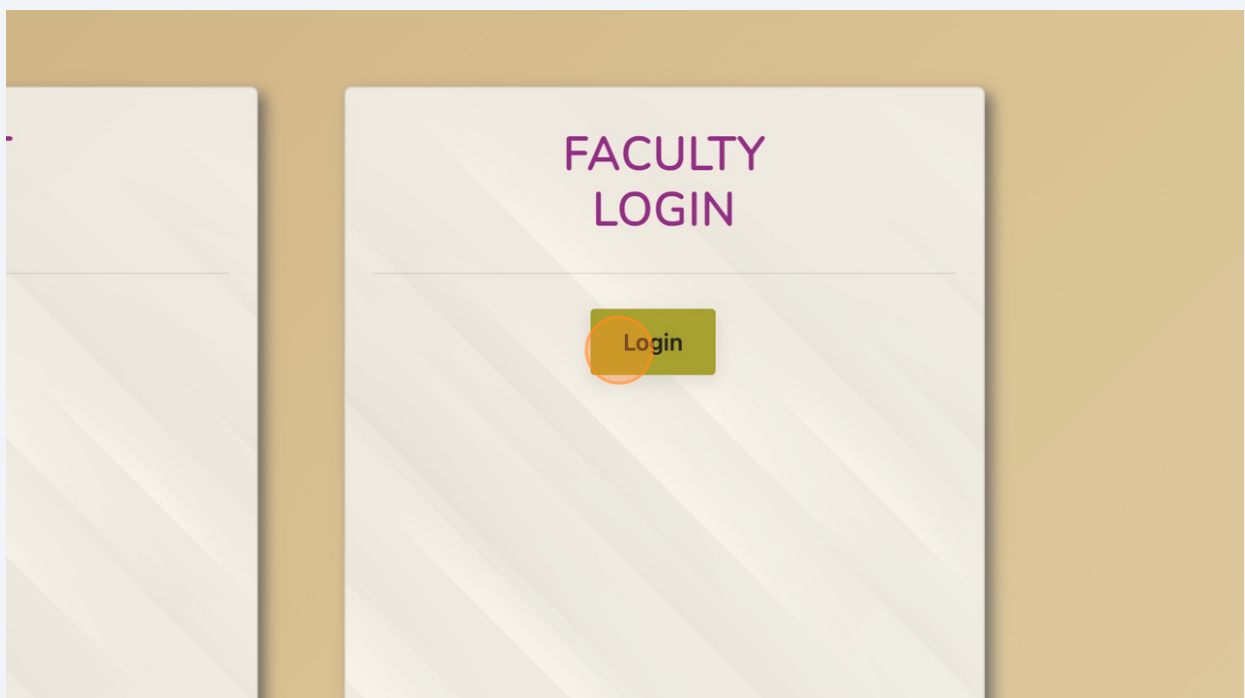


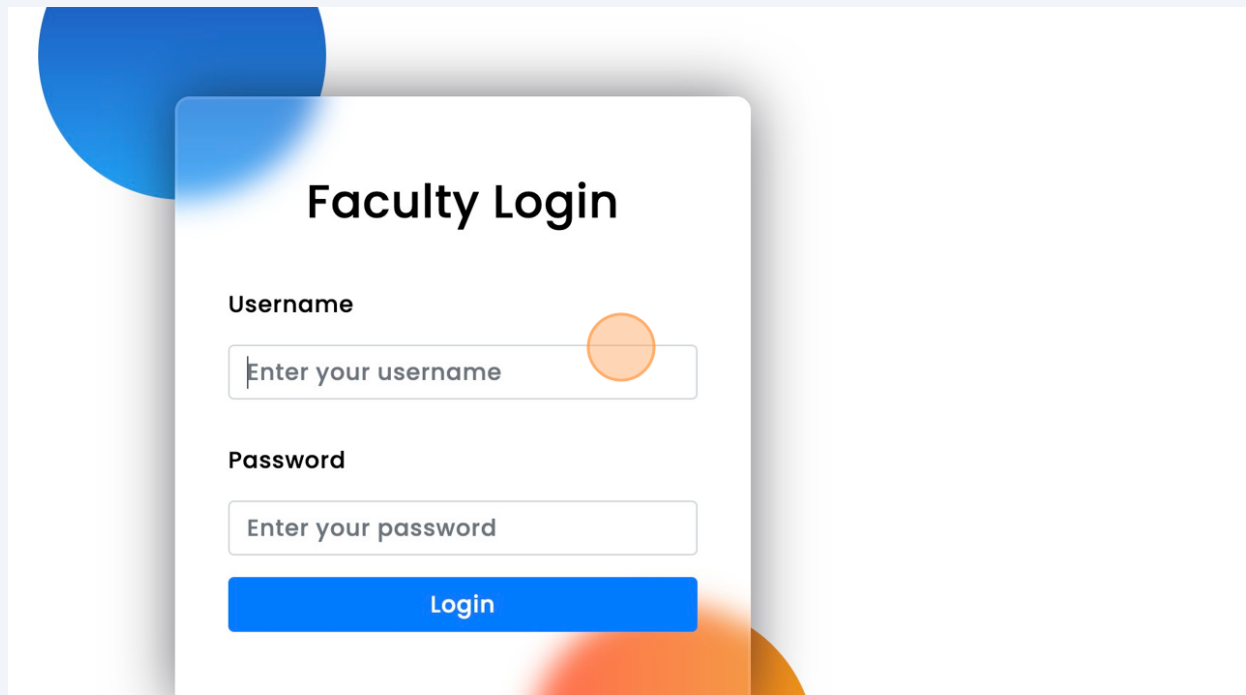
How to Add Announcement and Study Material to a Course as a faculty in ACADEMIX PORTAL

