

CTA

Comsats Task Assigner

User Manual

(For Teacher)



COMSATS UNIVERSITY ISLAMABAD, SAHIWAL CAMPUS
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Admin Console

Modules

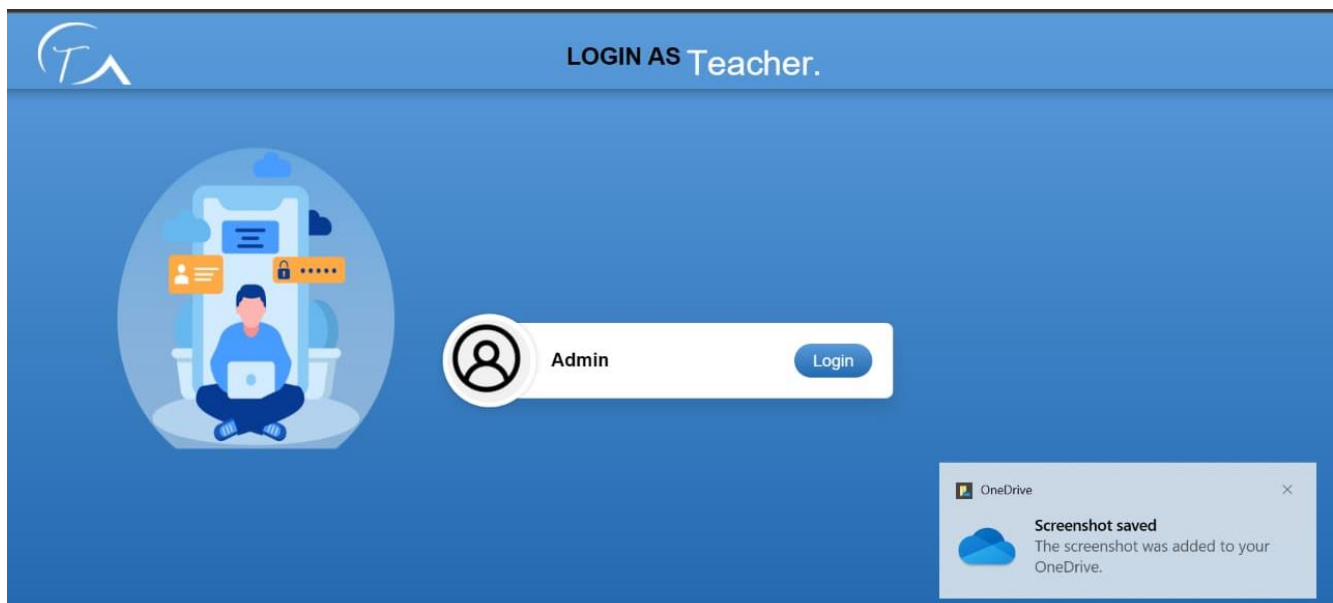
Three type consoles

1. Admin
2. Teacher
3. Student

Accounts

In accounts we have the following:

