

User Documentation

Faculty Information System

Made by Group 4

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Introduction:

[Purpose of Document](#)

[Introduction](#)

[The Start](#)

[Search facility](#)

[Applying for Internships](#)

[Notifications](#)

For Professors:

- [Sign Up](#)
- [Login](#)
- [Login Features:](#)
 - [View Info](#)
 - [Edit Info](#)
 - [Add Notice](#)
 - [Search](#)
 - [Change Password](#)
 - [Update Notices](#)
 - [Interested Students](#)
 - [Logout](#)

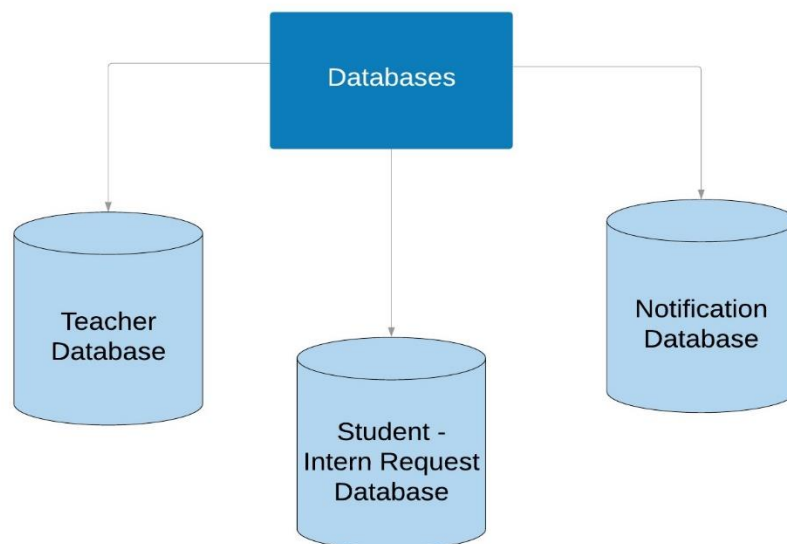
Purpose of Document:

The purpose of this document is, to guide the user through the steps for using the “Faculty Information System” software, so that the user can have a smooth experience in using our software. In this Document we inform the user about the different functions and capabilities of this software.

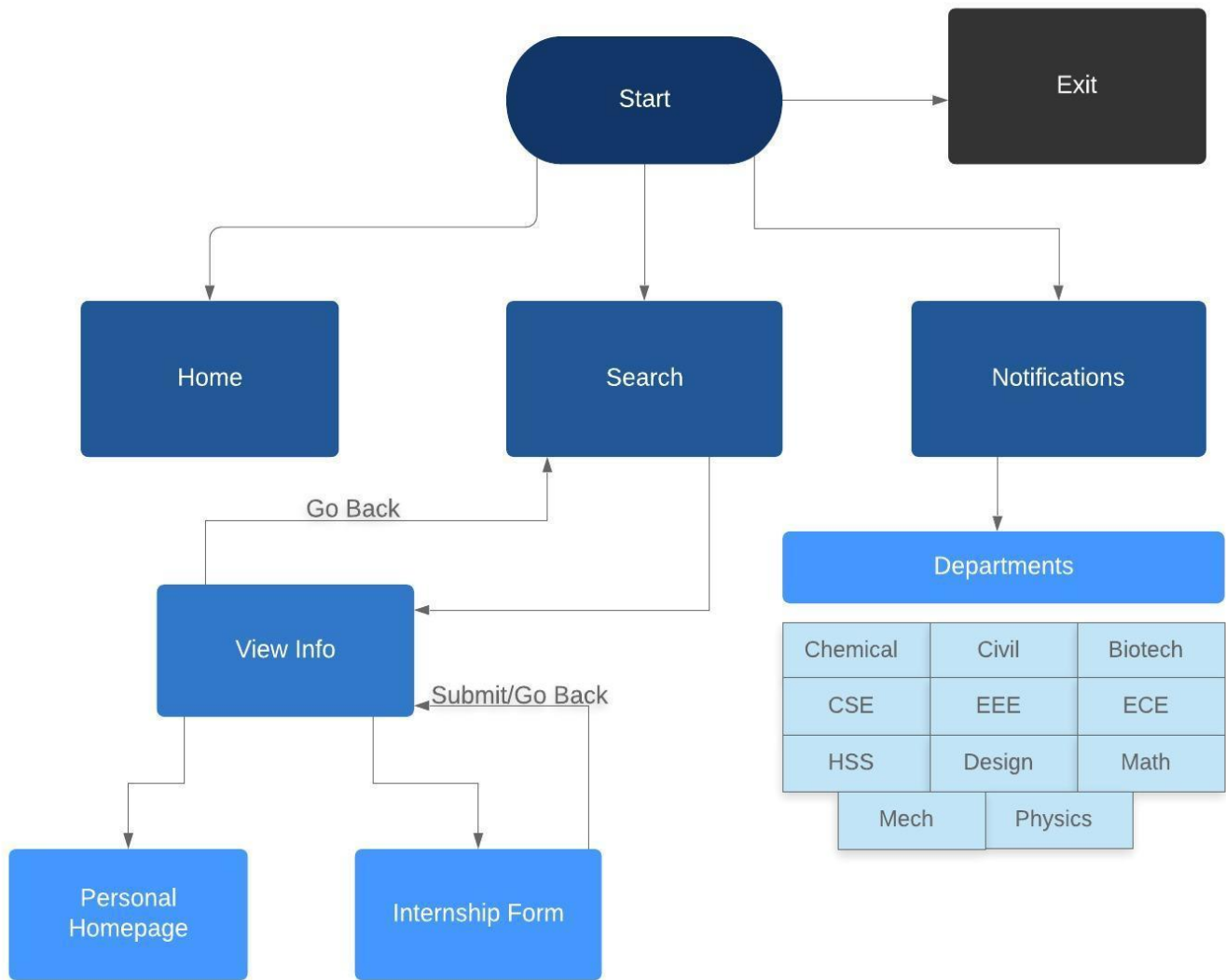
Introduction:

