

LITHAR | USER MANUAL

This
Page
Left
Intentionally
blank

Contents

Introduction	6
Overview.....	7
Chapter #1 Basic Navigation.....	8
1.1 Sign In	9
1.2 Pages.....	13
Chapter #2 LITHAR Schematics	18
2.1 User Types	19
2.2 Teams & FYPS.....	20
2.3 Ideas & applications	21
2.4 panels and grading	22
Chapter #3 Dashboard Panels	23
3.1 Dashboard basics	24
3.1.1 user Details.....	24
3.1.2 Navbar	25
3.1.3 what are panels?.....	25
3.2 Admin Panel.....	26
3.2.1 User Management.....	26
3.2.2 FYP approval.....	26
3.2.3 FYP Panel Management	26
3.3 Instructor panel	27
3.3.1 FYPs under Supervision	27
3.3.2 All Submissions	27
3.3.3 Evaluate Research	27
3.3.4 Evaluate Research & Development.....	27
3.3.5 All FYPs.....	28
3.4 Student Panel.....	29
3.4.1 My Final Year Project.....	29
3.4.2 My Team.....	29
3.5 General Panel.....	30
3.5.1 Announcements	30
3.5.2 Resources.....	30
3.5.3 Idea List	30

3.5.4 Lithar Chat	30
3.6 Overview	31
Chapter #4 Instructor Modules	33
4.1 FYPs Under Supervision	34
4.2 All Submissions	34
4.3 Evaluate Research.....	34
4.4 Evaluate Research & Development.....	38
4.5 All FYPs	41
Chapter #5 Student Modules	45
5.1 My Team	46
5.2 My FYP!	47
5.2.1 No Team Registered.....	47
5.2.2 No Final Year Project (FYP) Assigned.....	48
5.2.3 FYP Ongoing.....	48
Chapter #6 Forms	51
Chapter #7 FYP Grading	52
Chapter #8 Resources	53
8.1 Viewing Resources.....	54
8.2 Adding Resources.....	55
8.3 Guidelines and Example	57
Chapter #9 Announcements	59
Page	59
9.1 Viewing Announcements	60
9.2 Making Announcements	62
9.3 What to Announce?.....	64
9.4 Example Announcement.....	66
Chapter #10 Idea List	69
Chapter #11 Lithar Chat.....	70
Chapter #12 Lithar Admin Pages	71
Chapter #13 Django Administration Panels	72
Chapter #14 Further Notes.....	73

CONTENTS

- Ch#4 Instructor Modules
 - FYPs Under Supervision
 - All Submissions
 - Evaluate Research
 - Evaluate Research & Development
 - All FYPS
- Ch#5 Student Modules
 - My Team
 - MyFYP!
- Ch#6 Forms
 - 6.1 Students
 - Create team
 - Idea Registration
 - 6.2 Instructors
 - Evaluate Research
 - Evaluate Research & Development
 - 6.3 Admins
 - Create/add user.
 - Create Team
- Ch#7 FYP grading
 - 7.1 FYP-I
 - 7.2 FYP-II
- Ch#8 Resources
- Ch#9 Announcement
- Ch#10 Django Administration Panels

- Ch#11 Further Notes

Introduction

Welcome to the user manual for LITHAR, your comprehensive guide to navigating and maximizing the potential of our platform designed specifically for Final Year Projects (FYPs).

Whether you're a student embarking on your final year project journey or an academic supervisor, LITHAR is here to streamline the FYP process and elevate your project experience.

In this manual, you'll find detailed instructions, tips, and insights to help you effectively utilize all the features and functionalities of LITHAR.

LITHAR offers a robust suite of tools tailored to meet the unique needs of FYP stakeholders. Let's dive in and unlock the full potential of your Final Year Project experience with LITHAR!

Overview

LITHAR encompasses the management of FYPs from three perspectives: the students, instructors/supervisors, and administrative staff. The software caters to a variety of functionalities, including forms for generating teams, panels, grading results for panels, circulation of FYP ideas, and management panels to oversee users.

For students, LTHAR offers the ability to join teams for FYPs and manage as well as view the progress of their FYP. Along with this, there is communication and sharing of resources available for the students.

For Instructors (or FYP supervisors), LITHAR offers the functionalities of managing multiple FYPs, students, Panels, and forms all whilst sharing resources, grading, scheduling, and managing resources of students and the respective FYPs.

LITHAR also offers backend user management to administrative users via Django Administration.

Chapter #1

Basic

Navigation

1.1 Sign In

It is recommended to follow the steps below to sign in to LITHAR.

1. Navigate to the LITHAR Website: Open your web browser and go to the official LITHAR website (e.g., www.lithar.com).

2. Locate the Sign-In Option: Look for the "Sign In" or "Log In" button on the homepage. This is typically located in the top-right corner of the website.



Fig 1.1.1 LITHAR starting page.

3. **Click on Sign-In:** Click on the "Sign In" or "Log In" button to proceed to the sign-in page.

4. **Enter Your Credentials:** On the sign-in page, you will be prompted to enter your username and password. If you are a new user, you may need to register for an account by clicking on the "Sign Up" or "Register" option and providing the required information.



Fig 1.1.2 LITHAR Sign in page.

5. **Complete the Sign-In Process:** After entering your credentials, click on the "LOGIN" button to complete the sign-in process.

6. **Verify Your Account (If required):** Depending on the security settings of the platform, you may need to verify your account

through email verification. Follow the instructions provided to verify your account and proceed with signing in.

7. Access Your Account Dashboard: Once you have successfully signed in, you will be redirected to your account dashboard, where you can access your profile, projects, messages, notifications, and other features available on LITHAR.

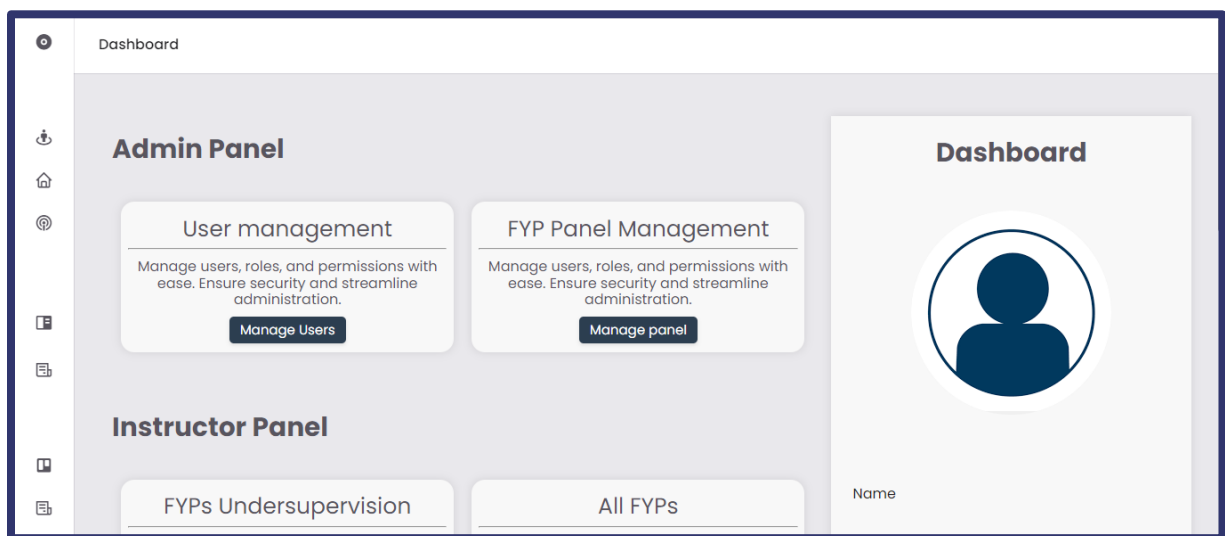


Fig 1.1.3 LITHAR Dashboard page.

In the case of Administration, you will get an option to go to the Django Administration panel.

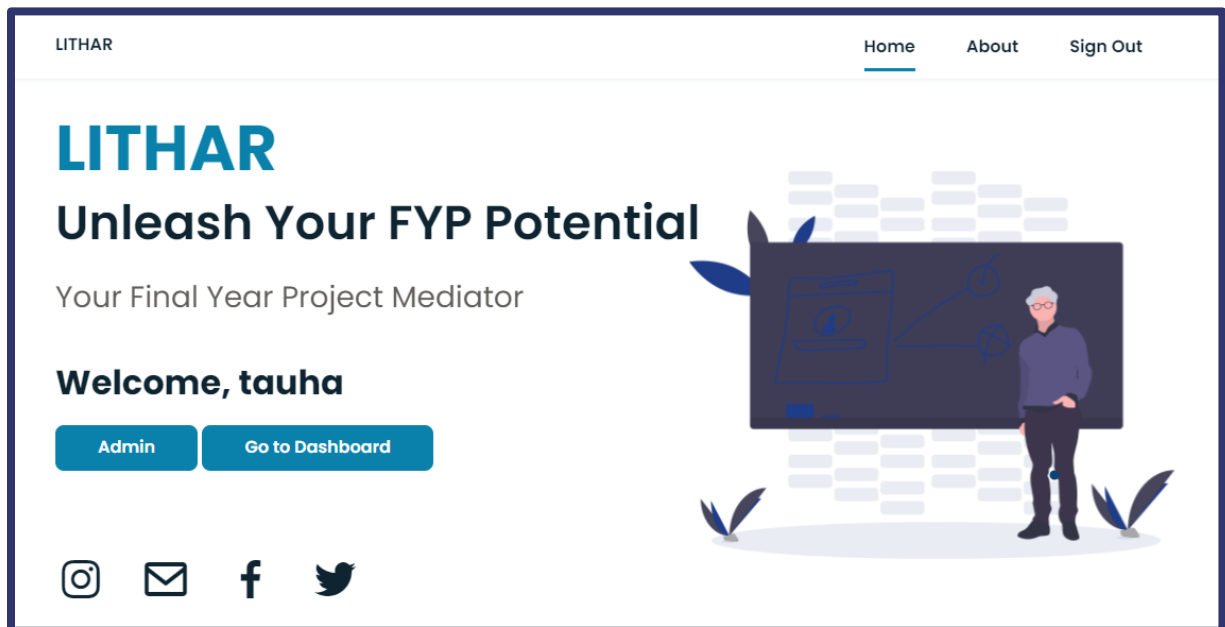


Fig 1.1.4 page with option between administration and Dashboard.

That's it! You have now successfully signed into LITHAR and can begin exploring the platform and its features.

If you encounter any issues during the sign-in process, you may refer to the platform's help section or contact customer support for assistance.

1.2 Pages

There are many pages available for users, of which some are only available to specific users. The pages are grouped into 4 categories:

1.Admin (for administrative users)

The pages included are.

- **Admin Panel**
Leads Django Administration Panels (see Admin's Guide)
- **User Management**
User management page (see Admin's Guide)
- **Panel Management**
Panel management page (see Admin's Guide)

2.Instructor (pages available for faculty and teaching staff)

The pages included are.

- **FYPs Under Supervision**
(no data available)

- **All FYPs**
(...)

3. Student (pages available for students)

The pages included are.

- **My FYP!**
Includes data regarding the progress and updates of your FYP. Only visible when the team is registered and the Idea is approved.
- **My Team**
(no data available)

4. General (pages available for all users)

The pages included are.

- **Announcements**
A page to showcase announcements regarding FYPs. Where faculty can make announcements and both Students and Instructors can view as well as comment on announcements.
- **Resources**
This page contains links to resources and material for your FYP. Available to students and instructors.

This page serves as a landing area to view and manage multiple resources regarding your FYP.

- **Idea List**
(no data available)
- **LITHAR Chat**
(... tbd ..)
- **Terms of Service**
(no data available)

You can access these pages via the navbar, located on the left side of every webpage.

