

CS440: Introduction to Software Engineering

User Manual

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1 About the Course Registration Application

Overview

The course registration software is designed as a centralized access point for students to sign up for classes, review their degree progress, and allow for the staff to easily set up and manage the semesters course assignments and scheduling.

1.1 Navigation

Navigating the course registration application.

Using the mouse

Throughout the course registration application you will be able to interact with action buttons, drop down menus, radio buttons, checkboxes, text fields, tabs, and other widgets, e.g., calendar.

Using the keyboard

As with most window style applications, you can access the widgets using the keyboard. Within the application, the [Tab] key will move focus from one widget to the next window or editable field in a pre-set order. Once the cursor is on a modifiable widget, you can provide data or select options.

2 Course Registration Main Menus

2.1 Login

Logging into the system.

The system offers access control by separating functionality along user roles. Users are only allowed to access functions that are available to their assigned role. For example, the administrator can add/modify/remove users and their profiles, however, a student can only modify her own profile. When a user logs into the system, they can only use options that their role allows them.

When the course registration application first launches, the program opens the login prompt to sign the user into the system with their username and password. Upon successful authentication, the program transitions to the main menu that is associated with the user's role. There are five user roles in the system (administrator, student,

professor, teaching assistant, and adviser), thus there are different main menus for each role with the available functionality. After logging in, the main screen displays a tab widget near the top of the window with the available actions.

2.2 Administrator

2.2.1 Manage Users

The admin is able to create new users, modify existing users, and remove existing users. The Manage Users can be accessed by selecting the users tab. The screen is divided into two panes. The left hand side provides a list of existing users in a tabular format, while the right hand side displays a form for modifying existing users or creating new users. The form solicits standard user information through text fields and drop down menus.

Create User

Fill out all fields of profile form in the right hand side and select save changes. Make sure no user is currently selected to avoid overriding their profile.

Modify User

From the table, select a user account to be modified. The user's current profile data is displayed in the form. Make desirable changes in the form and select save changes.

Delete User

From the table, select a user account and click on delete user.

2.2.2 Manage Subjects

The subjects screen displays all existing subjects and allows the admin to edit or delete existing subject or to add new subject. It can be accessed by selecting the subjects tab. Like the manage users screen, managing subjects is split into a left pane, where a table displays existing subjects, and a right pane with a form that allows editing existing subjects and creating new subjects.

Add Subject

Fill out all fields in the subject form and select save changes.

Modify Subject

From the table, select an existing subject to be modified. The subject's data is displayed in the form that allows changes to be made.

Delete Subject

From the table, select an existing subject and click on delete subject.

2.2.3 Manage Courses

The courses screen allows the admin to view, modify, and remove existing courses and create new courses. It can be accessed by selecting the courses tab.

Add Course

Fill out all fields of the form and click add new course. You must select a subject and zero or more prerequisite requirements.

Modify Course

Select an existing course and modify the course details by changing the form data. Click save course to commit changes.

Delete Course

Select an existing course and click on delete subject.

2.2.4 Manage Terms

The manage terms screen allows the admin to view, modify, and remove existing terms and to create new terms. It can be accessed by selecting the terms tab.

Create Term

Fill out all form fields and click add new term.

Modify Term

Select an existing term and modify the data in the form. Select save term.

Delete Term

Select an existing term and click delete term.

2.2.5 Import Data

The admin is able to batch import users, subjects, and courses from file. The import screen can be accessed by selecting the import tab. Provide a file name and click import to perform the import process.

2.2.6 Manage Calendar

The admin can add, modify, and delete events from a calendar. The calendar screen can be accessed by selecting the calendar tab.

Add Event

Select a date from the calendar by clicking on a particular day. Fill out the form and click save event.

Modify Event

Select a date from the calendar and modify the form, then click save event.

Delete Event

Select an event from the calendar, then click delete event.

2.2.7 Manage Messages

The administrator can view existing messages and send new messages to other users of the system. The messages screen can be accessed by selecting the messages tab

View Message

Select a message from the list to display the message contents

Send Message

Fill out the form with message contents and click send message.

3. Student

3.1 Modify Profile

The Student will be able to edit information on their student account. The information currently stored in the system is displayed on the left hand side of the main window. All of the students personal information such as Name, Address, Billing Address, Degree/Major, Emergency Contact, Phone (Cell, Home, Work), email are displayed. The student is not allowed to edit all information as some of the information will require certain permissions. For example, the Student will not be able to change their Degree/Major. That will have to be changed by a Counselor who will have the necessary permissions to change the information.

