

1. Login

To enter the **Login** click the **Admin Home** tab located on the top navigation.

2. Logging In

Enter your **User Name** and **Password** then click the **Login** button

If variable sent via GET, Redirect and send variable via POST

**ACTR** **Database**

USER HOME **ADMIN HOME** EMPLOYEES ROOMS CLASSES EVENTS

User Name:

Password:

Login

**ACTR** **Database**

USER HOME ADMIN HOME EMPLOYEES ROOMS CLASSES EVENTS LOGOUT

Options
User Home
View Office Hours
View all Classes
View/Edit Employees
View/Edit Rooms
View/Edit Schedule of Classes
View/Edit Events
View/Edit Courses
View/Edit Seminars
View Tables
Make Queries
Delete all tables from database
Delete all data from database
Reload all tables & data in db

### 3. Employee Management



Employee Management  
Delete All Add

All Employees  
Select Employee

Types of Employees				
Faculty	Graders	Research Assistants	Teaching Assistants	Secretaries
Select Faculty	Select Grader	Select RA	Select TA	Select Secretary

#### a. Edit

Select an Employee from one of the drop down boxes.


Click the **Edit** button located in the **Employee Management Table**.

Employee Management  
Delete Edit  
Officehours Edit Teaching Duties Edit



Employee Information  
Name: Edwards, William  
ID: 666-66-6666

Change the desired **fields** of the **Employee** from the available listed items.



Edit Employee Help

ID	666-66-6666 ?
LastName*	Edwards
Firstname	William
Office #	Room 214
Phone #	337-406-6666
Photo name	photos/edwards.jpg
Website URL	http://www.cacs.louisiana.edu/~wre
Position	Faculty
Submit Edit	

## b. Delete

Click the **Delete** Button located in the **Employee Management Table**.

Employee Management	
Delete	Edit
Officehours Edit	Teaching Duties Edit



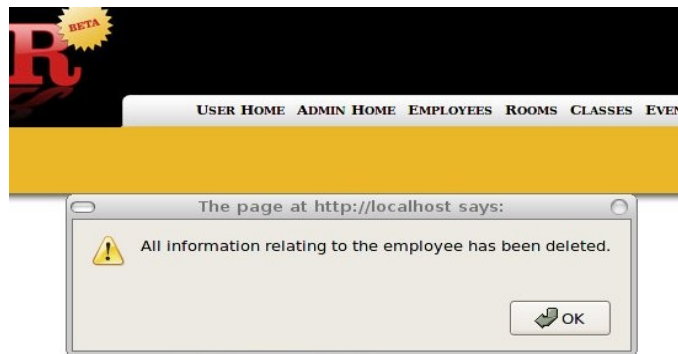
Click **Confirm Deletion** to delete The Employee records and all records associated with that employee.



#### Confirm Deletion of Employee

Please be aware that all office hours, events, seminars, computer labs, research labs, and classes that have the matching employee will be deleted including the current employee.

Confirm Deletion



## c. Editing Office Hours

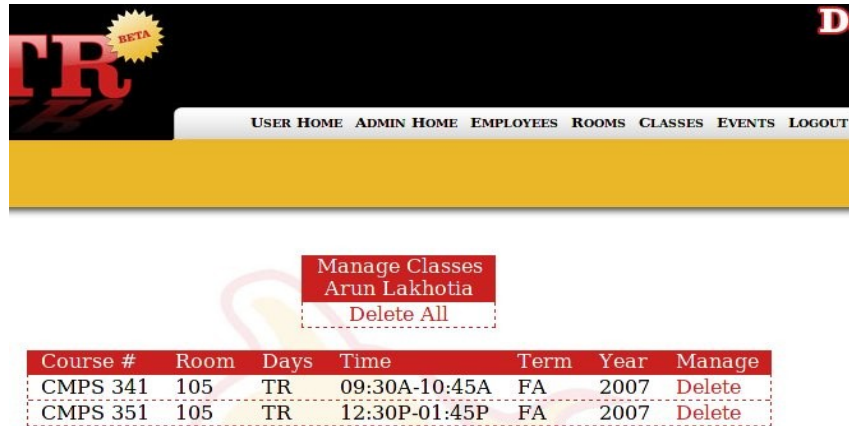


Manage Officehours (Anthony Maida)		
Delete All	Add	

Day	Time	Manage
Friday	5:00A-9:00P	Delete
Thursday	5:00A-9:00P	Delete

You will be given the following options for office hours. From here you can Delete All office hours, Add office hours, or delete a listed office hour.