This software is a basic faculty information system with multiple functions. It gives the user an interface to find the required information about faculty members of IIT Guwahati via a search utility. Furthermore, the professors can register and login to edit and view their personal information page. A notifications section for each department is another auxiliary feature of this software. So, this interface is a complete-package of all faculty information systems that anyone could ask for.

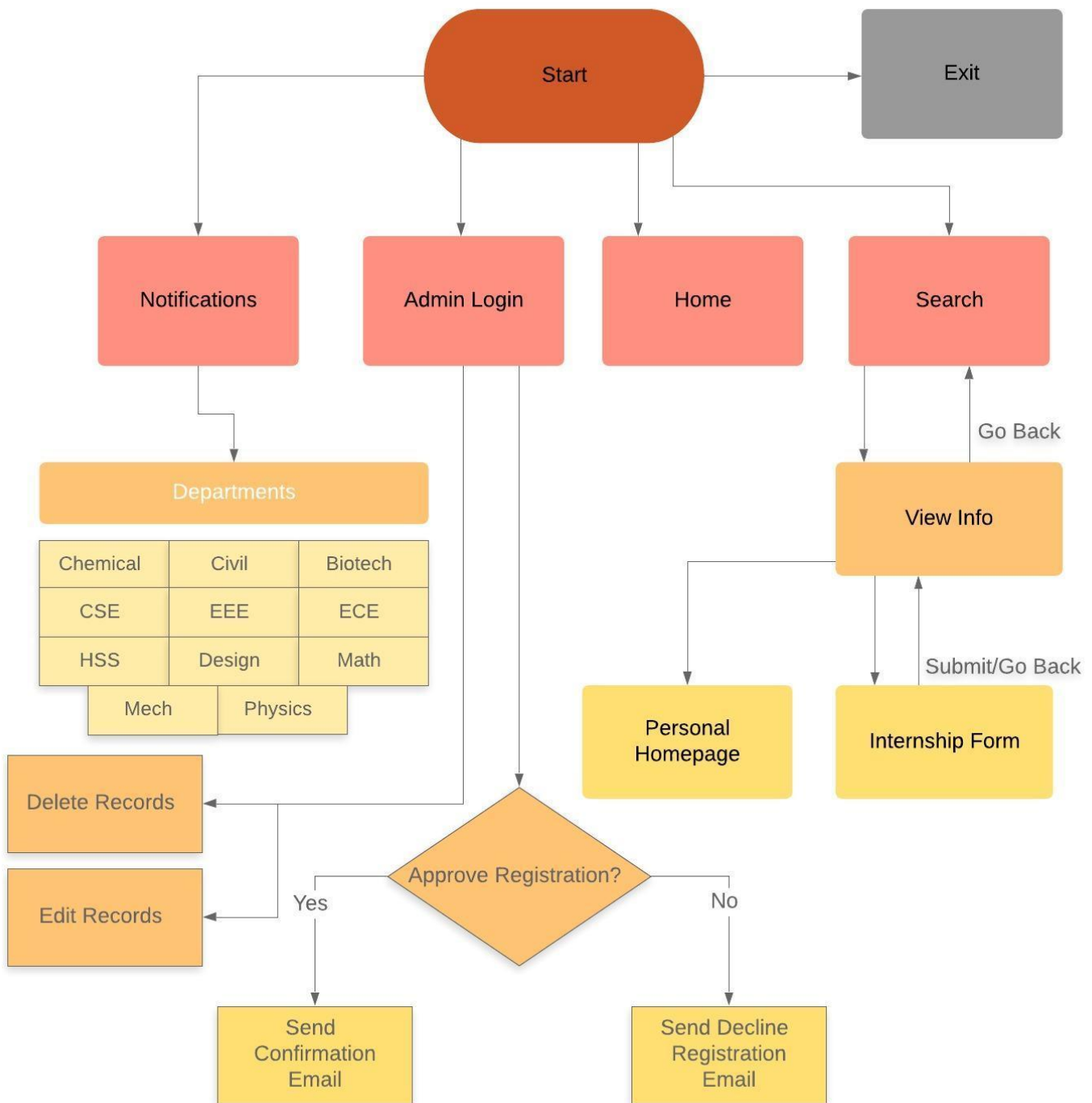
Database Flowchart



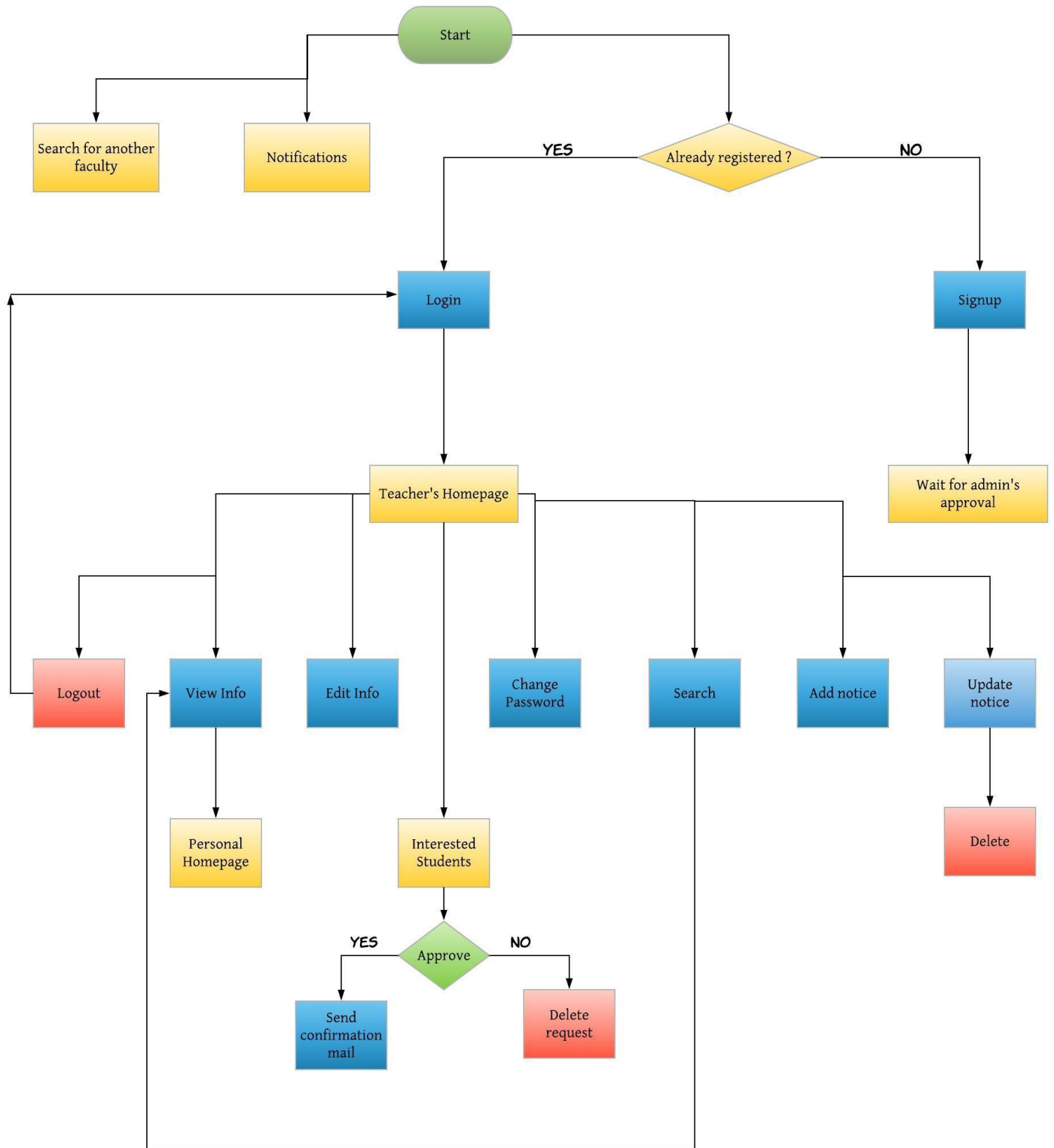
Student Flowchart



Admin Flowchart



Teacher Flowchart



The Start ...

On opening the software the user can see the page below.

By default, the homepage is visible on the panel.



The user can see there are 4 buttons on the left side along. These buttons and their functions will be described in detail as we proceed.

How to search in the faculty database?

To search in the faculty database, the user has to click on the “search” button from the four options provided on the left side. Then the user can search according to his/her requirements by typing in the name of the faculty member, or the current course of the professor under the appropriate label. User can also search on the basis of department or research interest.



HomePage

Teacher Signup

Teacher Login

Search

Notifications

Admin Login

Exit

Faculty Information System

Name Department Course

Research Interest

Debarshi Das

- ✗ The feature of selecting multiple filters is also applicable and the result would be the satisfying all the filters.
- ✗ In case of having no matching records according to the given filters, output window remains empty.

Want to apply for Internship under a professor of your choice?

To apply for internship under a professor from the search result, the user has to simply click on the name of the professor, which would direct the user to the chosen professor's personal homepage with links to CV/Webpage and a special option to apply for internship, as shown in the figure below.



- HomePage
- Teacher Signup
- Teacher Login
- Search
- Notifications
- Admin Login
- Exit

Faculty Information System

Name	Debarshi Das
Department	CSE
Research Tags	Artificial Intelligence
Research Interests	
Current Courses Code	CS101
Current Course	
DOB	29-12-1999
Room Number	A-321
Contact Number +91 361	7894561
Email Address	debarshi@iitg.ac.in

[Click To View Webpage/CV](#)[Apply For Internship](#)[Go Back](#)

On clicking on “*Apply For Internship*” the user would be directed to another form to fill the details. The internship request can be finally sent by clicking on “*Submit*” button.

