User Guide

Users and Password Table

Username	firstname	lastname	userrights	password
mainadmin	Ad	Min	Admin	passmainadmin
1000019	Craig	Huggins	Tutor	123
1000033	Samantha	Jones	Tutor	123
1000034	Megan	Stewart	Student	123
1000035	Julie	Manner	Student	123
1000036	Evan	Craig	Student	123
1000037	James	Bean	Student	123
1000038	Stephen	King	Student	123
1000039	Michael	Perry	Student	123
1000040	Jennifer	Hughes	Student	123
1000041	Patricia	Collins	Student	123
1000042	Kenny	Block	Student	123
1000043	Kerry	Katness	Student	123
1000044	Robert	James	Second Admin	123
1000045	Evan	Craig	Student	123

Login Page
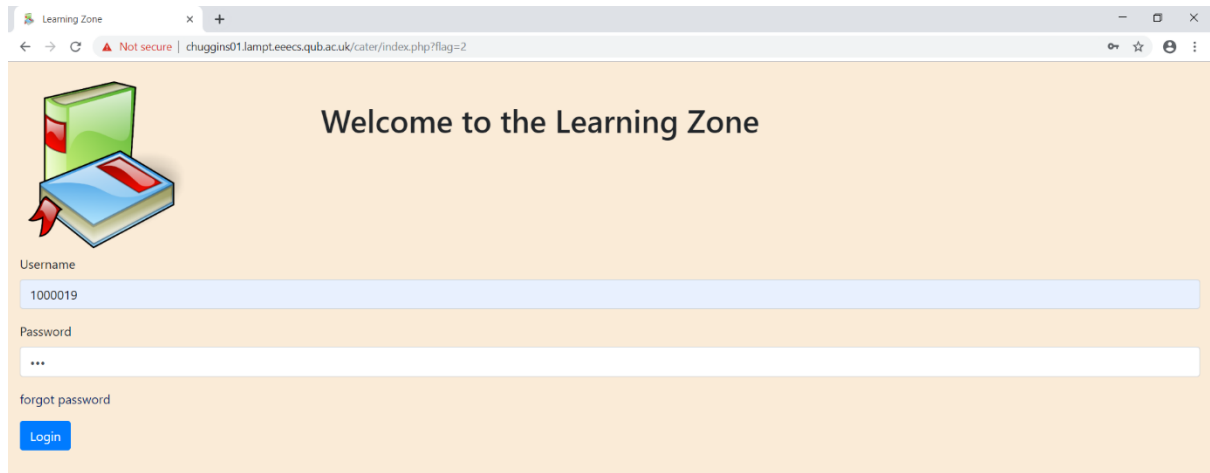
From the login page you can logn to the website as a student, tutor second administrator or administartator and you can navigate to the forgot password page.
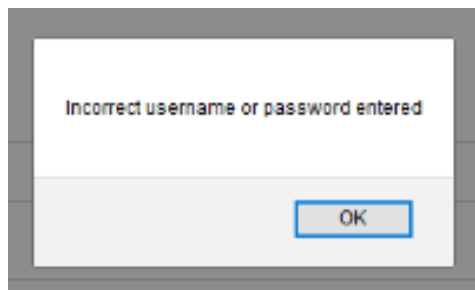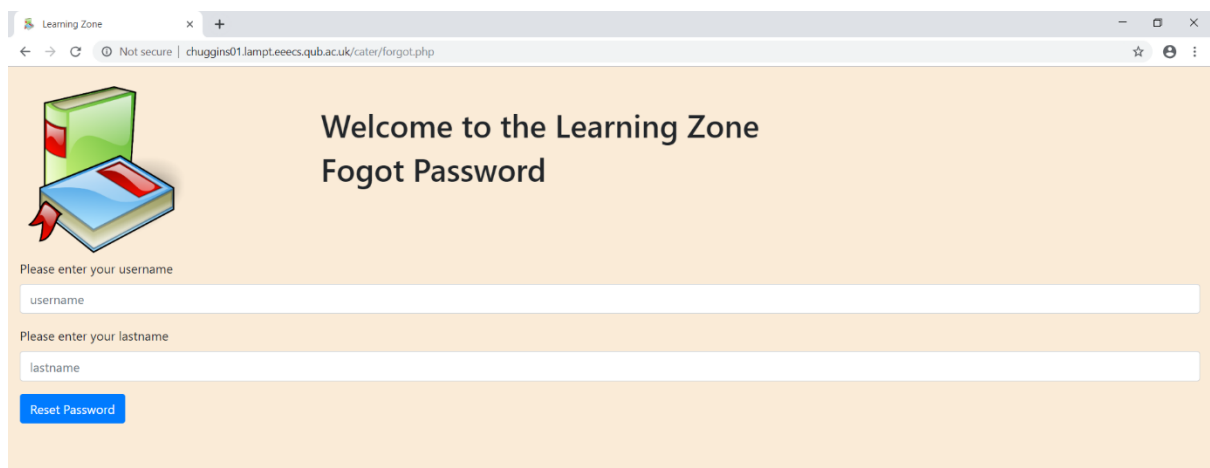
To login enter a username and password from the above user table ensuring these match. Then click the submit buton, if the password and username match you will be taken to the relevant homepage for whatever user you are logging in as. If they do not match you will received the following message:

If you forget your password you can change it by selecting the forgot password link. This will take you to the following page.

