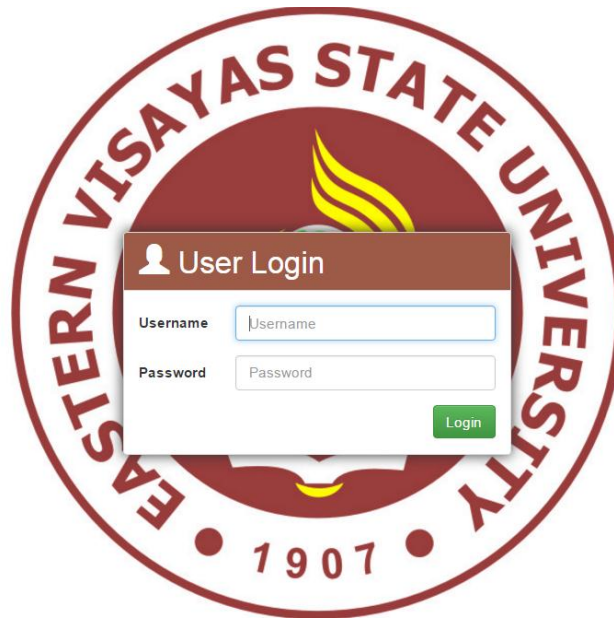


1. First, the admin should log in first to be able to register the faculty/students since admin has the power to control the system.



2. Fill in all the blanks that needs information above to complete the registration.

EVSU

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[User Registration](#)

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[Add Evaluator To Faculty](#)

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Faculty Registration

First Name

First Name

Middle Name

Middle Name

Last Name

Last Name

Address

Address

Email Address

Email Address

Contact

Contact

Date Hired

mm/dd/yyyy

Current Position

Instructor I

School

Eastern Visayas State University - Quarry District, T

Subject

Add Subject

Save


Cancel

Show 10

Search

Name	Current Position	School	Address
Allan Jude A Urmeneta	Instructor II	Eastern Visayas State University-Quarry District, Tacloban City	<div>Edit Add As User Delete</div> <div>Add CCE</div>
Deborah O Brosas	Instructor II	Eastern Visayas State University-Quarry District,	<div>Edit Add As User Delete</div>

- After that you can click the Button Add Evaluator and to start evaluation you should log in the user.


**EVSU**  
User Registration  
Faculty Registration  
Add Evaluator To Faculty  
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### Add Evaluator To Instructor

Show 10

Name	Current Position	School	Semester	Action
Allan Jude A Urmeneta	Instructor II	Eastern Visayas State University-Quary District, Tacloban City	2015-2016 - 2nd Semester	<a href="#">Add Evaluator</a>
Deborah O Brosas	Instructor II	Eastern Visayas State University-Quary District, Tacloban City	2015-2016 - 2nd Semester	<a href="#">Add Evaluator</a>
Dianne B Remot	Instructor I	Eastern Visayas State University-Quary District, Tacloban City	2015-2016 - 2nd Semester	<a href="#">Add Evaluator</a>
Dindo O Obedencia	Instructor I	Eastern Visayas State University-Quary District, Tacloban City	2015-2016 - 2nd Semester	<a href="#">Add Evaluator</a>
Eric O Sta.Singh	Instructor II	Eastern Visayas State University-Quary District, Tacloban City	2015-2016 - 2nd Semester	<a href="#">Add Evaluator</a>
Jessie Retorca Paragas	Instructor III	Eastern Visayas State University-Quary District, Tacloban City	2015-2016 - 2nd Semester	<a href="#">Add Evaluator</a>
Lyra K Nuevas	Instructor I	Eastern Visayas State University-Quary District, Tacloban City	2015-2016 - 2nd Semester	<a href="#">Add Evaluator</a>
Ronnie O Cabillan	Instructor II	Eastern Visayas State University-Quary District,	2015-2016 - 2nd	<a href="#">Add Evaluator</a>

- Set the Active or current School Year to avoid confusion.

**EVSU**  
User Registration  
Faculty Registration  
Add Evaluator To Faculty  
Set Active S.Y/Semester  
ADD Common CCE  
Add Subject  
Add School  
Add Class  
Set Cycle  
Reports  
Logout

Menu

### Set Active School Year

Instructor

Semester

[Cancel](#) [Save](#)


Show 10

Description	Action
2015-2016 - 1st Semester	<a href="#">Set Active</a>
2015-2016 - 2nd Semester	<a href="#">Activated</a>
2015-2016 - Summer	<a href="#">Set Active</a>
2016-2017 - 1st Semester	<a href="#">Set Active</a>

Showing 1 to 4 of 4 entries

Previous  Next

- Adding CCE Criteria by just entering the Criteria and their corresponding points and click Save. It can be edited if there will be some errors or it can also be deleted.