- 1 Navigate to ACADEMIX PORTAL website.

- 2 Click "Login" under faculty login window.



3 Click the "Username" field.



The image shows a 'Faculty Login' form with a white background and a subtle shadow. The form has a title 'Faculty Login' at the top. Below it are two input fields: 'Username' and 'Password'. The 'Username' field contains the placeholder text 'Enter your username'. An orange circle is positioned over the right side of the 'Username' input field, indicating the step. Below the 'Password' field is a blue 'Login' button. The background of the entire scene is light blue with large, semi-transparent blue and orange circles.

Faculty Login

Username

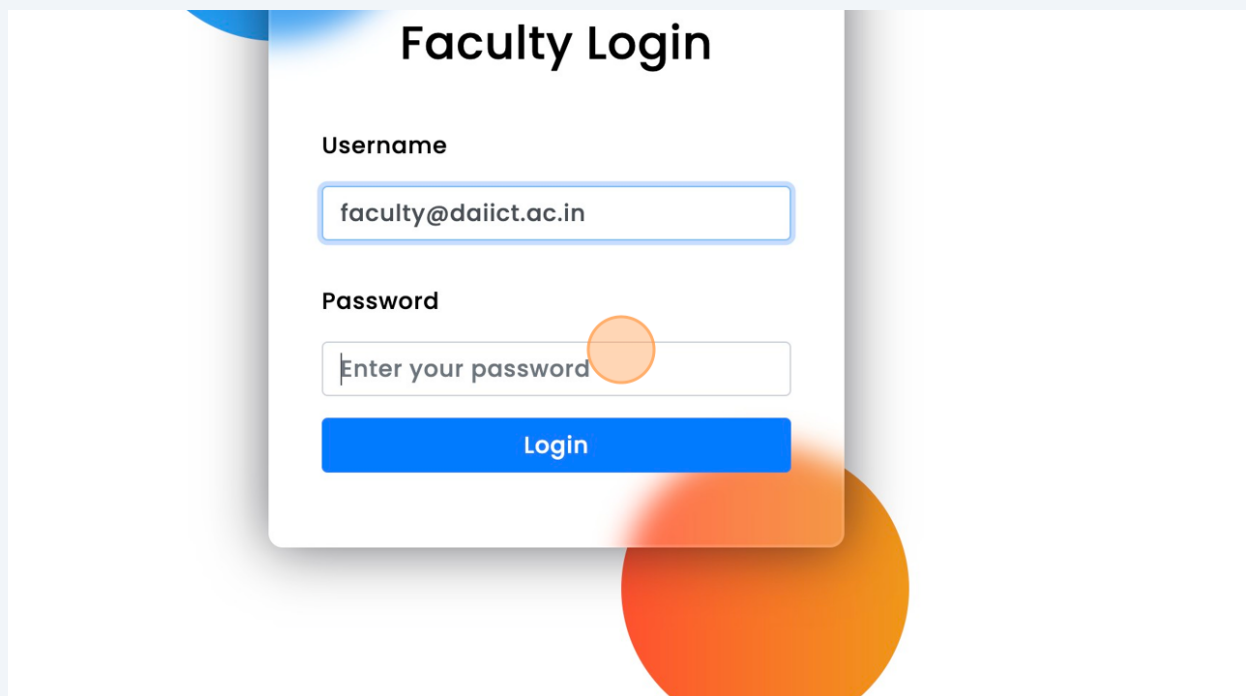
Enter your username

Password

Enter your password

Login

4 Click the "Enter your password" field.



The image shows the same 'Faculty Login' form as in the previous step. The 'Username' field now contains the text 'faculty@daiict.ac.in'. The 'Password' field contains the placeholder text 'Enter your password'. An orange circle is positioned over the right side of the 'Password' input field, indicating the step. The blue 'Login' button remains at the bottom. The background is light blue with large, semi-transparent blue and orange circles.

