ERP BASED SYSTEM FOR TEACHING LEARNING AND ASSESSMENT



FACULTY USER MANUAL

Prepared By

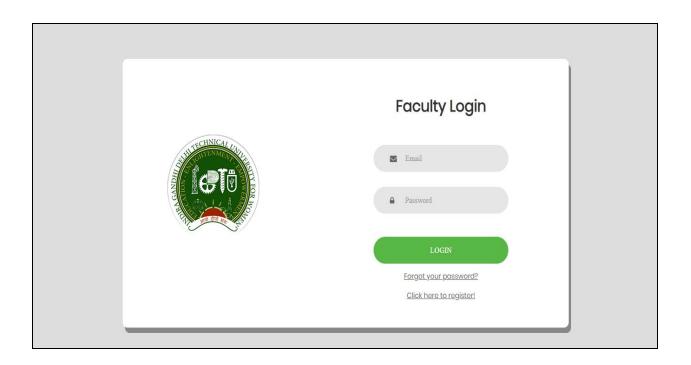
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Step 1: This is the common login page. To login as a faculty, click on **Login as faculty** button.

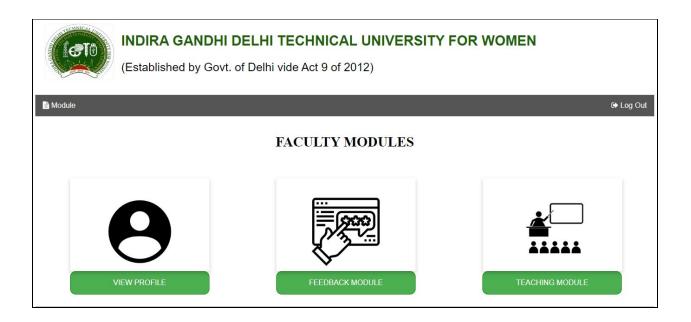
Link: http://www.mobileeducationkit.net/Exam



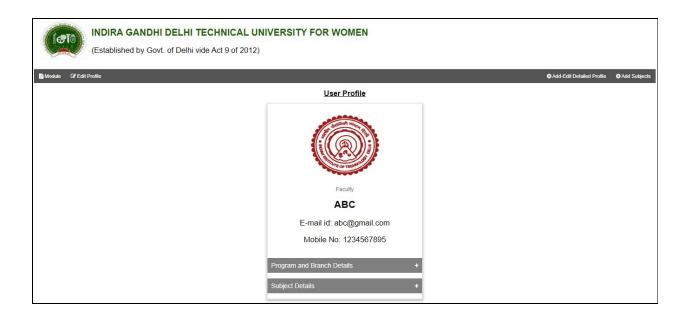
Step 2: After that the faculty login page will open up. Enter your email and password to login into the system. If you haven't registered yet, then click on the **Click here to register** button .After clicking it, you will be directed to the registration page. In case you have forgotten your password, click on **Forgot your password** button to reset the password.



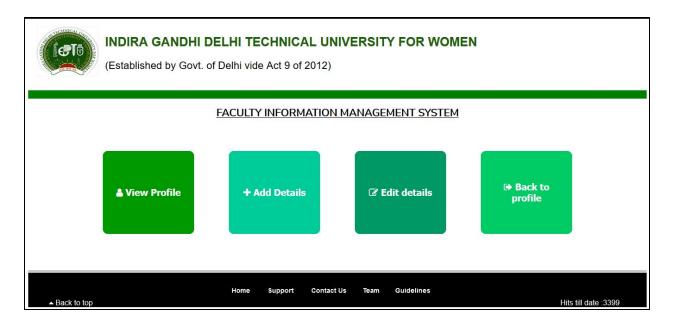
Step 3: After you have successfully logged in , faculty modules page will open up .It contains three options .First one is **View Profile** , second is **Feedback Module** and the third one is **Learning Module**. Click on the suitable option which you want to use.



