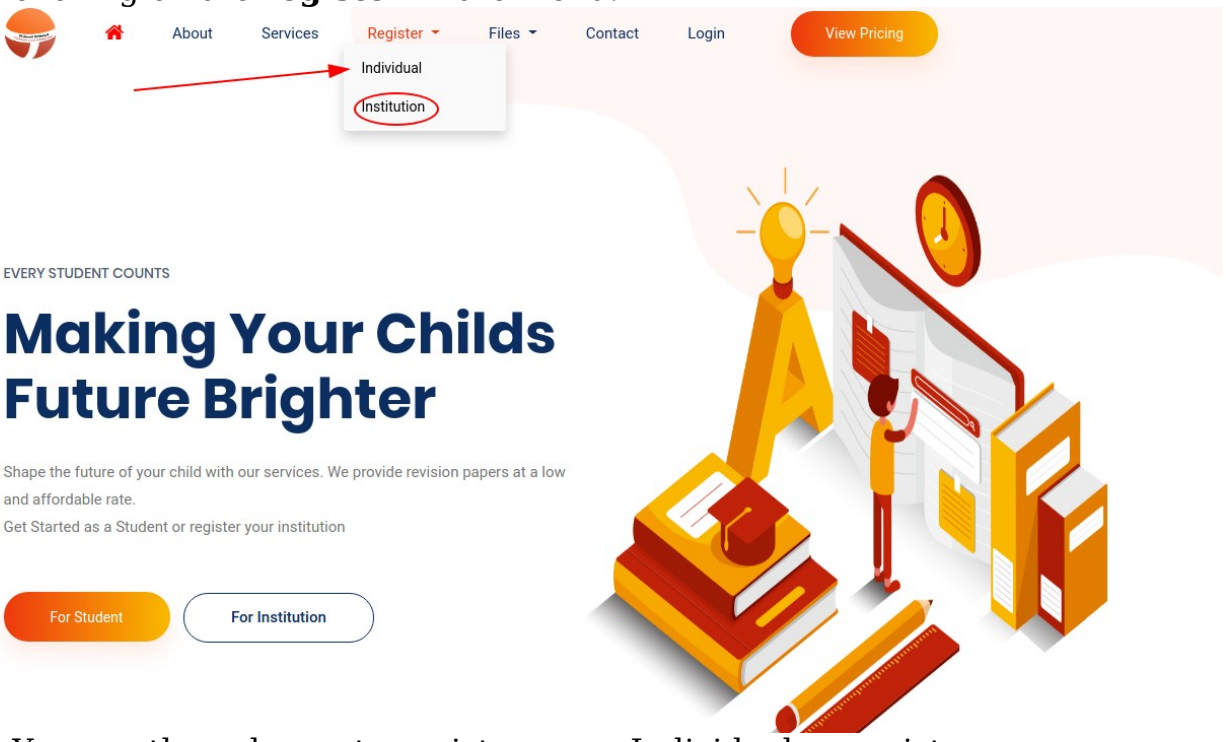
Virtual|School User Manual

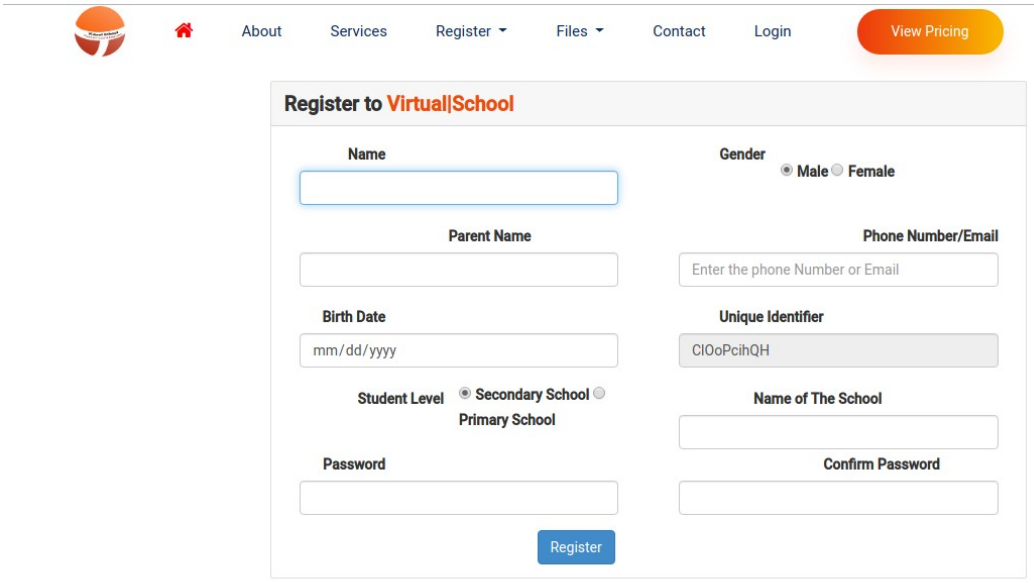
Virtual|School is an online web system that allows students and educators access education materials online. Its fast and easy to use. Below are few steps to guide you on how to use the system.

- Before anything else, you have to register into the system. This is done by clicking on the **register** in the menu.

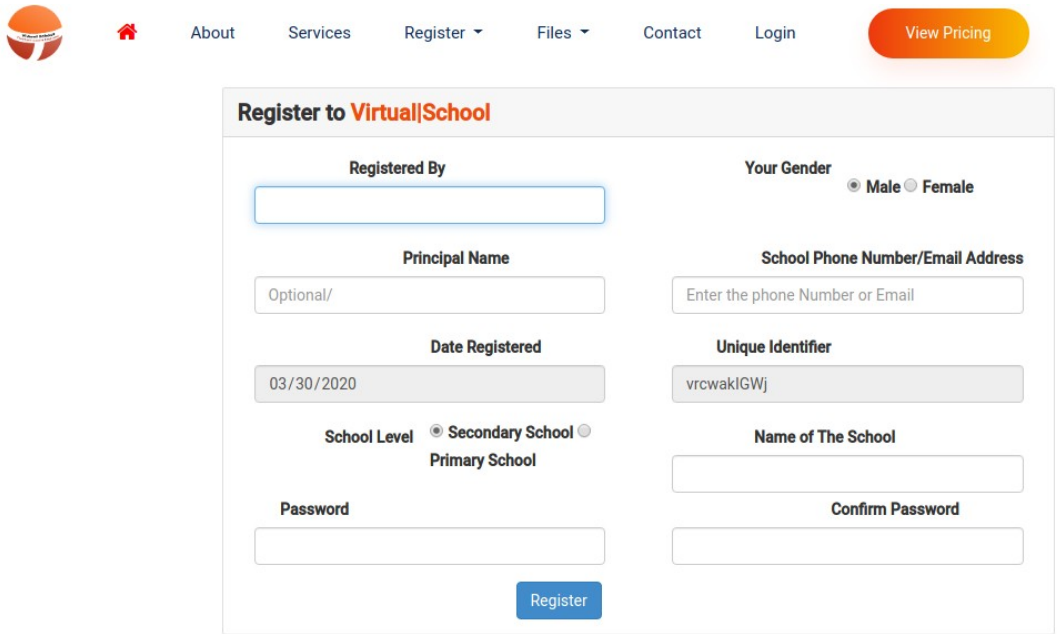


You can then choose to register as an Individual or register as an institution if one is registering an education institution. Eg.A School

