### 1. Introduction

The course planning website is a platform designed to assist University of Calgary students and IT administrators in efficiently managing academic courses and related information. This manual provides detailed instructions for using the system's features, ensuring a seamless experience for all users.

## 2. User Roles and Access

#### Students

- Register and log in with their UCID.
- Access information about available courses, previously taken courses, and degree requirements.

#### IT Administrators

• Register and log in with their credentials.

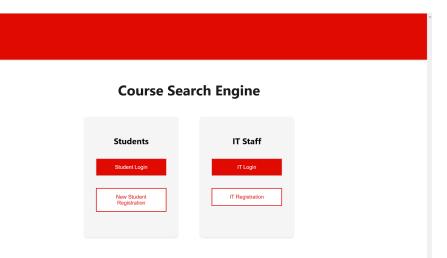
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• Manage the course database, including adding, modifying, and deleting courses, lectures, and tutorials.

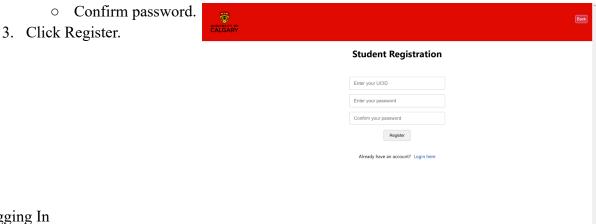
Note that both students and IT administrators must have their information (UCID) already in the database to create an account.

# 3. Getting Started

Registering an Account



- 1. Select your role (Student or IT), and click the corresponding Registration button.
- 2. Fill out the registration form:
  - o Enter your UCID and password.



### Logging In

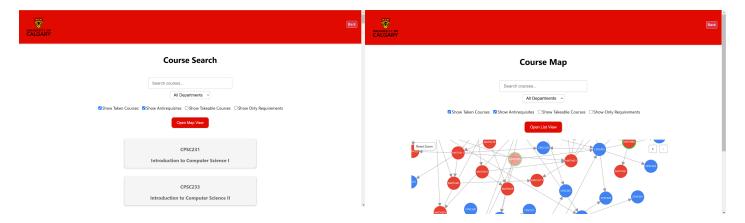
- 1. On the homepage, click Login (either as Student or IT).
- 2. Enter your UCID and password.
- 3. Click Login to access your dashboard.



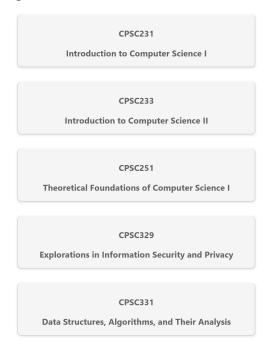
# 4. Student User Guide

Course Search (View Available Courses)

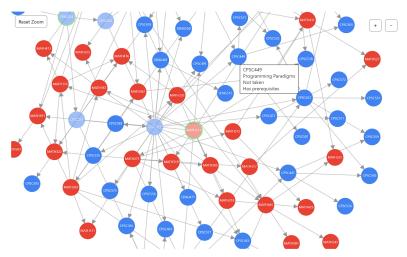
- 1. Login and click the Course Search button on the dashboard.
  - The dashboard has a list of courses, where students can choose between list view and a map view.



- 2. In both list view and map view, students can filter the courses by:
  - Text search (search a course by course ID or course name).
  - Taken courses.
  - o Antirequisites.
  - Takeable courses (the courses that the student has the prerequisites).
  - Only requirements (the degree requirements of the student).
    - i. Students can select the department they want as well.
      - 1. Doing so will filter the courses by department.
- 3. For list view, each course will show:
  - o CourseID.
  - Course name.
    - i. Clicking on the course ID leads to the course information page.



- 4. For map view, the page will show:
  - A directed graph of all courses, where the relationship is prerequisite to prerequisite of:
    - i. A course points to the courses that it is a prerequisite of.
    - ii. Each course is color coded by department.
      - 1. Courses of the student that have been taken are greyed out.
    - iii. Courses that have a green outline are ones that don't have any prerequisites yet/at all.
  - Hovering over the course (vertex) will show the course name with course ID.
    - i. It will also show if there are prerequisites for that class.
    - ii. Clicking on it will take them to the course information page.

