

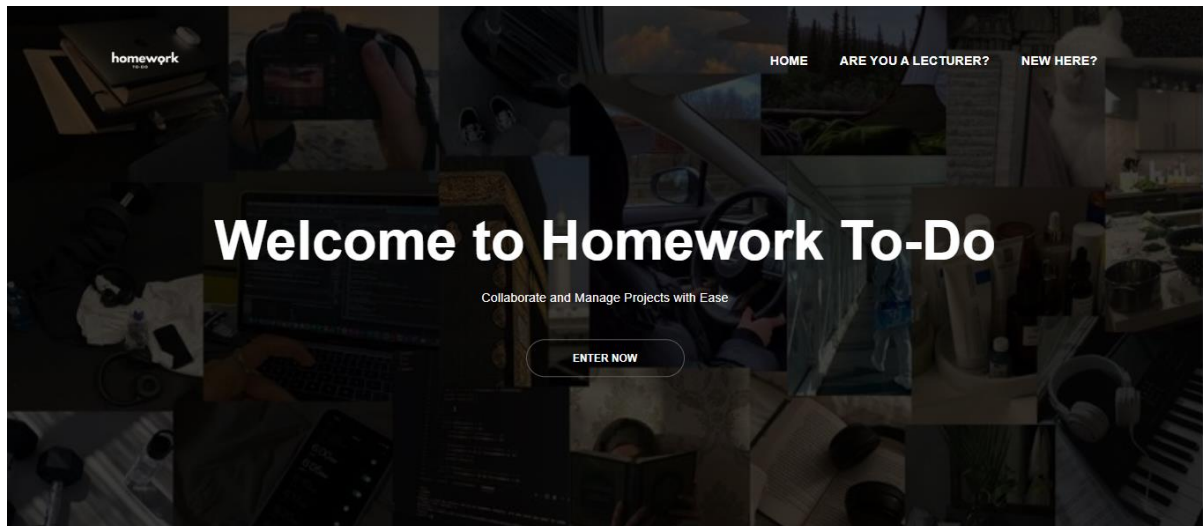
USER MANUAL

A Guide to Use Homework To-Do

Created by Mimi

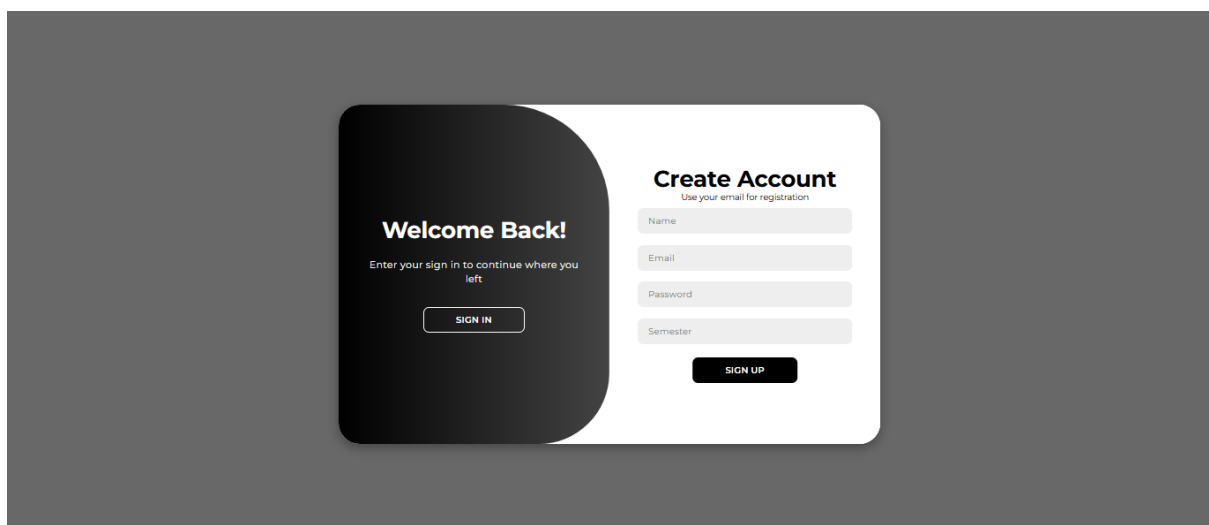
1. Landing Page (For Student)

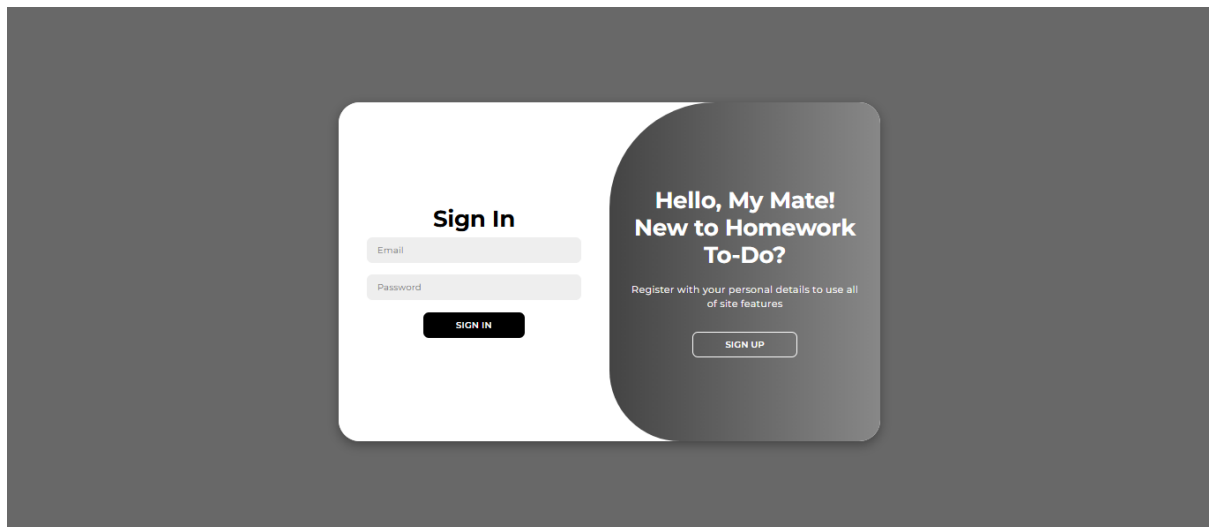
- a. You'll be greeted by the landing page.