- Login as Admin
- Login as a Teacher
- Login as a Student



Login as Teacher

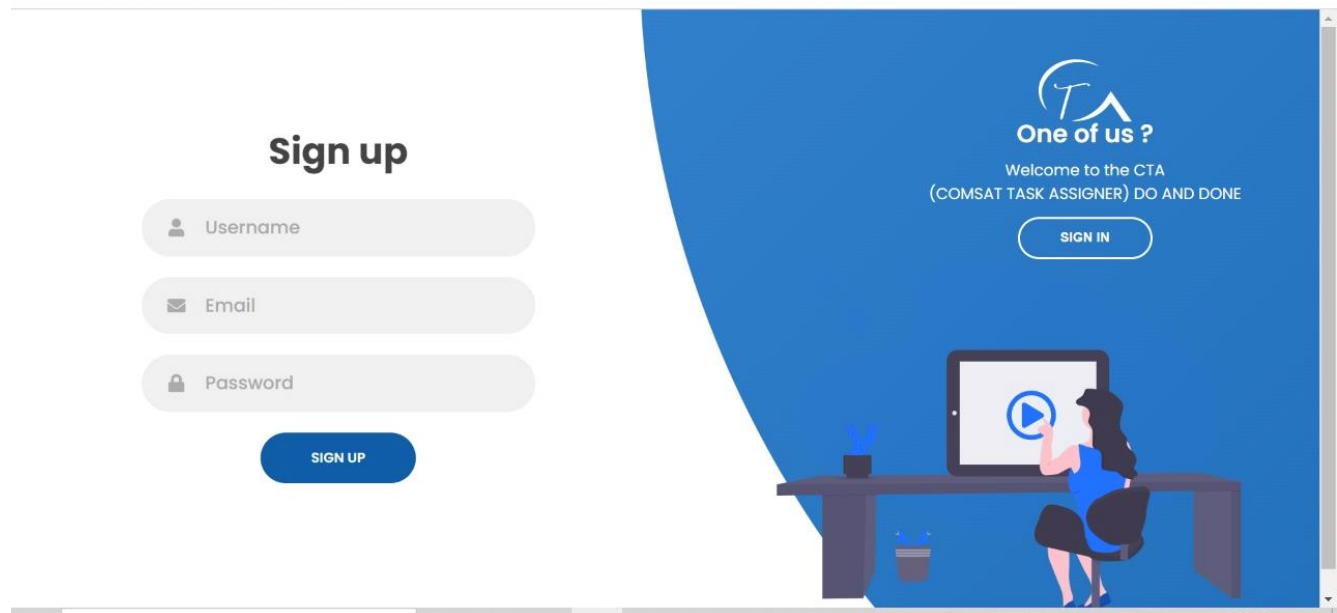
❖ Sign up

- Username
- Email
- password

Here we have the following buttons:

Signup: It created our new account.

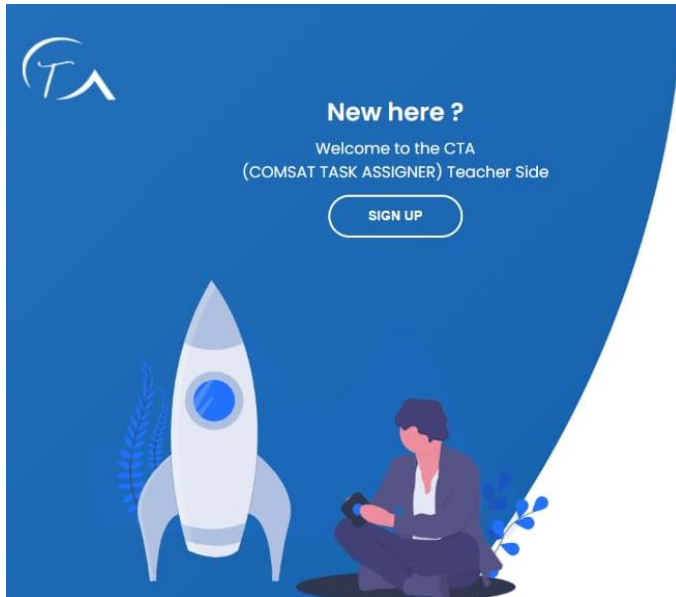
Login: if our account is already created then we just click on it and enter the system.




