STRUCTURE INSTITUTE

Bridging the Gap between Academe and Industry

DETAILED USER MANUAL

STRUCTURE INSTITUTE

Detailed User Manual

Login

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**.
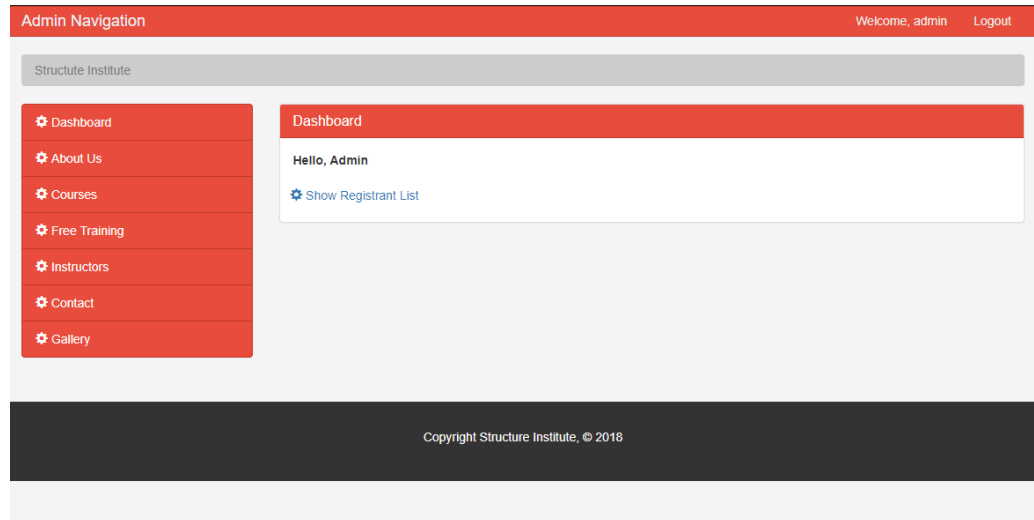
Admin Dashboard

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.

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**
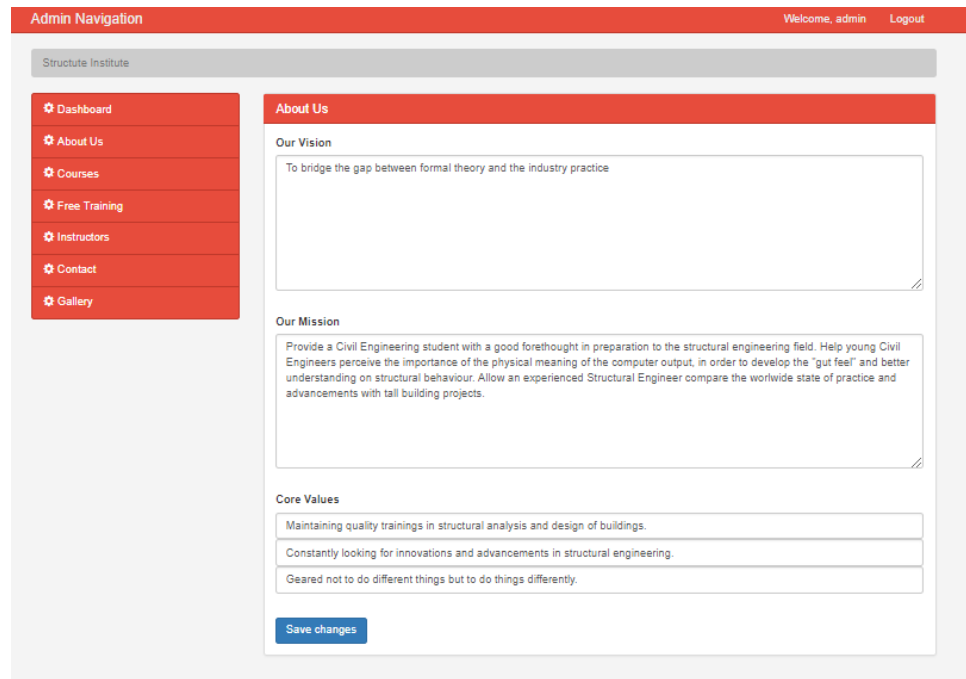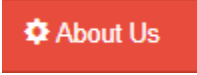
Figure 4. Admin Dashboard – About Us Page

