

LIFE SKILLS EDUCATION SYSTEM

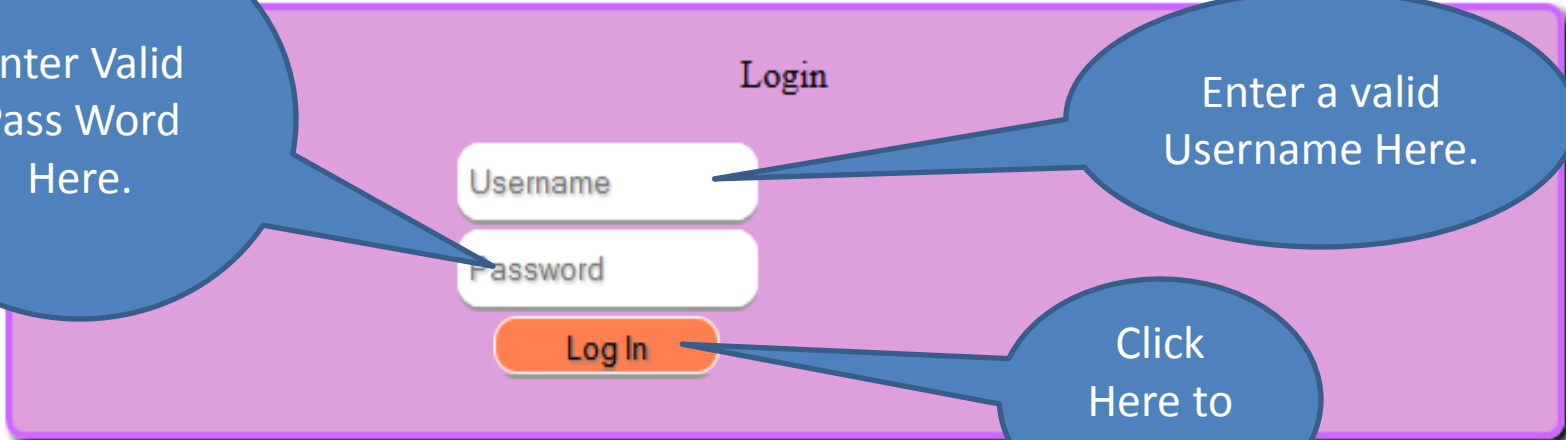
This is the system used to manage life skill education Data.

This system Has three Types of users:

- i.* Clerks.**
- ii.* Administrators.**
- iii.* Guests.**

LIFE SKILLS EDUCATION SYSTEM

All the LSE System users should log in here.
For any LSE Resource to be accessed, the
user **MUST** log in.



The diagram shows a login interface on a purple background. At the top center is the word "Login". Below it are two white input fields: "Username" and "Password". At the bottom is an orange "Log In" button. Three blue callout bubbles provide instructions: one points to the Password field saying "Enter Valid Pass Word Here.", another points to the Username field saying "Enter a valid Username Here.", and a third points to the Log In button saying "Click Here to log in."

Enter Valid Pass Word Here.

Enter a valid Username Here.

Click Here to log in.

Login

Username

Password

Log In

LSE SYSTEM HELP.

The LSE System has two forms of help.

/ Help per page.

// Overall Help.

Help per page provides Help based on the current page the use is viewing.

Overall Help Provides Help for the whole system.

LSE SYSTEM HELP.

HELP PER PAGE



If the user clicks on this image, a pop up will appear explaining what the user should do in that page, This help is specific for each and every page.

OVERALL HELP

Help

If the user clicks on this link within the menu, He/she will be directed to another page which will give the use all the information as to how the LSE System should be used.

HOW TO USE LSE - CLERKS

Here is the Simple procedure on how clerks should use LSE:

- 1. Check the existence of the nearest Health Facility. If It does not exist register the facility.**
- 2. Check the existence of a teacher, if he/she does not exist register him/her or edit to add other classes he/she is teaching.**

HOW TO USE LSE - CLERKS

3. Add Students to that class.

4. Mark Attendance for each topic as indicated.

5. If the attendance for the specific topic has been marked, the clerk can edit its attendance.

HOW TO USE LSE - CLERKS

STEP 3:
Manage
teachers, add
and edit their
details.

Manage Teachers

STEP 5: Mark or edit
the students'
attendance for a
given topic.

Students Attendance

STEP 2: Add or edit
health facilities

Healthy Facility

STEP 4: Add students
to the system or edit
students' details .
The details can only
be edited if the
student already exist
in the system

Manage Students

STEP 1. Add
topics to a
given
curriculum per
class. THIS IS
ALREADY
DONE.

Curriculum

Click Here
for overall
Help.

