

# Interns Management System

## set up & user manual

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by Michał Kleczewski

## What is IMS?

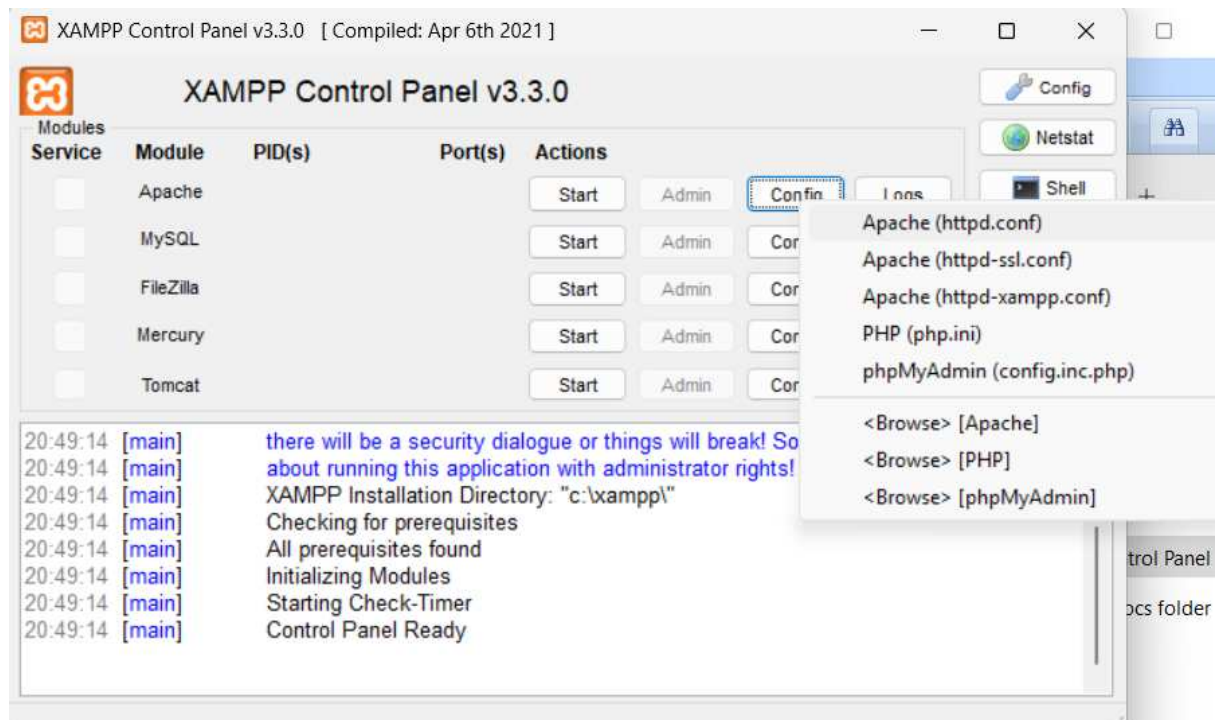
IMS is a tool that facilitates interns management. It allows recruiters to organize the most important data about candidates and provides easy access to their recruitment work. It also gives future interns the certainty that their recruitment work will not be lost.

## How to set up IMS?

For IMS to work correctly, you must first download all the files available on the website ... . The ims.sql file contains the database and the database user on which the application is working. All application files are located in the IMS folder.

Additionally, you should know that the application can connect to the database user if and only if the database and the application are on the same server, or more precisely – everything will work if the application can connect to the database as a local host.

The easiest way to ensure this connection is through XAMPP program.



In the httpd.conf file, change the default path to htdocs to the one where you keep the application files. The path to the file should end with: /IMS.

```
# Deny access to the entirety of your server's filesystem. You must
# explicitly permit access to web content directories in other
# <Directory> blocks below.
#
<Directory />
    AllowOverride none
    Require all denied
</Directory>

#
# Note that from this point forward you must specifically allow
# particular features to be enabled - so if something's not working as
# you might expect, make sure that you have specifically enabled it
# below.
#

#
# DocumentRoot: The directory out of which you will serve your
# documents. By default, all requests are taken from this directory, but
# symbolic links and aliases may be used to point to other locations.
#
DocumentRoot "C:/xampp/htdocs"
<Directory "C:/xampp/htdocs">
    #
    # Possible values for the Options directive are "None", "All",
    # or any combination of:
    #   Indexes Includes FollowSymLinks SymLinksifOwnerMatch ExecCGI MultiViews
    #
    # Note that "MultiViews" must be named *explicitly* --- "Options All"
    # doesn't give it to you.
    #
    # The Options directive is both complicated and important. Please see
    # http://httpd.apache.org/docs/2.4/mod/core.html#options
    # for more information.
    #
    Options Indexes FollowSymLinks Includes ExecCGI

    #
    # AllowOverride controls what directives may be placed in .htaccess files.
```

