

Maharat System

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Professional Company, Ltd. (Promax)

Introduction

by Promax

*Is A system That Achieves Institution from Follow up
Working Quickly , Exactly and correlating
It is A system that has friendly user interface
It is A system That Accommodates More than one User
It is A secure system Which Every User can See Only His
Screen*

Maharat System

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Special thanks to:

All the people who contributed to this Project

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Getting Start

Chapter



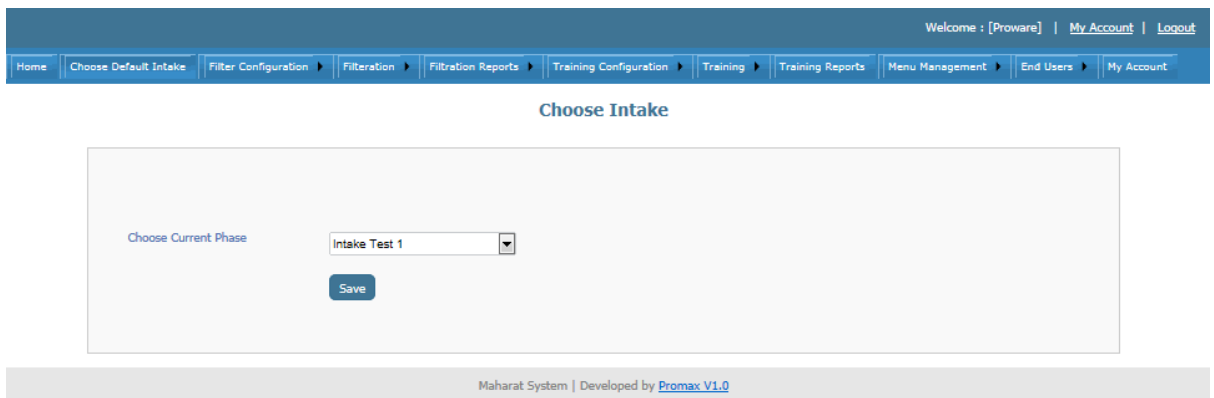
I

1 Choose Default Intake



1.1 Choose default intake

- Choose default intake will affect on all operation in training model
- By click on choose default intake menu
- Choose intake will open
- Select intake and click save



Chapter



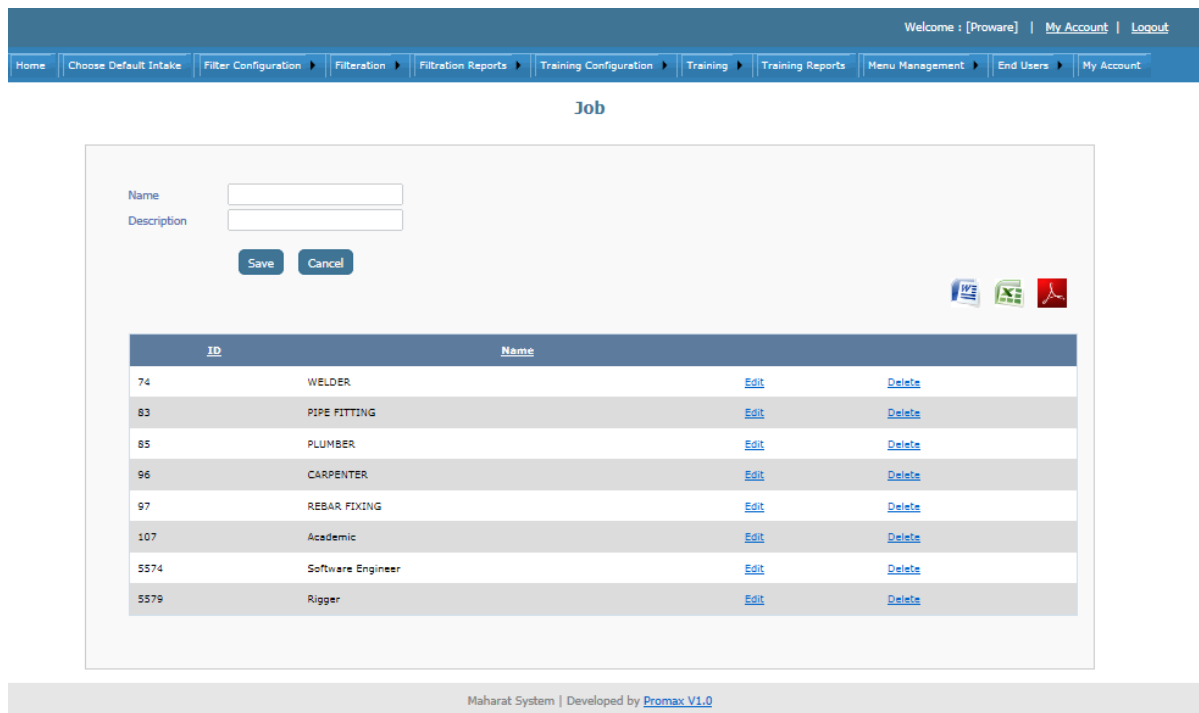
2 Filter Configuration

Filter configuration menu



2.1 Jobs

- To add new job or edit existing jobs
- From Filter configuration menu >> jobs
- Enter job name and description >> click save
- Delete job from Delete link in row of existing job
- Edit job by click Edit link >> change name /description then click Save button
- Export to word, Excel, pdf file from related icon above jobs.



2.2 Governorates

- To add new governorate or edit existing governorate
- From Filter configuration menu >> Governorates
- Enter governorate name and description then click save
- Delete governorate from Delete link in row of existing governorate
- Edit governorate by click Edit link >>change name /description then click Save button
- View related cities click Subcategories link
- Export to word,Excel,pdf from related icon

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Governorates

Name

Description

[Save](#) [Cancel](#)

ID	Name			
113	المنطقة الشرقية	Sub Categories	Edit	Delete
114	منطقة الجوف	Sub Categories	Edit	Delete
115	منطقة تبوك	Sub Categories	Edit	Delete
116	منطقة عسير	Sub Categories	Edit	Delete
117	منطقة الرياض	Sub Categories	Edit	Delete
118	منطقة الحدود الشمالية	Sub Categories	Edit	Delete
119	منطقة القصيم	Sub Categories	Edit	Delete
120	منطقة نجران	Sub Categories	Edit	Delete
121	منطقة جازان	Sub Categories	Edit	Delete

2.3 Cities

- Add new city or edit existing city
- From Filter Configuration menu >> Cities
- Enter city Name ,Notes,Governorate and Near Degree then click save
- Delete city from Delete link in row of existing city
- Edit city by click Edit link >>change name /Notes/Governorate/Near Degree then click Save button
- Reorder cities by click on header of column
- Export to word,Excel,pdf from related icon.

