
User Manual

for

ClubZen IITK

Version 1.0

Prepared by

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1 Introduction

WORKING DOCUMENT WITH gifs

https://www.dropbox.com/scl/fi/h5bygkcllr808rh9hrjhx/UserManual_ClubZenIITK.docx?dl=0&rlkey=9goi5hi1q9i0k39oo88tg4wuk

SOFTWARE OVERVIEW

ClubZen IITK is a web application to integrate all the three Councils, i.e. Games and Sports Council, Media and Cultural Council, Academics and Career Council (their clubs and societies), and the three major fests (Antaragni, Udghosh, Techkriti) in one place. It connects all the aspects of the institute's co-curricular activities including workshops, meetings and social interaction.

Learning to use this software is easy. You should review the aforementioned document thoroughly before you make use of the application. This user guide presents an overview of the application's features and gives step-by-step instructions for completing a variety of tasks.

CLUBZEN DATABASE

Clubzen uses the MondoDB to store data. MongoDB is an open-source document database and leading NoSQL database. MongoDB is a source-available cross-platform document-oriented database program. Classified as a NoSQL database program, MongoDB uses JSON-like documents with optional schemas.

ADMIN MODE

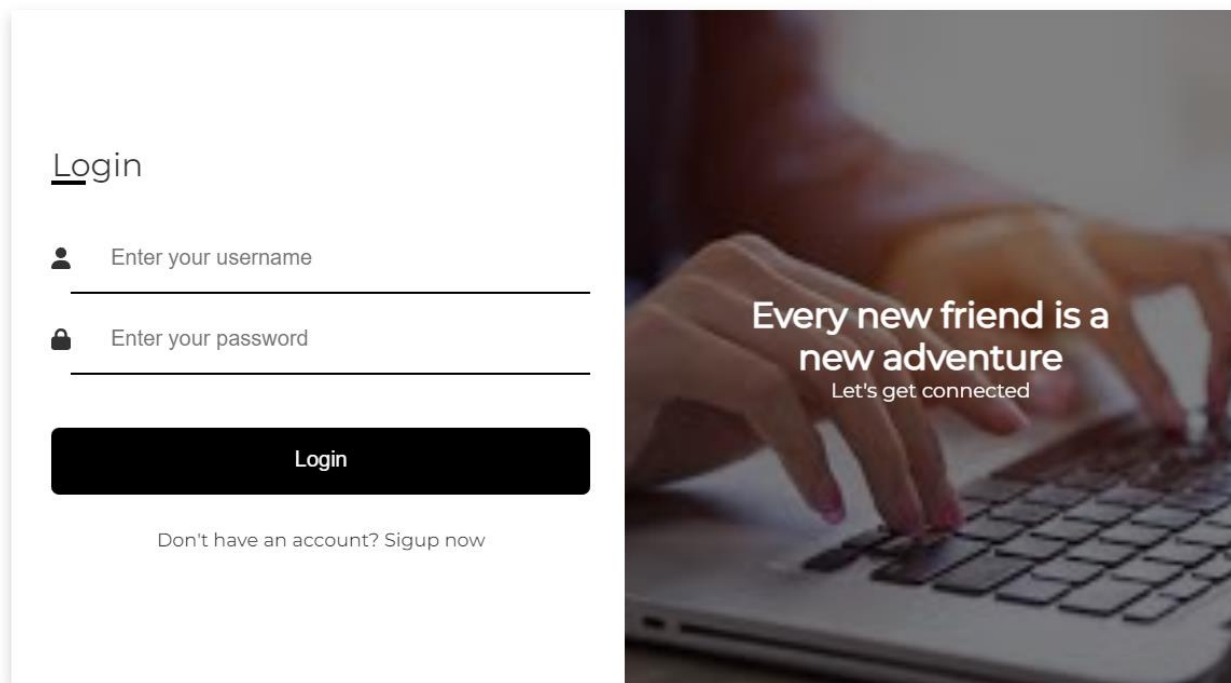
The ADMIN can add, remove or alter calendar information. Calendar can be accessed by all but the editing can only be done by admin.

USER MODE


When you login with registered user account, you will enter to the profile page where your username, full name, email and authorities you currently holds will be displayed. Now all the pages will be accessible to the user.


2 QuickStart Guide for Login and Registration

LOGIN



Login

 Enter your username

 Enter your password

Login

Don't have an account? [Signup now](#)

Every new friend is a new adventure
Let's get connected

Users who have previously registered for the **ClubZen** Web Application must login by:

- Entering their **Username**.
- Entering their **Password**.

Clicking on **Login** will advance to the **Profile** page and logged in users can begin using the application.

Site Registration

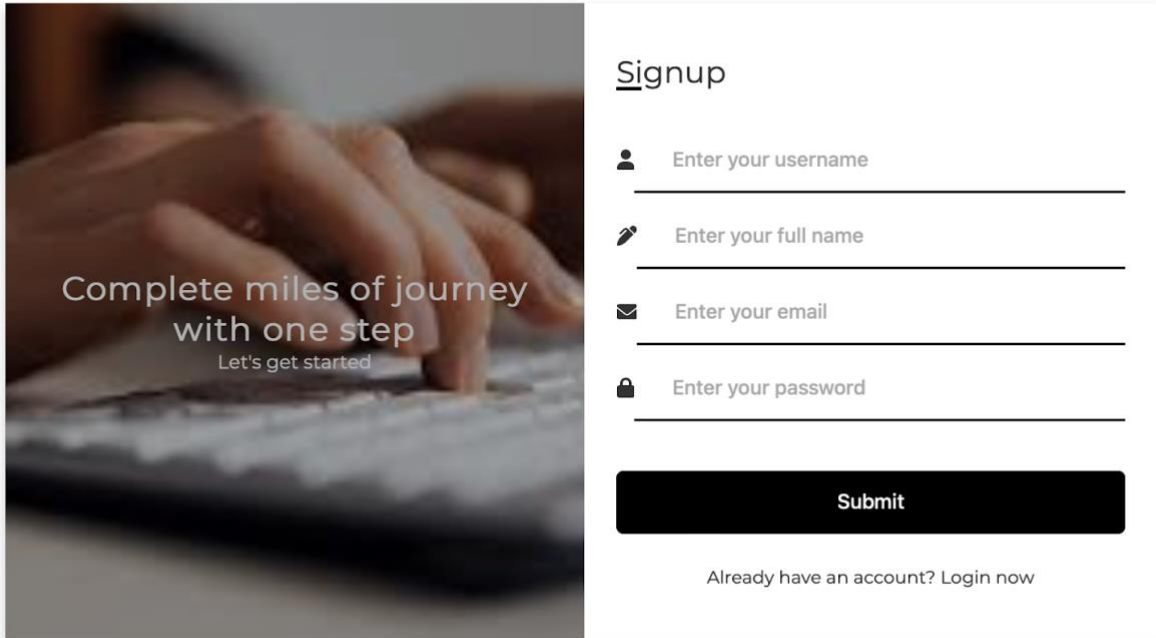
Users who have not previously registered for the **ClubZen** Web Application must select “Don’t have an account? **Signup now**” to access the “New User Registration” page.



