



National University
of computer and emerging sciences

User Manual

Flex Student Portal



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Contents

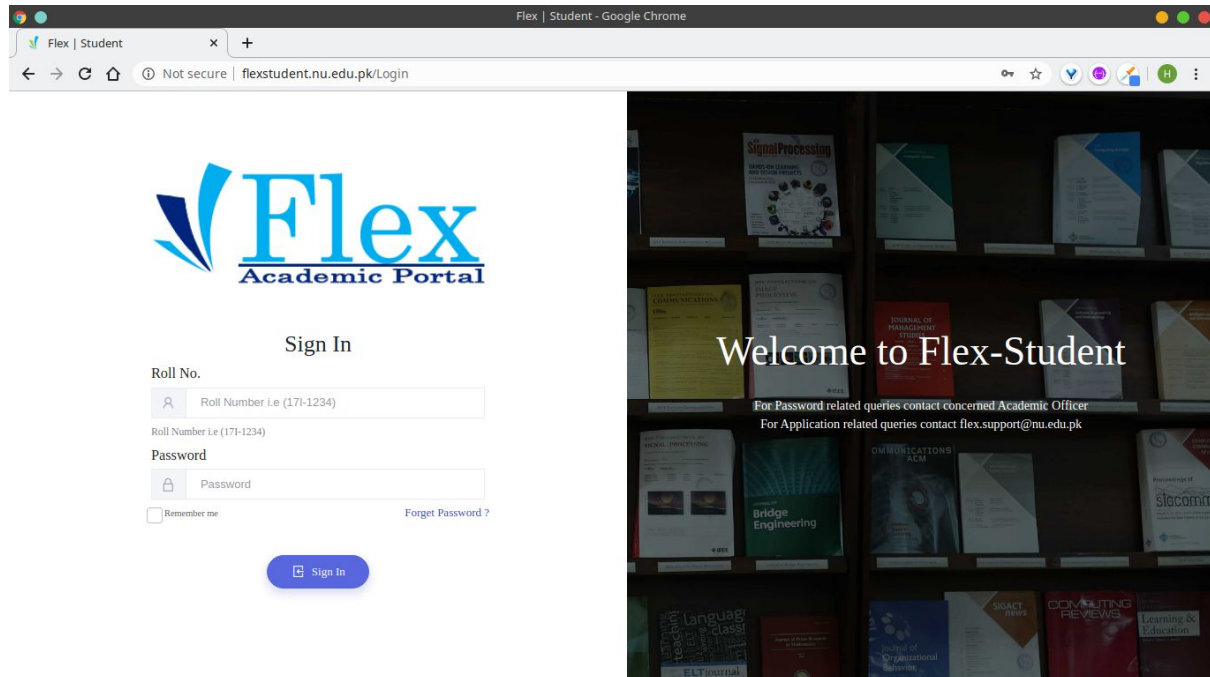
Introduction	3
Sign in Page	4
Home Page	4
Home Page Details	7
Change Password	9
Course Registration	10
Attendance	13
Marks	14
Transcript	15
Fee Challan	15
Fee Details	16
Course Feedback	17
Study Plan	19

Introduction

Flex Student Portal, a portal for FAST-NUCES students, provides the academic records to students where students can opt for courses when the registration period is active, see their attendance, marks, transcript, fee details, and tentative study plan, submit course feedback, and print fee challan. In addition to that, the homepage shows the students' details along with their family details and the overview of attendance and transcript in the form of bar charts.

Sign in Page

When the student visits the website a sign in page will be shown as below.



The student will enter their roll no. in the roll no. section and password (provided by the university) in the password section and then click on sign in.

Home Page

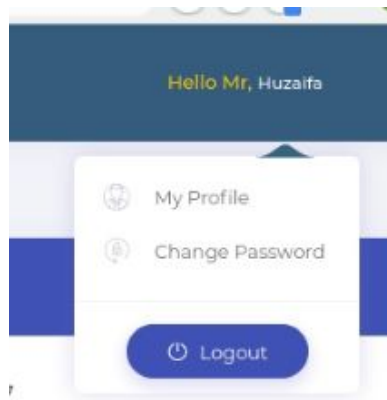
After the signing in, the home page will be shown.

Title Bar



This is the title bar which is shown on each and every page. This bar consists of the title and the name and picture of the currently login user.

Settings



Upon clicking on this username or picture this popup appears.

Logout



This is the logout button. When the user clicks this button, the Login page will be shown to the user.

My Profile



This is a profile link. When the user clicks this link, it navigates to the home page.

Change Password



This is a change password link. When the user clicks this link, it navigates to the change password page.