2. Sign Up and Sign In.

- a. Visit the sign up, login page to enter your informations (name, email, password and semester).

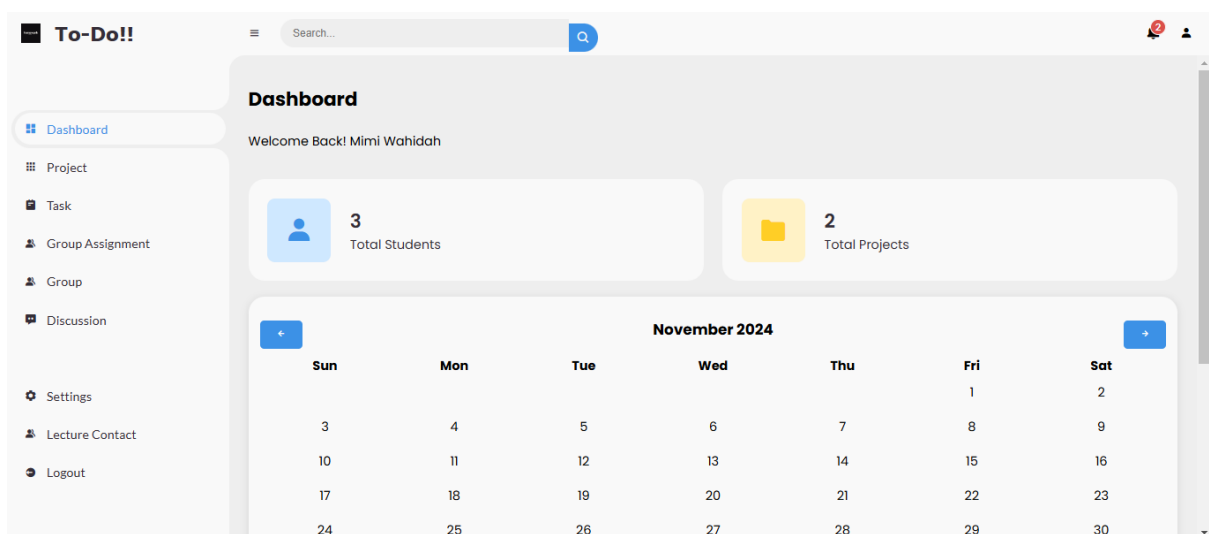




- b. Once logged in, you'll be directed to the **Dashboard**.

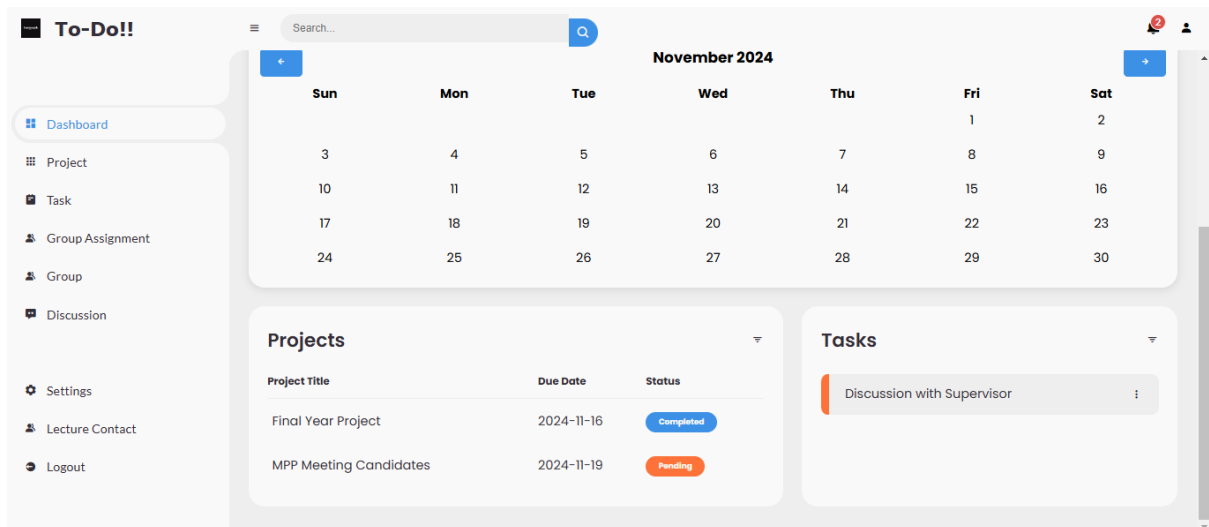
3. Dashboard

- a. Click the **Dashboard** icon on the sidebar.



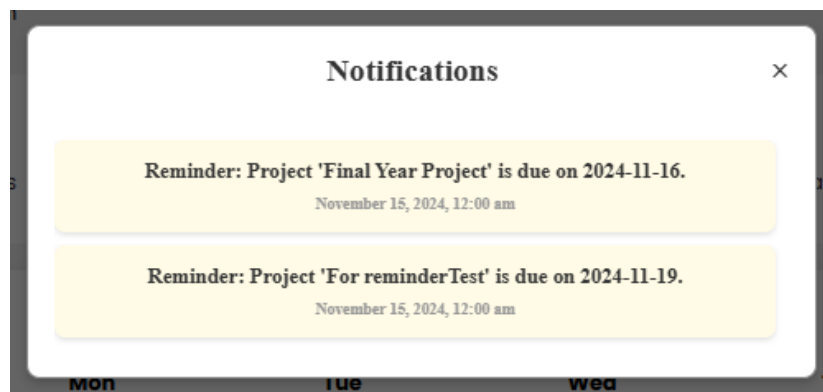
b. **Features:**

- i. View a summary of:
 1. Total number of students and projects registered.
- ii. Check the **Calendar** for upcoming events.
 1. Navigate between months using the arrow buttons.
- iii. See a list of:
 1. Projects and tasks are both to check the progress.