E.g.

```
#
# Note that from this point forward you must specifically allow
# particular features to be enabled - so if something's not working as
# you might expect, make sure that you have specifically enabled it
# below.
#

#
# DocumentRoot: The directory out of which you will serve your
# documents. By default, all requests are taken from this directory, but
# symbolic links and aliases may be used to point to other locations.
#
DocumentRoot "C:/IMS"
<Directory "C:/IMS">
    #
    # Possible values for the Options directive are "None", "All",
    # or any combination of:
    #   Indexes Includes FollowSymLinks SymLinksifOwnerMatch ExecCGI Multi
    #
    # Note that "MultiViews" must be named *explicitly* --- "Options All"
    # doesn't give it to you.
    #
    # The Options directive is both complicated and important. Please see
    # http://httpd.apache.org/docs/2.4/mod/core.html#options
    # for more information.
    #
    Options Indexes FollowSymLinks Includes ExecCGI
```

To run the application you need 2 tools from XAMPP:

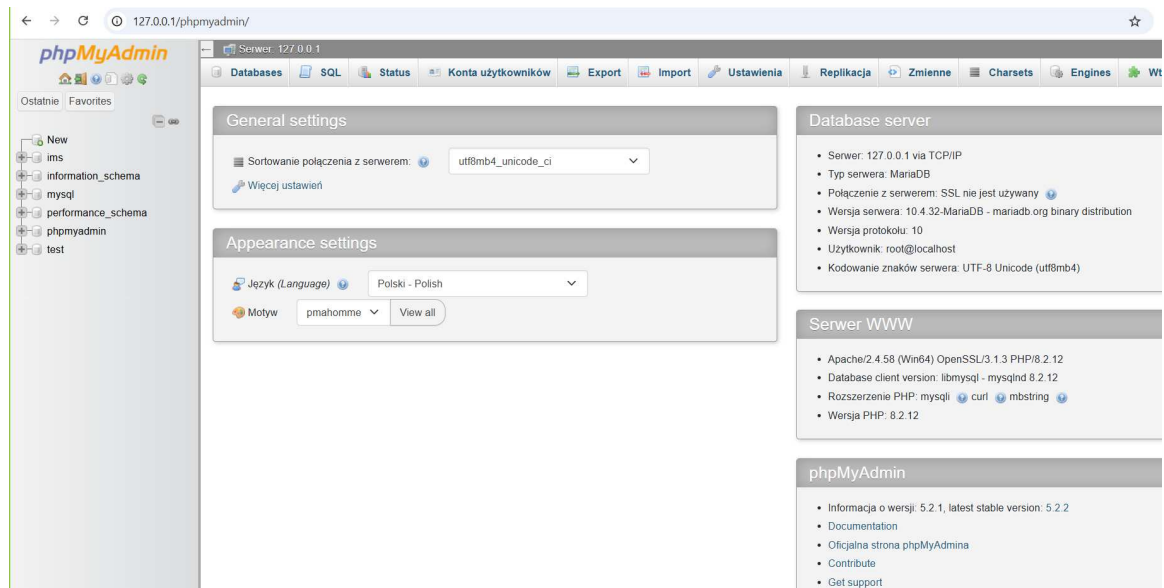
XAMPP Control Panel v3.3.0 [Compiled: Apr 6th 2021]

Service	Module	PID(s)	Port(s)	Actions
<input type="checkbox"/>	Apache	10208 8688	80, 443	Stop Admin Config Logs
<input type="checkbox"/>	MySQL	9380	3306	Stop Admin Config Logs
<input type="checkbox"/>	FileZilla			Start Admin Config Logs
<input type="checkbox"/>	Mercury			Start Admin Config Logs
<input type="checkbox"/>	Tomcat			Start Admin Config Logs

Log window:

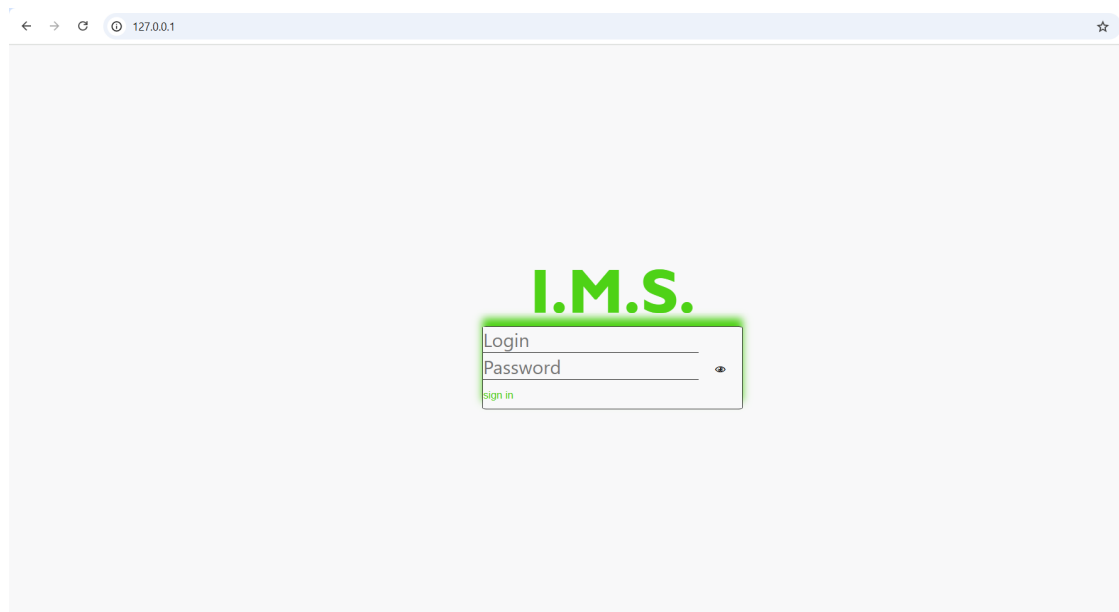
```
20:49:14 [main] All prerequisites found
20:49:14 [main] Initializing Modules
20:49:14 [main] Starting Check-Timer
20:49:14 [main] Control Panel Ready
20:53:53 [Apache] Attempting to start Apache app...
20:53:53 [Apache] Status change detected: running
20:53:54 [mysql] Attempting to start MySQL app...
20:53:54 [mysql] Status change detected: running
```