d. Edit Teaching duties

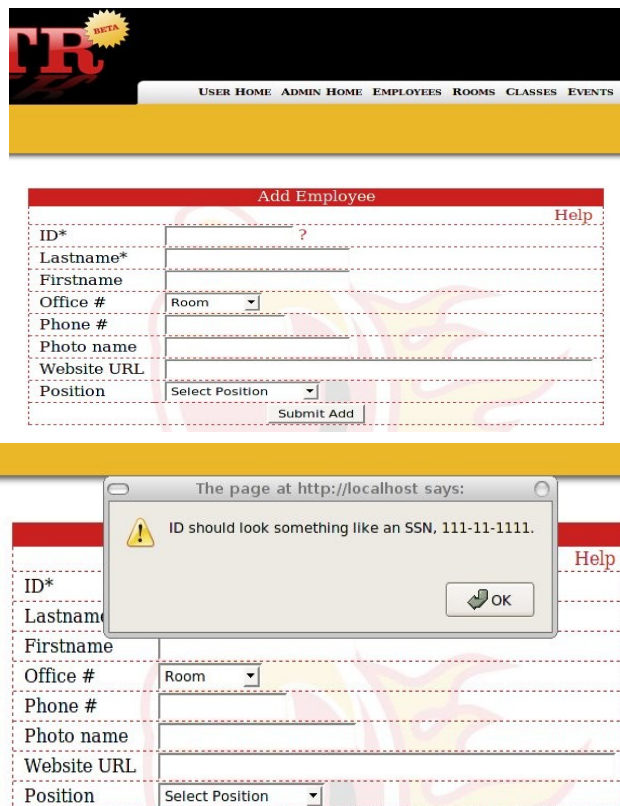


Course #	Room	Days	Time	Term	Year	Manage
CMPS 341	105	TR	09:30A-10:45A	FA	2007	Delete
CMPS 351	105	TR	12:30P-01:45P	FA	2007	Delete

You will be given the option to delete all classes the Employee is teaching or delete a listed class the employee is teaching.

d. Add Employee

Click the Add button and fill in the required form fields. If the fields are not filled in correctly you will receive an error message and the employee will not be added.



The page at http://localhost says:

! ID should look something like an SSN, 111-11-1111.

OK

## 4. Room Management

ACTR BETA Database

USER HOME ADMIN HOME EMPLOYEES ROOMS CLASSES EVENTS LOGOUT

Room Management  
Delete All Add

All Rooms  
Select Room

Computer Labs Research Labs Types of Rooms Classrooms Offices Seminar Rooms

Select Computer Lab Select Research Lab Select Classroom Select Office Select Seminar Room

## a. Edit

Select an Room from one of the drop down boxes.

Click the **Edit** button located in the **Room Management Table**.

Room Management  
Delete Edit

Computer Lab: Room #244	
Number of computers:	5
Type of computers:	Windows
Days Open:	MTWF
Hours Open:	8:00A-6:00P
Contact Person:	Christoph Borst
Purpose:	System Simulation

Click **Edit room**

Edit Room

Room Number:	244
Room Type:	lab
Edit Room	

Change the desired **fields** of the **Room** from the available listed items.



Edit Room #244 (Computer Lab)	
Room Number:	244
Number of Computers:	1 Computer
OS on Computers:	Linux
Hours of Operation	1:00 PM - 1:00 PM
Contact	Jed Ancona
Days Open:	<input checked="" type="checkbox"/> Monday <input checked="" type="checkbox"/> Tuesday <input checked="" type="checkbox"/> Wednesday <input checked="" type="checkbox"/> Thursday <input checked="" type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday
Purpose:	
<input type="button" value="Continue"/>	

## a. Delete

Click the **Delete** Button located in the **Room Management Table**. Deletes all information related to that room.



