



**Project Report
For
Final Year Project**

**Gyalpozhing College of Information Technology
Royal University of Bhutan
Bachelor of Science in Information Technology**

GCIT CCA Management System

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CERTIFICATE

This is to certify that the BSc.IT project report titled “GCIT CCA Management System ” , which is being submitted by Dorji Yangzom(12190050), Sonam Choki(12190079), Tashi Namgay (12190086), Ugyen Dorji(12190101), and Yeshe Dema(12190106), the students of Bachelor of Science in Information technology, was prepared during the academic year 2023, in partial fulfillment of the requirements for the award of the degree of Bachelor of Science in Information Technology at the Gyelpozhing College of Information Technology, Royal University of Bhutan, Gyalpozhing, under my supervision and guidance

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ABSTRACT

The project aims to address the limitations of the current system for recognizing and rewarding student participation in co-curricular activities. While certificates are awarded to students holding office-bearer positions or joining clubs for a specified period, there is a lack of recognition for students who propose new ideas and contribute to program development. This has led to an imbalance in effort distribution and an unfair recognition system. Moreover, the existing system lacks transparency and consistent assessment of student participation and contribution.

To overcome these challenges, the project proposes the development of a new system that provides a fair assessment of student involvement in co-curricular activities. This system will motivate students to actively participate in various programs and events, fostering their overall growth. By implementing this system, students will receive recognition based on their contributions, irrespective of their specific roles or positions. The project team aims to create a transparent and consistent evaluation framework that encourages and rewards innovation, active engagement, and meaningful contributions to the co-curricular domain. Through this project, students will be motivated to explore new interests, develop vital skills, and contribute effectively to their school or college community.

LIST OF ABBREVIATIONS

Slno	Term	Definition
1	CCA	Co-Curricular Activities
2	GCIT	Gyalpozhing College of Information Technology
3	OTP	One Time Password
4	HOS	Head of School
5	ERD	Entity Relationship Diagram

LIST OF FIGURE

Figure No.	Figure		
1	Agile model	21	Confirmation page
2	Login page	22	CCA page
3	Email verification	23	Add individual CCA
4	Token for reset password	24	CCA bulk upload
5	OTP verification	25	Edit CCA details
6	Reset password	26	Confirmation page
7	Student details	27	Success message
8	Student individual registration	28	Setting page
		29	Event list
		30	Event detail

9	Student bulk registration	31	CCA request list
10	Student profile	32	Event list
11	Student cca details	33	Event detail
12	Edit student details	34	Approval confirmation
13	Confirmation page	35	CCA request list
14	Confirmation page	36	CCA request list detail
15	Staff details	37	Confirmation page
16	Staff profile	38	Remarks page
17	Staff edit details	39	Student dashboard
18	Staff bulk upload	40	Detail CCA
19	Staff edit details	41	System architecture
20	Confirmation page	42	Project Timeline

TABLE OF CONTENT

1. INTRODUCTION	8
1.1. PROJECT BACKGROUND	8
1.2. NEEDS STATEMENT	8
1.3. AIM	9
1.4. GOALS	9
1.5. OBJECTIVES	9
1.6. CONSTRAINTS/FEASIBILITY	9
1.6.1 Constraints	9
1.6.2 Feasibility	10
1.7. SCOPE	11
1.7.1 SYSTEM SCOPE	11
1.7.2 USER SCOPE	13
1.8. LITERATURE/TECHNICAL SURVEY	13
2. METHODOLOGY	17
2.1. METHODOLOGY OF THE STUDY	17
2.2. FINAL DESIGN	19
2.3. SYSTEM DESCRIPTION	43
2.3.1 System Design	43
2.4. MODULE WISE SPECIFICATIONS	44
2.5. DESIGN VALIDATION	47
3. IMPLEMENTATION	53
3.1. DEPLOYMENT	53
3.2. IMPLEMENTATION NOTE OF ALL MODULES	53
3.3. TEST RESULTS	54
3.4. CONCLUSION	62
3.5. FUTURE PLANS	62
4. REFERENCE	63
5. APPENDICES	64
6. PROJECT SCHEDULE / MILESTONE CHART / WORK PLAN	65
8. PROMOTIONAL VIDEO LINK	66
9. POSTER LINK	66
10. DEPLOYMENT LINK	66
11. USER'S MANUAL	66

1. INTRODUCTION

1.1. PROJECT BACKGROUND

Co-curricular refers to activities that take place outside of the regular academic curriculum of a school or college. These activities are designed to complement and enhance the educational experience of students by providing opportunities for them to develop skills and interests beyond the traditional academic subjects.

Participating in co-curricular activities can provide many benefits to students, including developing leadership skills, improving social and communication skills, boosting self-confidence and self-esteem, fostering creativity, building teamwork skills, and providing opportunities to explore new interests and talents.

Currently, students holding office-bearers' responsibility (i.e. Chief/Dy Chief Councilor, Councilors) are awarded with a certificate affirming their role and contributions. Similarly, students joining clubs for 2 consecutive years will also be awarded with a certificate of participation. However, for those students who come up with new ideas for programs and events, they are not granted with any certificates or recognition.

As the role is voluntary, the current mindset of motivation may just be earning the certificates with minimum effort. Hence, the majority of the effort may fall on the shoulders of few in the club and also there is unfair contribution vs recognition. The current system also does not provide a transparent and consistent assessment of student's participation and contribution in the extra curricular activities.

The system is designed to provide a fair assessment to students participating in activities other than the academic field. This system will motivate students to participate in different programs and will contribute to the overall growth of the student.

1.2. NEEDS STATEMENT

The current system does not provide a transparent and consistent assessment of student's participation and contribution in the extra curricular activities hence it demotivates students from

participating in any extracurricular activities. So, this system will provide a fair assessment to all the students, motivating them to participate in as many activities as possible.

1.3. AIM

The project aims to award students who have intention and determination to be developed as all-rounded young adults.

1.4. GOALS

The goal of this project is to Envision a future where every GCIT student stretches his or her unique strengths through purposeful programs to create social & economic values for Bhutan & beyond.

1.5. OBJECTIVES

The main objectives of this project are:

- To engage students in every extracurricular activities
- To help students to build confidence, self-esteem, and a sense of belonging, and contribute to their overall well-being and personal growth.
- To help foster a sense of community and connection on campus

1.6. CONSTRAINTS/FEASIBILITY

To ensure the successful development and implementation of the asset tagging application, it is imperative to carefully evaluate the constraints and feasibility of the project. It is essential to thoroughly assess the limitations and practicality associated with the endeavor.

1.6.1 Constraints

1. Time Constraints:

The project operates within stringent time constraints to guarantee the timely deployment of the GCIT CCA management system. The implementation schedule must be synchronized with the client's operational requirements while minimizing any disruptions

to daily activities. Adherence to the pre-established timeline will be pivotal for achieving a successful project outcome.

2. Resource Constraints:

The availability of resources, such as skilled personnel, technological infrastructure, and necessary equipment, presents a significant constraint for the project. To ensure a smooth implementation process and efficient management of the GCIT CCA management system, meticulous resource planning and allocation will be indispensable.

3. Scope Constraints:

The project scope sets the limits and deliverables of the GCIT management system. It is crucial to have a clear and well-defined scope to prevent scope creep and ensure that the application effectively addresses the organization's specific CCA management requirements. Any modifications to the scope during project execution should be thoroughly evaluated and managed to maintain project focus and feasibility

1.6.2 Feasibility

1. Technical Feasibility

The technical feasibility of the GCIT CCA application will be evaluated by considering the compatibility of the chosen technology stack with the existing systems and infrastructure. It is imperative to assess the availability of the required hardware, software, and network resources necessary for the application's successful operation. Compatibility testing, performance evaluations, and system integration considerations will be undertaken to ensure the application's technical feasibility

2. Operational Feasibility:

Operational feasibility will evaluate the compatibility of the application with the existing workflows and processes within the organization. An extensive assessment of resource availability, the impact on day-to-day operations, and the required changes to operational procedures will be conducted. The project team will closely collaborate with key

stakeholders to ensure the seamless integration of the GCIT CCA application into existing operations while enhancing overall efficiency

3. Legal and Regulatory Feasibility:

Compliance with applicable laws, regulations, and data protection requirements is of utmost importance for the GCIT CCA management system. A thorough examination of legal and regulatory frameworks will be undertaken to identify any potential constraints and guarantee adherence to privacy and security standards. Any legal or regulatory challenges will be addressed to ensure the application's compliance.

1.7.SCOPE

1.7.1 SYSTEM SCOPE

There are four users in this system :

A. Student

1. Login : Students will be pre-registered by the admin, and they can login into the CCA system using their ID and password.
2. View: Students can view their CCA points and badges based on their participation in extracurricular activities. Additionally, they can view how many points needed to achieve gold or platinum status, which will be displayed in a pic graph.
3. Setting: Students can change their profile and also create a new password.
4. Logout:Upon completing their tasks, students can choose to logout from the system in order to uphold their privacy.

B. Staff

1. Login:Staff members are pre-registered by the admin, and they can login to the CCA system using their employee ID and password.
2. View: Staff can view the details of students including CCA points, as well as the status of proposal events and CCA requests.
3. Manage Request:Staff can propose events on behalf of students, and after completion of the approved program, the staff can request CCA points.

4. Pagination: The GCIT CCA Management System contains details of students, so staff can easily access additional information on the next page using the pagination function.
5. Search: In case the staff wish to view specific student information, staff can utilize the search function, which enables them to search based on any field from the table.
6. Setting: Staff can change their profile image as well as change their password.
7. Logout: After finishing their tasks, staff have the option to logout from the system to maintain their privacy.

C. Head of school

1. Login : The HOS can login into the CCA system using his/ her ID and password.
2. View: The head of school can view the details of students and also has access to view event proposals and CCA requests.
3. Manage Event and CCA points: The head of School possesses complete authority to approve event proposals submitted by staff and has the ability to grant CCA points.
4. Setting: The head of school can change their profile image and make changes in password.
5. Pagination: The GCIT CCA Management system holds information regarding both students and staff, along with a multitude of event and CCA requests. Head of School can employ the pagination function to easily navigate to subsequent pages.
6. Search: The HOS can use the search function to find specific events and student details using any field provided in the website.
7. Logout: After finishing their tasks, HOS have the option to logout from the system to maintain their privacy

D. Admin

1. Login: Admin can login into the CCA system using his or her ID and password.
2. View: The admin can access and review information regarding students, their CCA points and event proposals.

3. Manage User: The admin has the capability to register both students and staff through individual and bulk registration. Also admin can edit and delete the details of student and staff information.
4. Manage CCA points: The admin will pre-store the CCA points according to role by uploading bulk in csv file format and individual entries. If there is a mistake, the admin can edit and delete the CCA points.
5. Pagination: The GCIT CCA Management system contains data pertaining to both students and staff, as well as a variety of event and CCA requests. The admin can utilize the pagination function to effortlessly navigate to subsequent pages.
6. Setting: The admin has the option to update their profile and modify their password.
7. Search: The admin has the ability to utilize the search function on the website, allowing them to find specific events and student details using any available field.
8. Logout: Upon completing their tasks, the admin has the choice to logout from the system in order to ensure the maintenance of their privacy.

1.7.2 USER SCOPE

The scope of this project is limited to GCIT students and staff members only.

1.8. LITERATURE/TECHNICAL SURVEY

Numerous studies have highlighted the positive relationship between co-curricular activities and academic success. According to a study conducted by Dr Tehseen Tahir, Dr Wajeeha Aurangzed, and Dr UmbreenIshfaq(2020), Students who engage in co-curricular activities demonstrate higher levels of motivation, increased self-esteem, and improved time management skills. These factors contribute to better academic performance and a higher likelihood of achieving academic goals.

Participation in co-curricular activities has been found to be highly beneficial for students in various aspects of their lives according to the research paper done by Nawal Biniti Shaharuddin and Aaishah Radziah Jamaludin. Such activities foster the development of essential skills like leadership, communication, teamwork, and critical thinking, which are highly valued in the

professional world. They contribute to students' overall personality development by instilling confidence, self-esteem, and a sense of identity. Co-curricular activities also promote collaboration and problem-solving, enhancing students' critical thinking abilities. It is recommended that parents, teachers, and universities actively support and encourage student involvement in co-curricular activities to maximize these benefits.

Higher education institutions have a responsibility to cultivate creative, well-rounded, and community-oriented graduates, and extracurricular activities play a crucial role in achieving this goal(Anna Haa & Kyungbin Kwon, 2018). While the formal curriculum can be controlled by institutions, the voluntary nature of student participation in extracurricular activities makes their management and integration challenging. However, by providing quality extracurricular programs that align with educational goals and reflect the formal curriculum, universities can fulfill their obligations for student learning and development. These activities enhance skills, foster a sense of community, and promote civic engagement. To effectively integrate extracurricular activities, collaboration between academic departments and student affairs offices, along with supportive environments that value these activities, is essential. By recognizing the value of extracurricular activities and integrating them effectively, universities can create a cohesive educational environment that prepares students for a well-rounded and engaged future.

Technologies

Technologies used in this project are

1. Docker:

It allows developers to package their applications and dependencies into a container that can be run on any system, regardless of the underlying hardware or software,it makes it easy for developers to share their applications with other team members and collaborate on projects.

2. Gitlab:

GitLab offers built-in continuous integration and deployment (CI/CD) tools that allow developers to automatically build, test, and deploy their applications. This

can help to speed up the development process and ensure that code changes are thoroughly tested before they are released to production.

3. Nodejs with express:

Node.js is an open-source, cross-platform runtime environment for executing JavaScript code outside of a web browser. It allows developers to build server-side applications using JavaScript, a language that is traditionally associated with front-end development.

Express is a popular web framework for Node.js that simplifies the process of building web applications. It provides a robust set of features for creating HTTP servers, handling routing and middleware, and interacting with databases.

4. HTML5, CSS and Javascript:

HTML5 is compatible with different web browsers and platforms, which makes it an ideal choice for developing web applications that can be accessed across multiple devices and platforms.

CSS allows web developers to separate the style and layout of a web page from its content. This means that changes to the appearance of a web page can be made without affecting its content, making it easier to maintain and update.

JavaScript is a popular programming language used for developing interactive and dynamic web pages. It is a versatile language that can be used for both client-side and server-side programming, making it a valuable tool for web developers.

5. MongoDB:

MongoDB is designed to be highly scalable, allowing it to handle large volumes of data traffic and a flexible database that can handle a variety of data types and structures. It can be easily integrated with many programming languages and frameworks, including Node.js which makes it easier to develop applications that use MongoDB as their backend database.

6. Asana:

Asana allows teams to create and assign tasks, set due dates, and track progress. This helps to ensure that everyone is working on the right tasks and that deadlines are met. Asana provides detailed reporting on project progress, task completion, and team performance.

7. Bootstrap:

Bootstrap is a popular framework for building responsive websites and applications. It offers numerous advantages, including the ability to create mobile-friendly designs that adapt to different screen sizes, a wide range of pre-designed components for faster development, consistent styling for a professional look, cross-browser compatibility, extensibility with plugins and customizations, and a supportive community with extensive documentation. With Bootstrap, developers can save time, ensure consistent design, and easily create responsive and visually appealing projects.

8. Cloud server(Render.com)

Render.com is a cloud-based platform that simplifies the deployment and management of web applications and websites. With easy deployment options, automatic scaling, and load balancing, it ensures optimal performance and scalability. Render.com abstracts away infrastructure management complexities, handles tasks like provisioning servers and managing databases, and offers cost-efficient pricing models. It integrates built-in services such as managed databases and caching, streamlining the development process. With collaboration features and granular access controls, render.com supports team collaboration and efficient project management. Overall, it provides a streamlined and advantageous solution for deploying and managing web applications, allowing developers to focus on coding and delivering high quality experiences.