Login

Don't have an account? [Signup now](#)

REGISTER



**Complete miles of journey
with one step**
Let's get started

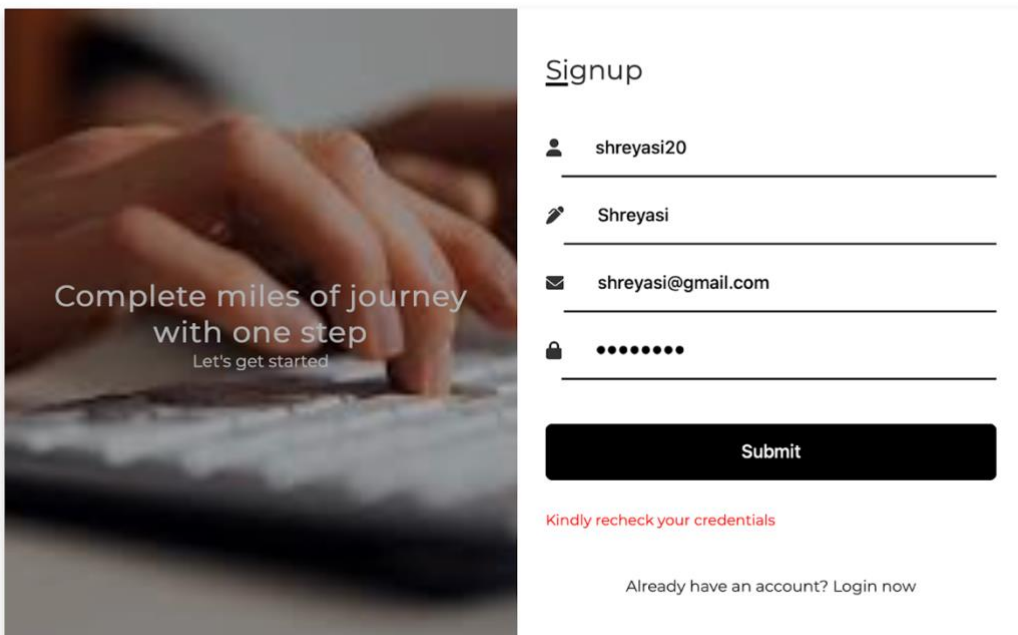
Signup

Submit

[Already have an account? Login now](#)

During the time of registration, users will be asked to enter following information -

- User Name : Each user is required to enter a unique username
- Full Name : Users must enter their full name



**Complete miles of journey
with one step**
Let's get started

Signup

Submit

Kindly recheck your credentials

[Already have an account? Login now](#)

- Email : Users must enter their IITK email-id during the time of registration (this step was added to allow only IITK users to create account)
- Password : Users must enter a password. Passwords are case sensitive.

PROFILE PAGE



shreyansi20 Profile

Name: Shreyasi Mondal

Email: shreyansi20@iitk.ac.in

Authorities:

- General
- user

Logout

The **name initials** (filled during registration) were used to generate the default profile picture of the user.

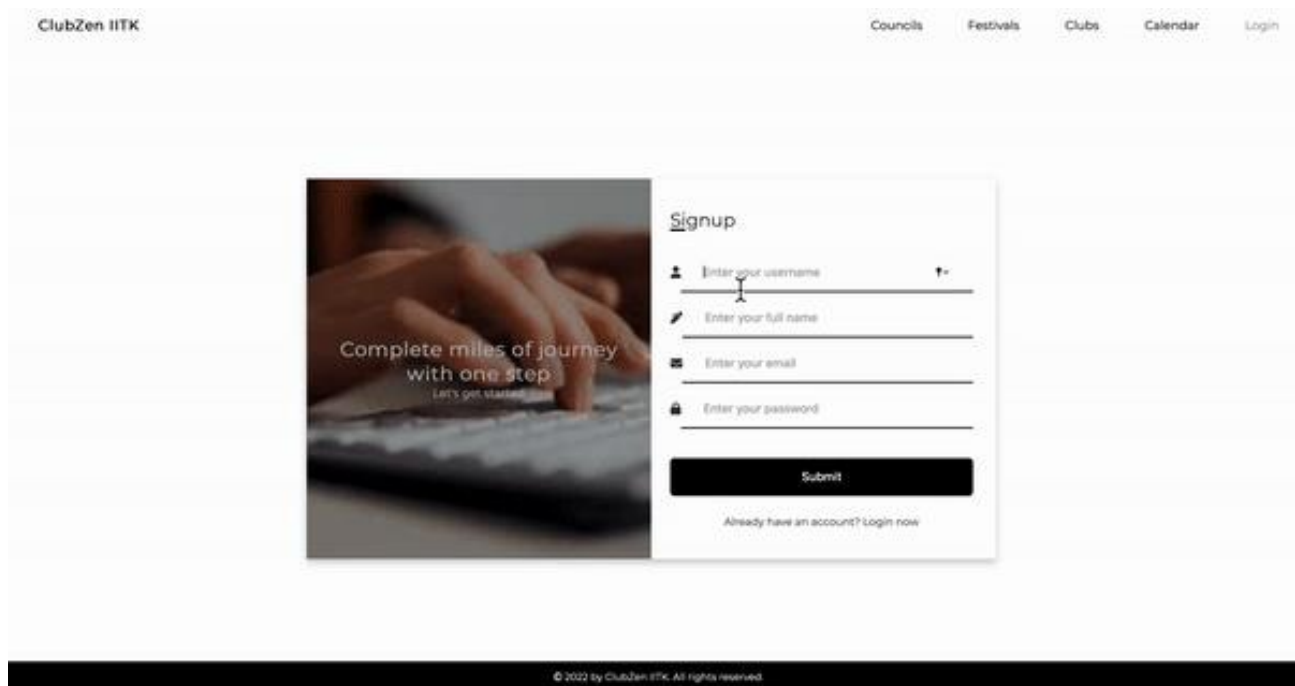
The Profile of the user displays his/her username, fullname, email and authorities the user currently holds.

Logout

The users can click on the Logout button to logout from their account and navigate the web application as a guest user.

Doing this will redirect the user to the **Login** page.

Now, let's see the above processes in action.



ClubZen IITK

Councils Festivals Clubs Calendar Login

Complete miles of journey
with one step
Let's get started now!

Signup

Enter your username

Enter your full name

Enter your email

Enter your password

Submit

Already have an account? Login now

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As seen from the above demo, upon successful signup or registration, the user is redirected to the Login page.

If the user is successfully logged in, he/she is taken to his/her profile page.

On clicking Logout, the user is redirected to the Login page.