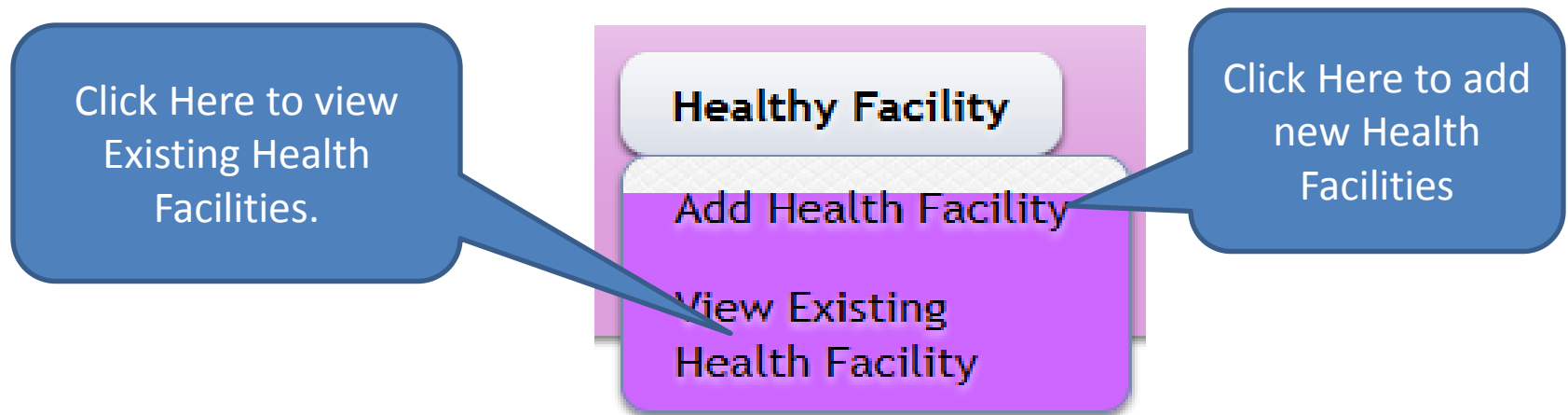
Help

STEP 6:After
completing
using the
system, click
here

logout

HEALTH FACILITY

Within this, the clerk can add health facilities or he/she can view the existing Health Facilities.



ADD HEALTH FACILITY

Within this page, the clerk selects the county and the district where he/she wants to register health facilities as shown.

The image shows a screenshot of a web form titled "ADD HEALTH FACILITY". The form is set against a light purple background and contains the following elements:

- A label "County*" above a dropdown menu labeled "Choose County".
- A label "District*" above a dropdown menu labeled "Choose District".
- A "Next" button at the bottom.

Three blue callout boxes provide instructions:

- A callout pointing to the "Choose County" dropdown: "Choose the county by clicking here."
- A callout pointing to the "Choose District" dropdown: "Choose the district by also clicking here"
- A callout pointing to the "Next" button: "Click Here to move to registration page."

ADD HEALTH FACILITY

The health facility enterer here belong to the district selected in the prior page. Register at least 1 and at most 15 health facilities on this page.

Enter Health Facility Name	Enter Health Facility Name	Enter Health Facility Name
Enter Health Facility Name	Enter Health Facility Name	Enter Health Facility Name
Enter Health Facility Name	Enter Health Facility Name	Enter Health Facility Name
Enter Health Facility Name	Enter Health Facility Name	Enter Health Facility Name
Enter Health Facility Name	Enter Health Facility Name	Enter Health Facility Name
Save		

Enter Health facility Name here.

Click Here to save details.

VIEW EXISTING HEALTH FACILITY

You can search for an existing health facility here, You either need to enter health facility name, choose a county, choose a district. Either 1,2 or all of the categories listed above.

The image shows a search form for existing health facilities. The form is a horizontal bar with a light purple background. It contains four input fields: a text box for the facility name, a dropdown menu for the county, another dropdown menu for the district, and a search button. A blue callout bubble points to the name input field, another points to the county dropdown, a third points to the district dropdown, and a fourth points to the search button. A black circle with a white question mark is located to the right of the search button.

Enter full Name Here

Choose County to view Health Facilities

Click Here to view Health facilities

Enter Health Facility Name

Choose County ▼

Choose District ▼

Search... ?

Choose the district Here

MANAGE TEACHERS

Within this, one can be able to add new teachers to the system or he/she can be able to edit existing teachers details.