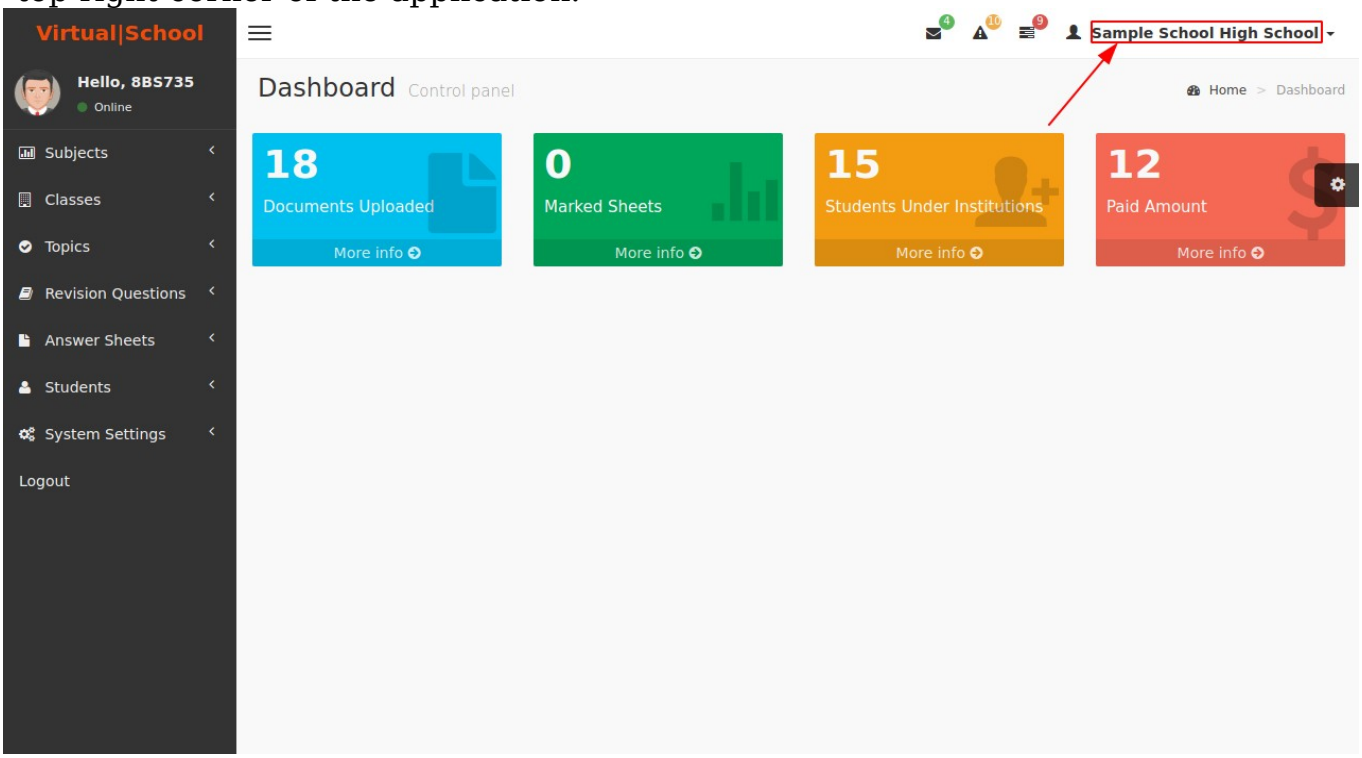
As an individual, you will come across the form below. Fill in your correct and accurate details and then after successful registration, you will be redirected to a dashboard.



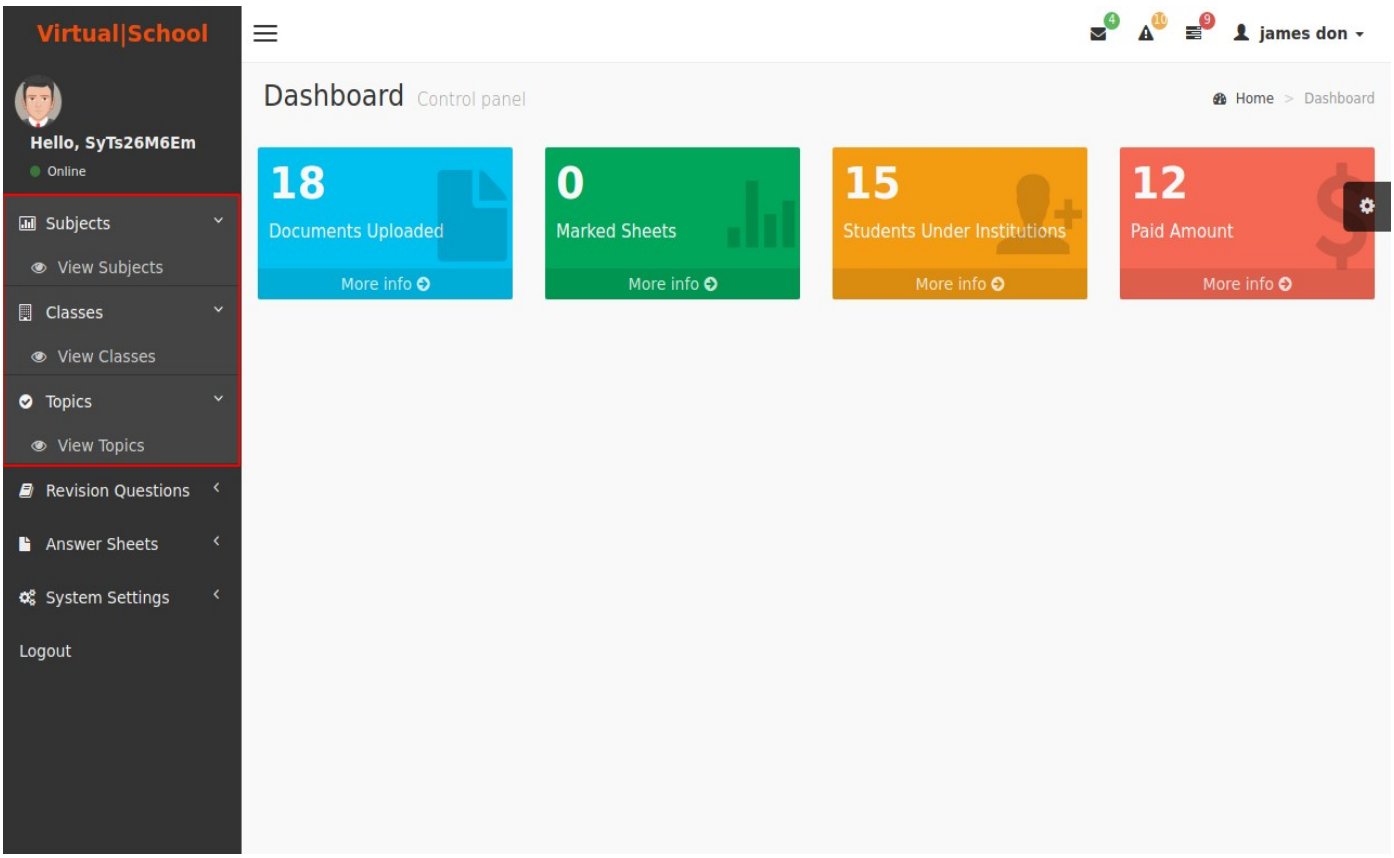
As an institution,you will come across the form below. Fill in the institution details and then proceed to Login.