4. Notifications

- a. Notifications are to show project's due date. Every time you login to your account.



- b. **Features:**

- i. View reminders for upcoming project deadlines.
- ii. Notifications marked as unread are highlighted.

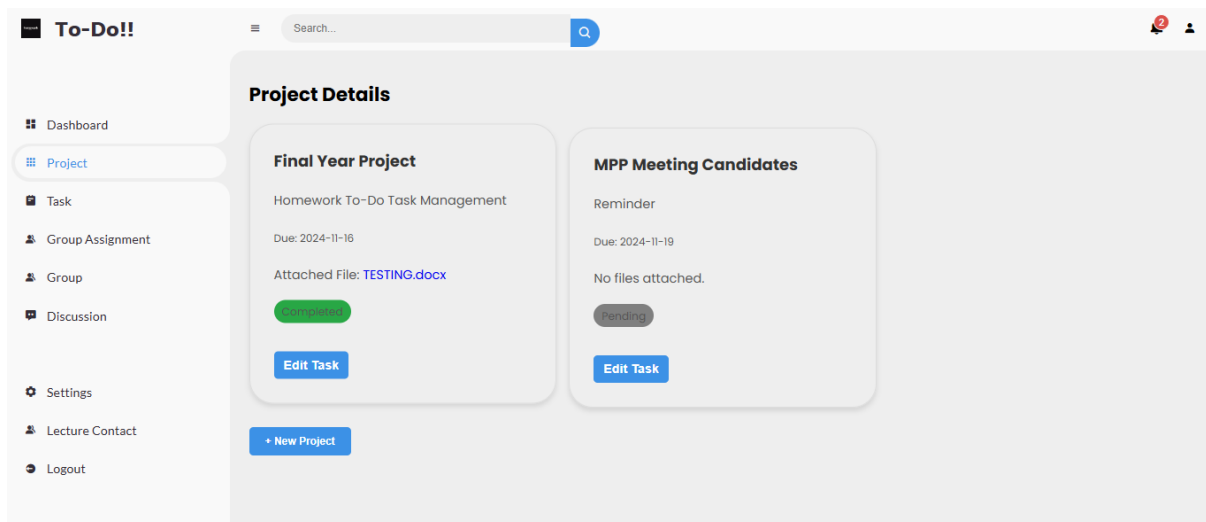
5. Profile

- a. Profile to show your detail. Click on the Profile icon to view your details.



6. Projects

- a. Click the **Project** icon on the sidebar.



b. Features:

i. View Projects:

1. Check project details, such as description, due date, status, and attached files.

ii. Add New Project:

1. Click the + New Project button.
2. Fill in the project details (name, description, due date, status, and file upload).
3. Submit the form to save the project.

New Project

Project Name:

Description:

Due Date:

yyyy-mm-dd

Status:

Pending

Add File (PDF, DOCX):

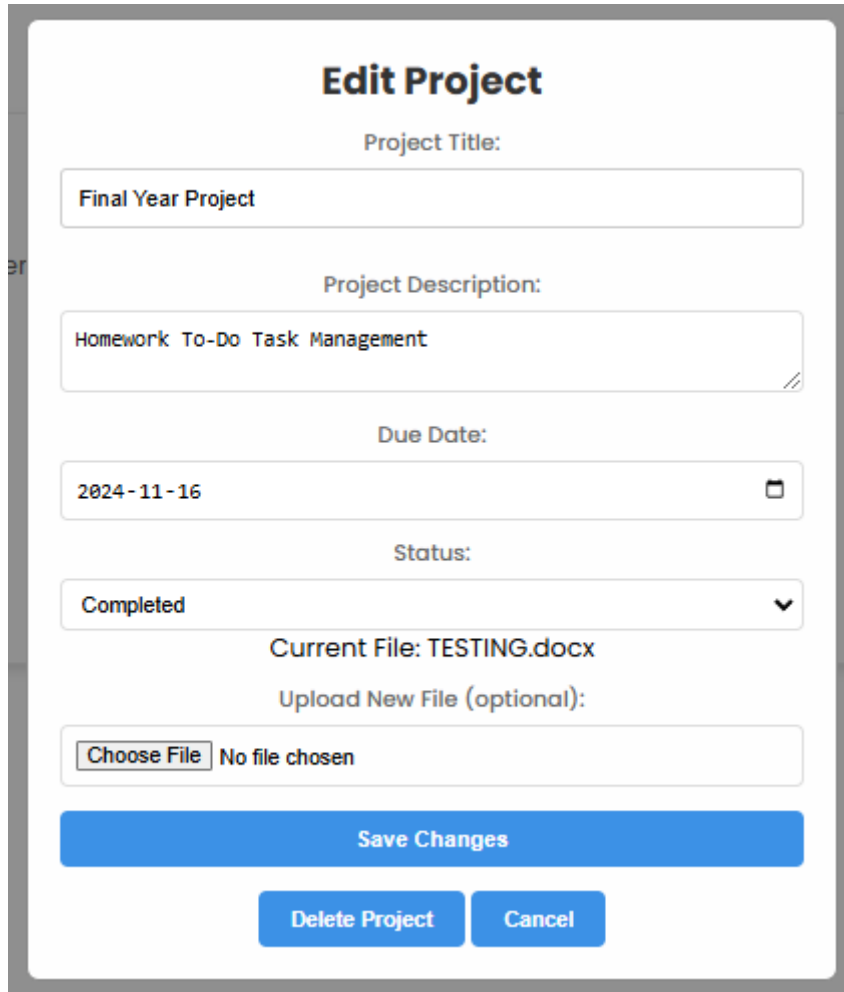
Choose File

No file chosen

Save Project

iii. **Edit Project:**

1. Click the **Edit Task** button on any project.
2. Modify the details and save changes.

The image shows a web form titled "Edit Project". It contains several input fields: "Project Title:" with the value "Final Year Project"; "Project Description:" with the value "Homework To-Do Task Management"; "Due Date:" with the value "2024-11-16"; and "Status:" with a dropdown menu showing "Completed". Below these is a section for "Current File: TESTING.docx" and "Upload New File (optional):" which includes a "Choose File" button and the text "No file chosen". At the bottom are three buttons: "Save Changes", "Delete Project", and "Cancel".

