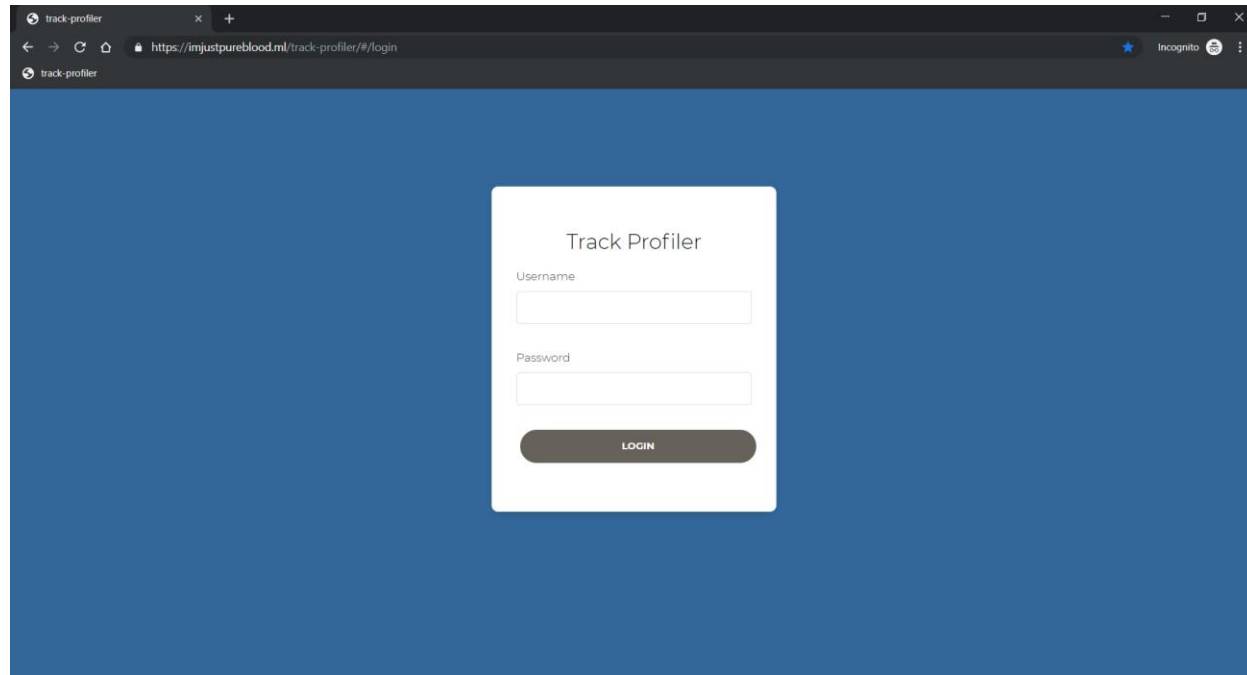**TRACK PROFILER**:
AN AUTOMATED SYSTEM TO GENERATE
SPECIALIZED COURSE TRACK OF BSIT
STUDENTS
FOR WEST VISAYAS STATE UNIVERSITY

USER MANUAL

Created By
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User Login

This page allows the authenticated user to access the system.

1. Input user username and password.
2. Click login button.

Student Number	First Name	Last Name	Actions
2014-1003	Key	Acanto	
2014-1004	Erika May	Amarilla	
2014-1006	Salvador	Ballesteros	
2014-1007	Jo Ryan	Basco	
2014-1008	Ellen Grace	Bito-onon	
2014-1009	Rachel	Camince	
2014-1010	Joe Mar	Castilla	
2014-1011	Reynan Victor	Cercado	
2014-1012	Darbie	Corsino	
2014-1013	Diana Frances	Daguay	

31 total   1   2   3   4

Student List Page

*This page displays the list of students in the system.*

1. Select student menu.

Student Entry Page

This page allows the user to create a new student entry. To perform profiling, student entry must be added along its IT-related courses grade.

1. From student list page, click Add button.
2. Input student details.
3. To add student grade, select Grade tab.
4. Input grade details and click Add Grade.
5. Click save.

Student Edit Page

This page allows user to update existing record of student. This also allows user to add student grade.

1. From student list page, click Edit icon from actions column.
2. Input student details and click Save.

Profiles Page

This page displays the list of profiles in the system.

1. Select profile menu.

Profile Entry Page

To start profiling, a profile must be created. This page allows user to select the student number of the student being profiled. Note that one profile is allowed per student. On the initial stage of profiling, exam result will be needed. Student choice is the desired track of the student, this will serve as guide for the interviewer.

