# ExamTrack - User Manual

ExamTrack is an innovative application designed to streamline the process of managing exams, particularly in educational institutions. With its advanced features like face recognition, timers, note-taking, manual confirmation, break tracking, and reporting functionalities, ExamTrack aims to enhance efficiency and accuracy during exam administration.

**Running the App:** To run ExamTrack, simply extract the .rar file, then run ExamTrack.exe

## Main Menu
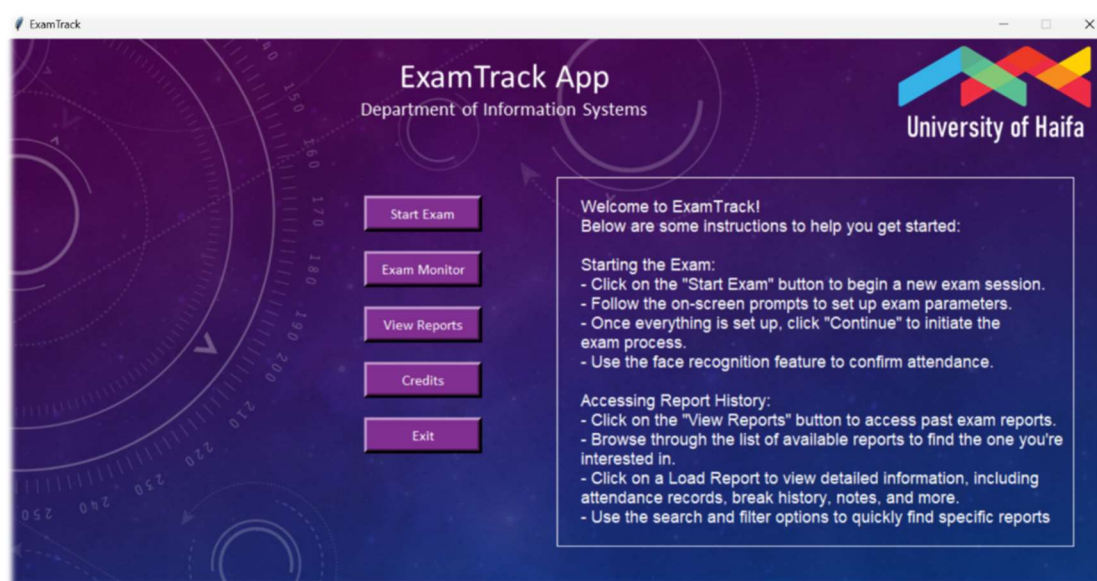


**Start Exam:** Start a new exam session, the following frame will open requesting to fill in exam details to procceed.

Fill in Exam Number (currently in databse: 112323), Term, Duration and Supervisor names, click on '+' to add supervisors. Select camera and click 'Test' to make sure the correct camera is selected.
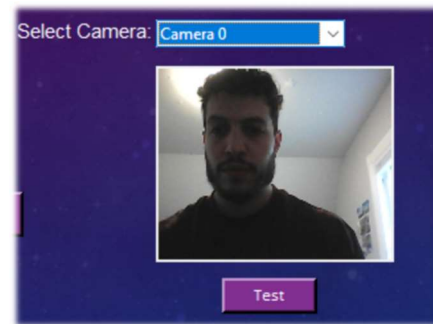


