



# Students' Transcripts System User's Manual

**STS**

Students' Transcripts System

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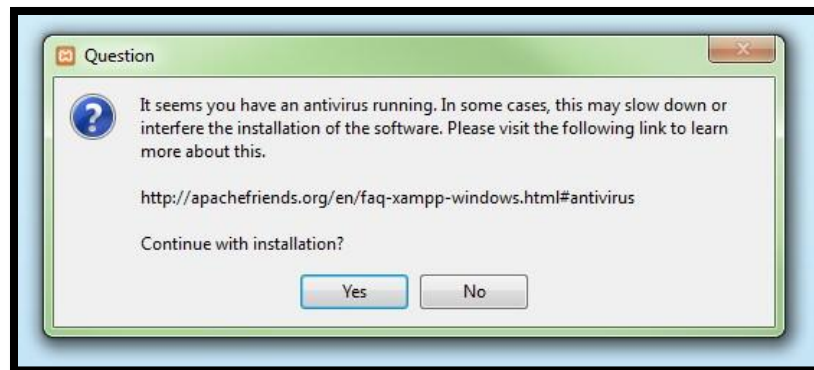
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# I. XAMPP Installation

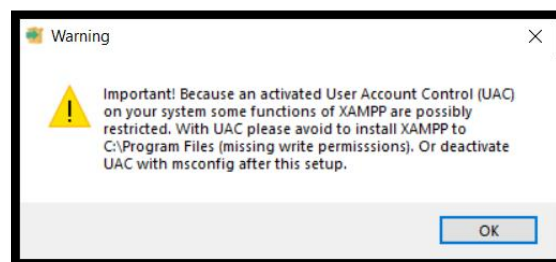
1. First go to this website <https://www.apachefriends.org/download.html>, download the newest version of XAMPP.
2. Once the software bundle has been downloaded, you can start the installation by double clicking on the file (.exe).



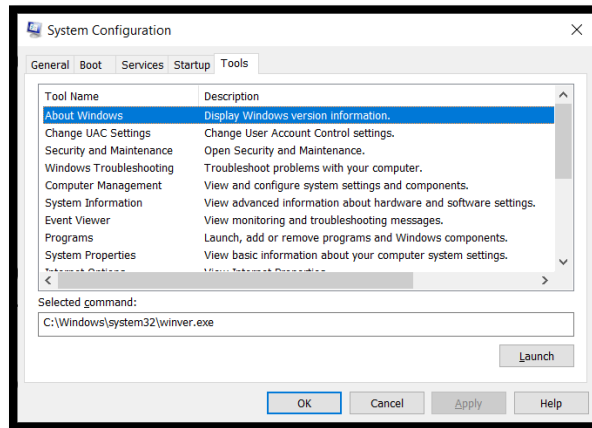
3. Deactivate antivirus software, since an active antivirus program can negatively affect the installation process, it's recommended to temporarily pause any antivirus software until all XAMPP components have successfully been installed.



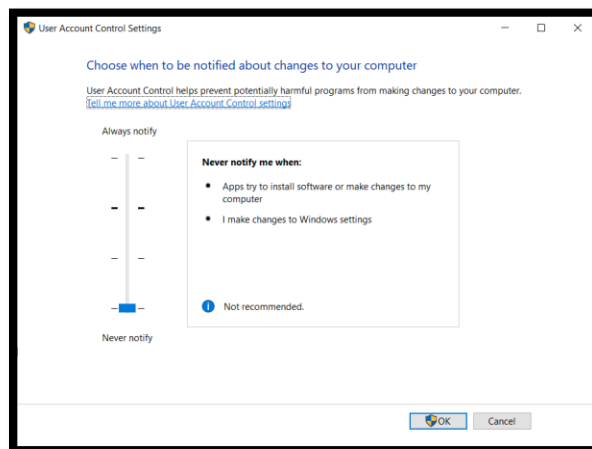
4. Deactivate User Account Control (UAC), it can interfere with the XAMPP installation because it limits writing access to the C: drive, so we recommend you deactivate this too for the duration of the installation process.



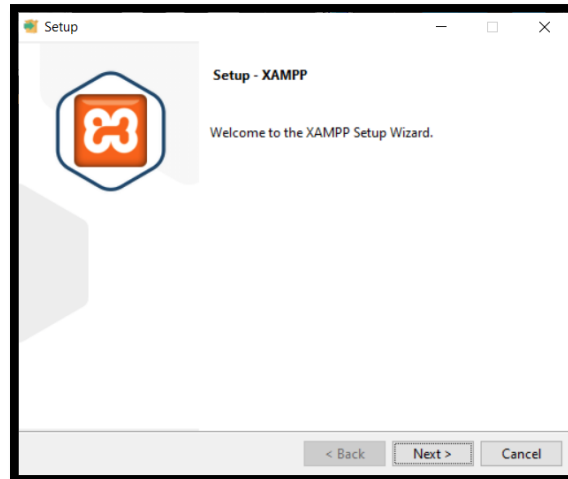
- 4.1 Open Command Prompt or press Windows + R keys, type 'msconfig' and it will open the System Configuration. Go to tools and select the 'Change UAC Settings' then click Launch.



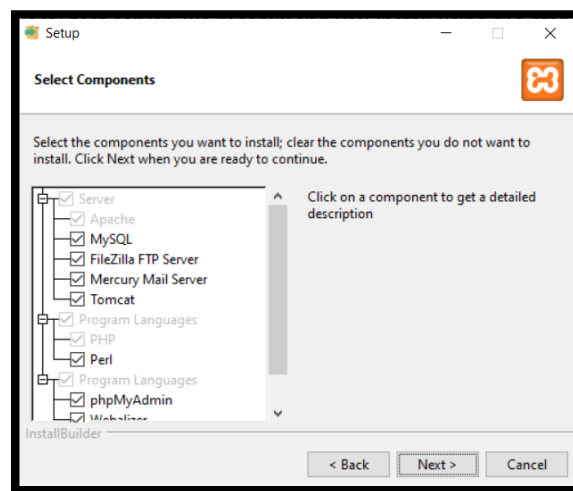
- 4.2 After launching, you need to set it to 'Never Notify' and you are good to go.