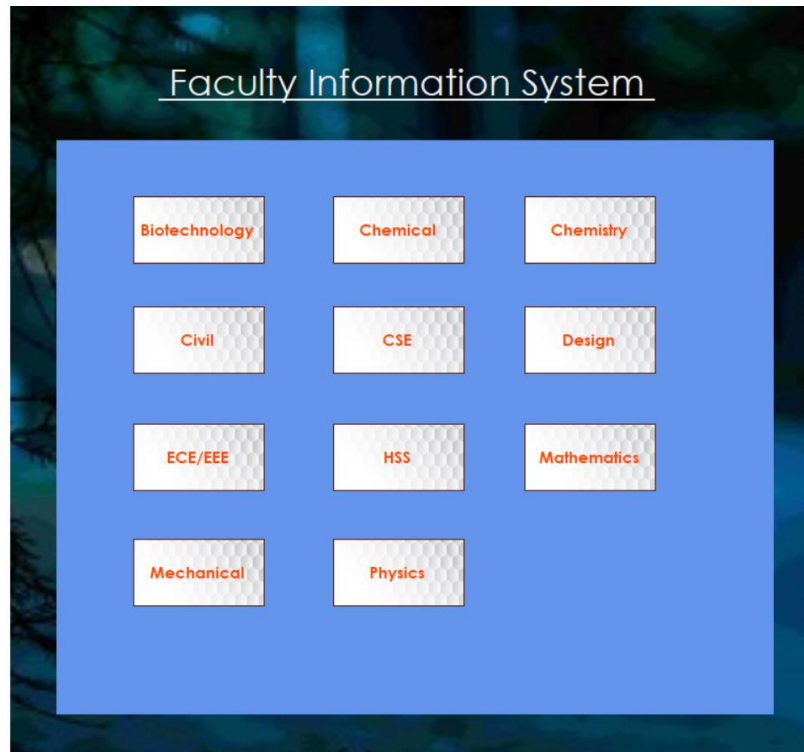
Name	rashi
Email	rashi@iitg.ac.in
College Name	iitg
Degree Pursuing	btech
Branch	
Current Year	
Resume Link	
Additional Information	

[Submit](#)[Exit](#)

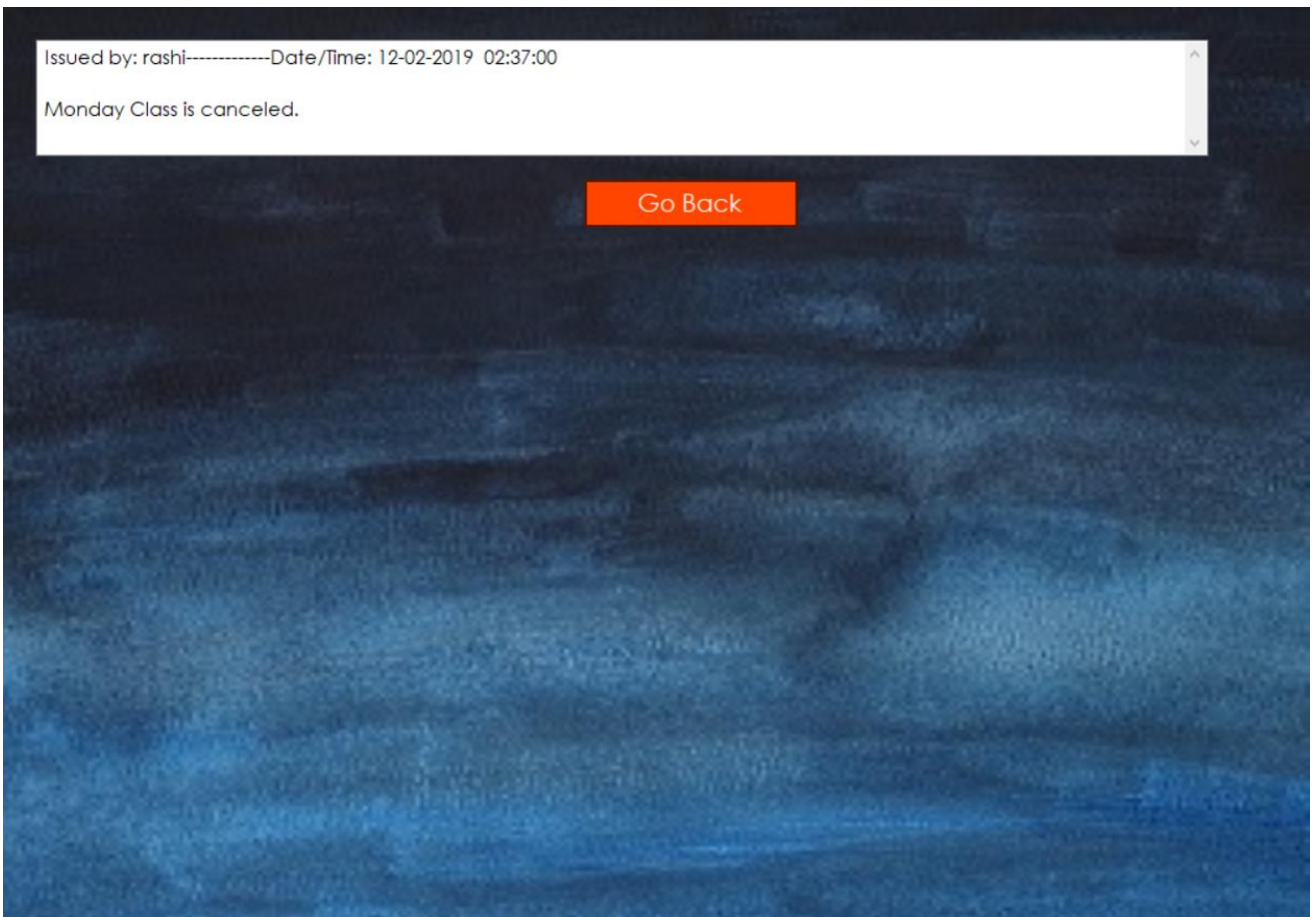
Registration Successful
OK

How to view the notifications?