## b. Add Room

USER HOME ADMIN HOME EMPLOYEES ROOMS	
Add Room	
Room Number:	
Room Type:	Office
<input type="button" value="Submit"/>	

Click the Add button and fill in the required form fields. Click Submit to add room. You will then be taken to a room-specific form to fill out if it is required.

Add Room #687 (Computer Lab)

Room Number:

687

Number of Computers:

1 Computer

OS on Computers:

Linux

Hours of Operation

1:00

PM

-

1:00

PM

Contact

Jed Ancona

Days Open:

☒ Monday

☒ Tuesday

☒ Wednesday

☒ Thursday

☒ Friday

☐ Saturday

☐ Sunday

Purpose:

Continue

5. Class Management

USER HOME ADMIN HOME EMPLOYEES

Class Management

Delete All Add

Term

Select Term

ACTR BETA Database

USER HOME ADMIN HOME EMPLOYEES ROOMS CLASSES EVENTS LOGOUT

Class Management

Delete All Add

Term

Select Term

Course Number

Select Course

Class	Course ID	Section	Title	Credit	Room	Days	Time	Instructor	Manage
CMPS 497	199141	001	Special Projects I	3	105			Cavanaugh, Charles	Edit Delete
CMPS 497	199142	002	Special Projects I	3	112			Dasgupta, Subrata	Edit Delete
CMPS 497	199143	003	Special Projects I	3	106			Chu, Chee-Hung Henry	Edit Delete

## b. Edit

The image shows two screenshots. The top one is a web form titled "Edit Class" with the following fields: Course ID\* (199141), Course Number\* (CMPS 150), Section (001), Year\* (2007), Term\* (Fall), Level\* (Undergraduate), Room Number\* (Room 101), Teacher\* (Magdy Bayoum), Days (checkboxes for Monday through Sunday), and Time (empty). A "Submit" button is at the bottom. The bottom screenshot shows the same form partially obscured by an error message box. The error message says: "The page at http://localhost says: Time must be formatted like H:MMA-H:MMP. For example, the following are acceptable: 3:00A-3:30A; 3:00P-3:30P; 10:00A-10:00P; 12:00P-1:00A." with an "OK" button.

Select the term of the class that will be edited.

Then select the desired class to edit.

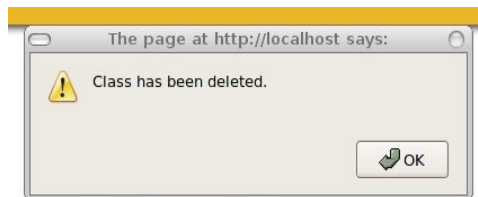
Next, Click the edit button next to the desired record that will be deleted.

Fill in the required fields to edit a class then click Submit. If any error occur in the required fields the record will not be added.

## c. Delete

Select the term of the class that will be edited.

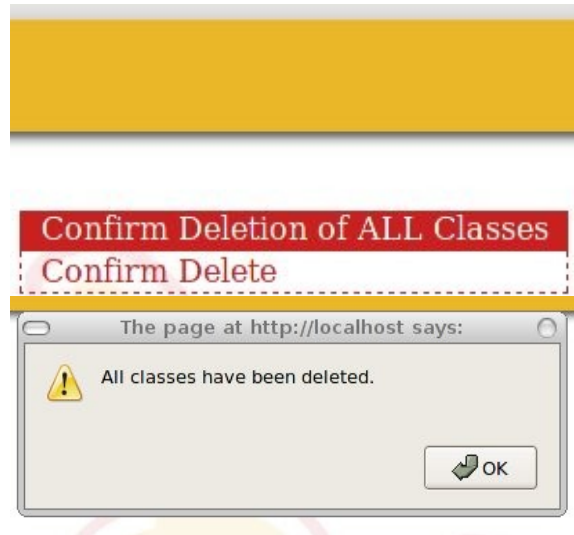
Then select the desired class to delete. The class will then be deleted





## d. Delete All

Click Delete all in the Class Management Table. You will then be prompted to confirm the deletion of all class. Confirm and all classes will be deleted.



## e. Add

Click Add in the Class Management Table. Fill in the the required fields and the Class will be added. If the fields are not filled properly the user will be notified that the class was not added.