When XAMPP is working correctly we should be able to access the address 127.0.0.1/phpmyadmin/:



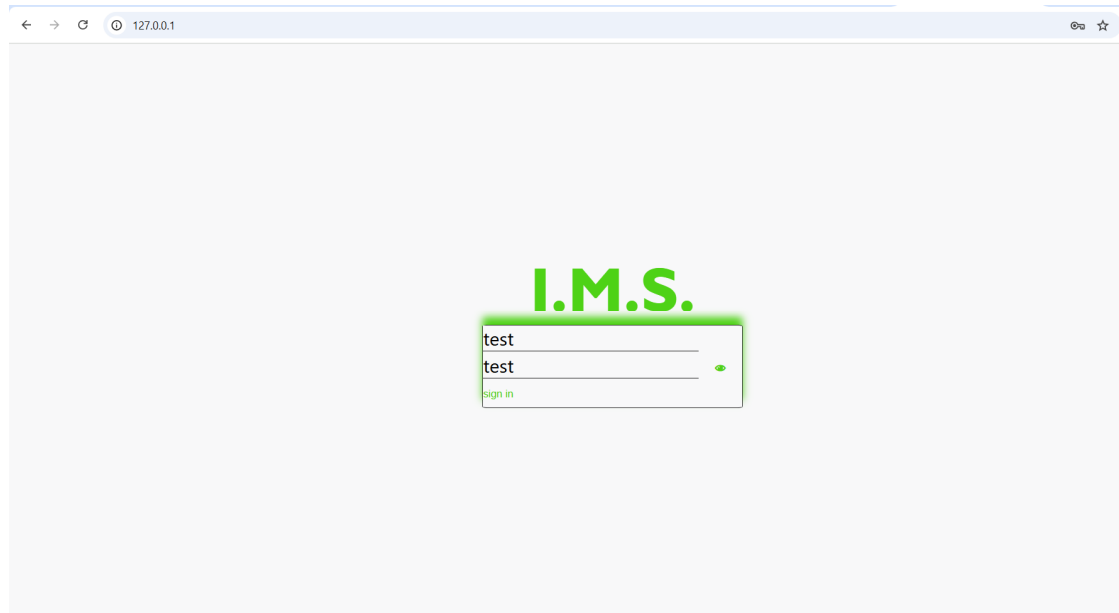
where in the import tab you should upload the ims.sql file.

After these steps, IMS should be available at 127.0.0.1:

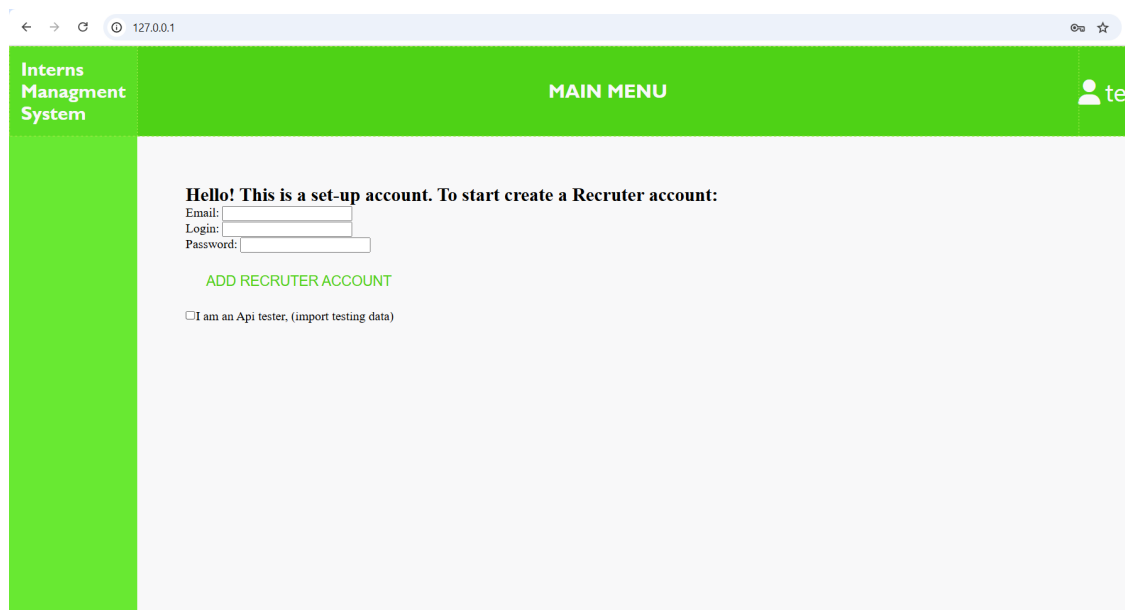


## How to start?

The first user "test" is uploaded along with the database:



After logging in, we need to create a new recruiter account:

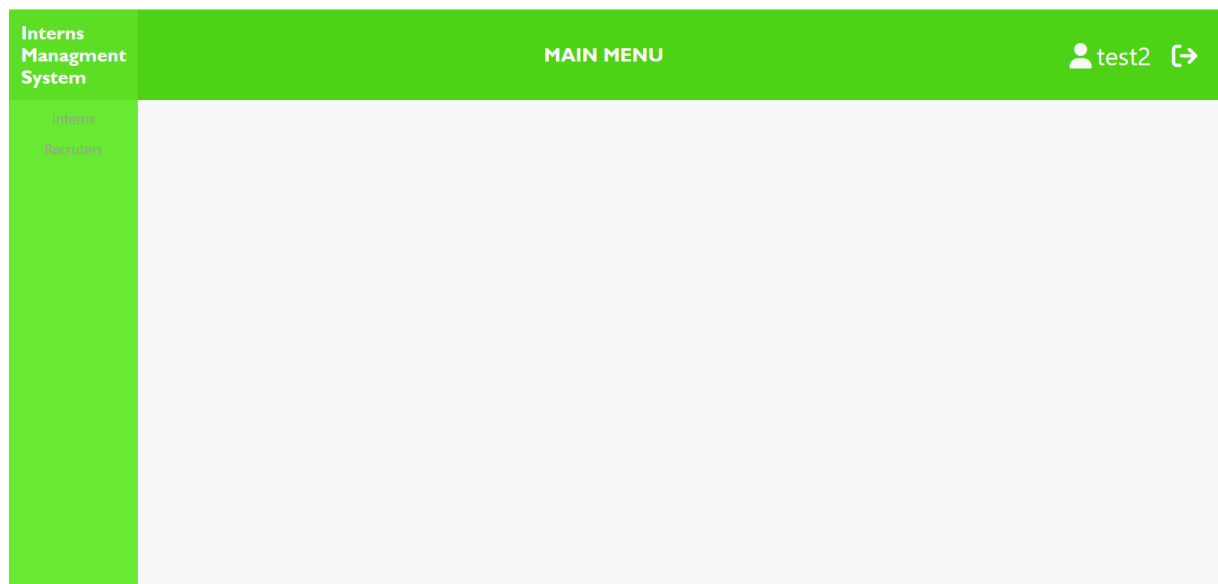


## Note!

Checking the "I am an Api tester (import testing data)" option when creating a user will add a total of 39 sample records to the database, which will also be visible in this document.

The test user will be deleted after creating a valid account.

After logging in again, we should see the view:



Where instead of test2 there will be the name of the currently logged in user.

### Main menu

In the main menu of the recruiter account there are 3 functions visible:

- logout



- go to the trainees table:



- and go to the users table:



From the candidate's side, only panel is the link sending form:

The screenshot shows the main menu of the 'Interns Management System'. The interface has a dark blue header bar. On the left, a vertical sidebar contains the text 'Interns Management System' and a 'Logout' button. The main content area has a light blue background and features a 'MAIN MENU' section with a list of items: 'Add New Intern', 'Edit Intern', 'Delete Intern', 'View Interns', 'Add New Department', 'Edit Department', 'Delete Department', 'View Departments', 'Add New Project', 'Edit Project', 'Delete Project', 'View Projects', 'Add New Task', 'Edit Task', 'Delete Task', 'View Tasks', 'Add New Feedback', 'Edit Feedback', 'Delete Feedback', 'View Feedbacks', 'Add New Interview', 'Edit Interview', 'Delete Interview', 'View Interviews', 'Add New Application', 'Edit Application', 'Delete Application', 'View Applications', 'Add New Interviewer', 'Edit Interviewer', 'Delete Interviewer', 'View Interviewers', 'Add New Applicant', 'Edit Applicant', 'Delete Applicant', 'View Applicants', 'Add New Interview Question', 'Edit Interview Question', 'Delete Interview Question', 'View Interview Questions', 'Add New Interview Answer', 'Edit Interview Answer', 'Delete Interview Answer', 'View Interview Answers', 'Add New Interview Question Answer', 'Edit Interview Question Answer', 'Delete Interview Question Answer', 'View Interview Question Answers', 'Add New Interview Question Answer', 'Edit Interview Question Answer', 'Delete Interview Question Answer', 'View Interview Question Answers'. At the bottom of the sidebar, there is a 'Logout' button.