This page will let you change your password if you answer a couple of security questions, currently they are set to the users username and the users lastname. If you try to continue without entering any of the details you will be prompted to do so. If both of these are correct it will take you to the change password page where you can update your password.

This page will allow you to update your password as long as you confirm the password twice. If one does not match it wont let you continue,

Administrator Pages

There are 2 levels of administrators that have different levels of access, when longed in as an administrator you will be directed to the admin home page, from here you can navigate to the following pages depending on what admin access you have:

- add new users (All Admin Users)
- edit users (Main Admin User)
- add new course (All Admin Users)
- edit course (Main Admin User)
- enrols students (All Admin Users)
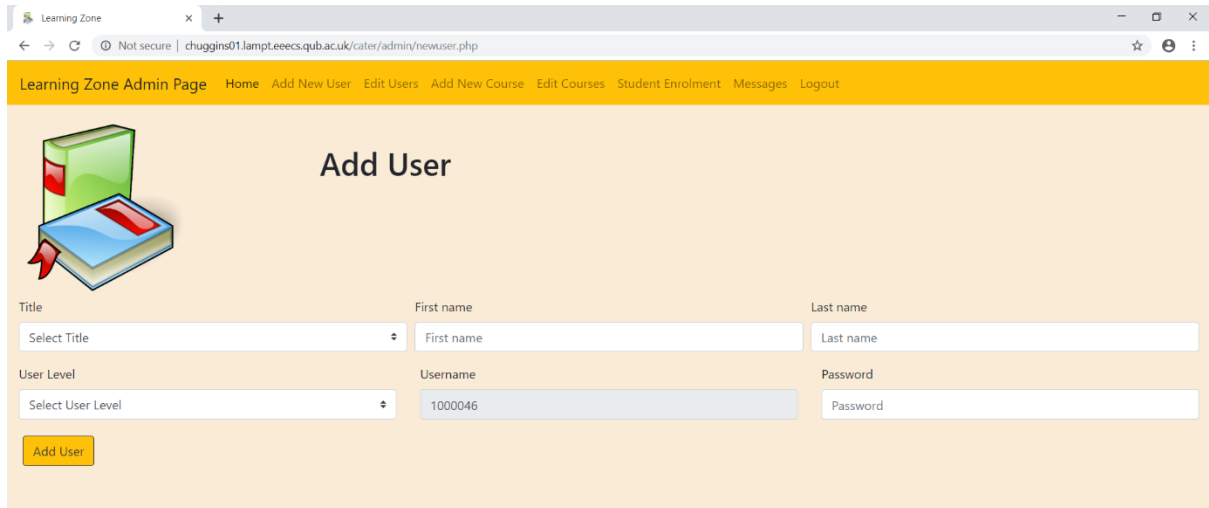- messages (All Admin Users)
- logout (All Admin Users)

You can use the links on the main page or using the nav-bar along the top.
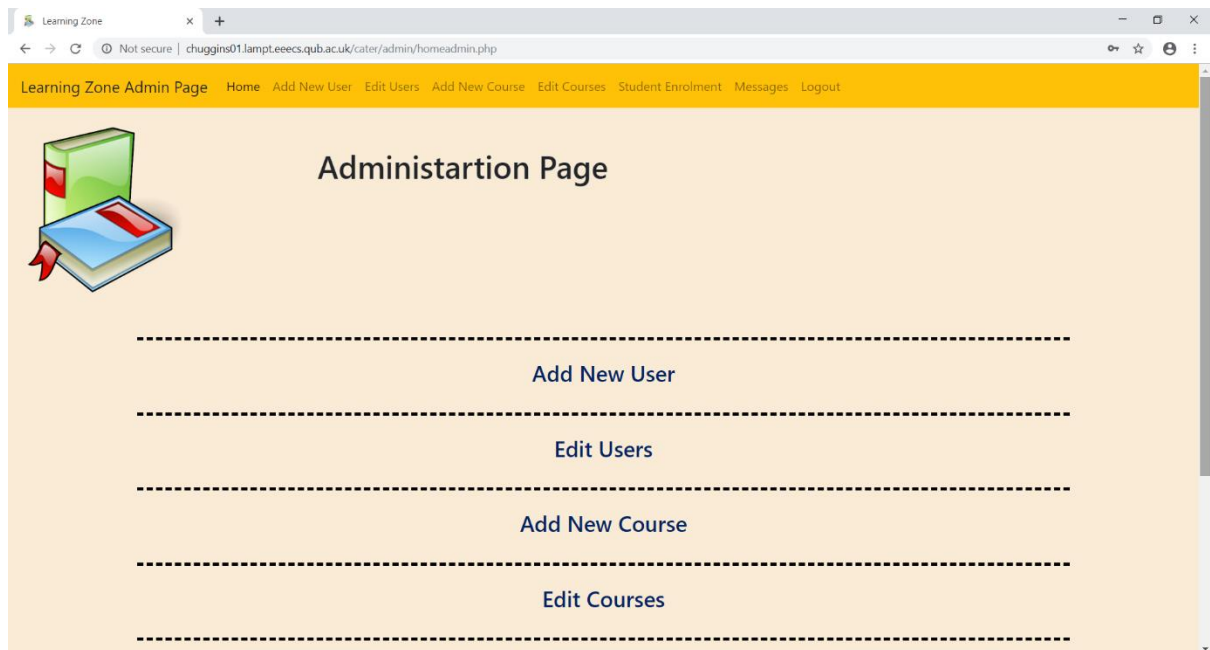
Admin – Add New User

To add a new user you follow the link for add new user, this will take you to the following where you will be asked to fill in the user details, once you have all the user details added click add user.
Once user is added, they can be enrolled on a course and can log in to the website. You can also edit details of current uses, to do this navigate to the edit users page by going back to the home page and using the link on the main page or you can use the nav-bar along the top to navigate to it.