Click Here to
edit Existing
Teacher's
details

Manage Teachers

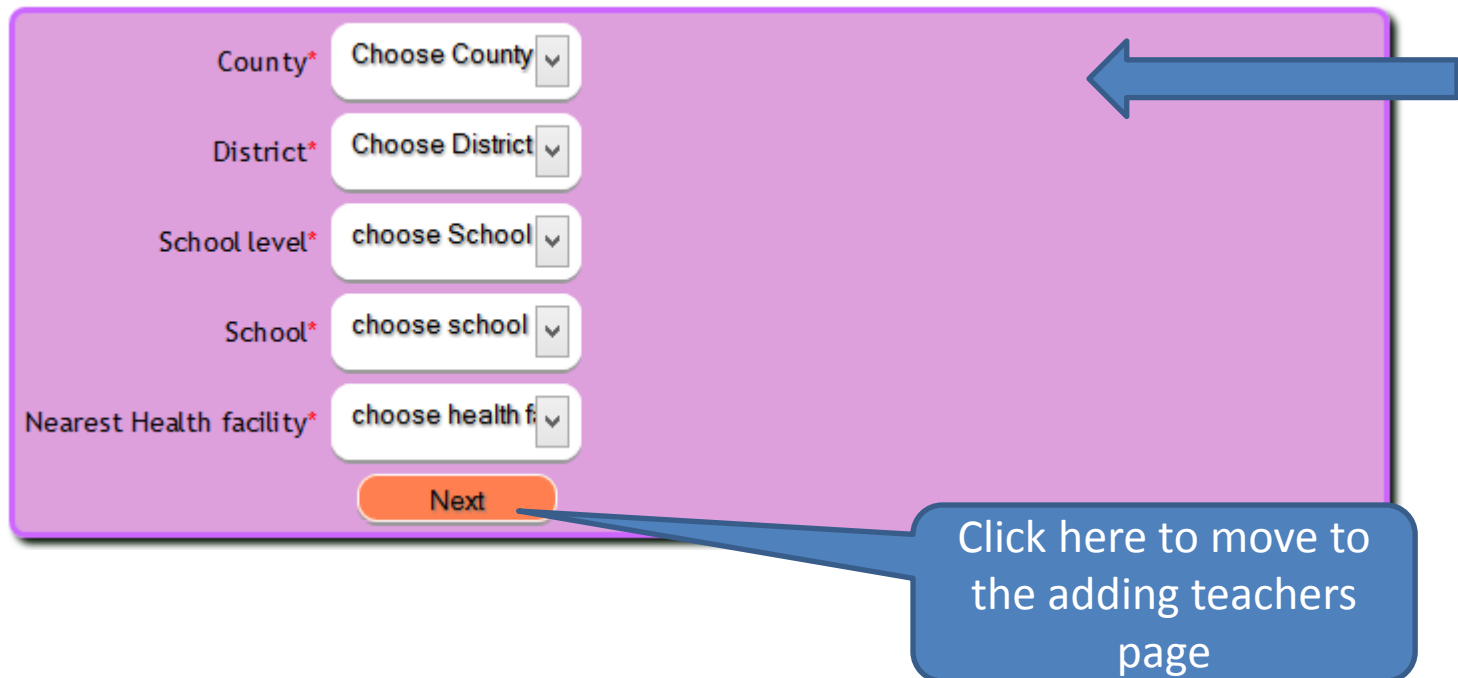
Add Teacher

Edit Teacher

Click here to add
new teachers to
the system.

ADD TEACHERS

Details are selected in the order shown. Usually the nearest health facility to the school is chosen and the clerk clicks next. The arrow shows the steps..



The form is set against a light purple background. It contains five dropdown menus arranged vertically on the left side, each with a red asterisk indicating a required field. The dropdowns are labeled: 'County*', 'District*', 'School level*', 'School*', and 'Nearest Health facility*'. The first three dropdowns have the text 'Choose County', 'Choose District', and 'choose School' respectively. The last two have 'choose school' and 'choose health f'. To the right of these dropdowns is a large, light blue arrow pointing to the left, indicating a sequence of steps. Below the dropdowns is an orange 'Next' button. A blue callout bubble points to the 'Next' button with the text: 'Click here to move to the adding teachers page'.

County* Choose County ▼

District* Choose District ▼

School level* choose School ▼

School* choose school ▼

Nearest Health facility* choose health f ▼

Next

Click here to move to the adding teachers page

ADD TEACHERS

On this Page The information should be entered as per each row's explanation. All this teachers belong to the school you had earlier selected

Select the classes the teacher is currently teaching. Press and hold CTRL Button to select more than one class

Enter teacher's middle name(optional)

Enter teacher's phone number. Must be 10 digits

If teacher was cascaded, select the name of the teacher who cascaded him/her

	First Name*	middle Name	Last Name	Phone Number*	Trained by	Choose trainer
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	trained by <input type="text"/>	select name <input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	trained by <input type="text"/>	select name <input type="text"/>

Enter Teacher's first name

Enter teacher's last name

Choose the trainer of this teacher.

ADD TEACHERS

Cascaded means the teacher was taught about life skill education by a fellow teacher.

The arrow on the previous slide shows how the information should be filled per row. After entering all the information, press on the save button shown below.



EDIT TEACHER




The clerk can search for a teacher whom he/she want to edit his/her details or can transfer the teacher from one school to another.


Enter the teacher's sur/last name

Click Here to choose the school the teacher is teaching

Click here to choose the teacher's phone number

Click Here to search for a teacher

Sur Name	Choose School 	Choose Phone no 	Search... 
----------	---	---	---

First name	Middle Name	Last Name	Phone Number	School Name	Classes	Health Facility	Edit/Transfer Teacher 	
Gladys	Murugi	maingi	0728988600	Bondeni Primary School	1,	Njoro Healthy Facility	Edit	Transfer
joy	gori	aluodo	0724277807	Heshima Primary School	8,	Njoro Healthy Facility	Edit	Transfer

Click here to edit details

Click here to transfer teacher

EDIT TEACHER DETAILS

The form is titled "EDIT TEACHER DETAILS" and is set against a light purple background. It contains several input fields and dropdown menus. Callouts with blue arrows point to the text input fields (First name, Middle name, last name, Phone, and Classes teaching) and the "save" button. Another callout points to the "Select classes" dropdown menu.

First name*	Gladys	
Middle name	Murugi	
last name*	maingi	
Phone *	0728988600	
School name*	Bondeni Primary Schoi	choose school ▼
Classes teaching*	1.	Select classes std 1 ▲
Nearest Health Facility*	Njoro Healthy Facility	choose health f ▼

save

Each of this details can be edited by clicking and entering the right data.

Press and hold CTRL to select more than one classes

Click here to save details.

TRANSFER TEACHER.

Never Confuse This Page with the previous page, they look alike but differ in functionality.

The form is titled "TRANSFER TEACHER." and is used to transfer a teacher to a new school. It contains the following fields and controls:

- First name:** Gladys
- Middle name:** Murugi
- last name:** maingi
- Phone:** 0728988600
- School name*:** Bondeni Primary Scho
- Classes teaching*:** 1.
- Nearest Health Facility*:** Njoro Healthy Facility

There are three callouts explaining the functionality of the form:

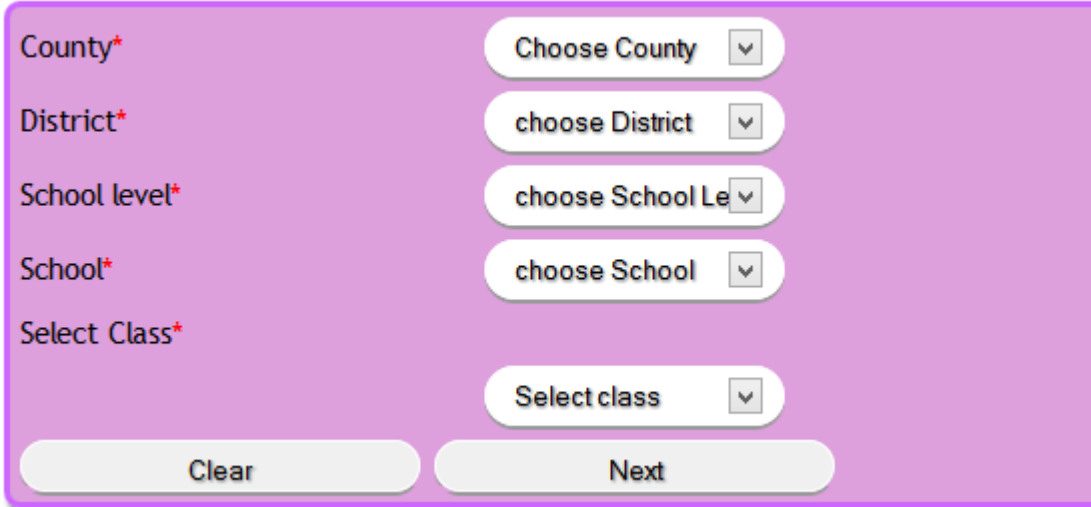
- Click Here to Choose a new school for the teacher, i.e a school where you are transferring this teacher to.** (Points to the "choose school" dropdown menu)
- Click Here to choose the nearest health facility to the school you have already chosen.** (Points to the "choose health f" dropdown menu)
- Click Here to save the details.** (Points to the "save" button)

The form also includes a "Select classes std 1" dropdown menu and a "save" button at the bottom.

ADD STUDENTS.

Here you filter the details down and then select the school and class where you want to add these students.

The students who will be added to the system belongs to the school and class you will select here. The class selected must already have a teacher registered in the system



County* Choose County ▼

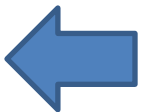
District* choose District ▼

School level* choose School Le ▼

School* choose School ▼

Select Class* Select class ▼

Clear Next



ADD STUDENTS.

Within this page, the clerk can be able to register a maximum of 10 and a minimum of 1 student. After Entering all the details click on Save to save the details. This page displays only two for demonstration purposes.

The form is a table with two rows of input fields. The columns are labeled: No., First name, Middle name, Last name, Gender, and Age. The first row is numbered 1 and the second row is numbered 2. Each row contains input fields for First Name, Middle Name, Last Name, Gender (a dropdown menu labeled 'Choose Sex'), and Age. Callout boxes provide instructions for each field: 'Enter first name' points to the First Name field in row 1; 'Enter middle name(optional.)' points to the Middle Name field in row 1; 'Enter the current student-age' points to the Age field in row 1; 'Enter last name.' points to the Last Name field in row 2; and 'Select student's Gender' points to the Gender dropdown in row 2. A large blue arrow points to the first row of the form.

No.	First name	Middle name	Last name	Gender	Age
1	<input type="text" value="First Name"/>	<input type="text" value="Middle Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="Choose Sex"/>	<input type="text" value="Age"/>
2	<input type="text" value="First Name"/>	<input type="text" value="Middle Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="Choose Sex"/>	<input type="text" value="Age"/>

EDIT STUDENTS.

Enter student's
sur/last name
here to search.

Select School
Here to search
Student

Select class here
to search student

Click Here to
search the
student.

Sur Name Choose School Choose Class Search...

The Clerk Can either **search** or **filter**
to get the student details

Edit Student Details

* indicates must fill fields

County* Choose County

District* choose District

School level* choose School Le

School* choose School

Select Class* Select class

Clear Next

Select the right
details here to
select the class
where a student
whom you want
to edit his/her
details is found.

Click Here to move
to next page.

EDIT STUDENTS.

A list will appear of all the students who have met the condition you used in the previous page.

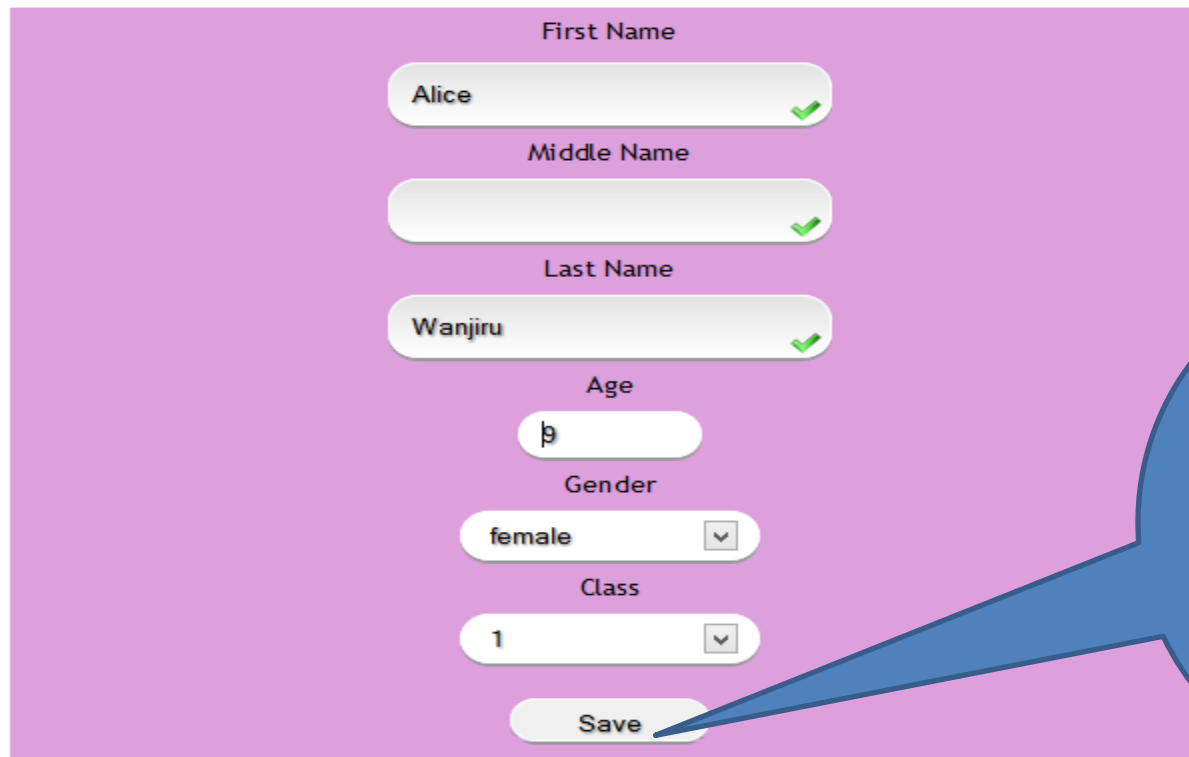
Scroll down the list to get the student whom you want to edit his/her details.