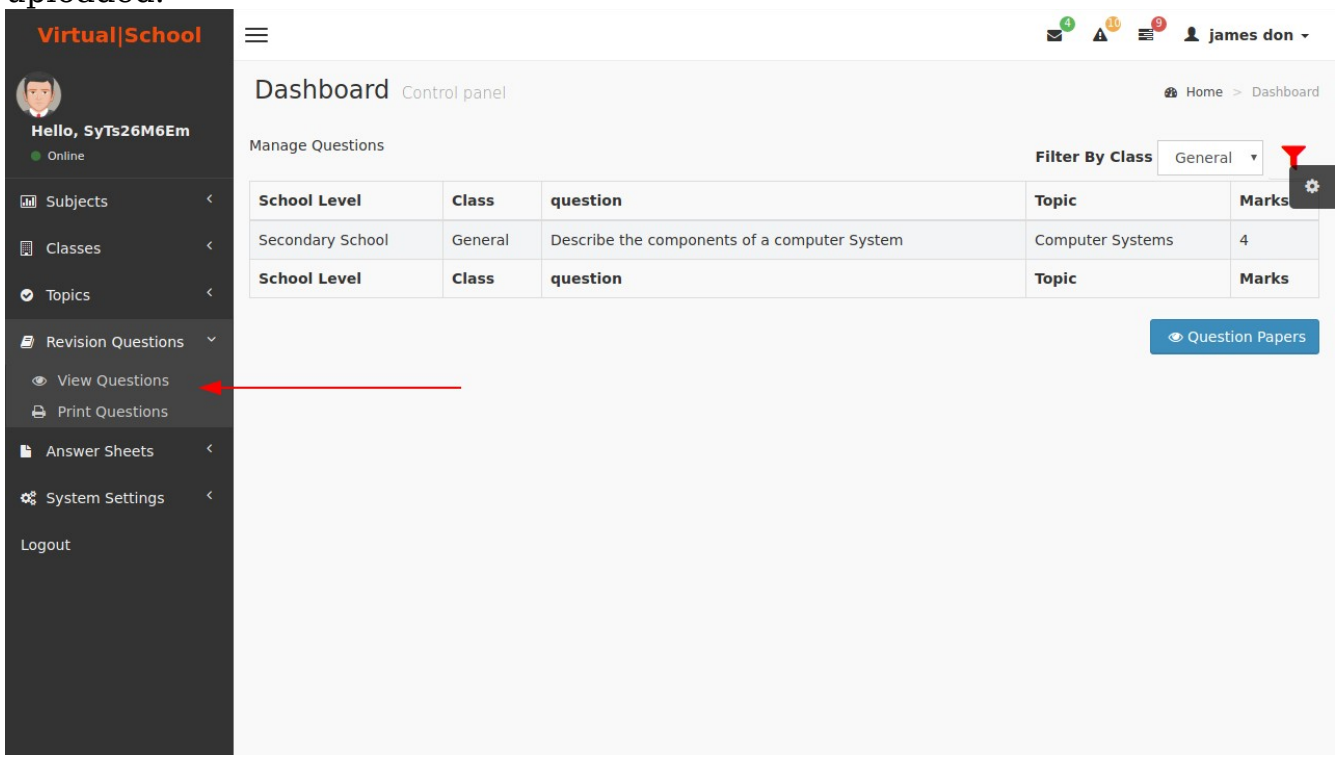
After registration, you will get the dashboard looks like the one below.
As an Institution, you will get such interface with the name of the school you registered on top.Same case applies to an Individual, you get your name on the top right corner of the application.



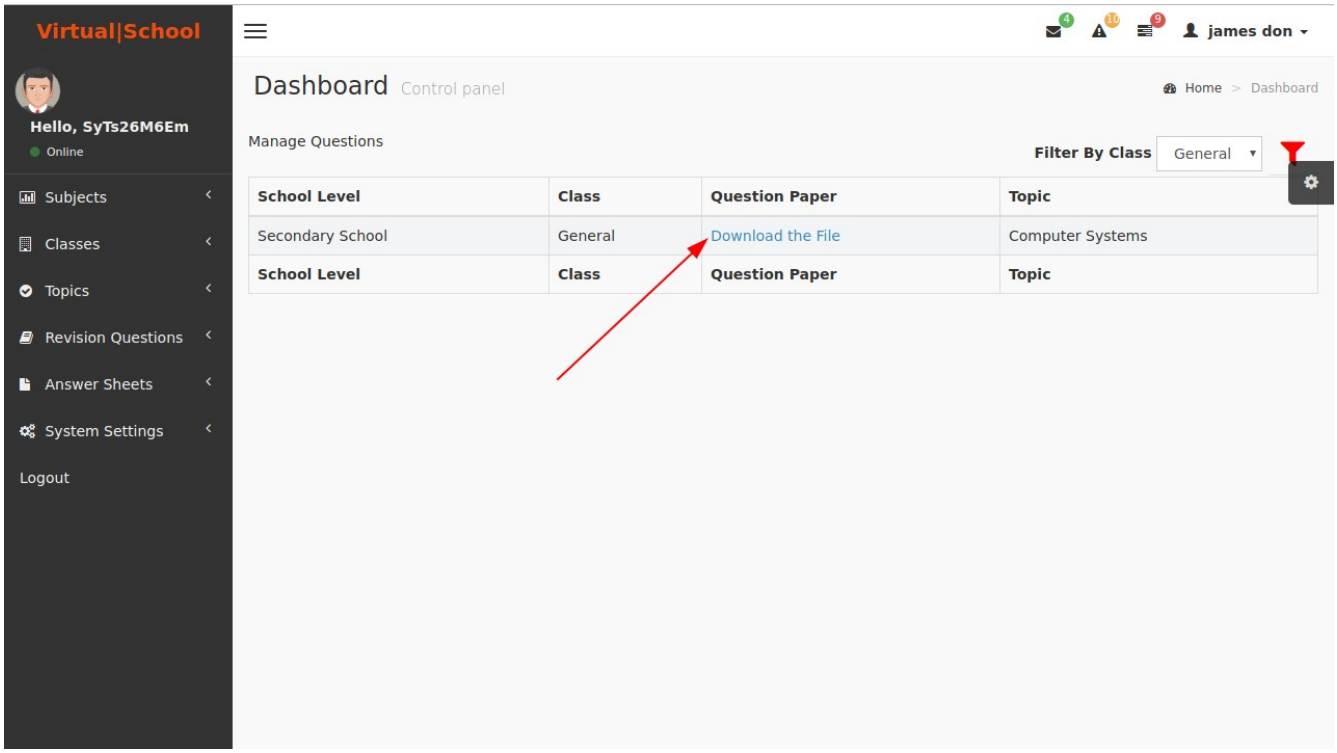
Under this dashboard, you can view the Items under their subsequent menus. Eg Subjects,classes,Topics etc.



