User Manual

InPress – Group 3

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1.0 Legal and Copyright Information

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2.0 Introduction

InPress is a web-based application, which allows students in universities and colleges to respond real time to questions posted by their instructor. It is supported on any internet-enabled device including tablets and mobile devices. The goal is to improve student engagement in the classroom through the use of the latest technologies. InPress has three key users – System Administrators, Instructors and Students. This document will cover the essentials of InPress®, and will walk through the software.

Wi-Fi, 3G, 4G, LTE
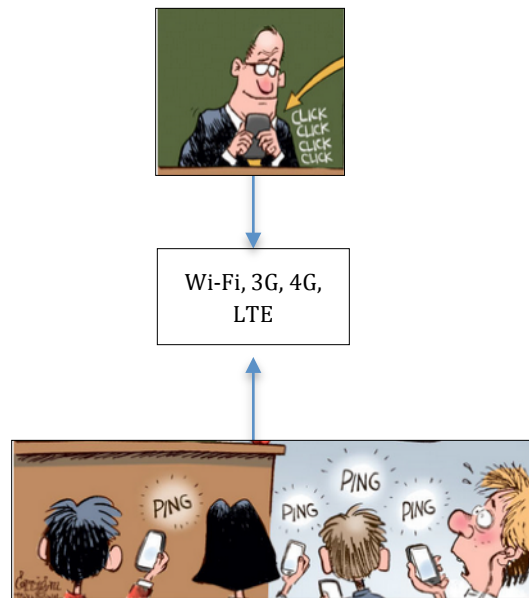
Figure 1:
Outline of how InPress is used in the classroom

3.0 Getting Started

This user manual is divided into three sections, where each section represents a different type of user. These three levels of users are System Administrators, Instructors, and Students.

3.1 System Administrators

3.1.1 Configuring the Server

1. InPress requires a physical or virtual machine to act as a server. Ensure that the server confines to the following minimum system requirements:
    a. Operating System: Microsoft Windows, Apple Mac OS, Linux
    b. RAM: 1 GB of RAM
    c. Hard Drive: 250 MB of hard drive space

2. Install the following packages on the server:

a. Python (http://www.python.org/downloads/)
b. Django (http://www.python.org/downloads/)
c. PostgresSQL (http://www.postgresql.org/download/)
d. PgAdmin (http://www.pgadmin.org/download/)

3. Configure PostgreSQL:
   a. Open PgAdmin
   b. Create a server with the following credentials:
      i. name: inpress
      ii. user: postgres
      iii. password:
      iv. host: localhost
      v. port: 5555
   c. Once a server has been successfully created, create a database named 'inpressdb' within the server you created in step b.

3.1.2 Configuring InPress

4. Navigate to the following URL: https://github.com/hadimuhammad/InPress, and click on **Download Zip** (Located on the right).

5. Unzip the zip file you obtained in Step 4 in a location where you wish to deploy your InPress software (i.e. ~/inPress).

6. Navigate to the following location in you InPress directory – InPress/, where the manage.py file is located, and execute the following command:
   a. python manage.py syncdb
   [If the above command yields errors, ensure that your database is setup (i.e. Step 3) and ensure that the settings in InPress/inPress/settings.py are correct and match up the settings in Step 3]
   b. If this is your first time executing this command, then you will be asked to provide a user name, password, email address for the admin console. Ensure you keep these credentials in a safe place.

7. In order to run InPress, execute the following: python manage.py runserver <server_address>:<port> where port is the port number you would like to use (i.e. inpress.com:8132, inpress.com is the server address and 8132 is the port)

3.1.3 Creating Instructors

8. In order to create an instructor:
   a. Navigate to the **<server_address>:<port>/admin** url
   b. Enter the credentials you created in Step 6b
   c. Click on the Instructors Table
   d. Click **Add New**
   e. Add the instructors credentials
   f. Click **Save**

