



CareerDatabase

<Career-database>

User Manual

Version 0.0.1

12/11/2023

Table of Contents

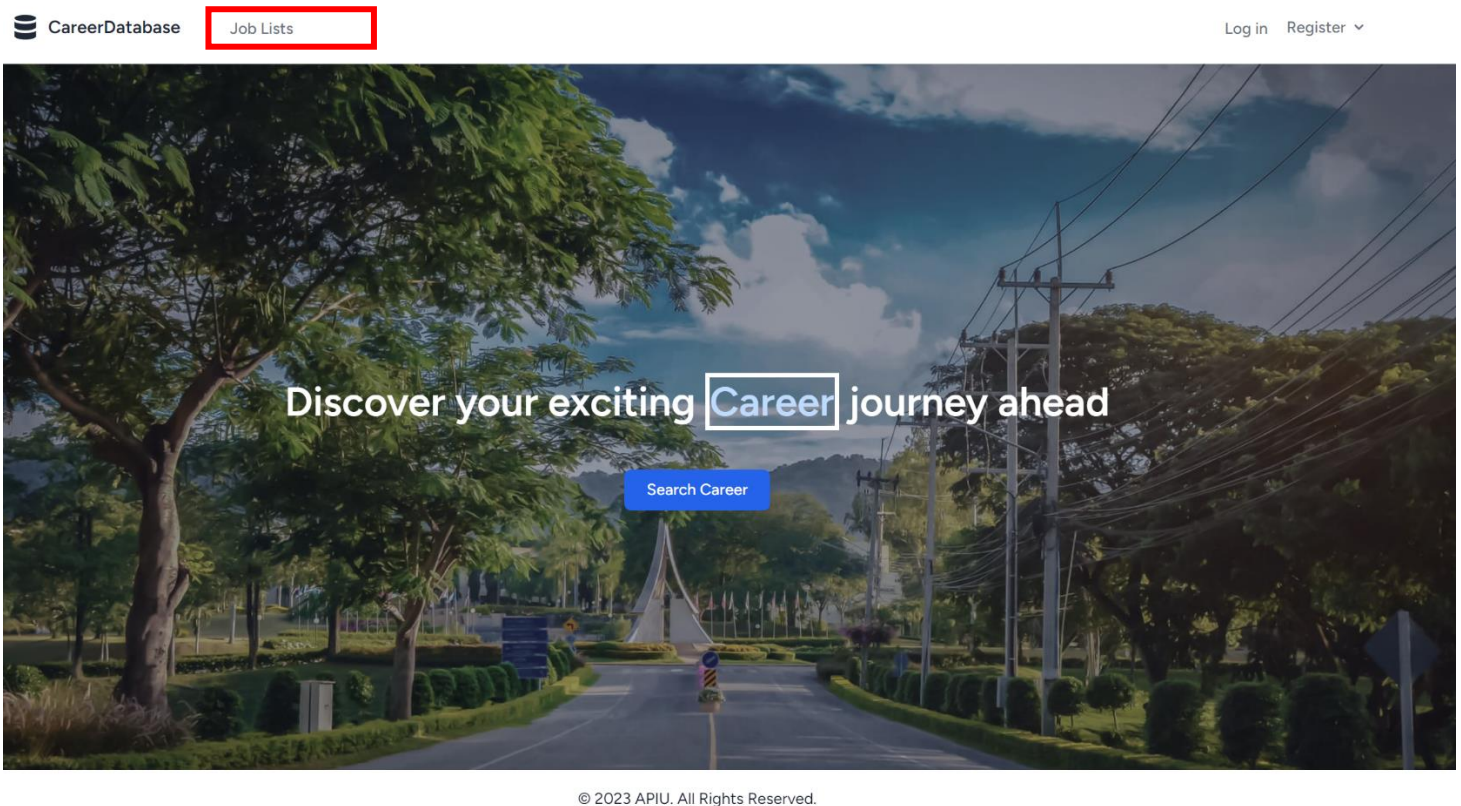
User Manual	1
1. Introduction	3
1.1 Overview (Guest)	3
2. Registration	4
3. Login	5
4. Dashboard.....	6
5. Logout	12

1. Introduction

Welcome to the Career-database Job Portal, a platform connecting students and employers for seamless recruitment. This user manual will guide you through the various features and functionalities of the portal to enhance your experience.