send answer

## Recruiter

The recruiter has access to the trainee table:

Interns Management System

Interns

test2

↗

interns

documents

←

→

check	mail	name	surname	deadline	status: <input type="radio"/> Completed <input type="radio"/> Waiting <input type="radio"/> Declined <input checked="" type="radio"/> All	recruitment task
■	<a href="mailto:micha432@gmail.com">micha432@gmail.com</a>	Michał	Kleczewski	-	completed	<a href="#">download project</a>
■	<a href="mailto:anna.nowak@example.com">anna.nowak@example.com</a>	Anna	Nowak	-	completed	<a href="#">download project</a>
■	<a href="mailto:david.brown@example.com">david.brown@example.com</a>	David	Brown	2025-01-01 12:00:00	declined	-
■	<a href="mailto:emily.davis@example.com">emily.davis@example.com</a>	Emily	Davis	2025-01-01 12:00:00	declined	-
■	<a href="mailto:christopher.johnson@example.com">christopher.johnson@example.com</a>	Christopher	Johnson	2025-01-01 12:00:00	declined	-

+



Interns Management System

Interns

test2

Interns Management System

←

→

check	mail	name	surname	deadline	status: <div><div><div><input type="radio"/> Completed</div><div><input type="radio"/> Waiting</div><div><input type="radio"/> Declined</div><div><input checked="" type="radio"/> All</div></div></div>
-------	------	------	---------	----------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

 recruitment task || ☒ | [olivia.wilson@example.com](mailto:olivia.wilson@example.com) | Olivia | Wilson | 2025-01-01 12:00:00 | declined | - |
☒	[daniel.miller@example.com](mailto:daniel.miller@example.com)	Daniel	Miller	2025-01-01 12:00:00	declined	-
☐	[james.taylor@example.com](mailto:james.taylor@example.com)	James	Taylor	2025-12-31 23:59:59	waiting	-
☐	[sophia.anderson@example.com](mailto:sophia.anderson@example.com)	Sophia	Anderson	2025-12-31 23:59:59	waiting	-
☐	[benjamin.thomas@example.com](mailto:benjamin.thomas@example.com)	Benjamin	Thomas	2025-12-31 23:59:59	waiting	-

+

Interns Management System

Interns

test

Interns Management System

←

→

check	mail	name	surname	deadline	status: <div><div><div><input type="radio"/> Completed</div><div><input type="radio"/> Waiting</div><div><input type="radio"/> Declined</div><div><input checked="" type="radio"/> All</div></div></div>
-------	------	------	---------	----------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

 recruitment task || ☐ | [michal0432@gmail.com](mailto:michal0432@gmail.com) | Michał | Kleczewski | - | waiting | - |
| ☐ | [jacek@test.com](mailto:jacek@test.com) | Jacek | Testowy | - | waiting | - |
| ☒ | [jacek@test1.com](mailto:jacek@test1.com) | Jacek | Placek | 2025-04-12 23:00:00 | completed | [download script](#) |

+

where:

- white background – indicates an intern who has not yet received a deadline for completing the task,
- yellow background – indicates an intern who has received a deadline for completing the task but has not submitted the task,
- green – interns who have submitted the task on time,
- red – interns who have not submitted the task.



Going from the top, using: , will highlight written informations:

Interns Management System

Interns  
David

test2 [→]

Interns  
Recruits

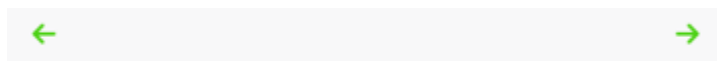
←

→

check	mail	name	surname	deadline	status: <input type="radio"/> Completed <input type="radio"/> Waiting <input type="radio"/> Declined <input checked="" type="radio"/> All	recruitment task
<input type="checkbox"/>	<a href="mailto:michal0411@gmail.com">michal0411@gmail.com</a>	Michał	Kleczewski	-	completed	<a href="#">download project</a>
<input type="checkbox"/>	<a href="mailto:anna.nowak@example.com">anna.nowak@example.com</a>	Anna	Nowak	-	completed	<a href="#">download project</a>
<input type="checkbox"/>	<a href="mailto:david.brown@example.com">david.brown@example.com</a>	David	Brown	2025-01-01 12:00:00	declined	-
<input type="checkbox"/>	<a href="mailto:emily.davis@example.com">emily.davis@example.com</a>	Emily	Davis	2025-01-01 12:00:00	declined	-
<input type="checkbox"/>	<a href="mailto:christopher.johnson@example.com">christopher.johnson@example.com</a>	Christopher	Johnson	2025-01-01 12:00:00	declined	-

