



# MARKS USER MANUAL

**Project: Marks**

CLIENT: J.M NTSIME H.S

**COS 730 Software Engineering**

Kgomotso Sito *u12243273*

DEPARTMENT OF COMPUTER SCIENCE, UNIVERSITY OF PRETORIA

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# 1 General Information

*Marks* application is aimed enhance the school administration process, marks management and provide school-wide view of the academics. Time and data are some of the most expensive commodities, Marks will use these commodities to improve the learners marks by saving teachers time and also school-wide view of the academics to analyze; identify key issue and see trend in the learners marks.

## 2 System Overview

The core of this project is to centralize the learners information; the system will allow school administrators to manage learners information as well as subjects. Teachers will be able to capture marks of their learners, learners can view their marks, previous spreadsheets of marks can be uploaded and also viewed in the system. Current data as well as legacy data can be used to provide school-wide view through graphical representations.

## 3 System Configuration

*Marks* is hosted online. Users need an Internet connection as well as a web browser to access the website. Any operating system will run fine and the website is accessible from The following browsers:

- Google Chrome
- Mozilla FireFox
- Safari
- Internet Explorer

If your browser is not listed here, the site may work with limited functionality.

## **4 User Access Levels**

In order to use the system users have to have been added to the system as either a admin or teacher, and will be provide with a user numer e.g (A20200001, T20200028) by the administrator. Simply open the URL and register an account using the user number provided. If there is any problems, Please follow register and login details.

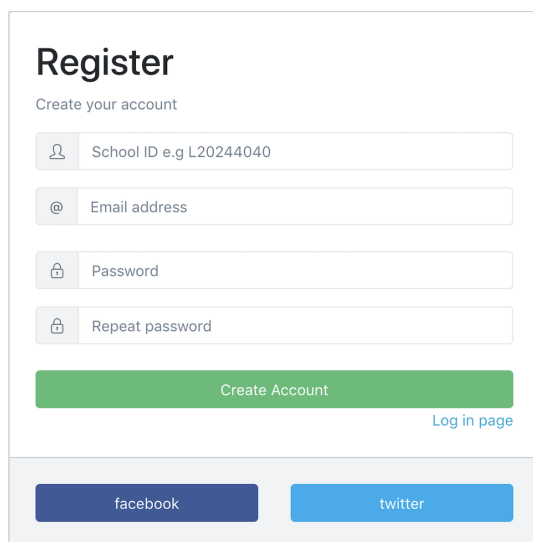
## **5 Installing**

In order to use this system, users must have a browser - with Javascript enabled - installed.

## 6 Getting Started

### 6.1 Register an account

Users will have to visit first have their details captured by an Administrator at the school, and after being provided with user number user can go login screen click register to register an account



The image shows a 'Register' form with the title 'Register' and the subtitle 'Create your account'. It contains four input fields: 'School ID e.g L20244040' with a person icon, 'Email address' with an '@' icon, 'Password' with a lock icon, and 'Repeat password' with a lock icon. Below these fields is a green 'Create Account' button and a blue 'Log in page' link. At the bottom, there are two buttons for social media login: 'facebook' and 'twitter'.

Figure 1: Register screen of the website

Enter all requested information. Click on 'Register' and await confirmation.

If any error occurs ('email address already exists' for example), try entering your details again (paying careful attention to spelling) or alternatively contact IT administrator.

## 6.2 Log in

After registration click on the 'Log in' button to navigate to log in screen, if you already have an account simply got to navigate to login screen.

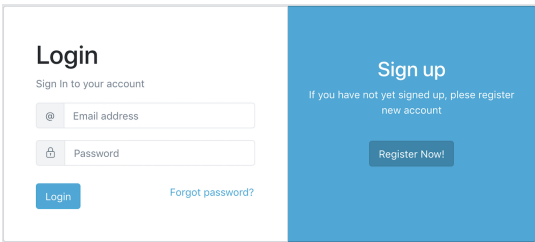


Figure 2: Login screen of the website

Enter email address (that you entered when you registered) and click 'log in'. If you have an existing account, you will be successfully logged in to the system.