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Cities

Name

Notes




Governorate

Near Degree

[Save](#) [Cancel](#)

Result Count
532

Name	Governorate		
أبو عريش	المنطقة الشرقية	Delete	Edit
أبها	المنطقة الشرقية	Delete	Edit
البحر	المنطقة الشرقية	Delete	Edit
الإحساء	المنطقة الشرقية	Delete	Edit

2.4 universities

- To add new university or edit existing university
- From Filter configuration menu >> universities
- Enter university name and description >> click save
- Delete university from Delete link in row of existing university
- Edit university by click Edit link >> change name /description then click Save button
- Reorder universities click name in column head.
- Export to word, Excel, pdf file from related icon above universities.

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Universities

Name

Description

[Save](#) [Cancel](#)

ID	Name	Edit	Delete
3652	Florida Institute of Technology	Edit	Delete
3653	Bowling Green State University	Edit	Delete
3654	جامعة الدول العربية للتعليم والتكنولوجيا والنقل البحري	Edit	Delete
3655	جامعة ترمانيا استراليا ماجستير الاصل الالكتروني	Edit	Delete
3656	University Tenaga Nasional	Edit	Delete
3657	التعليم الفضائية - الاردن	Edit	Delete
3658	جامعة نورثويتش - كندا	Edit	Delete
3659	جامعة جالاسكو كالدونيا	Edit	Delete
3660	مملكة العربية السعودية	Edit	Delete
3661	قطر	Edit	Delete

2.5 Faculties

- Add new faculty or edit existing faculty
- From Filter configuration menu >> Faculties
- Enter faculty name and description >> click save
- Delete faculty from Delete link in row of existing faculty
- Edit faculty by click Edit in link >> change name /description then click Save button
- View related department click Subcategories link
- Add/Edit department click Subcategories link
- Export to word, Excel, pdf from related icon

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Faculties

Name

Description

[Save](#) [Cancel](#)

ID	Name			
4009	إدارة التوجيهات و النقل البحري	Sub Categories	Edit	Delete
4010	الإنظمة وأنظمه الحاسوبية - القانون	Sub Categories	Edit	Delete
4011	ادارة الإصداق - القطاع الخاص	Sub Categories	Edit	Delete
4012	(كلية الدعوة والإعلام التخصص) - عائلات عامة وأعلان	Sub Categories	Edit	Delete
4013	كلية الشريعة	Sub Categories	Edit	Delete
4014	الزراعة والغلب البيطري	Sub Categories	Edit	Delete
4015	الإدارة العامة - تطوير والتقييم الإداري	Sub Categories	Edit	Delete
4016	كلية التربية للثلاث بليبيا	Sub Categories	Edit	Delete
4017	كيمياء عامة	Sub Categories	Edit	Delete
4018	كلية الإنس سبستان لاندرد	Sub Categories	Edit	Delete

2.6 Secondary Type

- Add new Secondary Type or edit existing Secondary Type
- From Filter configuration menu >> Secondary Type
- Enter Secondary Type name and description >> click save
- Delete Secondary Type from Delete link in row of existing Secondary Type
- Edit Secondary Type by click Edit link >> change name /description then click Save button
- View related department click Subcategories link
- Add/Edit department click Subcategories link
- Export to word, Excel, pdf from related icon

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Secondary Type

Name

Description

[Save](#) [Cancel](#)

ID	Name			
132	حسب	Sub Categories	Edit	Delete
133	حسباني	Sub Categories	Edit	Delete
134	تقاري	Sub Categories	Edit	Delete

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2.7 Diplom Type

- Add new Diploma Type or edit existing Diploma Type
- From Filter configuration menu >> Diploma Type
- Enter diploma Type name and description >> click save
- Delete diploma Type from delete link in row of existing diploma Type
- Edit diploma Type by click Edit in link >> change name /description then click Save button
- View related department click Subcategories link
- Add/Edit department click Subcategories link
- Export to word,Excel,pdf from related icon

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Diplom Type

Name

Description

[Save](#) [Cancel](#)

ID	Name	Sub Categories	Edit	Delete
3372	سابقة	Sub Categories	Edit	Delete
3373	تشكيل مدائن	Sub Categories	Edit	Delete
3374	فني تكييف	Sub Categories	Edit	Delete
3375	لحام	Sub Categories	Edit	Delete
3376	أخرى	Sub Categories	Edit	Delete
3377	تجارة	Sub Categories	Edit	Delete

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2.8 Companies

- Add new Company or edit existing Company
- From Filter configuration menu >> Companies
- Enter company name and other required fields >> click save
- Delete company from Delete link in row of existing company
- Edit company by click Edit link >> update fields then click Save button
- Reorder companies by click on header of column
- Export to word,Excel,pdf from related icon.

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Companies

Name

Main Branch

Address

Postal Code

Phone

Commercial Register No

Representative Person

ID Number

Notes

Result Count **11**

Name	Main Branch	Address	Postal Code	Phone	Commercial Register No	Representative Person	ID Number	Notes
HANWHA	الخبر	31156	31952	8812194	2051032399	مينا عبد الواحد	58745874	Delete Edit
PETROFAC	الخبر	77378	31952	8146922	2051024650	ب	3	Delete Edit

2.9 Skills Setting

- Add new Intake-Skill setting or edit existing Intake-Skill setting
- From Filter configuration menu >> Skills Setting
- Select Intake , Skill and other required fields >> click save
- Delete setting from Delete link in row of existing item
- Edit setting by click Edit link >> update fields then click Save button
- Reorder setting by click on header of column

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Skills

Intake

Skill

Salary

Housing Allowance

Stay Allowance

Result Count **2**

Salary	Housing Allowance	Stay Allowance	Intake	Skill		
4000	3500	3000	Intake1	Skillid	Delete	Edit
3223	5400	3600	Intake1	Semi Skilled	Delete	Edit

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2.10 Skills

- Add new skill or edit existing skill
- From Filter configuration menu >> Skills
- Enter skill name and other required fields >> click save
- Delete Company from Delete link in row of existing skill
- Edit skill by click Edit link >>update fields then click Save button
- Reorder skill by click on header of column
- Export to Word,Excel,pdf from related icon

Skills

Name

Description

[Save](#) [Cancel](#)

[Word](#) [Excel](#) [PDF](#)

ID	Name	Edit	Delete
3368	Skill	Edit	Delete
3369	Semi Skilled	Edit	Delete
3370	Unskilled	Edit	Delete
5578	Demo Skilled	Edit	Delete