❖ Login


If our account is already created, we just have to login into our account by

- Username
- Password



Sign in

 Username

 Password

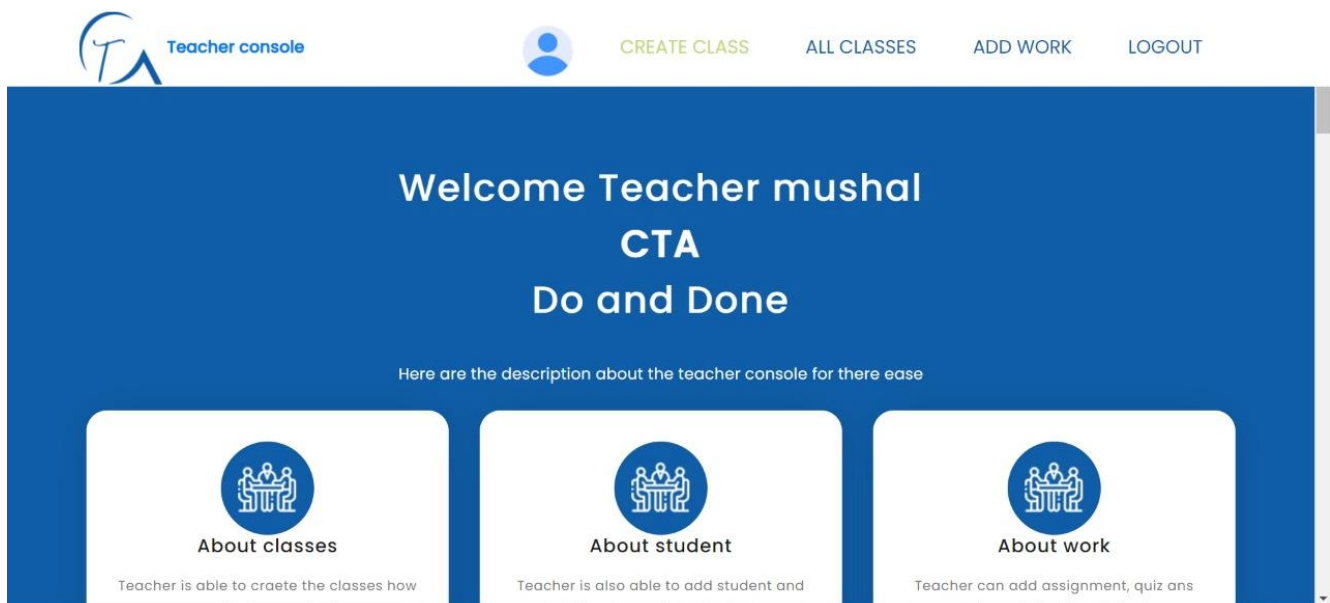
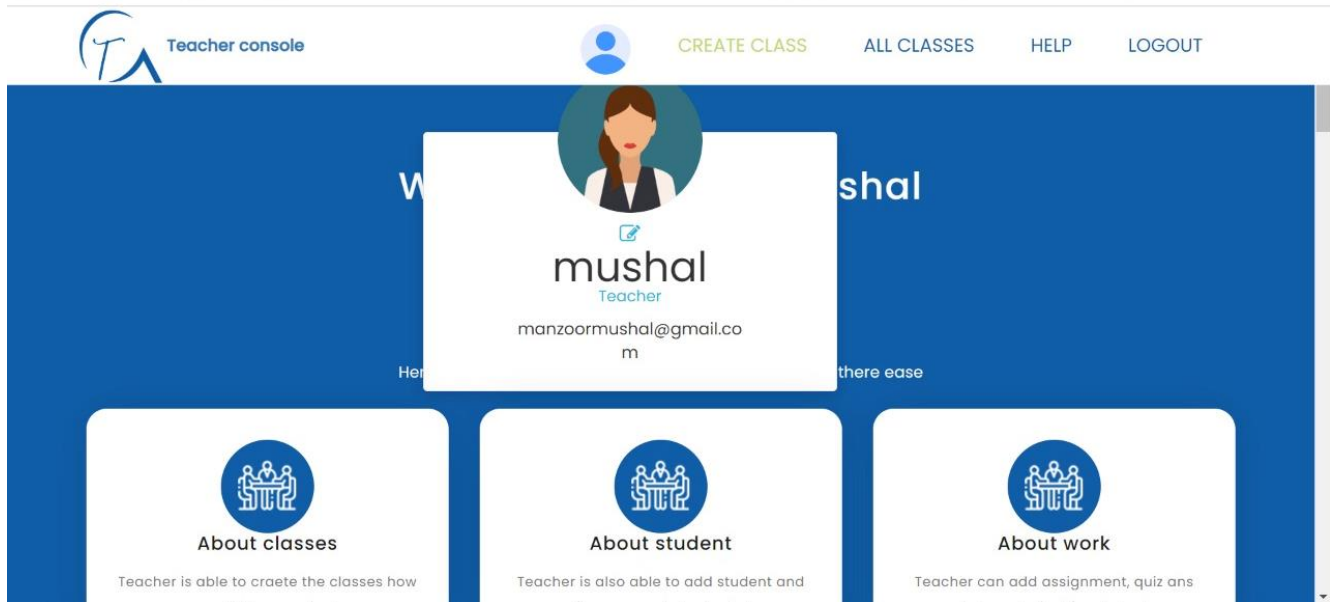
LOGIN