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It is important to know that only 5 records from the database are displayed in the view, and you can go to the next records using:



Interns Management System

Interns

search (write + enter)

test2

Interns

Recruits

←

→

check	mail	name	surname	deadline	status: <input type="radio"/> Completed <input type="radio"/> Waiting <input type="radio"/> Declined <input checked="" type="radio"/> All	recruitment task
<input checked="" type="checkbox"/>	<a href="mailto:olivia.wilson@example.com">olivia.wilson@example.com</a>	Olivia	Wilson	2025-01-01 12:00:00	declined	-
<input checked="" type="checkbox"/>	<a href="mailto:daniel.miller@example.com">daniel.miller@example.com</a>	Daniel	Miller	2025-01-01 12:00:00	declined	-
<input type="checkbox"/>	<a href="mailto:james.taylor@example.com">james.taylor@example.com</a>	James	Taylor	2025-12-31 23:59:59	waiting	-
<input type="checkbox"/>	<a href="mailto:sophia.anderson@example.com">sophia.anderson@example.com</a>	Sophia	Anderson	2025-12-31 23:59:59	waiting	-
<input type="checkbox"/>	<a href="mailto:benjamin.thomas@example.com">benjamin.thomas@example.com</a>	Benjamin	Thomas	2025-12-31 23:59:59	waiting	-

+

Interns Management System

Interns

search (write + enter)

test2

Interns

Recruits

←

→

check	mail	name	surname	deadline	status: <input checked="" type="radio"/> Completed <input type="radio"/> Waiting <input type="radio"/> Declined <input type="radio"/> All	recruitment task
<input type="checkbox"/>	<a href="mailto:michal0432@gmail.com">michal0432@gmail.com</a>	Michał	Kleczewski	-	completed	<a href="#">download project</a>
<input type="checkbox"/>	<a href="mailto:anna.nowak@example.com">anna.nowak@example.com</a>	Anna	Nowak	-	completed	<a href="#">download project</a>
<input checked="" type="checkbox"/>	<a href="mailto:david.brown@example.com">david.brown@example.com</a>	David	Brown	2025-01-01 12:00:00	declined	-
<input checked="" type="checkbox"/>	<a href="mailto:emily.davis@example.com">emily.davis@example.com</a>	Emily	Davis	2025-01-01 12:00:00	declined	-
<input checked="" type="checkbox"/>	<a href="mailto:christopher.johnson@example.com">christopher.johnson@example.com</a>	Christopher	Johnson	2025-01-01 12:00:00	declined	-

+

In the "status" cell, you can see 4 options to choose from. These are filters based on the trainee statuses:

check	mail	name	surname	deadline	status: <input checked="" type="radio"/> Completed <input type="radio"/> Waiting <input type="radio"/> Declined <input type="radio"/> All	recruitment task
<input type="checkbox"/>	<a href="mailto:michal0432@gmail.com">michal0432@gmail.com</a>	Michał	Kleczewski	-	completed	<a href="#">download project</a>
<input type="checkbox"/>	<a href="mailto:anna.nowak@example.com">anna.nowak@example.com</a>	Anna	Nowak	-	completed	<a href="#">download project</a>

+

check	mail	name	surname	deadline	status: <input type="radio"/> Completed <input checked="" type="radio"/> Waiting <input type="radio"/> Declined <input type="radio"/> All	recruitment task
<input type="checkbox"/>	<a href="mailto:james.taylor@example.com">james.taylor@example.com</a>	James	Taylor	2025-12-31 23:59:59	waiting	-
<input type="checkbox"/>	<a href="mailto:sophia.anderson@example.com">sophia.anderson@example.com</a>	Sophia	Anderson	2025-12-31 23:59:59	waiting	-
<input type="checkbox"/>	<a href="mailto:benjamin.thomas@example.com">benjamin.thomas@example.com</a>	Benjamin	Thomas	2025-12-31 23:59:59	waiting	-
<input type="checkbox"/>	<a href="mailto:charlotte.martinez@example.com">charlotte.martinez@example.com</a>	Charlotte	Martinez	2025-12-31 23:59:59	waiting	-
<input type="checkbox"/>	<a href="mailto:henry.robinson@example.com">henry.robinson@example.com</a>	Henry	Robinson	2025-12-31 23:59:59	waiting	-

