Noticeboard Addon

Academy LMS

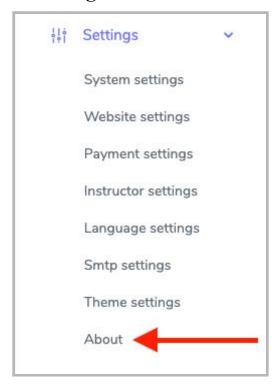
Usage Guide

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Addon Installation:

Please follow the below steps to complete the installation process of the Noticeboard Addon.

1. Before starting the installation process, we would suggest you check your application version. It has to be 4.6 or greater than 4.6. For checking the application you can move to the **About** section from the **Settings** menu.



- 2. If you are running the mentioned version, then you are ready to install this add-on.
- 3. First download the add-on you want to install on your application from Codecanyon
- 4. Unzip the downloaded file.
- 5. You should get Two folders inside. One is for documentation and the other is for the addon file.
- 6. You do not need to change anything. Like renaming, removing, or something else.

- 7. Now get back to your application. Login as Admin role. After logging in you will be able to keep following.
- 8. From the left navigation menu, Go to **Addon Manager** from the **Addon** section.



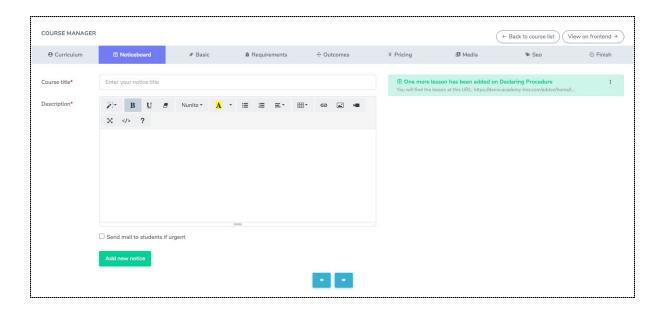
- 9. You will find a list of addons you have so far.
- 10. Click on the "Add New Addon" button on the top. You should redirect to an upload addon view.
- 11. That view will contain a single field called "Upload Addons File". Just upload the "noticeboard.zip" file.
- 12. After that hit the "**Install addon**" button.
- 13. You should get a success message notification and you can also see your installed addon on the "**Installed Addon**" list below.

Addon Usage:

If you've installed the addon successfully, You are welcome to this section. This addition will opportunity you to display notifications to your students and send important notifications to student emails.

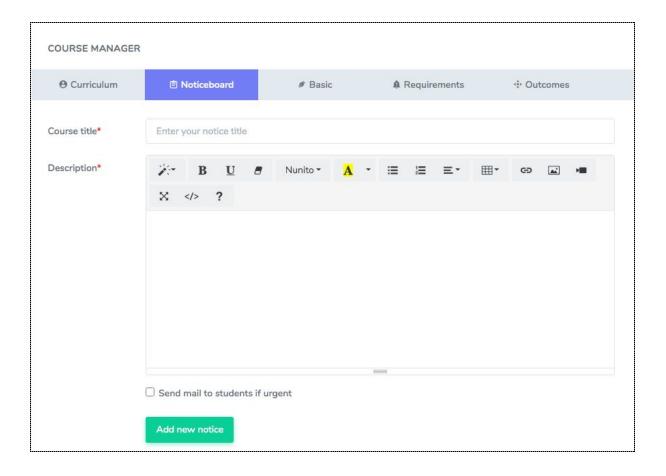
Add New Notice:

You will find the form of adding notice in the course edit or manage page.



How to add a new notice?

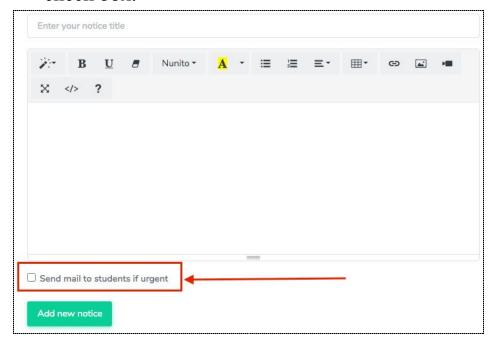
Go to the course edit page, then click the Noticeboard tab to see the Noticeboard form. Now, enter your notice title and description, then click the "Add new notice" button to save the notice.



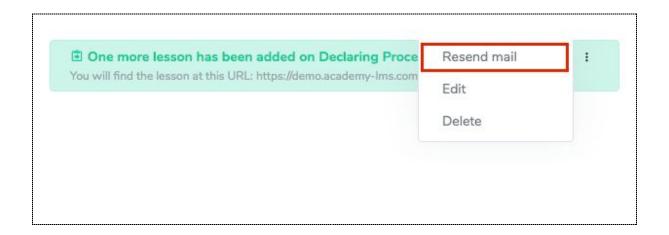
How to send notices to the student's email?

You can send the notices in two ways.

- 1. When adding the notice.
 - a. You can send mail to student's emails when adding the notice by checked the "Send mail to students if urgent" check box.



- 2. Resend mail from the notification list.
 - a. You can send the notices after adding the notices.



How to edit notice?

Go to your Notes list on the Noticeboard tab. Click the **3 dot menu** under the notice. You can see the editing form, now fill up the required fields, and submit the form to save.



How do students view the notices?

Notices are displayed by email or at the bottom of the course playing page.