## 6.3 Log out

When done using the application, please do not forget to logout, see screen below

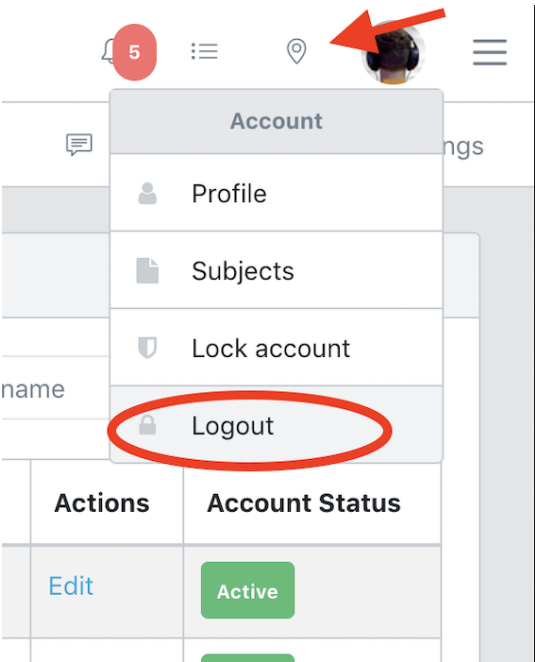


Figure 3: Login screen of the website

Clicking the logout will navigate to login screen, this will require you to supply correct credentials again should you wish to login again.

## 7 Using The System

### 7.1 User Management

#### 7.1.1 View Users

Administrating the user information is a very easy process. Assuming that logging in has been successfully. Click on "Users" on the top-leftmost side menu bar, then click on on the type (Admin, Teacher, Learner) users you want view. You should now see this page:

The screenshot shows the 'View Users' interface. The left sidebar contains a menu with 'Users' (circled in red), 'Admin', 'Teachers' (circled in red), 'Learners', 'Subjects', and 'Marks'. The main content area is titled 'Learners' and includes a search bar and a table of learners. A red circle highlights the 'Add new learner' button, and another red circle highlights the 'Edit' link in the Actions column of the first row.

Learner ID	FirstName	LastName	DOB	ID number	Phone number	Email	Actions	Account Status
L20200028	Hope	Sito	06/05/2020	940221679887601	012345679	khomcy.sito@gmail.com	Edit	Active
L20200000	Sikhumbuzo	Mtshali	01/06/2004	0406018790089	0816470098	smtshali@jmntsime.za	Edit	Active
L20200001	Kgomotso	Sito	15/05/2020	040404004040	0909090990	khomcy.sito@gmail.com	Edit	Active
L20200029	Zanele Khanyisa	Mabuza	28/02/1995	9502280067083	0840121026	k.mabuza@jmntsime.ac.za	Edit	Active
L20200030	Phill	Dumphy	15/06/2004	0001530796085	0816470098	smtshali@jmntsime.za	Edit	Active
L20200002	Kamo	Stam	15/01/2003	0301518790089	0844440098	kamo@jmntsime.za	Edit	Active
L20200003	Ntokozo	Zitha	12/03/2003	2403518798880	0656440068	ntokozo@jmntsime.za	Edit	Active
L20200004	Sikhumbuzo	Mtshali	01/06/2004	0406018790089	0816470098	smtshali@jmntsime.za	Edit	Active

Figure 4: View users

#### 7.1.2 Add or Edit Users

Previous screen, figure 3, you can see the highlighted red button a link, these will navigate to the screen below, for maintaining a user. At the top to you can conveniently navigate back to the list of user, or scroll down when done upon save you will also be redirected to the list of users



The screenshot shows the 'Learner' form in the J.M. Ntsime HS system. The form is located under the 'Users / Learner' path. A sidebar on the left contains navigation links for Home, Users, Admin, Teachers, Learners, Subjects, and Marks. The form fields are as follows:

- Title: Dropdown menu
- Initials: Text input (example: K.C.J)
- Full name: Text input
- Last name: Text input
- Gender: Dropdown menu
- Race: Dropdown menu
- Birth date: Text input (format: yyyy/mm/dd)
- Nationality: Dropdown menu
- ID Number: Text input (placeholder: ID number)

A link labeled 'View all learners' is circled in red in the top right corner of the form area.

Figure 5: Maintain users

### 7.1.3 Deactivate Users

Should there be a need for deleting users details, click on the account status "Active", you should see a pop up like below and confirm. The deactivate will not delete user details, deleting is not allowed, it will make the user inactive.