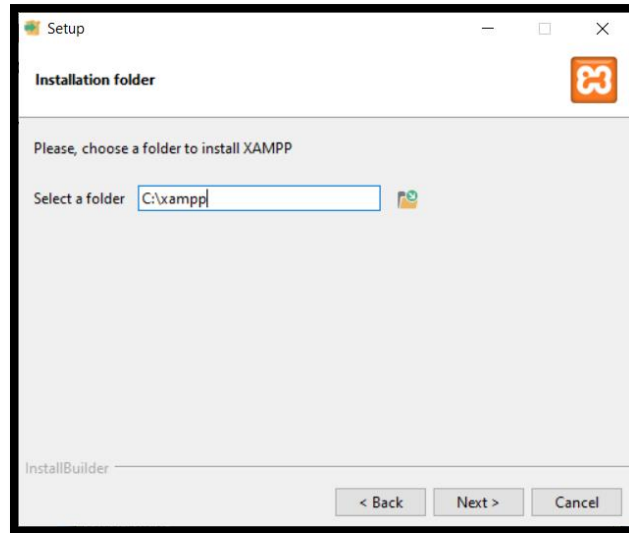
5. Start the setup wizard, after you've opened the .exe file (after deactivating your antivirus program(s) and taken note of the User Account Control, the start screen of the XAMPP setup wizard should appear automatically. Click on 'Next' to configure the installation settings.



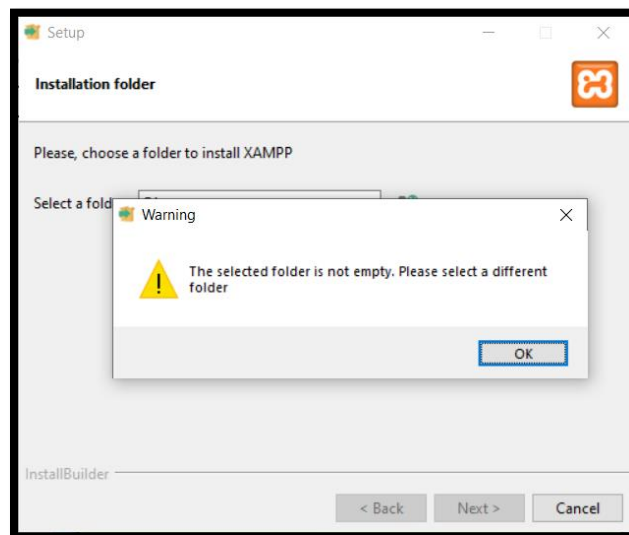
6. Choose software components, under 'Select Components', you have the option to exclude individual components of the XAMPP software bundle from the installation. But for a full local test server, we recommend you install using the standard setup and all available components. After making your choice, click 'Next'.



7. Choose the installation directory (Should be in Drive C:), you have the chance to choose where you'd like the XAMPP software packet to be installed. If you opt for the standard setup, then a folder with the name XAMPP will be created under C:\ for you. After you've chosen a location, click 'Next'.

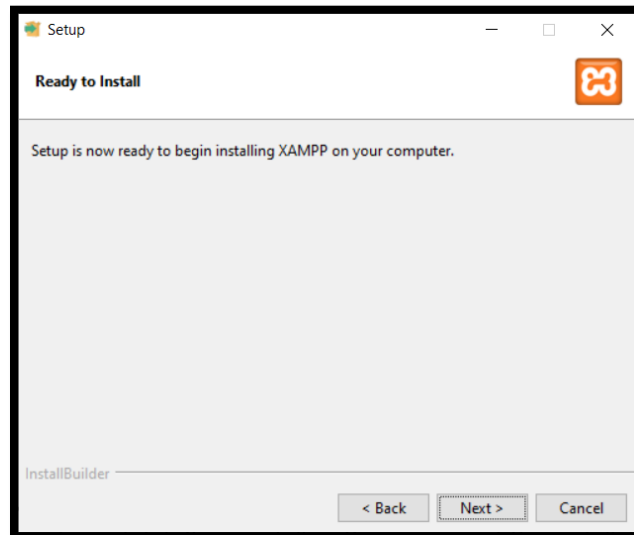


8. This warning appears when the xampp folder in Drive C: is not empty, remove all the files inside the xampp folder to proceed installation. This usually happens when you reinstall XAMPP.

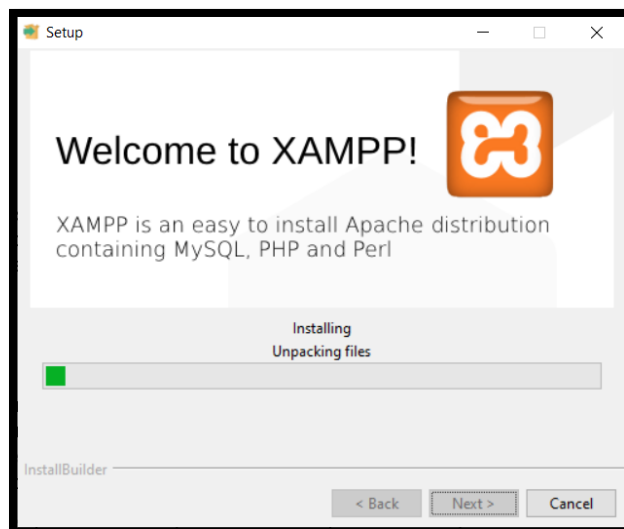




9. Start the installation process, once all the aforementioned preferences have been decided, click to start the installation.



10. The setup wizard will unpack and install the selected components and save them to the designated directory. This process can take several minutes in total. You can follow the progress of this installation by keeping an eye on the green loading bar in the middle of the screen.

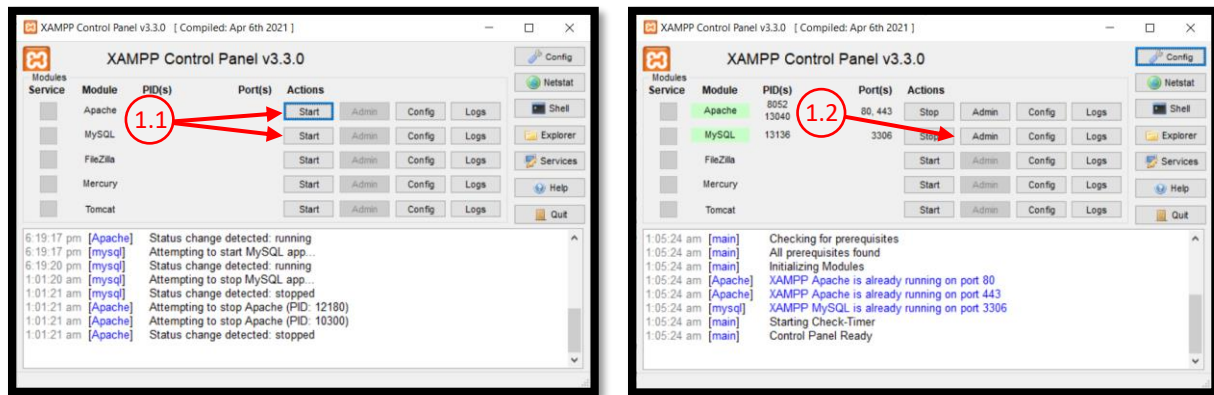


11. Windows Firewall blocking, your Firewall may interrupt the installation process to block some components of the XAMPP. Use the corresponding check box to enable communication between the Apache server and your private network or work network. Remember that making your XAMPP server available for public networks isn't recommended.
12. Complete installation, once all the components are unpacked and installed, you can close the setup wizard by clicking on 'Finish'. Click to tick the corresponding check box and open the XAMPP Control Panel once the installation process is finished.