1. Teacher console

In the teacher console, we have the following module

- Create classes
- All classes
- Add work
- Help
- Logout



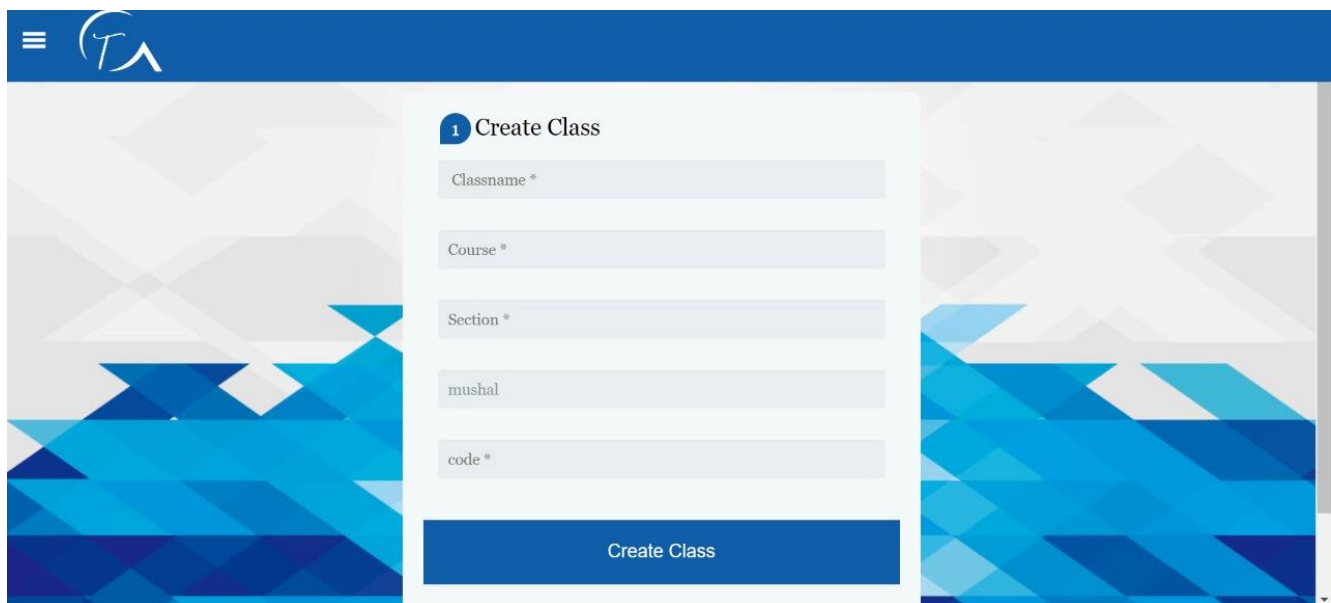
1.1 Create classes

In the create class module, we have the following

- **Class name:** Name of the class created by the teacher like (FA19-BSE-B).
- **Course:** Name of the course for which the teacher creates a class.
- **Section:** Section of the class.
- **Teacher Name:** name of the teacher by default mentioned.
- **Code:** it is auto-generated against the class.

Here we have the following button:

Create a class: It created our new class.



The screenshot shows a web application interface with a blue header bar containing a menu icon and a logo. The main content area has a light blue background with a geometric pattern. A central white box titled '1 Create Class' contains a form with five input fields: 'Classname *', 'Course *', 'Section *', 'mushal', and 'code *'. A blue 'Create Class' button is positioned at the bottom of the form.

1.2 All classes

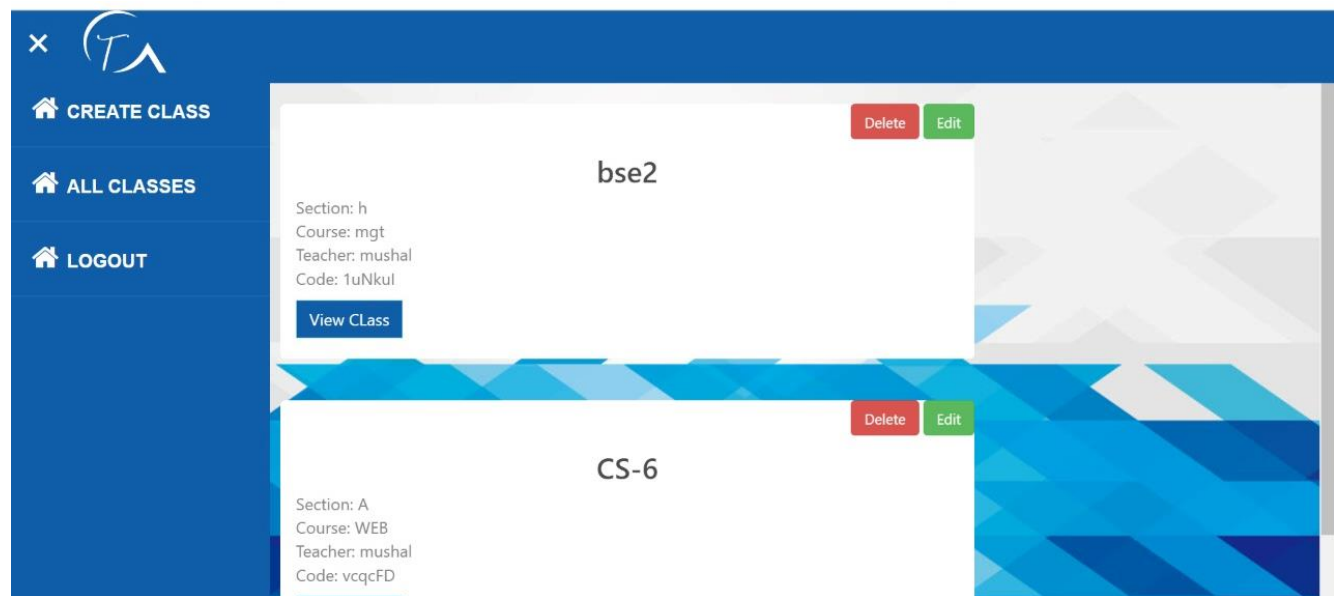
Details of all the classes show.

- Class name
- Section
- Course
- Teacher
- Code

Here we have the following button:

Delete: by using the delete button, the teacher can delete the class.