To view the notifications, the user has to click on the “Notifications” button from the four options provided on the left side.



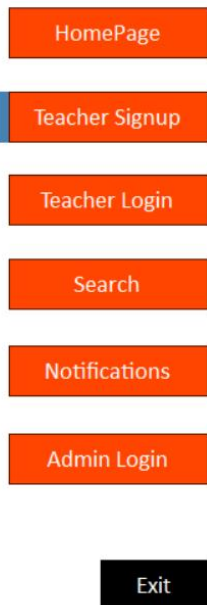
Now the user can simply click on the department name to view the notifications of that particular department.



Extra Utilities for Professors ...

How to Sign Up?

To sign up in the faculty database, the user has to click on the "Teacher Signup" button from the four options provided on the left side. Then the user has to fill in the details and click on "Create Account". A dialog box of successful submission would appear in case of successful sign up.



**As visible in the pictorial representation of the sign-up process, there is a provision of a personalized security question, which would facilitate in account access in case the user forgets password during the login.*

To login to the personal homepage, the user has to click on the “Teacher Login” button from the four options provided on the left side. Then the user has to enter the username and the password and click on “Submit”.



HomePage

Teacher Signup

Teacher Login

Search

Notifications

Admin Login

Exit

Faculty Information System

Username

Password

[Forget Password?](#)

Submit

**In case of invalid entries in the given fields, a dialog box showing “Invalid Username” would appear.*



HomePage

Teacher Signup

Teacher Login

Search

Notifications

Admin Login

Exit

Faculty Information System

Security Question

Answer

Enter New Password

Re-enter Password

Submit

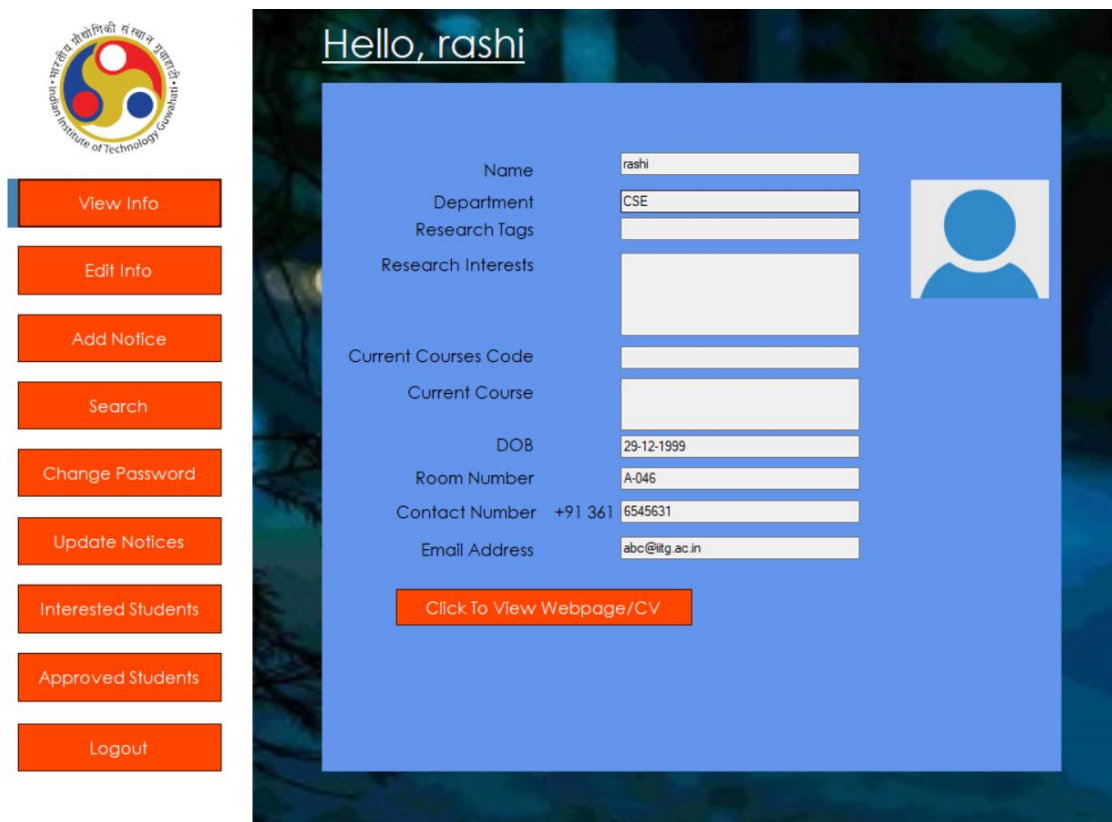
**As visible in the pictorial representation of the login process, there is a provision of accessing the account even when the user forgets the password by clicking on the “Forgot Password” button, which would redirect to another form in which the user enters his username and selects the security question from the dropdown.*

Successful Login – What Now?

