**User Guide for CTU-Buddy Website**

**Website URL:** https://eugene2003test1.000webhostapp.com/

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**1. Introduction**

**About CTU-Buddy Website:** The CTU-Buddy website serves as a platform for prospective learners and members of the CTU community to interact, share knowledge, and enhance the overall experience for new students. This user guide will help you navigate the website's key features.

**2. Home Page**

**Website Overview:**

* The Home Page is your starting point when you visit the CTU-Buddy website. It provides essential information and navigation options.

**Navigation Menu:**

* Use the clear and easy-to-navigate menu to explore the website's various sections, including the Discussion Page, About Us, Upcoming Events, and Contact Us.

**About CTU-Buddy:**

* Learn more about CTU-Buddy, its purpose, and how it can benefit you as a student. This information can be found on the Home Page.

**Upcoming Events:**

* Stay updated on CTU's events and activities by checking the Home Page. Information about upcoming events can be found here.

**Contact Information:**

* Easily connect with CTU-Buddy through social platforms or other contact points, all of which can be accessed from the Home Page.

**3. Timetable Page**

**Accessing the Timetable Page:**

* To access the Timetable Page, click on "Timetable" in the navigation menu.
* Log in to your CTU-Buddy account if you're not already logged in.

**Viewing and Managing Your Timetable:**

* On the Timetable Page, you can:
  + View your weekly schedule with details such as date, time, and location.
  + Add new classes or events to your timetable.
  + Edit or delete existing entries as needed.
  + Customize the layout and appearance of your timetable.

**Using the To-Do List:**

* The To-Do List feature on the Timetable Page helps you:
  + Add tasks, assignments, and goals.
  + Set priorities and due dates for tasks.
  + Mark tasks as completed to track your progress.
  + Organize your to-do list efficiently.

**4. Discussion Page**

**Navigating the Discussion Page:**

* To access the Discussion Page, click on "Discussion" in the navigation menu.
* Explore discussions and topics related to CTU and student life.

**Asking Questions:**

* If you have questions or need information, click on the "Ask a Question" button on the Discussion Page.
* Provide clear details about your query and submit it for the CTU community to answer.

**Interacting with the CTU Community:**

* Join ongoing discussions by commenting on posts or providing helpful answers to questions asked by others.

**Sharing Knowledge and Experiences:**

* Share your knowledge, experiences, and insights to help fellow students.
* Create new topics or discussions to address specific subjects or concerns.

**5. Shared Resources Page**

**Accessing Shared Resources:**

* To access the Shared Resources Page, click on "Shared Resources" in the navigation menu.
* Log in to your CTU-Buddy account if you're not already logged in.

**Uploading PDF Documents:**

* To upload a PDF document:
  1. Click on "Add New Resource" or a similar button.
  2. Select the PDF document from your device.
  3. Fill in details like title, description, and tags.
  4. Specify privacy settings (public, private, shared with specific users).
  5. Click "Upload" or "Share" to make the document available for others.

**Browsing and Downloading Resources:**

* To browse and download PDF documents:
  + Use the search bar, filters, or categories to find resources.
  + Click on a resource to view details and click "Download" to save it to your device.

**Managing Your Uploaded Resources:**

* Manage your uploaded resources by:
  + Editing resource details.
  + Deleting resources, you no longer need.
  + Adjusting privacy settings to control access.

**6. About Us Page**

**Mission, Vision, and Values:**

* The About Us Page provides insight into the mission, vision, and values that drive CTU-Buddy.
* Our Mission: To enhance the learning experience at City Technical University (CTU) by providing a cutting-edge educational platform.
* Our Vision: Empowering students to excel, connect, and thrive in their academic pursuits, redefining the CTU learning environment.

**Key Features of the Platform:**

* CTU-Buddy offers a range of key features to support student success:
* Timetable Management System: Efficiently manage your schedules.
* Resource Sharing Platform: Easily access and share educational materials.
* Discussion Page: Promote collaborative learning through meaningful discussions.