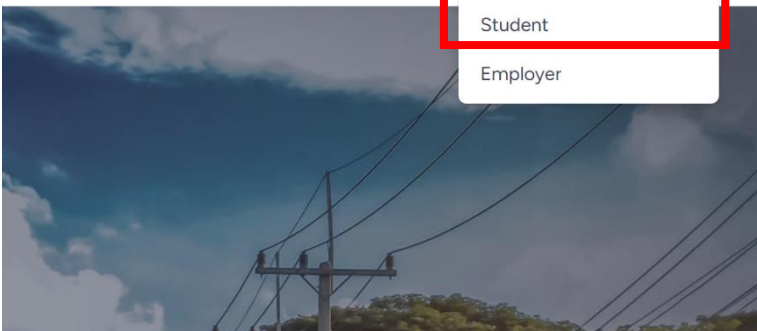
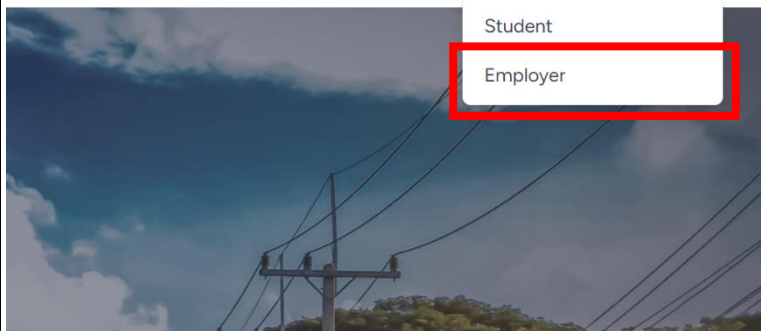
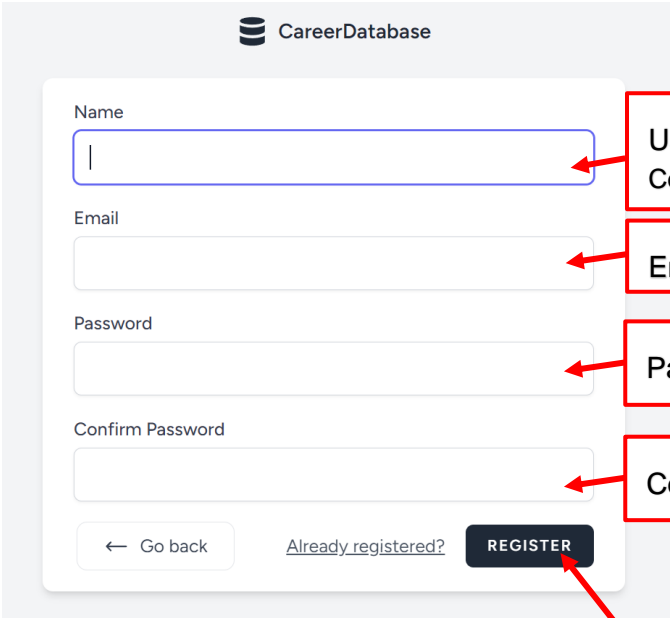
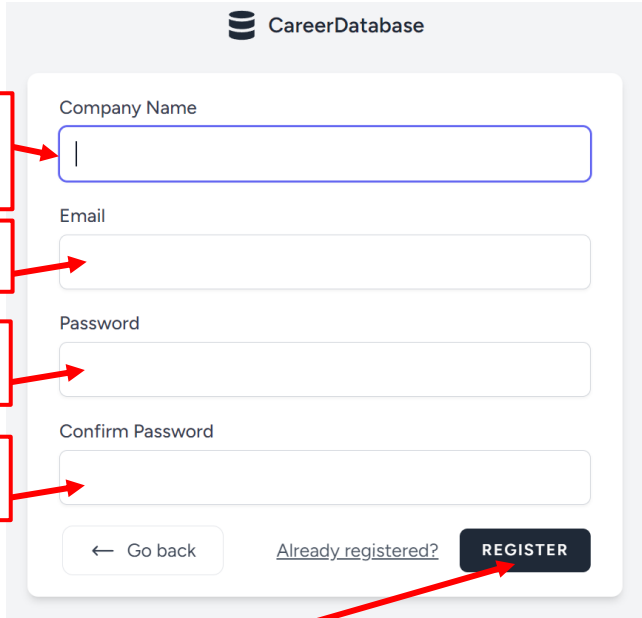
1.1 Overview (Guest)

As a guest, you can explore the public “job list”. However, to access detailed job information and personalized features, you need to log in or register.