1. From the profiles page, click Add button.
2. Input initial profile data and click Save.

Execute Initial Profiling

This action will perform initial profiling. Student grades and exam result will be computed to generate track profile for the student. The three profiles will each have a result. The top result will be compared to other student results. Based on the top result of each student, they will be ranked per track.

1. Select Initial tab.
2. Click Execute Initial Profiling.

View Initial Profile Result

Upon completion of initial profiling, the result can be accessed thru a view icon in the profile row. The pop-up contains the track rank and rank of the top track result. Student choice will also be displayed. After the initial stage, interview of the student will be conducted by the facilitator, this data will serve as a guide.

1. Select Initial Completed tab.
2. Input initial profile data and click Save.

Input Interview Result

This pop-over will allow the user to input the interview result per track. Upon completion of the initial profiling process, profile status is set to Initial Completed, when interview result is entered the status is set to Profile Updated. Note that in order to perform final profiling, all profiles must have Profile Updated status.

1. Click edit icon of the row in the Interview Result column.
2. Click Save.

Execute Final Profiling

This action will perform final profiling. Interview result will be added to the profiling data. Student will be grouped and ranked per track. Quota per track will be applied on the result, if the student didn't reach the limit, the second track will be its result. If it didn't reach the limit of the second track, the third track will serve as its result.

1. Click Execute Final Profiling button.
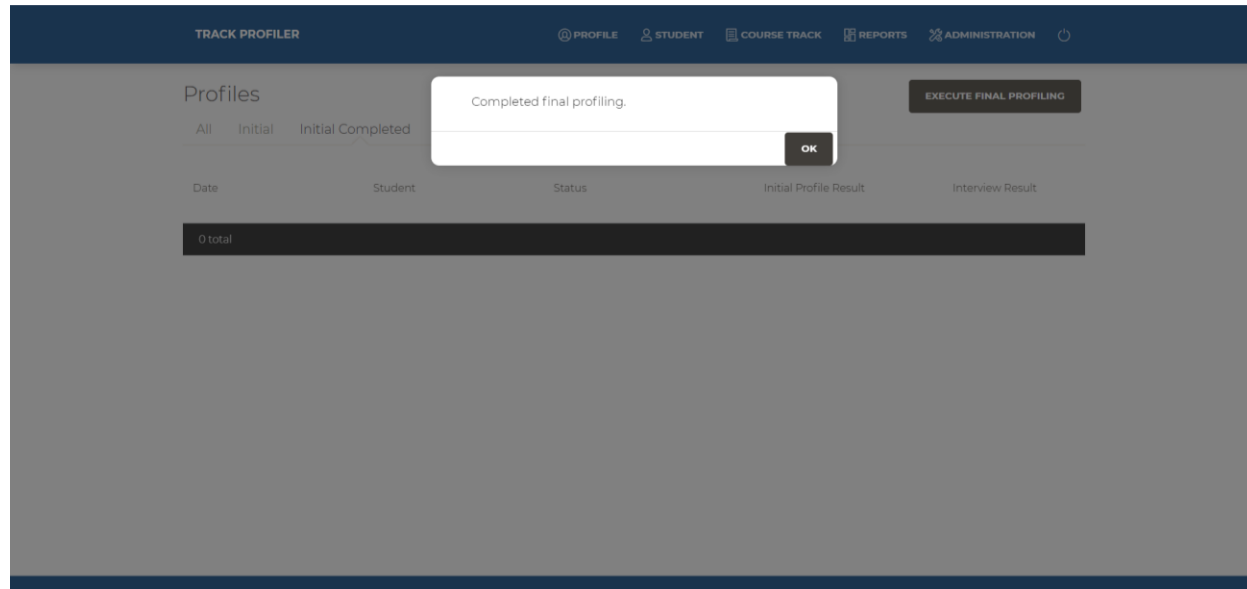
Final Profiling Completed
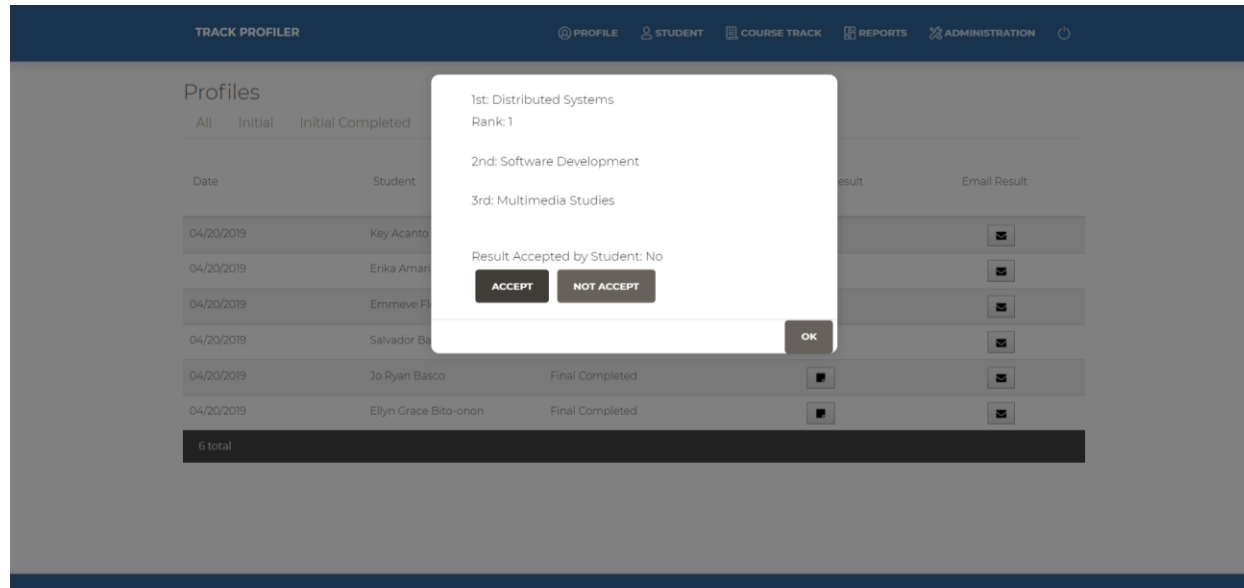
View Final Profiling Result

