

Volume

1

STRUCTURE INSTITUTE

Bridging the Gap between Academe and Industry

DETAILED USER MANUAL

STRUCTURE INSTITUTE

Detailed User Manual

Login

[Back to Main Website](#)



Account Login

Email Address

Password

Figure 1. Login Page

1. In the E-mail address field, enter the e-mail address that is registered in the bank (as a sample, enter admin)
2. In the password field, enter your password (as a sample, enter “admin”).
3. If credentials are entered, click **Login**.

Admin Dashboard

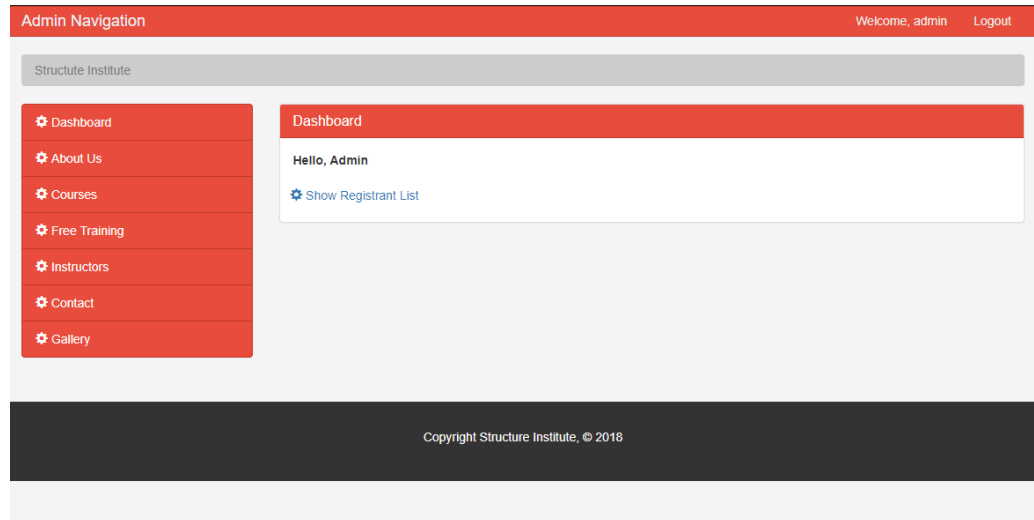


Figure 2. Admin Dashboard – Main Page

1. A list of registrants is managed here by clicking [Show Registrant List](#)
2. Here the admin can access all features in the side bar.

Registrants

Show entries Search:

ID	Name	E-mail	Contact No.	Subject
1	Arjay Veliganio	arjayveliganio@yahoo.com	09178888888	SAFE
2	Cristine Sia	cristinesia@yahoo.com	09174444444	SAP2000
3	Abraham Magpantay	abemagpantay@yahoo.com	09289999999	PERFORM 3D

Showing 1 to 3 of 3 entries Previous **1** Next

[Back to Admin Page](#)

Figure 3. Registrant List

1. This list is accessed by clicking the [Show Registrant List](#) in the Admin Dashboard – Main Page.
2. Here you can search and filter out Registrants.
3. You can go back to the Admin Dashboard – Main Page by clicking [Back to Admin Page](#)

