

South Park University

User Manual

Web Based Registration System



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Introduction

Welcome to the system manual for South Park University's online student registration system! This manual serves as a guide that outlines the functions of the system for each user; Administrators, Students, Faculty, Researchers, and Guests. For every action, there is a reaction and this manual illustrates both so that each user has a clear understanding of how the system can be of value to them. This guide also explains the project overview and description, the functional requirements, the internal users and their roles, the relationships and constraints, the entity-relationship diagram, the implementation, our meeting log, and a contributors' page.

Manual Organization

On the first page of every user type, there will be a list of functions that are provided. On the next page, there will be a table of contents wherein the introduction, manual organization, user type, and associated functions are listed by page number to ensure ease of access within this manual.

Disclosure

Throughout this manual it should be noted that Google Chrome is the web browser used for demonstrations. However, this is not a limit for users because the registration system is accessible over all platforms.

Thank you for choosing South Park University's Web Based Student Registration System. Please visit the website at <http://www.southparkuniversity.com/index.php>. If there are any questions or concerns, please contact us at jricaurt@oldwestbury.edu.

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Guests

Functions:

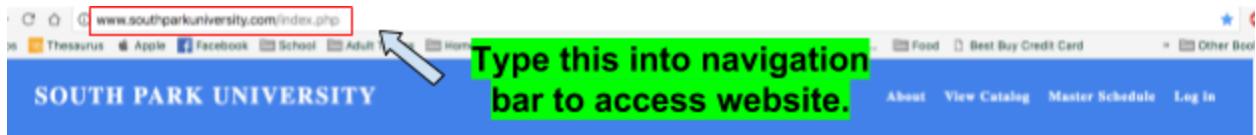
1. View Homepage
2. About
3. View Course Catalogue
4. View Master Schedule

View Homepage

To view our home page, please open the web browser of your choosing. For this, and future, demonstration we will be using google chrome.

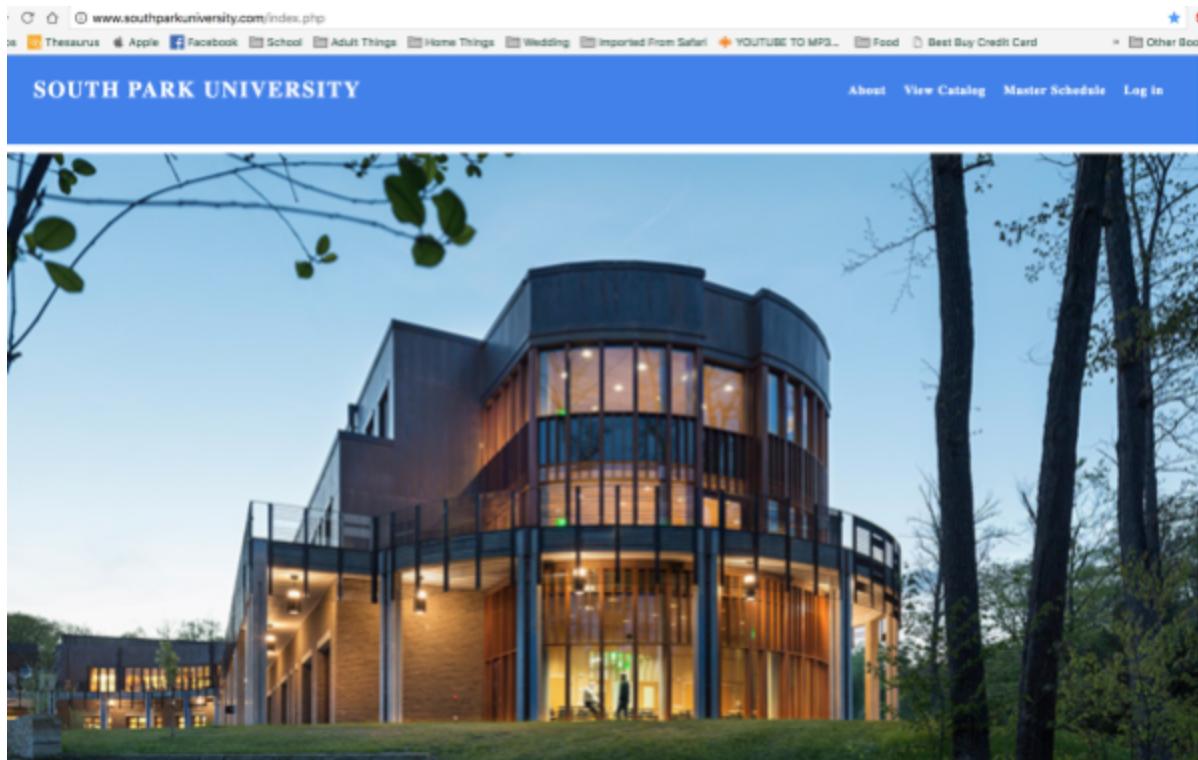
Please open your web browser.

In the navigation bar, type: <http://www.southparkuniversity.com/index.php>



Once you click enter the website will load.

WELCOME TO THE HOME PAGE !



About

The first link from left in our navigation bar will navigate you to the bottom of the page once link is clicked



The About section will look like this :

ABOUT

Mission & Statement

South Park University is a dynamic and diverse public liberal arts college that fosters academic excellence through close interaction among students, faculty and staff. Old Westbury weaves the values of integrity, community engagement, and global citizenship into the fabric of its academic programs and campus life. In an environment that cultivates critical thinking, empathy, creativity and intercultural understanding, we endeavor to stimulate a passion for learning and a commitment to building a more just and sustainable world. The College is a community of students, teachers, staff, and alumni bound together in mutual support, respect, and dedication to the Mission.

LOCATION

40°47'59.0"N 73°32'58"E
View larger map Direc... Save

Map data ©2018 Google Terms of Use Report a map error

Resources

- [Contact us](#)
- [Campus map](#)
- [Parking](#)
- [Transportation](#)
- [NICE \(Nassau Inter-County Express\) bus route N-20](#)

By Car

GPS coordinate of main entrance: 40.799726, -73.549537 ([Get Directions on Google Maps](#))

South Park University is located immediately north of the Long Island Expressway (Route 495, exit 41N) in the village of Old Westbury, N.Y., approximately 16 miles east of the New York City line.

The main entrance to the college is located on the west side of Rte. 107 approximately one mile north of Jericho Turnpike

- From the Long Island Expressway (Route 495), east or west: Travel to exit 41 north, Route 106/107. Proceed north for 1½ miles to the campus entrance.
- From the Northern State Parkway, east or west: Travel to exit 35 North, Route 106/107. Proceed north for 1½ miles to the campus entrance.

Visitor Parking

All visitors should obtain a visitor parking pass at University Police Department. Vehicles without a pass are at risk of citation.

By Train

The Long Island Railroad stops in Hicksville, less than 10 minutes from campus. A campus shuttle runs during peak times during the academic year and taxi service is available year-round.

By Bus

The NICE (Nassau Inter-County Express) bus route N-20, which travels from Main Street in Flushing, New York, to the Hicksville railroad station, includes a stop at the College's main entrance. A college shuttle bus meets NICE buses at the main gate during the school year and registration hours, at certain times.

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This section will tell you about the school's mission & statement

You will also receive directions to the school and different transportation options.

View Catalogue

The second link from the left in our navigation bar allows you to view our catalogue



Once link is clicked it will navigate you to a pdf with all the Undergraduate catalog. Which looks like the follow image:



View Master Schedule

Using the third link from the left brings you to our Master Schedule. This is a more detailed view than catalog as it shows the term, course ID, course, credits, professor, building, and room. The page will look like the picture as follows:



You will then be taken to the following page:

SOUTH PARK UNIVERSITY						
						View Catalog Log in
Search by course name						
TERM	COURSE ID	COURSE	DESCRIPTION	CREDITS	PROFESSOR	BUILDING ROOM
2018 summer	91	Internet & Web Tech	Survey of Internet technologies and a comprehensive introduction to the programming tools and skills required to build and maintain server sites on the Web. TCP/IP, protocols and services. WWW/HTTP/HTML techniques for text, images, links, and forms. Java	4	James May	new academic building 1135
2018 summer	46	Basic Bio Sciences I	Freshman biology lecture course sequence covering basic instruction in the current concepts of biological organization and function. The topics considered include: introduction to the chemistry of life, cell biology, genetics, evolution, ecology, cellular and organismic cellular and organismic reproduction, comparative anatomy and the physiology of selected organ systems with emphasis on humans.	4	Meredith Gray	new academic building 2133
2018 summer	3	Computer Programming II	Continuation of CS2510. Discussion of storage classes, pointers, recursion, files and string manipulation. Basic data structures and algorithms, data abstractions, and object-oriented programming. Students write intermediate to advance level programs in C	4	Meredith Gray	new academic building 1534
2018 fall	7	C++ Object Oriented Design	Object-oriented programming: encapsulation, abstraction, classes, interfaces, objects, messaging, composition, polymorphism and inheritance. Language features: namespaces, exceptions and templates. Programming with STL, file structures and file I/O. Object-oriented design: design patterns, frameworks and UML. Programming assignments carried-out individually and in groups. Offered once a year.	4	Meredith Gray	new academic building 1357
2020 fall	2	Computer Programming I	Introduction to program design and analysis: algorithmic processes, basic programming techniques, program specification & structure, program development, debugging, and testing. Emphasis on programming methodology and style. Students learn the basic language features of C++/Java to write basic to intermediate level programs. Offered every semester.	4	Meredith Gray	new academic building 1023
2018 summer	7	C++ Object Oriented Design	Object-oriented programming: encapsulation, abstraction, classes, interfaces, objects, messaging, composition, polymorphism and inheritance. Language features: namespaces, exceptions and templates. Programming with STL, file structures and file I/O. Object-oriented design: design patterns, frameworks and UML. Programming assignments carried-out individually and in groups. Offered once a year.	4	Meredith Gray	new academic building 1056
2018 summer	96	College Algebra	Topics include functions, factoring polynomials, rational and algebraic expressions, exponents and radicals, solutions to quadratic equations, complex numbers, inequalities, systems of equations, matrices, Cramers rule, graphs of functions. Offered every semester.	2	rachel washere	SCIENCE BUILDING 3233
2018 spring	8	Technical Communications	Emphasis on technical writing and public speaking skills. Application of report-writing fundamentals to technical correspondence, technical reports, user manuals. Detailed analysis of the problems conveying technical information to technical and nontechnical. Junior Standing.	4	Meredith Gray	new academic building 1089
2018 spring	8	Technical Communications	Emphasis on technical writing and public speaking skills. Application of report-writing fundamentals to technical correspondence, technical reports, user manuals. Detailed analysis of the problems conveying technical information to technical and nontechnical. Junior Standing.	4	Meredith Gray	new academic building 1037
2018 spring	99	Political Sociology	Examines the social structures and processes related to political behavior and organizations. Explores the problems social order poses for different social classes and how institutions of power and authority are shaped in efforts to maintain control and legitimacy. Offered every year.	4	Meredith Gray	new academic building 1037
2018 spring	100	Comparative Anatomy	Lecture/laboratory course designed for biology majors and premedical students. Emphasis is on the basic anatomical patterns of vertebrate structure. Morphogenesis and structure function relationships are discussed in terms of adaptive significance. Laboratory includes dissections of aquatic and terrestrial vertebrates. Offered every year.	4	Christina Yang	new academic building 1534
2018 spring	102	Children Literature	An introduction to the study of literature for children in the pre-school and elementary grades. The course includes: selection and evaluation of books for children; language development through children's literature; use of literature to promote the social, emotional, and creative development of children; integrating children's literature into the content areas; and planning story activities. Opportunities to work with children ages 3-7 where feasible.	4	Meredith Gray	new academic building 1056
2018 fall	103	Student Teaching: English	In this course, students have school-based teaching experiences under the guidance of a cooperating teacher and a college supervisor at each school. Seventy-five days of mentored teaching will prepare student teachers to teach effectively both at the middle and high school levels. The mentoring teacher and the university supervisor will observe regularly and provide ongoing formative evaluations in close collaboration with the student. Student teachers will meet with the university supervisor in a weekly seminar throughout the semester.	4	Alex Karev	new academic building 2423

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The Master Schedule wil show all the courses in our database and you could search by course name to find a course easily.

Administrator

Functions:

1. Log in
2. Add Course
3. Remove Course
4. View Courses
5. Create User
 - a. Admin
 - b. Faculty
 - c. Student
 - d. Researcher
6. Remove User
 - a. Admin
 - b. Faculty
 - c. Student
 - d. Researcher
7. View Users
8. Add Hold
9. Remove Hold
10. View Holds
11. Modify/View Grades
12. Update Course Information
13. Add Section
14. View Section
15. Log Out

Log In

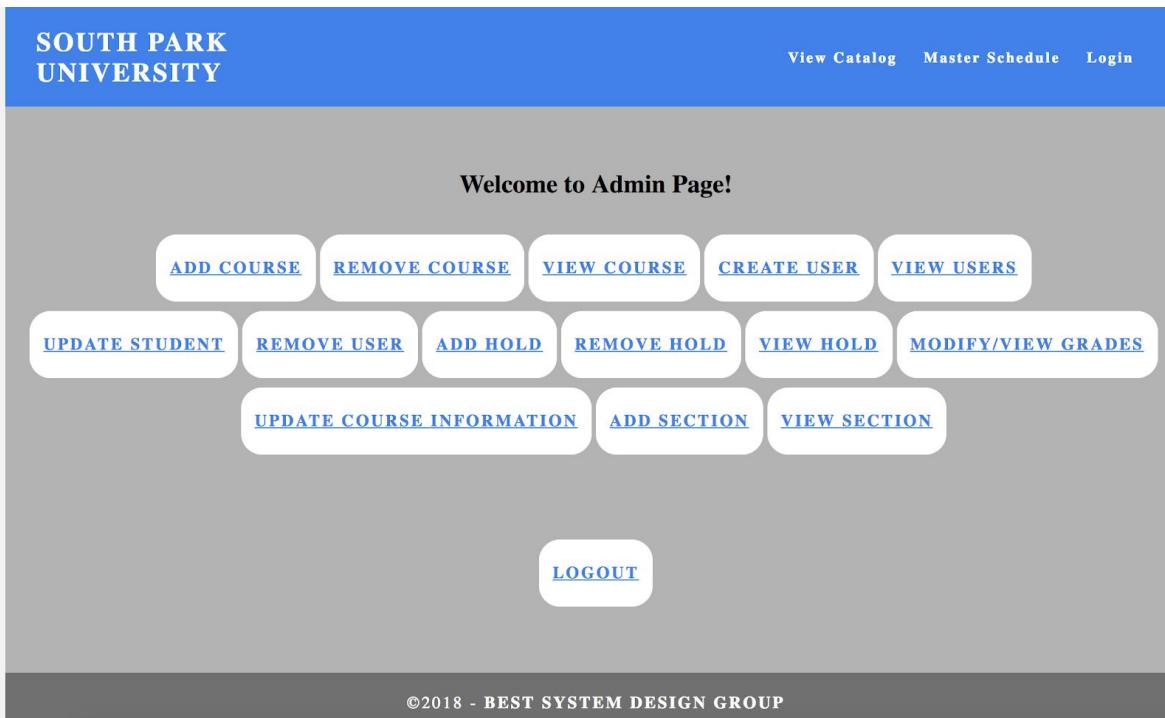
To log in using your Administrator username and password, please click on the link on the far right:



You will then navigate to the login page which will look like the following:

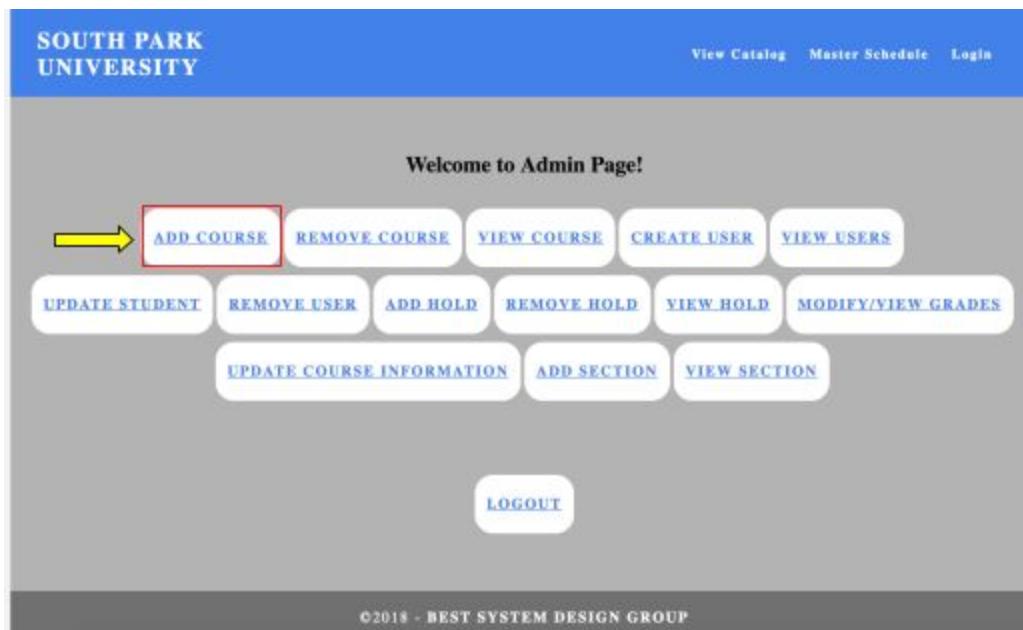
You will then enter your username with “@spu.edu” added to end and password then click submit.