Edit: by using the edit button, the teacher can edit the info of the class.



1.1.2 View class

By clicking on the view class button, we go to the screen where we have the following modules.

1. Class
2. Student
3. Assignment
4. Material
5. Received

➤ Class

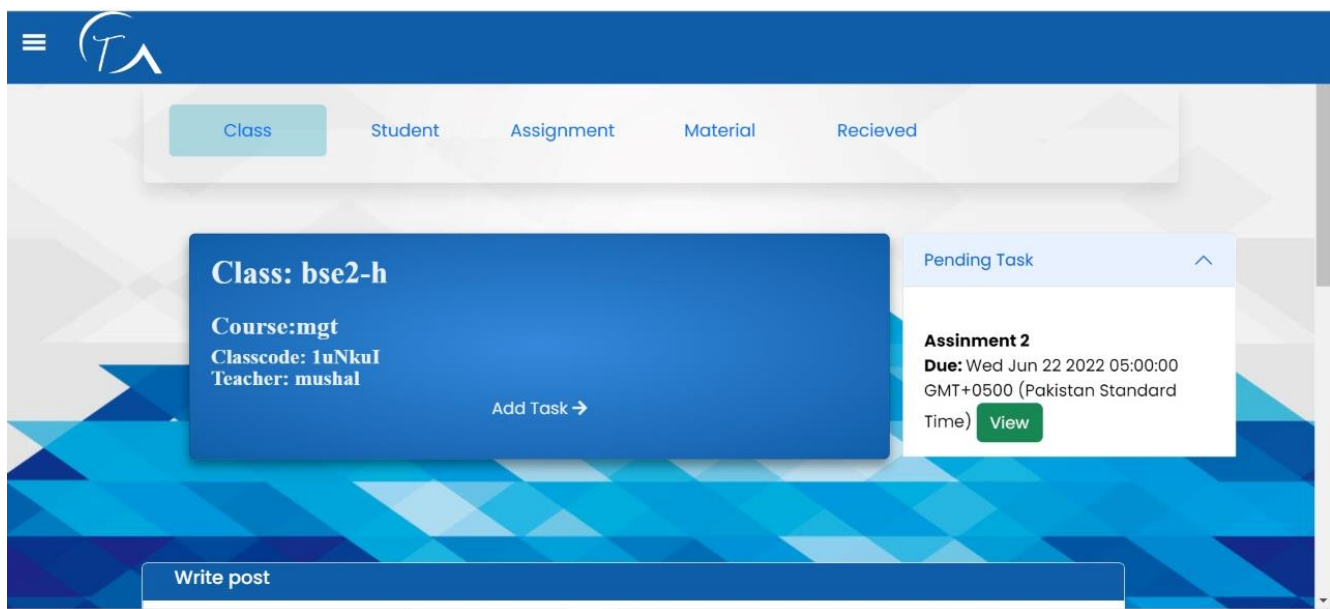
- ❖ **Class:** Name of the class by which name created class.
- ❖ **Course:** Course name for which class was created.
- ❖ **Class code:** Code of the class by using students join the class.
- ❖ **Teacher:** The name of the class teacher is displayed here.

❖ **Pending task:** The task assigned to the class but still not attempted by the student is displayed here.

- **Assignment title:** Title of the assigned task.
- **Due:** Due date, day, and time (time in standard) are shown here.

Here we have the following button:

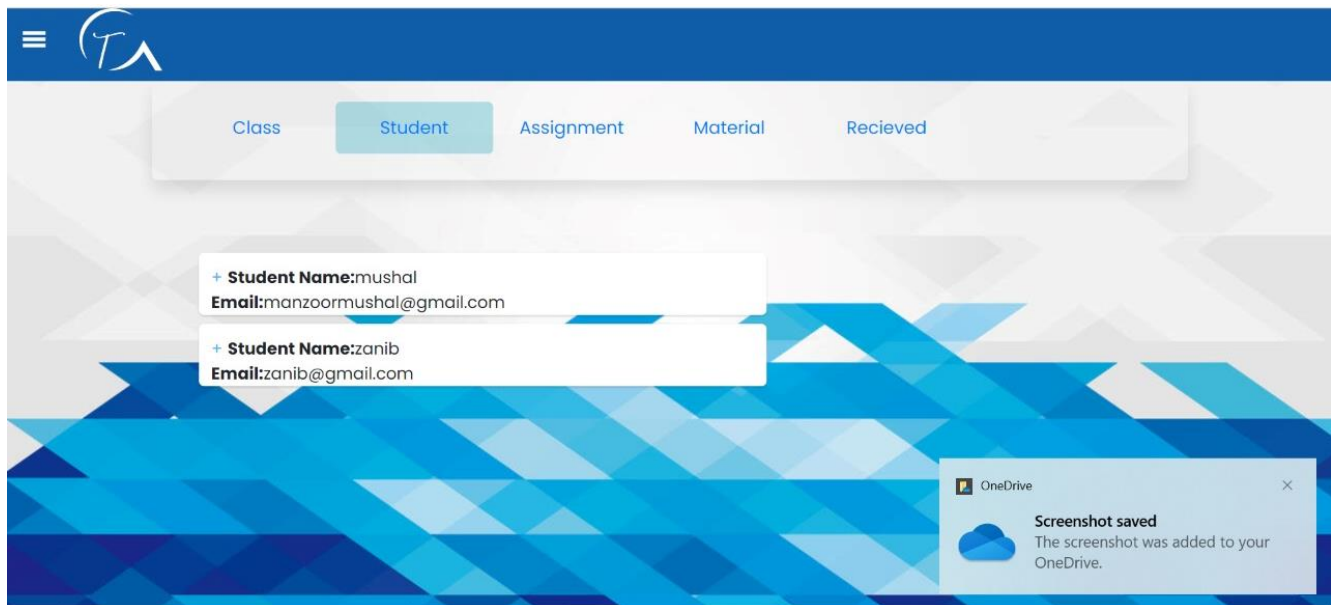
View: By clicking on the view button teacher can view the pending task.