Top of the Page



This is the 'navigate to top' button. When the user clicks this button, it navigates to the top of the page.

Sidebar



This is the sidebar which is shown on each and every page. This bar consists of all navigations.

Home Page Details

Home page consists of different information cards.

University Information

This card shows currently login user university information.

Student Profile	Home	
University Information		
Roll No: 17K-3807	Degree: BS(CS)	Batch: Fall 2017
Section: D	Campus: Karachi	Status: Current

Personal Information

This card shows currently login user personal information.

Personal Information		
Name: Huzaifa	DOB: 5/3/1999	Blood Group: N/A
Gender: Male	CNIC:	Nationality: Pakistan
	Email: k173807@nu.edu.pk	Mobile No:

Contact Information

This card shows currently login user contact information.

Contact Information	
Permanent:	Current:
Address:	Address:
Home Phone:	Home Phone:
Postal Code:	Postal Code:
City: Karachi	City: Karachi
Country: Pakistan	Country: Pakistan

Family Information

This card shows currently login user family information.

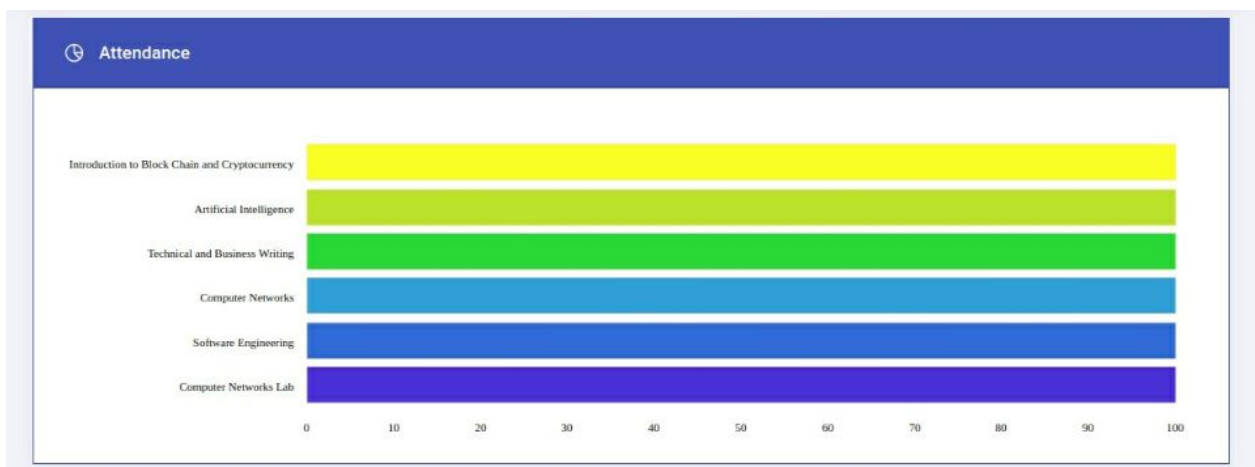


The screenshot shows a 'Family Information' card with a blue header. Below the header is a table with four columns: Relation, Name, CNIC, and For WithHolding Tax. The table contains one row of data for a father named Abid. There is a checkbox in the 'For WithHolding Tax' column which is checked. The card has a scroll bar on the right side.

Relation	Name	CNIC	For WithHolding Tax
Father	Abid		<input checked="" type="checkbox"/>