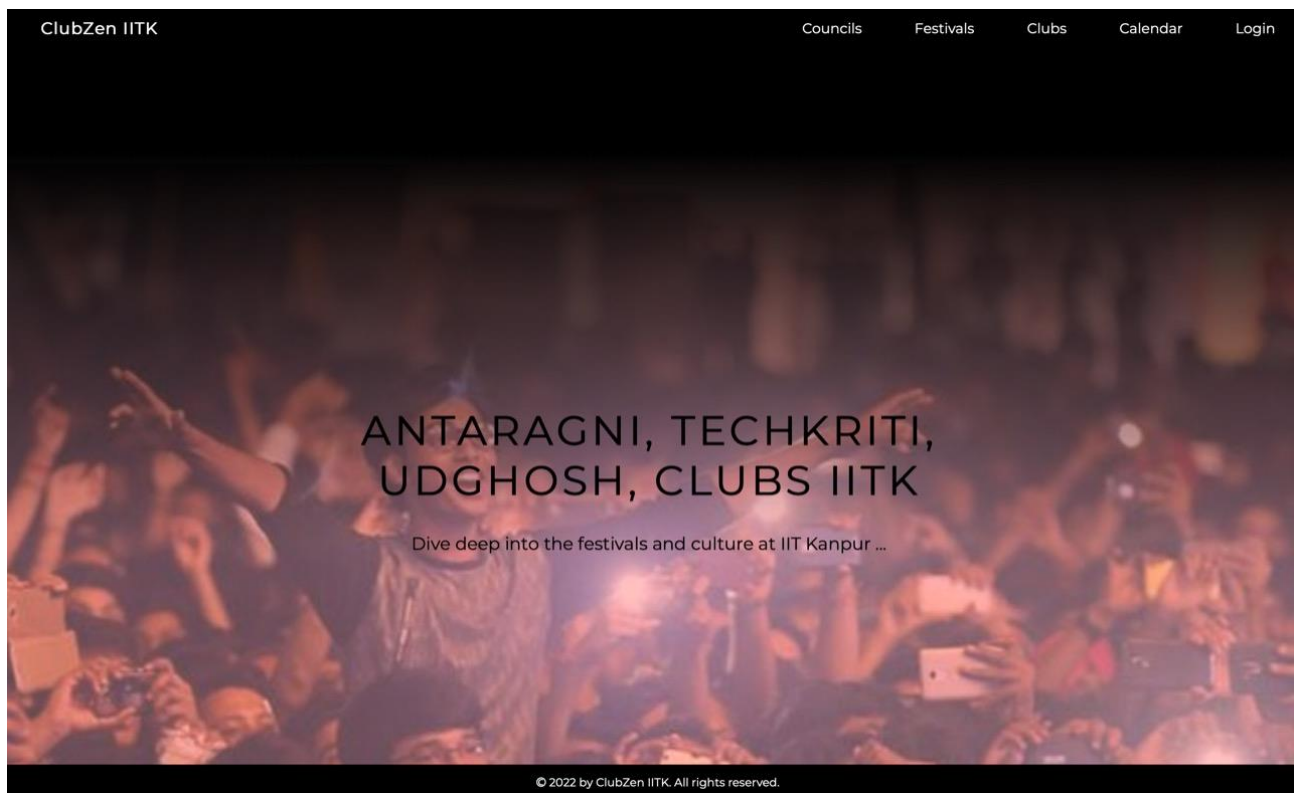
3 Home Page

Home page is the main hub of ClubZen - IITK.

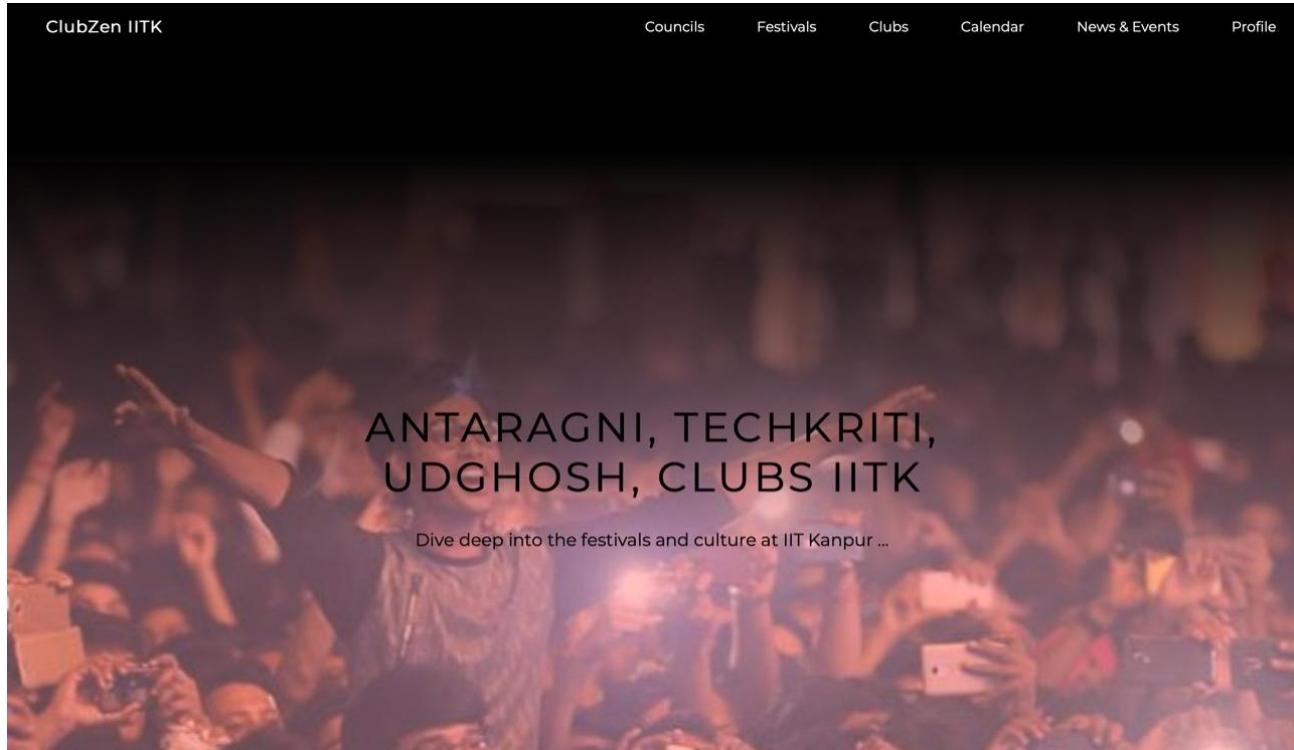
It shows information related to various activities happening around campus. From home page the users can navigate to the following pages:-

- Councils
- Festivals
- Clubs
- Calendar
- News and Events
- Profile

The image below shows how the Home Page looks like as a guest.

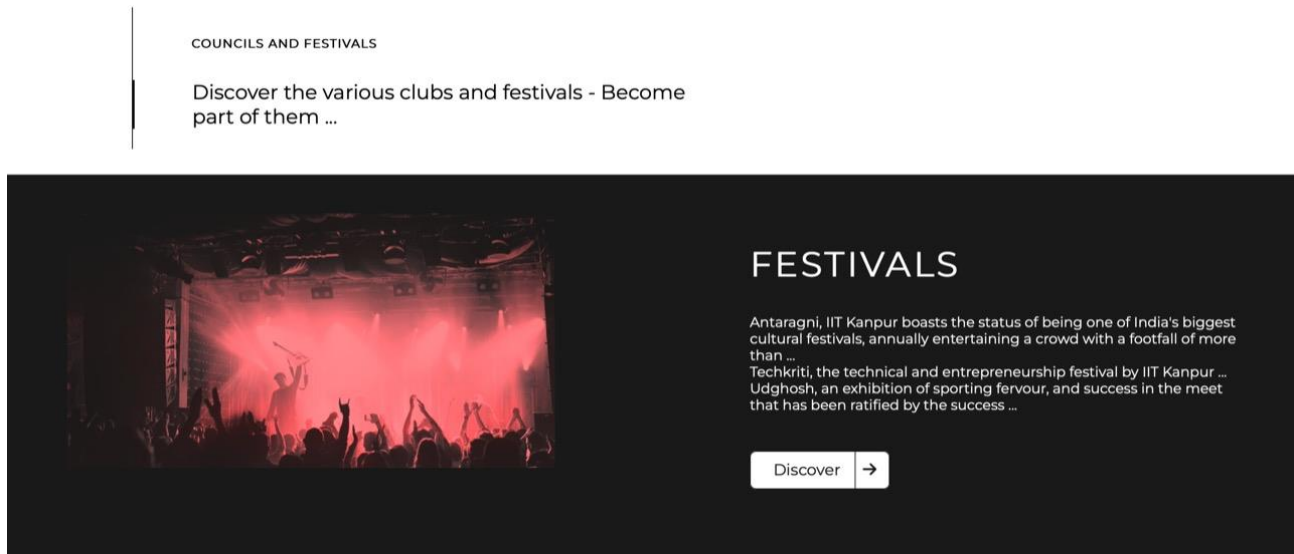


The image below shows how the Home Page looks like as a logged in User.