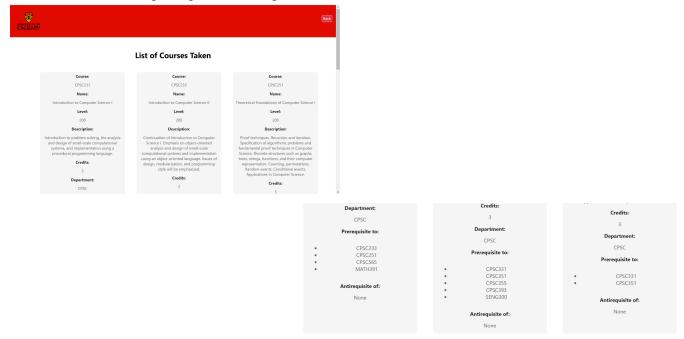


- 5. The course information page shows the course ID, course name, level, description, credits, and department, along with lectures and tutorials (by semester).
  - This page also has an add/remove button, where the students can:
    - i. Remove a course if they already have it or
    - ii. Add a course if they don't.
  - Adding/removing will redirect you to the list of taken courses



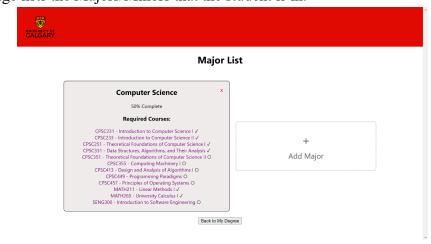
#### My Courses (View past courses)

- 1. Click the My Courses button on the dashboard.
- 2. This page lists all courses the student has previously taken, including:
  - Course name and ID.
  - o Level.
  - o Description.
  - o Credits.
  - o Department.
  - o Prereq/Antireq information.
    - i. The courses will link to the course information of that prerequisite/antirequisite.



#### View Degree (Major/Minor) Requirements

- 1. Click the My Degree button.
- 2. Click on the View My Major/View My Minor button, depending on which one the student wants to view.
- 3. The page lists the Majors/Minors that the student is in.



- There is an Add button and an "x" button for each major/minor that allows
- o students to add or remove their majors and/or minors if necessary.
  - i. For adding major/minor, they will be redirected to a page where they can add the major/minor they want.

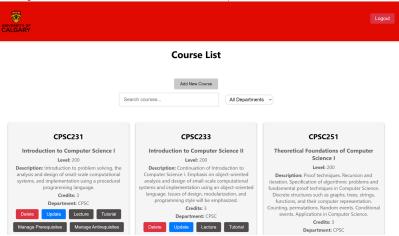


- There is a percentage that shows how far a student is from completing the required courses (for their major/minor requirements).
- As well as the required courses for the student's major/minor, and whether or not the student has taken it.
  - i. Each course links to its own information page
- 4. To go back to viewing major/viewing minor, click on the Back To My Degree button.
- 5. To go back to the dashboard, click the Back button.

## 5. IT Administrator User Guide

#### Manage Courses

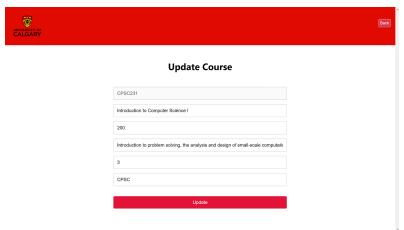
- 1. Once IT administrators are logged in, they will be directed to the dashboard, where they will be able to see the list of courses in the database.
  - They can filter the courses by:
    - i. Text search (specify the course ID or course name).
    - ii. Department.



- 2. On the course list page (dashboard):
  - Add a Course: Click the Add New Course button, fill in the form (by specifying CourseID (must be character of length 7), Course Name (varchar), Level (Int), Course Description (varchar), Credits (Int), Department Name (varchar - must be already existing in the Department table), and click the Add button.



- i. Will be redirected to the dashboard afterwards, and the new course will be in the list.
- Modify a Course: Click the Update button of the course you want to modify, and fill in the relevant information.