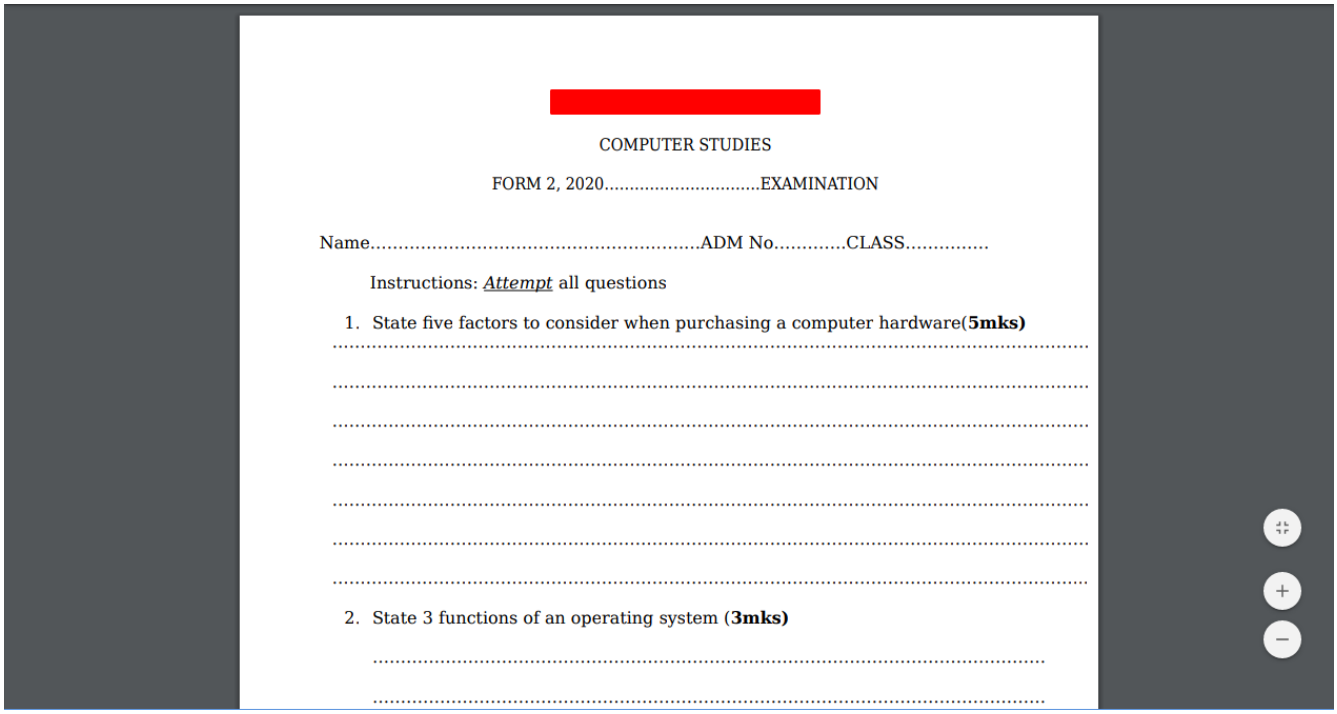
One can also View the revision questions posted either as plain text or as a file. Under revision questions,Click on view questions to see currently posted questions. You can also click on **Question Papers** to view question papers uploaded.



After clicking **Question Papers** you get the following interface. Click on **Download the file** to download the question paper.



The file then opens in the browser as shown. To save the file to local storage, click the download button.



COMPUTER STUDIES

FORM 2, 2020.....EXAMINATION

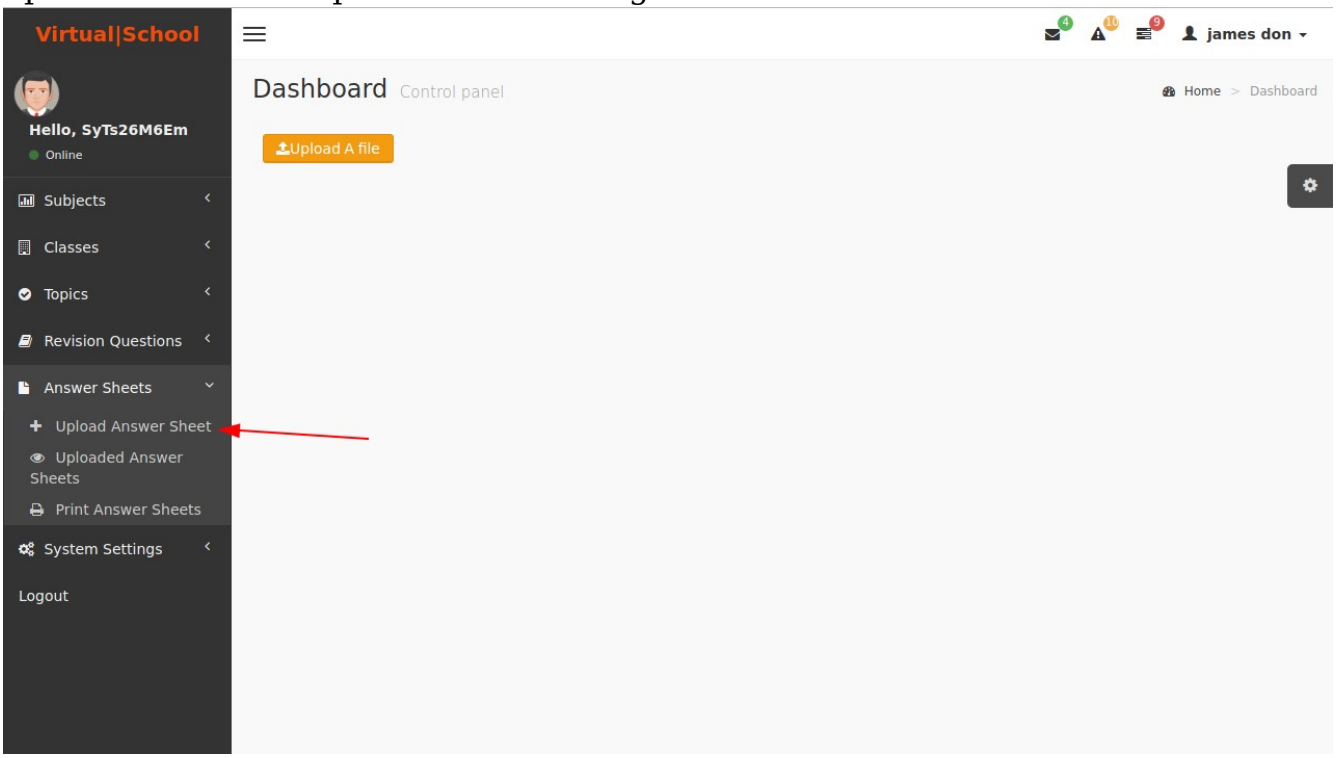
Name.....ADM No.....CLASS.....