The top right corner has all the navigation options.

Festivals Section



Councils Section

Scrolling down, users will have the option to explore festivals, councils and events.

COUNCILS

The four Councils - Academics & Career, Games & Sports, Media & Culture and Science & Technology, along with cells carry out the executive responsibilities of the Students' Cymkhana. Each council executes affairs pertaining to an overarching purpose. The Councils comprise Clubs, Hobby Groups, and Institute Teams, which cater to specific activities.

Discover



If the user is a guest, they can only view Festivals and Councils.

Events Section



As a guest if the user tries to navigate to Explore Events they'll be redirected to the login page. As a logged in user, you can access Explore Events.

4 Using the Calendar – Admin and User

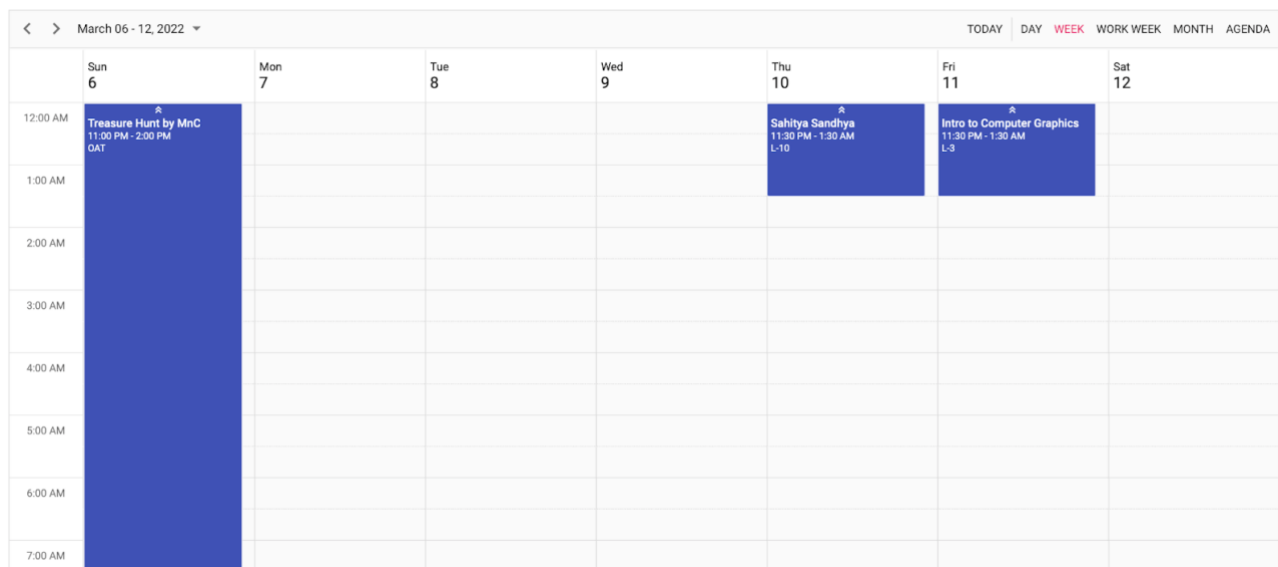
CALENDAR

Spend less time managing your schedule and more time enjoying it ...

Monday, April 4, 2022

The **current date** and **day** is displayed in the header section of the calendar page as shown above.

Week View of Calendar



The figure shown above shows the weekly view of the events added in the calendar. The user can choose how to view the events -

1. Day-wise
2. Week-wise
3. Work Week-wise (excluding Saturday and Sunday)
4. Month-wise

Monthly View of Calendar

< > March 2022 ▾							TODAY	DAY	WEEK	WORK WEEK	MONTH	AGENDA
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday						
27	28	Mar 1	2	3	4	5						
					12:00 AM Volleyball Workshop fo...	12:00 AM Volleyball Workshop fo...						
						11:00 PM Treasure Hunt by Mn...						
6	7	8	9	10	11	12						
« Treasure Hunt by MnC... 2:00 PM			11:30 PM Sahitya Sandhya, L-10	1:30 AM		3:30 PM Introduction to MATLAB...						
				3:30 PM Rang Barse; Pronight Gr...		10:30 PM Holi Sports Camp Da...						
				11:30 PM Intro to Computer Graphics; L-3	1:30 AM							
13	14	15	16	17	18	19						
« Holi Sports Camp Day-... 1:00 AM	10:30 PM Holi Sports Camp Day-3; Sports Complex	1:00 AM	10:30 PM Holi Sports Camp Day-5; Sports Complex	1:00 AM	10:30 PM Holi Sports Camp Day-7; Sports Complex	1:00 AM						
10:30 PM Holi Sports Camp Day-2; Sports Complex	1:00 AM	10:30 PM Holi Sports Camp Day-4; Sports Complex	1:00 AM	10:30 PM Holi Sports Camp Day-6; Sports Complex	1:00 AM							
20	21	22	23	24	25	26						
					4:30 PM Exhibition by PDRL ; Aud...	4:30 PM Entrepreneurial Conclav...						
					5:30 PM Entrepreneurial Conclav...	5:30 PM Talk by Ali Lemus ; Audit...						
					6:30 PM Data Analytics ; Auditori...	7:00 PM Talk by Tejus Venkatesh ...						
					+1 more	+6 more						
27	28	29	30	31	Apr 1	2						
« Comedy Night - Sahil ... 3:30 AM	1:30 AM Bollywood Night - Shaan...											
« Talk by Viral Shah; Aud... 12:30 AM												
3:30 PM Talk by Robert Metcalfe ...												
+5 more	+1 more											

Agenda

This shows the list of all the events in a nutshell.

< > March 10 - 16, 2022 ▾							TODAY	DAY	WEEK	WORK WEEK	MONTH	AGENDA
10 Thu	Sahitya Sandhya, L-10 12:00 AM - 1:30 AM (Day 2/2)											
	Rang Barse, Pronight Ground 3:30 PM - 7:30 PM											
	Intro to Computer Graphics, L-3 11:30 PM - 12:00 AM (Day 1/2)											
11 Fri	Intro to Computer Graphics, L-3 12:00 AM - 1:30 AM (Day 2/2)											
12 Sat	Introduction to MATLAB, Webex 3:30 PM - 6:30 PM											
	Holi Sports Camp Day-1, Sports Complex 10:30 PM - 12:00 AM (Day 1/2)											
13 Sun	Holi Sports Camp Day-1, Sports Complex 12:00 AM - 1:00 AM (Day 2/2)											
	Holi Sports Camp Day-2, Sports Complex 10:30 PM - 12:00 AM (Day 1/2)											
14 Mon	Holi Sports Camp Day-2, Sports Complex 12:00 AM - 1:00 AM (Day 2/2)											

We have also added a **search** option to allow the users to find an event easily either by title, location, start time or end time.