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2.11 Intakes

- Add new Intake or edit existing Intake
- From Filter configuration menu >> Intakes
- Enter Intake name and other required fields >> click save
- Delete Intake from Delete link in row of existing Intake
- Edit Intake by click Edit link >>update fields then click save button
- Reorder Intake by click on header of column
- Export to Word,Excel,pdf from related icon

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Intakes

Name




Acceptance Date

Start Date

Notes

Save

Cancel

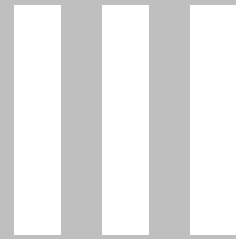


Result Count **5**

Name	Acceptance Date	Start Date	Notes		
Intake1	03/04/2014	01/05/2014	gt'gg'g'g'	Delete	Edit
Intake2	01/05/2014	01/06/2014		Delete	Edit
Intake3	01/07/2014	01/08/2014		Delete	Edit
Intake Test 1	29/08/2014	04/11/2014	Test Intake	Delete	Edit
Demo Intake	01/08/2014	28/08/2014	Test Intake	Delete	Edit

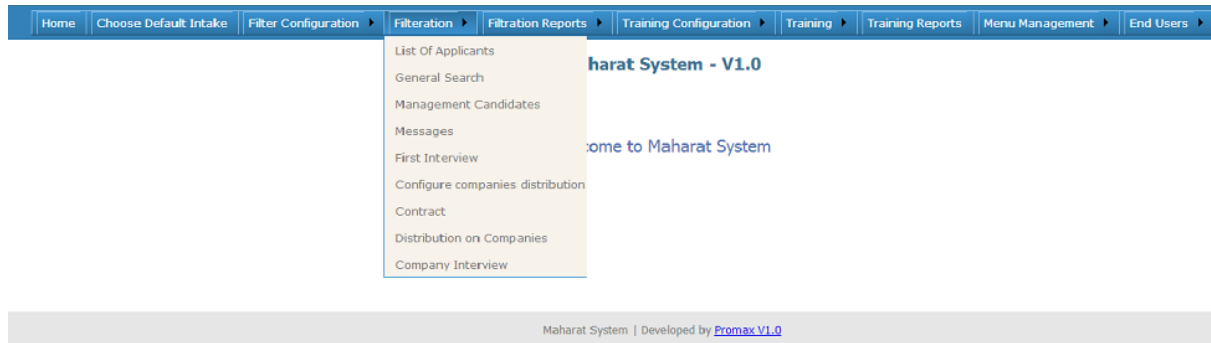
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Chapter



3 Filtration

Filtration Menu



3.1 List Of Applicants

- List of all applicants
- More than 5 search options you can search by one or combined of search options
- Select search options and click search button or clear fields
- Export to word, Excel, pdf from related icon
- Reorder result by click on header of column

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List Of Applicants

Governorate:

City:

Marital Status:

Have you ever support your training from the Human Resources Development Fund

QualificationType: ☒ Primary / ☐ Read And Write / ☐ Prep / ☐ Secondary / ☐ Diploma / ☐ University

Result Count: **2000**

Name	Date Of Birth	QualificationType	Faculty / Institute	Specialty	Governorate	City	
محمد برسول حمد جاد	06-12-1993	Secondary	حسام		منطقة جازان	جازان	Details
شارع علي بن ابي طالب	30-01-1994	Secondary	حسام		منطقة جازان	جازان	Details
محمد بن يحيى بن محمد الشاذلي المكي	21-05-1995	Secondary	حسام		منطقة جازان	جازان	Details
حسن محمد سليمان المصري	07-07-1990	Secondary	حسام		منطقة جازان	جازان	Details
عبدالله حسن سلطان عريشي	06-08-1990	Secondary	حسام		منطقة جازان	جازان	Details
جبران علي جوده الداعقي	04-09-1987	Secondary	حسام		منطقة جازان	جازان	Details
ميناك جزي علي جزي	18-10-1992	Secondary	حسام		منطقة جازان	جازان	Details

3.2 General Search

- Search within candidates in different stages 'not all applicants'
- Many search options you can search by one or combined of search options
- Select search options and click search button or clear button to clear fields
- Export to Word, Excel, pdf from related icon
- Reorder result by click on header of column

General Search

Intake: Select

Job: Select

Status: Select

Company: Select

First Interview Date: [] Date To: []

Company Interview Date: [] Date To: []

Search Clear

Result Count: 0

No Row Found !

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3.3 Candidates Management

Management Candidates

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3.3.1 Choose Filter Intake

This is the first step to choose trainees from applicants.

- Select which intake will configure then click next button

3.3.2 Select Intake- jobs

This is the second step to choose trainees from applicants.

- Select job count and reserved count then click add job button.
- delete allowed in case if this record not used.
- Job will stored in database after click next button.
- Export to word, Excel, pdf from related icon.

3.3.3 Percentage for cities

This is the third step to choose trainees from applicants.

- Select job, governorate, city and enter percentage, notes then click save button.
- Edit Company by click Edit link >> update fields then click Save button
- There are validation on percentage must less than or equal 100% for every job
- Export to word, Excel, pdf from related icon.
- Next step click next button.

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Percentage for cities

Job: Select
Governorate: Select
City: Select
Percentage: % Percentage of total number
Notes:

save Cancel

Governorate	Job	City	Percentage	Notes
منطقة الرياض	PIPE FITTING	الرياض	10.00 %	Delete Edit
منطقة الرياض	PIPE FITTING	الرياض	50.00 %	Delete Edit
منطقة المدينة المنورة	PIPE FITTING	المدينة المنورة	10.00 %	Delete Edit

3.3.4 Search Filter

This is the fourth step to choose trainees from applicants.

- Select job, skill type, qualification type
- Answer of questions:
- Have you ever support your training from the Human Resources Development Fund?
- Do you have a driver's license ?
- Marital Status and birthdate.
- Click add criteria button repeat to add other criteria for the same job or other job.
- After adding all criteria click view result button will retrieve matched applicants .
- Ignore cities percentage in filtration process by check Ignore cities percentage checkbox.
- Select on or more from result and click approve button or click cancel to cancel process.
- Details of candidate by click details link .
- Export to word, Excel, pdf from related icon

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Search Filter

Job: Select
Skill: Select
Qualification Type: ☒ Secondary ☐ Diploma
Motive: ☒ Yes ☐ No
Marital Status: ☒ Married ☐ Single ☐ Not Required
Do you have a driver's license ? ☒ No ☐ Yes ☐ Not Required
Date Of Birth: Day: Select Day Month: Select Month Year: Select Year

Add Criteria View Filter Summary

Count: 1

Job	Skill	Qualification Type	First Level	Second Level	Score	Measure	Motive	Do you have a driver's license
PIPE FITTING	Skill						No	

Result Count: 856

Name	City	Job	Skill	Qualification Type	Faculty	Specialty	Date Of Birth	
مناج محمد مانع آل عايش الاحمرى	جازان	PIPE FITTING	Skill	Secondary	علم		8/5/1993 12:00:00 AM	Details
يوسف علي محمد مكلي	جازان	PIPE FITTING	Skill	Secondary	علم		7/13/1993 12:00:00 AM	Details

3.3.5 Send Message

This is the Five step to choose trainees from applicants.

