Admin Mock Up

Page 1:

* When admin has logged in, they will have the dashboard show up. This will have two columns, one with a list of all registered students with their reference (note, student references are 6 numbers) and the second column will have the list of all tutors with their reference (note: there’s no need to have a reference generator for tutor. We will manually assign the tutors their references. For admin use only)
* There is also another section for “updates”. This will have updates when a new registered student or tutor shows interest. A registered student/tutor fills or changes their details or plans on their side. This section will come up then, otherwise if there are no updates, the section would not appear. I can hold more than one notification which can be viewed in detail by clicking on “here”. As well as over here, the admin will also get notification of any update by email as well.
  + This will create a pop up that will show all the notifications. This is shown in Page 1. It will have Student/Tutor, their name, their reference and what have they changed/added. Next to the text will be a button which says “Approve” and “Disapprove” when clicked on it the notification for that will go and the change will be updated on the admin panel as well as the student/tutor panel. When clicked on disapprove, the notification will also go away and any updates that was needed will not happen. A new user will also show here with the dashboard already populated from the information used from sign up form. This will allow us to interview the tutor with the information they have given and see if they are fit. If we disapprove, their account gets cancelled, but we still retain the information in our database for future use.
  + The admin can easily view the change, by clicking onto the person from the column and opening their profile page. This way the admin can see what exactly they are changing or updating before approvement.
* The admin page will have the same header as the logged in student/tutor users have and the burger menu as shown on the dashboard and account pages. There will also be a search bar that the admin can write the reference of a tutor/student and the relevant person would show as a drop-down menu which can be selected.
* Alternatively, if the relevant person is easily shown in the column, then the admin can double click onto their name to open their profile page.

Page 2 – Tutor/Student Profile :

* On the profile page, it will be identical to the account page of the relevant person, Apart from the tutor reference, that would only be displayed on the admin for admin use. All information on the profile page, including reference, can also be edited by the admin as well. Such as the ability to add a picture for the tutor/student.
  + Over here, the admin can also place a picture of the tutor once their profile is opened
  + The only difference will be, if the person has edited on their page and the admin is seeing what they want to change before approval, the new information would be beside the section they are putting it on and would be greyed to show the that is what the new information would be. Like this: Old Information New Information .
  + All information edited by the admin can automatically be updated onto the tutor/student’s profile.

The admin should also be able to make any changes from your pages such as a change in the list of courses we have to offer in the sign up pages or anything else if that needs changing. This way we wouldn’t have to disturb you everytime for something small.

If you think there is something else that could be added along with these, please don’t hesitate, we are open for suggestions from your expert point of view.