3.2 Instructors

3.2.1 Login

1. Instructors can login through the provided URL (i.e. **<server_address>:<port>/instructor/login.html**) given by their system administrator. The following window should appear:
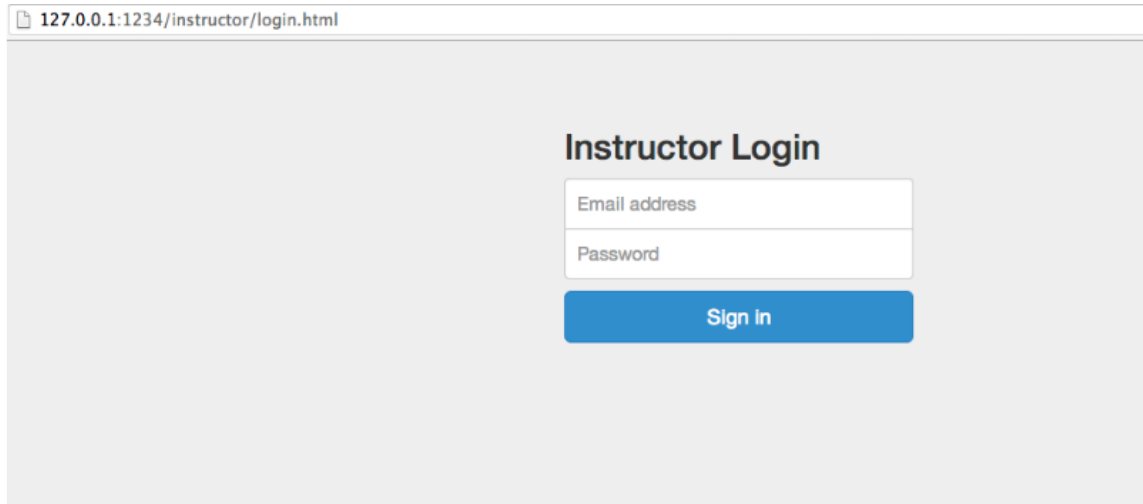

Figure 2 - Instructor Login Page

2. Enter the credentials provided by the System Administrator.

3.2.2 My Courses

1. From the **My Courses** webpage, instructors can easily access a course, and add/remove a course. The top menu contains the homepage shortcut, the dropdown list of My Courses and the Logout Button. (*Figure 3*)
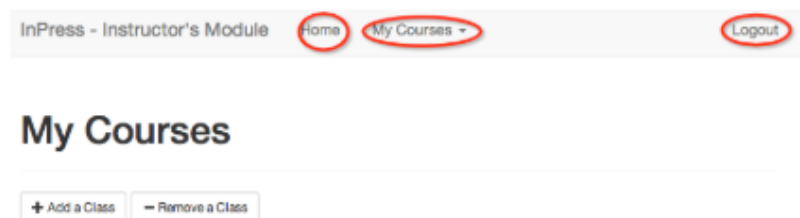

Figure 3 - My Courses Webpage

3.2.3 Add a Course

1. From the **My Courses** webpage, instructors can easily access a course, and add or remove a course. Click on **Add a Class** from the My Courses webpage to add a course.
2. For a course to be created its name, course code, and class list must be inputted. The class list is a text file with all the student numbers of all students enrolled in that class. Once complete, you should see a screen like this (*Figure 4*):

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Add a Course

Course Name

Chemistry

Course Code

1AA3

Class List

Choose File student.txt

Submit

```
○ ○ ○  📄 student.txt ▾
0951861
0951863
0951864
0951865
0951866
0951867
```
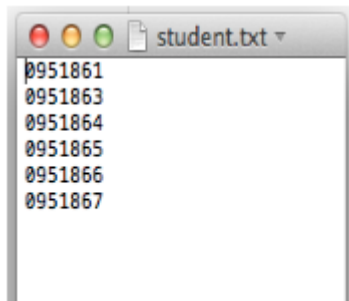
Figure 4 - Add a Course webpage

3. 未找到图形项目表。 Once complete, click **Submit.**

3.2.4 Remove a Course
1. From the **My Courses** webpage, click **Remove a course**.
2. Select the course you want to remove

3.2.5 Student Enrollment for a Course
1. After a course is created, instructors have the option to add or remove students to the course by selecting **Student Enrollment** from the course webpage.
2. Instructors can add more students by entering a student's number and clicking **Add Student.**
3. Instructors can remove students by choosing the student numbers from the list below and clicking **Remove Students**.
4. Remember to click **Save** to save all changes. Failure to clicking **Save** will result in no changes to the class roster for that course. (***Figure 5)***

Figure 5 - Manage Course Enrollment

3.2.6 Add an Assessment

1. To create a new assessment, click on **Add Assessment** located at the bottom left of the course page (***Figure 6)***.
2. Enter the assessment's name along with its effective date. The *effective date* is the date of which the assessment is going to be available to the students. Click **Submit** to create the assessment.