Admin – Edit User

This page will display a list of all users currently on the website, choose what user you wish to edit and select them.

This will then let you edit the user details, once finished you can select the update user button and the details will be updated.

Admin – Add New Course

To add a new course navigate to the add new course page and enter the details requested, Once all details have been complete select add course and this will add the course
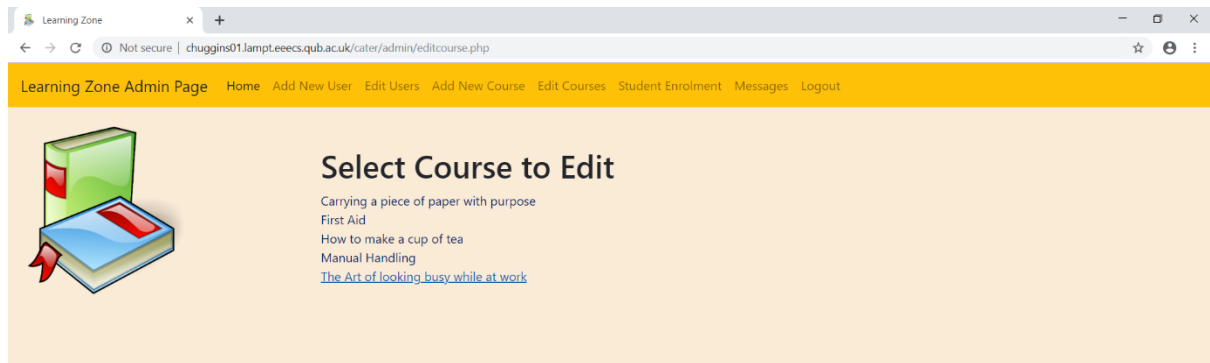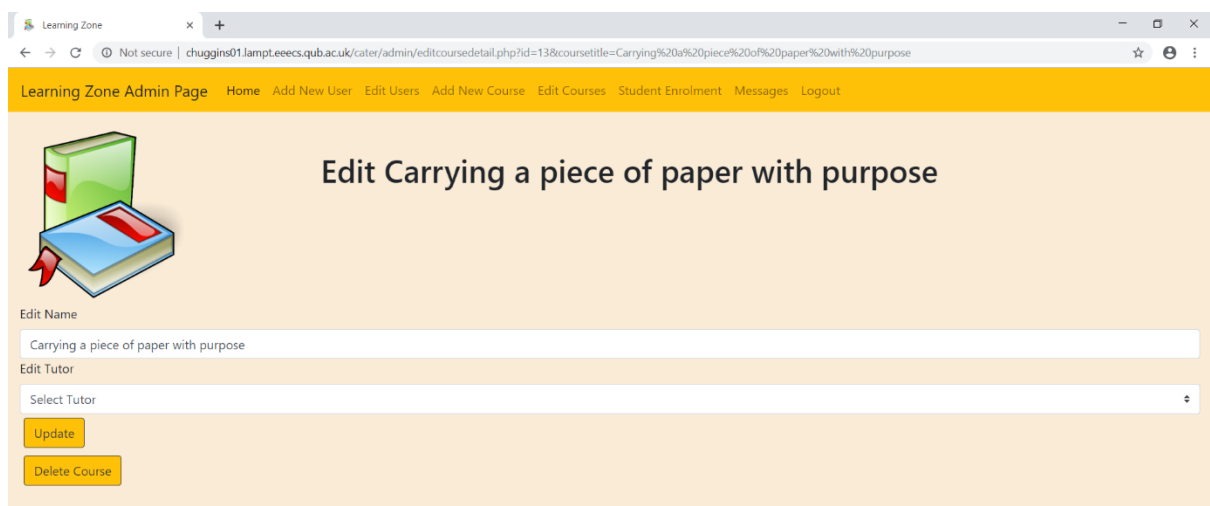
Admin – Edit Course