If exam does not exist in the database, you will get an error. You may upload a csv file manually by clicking on the Upload .csv file icon.
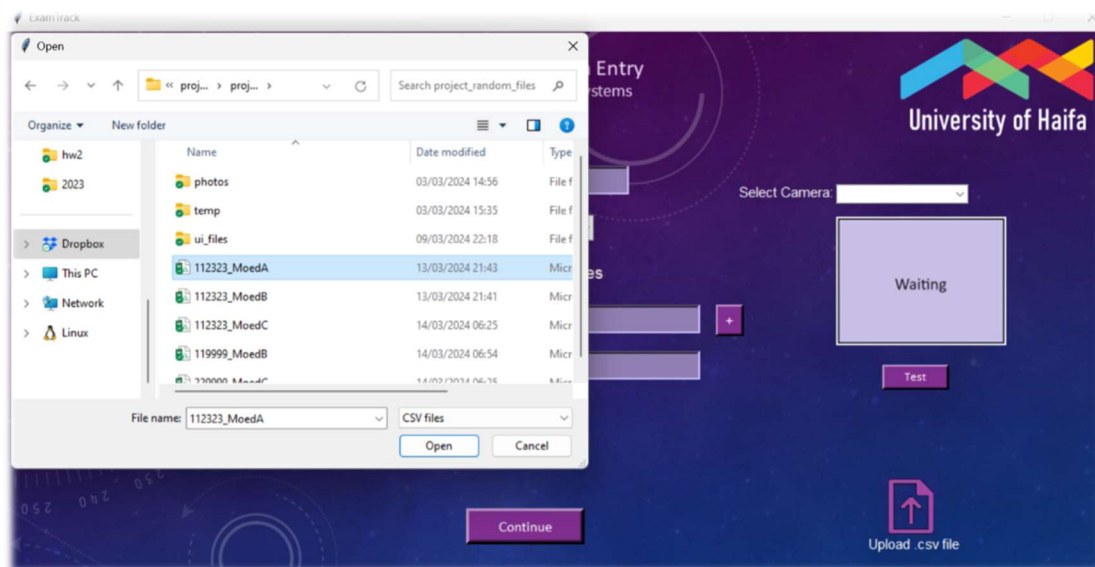




Once you upload a file, if the file is valid you should get a V icon. You will have the option to remove the file and try finding the exam in the database again.
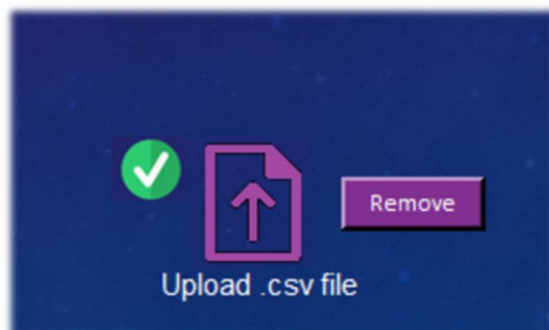


Once finished filling and selecting relevant options, procceed with Continue button.

Once you sucessfuly proceed, the main dashboard will load, with a Downloading animation, this means the app is downloading the pictures of the students in the relevant exam.
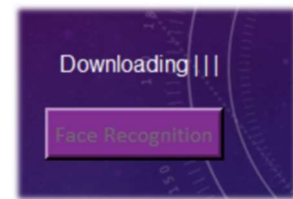


Once downloading and decoding is finished, you may click 'Face Recognition' to start taking attendance using face recognition. The following screen will load:
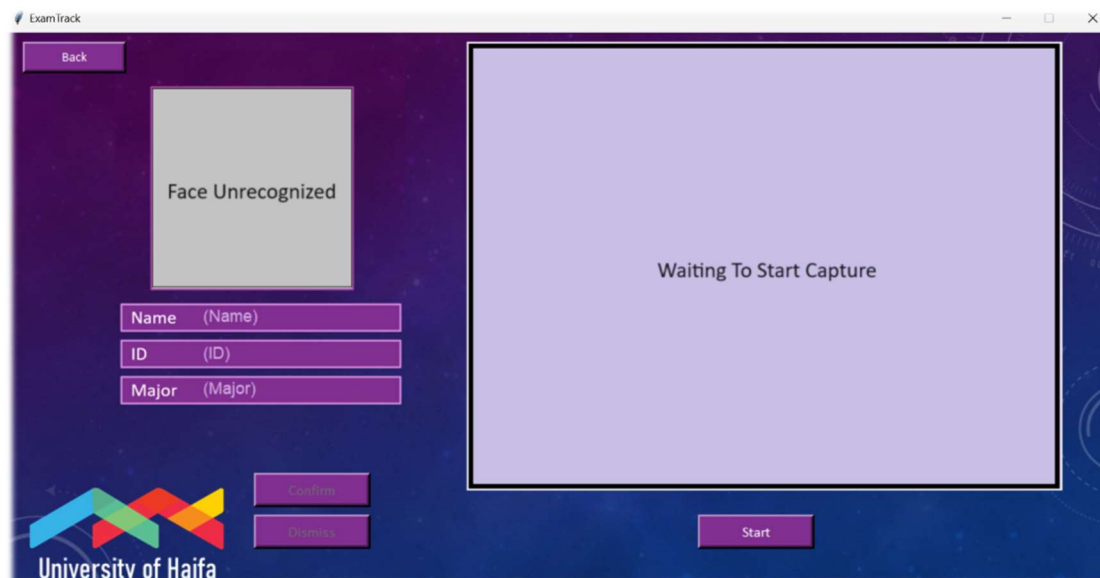