The screenshot shows the 'Teacher list' page with a 'Deactivate User' modal open. The modal contains the text 'Are you sure you want to deactivate the user...' and two buttons: 'Close' and 'Deactivate'. The background shows a table of teachers with the following data:

Teacher ID	FirstName	LastName	DOB	ID number	Phone number	Email	Actions	Account Status
T20200000	Kune	Sali	01/06/2004	0406018790089	0816470098	smtshali@jmntsime.za	Edit	Active
T20200001	Lindi	Khumalo	01/06/2004	9406018794404	0816470098	khumalo@jmntsime.za	Edit	Active
T20200002	Zia	Nkozi	01/06/1989	8906029794609	0816470098	nkozik@jmntsime.za	Edit	Active
T20200003	Teacher	Sito	02/06/2020	940221679887601	012345679	khomcy.sito@gmail.com	Edit	Active
T20200004	Teacher	Sito	02/06/2020	940221679887601	012345679	khomcy.sito@gmail.com	Edit	Active
T20200005	Teacher	Sito	03/06/2020	940221679887601	012345679	khomcy.sito@gmail.com	Edit	Active

Figure 6: Deactivate user

## 7.2 Subjects Maintenance

### 7.2.1 View subjects

Administrating the subjects is similar to user administration. Click on "Subject" on the top-leftmost side menu bar, then click on "View subjects" You should now see this page:

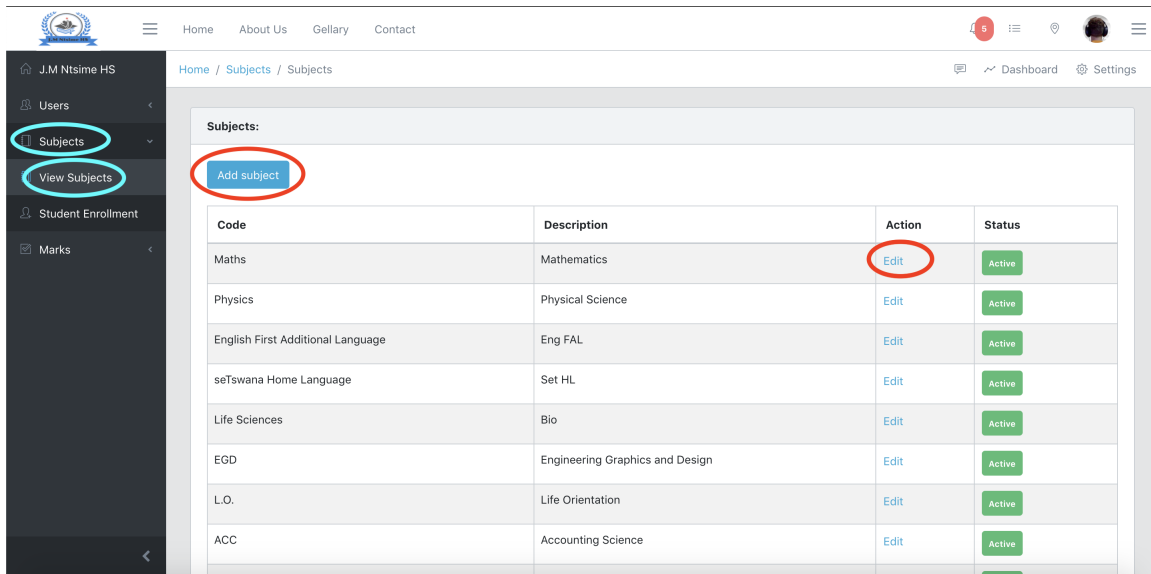


Figure 7: View subjects

## 7.2.2 Add subject

Previous screen, figure 6, you can see the blue button highlighted red, "Add subject" this will navigate you to the screen below to add subject, click submit when done and you will be navigated to list of subjects

