

RegisTree — User Guide (Windows .exe Version)

Version 0.1.0 Beta

Thank you for downloading RegisTree, an offline school-management system designed for small schools, tutoring centers, homeschool groups, and community learning programs.

This guide explains how to install, run, and use the Windows version of the app.

1. Installing RegisTree

Unzip the folder

After downloading the RegisTree ZIP file:

Right-click the ZIP

Choose “Extract All...”

Extract the folder somewhere easy to find, such as:

Documents\

Desktop\

C:\RegisTree\

You should now see a folder named something like:

RegisTree/

 RegisTree.exe

 registree.db

 exports/

 logs/

 photos/

 ui/

 data/

...

2. Running RegisTree

Double-click:

 RegisTree.exe

No installation required.

RegisTree runs as a self-contained standalone program.

If Windows SmartScreen shows a message like

“Windows protected your PC”, click:

 More info

 Run anyway

(This happens for most new unsigned applications.)

3. First-Time Setup: Admin Password

The first time you run RegisTree, you will be asked to:

Create an Admin password

Log in with it

This Admin account gives access to:

Settings

Audit Logs

Student promotion

Password changes

Other protected actions

PLEASE DO NOT LOSE THIS PASSWORD.

If you forget it, the only recovery is to delete/reset the database.

4. Where Your Data Is Stored

All RegisTree data stays inside the RegisTree folder, next to the .exe.

This includes:

registree.db ← All school data

exports/ ← CSV, JSON, and PDF reports

logs/ ← Error logs for bug reports

photos/ ← Student and teacher photos

This makes backing up the entire system very easy —

just copy the folder to a USB drive or cloud storage.

5. How to Back Up RegisTree

Option A — Manual Backup

Simply copy the entire RegisTree folder somewhere safe.

Option B — Built-in Backups (recommended)

Inside the app:

Exports → Backup Database

Exports → Full RegisTree Backup

These create timestamped folders inside:

exports/backups/

A full backup includes:

registree.db

photos/ folder

timestamps

organized history

6. Main Features Overview

Dashboard

- School overview
- Attendance summary
- Upcoming events
- Pie-chart attendance visualization

Students

- Profiles (photo, grades, contacts)
- Enrollment history
- Notes
- Automatic grade promotion
- Undo/Redo support

Teachers

- Profiles with emergency contact
- Photo upload
- Class assignments
- Attendance tracker with check-in/out

Classes

- Create/edit classes
- Assign teachers
- Enroll students
- Export rosters

Attendance

- Class-based daily attendance
- Configurable statuses (Present, Absent, Tardy, etc.)
- Auto-save mode (optional)
- Daily bundle exports (JSON + CSV + PDF)

Calendar

- Add “No School”, “Teacher Only”, and custom events
- Events appear in dashboard & exports

Exports

- Students CSV/JSON
- Teachers CSV
- Attendance logs
- Range-based student/class reports
- Monthly PDF summaries
- Full system backups

Settings (Admin Only)

- School name
- Academic year
- Theme (Light/Dark)
- Grade range
- School days
- Custom attendance statuses

7. Dark Mode

Go to:

Settings → Theme → Dark

and click Save Settings.

The theme updates instantly.

8. Updating RegisTree

To update:

Download the latest ZIP

Extract it to a new folder

Copy your old registree.db and photos/ folder into the new version

Launch the new RegisTree.exe

OR use:

Exports → Full RegisTree Backup

Then import into a newer version.

9. Reporting Bugs

Inside the app:

Settings → Report a Bug

RegisTree will automatically include:

School info

Recent errors (if any)

System information

Your last error log is stored at:

logs/last_traceback.txt

 FAQ

❓ Do I need internet?

No. The app is fully offline.

❓ Can multiple people use it on different computers?

Yes — just copy the RegisTree folder to another machine.

If you want shared data, keep the folder on a shared drive.

❓ What happens if I delete registree.db?

All data is erased (students, teachers, attendance, everything).

Make backups!

 Thank You

Thank you for trying the RegisTree Beta!

Your feedback helps shape the future of the project.

Email: registree.novofia@gmail.com