

# **USER MANUAL**

## **COMPUTERISATION OF FACULTY ADVISOR SYSTEM**

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## **1.0 GENERAL INFORMATION**

### **1.1 System Overview**

The Computerisation of Faculty Advisor system is designed for three types users, namely FA, HOD, Student.

Each User has specific user specific functionalities. All the information is shared between the FAs and Students through the system with a password secured login.

The communication is made easier and user-friendly

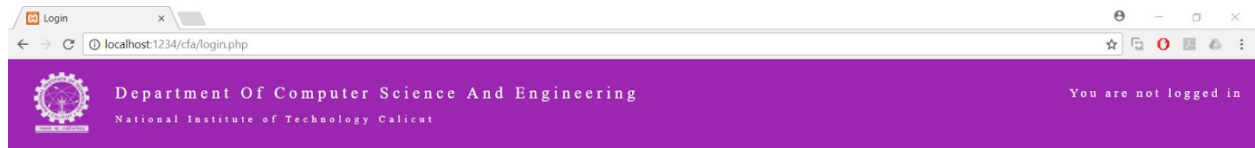
### **1.2 Authorized Use Permission**

The Computerization of Faculty Advisor System is available to the students, FA and HOD. All the users had to login in to their account to add or update information.

## **2.0 SYSTEM FEATURES**

### **2.1 Login**

The login page provide a secure login facility for the users. The passwords can later be updated.



Faculty Advisor ▼

Username: Username.....

Password: Password.....

Login

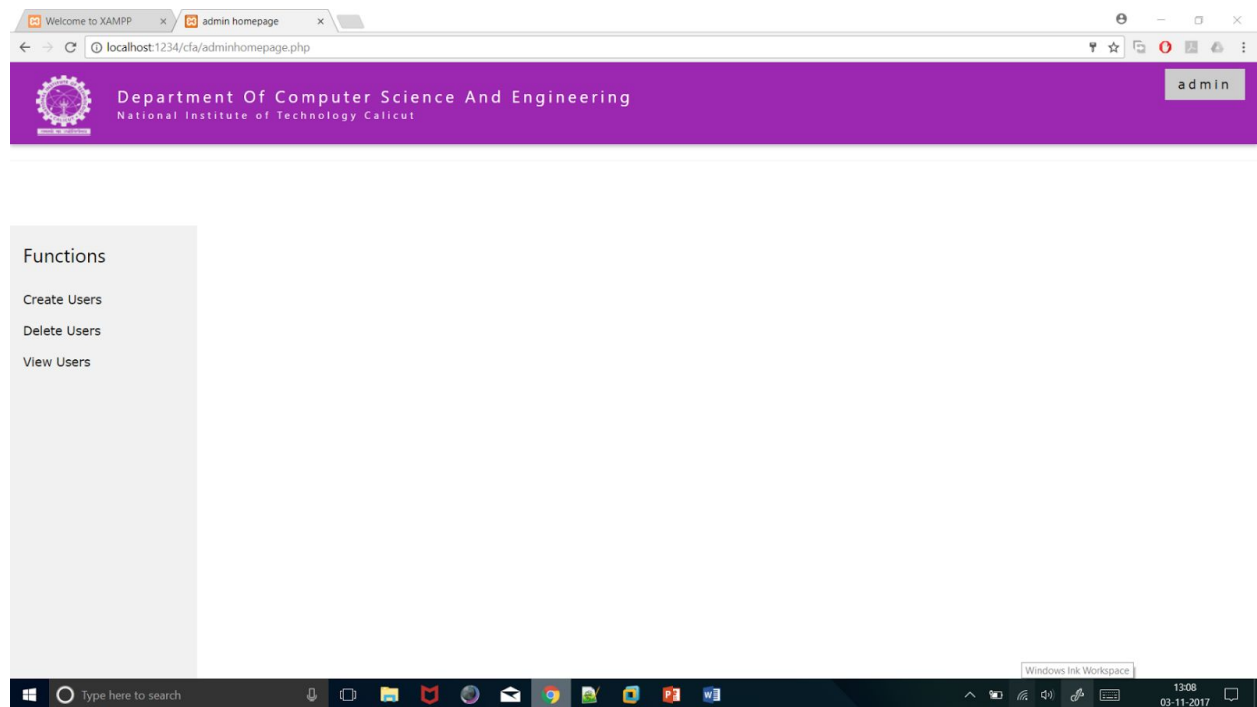
[Forgot Password?](#)