Instructions: *Attempt* all questions

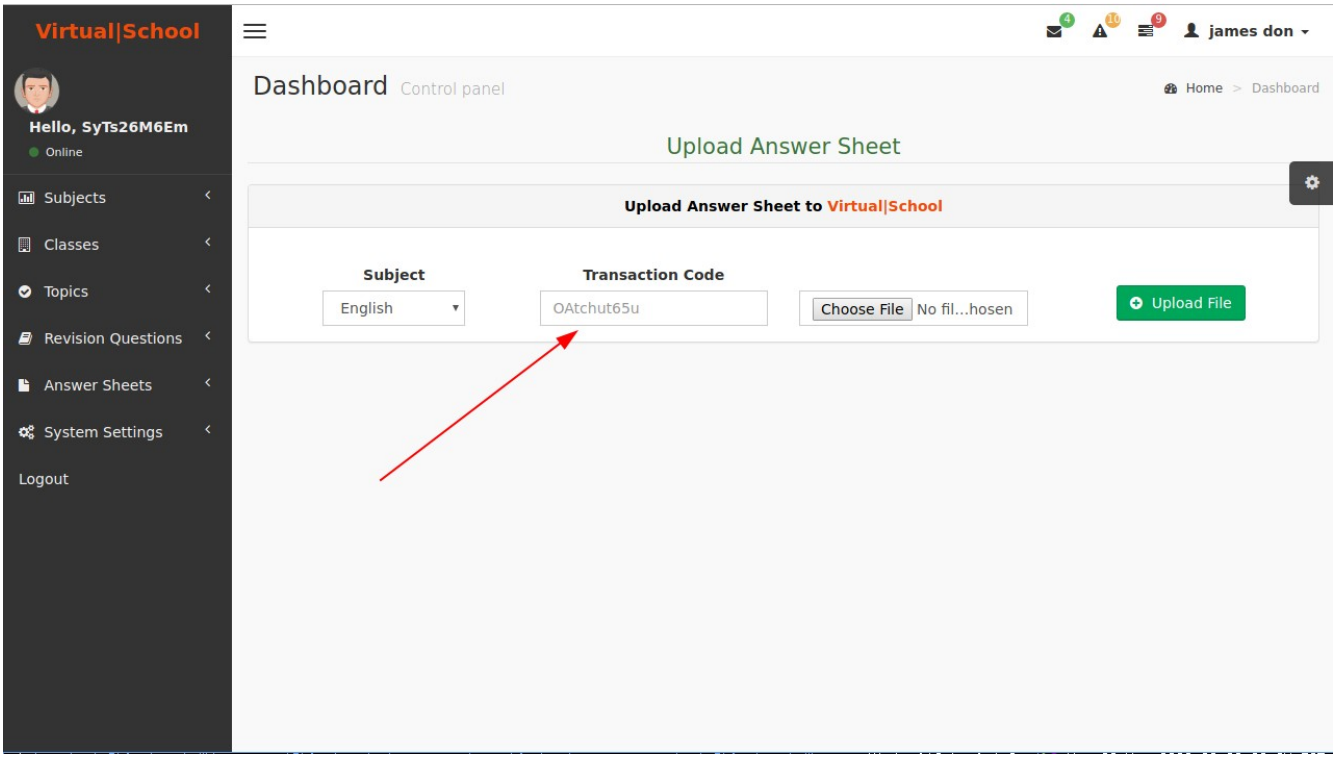
1. State five factors to consider when purchasing a computer hardware(**5mks)**

2. State 3 functions of an operating system (**3mks)**

On the Answer sheets, after successfully answering all the questions, you can send back the answersheet to us via the upload answersheet button.All you need is to scan the file, save it under a format acceptable by our system(.pdf) and then upload it.Below is a picture on how to go about it.

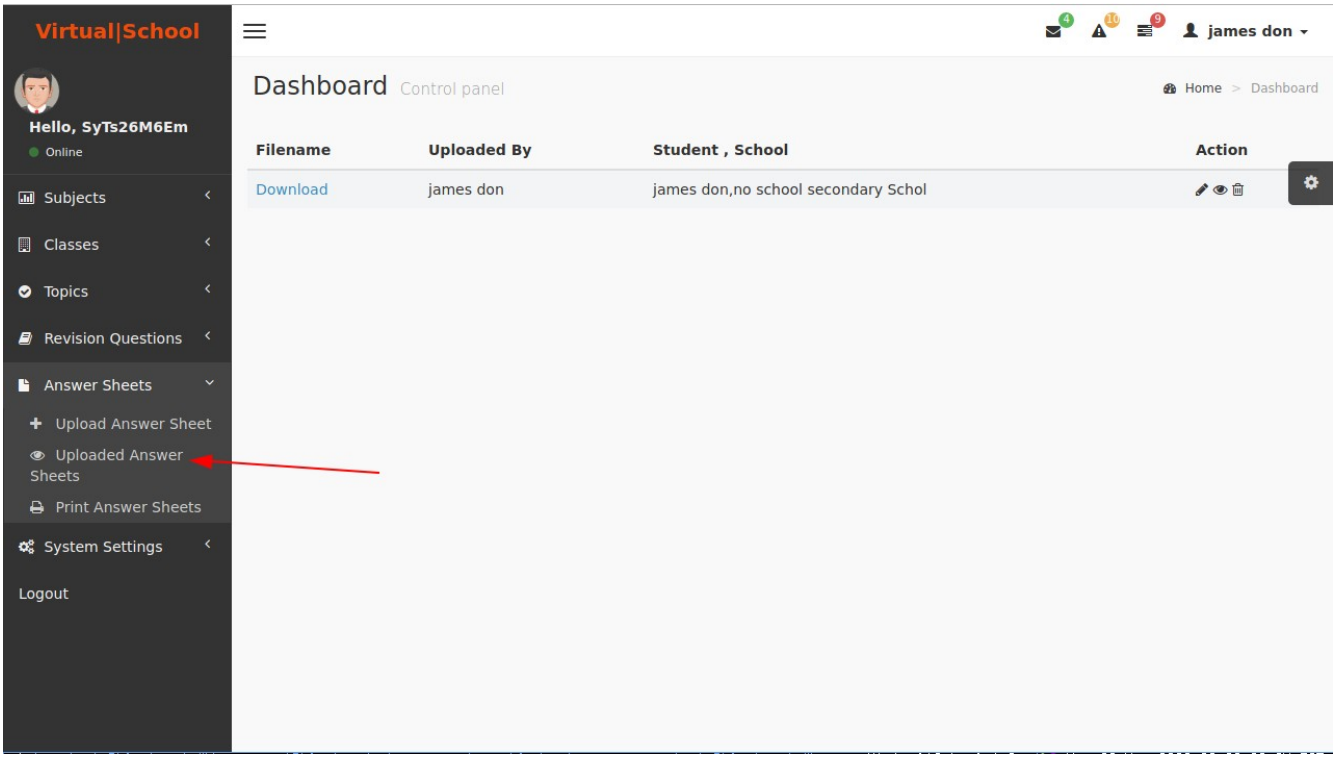


Click on **Upload File** and then the system redirects you to this interface. The transaction code is the code that you receive after paying for the amount for your paper to be marked. After marking, we will upload back the paper.



