





LOGHATY

USER GUIDE FOR THE WEBSITE

Loghaty is an educational institute which offers courses to help students ranging from 1 to 12 grade mainly focusing in Languages.

The courses span throughout the academic year with meetings in each week .

INTRODUCTION TO THE WEBSITE:

The website is an impressive and user-friendly interface suitable for students, teachers, and anyone interested in education.

The interface is available in three languages: Hebrew, Arabic, and English, and it offers various features such as file uploads, location-based routing, comments on files, and free educational games.

Navigating through the services is simple and convenient, making the site an efficient tool for management and learning.

Getting Started with the Website:

Step 1: Accessing the Website:

Open your web browser and enter the website address

[https://loghaty-78241.web.app/] in the address bar.

Then, press "Enter" on your keyboard.

Step 2: Logging into the Website:

Log in using your username and password.

By clicking "Remember Me" your details will be saved, and you won't need to re-enter them.

Step 3: Choosing a Language:

Once you arrive at the website, you'll see a list of available languages at the top of the page.

Click on the language in which you wish to browse the site.

Step 4: Navigating the Website: The website is organized and user-friendly, with options for browsing in three different languages: Hebrew, Arabic, and English.

Step 5: Entering the Site: Entry to the site is through a username and password provided by the administrator to teachers or students.

On the main page, you can see the courses, teachers, and students.

Step 6: Using the Website: The website offers a variety of services, including file uploads, comments on files, educational games, and real-time presence updates based on location.

You can navigate between these services and use them comfortably at any time.

Login Screen:

Logging in using your username and password, which the administrator provides for you.

By clicking on "Remember Me" your information will be saved. and you won't need to type it again



If you forget your password, click on "Forgot Password.



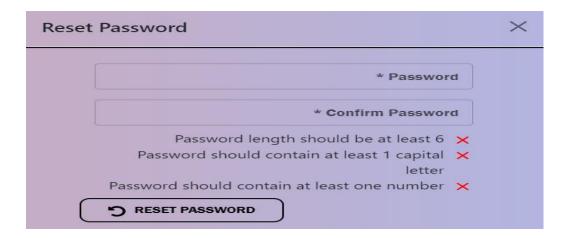
You need to enter your ID or user name,



You'll receive a verification code that you'll need to enter.



You need to make a new password.



Administrator Screen:

If you're an administrator, you can open a new course and add students to it, or add a student and assign them to a course group. You can also create a teacher profile with all the necessary details, including resumes and references, and more.

Here, You can see the schedule for this week.



And you can see the teachers who's teaching now, messages you received and total working hours for the teachers by current month and by year.

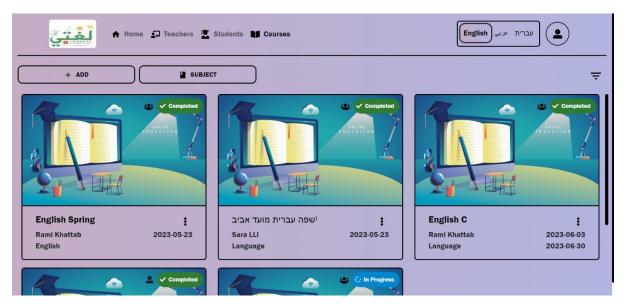


By clicking on 'a', you can see the messages you received, help, log out.

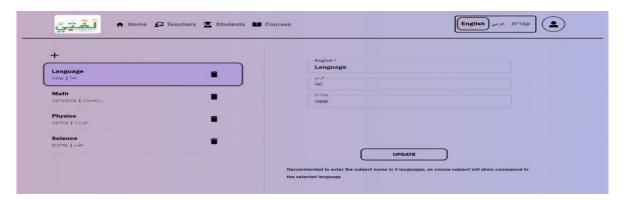


Courses Management Screen:

This screen displays all the courses with their details, such as course name, teacher name, start date, and whether the course is ongoing or finished. It also indicates if the course is private or group. By clicking the three dots, you can access the course screen.



You can add a new course by clicking on the '+' button You can update the language in which the course is conducted by choosing the language and clicking "Update." To delete a course, select the course and click on the 'delete' Access to this screen is available to administrators only.



Adding a New Course:

- 1. From the main courses screen, click on the '+' button to access the page for adding a new course.
- 2. Fill in the details for the new course:
 - Enter the course name.
 - Specify the course subject.
 - Choose the teacher for the course.
 - Enter the number of sessions. Ensure that the number of sessions does not exceed five sessions per week.
 - Select the start date.
 - Select the end date.
 - Choose the session duration.
 - Specify whether the course is private or group.
 - Select the days and times.
- 3. After filling in the details, click "Add Course." Your new course will be added to the list, and you can manage it and add students. Access to this screen is available to administrators only.