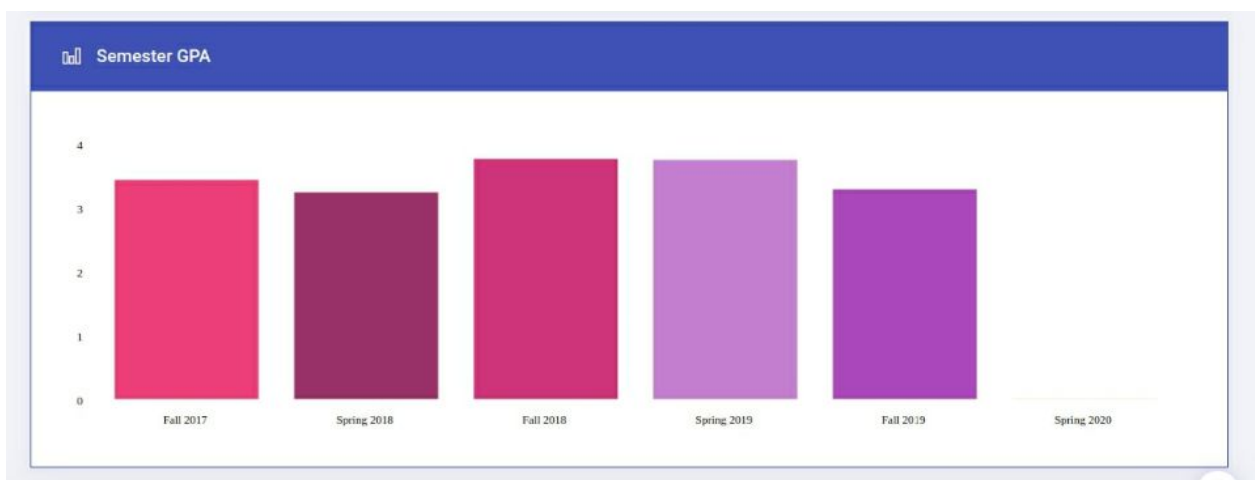
Attendance Graph

This card shows the current login user attendance graph.



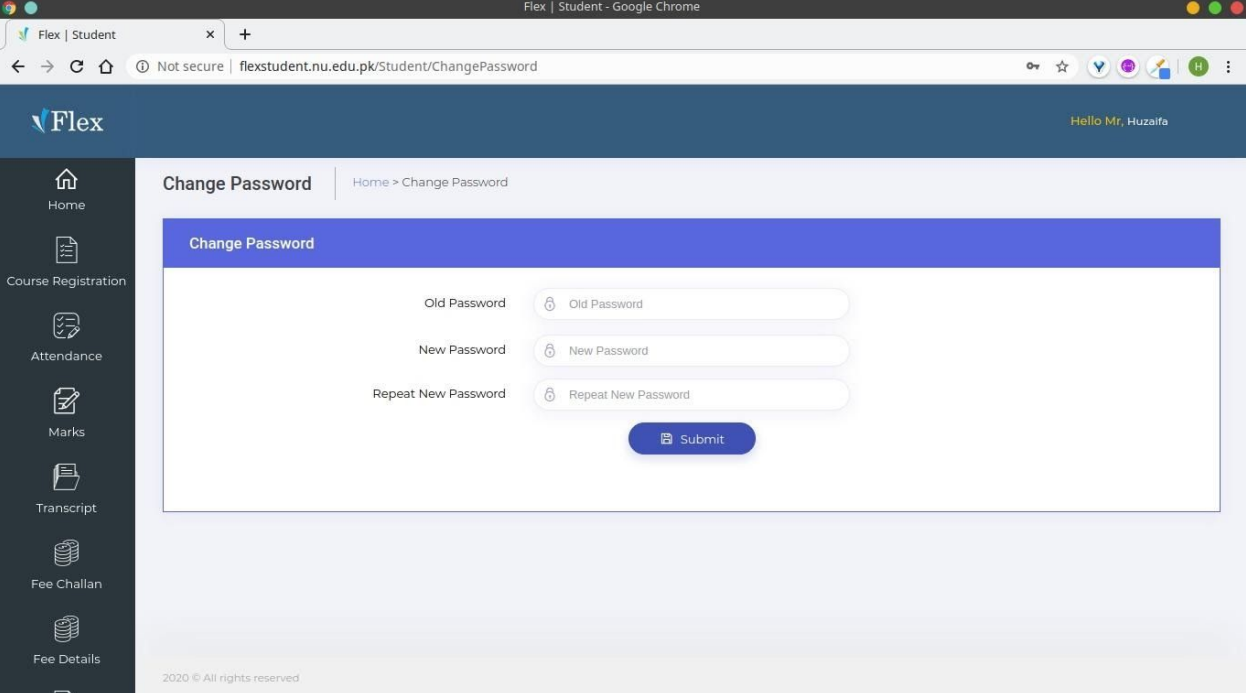
Semester GPA

This card shows the currently login user passed semester GPA graph.



Change Password

When the user clicks on the “Change Password” link provided at the right of the title bar, this page will appear.



The screenshot shows a web browser window with the URL `flexstudent.nu.edu.pk/Student/ChangePassword`. The page has a dark blue header with the 'Flex' logo on the left and 'Hello Mr. Huzaifa' on the right. A sidebar on the left contains icons for Home, Course Registration, Attendance, Marks, Transcript, Fee Challan, and Fee Details. The main content area is titled 'Change Password' and includes a breadcrumb 'Home > Change Password'. Below this is a form with three input fields: 'Old Password', 'New Password', and 'Repeat New Password'. Each field has a password icon on the right. A blue 'Submit' button is located below the 'Repeat New Password' field. The footer of the page states '2020 © All rights reserved'.

