

# How to use this system

- This document will help you understand **how to use “100 Point Activity System”**.

## 1. Overview of school data.

The screenshot shows the PPSU Activity System dashboard. The left sidebar contains navigation links: Home, Search, Schools, Governance, Help, and Profile. The main content area is titled "Statistics" and displays three summary cards: 2 Activity Point Coordinators, 4 Class Coordinators, and 241 Students. Below these cards is a table with the following data:

Sr No	School Name	Total APC	Total Faculty	Total Student
1	School Of Engineeringg	2	4	241
2	DESIGN	0	0	0
3	ARCHITECHTURE	0	0	0

At the bottom of the table, it indicates "Rows per page: 10" and "1-3 of 3". The bottom status bar shows the temperature as 27°C, mostly cloudy, and the time as 12:50 AM on 14-09-2022.

## 2. Students' report by enrolment number in “Search” section

The screenshot shows the search results for a student with enrollment number 19SE02CE009. The left sidebar is the same as in the first screenshot. The main content area displays the student's details and a list of activities.

**Personal details**

- Enrollment No: 19SE02CE009
- Name: VIVEK BODARYA
- Gender: male

**Academic details**

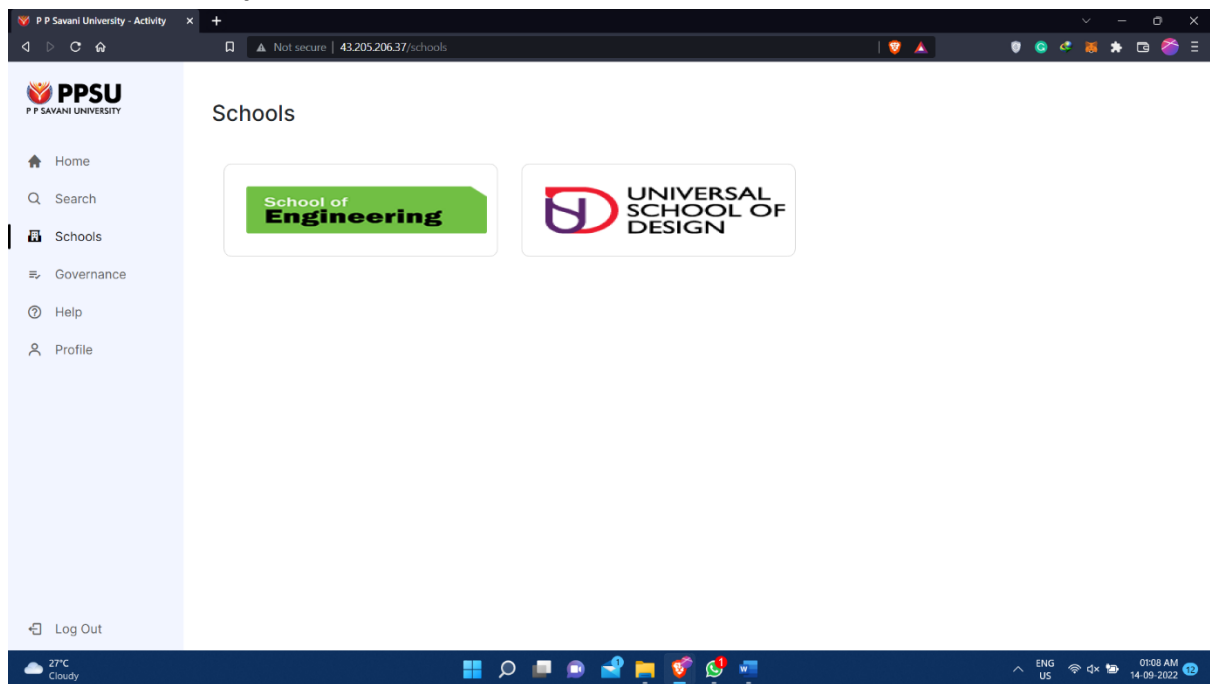
- School: School Of Engineeringg
- Class: CE
- Year: 2019