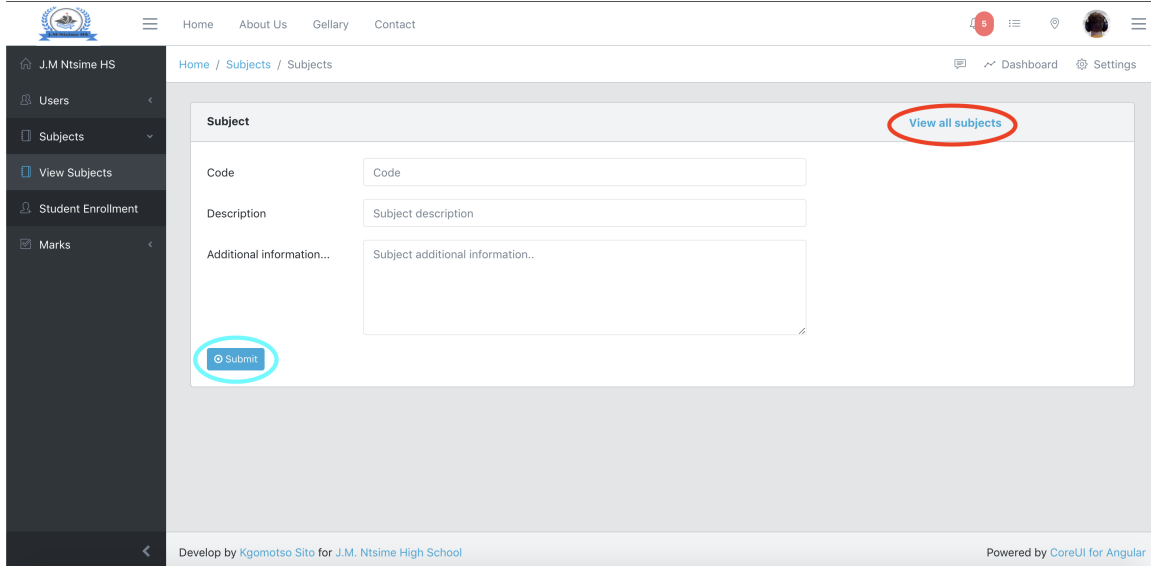


Figure 8: Add subject

### 7.2.3 Edit subject

Similarly, figure 6, you can see the blue link highlighted red, "Edit subject" this will navigate you to the screen below to edit subject, here you can also add and maintain assessments (orange arrow point to relevant assessment table and save button) for the subject of interest. click submit when done and you will be navigated to list of subjects.

Subject

Code: English First Additional Language

Description: Eng FAL

Additional information...: Subject additional information...

[View all subjects](#)

[Submit](#)

Assessment:

Name	Date	CAS Weigh %	Actions	Status
Class Test 1	04/02/2020	10	<a href="#">Edit</a>	Active
Class Test 2	02/03/2020	10	<a href="#">Edit</a>	Active
Cycle Test Q1	07/04/2020	20	<a href="#">Edit</a>	Active
Class Test 5	04/05/2020	10	<a href="#">Edit</a>	Active
June Examination	20/05/2020	30	<a href="#">Edit</a>	Active

Create new subject

Assessment name:

Date of assessment:

CAS Weigh %:

[Save](#)

Figure 9: Edit subject

### 7.2.4 View enrollment

On the sidebar navigation again, click "Student enrollment", and you will see the screen below, the click "View enrollments" under action in the table

Home / Subjects / Enrollment

Search by name

Learner ID	FirstName	LastName	Actions
L20200028	Hope	Sito	<a href="#">View Enrollment</a>
L20200000	Sikhumbuzo	Mtshali	<a href="#">View Enrollment</a>
L20200001	Kgomotso	Sito	<a href="#">View Enrollment</a>
L20200029	Zanele Khanyisa	Mabuza	<a href="#">View Enrollment</a>
L20200030	Phill	Dumphy	<a href="#">View Enrollment</a>
L20200002	Kamo	Stam	<a href="#">View Enrollment</a>
L20200003	Ntokozo	Zitha	<a href="#">View Enrollment</a>
L20200004	Sikhumbuzo	Mtshali	<a href="#">View Enrollment</a>
L20200005	Sikhumbuzo	Mtshali	<a href="#">View Enrollment</a>
L20200006	Sikhumbuzo	Mtshali	<a href="#">View Enrollment</a>

Figure 10: List of users

After "View enrollments" you will see screen below, select subject from the drop down and click on "Enroll learner", to remove subject simply click "de-register".