Click start to start the camera. Then you may ask student to come in front of the camera, if the face is recognized ,a green rectangle will display around the student's face, otherwise a red rectangle will show. When student is recognized, their information is displayed and you may confirm their attendance by clicking "Confirm", otherwise you can "Dismiss".
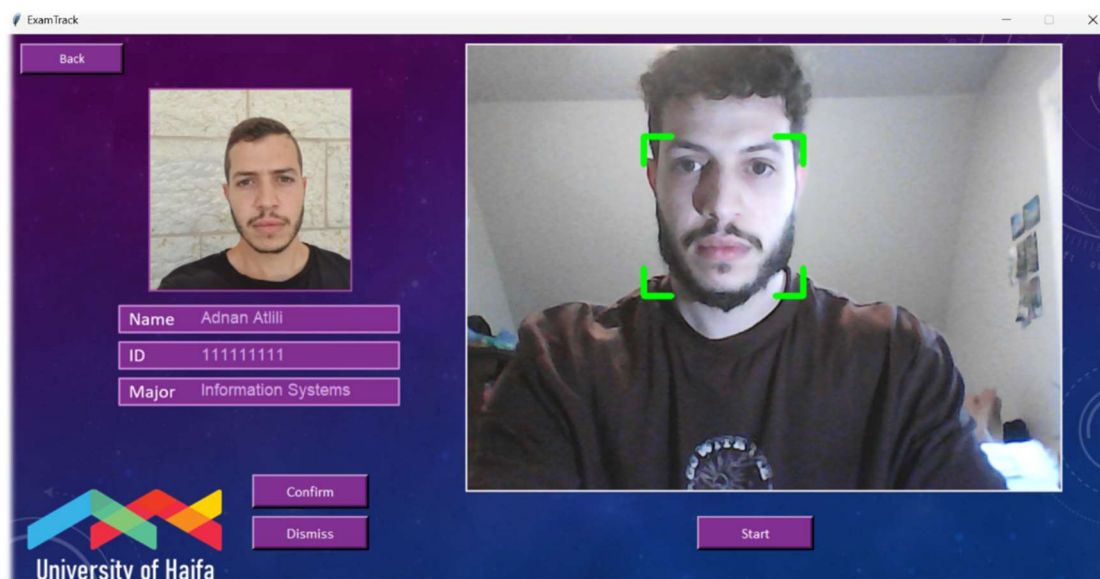
If recognizing the face was not successful you may click "Back", and manually confirm the student, check below for more information.

## Dashboard



You will have a list of the students enlisted to the exam displayed in a table, selected student Picture and details will be displayed along with the buttons of available actions for selected student below the table.

## Timers

Two timers will be available, one for the waiver time (if the option is available) and one for the remaining exam time. Once you click Start Exam, the timers will start running. You will get notification message when each timer runs out. When the original time is up, an Extra Time timer will start for eligible students.



You may add time during the exam (e.g the professor or administartion authorized) by clicking '+' button. You should specify the reason for adding time in the window.

# Search ID and filters

You will have the option to search for students by ID, when u start typing the ID the table will start filtering the list of students.

| id | first_name | last_name | extra_tim | tuition | major |
|----|-----------|-----------|-----------|---------|-------|
| 318369204 | Mohammed | Khalaily | No | Yes | Information Systems |
| 318221264 | Ameer | Aburaya | No | Yes | Information Systems |
| 318386430 | Mohhamed | Aburaya | No | Yes | Information Systems |
| 315867929 | Alaa | Shalaata | Yes | Yes | Information Systems |

**Search ID:**

`31`

☐ Attending
☐ Extra time
☐ On Break
☐ Waiver
☐ Submitted

In addition, you have the option to filter the students based on attendance, exam phase (original time/extra time) or what action you want to take.