Once Logged In to the personal homepage, the user has multiple utilities to use:

→ [View Info:](#)

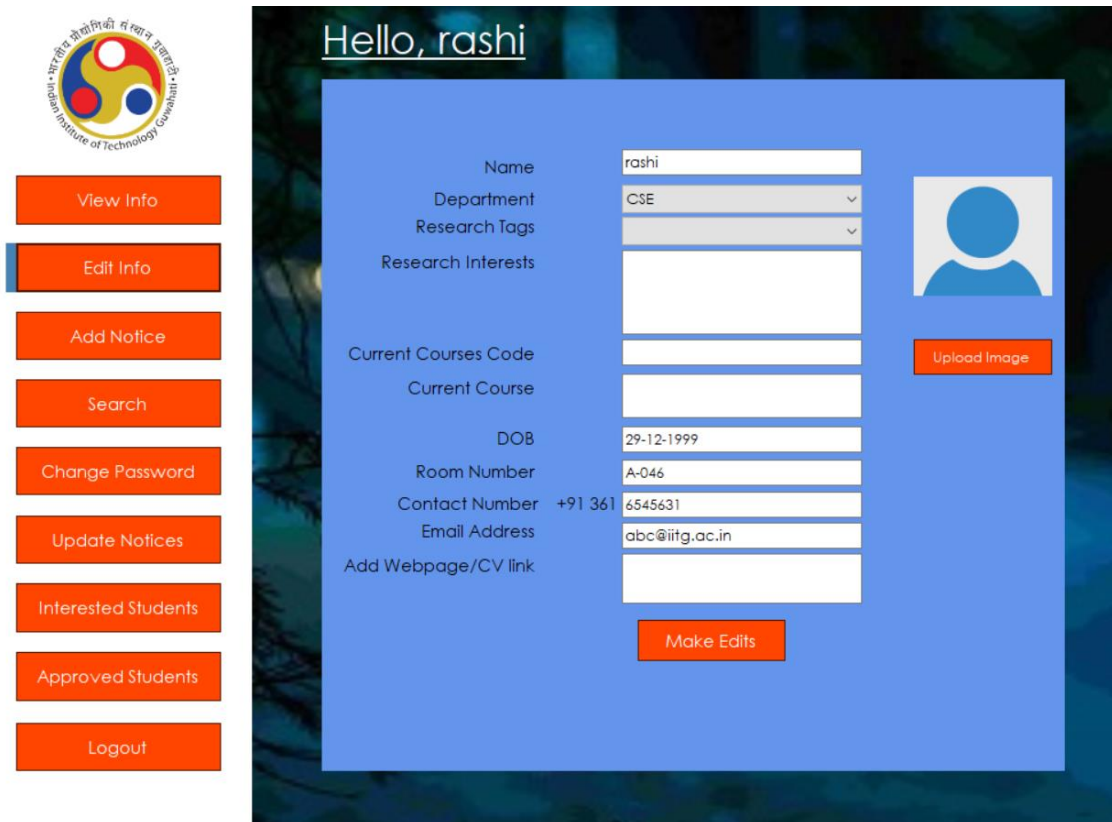
This shows all the information added or edited in by the user, including a profile image and a link to the CV/Webpage. Editing personal info. Is not enabled in this view.



The screenshot displays a user profile page for a user named 'rashii'. On the left side, there is a vertical menu with the following buttons: 'View Info', 'Edit Info', 'Add Notice', 'Search', 'Change Password', 'Update Notices', 'Interested Students', 'Approved Students', and 'Logout'. The main content area is titled 'Hello, rashii' and contains a form with the following fields: 'Name' (rashii), 'Department' (CSE), 'Research Tags' (empty), 'Research Interests' (empty), 'Current Courses Code' (empty), 'Current Course' (empty), 'DOB' (29-12-1999), 'Room Number' (A-046), 'Contact Number' (+91 361 6545631), and 'Email Address' (abc@vitg.ac.in). A button labeled 'Click To View Webpage/CV' is located at the bottom of the form. A profile picture placeholder is visible on the right side of the form.

→ Edit Info:

This shows all the information last added by the user. User can edit his personal information by simply clicking on the respective field and adding the correct information. When done, the user can click on “Make Edits” to implement the changes.



View Info
Edit Info
Add Notice
Search
Change Password
Update Notices
Interested Students
Approved Students
Logout

Hello, rashi

Name	<input type="text" value="rashi"/>
Department	<input type="text" value="CSE"/>
Research Tags	<input type="text"/>
Research Interests	<input type="text"/>
Current Courses Code	<input type="text"/>
Current Course	<input type="text"/>
DOB	<input type="text" value="29-12-1999"/>
Room Number	<input type="text" value="A-046"/>
Contact Number	<input type="text" value="+91 361 6545631"/>
Email Address	<input type="text" value="abc@iitg.ac.in"/>
Add Webpage/CV link	<input type="text"/>

Upload Image
Make Edits

→ Add Notice

This shows a text box, in which the user can add information to make the users of this software know about the notices, announcements, etc. by simply clicking on the textbox and typing in the information. When done, the user can click on “Add Notice” to implement the changes.