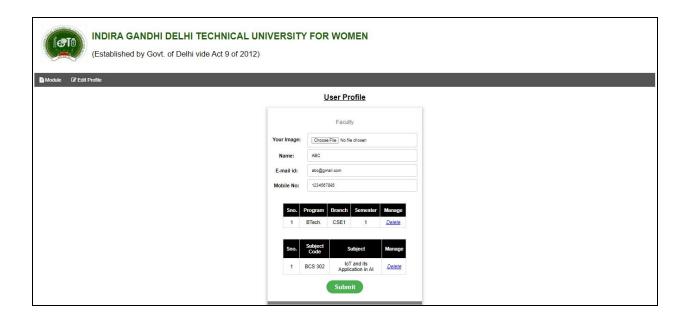
Step 4: After clicking on the view profile option you can **view your profile** details which you filled during the registration process. The profile contains the email id, mobile number. It also mentions the program, branch. semester which the faculty(you) is teaching. In addition to that, the profile will also mention the details of the subjects being taught.



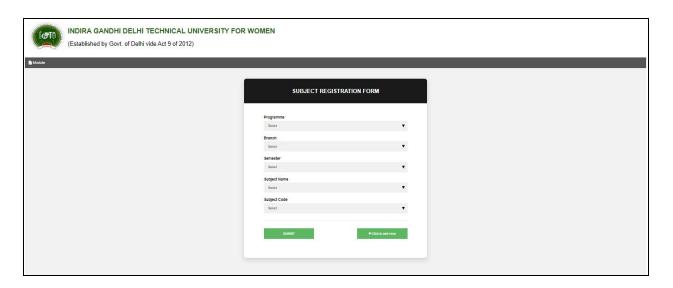
Step 5: To Add and edit your profile details click on the Add Details and Edit details option.



Step 6: To edit your profile details click on the **Edit Profile** option in the navbar.It will open the edit profile page where you will get the provision to edit your profile details.Click on the submit button after editing the details.You will be logged out for the changes to be effective.



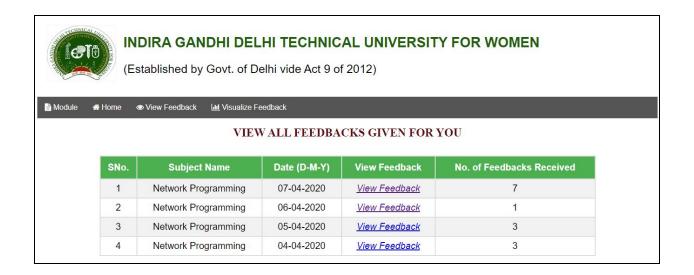
Step 7: To register the subjects being taught click on the **Add Subjects** option in the navbar. Using the subject registration form, the subjects can be registered. Click on the submit button to **submit** the details. If you want to add more subjects then you must click on **Click to add more** button.



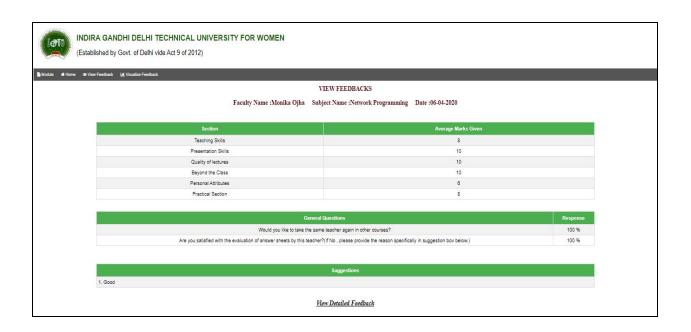
Step 8: If you select the **Feedback Module** option on the faculty module page , you will be navigated to the feedback module home page.



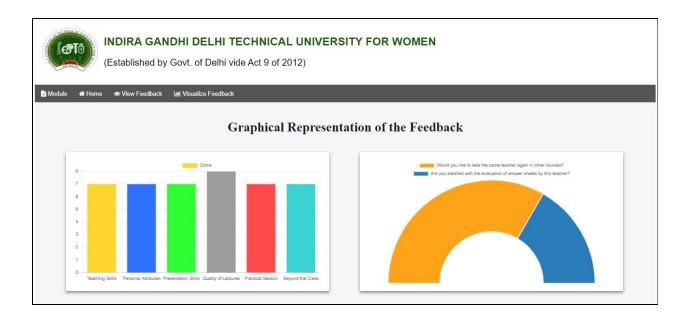
Step 9: Once you click on the **View Feedback** option in the navbar, you can see the list of all the feedbacks given for you. The date of the feedback along with the subject is also mentioned. You can click on the view feedback link to see the feedback.



