Easy Attendance User Manual

1 What is Easy Attendance?

Easy Attendance is a simple computer application which enables teachers to take the attendance of the class with a mere click of a photograph. It saves a huge amount of time and effort.

2 Authentication and Account Creation

- For a new user, all the required details will be requested and a verification mail is sent to the entered email. Upon verifying the email, the user will be prompted to enter his password and a new user will be created with the entered credentials. These credentials can then be used for logging in.

- The application's home is a login window which requests the credentials of the user for login. Depending on whether the user is a professor or a student, he/she will be redirected to the corresponding home page.

- Any failure in the verification of the credentials will result in the form of an Error message on the screen.

- Any request of an inner url without authentication will redirect the user back to the authentication homepage.

3 Professor Manual

After the verification of credentials as a Professor, the user will be redirected to the Professor Home.

- The Professor Home consists of all the courses currently taught by the Professor. Upon selecting any course from this list, the user will be redirected to the Professor Course Page of the selected course.
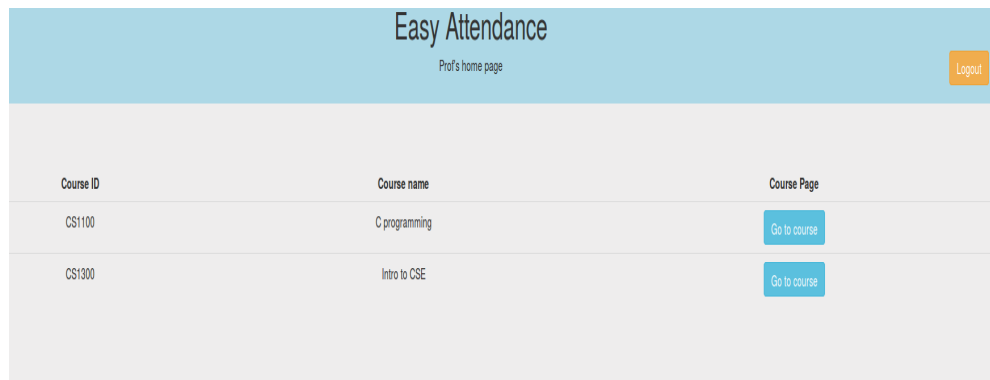
- The Professor Course page consists of options to Take Attendance of the class, view attendance reports of the class day-wise, View Student Queries and an option to go back to the Homepage.
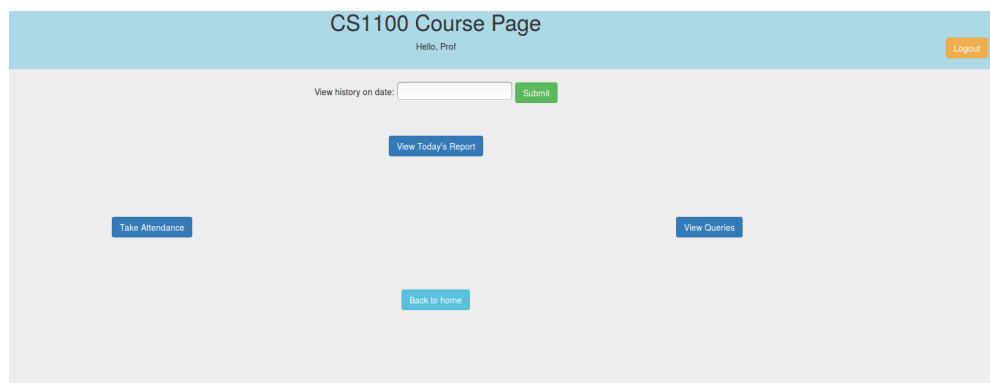
- Adding a new course or adding a student to any course is done by the admin directly in the back-end. For example, in our case we assume that the records are populated by the academic section or department office.

- Upon selecting Take Attendance in the Professor Home , the user will be redirected to a page where he/she can upload photographs of the class and Mark Attendance.The attendance will be updated after 5-10 minutes.
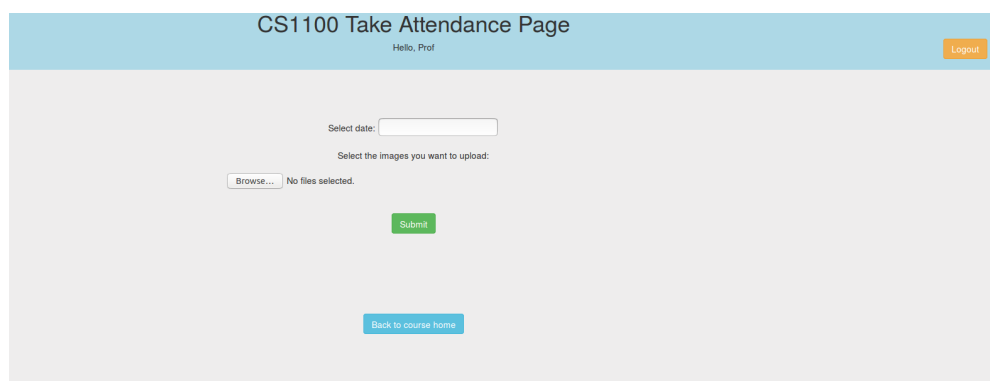
- Upon selecting a valid date in the day-wise report option , the user will be redirected to a new window where he/she can see the Day-wise Attendance report that shows the attendance status of all the students enrolled for that course on that particular day.

- Upon selecting View Queries, the user will be redirected to a page where he/she can see the attendance queries of students and can also change the attendance status of the queried student depending on the attendance report and their corresponding images.

- Any access to url's other than those permitted by the Professor will redirect the user back to the login page.

- An option to Logout is provided in each of the above pages.

4   Student Manual

After verification of credentials as a Student, the user will be redirected to Student Home.

- The Student Home consists of all the courses undertaken by the student currently and options to View Daily Report and View Queries regarding attendance.

- The courses undertaken by the student are added by the admin directly in the back-end.

- Upon selecting View Daily Report and entering a valid date, the user will be redirected to a window where he/she can see the attendance status of all the courses on that particular day.

- Upon selecting a particular course, the user will be redirected to a page where he/she can view the history of that particular course or can raise a query.

- On selecting View History, the user will be redirected to a page where he/she can view the history of attendance status of that particular course.

- Upon selecting Raise Query, the user will be redirected to a page where he/she can raise an attendance query with appropriate message requesting a change in his'/her's attendance status.

- Upon selecting View Queries, the user will be redirected to a page where he/she can view the status of all the queries raised by himself/herself.

- Any access to url's other than those permitted by the Student will redirect the user back to the login page.

- An option to Logout is provided in each of the above pages.