By clicking on the edit button (where not grayed out) the student will be able to change the information on the input boxes on the right hand side of the main window. Once the student has updated their information, clicking the "Save" button will update their information.

3.2 Manage Course Schedule

The student will be able to change and view their course schedule by selecting the Manage Schedule section.

View course offerings

The Student will be able to view the courses offered for the semester by selecting their filtering criteria from the drop down menus. The menus will display the choices available after they have been selected.

Register a class

Once a student has found a class they would like to register for, they can simply select it and click the add button.

Drop a class

When viewing their course schedule, a student can simply select the drop button next to the course they wish to drop for the semester.

View course schedule

Student can view their current course schedule by selecting the Schedule tab.

Get on class waiting list

While looking for courses offered during the semester, if there is a course that the Student wants to sign up for but is closed, clicking the Waiting List button will add them to a waiting list for the course. Once the course has open spots, the students will be added to the course on a first come first serve basis.

3.3 Manage Messages

By selecting the messages tab, the student will be able to view their current messages. The student can select from the various buttons available to sort and delete messages.

3.4 Manage Graduation

The Manage Graduation Tab will allow the student to manage several options relating to their graduation.

View Graduation Audit

By clicking the View Audit button, the main window pane will display the Student's current graduation audit.

Apply for Graduation

By selecting the Apply for graduation button, a prompt will show up asking the student if they are sure they want to apply for graduation. This will submit a request for the students transcript to be reviewed for graduation.

View Holds

Selecting the View Holds button will allow the students to see any holds currently on their account.

4. Professor

4.1 Modify Profile

The Professor will be able to edit information on their account. The information currently stored in the system is displayed on the left hand side of the main window. All of the professors personal information such as Name, Address, Emergency Contact, Phone (Cell, Home, Work), email are displayed.

By clicking on the edit button, the professor will be able to change the information on the input boxes on the right hand side of the main window. Once the professor has updated their information, clicking the "Save" button will update their information.

4.2 View Course

The professor will be able to view the list of courses by selecting the Course section that the professor has been teaching currently or has taught previously. .

View currently taught courses

The professor will be able view the list of all the courses that they are teaching during the current semester.

View the list of students

The professor will be able to view the list of all the students who are taking his courses. He will click the View Students button against every course offering.

View Course Details

The professor will also be able to see the details of the courses that they are teaching currently.

View previously taught courses

The professor will also be able view the list of all the courses that they have taught in the previous semesters.

View the list of students

The professor will be able to view the list of all the students who have taken his courses. He will click the View Students button against every course offering.

View Course Details

The professor will also be able to see the details of the courses that they have taught previously.

4.3 Manage Messages

By selecting the messages tab, the professor will be able to view their current messages. The professor can select from the various buttons available to sort and delete messages.

Send message to TA

The professor can send a message to his assistant through the Messages Tab.

Send message to students

The professor can send a message to his students through the Messages Tab.

4. Teacher Assistant

4.1 Modify Profile

The teacher assistant will be able to edit information on their account. The information currently stored in the system is displayed on the left hand side of the main window. All of the teacher assistant personal information such as Name, Address, Emergency Contact, Phone (Cell, Home, Work), email are displayed. Some of the information of TA cannot be changed by the TA themselves, like the UIN or their major.

By clicking on the edit button (except for the grayed areas) the TA will be able to change the information on the input boxes on the right hand side of the main window. Once the TA has updated their information, clicking the "Save" button will update their information.

4.2 View Course

The TA will be able to view the list of courses by selecting the Course section that the professor has been assisting currently or has assisted previously. .

View current assisting courses

The TA will be able view the list of all the courses that they are teaching during the current semester.

View the list of students

The TA will be able to view the list of all the students who are taking his assisted courses.

He will click the View Students button against every course offering.

View Course Details

The TA will also be able to see the details of the courses in which they are assisting currently.

View previously assisted courses

The TA will also be able view the list of all the courses that they have assisted in the previous semesters.

View the list of students

The TA will be able to view the list of all the students who have taken his previously assisted courses. He will click the View Students button against every course offering.

View Course Details

The TA will also be able to see the details of the courses that they have assisted in previously.

5.3 Manage Messages

By selecting the messages tab, the TA will be able to view their current messages. The TA can select from the various buttons available to sort and delete messages.

Send message to Course Instructor

The TA can send a message to the course instructor through the Messages Tab.

Send message to students

The TA can send a message to his students through the Messages Tab.