- Send message for selected candidates .
- Send Message to trainees in specific intake.
- Enter subject and message body
- Select date and time then click add schedule button repeat to add other schedule
- Check send methods then Click approve.

3.4 First Interview

- After sending message to candidates should make interview.
- choose intake will retrieve candidates
- select one or more and set result then click save button
- Export data available.

3.5 configure companies distribution

- Select intake,company,job and percentage then click add
- Repeat above step.
- click save to start distribute.
- Export data available.

3.6 Distribution On Company

- This step come after completing companies distribution configuration .
- select intake and start distribution.

3.7 Contract

- Create contract for candidate acceptable in first interview
- Select intake then click search button
- Select one or more record and print contracts

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Contract | Phase

Select Phase:

Name:

ID Number:

Mobile:

There is no record(s)

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3.8 Companies Interview

- Select intake and company will retrieve candidates for selected company
- select one or more and set result then click save button
- Export data available.

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Companies | Interview

Intake:

Company:

Result Count: **0**

No Row Found !

Set Result

☐ Accepted

☐ Rejected

☐ Absent

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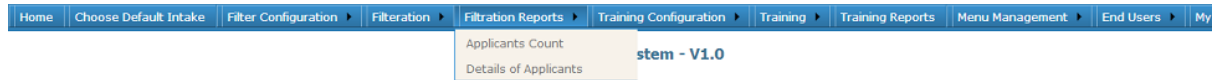
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IV

4 Filtration Reports

Filtration Reports Menu

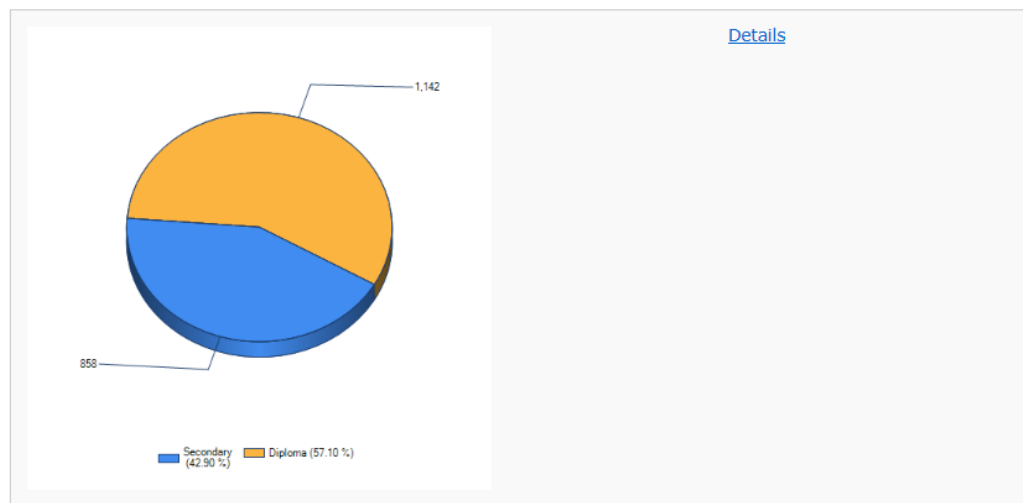
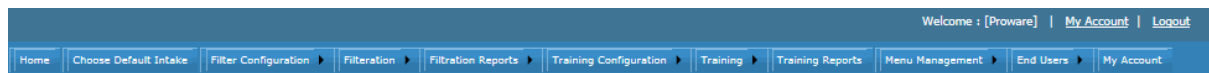


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4.1 Applicants Count

➤ Graphical report to explain type and count of applicants

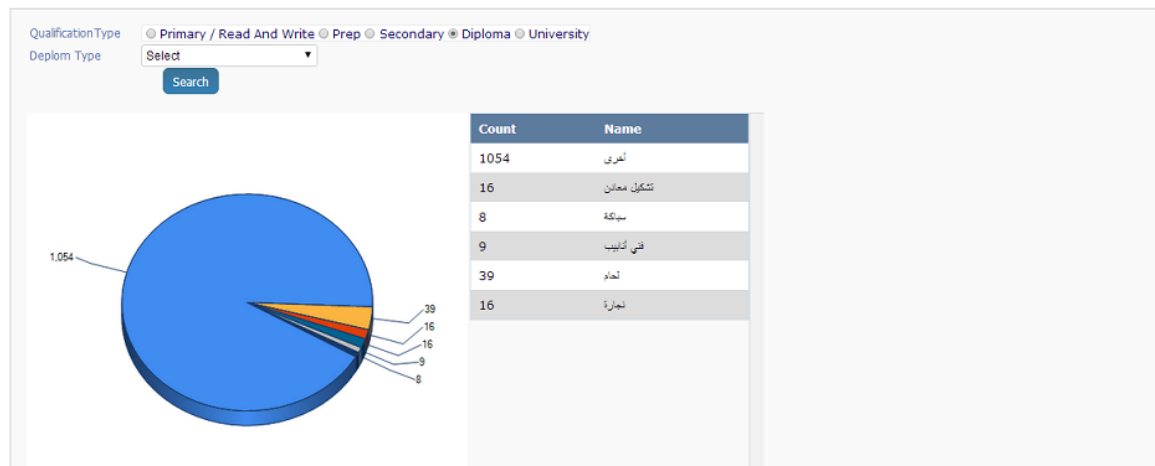


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4.2 Details Of Applicants

➤ Graphical report with more details

Applicant | Count | Details



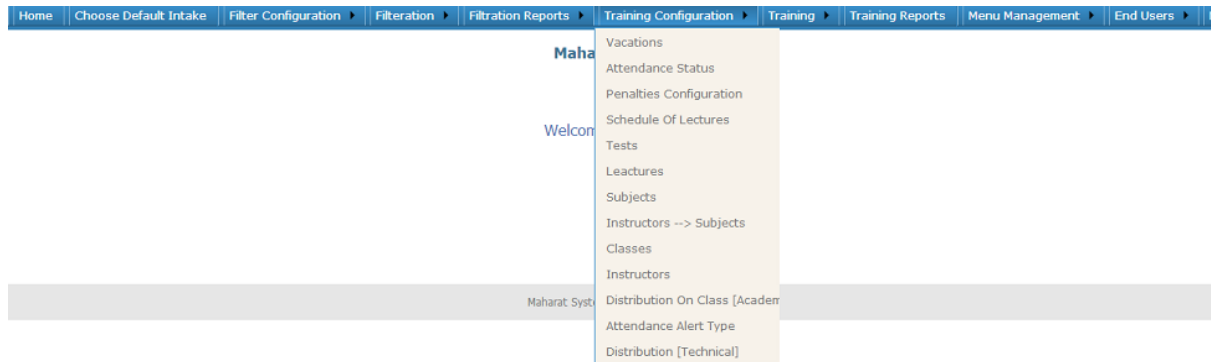
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V