ADMIN

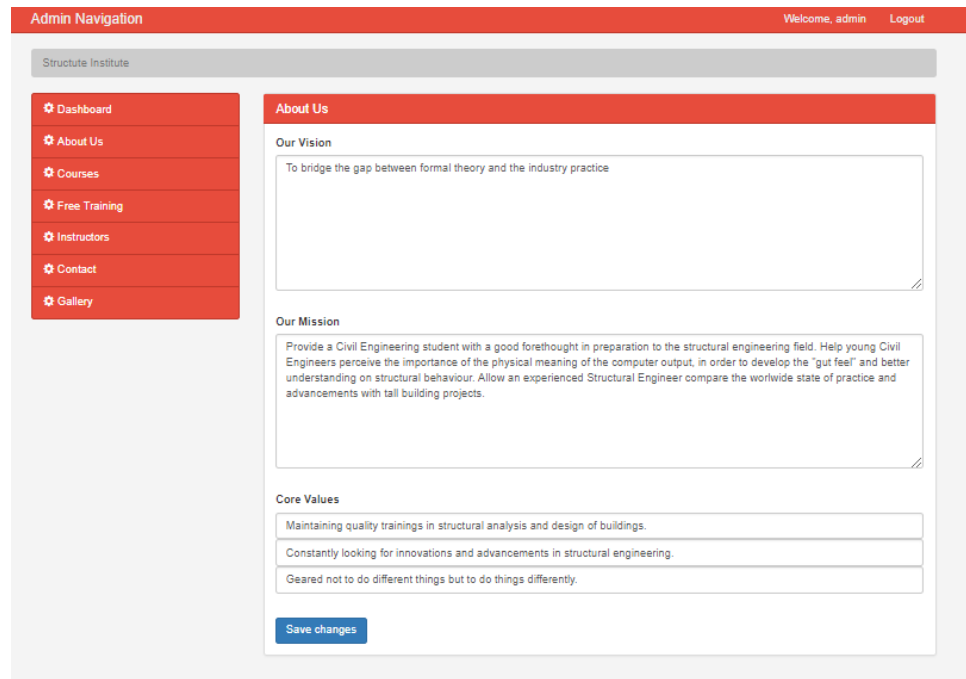
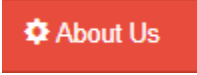



Figure 4. Admin Dashboard – About Us Page

1. This is accessed by clicking the  in the side bar.
2. Here you can edit the Vision, Mission, and the Core Values of the website.
3. Save your changes by clicking .

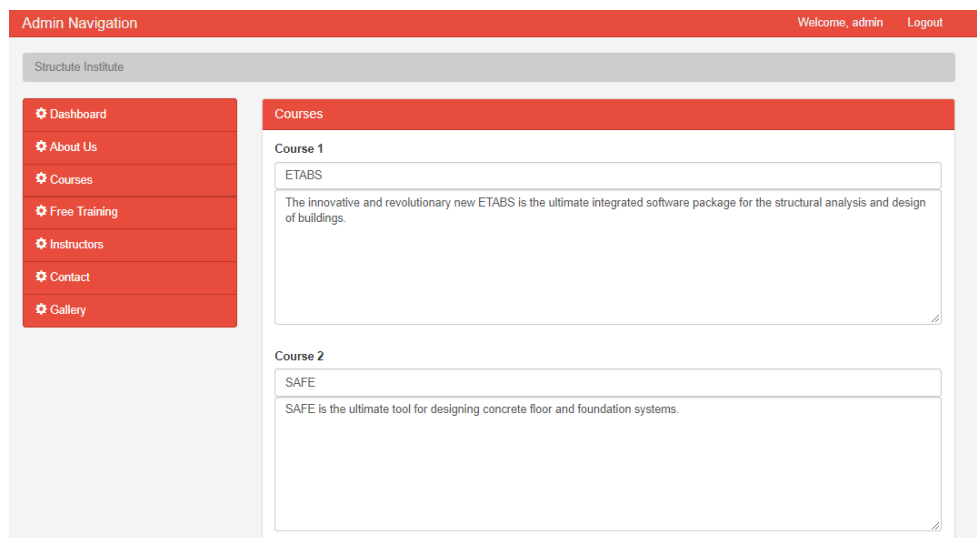

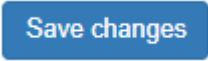


Figure 5. Admin Dashboard – Courses Page

ADMIN

1. This is accessed by clicking the  in the side bar.
2. Here you can edit the courses offered in the website.
3. Save your changes by clicking 