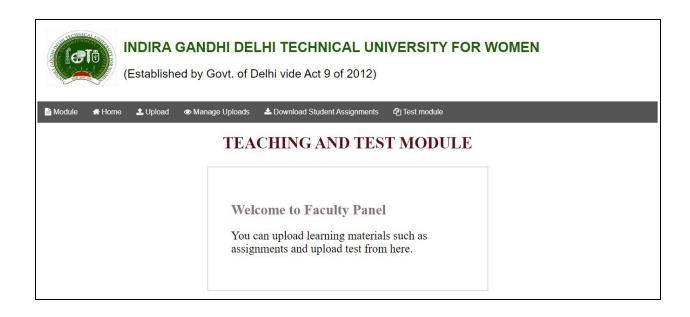
Step 10: Here you can see the **feedback score** out of 10 along with the response to General Questions. Click on **View Detailed Feedback** to see average feedback for each question in the feedback form.



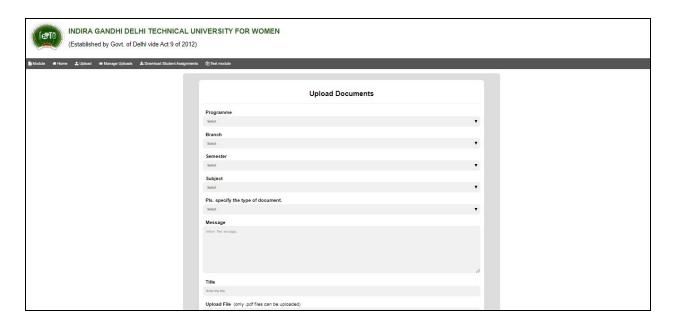
Step 11: The system also provides a feature to **Graphically Visualize** the cumulative feedback provided for the faculty. The scores can be seen by hovering on the graph.



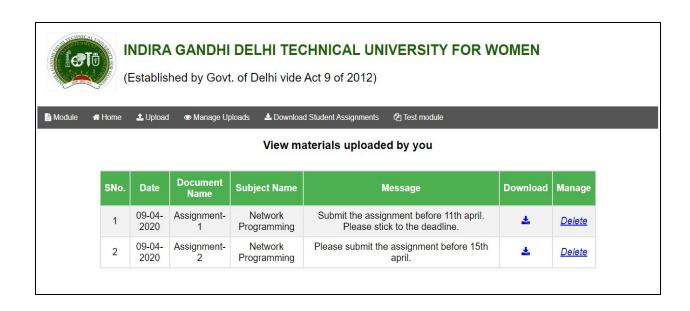
Step 12: After selecting the teaching module option on the faculty module page, you will be directed to the homepage of the **Teaching and Test module**. Here you can see various options in the navbar.



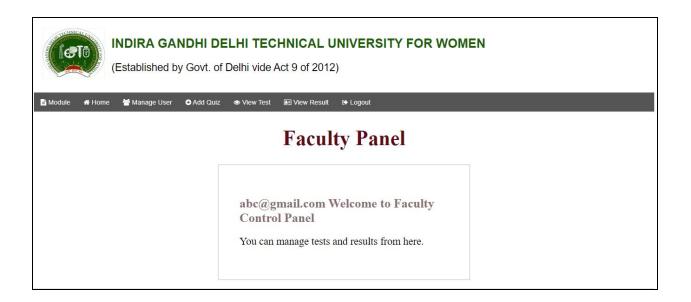
Step 13: After clicking on the **Upload** button in the navbar , you will be directed to this page where you can upload the document(in pdf format only) for the students. The document can be any learning material, notice, notes, assignment etc.



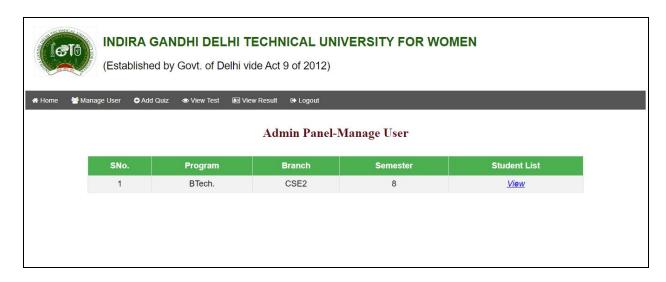
Step 14: After clicking on the **Manage Uploads** button in the navbar , you will be directed to this page where you can see all the documents uploaded by you along with the date , document name , subject name , message etc. **Click on the download button** to download that document and can be able to delete the document by clicking on delete.