## II. Import Database in phpMyAdmin

### 1. Run the XAMPP Control Panel.

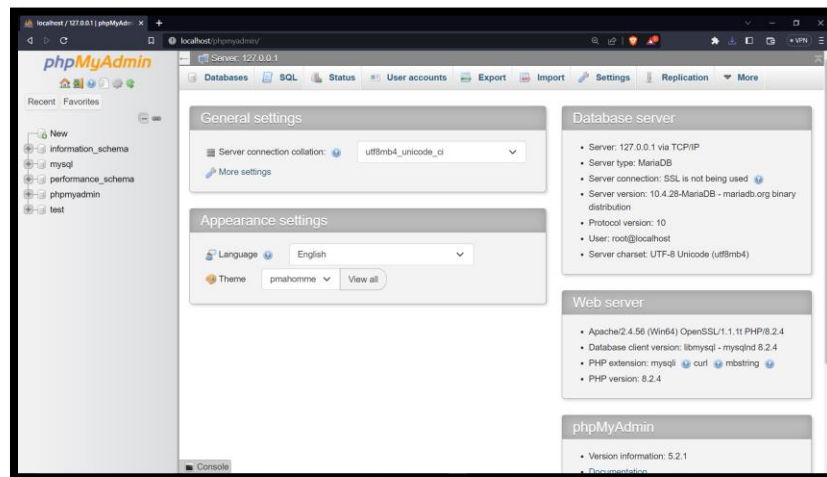


1.1. Click the start of Apache and MySQL Modules.

1.2. Click 'Admin' in MySQL to open the 'localhost/phpmyadmin' in the default browser or just type 'localhost/phpmyadmin' in any browsers.

Note: Just restart your PC if any errors encountered while starting the Modules.

It will open the phpMyAdmin where you can manage the systems database.



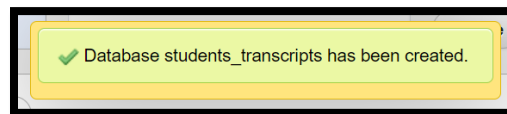
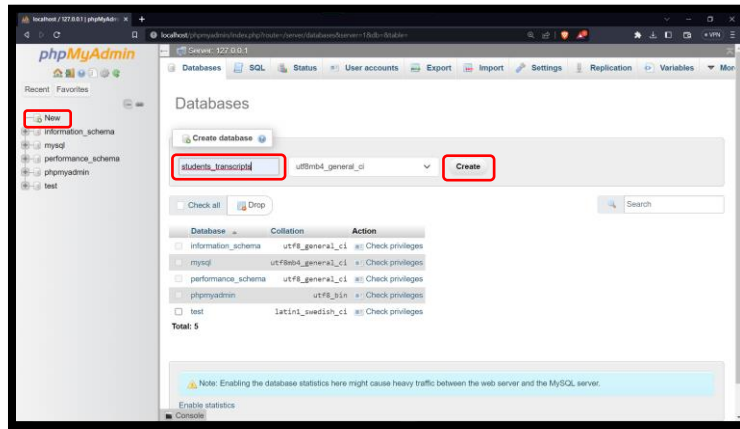
Note: The browser used in the example above is Brave browser.

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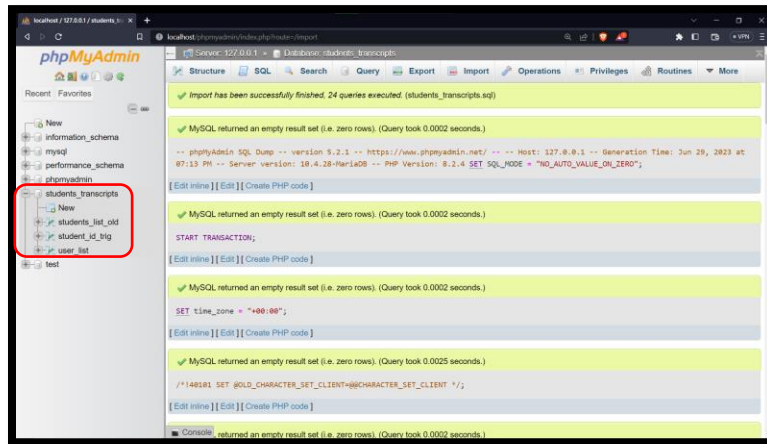
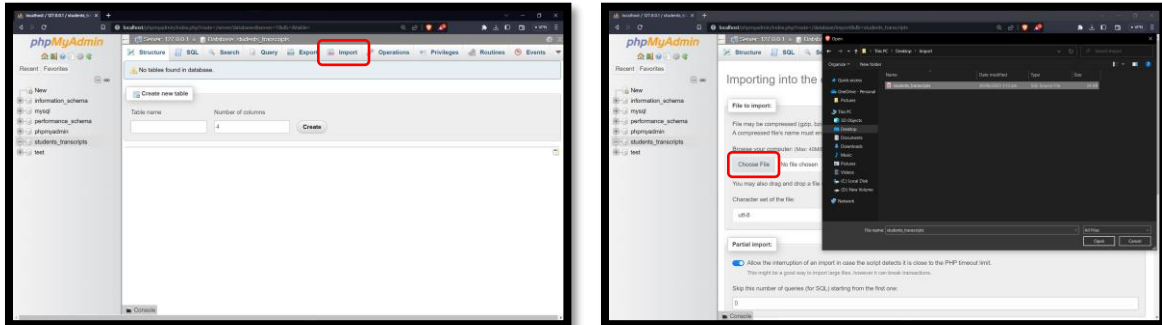
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## 2. How to import the systems database.

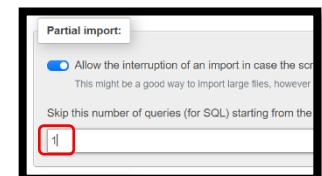
2.1. Click 'New' and put in the database name as 'students\_transcripts', then click create.



- 2.2. Click the 'Import' tab and choose the database file as (.sql). Choose the 'students\_transcripts' (.sql) file then click import.



If you want to import a CSV file, you should always put '1' to skip the first row of the Spreadsheet to avoid table headers to be included in the imported data.