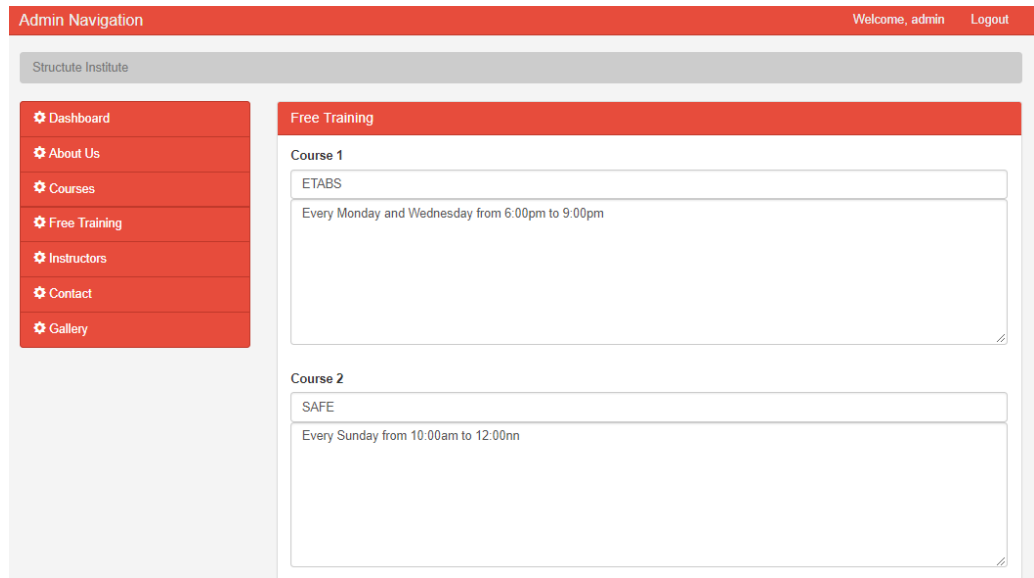




Figure 6. Admin Dashboard – Free Training Page

1. This is accessed by clicking the  in the side bar.
2. Here you can edit the free trainings offered in the website.
3. Save your changes by clicking 

ADMIN

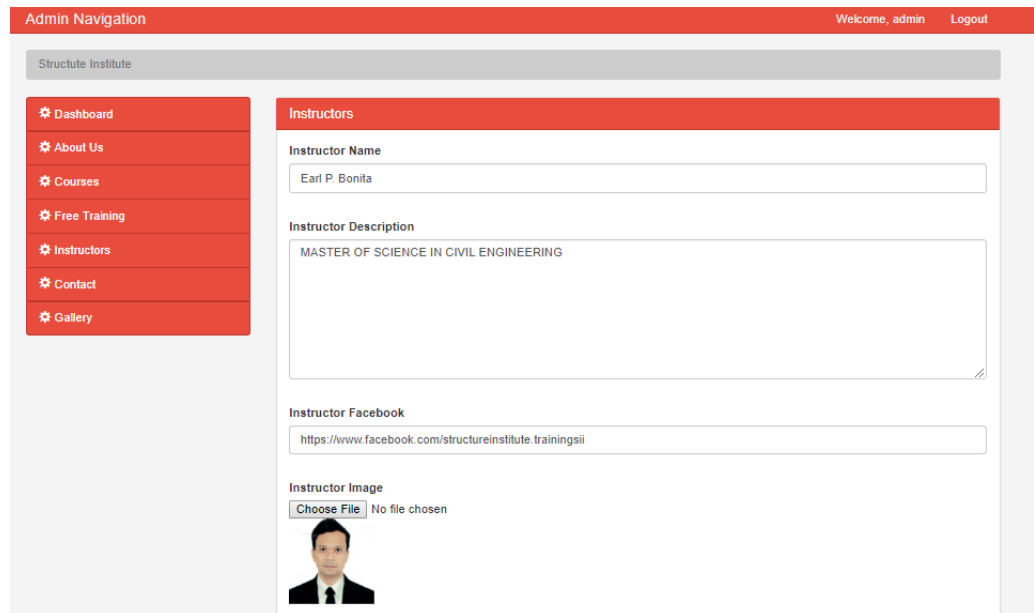
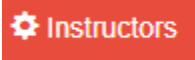
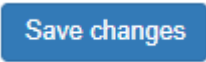


Figure 7. Admin Dashboard – Instructor Page

1. This is accessed by clicking the  in the side bar.
2. Here you can edit the instructor's information as seen in the website.
3. Save your changes by clicking .