Step 15: After clicking on the **Test module** option in the navbar , you will be directed to the home page of the test module. In this module you can manage student details, add quiz, view test added by you and can be able to see the result of the student.

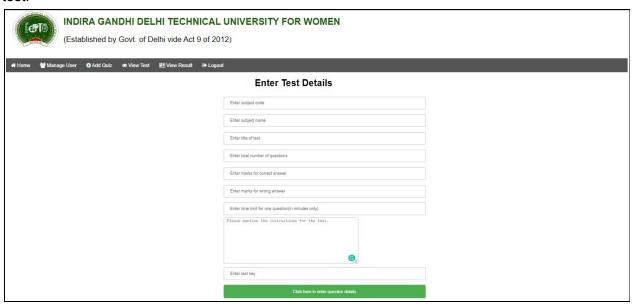


Step 16: After clicking on the **Manage User** in the navbar , you will be directed to this page where you can see details of all the students branchwise.

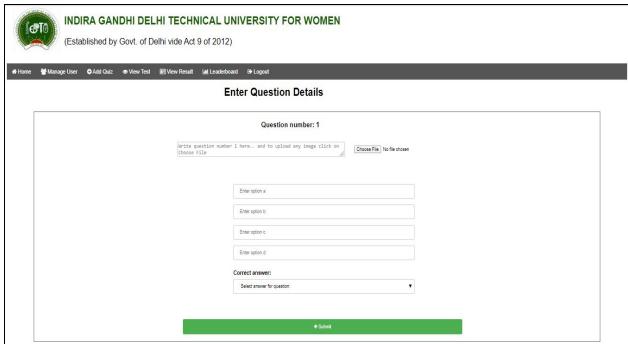


Step 17: After selecting on the **Add Quiz** option in the navbar, you will be directed to this page where you can add a new test. Here you need to add details related to the test like test name, subject name, number of questions, time limit etc.

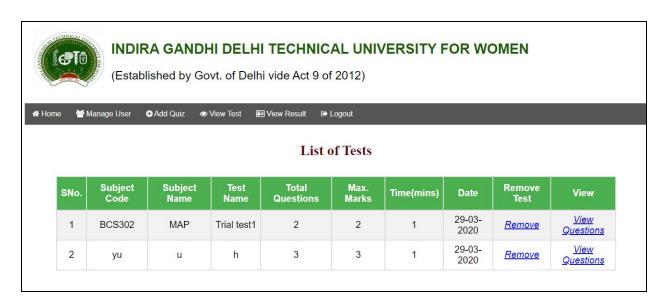
Here faculty need to add the test pass-key which will be given to students before starting the test.



Step 18: After the Add Quiz page, faculty will be redirected to the page below **Edit Question Details**, where they have to enter the question, options and the correct answer to the question. Faculty can also add image for the question through the choose file button. All the questions in the test will be added one-by-one.



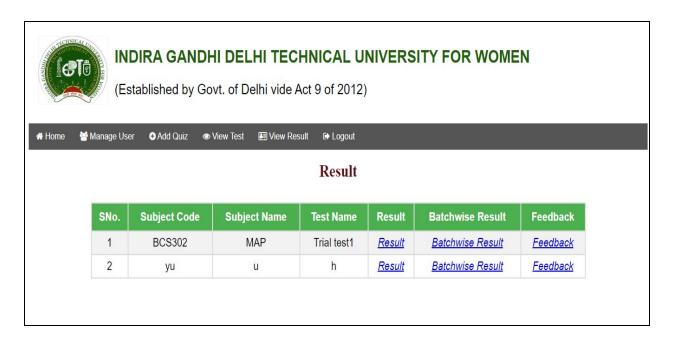
Step 19: After selecting the **View Test** option in the navbar, you will be directed to this page where you can see details of all the test added by you.



Step 20: After clicking on the **View Questions** option in the view test page, you will be directed to this page where you can see all the questions in a particular test. Here you can edit the question as well as delete it.



