

# **User Guide for Infinity Culinary Training Data Management System**

**Version: 0.1**

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**Author: Nosipho Khumalo**

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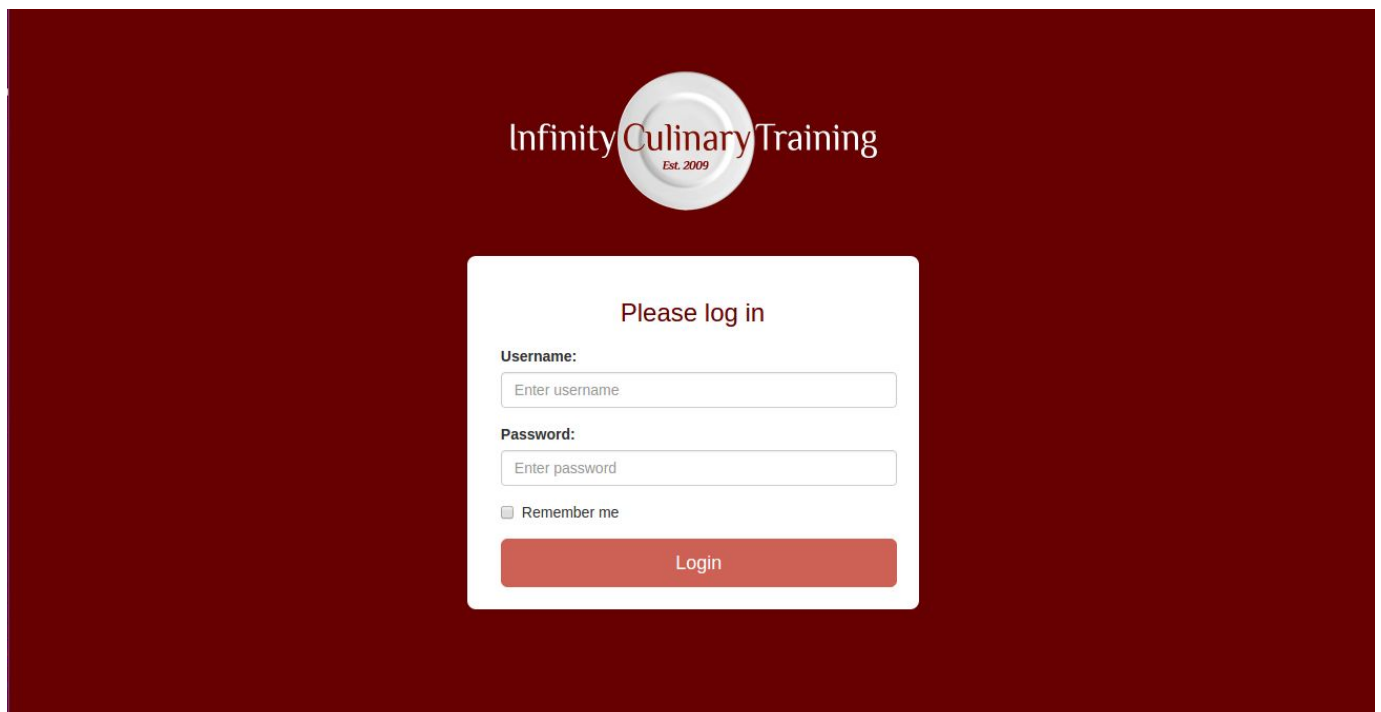
# Introduction

The Infinity Culinary Training Data Management System is a data management tool that enables administration staff of Infinity Culinary Training to manage student information. This document serves as a guideline for navigating the system to add new students and view statistics.