5 Training Configuration

Training Module Configuration



5.1 Materials

- From Training configuration menu >> Subjects
- In This Screen You Can Record All Subjects That Found in Different Intakes With All her Details (Final Degree - Pass Degree ,...) then click save .
- Delete Subject from Delete link in row of existing Subject
- Edit Subjects by click Edit in link >>change name ,Final degree and Pass degree then click Save button
- Export to word,Excel,pdf file from related icon above Subjects.

5.2 Vacations

- From Training configuration menu >> Vacations
- In This Screen You Can Record All Formal Vacations With All her Details (Name - Date ,...) and Save

- Delete Vacation from Delete link in row of existing Vacation
- Edit Vacation by click Edit in link >>change name ,date and notes then click Save button
- Export to word,Excel,pdf file from related icon above Vacations.

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Vacations

Name

Date

Notes

Subject	Date		
National Day	09/04/2014	Delete	Edit
Eid Adha	29/04/2014	Delete	Edit

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5.3 Attendance Status

- From Training configuration menu >> Attendance Status
- In This Screen You Can Record All Different Attendance Status (Absent - Late ,...) and save
- Delete Attendance Status from Delete link in row of existing Attendance Status
- Edit Attendance Status by click Edit in link >>change name and notes then click Save button
- Export to word,Excel,pdf file from related icon above Attendance Status.

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Attendance Status

Name

Notes

[Save](#) [Cancel](#)

Name		
Present	Delete	Edit
Absent	Delete	Edit
Late	Delete	Edit
Permission	Delete	Edit

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5.4 Schedule Of Lectures

- From Training configuration menu >> Schedule Of Lectures
- In This Screen You Can Record All Schedule Of Lectures To Instructors
- First Select Stage
- Second Select class and date
- then You can Put material and Instructor for Each Lecture

Welcome : [Proware] | [My Account](#) | [Logout](#)

[Home](#) | [Choose Default Intake](#) | [Filter Configuration](#) | [Filteration](#) | [Filteration Reports](#) | [Training Configuration](#) | [Training](#) | [Training Reports](#) | [Menu Management](#) | [End Users](#) | [My Account](#)

Schedule Of Lectures



Select Stage ☒ Academic ☐ Technical

Class

lateFrom

	L1	L2	L3	L4	L5	L6	L7	L8
Sunday	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>
Monday	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>
Tuesday	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>	Materials : <input type="text"/> Instructor : <input type="text"/>

5.5 Exams




- From Training configuration menu >> tests
- In This Screen You Can Record All Exams On All Materials
- Delete test from Delete link in row of existing test
- Edit test by click Edit in link >>change name and notes then click Save button
- Export to word,Excel,pdf file from related icon above tests.

Tests

Name

Notes

Material

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5.6 Lecture

- From Training configuration menu >> Lectures
- In This Screen You Can Record All Lectures
- Delete Lecture from Delete link in row of existing Lecture
- Edit Vacation by click Edit in link >>change name ,start date and end date then click Save button
- Export to word,Excel,pdf file from related icon above Lectures.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | **Filteration** | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Leacture




Name

StartTime

EndTime

Break ☐

[Save](#) [Cancel](#)

Name	StartTime	EndTime	Break		
Lesson 1	8:00 AM	8:45 AM	False	Delete	Edit
Lesson 2	8:50 AM	9:35 AM	False	Delete	Edit
Break	9:35 AM	9:50 AM	True	Delete	Edit
Lesson 3	9:50 AM	10:35 PM	False	Delete	Edit
Lesson 4	10:40 PM	11:25 PM	False	Delete	Edit
Lesson 5	11:30 AM	12:15 PM	False	Delete	Edit
Lunch/ Prayer	12:15 PM	1:15 PM	True	Delete	Edit
Lesson 6	1:15 PM	2:00 PM	False	Delete	Edit
Lesson 7	2:05 PM	2:50 PM	False	Delete	Edit
Lesson 8	2:55 PM	3:40 PM	False	Delete	Edit

5.7 Instructors_ Materials

- From Training configuration menu >> Instructors Subjects
- In This Screen You Can Assign Materials to Instructors
- Delete Item from Delete link in row of existing Vacation
- Edit Row by click Edit in link >> change Instructor ,Material then click Save button
- Export to word,Excel,pdf file from related icon above Grid.

Welcome : [Proware] | [My Account](#) | [Logout](#)



Home | Choose Default Intake | Filter Configuration | **Filteration** | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Instructors | Materials

Instructor

Material

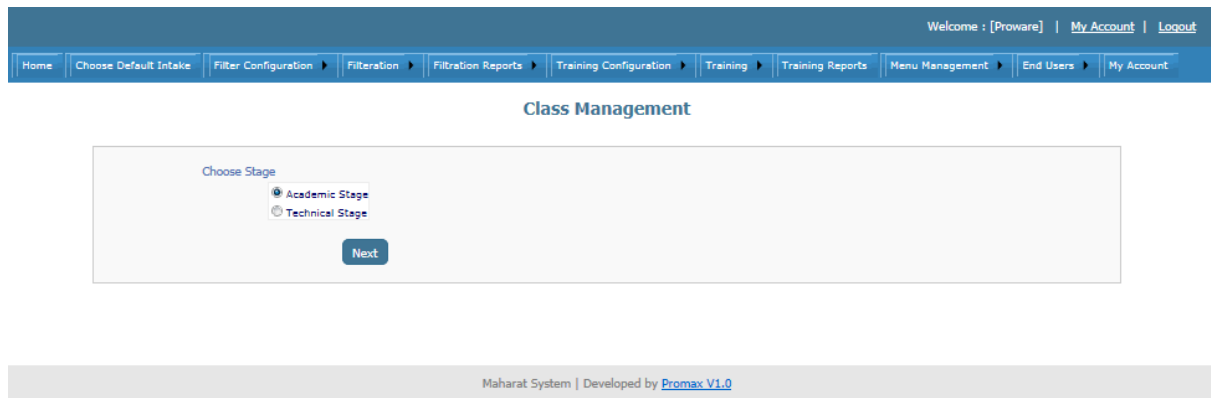
[Save](#) [Cancel](#)