Edit Project

Project Title:

Final Year Project

Project Description:

Homework To-Do Task Management

Due Date:

2024-11-16

Status:

Completed

Current File: TESTING.docx

Upload New File (optional):

Choose File No file chosen

Save Changes

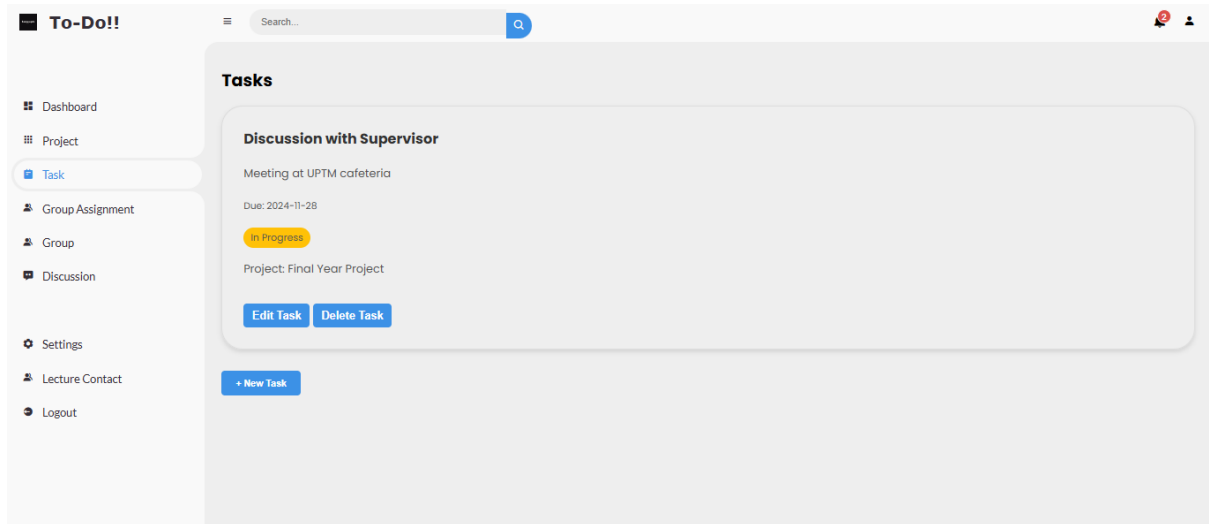
Delete Project Cancel

iv. **Delete Project:**

1. Use the delete option inside the project edit form.

7. Tasks

- a. Click the **Task** icon on the sidebar.



b. Features:

i. View Tasks:

1. Check task details, including description, due date, status, and associated project.

ii. Add New Task:

1. Click the + New Task button.
2. Fill in task details (name, description, due date, status, and associated project).
3. Submit the form to save the task.

New Task

Task Name:

Description:

Due Date:

yyyy-mm-dd

Status:

Not Started

Project:

Final Year Project

Add Task

iii. **Edit Task:**

1. Click the **Edit Task** button on any task.
2. Modify the details and save changes.

Edit Task ✕

Task Title:

Discussion with Supervisor

Task Description:

Meeting at UPTM cafeteria

Due Date:

2024-11-28 📅

Status:

In Progress ▼

Project:

Final Year Project ▼

Save Changes

iv. Delete Task:

1. Use the delete option inside the task view.

8. Group Assignment

- a. Click the **Group Assignment** icon on the sidebar.

To-Do!!
Search...
🔍

- Dashboard
- Project
- Task
- Group Assignment
- Group
- Discussion
- Settings
- Lecture Contact
- Logout

Group Assignments

Entrepreneurship

Selling Choco Jar

Due: 2024-11-30

Members Needed: 2

Edit Project
Delete Project

Join Requests:

No join requests for this project.

+ New Group Assignment

Available Projects to Join

No available projects to join.

b. **Features:**

- i. View all group assignments.
- ii. Check your role (member or leader) and project progress, edit and add new group project.

Create New Group Project

Project Name:

Project Description:

Due Date:

yyyy-mm-dd

Number of Members Needed:

Create

Edit Group Project

Project Name:

Entrepreneurship

Project Description:

Selling Choco Jar

Due Date:

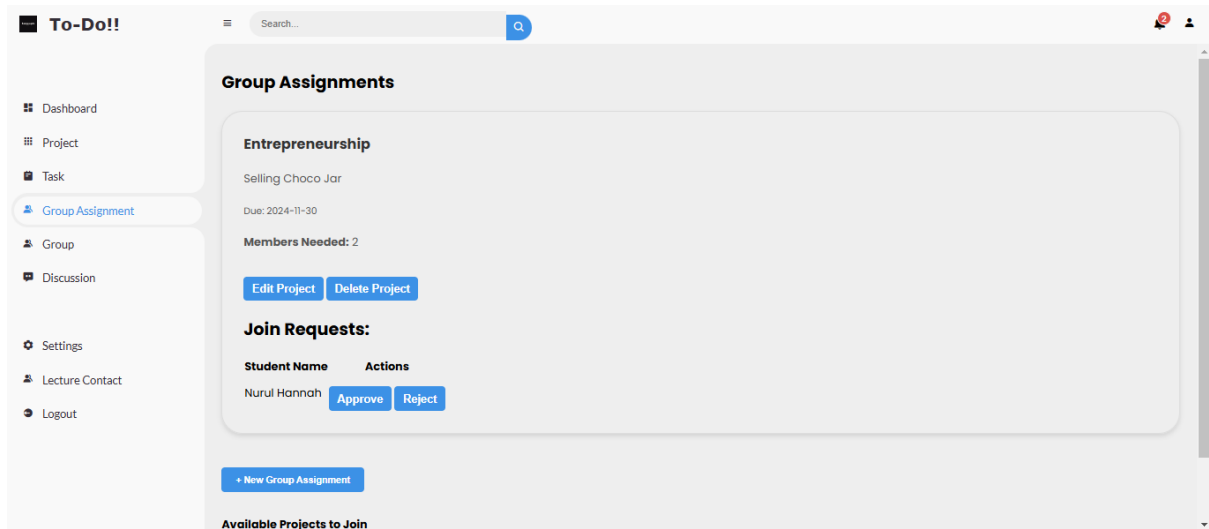
2024-11-30

Number of Members Needed:

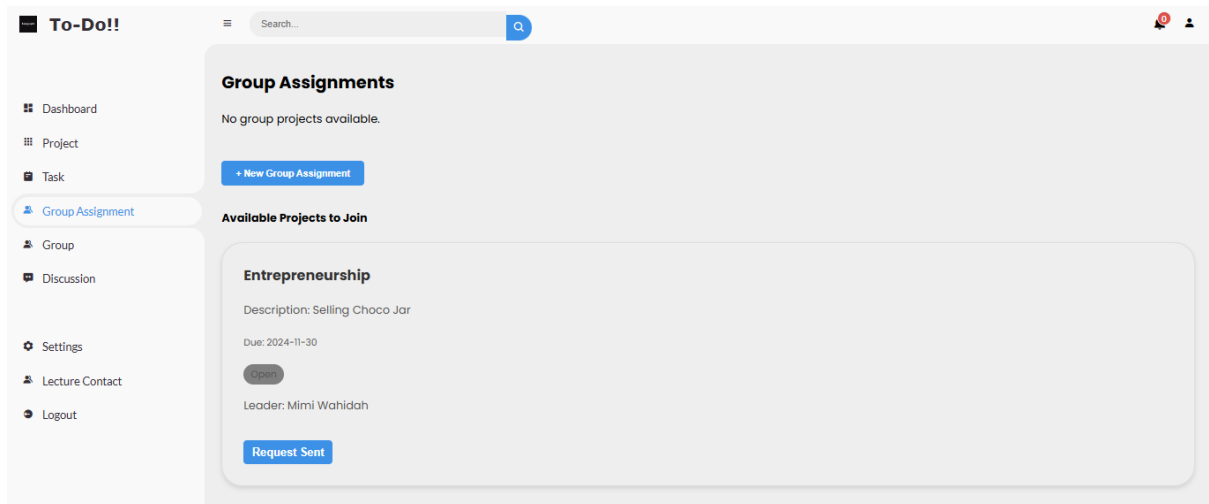
2

Update

iii. Approve or reject group members if you're the group leader.

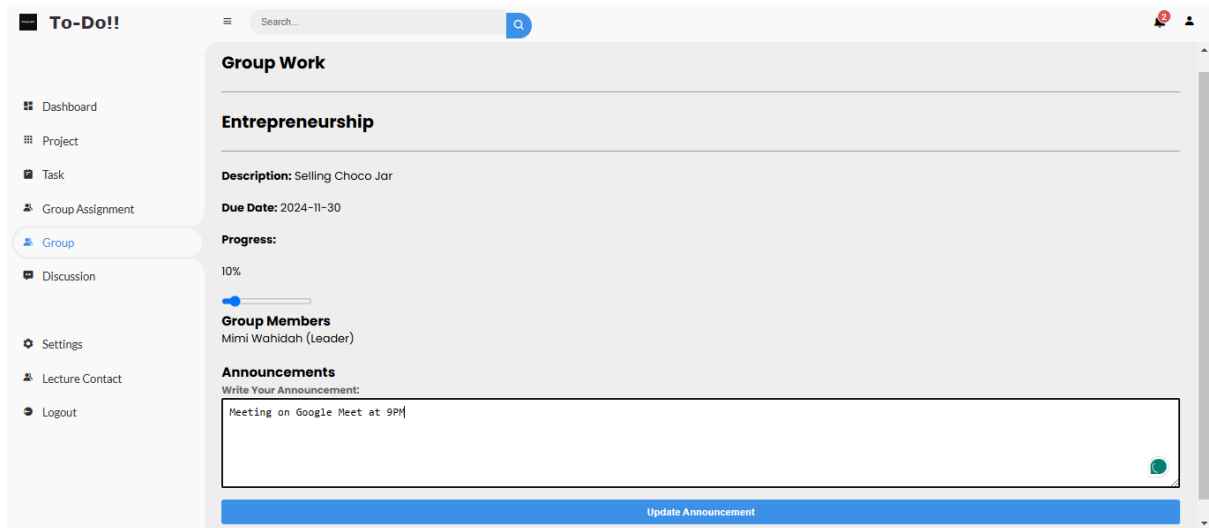


iv. Request to join the available group. (Non-Leader)



9. Groups

a. **Access:** Click the **Group** icon on the sidebar.



b. **Features:**

i. **Manage Groups:**

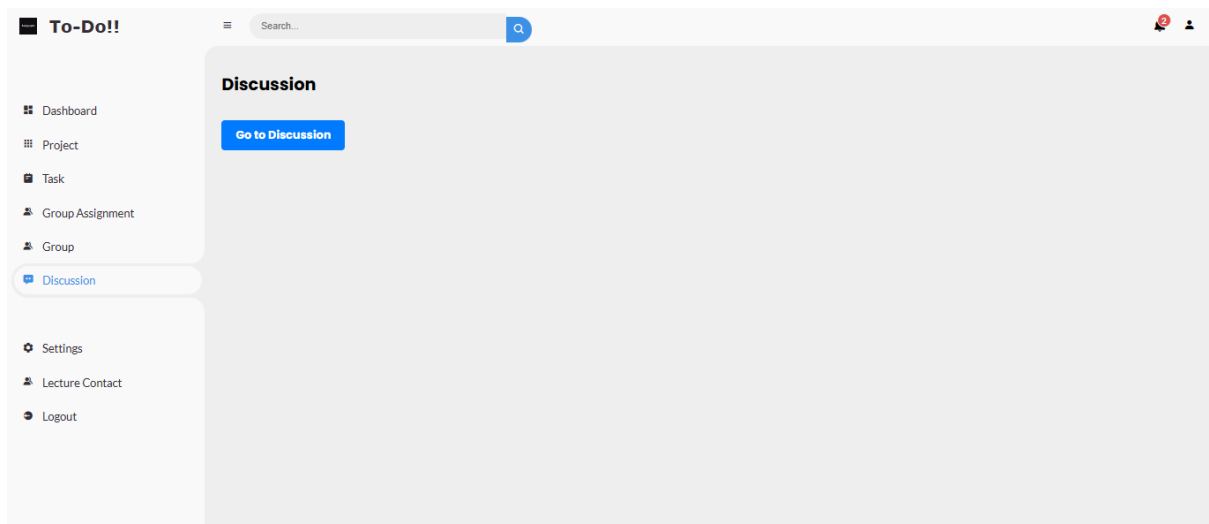
1. View group details, including members, leader, and status.