## Getting Started

### Quick Start

1. Navigate to [ictadmin.herokuapp.com](http://ictadmin.herokuapp.com). The login page should be displayed.



Infinity Culinary Training  
Est. 2009

Please log in

Username:

Enter username

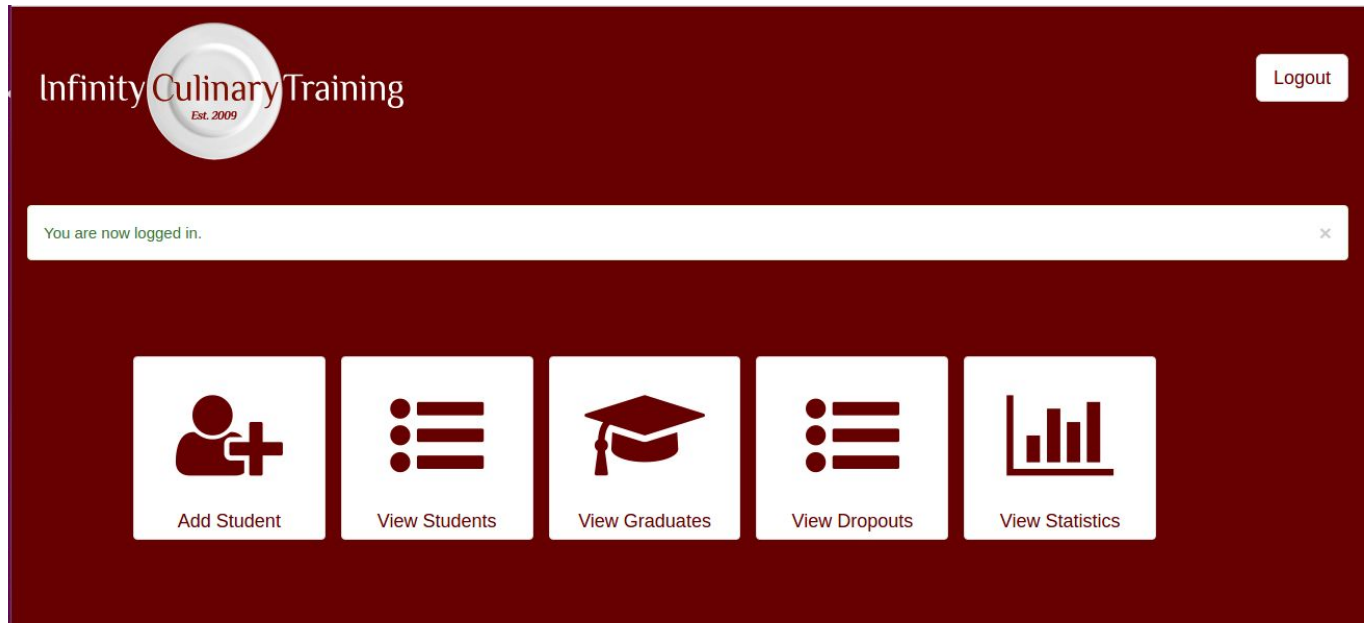
Password:

Enter password

☐ Remember me

Login

2. Enter a valid username and password then click Login. The main menu page will be displayed.



## Adding a New Student

1. To add a new student to the database, choose Add Student from the main menu.

The screenshot shows the "Add Student" form. At the top is a navigation bar with buttons: "Home", "Add Student" (highlighted in red), "View Students", "View Graduates", "View Dropouts", "View Statistics", and "Logout". The main heading is "Add Student". On the left side, there are several input fields: "Name:" with a text box containing "Enter name", "ID Number:" with a text box containing "ID number", "Contact Details:" with a text box containing "Enter primary contact", "Year:" with a text box containing "Enter year", and "Class:" with a dropdown menu. At the bottom left are three buttons: "Save" (blue), "Clear" (grey), and "Cancel" (white). On the right side, there is a "Picture:" section with a "Choose File" button and the text "No file chosen". Below this is a large rectangular area with a placeholder image of a person and the text "your image".