**Activity**

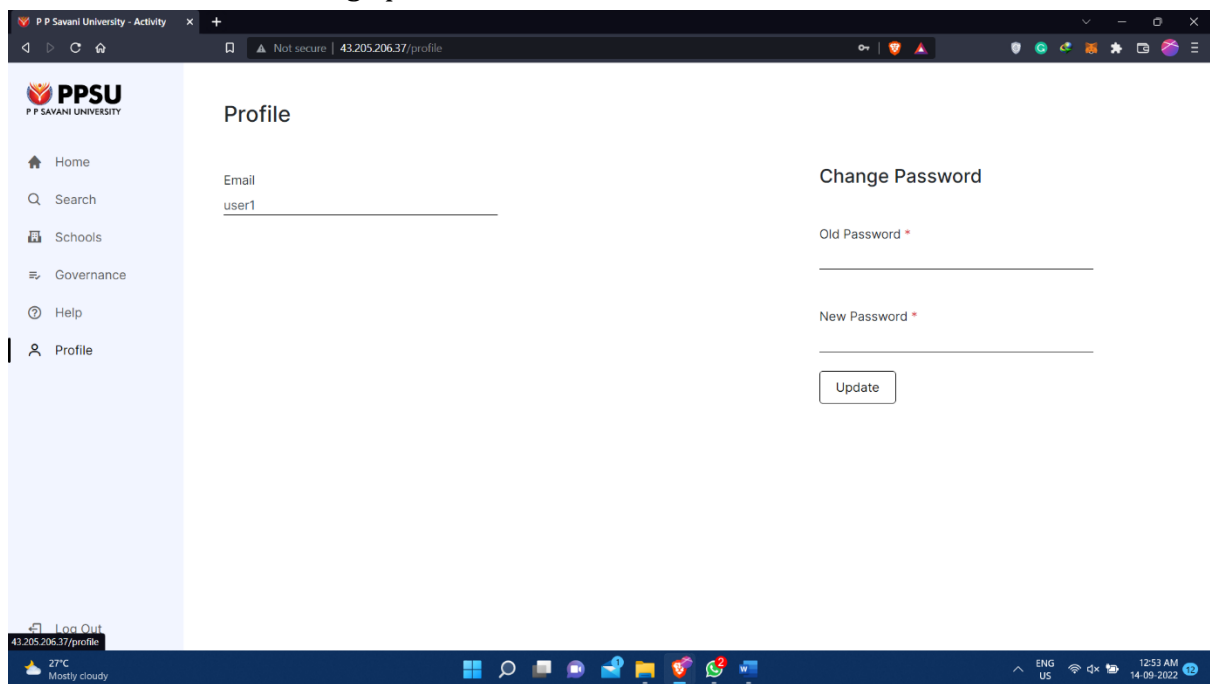
Sr.No	Activity Name	Status	view
1	SOC004_Planting and Cultivating a tree	Approved	view
2	SPCU001_Winner/Runner up at District le...	NotRecomm...	view
3	SPCU004_Representing PPSU team at In...	NotApproved	view
4	SPCU003_Winner in Inter college sport t...	Recommended	view
5	EDU001_Teaching underprivileged stud...	Recommended	view
6	SPCU001_Winner/Runner up at District le...	ToBeRevised	view

The total points for the student are 10. An "Export Report" button is available in the top right corner of the activity list.