ii. **Features:**

1. Announcement can be made by anyone in the group.

10. Discussion

- a. Click the **Discussion** icon on the sidebar then click on the “Go to Discussion”.



b. **Features:**

- i. Participate in topic threads.

- ii. Post new questions or comments related to assignments or group projects.

[← Back to Dashboard](#)

Live Discussion

Please use your name! Remember!

Write your name:

Write your question:

Send

Recent Questions

Mimi Wahidah : 2024-11-16 10:06:55:

Hello

Reply

Hannah : 2024-11-16 10:07:15:

Reply Question

Write your name:

Write your reply:

Reply

11. Settings

- a. Click the **Settings** icon on the sidebar.

To-Do!!

Search...

Settings

Profile Information

Name: Mimi Wahidah

Email: mimiwahidah@gmail.com

Semester: 6

Current Password: Enter current password

Do you want to change your password?

☐ Yes ☒ No

Save Changes

b. **Features:**

- i. Update your profile details (name, email).
- ii. Change your password.

Do you want to change your password?

☒ Yes ☐ No

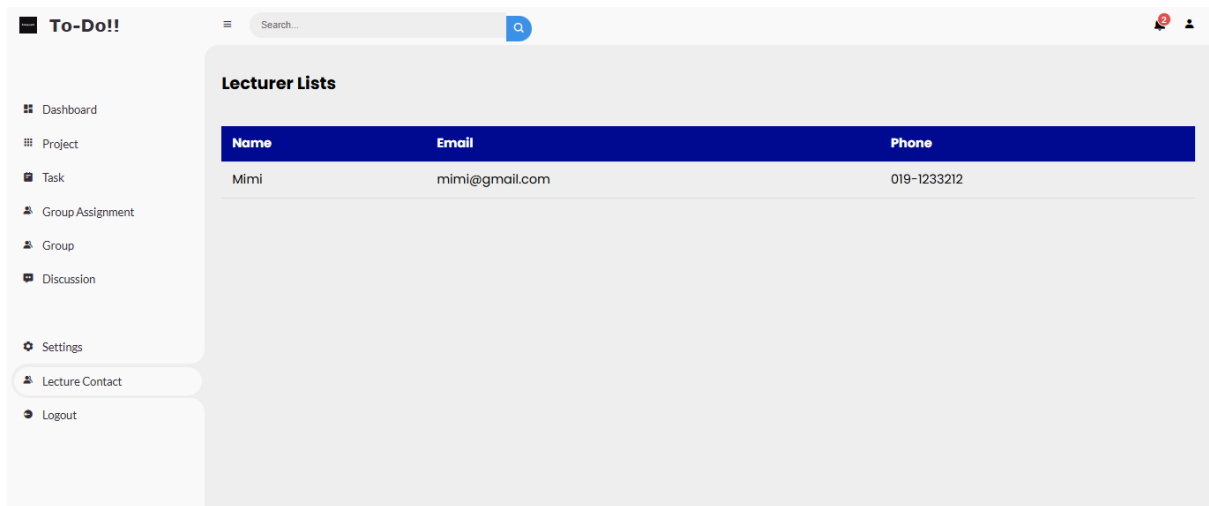
New Password:

Enter new password

Save Changes

12. Lecture Contact

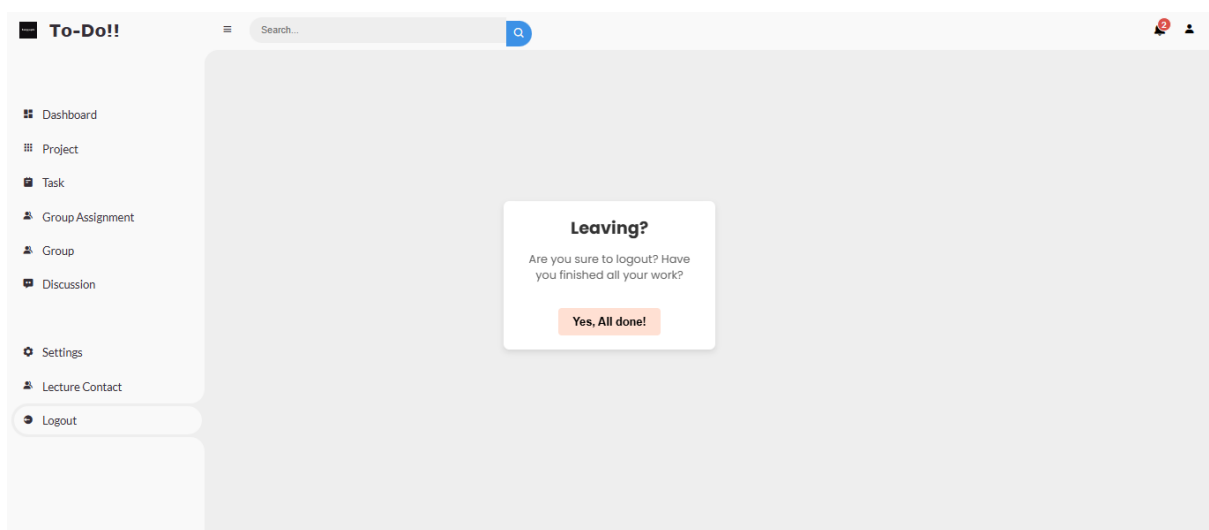
- a. Click the **Lecture Contact** on the sidebar.