1. Enter the old password in the “Old Password” field.
2. New password in the “New Password” and the “Repeat New Password” field respectively.
3. Click the “Submit” button, if the old password is valid and both “New Password” and “Repeat New Password” fields match, then the password will be successfully changed to a newly entered password, otherwise the error message will be shown.

Course Registration

In this section the student is provided with student's university information and credit details i.e.

1. Roll No
2. Name
3. Status
4. Program
5. Batch
6. Section
7. Credits attempted
8. Credits earned
9. CGPA
10. Warning count
11. Semester
12. Credit limit
13. Registered Courses
14. Registered Credits

To get a more precise understanding, look at the red box with arrow pointing towards it in figure below:

The screenshot shows the 'Course Registration' page in the Flex Student Portal. A red box highlights the student's details, and a red arrow points to the 'Course Registration' header.

Roll No: 17K-3807	Name: Huzaifa	Status: Current
Program: BS(CS)	Batch: Fall 2017	Section: D
Credits Attempted: 100	Credits Earned: 84	CGPA: 3.48
Warning Count: 0	Semester: Spring 2020	Credit Limit for Semester: 17
Registered Courses: 5 (Distinct course/lab count)	Registered Credits: 16	

Alert messages below the student detail panel:

- The **Failed** and **Missed Courses** are **Must Take** and they will be automatically reigstered when you press the Register Courses button.
- You cannot drop **Core** , **Must Take** and **Deficiency** courses. Register course carefully.
- Registration period not active.

Course Registration Table:

Sr.#	Course Name	Cr.Hrs	Relation	Comments	Status	Section
------	-------------	--------	----------	----------	--------	---------

In alert messages below the student detail panel, the message in blue text alerts the student about the failed and must take courses as well as which courses cannot be dropped. The message in yellow text indicates whether the registration period is valid or invalid.

How to open course registration?

Either you just logged into your account and are currently at the home page or you are at any other section of the website, such as attendance, marks et cetera, you can always see the navigation panel on the left of your screen.

Scroll down this navigation panel and you will see an option with “Course Registration” written below,



will see an option with “Course

as shown in the image at the end of this sentence.

Click on the “Course Registration” option to open the Course Registration section. After clicking, your screen will be presenting the student details as shown in figure below and a table below the alert messages contains the details about the registered courses or the courses that the student can register. The table contains the following columns:

1. Sr.#
2. Course Name
3. Cr.Hrs
4. Relation
5. Comments
6. Status
7. Section

The relation column tells if the respective course is core or an elective. The comments column tells the details about which courses are must take, improvement courses the student can take, new and recommended courses, failed courses and already passed courses. Status column tells if the student is registered for the course or not. The section column specifies the section in which the student is registered for a particular course.

Sr.#	Course Name	Cr.Hrs	Relation	Comments	Status	Section
1	CS401-Artificial Intelligence	3	Core	Register! 5-New Offered Course <New> (Recommended)	Registered	BCS-6D
2	CS307-Computer Networks	3	Core	Register! 5-New Offered Course <New> (Recommended)	Registered	BCS-6D
3	CL307-Computer Networks Lab	1	Core	Register! 5-New Offered Course <New> (Recommended)	Registered	BCS-6D
4	CS303-Software Engineering	3	Core	Register! 5-New Offered Course <New> (Recommended)	Registered	BCS-2D
5	SSI08-Technical and Business Writing	3	Core	Register! 5-New Offered Course <New> (Recommended)	Registered	BCS-6D
6	CS482-Introduction to Block Chain and Cryptocurrency	3	Elective	Register! 6-New Offered Course <New> (Can take)	Registered	BCS-6A
7	CL220-Operating Systems - Lab	1	Core	Register! 5-New Offered Course <New> (Recommended)		
8	EE204-Computer Architecture	3	Core	Register! 8-Improvement Course (Can take)		
9	CS481-Data Science	3	Elective	Register! 6-New Offered Course <New> (Can take)		
10	CS203-Database Systems	3	Core	Register! 8-Improvement Course (Can take)		
11	CL203-Database Systems Lab	1	Core	Register! 8-Improvement Course (Can take)		
12	CS302-Design and Analysis of Algorithms	3	Core	Register! 8-Improvement Course (Can take)		
13	MG103-Finance and Accounting	3	Elective	Register! 8-Improvement Course (Can take)		

For better understanding, look at figure above:

In the figure above, the student can view the courses he/she has registered for along with the respective section. In the above figure, the registration period is inactive. When the registration period is active, the student can select the courses along with the section he/she wants to register for that semester. The registered credits must be less than or equals to the semester credit limit.

Attendance

When the user clicks on the “Attendance” link provided in the sidebar, this page will appear.