### 2.1.1) Enter USERNAME and PASSWORD

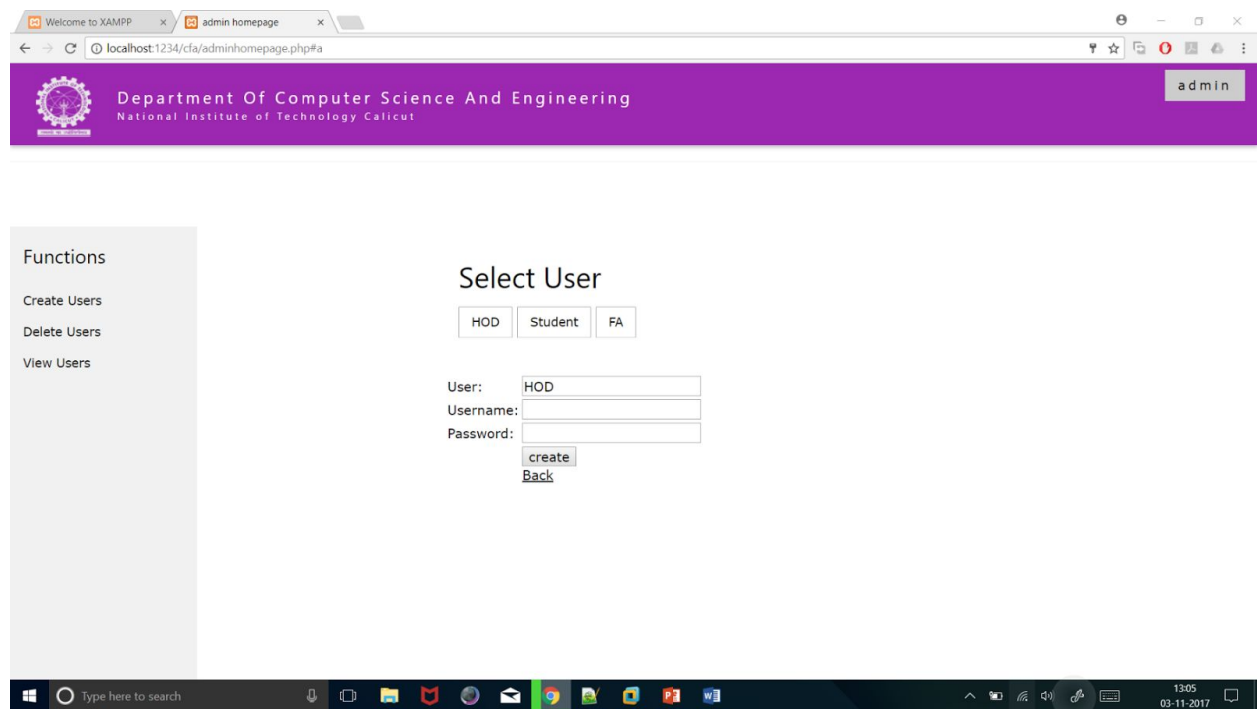
- Type of user can be selected in dropdown.
- Username and passwords are created by admin.

### 2.1.2) Admin Homepage



Admin Homepage consists of functions to create users, delete users and view users.

