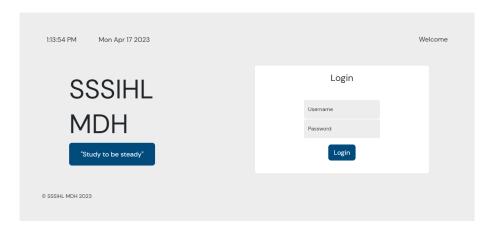
SAI Timetable Gen

Documentation

- 1. Add Course Details
 - a. Add Departments
 - i. Individual
 - ii. Cohort
 - b. Add Courses
 - i. Individual
 - ii. Cohort
 - c. Add Subjects
 - i. Individual
 - ii. Cohort
 - 2. Add Users
 - a. Add Teachers
 - i. Individual
 - ii. Cohort.
 - b. Add Students
 - i. Individual
 - ii. Cohort.
- 3. Create Schedules
- 4. Edit Course Details
 - 5. Edit Users
 - 6. Edit Schedules
- 7. <u>Delete Course Details</u>
 - 8. Delete Users
 - 9. Delete Schedules
 - 10. Miscellaneous

Login



When the Web Application is launched, the user will land on the Home page where he/she can then Login.

Main Page



As the Admin, you have 100% control over everything. The sidebar will show you the actions you can perform and the greeting on the top right of the screen is a hidden button which on being clicked will show a few more actions you can perform.



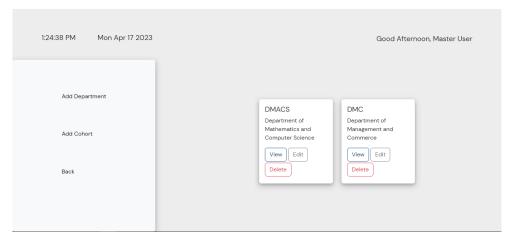
Add Course Details

To add any course details, click on the "Courses" button on the sidebar.

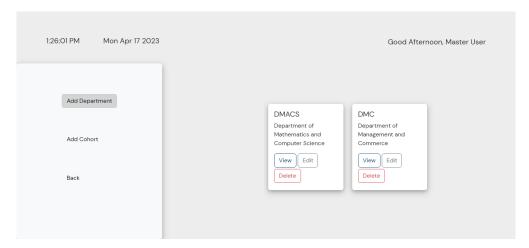


Add Departments

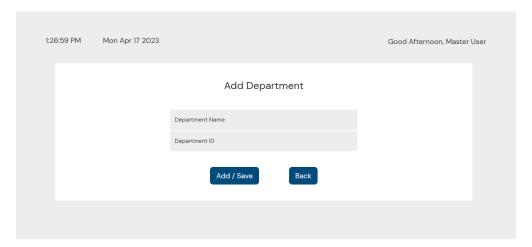
The first screen will show you all the departments that have been added (if any)



The sidebar will show you all the actions you can perform on this page.

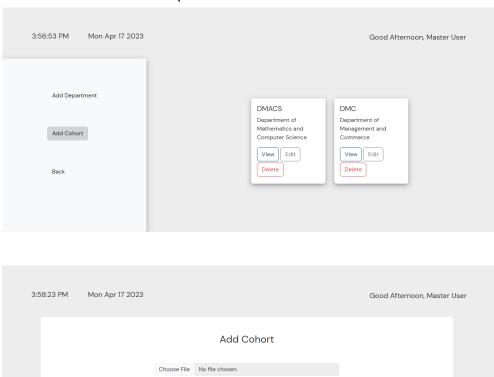


Clicking on the "Add Department" button will open a Form.



Finish adding the details required and then proceed by pressing the "Add/Save" button. This action will close the Form.

You can also decide to add multiple departments at once by choosing the "Add Cohort" button. This action will open a form which takes in a .csv file.

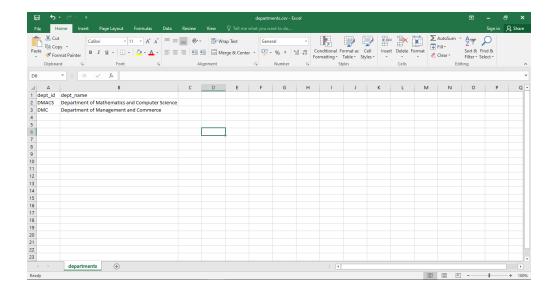


The .csv files for any Add Cohort form should be in a specific format be it Department, Course, Subject, Student, Teacher.

Back

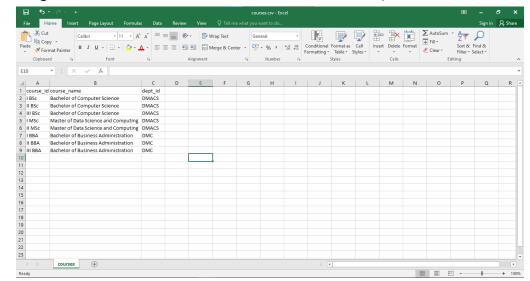
For Departments

The headings should be dept_id and dept_name.