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.
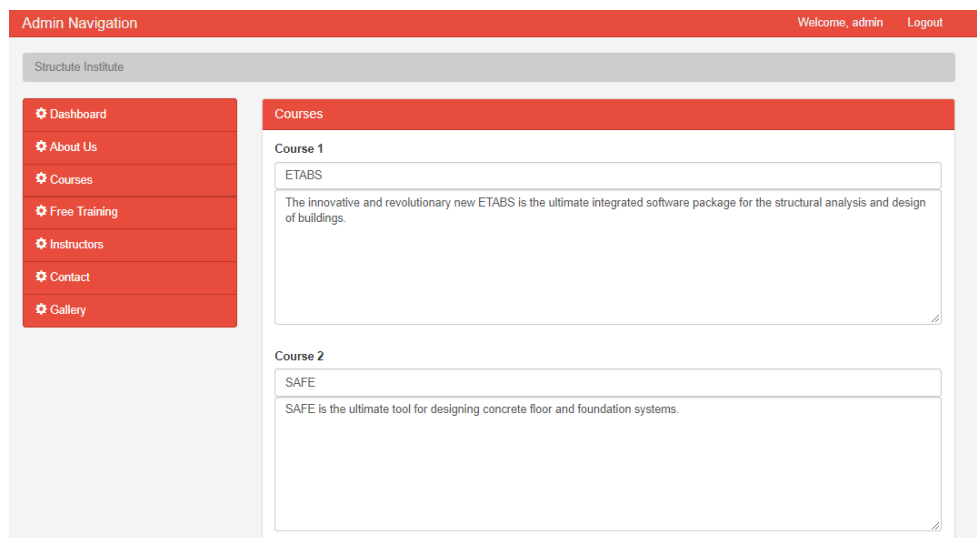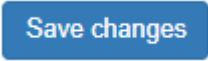
3. Save your changes by clicking

Figure 5. Admin Dashboard – Courses Page

1. This is accessed by clicking the **⚙ Courses** in the side bar.

2. Here you can edit the courses offered in the website.
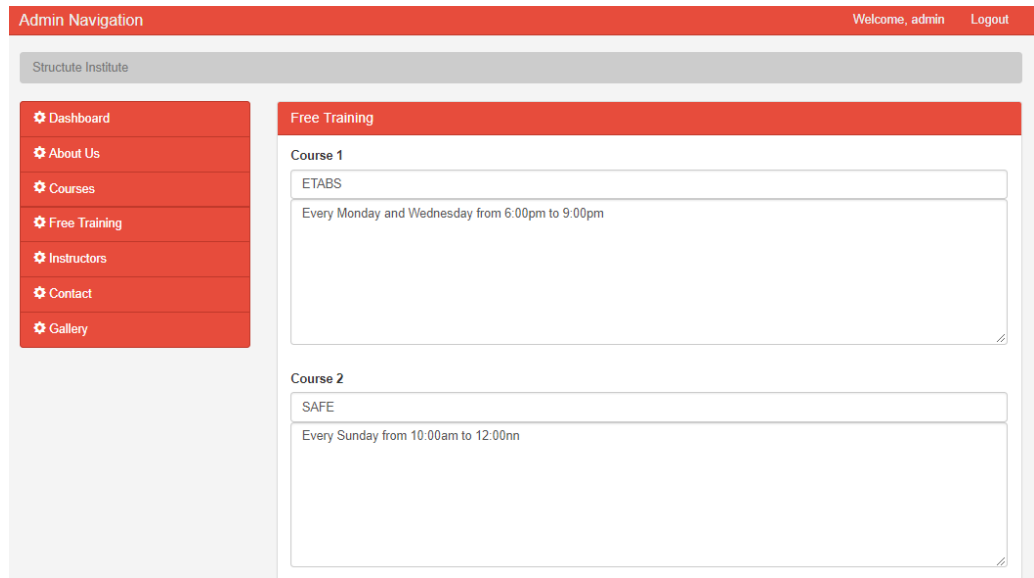
3. Save your changes by clicking **Save changes**