First name	Middle Name	Last Name	Class	School Name	Gender	Age	
Alice		Wanjiru	1	Egerton Primary School	female	9	Edit
Charity		Chebet	1	Egerton Primary School	female	7	Edit

Click here if this is the student whom you want to edit his/her details.

EDIT STUDENTS.

The clerk can be able to edit part of or all the details shown here hence. After editing all the details, click on the save button to save all the edited details.



First Name

Alice ✓

Middle Name

✓

Last Name

Wanjiru ✓

Age

9

Gender

female ▼

Class

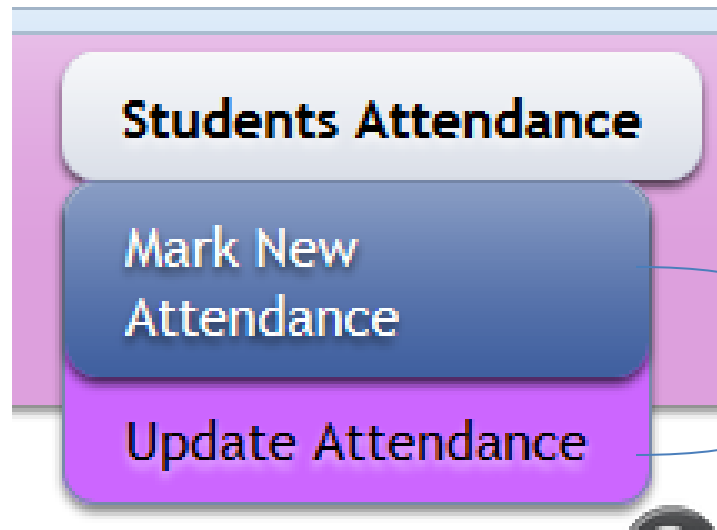
1 ▼

Save

After making all the possible changes, Click here to save all the edited details.

STUDENT ATTENDANCE.

Within this page, you can either mark or edit students' attendance.



Click in any of these links to mark or edit performance.

Marking or editing of the attendance is automatically done by the system.

STUDENT ATTENDANCE.

Within this page the user can either mark or edit the attendance of students in a given topic. If and (added) word is after the topic name, this shows that the attendance for that topic has been marked hence can only be edited.

Click here to move to the either edit page or marking page.

The form is a purple rectangle with white text and dropdown menus. It contains the following fields:

- County*: Choose County (dropdown)
- District*: choose District (dropdown)
- School level*: choose School Le (dropdown)
- School*: choose School (dropdown)
- Select Class*: Select class (dropdown)
- Select Topic*: Select Topic (dropdown)
- Next (button)

On clicking here, if a topic name is appended with (added), this shows that the attendance for this topic has already been marked.

CONTINUED.....

If the attendance for the topic has not been marked, the clerk will be directed to the page for entering start and end date.

If the attendance for the selected topic has been marked, the clerk will be directed to, the clerk will be directed to a page where he/she can be able to select the date to edit the attendance for that topic..

MARK ATTENDANCE- NEW TOPIC REGISTRATION.


Within this page, the clerk is supposed to enter the start and end dates for topic earlier selected. Then the clerk also enters the expected number of lessons for that topic. The format for the dates when selected, is as shown.

The form is titled "MARK ATTENDANCE- NEW TOPIC REGISTRATION." and is set against a light purple background. It contains the following fields and buttons:

- Start Date (mm/dd/year):** A text input field with a blue callout bubble pointing to it that says "Enter the topic's start date."
- End Date (mm/dd/year):** A text input field with a blue callout bubble pointing to it that says "Enter the topic's end date."
- Expected No of Lessons:** A text input field with a red 'X' icon on the right and a blue callout bubble pointing to it that says "Enter the expected number of lessons in this topic".
- Register:** A button at the bottom left with a blue callout bubble pointing to it that says "Click Here to register the topic and move to the attendance marking page".
- Clear:** A button at the bottom right.

MARK ATTENDANCE- STUDENT ATTENDANCE.

This page loads all the students in that school and for that class even though they are of different streams.