This page will display a list of all courses currently on the website, choose what course you wish to edit and select it.
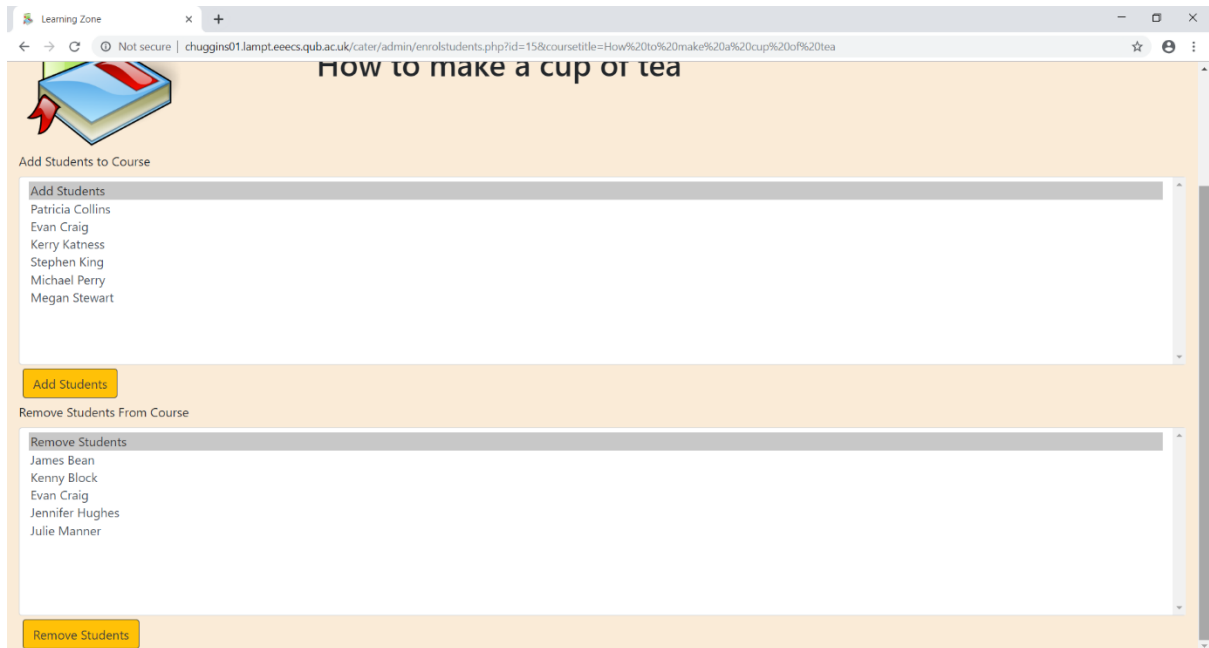

This will then let you edit the course details, once finished editing you can select the update button and the details will be updated.

Admin – Enrol Students

To enrol or remove a student from a course navigate to the enrol student page, select the course you wish to enrol or remove students on
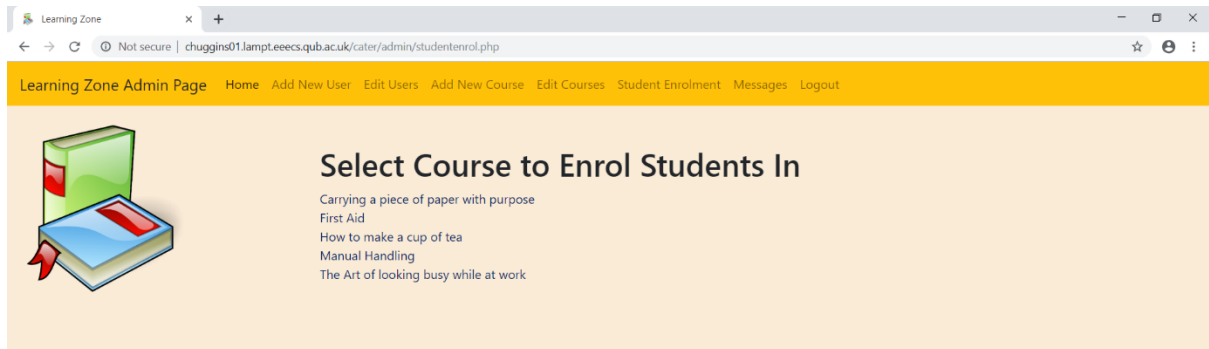
Once selected it will bring you to the enrolment page for the course.

On this page you can see a list of all students and students currently enrolled, to add a student find them on the add student list and select add student, you can add more than one student at a time by holding the ctrl key down as you select the students.

To remove a student it is the same process only used the list below and remove student button.