Figure 6. Admin Dashboard – Free Training Page

1. This is accessed by clicking the **⚙ Free Training** in the side bar.

2. Here you can edit the free trainings offered in the website.

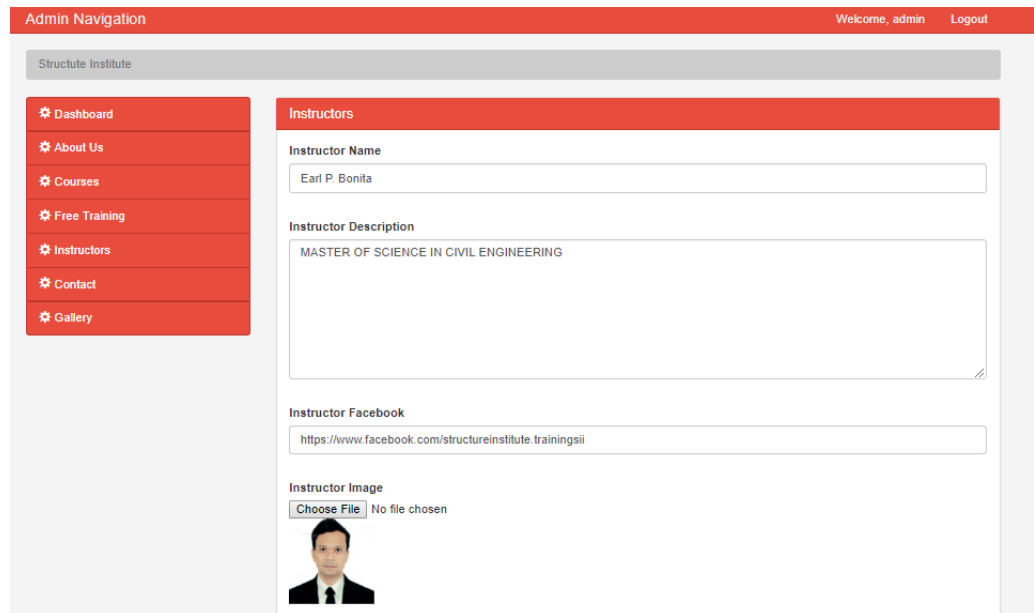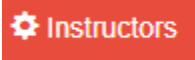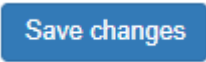3. Save your changes by clicking **Save changes**

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
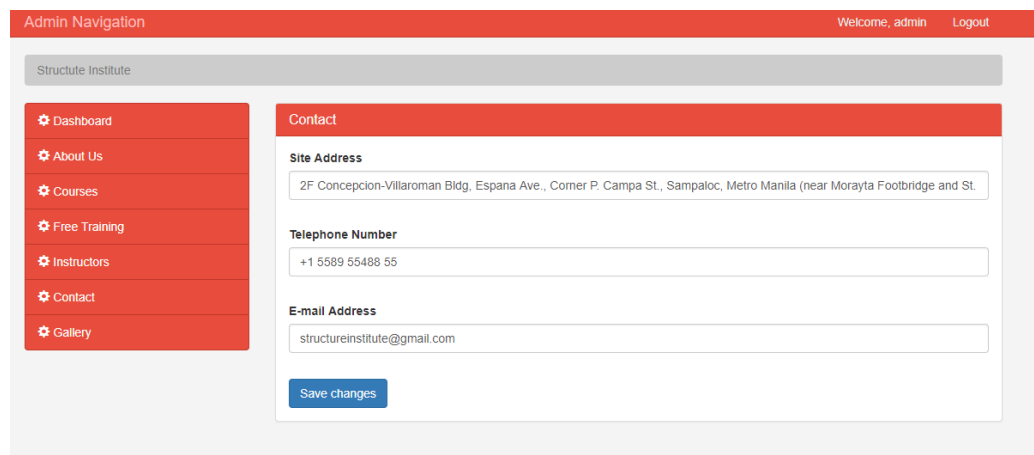

Figure 8. Admin Dashboard – Contact Page

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

2. Here you can edit the contact information as seen in the website.
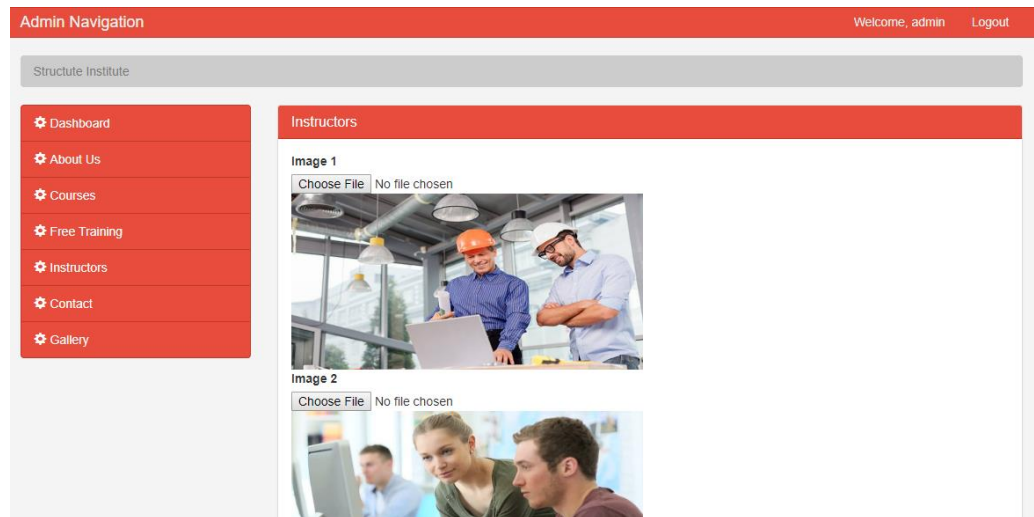
3. Save your changes by clicking **Save changes**

Figure 9. Admin Dashboard – Gallery Page

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

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

3. Save your changes by clicking **Save changes**