Figure 6 - Adding an Assessment

3.2.7 Remove an assessment

1. From the course webpage, click **Remove an Assessment.**
2. Select the assessment you want to remove.

3.2.8 Post, Unpost assessments

1. Navigate to the assessment that you would like to post/unpost.
2. Click on **Post** or **Unpost.** Students are unable to see unposted assessments. Posted assessments with a current/prior effective date are viewable by students (***Figure 7***).

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3.2.9 Modifying Effective Date for assessments
1. Navigate to the assessment that you would like to modify.
2. Click on the small pen icon to change the effective date, and select the date of your choice (***Figure 7).***
3. Select the same pen icon again to register the new date to the system.

3.2.10 Viewing assessments
1. New assessments will appear on the course page as a drop down table
2. If an assessment is **Online**, students are able to view the assessment
3. If an assessment is **Offline,** students are not able to view the assessment
4. If an assessment is **Offline until <date>,** students are not able to view the assessment until that date
5. If an assessment is **Post Date Passed,** students are able to see the assessment in their history.

Figure 7 - Viewing assessments

3.2.11 Add Questions
1. Instructors can create questions for an assessment by clicking **Add a Question.** A question can be a **Multiple Choice** or **Short Answer** type. (***Figure 8)***
2. For Multiple Choice, Instructors need not to fill out all blanks. Once the question and choices are added, ensure that the radio button is selected for the correct answer.
3. Instructors may use LaTeX by encapsulating the code in "\(", "\)".

Add a Question

Inline LaTex is supported, and can be used by having them enclosed between these two delimiters \(and \).

Question

How much salt, NaCl, is in the average adult human body?

Multiple Choice	Short Answer

- ○ 2 kilograms
- ⦿ 1 kilogram
- ○ 500 g
- ○ 250 g
- ○ Type Multiple Choice #5

Submit

InPress - Instructor's Module (Chemistry)

Add a Question

Inline LaTex is supported, and can be used by having them enclosed between these two delimiters \(and \).

Question

Ultimately, all scientific knowledge comes from:

Multiple Choice	Short Answer

\(3x^6/13\)

Submit

Figure 8 - Add a Question

3.2.12 Remove Questions

1. Locate the question you want to remove.
2. Click on the X button beside it.

4.0 Students

The following are for Students. Instructors should also learn how to use this so that instructors can guide their students through this application.

4.0.1 Logging In

1. Navigate to the server address provided by the Instructor.
2. Student will see a Student Login Screen (*Figure 9).*
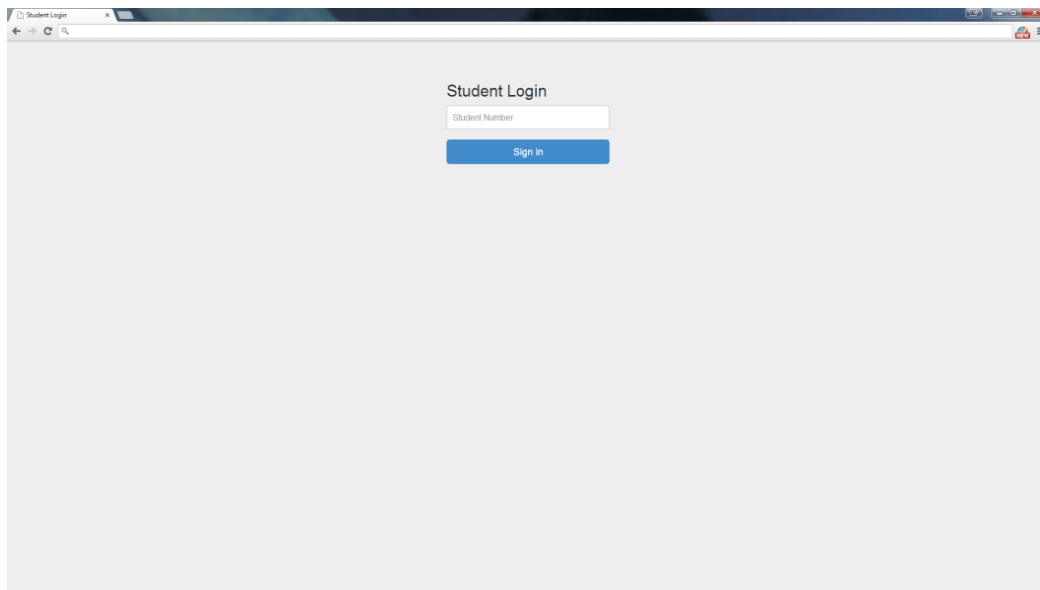3. Enter a Student Number.
4. Click on "Sign In".