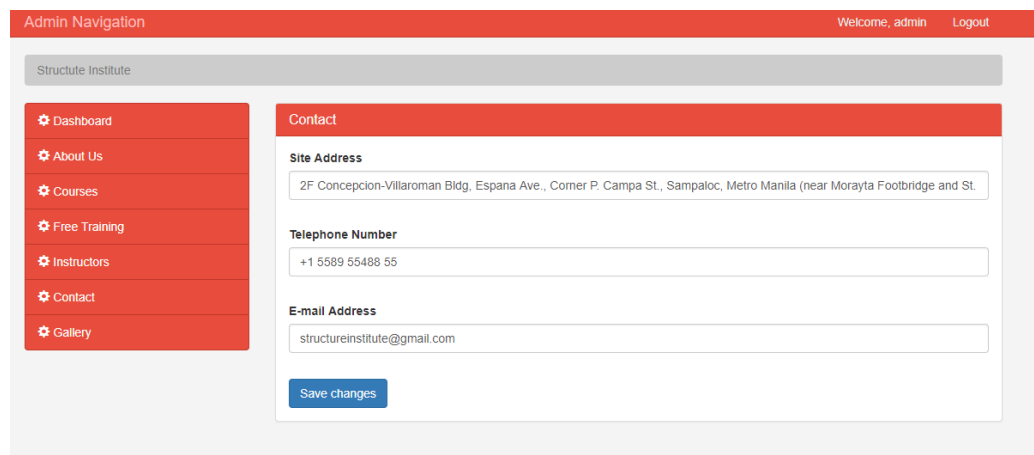


Figure 8. Admin Dashboard – Contact Page

1. This is accessed by clicking the  in the side bar.

ADMIN

2. Here you can edit the contact information as seen in the website.

3. Save your changes by clicking

Save changes

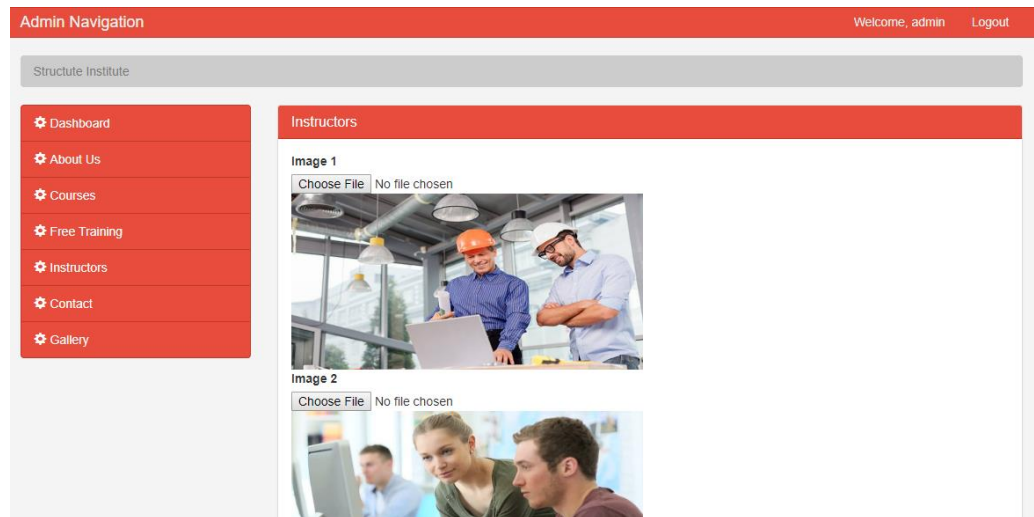


Figure 9. Admin Dashboard – Gallery Page

1. This is accessed by clicking the

Gallery

2. Here you can edit the gallery shown in the website.

3. Save your changes by clicking

Save changes