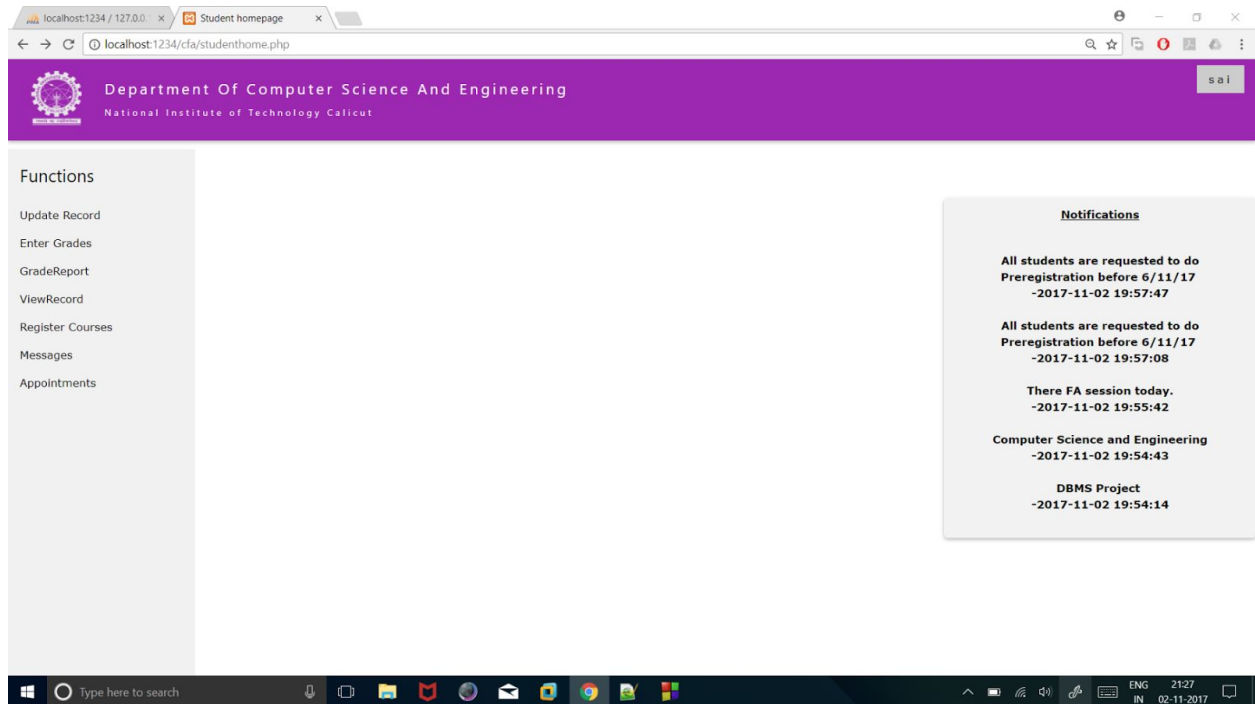
## 2.2) Create User Function



Admin Creates unique username and passwords to users and assigns FA to a student. He can also delete user of any kind if found unauthorized.

### 3)Student

#### 3) student home



Student Homepage contains menu driven functionalities to send messages, request appointments and update personal and academic details. He/she can also enter the courses they chose at the beginning of every semester.

#### 3.1) Update Profile for Student

localhost:1234 / 127.0.0.1 x Student Details x

localhost:1234/cfa/updatesstudentprofile.php

Department Of Computer Science And Engineering  
National Institute of Technology Calicut

Roll Number: B150729CS

Name: xmi

Join Year: 2018

Present Sem: 5

Date Of Birth: 11-10-2017

Nationality: NITC

Religion/Community: NITC

Caste: NITC

Mobile Number: 45674

Email: NITC@nita

Permanent Address: NITC

Present Address: NITC

Local Guardian: NITC

Father Name: NITC

Mother Name: NITC

Faculty Advisor: cse41

Parent Contact No.: NITC

Parent Email: NITC@nita

save

reset

Back

Type here to search

ENG 22:37  
IN 02-11-2017

Student can update the personal information in this section.

### 3.2) Update Student Record

Department Of Computer Science And Engineering  
National Institute of Technology Calicut

Roll Number: B150729CS

CGPA: 8.5

Join Year: 2018

Project: DEMO Project

Batch: B

Project Guide: NITC

Internship Details: NITC

Condonation Details: Nil

No. Of Condonations: 0

Probation Details: nil

Extra Curricular Activities: sports

Department Association Activities: CSEA

Achievements: NITC team trophy

Placement Details: NITC

Alternate Email: nita@nita

Facebook: NITC

LinkedIn: NITC

save

reset

Back

This option also provides access to student to update student record.

Submit buttons to update and reset the form are provided.