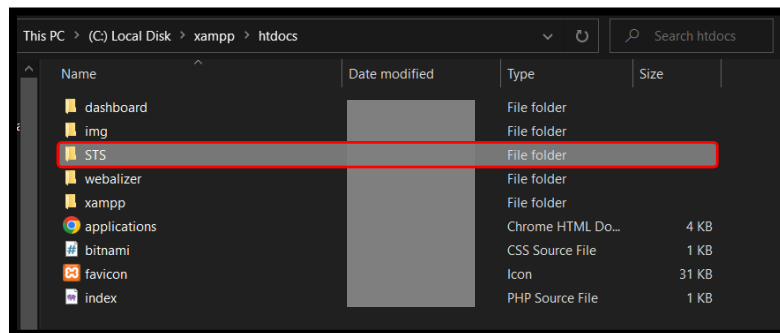
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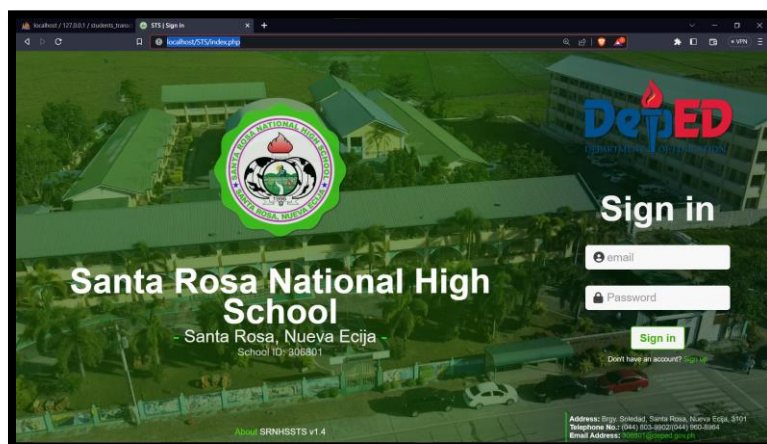
### III. Importing Web Directory in htdocs Folder

The htdocs or HyperTextDocumentS folder is the directory that the Apache web server looks for files to serve on your domain by default.

1. You need to paste all the web directory in htdocs folder located at 'C:\xampp\htdocs'.



2. Open again your browser and open the index file of STS. Type 'localhost/STS/index.php'.



3. Before Entering the System, you should Install composer to declare the libraries of your project depends on and it will manage (install/update) them for you.

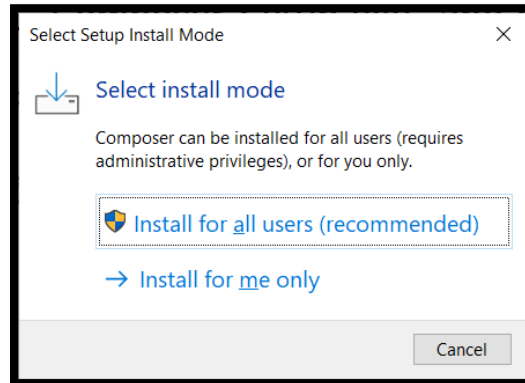
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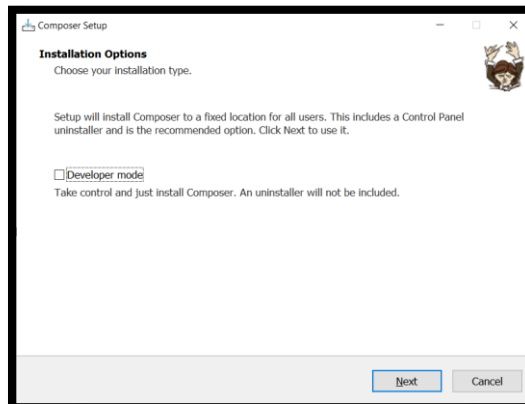
## IV. Composer Installation

1. Open web browser and search "<https://getcomposer.org/download/>"

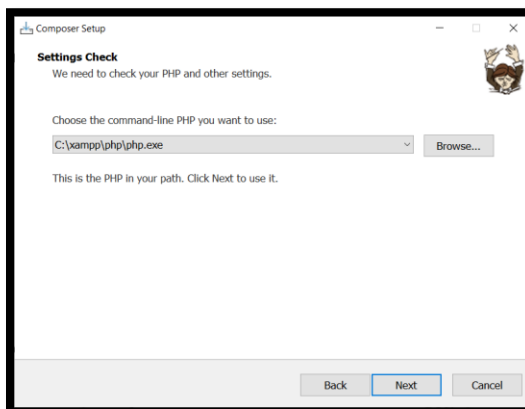
Press the highlighted text "Composer-Setup.exe" and click install for all users.



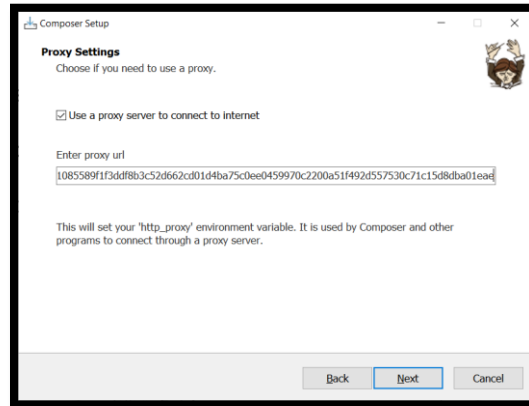
2. Ignore Developer mode press Next.



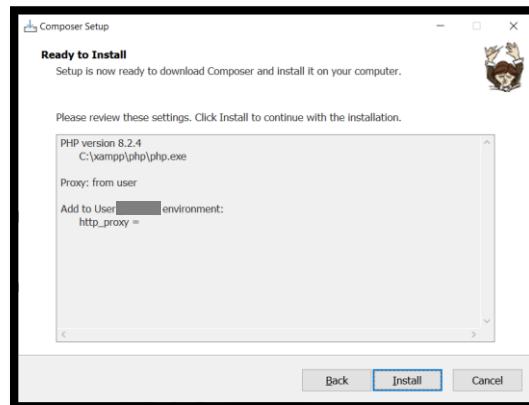
3. Make sure the path selected is 'C:\xampp\php\php.exe' then click Next.



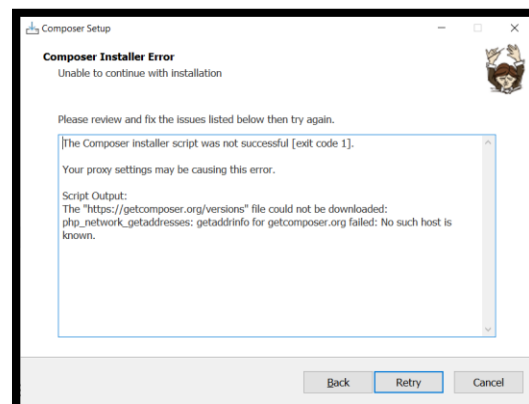
4. Check the 'Use a proxy server' to connect to internet and enter the proxy URL "55ce33d7678c5a611085589f1f3ddf8b3c52d662cd01d4ba75c0ee0459970c2200a51f492d557530c71c15d8dba01eae" then click Next.