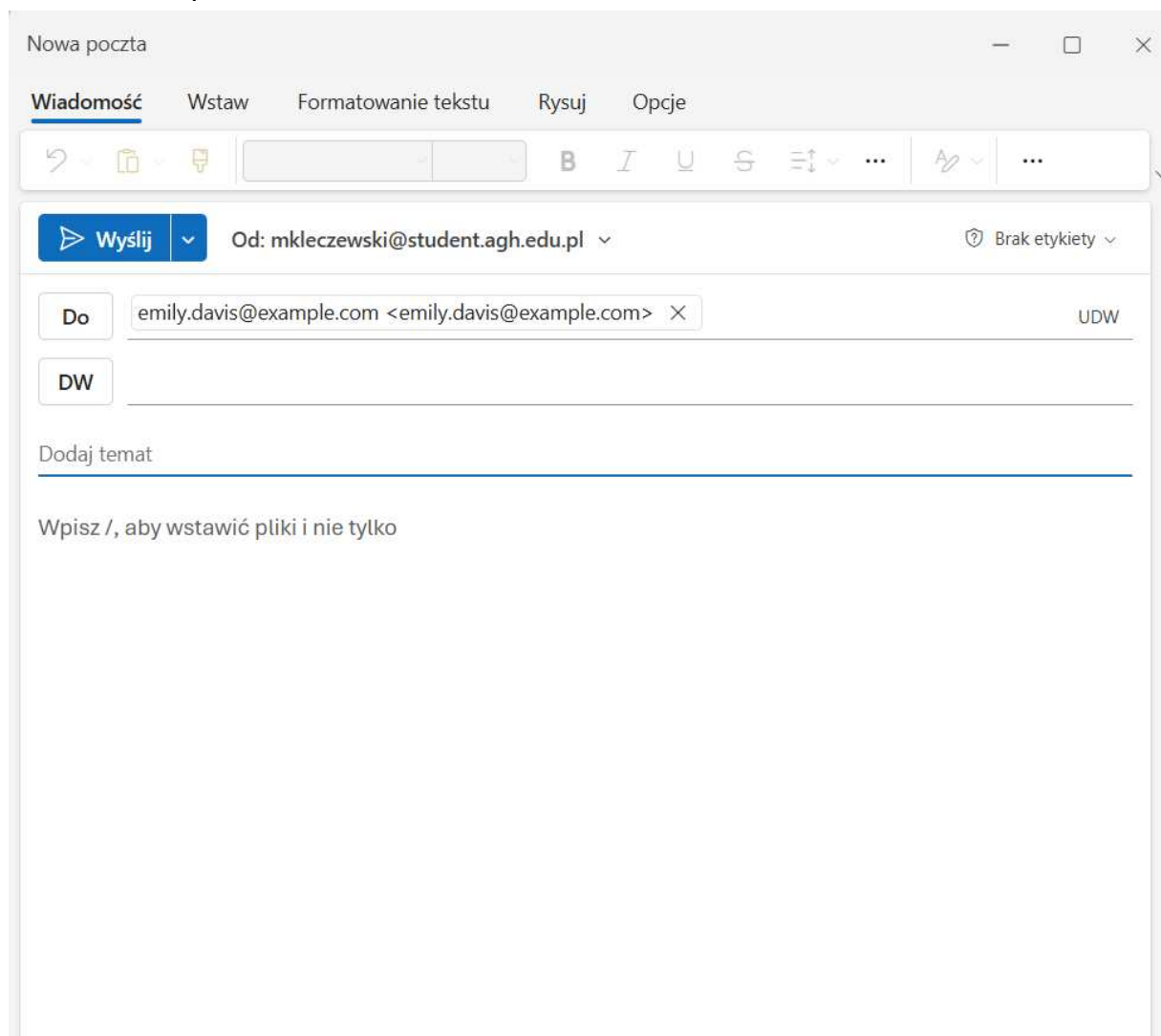
check	mail	name	surname	deadline	status: <input type="radio"/> Completed <input type="radio"/> Waiting <input checked="" type="radio"/> Declined <input type="radio"/> All	recruitment task
<input type="checkbox"/>	<a href="mailto:david.brown@example.com">david.brown@example.com</a>	David	Brown	2025-01-01 12:00:00	declined	-
<input type="checkbox"/>	<a href="mailto:emily.davis@example.com">emily.davis@example.com</a>	Emily	Davis	2025-01-01 12:00:00	declined	-
<input type="checkbox"/>	<a href="mailto:christopher.johnson@example.com">christopher.johnson@example.com</a>	Christopher	Johnson	2025-01-01 12:00:00	declined	-
<input type="checkbox"/>	<a href="mailto:olivia.wilson@example.com">olivia.wilson@example.com</a>	Olivia	Wilson	2025-01-01 12:00:00	declined	-
<input type="checkbox"/>	<a href="mailto:daniel.miller@example.com">daniel.miller@example.com</a>	Daniel	Miller	2025-01-01 12:00:00	declined	-

Once an intern submits their assignment, it is downloaded from GitHub to the appropriate folder within the application, where it can be downloaded by clicking:

[download project](#)

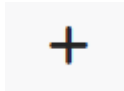
User emails are also links, after clicking which we are redirected to the email screen installed on the user's computer with the option of writing an email to

the selected person:



The screenshot shows a web-based email composition interface. At the top, the window title is "Nowa pocztą". Below it is a menu bar with "Wiadomość" (selected), "Wstaw", "Formatowanie tekstu", "Rysuj", and "Opcje". A toolbar contains icons for undo, redo, insert link, insert image, bold, italic, underline, strikethrough, bulleted list, numbered list, indent, and a link icon. The email header shows a blue "Wyslij" button, the "Od:" field with "mkleczewski@student.agh.edu.pl", and a "Brak etykiety" label. The "Do:" field contains "emily.davis@example.com <emily.davis@example.com>". Below it is a "DW" field. The "Dodaj temat" field is empty. The main body contains the text "Wpisz /, aby wstawić pliki i nie tylko".

