

Created By [Mohammed Shaik Sahil](https://www.linkedin.com/in/mdshaiksahil).

Created on October 2nd 2024

Attendance Management System

Overview

- **Students** can see their attendance through *percentage per class* and *overall percentage* to keep track.
- **Staff** can view attendance per subject through the "View Attendance" feature and see cumulative attendance in the "Summary" section with the percentage of attendance to track student regularity.
- **Staff** cannot change the attendance once submitted; they cannot mark attendance for students who are late or absent. They must ask the admin for updates.
- **Admins** have full control over the attendance. However, if the attendance record for a student is marked at least once, they won't be able to change it. To update the attendance, they must manage it in the classes where the student is marked as absent.
- **Admins** can add and update users and staff in bulk or individually without any effort.
- **Select at least one student** when marking attendance to ensure the divisibility factor for the attendance percentage is not impacted.
- **Period Selection**: If the attendance for a year, semester, and class is already marked on a specific date for certain periods, those periods should be disabled.
- **Login Access Control**: If a student tries to access staff functionalities, access will be denied.
- **Daily Attendance**: Displays today's attendance table in the student's view.
- **Period Mark**: If attendance for the periods on that day are already marked, those periods' buttons will be disabled.
- **Attendance Track**: Allows you to see which faculty is marking who's attendance for what periods on what date and time.

Bulk Upload

- The format of the Excel sheet for bulk upload:
``plaintext
| HTNo | Full Name | Semester | Year | Section |
````
- **To add students in bulk**:
  1. Create an Excel sheet.
  2. Students can now be added in bulk directly from an Excel sheet. The format for this sheet is already provided.
  3. Only the admin has the ability to add students in bulk. If there are any issues with student details, they should be reported to the admin for resolution.
  4. A preview table has been provided to check whether the data is being added in the correct format.
  5. After the Excel sheet is uploaded, please wait until you see a popup message for confirmation or error.

### ### Promotion of Students

- **To promote students** from one year and semester to another semester and year:
  1. Open MongoDB.
  2. Go to the `students` collection.
  3. Click `update`.
  4. Inside `set`, type the new semester or year you want to change.
  5. Click `update` to promote the students based on their year and semester.

### ### Transfer of Data

- **Using MongoDB**
  1. Install MongoDB on the server and connect it to the localhost.
  2. Export the documents individually and import them to the server by creating documents in the database.
  3. Note: Data is already exported to a pendrive.

### ### Excel Functionality

- **Export to Excel**
  1. The Staff and Admin can click on the `Export as Excel` button.
  2. It will generate a copy of the total classes taken and a list of students whose attendance is below 75%.

---