At this point you will be navigated to the Admin Homepage which will look like the following picture:



Add Course

As an Administrator, you can add course to the school's curriculum. To do so, you start by click on the "ADD COURSE" button which is highlighted below:



You will then be navigated to the page below which you will then fill in all the information then click “Add Course” which is highlighted below:

Add Course

COURSE NAME

Department Name

Major

Course Description

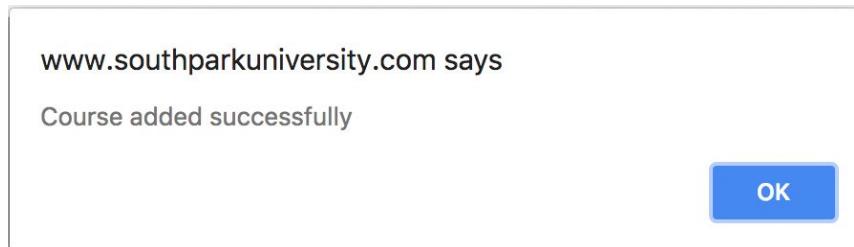
Credits:

Add prerequisite:

Add Course

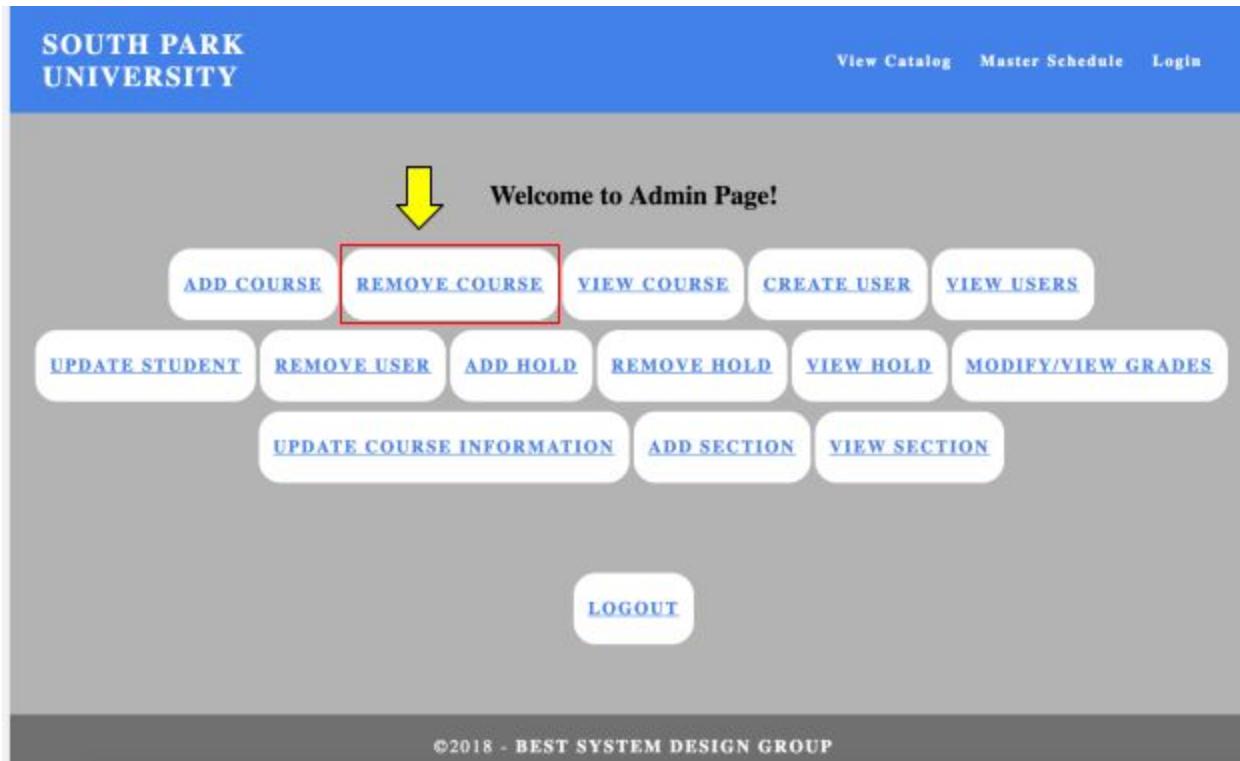
[Go Back to Previous Page](#)

If course is added successfully to the database, then the below message will pop up:



Remove Course

As an Administrator, you can remove course from the school's curriculum. To do so, you start by click on the "REMOVE COURSE" button which is highlighted below:



Once button is clicked it will navigate you to the page below where you will be about to select course when click the "Submit" button which will remove the course from the database:

This screenshot shows a modal window titled 'Remove Course!'. The window has a heading 'Select Course to remove' and a 'Submit' button, both of which are highlighted with red boxes. Below these are two buttons: 'Go Back to Previous Page' and 'Go Back to Previous Page' (repeated). On the right side of the window, there is a long list of course names, many of which have a small checkmark to their left. Some of the listed courses include: Computer Programming I, Computer Programming II, advanced VS and db appl program, Computer Architecture, DB&A, C++/In Object Oriented Design, Technical Communications, software engineering, database management systems, internet and web sites, computer science practicum, computer networks, data mining, systems design and implements, themes in U.S. history, intro to African Amer studies, intro to women studies, new media, american people II, contemporary U.S. society, a & social movements, african american history I, media studies, intro to journalism and media, urban studies, media production, History of women in U.S., american film genres, history of mass media, politics of media, documentary media, myths and images in film, writing for media, radio production and editing, public relations and society, african americans and mass media, women and media.

Once the “Submit” button is clicked you will then get the message below:

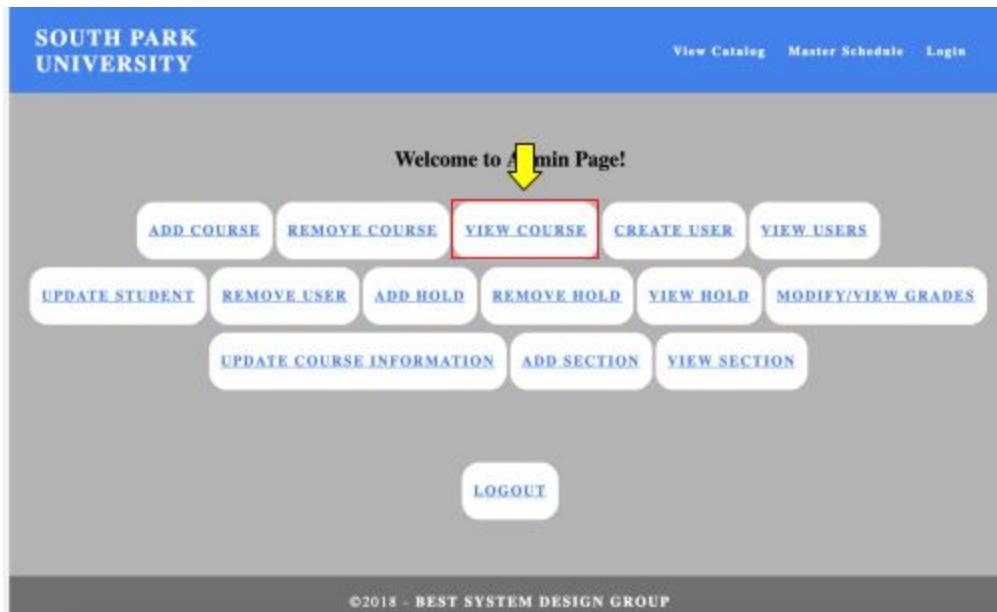
www.southparkuniversity.com says

Course Removed

OK

View Courses

As an Administrator, you are able to view all the courses added to the database. To do so, click on the “VIEW COURSE” button which is highlighted below:

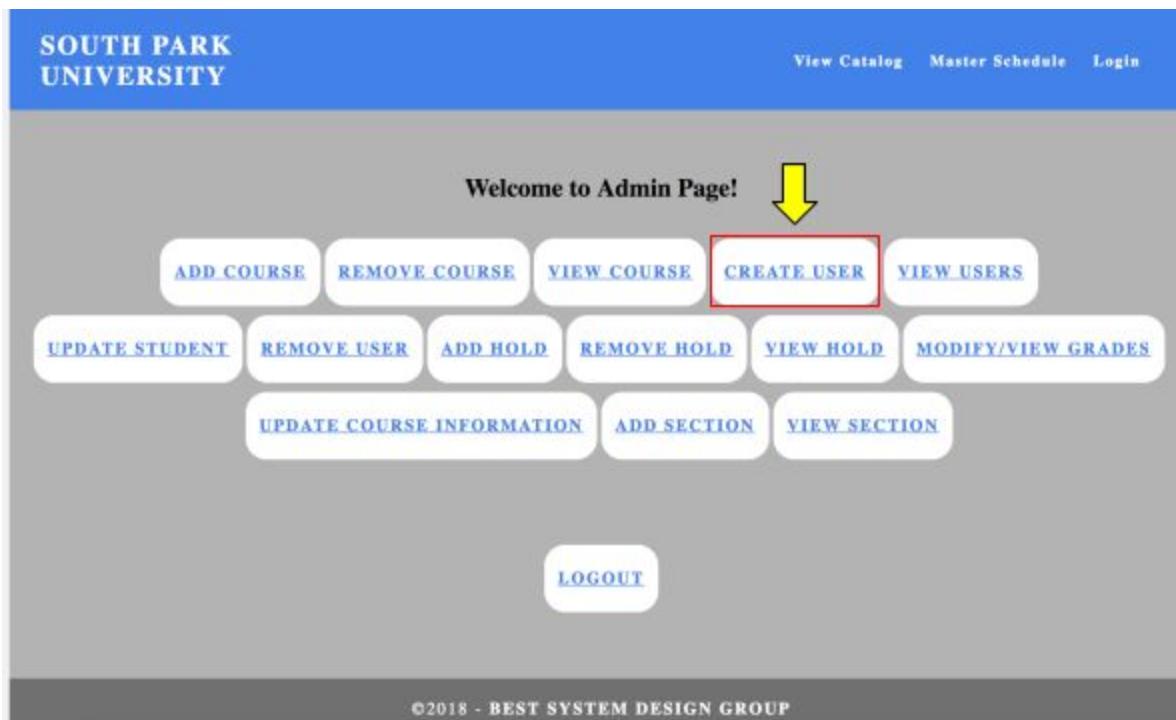


Once you click on the “VIEW COURSE” button it will navigate you to the following page will you be able to view all the courses in the database:

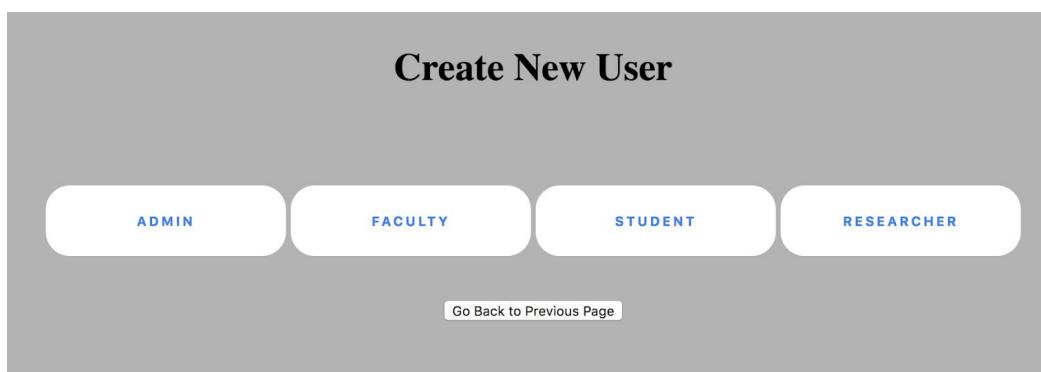
View Courses								
Search by course name								
TERM	DEPARTMENT	COURSE	DESCRIPTION	PREREQUISITE	PROFESSOR	BUILDING	ROOM	
2018 summer	Computer Science & Information Science	Internet & Web Tech	Survey of Internet technologies and a comprehensive introduction to the programming tools and skills required to build and maintain server sites on the Web. TCP/IP: protocols and services. WWW/HTTP/HTML techniques for text, images, links, and forms. Java	computer programming 2	James May	new academic building	1135	
2018 summer	Management, Marketing & Finance	Basic Bio Sciences I	Freshman biology lecture course sequence covering basic instruction in the current concepts of biological organization and function. The topics considered include: introduction to the chemistry of life, cell biology, genetics, evolution, ecology, cellular and organismic cellular and organismic reproduction, comparative anatomy and the physiology of selected organ systems with emphasis on humans.	0	Meredith Gray	new academic building	2133	
2018 summer	Computer Science & Information Science	Computer Programming II	Continuation of CS2510. Discussion of storage classes, pointers, recursion, files and string manipulation. Basic data structures and algorithms, data abstractions, and object-oriented programming. Students write intermediate to advance level programs in C	Computer Programming I	Meredith Gray	new academic building	1534	
2018 fall	Computer Science & Information Science	C++in Object Oriented Design	Object-oriented programming: encapsulation, abstraction, classes, interfaces, objects, messaging, composition, polymorphism and inheritance. Language features; name- spaces, exceptions and templates. Programming with STL: file structures and file I/O. Object-orient design: design patterns, frameworks and UML. Programming assignments carried-out individually and in groups. Offered once a year.	Computer Programming II	Meredith Gray	new academic building	1357	
	Computer		Introduction to program design and analysis: algorithmic processes, basic					

Create User

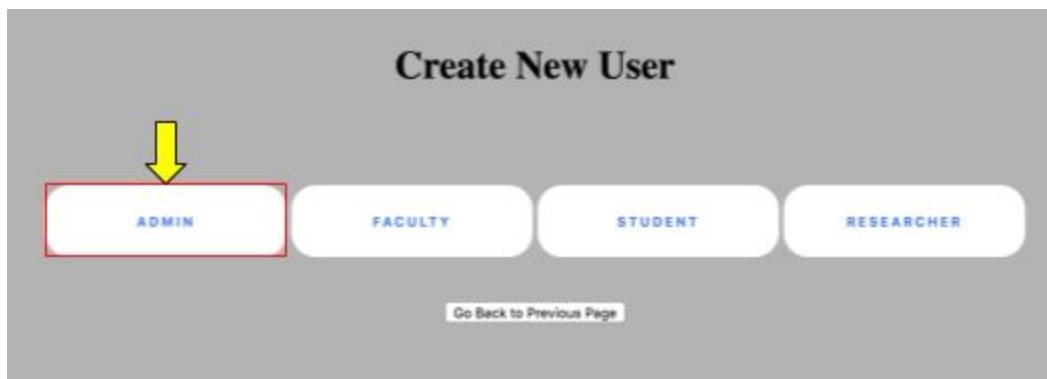
As an Administrator you can create a new admin user, faculty user, student user, or researcher user account into the school's database. To do so you start by clicking on the button "CREATE USER" indicated below:



Once you click on the "CREATE USER" button it will navigate you to the following page where you will select what type of user you will like to create:



When "ADMIN" button is selected like it is highlighted below:



It will then navigate to the following page:

The screenshot shows the "Enter Admin Information" page. It contains four text input fields: "First Name", "Last Name", "Email Address", and "Enter Temporary Password". Below these is a "Submit" button with a red border. A "Go Back to Previous Page" link is at the bottom.