Faculty Login

Username

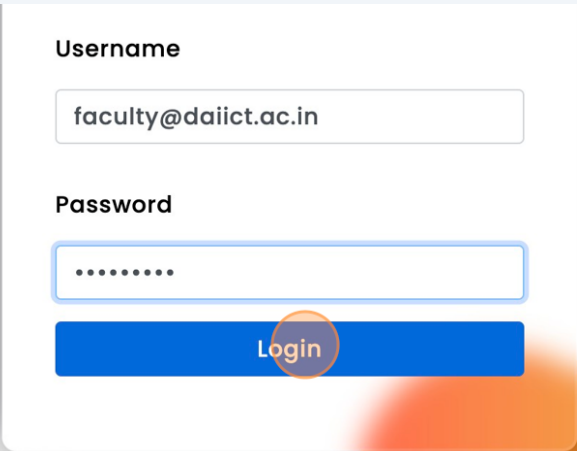
faculty@daiict.ac.in

Password

Enter your password

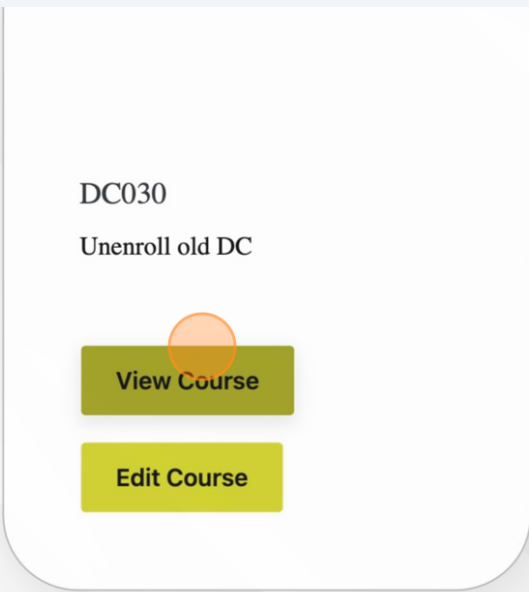
Login

5 Click "Login"



A login form is displayed on a white background. It contains two input fields: "Username" with the text "faculty@daiict.ac.in" and "Password" with masked characters ".....". Below the fields is a blue "Login" button. An orange circle highlights the "Login" button. A large orange circle is also visible in the background.

6 Click "View Course"



A course management interface is shown. It displays the course code "DC030" and the text "Unenroll old DC". Below this, there are two buttons: "View Course" and "Edit Course". An orange circle highlights the "View Course" button. The interface is set against a background with a light gray geometric pattern.