Flex | Student

Not secure | flexstudent.nu.edu.pk/Student/Attendance?semid=20201

Hello Mr, Huzafa

Attendance Home > Attendance

Spring 2020
Spring 2020
Fall 2019
Summer 2019

Registered Courses

CL307 CS303 CS307 CS401 CS482 SS108

CL307-Computer Networks Lab Attendance Percentage: 100.00%

Lecture No	Date	Duration (in Hours)	Presence
1	21-Jan-2020	1	P
2	28-Jan-2020	1	P
3	04-Feb-2020	1	P
4	11-Feb-2020	1	P
5	18-Feb-2020	1	P
6	13-Mar-2020	1	P
7	16-Mar-2020	1	P
8	23-Mar-2020	1	P

The user can view the attendance in every course. Courses can be selected from this bar.

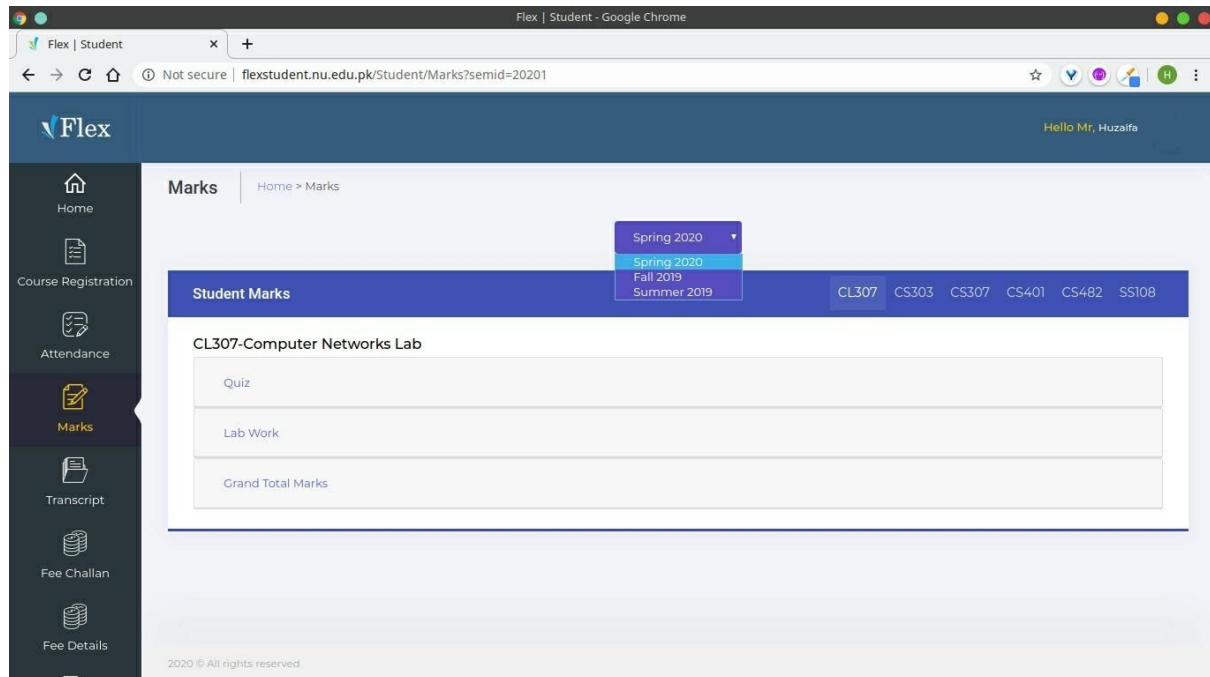


It shows the attendance of each class and the overall attendance percentage as well. To view the attendance of any other semester, this dropdown menu can be used.



Marks

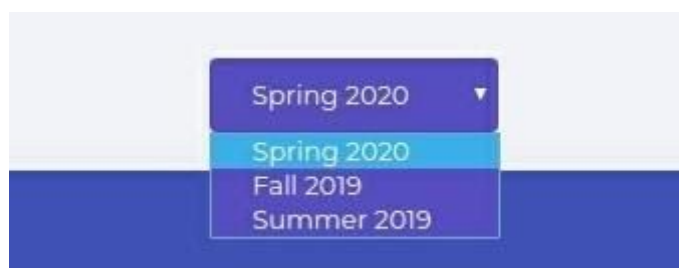
When the user clicks on the “Marks” link provided in the sidebar, this page will appear.



The user can view marks of each course distributed in different sections and the grand total at the bottom. Courses can be selected using the bar same as attendance.



Semester can also be changed to view their marks, just like attendance.