Figure 9 – Student Login Screen

4.0.2 Courses Selection and Assessments

1. After logging in, click on a course *(Figure 10).*
2. On the course webpage, students will be able to see a variety of assessments, which have been made available by the instructor. *(Figure 11).*
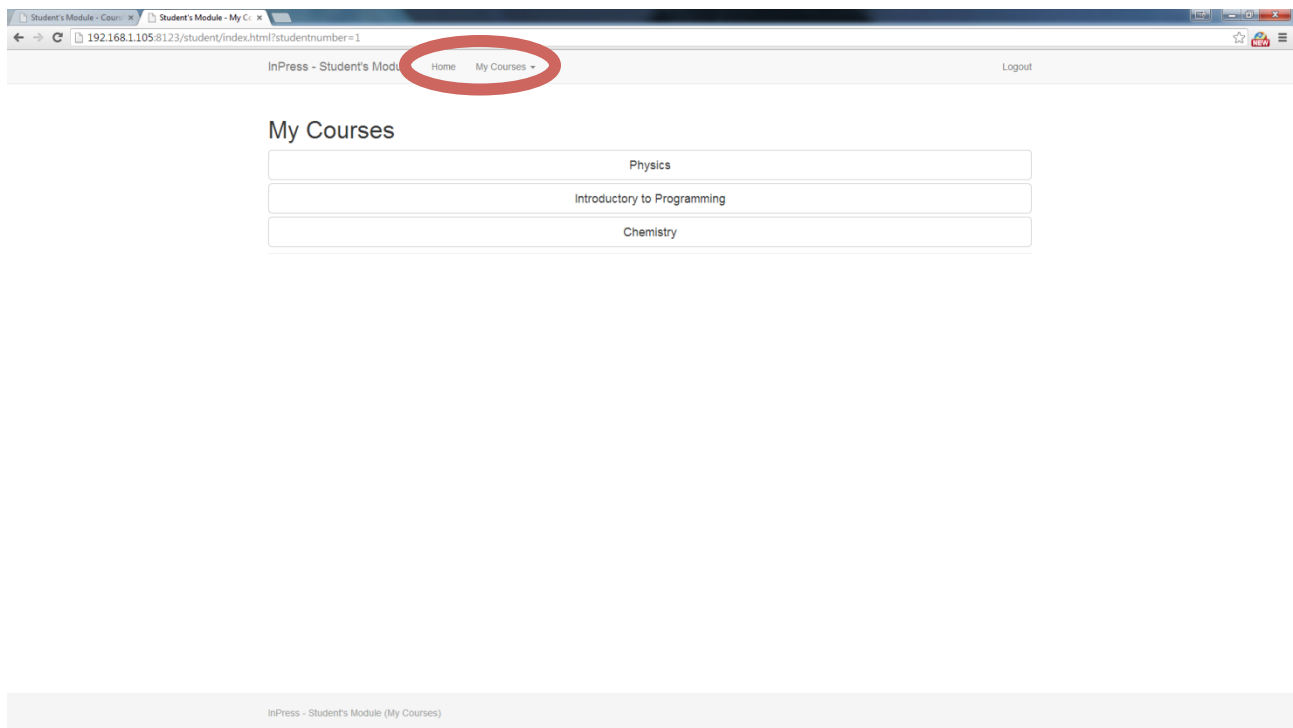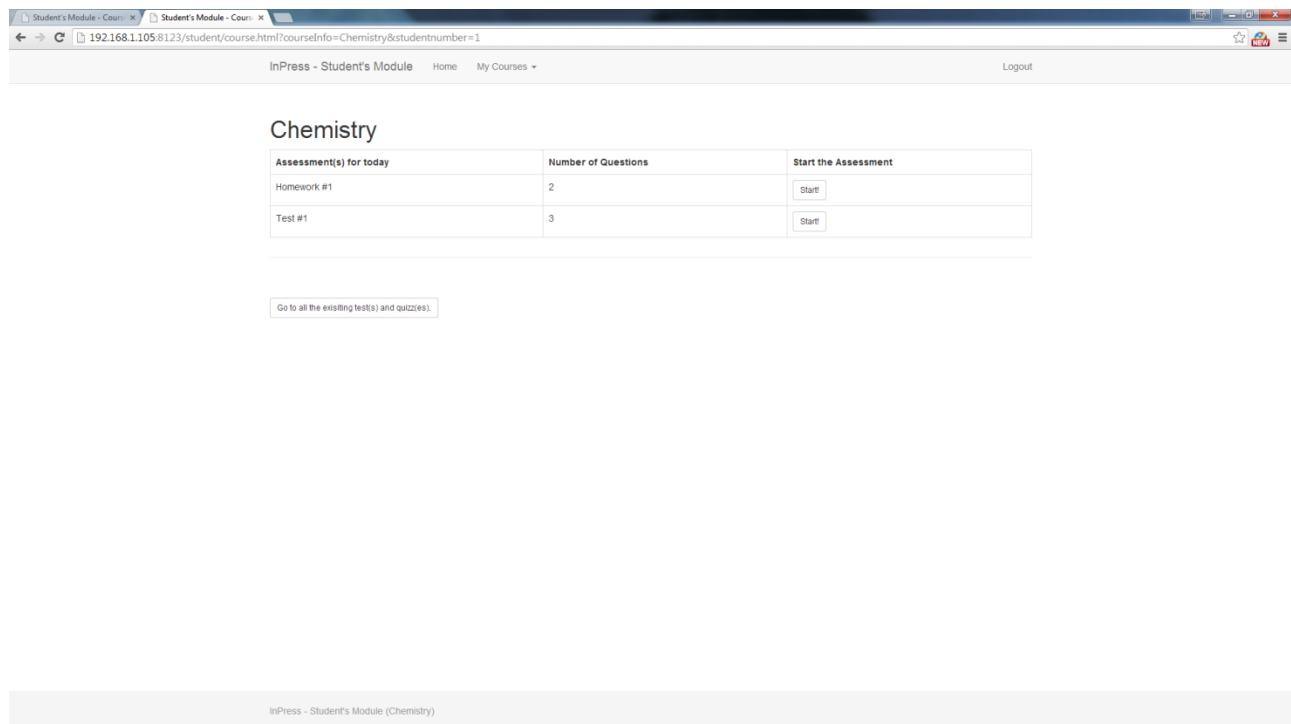
Figure 10 – Course Selection Page