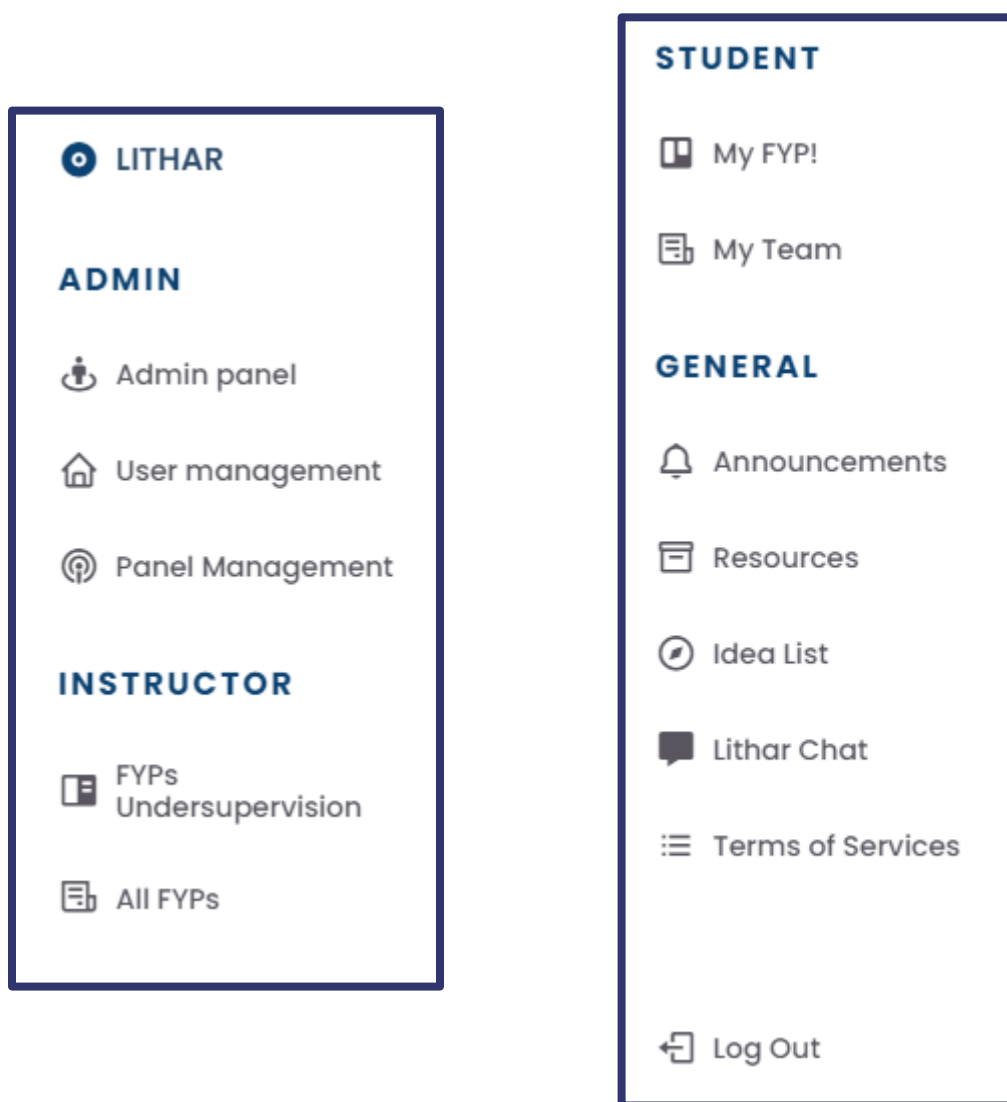


Fig 1.2.1, Fig 1.2.2 navbar showing access to all the pages.

These pages have been discussed in detail in further chapters of this user manual.

Here is a table showing the availability of pages for all three types of users

(ticks '✓' represent the availability of the page to the user)

PAGES	USERS		
	Administrator	Instructor	Student
Sign in (all pages)	✓	✓	✓
Dashboard	✓	✓	✓
Admin Panel	✓	-	-
User Management	✓	-	-
Panel Management	✓	-	-
FYPs Under Supervision	-	✓	-
All FYPs	-	✓	-
My FYP!	-	-	✓
My Team	-	-	✓
Announcements	-	✓	✓
Idea List	-	✓	✓
LITHAR Chat	-	✓	✓
Terms of Service	✓	✓	✓
Log out	✓	✓	✓
Documentation	✓	✓	✓

Table 1.2.1 Pages and their respective availability according to user types

Key: '✓' means that the page is available and '-' means it is not available

Chapter #2

LITHAR

Schematics

This chapter discusses the logical schematics and working of LITHAR, guiding you through the entire process of your FYP, from registration to grading, within the software environment of the LITHAR.

2.1 User Types

2.2 Teams & FYPS

2.3 Ideas & applications

2.4 panels and grading

Chapter #3

Dashboard Panels

This chapter is dedicated to exploring the Dashboard with you, exposing all the features and navigation techniques provided in LITHAR.

3.1 Dashboard basics

The dashboard is the main landing page for all users at first. Its full view is different depending on the type of user. It is composed of three main parts visible to the user Details, the Navbar, and Panels.

3.1.1 user Details

This section displays basic information about the currently logged-in user. It's typically placed on the top left corner of the dashboard and functions like a user profile card. A quick reference point for the user to see their name, role, profile picture, or any other relevant details.

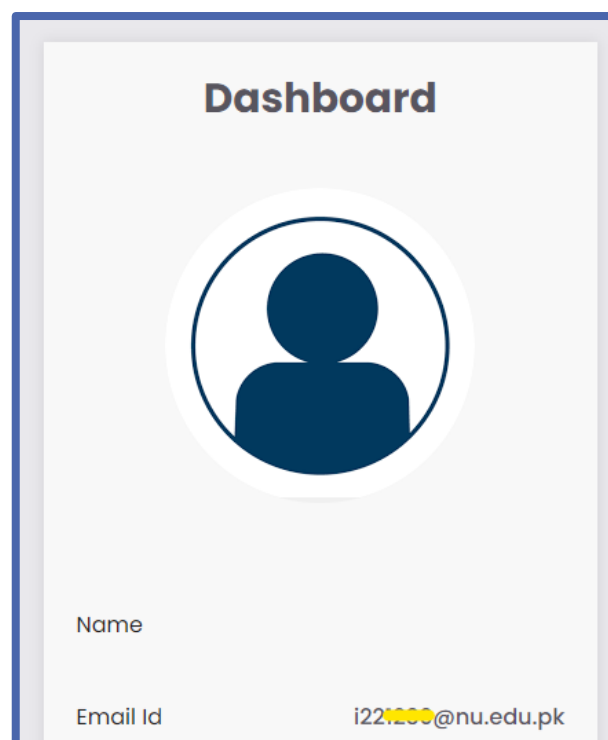


Fig 3.1.1 Dashboard – User

3.1.2 Navbar

The navbar is the main navigation component of the dashboard. It provides users with a way to access different features and functionalities within the application. Think of it as the roadmap that helps users find what they need. It's usually located horizontally across the top or on the side of the dashboard.

3.1.3 what are panels?

Panels are the sections within the dashboard that display specific functionalities relevant to the type of user. Imagine them as individual modules that are to present to access the most important information for the user. Panels will vary for different types of changing the dashboard view. They let you access the required features of Lithar.

3.2 Admin Panel

This panel is only visible and accessible to Admin-type users. This contains three of the following modules.

3.2.1 User Management

Manage users, roles, and permissions with ease. Ensure security and streamline administration. Allows you to go to the page which allows you to manage all users, of any type as well as the teams. You may be able to add users, create teams, and add admins as well as instructors.

3.2.2 FYP approval

After the First defense, FYP ideas are waiting for your approval here

<this page is incomplete/>

3.2.3 FYP Panel Management

<data unavailable/>

3.3 Instructor panel

This panel is only visible and accessible to Instructor users. This contains the following modules.

3.3.1 FYPs under Supervision

Access all supervised Final Year Projects easily and enhance your FYP management experience.

<data unavailable/>

3.3.2 All Submissions

All Final Year Project Submissions for evaluation are available here on this page. This Page will allow you to create, collect, evaluate, and grade all submissions during any ongoing FYP.

3.3.3 Evaluate Research

Leads to an evaluation form for *FYP-1 Development, Midterm Report Examination*. The page gives you the form to fill in as a panel member. This form requires you to evaluate information such as report format, scope, requirements, and software design regarding the FYP. It also allows you to add comments and observations.

3.3.4 Evaluate Research & Development

Leads to an evaluation form for *Proposal Defense Presentation FYP-1*. The page gives you the form to fill in as a panel member. This form requires you to evaluate information regarding the quality of the presentation of the FYP. It also allows you to add comments and observations.

3.3.5 All FYPs

This module allows you to access Lithar's Final Year Project Showcase. Here you can view and observe all the FYPs under your supervision.

3.4 Student Panel

This panel is only visible and accessible to Student users. This contains the following modules.

3.4.1 My Final Year Project

This module allows you to access a Personal Dashboard to view your FYP details. It displays the titles of your FYP, technical details, team member information, progress insights, grading, remarks, and upcoming events. However, this information is only available to view when you have a fully registered FYP and Team. If this is not the case, then this page will show you a message accordingly.

3.4.2 My Team

<data unavailable/>

3.5 General Panel

This panel is visible and accessible to all users. This contains three of the following modules.

3.5.1 Announcements

This module allows you to access and view announcements regarding Final Year Projects. You can view your upcoming work and view Important announcements and reminders to help you reach the best performance.

3.5.2 Resources

This module allows you to access shared Resources regarding Final Year Projects. You upload and download files as well as organize your resources.

3.5.3 Idea List

This module allows you to access Lithar's Final Year Project Idea showcase. Here you can view, observe, and apply ideas for your very own FYP!

3.5.4 Lithar Chat

<page incomplete/>

3.6 Overview

Here is a general overview of the main dashboard.

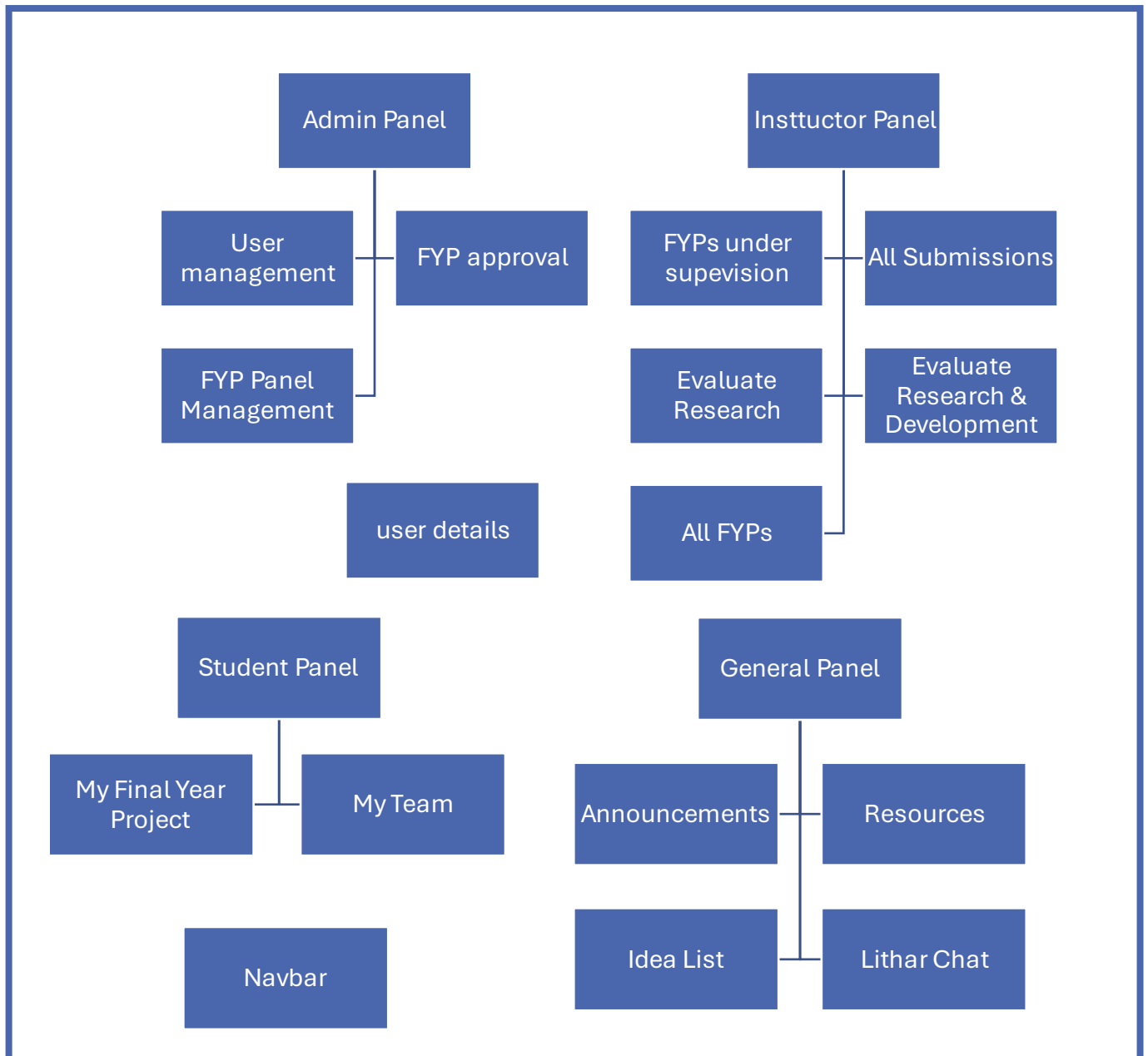


Fig 3.6.1 Dashboard Modules

A table showing all the modules on the dashboard.