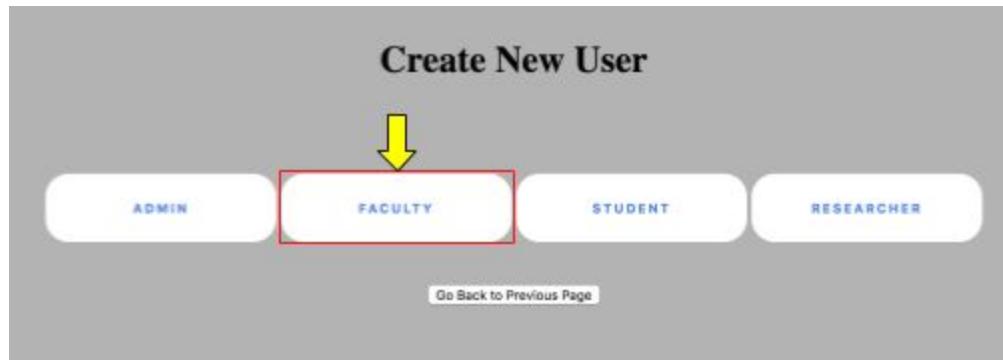
Fill in all the information then click the "Submit" button and Admin user will be added to the database and you will get the following message:

www.southparkuniversity.com says

Admin added

OK

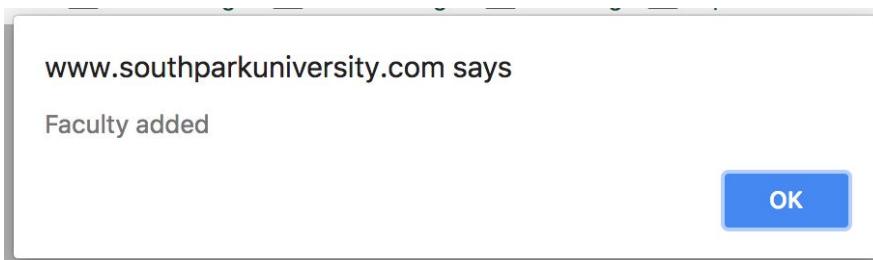
When "FACULTY" button is selected like it is highlighted below:



It will navigate you to the following page:

The image shows the "Enter Faculty Information" form. It contains fields for First Name, Last Name, Email Address, Enter Temporary Password, Assign Department (with a dropdown menu showing "American Studies"), Status (with a dropdown menu showing "Select"), and a "Submit" button. A "Go Back to Previous Page" link is at the bottom.

Fill in all the information then click the "Submit" button and Faculty user will be added to database and you will get the following message:



When "STUDENT" button is selected like it is highlighted below:

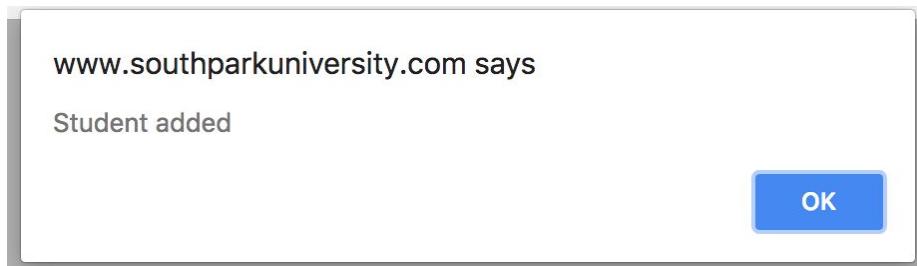


It will navigate you to the following page:

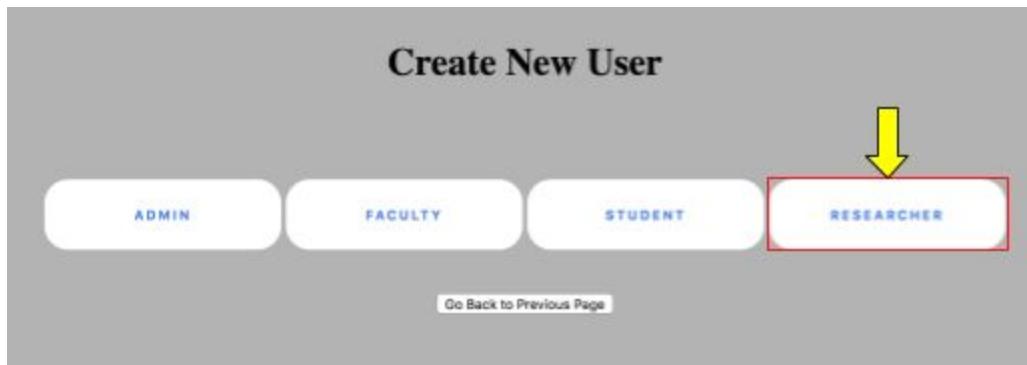
The form is titled "Enter Student Information". It contains the following fields:

First Name	Michael
Last Name	Jackson
Birthday	04 / 05 / 1993
Email Address	mjackson@spu.edu
Enter Temporary Password	*****
Select Student Major	Mathematics
Status:	Full Time
Assign Advisor	Alex Karev
Enter Start Year	2012
Enter End Year	2017
<input type="button" value="Submit"/>	
Go Back to Previous Page	

Fill in all the information then click the “Submit” button and Student user will be added to database and you will get the following message:



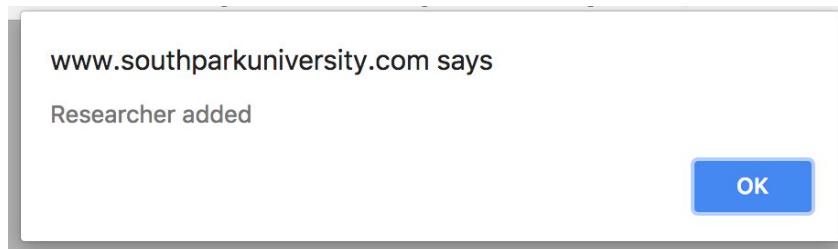
When “RESEARCHER” button is selected like it is highlighted below:



It will navigate you to the following page:

This image shows a form titled "Enter Researcher Information". The form contains four input fields: "First Name", "Last Name", "Email Address", and "Enter Temporary Password". Each field is accompanied by a text input box. Below the input fields is a "Submit" button. At the bottom of the form, there is a link "Go Back to Previous Page".

Fill in all the information then click the “Submit” button and Student user will be added to database and you will get the following message:



View Users

SOUTH PARK UNIVERSITY

Welcome to Admin Page!

[ADD COURSE](#) [REMOVE COURSE](#) [VIEW COURSE](#) [CREATE USER](#) [VIEW USERS](#)

[UPDATE STUDENT](#) [REMOVE USER](#) [ADD HOLD](#) [REMOVE HOLD](#) [VIEW HOLD](#) [MODIFY/VIEW GRADES](#)

[UPDATE COURSE INFORMATION](#) [ADD SECTION](#) [VIEW SECTION](#)

[LOGOUT](#)

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Once you have selected the button above it will navigate you to the following page which list all the create users in the database:

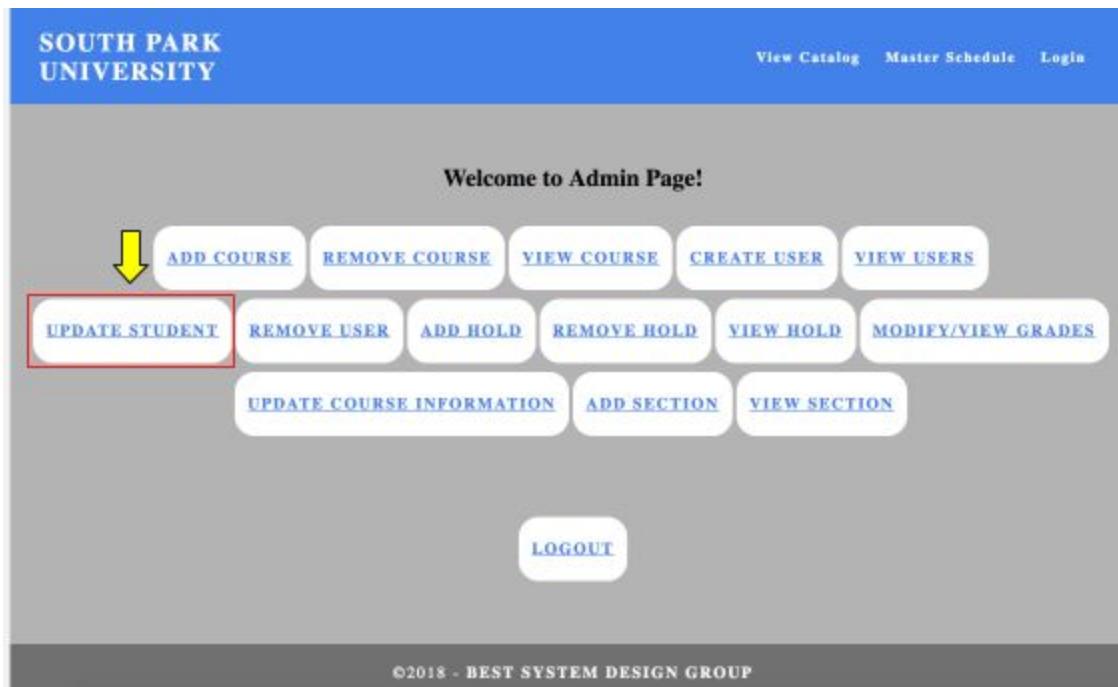
View Users			
Search by name			
User ID	User Name	Email	User Type
93	James May	james@gmail.com	faculty
103	Naresh Gupta	ngupta@spu.edu	admin
102	Christina Yang	cyang@spu.edu	faculty
87	Admin	admin@gmail.com	admin
86	Researcher	researcher@gmail.com	researcher
85	Faculty	faculty@gmail.com	faculty
84	Student	student@gmail.com	student
94	Meredith Gray	mgray@spu.edu	faculty
95	Jessica Jones	jjones@spu.edu	student
97	rachel washere	rwashere@gmail.com	faculty
99	sam check	scheck@gmail.com	researcher
101	Jessica Ricaurte	jricaурte@spu.edu	student
104	Alex Karev	akarev@spu.edu	faculty

You will be able to search the user by name which will look like the following:

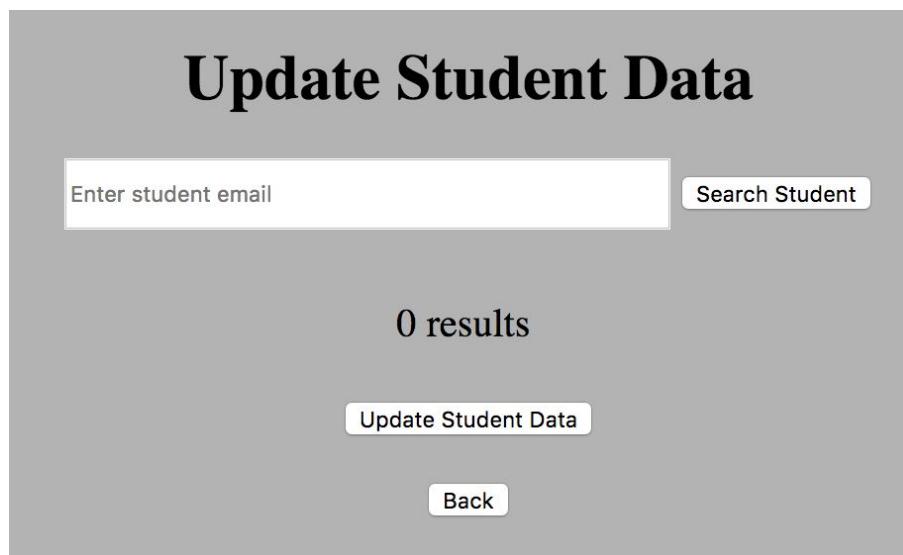
View Users			
Jes			
User ID	User Name	Email	User Type
95	Jessica Jones	jjones@spu.edu	student
101	Jessica Ricaurte	jricaурte@spu.edu	student

[Go Back to Previous Page](#)

Update Student



Once you click on the button above it will navigate you to the following page:



You will then enter the student's email whom you want to make updates to which will be allowed to make several updates, which will look like the following:

Update Student Data

0 results

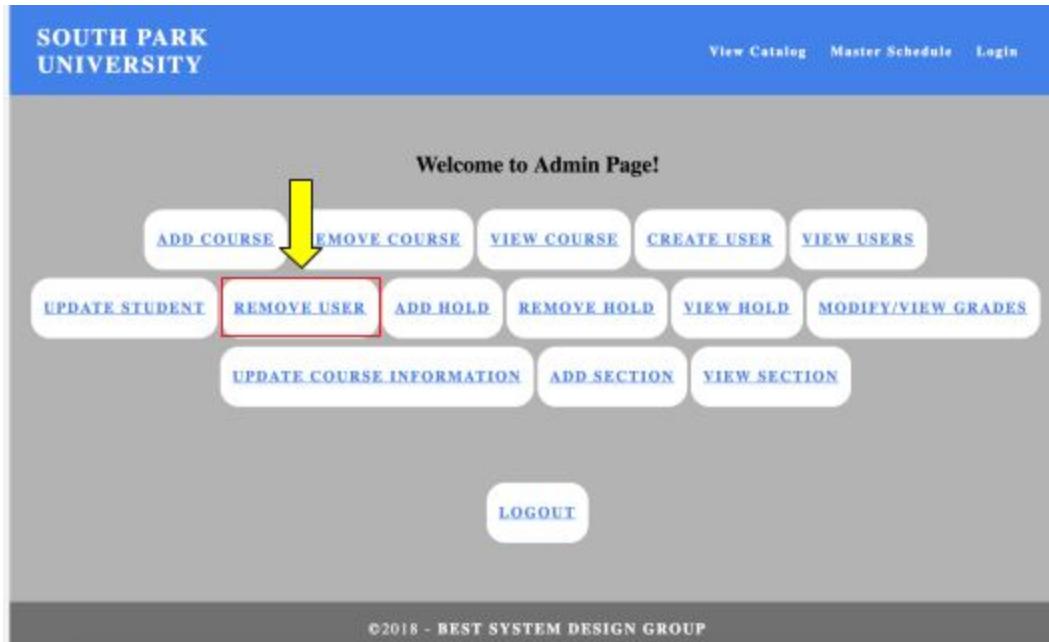
Update Student Data

Student Name	Jessica Jones
Advisor	Meredith Gray
Email	jjones@spu.edu
Status	Full Time <input type="button" value="Full Time ▲▼"/>
Credits	120 <input type="button" value="Edit Credits"/>
GPA	4 <input type="button" value="Edit GPA"/>
Birthday	1993-08-09
Start Year	2015
End Year	2016
Graduated	Yes <input type="button" value="Yes ▲▼"/>
Year of Graduation	2016 <input type="button" value="Edit Year of Graduation"/>