2. METHODOLOGY

2.1. METHODOLOGY OF THE STUDY

For the development of the web application, “GCIT CCA Management system”, an Agile Model will be followed which involves the following key actions:

1. **Problem statement :** The existing system lacks transparency and consistency in evaluating students' engagement and involvement in extracurricular activities, which results in a lack of motivation for students to participate. To address this issue, the proposed system aims to provide a fair assessment that encourages all students to actively engage in numerous activities
2. **Literature review :** The detailed discussion of the comprehensive summaries of previously written research papers, articles, books and other sources relevant to GCIT CCA management web application will be carried out in this phase.
3. **Requirements Definition and Analysis of Concepts :** In this phase, we interact with the users (Client and guide) and discuss the overall objectives of the application to be developed. The requirements gathering is carried in this phase as well.
4. **Planning of Sprints :** Once the requirements for the application are collected, we proceed to divide the functional requirements into four sprints. In addition, we allocate roles among the group members and discuss the tools and technologies to be utilized for the development of the application.
5. **Collaborative Design Development :** During this phase, we initiate the design process by creating the ER diagram, use case diagram, sequence diagrams, and workflow diagram, which are then presented to the guide and client. Based on their feedback, we incorporate any necessary changes into the diagrams and proceed to design the prototype of the web application.
6. **Create and implement :** Once the prototype design is finalized, we commence the coding phase. During each sprint, we regularly present the progress to the guide and

client, seeking their feedback. Each sprint function will be tested separately with the process of unit testing. We incorporate their suggestions and update the functionalities accordingly.

7. **Review and Monitor :** We deploy our web application in the render platform and also host in the college VPN(Virtual private network).
8. **Documentation :** After complete development of the web application, the details of the project are compiled and documented.

Agile Model

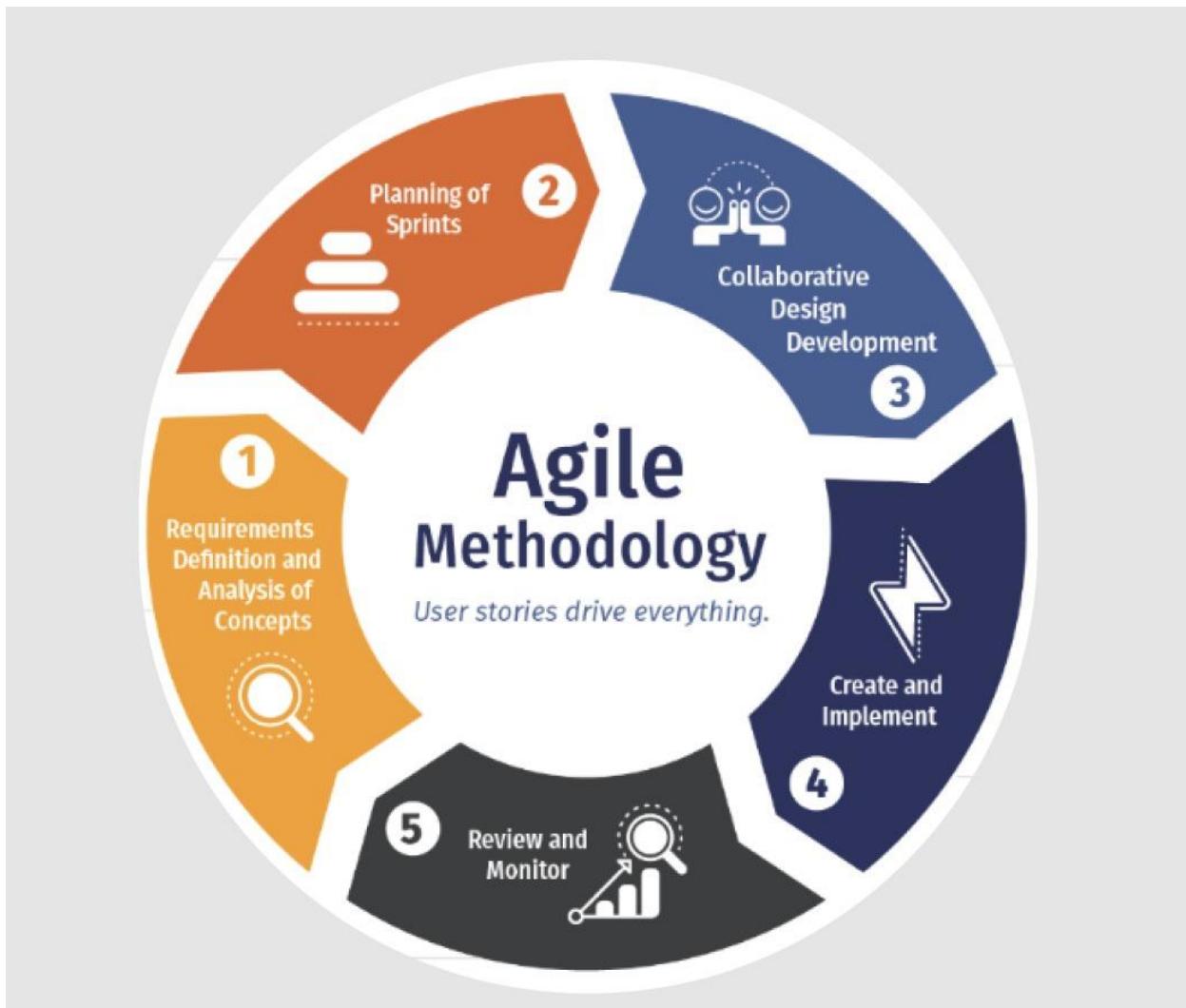


Figure 1 : Agile modeL

2.2. FINAL DESIGN

- All users share a common login page and that the login process is identical for everyone. Users have the capability to access the GCIT CCA Management system by providing their ID and password.

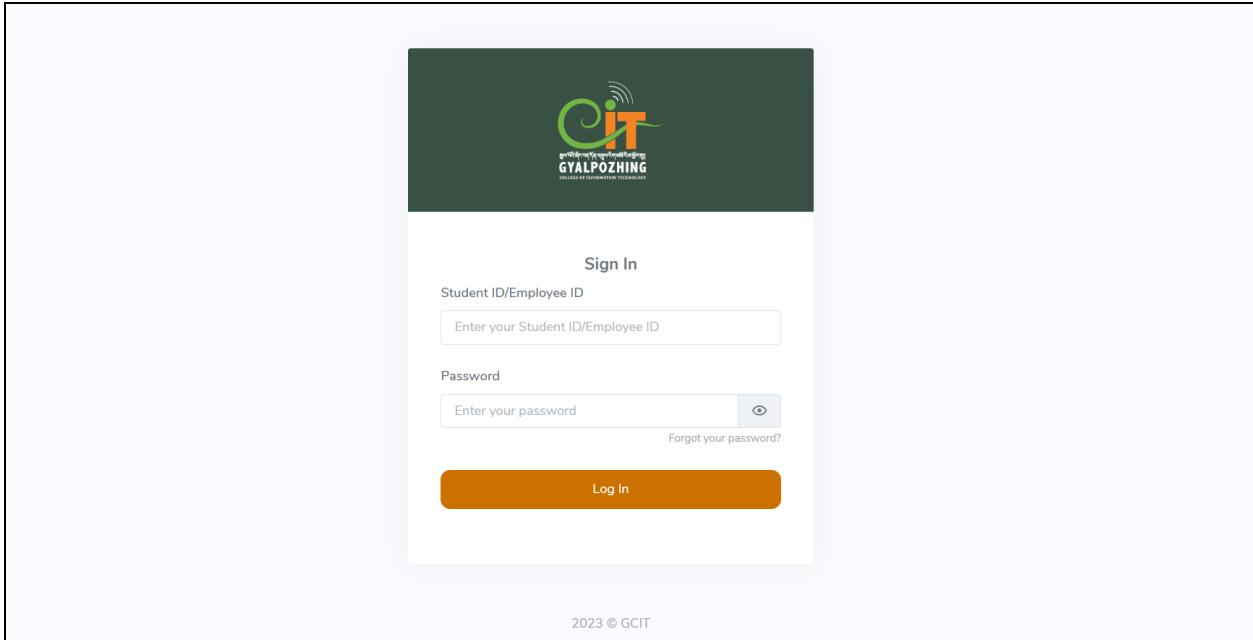


Figure 2 : login page

- If users forget their password, they have the option to click on “Forgot Your Password?” and enter their email to receive an OTP , which allows them to create a new password as shown below.

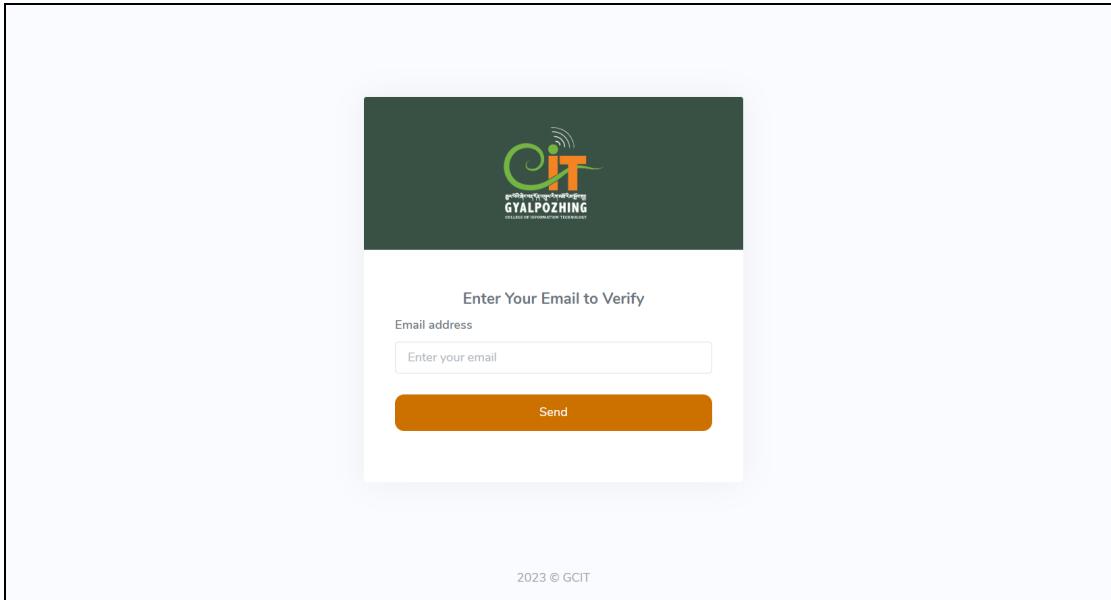


Figure 3 : Email verification

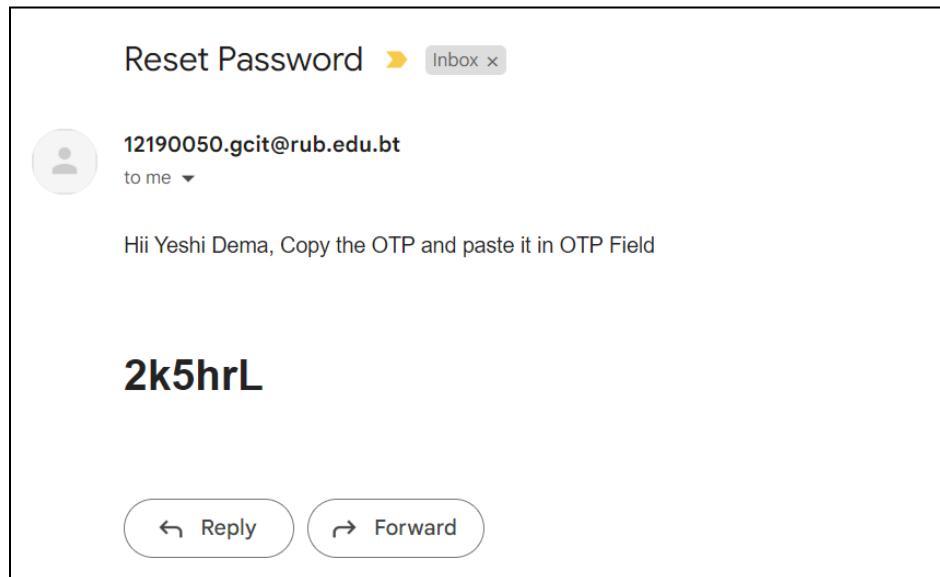


Figure 4 : Token for reset password

- Once users receive an OTP code in their email, they need to enter the code in order to access the change password page. On this page, they can create a new password.

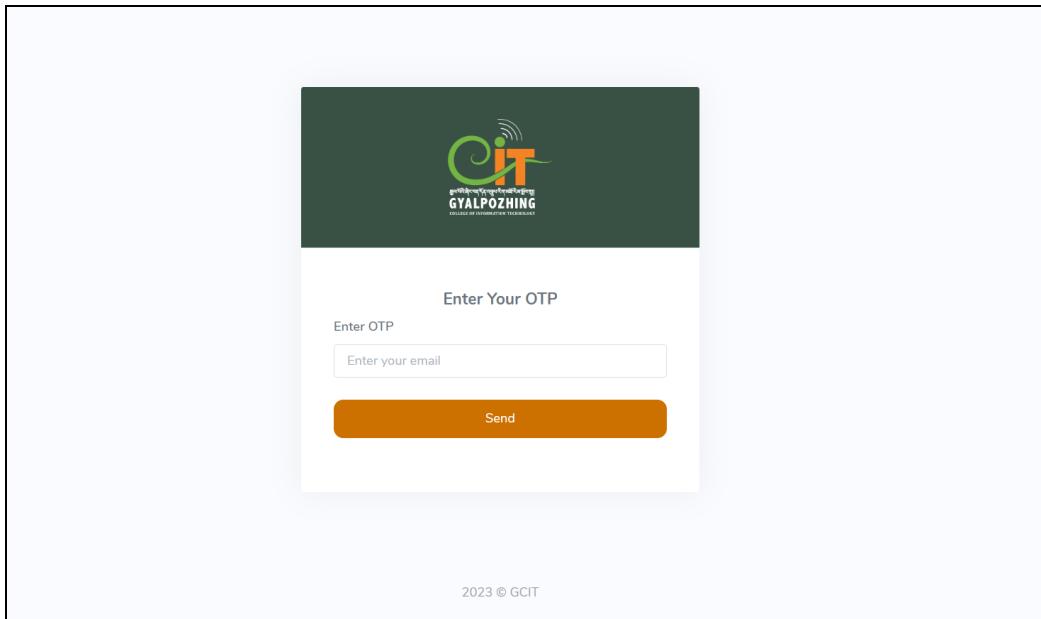


Figure 5 : OTP verification

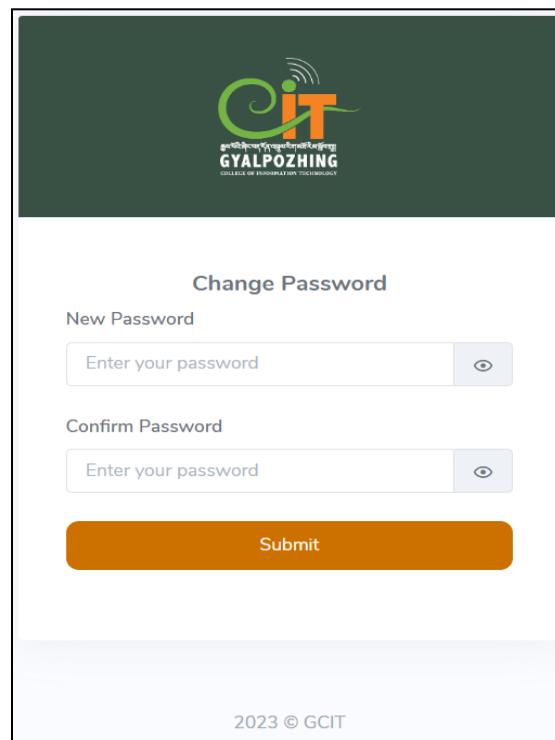


Figure 6 : Reset password

A. Admin

1. Admin Dashboard (Student Page)

After successfully logging in, the admin will be redirected to the page shown below where they can view the student details, staff details and manage CCA

Name	Enrollment No	Course	Year	Enrollment year
Karma Tenzin	12190057	BSc(Information Technology)	4	2019
Sonam Choki	12190078	BSc(Information Technology)	4	2019
Sonam chokl	12190079	BSc(Information Technology)	4	2019
Ugyen Dorji	12190101	BSc(Information Technology)	4	2019
Yeshi Dema	12190106	BSc(Information Technology)	4	2019

Figure 7 : Student details

2. Add Student Individually

By clicking on the ‘Add Individual’ button, the admin will be able to add the student individually.