TODAY DAY WEEK WORK WEEK MONTH AGENDA

Fri 11

Sat 12

dhya
30 AM

Intro to Computer Graphics
11:30 PM - 1:30 AM
L-3

Search by all event fields

Enter the Search text

Search by specific event fields

Subject

Location

Start Time

End Time

SEARCH CLEAR

The search results will be visible as shown below -

Subject	Location	StartTime	EndTime
Introduction to MATLAB	Webex	3/12/2022 03:30 PM	3/12/2022 06:30 PM
Panel of Prof. Susan Blackmore, Prof. N. Srinivasan, P...	Auditorium, Virtual Platform	3/27/2022 08:30 PM	3/27/2022 09:30 PM
Talk by Sankar Kumar Pal	Auditorium, Virtual Platform	3/27/2022 09:45 PM	3/27/2022 10:45 PM

Search by all event fields

ma

Search by specific event fields

Subject

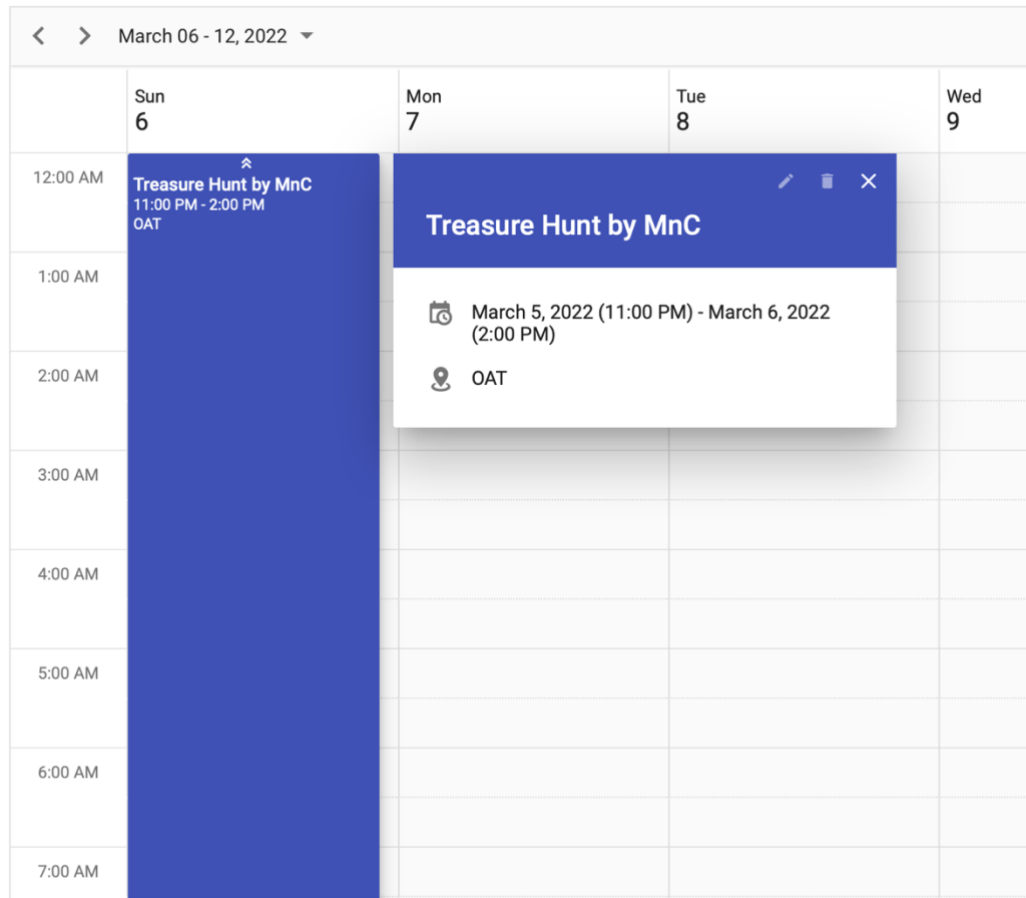
Location

Start Time

End Time

SEARCH CLEAR

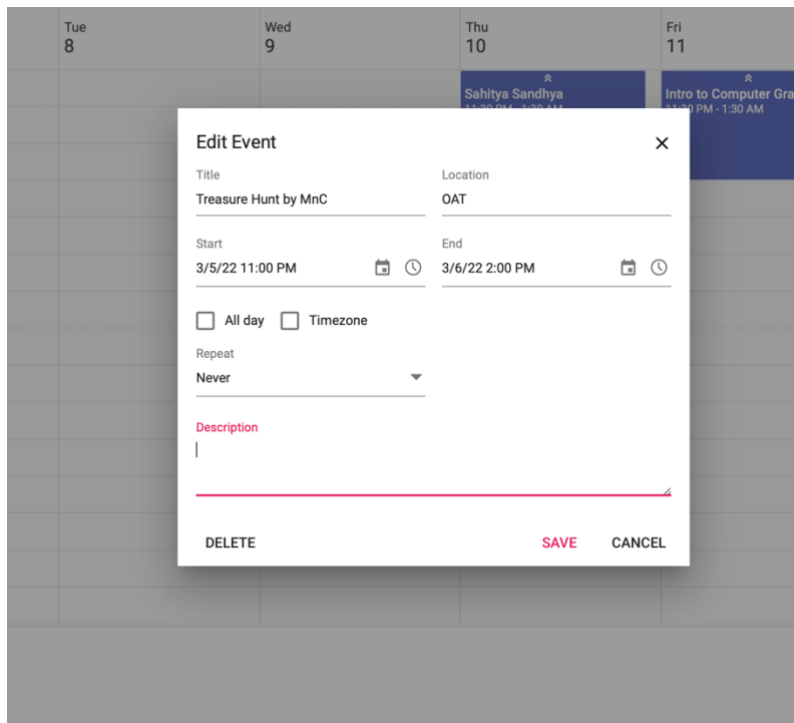
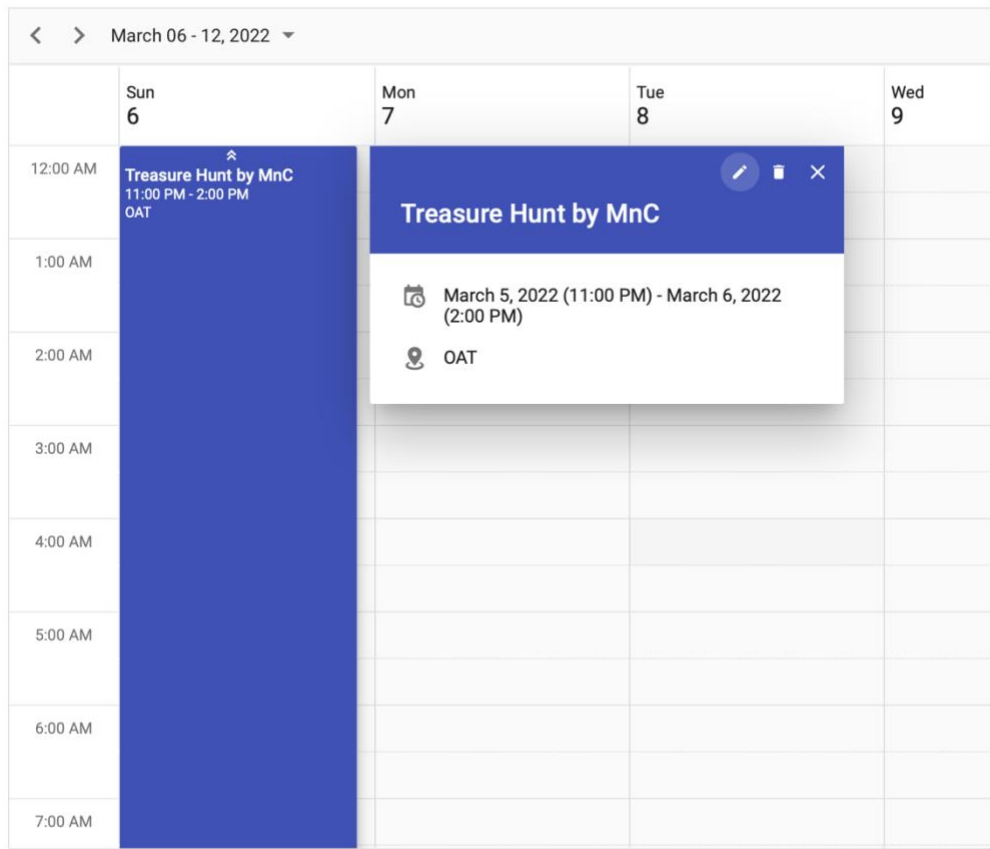
Now coming to the user and admin privileges -