- **Attending**: Displays list of students who are currently in the exam room
- **Extra Time**: Displays list of students who are eligible for extra time
- **On Break**: Displays list of students who are currently on a break
- **Waiver**: Displays list of students who used the waiver option
- **Submitted**: Displays list of students who submitted their exam

| id | first_name | last_name | extra_tim | tuition | major |
|----|-----------|-----------|-----------|---------|-------|
| 207875287 | Bisan | Kadri | Yes | Yes | Information Systems |
| 207188673 | Jawad | Makhoul | Yes | Yes | Information Systems |
| 222222222 | Haya | Shalash | Yes | Yes | Information Systems |
| 333333333 | Mohammed | Shahen | Yes | Yes | Information Systems |
| 315867929 | Alaa | Shalaata | Yes | Yes | Information Systems |

**Search ID:**

☐ Attending
☑ Extra time
☐ On Break
☐ Waiver
☐ Submitted

## Student Action Buttons

Once a student is selected available action buttons will be enabled or disabled accordingly (e.g student who was already confirmed will have the "Manual Confirm" button disabled)



## Manual Confirm

You can manually confirm a student by clicking "Manual Confirm" You will be asked to specify the reason from a list, or write down if you have another reason.
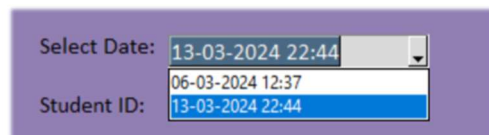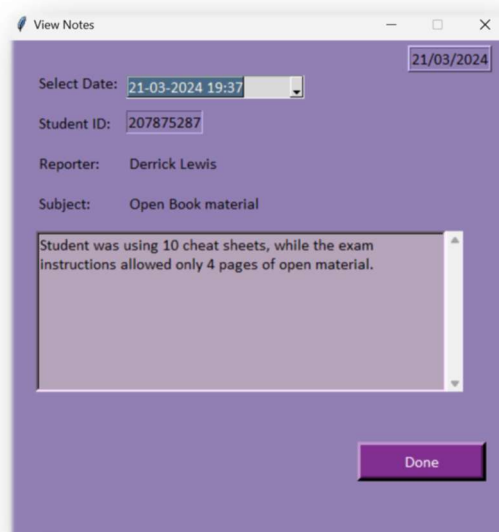
## Add and View Notes

You can add a note to a student by clicking "Add Note".  You will be asked to specify the supervisor from a list, then type down the subject and note details.
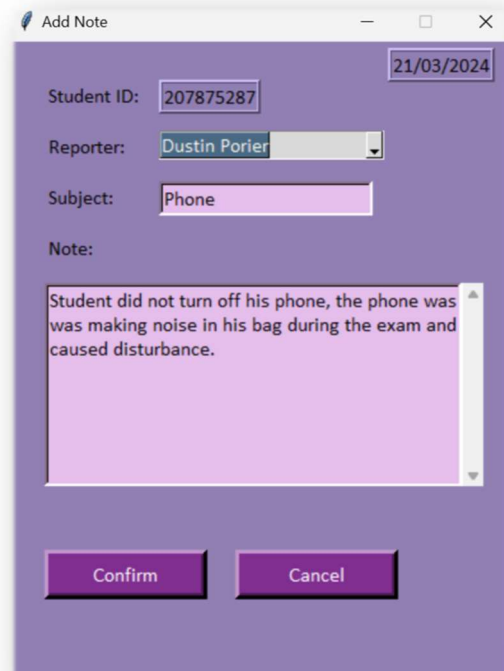






Click "View Notes" to view student's exams recorded notes history. If student has no notes, you will get notified. Once view window is open, you will get a list of notes dates, select a date to view the note details.
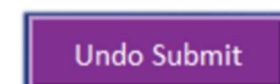
## Waiver and Submit Exam

If the Waiver option is available, click on "Waiver" to exercise the waiver option for a student and student will be removed from the current attendance list. An "Undo Waiver" button will replace the "Waiver" to undo the action.



If student submits exam before the exam ends, "Submit Exam" option is available, click on the button submit exam for a student and remove from current attednace list . An "Undo Submit" button will replace the button to undo the action.

# Break, Back from Break and View Breaks

You can report a student break by clicking "Break".  You will be asked to specify the reason from a list, if you have another reason you should choose other then type down the reason of the break.