Tutor Pages

When logged in as the Tutor you will be directed to the tutor home page.
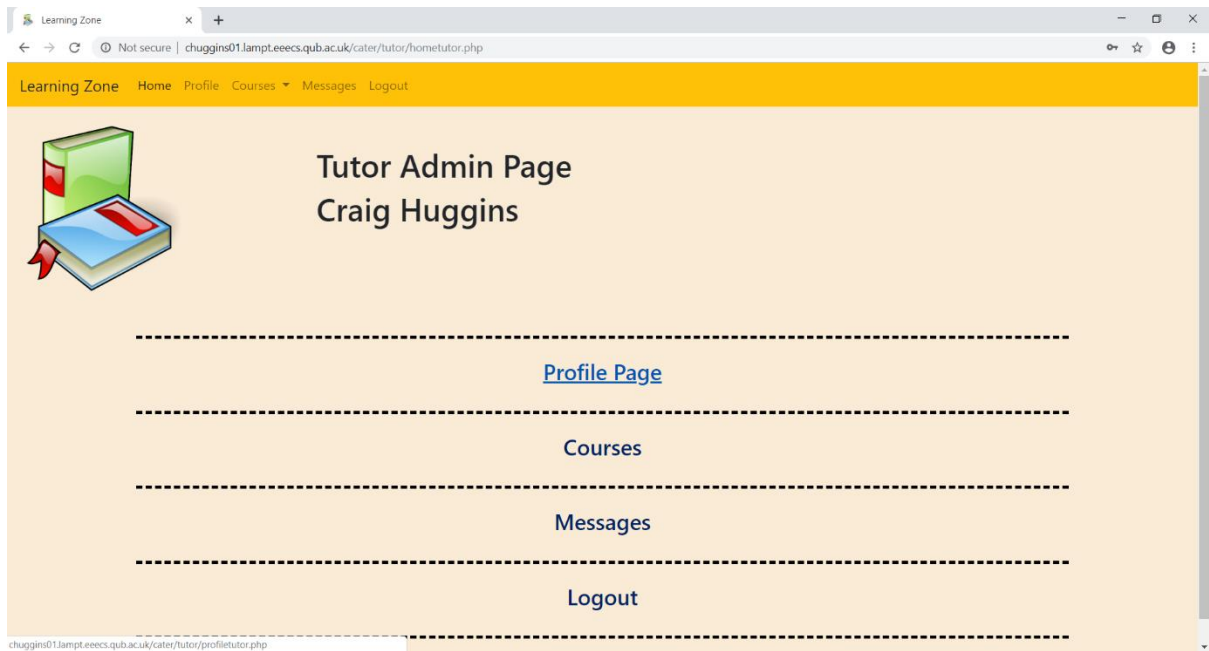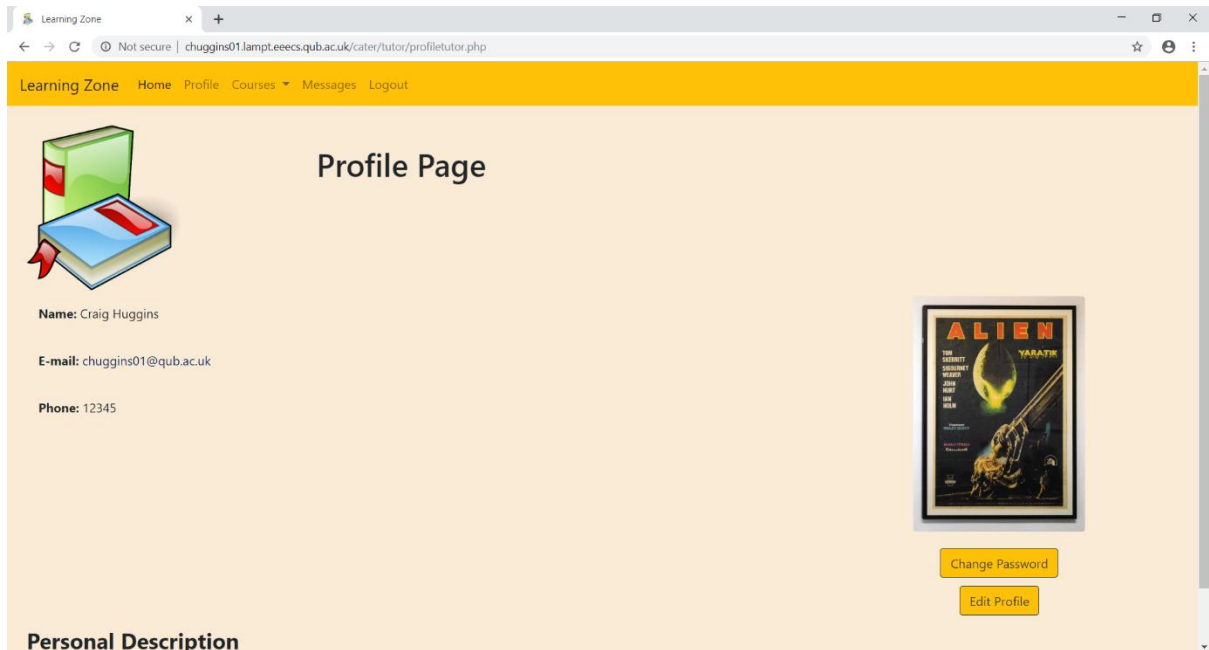

This page lets you navigate to the following pages:

- Profile Page
- Courses
- Messages
- Logout

Tutor – Profile Page

When the profile page there are a number of things you can do, you can change your password and edit the profile.


When you select edit profile it allows you to edit a number of things from updating your email, telephone and descriptiom. It will also let you upload a profile picture.
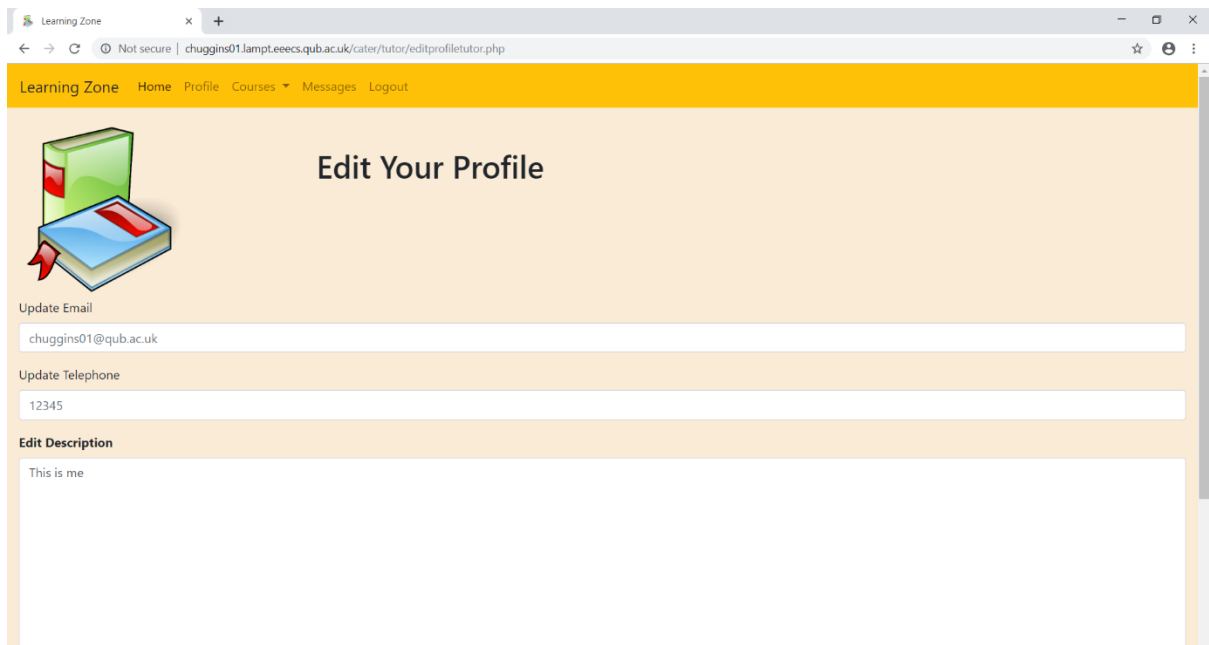
Tutor – Course Page