### 3.3) Enter Grades

localhost:1234 / 127.0.0.1 x Grade Report

localhost:1234/cfa/entergrades.php

Department Of Computer Science And Engineering  
National Institute of Technology Calicut

SELECT SEMESTER: 1 ▾

Get

Courses		Attempt	1st		2nd		3rd		4th	
Code	Course Title	Credits	Grade	Attnce	Grade	Attnce	Grade	Attnce	Grade	Attnce
CS1001	FOC	4	S ▾ S	H ▾ H						
MA1001	Maths1	3	S ▾ D	H ▾ H						
PH1001	Physics	3	S ▾ S	H ▾ H						
PH1091	PhysicsLab	1	S ▾ A	H ▾ H						
ZZ1002	Graphics	3	S ▾ B	H ▾ H						
ZZ1003	BES	3	S ▾ S	H ▾ H						
ZZ1091	Workshop1	2	S ▾ S	H ▾ H						
TOTAL CREDITS EARNED		19								

Enter

Back

Type here to search

ENG IN 21:30 02-11-2017

Student can enter grades of a certain semester. This options makes it easier for students to enter data and reduce man power. And this ensures that data is stored and never lost unlike sheets that can be missplaced

#### 3.3.1)Send Messages



localhost:1234 / 127.0.0.1 x Student homepage x

localhost:1234/cfa/studenthome.php#msg

Department Of Computer Science And Engineering  
National Institute of Technology Calicut

sal

**Functions**

- Update Record
- Enter Grades
- GradeReport
- ViewRecord
- Register Courses
- Messages
- Appointments

**Message:**

Can't attend for session tomorrow

**FA Id:**

- pathari
- jimmy
- lijya

**update**

**Notifications**

All students are requested to do Preregistration before 6/11/17 -2017-11-02 19:57:47

All students are requested to do Preregistration before 6/11/17 -2017-11-02 19:57:08

There FA session today. -2017-11-02 19:55:42

Computer Science and Engineering -2017-11-02 19:54:43

DBMS Project -2017-11-02 19:54:14

Type here to search

ENG IN 02-11-2017

Student can send and receive messages to the FAs.

### 3.4) Register the courses

localhost:1234 / 127.0.0.1 x Register Courses x New Tab x

localhost:1234/cfa/registercourses.php

Department Of Computer Science And Engineering  
National Institute of Technology Calicut

sal

**Courses**

Course ID	Course Name	Semester	Credits	Select
CS1001	FOC	5	4	<input checked="" type="checkbox"/>
CS2002	DBMS	5	4	<input checked="" type="checkbox"/>
CS2003	OS	5	4	<input checked="" type="checkbox"/>
CS2005	NTC	5	4	<input checked="" type="checkbox"/>
CS2006	WEBP	5	4	<input checked="" type="checkbox"/>
CS3001	TOC	5	4	<input checked="" type="checkbox"/>