➤ Student

1. Student name
2. Email

Here is the student show who joined the class. The teacher can see the name and the email id of the students.



➤ Assignment

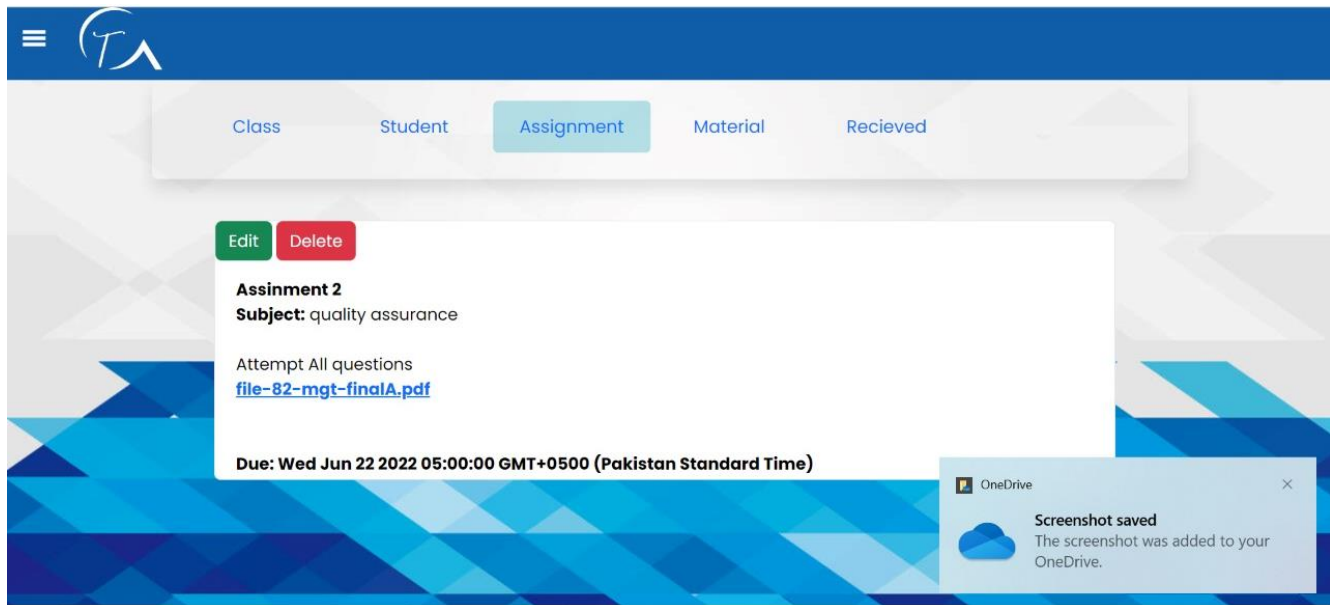
In the create class module, we have the following

- ❖ **Assignment:** Here is the tile of the assignment shows. The title which mentioned by the teacher when the teacher adds the assignment.
- ❖ **Subject:** The name of the course for which the assignments will be done will appear here.
- ❖ **File with description:** The question file will appear here in the description.
- ❖ **Due:** The due day, date, and standard time are shown here.

Here we have the following button:

Edit: Assignments title due date, day, and time teacher can be edited by using this button.

Delete: The teacher can delete the assignment by using the delete button.