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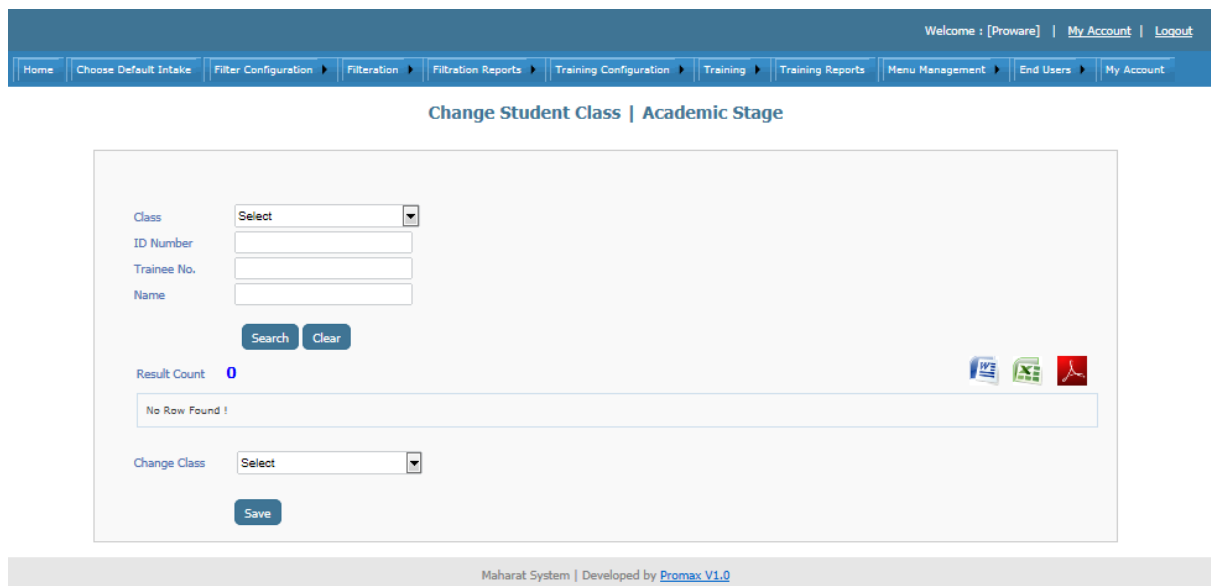
5.8 Class Management

- In This Screen You Can Choose Which Stage You Will Record Classes in It



5.9 Classes Academic Stage

- From Training configuration menu >> classes >> Select Academic >> Next
- In This Screen You Can Record All Classes in Academic Stage With All her Details (Name - Capacity ,...) then save
- Delete Class from Delete link in row of existing Class
- Edit Class by click Edit in link >>change name ,capacity and notes then click Save button
- Export to word,Excel,pdf file from related icon above Classes.



5.10 Classes Technical Stage

- From Training configuration menu >> classes >> Select Technical >> Next
- In This Screen You Can Record All Classes in Technical Stage With All her Details (Name - Capacity ,...) then save
- Delete Class from Delete link in row of existing Class
- Edit Class by click Edit in link >>change name ,capacity and notes then click Save button
- Export to word,Excel,pdf file from related icon above Classes.

The screenshot shows a web application interface for 'Classes | Technical Stage'. At the top, there is a navigation bar with links: Home, Choose Default Intake, Filter Configuration, Filtration, Filtration Reports, Training Configuration, Training, Training Reports, Menu Management, End Users, and My Account. The main content area contains a form with the following fields: Name (text input), Capacity (text input), Job (dropdown menu with 'Select' as the current value), and Notes (text area). Below the form are 'Save' and 'Cancel' buttons. To the right of the form are three icons for exporting data: Word, Excel, and PDF. At the bottom of the page, a footer indicates 'Maharat System | Developed by Promax V1.0'.

5.11 Instructors

- From Training configuration menu >> Instructors
- In This Screen You Can Record All Instructors With All Details then save
- Delete Instructor from Delete link in row of existing Instructors
- Edit Instructors by click Edit in link >> change name ,Email,... and active then click Save button
- Export to word,Excel,pdf file from related icon above Instructors.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | **Filteration** | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Instructors

Name

Email

Mobile No




ID Number

Address

Gender ☒ Male ☐ Female

Active ☐

[Save](#) [Cancel](#)

Name	Mobile No	ID Number	Email	Address	Active	
Instructor 1	0000000	00000000	inst1@website.com		Disable	Delete Edit
Instructor 2	0000000	00000000	inst2@website.com		Disable	Delete Edit
Instructor 3	0000000	00000000	inst3@website.com		Disable	Delete Edit
Instructor 4	0000000	00000000	inst4@website.com		Disable	Delete Edit
Instructor 5	0000000	00000000	inst5@website.com		Disable	Delete Edit
Teacher A-4	16161616	4684998949	Teacher@maharat.com		Active	Delete Edit
Teacher A-5	16161616	4684998949	Teacher@maharat.com		Active	Delete Edit
Teacher A-7	16161616	4684998949	Teacher@maharat.com		Active	Delete Edit
Teacher A-8	16161616	4684998949	Teacher@maharat.com		Active	Delete Edit

5.12 Alert Type

- From Training configuration menu >> Attendance Alert Types
- In This Screen You Can Record All Details (Name , from days num, to days num) Alert Types
- Delete Attendance Alert Type from Delete link in row of existing Attendance Alert Type
- Edit Attendance Alert Type by click Edit in link >> change All data then click Save button
- Export to word, Excel, pdf file from related icon above Attendance Alert Types.

Welcome : [Proware] | [My Account](#) | [Logout](#)




Home | Choose Default Intake | Filter Configuration | **Filteration** | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Name

From Days Number

To Days Number

[Save](#) [Cancel](#)

Name	From Days Number	To Days Number		
1st Alert	10	20	Delete	Edit
2nd Alert	21	30	Delete	Edit
3rd Alert Final	31	50	Delete	Edit
Termination	51	60	Delete	Edit

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5.13 Academic Distribution

- From Training configuration menu >> Distribution on Academic class
- In This Screen You Can Distribute All Trainee on Classes Automatically

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | **Filteration** | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Academic | Distribution

Trainees have not been distributed yet, to start distribution process kindly press the following button.

- This process cannot be reversed.
- You can change trainees' classes later if you want.

No Row Found !