Transcript

When the user clicks on the “Transcript” link provided in the sidebar, this page will appear.

Flex | Student - Google Chrome
Not secure | flexstudent.nu.edu.pk/Student/Transcript
Hello Mr, Huzaifa

Transcript | Home > Transcript

ARN: Roll No: 17K-3807 Name: Huzaifa Batch: Fall 2017

Student Transcript

Fall 2017 Cr. Att:17 Cr. Ernd:17 CGPA:3.43 SGPA:3.43

Code	Course Name	CrdHrs	Grade	Points	Type	Remarks
CL101	Introduction to Computing Lab	1	A+	4	Core	
CS101	Introduction to Computing	3	A	4	Core	
EE182	Basic Electronics	3	A	4	Core	
MT101	Calculus - I	3	A+	4	Core	
SL101	English Language Lab	1	C+	2.33	Core	
SS101	English Language	3	C+	2.33	Core	
SS111	Islamic and Religious Studies	3	B	3	Core	

Spring 2018 Cr. Att:34 Cr. Ernd:34 CGPA:3.33 SGPA:3.23

Code	Course Name	CrdHrs	Grade	Points	Type	Remarks
CL103	Computer Programming Lab	1	A+	4	Core	
CS103	Computer Programming	3	A	4	Core	
EE227	Digital Logic Design	3	B+	3.33	Core	
EL227	Digital Logic Design - Lab	1	A	4	Core	
MT115	Calculus - II	3	B+	3.33	Core	
SS113	Pakistan Studies	3	C	2	Core	
SS122	English Composition	3	B	3	Core	

Fall 2018 Cr. Att:50 Cr. Ernd:50 CGPA:3.47 SGPA:3.75

Code	Course Name	CrdHrs	Grade	Points	Type	Remarks
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Spring 2019 Cr. Att:67 Cr. Ernd:67 CGPA:3.53 SGPA:3.73

Code	Course Name	CrdHrs	Grade	Points	Type	Remarks
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This page shows all the semesters with their respective courses. Details of each course i.e. Course code, Course name, Credit hours, Grades, GPA points, Type (Core or Elective) and Remarks are provided. Each semester’s total attempted credit hours, total earned credit hours, CGPA and SGPA are also provided.

Fee Challan

When the user clicks on the “Fee Challan” link provided in the sidebar, this page will appear.

Challan | Home > Fee Challan

Student Challan

S. No	Challan No.	Amount	Generated On	Due Date	Status	Print	Detail
1	12017380704	134575 Rs.	18-Jan-2020	06-Feb-2020	Paid	Print Challan	View Detail

When the user clicks on the “View Detail” button, the following popup will appear.

Challan Detail

Challan No.: 12017379502 **Amount:** 134,575 Rs.

Segregation:

Student Activities Fund: 2,000 Rs.
Tuition Fee: 120,000 Rs.
With-Holding Tax: 12,575 Rs.

[Close](#)

When the user clicks on the “Close” or “X” button, the popup will disappear/close.

When the user clicks on the “Print Challan” button, the challan pdf will open in a new tab from where the user can print challan.

Fee Details

When the user clicks on the “Fee Detail” link provided in the sidebar, this page will appear.

FeeDetails										
Collection Detail										
			Arrears	Due	Discount	Sponsored	Collection	Balance		
>	Spring 2020		0	134575	0	0	134575	0		
>	Fall 2019		0	129500	0	0	129500	0		
>	Spring 2019		0	134065	0	0	134065	0		
>	Fall 2018		0	115100	0	0	115100	0		
>	Spring 2018		0	126040	0	0	126040	0		
>	Fall 2017		0	128900	0	0	128900	0		
S No	Semester	Challan No	Instrument Type	Instrument No	Amount	Due Date	Payment Date	Entered By	Status	Operation
1	Spring 2020	12017380704	Paid Bank Challan	12017380704	134,575	6-Feb-20	31-Jan-20	FBL	Posted	Remarks
2	Fall 2019	11937380704	Paid Bank Challan	11937380704	129,500	2-Sep-19	30-Aug-19	awaishussain	Posted	Remarks
3	Spring 2019	11917380701	Paid Bank Challan	11917380701	134,065	4-Feb-19	4-Feb-19	awaishussain	Posted	Remarks
4	Fall 2018	11837380702	Paid Bank Challan	11837380702	115,100	4-Feb-19	10-Sep-18	awaishussain	Posted	Remarks
5	Spring 2018	47380744915	Paid Bank Challan	47380744915	126,040	6-Feb-18	22-Jan-18	awaishussain:190951	Posted	Remarks

When the user clicks on a previous or current semester button like “Spring 2020” or “Fall 2019”, the user will get information regarding fees and registered courses and CGPA and SGPA for the respective semester.