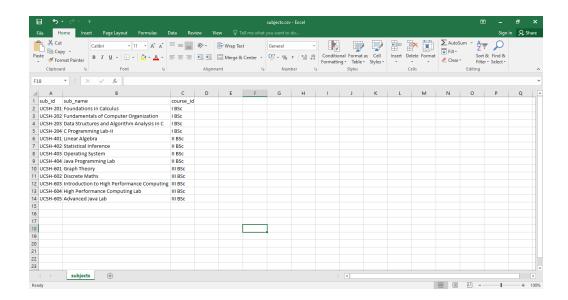
For Courses

The headings should be course_id, course_name and dept_id.



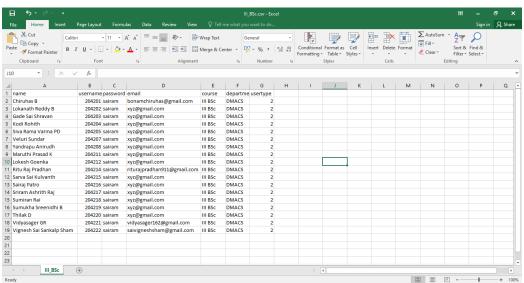
For Subjects

The headings should be sub_id, sub_name and course_id.



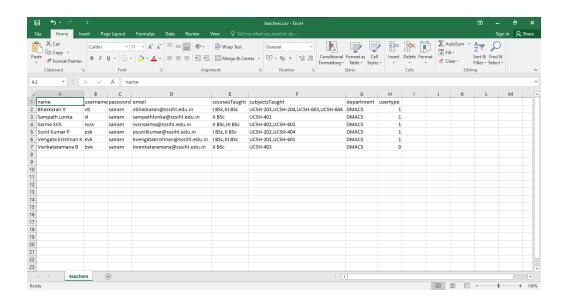
For Students

The headings should be name, username, password, email, course, department and usertype.



For Teachers

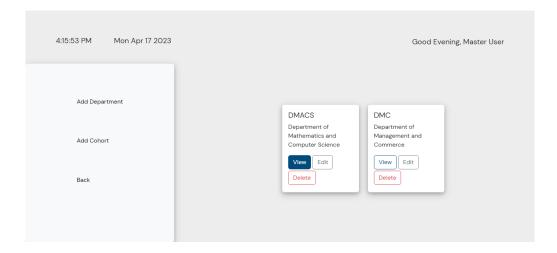
The headings should be name, username, password, email, coursesTaught, subjectsTaught, department and usertype.



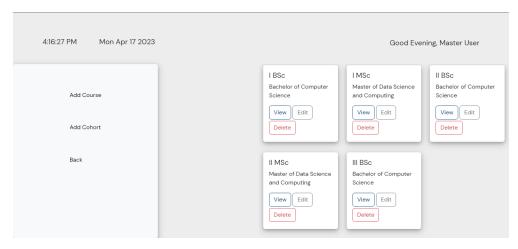
NOTE: Follow the same casing for the headings as shown here.

Add Courses

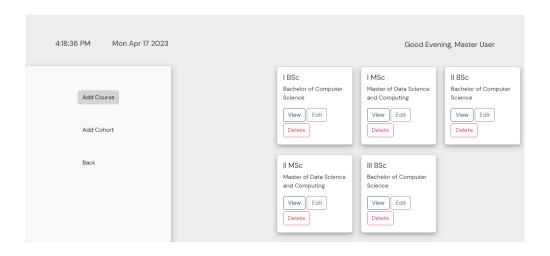
Once a department or all the departments are added, just click on the "View" button on the desired Department you want to add a Course to.

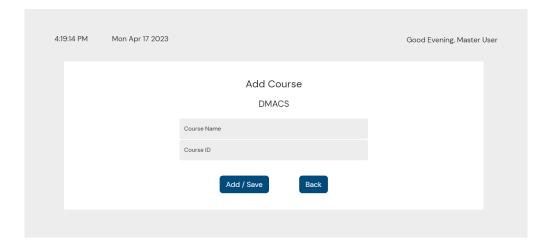


Once clicked, you will see all the courses of the department that are added (if any)



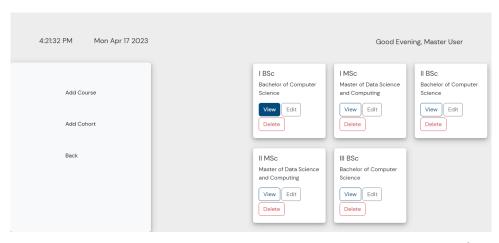
Adding a Course or multiple Courses goes the same as adding a Department.