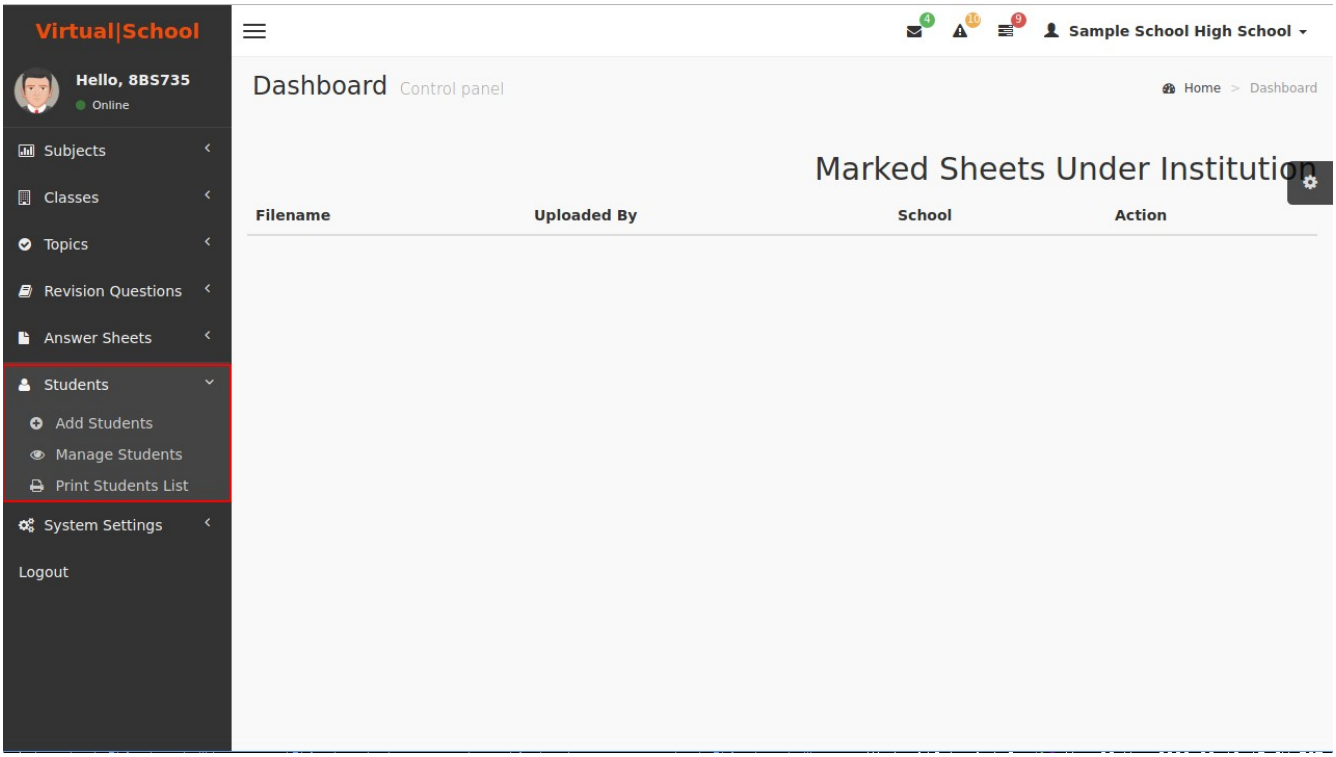
One can also view the uploaded answersheets and also download an answesheet.One is to strictly use our answersheet as failure to do so will lead to a lifetime disqualification from using the system.

To view the answersheets uploaded,

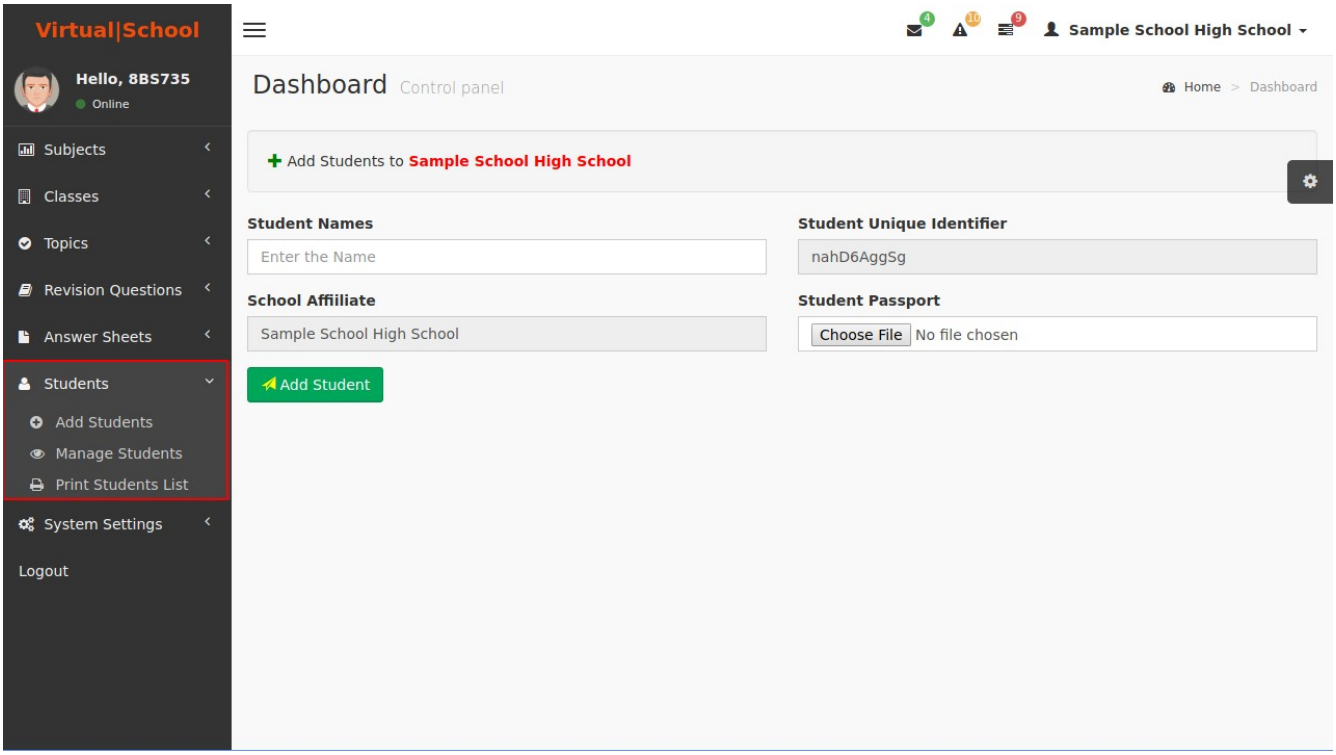


One can also print the answersheet as shown below. Click on Download to download the answersheet to your computer.