This table consists of all previous semester fee information.

S No	Semester	Challan No	Instrument Type	Instrument No	Amount	Due Date	Payment Date	Entered By	Status	Operation
1	Spring 2020	12017379502	Paid Bank Challan	12017379502	134,575	6-Feb-20	3-Feb-20	FBL	Posted	Remarks
2	Fall 2019	11937379504	Paid Bank Challan	11937379504	129,500	2-Sep-19	26-Aug-19	awaishussain	Posted	Remarks
3	Spring 2019	11917379501	Paid Bank Challan	11917379501	134,065	4-Feb-19	31-Jan-19	awaishussain	Posted	Remarks
4	Fall 2018	11837379502	Paid Bank Challan	11837379502	115,100	4-Feb-19	6-Sep-18	awaishussain	Posted	Remarks
5	Spring 2018	47379544755	Paid Bank Challan	47379544755	126,040	6-Feb-18	24-Jan-18	awaishussain;191308	Posted	Remarks
6	Fall 2017	47379539116	Pay Order	3213954	128,900	28-Aug-17	31-Jul-17	awaishussain;170513	Posted	No Remarks

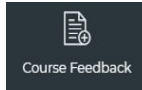
Course Feedback

In this section, each student is provided with a platform to submit an online course feedback for each course the student is studying. The method of conducting an online course feedback questionnaire, in which multiple questions are asked. Multiple options are provided to choose an answer based on the student’s satisfaction level about that particular course and course instructor i.e. strongly agree, agree, disagree, strongly disagree and uncertain . The feedback can only be submitted when the admin has made the online feedback service active.

How to open course feedback?

Either you just logged into your account and are currently at the home page or you are at any other section of the website, such as attendance, marks et cetera, you can always see the navigation panel on the left of your screen.

Scroll down this navigation panel and you will see an option with “Course Feedback” written below,



will see an option with “Course

Feedback” written below,

as shown in the image at the end of this sentence. Click on the “Course Feedback” option to open the Course Feedback section. After clicking, your screen will be presenting a table which contains the details of the courses for which feedback has to be submitted. The table also have a column with “Status” heading in which the feedback status is displayed, either “Submitted” or “Not Submitted” as shown in figure below:

A screenshot of a web browser showing the Flex Student Portal. The page title is "Course Feedback". A red box highlights an alert message: "Sorry! Course Feedback is not active yet. Kindly check back later." Below the alert is a table with columns: S.No, Code, Course Name, Credits, Status, and Feedback. The table lists six courses, all with a status of "Not Submitted". The left sidebar contains navigation links: Attendance, Marks, Transcript, Fee Challan, Fee Details, Course Feedback (highlighted), and Tentative Study Plan. The top right shows the user's name: "Hello Mr, Huzaifa".

S.No	Code	Course Name	Credits	Status	Feedback
1	CL307	Computer Networks Lab	1	Not Submitted	
2	CS303	Software Engineering	3	Not Submitted	
3	CS307	Computer Networks	3	Not Submitted	
4	CS401	Artificial Intelligence	3	Not Submitted	
5	CS482	Introduction to Block Chain and Cryptocurrency	3	Not Submitted	
6	SS108	Technical and Business Writing	3	Not Submitted	