DASHBOARD MODULES	USERS		
	Administrator	Instructor	Student
ADMIN PANEL	✓	-	-
User Management	✓	-	-
FYP Approval	✓	-	-
FYP Panel Management	✓	-	-
INSTRUCTOR PANEL	-	✓	-
FYPs Under Supervision	-	✓	-
All Submissions	-	✓	-
Evaluate Research	-	✓	-
Evaluate Research & Development	-	✓	-
All FYPs	-	✓	-
STUDENT PANEL	-	-	✓
My FYP!	-	-	✓
My Team	-	-	✓
GENERAL PANEL	✓	✓	✓
Announcements	✓	✓	✓
Idea List	✓	✓	✓
LITHAR Chat	-	✓	✓
Terms of Service	✓	✓	✓
Log out	✓	✓	✓
Documentation	✓	✓	✓
OTHER UNITS	✓	✓	✓
Navbar	✓	✓	✓
User Details	✓	✓	✓

Table 3.6.1 Dashboard Modules and Accessibility

Key: '✓' means that the page is available and '-' means it is not available

Chapter #4

Instructor Modules

4.1 FYPs Under Supervision

<data unavailable/s>

4.2 All Submissions

This page is a digital form visible to instructor type users. This page is used All FYPs. The page has the following components.

Dashboard Overview

This is the main page where users can access an overview of their final year projects.

“This is Lithar’s Final Year Project Showcase. You can view and observe all of them here!” This welcoming message sets the context for project exploration.

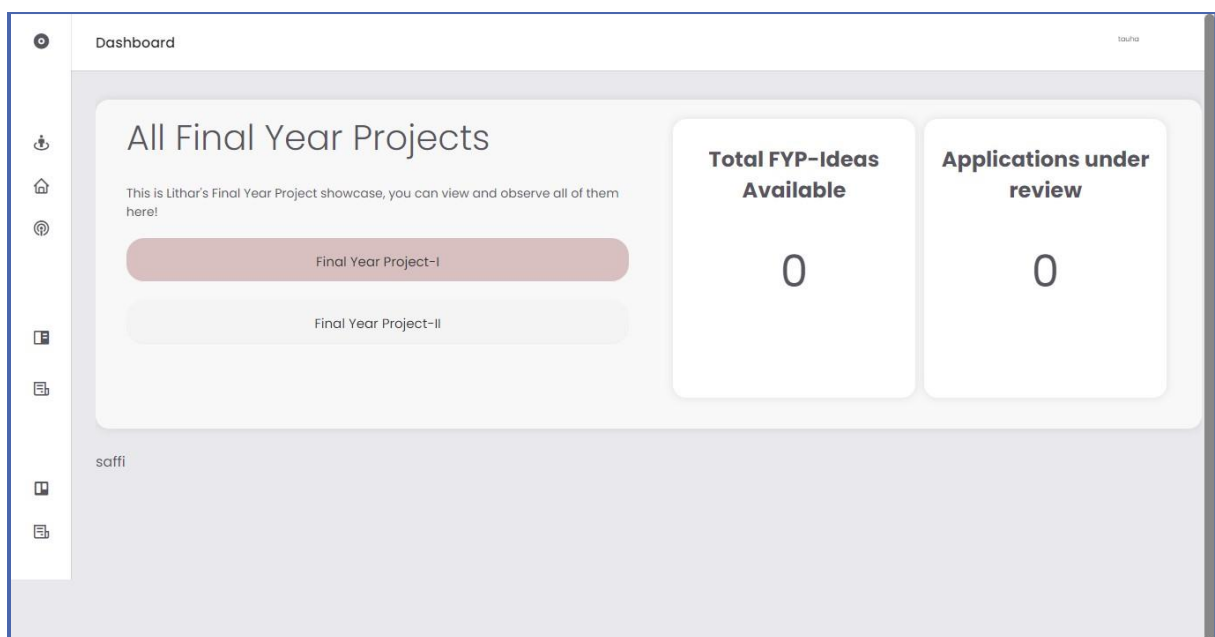


Fig 4.2.1 All Submissions – full page view

Project Interaction Area

Interactive Elements:

Two labeled sections: “Final Year Project-1” (with a downward arrow) and “Final Year Project-II” (also with an arrow).

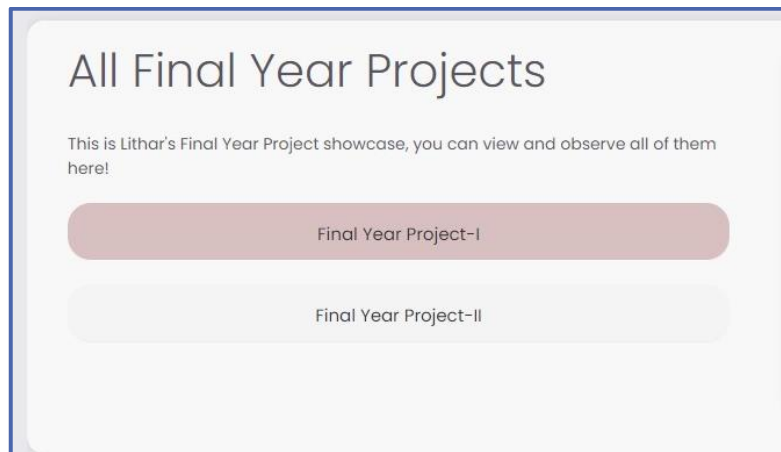


Fig 4.2.2 All Submissions – Project Interaction Area

Purpose:

Choose one to filter out the FYPs that will be shown below . Clicking on them provides more filtered view of projects.

Statistics Section

Numerical Displays:

- “Total FYP-Ideas Available”: Shows the number available FYPs
- “Applications under review”: Also displays number of applications under review

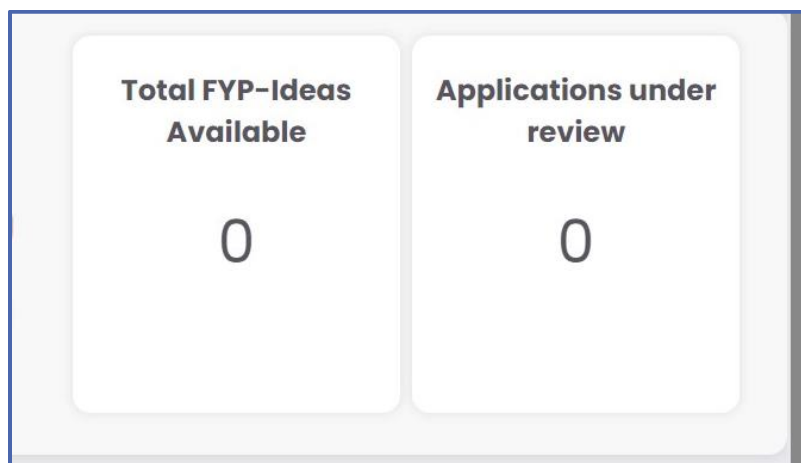


Fig 4.2.3 All Submissions – Statistics Section

Purpose: These counters track project ideas and applications related to final year projects.

Footer Section

This section is the section below the main card and is used to showcase / display cards displaying FYPs with some basic viewable information.

4.3 Evaluate Research

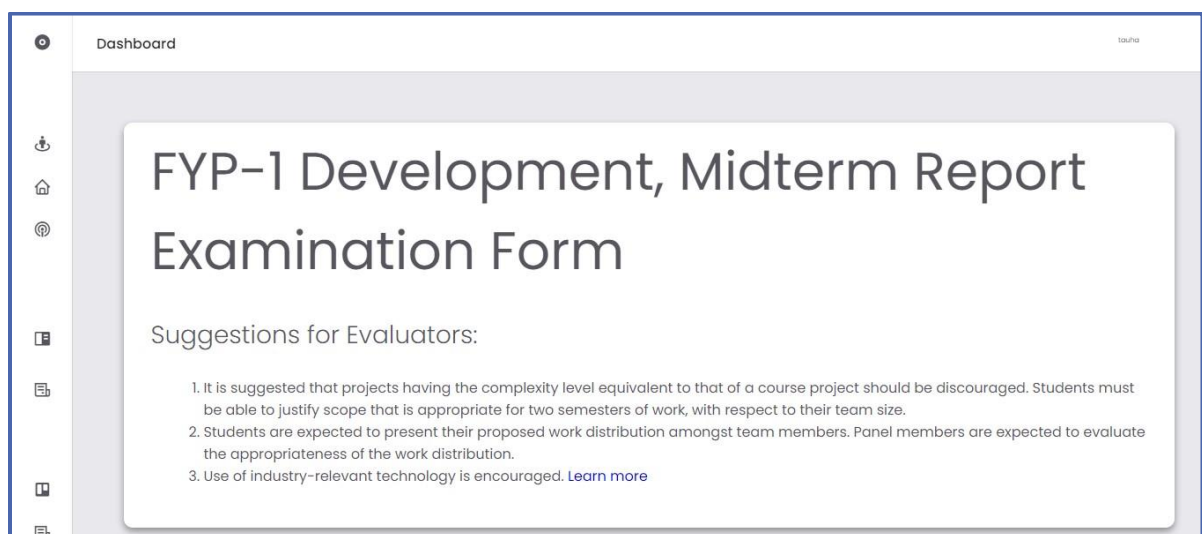
This page is a digital form visible to instructor type users. This page is used to grade FYPs in the Research category. The page has the following components.

Welcome Card

Page Title: Likely displayed prominently at the top of the page.

Content for Evaluators:

1. Provides instructions or suggestions for evaluators.
2. May include guidance on assessing project complexity, work distribution, and technology relevance.
3. Sets the context for the evaluation process.



Dashboard

FYP-1 Development, Midterm Report Examination Form

Suggestions for Evaluators:

1. It is suggested that projects having the complexity level equivalent to that of a course project should be discouraged. Students must be able to justify scope that is appropriate for two semesters of work, with respect to their team size.
2. Students are expected to present their proposed work distribution amongst team members. Panel members are expected to evaluate the appropriateness of the work distribution.
3. Use of industry-relevant technology is encouraged. [Learn more](#)

Fig 4.3.1 Evaluate Research – top half

Grading Sections

1. Section Title:

- a. Appears at the beginning of each evaluation section.
- b. Describes the focus of that section (e.g., “Quality of Report and Format”).
- c. May also indicate the section number and percentage weightage.

2. Grading Card:

- a. Contains interactive questions related to the evaluation criteria.
- b. Examples:
 - i. Sliders for grading (e.g., clarity, visual aids, delivery).
 - ii. Comment boxes for detailed feedback.
 - iii. Radio buttons for selecting options.
 - iv. Evaluators use these elements to assess specific aspects of the project.

The screenshot shows a software interface for evaluating a report. At the top, a header bar displays 'Report Format' in bold black text, followed by '(5% Marks)' in red. Below this, 'Section 0' is centered. The main content area is a white card with the title 'Quality of Report and Format' in bold. It contains two evaluation items, each with a blue circular slider and a score of 0 on the right. The first item is 'Compliance with the prescribed report format/layout as described in the FYP handbook'. The second item is 'Correct English Language & Grammar'. At the bottom of the card, there is a green button labeled 'Next'.

Fig 4.3.1 Evaluate Research – bottom half

Next and Submit

“Next” Button:

Allows evaluators to proceed to the next set of questions or the next section.

Clicking “Next” leads to additional evaluation criteria.

Final Question (Submit):

Replaces the “Next” button in the last section.

Indicates that evaluators have completed their assessments.

Clicking “Submit” finalizes the evaluation process.

4.4 Evaluate Research & Development

This page is a digital form visible to instructor type users. This page is used to grade FYPs in the Research and Development category. The page has the following components.

Title

Appearance: Likely a prominent heading or label at the top of the page.

Purpose: Welcomes users and provides context. It sets the tone for the submission process.

Guidelines: No specific guidelines for the title; it’s informative and welcoming.

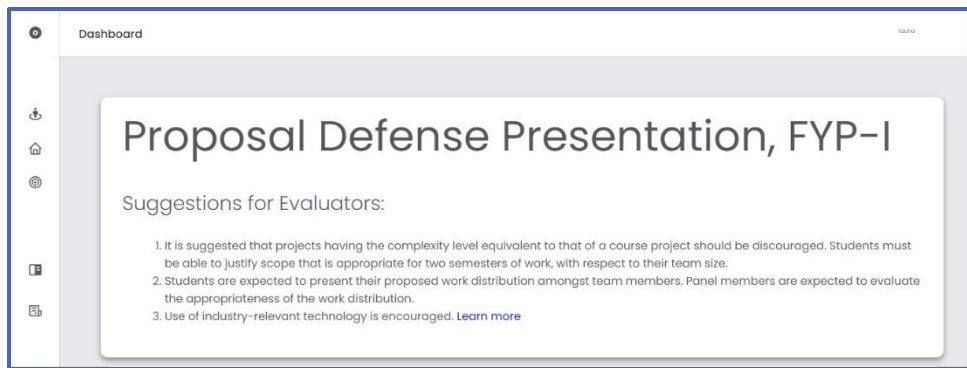


Fig 4.4.1 Evaluate Research & Development – Title

Quality of Presentation

Appearance: A card or section with a slider (graded scale) for each evaluation question.

Purpose: Allows evaluators to assess specific aspects of the presentation quality.

Each slider represents a question or criterion (e.g., clarity, visual aids, delivery).