- a. **Purpose:** To show lists lecture's contact information for student's reference.

13. Logout

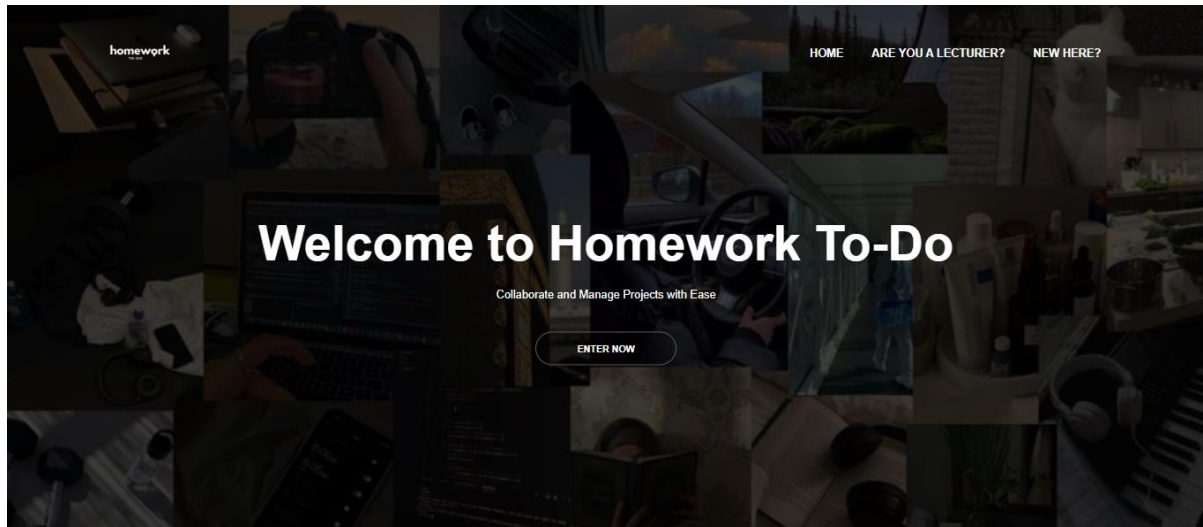
- a. Click the **Logout** icon on the sidebar.



- b. **Purpose:** Safely exit the Homework To-Do website.

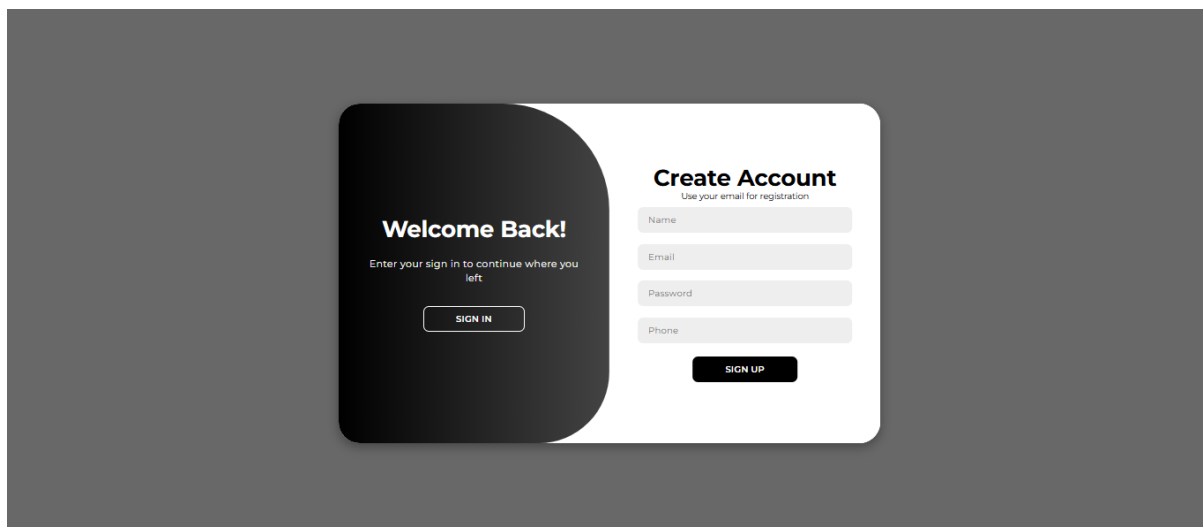
1. Landing Page (For Lecture and monitoring student's interaction)

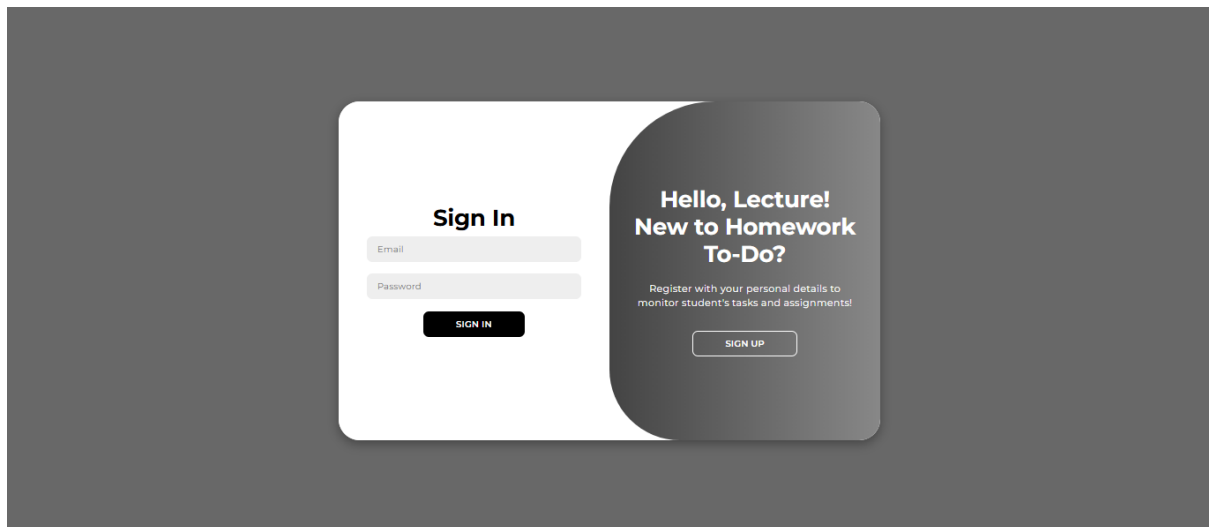
- Click on "ARE YOU A LECTURER?"



