

## **Teacher Portal Help Document**

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## 1.0 User Interface:


### 1.1 Action Bar:

It is located at the top of screen as shown in figure below:



Figure 1.1

- **Side Bar Button:**

Side Bar  button allow you to access side menu. It helps you to navigate throughout the application.

- **Title:**

It shows the name of currently open form/activity.  
e.g. "Subject Details".

- **Context Menu:**

These menus allow you to interact or change parameters of the form currently open. These menus changes with forms.

## 1.2 Side Bar Menu:

All the functionalities can be access through this menu. This menu can be accessed from anywhere in the application once you are logged in. Side Bar shown in the figure below:

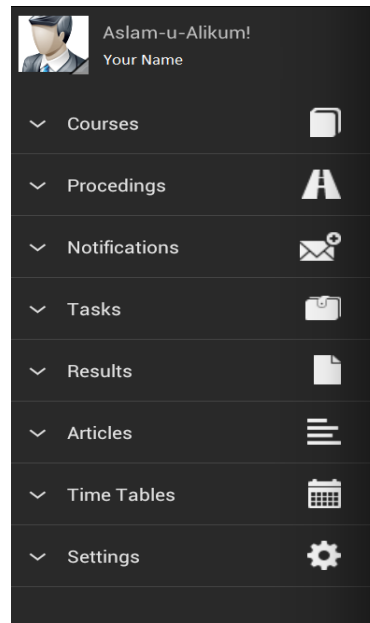


Figure 1.2

### 1.2.1 Options:


- Courses:
  - Interested Subjects.
- Subjects:
  - Subjects Overview.
- Notifications:
  - Send SMS.
  - Send Email.
- Lectures:
  - Lecture Overview.
  - Add Lecture.
- Articles:
  - Articles Overview.
  - Add Article.

- Tasks:
  - Assignments.
  - Quizzes.
  - Sessional.
  - Finals.
  - Add Task.
- Timings:
  - My Time Table.
  - Section Time Table.
  - Room Status.
- Settings:
  - Profile.
  - Change Password.
  - Sign out.


### 1.3 Context Menus and Buttons:

These menus and buttons allow you to interact with the form that is currently opened. These vary from form to form. Context menus are as follows:


- **Subject Menu:**

Subject Menu  allows you to select registered subjects for the form. If no subjects are shown than you can use “Refresh” option from the list of subjects.


- **Semester Menu:**

Semester Menu  allows you to select semester of which you want information.


- **Day Menu:**

Day Menu  allows you to select day for which record should be displayed.


- **Over Flow Menu:**

Over Flow  gives option to sign out and get help.


- **OK Button:**

OK Button  allows you to send finish/save command.


- **Cancel Button:**

Cancel Button  allows you to send cancel command.

- **Edit Button:**

Edit Button  allows you open current form in edit mode.

- **Download Button:**

Download Button  allows you to download attached files.