Guidelines:

1. Slide the markers to the appropriate position based on your assessment.
2. Consider the project's overall quality, communication effectiveness, and engagement.
3. Be fair and constructive in your evaluations

Criteria	Score
Compliance with the prescribed report format/layout as described in the FYP handbook, Correct English Language & Grammar (10 Marks)	0
Technically correct Introduction of the problem domain (15 Marks)	0
Technically correct Research problem statement (10 Marks)	0
Technically correct literature review of 1st research item: Summary of the research item (1 or 2 paragraphs), Critical analysis of the research item (strengths and weaknesses), how is your proposed approach related to this research item? (8 Marks)	0
Technically correct literature review of 2nd research item: Summary of the research item (1 or 2 paragraphs), Critical analysis of the research item (strengths and weaknesses), how is your proposed approach related to this research item? (8 Marks)	0
Technically correct literature review of 3rd research item: Summary of the research item (1 or 2 paragraphs), Critical analysis of the research item (strengths and weaknesses), how is your proposed approach related to this research item? (8 Marks)	0
Technically correct literature review of 4th research item: Summary of the research item (1 or 2 paragraphs), Critical analysis of the research item (strengths and weaknesses), how is your proposed approach related to this research item? (8 Marks)	0
Technically correct literature review of 5th research item: Summary of the research item (1 or 2 paragraphs), Critical analysis of the research item (strengths and weaknesses), how is your proposed approach related to this research item? (8 Marks)	0
Synthesis of Literature/Comparative Analysis/Evidence of some Research Gap Identification (10 Marks)	0
High Level Methodology/Proposed Approach/Architecture (10 Marks)	0
Proper "References" section following the same citation style for all references. Are all the references properly cited in the body of the report? (5 Marks)	0

Fig 4.4.2 Evaluate Research & Development – Quality of Presentation

Comments Boxes

Appearance: Text input boxes (likely labeled) for providing comments.

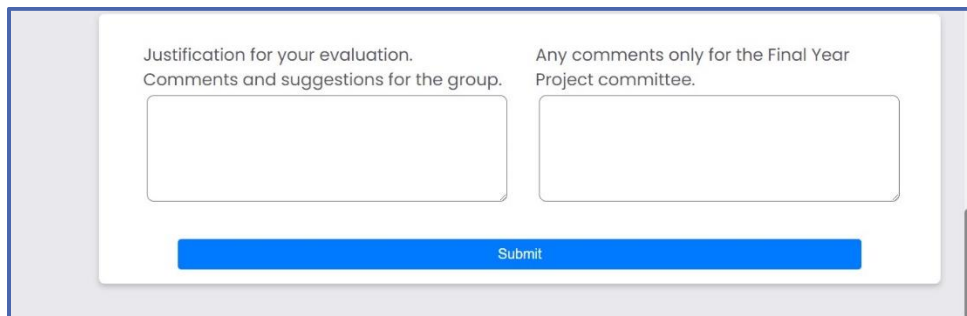
Purpose: Allows evaluators to offer detailed feedback beyond the predefined sections.

Share observations, suggestions, or specific points related to the project.

Guidelines:

1. *Be specific:* Mention strengths, areas for improvement, and actionable advice.

2. Focus on clarity, technical depth, creativity, and any outstanding issues.
3. Encourage the project team while offering constructive criticism.



The screenshot shows a web form with two text input areas. The left area is labeled 'Justification for your evaluation. Comments and suggestions for the group.' and the right area is labeled 'Any comments only for the Final Year Project committee.' Below these two areas is a blue button labeled 'Submit'.

Fig 4.4.3 Evaluate Research & Development – comment boxes

Submission Button

Appearance: A button (e.g., “Submit” or “Finalize Submission”).

Purpose: Initiates the submission process.

Guidelines:

1. Ensure all required fields are complete before clicking.
2. Double-check your evaluations and comments.
3. Click only when you’re ready to submit your assessment.

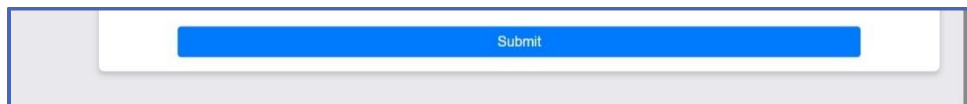


Fig 4.4.4 Evaluate Research & Development – Submission Button

4.5 All FYPs

This page is designed to showcase all Final Year Projects (FYPs) for Lithar's students. It provides an overview of available project ideas and applications under review. Users can navigate between different project phases and view detailed information about each project.

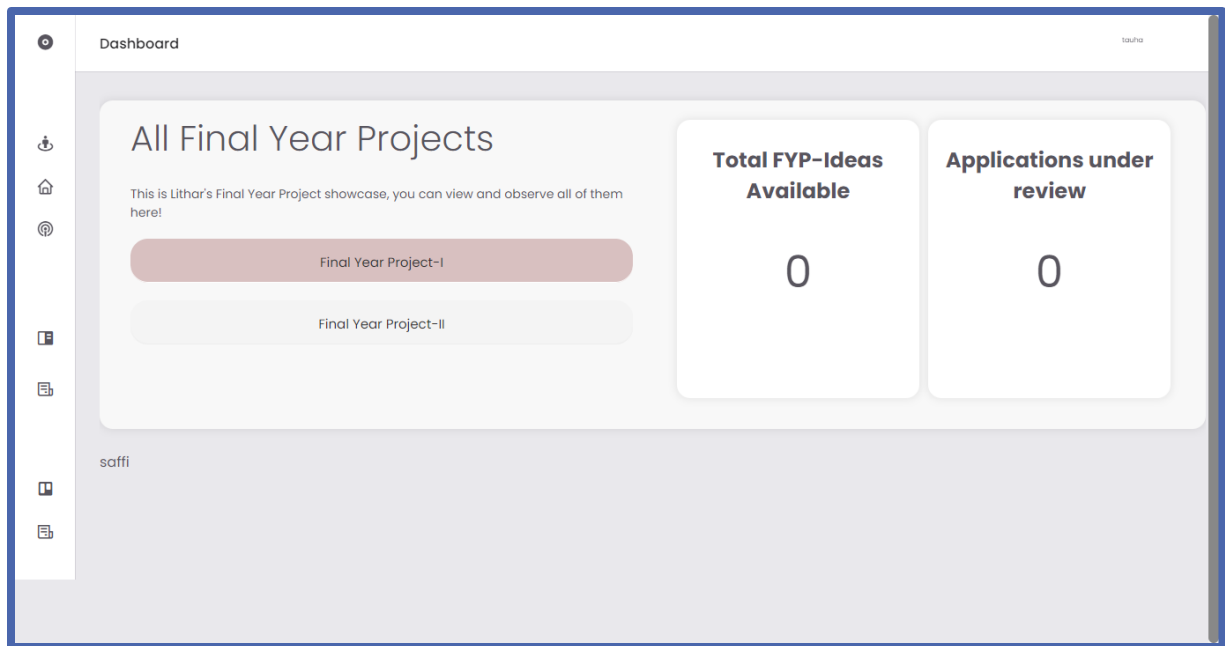


Fig 4.5.1 All FYPs overview

Components

1. Page Title and Introduction

a. Title:

"All Final Year Projects"

b. Description:

"This is Lithar's Final Year Project showcase. You can view and observe all of them here!".

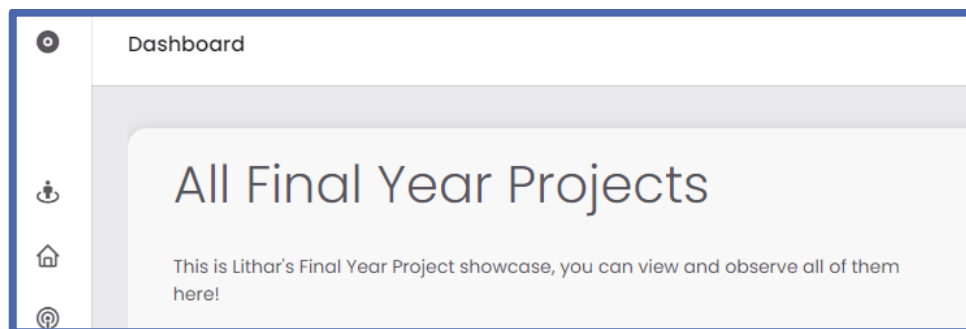


Fig 4.5.2 All FYPs – Page title and Introduction

2. Project Phases

a. Final Year Project-I Button:

This button directs you to the first phase of FYPs. Click on this button to view all projects categorized under the first phase.

b. Final Year Project-II Button:

This button directs you to the second phase of FYPs. Click on this button to view all projects categorized under the second phase.

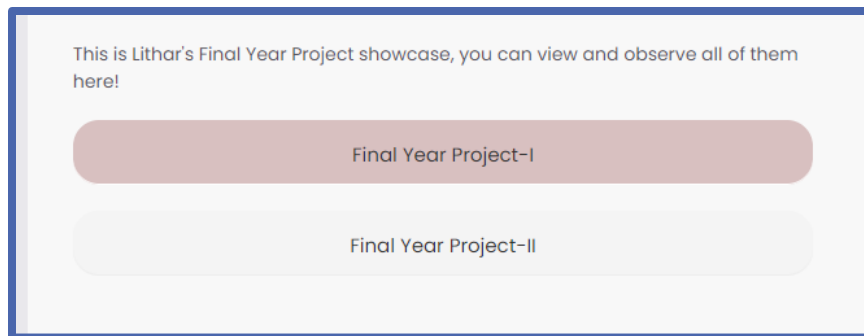


Fig 4.5.4 All FYPs – project phases

3. Statistics Overview

a. Total FYP-Ideas Available:

Displays the total number of FYP ideas currently available for students to choose from.

b. Applications under Review:

Shows the number of FYP applications that are currently under review by faculty or administration.

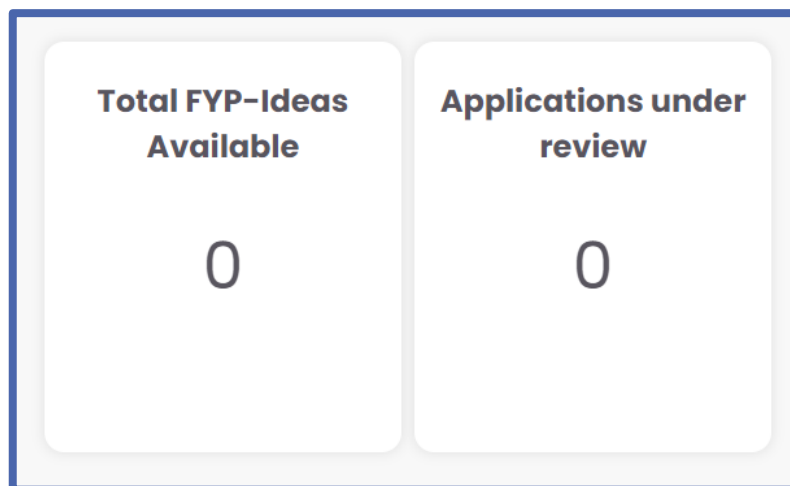


Fig 4.5.2 All FYPs – Statistics Overview

Navigation and Usage

1. Viewing FYPs by Phase

- a. Click on the "Final Year Project-I" button to view projects in the first phase.
- b. Click on the "Final Year Project-II" button to view projects in the second phase.

2. Understanding the Statistics

- a. The "Total FYP-Ideas Available" box shows the total count of project ideas that students can explore and select for their final year project.

- b.** The "Applications under Review" box indicates how many project applications are being reviewed by the evaluators.

Chapter #5

Student Modules

5.1 My Team

<data unavailable/s>

5.2 My FYP!

This Page is available for student users of Lithar and is accessible on both the main dashboard and navbar.

This page caters to provide you with a Personal Dashboard to view your FYP details. It displays the titles of your FYP, technical details, team member information, progress insights, grading, remarks, and upcoming events. However, this information is only available to view when you have a fully registered FYP and Team. If this is not the case, then this page will show you a message accordingly.

There are three cases, catering to requirements to access this page.

- 1) No Team Registered.
- 2) No Final Year Project (FYP Assigned)
- 3) FYP ongoing.

We will see the Page's contents for each of these cases.

5.2.1 No Team Registered

The page will simply show you a message with a title saying *"No Team Registered"* followed by prose stating *"You are not currently registered in a team. Join or create a team to collaborate with peers, share ideas, and work together on project."*

This text will be accompanied by a dynamic illustration on the left side for aesthetics and a Button labeled *"Join/Create a Team"* below the Message's text. This button will lead you to a form to create and register your team.

