**Semester:**

We need a system that would be able to create semester name and courses running on each semester. While creating semester plane there are few mandatory fields that are required to input (Semester start date, Semester end date, teaching week, revision week, etc) Submission week will be set by the confirmation of group tutor. Each semester needs to have a unique identification number e.g. plan1.

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Key information to create semester.

Create Semester// this would generate semester plane number

Plan name: //Consider value (plan 1)

Semester:

Start Date:

End Date:

Teaching week start:

Teaching week finish:

Revision week Start

Save

Revision week Finish

**Time Plan:**

This phase would consider time plane name. Example names are am plan, pm plan, early am plan or early pm plan. Values would be 10:00- 13:00, 14:00- 17 for am plan, pm plan.

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Plan name: Time start: Time end:

Save

//use dropdown menu for time selection and allow user to save time plan name.

This time plan name will be used in class plane.

**Class plan:**

Some of the information of this phase would be taken as predefined values. For example semester, course, module name can be selected from the dropdown menu as these information have been provided to the system. User would enter the number of groups in a column as an integer. The system should be able to generate number of boxes with group information to add to the database.

For example there are two groups entered. The system would create two boxes. These pop up boxes would hold information regarding group name, class days, time (here is the time plan), semester plan (semester start date, semester end date, teaching week, revision week and), tutor name, submission date and room number. Please find the demo how this page should look like

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These are predefined values created in semester, semester plan and time plan

Semester //a dropdown menu for created semester

Course //a dropdown menu for created course list of courses added to the semester

Modules //a dropdown menu for created modules list of courses added to the course

Number of groups // integer field to add number of groups

**//** consider number of groups entered as 2 and we would receive a popup box like bellow.

Group name: //text field to enter group name

Class Days: Mon  Tue  Wed  Thus  Fri //Check box

Time plan:  //dropdown menu for time plan (Show value next to it)

Semester plan:  //dropdown menu for Semester plan (Show value)

Time: Start End

Teaching week:

Start date:  // default value

End date: // default value

Revesion week:

Start date: // default value

End date: // default value

Submission date: 

Tutor: 

Room no: // Assigning room number

Group 1

Done

//group 2 box would hold same information and a submit button at the end of these information.

\*\*\* **Additional information**: System must be able to identify the number of total days and classes from the beginning to end of semester. This information should be visible from student profile too. Thus we need to store those data into database system. However, we have to consider UK bank and public holidays. We want to upload an excel files with bank holiday details. More over developer can add another button which would lead user to add bank and public holidays to the system (by clicking days from a calendar). The system would identify those dates and notify the system. Classes on that particular date should be marked as bank or public holiday.

Another key point is to identify each class, description using semester name, class ID and day ID. Particularly day ID can be used to determine total number of classes supposed to take place on a particular date. If this idea is not clear enough do not hesitate to contact Mr Sakib vai.

**Authentication Confirmation and Action:**

Once next button is been clicked the system should be able to generate following information and verify the user that system has received all the necessary information to create class identification. We are expecting that a display would come up with following message.

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**\*Message [Class id successfully created for following/s]**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Class ID** | **Module Name** | **Semester Name** | **Group** | **Action Y/N** |
| Auto generated ID | Business Environment | e.g. SEP 2014 | **A** | **Yes** |
| Auto generated ID | Business Environment | e.g. SEP 2014 | **B** | **No** |
| Continued | Continued | Continued | Continued | Continued |
| Continued | Continued | Continued | Continued | Continued |

Confirm

// by taking action we can make it eligible to assign student. We might create some groups at the beginning and confirm them on later date. Only the confirmed groups would be able to take students with in the system.

**Generating day ID**

While system would generate class ID with the help of dates extracted from class plan, the system would generate a list of information that supposed to look like following

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Class ID: // System generated

Semester //default value from created semester

Course name //Default value from course

Module name //default value from module name

Group // default group name created earlier

Select all

|  |  |  |
| --- | --- | --- |
| Date | Room No | Day ID |
| e.g 12-10-2014 | 7 | System generated |
| e. g 12-10-2014 | 7 | System generated |
| Continued | Continued | Continued |

Save

// Day id will generate and saved on save button. Remakes for class id and day id are to identify each and every class from each and every module. Uses of day id and class id will be explained in another phase.

// we Also need to add and delete option for dates.

**Assigning student:**

The system would be able to look for all the classes using class name as well as class id. More over the system might have selection box to add number of modules form same course.