**EVSU**

User Registration  
Faculty Registration  
Add Evaluator To Faculty  
Set Active S.Y/Semester  
ADD Common CCE  
Add Subject  
Add School  
Add Class  
Set Cycle  
Reports  
Logout

### Add CCE Criteria


Criteria
Point

Save Cancel

Show 10

Criteria	Point System	Action
1. Originality	25% of 2- 7 pts	<a href="#">Edit</a> <a href="#">Delete</a>
1. Originality, educational impact, documentation	60% of 7 (6 x 7)	<a href="#">Edit</a> <a href="#">Delete</a>
1. Use of indigenous materials	20% of 2 - 7 pts.	<a href="#">Edit</a> <a href="#">Delete</a>
1.1 Highest relevant academic degree or educational attainment		<a href="#">Edit</a> <a href="#">Delete</a>
1.1.1 Doctorate	85	<a href="#">Edit</a> <a href="#">Delete</a>
1.1.2 Master's Degree	65	<a href="#">Edit</a> <a href="#">Delete</a>
1.1.3 LLB and MD	65	<a href="#">Edit</a> <a href="#">Delete</a>
1.1.4 Diploma Course (Above a Bachelor's Degree)	55	<a href="#">Edit</a> <a href="#">Delete</a>
1.1.5 Bachelor's Degree		<a href="#">Edit</a> <a href="#">Delete</a>

## 6. Adding Subject by entering the Subject Code and the Descriptive Title and click Save.


**EVSU**

User Registration  
Faculty Registration  
Add Evaluator To Faculty  
Set Active S.Y/Semester  
ADD Common CCE  
Add Subject  
Add School  
Add Class  
Set Cycle  
Reports  
Logout

### Add Subject

Subject Code
Descriptive Title

Save Cancel

Subject Code		Action
IT 412L	COMPUTER ARCHITECTURE	<a href="#">Edit</a> <a href="#">Delete</a>
IT 312	FILE ORGANIZATION	<a href="#">Edit</a> <a href="#">Delete</a>
IT 45	SOFTWARE PROJECT II	<a href="#">Edit</a> <a href="#">Delete</a>
IT 234	SOFTWARE PROJECT I	<a href="#">Edit</a> <a href="#">Delete</a>
IT 456	DATA STRUCTURE AND ALGORITHM	<a href="#">Edit</a> <a href="#">Delete</a>
IT 890	DATABASE	<a href="#">Edit</a> <a href="#">Delete</a>
IT 78	SOFTWARE ENGINEERING	<a href="#">Edit</a> <a href="#">Delete</a>
IT 90	MULTIMEDIA	<a href="#">Edit</a> <a href="#">Delete</a>

7. School Registration entering the School Name, School Address, School Contact and click Save.

**School Registration**

School Name:

School Address:

School Contact:

Show 10

School	Address	Contact	Action
Eastern Visayas State University	Quary District, Tacloban City	0909090909	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Showing 1 to 1 of 1 entries

Previous  Next

8. Adding Class, Entering the instructor, Subject, Year and Section, School Year semester and click Save.

**Add Class**

Instructor:

Subject:


Year & Section:

S.Y Semester:

Show 10

Instructor	Subject	Year & Section	Semester	Action
Allan Jude Urmeneta	IT 234-SOFTWARE PROJECT I	BSIT - 1A	2015-2016 - 1st Semester	<input type="button" value="Add Student"/> <input type="button" value="Delete"/>
Allan Jude Urmeneta	IT 890-DATABASE	BSIT - 3D	2015-2016 - 2nd Semester	<input type="button" value="Add Student"/> <input type="button" value="Delete"/>
Allan Jude Urmeneta	IT 890-DATABASE	BSIT - 3C	2015-2016 - 2nd Semester	<input type="button" value="Add Student"/> <input type="button" value="Delete"/>
Deborah Brosas	IT 456-DATA STRUCTURE AND ALGORITHM	BSIT - 1B	2015-2016 - 1st Semester	<input type="button" value="Add Student"/> <input type="button" value="Delete"/>

9. Add CCE Criteria, enter criteria, and the activated rating period and click save.


**EVSU**  
 User Registration  
 Faculty Registration  
 Add Evaluator To Faculty  
 Set Active S.Y/Semester  
 ADD Common CCE  
 Add Subject  
 Add School  
 Add Class  
 Set Cycle  
 Reports  
 Logout

Menu

Add CCE Criteria

Cycle  FROM  To 


Save Cancel

Show

Cycle	From	To
1st Cycle NBC	2015-12-10	2016-01-10

Showing 1 to 1 of 1 entries
 Previous  Next

10. REPORTS, it can be seen here the QCE and CCE Reports result and their position.


**EVSU**  
 User Registration  
 Faculty Registration  
 Add Evaluator To Faculty  
 Set Active S.Y/Semester  
 ADD Common CCE  
 Add Subject  
 Add School  
 Add Class  
 Set Cycle  
 Reports  
 Logout

Menu

QCE and CCE

Show

Name	School	Student 30%	Self 20%	Peer 20%	Supervisor 30%	QCE Result	CCE Result	Position
Allan Jude	Eastern Visayas State University	25	12.2	18	22.5	77.7	85	Instructor II
Deborah	Eastern Visayas State University	24	14	0	0	38	72	Instructor II
Dindo	Eastern Visayas State University	0	0	0	0	0		Instructor I
Eric	Eastern Visayas State University	0	0	16.9	0	16.9		Instructor II
Jessie	Eastern Visayas State University	0	0	0	0	0		Instructor III
Lyra	Eastern Visayas State University	0	0	0	0	0		Instructor I
Ronnie	Eastern Visayas State University	0	0	0	0	0		Instructor II

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