MIS System User Manual

Welcome to the Management Information System (MIS) manual. This guide will help you navigate and use the system effectively, whether you are a teacher or a student. The system is designed with user-friendly dashboards and sidebars for easy access to various functions.

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Student Dashboard

Teacher

- **Function:** View teacher details.
- **How to Use:**
1. Click on the "Teacher" section in the sidebar.
2. You will be redirected to a page displaying a list of teachers.
3. Click on a teacher's name to view detailed information about them.

Subjects

- **Function:** View your subjects.

- **How to Use:**

1. Click on the "Subjects" section in the sidebar.

2. You will be redirected to a page listing all your subjects.

3. Click on a subject name to view more details about it.

Resources

- **Function:** View resources provided by your subject teachers.
- **How to Use:**

1. Click on the "Resources" section in the sidebar.

2. You will be redirected to a page showing resources categorized by subjects.

3. Select a subject to view and download the available resources.

Comment & Query

- **Function:** Send feedback and queries to the admin.
- **How to Use:**

1. Click on the "Comment & Query" section in the sidebar.

2. You will be redirected to a page with a form.

3. Fill out the form with your feedback or query and submit it.

Profile

- **Function:** Manage your profile.
- **How to Use:**

1. Click on the "Profile" section in the sidebar.

2. You will be redirected to your profile page where you can:

- View your profile details.
- Edit your profile information.
- Reset your password.
- Logout from the system.

Teacher Dashboard

Student

- **Function:** View all students and their personal information.
- **How to Use:**
1. Click on the "Student" section in the sidebar.
2. You will be redirected to a page displaying a list of students.
3. Click on a student's name to view their detailed information.

Internal Evaluation

- **Function:** View and assign internal marks according to subject and batch.
- **How to Use:**
1. Click on the "Internal Evaluation" section in the sidebar.
2. You will be redirected to a page where you can select a subject and batch.
3. Enter the internal marks for the students in the selected batch and subject.

Resources

- **Function:** Add resources to your respective subjects.
- **How to Use:**
1. Click on the "Resources" section in the sidebar.
2. You will be redirected to a page where you can add new resources.
3. Select the subject, upload the resource, and set its expiry date.

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This manual provides a comprehensive guide to using the MIS system for both students and teachers. Should you have any further questions, please contact the system administrator.