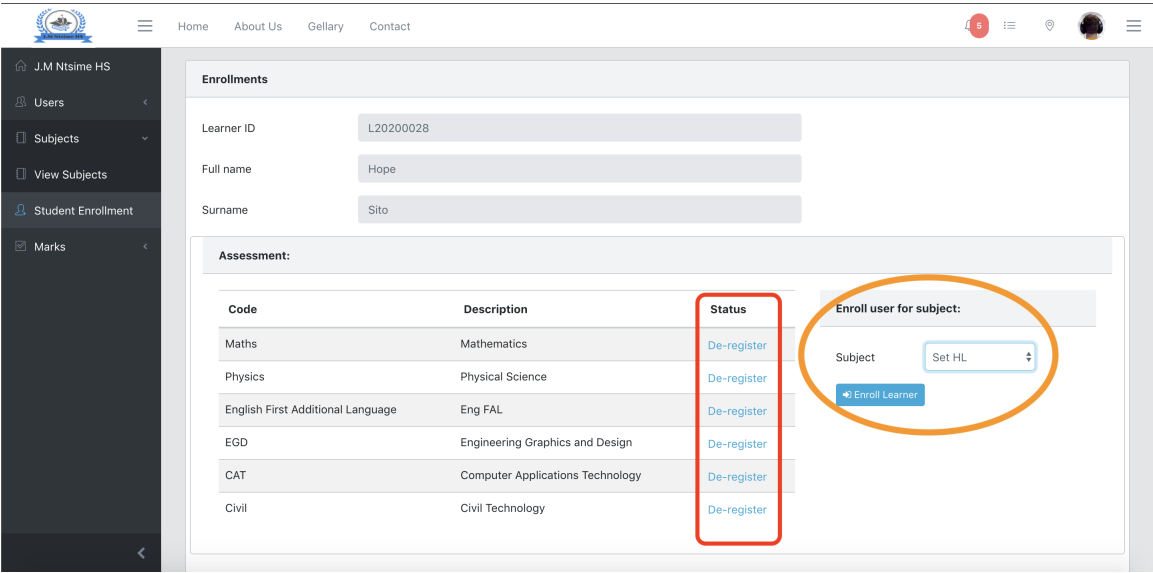


Figure 11: User enrollments

### 7.3 Marks

#### 7.3.1 View marks

Finally the side navigation, please click on the sidebar click "Marks" then "Subject marks", and you will see the screen below, then click "View assessment marks" under action of the table.

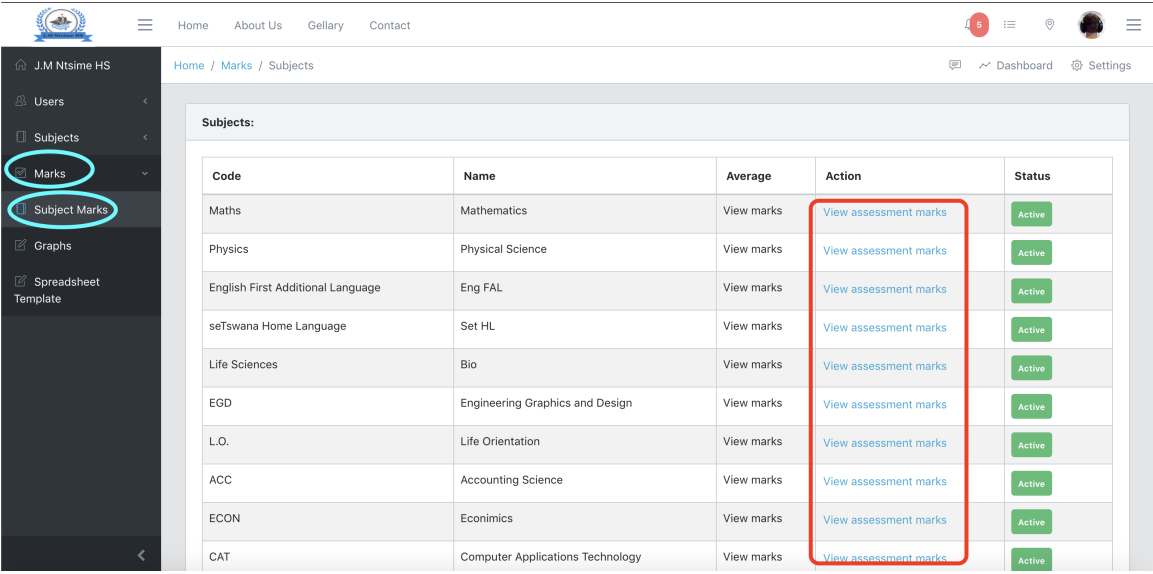


Figure 12: List of subjects

After "View assessment marks", screen below will appear. Click "Add learner marks" on the list of assessment table.

