

Dear Administrator, welcome!

Before starting, please take a moment to review the instructions:

You can view the list of available pages in the column on the left. If this column is not visible, tap the ☰ button.

Managing Pages:

1) Announcements-This page manages the content of the announcements section in the Mobile Customs Officer app. On this page, you can create new announcements, edit existing ones, and delete them.

2) Quizzes-This page manages the quiz section in the Mobile Customs Officer app. Since there are many functionalities on this page, it's recommended to pay attention:

- Initially, 3 buttons and a list of existing quiz banks are visible on the page. This list is expandable – when you tap the ">" button on the right, the questions related to the quiz bank will appear. When you open the questions, the answer options will also be displayed. There are buttons to add, edit, and delete in each of these sections.
- The **Create Quiz Bank** button at the top is for creating a new quiz bank. When you tap it, a window will open to enter the necessary information.
- The **Create Quiz Group** button at the top is for grouping people to whom you want to send quiz tasks. Search for the required individuals in the search bar in the window and select them for the group.
- The **Existing Groups** button at the top is for managing created groups. When you tap it, a window will open where you can see the list of groups, edit, delete them, and send new quiz tasks to the group.

3) Polls-This page manages the polls section in the Mobile Customs Officer app. You can create new polls and manage existing ones.

4) Settings-On this page, you can view your personal information.

Notes:

- If you believe you have finished the operation, don't forget to tap the **Save** button. If you exit without tapping, the process will not be recorded.
- It's recommended to be careful when deleting existing data.
- If any issues or problems arise, please contact the programming center.