5. Ready to install, and wait a several minutes to complete the installation.



- 5.1 If this error appears, make sure that you are connected in the Internet.

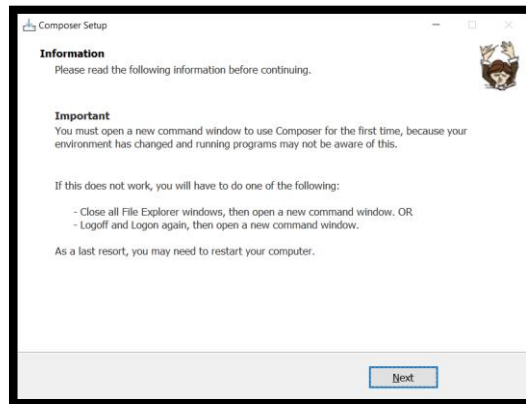


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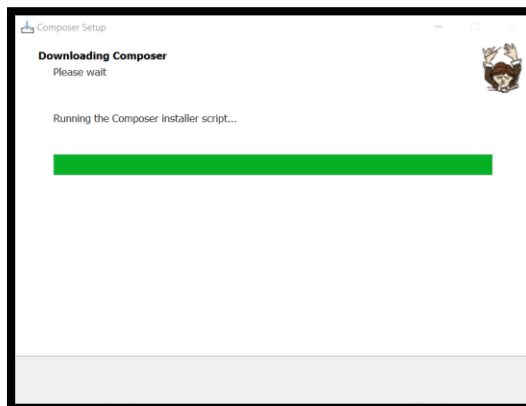
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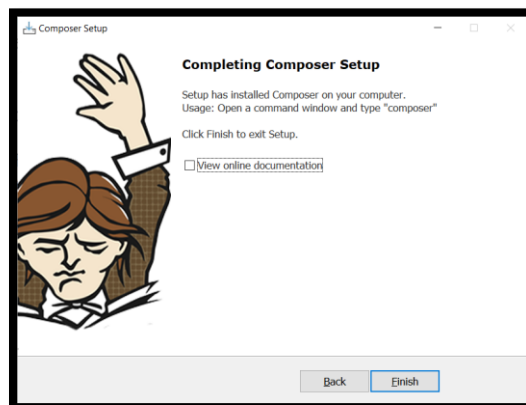
5.2 It should be proceeded after connecting to the Internet.



5.3 Just wait a several minutes of installation.



6. Click Finish to exit Setup.



## V. PHPSpreadSheet Library Installation

How to Install PHPSpreadSheet.

1. Open Command Prompt, and type composer to check if the composer is already installed.

```
C:\Windows\system32\cmd.exe
Microsoft Windows [Version 10.0.19045.3886]
(c) Microsoft Corporation. All rights reserved.

C:\Users\> composer

Composer version 2.5.8 2023-06-09 17:13:21

Usage:
  command [options] [arguments]

Options:
  -h, --help                Display help for the given command. When no command is given display help for the list command
  -q, --quiet               Do not output any message
  -V, --version             Display this application version
  --ansi|--no-ansi         Force (or disable) ANSI output
  -n, --no-interaction      Do not ask any interactive question
  --profile                Display timing and memory usage information
  --no-plugins             Whether to disable plugins
  --no-scripts             Skips the execution of all scripts defined in composer.json file.
  -d, --working-dir=WORKING-DIR If specified, use the given directory as working directory.
  --cache                  Prevent use of the cache
  --verbose, --verbose     Increase the verbosity of messages: 1 for normal output, 2 for more verbose output and 3 for debug

Available commands:
  about      Shows a short information about Composer
  archive    Creates an archive of this composer package
  audit      Checks for security vulnerability advisories for installed packages
```

2. Navigate to the 'STS' folder where your web directory is located. You can use 'cd' command. Type 'cd C:\xampp\htdocs\STS' and Press Enter.

```
C:\Users\> cd C:\xampp\htdocs\STS_
```

3. Now you are navigated to STS folder.

```
C:\xampp\htdocs\STS> _
```

4. Run this following command 'composer require phpooffice/phpspreadsheet' to install the PHPSpreadSheet library in the selected folder.

```
C:\xampp\htdocs\STS> composer require phpooffice/phpspreadsheet_
```

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- If this error appears, there is nothing to worry because the 'ext-gd' PHP extension is required by the PHPSpreadSheet library, and it is not installed or enabled on your system.

```
local cache and may be out of date
Cannot use phpoffice/phpspreadsheet's latest version 1.29.0 as it requires ext-gd * which is missing from your platform.
```

```
C:\xampp\htdocs\STS> composer require phpoffice/phpspreadsheet
https://repo.packagist.org could not be fully loaded (curl error 6 while downloading https://repo.packagist.org/packages.json): Could not
local cache and may be out of date
Cannot use phpoffice/phpspreadsheet's latest version 1.29.0 as it requires ext-gd * which is missing from your platform.

Installation failed, deleting ./composer.json

In RequireCommand.php line 225:

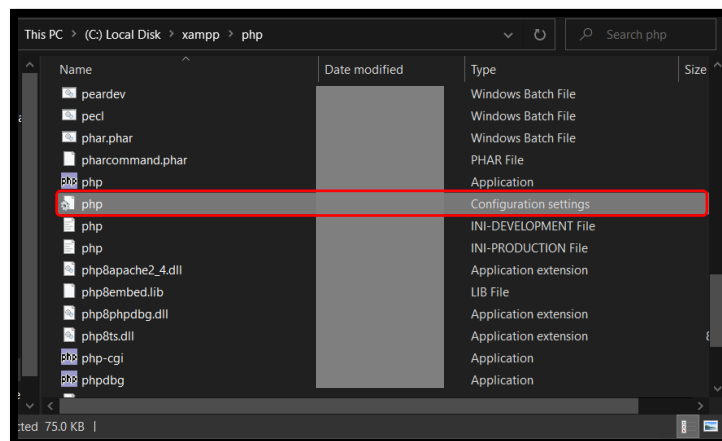
No composer.json present in the current directory (./composer.json), this may be the cause of the following exception.

In CurlDownloader.php line 365:

curl error 6 while downloading https://packagist.org/providers/phpoffice/phpspreadsheet.json: Could not resolve host: packagist.org

require [--dev] [--dry-run] [--prefer-source] [--prefer-dist] [--prefer-install PREFER-INSTALL] [--fixed] [--no-suggest] [--no-progress]
update-no-dev] [-u] [-update-with-dependencies] [-u] [-update-with-all-dependencies] [-w] [-with-dependencies] [-w] [-with-all-dependencies] [-ig
stable] [--prefer-lowest] [--sort-packages] [-o] [--optimize-autoloader] [-o] [--classmap-authoritative] [--apcu-autoloader] [--apcu-autoload
```

- To enable the 'ext-gd' just go in php folder located at 'C:\xampp\php' and find the 'php.ini' file.