Figure 11 – Assessments Page for Selected Course

4.0.3 Assessments

1. Click on the button "Start!" to start answer questions.
2. When students are answering questions, they can go to previous or next question by clicking on the button at bottom. *(Figure 12)*
3. Upon the last Question, you will get to submit your Assessments. There will be a "Submit" button instead of the "Next Question" button in place *(Figure 13)*
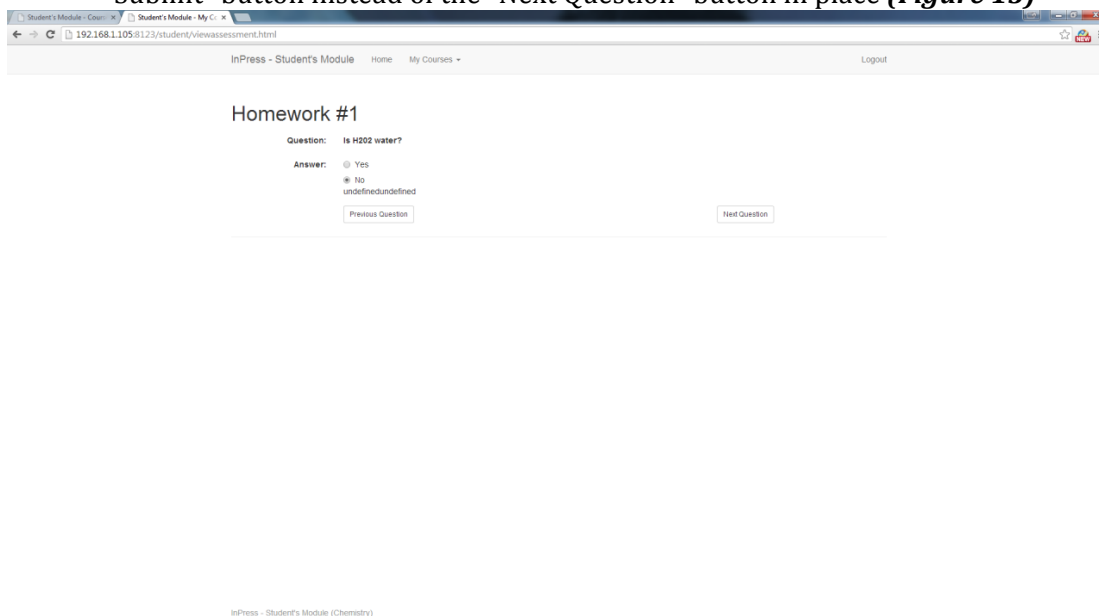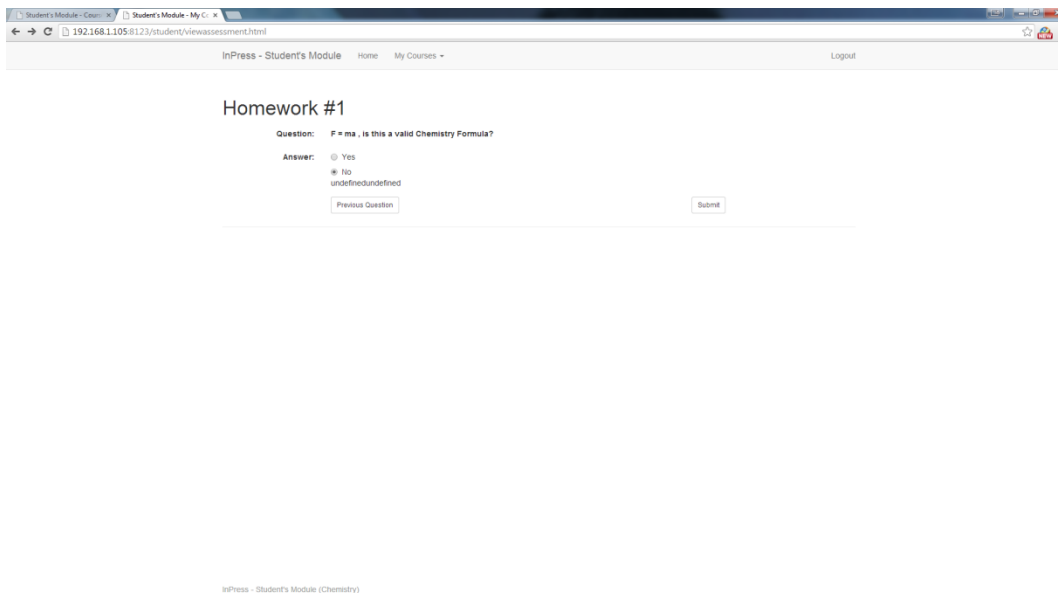

Figure 12 – Answer a Question

Figure 13 – Submitting Assessments

4.0.4 Reviewing Assessments

1. Students can review their Assessments by clicking on "Go to all existing test(s) and quiz(es)" button. *(Figure 14)*
2. A list of all past assessments with solutions is provided on this webpage. Click on a Assessment for full details. *(Figure 14)*

Figure 14 - Reviewing