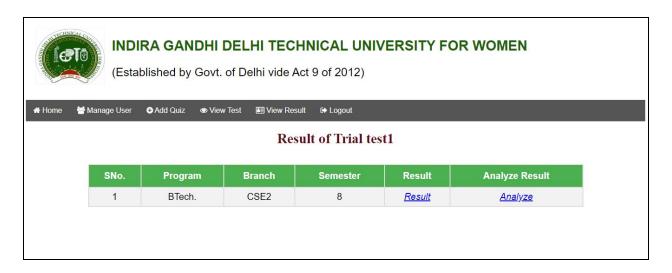
Step 21: After selecting on the **View Result** option in the navbar, you will be directed to this page where you can see the result of all the tests conducted by you. Results can be seen batchwise and feedback for the test is also available at feedback button.



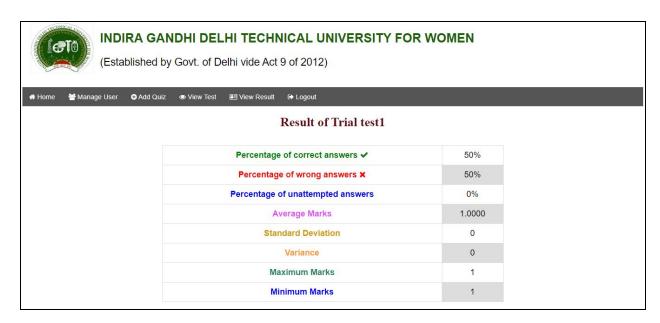
Step 22: After clicking the result tab on the **view result** page, you will see the below page where you can see details of all the students along with their responses. Faculty can also download the result of this test in the pdf format by clicking **Download PDF** button.



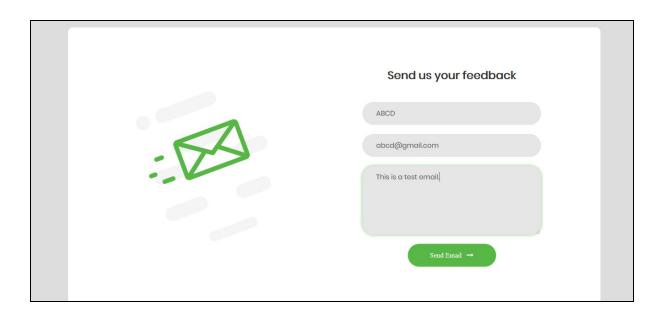
Step 23: After selecting the **batch wise result** tab on the view result page, you will see the below page where you can see details of all the batches along with their result. Faculty can also analyze the test result by clicking on the **Analyze button**.



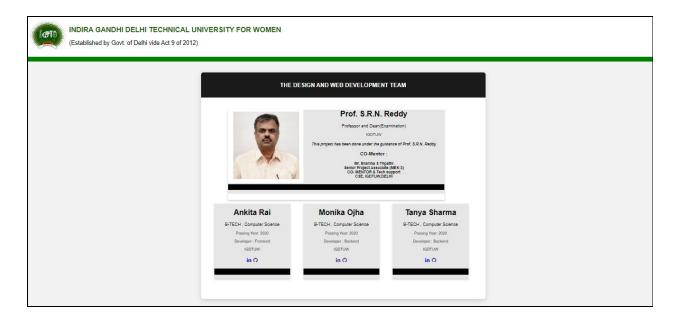
Step 24: By clicking the Analyze tab on the view batch wise result page, you will see the below page where you can see **analyzed details** related to the test.



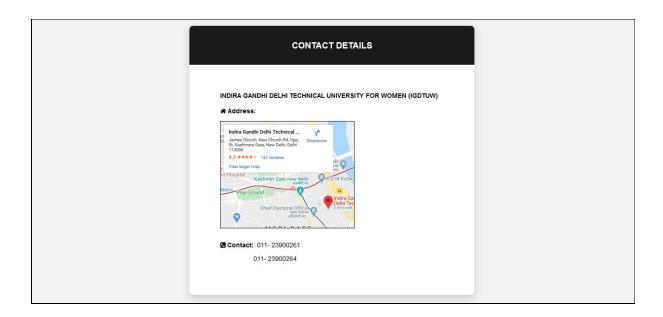
Step 25: There are various options in the footer , one of them is **Support** . This option enables you to send feedback anytime about any technical problem that you are facing with the system. Enter your name , email and the feedback that you want to send and then click the Send Email button.