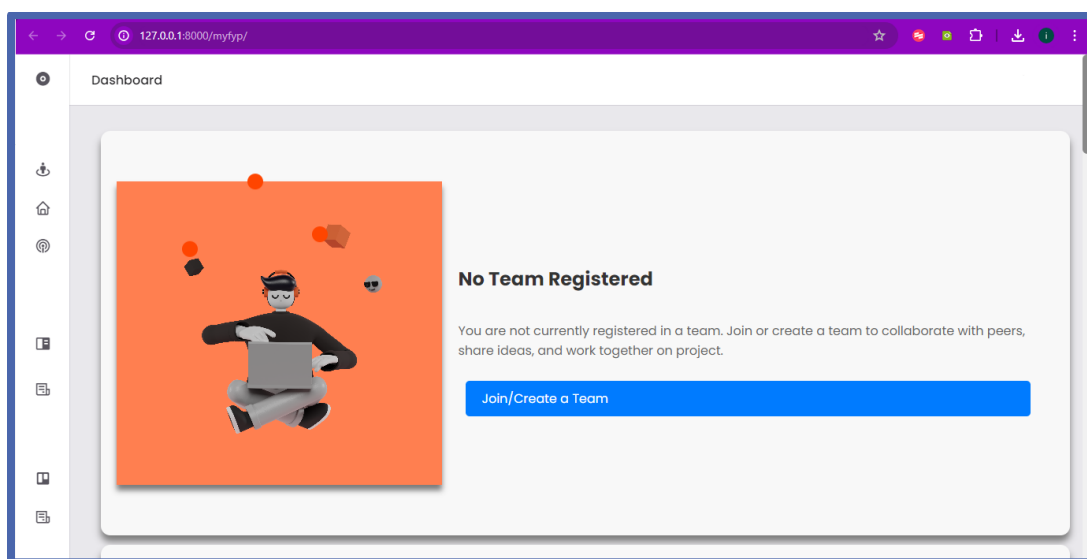


Fig 5.2.1 My FYP (case 1)

This page will appear for you when you have not even registered a team, let alone applied for a FYP.

5.2.2 No Final Year Project (FYP) Assigned

This page will simply show you a message with a title saying “*No Final Year Project (FYP) Assigned*” followed by prose stating “*Your team has not been assigned a Final Year Project (FYP) yet. Join or create a team project to collaborate and work together. Visit the idea page or request for idea approval!*”

This text will be accompanied by a dynamic illustration on the left side for aesthetics and there will be two Buttons labeled “*Idea Page*” and “*Idea Registration form*” below the Message’s text. The buttons will lead you to the Idea Page and a form to create and register your idea, respectfully.

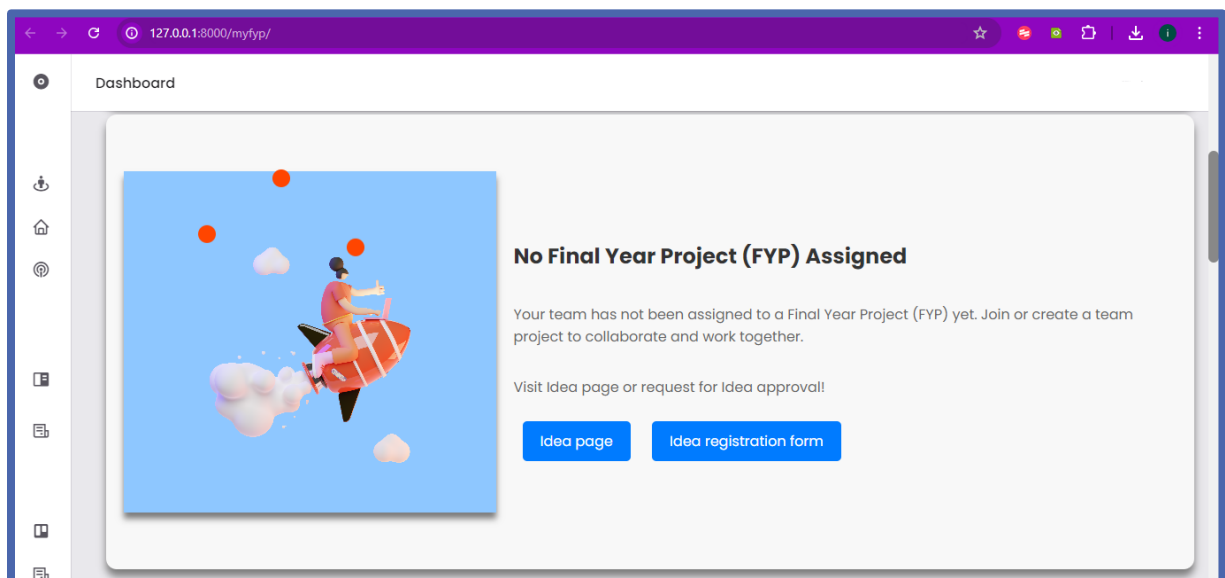


Fig 5.2.2 My FYP (case 2)

5.2.3 FYP Ongoing

This is the main page when your FYP is registered, and your team is registered as well.

This page caters to provide you with a Personal Dashboard to view your FYP details. It displays the titles of your FYP, technical details, team member information, progress insights, grading, remarks, and upcoming events.

There is a card on the top with team details on its right and FYP details on the left including the Title, Short Title, FYP type (Research / Research or development), supervisor, co-supervisor, and your panel ID.

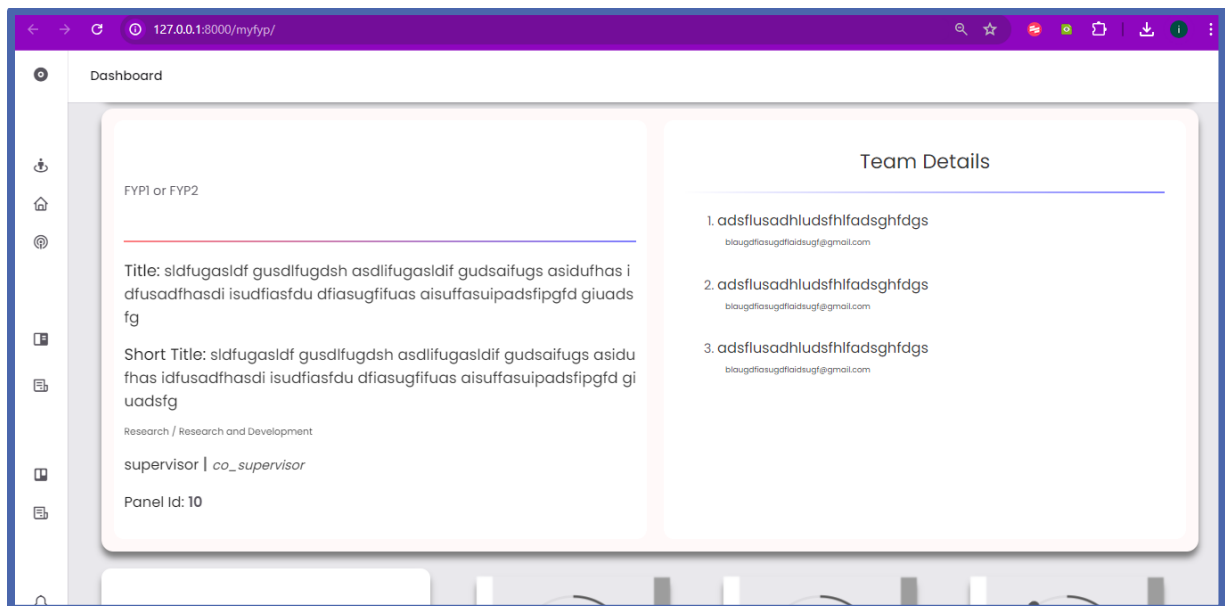


Fig 5.2.3 My FYP (case 2) pt1

Below the card, we have further details to explore. Here there is a fixed column on the left that highlights Upcoming events, assignments, and submissions. Then next to it, we have three dials displaying the percentile scores of your tests.

Below these you have these dials you have four sections. Click on the arrow for each respective section to open a drop-down to view the respective details. The Sections are as follows.

- My Final Year Project Details
 - This section contains a detailed description of your FYP.
- Remarks Block
 - View all remarks by Supervisors and panel members.
- My Team
 - View team details like, member's account info, team ID, registration date, and so on.
- Grading Details
 - View your results and grading in detail.

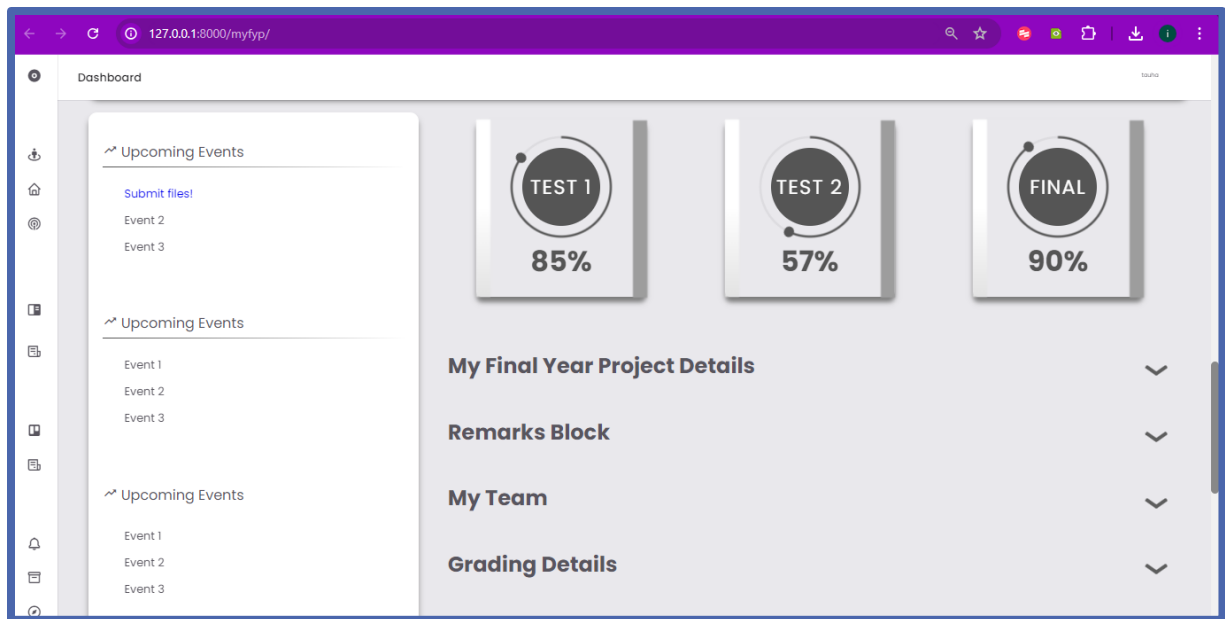


Fig 5.2.3 My FYP (case 2) pt1

Chapter #6

Forms

Chapter #7

FYP

Grading

Chapter #8

Resources

8.1 Viewing Resources

The dashboard, titled “All Final Year Project Resources,” greets users with an introductory statement. It emphasizes the meticulous curation of resources and the commitment to quality and excellence. The platform invites users to explore the materials available.

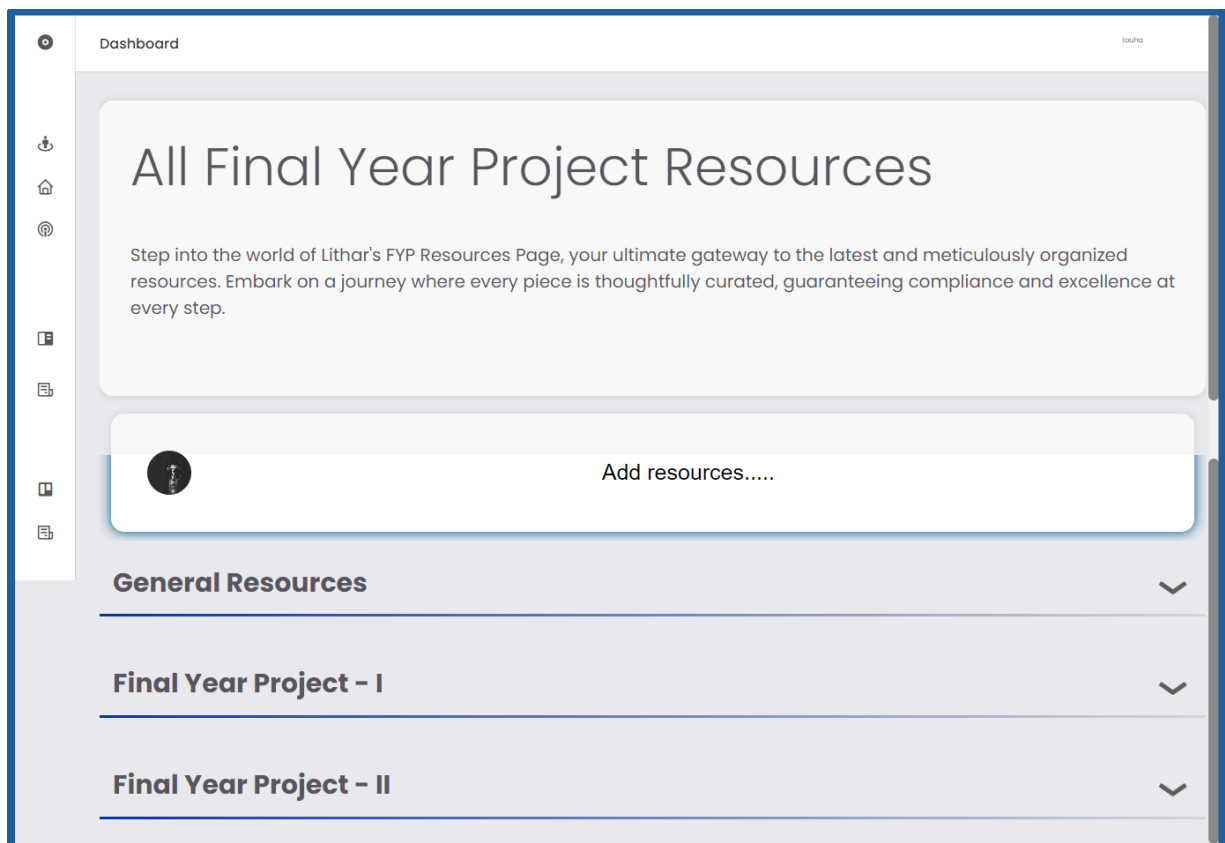
At the top of the page, a search bar awaits input, allowing users to search for specific resources by typing relevant keywords. Just below, a button labeled “Add resources...” beckons users who wish to contribute new materials or links.