The screenshot shows a web browser window with a yellow header bar. Below the header, there is a form titled "Add Class". The form contains the following fields:

- Course ID\*: [text input]
- Course Number\*: [dropdown menu with "CMPS 150" selected]
- Section: [text input]
- Year\*: [text input]
- Term\*: [dropdown menu with "Fall" selected]
- Level\*: [dropdown menu with "Undergraduate" selected]
- Room Number\*: [dropdown menu with "Room 101" selected]
- Teacher\*: [dropdown menu with "Christoph Borst" selected]
- Days: [checkboxes for Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday]
- Time: [text input with a red question mark icon]

At the bottom of the form is a "Submit" button. Below the form, there is a dialog box titled "The page at http://localhost says:". The dialog box contains a yellow warning icon and the text "There was an error processing the data, no changes will be made." At the bottom right of the dialog box is an "OK" button with a green arrow icon.

## 6. Events

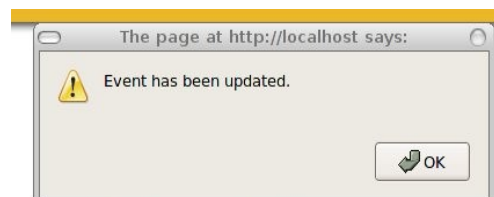
Event Management						
Delete All   Add						
Date	Time	Contact	Location	Purpose	Manage	
2007-02-01	1:00P-5:00P	Arun Lakhoria	My house	How can we flunk them meeting	Edit	Delete
2007-02-02	2:00P-5:00P	Arun Lakhoria	The park	How can we flunk them meeting	Edit	Delete
2007-02-03	4:00P-5:00P	Arun Lakhoria	The store	How can we flunk them meeting	Edit	Delete
2007-02-04	3:00P-5:00P	Arun Lakhoria	My favorite restaurant	How can we flunk them meeting	Edit	Delete
2007-03-13	3:00A-3:30P	Arun Lakhoria	Canada	How is it going meeting	Edit	Delete
2007-03-14	3:00A-3:30P	Arun Lakhoria	Not where you are now	How is it going meeting part 2	Edit	Delete
2007-03-15	2:00A-3:30P	Magdy Bayoumi	Outside	Your mother is your father meeting	Edit	Delete

## a. Edit

Click the edit button next the record to be deleted.

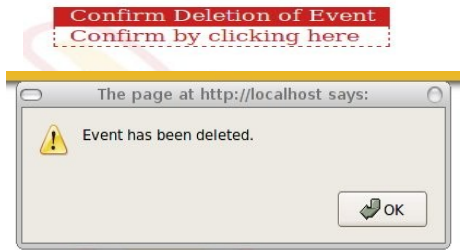
Fill in the available fields for the event and Click Submit Edit.

Edit Event	
	<a href="#">Help</a>
Date:	<input type="text" value="2007-03-13"/>
Time:	<input type="text" value="3:00A-3:30P"/>
Location:	<input type="text" value="Canada"/>
Contact	<input type="text" value="Jed Ancona"/>
Purpose	<input type="text" value="How is it going meeting"/>
<input type="button" value="Submit Edit"/>	



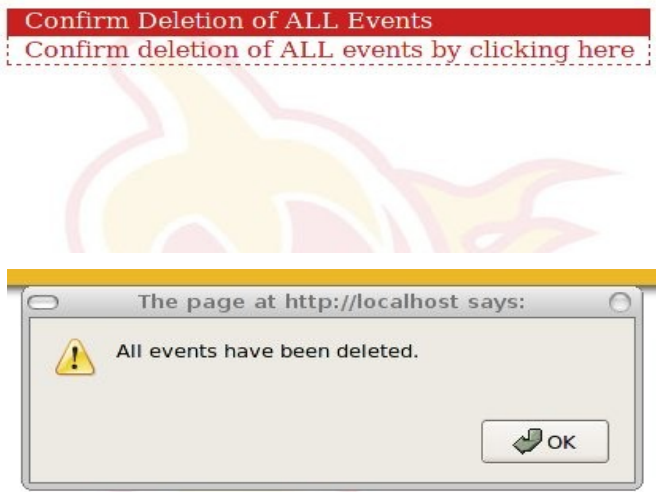
b. Delete

Click the delete button next to the record to be deleted.



c. Delete All

Click the Delete All button in the Event Management Table. You will then be prompted to confirm. Click confirm to for deletion to be final.



d. Add

Click the Add button located in the Event Management Table. Fill in the Required field for the Event and click submit.