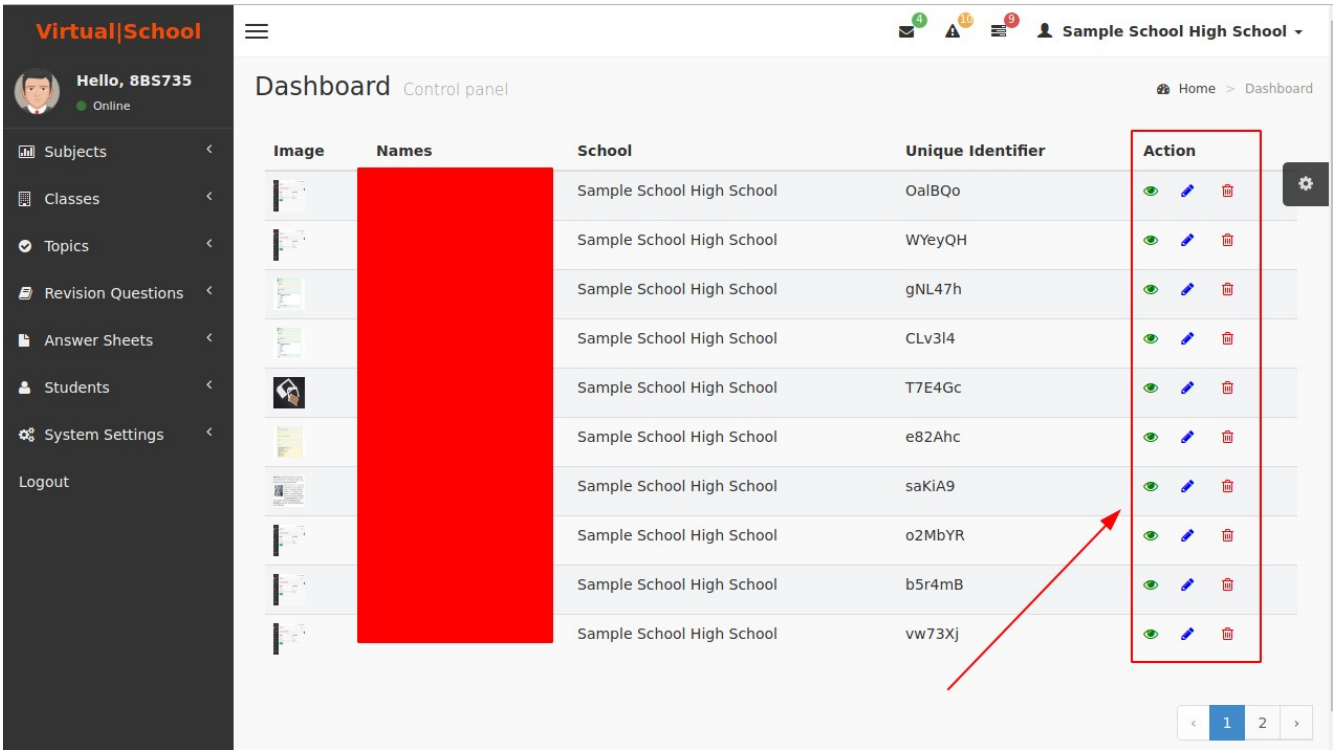
For institutions, one can add students under your institutions, This will be under **Students**.