2. Enter a name and surname in the Name field.

**Name:**

3. Enter a valid ID number in the ID Number field.

**ID Number:**

4. Enter a valid phone number in the Contact Details field.

**Contact Details:**

5. Select a year from the Year field.

**Year:**

« 2010-2019 »

2009	2010	2011	2012
2013	2014	2015	2016
2017	2018	2019	2020

6. Select a class number from the Class field.

**Class:**

7. To add a picture, click Choose file button, locate the picture on your computer and click Open.

**Picture:**

No file chosen

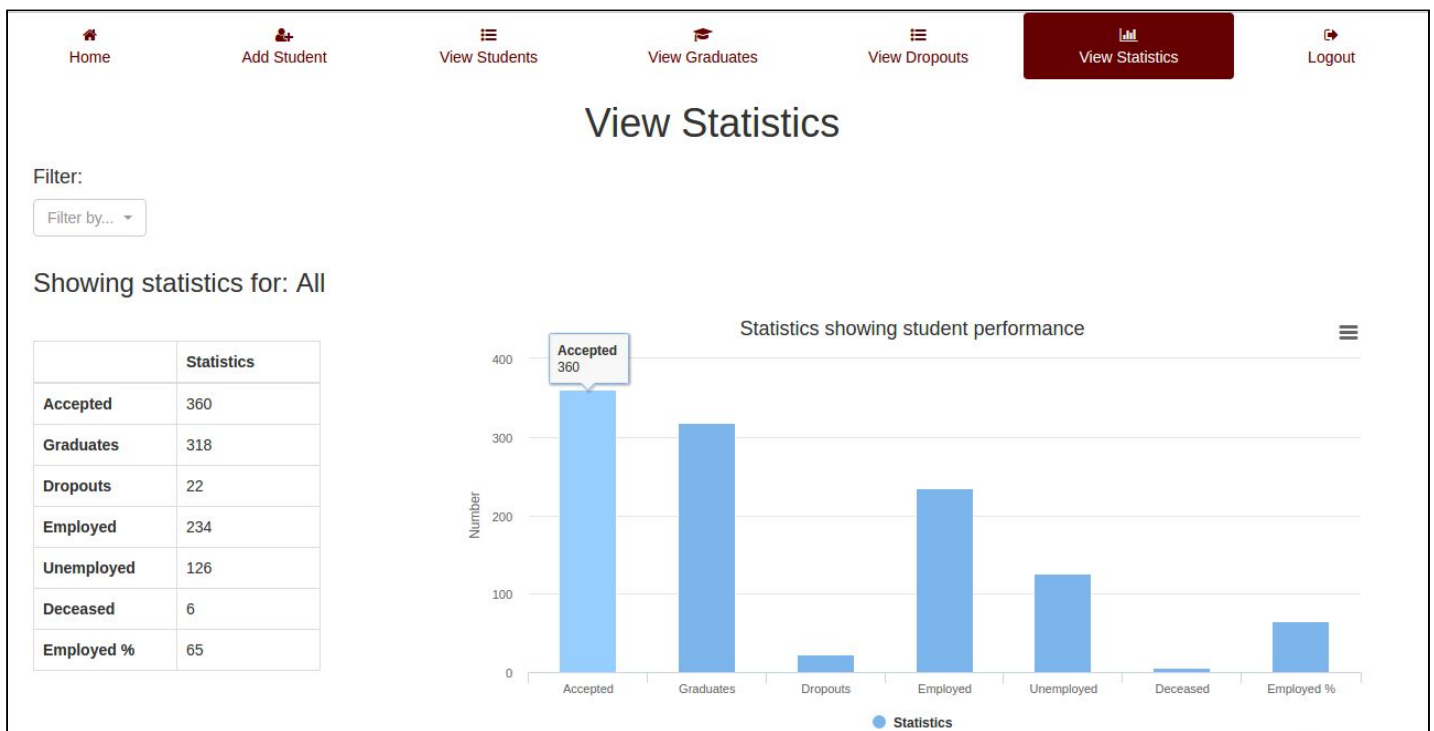
## Add Student

Student saved successfully!

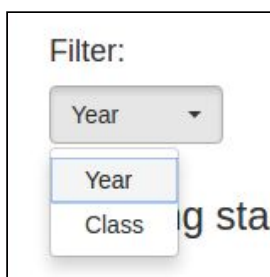
8. Click the Save button.