First name	Middle Name	Last Name	Gender	Age	Availability (Mark the checkbox if student is present) 	
Melvin		Nasike	female	7	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mary		Nyaruiru	female	7	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

This is a check box,

This shows that the student attended this lesson. To mark absent, un-tick/uncheck this by clicking on the respectful checkbox.

EDIT ATTENDANCE- SELECT EDIT DATE

Here the clerk need to select the date which he/she needs to edit the topic's attendance.

The image shows a software interface for editing attendance. It features a light purple rectangular box containing the following elements:

- The text "Select Date to Edit." in a dark font.
- A white button with rounded corners labeled "Choose Date" and a small downward-pointing arrow on its right side.
- A white button with rounded corners labeled "Edit Register" positioned below the "Choose Date" button.

Two blue speech bubbles provide instructions:

- A bubble pointing to the "Edit Register" button contains the text: "Click Here to move to the edit page".
- A bubble pointing to the "Choose Date" button contains the text: "Click here to choose the date within which you want to edit topic's register attendance."

EDIT ATTENDANCE- EDIT PAGE

This page will display the attendance for this topic as it was marked.

Click Here if the student was absent for this lesson

This shows that the student was present,

Neema		nasambu	female	8	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jackline		Moraa	female	10	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
glorious		Chepkemoi	female	8	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Click Here if the student was present

This shows that the student was absent

LSE ADMINISTRATOR.

The Core Functions of the LSE Administrator is to:

- i.* Manage clerks.**
- ii.* Manage Deletes.**
- iii.* Manage system usage.**
- iv.* Generate and view Reports.**

LSE ADMINISTRATOR-MENU

When a mouse is moved over any of the following menu items, a sub-menu appears.

Put a mouse over Here to generate Reports

Put a mouse over Here to add, edit or delete clerks

Put a mouse over Here to view System Reports

After Using the System, Click Here to Log out.

Reports

MGT

Manage Clerks

Manage Deletes

MGT Reports

Help

logout

To be used by the developer.

Put a mouse over here to delete clerks, delete students and also delete teachers from the system.

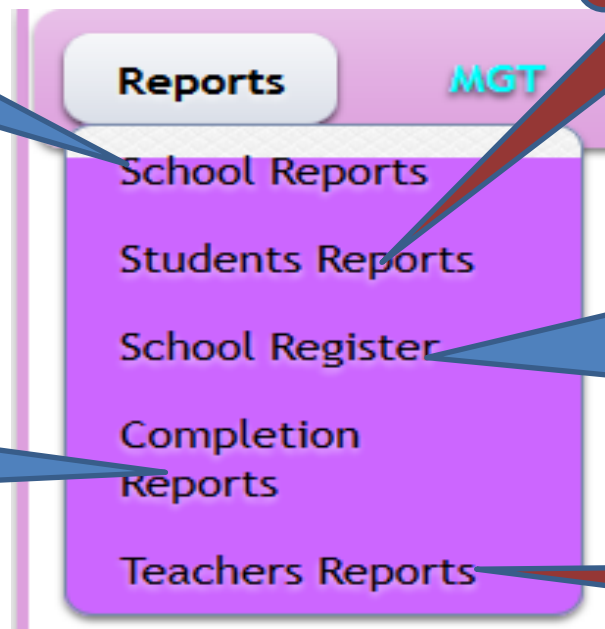
Click Here to View All the System Help.

REPORTS

When a mouse is moved over the reports button, the following sub-menu appears.

Click Here to
Generate School
Reports.

Click Here to
generate Students'
completion reports



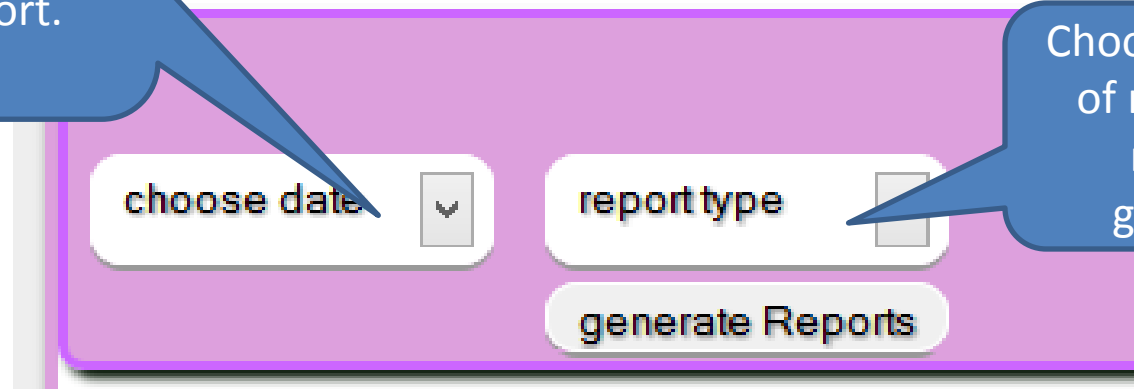
No Reports
Yet.

Click Here to
generate
school
register

No Reports
Yet.

SCHOOL REPORTS

Choose The duration within which you need to create a report.



choose date ▼

report type ▼

generate Reports

Choose the type of report you need to generate.

After Selecting the right details, you press generate reports button to generate the report.

Note: Not all the reports are available currently.

SCHOOL REGISTER.

The School register is an excel report with school and students for all classes details and spaces for marking the attendance.

