

**Student Violation System**

**(Manual Instructions)**

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## **Introduction**

This manual will guide you on how to use the **Student Violation System** to record, track, and manage student violations in your school. The system is a digital tool that helps teachers and administrators easily log violations, review records, and create reports for better decision-making and discipline management.

## **Significance**

The **Student Violation System** helps create a safer and more organized school environment. It makes it easier to record and manage violations, ensuring that all cases are properly documented. This improves accountability, fairness, and transparency in handling discipline. The system also helps schools understand behavior patterns so they can address issues early and create a positive learning environment for everyone.

## **Benefactors**

* Guidance Counselor/Prefect of Discipline/Administrator

They use the system to review and manage student violations, generate reports, and monitor student behavior patterns. This helps them make informed decisions and implement appropriate actions to maintain a safe and disciplined learning environment.

* Teachers/User

Teachers can easily log student violations, view past records, and assist in managing behavior in the classroom. The system saves time and provides a structured way for teachers to report infractions consistently.

* Students/Subjects of Violations

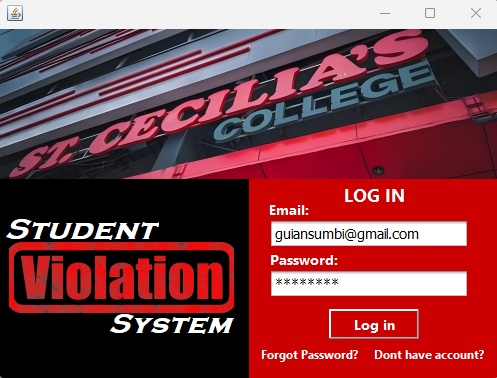
Students benefit from the system by receiving fair and consistent disciplinary actions based on documented records. It helps them become more aware of their behavior and encourages them to improve, contributing to a positive and respectful school community.



## **How to use the Program**

1. **Login**

Upon running the program, a login page will appear.



If you already have an account, Input your login details.

Otherwise, Click “Don’t have account?” to register an account.



1. **Register**

This is the form where user can create account.

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To have an account, you need to fill up the following fields.

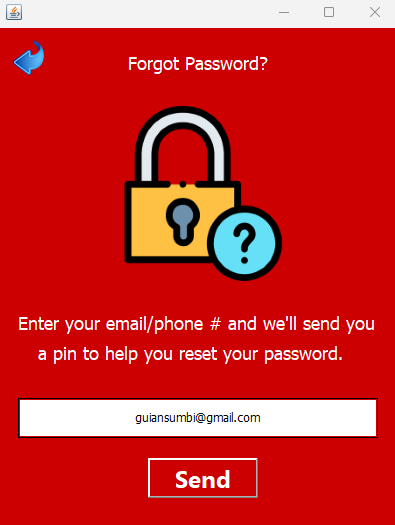
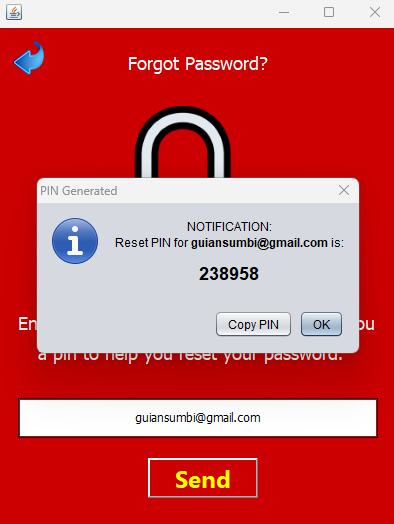
Input full name, contact number must be in 11 digits, have a valid email account and password must be 8 digits or more.

If you are a Guidance/Prefect of Discipline in school, select Admin. If you are a teacher, select User.



1. **Forgot Password**

If you forgot your password, this will help you reset your password.