2. Registration

If you are a new user, click on the "Register" or "Create an Account" link on the homepage. Fill in the required fields, including your full name, Company Name, email address, and a secure password. After registration you will be redirected to the dashboard page.

Student	Employer
	
	

Username
Com. Name

Email

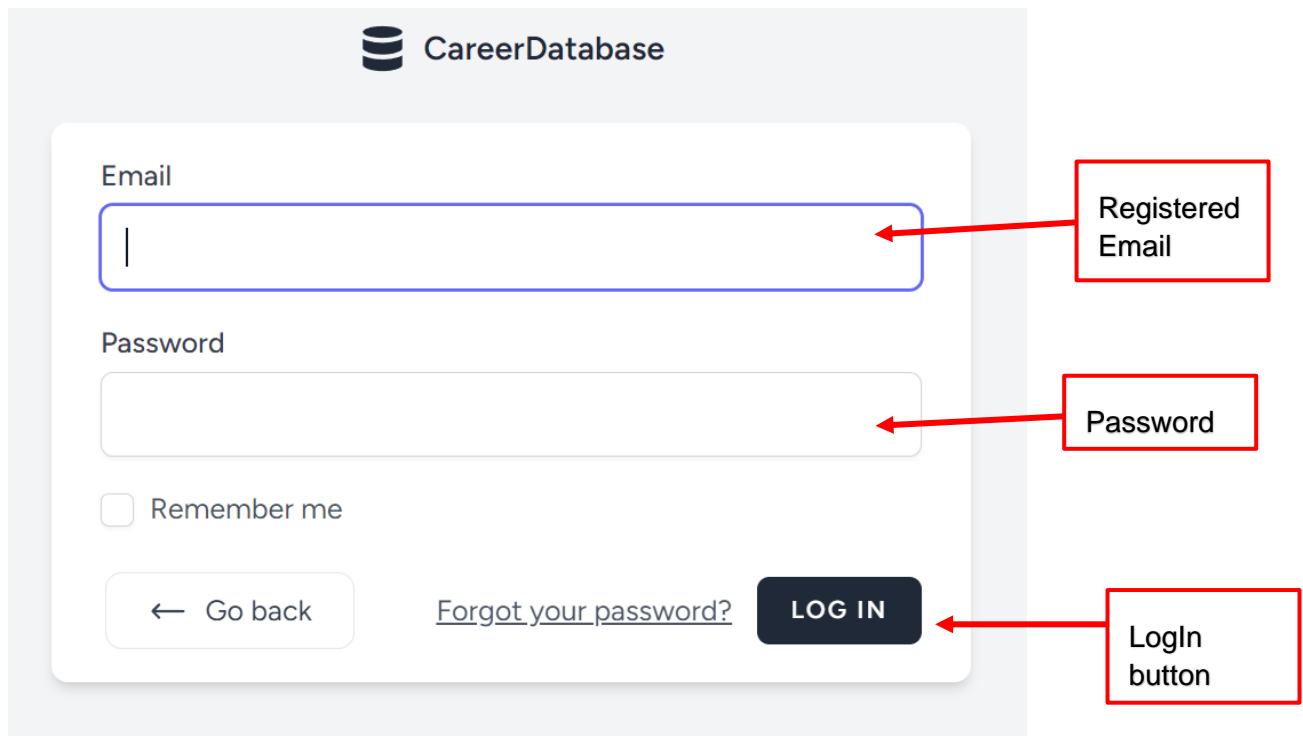
Password

Confirm

Register

3. Login

Click on the "Login" link located on the menu bar at the top of the home screen. Enter your registered email address in the designated field. Input your secure password in the password field. Click the "Login" button to access your personalized dashboard.



The image shows a login form for 'CareerDatabase'. The form is titled 'CareerDatabase' with a database icon. It contains two input fields: 'Email' and 'Password'. Below the 'Password' field is a checkbox labeled 'Remember me'. At the bottom of the form are three elements: a 'Go back' button with a left arrow, a link '[Forgot your password?](#)', and a dark blue 'LOG IN' button. Three red arrows point from external labels to specific parts of the form: one from 'Registered Email' to the Email input field, one from 'Password' to the Password input field, and one from 'Login button' to the 'LOG IN' button.