Add Event	
Date*:	<input type="text"/>
Time*:	<input type="text"/>
Location*:	<input type="text"/>
Contact	<input type="text" value="Mark Radle"/>
Purpose	<input type="text"/>
<input type="button" value="Submit Add"/>	

## 7. Admin Home/Extras

Options
User Home
View Office Hours
View all Classes
View/Edit Employees
View/Edit Rooms
View/Edit Schedule of Classes
View/Edit Events
View/Edit Courses
View/Edit Seminars
View Tables
Make Queries
Delete all tables from database
Delete all data from database
Reload all tables & data in db
User Login Administration

To view all office hours for all employees click the View Office Hours button.

All Office Hours			
Name	Day	Time	
Jed Ancona	Monday	5:00A-9:00P	
Jed Ancona	Thursday	5:00A-9:00P	
Jed Ancona	Wednesday	5:00A-9:00P	
Magdy Bayoumi	Friday	2:00A-4:00A	
Magdy Bayoumi	Monday	8:00A-8:15A	
Magdy Bayoumi	Monday	9:00A-9:30A	
Christoph Borst	Thursday	9:00P-1:00A	
Christoph Borst	Tuesday	8:00A-9:00A	
Christoph Borst	Wednesday	3:00A-8:00A	
Charles Cavanaugh	Monday	7:00A-7:30A	
Chee-Hung Henry Chu	Saturday	1:00A-7:30A	
Chee-Hung Henry Chu	Wednesday	7:00A-7:30A	
Subrata Dasgupta	Friday	8:00A-9:30A	
Subrata Dasgupta	Monday	8:00A-9:30A	
Subrata Dasgupta	Thursday	10:00A-10:30A	
Subrata Dasgupta	Thursday	8:00A-9:30A	
Subrata Dasgupta	Thursday	8:00P-10:30P	
Subrata Dasgupta	Tuesday	10:00A-11:30A	
Subrata Dasgupta	Tuesday	2:00P-3:30P	

To view all Classes for all available terms click the View All Classes button.

All Classes									
Year	Term	Course #	Course ID	Section	Days	Time	Level	Teacher	Room
2007	FA	150	194936	001	MWF	10:00A-10:50A	UN	Magdy Bayoumi	101
2007	FA	150	194938	003	MWF	11:00A-11:50A	UN	Magdy Bayoumi	101
2007	FA	207	200576	001	MW	01:30P-02:45P	UN	Christoph Borst	103
2007	FA	250	194940	001	MTWRF	09:00A-09:50A	UN	Christoph Borst	103
2007	FA	260	194941	001	TR	11:00A-12:15P	UN	Charles Cavanaugh	105
2007	FA	261	194944	001	TR	09:30A-10:45A	UN	Chee-Hung Henry Chu	106
2007	FA	300	194946	001	TR	09:30A-10:45A	GR	Subrata Dasgupta	112
2007	FA	300	194945	U01	T	05:00P-07:50P	GR	Subrata Dasgupta	112
2007	FA	301	194947	001	TR	11:00A-12:15P	UN	William Edwards	116
2007	FA	303	194948	001	MWF	11:00A-11:50A	UN	Kemal Efe	117
2007	FA	310	194949	001	MW	09:00A-09:50A	UN	Gui-Liang Feng	117
2007	FA	327	194950	001	MW	12:00P-01:15P	UN	Charles Cavanaugh	105
2007	FA	341	194951	001	TR	09:30A-10:45A	UN	Arun Lakhotia	105
2007	FA	351	194952	001	TR	12:30P-01:45P	UN	Arun Lakhotia	105
2007	FA	450	194957	001	TR	02:00P-03:15P	GRUN	Chee-Hung Henry Chu	106
2007	SU	300	199139	001	MTWRF	10:20A-11:20A	UN	Christoph Borst	103



To Edit course click on the View/Edit Courses.