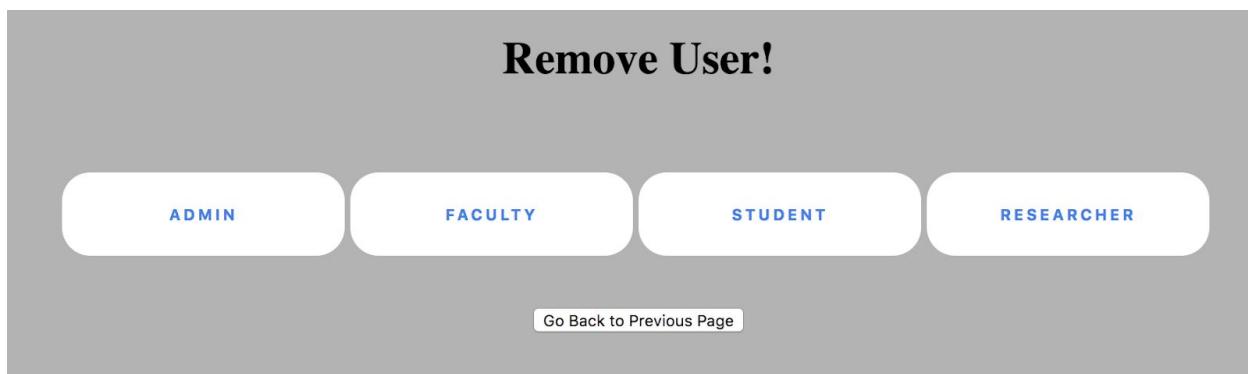
Once you click the “Submit Student Data” and it will update the information in the database

Remove User

As an Administrator you can remove a admin user, faculty user, student user, or researcher user account from the school's database. To do so you start by clicking on the button "REMOVE USER" indicated below:



Once you click on the "REMOVE USER" button it will navigate you to the following page where you will select what type of user you will like to remove:



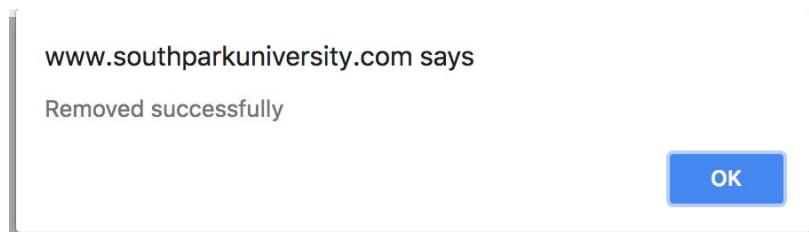
When "ADMIN" button is selected like it is highlighted below:



It will then navigate you to the following page, where you will enter the Admin user's email:

A screenshot of a web page titled "Remove Admin!". The title is centered at the top in a large, bold, black font. Below the title, there is a label "Enter Admin email" followed by a text input field. Underneath the input field is a "Submit" button. At the bottom of the page is a "Go Back to Previous Page" link.

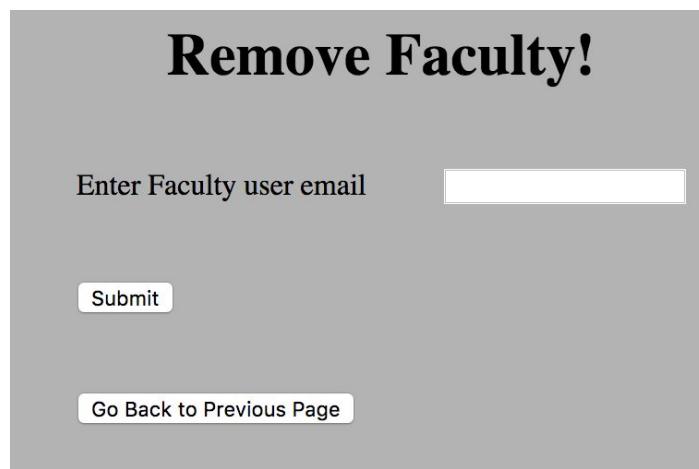
Once the correct Admin User email is entered and the "Submit" button is clicked then you will get the following message confirming account is removed from database:



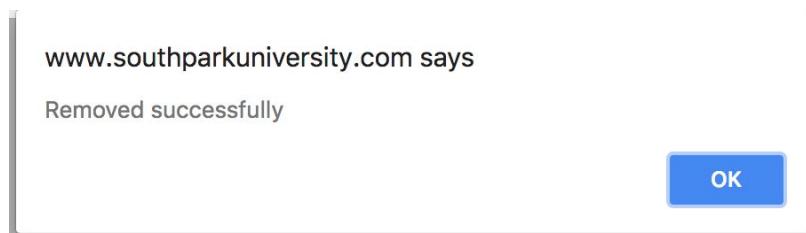
When "FACULTY" button is selected like it is highlighted below:



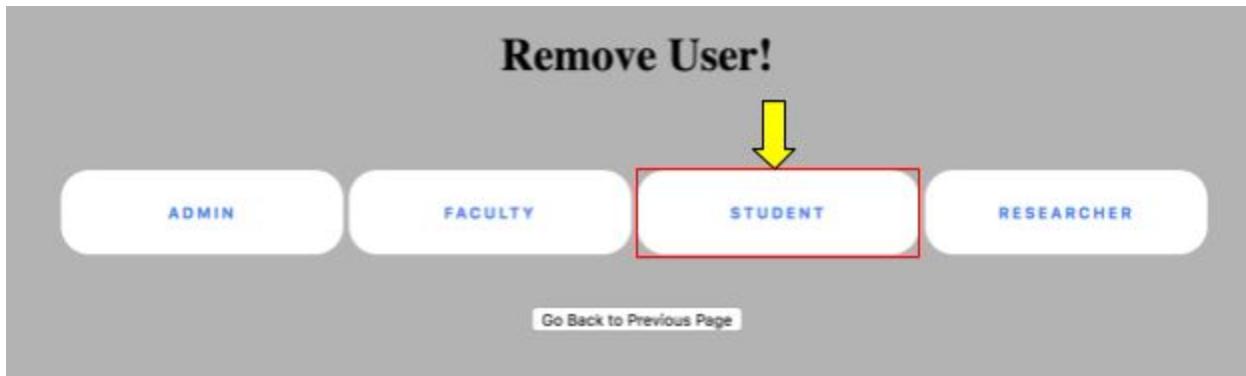
It will then navigate you to the following page, where you will enter the Faculty user's email:



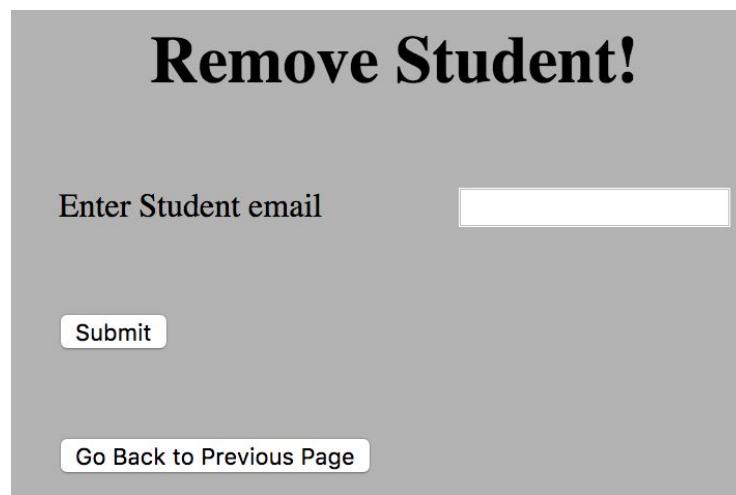
Once the correct Faculty User email is entered and the "Submit" button is clicked then you will get the following message confirming account is removed from database:



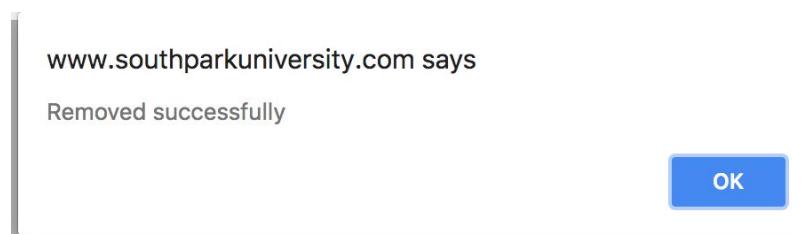
When "STUDENT" button is selected like it is highlighted below:



It will then navigate you to the following page, where you will enter the Student user's email:



Once the correct Student User email is entered and the "Submit" button is clicked then you will get the following message confirming account is removed from database:



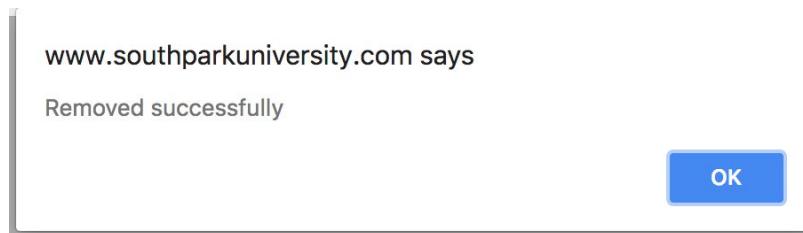
When "RESEARCHER" button is selected like it is highlighted below:



It will then navigate you to the following page, where you will enter the Researcher user's email:

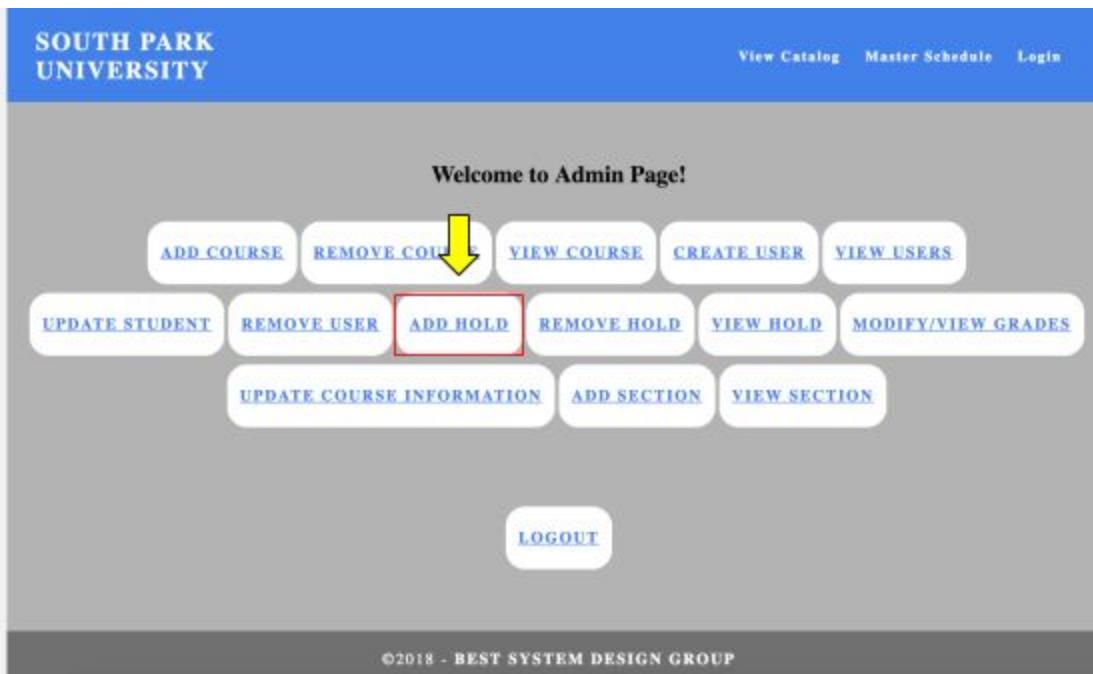


Once the correct Student User email is entered and the "Submit" button is clicked then you will get the following message confirming account is removed from database:



Add Hold

As an Administrator, you can add a hold to a student's account. To do so, you start by clicking on the button "ADD HOLD" indicated by the arrow below:



You will then be taken the page below:

ADD HOLD

Enter student email

Search Student

0 results

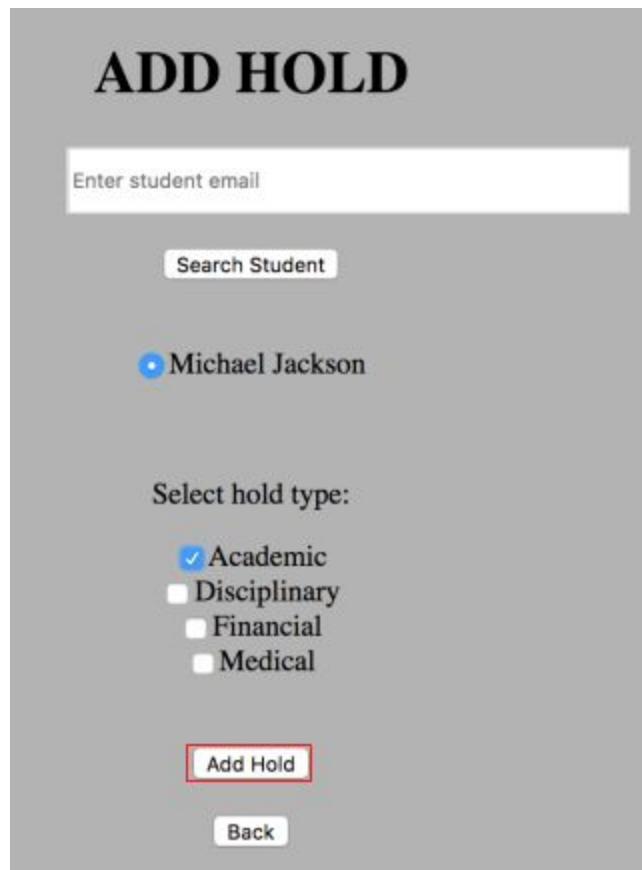
Select hold type:

- Academic
- Disciplinary
- Financial
- Medical

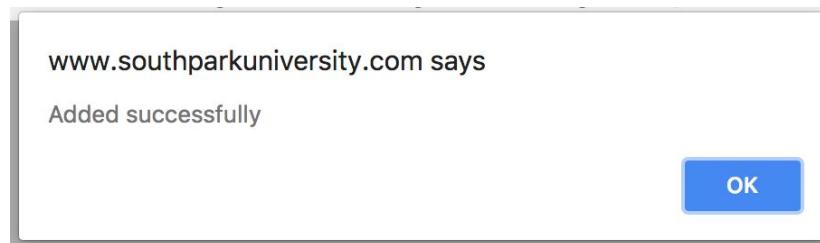
Add Hold

Back

On this page, you will enter the student's email which will then list the Student's name and you will check off the type of hold/holds:

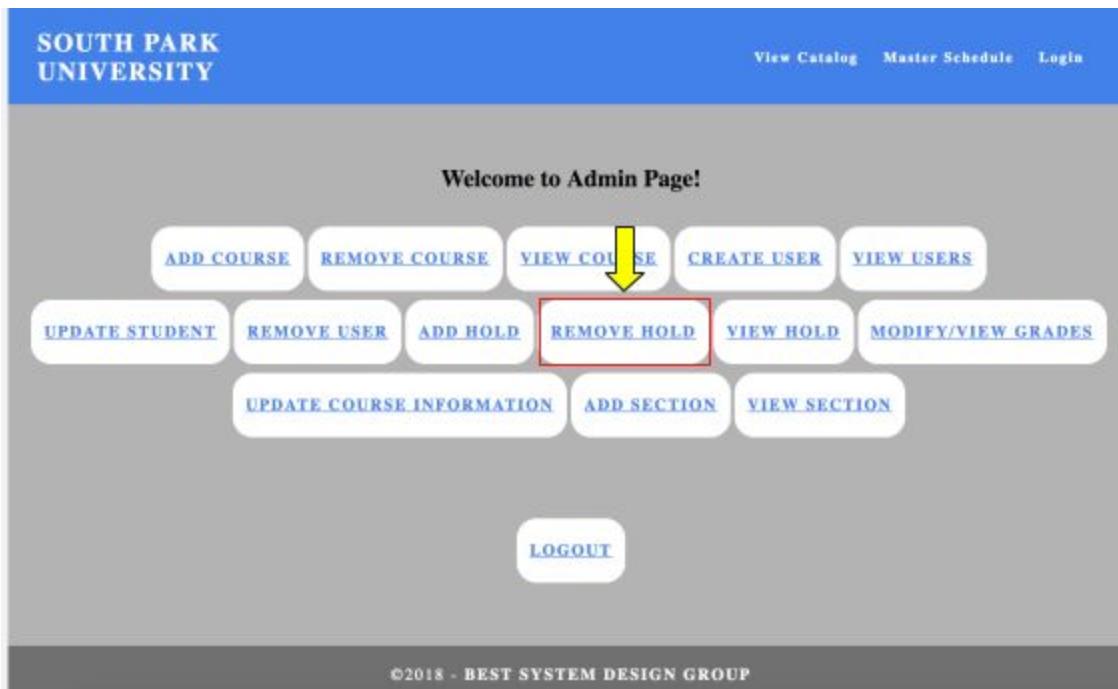


Once you click the "Add Hold" button you will get the following message:



Remove Hold

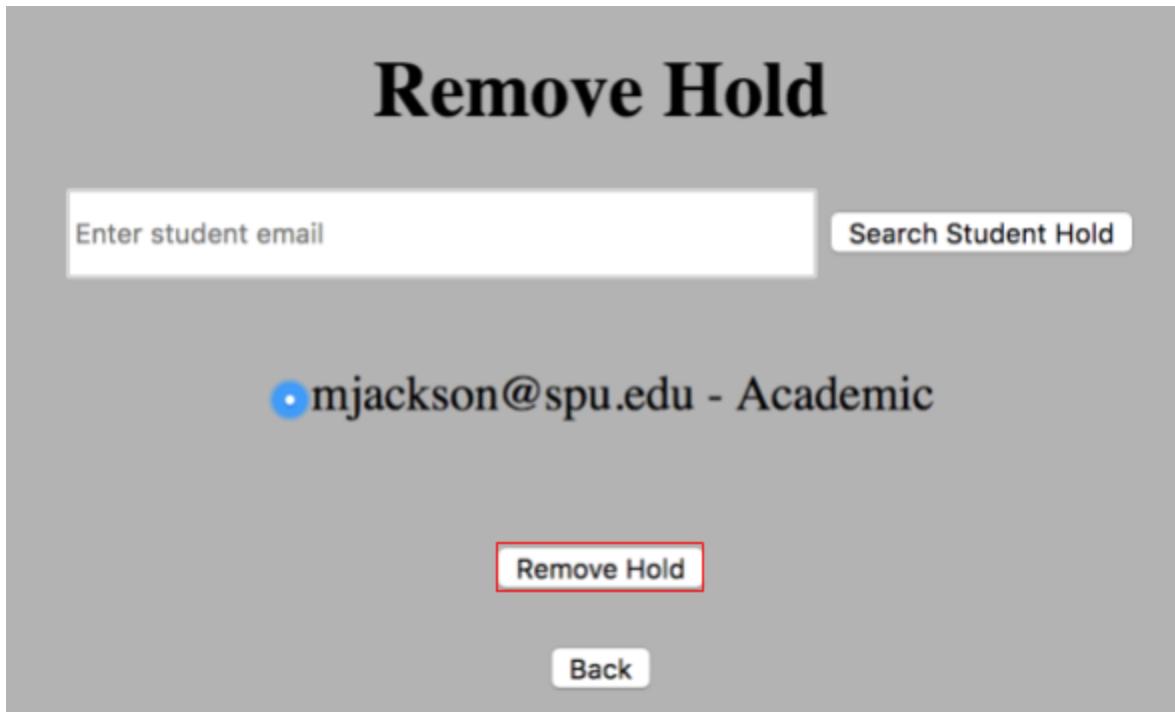
As an Administrator, you also can remove a hold from a student's account. To do so you start by clicking on the button "REMOVE HOLD" which is indicated by the arrow:



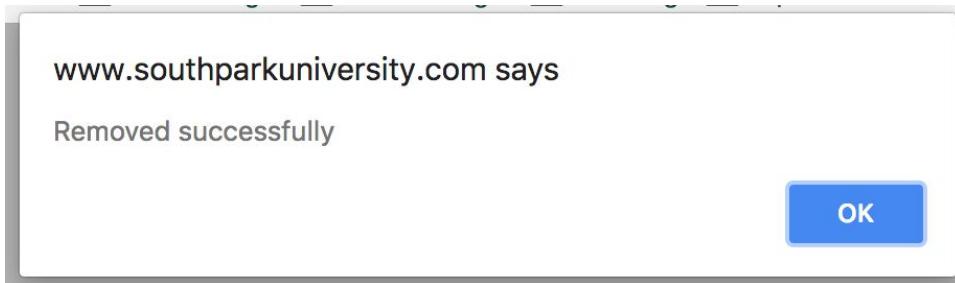
You will then be taken to the page below, where you will enter the student's email to search their hold:

The screenshot shows a 'Remove Hold' search interface. It has a search bar with the placeholder 'Enter student email' and a 'Search Student Hold' button. Below the search bar, the email 'm.jackson@spu.edu - Academic' is listed with a radio button next to it. At the bottom are 'Remove Hold' and 'Back' buttons.

Once student is found you will select the user and click the “Remove Hold” button like shown below:

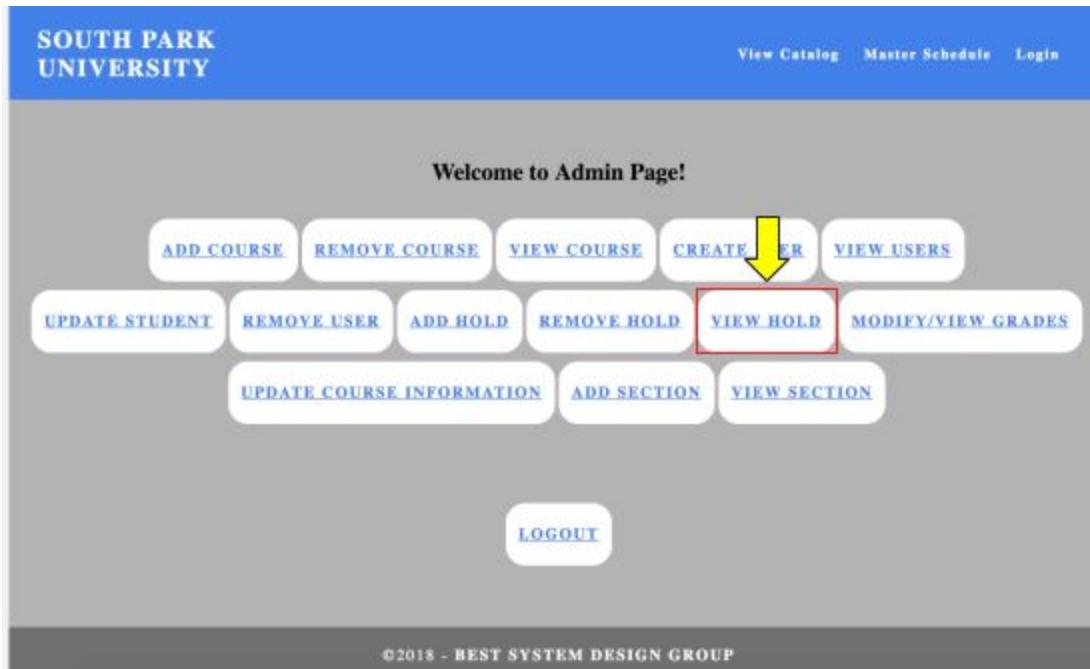


Once student hold is removed you will get the following message:



View Holds

As an Administrator, you are able to view all student account holds. To do so, you start by clicking on the button “VIEW HOLD” indicated by the arrow below:



You will then be taken to the page below:

View Holds

Enter student email

Once you get to this page you will enter the student's email then click on the "Search Student Hold" button like shown below:

View Holds

mjackson@spu.edu

Once “Search Student Hold” button is clicked it will show all the current holds on the student’s account:

The screenshot shows a web page titled "View Holds". At the top, there is a search bar labeled "Enter student email" and a button labeled "Search Student Hold". Below the search area is a table with three columns: "Student Name", "Student Email", and "Hold Type". The table contains two rows of data, both for a student named Michael Jackson. The first row has an "Academic" hold type, and the second row has a "Disciplinary" hold type.

Student Name	Student Email	Hold Type
Michael Jackson	mjackson@spu.edu	Academic
Michael Jackson	mjackson@spu.edu	Disciplinary

At the bottom of the page is a "Back" button.

Modify/View Grades

As an Administrator, you also can view and modify all student grades. To do so, start by clicking on the button “MODIFY/VIEW GRADES” which is indicated by the arrow below:

The screenshot shows the "Welcome to Admin Page!" of South Park University. The page features several buttons for administrative tasks: ADD COURSE, REMOVE COURSE, VIEW COURSE, CREATE USER, VIEW USERS, UPDATE STUDENT, REMOVE USER, ADD HOLD, REMOVE HOLD, VIEW HOLD, and MODIFY/VIEW GRADES. A yellow arrow points to the "MODIFY/VIEW GRADES" button, which is highlighted with a red box. Other buttons include UPDATE COURSE INFORMATION, ADD SECTION, and VIEW SECTION. At the bottom, there is a LOGOUT button and a copyright notice: ©2018 - BEST SYSTEM DESIGN GROUP.

You will then be taken to the page below:

The screenshot shows a web page titled "View/Modify Student Grades". At the top, there is a search bar labeled "Enter student email" and a button labeled "Search Student". Below the search bar, the text "0 results" is displayed. At the bottom left, there is a "Back" button.

Once you get to this page you will enter the student's email then click on the "Search Student Hold" button like shown below:

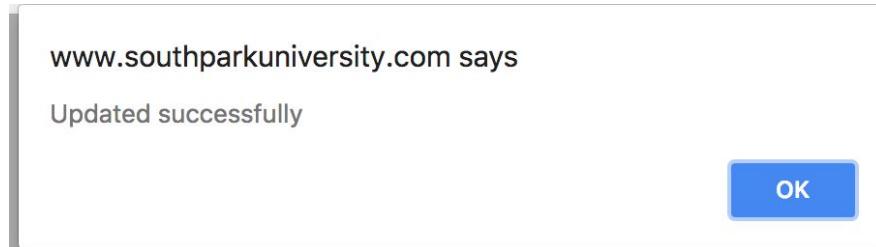
The screenshot shows the same web page as above, but the search bar now contains the email address "ijones@spu.edu". The rest of the interface remains the same, with "0 results" displayed below the search bar and a "Back" button at the bottom.

Once "Search Student" button is clicked it will show all the current courses the student is enrolled in and will be able to update their midterm or final grades:

The screenshot shows the web page after the search has been performed. A table displays student information and course details. The table includes columns for Student ID, Student Name, Course, Semester, Mid Term Grade, Final Grade, and two "Select" and "Update" buttons. The first row shows a course in Internet & Web Tech for the 2018 - fall semester. The second row shows a course in Political Sociology for the 2018 - spring semester. At the bottom left, there is a "Back" button.

Student ID	Student Name	Course	Semester	Mid Term Grade	Final Grade	
32	Jessica Jones	Internet & Web Tech	2018 - fall	S - Select <input type="button" value="Select"/>	A - Select <input type="button" value="Select"/>	<input type="button" value="Update"/>
32	Jessica Jones	Political Sociology	2018 - spring	S - Select <input type="button" value="Select"/>	A - Select <input type="button" value="Select"/>	<input type="button" value="Update"/>

Once you click the update button you will be get the following message:



Update Course Information

As an Administrator, you can update course information to the school's curriculum. To do so, you start by click on the "UPDATE COURSE INFORMATION" button which is highlighted below:

The screenshot shows the 'Welcome to Admin Page!' interface. At the top, there is a navigation bar with links: View Catalog, Master Schedule, and Login. Below the navigation bar, there is a grid of buttons. The buttons are arranged in rows: Row 1: ADD COURSE, REMOVE COURSE, VIEW COURSE, CREATE USER, VIEW USERS; Row 2: UPDATE STUDENT, REMOVE USER, ADD HOLD, REMOVE HOLD, VIEW HOLD, MODIFY/VIEW GRADES; Row 3: UPDATE COURSE INFORMATION, ADD SECTION, VIEW SECTION. The 'UPDATE COURSE INFORMATION' button is highlighted with a red rectangular box and a yellow arrow points to it. At the bottom of the page, there is a 'LOGOUT' button and a copyright notice: ©2018 - BEST SYSTEM DESIGN GROUP.

You will then be taken to the page below:

Update Course Information

Select Course: Select
New department: Select

New course name:

New description:

New Credits: Select

New prerequisite: Select

Fill in all the required information then click the “Update the Course” button highlighted below:

Update Course Information

Select Course: Select
New department: Select

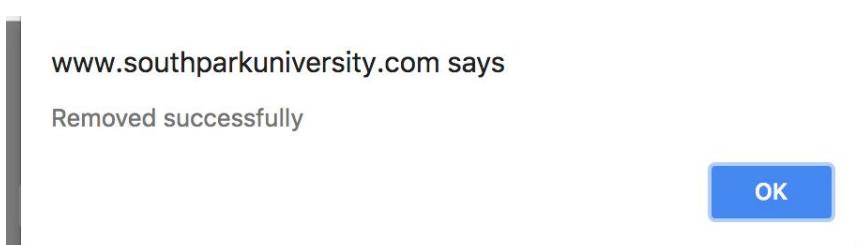
New course name:

New description:

New Credits: Select

New prerequisite: Select

Once the “Update the Course” button is clicked you will get the following the message:



If you want to remove a Prerequisite from a course you will click on the “Remove Prerequisites” button highlighted below:

Update Course Information

Select Course: Select
New department: Select

New course name:

New description:

New Credits: Select

New prerequisite: Select

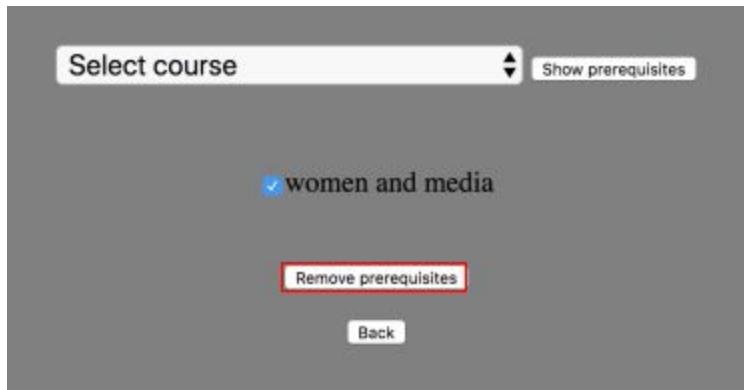
You will then be navigated to the page below:

Remove course prerequisites

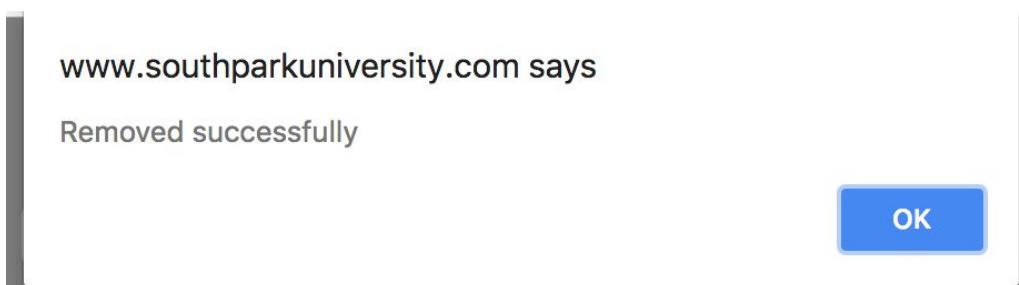
Adolescent

0 results

You will then select a course from a drop down menu and click on the “Show Prerequisites” button which will then show all the prerequisites for that selected course:



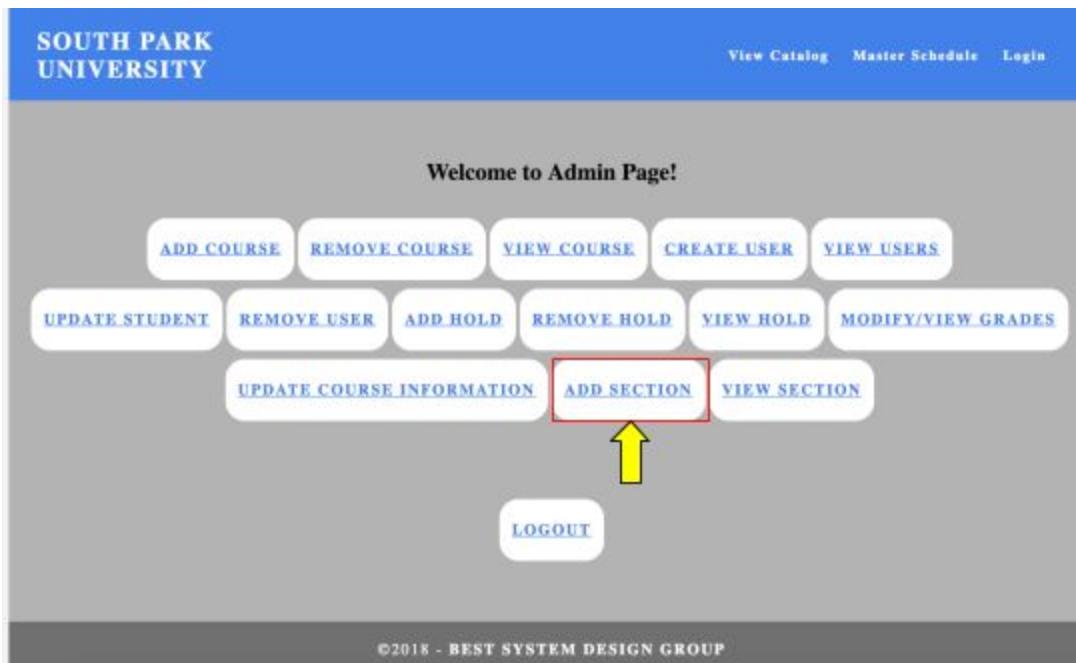
You will then select the prerequisite you want to remove and click the “Remove prerequisites” button which will then give you the following message to indicate the removal:



Add Section

Adding the section to the course will add the course to the view course list

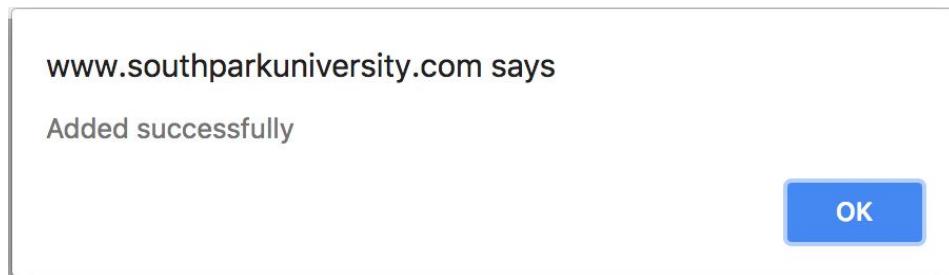
As an Administrator, you can add a section to a course. To do so, you start by clicking on the button “ADD SECTION” indicated by the arrow below:



You will then be taken to the following page:

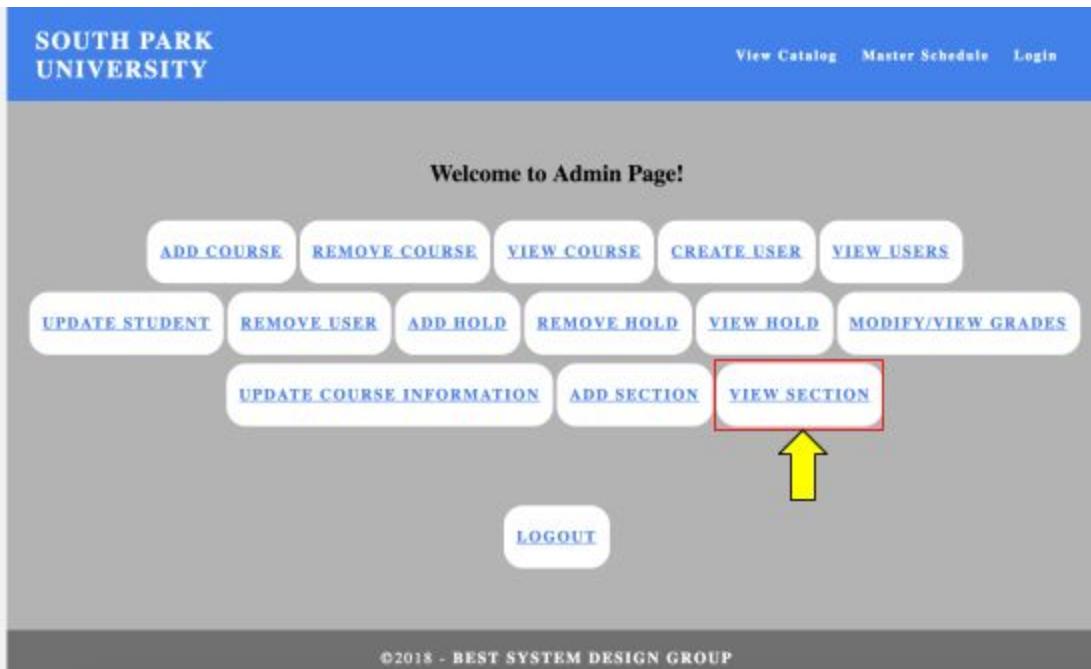
The screenshot shows the "Course Section" form. It has five dropdown menus: "Course: Select", "Room: Select", "Semester: Select", "Faculty Professor: Select", and "Day/Time: Select". Below these is an "Add Section" button, followed by a "Back" link at the bottom.

After that you will enter the necessary information for that section in the fields provided then click the “Add Section” button which is highlighted above, once submitted you will get the following message indicating section has been added to the database:



View Section

As an Administrator, you can view all the sections in the database. To do so, you start by clicking on the button “VIEWSECTION” indicated by the arrow below:



You will then be taken to the following page:

View Sections							
Section ID	Course ID	Course Name	Room ID	Room Number	Days	Time	
2	75	Advanced Business Law	3	1056	Monday/Wednesday	1pm-230pm	<button style="border: 1px solid red; padding: 2px;">Remove section</button>
3	91	Internet & Web Tech	6	1135	Monday/wednesday	8am-930am	<button>Remove section</button>
4	46	Basic Bio Sciences I	13	2133	Monday/Wednesday	11:20am-12:50am	<button>Remove section</button>
6	3	Computer Programming II	7	1534	Monday/Wednesday	520pm-7pm	<button>Remove section</button>
9	7	C++in Object Oriented Design	11	1357	Monday/Wednesday	1pm-230pm	<button>Remove section</button>
10	2	Computer Programming I	1	1023	Tuesday/Thursday	230pm-350pm	<button>Remove section</button>
11	7	C++in Object Oriented Design	3	1056	Monday/Wednesday	11:20am-12:50am	<button>Remove section</button>
12	95	Children Literature	3	1056	Monday/Wednesday	11:20am-12:50am	<button>Remove section</button>
13	96	College Algebra	33	3233	tuesday/Thursday	520pm-710pm	<button>Remove section</button>
16	95	Children Literature	6	1135	Monday/Wednesday	1pm-230pm	<button>Remove section</button>
18	95	Children Literature	19	3563	Monday/Wednesday	350pm-520pm	<button>Remove section</button>
19	95	Children Literature	22	2023	Tuesday/Thursday	940am-1110am	<button>Remove section</button>
20	8	Technical Communications	9	1089	Monday/Wednesday	940am-11:10am	<button>Remove section</button>
21	8	Technical Communications	4	1037	Monday/Wednesday	940am-11:10am	<button>Remove section</button>
22	99	Political Sociology	4	1037	Monday/Wednesday	940am-11:10am	<button>Remove section</button>

On this page you will also be able to remove section by clicking “Remove section” button which is highlighted in image above.

Once “Remove section” is removed you will get the following message:

www.southparkuniversity.com says

Removed successfully

OK

Logout

Once you click on the logout button



It will navigate you back to the login page for another user to login

A screenshot of a web browser showing a login form. The header is blue with the text "SOUTH PARK UNIVERSITY" on the left and "HOME" on the right. Below the header is a light gray content area containing a "Sign In" form. The form has two input fields: "Username" with placeholder text "Enter Username" and "Password" with placeholder text "Password". Below the password field is a "Submit" button.

Faculty

Functions:

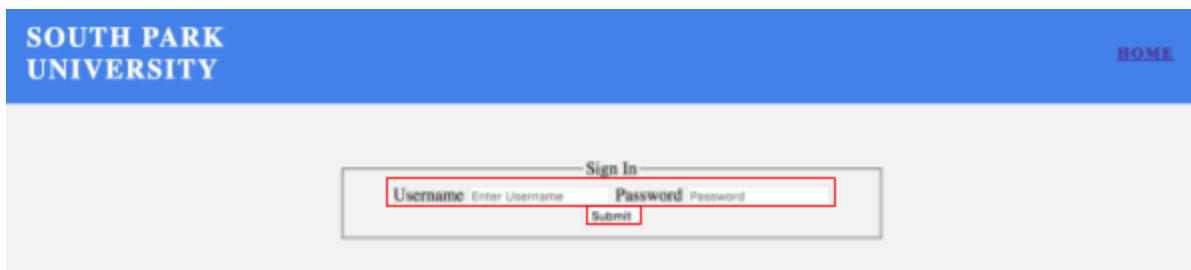
1. Login
2. Faculty Teaching Schedule
3. Update Grades
4. Student Enrollment
5. Advising List
6. Logout

Login

To log in using your Faculty username and password, please click on the link on the far right

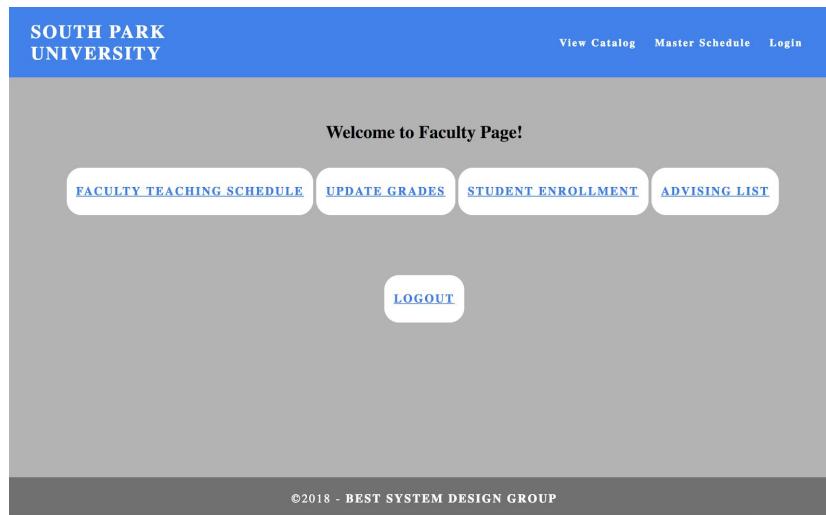


You will then navigate to the login page which will look like the following:



You will then enter your username with "@spu.edu" added to end and password then click submit.

At this point you will be navigated to the Faculty Homepage which will look like the following picture:



Faculty Teaching Schedule

To view the teaching schedule, you will click on the “FACULTY TEACHING SCHEDULE” button:



You will then be taken to the following page which will show you your current schedule, last semester schedule, and your next semester schedule:

Display Schedule

Current semester courses	Day	Time	Room
Children Literature	Monday/Wednesday	1pm-230pm	1135
Political Sociology	Monday/Wednesday	940am-11:10am	1037
Technical Communications	Monday/Wednesday	940am-11:10am	1037
Technical Communications	Monday/Wednesday	940am-11:10am	1089

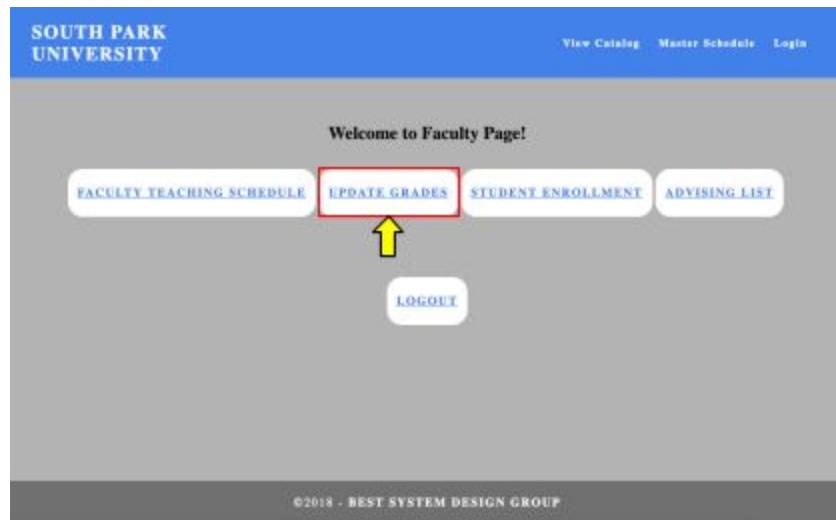
Last semester courses	Day	Time	Room
Children Literature	Monday/Wednesday	1pm-230pm	1135
Political Sociology	Monday/Wednesday	940am-11:10am	1037
Technical Communications	Monday/Wednesday	940am-11:10am	1037
Technical Communications	Monday/Wednesday	940am-11:10am	1089

Next semester courses	Day	Time	Room
Basic Bio Sciences I	Monday/Wednesday	11:20am-12:50am	2133
C++in Object Oriented Design	Monday/Wednesday	11:20am-12:50am	1056
Children Literature	Monday/Wednesday	11:20am-12:50am	1056
Children Literature	Tuesday/Thursday	940am-1110am	2023
Computer Programming II	Monday/Wednesday	520pm-7pm	1534

[Back](#)

Update Grades

A key function of being a faculty member is assigning grades to students. When you click on “UPDATE GRADES” button indicated by arrow below:



You will then be taken to the following page:

A screenshot of a "Add/Update Grades" page. The title is "Add/Update Grades". There is a dropdown menu labeled "Select course" with a "Change Course" button underneath. Below this is a table with columns: Semester, Student, Course, Mid-Term Grade, and Final Grade. The "Course" column is currently empty. At the bottom of the page is a "Go home" button.

You will then select the course you will like add/update grades for from the drop down menu then click on “Select Course” button:

A screenshot of a "Add/Update Grades" page. The title is "Add/Update Grades". A dropdown menu is open, showing the option "Political Sociology". Below the dropdown is a button labeled "Select Course", which is highlighted with a red box.