CareerDatabase

Email

Registered Email

Password

Password

☐ Remember me

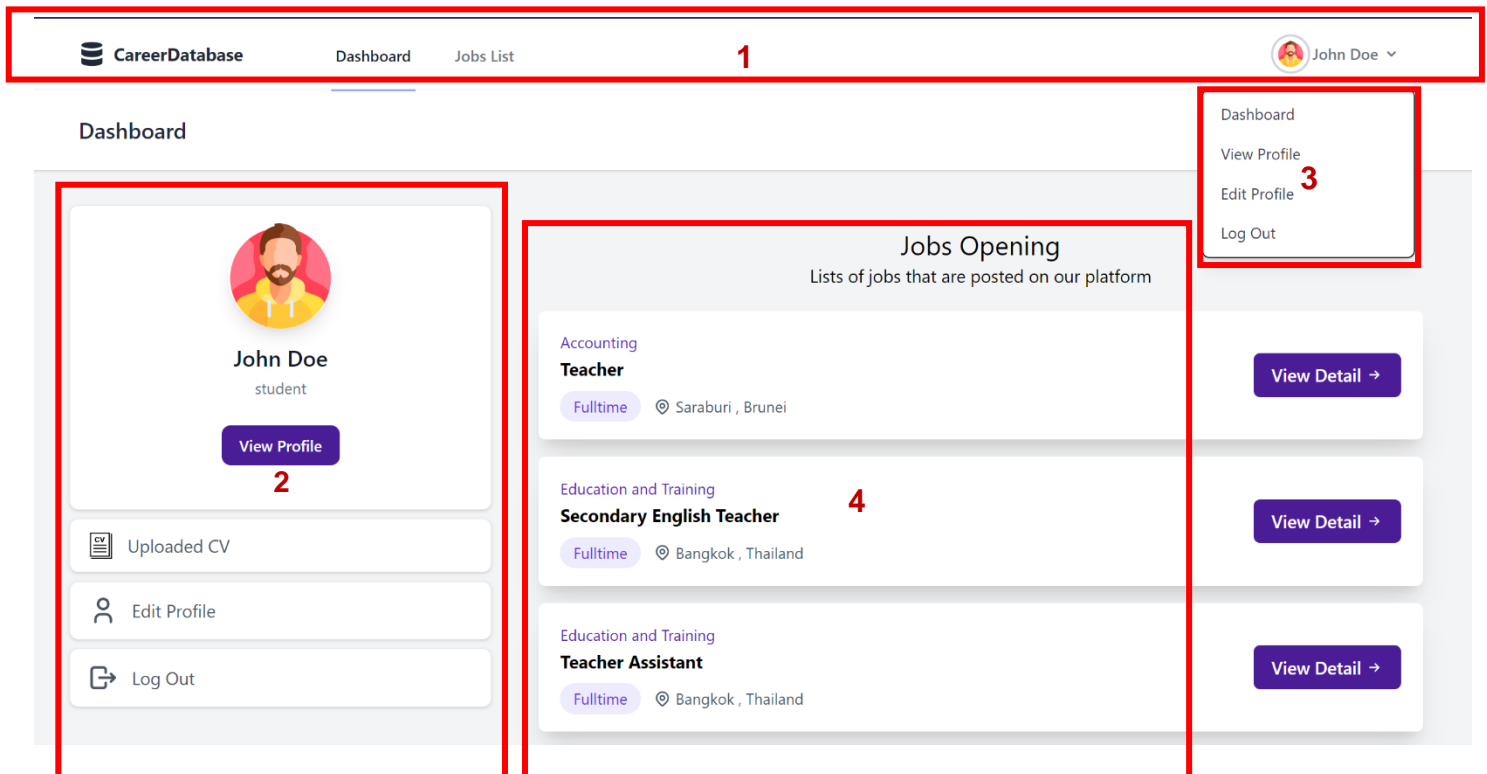
[Go back](#) [Forgot your password?](#) **LOG IN**

Login button

4. Dashboard

Upon successful login, you will be directed to the dashboard, which serves as the central hub for your activities.