The interface should look something similar to this.

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**Add Classes**

Semester name: //dropdown menu for semester name

Course name: //dropdown menu for course name

Group name: //Dropdown menu for Class name

**All class information**

|  |  |
| --- | --- |
| **Class Added** | |
| **Class name** | **Class ID** |
| 1.e.g HND in Business | E.g system generated no |
|  |  |

|  |  |
| --- | --- |
| **All Class** | |
| **Class name** | **Class ID** |
| 1.e.g HND in Business | E.g system generated no |
| 1.e.g HND in HM | E.g system generated no |

|  |
| --- |
| Add>> |
| <<remove |

|  |
| --- |
| NEXT |

//added classes will be moved forward to assign student. As a result the system would be assigning a number of students in different modules. The system would show some information like this.

|  |  |  |  |
| --- | --- | --- | --- |
| **Class ID** | **Course** | **Module** | **Group** |
| **Auto generated no** | **BUSINESS** | **OB** | **B** |
| **Auto generated no** | **BUSINESS** | **Skills development** | **B** |

As a result the system would be able to add student into different modules.

**Search student to add to class:**

As we have explained earlier the system we need to assign students to selected class. Now we have to determine how to filter student in order to assign them to a class.

We have considered semester name, student status, student course name would be beneficial to search for student. However searching students with their ID also allows user to add individual student. The interface should look something like this.

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Semester name: //dropdown menu

Student status: //# search from all the students

Course name // student wish to study

ID

|  |
| --- |
| Search |

Select all

|  |  |  |  |
| --- | --- | --- | --- |
| **Id** | **Name** | **Course** | **Status** |
| 100 | X | BUS | XX |
| 101 | X | HM | XX |
| Cons | Cons | Cons | Cons |

|  |
| --- |
| **Save** |

**//**  once save button is been clicked the system would inform that X student is added to Y class.

**Print class routine:**

We would be having class dates from the beginning of the semester. User should enter date; course name, module name, and group name find a class routine. The day id can be used to identify the classes that are supposed to take place on that particular date. The interface should have some information like these.

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Date:

Course:

Module:

Group:

Class ID:

|  |
| --- |
| Search |

Day ID:

// all these fields will be used to search. The result would produce a list of classes according to the search field. In that case the system should look something like this.

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Select all classes

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Serial number | Semester | Course | Modules | groups | Tutor | Time |
| 1 | Sep 2014 | HND BUS | OB | A | X | 10:00-13:00 |
| 2 | Sep 2014 | HND HM | W/F | C | Y | 14:00-1300 |
| 3 | Continuous | Continuous | Continuous | Continuous | Continuous | Continuous |

|  |  |  |  |
| --- | --- | --- | --- |
| Feed attendance | Print | Send Message | Print & Message |

If more than one is selected than the system would disable view and feed attendance option.

// these information can be used in order produce attendance sheets.

We should introduce a column on student table named flag. the students who have flag on their profile will not be visible to the attendance sheet and also sms will not go to the student This flag option can be visible by administrator.

**Attendance data feed:**

While user would enter student attendance the system would generate above information with a submit button. While the form is been submitted all the data should be updated according.

Inter face should be like this.

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Course name: Module name:

|  |
| --- |
| 10:00-13:00 |

Tutor name: Time //as time plan am

Group: room

Semester date:

|  |  |  |  |
| --- | --- | --- | --- |
| ID | Student name | Attendance | Tutor Signature |
|  |  | Present  Left early |  |

|  |
| --- |
| Submit |

Send Absence Notification By email

Send Absence Notification By SMS

\*\*\* Some issues that needs high importance:

Student would be able to see (upcoming classes till end of semester) from their portal. Absent dates should appear on excused page.

Student excuse form and alert management will be described shortly but please find some general ideas about these topic.

**Student excused page:**

Student would be able to see the dates that they have missed to attend. When they would click on that date it should redirect students to another page where he would be able to see the dates and time when he was absent. Absent dates and times can be redirected to have excused form. If a student want to be excused for a particular date or selected dated can be done from here. In this case student would be asked whether these excused are self certified or certified. It is our college policy that we do not approve self certified excuses more than 8 contacts. System should notify user if students excides more than 8 contacts. Moreover student cannot be excused more than 25% of their total class. These information needs to be handel carefully.

**Alert management:**

Systemshould be able to generate a list of students who have missed 4, 8 and 10 continuous contacts. However in that case we need to contact students either sending text messages or emailing to them.