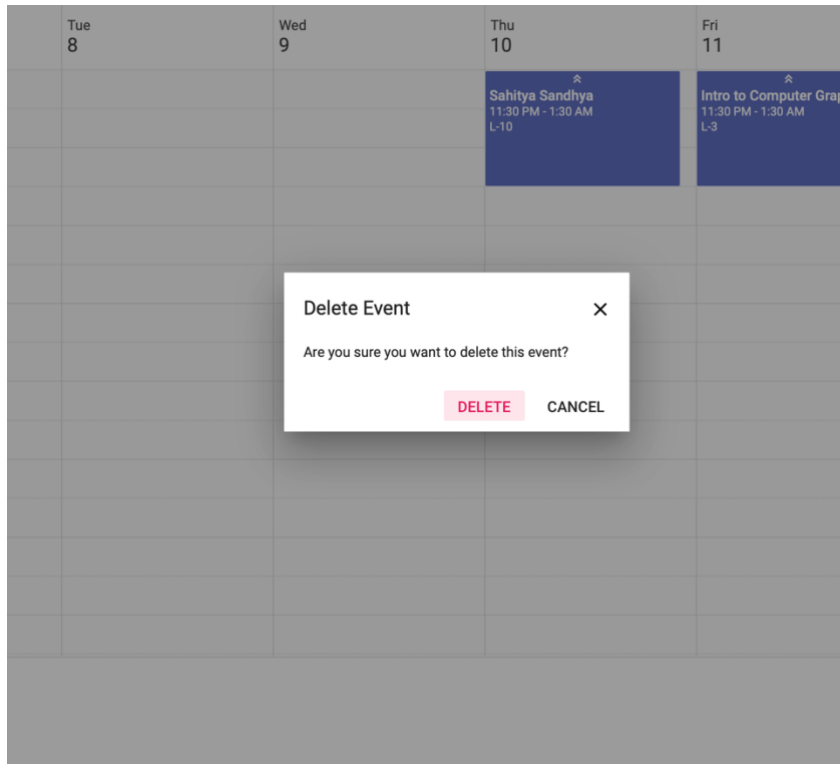
As you can see, when the user is a **guest** or a “**general**” user, the edit and delete option is disabled. They also cannot add any new events.

Now let's see what the same features looks when we are logged in as an **Admin** -

As seen from the figure below, the “**edit**” and “**delete**” option is now enabled for the Admin. Thus, the admin is free to edit an event, delete an event or add a new event.

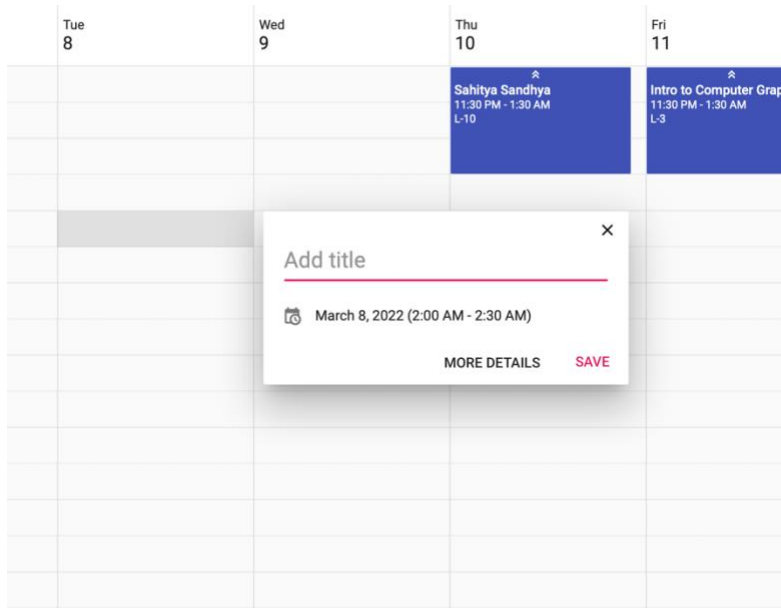


The Admin can change the time zone, add description, increase the duration etc.



Admin can delete an event by clicking on the “Delete” button.

Addition of New Events



To simply add the title, the Admin can fill out the “Add Title” space. If the admin wants to add more details -

- Changing the duration of the event
- Whether the event is “All Day” or not
- Location of the event
- Repeat option (Daily, Weekly, Monthly etc.)
- Description of the event

New Event [X]

Title [_____] **Location** [_____]

Start 3/8/22 2:00 AM [Calendar Icon] [Clock Icon] **End** 3/8/22 2:30 AM [Calendar Icon] [Clock Icon]

☐ All day ☐ Timezone

Repeat
Never [Dropdown Arrow]

Description
[_____] [Description] [Edit Icon]

SAVE **CANCEL**

5 Exploring the Councils and Festivals

COUNCILS

ClubZen IITK

Councils

Festivals

Clubs

Calendar

Login

COUNCILS - IIT KANPUR

The four Councils - Science and Technology (SnT), Media and Cultural (MnC), Games and Sports (GnS) and Academics and Career (AnC) along with cells carry out the executive responsibilities of the Students' Gymkhana.

Each council executes affairs pertaining to an overarching purpose.

The Councils comprise Clubs, Hobby Groups, and Institute Teams, which cater to specific activities.

There are various pages which have been included in this web application like councils, festivals, and calendar which can be accessed by simply clicking on the top right corner which is shown above by the arrow.