This page lets you view all the courses you are currently a taeacher off and when you select a course it will let you view the current course information, view the students enrolled in the course, edit what the student will see, edit what course files the student has access to and enables the tutor to upload files.
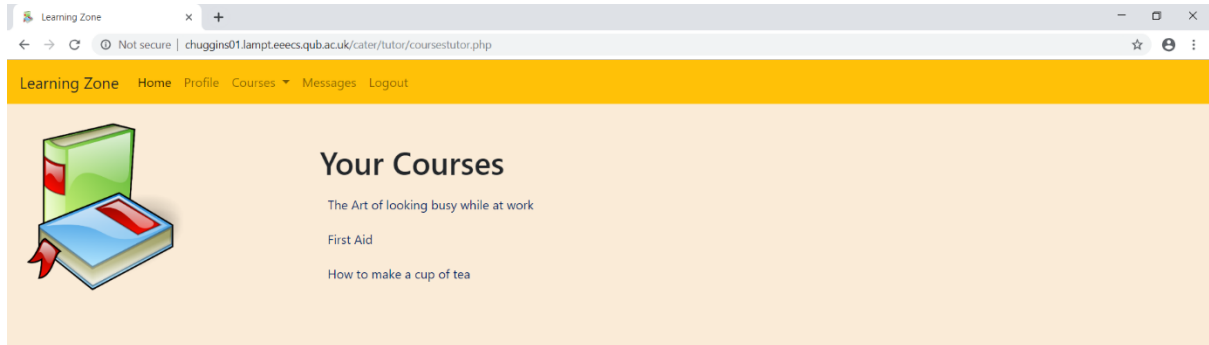
When you upload a document it you can decide if the student can see it or not by clicking the available and not available buttons.
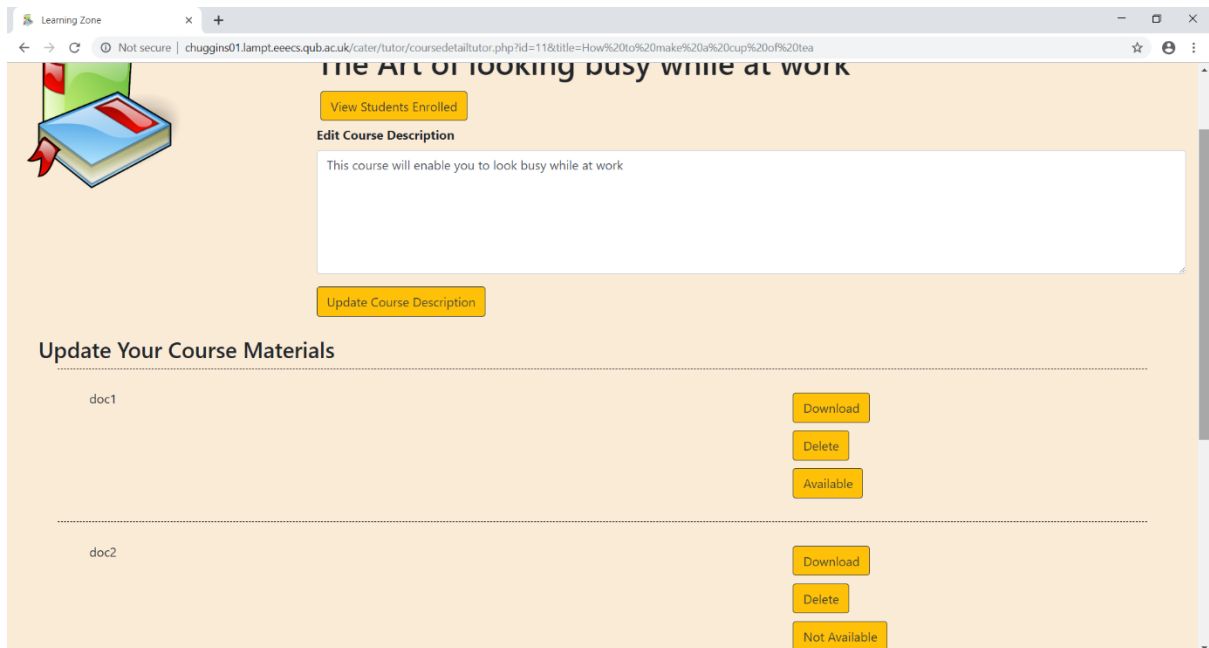
When you view the students enrolled paged you can click through to the students profile page and from this page you can send them a direct message.