### 3. COE can see any school's data.

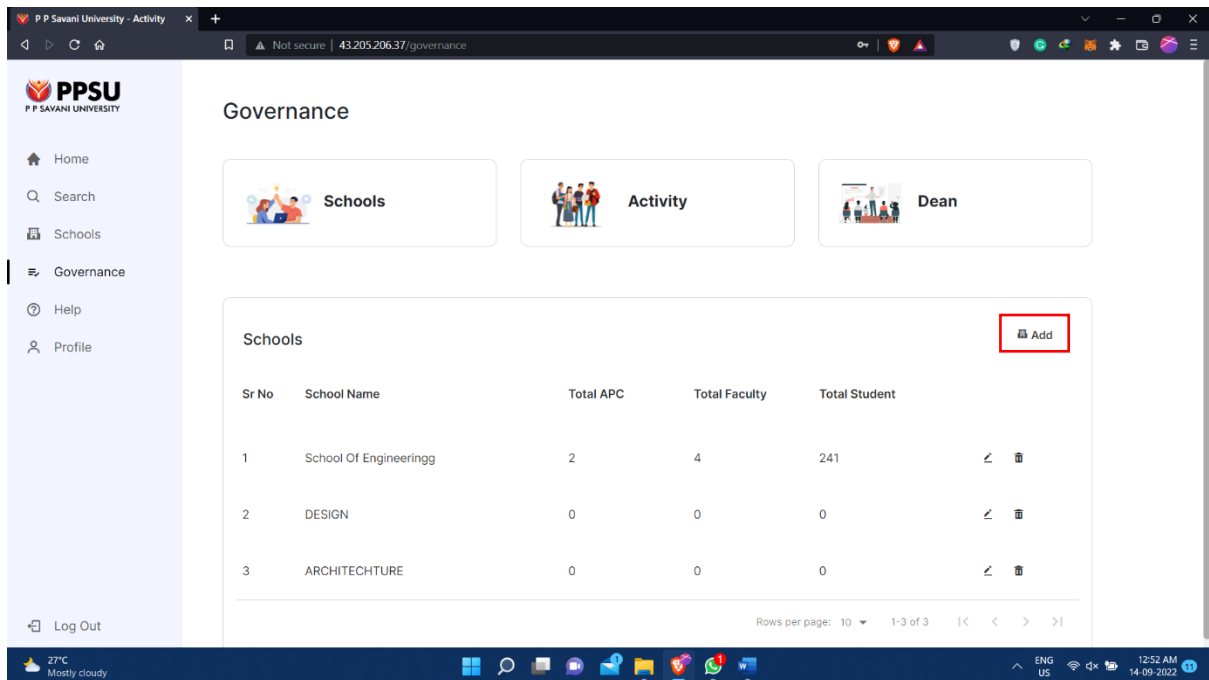


### 4. COE's details and change password in "Profile" section.



## 1. Some Questions in Governance Section:

### 1) How to create and delete new school?



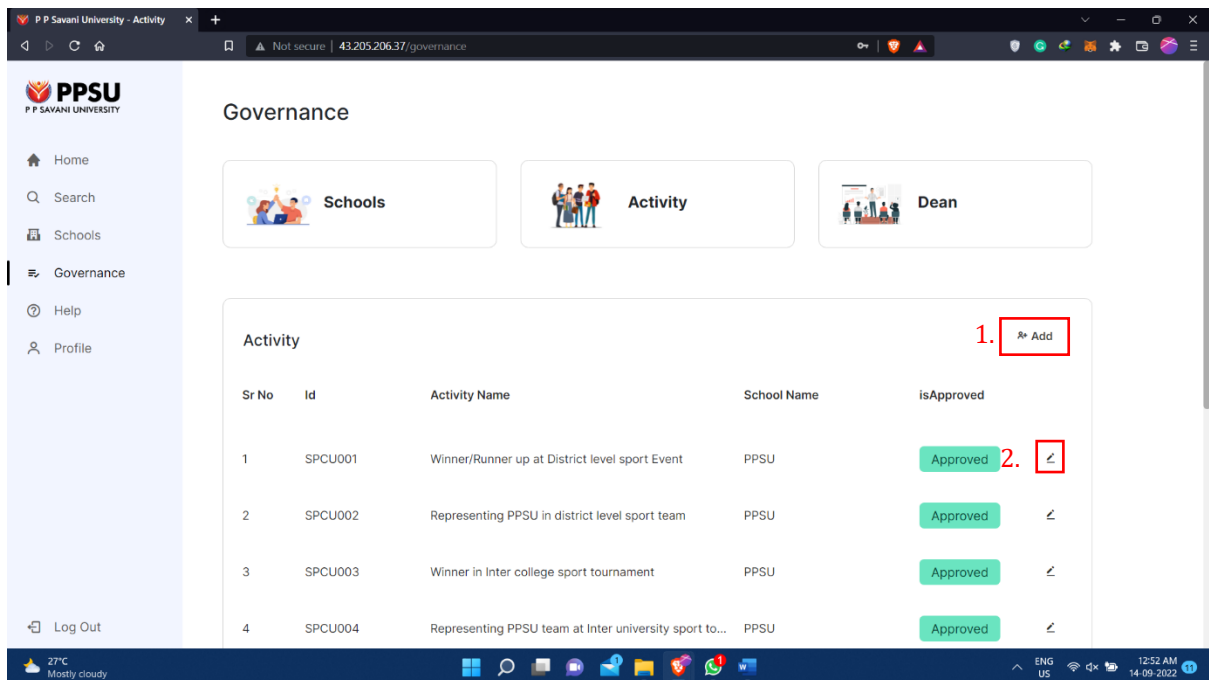
The screenshot shows the PPSU Governance section. On the left is a sidebar with links: Home, Search, Schools, Governance, Help, and Profile. The main content area has three tabs: Schools, Activity, and Dean. The Schools tab is active, displaying a table with columns: Sr No, School Name, Total APC, Total Faculty, and Total Student. There are three rows of data. An 'Add' button is highlighted with a red box in the top right corner of the table area.

Sr No	School Name	Total APC	Total Faculty	Total Student
1	School Of Engineeringg	2	4	241
2	DESIGN	0	0	0
3	ARCHITECHTURE	0	0	0

1. Click “Add” button and write school’s name and upload logo and click on “Submit” button to create school.

2. School details update and delete from this section.

### 2) How to create new activity and approve requested activity?



The screenshot shows the PPSU Governance section with the Activity tab active. It displays a table with columns: Sr No, Id, Activity Name, School Name, and isApproved. There are four rows of data. An 'Add' button is highlighted with a red box and labeled '1.' in the top right corner. The 'isApproved' column for the first row has a green 'Approved' button and an edit/delete icon, with the icon highlighted by a red box and labeled '2.'.