Home / Marks / Subjects

Mathematics assessments

[Back to subjects](#)

Name	Date	CAS Weigh %	Actions	Status
Class Test 1	04/02/2020	10	<a href="#">Add learner marks</a>	Active
Class Test 2	03/03/2020	10	<a href="#">Add learner marks</a>	Active
Cycle Test Q1	17/03/2020	15	<a href="#">Add learner marks</a>	Active
Class Test 4	14/04/2020	10	<a href="#">Add learner marks</a>	Active
Class Test 5	05/05/2020	10	<a href="#">Add learner marks</a>	Active
June Examination	08/06/2020	20	<a href="#">Add learner marks</a>	Active
CT 2	04/06/2020	10	<a href="#">Add learner marks</a>	Active
CT 2	04/06/2020	10	<a href="#">Add learner marks</a>	Active

Figure 13: List of Assessment

### 7.3.2 Add or Edit Marks

On the screen below is where we can see the enrolled students for the subject and marks can be assigned for the assessment.

Home / Marks / Subjects

Bio; Class Test 1

[Back to assessments](#)

Learner ID	Mark in %	Action
L20200002	49	<a href="#">Save mark</a>
L20200003	82	<a href="#">Save mark</a>
L20200004	92	<a href="#">Save mark</a>
L20200005	59	<a href="#">Save mark</a>
L20200006	90	<a href="#">Save mark</a>
L20200007	73	<a href="#">Save mark</a>
L20200008	99	<a href="#">Save mark</a>
L20200009	77	<a href="#">Save mark</a>
L20200010	59	<a href="#">Save mark</a>

Figure 14: List of users and their marks

### 7.3.3 Graph Marks

Lastly and most importantly under "Marks", click "Graphs" this has three graph, the first Line Graph compares averages of students over the period of the year, second a Bar Graph showing marks yearly of the subjects, and lastly Radar Chart show the same information as the Bar Graph. On the line graph click the lengths to remove subjects from comparison

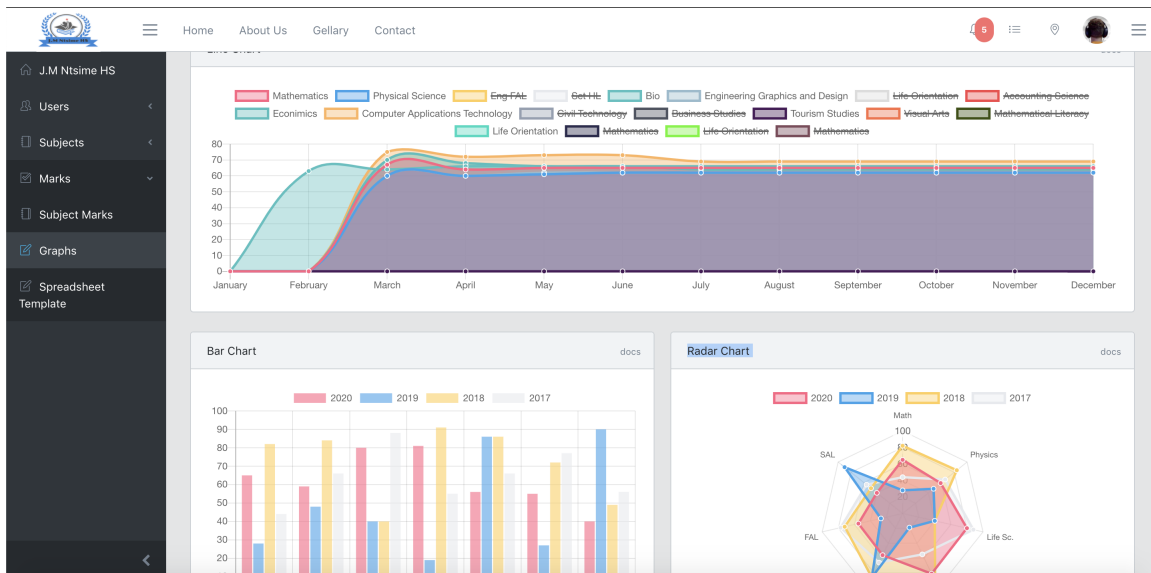


Figure 15: Graph summarizing marks