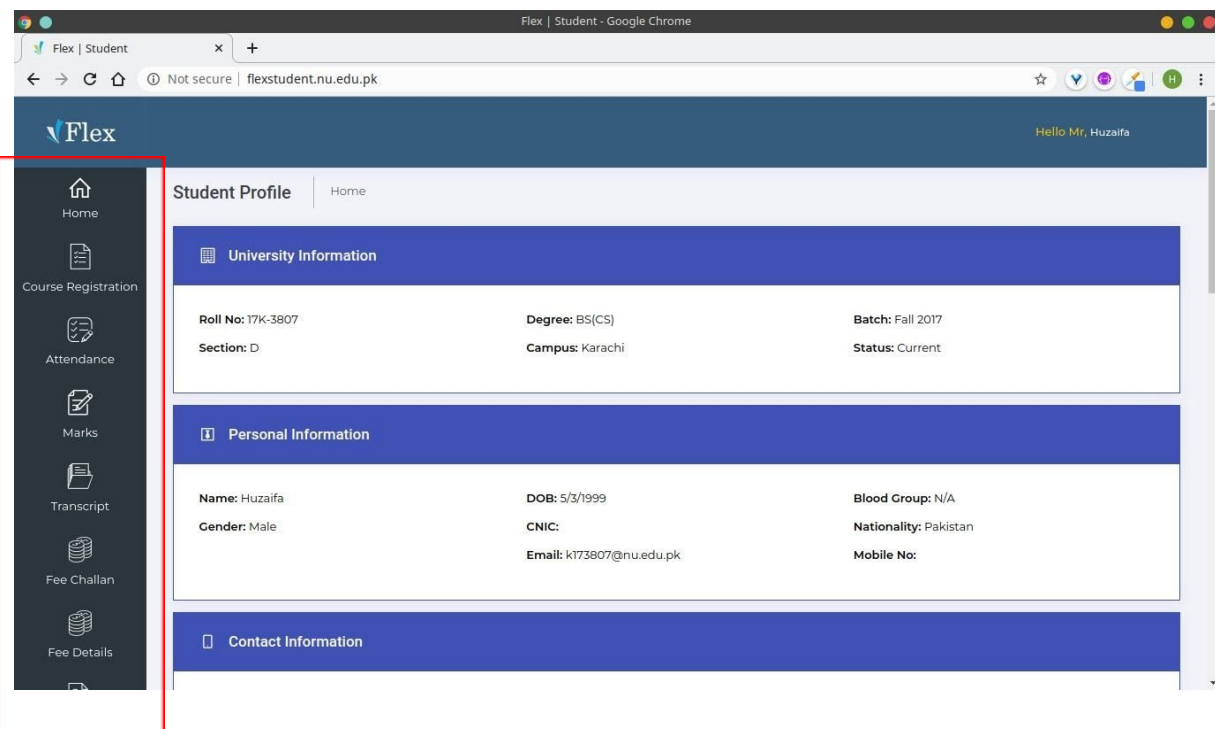
The alert message above the table, in figure above, (indicated by red box and arrow) tells us about whether the feedback is active or inactive as discussed above. As can be seen in figure, under the status column, for each course the value of the status column is “Not Submitted” because the feedback is inactive as of yet. Once the feedback is active, under the feedback column, the user is provided an option to open the feedback questionnaire for each course. Once the feedback for a course is submitted, the status changes to “Submitted”.

Study Plan

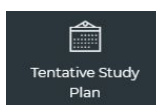
This section of the Flex web application gives a tentative study plan. It displays the core courses to be assigned to the student as well as the elective courses that can be opted by the student, for each semester.

How to open a study plan?

Either you just logged into your account and are currently at the home page or you are at any other section of the website, such as attendance, marks et cetera, you can always see the navigation panel on the left of your screen, as shown in figure below:



Scroll down this navigation panel and you
“Tentative Study Plan” written below,



will see an option with

as shown in the image at the end of this sentence.

Click on the “Tentative Study Plan” option to open the study plan section. After clicking, your screen will be presenting courses for each semester along with the credit hours, course type, course code in a tabular form as shown in figure, on the next page:

Tentative Study Plan

Semester No. 1 (Fall 2017)

Code	Course Name	CrdHrs	Type
CL101	Introduction to Computing Lab	1	Core
CS101	Introduction to Computing	3	Core
EE182	Basic Electronics	3	Core
MT101	Calculus - I	3	Core
SL101	English Language Lab	1	Core
SS101	English Language	3	Core
SS111	Islamic and Religious Studies	3	Core
SS203	Professional Ethics	3	Core

Semester No. 2 (Spring 2018)

Code	Course Name	CrdHrs	Type
CL103	Computer Programming Lab	1	Core
CS103	Computer Programming	3	Core
CS301	Theory of Automata	3	Core
EE227	Digital Logic Design	3	Core
EL227	Digital Logic Design - Lab	1	Core
MT115	Calculus - II	3	Core
SS113	Pakistan Studies	3	Core
SS122	English Composition	3	Core

Semester No. 3 (Fall 2018)

Code	Course Name	CrdHrs	Type
CL117	Intro to Info. and Comm. Technologies	1	Core
CL118	Programming Fundamentals - Lab	1	Core
CL218	Data Structures - Lab	1	Core
CS118	Programming Fundamentals	3	Core
CS201	Data Structures	3	Core

Semester No. 4 (Spring 2019)

Code	Course Name	CrdHrs	Type
CL203	Database Systems Lab	1	Core
CL205	Operating Systems Lab	1	Core
CL219	Database Systems - Lab	1	Core
CL220	Operating Systems - Lab	1	Core
CS203	Database Systems	3	Core

For example, in this figure, the table under the heading of “Semester No. 1” contains all the subjects a student who has enrolled for Semester 1 in fall 2017 will be studying.