7 Click "Add Announcements" to add announcements for your course.

DC030 Announcements Material Assignments Query Feedback List Students List

Add Announcements 

8 Click "Assignments" to add assignments for your course.

DC030 Announcements Material Assignments Query Feedback List Students List

Add Announcements 

9 Click "Material" for adding materials for your course.

DC030 Announcements **Material** Assignments Query Feedback List Students List

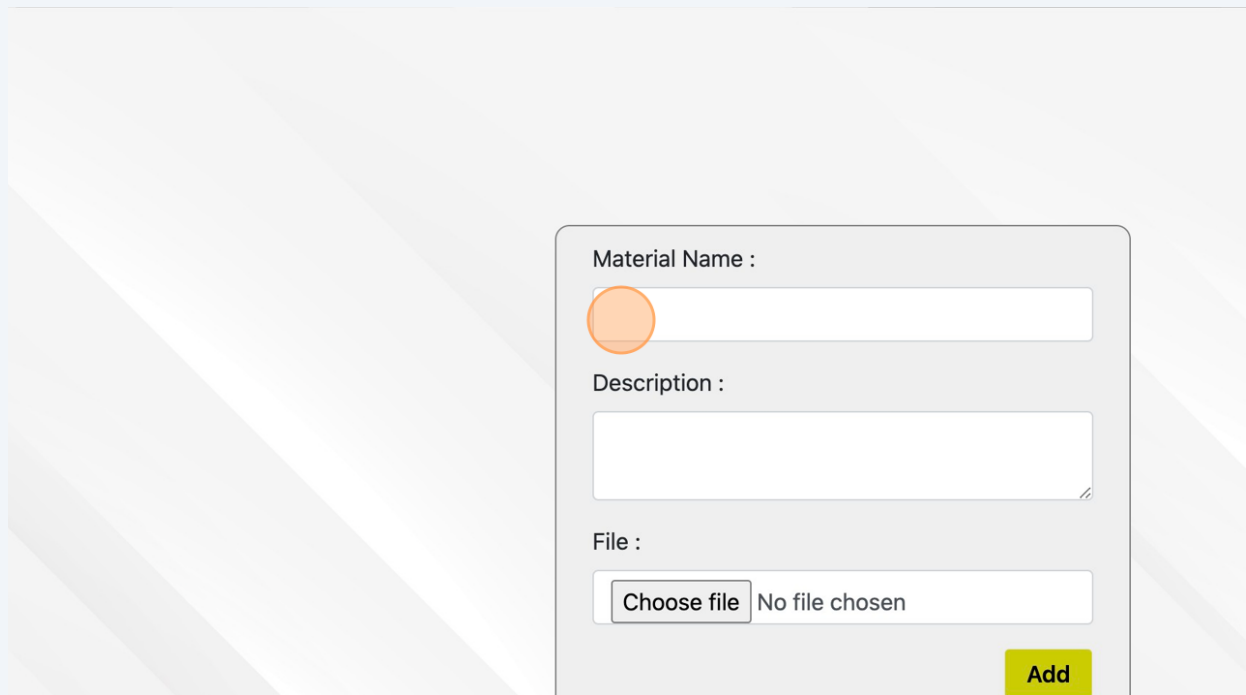
Create Assignment

10 Click "Add Material"

DC030 Announcements Material Assignments Query Feedback List Students List

Add Material 

11 Fill out the required details to add the material.



A screenshot of a form titled "Add Material" with a light gray background. The form contains three input fields: "Material Name :", "Description :", and "File :". The "Material Name" field has an orange circle highlighting its start. The "Description" field is empty. The "File" field has a "Choose file" button and the text "No file chosen". A yellow "Add" button is at the bottom right.

Material Name :

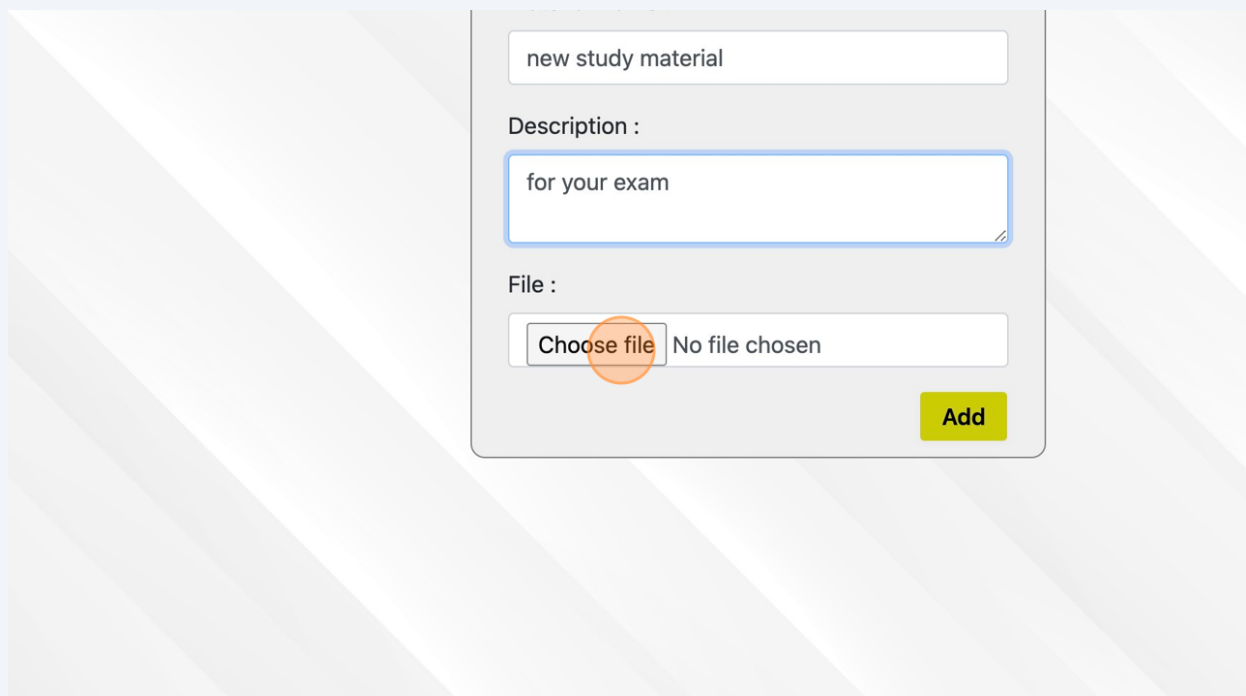
Description :