**register**

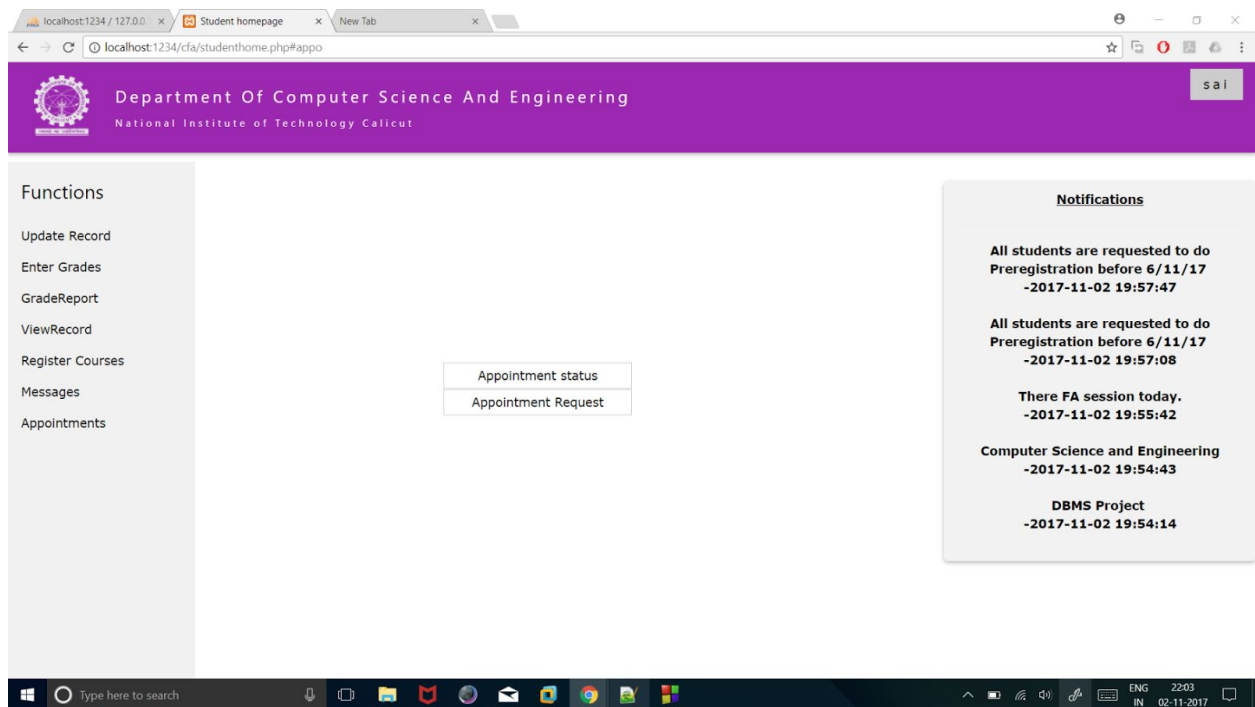
**Back**

Type here to search

ENG IN 02-11-2017

Course registration option is provided to the student to register for a course. The student can select the courses he registered by the checkboxes.

### 3.5) Request Appointments



Student can request appointments to a FA. He can view the status of the appointment request. He cannot send a second appointment request to the FA while one is pending.

## 4) Faculty

### 4) FA Home:

The screenshot shows the FA Homepage web application. The browser tabs include 'localhost:1234 / 127.0.0.1', 'FA homepage', and 'Firewall Authentication'. The address bar shows 'localhost:1234/cfa/fahome.php'. The header is purple with the Department Of Computer Science And Engineering logo and the name 'pathari'. The main content area has a left sidebar with 'Functions' and a right sidebar with 'Notifications'. The 'Functions' sidebar lists: View Students, Update Student Record, View Student Details, Add courses, verify Grades, Update Notifications, Messages, and Appointments 1. The 'Notifications' sidebar contains three messages: 'All students are requested to do Preregistration before 6/11/17 -2017-11-02 19:57:47', 'All students are requested to do Preregistration before 6/11/17 -2017-11-02 19:57:08', and 'There FA session today. -2017-11-02 19:55:42'. Below these is a section for 'Computer Science and Engineering -2017-11-02 19:54:43' and 'DBMS Project -2017-11-02 19:54:14'. The Windows taskbar at the bottom shows the search bar and various application icons.

FA Homepage contains options to edit student record, view student details, add courses, process appointments and send messages.

#### 4.1) Update student record

The screenshot shows the Student Record web application. The browser tabs include 'localhost:1234 / 127.0.0.1', 'Student Record', and 'Firewall Authentication'. The address bar shows 'localhost:1234/cfa/record\_fa.php'. The header is purple with the Department Of Computer Science And Engineering logo and the name 'pathari'. The main content area has a form for updating a student record. At the top, there is a 'Roll Number:' field with the value 'B150406CS' and a green 'Get Student Record' button. Below this is a 'Back' button. The 'Student Record' section contains a form with the following fields: Roll Number: B150729CS, CGPA: 8.5, Join Year: 2015, Project: DBMS Project, Batch: B, Project Guide: (empty), Internship Details: NITC, Condonation Details: Nil, No. Of Condonations: 0, Probation Details: nil, Medical Discontinuation: Yes No, and Medical Discontinuation Details: sports.

FA can update the student records in the fields like disciplinary action, internship details, placement details, condonation details.

#### 4.1.1)Add courses.

Course Id:

Course Name:

Semester:

Credits:

Add Course

Courses

Course ID	Course Name	Semester	Credits	Select
CS1001	FOC	5	4	<input type="checkbox"/>
CS2002	DBMS	5	4	<input type="checkbox"/>
CS2003	OS	5	4	<input type="checkbox"/>
CS2005	NTC	5	4	<input type="checkbox"/>
CS2006	WEBP	5	4	<input type="checkbox"/>
CS3001	TDC	5	4	<input type="checkbox"/>

Remove

Back

FA can add and remove courses for a semester.