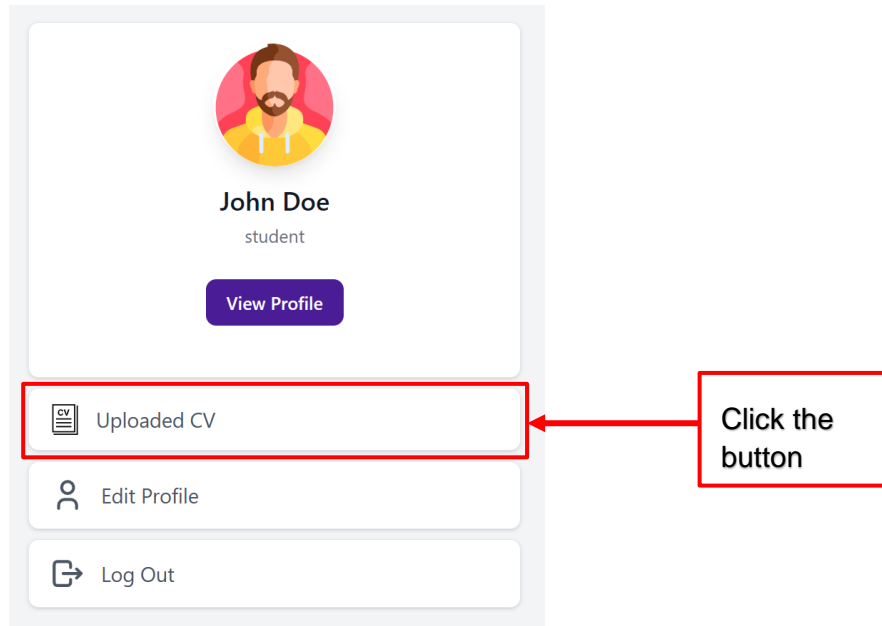
Student Dashboard



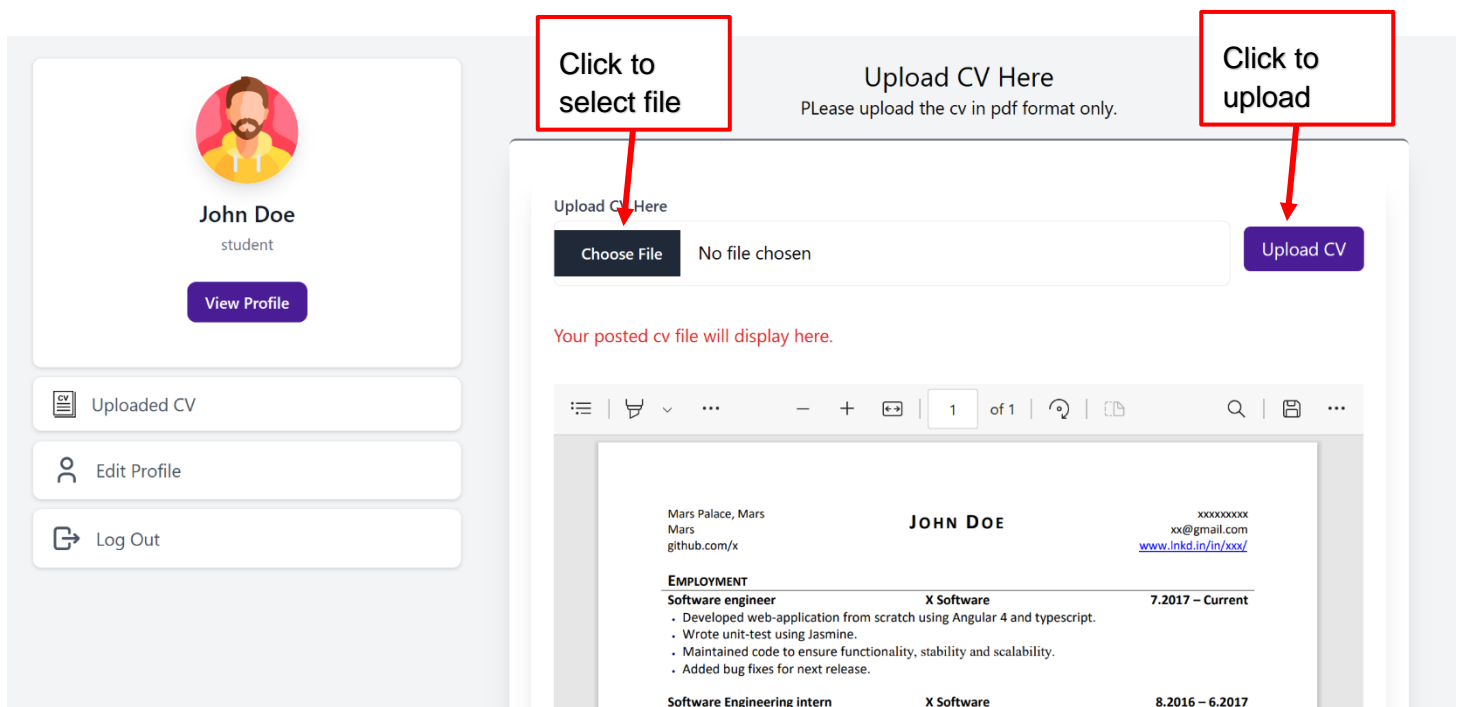
1. Menu bar (nav bar) – lists of menu
2. User Profile panel – User dashboard profile panel.
3. User Profile menu dropdown – A profile dropdown for user.
4. Jobs Opening – Dashboard main content.