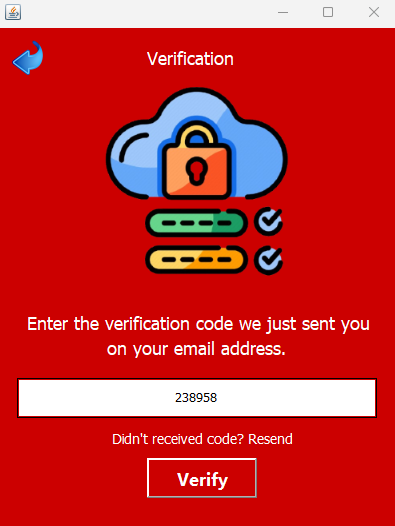
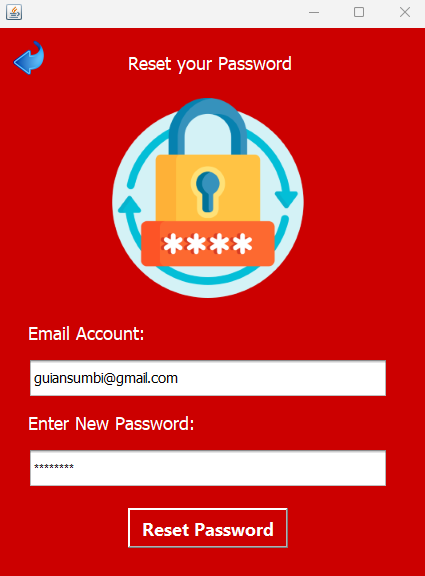
 

Enter your email/phone number of your account in order to receive a reset pin.

After receiving a reset pin, copy it.



Verification and Resetting Password:

Paste the reset pin on the text field and click verify button.

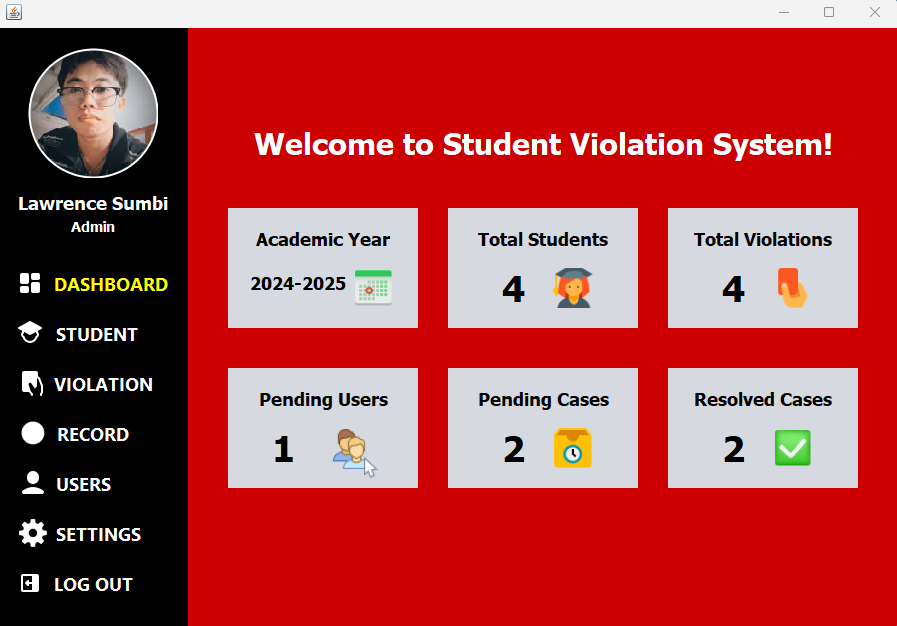
After successful verification, you can now reset your password.

After that, you will automatically go to the login form.



1. **Admin Dashboard**

This is the landing page if you are an Administrator.



It will display the total enrolled students, total violation committed by a student, total pending users, total pending cases, and total resolved cases.

It will also automatically update if there are changes.



1. **Student (Admin)**

This is the form where admin can add, edit, and delete student details.