You will then get the list of students for that course like shown below:

Add/Update Grades

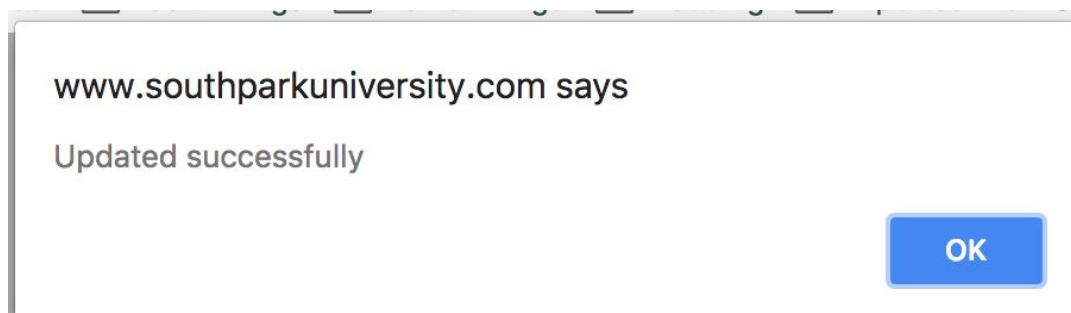
Select course

Semester	Student	Course	Mid-Term Grade	Final Grade	
2018 spring	mjackson@spu.edu	Political Sociology	- Select <input type="button" value=""/>	- Select <input type="button" value=""/>	<input type="button" value="Update"/>
2018 spring	jjones@spu.edu	Political Sociology	S - Select <input type="button" value=""/>	A - Select <input type="button" value=""/>	<input type="button" value="Update"/>

[Go home](#)

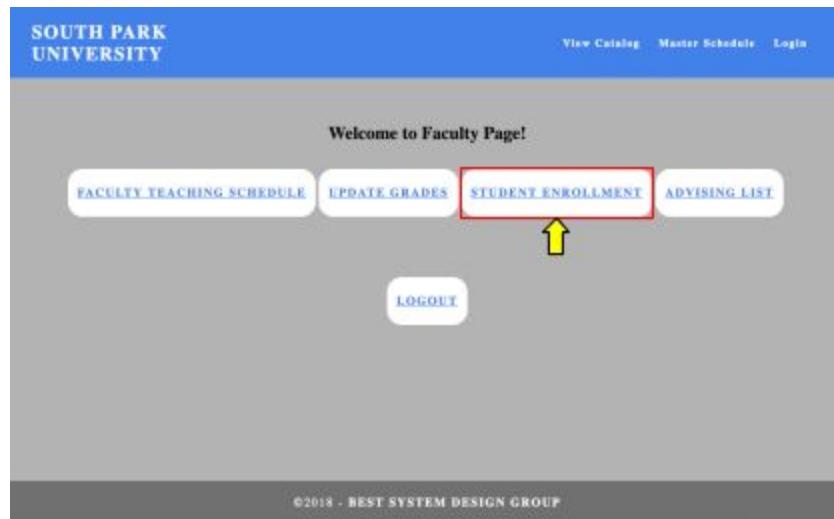
You will then be able to add/update grades for midterm and final grades.

Once you click the update button which is highlighted in image above you will get the following message:

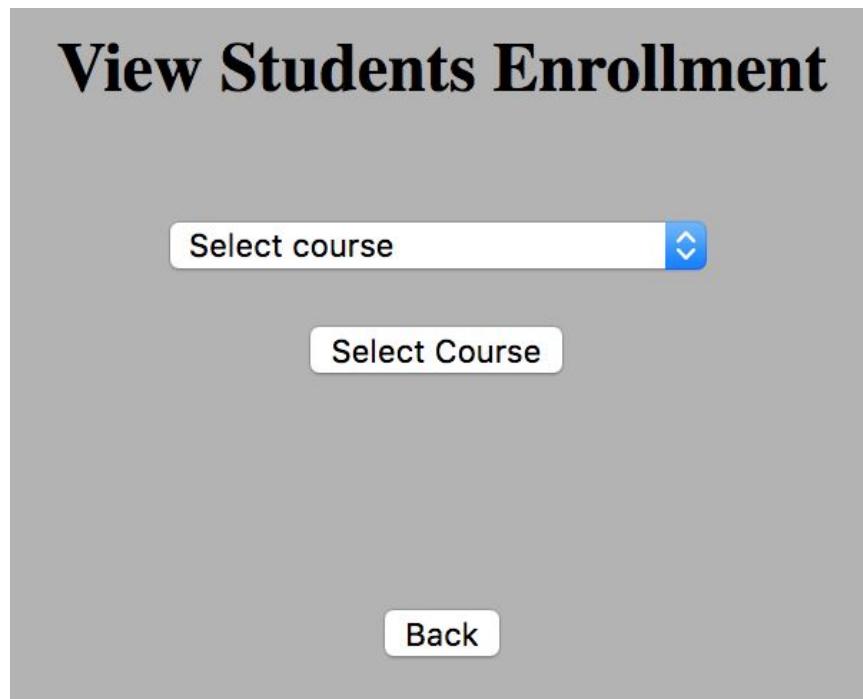


Student Enrollment

For faculty members to be able to update attendance for their students you will click on the “STUDENT ENROLLMENT” button indicate by arrow:



You will then be navigated to the following page:



On this page you will be able to select the course from the drop down menu you will like to update/add attendance for, click on “Select Course” and the students enrolled in that course will be listed:

View Students Enrollment

Select course

Student Name	Student Email	Attendance Record	Add attendance	
Jessica Jones	jjones@spu.edu	1	<input type="checkbox"/>	Submit attendance
Michael Jackson	mjackson@spu.edu	0	<input type="checkbox"/>	Submit attendance

Back

When you check off “Add Attendance” for each student then click on “Submit attendance” and it would increment the number in the “Attendance Record” column:

View Students Enrollment

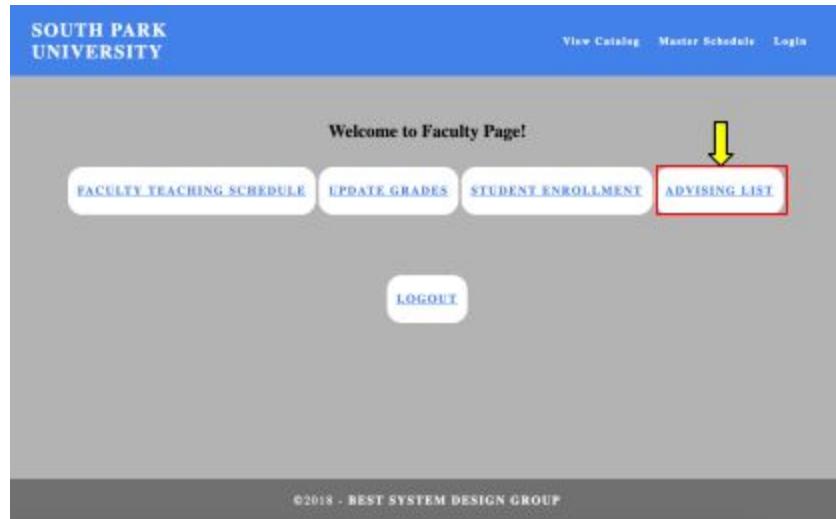
Select course

Student Name	Student Email	Attendance Record	Add attendance	
Jessica Jones	jjones@spu.edu	1	<input type="checkbox"/>	Submit attendance
Michael Jackson	mjackson@spu.edu	1	<input type="checkbox"/>	Submit attendance

Back

Advising List

To be able to view advising list, click on “ADVISING LIST” button indicated by arrow:



You will then be taken to the following page:

Display Students		
Student Name	Student Email	Major
Jessica Jones	jjones@spu.edu	3
sean grey	sgrey@gmail.com	1
Jessica Ricaurte	jricaурte@spu.edu	12

[Back](#)

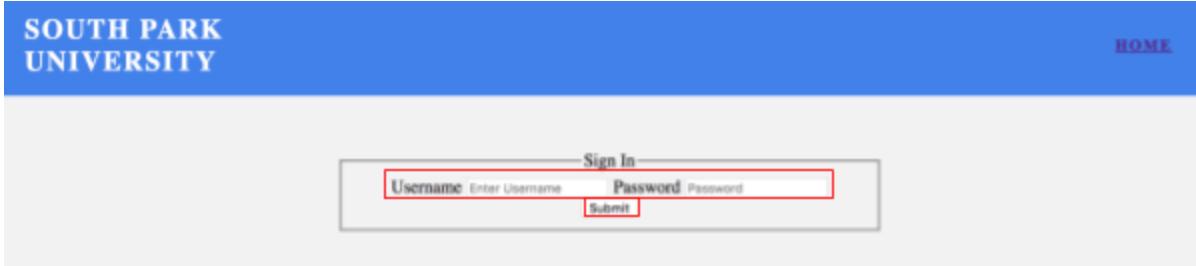
This page will list all the students you will be advising with their majorID.

Logout

Once you click on the logout button



It will navigate you back to the login page for another user to login



A screenshot of a login page for "SOUTH PARK UNIVERSITY". The page has a blue header bar with the university name on the left and a "HOME" link on the right. Below the header is a light gray content area containing a "Sign In" form. The form includes two input fields: "Username" with placeholder text "Enter Username" and "Password" with placeholder text "Password". A "Submit" button is located below the password field. The entire form is enclosed in a thin gray border.

Student

Functions:

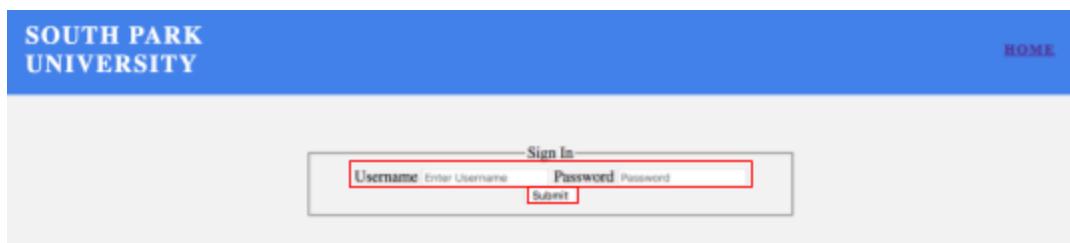
1. Login
2. Student Schedule
3. Student Transcript
4. Student Hold
5. Add Course
6. Drop Course
7. Advisor
8. Grades
9. Logout

Login

To log in using your Student username and password, please click on the link on the far right

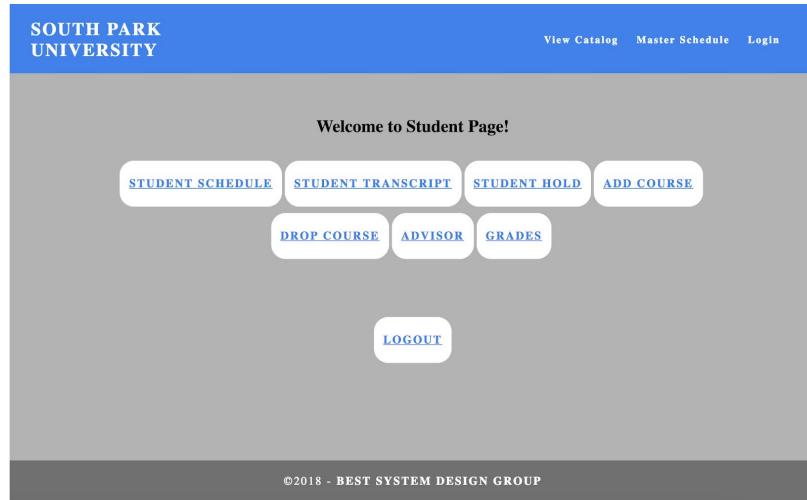


You will then navigate to the login page which will look like the following:



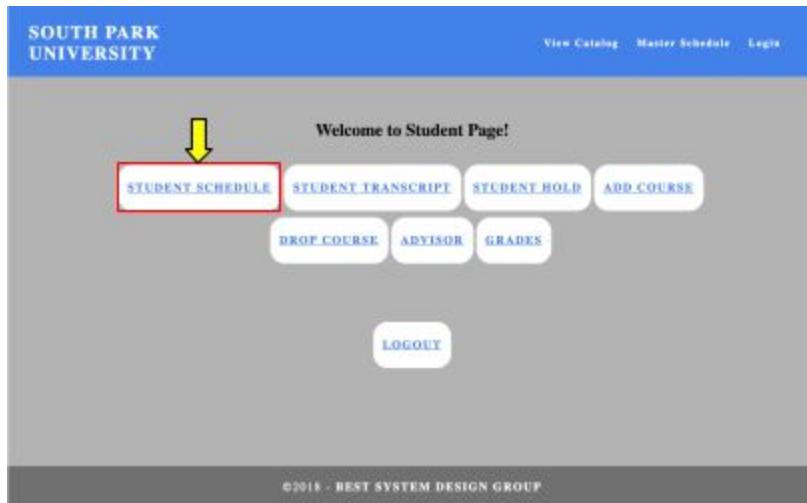
You will then enter your username with "@spu.edu" added to end and password then click submit.

At this point you will be navigated to the Student Homepage which will look like the following picture:



Student Schedule

To view the semester schedule, you will click on the "STUDENT SCHEDULE" button indicated by the arrow below:



You will then be taken to the following page which will show the student's current schedule:

My Courses

Course ID	Course Name	Department	Professor	Building	Room	Day	Time
95	Children Literature	School of Education	Meredith Gray	new academic building	1135	Monday/Wednesday	1pm-230pm
99	Political Sociology	Sociology	Meredith Gray	new academic building	1037	Monday/Wednesday	940am-11:10am

[Back](#)

Student Transcript

Students will be able to see their transcript once they click on the “STUDENT TRANSCRIPT” indicated by the arrow below:



You will then be taken to the following page:

My Transcript

Course ID	Course Name	Year	Semester	Mid Term Grade	Final Grade
102	Children Literature	2018	spring	S	A
96	College Algebra	2018	summer		
46	Basic Bio Sciences I	2018	summer		
99	Political Sociology	2018	spring	S	B
GPA	3				

[Back](#)

This page will show all the courses the student has taken and will take. Also only shows the grades for courses already completely.

Student Hold

To view current student holds, click on on “STUDENT HOLD” button indicated below:



You will then be taken to the following page:

If the student has no holds it will display the following:



If the student has holds, it will display the the type of holds on their account:



Add Course

As a student you will be able to add courses for the upcoming semester by clicking on the “ADD COURSE” button indicated by the arrow:

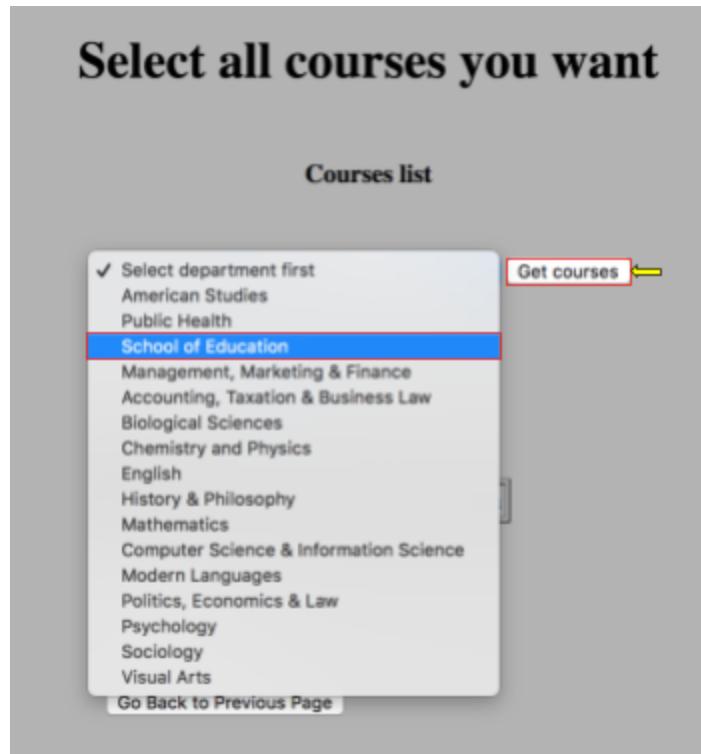


You will then be taken to the following page:

The page title is "Select all courses you want". Below it is a section titled "Courses list". It features a dropdown menu labeled "Select department first" with a blue arrow icon, a "Get courses" button, and another dropdown menu labeled "Select semester" with a blue arrow icon. A message "No data" is displayed above a table. The table has columns labeled "Select", "Course", "Days", "Time", and "Location", each with a blue border. At the bottom of the page are two buttons: "Add courses" and "Go Back to Previous Page".