The heart of the dashboard lies in three sections:

“General”: This section houses general resources related to FYPs. Users can explore documents, links, or other relevant materials.

“Final Year Project - I”: This section houses categorized resources related to FYP-Is. Users can explore documents, links, or other relevant materials.

“Final Year Project - II”: Another section awaits users, potentially containing resources related to FYP-II. Whether it offers distinct content or complements the first section remains to be explored.



8.2 Adding Resources

To add a resource, click on the “Add Resources...” to access the features to upload the resource.

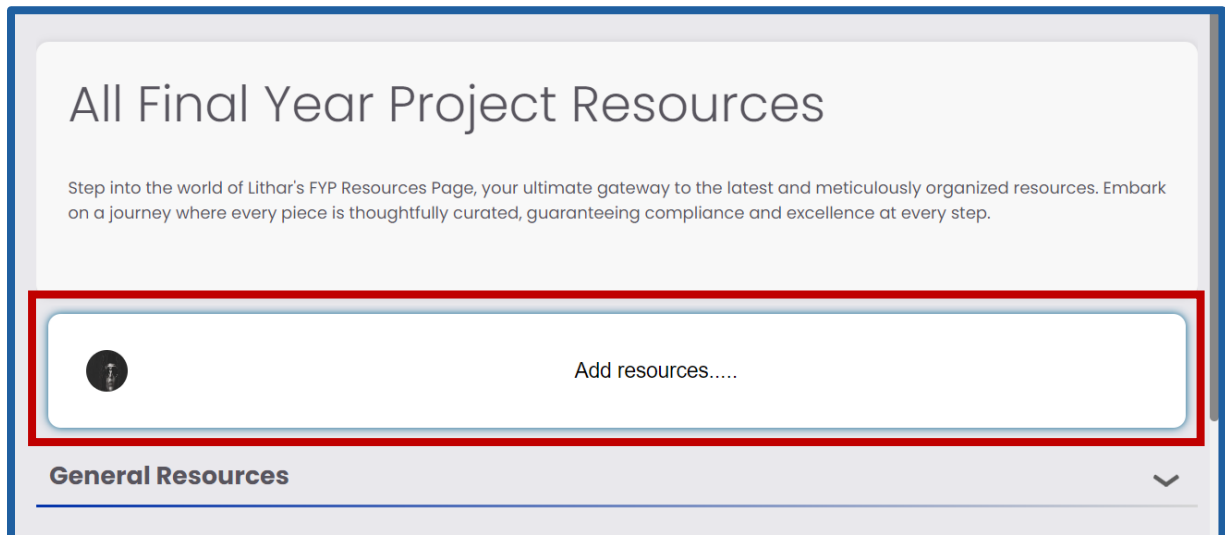


Fig 8.2.1 Accessing Resource Features

Once you have clicked on it you should be able to see and access the interface to build upload or post a resource.

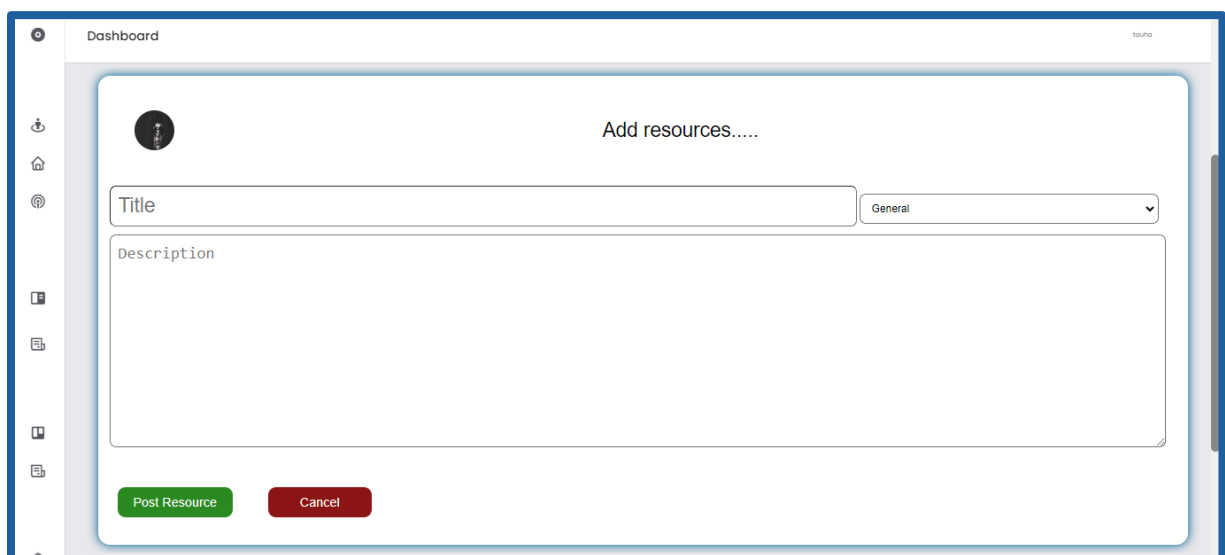
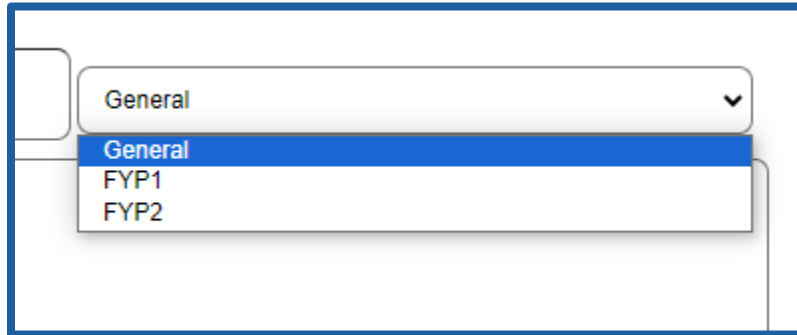


Fig 8.2.2 Resource Features

Now to upload or post a resource follow the following steps

1. Choose a Category:

- a. Look for the dropdown menu next to the “Title” field.



- b. Select one of the following categories:

- i. General: For resources applicable to all projects.
- ii. FYP-I (First Year Project I):
If your resource specifically relates to first-year projects.
- iii. FYP-II (First Year Project II):
Choose this category if your resource is relevant to second-year projects.

2. Provide Resource Details:

- a. In the “Title” text box, enter a descriptive title for your resource.
- b. Use the large “Description” text box to provide additional details about the resource.
- c. You can upload and add files, documents, and links as resources in this.

3. Submit Your Resource:

- a. Review the information you have entered.
- b. Click the “Post Resource” button to submit your resource.

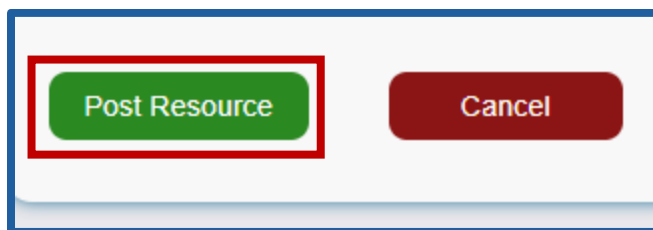


Fig 8.2.4 Post Resource Button

- c. If you want to trash the resource, click the “Cancel” button and you will exit the resource features

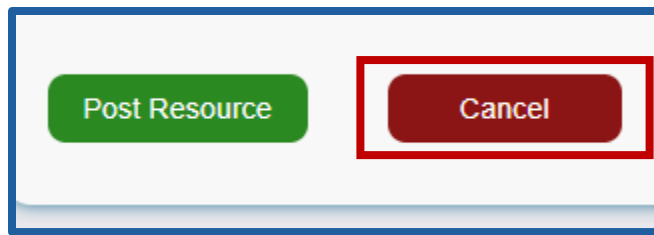


Fig 8.2.5 Cancel Resource Button

8.3 Guidelines and Example

When uploading or posting a Resource it is important to keep some things in mind. Hence, to cater to this purpose here are some guidelines to follow when uploading or posting a Resource.

1. Appropriate Behavior:

- a. Use proper spelling and grammar in your posts (avoid slang).
- b. Emojis are acceptable in moderation (limit to one per post).
- c. Fact-check and confirm the original source before reposting or sharing content.

2. Proper Representation:

- a. Add proper links to the source of your resources
- b. Mention the sources and be honest in giving the owners / creators of the resources, that you wish to share, a credible mention.

3. Ethical Posting:

- a. Avoid hate speech, profanity, and derogatory language.
- b. Respect confidentiality and avoid sharing sensitive company information

To further Help understand This, here is an Example Resource Post.

Title: FYP Proposal Submission Guidelines

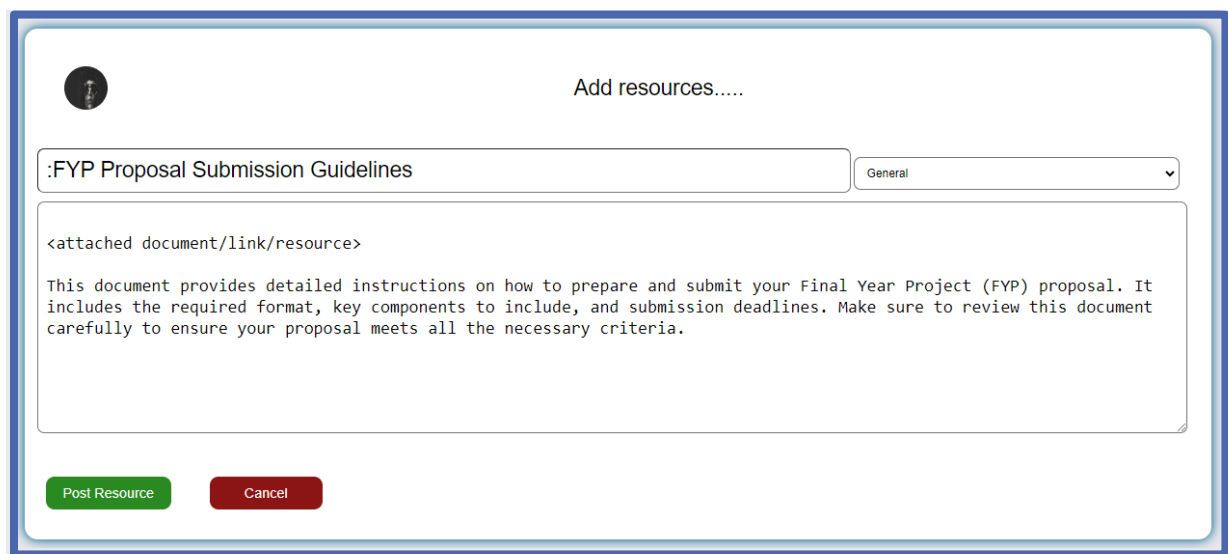
Category: General

Description:

<attached document/link/resource>

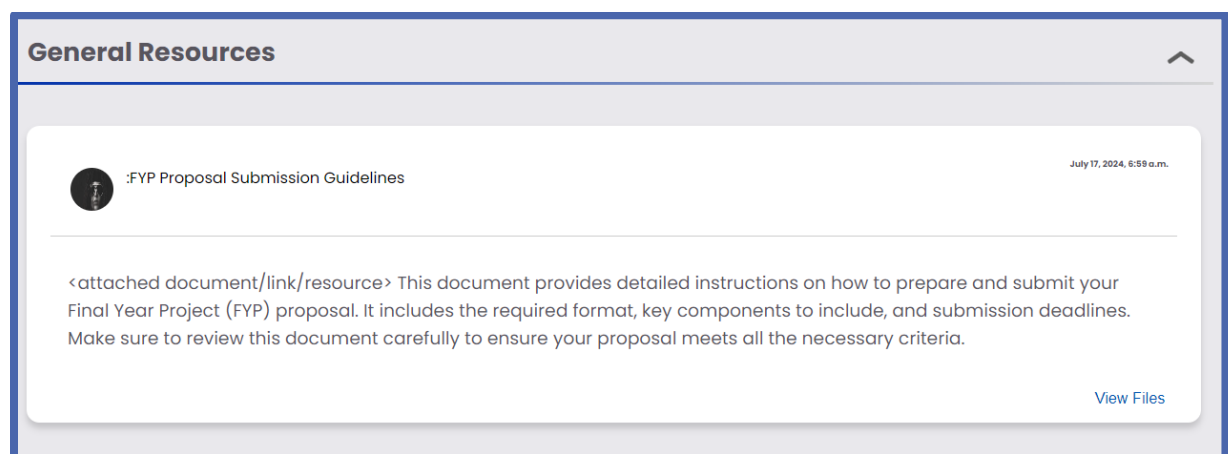
This document provides detailed instructions on how to prepare and submit your Final Year Project (FYP) proposal. It includes the required format, key components to include, and submission deadlines. Make sure to review this document carefully to ensure your proposal meets all the necessary criteria.