- It is recommended to use Visual Studio Code to open the file since there are line numbers showed in the screen, the extensions are usually can find in line 920 to line 970. But you can still open it in Notepad.

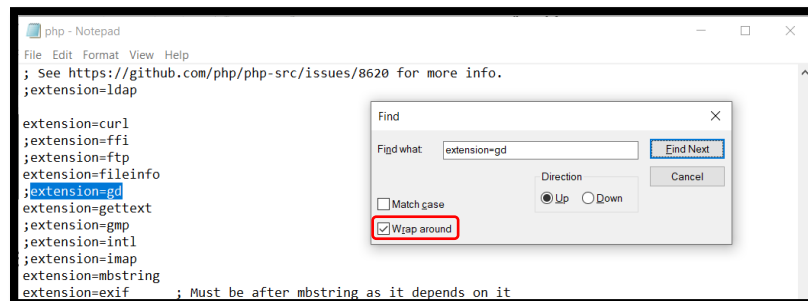
If you opened it in Visual Studio Code just press Ctrl + F and type ';extension=gd', Visual Studio Code will highlight it. Then remove the semicolon (;) and press Ctrl + S to save and enable the extension.

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```
php.ini X
C:\xampp>php>php.ini
919 ;
920 ;extension=bz2
921
922 ; The ldap extension must be before curl if OpenSSL 1.0.2 and OpenLDAP is used
923 ; otherwise it results in segfault when unloading after using SASL.
924 ; See https://github.com/php/php-src/issues/8620 for more info.
925 ;extension=ldap
926
927 ;extension=curl
928 ;extension=ffi
929 ;extension=ftp
930 ;extension=fileinfo
931 ;extension=gd
932 ;extension=gettext
933 ;extension=gmp
934 ;extension=intl
```

If you use Notepad, make sure that you checked the 'Wrap around' checkbox to find the ';extension=gd'. Then remove the semicolon (;) and press Ctrl + S to save and enable the extension.



8. **Remove** the semicolon (;) also on these two extensions, they are also required extensions when installing the PHPSpreadSheet library. Just scroll down a little and you will see it. Press Ctrl + S to save and enable the extensions.

```
952 ; The MIBS data available in the PHP distribution must be installed
953 ; See https://www.php.net/manual/en/snmp.installation.php
954 ;extension=snmp
955
956 ;extension=soap
957 ;extension=sockets
958 ;extension=sodium
959 ;extension=sqllite3
960 ;extension=tidy
961 ;extension=xsl
962 ;extension=zip
963
964 ;zend_extension=opcache
965
```

```
;extension=pgsql
;extension=shmop

; The MIBS data available in the PHP distribution must be installed
; See https://www.php.net/manual/en/snmp.installation.php
;extension=snmp

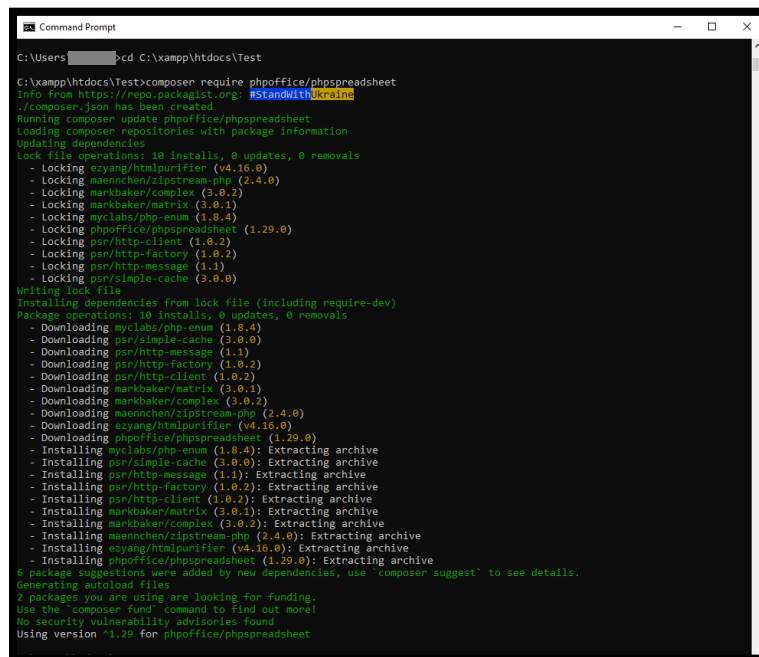
;extension=soap
;extension=sockets
;extension=sodium
;extension=sqllite3
;extension=tidy
;extension=xsl
;extension=zip

;zend_extension=opcache
```

9. Run again this following command 'composer require phpooffice/phpspreadsheet' to install the PHPSpreadSheet library in the STS folder. Just press ArrowUp + Enter.

```
C:\xampp\htdocs\STS> composer require phpooffice/phpspreadsheet_
```

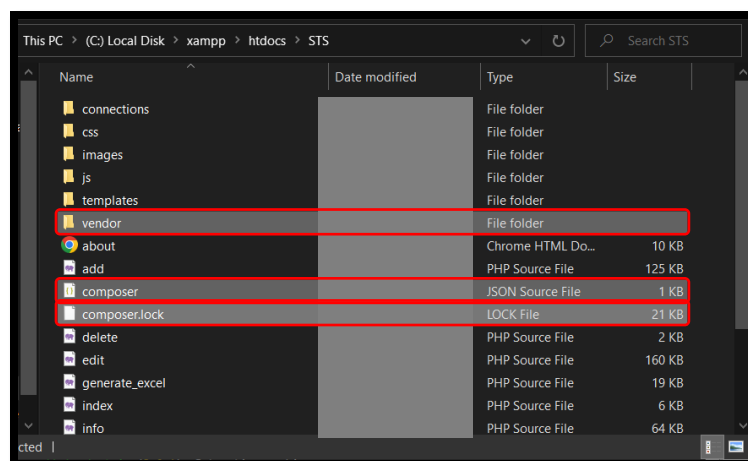
10. It will install the PHPSpreadSheet library to web directory of the system (STS).