County* Choose County ▼

District* choose District ▼

School level* choose School Le ▼

School* choose School ▼

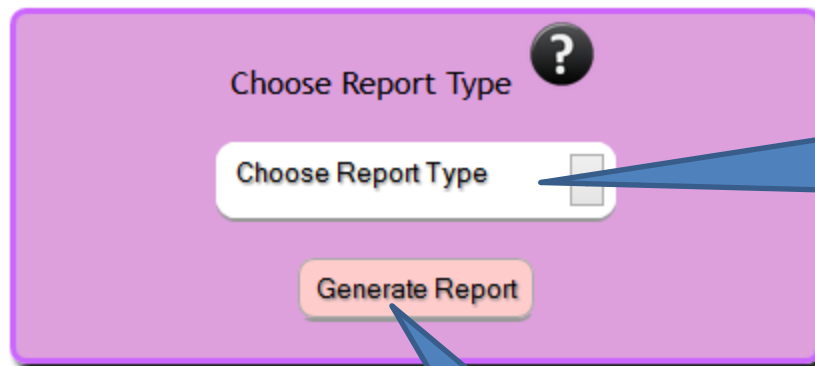
Generate Register

Select this details correctly.

Choose the school which you need to create its register.

LSE COMPLETION REPORTS

Select the type of report that you need to create and then press Generate Report Button.



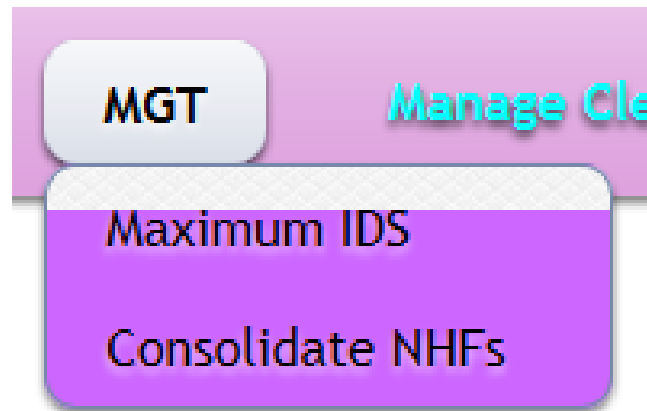
The screenshot shows a purple rectangular interface. At the top, it says "Choose Report Type" next to a black circle containing a white question mark. Below this is a white dropdown menu with the text "Choose Report Type" and a small square icon to its right. At the bottom of the purple box is an orange button with the text "Generate Report".

Click here to choose the type of report you need to generate.

Click Here to generate a report.

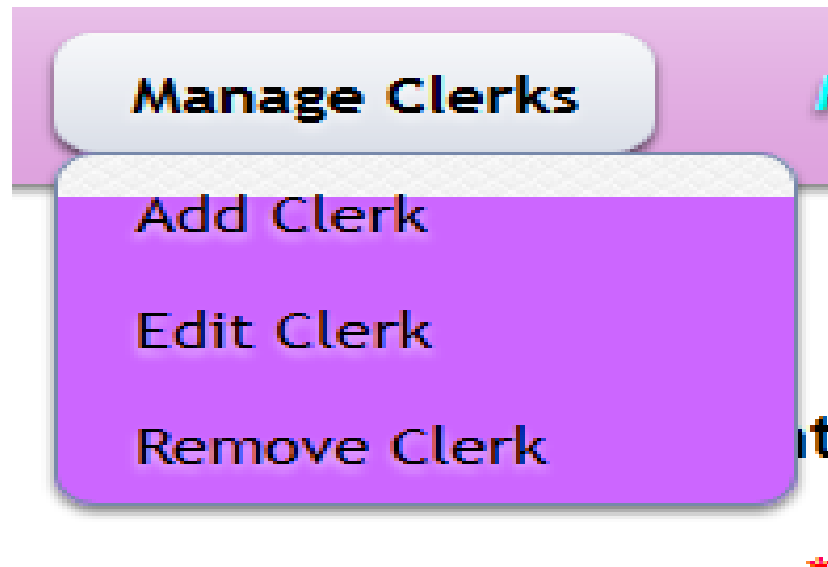
MGT-CONSOLIDATE NHFS.

As explained earlier, this part is essential for management. After all the entries have been made, click [Here](#) to associate the health facilities to the schools.



MANAGE CLERKS.

Within this page, the LSE System Administrator can be able to manage clerks. i.e. Add new clerks, edit existing clerks details, or delete clerks.



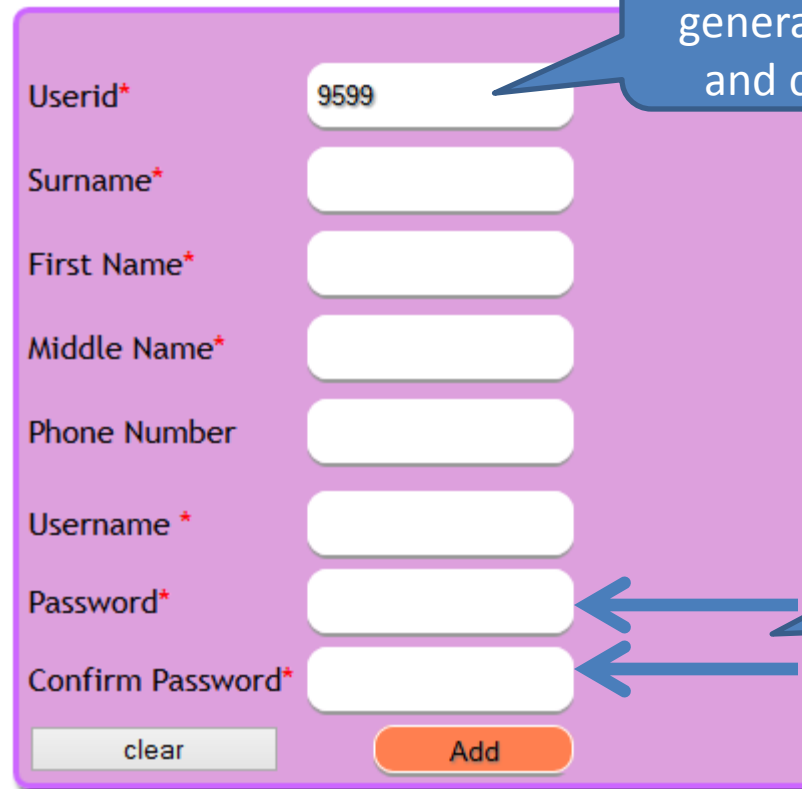
ADD CLERKS.