- View Info
- Edit Info
- Add Notice
- Search
- Change Password
- Update Notices
- Interested Students
- Approved Students
- Logout

Hello, rashi

Monday class is canceled.

Add Notice

→ Search

This search is identical to the Search in the Faculty Database in the previous window. Please click [here](#) to check the procedure.

→ Change Password

This show a form to fill in the current password and the new password. It also shows “Password Updated Successfully” dialog box when the process is completed successfully.



View Info

Edit Info

Add Notice

Search

Change Password

Update Notices

Interested Students

Approved Students

Logout

Hello, rashi

Enter New

Re-Enter

Password Updated Successfully

OK

Update

→ Update Notices

This shows a panel containing all the notices posted by the user. The user can delete any notice simply by clicking on the “Delete” button on the right of the respective notice.



View Info

Edit Info

Add Notice

Search

Change Password

Update Notices

Interested Students

Approved Students

Logout

Hello, rashi

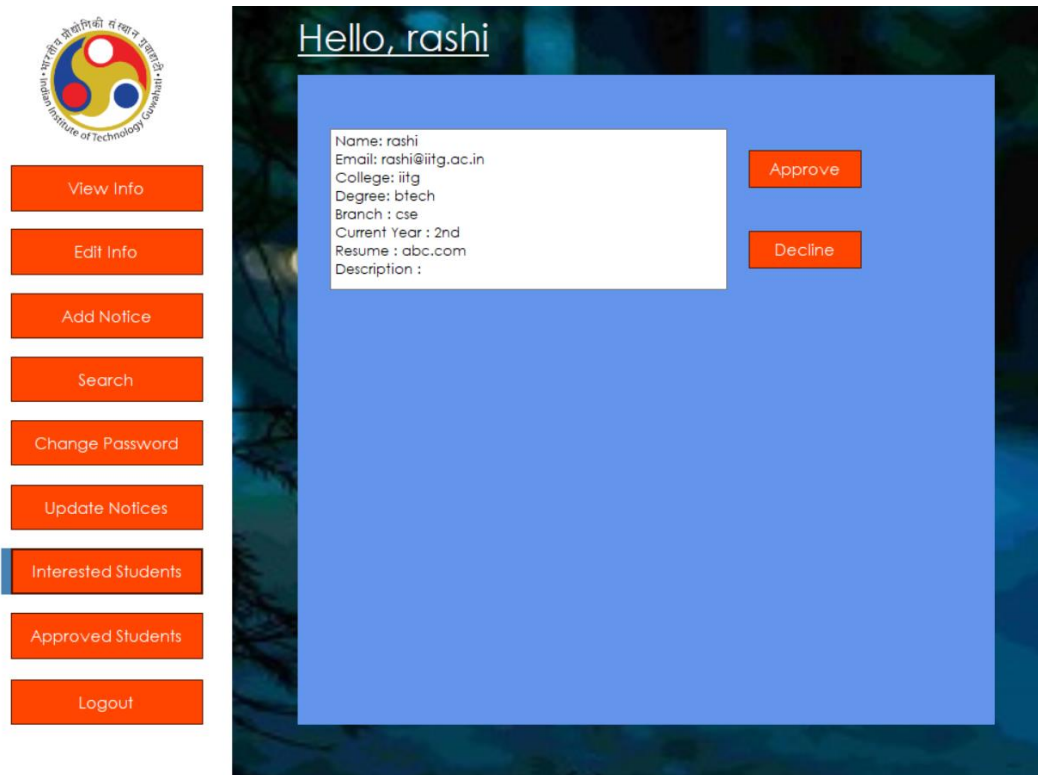
Issued by: rashi-----Date/Time: 12-02-2019 02:37:00

Monday Class is canceled.

Delete

→ Interested Students

This shows a panel containing the details of the all the students who applied for internship under the respective user.



The user has the privilege of either accepting or declining the internship request simply by clicking on the respective buttons.

Accepting a candidate would send an Email confirmation to mail-ID of the recipient.

Declining a candidate would lead to removal of the candidate details from the list of interested students.

→ Approved Students

This shows details of the students who have been approved by the professor.



- View Info
- Edit Info
- Add Notice
- Search
- Change Password
- Update Notices
- Interested Students
- Approved Students
- Logout

Hello, rashi

No Student Approved Yet

→ Logout

To Logout from your personal homepage, simply click on the “Logout” button to return to the main window.



- View Info
- Edit Info
- Add Notice
- Search
- Change Password
- Update Notices
- Interested Students
- Approved Students
- Logout

Hello, rashi

Name	rashi
Department	CSE
Research Tags	
Research Interests	
Current Courses Code	
Current C	
Room N	
Contact N	
Email Address	abc@iitg.ac.in



caption

Do you want to Logout ?

Yes No

Click To View Webpage/CV

→ *Powers of Admin*

Admin Login:



The image shows a screenshot of the 'Faculty Information System' admin login page. The page has a dark blue background with a light blue rectangular area in the center. At the top, the title 'Faculty Information System' is underlined. Below the title, the text 'Admin Password' is followed by a white input field containing six asterisks. To the right of the input field is an orange 'Submit' button.

This allows the admin to access his/her account and perform the following functions.