File :

Choose file No file chosen

Add

12 Click this file field and upload the material that you want to send to the students.



A screenshot of the same form as in step 11, but with text entered in the "Material Name" and "Description" fields. The "Material Name" field contains "new study material" and the "Description" field contains "for your exam". The "File" field has the "Choose file" button highlighted with an orange circle. The "Add" button remains at the bottom right.

new study material

Description :

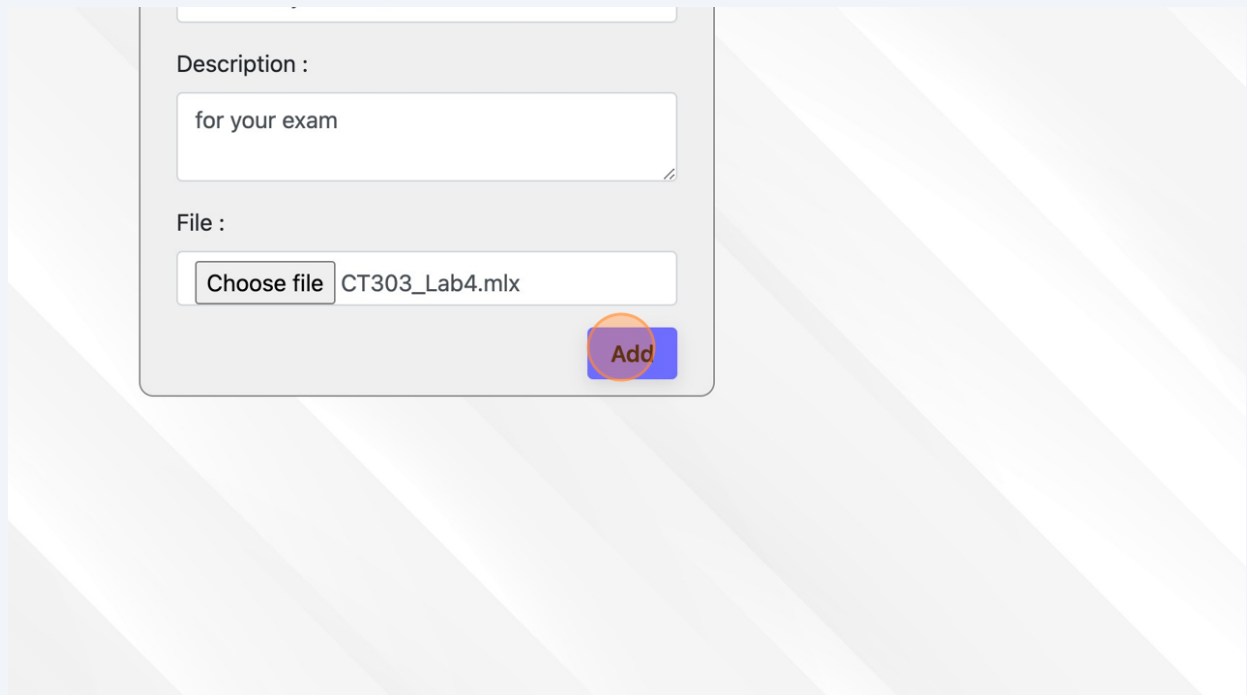
for your exam

File :

Choose file No file chosen

Add

13 Click "Add"



The screenshot shows a form with a light gray background. At the top, there is a label "Description :" followed by a text input field containing the text "for your exam". Below this, there is a label "File :" followed by a file selection interface. The file selection interface includes a button labeled "Choose file" and a text field displaying the filename "CT303_Lab4.mlx". At the bottom right of the form, there is a blue button with the text "Add" in white. An orange circle is drawn around the "Add" button, indicating it should be clicked.