Enter all the required details to register a new clerk to the system. The user id is automatically generated by the system

Userid*	<input type="text" value="9599"/>
Surname*	<input type="text"/>
First Name*	<input type="text"/>
Middle Name*	<input type="text"/>
Phone Number	<input type="text"/>
Username *	<input type="text"/>
Password*	<input type="password"/>
Confirm Password*	<input type="password"/>
<input type="button" value="clear"/>	<input type="button" value="Add"/>

ADD CLERKS.

Enter all the required details to register a new clerk to the system. The user id is automatically generated by the system.



A registration form with a light purple background. It contains the following fields and controls:


- Userid***: A text input field containing the value "9599".
- Surname***: An empty text input field.
- First Name***: An empty text input field.
- Middle Name***: An empty text input field.
- Phone Number**: An empty text input field.
- Username ***: An empty text input field.
- Password***: An empty text input field.
- Confirm Password***: An empty text input field.
- clear**: A light gray button at the bottom left.
- Add**: An orange button at the bottom right.

This User id is auto generated by the system and cannot be edited.

These two **MUST** be the same

EDIT CLERK DETAILS.

Across the row are details for each clerk who exist in the system. Click on the edit button to edit this clerk's details.

No.	First Name	Middle name	Last name	Username	Phone no	Edit
1	Hillary	Kiprop	Cheserek	Chesehill	0720228448	

If this is the clerk
whom you want to
edit his/her details,
Click Here

EDIT CLERKS DETAILS

The administrator can edit any of the clerk's details and then click save button to save the edited details....

First Name	Middle name	Last name	Username	Phone no	Edit
Hillary	Kiprop	Chesere	Chesehi	0720228	Save

Click Here to save
the details

DELETE CLERK.




Don't ever delete the clerks from the system, if there is a paramount reason to delete them from the database, click on the delete button shown.

No.	First Name	Middle name	Last name	Username	Phone no	Delete
1	Hillary	Kiprop	Cheserek	Chesehill	0720228448	
2	Dickson	Moseti	Mochabo	mosetie	0729314105	

Click Here to delete
this clerk.

DELETE TEACHER.

Don't ever delete the students from the system, if there is a paramount reason to delete them from the database, click on the delete button shown.

First name	Middle Name	Last Name	Phone Number	School Name	Classes	Health Facility	Delete 
Gladys	Murugi	maingi	0728988600	Bonden Primary School	1,	Njoro Healthy Facility	
joy	gori	aluodo	0724277807	Heshima Primary School	8,	Njoro Healthy Facility	

Click Here to delete
this teacher.

DELETE STUDENT

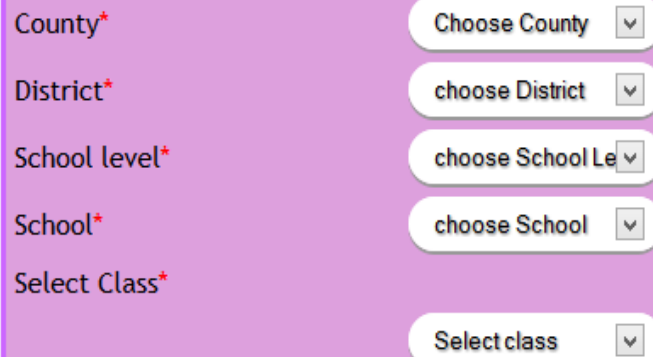
First you can search for the student whom you need to delete.



A horizontal search bar with a purple background. It contains four input fields: 'Sur Name', 'Choose School' (with a dropdown arrow), 'Choose Class' (with a dropdown arrow), and 'Search...' (with a question mark icon).

Remove Student Page

* indicates must fill fields



A form with a purple background for removing a student. It contains five rows of labels and dropdown menus: 'County*' with 'Choose County', 'District*' with 'choose District', 'School level*' with 'choose School Le', 'School*' with 'choose School', and 'Select Class*' with 'Select class'. Each dropdown menu has a small arrow icon.

Clear

Next

Select the details appropriately and then click here to search.

Filter the details appropriately and then click here to view students in the school and class you have chosen.

DELETE STUDENT

Don't ever delete the students from the system, if there is a paramount reason to delete them from the database, click on the delete button shown.

First name	Middle Name	Last Name	Class	School Name	Gender	Age	
Cynthia		Njambi	2	Egerton Primary School	female	7	Delete
Ivy		Atieno	2	Egerton Primary School	female	7	Delete

Click Here to delete
this student.

MGT REPORTS

Click Here to generate an excel report on the total number of students in each school

Click Here to generate an excel report containing all the schools and the classes that are not in the system. The school displayed must at least have one class registered.

Click here to view the total number of entries each clerk has made per day and the aggregate entries up to that day

Click Here to view The LSE System usage. i.e. what each user of the system does and at what time.

MGT Reports

School Totals

Missing Classes

System Usage

Clerk Entries