When you select send message it will automatically default to the students name or you can select a different student from the drop down menu.

Student

When logged in as a student you will be directed to the student home page, this has all the same options and works the same as the tutor as described above with the exception of the Courses Page and aspects of the messages page.
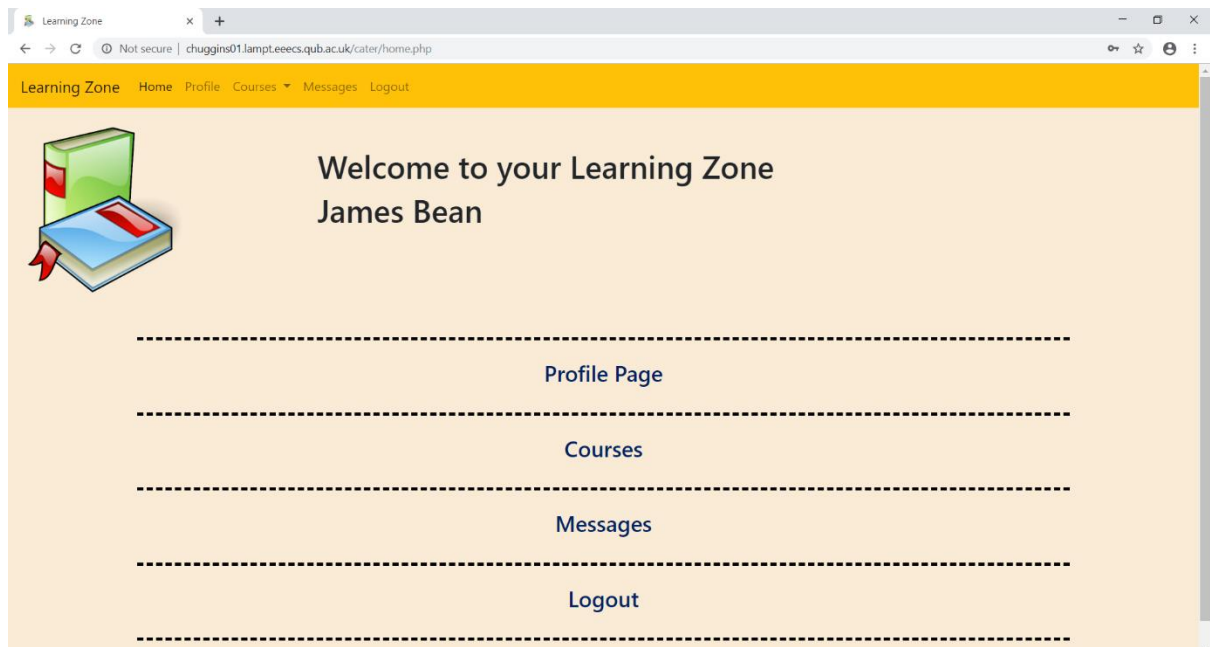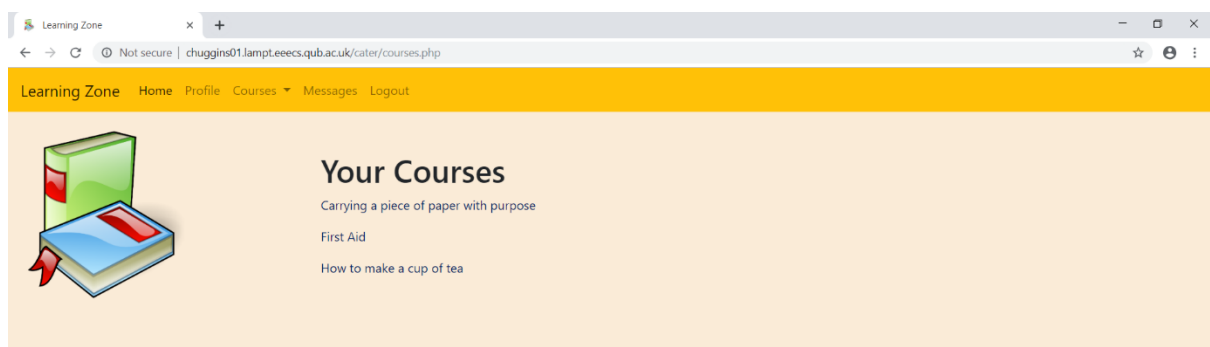

The big difference is the courses page, when you click through to it it will bring you up a list of courses you are enrolled on. You can then choose what course you would like to view.

It will bring up a page with the course description, any materials that have been made available by the tutor, the picture the tutor has uploaded of themselves and the tutor name. This will also link to the tutors profile where it will give you the option to send a message to the course tutor.