Name	Enrollment No
Enrollment Year	Email
Course	Select Course
Year	Select Year
Register	

Figure 8 : Student individual registration

3. Bulk Registration for student

By clicking on the ‘Bulk Registration’ button which is displayed on the ‘Student Details’ page, the admin will be able to add students in bulk that is by uploading the file in ‘csv’ file format.

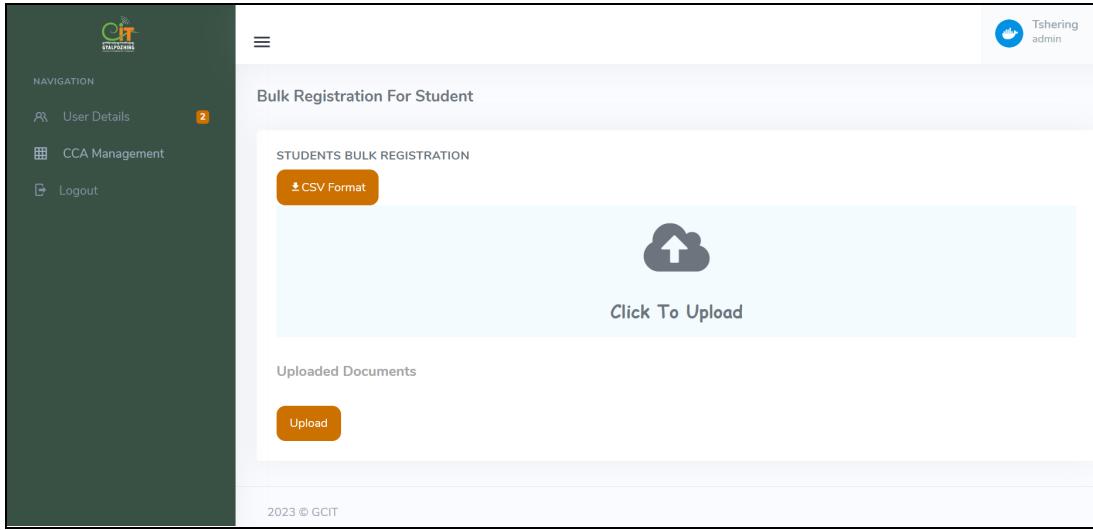


Figure 9 : Student bulk registration

4. View Student Details

By clicking on the eye icon which is displayed on the ‘Student Details’ page, the admin will be able to view all the necessary details of the student along with a list of events participated by the particular student.

≡

Student Details

Name: Karma Tenzin
Email: 12190057.gcit@rub.edu.bt
Course: BSc(Information Technology)
Year: 4
Enrollment Year: 2019

 Delete

Edit Profile

GRADE : SILVER

Components	Marks Secured
Participation	20
Leadership	18
Achievement	0
Enrichment	8
Community Service	3
Service	0
Total	49

Figure 10 : Student profile

CCA POINT ASSOCIATED WITH ROLE				
Show <input style="border: 1px solid #ccc; padding: 2px 5px; margin-right: 5px;" type="button" value="10"/> entries				
Search: <input style="width: 150px;" type="text"/>				
Event ▲ Role ▼ Point ▼ Component ▼				
Basket ball tournament	Participation	Basket Ball Competition	2	
Basketall tournament	Participation	Basket Ball Competition	2	
Coding contest	Participation	Inter College Sport Competition	4	
eating competition	Enrichment	Attend Sharing Session - IT related	2	
Football tournament	Participation	Inter College Sport Competition	4	
Football tournament	Participation	Inter College Sport Competition	4	
Football tournament	Participation	Inter College Sport Competition	4	
Football tournament	Participation	Inter College Sport Competition	4	
G-tech club tech talk	Enrichment	Attend Sharing Session - IT related	2	
G-tech club tech talk	Enrichment	Attend Sharing Session - IT related	2	

Showing 1 to 10 of 14 entries

< >

Figure 11 : Student cca details

5. Student Edit Profile

By clicking on the 'Edit Profile' button, the admin will be able to edit the details of the student

NAVIGATION

- User Details
- CCA Management
- Logout

Student Details

EDIT STUDENT DETAILS

Name	Enrollment No
Karma Tenzin	12190057
Enrollment Year	Email
2019	12190057.gcit@rub.edu.bt
Course	
BSc(Information Technology)	
Year	
4	

Update

Figure 12 : Edit student details

6. Confirm Edit Page for Student

After making the necessary changes, he can click on the update button to confirm the changes made to the particular student.

NAVIGATION

- User Details
- CCA Management
- Logout

Student Details

Update Student details Confirmation

Are you sure you want to update this details?

Close **Save changes**

Karma Tenzin	12190057
Enrollment Year	Email
2019	12190057.gcit@rub.edu.bt
Course	
BSc(Information Technology)	
Year	
4	

Update

Figure 13 : Confirmation page

7. Delete Student

By clicking on the 'Delete' button, the admin will be able to delete the particular student.

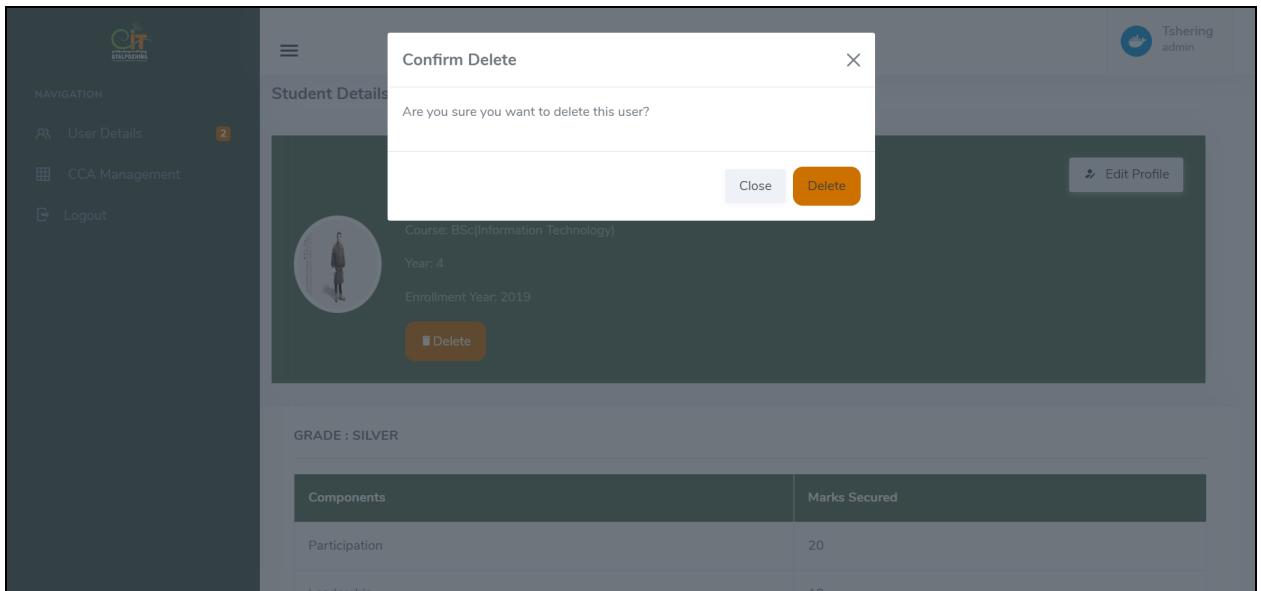


Figure 14 : Confirmation page

8. Staff Page

By clicking on the 'Staff Details' under 'User Details', the admin will be able to view the details of all the staff.

Staff Details			
06/05/2023 Add Individual Bulk Registration			
Show 10 entries Search:			
Name	Employee ID	Designation	
Chimi Dendup	RUB2203014	Lecturer	
Chiran jeevi Adhikari	RUB2107032	Lecturer	
Jamyang Choden	RUB2203012	Lecturer	

Figure 15 : Staff details

9. View Staff Details

By clicking on the eye icon which is displayed on the 'Staff Details' page, the admin will be able to view all the necessary details of the staff along with a list of events requested by the particular staff.

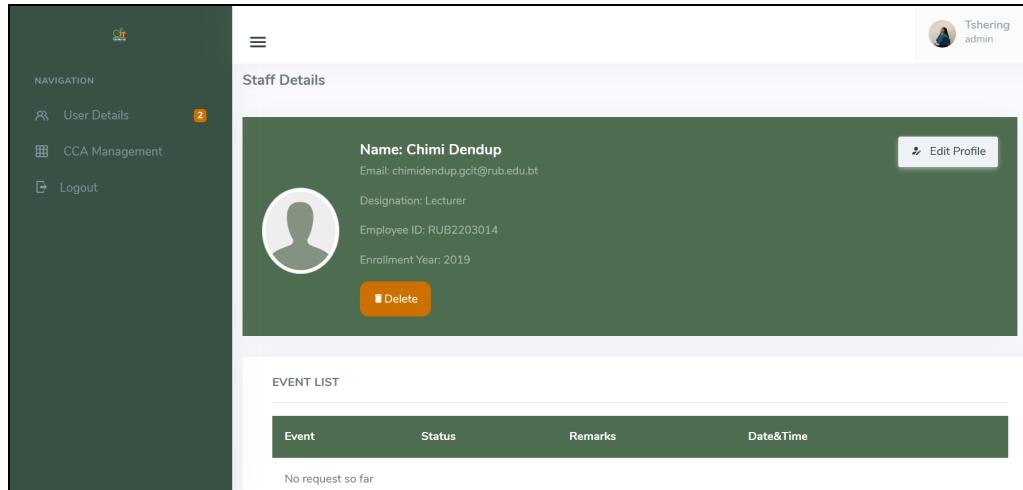


Figure 16 :Staff profile

10. Add Staff Individually

By clicking on the ‘Add Individual’ button, the admin would be able to add the staff members one by one.

The screenshot shows a registration form for adding staff individually. The left sidebar is identical to Figure 16. The main form is titled 'Add Staff Individually' and has a 'REGISTRATION' section. It contains four input fields: 'Name' (with a placeholder box), 'Employee ID' (with a placeholder box), 'Designation' (with a placeholder box), and 'Email' (with a placeholder box). Below these is a field for 'Joined Year' with a placeholder box. At the bottom is a large orange 'Register' button. The footer of the page shows '2023 © GCIT'.

Figure 17 : Staff edit details

11. Bulk Registration for Staff

By clicking on the ‘Bulk Registration’ button, the admin would be able to add the staff in bulk by uploading the file in the ‘csv’ file format.

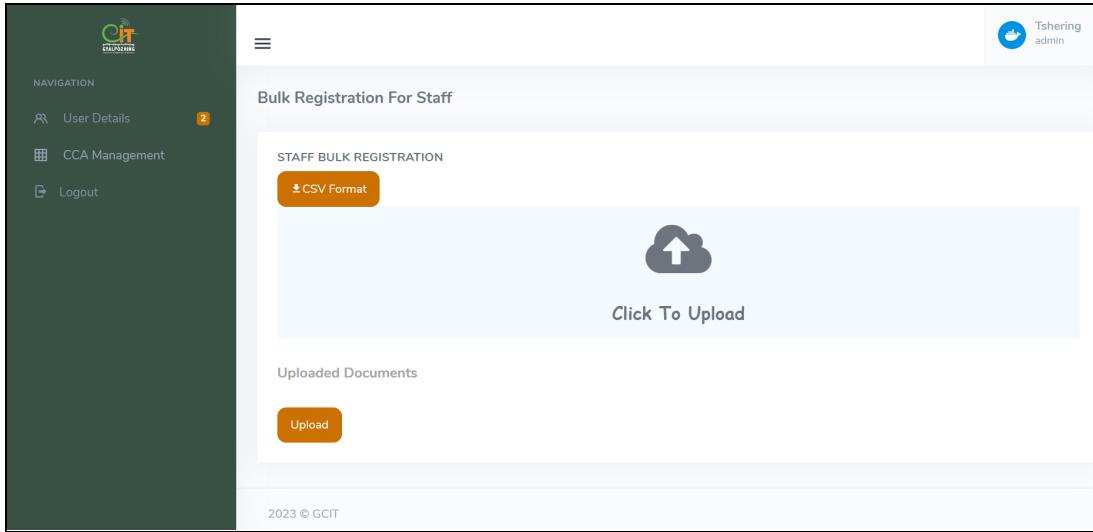


Figure 18 : Staff bulk upload

12. Edit Profile for Staff

By clicking on the 'Edit Profile' button, the admin will be able to edit the profile of the staff.

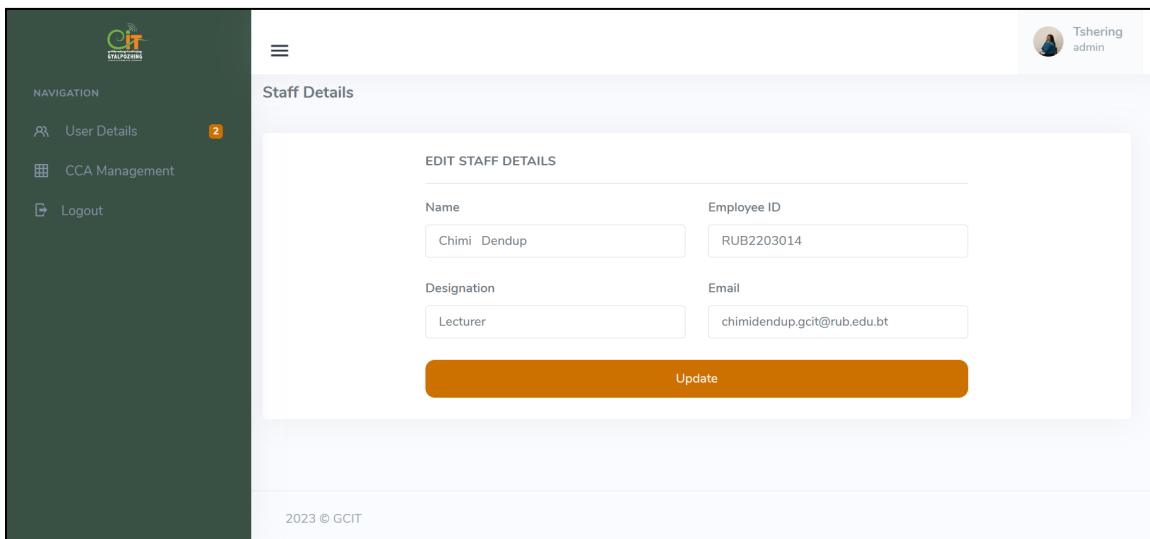


Figure 19 : Staff edit details

13. Confirm Edit for Staff

After making the necessary changes to the details of the staff, he can click on the update button to confirm the changes made.