You should use the "On Break" Filter to view students on a break. Selecting a student on a break, will display "Back from Break" button and you may click it when the student is back. You will get a message of how long was the break when you click it.



Click "View Breaks" to view student's breaks during this exam. Once view window is open, you will get overall break time and count, and a list of breaks in a table with the reason and time for each break.

# View Report

Once the exam session is over, click on "View Report" to generate a report summarizing the exam details.

On the first page of the report exam information will be displayed, such as: exam attendance, confirm method, and waiver and more. In addition the information will be displayed in graphs. Click "Next" to view the second part of the report.
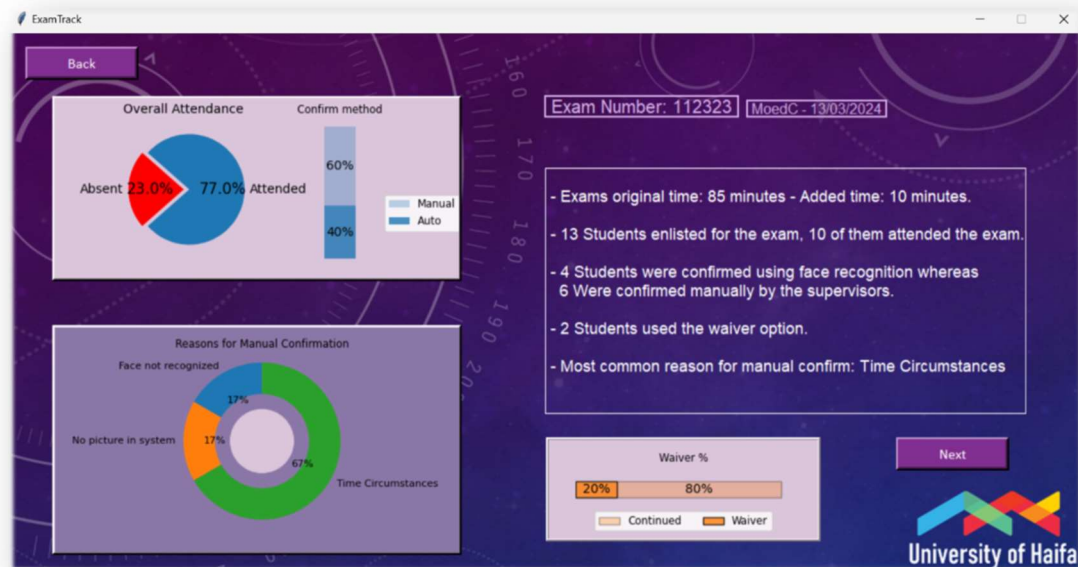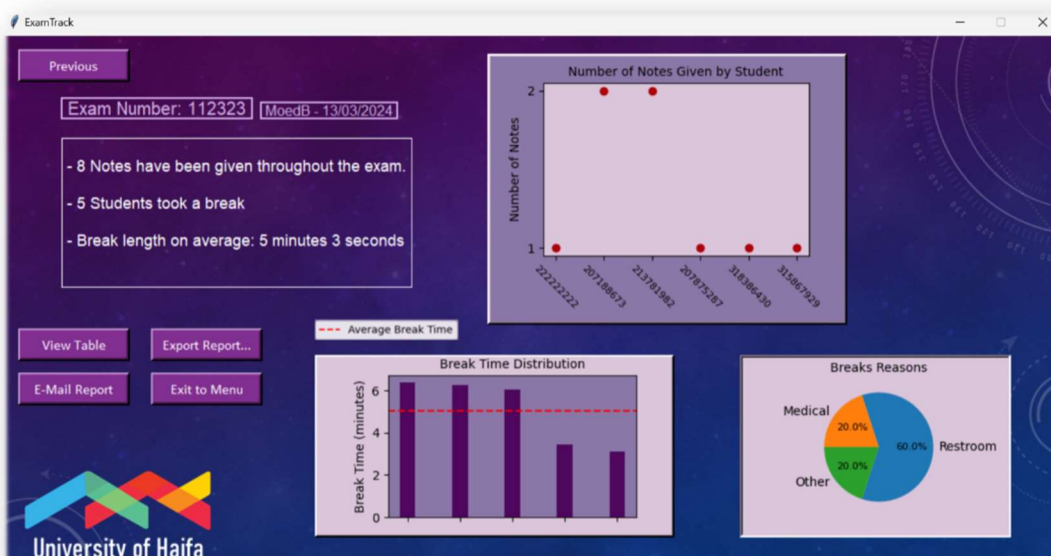


On the second part of the report, information regarding notes and breaks will be dsiplayed. You will be able to view the first page again by clicking "Previous".