[Distribute](#)

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5.14 Technical Distribution

- From Training configuration menu >> Distribution on Technical class
- In This Screen You Can Distribute All Trainee on Classes Automatically

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | Filtration | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Technical | Distribution

Trainees have not been distributed yet, to start distribution process kindly press the following button.
 - This process cannot be reversed.
 - You can change trainees' classes later if you want.

No Row Found !

[Distribute](#)

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5.15 Penalties Configurations

- From Training configuration menu >> Penalties
- Delete Penalties from Delete link in row of existing Penalties
- Edit Penalties by click Edit in link >> change data then click Save button
- Export to word, Excel, pdf file from related icon above Penalties.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | Filtration | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account




Penalties Configurations

Name

Percentage % The percentage of the total score

Notes

[Save](#) [Cancel](#)

Name	Percentage		
Motor Drifting	1.000	Delete	Edit
Bad behavior	0.500	Delete	Edit

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Chapter



VI

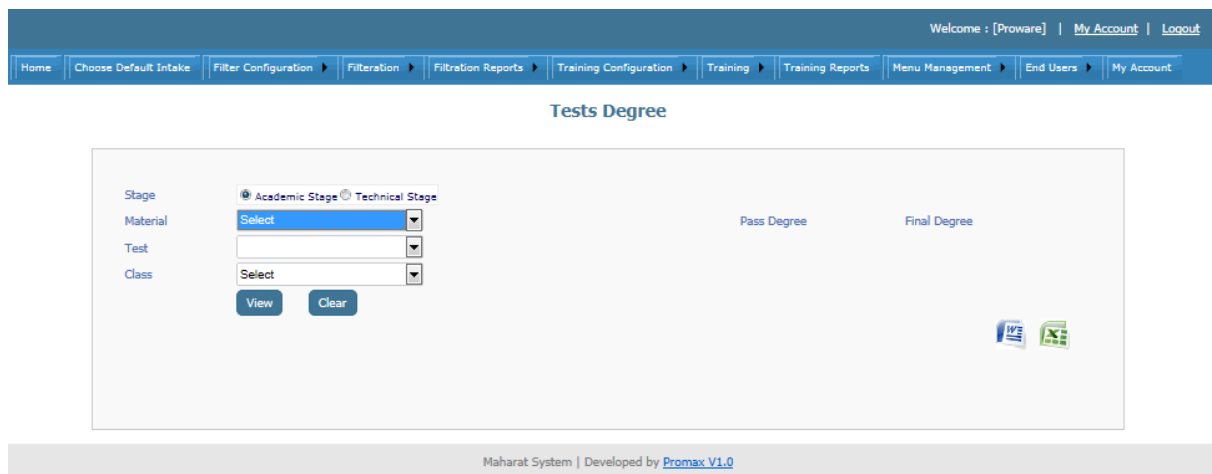
6 Training

Training Module



6.1 Students test

- From Training menu >>Tests Student
- In This Screen You Can Record Degrees Of Students In Exam To Know After This who Success Or Fail
- Export to word,Excel file from related icon above Grid.



6.2 Exam Result

- From Training menu >> Tests Result
- In This Screen You Can Show Degrees Of Students In Exam To Know After This who Success Or Fail
- Export to word,Excel,PDF file from related icon above Grid.




Tests Result

Stage: ☒ Academic Stage ☐ Technical Stage

Class:

Material:

Test:

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6.3 Print Card

- From Training menu >> Print Card
- In This Screen You Can Print Card To Trainee
- Export to word,Excel,PDF file from related icon above Grid.

Print Card

Job:

Name:




Trainee ID:

ID Number:

Mobile No:

Result Count: 0

No Row Found!

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6.4 Change Student Class All

- From Training menu >> Change Student Class All
- In This Screen You Can Put Student In Another Class whatever in Academic Class Or In Technical Class
- Export to word,Excel,PDF file from related icon above Grid.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | **Filteration** | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Change Student Class

Stage ☒ Academic ☐ Technical

Class

ID Number




Trainee No.

Name

Result Count **0**

No Row Found !

Change Class

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6.5 Change Student Class Academic Stage

- From Training menu >> Change Student Class (Academic Stage)
- In This Screen You Can Put Student In Another Class in Academic Stage Classes only.
- Export to word,Excel,PDF file from related icon above Grid.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | **Filteration** | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Change Student Class | Academic Stage

Class

ID Number




Trainee No.

Name

Result Count **0**

No Row Found !

Change Class

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6.6 Change Student Class Technical Stage

- From Training menu >> Change Student Class (Technical Stage)
- In This Screen You Can Put Student In Another Class in Technical Stage Classes only.
- Export to word,Excel,PDF file from related icon above Grid.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | Filtration | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Change Student Class | Technical Stage

Class:

ID Number:

Trainee No.:

Name:

Result Count: 0

No Row Found !

Change Class:

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6.7 View Schedule


- From Training menu >> View Schedule
- In This Screen You Can Show Schedule in Specific Day Or In Complete Week.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | Filtration | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Select Stage: ☒ Academic ☐ Technical

Class:

Date: 

(Click the image button to show the calendar; this calendar dismisses automatically when you choose a date)

	L1	L2	L3	L4	L5	L6	L7	L8	Action
Sunday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Monday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wednesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thursday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

6.8 Attendance

- From Training menu >> Attendance
- In This Screen You Can Take Attendance For Trainees In Specific Class By Instructors.
- Export to word,Excel file from related icon above Grid.

6.9 Attendance Search

- From Training menu >> Attendance Search
- In This Screen You Show Attendance For Trainees In Specific Class and Day in Specific Lecture.
- Export to word,Excel,PDF file from related icon above Grid.

6.10 Attendance Alert Report

- From Training menu >> Attendance Alert
- In This Screen You Show Attendance Alert For Specific Trainee and Specific Alert Type and other Criteria .

- Export to word,Excel,PDF file from related icon above Grid.

The screenshot shows the 'Attendance Alert' form within a web application. At the top, a navigation bar includes links like 'Home', 'Choose Default Intake', 'Filter Configuration', 'Filteration', 'Filteration Reports', 'Training Configuration', 'Training', 'Training Reports', 'Menu Management', 'End Users', and 'My Account'. The main header says 'Welcome : [Proware] | My Account | Logout'. The form itself has input fields for 'Name', 'Trainee No.', 'ID Number', 'Mobile No.', and a dropdown for 'Alert Type'. Below these are 'Search' and 'Clear' buttons. A 'Result Count' shows '0'. To the right of the result count are icons for Word, Excel, and PDF. Below the result count, a message box says 'No Row Found !'. At the bottom of the page, a footer reads 'Maharat System | Developed by ProMax V1.0'.