Here are views of how such a resource would look like on the resources page.



The screenshot shows a form titled "Add resources....." with a circular profile icon on the left. Below the title is a text input field containing ":FYP Proposal Submission Guidelines" and a dropdown menu set to "General". A large text area below contains the placeholder text "<attached document/link/resource>" followed by a paragraph: "This document provides detailed instructions on how to prepare and submit your Final Year Project (FYP) proposal. It includes the required format, key components to include, and submission deadlines. Make sure to review this document carefully to ensure your proposal meets all the necessary criteria." At the bottom are two buttons: "Post Resource" (green) and "Cancel" (red).

Fig 8.3.1 Making a Resource Post



The screenshot shows a "General Resources" page with a header bar and an upward arrow. The main content area displays a resource post. On the left is a circular profile icon and the title ":FYP Proposal Submission Guidelines". On the right is the timestamp "July 17, 2024, 6:59 a.m.". Below the title is a horizontal line, followed by the placeholder text "<attached document/link/resource>" and the same paragraph as in Fig 8.3.1. At the bottom right is a blue "View Files" link.

Fig 8.3.2 Viewing a Resource

Note: you can click on the 'view files' hyper link at the bottom right corner of the page to view the resource files.

Chapter #9

Announcements

Page

9.1 Viewing Announcements

This page allows you to access and view announcements regarding Final Year Projects. You can view your upcoming work and view Important announcements and reminders to help you reach the best performance.

The top part of the page is a card spanning the whole page, welcoming you to the announcements page. The Card consists of a title saying *'All Announcements'* followed by some welcoming text underneath that reads *'Welcome to Lithar's Announcement page, your one-stop destination for all the latest updates. Here, we have meticulously curated every announcement to ensure your compliance.'*

Below this welcoming card, you have the area which contains the announcements. In this area, there is a column on the left side titled *'Upcoming Work!'*; below which you have notifications and reminders being displayed for your upcoming work.

On the right of the column, you have a card saying, *'Announce Something'*, which you can left click on, with your mouse, to make an announcement. Below this, you have the previously posted announcements one after the other stacked in chronological order from newest to oldest.

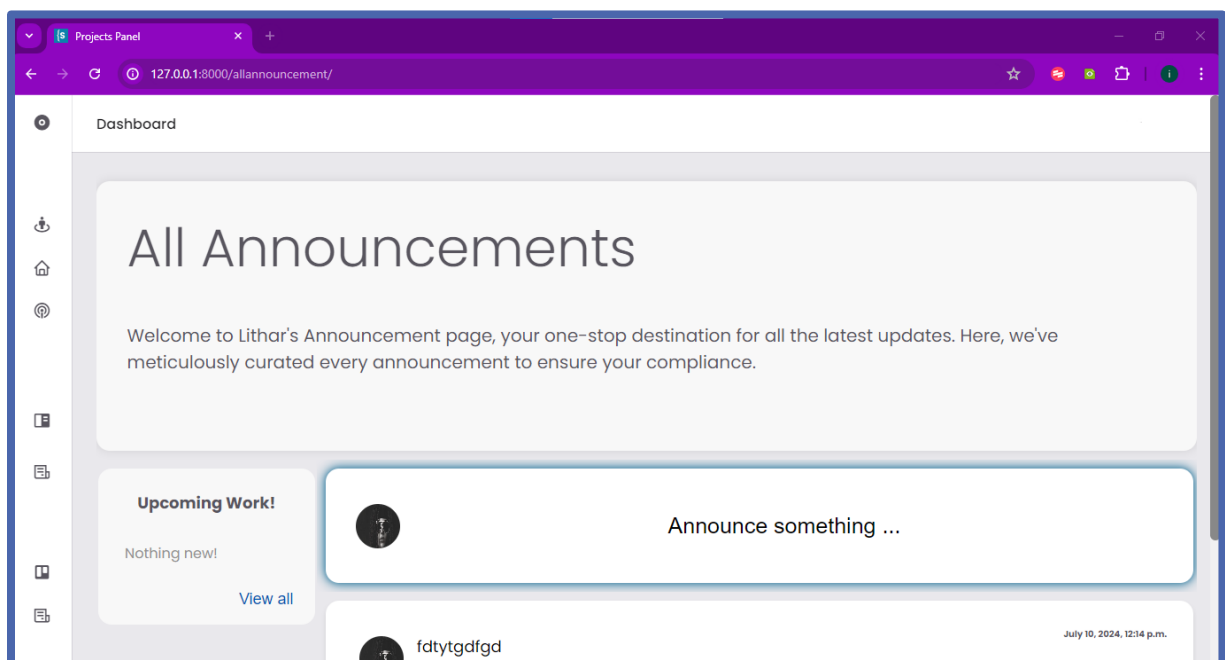


Fig 9.1.1 All Announcements page – default view

You can view announcements by scrolling down and viewing cards containing announcements. These cards contain the Title, content, the announcing user's details, and a timestamp.

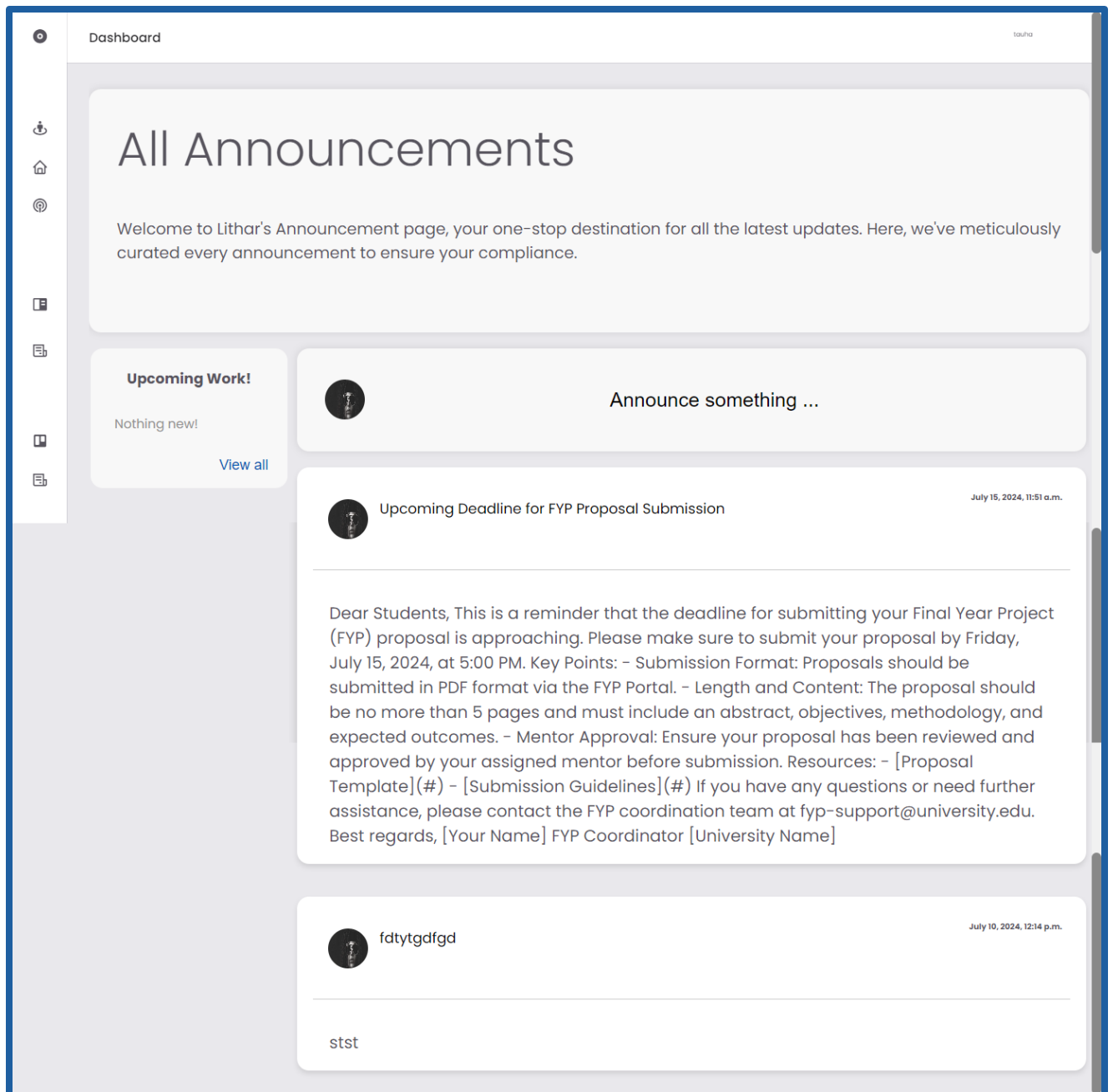


Fig 9.1.2 All Announcements page – full length view

9.2 Making Announcements

Accessing the Announcement Feature

There is one primary way to access the announcement creation feature:

Click on the 'Announce Something ...' card near the top of the page, below the welcoming card, and on the right of the Upcoming work! Column.

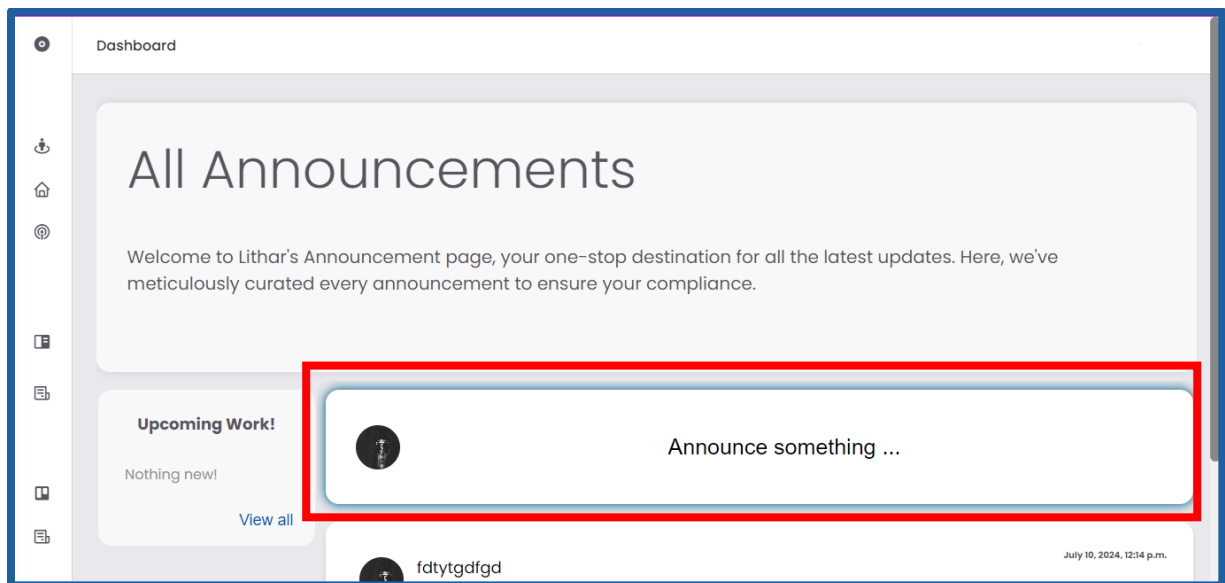


Fig 9.2.1 Announce Something card

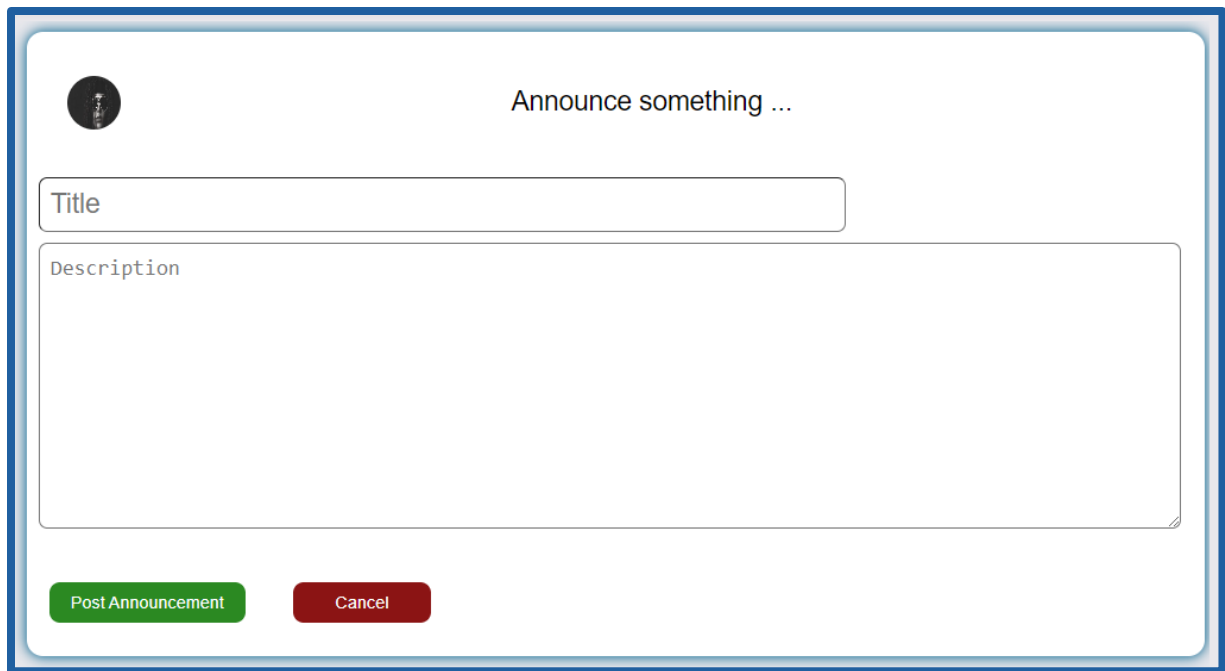
Once you have clicked on it the card will expand into an interface to create your announcement.