**Meet the Team:**

* CTU-Buddy is driven by a dedicated team of individuals who play critical roles in shaping the platform's success:
  1. **Amore:** Leads the Home Page, focusing on presenting key information and creating an engaging platform experience.
  2. **Leandro:** Develops the Timetable Page, ensuring adaptability across devices and dynamic scheduling.
  3. **Thato:** Shapes the Discussion Page, encouraging interactive and meaningful student discussions.
  4. **Eugene:** Manages the Shared Resources Page, prioritizing secure and user-friendly resource access.
  5. **Boitumelo:** Creative Force behind the About Us Page, providing an interactive experience for the user.
  6. **Tumelo:** Takes the lead on the Contact Us Page, enhancing user engagement and feedback.

**CTU-Buddy social media:**

* Stay connected with CTU-Buddy through our social media platforms:
  + Instagram, Facebook, and YouTube: @ctu\_buddyboksburg
  + Follow us for updates, discussions, and educational content.

**Conclusion:**

* CTU-Buddy is more than just a platform; it's a transformative tool designed to empower CTU students. We are committed to enhancing your academic journey, connecting you with valuable resources, and fostering a thriving learning community.

**7. Contact Us Page**

**Finding Contact Information:**

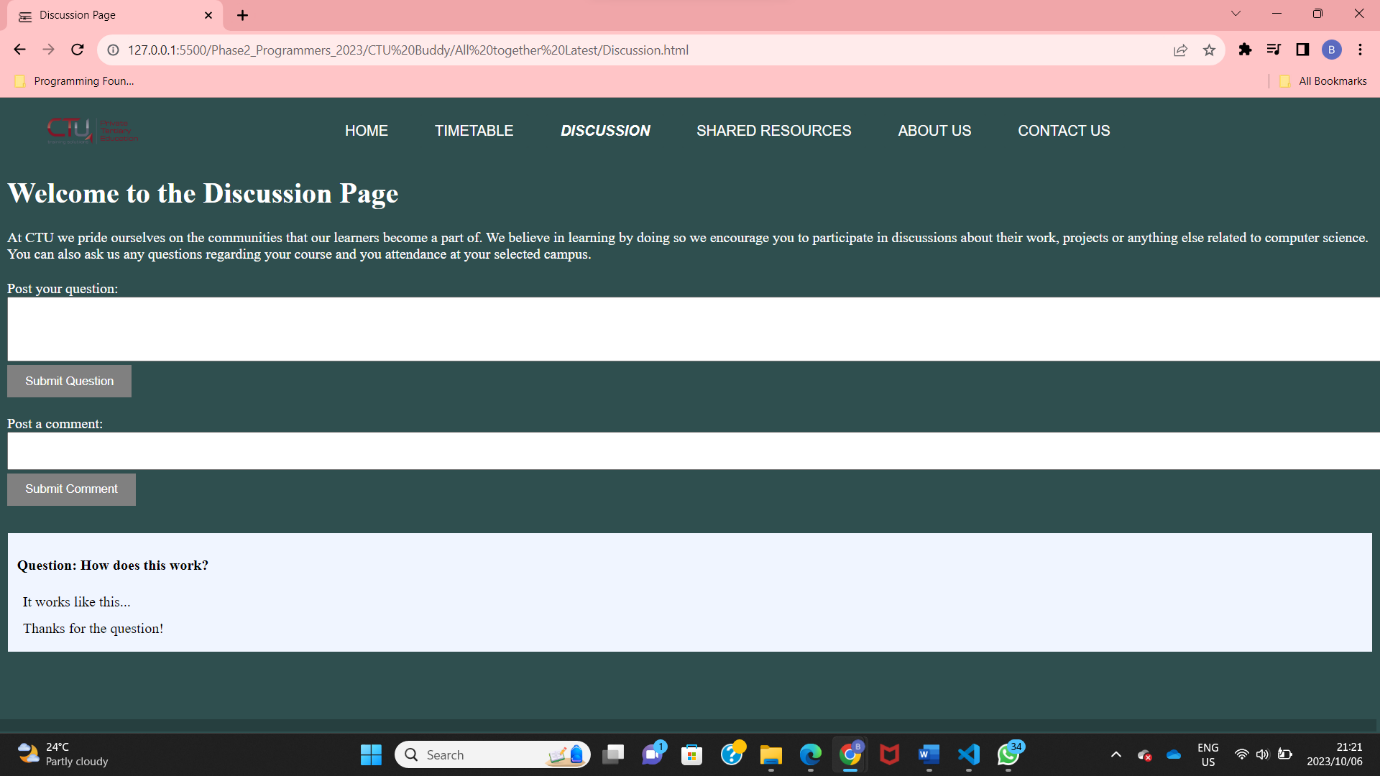
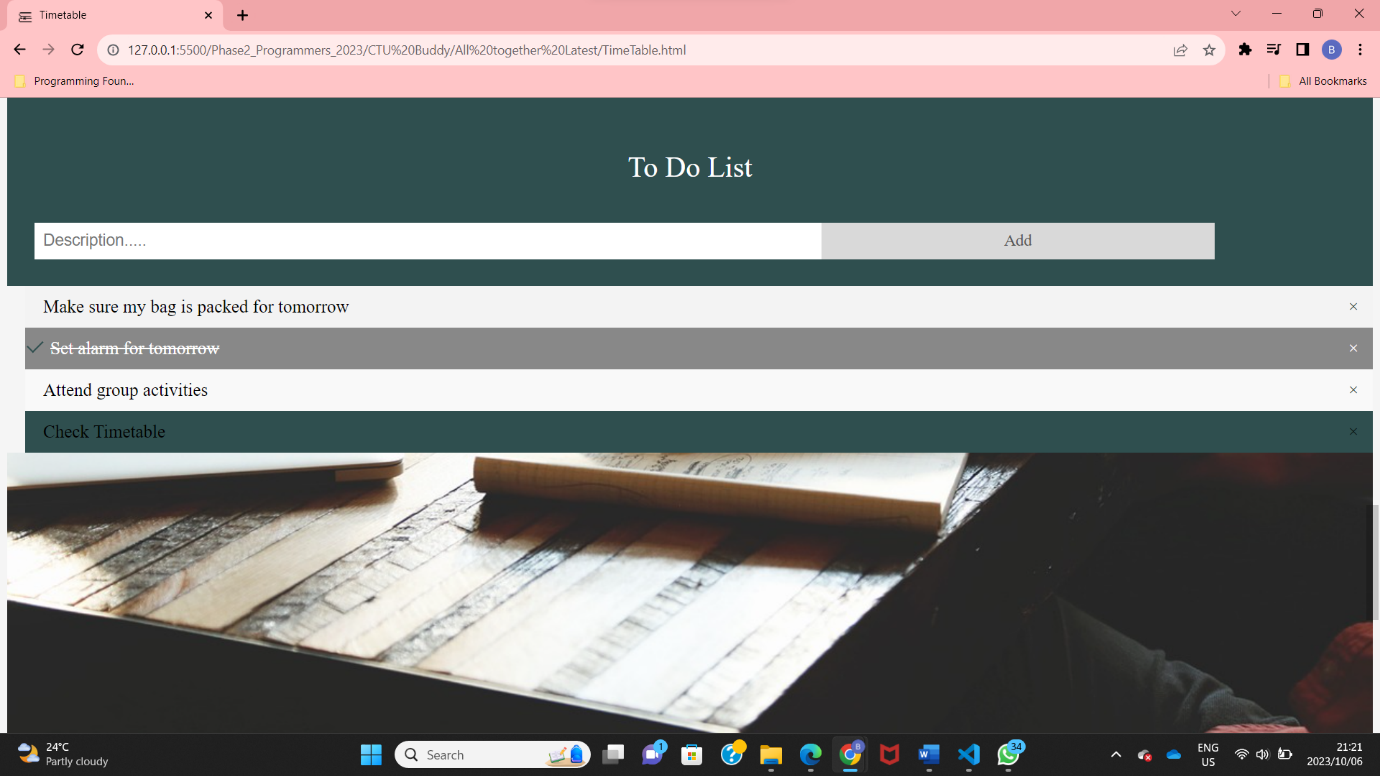
* To access the Contact Us Page, click on "Contact Us" in the navigation menu.
* Find contact information for CTU-Buddy to get in touch with any questions or feedback.

**Sending Questions and Feedback:**

* Use the provided contact details to share your questions, concerns, or feedback with CTU-Buddy.

**Locating CTU Boksburg Campus:**

* If you need to visit the CTU Boksburg Campus, you can find its location and address on the Contact Us Page.

A screenshot of a computer

Description automatically generated