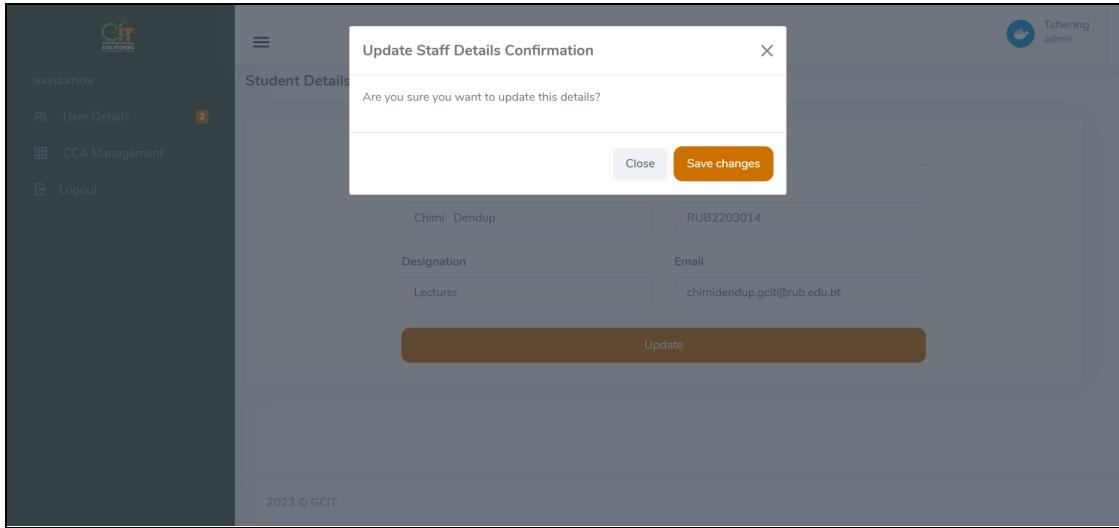


Figure 20 : Confirmation page

14. Delete Staff

By clicking on the ‘Delete’ button which is displayed on the staff profile, the admin can delete the particular staff after confirming it.

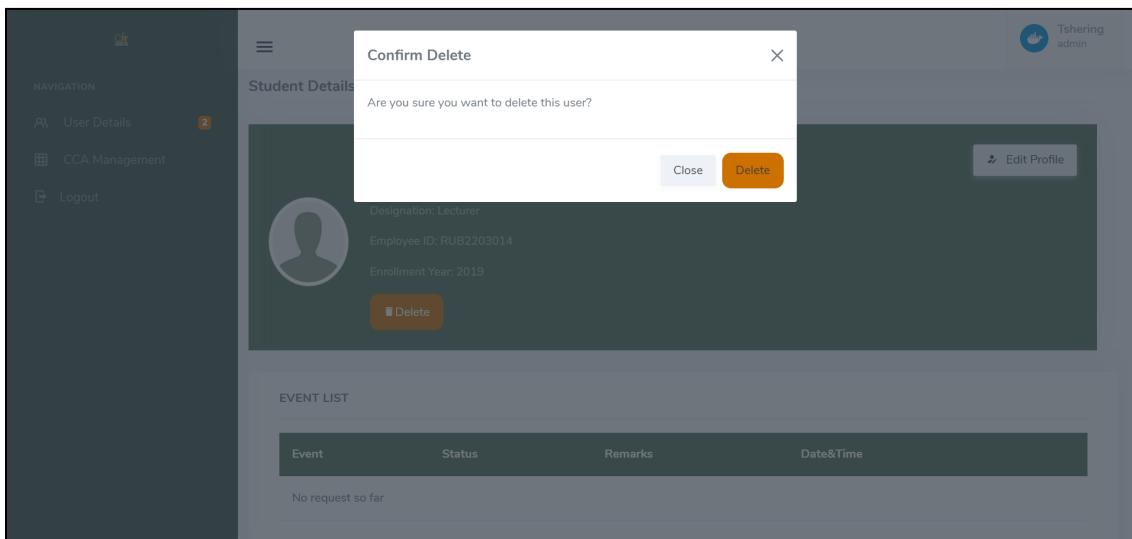


Figure 21 : Confirmation page

15. CCA Management Dashboard

This is the CCA Management page, and CCA points are awarded based on the role a person plays in a particular event. The CCA points system consists of six components, and events are organized based on these components.

The screenshot shows a table with four columns: Role, Points, Components, and two action buttons (Edit and Delete). The data is as follows:

Role	Points	Components		
Attend Sharing Session - IT related	2	Enrichment	Edit	Delete
Basket Ball Competition	2	Participation	Edit	Delete
Chief Councillor	9	Leadership	Edit	Delete
Class Representative	3	Leadership	Edit	Delete

Figure 22 : CCA page

16. Add CCA Points Individually

The admin will pre-store the CCA points in the database, for which they have the option to click on either the “Add Individual” or “Bulk Registration” button. If the admin clicks on the “Add Individual” button, they will need to fill out the form below.

The form has fields for Role, Point, and Component, with an 'Add' button at the bottom.

ADD CCA POINTS ASSOCIATED WITH ROLE	
Role	Point
<input type="text"/>	<input type="text"/>
Component	
<input type="text"/>	
Add	

Figure 23 : Add individual CCA

17. Bulk Upload For CCA

On other hand, if the admin clicks on the “Bulk registration” button, they can upload a csv file that contains the role, points, and component information.

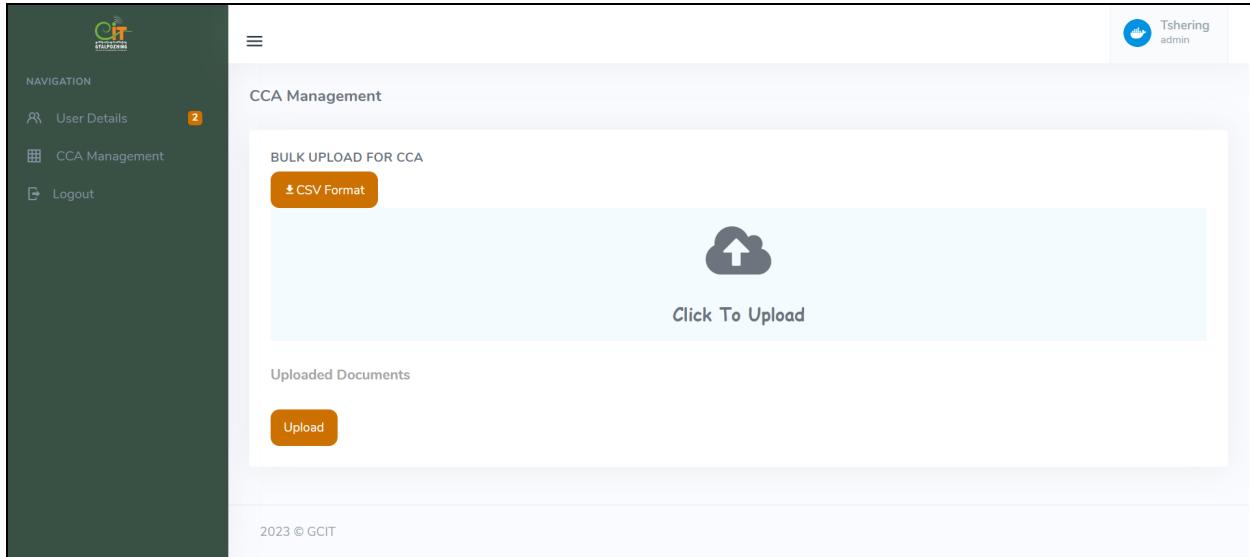


Figure 24 : CCA bulk upload

18. Edit CCA

By clicking on the pencil icon, the admin will be able to edit the details of the CCA.

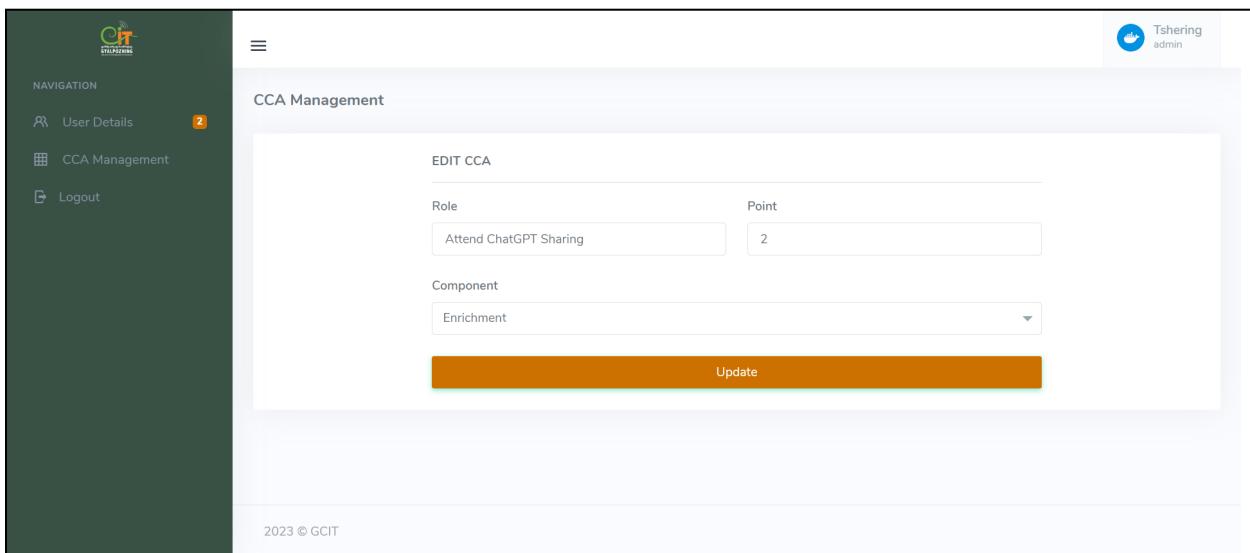


Figure 25 : Edit CCA details

19. Delete CCA

By clicking on the 'Delete' button, the admin will be able to delete the particular CCA role points. When deleting, a pop-up message will appear to confirm the action, and a success message will be displayed upon successful updates.

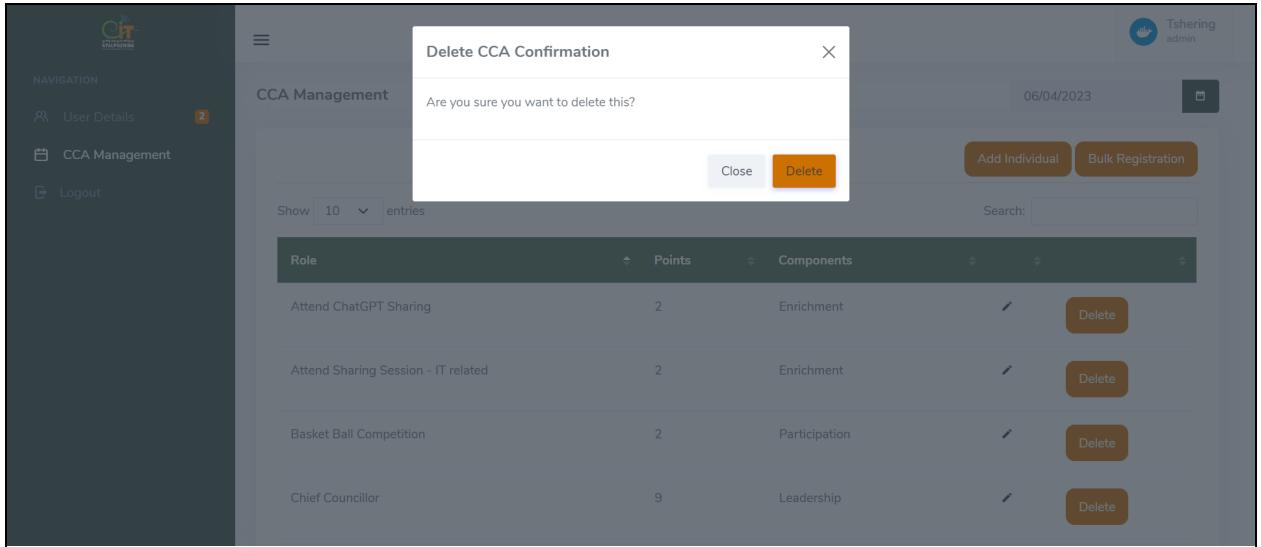


Figure 26 : Confirmation page

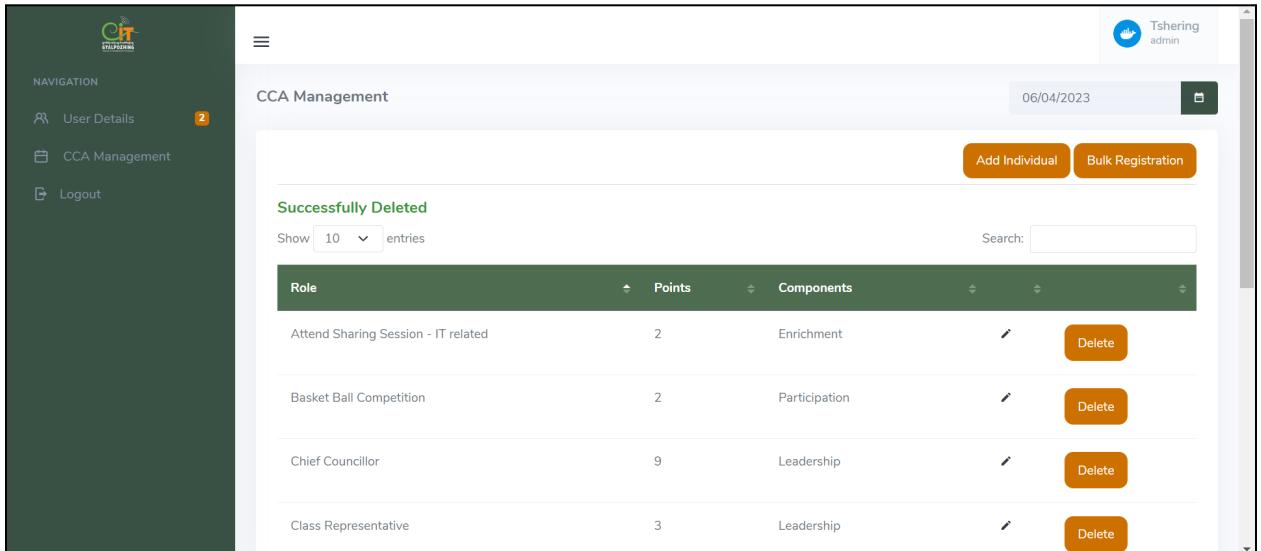


Figure 27 : Success message

20. Setting

By accessing the “Setting” option located in the header section, the admin has the ability to create a new password and update their profile image.