Creating Your Announcement

Once you have accessed the announcement creation interface, you will typically encounter two main sections:

Title: Here, enter a concise and informative title for your announcement. This title should effectively grab the reader's attention and accurately reflect the announcement's content.

Description: This section allows you to provide a detailed description of your announcement. Here, you can elaborate on the points mentioned in the title and provide any additional relevant information.



Announce something ...

Title

Description

Post Announcement Cancel

Fig 9.2.2 Announce Something card – expanded pt1

Posting Announcement

If you are done creating your announcement, simply click on the green button that says, 'Post Announcement' and view your posted announcement.

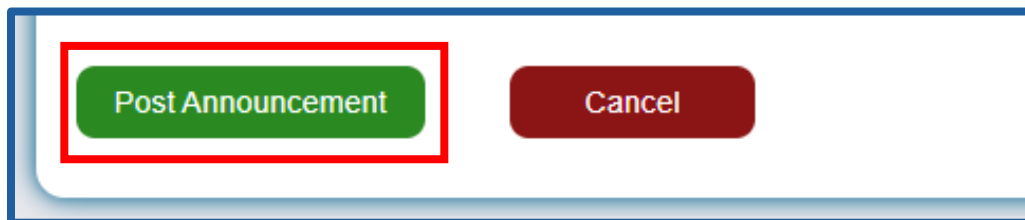


Fig 9.2.3 Announce Something card – expanded pt2

Canceling announcement

If you are thinking of discarding the announcement or just closing the expanded part of the interface, simply click on the red button that says 'Cancel'. This will bring back the previous version of the interface. If you have not reloaded the webpage and accessed the announcement creating features again, your announcement's draft will be available for you to edit, just as you left it. However, if you do reload the page, you will lose all the data and content in the canceled announcement's draft.

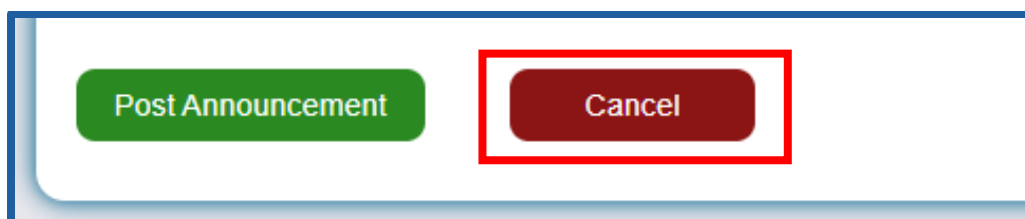


Fig 9.2.4 Announce Something card – expanded pt3

Additional Notes:

Depending on the website, you might encounter additional options when creating announcements, such as the ability to attach files, schedule the announcement for a later date, or categorize it for better organization. Explore the available options to tailor your announcement for maximum impact.

After submitting your announcement, it might undergo a review process before being published. Refer to the website's guidelines for announcement creation to ensure your content adheres to their policies.

By following these steps and incorporating the content creation tips, you can effectively utilize the website's UI to create clear and informative announcements.

9.3 What to Announce?

When it comes to academic announcements, it is particularly important to be careful and considerate of what you are announcing.

Here are a few rules to follow regarding this.

Rules

1. **Clarity and Brevity:** Ensure the announcement is clear and to the point. Avoid unnecessary jargon and keep the message concise.
2. **Relevance:** Only include information that is directly relevant to the students' FYP progress or requirements.
3. **Consistency:** Maintain a consistent format and tone in all announcements to avoid confusion.
4. **Timeliness:** Post announcements promptly, well before deadlines or events to give students ample time to respond or prepare.
5. **Accessibility:** Make sure announcements are accessible to all students, through multiple channels (e.g., email, portal notifications).
6. **Actionable Items:** Clearly state any actions students need to take, with deadlines and specific instructions.

7. Contact Information: Include contact details for any queries or support needed related to the announcement.

In addition to this here are some suggestions for Announcement Content

Suggestions for Content

1. Key Dates and Deadlines:

- Submission deadlines for project proposals, interim reports, final reports, and presentations.
- Dates for workshops, seminars, and meetings.

2. Guidelines and Requirements:

- Detailed instructions on report formats, presentation guidelines, and submission procedures.
- Information on plagiarism policies and ethical considerations.

3. Resources and Support:

- Availability of mentors and their contact information.
- Links to useful resources like libraries, databases, or software tools.
- Information about workshops, seminars, or training sessions.

4. Status Updates:

- Announcements about changes in schedules, deadlines, or requirements.
- Updates on the evaluation process or feedback from initial submissions.

5. Opportunities:

- Information on competitions, conferences, or publication opportunities relevant to their projects.
- Internship or job openings related to their field of study.

6. Reminders:

- Regular reminders about upcoming deadlines or mandatory meetings.
- Reminders to meet with mentors or submit progress reports.

7. Success Stories and Highlights:

- Share success stories of past students to motivate current students.
- Highlight outstanding projects or innovative ideas from the current batch.

8. Technical and Administrative Support:

- Information about technical support for issues with the portal or submission system.
- Administrative contacts for queries about rules, regulations, or extensions.

9.4 Example Announcement

Here is an example announcement for reference

Subject: Upcoming Deadline for FYP Proposal Submission

Dear Students,

This is a reminder that the deadline for submitting your Final Year Project (FYP) proposal is approaching. Please submit your proposal by ***Friday, July 15, 2024, at 5:00 PM.***

Key Points:

- **Submission Format:** Proposals should be submitted in PDF format via the FYP Portal.
- **Length and Content:** The proposal should be no more than five pages and include an abstract, objectives, methodology, and expected outcomes.
- **Mentor Approval:** Ensure your proposal has been reviewed and approved by your assigned mentor before submission.

Resources:

- [\[Proposal Template\]](#) (#)
- [\[Submission Guidelines\]](#) (#)

If you have any questions or need further assistance, please contact the FYP coordination team at fyp-support@university.edu.

Best regards,

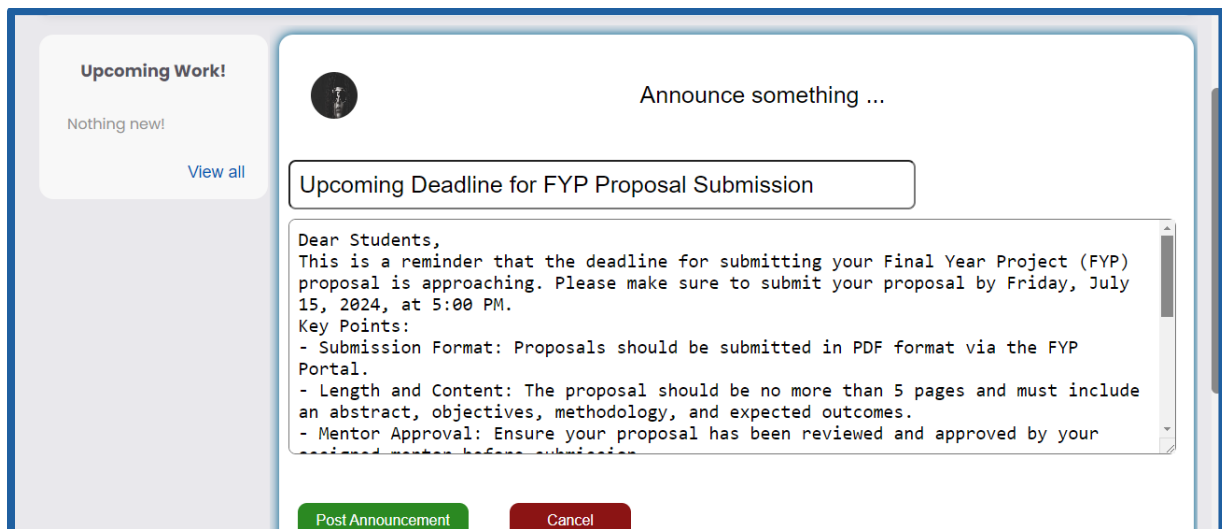
[Your Name]

FYP Coordinator

[University Name]

By following these rules and suggestions, you can ensure that your announcements are effective and helpful to all students involved in their Final Year Projects.

Here is what the process would look like



The screenshot shows a web interface for creating an announcement. On the left, there is a sidebar with a section titled "Upcoming Work!" containing the text "Nothing new!" and a "View all" link. The main area is titled "Announce something ..." and features a text input field with the placeholder "Upcoming Deadline for FYP Proposal Submission". Below the input field is a text area containing the following text: "Dear Students, This is a reminder that the deadline for submitting your Final Year Project (FYP) proposal is approaching. Please make sure to submit your proposal by Friday, July 15, 2024, at 5:00 PM. Key Points: - Submission Format: Proposals should be submitted in PDF format via the FYP Portal. - Length and Content: The proposal should be no more than 5 pages and must include an abstract, objectives, methodology, and expected outcomes. - Mentor Approval: Ensure your proposal has been reviewed and approved by your assigned mentor before submission." At the bottom of the text area are two buttons: "Post Announcement" (green) and "Cancel" (red).

Fig 9.4.1 making a sample announcement

Here is how the final announcement would look like

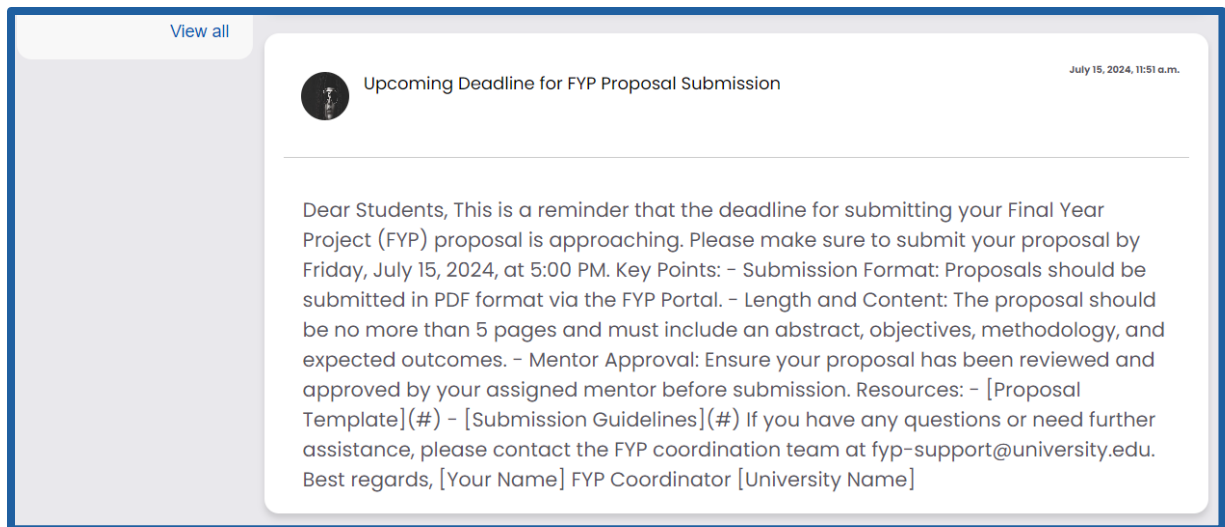


Fig 9.4.2 viewing a sample announcement

Chapter #10

Idea List

Chapter #11

Lithar Chat

Chapter #12

Lithar Admin

Pages

Chapter #13

Django

Administration

Panels

Chapter #14

Further

Notes