```
C:\Users\> cd C:\xampp\htdocs\Test
C:\xampp\htdocs\Test> composer require phpoffice/phpspreadsheet
Info from https://repo.packagist.org: #StandWithUkraine
./composer.json has been created
Running composer update phpoffice/phpspreadsheet
Loading composer repositories with package information
Updating dependencies
Lock file operations: 10 installs, 0 updates, 0 removals
- Locking ezyang/htmlpurifier (v4.16.0)
- Locking maennchen/zipstream-php (2.4.0)
- Locking markbaker/complex (3.0.2)
- Locking markbaker/matrix (3.0.1)
- Locking myclabs/php-enum (1.8.4)
- Locking phpoffice/phpspreadsheet (1.29.0)
- Locking psr/http-client (1.0.2)
- Locking psr/http-factory (1.0.2)
- Locking psr/http-message (1.1)
- Locking psr/simple-cache (3.0.0)
Writing lock file
Installing dependencies from lock file (including require-dev)
Package operations: 10 installs, 0 updates, 0 removals
- Downloading myclabs/php-enum (1.8.4)
- Downloading psr/simple-cache (3.0.0)
- Downloading psr/http-message (1.1)
- Downloading psr/http-factory (1.0.2)
- Downloading psr/http-client (1.0.2)
- Downloading markbaker/matrix (3.0.1)
- Downloading markbaker/complex (3.0.2)
- Downloading maennchen/zipstream-php (2.4.0)
- Downloading ezyang/htmlpurifier (v4.16.0)
- Downloading phpoffice/phpspreadsheet (1.29.0)
- Installing myclabs/php-enum (1.8.4): Extracting archive
- Installing psr/simple-cache (3.0.0): Extracting archive
- Installing psr/http-message (1.1): Extracting archive
- Installing psr/http-factory (1.0.2): Extracting archive
- Installing psr/http-client (1.0.2): Extracting archive
- Installing markbaker/matrix (3.0.1): Extracting archive
- Installing markbaker/complex (3.0.2): Extracting archive
- Installing maennchen/zipstream-php (2.4.0): Extracting archive
- Installing ezyang/htmlpurifier (v4.16.0): Extracting archive
- Installing phpoffice/phpspreadsheet (1.29.0): Extracting archive
0 package suggestions were added by new dependencies, use 'composer suggest' to see details.
Generating autoload files
2 packages you are using are looking for funding.
Use the 'composer fund' command to find out more!
No security vulnerability advisories found
Using version '1.29' for phpoffice/phpspreadsheet
```

Note: The example above is installed in 'Test' Folder, it should be the 'STS' folder as the previous examples.

11. Open the web directory of the system (STS) and check if vendor folder, composer.json, and composer.lock are present in the folder. If It's in the folder then you are good to go in the landing page.



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## VI. Landing Page

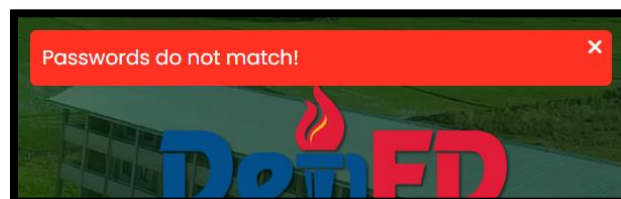
### 1. Signing up



#### How to sign up

- 1.1. Fill up all the fields with your email and password. The password should be in a minimum of 8 characters.
- 1.2. Click the Sign-up button to save all your inputted information. It will go to Sign-in after.
- 1.3. You can click the Sign-in button if you have already an account.

Password do not match: It will throw error message if the password and confirm password is not the same.



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Account already exists: If the sign-up details are already in the database, then it will send an error message.



## 2. Signing in



### How to sign in

- 2.1. Type your email on the Email field.  
Example: JuanDelaCruz123@gmail.com
- 2.2. Type your password in the password field.  
Example: juandelacruz123
- 2.3. After filling up the fields, clicking the Sign in button will direct you to Students List.

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No user found: It will throw error message if the email and password is mistyped or not found in the database.



Unfortunately, the system can't recognize if the email or password is wrong, it always throws "No user found!" error message.

## VII. Students List

Burger button to hide the sidebar.

1

2

3

4

School Year	Last Name	First Name	Middle Name	Birth Date	Gender	Details
2006	Putnam	Laural	S.	August 12, 2001	Female	<a href="#">View</a>
2009	McKernan	Gates	W.	July 17, 2022	Female	<a href="#">View</a>
1989	Mose	Cord	E.	May 12, 2022	Male	<a href="#">View</a>
2005	Bramstom	Sky	F.	03, 2023	Male	<a href="#">View</a>
2011	Danell	Darren	G.	03, 2023	Male	<a href="#">View</a>
2004	Ormand	Pipppy	R.	April 11, 2022	Female	<a href="#">View</a>
2005	Trenchard	Amie	W.	April 11, 2022	Male	<a href="#">View</a>
2005	Alentyev	Cam	T.	August 06, 2023	Female	<a href="#">View</a>
1989	Cheke	Erinn	Y.	August 06, 2023	Female	<a href="#">View</a>
2001	Cowling	Joanie	W.	July 05, 2023	Female	<a href="#">View</a>
1996	Bang	Aveline	R.	July 05, 2023	Female	<a href="#">View</a>
1994	Frean	Jeanne	A.	November 07, 2022	Female	<a href="#">View</a>

Note: The data shown above is a dummy data from [Mockaroo.com](https://www.mockaroo.com/).

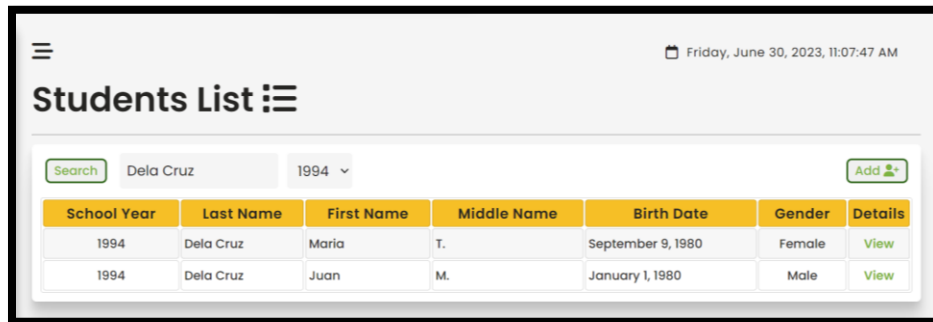
**STS**

Students' Transcripts System