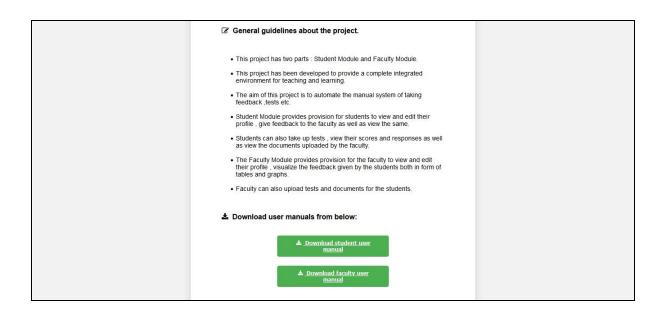
Step 26: Another option in the footer is the **Team page** showing the details about the guide , co-mentor and the team members.



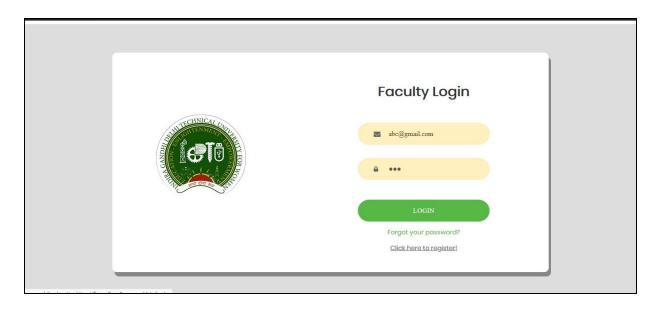
Step 27: Next option in the footer is **Contact details** where you can find the contact details as well as the map of the IGDTUW.



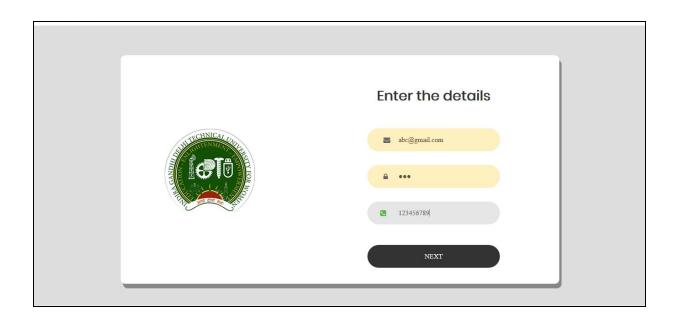
Step 28: Another option in the footer is **Guidelines** where you can see the general guidelines about the project as well as the option to download the user manual.



Step 29: In case you forgot your password then click on the **Forgot your password** link to reset your password .



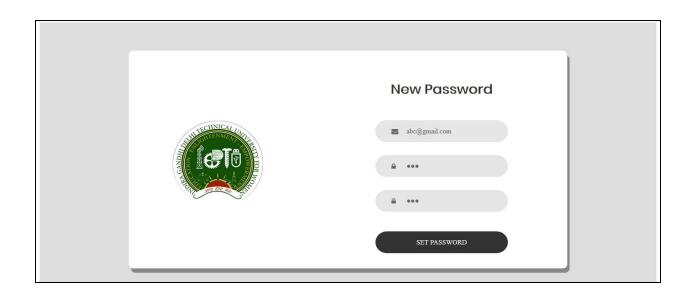
Step 30: After this you will get a page where you have to enter your details such as your email id, the last password you remember as well as your phone number. Then click the **NEXT** button.



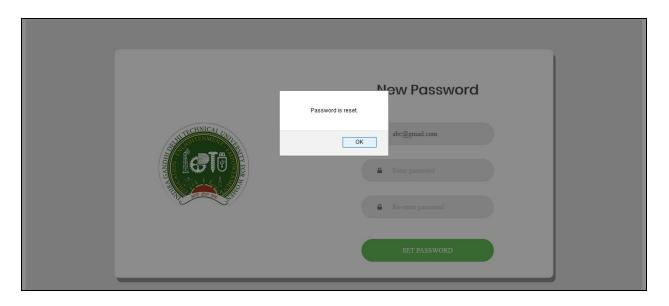
Step 31: You can reset your password by answering the security question.



Step 32: After answering the security question correctly, you need to enter your email id and the new password. Then click on the set password button to set your new password.



Step 33: Your password is reset!



Step 34: On clicking the logout option you will be successfully logged out of the system and the below page will appear . This page contains **Click here** to login link which can be clicked to login again.