Course Management

Delete All

Add

All Courses					
Course Num	Title	Department	Credit Hours	Manage	
150	Introduction to CMPS	CMPS	1	Edit	Delete
207	Computers in Organizations	CMPS	3	Edit	Delete
250	Intro to Data Struct&Sfwr Dsgn	CMPS	3	Edit	Delete
260	Intro to Data Struct&Sfwr Dsgn	CMPS	3	Edit	Delete
261	Adv Data Struct&Software Engr	CMPS	3	Edit	Delete
300	Computer Literacy	CMPS	2	Edit	Delete
301	Cmp for the Natural Sciences I	CMPS	3	Edit	Delete
303	Cmp for the Social Sciences I	CMPS	3	Edit	Delete
310	Computers in Society	CMPS	3	Edit	Delete
327	Intro to Video Game Design&Dev	CMPS	3	Edit	Delete
341	Foundations of Computer Sci	CMPS	3	Edit	Delete
351	Cmp Organiz & Assemb Lang Prog	CMPS	3	Edit	Delete
450	Programming Languages	CMPS	3	Edit	Delete
497	Special Projects I	CMPS	3	Edit	Delete
498	Special Projects II	CMPS	5	Edit	Delete

a. Edit

To edit a course listing click the edit button next to the listed course

Edit Course	
Course Number	150
Department	CMPS
Title	Introduction to CMPS
Credit Hours	1
<input type="button" value="Submit Edit"/>	

b. Delete

To delete a course click delete next to the course to be delete, click confirm to fully delete.

Confirm Deletion of Course
All classes relating to the course will also be deleted.
<input type="button" value="Confirm Delete"/>

c. Delete All

Click Delete All in the Course Management Table, then Confirm to fully delete.

Confirm Deletion of ALL Courses
ALL classes and courses will be deleted.
<input type="button" value="Confirm Delete ALL"/>



d. Add

Click the Add button in the Course Management Table fill in the fields click Submit Add. To add the Course.

Add Course

Course Number

150

1

5

0

Department

CMPS

Title

Credit Hours

4

Submit Add

The page at http://localhost says:

!

Course already exists.

OK

The page at http://localhost says:

!

Add completed successfully.

OK

View Tables

ACTR

BETA

USER HOME

ADMIN HOME

EMPLOYEES

Leave blank to show tables. Put a table name to see data.

Table Name:

Query It

Tables in proj

admin

class

classroom

computerlab

course

employee

events

office

officehours

researchlab

room

seminar

Click the view tables button. Type table name in text field to view all data in table.

Leave blank to show tables. Put a table name to see data.

Table Name:

[Query It](#)

room	num_seats
101	70
103	30
105	25
106	40
112	130
116	30
117	70

## View Queries

Leave blank to show tables and column information.

Query:

[Query It](#)

All Tables										
admin	[id]	[user_name]	[password]							
class	[year]	[term]	[course num]	[course id]	[section]	[days]	[time]	[level]	[teac	
classroom	[room]	[num seats]								
computerlab	[room num]	[num computers]	[type computers]	[contact id]	[hours]	[days]	[purpose]			
course	[course num]	[title]	[dept]	[credit]						
employee	[id]	[lastname]	[firstname]	[office num]	[phone]	[photo]	[website]	[position]		
events	[date]	[time]	[contact id]	[location]	[purpose]					
office	[room]	[occupant id]								
officehours	[id]	[day]	[time]							
researchlab	[room num]	[contact id]	[hours]	[days]	[purpose]					
room	[room num]	[room type]								
seminar	[room num]	[contact id]	[date]	[time]	[purpose]					

Type Query in Text Area click Query It to run Query.

## User Login Administration



To view users click View Users.



Click add to add to add an Administrator Username and Password

User Login Administration

[Add New User](#)[View Users](#)

Add New User

User:

Password:

Retype:

Add

Click Delete on User Record to delete Administrator.

To Edit Password click Edit Password.

User Login Administration

[Add New User](#)[View Users](#)

Edit User: admin

Old Password:

New Password:

Retype:

Submit Changes

Reload Database.