Admin Approval:



Admin

Name: Ashish Anand Department: CSE Room Number: H-008 Email: anand.ashish@iitg.ac.in Contact Number : 2582374	<input type="button" value="Approve"/> <input type="button" value="Disapprove"/>
Name: Arun Chattopadhyay Department: Chemistry Room Number: K-123 Email: arun@iitg.ac.in Contact Number : 2589643	<input type="button" value="Approve"/> <input type="button" value="Disapprove"/>
Name: Chandan Karfa Department: CSE Room Number: A-321 Email: sldvnsld@iitg.ac.in Contact Number : 7894561	<input type="button" value="Approve"/> <input type="button" value="Disapprove"/>

This allows the admin to approve the registration requests before adding them to the database.

Admin Delete:



Approval

Delete

Edit

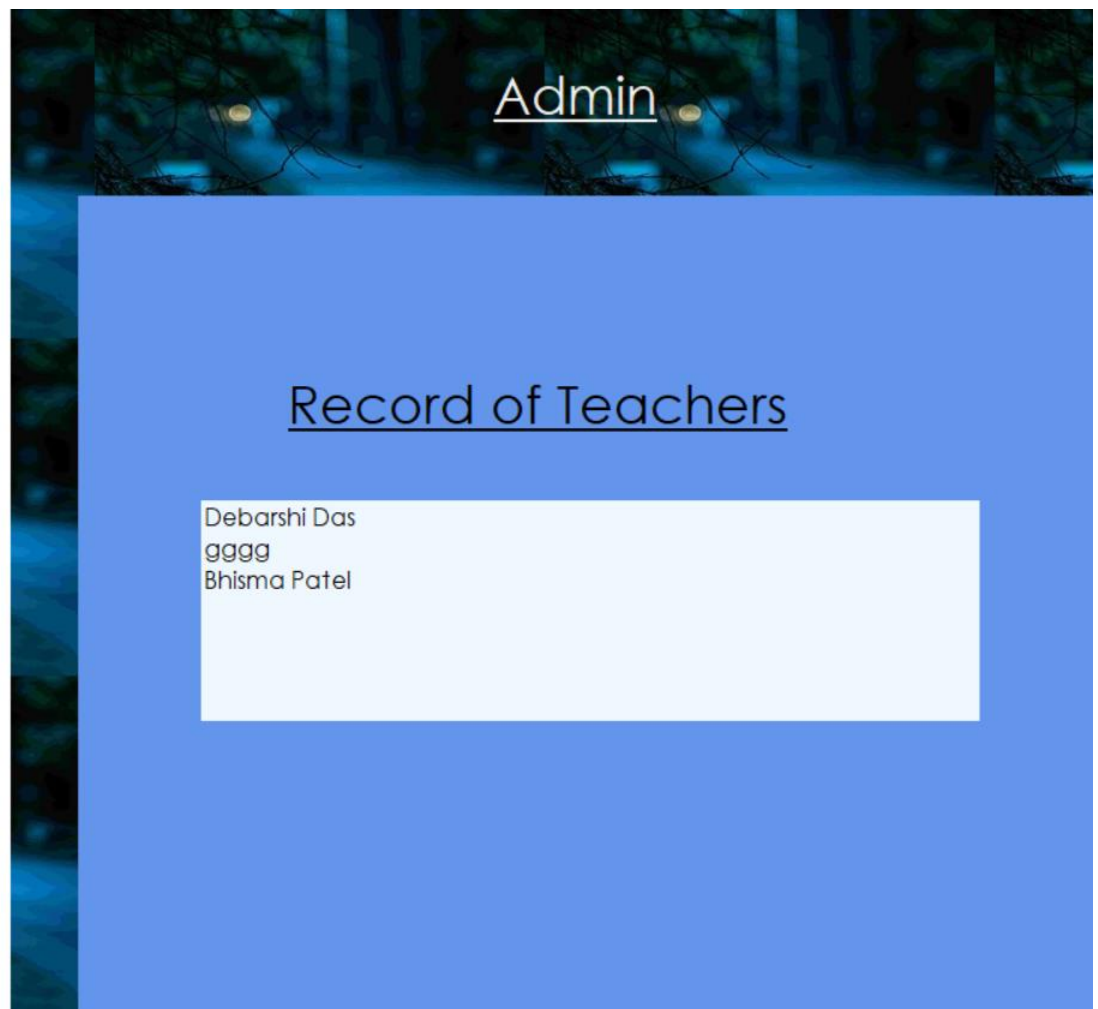
Exit

Admin

Name: Debarshi Das Email: debarshi@iitg.ac.in Department: CSE Room Number: A-321 Contact Number: 7894561	Delete
Name: gggg Email: ggg@iitg.ac.in Department: Biotechnology Room Number: G-123 Contact Number: 2465789	Delete
Name: Bhisma Patel Email: patel@iitg.ac.in Department: Chemistry Room Number: D-456 Contact Number: 2358798	Delete

This allows admin to delete entire profile of specific faculty members.

Admin Edit:



This allows the admin to edit data of individual faculty members.

Remarks:

- Although we have tested our program to all the possible combinations of inputs; in case of an unlikely event of software not responding or malfunctioning, please contact our developers' team.
- You are of course, always welcome to contact our team for any assistance.

Our Team:

- Aman Mishra: aman170101005@iitg.ac.in
- Rashi Singh: rashi170101052@iitg.ac.in
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- Mani Mannampalli: mani170101036@iitg.ac.in
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- Chirag Gupta: gupta170101019@iitg.ac.in