6.11 Student Penalties

- From Training menu >> Penalties Student
- In This Screen You Put Penalty on Trainee In Specific day .
- Export to word,Excel,PDF file from related icon above Grid.

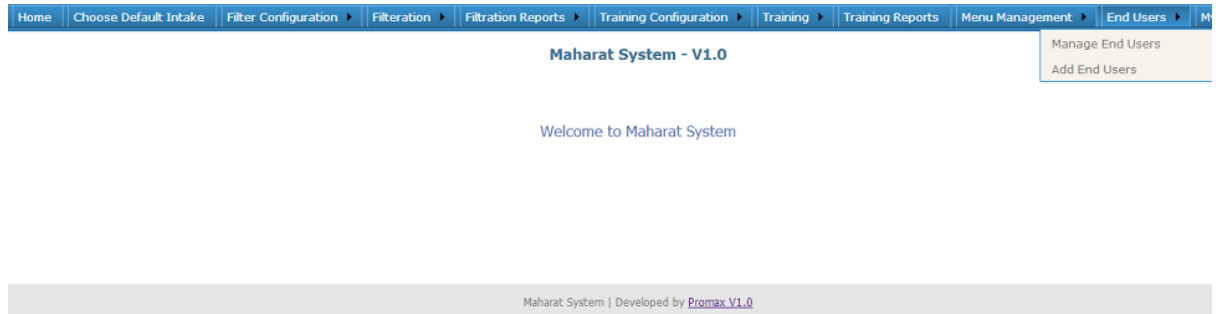
The screenshot shows the 'Penalties' form within the same web application. The navigation bar and header are identical to the previous screenshot. The form has input fields for 'Name', 'Trainee No.', 'ID Number', and 'Mobile No.', followed by 'Search' and 'Clear' buttons. Below these, the 'Result Count' is '0', and there are Word, Excel, and PDF export icons. A message box indicates 'No Row Found !'. Further down, there is a dropdown for 'Penalty', a date picker for 'Date', and a text area for 'Notes'. A 'Save' button is located at the bottom of the form. The footer remains 'Maharat System | Developed by ProMax V1.0'.

Chapter



VII

7 Users and privileges



7.1 Add User

➤ In This Screen You Can Add New User With All Details

The screenshot shows the 'Add new end user' form. The navigation menu at the top includes: Home, Choose Default Intake, Filter Configuration, Filtration, Filtration Reports, Training Configuration, Training, Training Reports, Menu Management, End Users, and My Account. The main content area displays 'Add new end user'. Below the header, there is a note: 'All fields marked (*) are mandatory.' The form fields are: Full Name (*), Username (*), Password (*), Email (*), Is Active (*), User Group (*), and User Details Date. The 'Is Active' field has radio buttons for 'True' and 'False'. The 'User Group' field is a dropdown menu with 'Select' as the current value. The 'User Details Date' field is a dropdown menu. At the bottom of the form, there are 'Add' and 'Cancel' buttons. The footer indicates 'Maharat System | Developed by Promax V1.0'.

7.2 User Privileges

➤ In This Screen You Can Add Privileges to User on Site pages

Page Access Privileges					
Page Name	Display	Add	Edit	Delete	
Test Result	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Filter Configuration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Governorates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Universities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Faculties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Secondary Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Diploma Type	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

7.3 Users Search

➤ In This Screen You Can Search In Users With Different Criteria

Welcome : [Proware] | [My Account](#) | [Logout](#)

[Home](#) | [Choose Default Intake](#) | [Filter Configuration](#) | [Filtration](#) | [Filtration Reports](#) | [Training Configuration](#) | [Training](#) | [Training Reports](#) | [Menu Management](#) | [End Users](#) | [My Account](#)

End Users List

Email:
Username :

ID	Full Name	Username	Email	Is Active	Join Date	Action
1044	Test Error	error	error@error.com	True	9/5/2014	Privileges
1043	test	test	test@test.test	True	7/15/2014	Privileges
1042	Nader Al sarrar	nader	nader@maharat.com	True	7/15/2014	Privileges
1041	Admin Filtration	adminf	adminf.mail@proware.com	True	6/4/2014	Privileges
41	Admin Training	admint	admint@proware.com	True	5/1/2014	Privileges
40	Teacher T-36	teachert36	teachert36@maharat-jcc.com	True	4/29/2014	Privileges
39	Teacher T-32	teachert32	teachert32@maharat-jcc.com	True	4/29/2014	Privileges
38	Teacher T-31	teachert31	teachert31@maharat-jcc.com	True	4/29/2014	Privileges
37	Teacher T-30	teachert30	teachert30@maharat-jcc.com	True	4/29/2014	Privileges

7.4 Add Menu Item

➤ In This Screen You Can Add Item To Menu for Show New pages

Welcome : [Proware]

Choose Default Intake | Filter Configuration | Filtration | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management

Add new menu

All fields marked (*) are mandatory.

Add menu - details

Menu name : *

☐ Main Menu ☒ Is Parent Menu

Parent menu :

Url :

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7.5 Menu Search

➤ In This Screen You Can Search In Menus With Different Criteria.

Welcome : [Proware] | [My Account](#) | [Logout](#)

Home | Choose Default Intake | Filter Configuration | Filtration | Filtration Reports | Training Configuration | Training | Training Reports | Menu Management | End Users | My Account

Menu List

Menu :

delete

ID	Menu Name	Url	Parent ID	Order	
32	Home	~/Account/Dashboard.aspx		0	Update
33	Filter Configuration			2	Update
34	Jobs	~/Pages/LookupsManagement.aspx?LookupTypes=14&IsRecursive=False&TypeName=Job	33	11	Update
36	Governorates	~/Pages/LookupsManagement.aspx?LookupTypes=16&IsRecursive=False&TypeName=Governorates	33	13	Update
37	Cities	~/Pages/Cities.aspx	33	14	Update
38	Universities	~/Pages/LookupsManagement.aspx?LookupTypes=18&IsRecursive=False&TypeName=Universities	33	15	Update
39	Faculties	~/Pages/LookupsManagement.aspx?LookupTypes=19&IsRecursive=True&TypeName=Faculties	33	16	Update
40	Secondary Type	~/Pages/LookupsManagement.aspx?LookupTypes=20&IsRecursive=True&TypeName=Secondary Type	33	17	Update

7.6 Menu Update

➤ In This Screen You Can Update Item in Menu (Url - Ordering ,..)

Welcome : [Proware]

Filter Configuration ▶ Filtration ▶ Filtration Reports ▶ Training Configuration ▶ Training ▶ Training Reports ▶ Menu Management ▶

Update Menu

All fields marked (*) are mandatory.

Menu - details

Menu name : *

Url :

Menu Ordering : *

Update

Cancel

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