You will have multiple actions available in the second part of the report:

"View Table" : Displays the exam table of students with information throughout the exam such as attendance, breaks, notes and waiver.
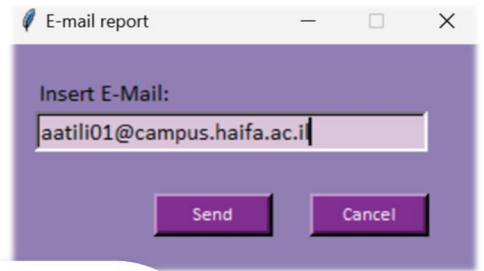
You will be able to export the table to local PC as a .csv file by clicking "Export File"
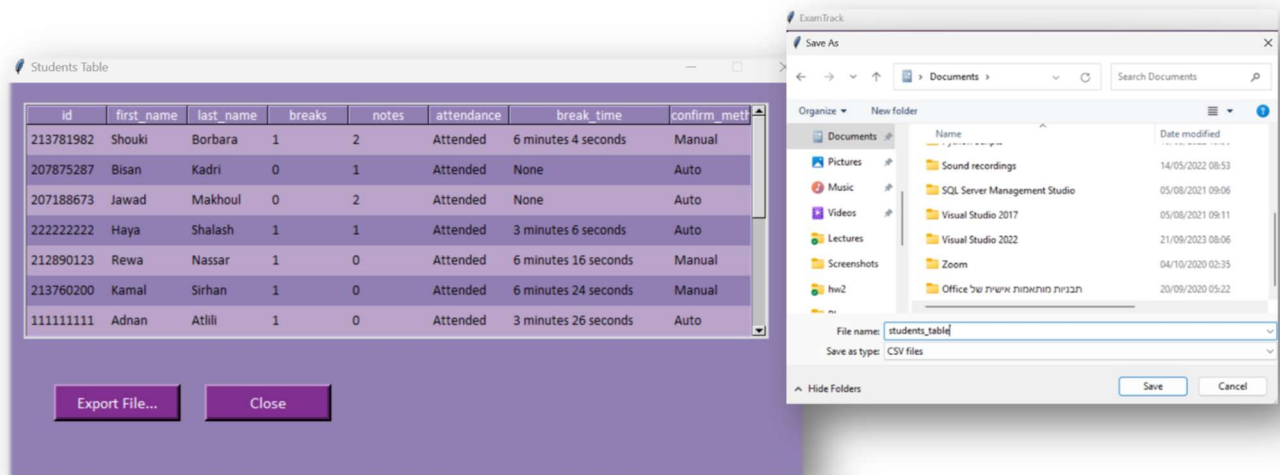