## Viewing Statistics

1. To view the statistics, choose View Statistics from the main menu.



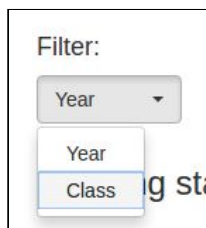
2. To filter by year(s), click the Filter by dropdown and choose Year



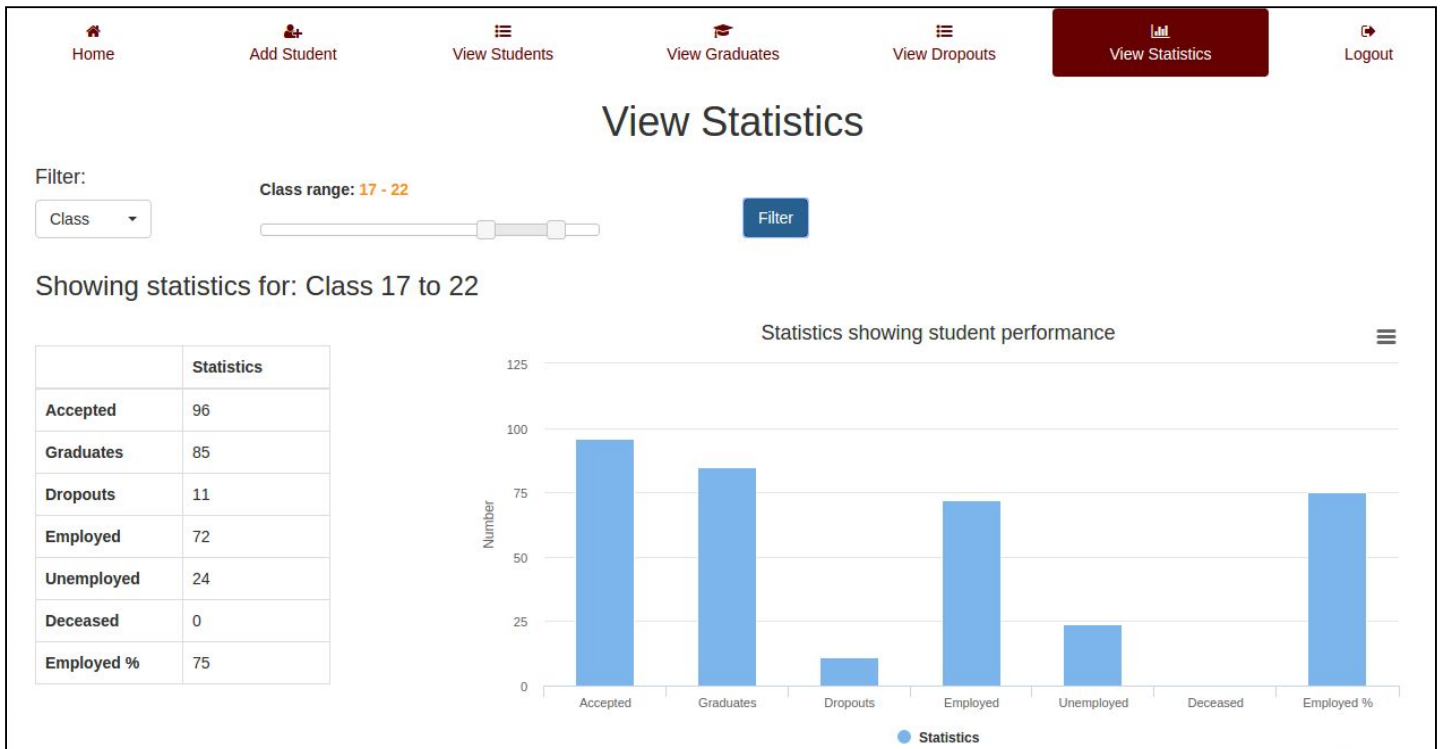
3. Drag the slider to select a start and end year, then click the Filter button



4. To filter by class number(s), click the Filter by dropdown and choose Class.



5. Drag the slider to select a start and end class number, then click the Filter button



## Troubleshooting

### Unable to log in

If you enter incorrect credentials and try to login to the system, a message will be shown. Try to login again with valid credentials to access the system.

Your username and password didn't match. Please try again.