Science and technology (SnT) council

Science and Technology (SnT) Council

The SnT Council of IIT Kanpur is a community of science and technology enthusiasts who love to explore the unthinkable. The council encourages innovation and learning and caters to the need of all in the campus community through 20 clubs, hobby groups and teams. Arranging an array of workshops, lectures and competitions, the council is the best place to work and show of your skills. So join us in this journey to explore the unknown.

[Explore Clubs](#)

Media and Cultural(MnC) Council



Media and Cultural (MnC) Council

IIT Kanpur's Media and Cultural Council has a basket full of new activities to offer! Amidst the student junta, MnC plays one of the most exciting and involving roles. Offering a wide spectrum of clubs and societies, MnC brings you a myriad of opportunities so that you can explore your long lost talents, or maybe even pick up a new one. Under the hoods of these clubs and societies, you'll get the chance to interact with talented and passion-driven people who will guide you and help you excel in whichever field you choose to; all you do need is a pinch of 'enthu'!

Explore Clubs →

Games and sports(GnS) Council

Games and Sports (GnS) Council

Games and Sports Council is the voice and face of IIT Kanpur sports community, responsible for management and conduction of all sporting events in the campus. This website is a forum for reaching out to the campus junta and beyond with news, achievements and experiences! A legacy of a determined struggle and expression of selfless passion! Since its conception in 1962, the GnS Council has worked to promote more and more sports in the campus. We have come a long way, and have a lot further to go.



SnT, MnC, GnS are the three councils of IITK, their page can be found under the **Councils** section of ClubZen.

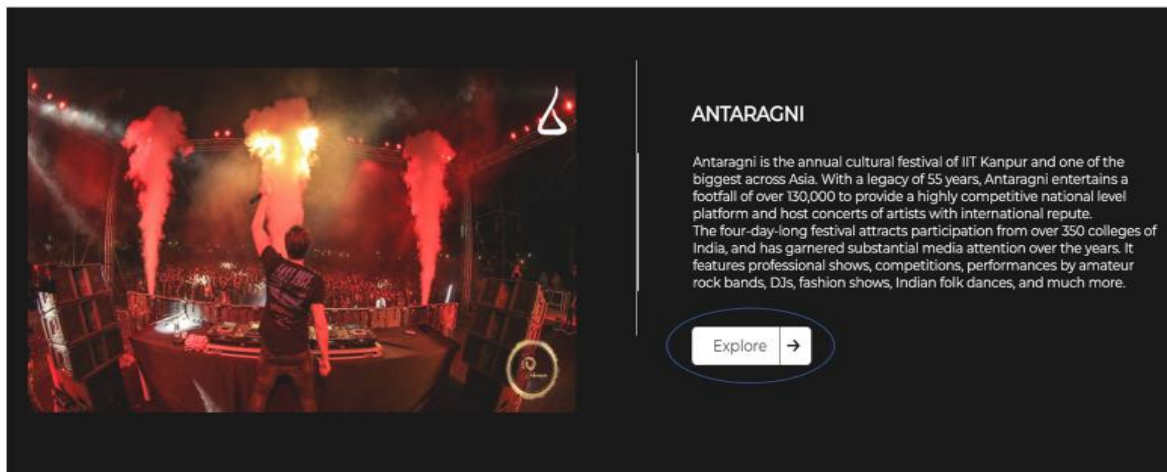
To know more about the clubs which come under these you can go to the **Explore Clubs** option.

FESTIVALS



There are many festivals and fests in IIT Kanpur which are organized every year. As the fests are an important part of the institute there's a separate page for it. It can be found under the **Festivals** section in the top right corner. We've included 3 main tests of IITK in this section which are Antaragni, Udghosh and Techkrirti.

Antaragni



Antaragni is the annual cultural festival of IIT Kanpur and one of the biggest across Asia. It's a four-day-long festival in which various events and activities are being organized. The information regarding all of that can be found in this section by clicking on the **Explore** button.

Udghosh

UDGHOSH


Udghosh, IIT Kanpur, India's largest Inter-collegiate Sports Festival provides an arena to lock horns in an epic battle of sports. IIT Kanpur is equipped with the state of the art facility in the sector of sports. Udghosh organises 22 sports events with a huge participation of both boys and girls from over 200 colleges across the country. Over 2500 students participants take part in a broad spectrum of fine sports events and informal events, followed by various other attractions like pro-Nights, comedy nights etc.

Explore →



Udghosh is India's largest inter-collegiate Sports Festival of IIT Kanpur. Over 2500 students from colleges all over India participate in this festival. Various sports events and other attractions like pro-Nights, comedy nights are organized under this. All the information about these can be found by clicking on the **Explore** button of this page.

Techkriti



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TECHKRITI

Techkriti is an annual four-day inter-collegiate technical and entrepreneurship festival at the Indian Institute of Technology Kanpur. The festival is usually held in March.

Techkriti is an entirely student organized festival. The structure of the organising team is four-tiered. Leading the team were the Festival Coordinators along with a team of Heads, each with an allotted portfolio. Administrative portfolios include marketing, media and publicity, finance, security, hospitality and show management.

Explore →

Techkriti is an annual four-day-long inter-collegiate technical and entrepreneurship festival of IIT Kanpur. Various events like tech talks, pronite, and comedy night are held under this. All the information about these can be found by clicking on the **Explore** button of this page.

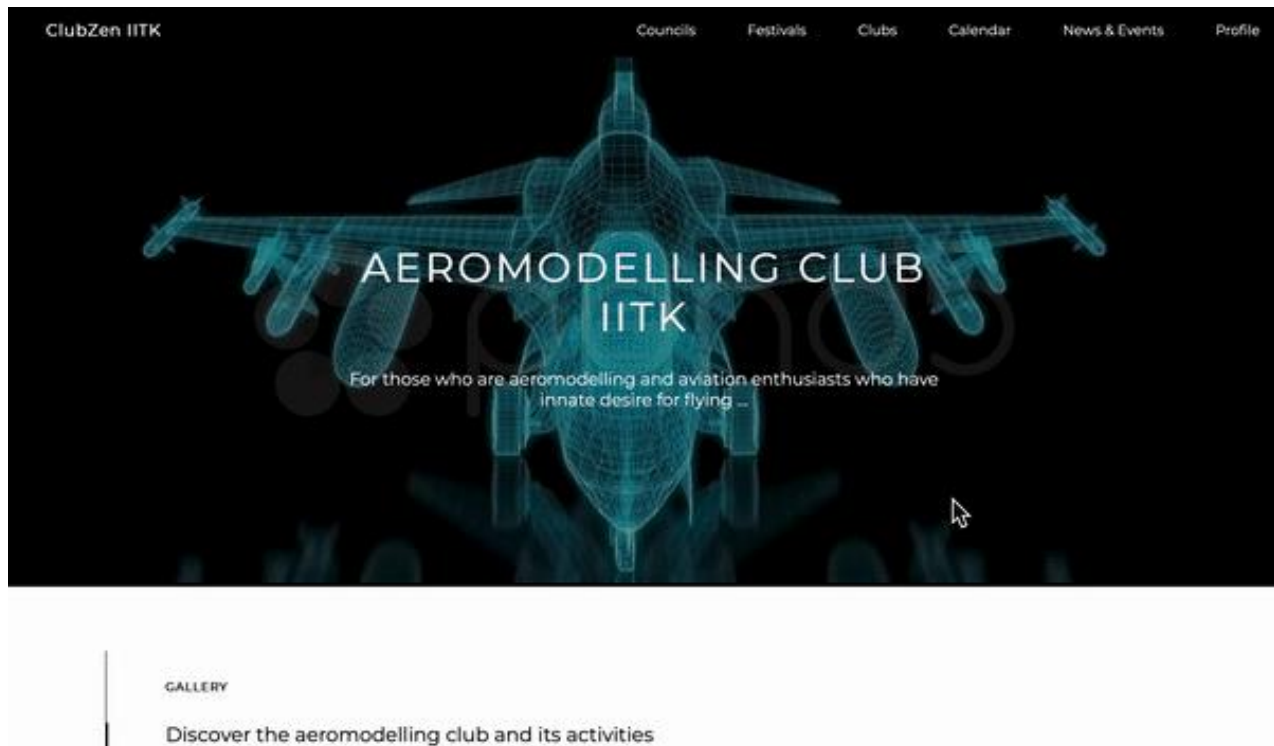
6 Exploring Clubs

College is a great place to explore new opportunities and see what activities might interest you through clubs and extracurricular organizations.

