Gülferiz	CS 475, CS 544	4 proctoring
Erden	CS 319, CS 432	5 proctoring

Assign Proctoring

## AUTHORIZED STAFF Automatic Proctoring Assign 5



**BILKENT UNIVERSITY**  
TA Management System

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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Automatic Proctoring Assign

Course name  
CS 544

Set Restriction:  
Consecutive days available  
Break Ms/PHD restriction


Required Number of TA's:  
4

Choose TA's:

TA Name	TA's Courses	Workload
Berfin	CS 485, CS 544	3 proctoring
Gülferic	CS 473, CS 544	4 proctoring
Erdem	CS 398, CS 432	5 proctoring

Assign Proctoring

## AUTHORIZED STAFF Automatic Proctoring Assign 6



**BILKENT UNIVERSITY**  
TA Management System

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Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail :  
eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Automatic Proctoring Assign

Course name  
CS 544

Set Restriction:  
Consecutive days available  
Break Ms/PHD restriction

Required Number of TA's:  
4


Choose TA's:

TA Name	TA's Courses	Workload
Berfin	CS 485, CS 544	3 proctoring
Gülferic	CS 473, CS 544	4 proctoring
Erdem	CS 398, CS 432	5 proctoring

Assign Proctoring



## AUTHORIZED STAFF Manual Proctoring Assign



**BILKENT UNIVERSITY**  
TA Management System

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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Manual Proctoring Assign

Course name

CS 544

Required Number of TA's:


4

Choose TAs:

TA Name	TA's Courses	Workload	Availability
Dorfin Örselio	CS 489, CS 544	3 proctoring	yes
Gülferiz Bayar	CS 473, CS 544	4 proctoring	yes
Erdem Uğurlu	CS 393, CS 432	5 proctoring	no
Emre Sakin	CS 393, CS 432	5 proctoring	yes
Kenan Ataman	CS 393, CS 432	5 proctoring	yes

ASSIGN/APPROVE

## AUTHORIZED STAFF Manual Proctoring Assign 2



**BILKENT UNIVERSITY**  
TA Management System

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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail : eray.tuzun@ug.bilkent.edu.tr

Settings

Log Out

### Manual Proctoring Assign

Course name

CS 544

Required Number of TA's:

4

Choose TAs:

TA Name	TA's Courses	Workload	Availability
Berfin Örselio	CS 489, CS 544	3 proctoring	yes
Gülferiz Bayar	CS 473, CS 544	4 proctoring	yes
Erdem Uğurlu	CS 393, CS 432	5 proctoring	no
Emre Sakin	CS 393, CS 432	5 proctoring	no
Kenan Ataman	CS 393, CS 432	5 proctoring	no


Error! There is no enoguh number of available TA!

Do you want to inform Dean office to request to assign rest of the TAs from different departments?

REJECT

ASSIGN/APPROVE

## AUTHORIZED STAFF Assign Student to Exam Classroom

**BILKENT UNIVERSITY**  
TA Management System

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2024-2025 Spring Semester

Begüm Çınar

CS

Status : **Authorized Staff**

Mobile Phone : 0545 768 5639

E-mail :  
eray.tuzun@ug.bilkent.edu.tr

[Settings](#)

[Log Out](#)

### Assign Student to Exam Classroom

Choose Existing Exam:  
CS 544


Sort  
[Randomly](#) [Alphabetically](#)

Student List

Name	Surname	Course ID
Barış	Özulu	2205498
Gökçe	Boşay	4744902
Enem	Uğurlu	2542678
Emre	İşin	1298436

[Select Classroom](#)

## Dean Office Main Page

**BILKENT UNIVERSITY**  
TA Management System

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2024-2025 Spring Semester

DEAN OFFICE WORKER

Status : **Dean Office**

Mobile Phone : 0545 768 5639

E-mail : orhan.aytur@ug.bilk

[Settings](#)

[Log Out](#)