Select	Course	Days	Time	Location
--------	--------	------	------	----------

You will select what department you will like to selected courses from then click on “Get Courses” button to list all the courses in that department:



Once the courses are listed like shown below:

The screenshot shows a "Courses list" section. At the top, there is a "Select department first" dropdown and a "Get courses" button. Below it, a "Select semester" dropdown is open, showing options: "Select semester", "2018-3, spring", "2018-6, summer", and "2018-9, fall". A yellow arrow points to this dropdown. To the right of the dropdown, text says "Select semester you want to enroll for the selected courses". Below this is a table listing selected courses:

Select	Course	Days	Time	Location
<input checked="" type="checkbox"/>	Children Literature	Tuesday/Thursday	940am-1110am	new academic building - 1056
<input checked="" type="checkbox"/>	Student Teaching: English	Monday/wednesday	8am-930am	new academic building - 2423

At the bottom left is an "Add courses" button, which has a yellow arrow pointing to it. To the right of the button, text says "Click once ready to add courses to schedule". At the very bottom is a "Go Back to Previous Page" link.

Once courses are selected and “Add Courses” button is clicked, the courses will be added to student’s schedule.

Drop Course

For student to be able to drop a course, they will click on the “DROP COURSE” button indicated by arrow below:



You will then be taken to the following page listed all the courses added for the current semester:

Drop courses						
Section ID	Course ID	Course Name	Room	Day	Time	
22	99	Political Sociology	1037	Monday/Wednesday	940am-11:10am	Drop course 
25	102	Children Literature	1056	Tuesday/Thursday	940am-1110am	Drop course

[Go Back to Previous Page](#)

Once you click on the “Drop Course” button you will get the following message:

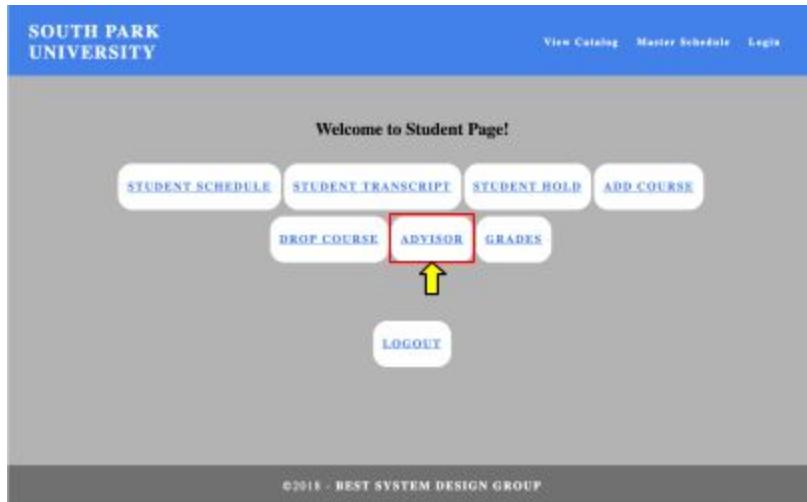
www.southparkuniversity.com says

Removed successfully

[OK](#)

Advisor

To see the advisor assigned to the student, click on the “ADVISOR” button indicator but the arrow below:

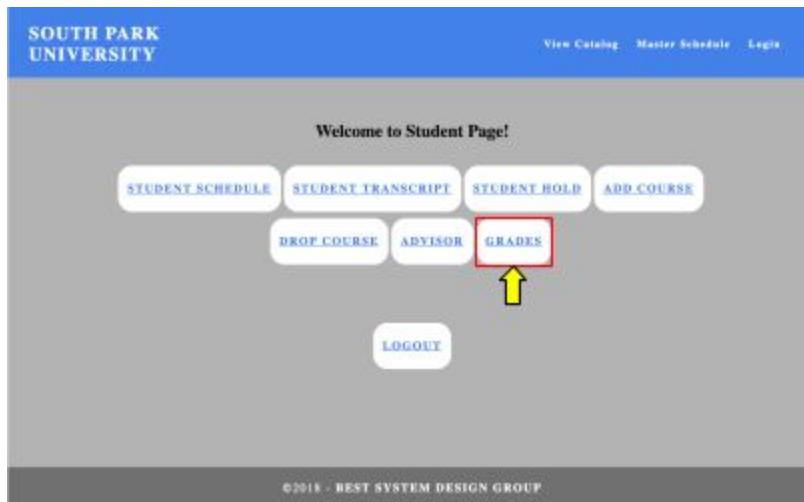


You will then be taken to the following page, when you will see the assigned advisor:



Grades

For students to view their grades they will click on the “GRADES” button indicated by the arrow below:



You will then be taken to the following page where you will see your grades listed:

My Grades

Course Name	Mid Term Grade	Final Grade
Internet & Web Tech	S	A
Political Sociology	S	A
Children Literature		
Advanced Business Law		

[Back](#)

Logout

Once you click on the logout button



It will navigate you back to the login page for another user to login



A screenshot of a web browser showing a login form. The header is blue with the text "SOUTH PARK UNIVERSITY" on the left and "HOME" on the right. Below the header is a light gray area containing a "Sign In" form. The form has two input fields: "Username" with placeholder text "Enter Username" and "Password" with placeholder text "Password". Below the password field is a "Submit" button. All three input fields have a red border.

Researcher

Functions:

1. Login
2. Student Data
3. Faculty Data
4. Logout

Login

To log in using your Researcher username and password, please click on the link on the far right

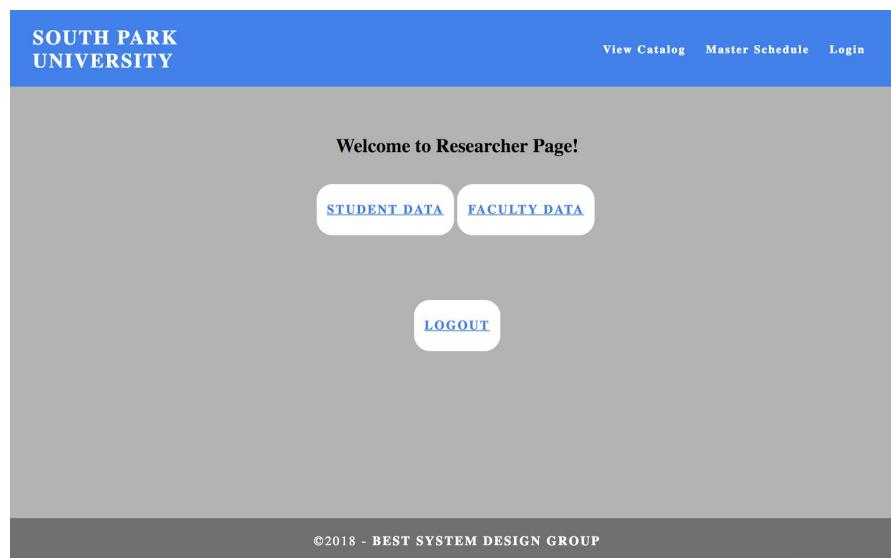


You will then navigate to the login page which will look like the following:

 A screenshot of a login form. At the top, it says "SOUTH PARK UNIVERSITY" and "HOME". Below that is a "Sign In" section with two input fields: "Username" and "Password", both with placeholder text ("Enter Username" and "Password"). There is also a "Submit" button at the bottom of the form.

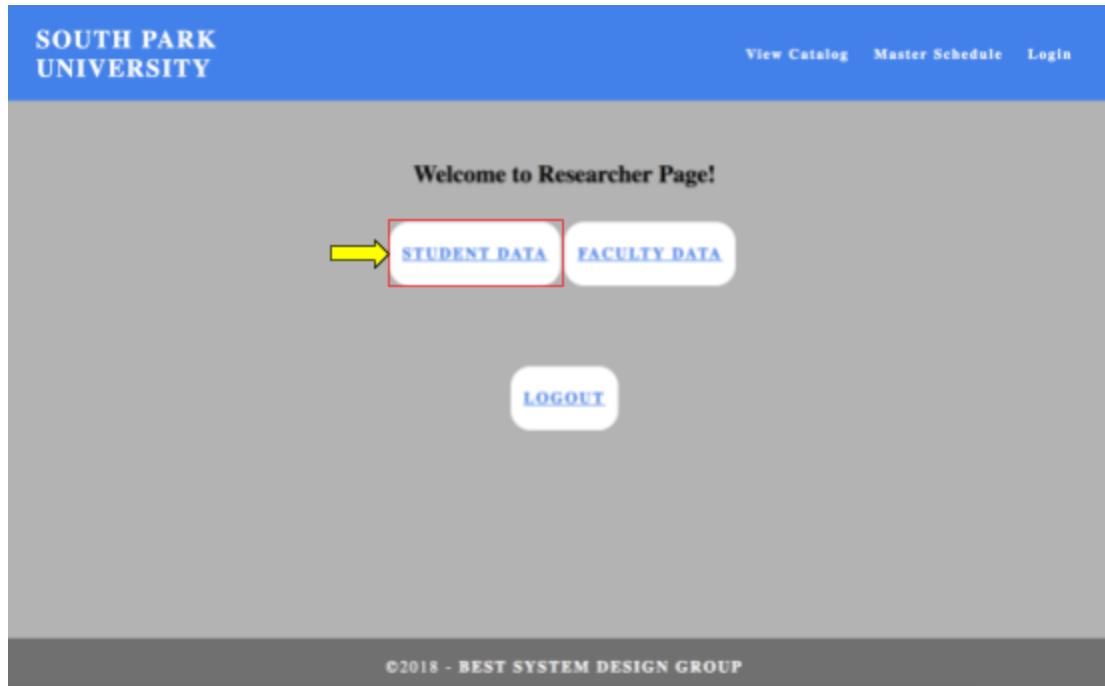
You will then enter your username with "@spu.edu" added to end and password then click submit.

At this point you will be navigated to the Researcher Homepage which will look like the following picture:



Student Data

To access student data you click on the student data button



You will then be taken to the following page:

Student data

Year	Graduation Rate
2017	57%
2016	63%
2015	56.9%
2014	62.7%
2013	61.3%
2012	58.4%
2011	60.2%

Year	Semester	Major	Enrollment	Avg. GPA
2018	summer	American Studies	6	3
2018	fall	Liberal Studies	2	3
2018	fall	Public Health	1	2
2018	fall	Biochemistry	2	3

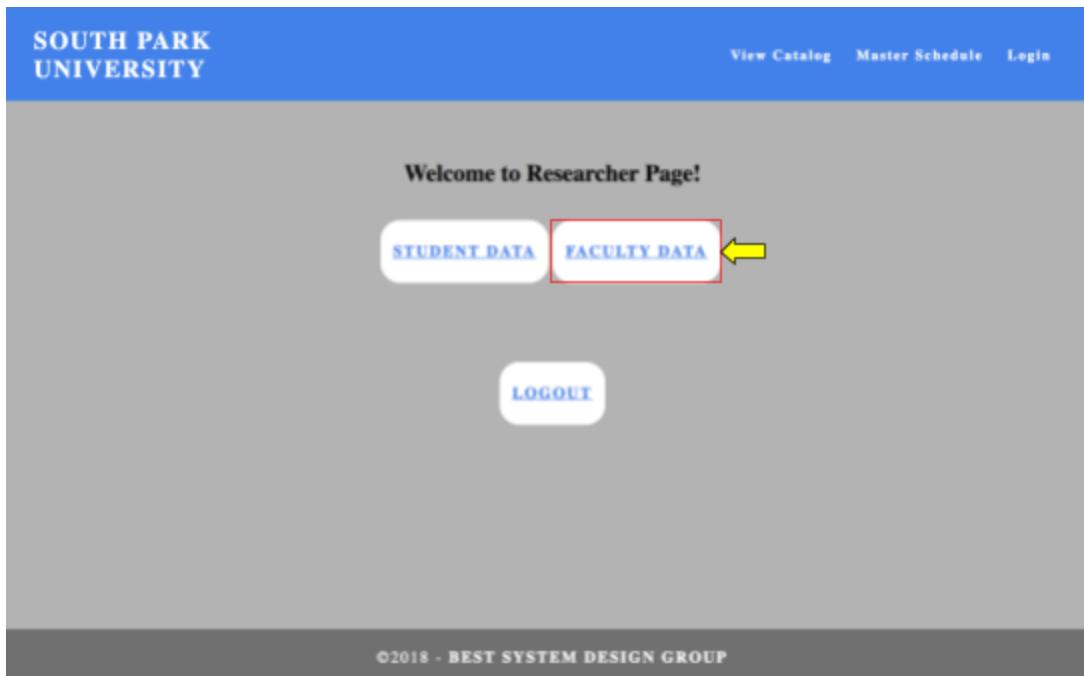
[Back](#)

This page will list:

- Graduation rate by year
- Students enrolled by year, semester, and average GPA

Faculty Data

To access Faculty Data click on Faculty data button



You will then be taken to the following page:

Faculty data

Semester	Total faculty	Department	Total faculty	Course	Total faculty
2018 - summer	2	American Studies	1	intro to computer applications	1
2018 - fall	3	Public Health	3	computer programmin	1
2018 - winter	1	Accounting, Taxation & Business Law	2	Test 102	2
2020 - summer	1	Management, Marketing & Finance	2	Test 301	2
		School of Education	2	gardening	1
		Biological Sciences	2		
		Chemistry and Physics	1		
		English	3		
		Mathematics	1		
		Modern Languages	2		
		Psychology	2		

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The page will list:

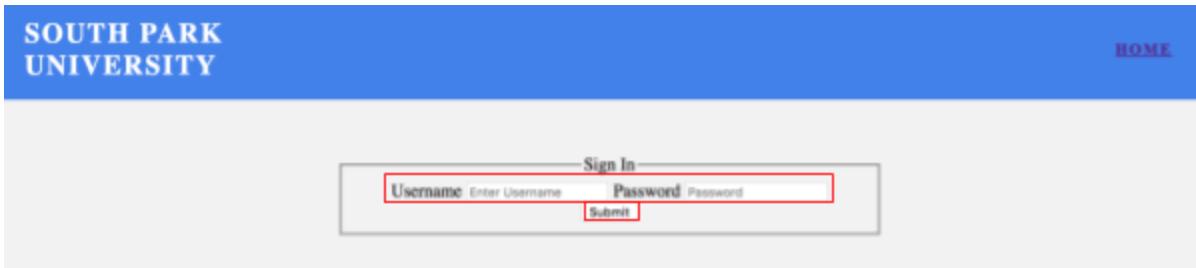
- Amount of working faculty by year
 - Amount of faculty in each department
 - Amount of faculty teaching each course

Logout

Once you click on the logout button



It will navigate you back to the login page for another user to login



The image shows a screenshot of a web browser displaying a login page for "SOUTH PARK UNIVERSITY". The header is blue with the university name in white. On the right side of the header, there is a link labeled "HOME". Below the header, there is a "Sign In" form. The form has two input fields: "Username" and "Password", both with placeholder text ("Enter Username" and "Password"). There is also a "Submit" button at the bottom of the form.

Contributors

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Team assistant, JavaScript Consultant, and PHP administrator. Anisha has ensured that each web page is personalized for each user using cookies and session variables.