This pop-over will display the final result of the profile. Once the profile is reviewed by the facilitator, an email will be sent to the student. The student will need to reply to the email to signify if they accepted the result. The facilitator will then tag the profile result if it is accepted by the student or not.

1. Click view icon of the row in the Final Profile Result column.
2. Click Accept or Not Accept button when the student replied to the email sent.

Email Result

When the facilitator already reviewed the result generated by the system, it emails the result to the student.

1. Click mail icon of the row in the Email Result column.

Dear Key,

Here is the result of the track profiling: Distributed Systems.

Please reply to this email if the result is accepted.

Regards,

Joel De Castro, Dean

College of Information and Communications Technology

West Visayas State University

Email sent to the student

Course Track

This page displays the student list based on their track and the year the profiling was conducted.
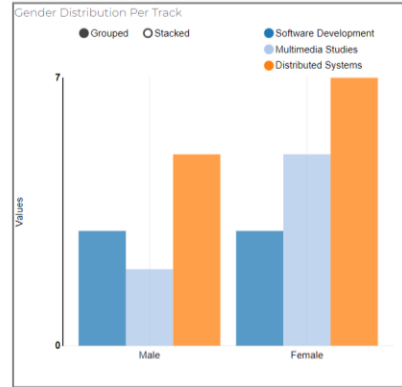
1. Select course track menu.
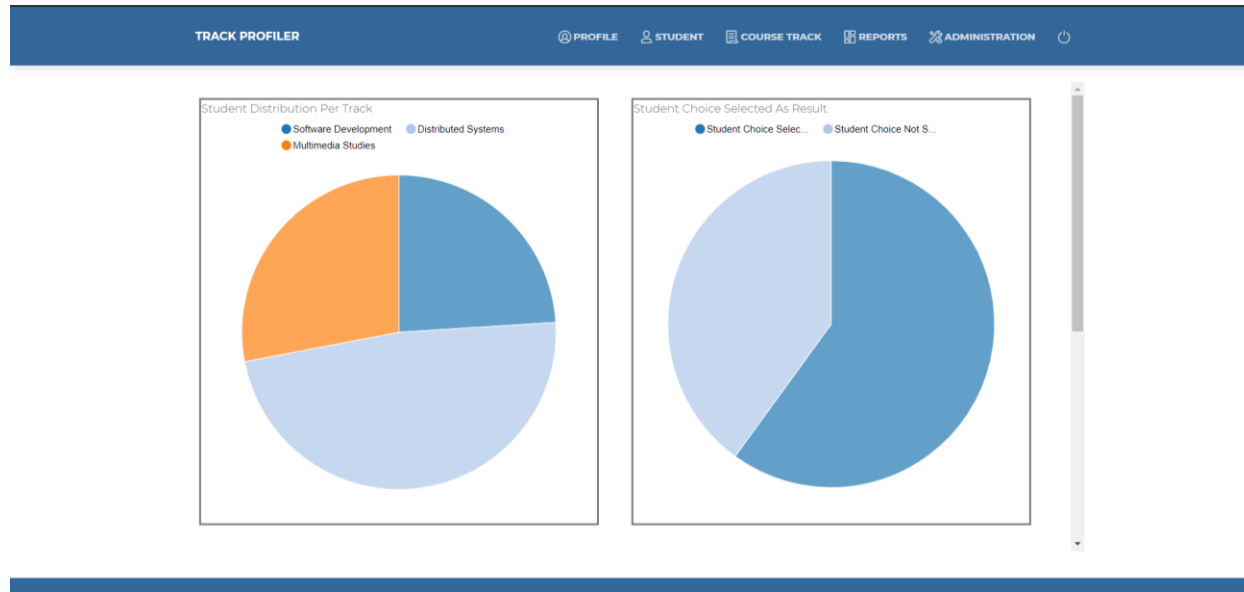
Reports