#### 4.2) Verify Student Grades.



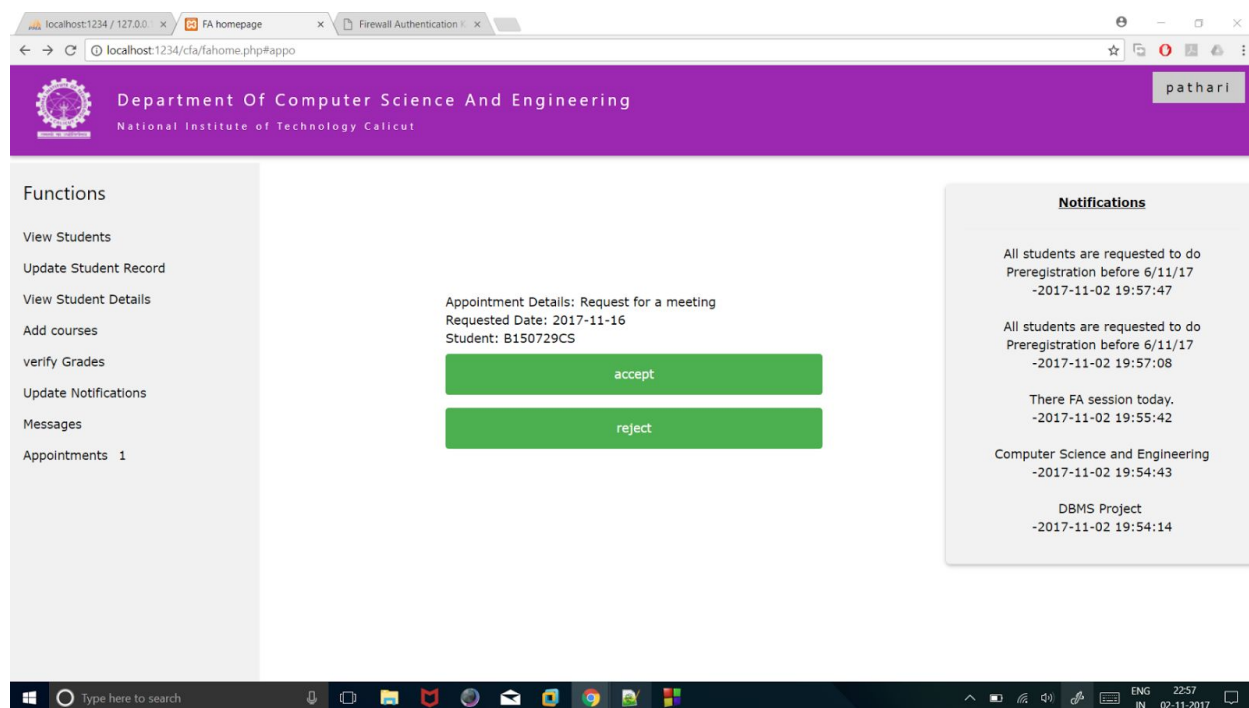
Course Code	Course Title	Credits	Grade	Attendance
CS2343	QWW	3	F	
CS1001	FOC	4	S	H
MA1001	Maths1	3	D	H
PH1001	Physics	3	S	H
PH1091	PhysicsLab	1	A	H
ZZ1002	Graphics	3	F	H
ZZ1003	BES	3	S	H
ZZ1091	Workshop1	2	S	H