Upload CV

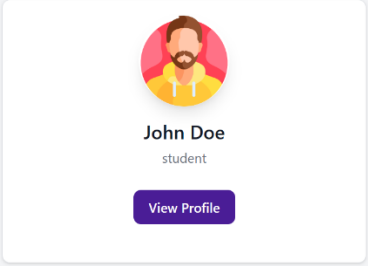
Once logged in, navigate to your student dashboard. Look for the "Upload CV" section, typically located in the profile or settings area.



Click on the "Upload CV" button to initiate the process. Choose the PDF-format CV file you want to upload from your device.



Student Edit Profile



John Doe
student

View Profile

Uploaded CV

Edit Profile

Log Out

Click the button

Please fill the form and click save to submit.

Profile Information

Update your account's profile information and email address.

Name
John Doe

Email
johndoe@gmail.com

SAVE

Click the button after filled the detail

Profile Picture

Update your account's profile picture.

Upload file

Choose File No file chosen

SAVE

Click the button after filled the detail

Update Password

Ensure your account is using a long, random password to stay secure.

Current Password

New Password

Confirm Password

SAVE

Click the button after filled the detail

Student Details

Please fill the your details information below.

Graduation Date:
mm/dd/yyyy

About me

SAVE

Click the button after filled the detail

Delete Account

Once your account is deleted, all of its resources and data will be permanently deleted. Before deleting your account, please download any data or information that you wish to retain.

DELETE ACCOUNT

Delete the account if you want to.

Warning: Deleting your profile will permanently remove all associated information, including your personal details, and your CV.

Employer Dashboard

CareerDatabase

Dashboard

Jobs List


1

NIVA

NIVA American International School


▼


Dashboard




NIVA American International School
employer

View Profile

 Posted Jobs

 Edit Profile

 Log Out

Students

View accounts of registered students

ID	FULL NAME	EMAIL	CREATED AT
9	Rindra Ambinintsoa	rindra.it2@gmail.com	2023-12-10
7	Chan Thar Htoo	leochan@gmail.com	2023-12-09
6	Matthew Phillip Morgan	matthe8w@gmail.com	2023-12-09
5	SawEhDohWah	ehdohwah007@gmail.com	2023-12-08