## 1. Search

You can search students based on their Last Name or First Name and School Year using an input for Last Name or First Name and a dropdown list for school year.



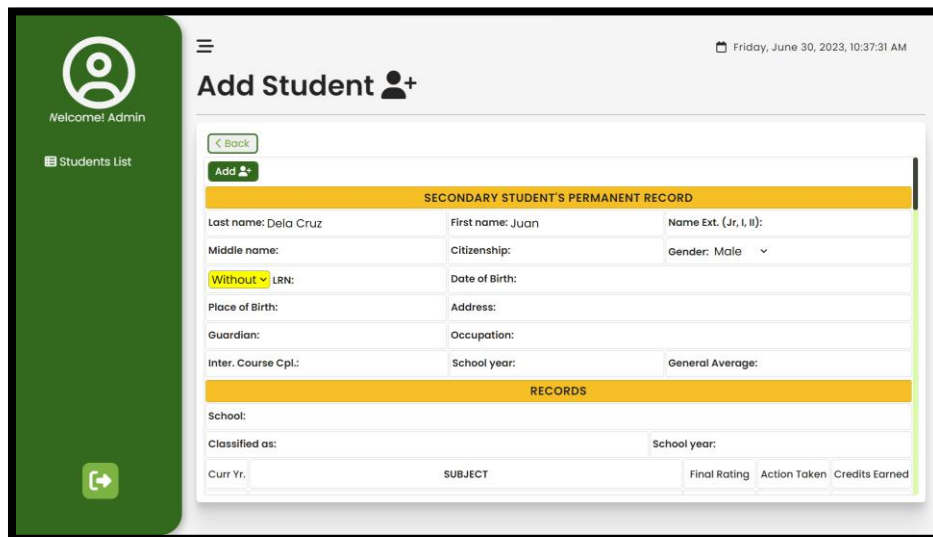
The screenshot shows the 'Students List' page. At the top, there is a search bar with a 'Search' button, a text input containing 'Dela Cruz', and a dropdown menu set to '1994'. To the right of the search bar is an 'Add' button with a person icon. Below the search bar is a table with the following columns: School Year, Last Name, First Name, Middle Name, Birth Date, Gender, and Details. The table contains two rows of data.

School Year	Last Name	First Name	Middle Name	Birth Date	Gender	Details
1994	Dela Cruz	Maria	T.	September 9, 1980	Female	<a href="#">View</a>
1994	Dela Cruz	Juan	M.	January 1, 1980	Male	<a href="#">View</a>

Note: The data shown above are examples only.

## 2. Add

You can add student to the students' list, just enter the required fields and click the add button to save it in the list.



The screenshot shows the 'Add Student' page. On the left is a green sidebar with a user icon, 'Welcome! Admin', and a 'Students List' link. The main area has a header 'Add Student' with a person icon and a '+'. Below the header is a '< Back' button and an 'Add' button with a person icon. The form is divided into two sections: 'SECONDARY STUDENT'S PERMANENT RECORD' and 'RECORDS'. The first section contains fields for Last name, First name, Name Ext. (Jr, I, II), Middle name, Citizenship, Gender, Date of Birth, Place of Birth, Address, Guardian, Occupation, Inter. Course Cpl., School year, and General Average. The second section contains fields for School, Classified as, School year, and a table with columns: Cur Yr., SUBJECT, Final Rating, Action Taken, and Credits Earned.

Note: When the page is accidentally refreshed, the inputs with values will be removed. It's recommended to fill the required inputs first then edit it after.

**STS**

Students' Transcripts System

### 3. View

Can view each students' information in Old Curriculum type of SF10 layout.

**Maria T. Dela Cruz Information**

< Back Edit EXPORT

**SECONDARY STUDENT'S PERMANENT RECORD**

Name: Maria T. Dela Cruz Citizenship: Filipino Gender: Female  
Without LRN: Date of Birth: September 9, 1980  
Place of Birth: Address:  
Guardian: Occupation:  
Inter. Course Cpl.: School Sample School year: 1994 General Average: 98

**RECORDS OF YEAR 1995-1996**

School: School Sample  
Classified as: FIRST YEAR School year: 1995-1996

Curr Yr.	SUBJECT	Final Rating	Action Taken	Credits Earned
I	Filipino	75.2	Passed	1.0
I	English	75.6	Passed	1.0
I	Mathematics	75.6	Passed	1.0

Note: The data shown above are examples only.

### 3.1 Edit

Clicking Edit button will direct you to Edit page where you can **UPDATE** or **DELETE** the information of the selected student.

Click **UPDATE** button if you're done editing and it will direct you back to 3. View.

**Edit Maria T. Dela Cruz Information**

< Back DELETE UPDATE

**SECONDARY STUDENT'S PERMANENT RECORD**

Last name: Dela Cruz First name: Maria Name Ext. (Jr, I, II):  
Middle name: T. Citizenship: Filipino Gender: Female  
Without ~ LRN: Date of Birth: September 9, 1980  
Place of Birth: Address:  
Guardian: Occupation:  
Inter. Course Cpl.: School Sample School year: 1994 General Average: 98

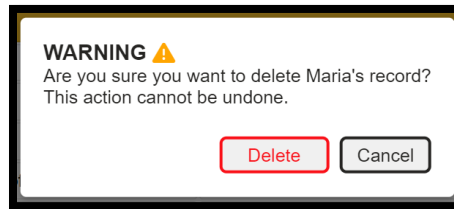
**RECORDS OF YEAR 1995-1996**

School: School Sample  
Classified as: FIRST YEAR School year: 1995-1996

**STS**

Students' Transcripts System

Click **DELETE** button if you want to delete the student in database.



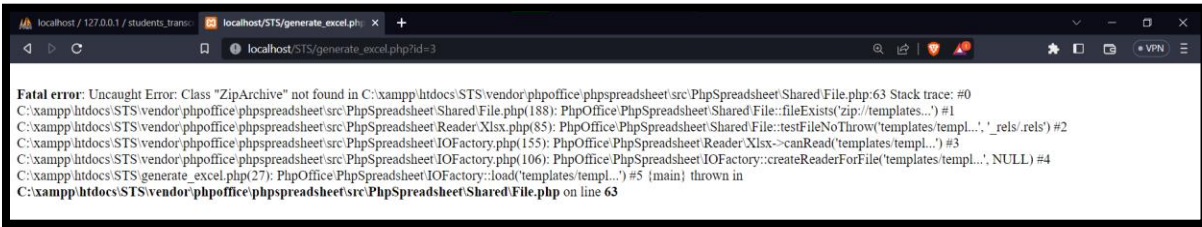
### 3.2 Export

Click **EXPORT** button to generate an excel file(.xlsx), the system will automatically save it in the downloads in File Explorer.

A screenshot of a web application interface. On the left is a green sidebar with a user icon and the text "min" and "Students List". The main content area is titled "Maria T. Dela Cruz Information" with an info icon. Below the title are "Back" and "Edit" buttons. To the right is an "EXPORT" button with a download icon. The main content displays a "SECONDARY STUDENT'S PERMANENT RECORD" form with fields for Name, Citizenship, Gender, Date of Birth, Address, Guardian, Occupation, Inter. Course Cpl., School year, and General Average. Below this is a section for "RECORDS OF YEAR 1995-1996" showing a table of subjects and ratings. At the bottom left, a file download notification shows "Maria T. Dela Cruz.xlsx" with a red box around it. A "Show all" link is at the bottom right.

Curr Yr.	SUBJECT	Final Rating	Action Taken	Credits Earned
I	Filipino	75.2	Passed	1.0
I	English	75.6	Passed	1.0

- 3.1 If this error appears after clicking the export button, restart the XAMPP Control Panel by clicking stop and start it again.



#### 4. Sign-out

Click Sign-out button to leave the system and sign-out your account.