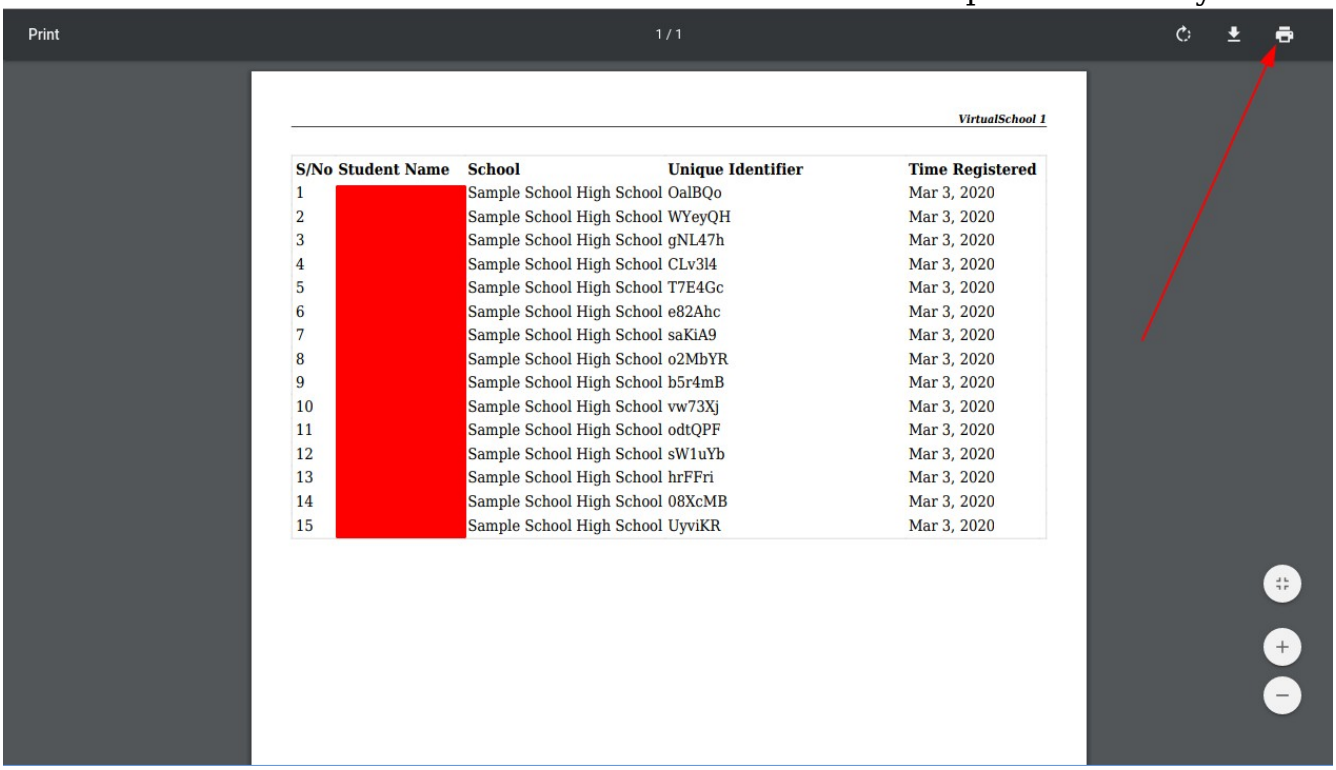
One Can add Students,



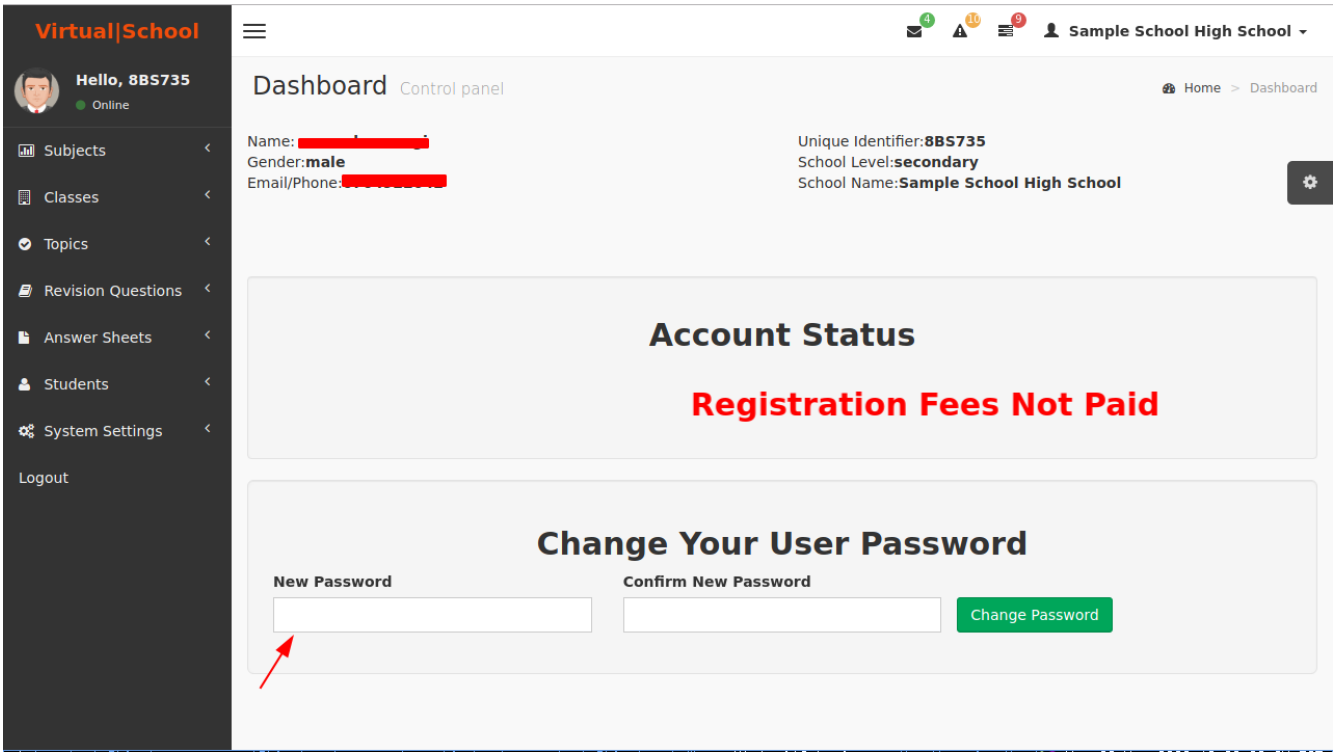
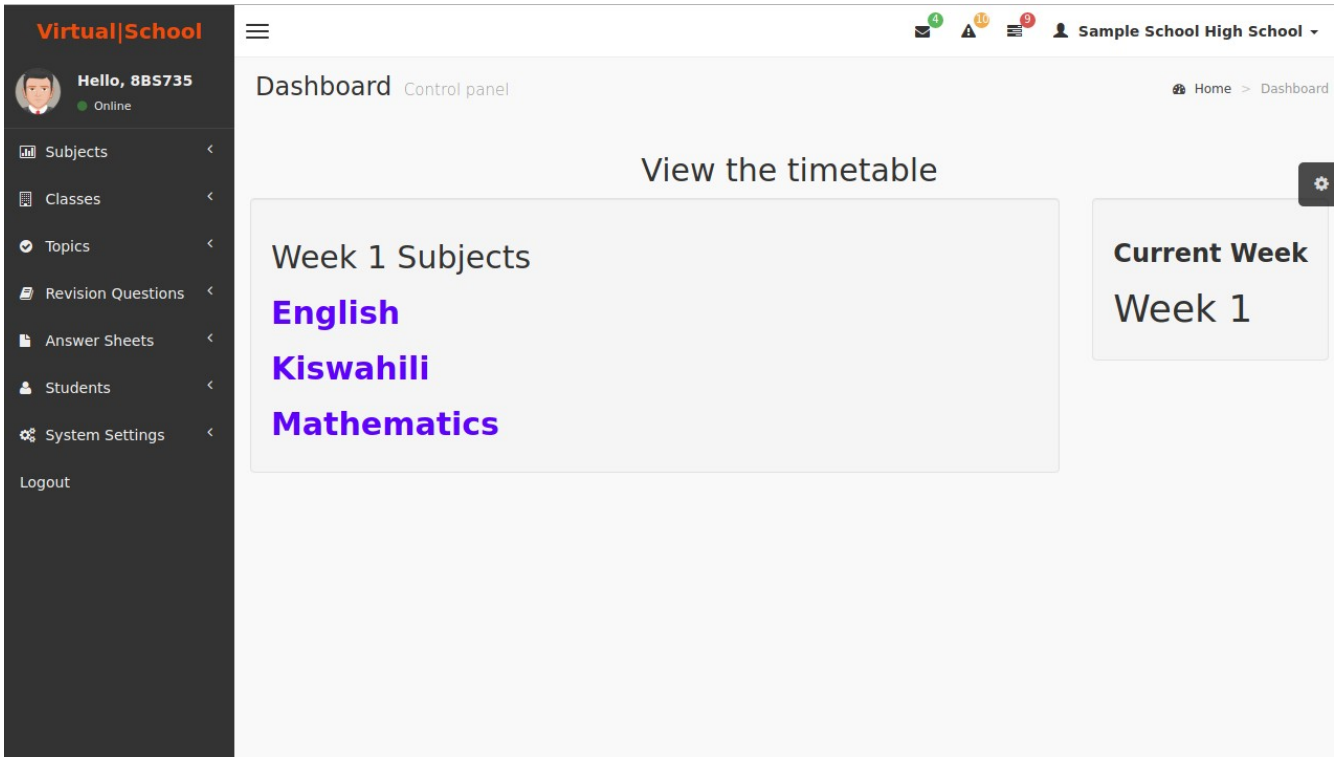
One can Also manage the students, ie Edit,View and Delete a student if the case arises.



One can also Print the students lists and send them to the printer directly.



One can also change the account details and also view the weeks timetable under the System Settings section.
Under Account Status, you get to see your account details plus change your current password to a new one.



One can also view the current week and the subjects done on the timetable section.