Messaging

The site messaging works the same for all users, although students are only allowed to send messages to there tutors and not other students, When you select the message tab it will show all you messages, if there is a new messa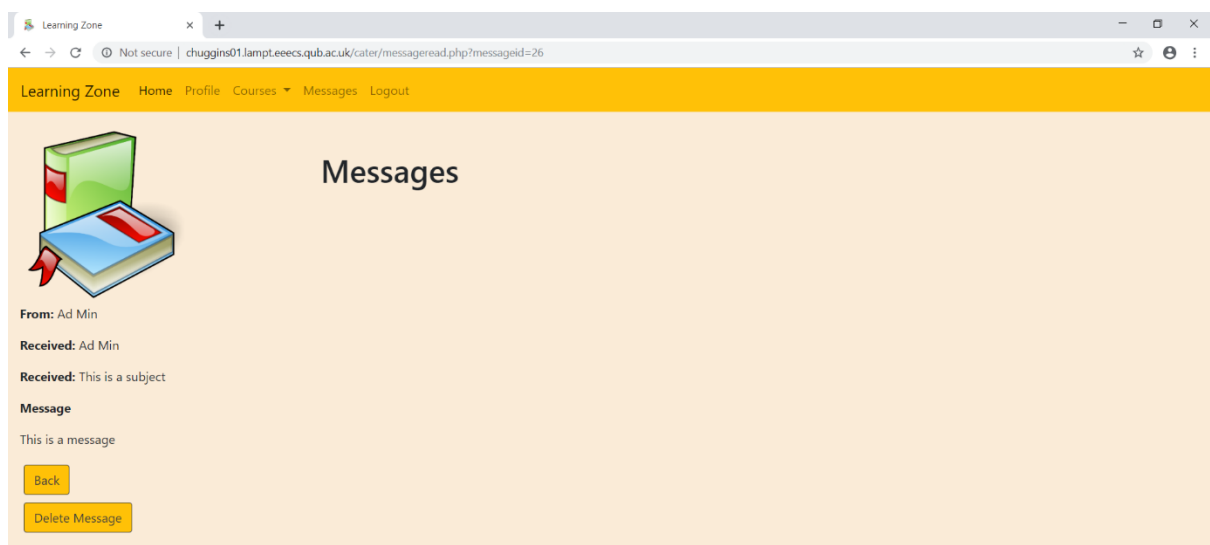ge it will flag up with new message and if you haven't read one it will be in bold. To read a message simple click on it.
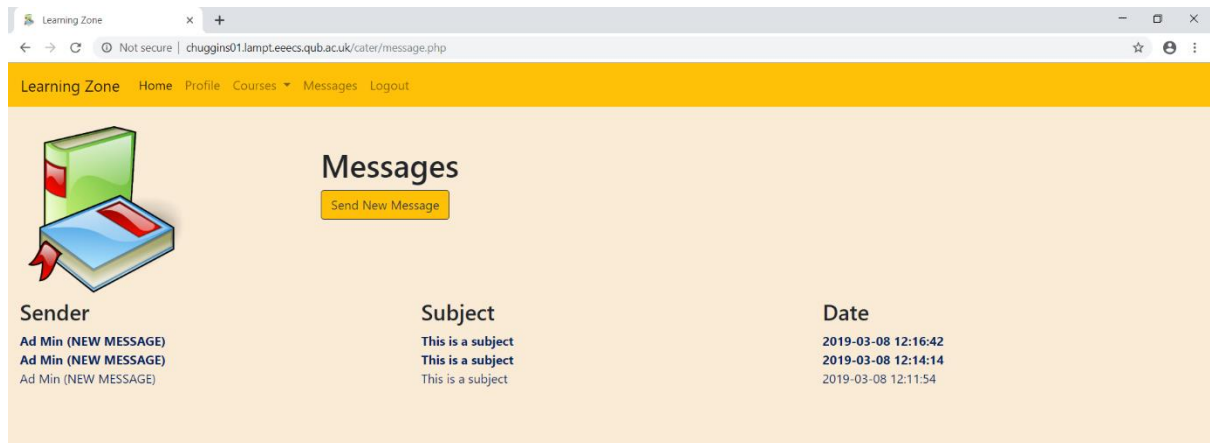
When you have clicked into a message you can choose to delete the message

When sending a message you select who you wish to send it too and write you message and select send and the message will be sent to the receipient.

Send Message to Tutor

Please Select Recipient ▾

Subject

Subject

Message

Send Message

Back

References

Boostrap

https://getbootstrap.com/

<link rel="stylesheet" href="https://stackpath.bootstrapcdn.com/bootstrap/4.1.3/css/bootstrap.min.css" integrity="sha384-MCw98/SFnGE8fJT3GXwEOngsV7Zt27NXFoaoApmYm81iuXoPkFOJwJ8ERdknLPMO" crossorigin="anonymous">

Javascript and JQuery

<script src="https://code.jquery.com/jquery-3.3.1.slim.min.js" integrity="sha384-q8i/X+965DzO0rT7abK41JStQIAqVgRVzpbzo5smXKp4YfRvH+8abtTE1Pi6jizo" crossorigin="anonymous"></script>

<script src="https://cdnjs.cloudflare.com/ajax/libs/popper.js/1.14.3/umd/popper.min.js" integrity="sha384-ZMP7rVo3mIykV+2+9J3UJ46jBk0WLaUAdn689aCwoqbBJiSnjAK/l8WvCWPIPm49" crossorigin="anonymous"></script>

<script src="https://stackpath.bootstrapcdn.com/bootstrap/4.1.3/js/bootstrap.min.js" integrity="sha384-ChfqqxuZUCnJSK3+MXmPNIyE6ZbWh2IMqE241rYiqJxyMiZ6OW/JmZQ5stwEULTy" crossorigin="anonymous"></script>