Dashboard

View Profile

Edit Profile

Log Out

2

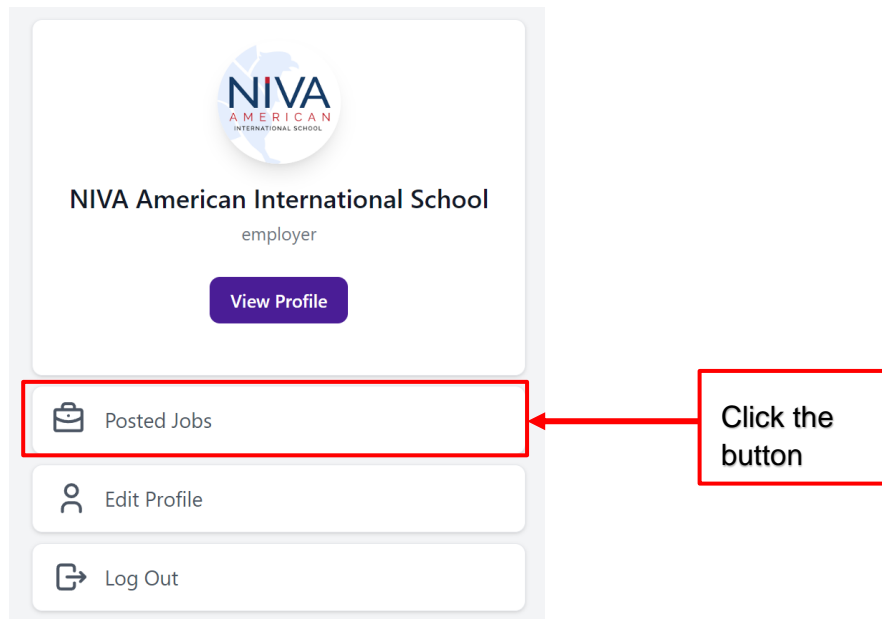
4

3

1. Menu bar (nav bar) – lists of menus.
2. User Profile panel – User dashboard profile panel.
3. User Profile menu dropdown – A profile dropdown for user.
4. Lists for registered students – Dashboard main content.

Post Jobs

Once logged in, navigate to your employer dashboard. Look for the "Posted Jobs" section, typically located in the profile panel area.



Click on the "Posted Jobs" button to initiate the process. Click the 'Add Job' to upload a new job. And after a job is posted, you may edit, preview, and delete the job.

Posted Jobs

Click the desired button to edit, Preview, and delete job

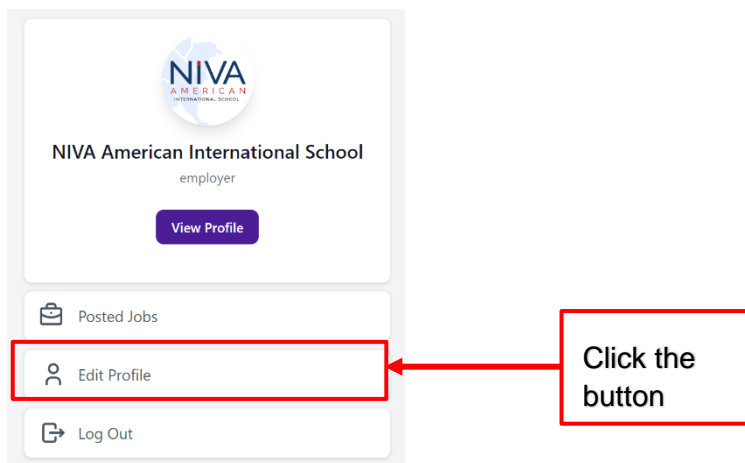
Click to add a new job

Jobs History

TITLE	COMPANY	LOCATION	DESCRIPTION	POSTED DATE	
Secondary English Teacher	NIVA American International School	Bangkok, Thailand	The Secondary English T...	2023-12-09 12:43:56	Edit Preview Delete
Teacher Assistant	NIVA American International School	Bangkok, Thailand	General Description A T...	2023-12-09 04:30:58	Edit Preview Delete
Art Teacher	NIVA American International School	Bangkok, Thailand	N/A	2023-12-07 09:38:46	Edit Preview Delete