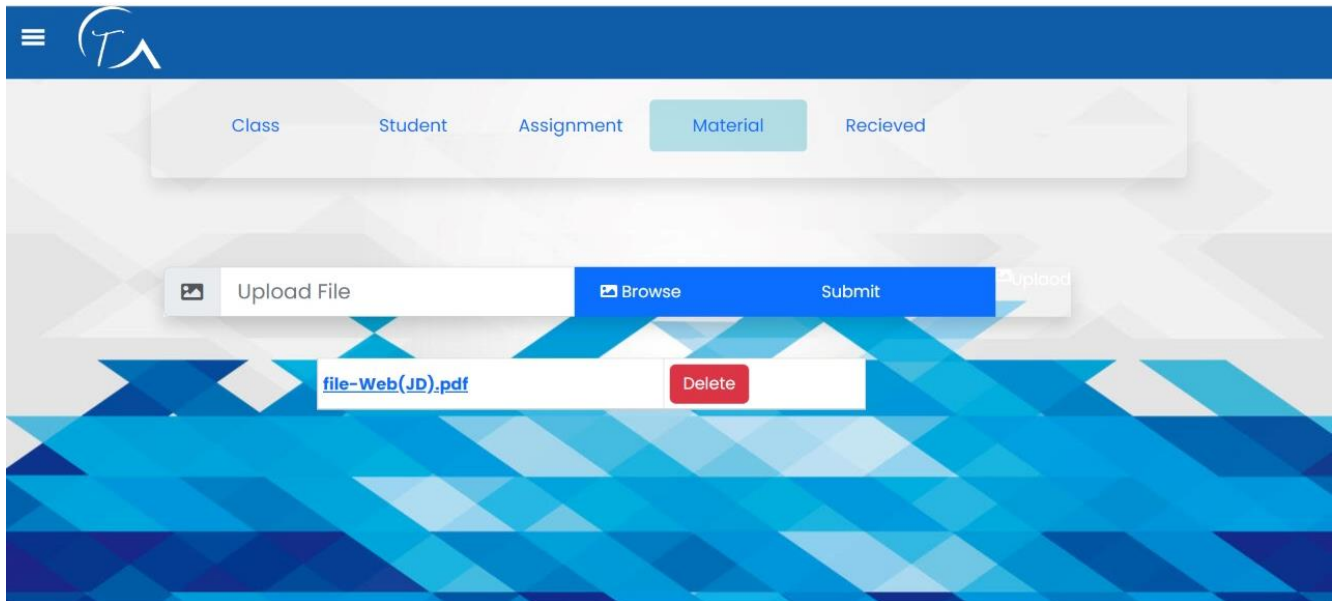


➤ Material

- ❖ **Upload file:** The teacher can upload the helping study material for class students.
- ❖ **Browse:** By clicking on the browse, the browse teacher can select and upload the helping material.
- ❖ **Submit:** The teacher can submit the study's relevant helping material.
- ❖ **File:** Here, is the file of the study relevant material uploaded by the teacher for the student's help.

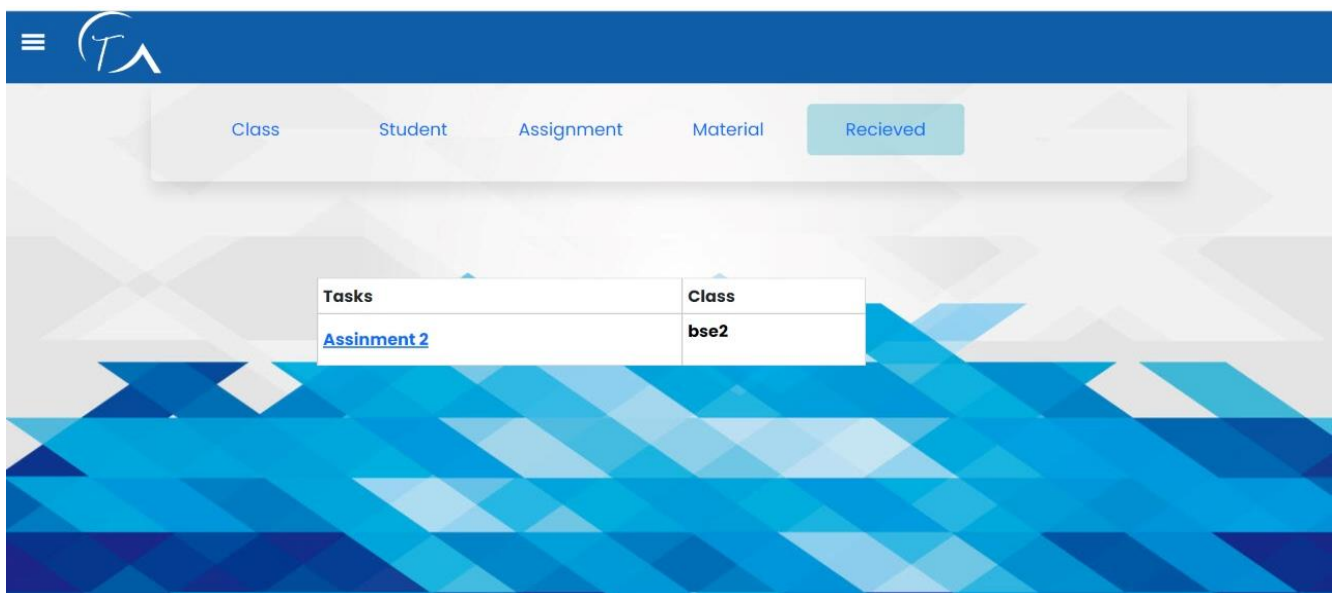
Here we have the following button:

Delete: The delete button against the study material by using this button teacher can delete the helping material file.



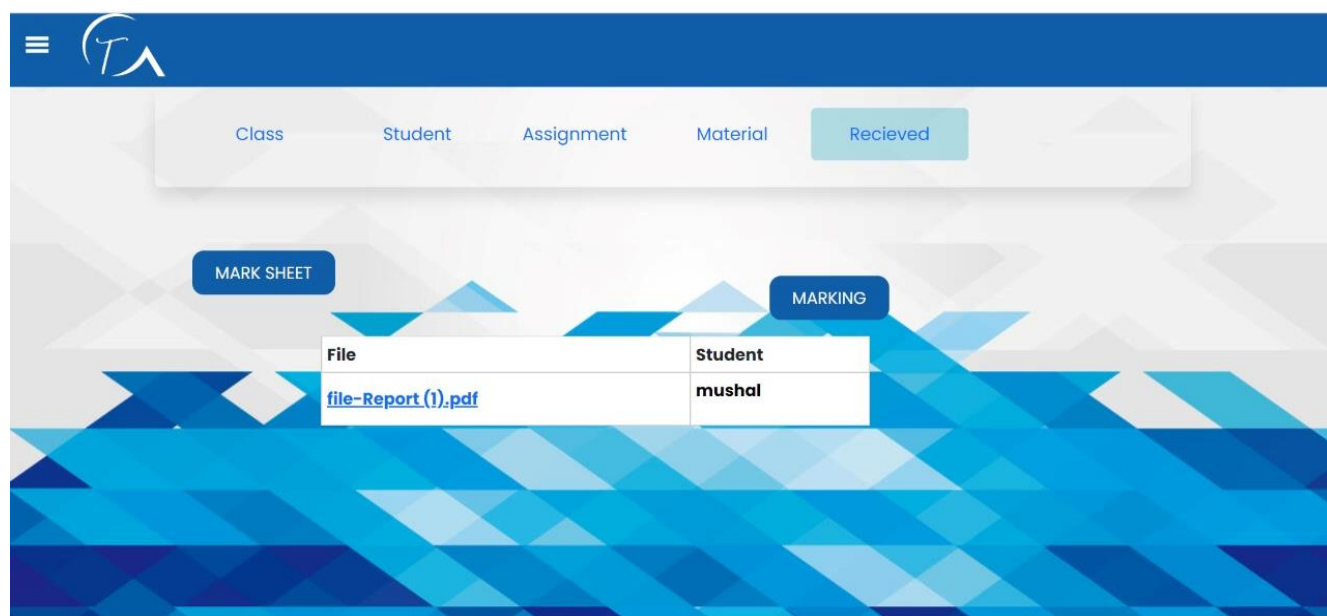
➤ Received

- ❖ **Class:** the name of the class shows against the assignments received. Through this, the teacher easily finds which class assignment he received.
- ❖ **Task:** the assignment is here, which was assigned by the teacher to the class. By clicking on the assignment teacher received the assignment of all students who submitted the assignments.



By clicking on the assignment, we go to the screen where we have the following.

- ❖ **Student:** here display the name of the student who submitted the assignment.
- ❖ **File:** the file of the submitted assignment shows against the student's name.





Here we have the following button:

1. Mark sheet
2. Marking

Marking: when the teacher clicks on the marking done to go the screen which teacher gives marks to students. By clicking on the dropdown select the total marks and then select the obtained marks. In-text file against the student and file obtained marks from total marks display.

Here we have the following button:

Done: by clicking on this button the marks submitted and given marks show on the student portal.



Class

Student



Assignment

Material

Recieved

DONE

File	Student	Total Marks
file-Report (1).pdf	mushal	



Class

Student

Assignment

Material

Recieved

Title	Student	Obtained	Total	Action
Assignmnet1	mushal	11	15	<div>Edit</div>

➤ Help

It is basically a user manual added to facilitate the user in the usage of the system.

