

User Guide

Introduction

The Student Monitoring System is designed to help advisers manage student performance. This guide provides a comprehensive overview of the system's features and functionalities to ensure you can maximize its benefits.

Getting Started

System Requirements (buotbuot lang)

- Operating System: Windows 10 or later, macOS 10.13 or later, Linux
- Processor: Intel Core i3 or equivalent
- Memory: 4 GB RAM
- Storage: 500 MB available space
- Internet Connection: Required for cloud-based features

Installation

1. Download the Installer:
 - Download the file/folder.
2. Look for the file:
 - Extract the file/folder and look for the "SMS.exe" file.
3. Launch the Application:
 - Double click to open.

User Interface Overview

Navigation Menu

Located on the left side of the screen, the navigation menu allows you to access different sections of the application. It includes the Home, Dashboard, Student Registration, Prospectus, Course Assignment, and Grade Report.

Home

Dashboard

The dashboard provides a quick overview of key information such as the summary statistics.

Features and Functions

1. Student Management

1.1 Student Registration

1.1.1 Adding a Student

- Go to the "Student Registration" section from the navigation menu.
- Directly fill in the required details such as ID number, name, birth date, and other information.
- Click "Register" to add the student to the system.

1.1.2 Updating a Registered Student

- Go to the "Student Registration" section from the navigation menu.
- Click the drop down tab labeled as "Select student to update".
- Choose the registered student you want to update and fill in the necessary changes.
- Click "Update" to update the student's information.

1.1.3 Deleting a Registered Student

- Go to the "Student Registration" section from the navigation menu.
- Click the drop down tab labeled as "Select student to update".
- Choose the registered student you want to delete from the system.
- Scroll down and click "Delete" to remove the student from the system.
- Confirm the removal by clicking "Yes" in the confirmation dialog.

1.2 Academic Records

1.2.1 Assigning a Student's Term

- Go to the "Student Registration" section from the navigation menu.
- Go to the "Academic Records" section.
- Choose a registered student.
- Fill in the required information such as their year level, term, scholastic and scholarship status.
- If the registered student does not have a scholarship, **??!!!**
- Click "Register" to save.

1.1.2 Updating a Student's Term

- Go to the "Student Registration" section from the navigation menu.
- Go to the "Academic Records" section.
- Go to the "Manage" section.
- Choose a registered student from the drop down tab.

Note: Only students who have assigned/registered Academic Records can be updated.

- Fill in the necessary information to change.
- Click "Update" to save.

1.3 Student Directory

- Select the student from the list.
- All student information will then be displayed.

2. Prospectus

2.1 Course Registration

1.1.1 Adding a Course

- Navigate to the "Prospectus" section from the menu.
- Directly fill in the required details such as Course code and Course Description.
- Click "Register" to add the course to the system.

1.1.2 Updating a Registered Course

- Navigate to the "Prospectus" section from the menu.
- Click the drop down tab labeled as "Select course to update".
- Choose the registered course you want to update and fill in the necessary changes.
- Click "Update" to update the course.

1.1.3 Deleting a Registered Course

- Go to the "Prospectus" section from the navigation menu.
- Click the drop down tab labeled as "Select student to update".
- Choose the registered course you want to delete from the system.
- Click "Delete" to remove the course from the system.
- Confirm the removal by clicking "Yes" in the confirmation dialog.

2.2 Prospectus

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3. Course Assignment

4. Grades Report

Troubleshooting

If you encounter any issues while using the Student Monitoring System, please refer to the following steps:

1. Restart the Application:
 - Close and reopen the application to resolve minor issues.
2. Consult the FAQ:
 - Visit the "FAQs" section in this guide.
3. Contact Support:
 - If the problem persists, contact our support team for assistance.

FAQs

Q: Can I import student data from a CSV file?

A:

Support

For further assistance, please contact our support team via email at waterlemonaide@gmail.com or call us at 0990-123-4567. Our support hours are Monday to Friday, 8 AM to 5 PM (EST).