This page displays chart that represent track result data. The three charts included in the system is Student Distribution Per Track, Gender Distribution Per Track and Student Choice Selected as Result.

1. Select reports menu.

Gender Distribution Per Track

Administration

This page allows the user to configure quota on the track and modify letter sign on the email sent when result is generated.

1. Select Administration menu.
2. Input configuration save.

Users

This page allows the user to manage users in the system. This page allows add, update and delete function.

1. Select Users tab.

Courses

This page allows the user to manage courses in the system. This page allows add, update and delete function.

1. Select Courses tab.
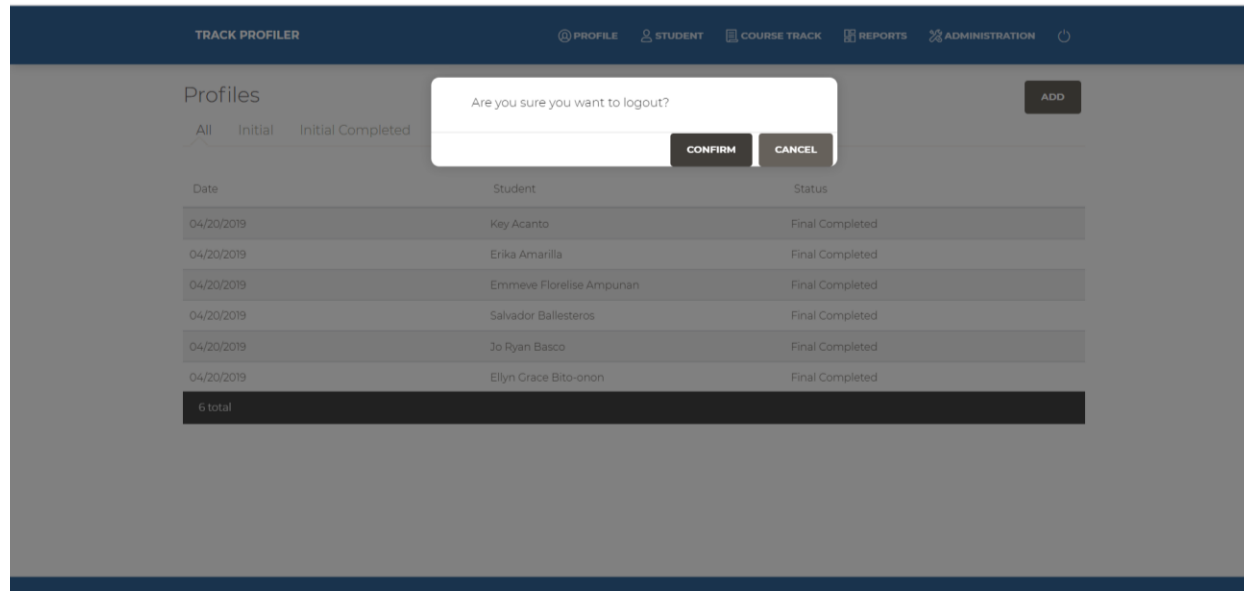
Logout

This function logout the user in the system.

1. Select Logout icon on the main menu.