"Export Report" : Gives you the option to save the report to local PC. This will store screenshots of the two report parts in addition to the students table as a .csv file.
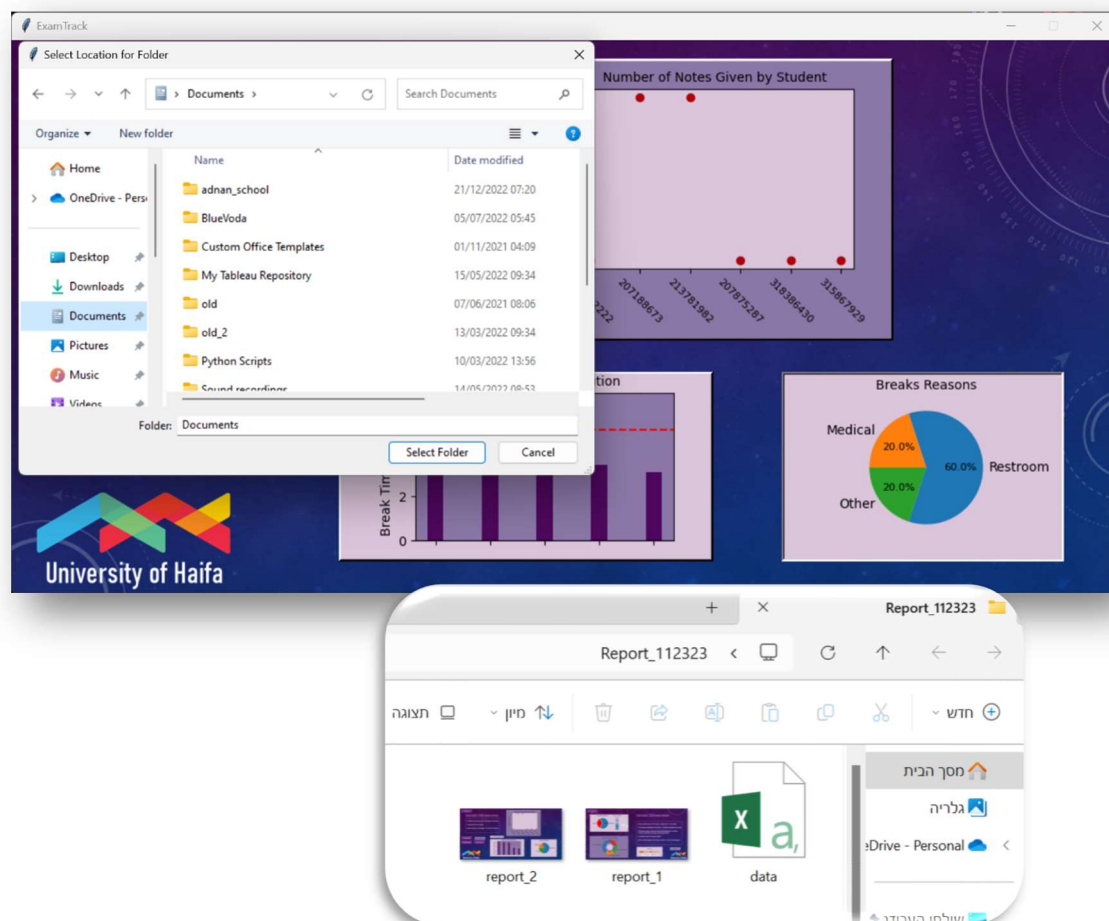
**"E-Mail Report"** : Gives you the option to send the report to an E-Mail. The app will send an E-Mail with a proper message, and an attachments of screenshots of the two report parts in addition to the students table as a .csv file.
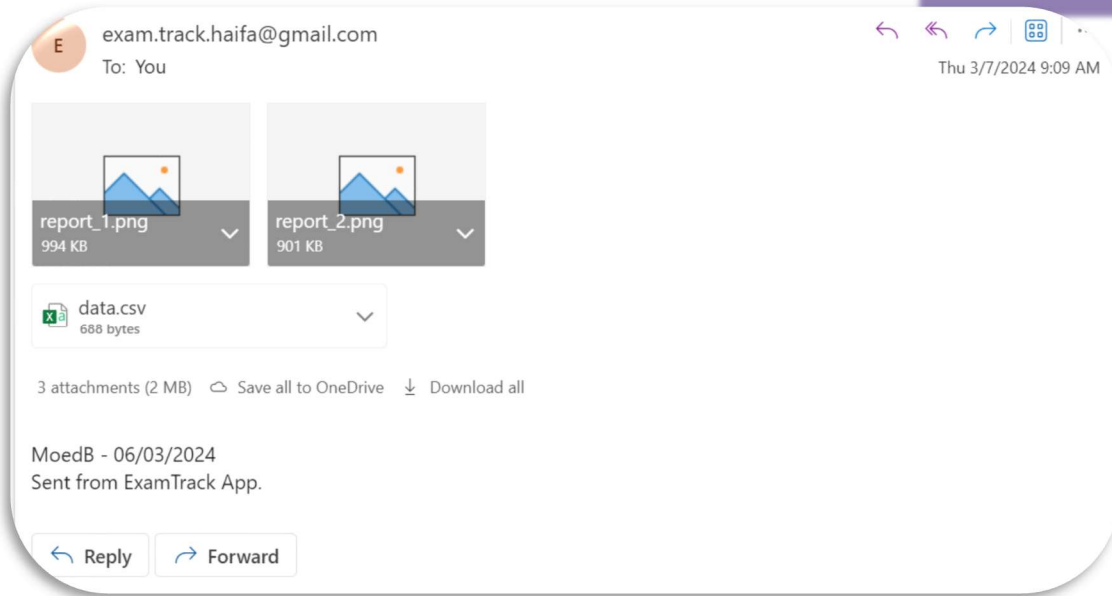