If we do not check anything in the "check" field below the table we will only

have the icon: . When we click on it here, we will be redirected to the user addition form:

Interns  
Management  
System

Add intern

test2

Interns

Recruiters

Email:

Name:

Surname:

Deadline (optional):  
NULL


ADD

(after succesfull subbmition we get a message: )






(this is a message for data: test3@test.test, Test, test3, NULL)

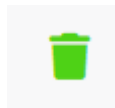
However, when we have someone selected, additional options appear:



check	mail	name	surname	
<input type="checkbox"/>	<a href="mailto:michal0432@gmail.com">michal0432@gmail.com</a>	Michał	Kleczewski	
<input type="checkbox"/>	<a href="mailto:anna.nowak@example.com">anna.nowak@example.com</a>	Anna	Nowak	
<input checked="" type="checkbox"/>	<a href="mailto:david.brown@example.com">david.brown@example.com</a>	David	Brown	20
<input checked="" type="checkbox"/>	<a href="mailto:emily.davis@example.com">emily.davis@example.com</a>	Emily	Davis	20
<input type="checkbox"/>	<a href="mailto:christopher.johnson@example.com">christopher.johnson@example.com</a>	Christopher	Johnson	20



where by using:



you will remove the selected interns, and with



we will proceed to editing data:

Interns Management System

Interns

test2

search (write + enter)

Interns

Recruiters


Email:[david.brown@example.com](mailto:david.brown@example.com)  
Name:David  
Surname:Brown  
Deadline (optional):2025-01-01 12:00:00

EDIT


Email:[emily.davis@example.com](mailto:emily.davis@example.com)  
Name:Emily  
Surname:Davis  
Deadline (optional):2025-01-01 12:00:00

EDIT

The recruiter also has access to the user table:

Interns Management System	Recruiters				test2 	
	check	ID	mail	login		
Interns Recruiters	you	32	<a href="#">test2@test.test</a>	test2		
	[deletion from intern panel]	33	<a href="#">james.taylor@example.com</a>	jtaylor		
	[deletion from intern panel]	34	<a href="#">sophia.anderson@example.com</a>	sanderson		
	[deletion from intern panel]	35	<a href="#">benjamin.thomas@example.com</a>	bthomas		
	[deletion from intern panel]	36	<a href="#">charlotte.martinez@example.com</a>	cmartinez		
	[deletion from intern panel]	37	<a href="#">henry.robinson@example.com</a>	hrobinson		
	[deletion from intern panel]	38	<a href="#">amelia.clark@example.com</a>	aclark		
	[deletion from intern panel]	39	<a href="#">elijah.rodriguez@example.com</a>	erodriguez		
	[deletion from intern panel]	40	<a href="#">abigail.lewis@example.com</a>	alewis		
	[deletion from intern panel]	41	<a href="#">alexander.lee@example.com</a>	alee		
	[deletion from intern panel]	42	<a href="#">grace.walker@example.com</a>	gwalker		

In the check field:

- you – means a logged in user
- [deletion from intern panel] – means that this is an intern account and can only be deleted from the intern panel
-  - gives you the ability to delete accounts of other recruiters

In this panel, you can only add a new recruiter and delete selected recruiters:

<input type="checkbox"/>	46	<a href="#">recruiter1@example.com</a>	recruiter1
<input checked="" type="checkbox"/>	47	<a href="#">recruiter2@example.com</a>	recruiter2
<input checked="" type="checkbox"/>	48	<a href="#">recruiter3@example.com</a>	recruiter3



Interns Management System	Add recruiter
<div>Interns</div> <div>Recruiters</div>	<div>Email: <input type="text"/></div> <div>Login: <input type="text"/></div> <div>Password: <input type="password"/></div> <div>ADD RECRUTER ACCOUNT</div>

## Intern

As mentioned earlier, from this level you can only send a link to the work on Github, which will then be downloaded to the local server and made available for recruiters to download:

Interns Management System	send us your answer	ttest3
<div>send answer</div>	<div> <input type="text" value="https://github.com/user/repd"/> </div> <div>SEND</div>	

Once the link is posted, the user's account will be deleted, but their data will remain in the database for viewing by recruiters.

## Safety

For security reasons, login and password do NOT authenticate the user. This is the task of the "idu" algorithm. This is a number that changes its value each

time a given user tries to log in, calculated based on their data. Each user has a unique idu number that authenticates them when trying to log in.