Student Marking Application Manual

# 1. Accessing the Application

1. Locate and Open the Worksheet

- Navigate to the `gand6363\_Database ` folder.

- Open the Microsoft Excel Macro-Enabled Worksheet (`.xlsm`) named `gand6363\_FinalDatabase`.

2. Select the Database

- Go to the "Student Database" Ribbon.

- Click the "Browse" button to open a file dialog.

- Locate and select your desired student database file, then click "Open." Alternatively, you can use provided file called “Registrat.mdb” to test application functionality/

- Click "Run." If successful, a success message will appear. If not, verify the correct file is selected.

# 2. Using the Options Userform

Once you've successfully connected to the database, an "Options" Userform will appear with the following features:

## 1. Course List

- View Courses: Displays all courses offered at Wilfrid Laurier University’s Waterloo Campus.

- Calculate Statistics: Click on a course, then use the provided buttons to compute the average and standard deviation for that course.

## 2. Student List

- View Student Information: Displays a list of all students, including their first name, last name, and student ID, in a new worksheet.

## 3. Student Search

- Search by Student ID: Enter the student ID in the "Student Search" Userform to find specific student details.

- Error Handling: Errors will occur if the student ID is invalid or the field is left empty.

## 4. Generate Report

### Course-Specific Report

- Select a course and click "Generate Report."

- The report will be generated in Word with statistical data available in Excel, named in the format `CourseInfo\_<CourseName>`.

### Student-Specific Report

- Enter the student ID and click "Generate Word Report."

- The report will be generated in Word with statistical data available in Excel, named in the format `StudentInfo\_<StudentID>`.

# 3. Troubleshooting Common Errors

- No File Selected: Ensure a file is selected before clicking "Run."

- Wrong File Type: Confirm that the selected file is compatible with the application.