Verified Change



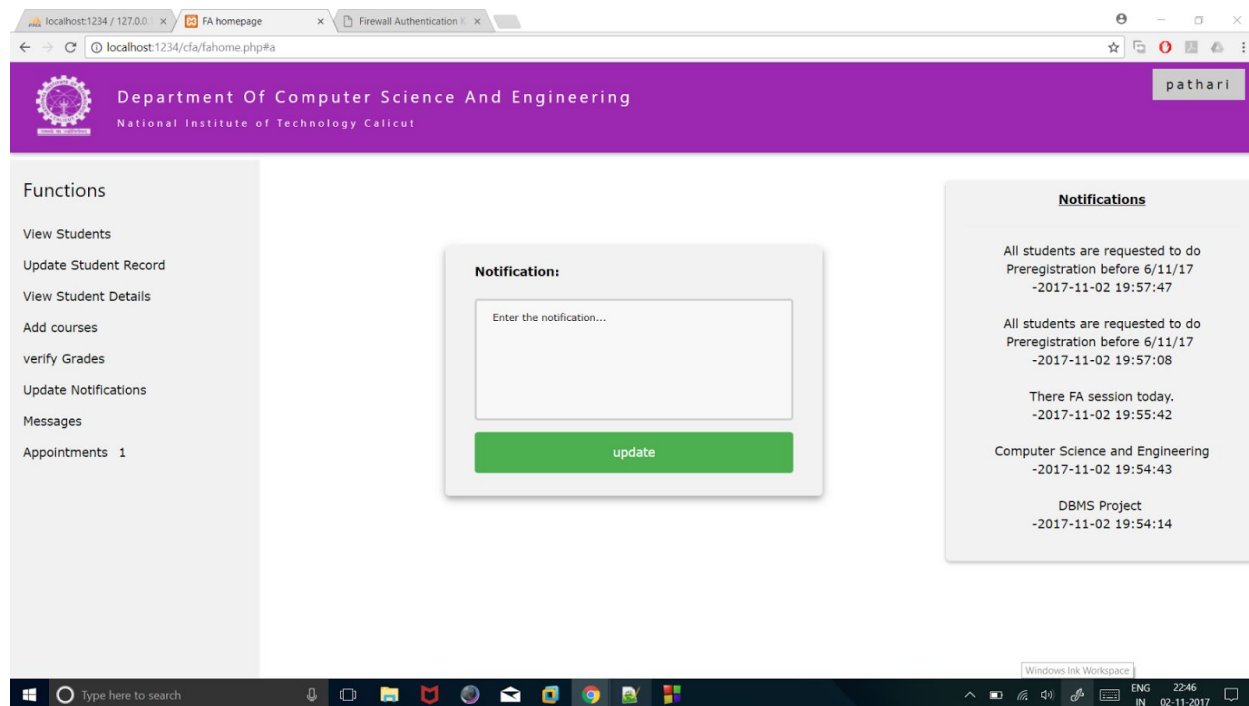
FA can verify grades of student. He finds any discrepancy in the grades he messages the student to update the grades.

#### 4.2.1) Process Appointment requests



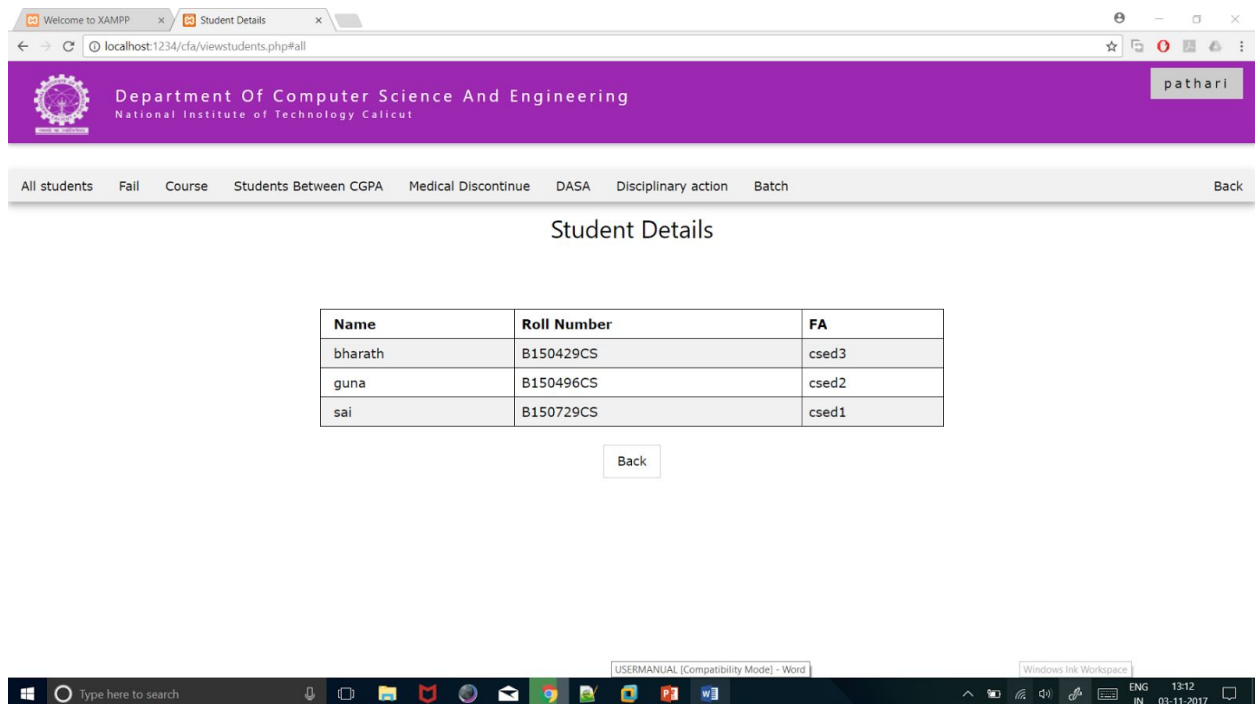
FA can accept or reject an appointment. He can view the number of appointment requests pending in the sidebar.