**"Exit to Menu"** : You may return to the main menu once you are done.

In the main menu you may access other features:
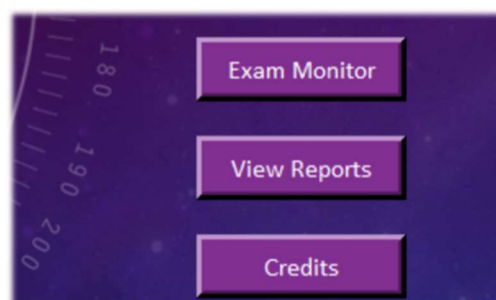
## Exam Monitor

A screen that displays the current status of exam that are currently taking place. The screen will show tabs of each exam with essential information such as current attendance and time left, by clicking an exam tab, you will open a popup window of the rest of the information displaying information in real time with graphs.

You should click the "Refresh" button to get the latest status update of the exams.
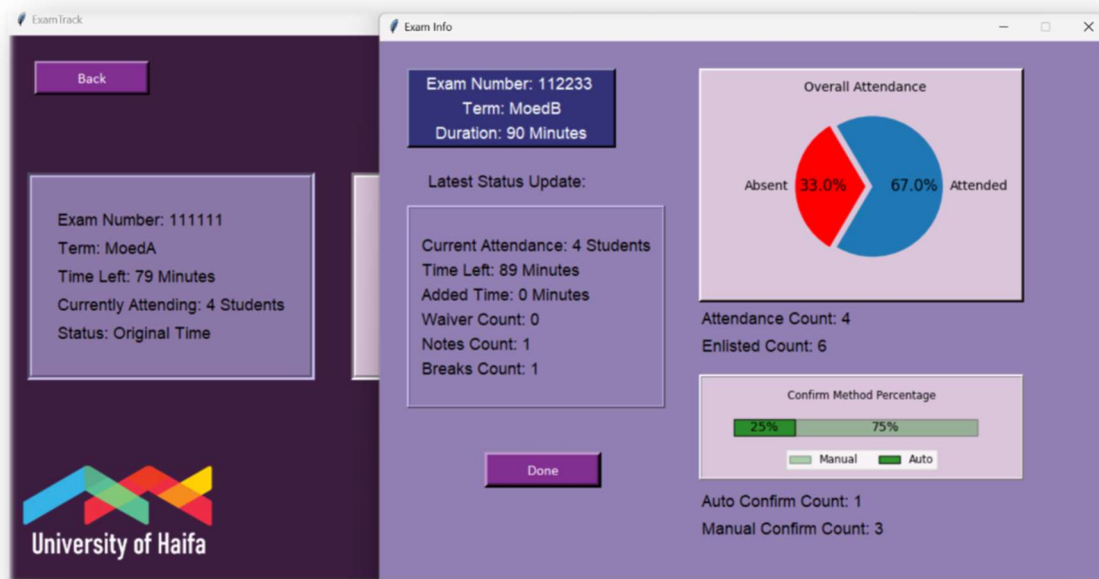


## View Reports

This feature gives you the option to view reports of finished exams. A table displaying a list of available reports from the records. You have the option to search for the exam by ID and the relevant results will be displayed in the table, in addition to a term filter which displays selected terms.

Select the report you wish to load and click

"Load Report".

And the relevant report will be displayed with the same features as "View Report" mentioned previously.

## Credits

Will display a window with credits of the app:



University of Haifa

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Project Team:
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- Ameer Aburaya

Thanks to:
Department of Information Systems , Faculty and Staff of University of Haifa

About:
ExamTrack is a collaborative effort by a dedicated team of students from the University of Haifa's Department of Information Systems. This project represents the culmination of our studies and showcases our passion for technology and innovation in education.

Contact Us:
For inquiries, feedback, or support regarding ExamTrack, please contact us at exam.track.haifa@gmail.com

## Thank you for viewing ExamTrack manual!

We hope to enhances your exam experience :)