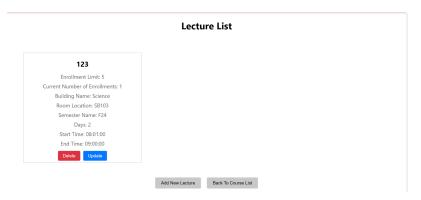
- i. Will be redirected to the dashboard afterwards.
  - 1. Will not be able to modify CourseID, as it is a unique ID generated for each course.
- O Delete a Course: Click the Delete button of the course you want to delete.
  - i. Course list will refresh and the course will no longer be there.

#### Manage Lectures

1. On the course list page (dashboard), click the Lecture button of the specific course you want.



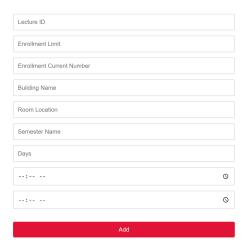
• Will be directed to the Lecture List page of that course.



#### 2. How to manage lectures:

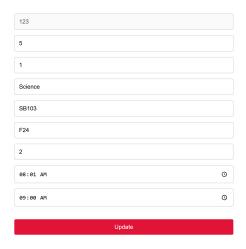
Add a Lecture: Click the Add New Lecture button, fill in the form (by specifying LectureID (must be character of length 3), Enrollment Limit (Int), Enrollment Current Number (Int), Building Name (varchar), Room Location (varchar), Semester Name (varchar - must be already existing in the Semester table), Days (varchar), Start Time and End Time, and click Add button.

#### **Add Lecture**



- i. Will be redirected to the Lecture List page afterwards, with the new lecture.
- Modify a Lecture: Click the Update button of the lecture you want to modify, and fill in the relevant information.

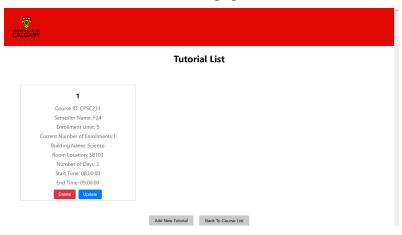
  Update Lecture



- i. Will be redirected to the Lecture List page afterwards.
  - 1. Will not be able to modify LectureID, as it identifies each lecture for each course.
- Delete a Lecture: Click the Delete button under the lecture you want to delete.
  - i. The Lecture List page will refresh with the course deleted.
- 3. To go back to the main course dashboard, click on the Back To Course List button.

#### Manage Tutorials

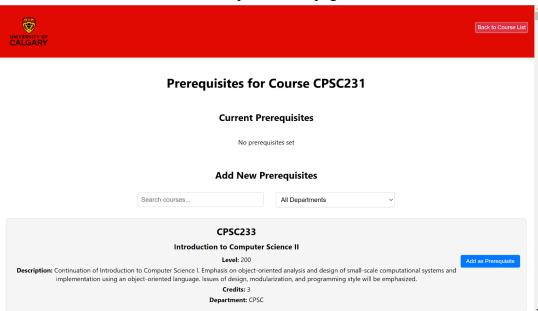
- 1. On the course management page (dashboard), click the Tutorial button of the course you want.
  - a. Will be directed to the Tutorial List page of that course.



2. Manage tutorials following the same process as lectures.

#### Manage Prerequisite/Antirequisite

- 1. On the course management page (dashboard), click the 'Manage Prerequisites' button under the specific course you want.
  - a. Will be directed to the Prerequisites List page of that course.



- 2. How to manage prerequisites:
  - a. Add a prerequisite: all courses in the database (other than itself), will be listed on the Prerequisites List page. For each course, there is an 'Add as Prerequisite' button that allows the administrators to add that corresponding course as a prerequisite.
    - i. The course will go into the 'Current Prerequisites' section



- b. Delete a prerequisite: Click the 'Remove' button next to the prerequisite you want to delete.
  - i. Page will refresh without that course in the current prerequisites.
- 3. To go back to the main course dashboard, click on the Back To Course List button.

Note that managing antirequisite works the same.