User Help

For FCIH Portal

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How to Edit personal information/Facebook etc. accounts?

-you must Login to your profile first.

-go to section "Contact".

-press "Edit" button then fill the field you want to update.

-Press save changes.

How to Upload personal picture?

-you must Login to your profile first.

-go to section "Your Picture".

-Select picture support jpg or png by press browse.

-press SUBMIT.

How to Add your available Date and time?

-you must Login to your profile first.

-go to section "Contact".

-update your date and time.

-press save changes.

How to Show registered students in specific course?

-you must Login to your profile first.

-go to section "Registered Students".

-press Show.

-after showing you can press back.

How to Add new lecture?

-you must Login to your profile first.

-go to section "Add new lecture".

-Select course name if you have many.

-write the title of the lecture.

-press generate to generate the QR code.

-when you finish using the QR code you can press exit.

How to Upload materials of specific course?

-you must Login to your profile first.

-go to section "Course Materials and Assignments".

-press Upload file.

-Fill form and Upload the file.

-press save changes.

How to Add any skill/work experience/Education/About you?

- Go to section "skill/work experience/Education/About you" you want to add in.

-press add button.

- Fill the form.

 -press save changes.

How to Delete any skill/work experience/Education/About you?

- Go to any (skill/work experience/Education/About you) you want to delete.

-press delete button below the (skill/work experience/Education/About you).

How to Logout?

-Press Logout on the top of the page.