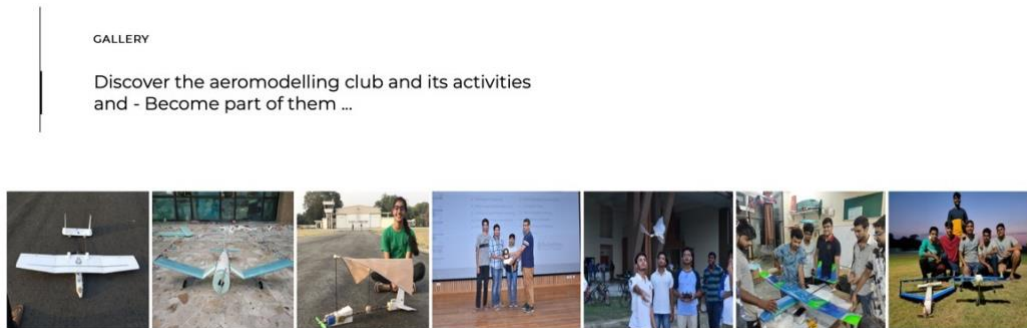
This page will show all the clubs in all the three councils SnT , MnC, GnS.



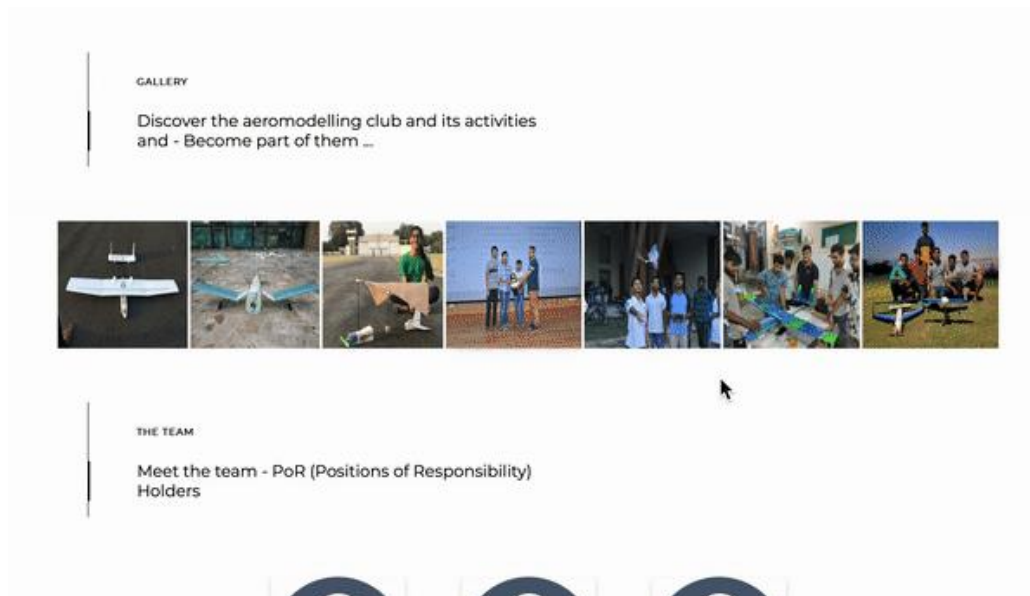
On opening a particular club page it will be shown like this, a video demonstration is shown below :



This part of the page will show the gallery containing images of different activities that the club wants to post:



A video demonstration of gallery part is shown below:

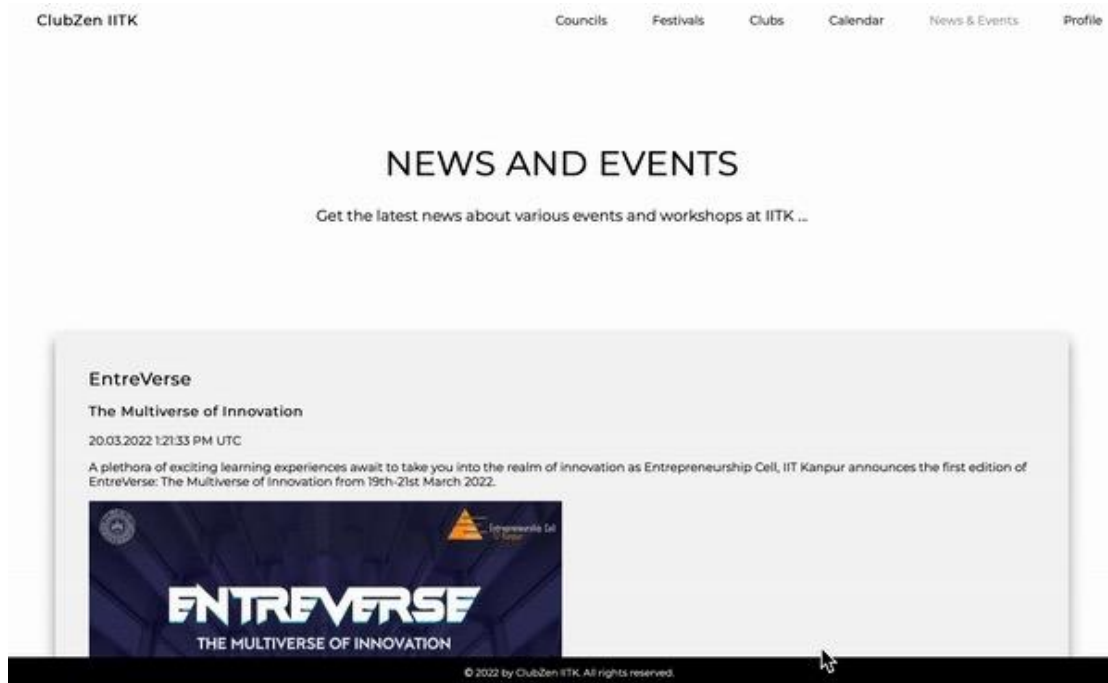


This part of the club page will show the contact details and names of the team coordinators:



7 News and Events

Through the **News and Events** page, the user will be able to get the latest news about various kinds of clubs, fests, news, events and workshops happening around campus.



The news will be sectioned one below the other and all the information (like name of the event, the club organizing the event, etc.) related to the event will be available along with a short description. An official poster (if available) of the respective event will be featured as well.