Sr No	Id	Activity Name	School Name	isApproved
1	SPCU001	Winner/Runner up at District level sport Event	PPSU	Approved 2.
2	SPCU002	Representing PPSU in district level sport team	PPSU	Approved
3	SPCU003	Winner in Inter college sport tournament	PPSU	Approved
4	SPCU004	Representing PPSU team at Inter university sport to...	PPSU	Approved

1. Click on “Add” button and fill all the details to create new activity.

2. Update activity and approve & delete Activity details.

### 3) How to add and remove available activity?

The screenshot displays the PPSU Governance portal. The left sidebar contains navigation links: Home, Search, Schools, Governance (selected), Help, and Profile. The main content area is titled 'Governance' and features three tabs: Schools, Activity, and Dean. The 'Dean' tab is active, showing a table with columns 'Sr No', 'Name', and 'School Name'. Two deans are listed: DR NIRAJ SHAH (School Of Engineeringg) and MR VIVEK BODARYA (DESIGN). In the top right corner of the Dean section, there is an 'Add' button (labeled 1). For each dean entry, there are edit and delete icons (labeled 2).

Sr No	Name	School Name
1	DR NIRAJ SHAH	School Of Engineeringg
2	MR VIVEK BODARYA	DESIGN

1. Create new dean from **“Add”** section.
2. Update and delete deans' details from this section.