Note: All the users have the same settings page

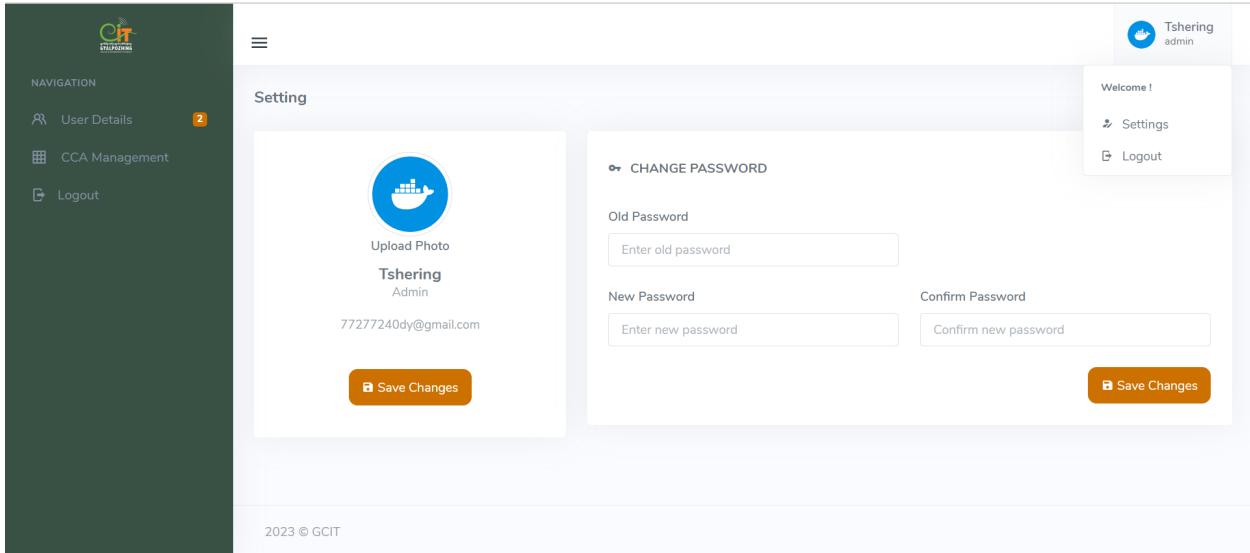


Figure 28 : Setting page

B. Staff Dashboard

1. Event Proposal

This is a staff dashboard that displays a list of event proposals submitted by the staff member. To view the details of a specific event, the staff can click on the eye icon, which will show the event's details as below.

Event Proposal List					
<input type="button" value="New Proposal"/> <input type="text" value="Search"/>					
Events Name	Date & Time	Status	Remarks		
Basket ball tournament	2023-05-31 17:06	Approved			
Coding contest	2023-06-03 13:07	Approved			
eating competition	2023-06-03 13:54	Approved			
Football	2023-06-04 22:29	Rejected	rs		
Football tournament	2023-06-01 21:03	Approved			
FootBall tournament	2023-06-31 09:31	Approved			
G-tech club tech talk	2023-05-31 09:40	Approved			
gaming	2023-06-03 13:51	Approved			
Marathon	2023-06-03 12:57	Approved			
TEACHING022	2023-06-03 13:43	Approved			

Figure 29 : Event list

2. Propose New Event

To submit a new proposal, the staff member should click on the “New Proposal” button. This will open the form below, allowing them to fill it out and submit the proposal.

The screenshot shows a 'Proposal Details' page for a new event. The form includes fields for Title of the Event (Basket ball tournament), Description (please have some mercy), and Date (2023-05-31 17:06). A 'View Document' button is present. The left sidebar shows navigation options: Request List, User Details, and Logout.

Figure 30 : Event detail

3. Propose for CCA

Staff can add a new event proposal to the HOS and once the event is accepted by the HOS, it will be displayed in the CCA request table on the staff dashboard. Staff can submit CCA requests in CSV file format after completion of approved events. Once the submission is complete, the submit button will disappear.

The screenshot shows a 'Request List' page for CCA proposals. The table lists various events with their proposed dates and statuses. Approved entries include 'Football tournament' (Approved, 2023-06-31 09:31) and 'G-tech club tech talk' (Approved, 2023-06-31 09:40). Pending entries include 'Singing' (Pending, 2023-06-05 10:20) and 'Coding contest' (Pending, 2023-06-03 13:07). A 'CSV Format' button is visible at the top right. The left sidebar shows navigation options: Request List, Event Proposal, CCA Proposal, User Details, and Logout.

Events Name	Event Proposed Date	Status	Action
Singing	2023-06-05 10:20	Pending	Choose File No file chosen
eating competition	2023-06-03 13:54	Pending	1685778963238-ccarequest - G-tech club tech talk.csv
gaming	2023-06-03 13:51	Pending	1685778757037-ccarequest - Leadership.csv
TEACHING22	2023-06-03 13:43	Pending	1685778506803-ccarequest - G-tech club tech talk.csv
Tech Talk	2023-06-03 13:19	Pending	1685778662626-1683866200810-1683799294499-ccarequest - Sheet1.csv
Coding contest	2023-06-03 13:07	Pending	1685778161460-ccarequest - Football tournament.csv
Marathon	2023-06-03 12:57	Pending	1685775562548-ccarequest - Football tournament.csv
Football tournament	2023-06-01 21:03	Approved	1685611912731-ccarequest - Football tournament.csv
Basket ball tournament	2023-06-31 17:06	Approved	1685531480607-ccarequest - Sheet5.csv
G-tech club tech talk	2023-06-31 09:40	Approved	1685507804969-ccarequest - G-tech club tech talk.csv
Football tournament	2023-06-31 09:31	Approved	1685509767535-ccarequest - Football tournament.csv

Figure 31 : CCA request list

4. View User Details

Note: User Details will be the same as that of Admin except that there won't be 'Edit Profile' and 'Delete' button.

C. Head of School

1. List of event proposal

The HOS dashboard includes the list event proposed by the staff.

Events Name	From	Date & Time	Status	Action
Basket ball tournament	Jamyang Choden	Approved	2023-05-31 17:06	
Basketball tournament	Chiranjevi Adhikari	Approved	2023-06-01 21:09	
Coding contest	Jamyang Choden	Approved	2023-06-03 13:07	
eating competition	Jamyang Choden	Approved	2023-06-03 13:54	
Football	Jamyang Choden	Pending	2023-06-04 22:29	
Football tournament	Jamyang Choden	Approved	2023-05-31 09:31	
Football tournament	Jamyang Choden	Approved	2023-06-01 21:03	
G-tech club tech talk	Jamyang Choden	Approved	2023-05-31 09:40	
gaming	Jamyang Choden	Approved	2023-06-03 13:51	
Leadership	Chiranjevi Adhikari	Approved	2023-05-31 09:35	

Figure 32 : Event list

2. Event details

The HOS can view the details of a particular event by clicking on the eye icon. If the event status is pending, there will be two button options: “Accept” and “Reject”. After the event is either rejected or accepted by the HOS, the accept and reject buttons will disappear from that particular event page when clicking on the eye icon. Only pending status events will have the accept and reject buttons.

The screenshot shows a web-based application interface for managing event proposals. On the left is a dark sidebar with a logo at the top and a 'NAVIGATION' section containing links for 'Request List', 'User Details', and 'Logout'. The main content area has a header 'Proposal Details' and a sub-header 'PROPOSAL FOR NEW EVENT'. It contains several input fields: 'Title of the Event' (Basket ball tournament), 'From' (Jamyang Choden), 'Date' (2023-05-31 17:06), and 'Description' (please have some mercy). A 'View Document' button is located below the description field. In the top right corner, there is a user profile icon for 'Chanon Hoss'. At the bottom left of the main content area, it says '2023 © GCIT'.

Figure 33 : Event detail

This screenshot shows the same event proposal detail page as Figure 33, but with two additional orange buttons at the bottom right: 'Accept' and 'Reject'. The rest of the page structure and data (Title, From, Date, Description) are identical to Figure 33.

Figure 34 : Event detail

3. Approval of event

When the HOS accepts the event proposal submitted by Staff, a pop-up message confirming the acceptance will appear. On other hand, if the HOS rejects the event proposal, they will be required to provide remarks explaining the reason for rejection. Additionally, a pop-up message will appear to indicate that the update was successful as shown below.

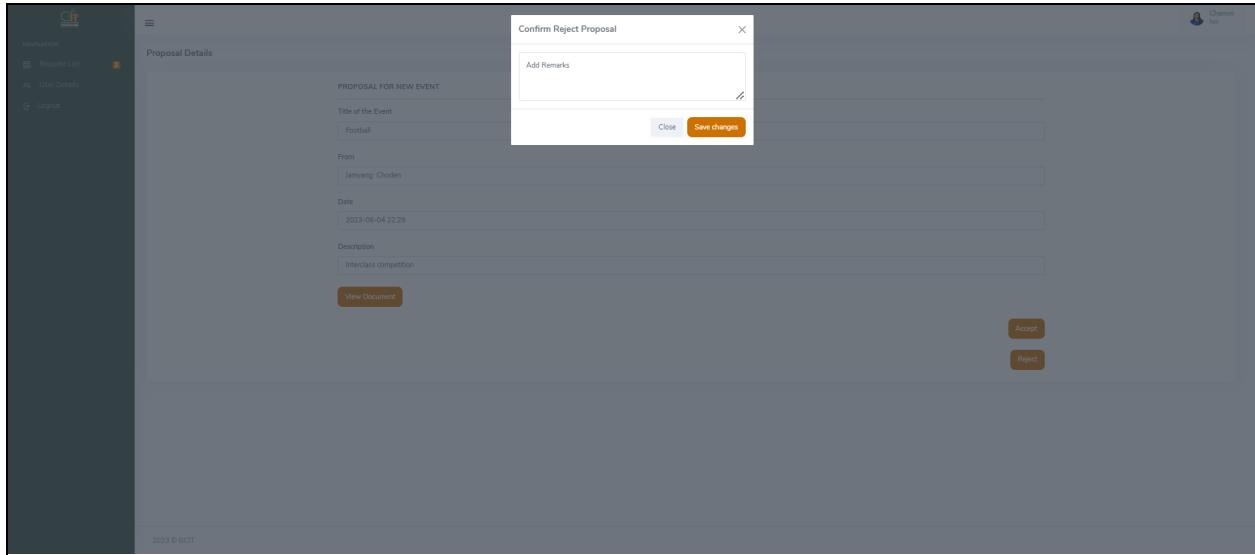


Figure 35 : Approval confirmation

4. List of CCA request

This is a CCA request list submitted by staff after the completion of an approved event. To view the details of a CCA request, the HOS should click on the eye icon. Each CCA request has a status, and pending status have “accept” and “reject” buttons. Once the HOS accepts or rejects the request, the accept and reject buttons will disappear from the request details page as shown below.

CCA PROPOSAL LIST					
Events Name	From	Date & Time	Status	Action	
Football tournament	Jamyang Choden	2023-05-31 11:09	Approved		
Leadership	Chiranjevi Adhikari	2023-05-31 10:50	Approved		
Tarayana club donation	Chiranjevi Adhikari	2023-05-31 10:47	Approved		
G-tech club tech talk	Jamyang Choden	2023-05-31 10:36	Approved		
Basket ball tournament	Jamyang Choden	2023-05-31 17:11	Approved		
Football tournament	Jamyang Choden	2023-06-01 21:06	Approved		
Basketball tournament	Chiranjevi Adhikari	2023-06-01 21:10	Approved		
Marathon	Jamyang Choden	2023-06-03 12:59	Pending		
Coding contest	Jamyang Choden	2023-06-03 13:09	Pending		
Tech Talk	Jamyang Choden	2023-06-03 13:21	Pending		
TEACHING22	Jamyang Choden	2023-06-03 13:48	Pending		
gaming	Jamyang Choden	2023-06-03 13:52	Pending		
eating competition	Jamyang Choden	2023-06-03 13:56	Pending		

Figure 36 : CCA request list

The screenshot shows a web-based application interface for managing CCA requests. On the left is a dark sidebar with a logo at the top, followed by a navigation menu with options: Request List (highlighted with a blue background), User Details, and Logout. The main content area has a header "Proposal Details" and a sub-header "CCA PROPOSAL". It contains fields for "Title of the Event" (Football tournament), "From" (Jamyang Choden), and "Date" (2023-05-31 11:09). A "Description" field contains the text: "Competition to be held during spring semester to keep students engage". At the bottom is a button labeled "List of Students". The footer of the page says "2023 © GCIT".

This screenshot shows another instance of the CCA request list detail page. The main content area displays a proposal for a "Marathon" competition. The "From" field is "Jamyang Choden" and the "Date" is "2023-06-03 12:59". The "Description" field contains the word "competition". At the bottom right, there are two buttons: "Accept" and "Reject". The footer of the page says "2023 © GCIT".

Figure 37 : CCA request list detail

5. Approval of CCA request

When the HOS accepts the CCA request submitted by Staff, a pop-up message confirming the acceptance will appear. On other hand, if the HOS rejects the CCA request, they will be required to provide remarks explaining the reason for rejection. Additionally, a pop-up message will appear to indicate that the update was successful as shown below.

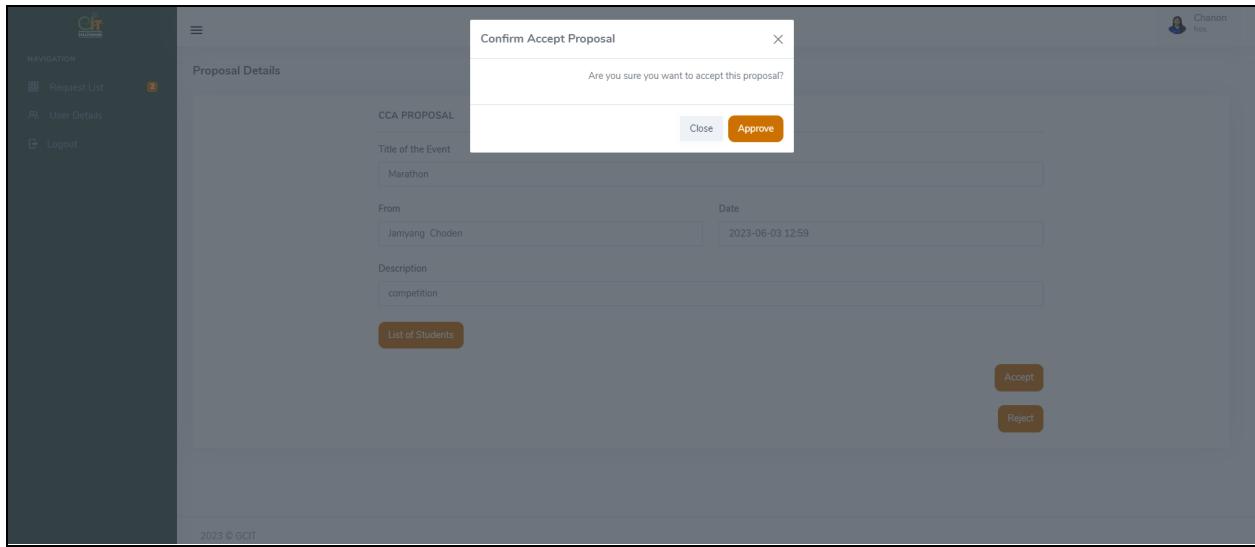


Figure 38 : Confirmation page

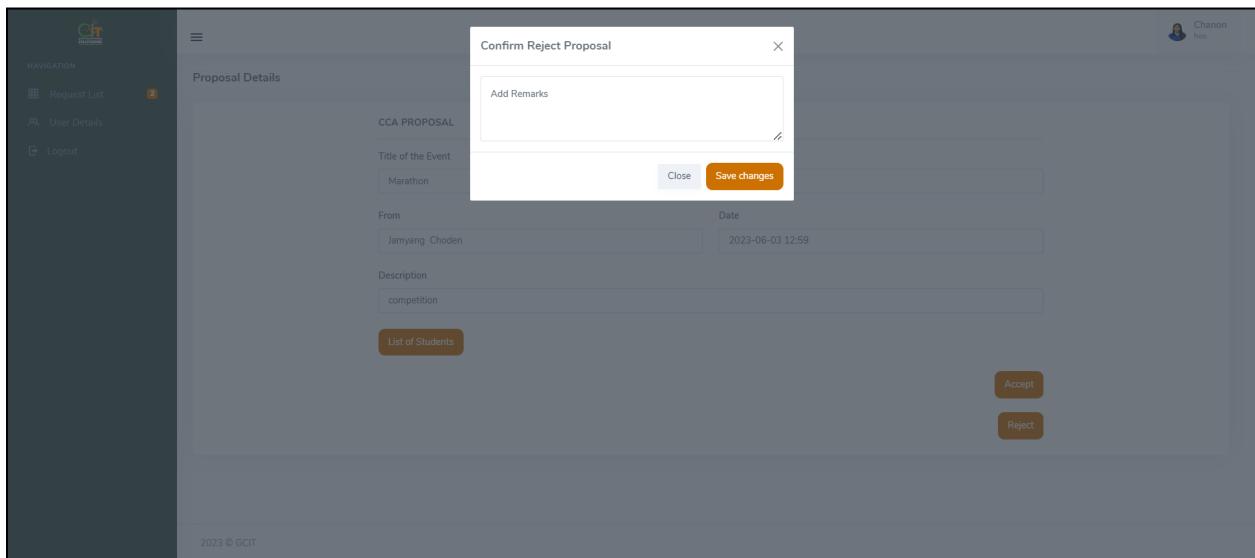


Figure 39 : Remarks page

The HOS can also update a new password and update their profile image by accessing the “Setting” option found in the header section.