### 4.3) Update Notifications



FA can update notification which can be viewed on homepages of all the users.

### 4.3.1) View Students



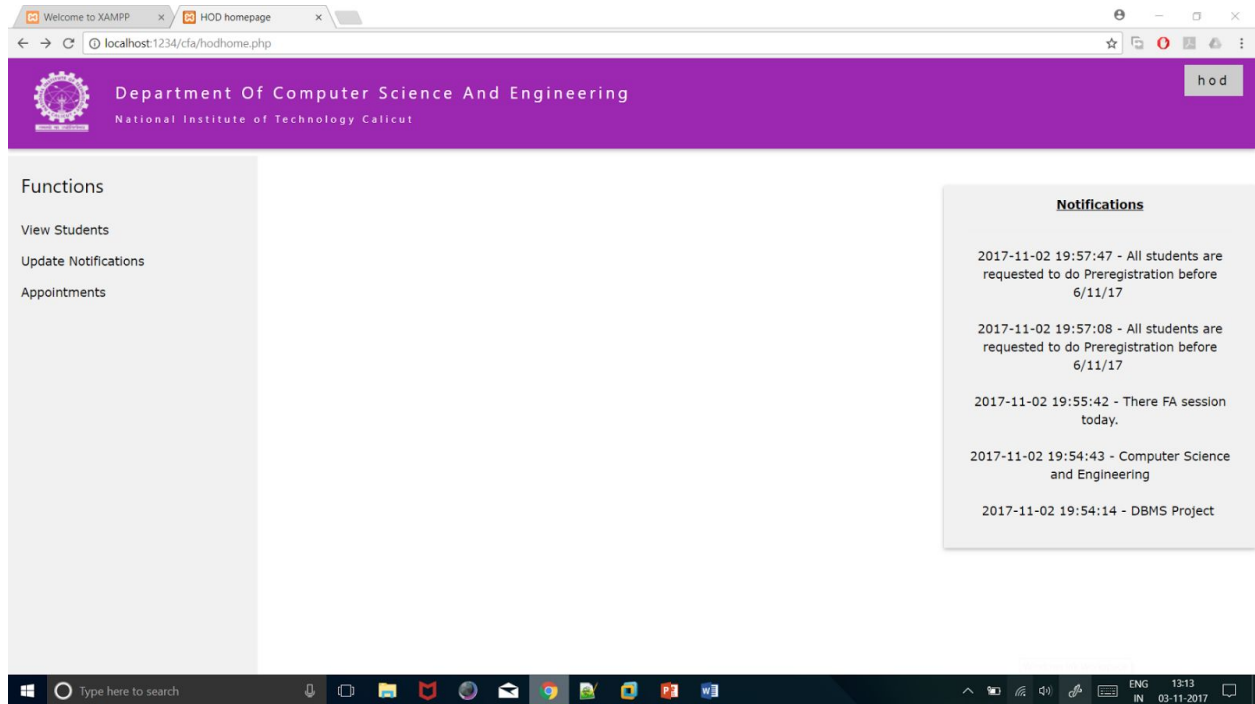
The screenshot shows a web browser window with the URL `localhost:1234/cfa/viewstudents.php#all`. The page header is purple and contains the logo of National Institute of Technology Calicut and the text "Department Of Computer Science And Engineering". A navigation bar below the header lists various options: "All students", "Fail", "Course", "Students Between CGPA", "Medical Discontinue", "DASA", "Disciplinary action", "Batch", and "Back". The main content area is titled "Student Details" and contains a table with the following data:

Name	Roll Number	FA
bharath	B150429CS	csted3
guna	B150496CS	csted2
sai	B150729CS	csted1

Below the table is a "Back" button. The Windows taskbar at the bottom shows the date as 03-11-2017 and the time as 13:12.

FA can view all users. And can view students with a constraint on the selection criteria. The different options are there in the navigation bar.

## 5)HOD HOMEPAGE



HOD can view student details, update notifications and send messages to FA and students.