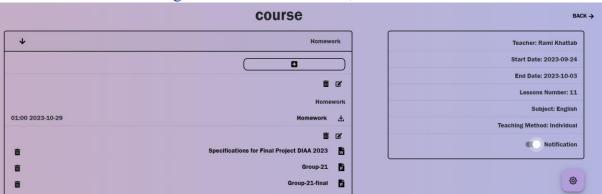


Course Screen:

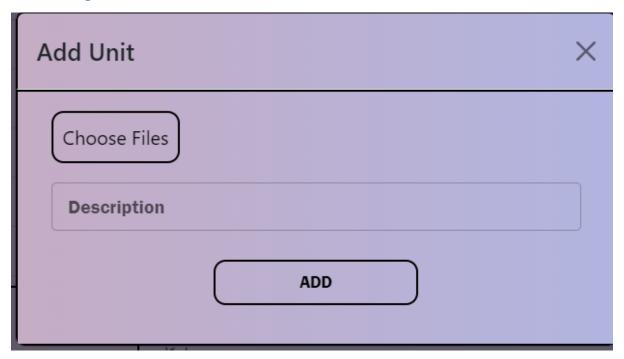
On the right side of the course screen, you can view the course

details, while on the left, you can upload/delete files and assign them to groups, such as homework, first lesson, etc.

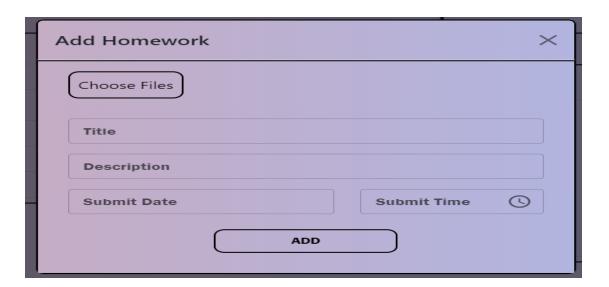
To add students\meetings\lessons to the course, click on ' , .



There is option to divide the course material to lessons/units.



There is option to add new homework from this screen by clicking on '+', you need to choose file from your computer ,choose title for the homework, description, submit time and submit date by pressing on add the homework will be available to the student.



Courses for Students Screen:

This screen allows you to see which courses a student is enrolled in, any comments they may have, and all the files they have uploaded. Access to this screen is available to administrators only.



The student can upload solution file for the homwrok assignment the teacher uploaded.



The student can see his grades for each homework assignment.



Teachers Management Screen:

This screen displays all the teachers with their details. By clicking "Add," you can add a new teacher. By clicking "Print," you can print a list of all the teachers in the system. You can update a teacher's details by clicking on the edit icon

(' ') on their specific row, delete them by clicking on the delete icon (' '), and access the files associated with that teacher by clicking on the files icon

Access to this screen is available to administrators only.



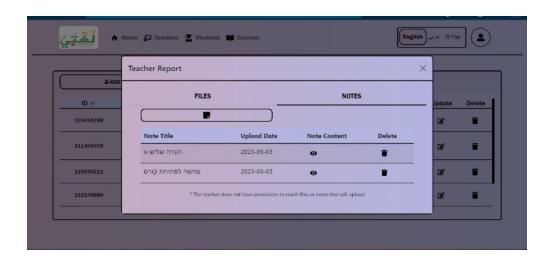
Teachers' Files Screen:

Clicking on the files icon (') will open the files screen for teachers. Here, you can see all the documents associated with a specific teacher.

Each file has a name and an upload date.



You can delete files by clicking on the delete icon (' ') and download files by clicking on the download icon (' '). In the comments tab, only administrators can view and leave comments on the teacher.



Students Management Screen:

This screen displays all the students with their details. By clicking "Add," you can add a new student. By clicking "Print," you can print a list of all the students in the system. You can update a student's details by clicking on the edit

icon (' ') on their specific row, delete them by clicking on the delete icon ('), and access the files associated with that student by clicking on the files icon (').

Access to this screen is available to administrators only.



Teachers' Attendance Screen:

Teachers report their working hours within the system. Accessing a shift is done by clicking on , and you can exit by clicking .

For the first login, teachers are asked to share their location with the system for location identification. If they don't share their location on the first login, they'll receive a reminder after a certain time has passed since the user logged in to their shift.

You can access the history of attendance reports by clicking on "Reports." You can add comments from the Reports screen. Incase you didn't share your location, you can change it by following the steps in this link https://support.google.com/chrome/answer/142065?hl=iw&co=GENIE.Platform %3DAndroid



Pop-up reminder:

The first time, it will ask for permission to send notifications. The user must allow it to receive reminders.

Attendance Reports for Teachers:

You can select a date range to view a list of attendance reports for a specific teacher. The report includes the ID, name, start date, end date, total working hours, comments, location, and time. To add comments, select a shift from the table and then write the comment.

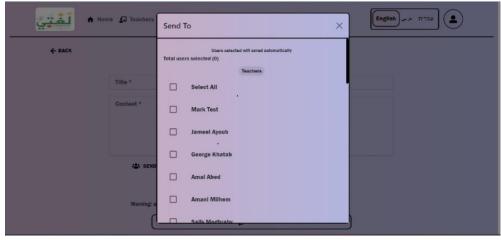


Messages to Users Screen:

Every user designated as an administrator can send messages to other users. You can write the subject and content of the message.



click "Send To," and select the users to whom you want to send the message.



After sending a message, you can view all the messages

After sending message you cannot remove or add users to the message.