D. Student

1. View Details

This is a student dashboard where students can view their personal information, component marks, and track their progress in earning CCA points. It allows students to be reminded of how many points they should obtain from each component.

Student Details

Name: Karma Tenzin
Email: 12190057.gcit@rub.edu.bt
Course: BSc(Information Technology)
Year: 4
Enrollment Year: 2019

GRADE : NO GRADE

Components	Marks Secured
Participation	0

KARMA TENZIN'S PROGRESS

Bar chart showing Points achieved (green) and Points to be achieved (orange). The chart has four bars corresponding to the components listed above.

Figure 40 : Student dashboard

GRADE : NO GRADE

Components	Marks Secured
Participation	0
Leadership	9
Achievement	0
Enrichment	0
Community Service	3
Service	0
Total	12

KARMA TENZIN'S PROGRESS

Donut chart showing the distribution of the total grade. The chart is divided into two segments: a large white segment labeled "No grade" (34%) and a smaller orange segment.

Figure 41 : Student dashboard

2. CCA Details

This is the CCA page for the student, where it will show the CCA points awarded to the student based on the role she/he played in a particular event.

The screenshot shows a web application interface for managing CCA (Community Club Activities) points. The left sidebar has a dark green background with the GCIT logo at the top, followed by navigation links: 'User Details', 'CCA' (which is selected), and 'Logout'. The main content area has a light gray header with the title 'CCA Details' and a date '06/12/2023'. On the right of the header is a user profile for 'Karma Tenzin student' with a small profile picture. Below the header is a section titled 'CCA POINTS' with a table. The table has columns: Event Name, Component, Role, Year, and Points. It lists two entries: 'Councillors of 2023' under Leadership with the role 'Chief Councillor' and '2023' points '9'; and 'Tarayana club donation' under Community Service with the role 'Give donations to the needy' and '2023' points '3'. A search bar and a page number '1' are also visible. At the bottom of the page are copyright information '2023 © GCIT' and a link 'About'.

Event Name	Component	Role	Year	Points
Councillors of 2023	Leadership	Chief Councillor	2023	9
Tarayana club donation	Community Service	Give donations to the needy	2023	3

Figure 42 : Detail CCA

2.3. SYSTEM DESCRIPTION

2.3.1 System Design

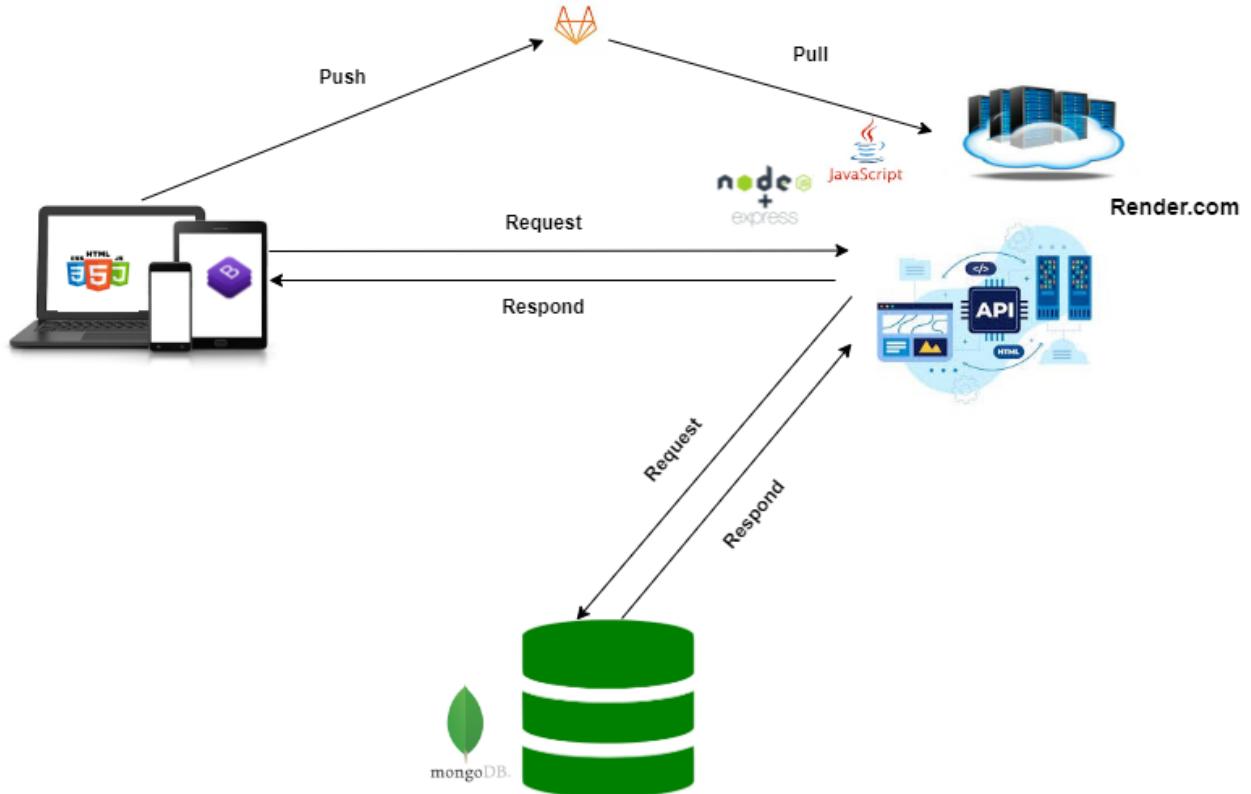


Figure 43 : System architecture

User Interface (UI) Tier: it is responsible for the user interface. It includes the components that users interact with and it includes HTML5, CSS, Javascript and bootstrap(for our project). The main objective of this tier is to present data and information to the user in a way that is easy to understand and interact with.

The middle layer which includes API, node Js and express(for our project) is responsible for the business logic of the application. It includes the components that process data, perform calculations, and interact with databases. The main objective of this tier is to handle the processing of data and implement the business logic of the system.

The Database layer which includes MongoDB(for our project) is responsible for storing and managing data. It includes the components that store and retrieve data, such as databases and file

systems. The main objective of this tier is to ensure that data is stored securely and efficiently and is available when needed.

2.4. MODULE WISE SPECIFICATIONS

Module 1: User Registration and Management

Functionality:

- Admin can pre-register students and staff members.
- Two options for registration: Add Individual and Bulk Registration.
- Admin can register individuals by filling out a form or upload a CSV file for bulk registration.
- Student and staff details are stored in the system's database.
- Admin can view and manage student and staff information.

Components:

Add Individual Registration:

- Form for entering individual details of students and staff.
- Fields include personal information, marks secured in each component, current position, and events participated in.
- Edit Profile button to make changes to student or staff details.
- Update button to save the changes made.
- Delete button to remove the student or staff from the system.

Bulk Registration:

- Option to upload a CSV file containing details of multiple students and staff members.
- The system processes the file and registers all the individuals listed.
- The CSV file includes necessary information like personal details, marks, positions, and events participated in.

Module 2: CCA Points Management

Functionality:

- Admin can manage CCA points awarded to students based on their roles in events.
Admin can add, edit, and delete CCA points.
- CCA points are categorized into six components.
- Events are organized based on these components.

Components:

CCA Points Management:

- Admin can add CCA points individually or in bulk.
- Individual addition includes filling out a form with role, points, and component information.
- Bulk addition involves uploading a CSV file with the necessary details.
- Admin can edit CCA points by modifying role, points, and component information. Confirmation pop-up appears when deleting CCA points.
- Success message displayed upon successful updates.

Module 3: Staff Event Proposals

Functionality:

- Staff members can submit event proposals to the Head of School (HOS).
- Staff can view a list of event proposals they have submitted.
- HOS can review and accept/reject event proposals.
- Approved events are displayed in the CCA request table on the staff dashboard.

Components:

Event Proposal Submission:

- Staff members can submit a new event proposal.
- A form is provided to fill out the event details.
- Upon submission, the event proposal is sent to the HOS for review.

Event Proposal Review (HOS):

- HOS can view a list of event proposals submitted by staff members.
- Clicking on the eye icon displays the details of a specific event proposal.
- Pending event proposals show Accept and Reject buttons.
- HOS can accept or reject event proposals. Pop-up messages confirm the acceptance/rejection and display remarks for rejections.

Module 4: CCA Requests

Functionality:

- Staff members can submit CCA requests after the completion of approved events.
- HOS can review and accept/reject CCA requests.

Components:

CCA Request Submission:

- Staff members can submit CCA requests in CSV format.
- Requests include details of completed approved events.
- Submission triggers the review process by the HOS.

CCA Request Review (HOS):

- HOS can view a list of CCA requests submitted by staff members.
- Clicking on the eye icon displays the details of a specific CCA request.
- Pending CCA requests show Accept and Reject buttons.
- HOS can accept or reject CCA requests.
- Pop-up messages confirm the acceptance/rejection and display remarks for rejections.

Module 5: Student Dashboard

Functionality:

- Students can view their personal information, component marks, and CCA point progress.
- Provides reminders for the required CCA points from each component.

Components:

Student Information:

- Students can access their personal details, including name, marks, and progress. Component marks are displayed to track performance.
- CCA points awarded based on the role played in events are shown.

Module 6: User Profile Management

Functionality:

- Admin, staff, and HOS can manage their user profiles.
- Allows password creation and profile image updates.

Components:

- Profile Management: Users can access the Settings option to manage their profiles.
- Ability to create a new password.
- Option to update the profile image.

2.5. DESIGN VALIDATION

Prototype Evaluation

Developed interactive prototypes for four different user interfaces.

Conducted usability testing sessions with representative users to gather feedback on the design.

Evaluated the prototypes based on user feedback, identifying areas of improvement and addressing usability issues.

Functional Testing

Verified that all the functional requirements specified for each module are implemented correctly.

Tested the system's behavior and functionality by simulating different user scenarios.

Ensured that all user interactions and system responses align with the intended functionality.

User Acceptance Testing

Invited a group of representative users to test the system. Provided test scenarios and use cases to users, allowing them to explore the system's features and provide feedback. Collected feedback on user satisfaction, ease of use, and any identified issues or areas for improvement.

Performance Testing

Evaluated the system's performance under various load conditions, ensuring it can handle the expected number of concurrent users. Measured system response times and throughput to ensure optimal performance. Identify any performance bottlenecks and optimize system resources, if necessary.

Security Assessment

Implemented necessary security measures, such as secure data storage, secure communication protocols, and user authentication mechanisms.

Compatibility Testing

Tested the system across different web browsers (e.g., Chrome, Firefox, Safari) and versions to ensure consistent behavior and compatibility.

Verified the system's compatibility with different operating systems (e.g., Windows, macOS, Linux) and devices (e.g., desktop, mobile, tablet).

Scalability Testing

Evaluated the system's scalability by simulating increased user loads.

Assessed the system's ability to handle a growing number of users and increased data storage requirements.

Documentation Review

Reviewed the project documentation, including design documents, and technical specifications, to ensure clarity, accuracy, and completeness.

3. IMPLEMENTATION

3.1. DEPLOYMENT

The project is made available to the user in the form of a web application deployed on the render platform. Then, we host our GCIT CCA Management system using the college VPN. Render is a cloud computing platform that offers a scalable infrastructure for hosting web applications and services. It provides developers with an easy and efficient way to deploy and manage their applications without the need for complex infrastructure setups. Render supports various programming languages and frameworks and offers features like automatic scaling, continuous deployment and SSL certificates.

3.2. IMPLEMENTATION NOTE OF ALL MODULES

1. User Registration and Management module

The system allows the admin to pre-register students and staff members. The admin has two options for registration: Add individual and Bulk Registration. For individual registration, the admin can fill out a form with the required details of the student or staff member. Alternatively,

for bulk registration, the admin can upload a CSV file containing the information of multiple individuals.

The student and staff details provided during registration are stored in the system's database, ensuring secure storage of the information. The admin has the capability to view and manage the registered student and staff information. This includes accessing and updating the details as necessary, making it convenient for the admin to keep track of and maintain accurate records of the individuals within the system.

The individual registration feature allows the admin to enter the details of students and staff members through a form. The form includes fields for personal information such as name and other relevant details. Additionally, it includes fields to enter marks secured in each component (if applicable), current position, and events participated in (if applicable).

To manage the registered individuals, the system provides an "Edit Profile" button that allows the admin to make changes to the student or staff details. After making the necessary updates, the admin can save the changes by clicking the "Update" button. The system offers a "Delete" button that enables the admin to remove a student or staff member from the system if needed.

The bulk registration feature enables the admin to upload a CSV file with details of multiple students and staff members. The system processes the file and registers all individuals listed, including personal information, marks, positions, and events participated in. This saves time and effort for the admin by eliminating the need for manual entry, streamlining the process, and ensuring accurate recording of information for each individual.

2.CCA Points Management Module

The system allows the admin to manage CCA points awarded to students based on their roles in events. The admin has the capability to add, edit, and delete CCA points, providing flexibility in tracking and updating student achievements. These CCA points are categorized into six components, enabling a comprehensive assessment of students' involvement in different areas of co-curricular activities. Events within the system are organized based on these components,

ensuring a structured and organized approach to managing and recognizing student participation. This functionality streamlines the management of CCA points, promoting accurate record-keeping and facilitating the development of students through their engagement in various co-curricular events.

The CCA Points Management feature allows the admin to add CCA points individually or in bulk. For individual addition, the admin can fill out a form that includes role, points, and component information. Alternatively, for bulk addition, the admin can upload a CSV file containing the necessary details.

To edit CCA points, the admin can modify the role, points, and component information as needed. When deleting CCA points, a confirmation pop-up appears to ensure the admin's intention. A success message is displayed upon successful updates, providing feedback on the action taken.

This functionality provides flexibility and convenience for the admin in managing CCA points. It allows for efficient data entry and updates, whether for individual or bulk additions. The confirmation pop-up and success messages enhance user experience by providing clarity and confirmation of actions taken.

3.Staff Event proposals module

The system allows staff members to submit event proposals to the Head of School (HOS). Staff can view a list of their submitted event proposals. The HOS has the authority to review and either accept or reject these proposals. Approved events are then displayed in the CCA request table on the staff dashboard, providing visibility and organization for staff members.

The system enables staff members to submit new event proposals by filling out a provided form with event details. Once submitted, the event proposal is sent to the Head of School (HOS) for review. This functionality streamlines the process of event proposal submission, ensuring efficient communication and consideration of staff-initiated events.

The system allows the Head of School (HOS) to view a list of event proposals submitted by staff members. Clicking on the eye icon provides access to the details of a specific event proposal. For

pending proposals, the HOS is presented with Accept and Reject buttons. The HOS can accept or reject event proposals, and pop-up messages confirm the acceptance or rejection, displaying remarks for rejections. This functionality enables efficient review and decision-making on event proposals by the HOS.

4.CCA Requests module

The system allows staff members to submit CCA (Co-Curricular Activities) requests after the completion of approved events. These requests are reviewed by the Head of School (HOS), who can accept or reject them based on the provided information. This functionality enables staff members to seek recognition for their participation in approved events, while the HOS maintains oversight and makes decisions regarding CCA requests.

