## 1. Import data manually



Figure 1.1: Login as administrator

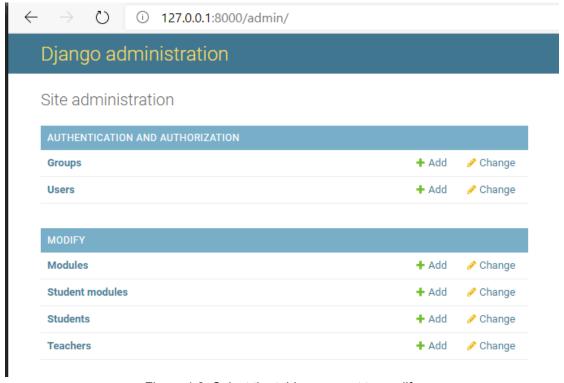


Figure 1.2: Select the table you want to modify

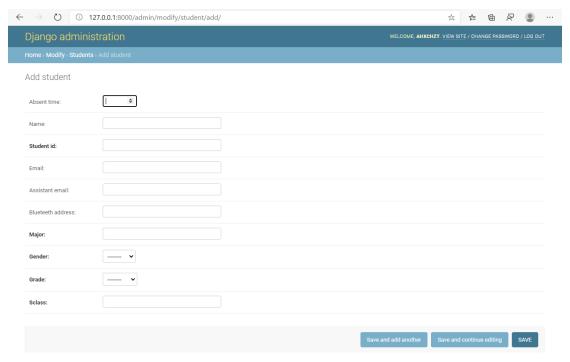


Figure 1.3: modify data (add a student information here)

## 2. Import data from excel file

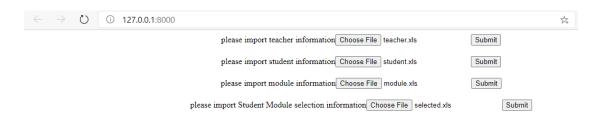


Figure 2.1: Import data from chosen file.



Figure 2.2: the format of teacher.xls



Figure 2.3: the format of module.xls

4	Α	В	С	D	E
1 mo	odule_code	module_name	time	data	teacher
2 XJ	CO1111	project1	12:00	2020-05-03	123qwe
3 Zh	ongtian Hu	pro2	12:00	2020-05-03	123qwe
4	_				

Figure 2.4: the format of module.xls

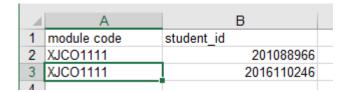


Figure 2.5: the format of selected.xls



Figure 2.6: the type of excel cell should be 'text'

## 3. Attendance



Figure 3.1: Login

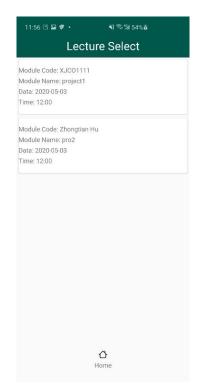


Figure 3.2: Select module

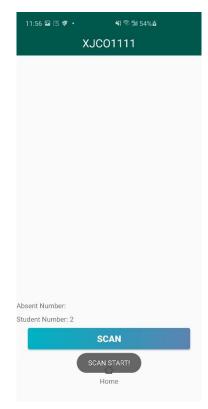


Figure 3.3: Scan Start

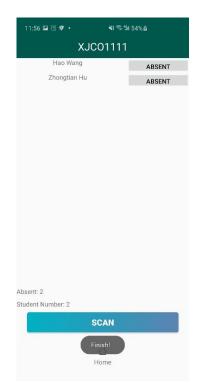


Figure 3.4: Scan Finish

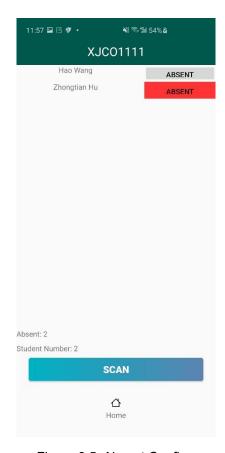


Figure 3.5: Absent Confirm



You have been absent from work more than three times this semester. Please take classes seriously!

Figure 3.6 Warning Email

## 4.1 Export data

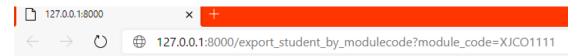


Figure 4.1: Export data using provided API (export the information of students who selected module XJCO1111)



Figure 4.2: XJCO1111.xls