2. Sign Up and Sign In.

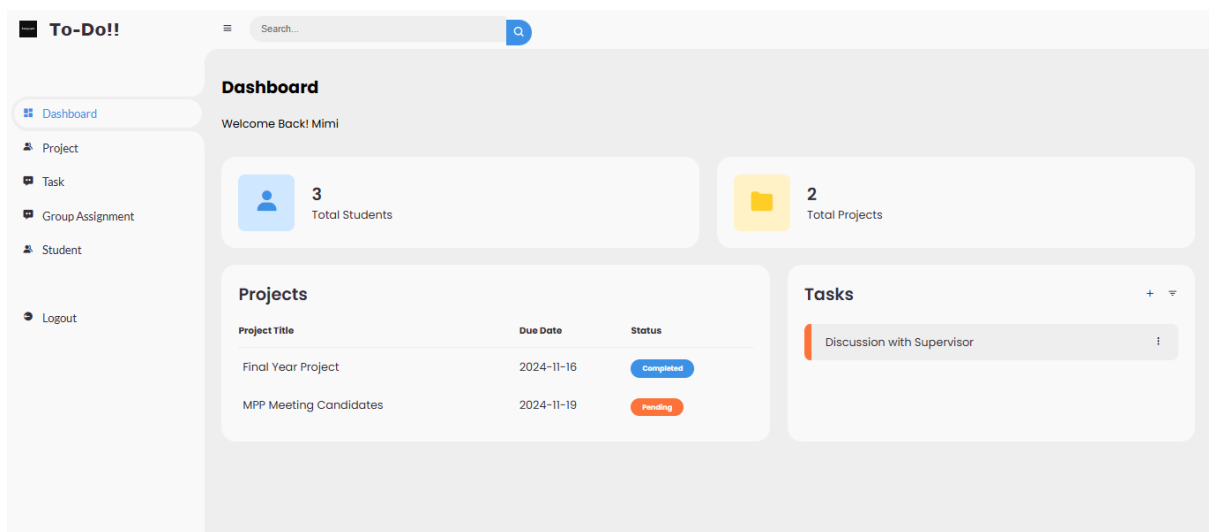
- Visit the sign up, login page to enter your informations (name, email, password and phone number).





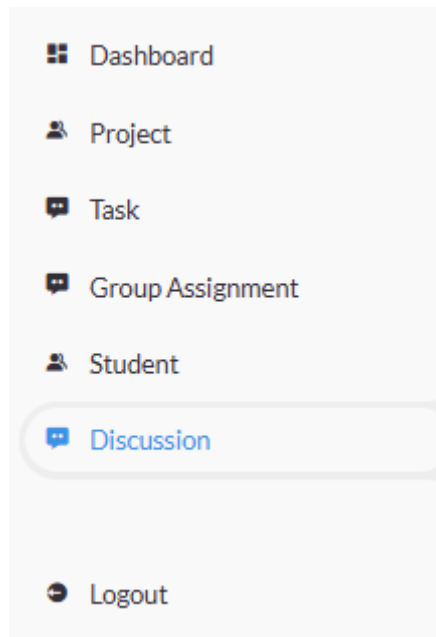
3. Dashboard

- Click the **Dashboard** icon on the sidebar.



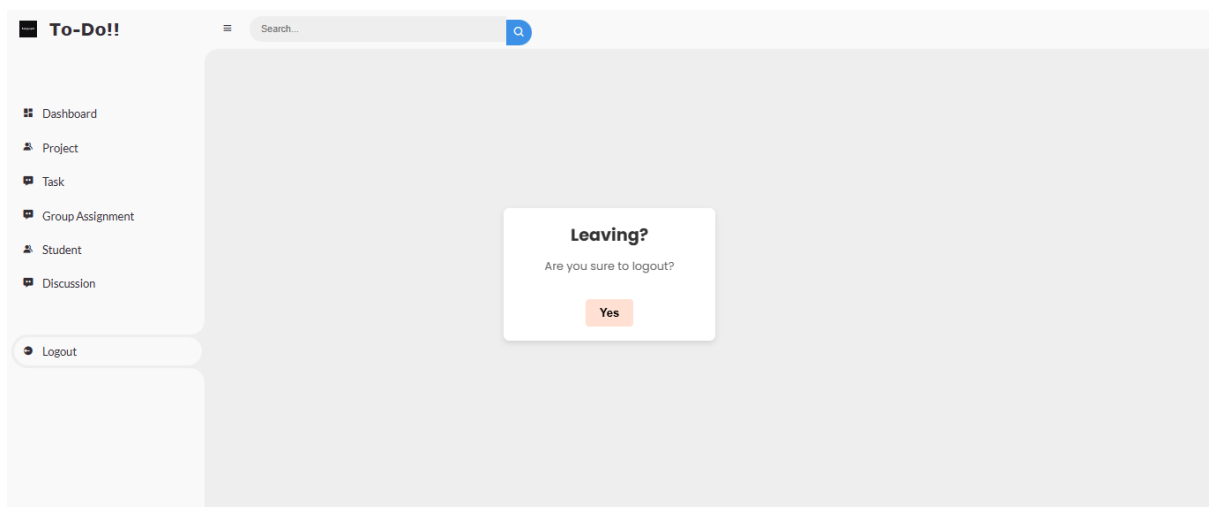
4. Sidebar

- Project, Task, Group assignment, Student, and Discussion are view-only.



5. Logout

- a. Click the **Logout** icon on the sidebar.



- b. **Purpose:** Safely exit the Homework To-Do website.

Thank You! Please Enjoy the Homework To-Do!!

Created by Mimi