The system allows staff members to submit CCA requests in CSV format, which include details of completed approved events. Upon submission, the requests are triggered for review by the Head of School (HOS). This functionality streamlines the process of CCA request submission and initiates the review process by the HOS, ensuring efficient recognition of staff members' participation in approved events.

The system allows the Head of School (HOS) to view a list of CCA requests submitted by staff members. Clicking on the eye icon provides access to the details of a specific CCA request. For pending requests, the HOS is presented with Accept and Reject buttons. The HOS can accept or reject CCA requests, and pop-up messages confirm the acceptance or rejection, displaying remarks for rejections. This functionality streamlines the review process of CCA requests by the HOS, providing efficient decision-making and communication with staff members.

5. Student Dashboard Module

The system allows students to view their personal information, component marks, and CCA point progress. It provides reminders for the required CCA points from each component, helping students stay aware of their progress towards meeting the necessary CCA point requirements.

This functionality empowers students to track their co-curricular involvement and ensure they fulfill the CCA point expectations for each component.

The system allows students to access their personal information, including their name, marks, and progress. Students can view their component marks to track their performance in different areas. Additionally, the system displays CCA points awarded based on the roles played by students in events, providing a comprehensive view of their co-curricular achievements. This functionality empowers students to stay informed about their personal details, academic performance, and co-curricular involvement within the system.

6. User Profile Management Module

The system provides functionality for the admin, staff, and Head of School (HOS) to manage their user profiles. They can create passwords and update their profile images. This functionality enables users to have control over their personal information and ensures an enhanced user experience within the system.

The system offers a profile management feature, accessible through the Settings option, allowing users to manage their profiles. Users have the ability to create a new password for enhanced security. Additionally, they can update their profile image to personalize their account. This functionality empowers users to maintain control over their profiles and customize their user experience within the system.

3.3. TEST RESULTS

Project name : GCIT CCA Management System

Module : Functional testing

Function Specifications:User Login and forgot password.

Test objectives: Verify the login and change password.

ID	Test Case Description	Test Steps	Expected Results	Actual Results	Pass/Fail
TCase-01	Check user login with valid data	1. Go to website 2. Enter Employee ID 3. Enter password 4. Click login	Login should be successful	Login was successful	Pass
TCase-02	Check user login with invalid data	1. Go to site 2. Enter EmployeeID 3. Enter password 4. Click “login” button	Login should be unsuccessful	Login was unsuccessful	Pass

TCase-03	Check user forgot password with valid email	<ol style="list-style-type: none"> 1. Go to forgot password page 2. Enter email 3. Click “Reset Password” button 	Should send OTP through mail and proceed to enter OTP page	Got OTP	Pass
TCase-04	Check user forgot password with invalid email	<ol style="list-style-type: none"> 1. Go to forgot password page 2. Enter email 3. Click “Reset Password” button 	Should display Incorrect email message	Displays incorrect email	Pass
TCase-05	Change password using same password in new password and confirm password	<ol style="list-style-type: none"> 1. Enter new password 2. Enter confirm password 2.click enter 	Should Redirects to login page	Got login page	pass
TCase-06	Change password using different password in new password and	<ol style="list-style-type: none"> 1. Enter new password 2. Enter confirm password 2.click enter 	Should display password should be same	Got message “Password should be same”	pass

	confirm password				
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Project name : GCIT CCA Management System
Module : Functional testing
Function Specifications:User Management and CCA Management.
Test objectives: Able to register,view,update and delete users(student and staff) and CCA by admin

ID	Test Case Description	Test Steps	Expected Results	Actual Results	Pass/Fail
TCase -01	Add user or cca individually	1.login 2. click on add individual 3.enter user details with unique email id and enrollment number/employee id. Give unique role for adding cca 4. Enter Add	Should display Registration successfully	Displayed Registration successfully	pass

TCase -02	Add user or cca individually with some empty field	1.login 2. click on add individual 3.enter user details with email id and enrollment number/employee id. Give unique role for adding cca 4. Enter Add	Should display error message	Displayed error message	pass
TCase -03	Add user or cca in bulk	1.login 2. click on bulk register 3.upload csv file 4. Enter upload	Should display successfully registered	Successfully registered	pass
TCase -04	Add user or cca in bulk	1.login 2. click on bulk register 3.upload csv file containing same id 4. Enter upload	Should display error message	Id already exists	pass

TCase -05	Edit user or cca	1.login 2. Click on eye icon 3.enter edit 4. Enter update	Should display successfully updated	Successfully updated	pass
TCase -06	Delete user or cca	1.login 2. click on delete icon 4. Enter delete	Should display successfully removed	Successfully removed	pass

<p>Project name : GCIT CCA Management System</p> <p>Module : Functional testing</p>
<p>Function Specifications: New event and CCA proposal</p> <p>Test objectives: Able to propose for a new event and cca by staff</p>

ID	Test Case Description	Test Steps	Expected Results	Actual Results	Pass/Fail
TCase-01	Propose for new event	1. Login 2. Click on new proposal	Should receive event proposal successful message	Event proposal Successful	pass

		3. Enter necessary details 4. Submit			
TCase-02	Propose for new event with some empty input	1. Login 2. Click on new proposal 3. Enter necessary details 4. Submit	Should receive error message	Field should not be empty	pass
TCase-03	Request for CCA if the event is approved	1. Login 2. Upload csv 3. Submit	Should receive CCA Request successful message	CCA Request Successful	pass

Project name : GCIT CCA Management System

Module : Functional testing

Function Specifications: Approval of event and CCA proposal

Test objectives: Able to approve or reject new event and cca by Head of School

ID	Test Case Description	Test Steps	Expected Results	Actual Results	Pass/Fail
TCase-01	Approval for new event	1. Login 2. View new proposal 3. Enter approve	Should receive event proposal approved message	Event proposal Approved	pass
TCase-02	Reject new event	1. Login 2. View new proposal 3. Enter reject 4. Add remarks	Should receive event proposal rejected message	Event proposal Rejected	pass
TCase-03	Approval for CCA request	1. Login 2. View CCA proposal 3. Enter approve	Should receive CCA proposal approved message	CCA proposal Approved	pass

TCase-04	Reject CCA request	1. Login 2. View CCA request 3. Enter reject 4. Add remarks	Should receive CCA request rejected message	CCA proposal Rejected	pass
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3.4. CONCLUSION

The implementation of the GCIT CCA Management System brings numerous benefits for the users at GCIT. Firstly, users now have an easy and streamlined way to submit event proposals ensuring that their concerns are properly recorded and reducing the risk of errors. The system also records all the points achieved by the students by participating in the event. This promotes transparency, keeps users informed about the progress of their grade, and reduces uncertainty.

The implementation of this system has provided us with valuable insights and learnings, through addressing the challenges faced by the manual process, we have gained experience in designing and developing web applications that effectively overcome limitations and enhance efficiency. We have learned about the importance of user-friendly interfaces, efficient tracking mechanisms, and clear work management capabilities in delivering a successful solution.

Overall, the implementation of the GCIT CCA Management System marks a revolution in proposing new events, programs and operations at GCIT. With its user-friendly interface, efficient submission of proposals, the system significantly enhances efficiency, transparency, and user satisfaction. The optimized workflows, reduced manual effort, and enhanced record-keeping enable GCIT to provide a higher quality of service, and continuously improve its processes.

3.5. FUTURE PLANS

The future plans for the “GCIT CCA Management System” include the following improvements:

1. Improved user experience : We will improved the user experience by conducting user research, designing with a user-centric approach, ensuring responsiveness, streamlining registration and onboarding, offering clear navigation, maintaining visual consistency, providing feedback and error handling, optimizing performance, iterating based on user testing and feedback, and encouraging continuous improvement.
2. Improved Security : We will improve system security by implementing measures such as encryption, regular security audits, patch management, role-based access control, backup and recovery plans, security training, monitoring, and staying updated with security updates.The goal is to safeguard user data, maintain trust, and provide a secure environment for users.
3. Debugging: We will identify the problem, divide and conquer, use debugging tools, implement logging and instrumentation, reproduce and isolate the issue, analyze the code, experiment and hypothesize, collaborate and seek help, test and verify solutions.

4. REFERENCE

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5. APPENDICES

1. Meeting within group members.

1.1 Title: 1st MEETING

- **Date:** 7th March 2023
- **Time:** 2 to 2:30 PM
- **Place:** Classroom 4
- **Name of participants**
 1. Dorji Yangzom(12190050)
 2. Sonam Choki(12190079)
 3. Tashi Namgay(12190086)
 4. Ugyen Dorji(12190101)
 5. Yesi Dema(12190106)
- **Purpose of the meeting:** The purpose of this meeting was to appoint SCRUM team roles and share one another's ideas regarding what the project might be.
- **Agenda items and topic discussion**
 1. Product manager
 2. Scrum master
 3. Frame questions
- **Key decision and action item**
 1. Project manager: Tashi Namgay
 2. Scrum master: Dorji Yangzom
 3. Front End: Yesi Dema, Sonam Choki, and Ugyen Dorji
 4. Backend: Dorji Yangzom and Tashi Namgay
 5. What are the functionalities' of the application?
 6. What are the tools we need to use for building this application?

- Which application do we need to build, such as a web application or an Android application

1.2 Title: 2nd MEETING

- **Date:** 10th March 2023
- **Time:** 1 to 2 pm
- **Place:** Classroom 4
- **Name of participants**
 1. Dorji Yangzom(12190050)
 2. Sonam Choki(12190079)
 3. Tashi Namgay(12190086)
 4. Ugyen Dorji(12190101)
 5. Yesi Dema(12190106)
- **Purpose of the meeting:** The purpose of this meeting is to discuss a proposal.
- **Agenda items and topic discussion**
 1. Proposal discussion
- **Key decision and action item**
 1. What are the main section should be include in proposal documentation
 2. Search research paper which is related to our topic
 3. Search web systems which are related to our topic for literature review.

1.3 Title: 3rd MEETING

- **Date:** 12th March 2023

- **Time:** 8 to 9 pm
 - **Place:** Classroom 4
 - **Name of participants**
1. Dorji Yangzom(12190050)
 2. Sonam Choki(12190079)
 3. Tashi Namgay(12190086)
 4. Ugyen Dorji(12190101)
 5. Yesi Dema(12190106)

- **Purpose of the meeting:** The purpose of this meeting is to discuss the proposal and divide the sub topic among us for the documentation.
- **Agenda items and topic discussion**
 1. Proposal discussion
- **Key decision and action item**
 1. Introduction, background and use case diagram written by Yesi dema
 2. Aim , Objective and burn chart written by Ugyen Dorji
 3. Literature review and system architecture written by Tashi Namgay
 4. Workflow and use case diagram written by Sonam choki
 5. Sequence Diagram and ER Diagram by Dorji Yangzo

1.4 Title: 4th MEETING

- **Date:** 16th March 2023
- **Time:** 1 to 3 pm

- **Place:** Classroom 4
- **Name of participants**

1. Dorji Yangzom(12190050)
2. Sonam Choki(12190079)
3. Tashi Namgay(12190086)
4. Ugyen Dorji(12190101)
5. Yesi Dema(12190106)

- **Purpose of the meeting:** The purpose of this meeting is to discuss wireframe.
- **Agenda items and topic discussion**

1. Wireframe discussion

- **Key decision and action item**

1. Student wireframe made by dorji yangzom
2. Staff wireframe made by Sonam choki
3. Head of school made by Ugyen dorji and Tashi namgay
4. Admin made by Yesi dema

2. Meeting with Client and guide

2.1 Title: Meeting with guide

- **Date:** 7th march 2023
- **Time:** 2:30 to 3:30pm
- **Place:** Iteria
- **Name of participants**

1. Mr. Kim hoe

2. Dorji Yangzom(12190050)
3. Sonam Choki(12190079)
4. Tashi Namgay(12190086)
5. Ugyen Dorji(12190101)
6. Yesi Dema912190106)

- **Purpose of meeting:** The purpose of this meeting is to discuss the software and platform that we will use for these projects. Also frame questions for the product owner with a guide.
- **Agenda item and topic discuss**
 1. Software and platform for the project
 2. Frame questions for the product owner of the project.

- **Key decision and action item**

Discussed about software and platform that we will be using for FYP 2023.

- Slack
- Gitlab
- Asana

Discussed the questions that we will be asking the Product owner.

- What language will we be using?
- What database?
- Mobile or web?
- What are the requirements

- What are the functionalities'?
- Who are the users?

2.2 Title: First meeting with Product Owner

- **Date:** 13th march, 2023
- **Time:** 2:30 to 3:30 pm
- **Location:** Office of Dean of student Affairs
- **Name of participants**
 1. Mr. KB Lee
 2. Mr. Tshering
 3. Dorji yangzom(12190050)
 4. Sonam Choki(12190079)
 5. Tashi Namgay(12190086)
 6. Ugyen Dorji(12190101)
 7. Yesi Dema(12190106)

Purpose of meeting: The purpose of this meeting is to discuss the functionalities' of the application.

Agenda item and topic discuss

1. Functionalities of the applications.

Key decision and action item

1. Admin cannot change or edit detail since it might delete the original file which is of another group

2. Clarified with Mr. Ronnie(Changing and editing details in our system will not affect the original file, since we won't be sharing a database)
3. When a student of a certain club initiates any program, club advisors and head of school will discuss the CCA grades to be awarded.
4. When students initiate events and programs which are not listed under any club, the head of school decides the CCA for them.
5. Once the proposal of a student gets approved, he will have to submit all the plans and details of the program to the head of school and also club advisor, if the program is under any club.
6. Research more on the non-requirement functions of software

2.3 Title: Meeting with Guide

- **Date:** 14th march, 2023
- **Time:** 10:30 to 11:30 pm
- **Location:** Zoom Meeting
- **Name of participants**
 1. Mr. Kim Hoe
 2. Dorji yangzom(12190050)
 3. Sonam Choki(12190079)
 4. Tashi Namgay(12190086)
 5. Ugyen Dorji(12190101)
 6. Yeshi Dema(12190106)

Purpose of meeting: The purpose of this meeting is to discuss the proposal documentation

- **Agenda item and topic discuss**

1. Show proposal documentation
 2. Discuss what has changed by client
- **Key decision and action item**
 1. Need to make a site map
 2. Recreate a project milestone
 3. Create appendix to record all the meeting agenda

2.4 Title: Meeting with Product Owner

- **Date:** 15th march, 2023
- **Time:** 2:30 to 3:30 pm
- **Location:** Office of Dean of student Affairs

Name of participants

1. Mr. KB Lee
 2. Dorji yangzom(12190050)
 3. Sonam Choki(12190079)
 4. Tashi Namgay(12190086)
 5. Ugyen Dorji(12190101)
 6. Yeshi Dema(12190106)
- **Purpose of meeting:** The purpose of this meeting is to show the proposal documentation after edition.
 - **Agenda item and topic discuss**
 1. Proposal documentation

- **Key decision and action item**
 1. If a student wants to start a new club, they will have to submit a proposal.

2.5 Title: Meeting with Guide

- **Date:** 17th march, 2023
- **Time:** 2 to 4 pm
- **Location:** Classroom 3
- **Name of participants**
 1. Mr.Kim Heo
 2. Dorji yangzom(12190050)
 3. Sonam Choki(12190079)
 4. Tashi Namgay(12190086)
 5. Ugyen Dorji(12190101)
 6. Yesi Dema(12190106)
- **Purpose of meeting:** The purpose of this meeting is to discuss the use case, ER diagram and system architecture.
- **Agenda item and topic discuss**
 1. Discuss on diagram
- **Key decision and action item**
 1. Guide taught us how to create the use case diagram, ER diagram and system architecture.
 2. We create use case diagrams, ER diagrams and system architecture.