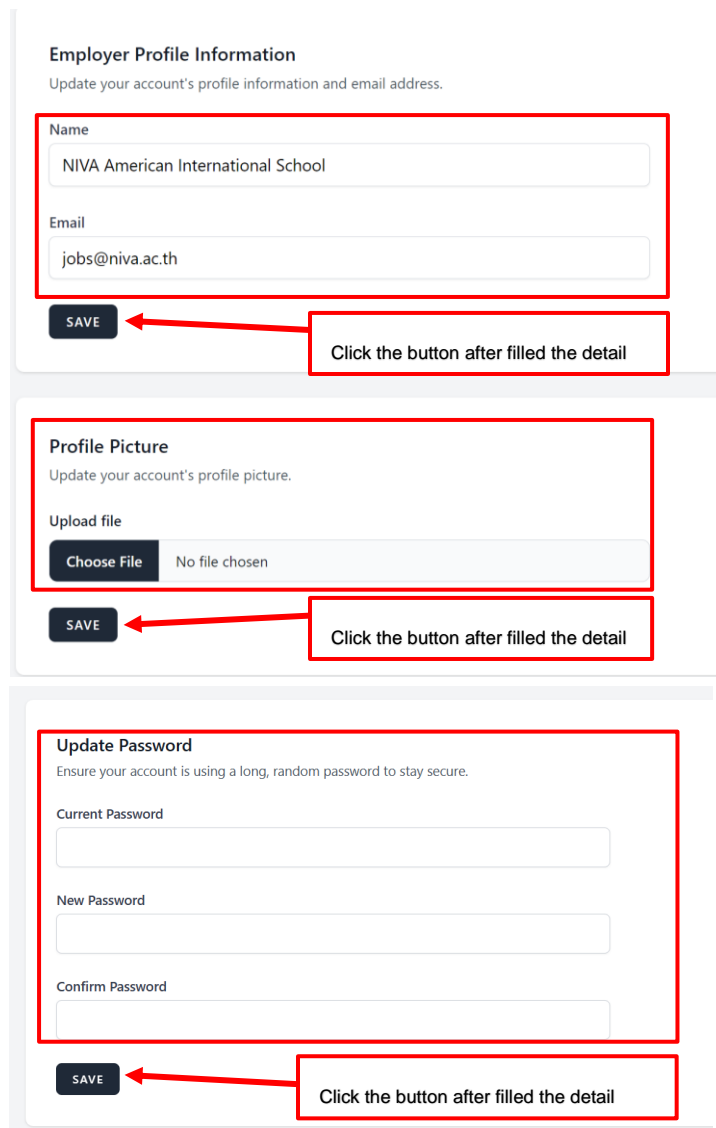
+ Add Job

Employer Edit Profile

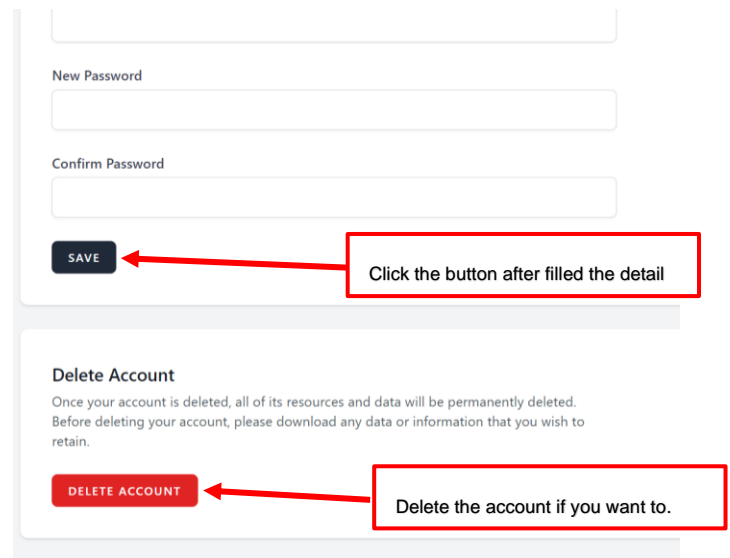


The navigation menu for the Employer Edit Profile page. It features the NIVA American International School logo and name, a 'View Profile' button, and a list of options: 'Posted Jobs', 'Edit Profile' (highlighted with a red box and an arrow pointing to it from a callout box), and 'Log Out'.

Please fill the form and click save to submit.



The 'Employer Profile Information' form, which includes fields for 'Name' (NIVA American International School) and 'Email' (jobs@niva.ac.th), and a 'SAVE' button. Below it is the 'Profile Picture' section with an 'Upload file' button and a 'No file chosen' message, and another 'SAVE' button. Both sections have red boxes around the input fields and arrows pointing to the 'SAVE' buttons from callout boxes.



The 'Update Password' form, which includes fields for 'New Password' and 'Confirm Password', and a 'SAVE' button. Below it is the 'Delete Account' section with a warning message and a 'DELETE ACCOUNT' button. Both sections have red boxes around the input fields and arrows pointing to the buttons from callout boxes.

Warning: Deleting your profile will permanently remove all associated information, including your personal details, and your posted jobs.

5. Logout

Click on the logout button when you're done using the portal to secure your account.

The logout button can be found in two places.