2.6 Title: Meeting with Guide

- **Date:** 20 march, 2023
- **Time:** 11am to 1 pm
- **Location:** Guide office
- **Name of participants**

2. Mr. Kim Hoe
3. Dorji yangzom(12190050)
4. Sonam Choki(12190079)
5. Tashi Namgay(12190086)
6. Ugyen Dorji(12190101)
7. Yeshi Dema(12190106)

- **Purpose of meeting:** The purpose of this meeting is to discuss a proposal.
- **Agenda item and topic discuss**

2. Proposal documentation
- **Key decision and action item**
 1. Made change in use case diagram, sequence diagram and entity relationship diagram.
 2. Make consistent in word font size

2.7 Title: Meeting with Client

- **Date:** 3rd april, 2023
- **Time:** 10 to 11 am
- **Location:** Client office
- **Name of participants**

1. Mr. Chanon

2. Dorji yangzom(12190050)
3. Sonam Choki(12190079)
4. Tashi Namgay(12190086)
5. Ugyen Dorji(12190101)
6. Yeshe Dema(12190106)

- **Purpose of meeting:** The purpose of this meeting is to show the prototype to the client.
- **Agenda item and topic discuss**

3. Prototype demonstration
- **Key decision and action item**

Prototype discussion with client and made change in following field

1. Remove club coordinator functionalities and program initiator functionalities.
2. Add new users as staff and discuss the functionalities of staff.
3. Remove awarding CCA points from the head of school, and it will automatically update from the database.
4. Update on asana

2.8 Title: Meeting with client

Date: 5 april, 2023

Time: 11 to 11:30 am

Location: Client office

Name of participants

1. Mr. chanon

2. Dorji yangzom(12190050)
3. Sonam Choki(12190079)
4. Tashi Namgay(12190086)
5. Ugyen Dorji(12190101)
6. Yesi Dema(12190106)

Purpose of meeting: The purpose of this meeting is to show a prototype after redesign based on client comments.

Agenda item and topic discuss

1. Prototype demonstration

Key decision and action item

1. Make consistence like button and font size
2. Use college website color

2.9 Title: Meeting with client and guide

Date: 10 april, 2023

Time: 11 to 12 am

Location: Zoom meeting

Name of participants

1. Mr. Kim Hoe
2. Mr. chanon
3. Dorji yangzom(12190050)

4. Sonam Choki(12190079)
5. Tashi Namgay(12190086)
6. Ugyen Dorji(12190101)
7. Yesi Dema(12190106)

Purpose of meeting: The purpose of this meeting is to demonstrate our final prototype

- **Agenda item and topic discuss**

Prototype demonstration

- **Key decision and action item**

1. Make drop downs for a particular semester
2. No achievements per semester
3. View details on proposed events by admin
4. Search in CCA page
5. Display the list of all event requests with status.
6. Apply light gray color for background.

2.9 Title: Presentation with client, guide and examiner

- **Date:** 21 april, 2023
- **Time:** 10 to 12 am
- **Location:** Classroom 4
- **Name of participants**

1. Mr. chanon
2. Mr. Ronnie

3. Mr. Kim Hoe
4. Dorji yangzom(12190050)
5. Sonam Choki(12190079)
6. Tashi Namgay(12190086)
7. Ugyen Dorji(12190101)
8. Yesi Dema(12190106)

- **Purpose of meeting:** The purpose of this meeting is to present the final prototype.
- **Agenda item and topic discuss**
 1. Prototype demonstration
- **Key decision and action item**
 1. Erase all view relationship in ER diagram
 2. No graduation year in student details table
 3. Use table format for CCA request
 4. Remove admin dashboard
 5. Make search filter based on status on staff dashboard,
 6. Pagination in CCA table in student details
 7. Make a search filter on the CCA table on the student side based on semester.

2.10 Title: Meeting with guide

- **Date:** 24 april, 2023
- **Time:** 10 to 11 am
- **Location:** Lab 1

- **Name of participants**

1. Mr. Kim Hoe
2. Dorji yangzom(12190050)
3. Sonam Choki(12190079)
4. Tashi Namgay(12190086)
5. Ugyen Dorji(12190101)
6. Yesi Dema(12190106)

- **Purpose of meeting:** The purpose of this meeting is to discuss the ER diagram.
- **Agenda item and topic discuss**

1. ER Diagram
- **Key decision and action item**
 1. Re-draw the ER diagram.

6. PROJECT SCHEDULE / MILESTONE CHART / WORK PLAN

Task	Start Date	End Date	Duration
Project Conception and Initiation			
Project Problem Statement & Title	3/11/2023	3/13/2023	2
Scrum Team Formation & Requirement Analysis	3/11/2023	3/17/2023	6
Architecture, Tech Stack and Project Timeline	3/12/2023	3/18/2023	6
Project Proposal and Presentation	3/11/2023	3/19/2023	8
Project Design and Planning			
Database design	3/17/2023	3/18/2023	1
wireframe design	3/18/2023	3/20/2023	2
Prototype design	3/20/2023	3/26/2023	6
Sprint Planning Meeting	3/27/2023	3/28/2023	1
Development Environment Setup	3/28/2023	3/31/2023	3
Project Development			
Sprint I	4/1/2023	4/15/2023	14
Sprint I Review Meeting			
Sprint I Retrospective Meeting			
Sprint II	4/15/2023	4/29/2023	14
Sprint II Review Meeting			
Sprint II Retrospective Meeting			
Sprint III	4/30/2023	5/14/2023	14
Sprint III Review Meeting			
Sprint III Retrospective Meeting			
Sprint IV	5/15/2023	5/29/2023	14
Sprint IV Review Meeting			
Sprint IV Retrospective Meeting			
Delivery and Presentation			
Project Documentation	5/30/2023	6/3/2023	4
Promotional Materials	6/4/2023	6/7/2023	3
Presentation Preparation	6/8/2023	6/9/2023	1
Project Showcase			

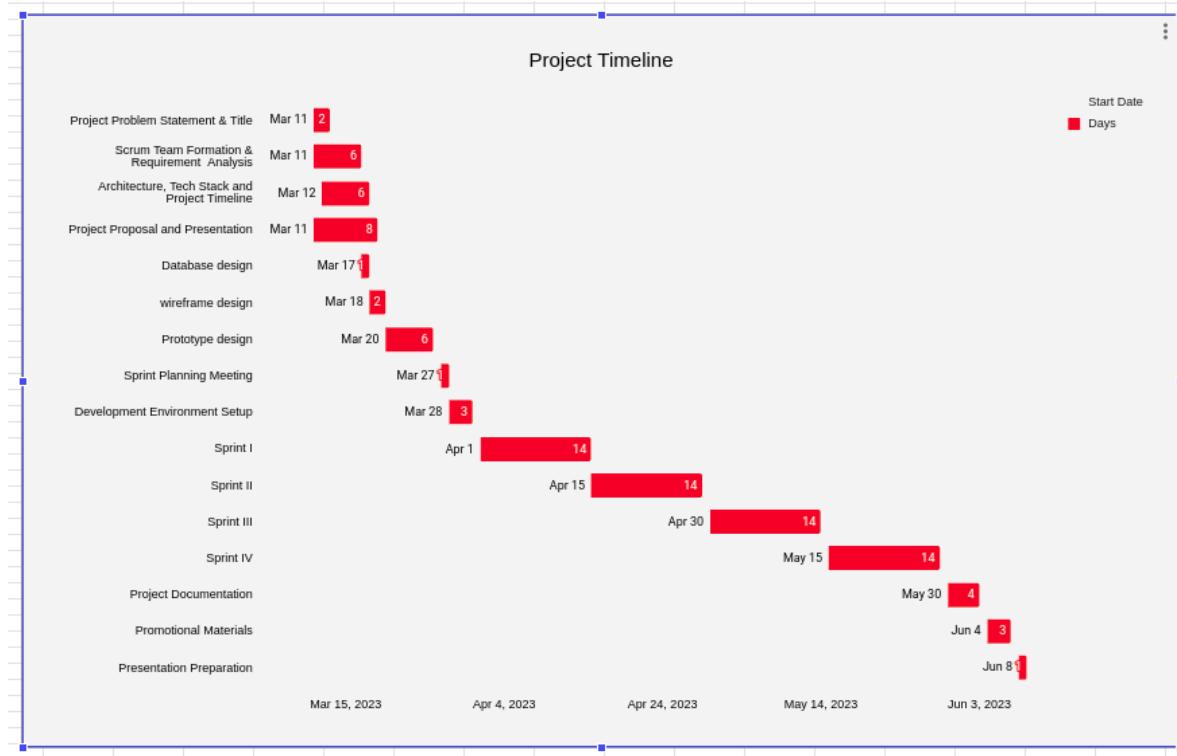


Figure 44: Project Timeline

7. GITLAB LINK

<https://gitlab.com/12190050.gcit/final-year-project.git>

8. PROMOTIONAL VIDEO LINK

https://www.canva.com/design/DAFIOMhRZrM/9oGJ2khQTG53nG-Ru57siA/edit?utm_content=DAFIOMhRZrM&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton

9. POSTER LINK

https://www.canva.com/design/DAFkyLzLZv4/9zeJgtsLc8MAocHguJuZRQ/edit?utm_content=DAFkyLzLZv4&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton

10. DEPLOYMENT LINK

<https://gcit-cca-management-system.onrender.com/>

11. USER'S MANUAL

SINo	User type	Section	Description
1	All users	Accessing the system	To access the GCIT CCA management system, open a web browser and navigate this url (https://gcit-cca-management-system.onrender.com/)
2	All users	Logging In	Upon navigating to the provided URL, you will be directed to the Login page. Enter your user Id and password on the login page, then click the “LogIn” button to access your account.
3	All user	Forget Password	If you have forgotten your password, you can click on the “Forget Your Password?” link and enter your registered email to receive an OTP. You will receive an email containing the OTP code. Enter the OTP code and proceed to fill out the new password and confirm password fields. Finally click on the “Update” button to access your account.
4	Admin	Home Page	Upon logging in, you will be directed to the admin dashboard where it consists of a sidebar menu and header section. The Sidebar menu contains User details such as Staff details and student details, CCA management and logout. Header section contains setting and logout option. From the dashboard, you can easily perform registration, editing and deletion of staff and students. Also you can add CCA points

			based on the role's associated components for students.
4	Admin	Registration of student and staff	To do registration for student and staff, you can click on either “Add individually” or “Bulk Registration” option. For “add individually”, you have to fill out the form manual and on the other hand you can upload a csv file format which contains the personal information of the staff and students.
5	Admin	Viewing the details of students and staff.	You can view the details of students and staff by clicking on the user details sidebar menu having dropdowns as student details and staff details. You can click on the eye icon to view the particular student or staff details.
6	Admin	Edit the details of students and staff	To edit the details of students or staff, first, click on the eye icon which is contained at the last column of particular student details to display their respective details. In the displayed information, you will find an “edit” button. Click on it to make changes to the personal information of the students and staff.
7	Admin	Delete the staff and students	To delete a student or staff, first, click on the eye icon located in the last column of the respective student’s details to display their information. Within the displayed information, you will find a “delete” button. Click on the “delete ” button to remove the student or staff who are not associated with college.

8	Admin	Manage CCA points	Upon clicking on the CCA management sidebar menu, you can view the CCA points based on the roles. You can add CCA points using either the “add individually” or “bulk upload” option. For the “add individually” button, you have to manually fill out the form. On the other hand, you can upload a CSV file format which contains roles, components and points. To edit the CCA points, first click on the pencil icon located in the second last column of the respective CCA points . This will display the form for editing any mistakes. Also, you can delete the CCA point by clicking on the delete icon, which is located in the last row of the respective CCA points.
9	Admin	Viewing event details.	To view the details of the event, first click on the eye icon located in the last column of respective staff details. This will display the personal information of that particular staff and the event list. To view the particular details of a specific event, click on the eye icon located in the last column of respective events.
10	Admin	Pagination and search	You can use a search function to search for particular events or user details. Also, a pagination function is available to view the next page, as there are numerous event request lists and user details.
11	All users	Profile setting	You can change your profile by clicking on your name in the header section. From there, you need to click on the “setting” option, where you can

			change your profile and set a new password by filling out the form , then click on the “ update” button to save the updated information.
12	All users	Logout	To log out of the system, simply click on the “Logout” option, usually located in the sidebar menu.
13	Staff	Home Page	Upon logging in, you will be directed to the staff dashboard where it consists of a sidebar menu and header section. The Sidebar menu contains Request lists such as Event proposal and CCA proposal, user details and logout. Header section contains setting and logout options. From the dashboard, you can easily add new proposals, CCA requests, view students' details and event details.
14	Staff	Proposal new event	To view the details of the event request lists, click on the event proposal dropdown in the sidebar menu. This will display the event list submitted by particular staff. If you want to add a new proposal, you can click on the “Add Proposal” button located at the top of the event request list. This will display the proposal form where you have to fill out the form and attach a pdf file, click on the “Submit Your Proposal” button to successfully submit your proposal.

15	Staff	Proposal for CCA points	To view the details of the CCA request list, click on the ‘Propose CCA’ dropdown drop down in the sidebar menu. This will display the CCA request list, but it only appears on the CCA request page if the Head of school approves the events. To request CCA points, you can submit a CSV file containing student ID, role, and components.
16	Staff	Viewing the events details	To view the details of a specific event, click on the eye icon located in the last column of the respective event request list. When you click on the eye icon, it will display the event details.
17	Staff	Viewing the student details	To view the details of students, you can click on the “user details” sidebar menu. This will display the details of all the students. If you want to view details of a specific student, you have to click on the eye icon located in the last column of the respective students details. This will display the personal information and CCA points of that student.
18	Head of school	Home page	Upon logging in, you will be directed to the Head of School dashboard where it consists of a sidebar menu and header section. The Sidebar menu contains Request lists such as Event proposal and CCA Proposal, User details and

			logout. Header section contains setting and logout option. From the dashboard, you can accept or reject the event proposal and CCA request based on the proposal, as well as view student details and event details.
19	Head of School	Accept or Reject event Proposal	When you click on “Event proposal” in the sidebar menu, it will display the event request list submitted by staff members. To accept or reject an event, click on the eye icon located in the last column of the respective event proposal. Clicking on the eye icon will display the event proposal details, along with two buttons: “Accept” and “Reject”. If you reject the proposal, you need to add a remark explaining why you are rejecting that event, then click on the “send” button to successfully reject or accept the event.
20	Head of School	Accept or Reject CCA proposal	When you click on “CCA proposal” in the sidebar menu, it will display the CCA request list submitted by staff members. To accept or reject a CCA request, click on the eye icon located in the last column of the respective CCA proposal. Clicking on the eye icon will display the CCA proposal details, along with two buttons: “Accept” and “Reject”. If you reject the proposal, you need to add a remark explaining why you are rejecting that CCA request, then click on the “send” button to successfully reject

			or accept the CCA request.
21	Head of School	Viewing the event details	To view the details of events, click on the eye icon located in the last column of the respective event request. This will display the event details and the attached pdf file.
22	Head of School	Viewing the details of students.	To view the details of students, you can click on the “user details” sidebar menu. This will display the details of all the students. If you want to view details of a specific student, you have to click on the eye icon located in the last column of the respective students details. This will display the personal information and CCA points of that student.
23	Student	Home page	Upon logging in, you will be directed to the Student dashboard where it consists of a sidebar menu and header section. The Sidebar menu contains User details, CCA and logout. Header section contains setting and logout option. From the dashboard, you can view awards such as silver, gold and platinum along with a pic graph. Pic graph indicates the total points she/he obtained till now.
24	Student	Viewing CCA	When you click on the CCA sidebar menu, it displays the CCA points details based on the role

			played by the individual in a particular event.
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THANK YOU