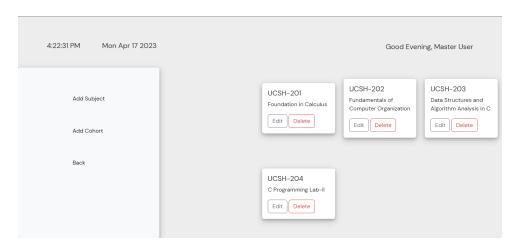


Add Subjects

Once a course or all the courses are added, just click on the "View" button on the desired Course you want to add a Subject to.



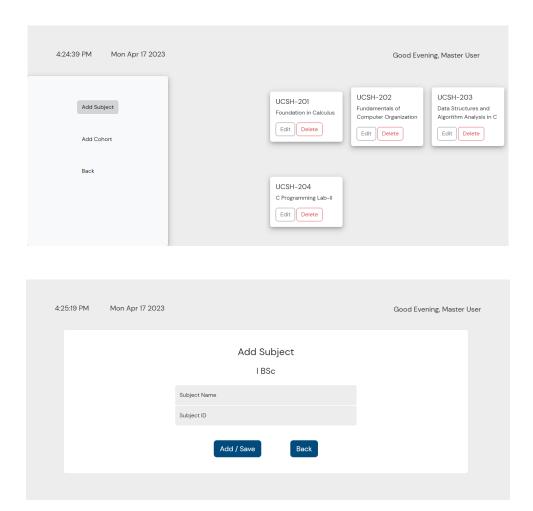
Once clicked, you will see all the subjects of the course that are added (if any)



Adding a Subject or multiple Subjects goes the same as adding a Department or Course.

NOTE: Adding the core subjects and common subjects are different in the steps taken. For core subjects, it is simple. Just add the department for that and course for that and add that subject to that course and then the teacher taking that subject should have that subject in their "SubjectsTaught" input when they are added.

For common subjects such as Language and Awareness, just create departments for them but don't add a separate course in that department, instead add these subjects in all the courses. For example, if III BSc has UAWR-600, then III BBA should also have a UAWR-600. Add the teacher taking this subject and let him be part of that specially created department and make sure the "CoursesTaught" is filled up with both III BSc and III BBA (in this case). Just mention the subject once in his "SubjectsTaught".



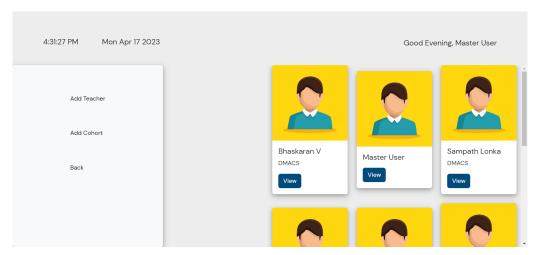
Add Users

To add Users either click on the "Students" or the "Teachers" button on the sidebar depending on which user you want to add.

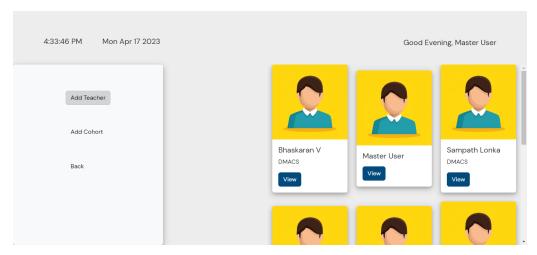


Add Teachers

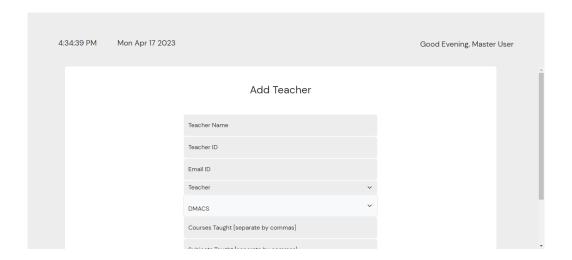
Once the "Teachers" button has been clicked, it will show you all the teachers that have been already added (if any).



As usual, the sidebar will show you all the actions that can be performed on this page.



Adding a Teacher is the same as adding the course details.

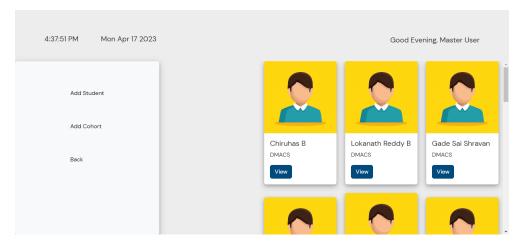


NOTE: The "CoursesTaught" and "SubjectsTaught" expect the courses and subjects to be separated by commas if the teacher teaches multiple courses and/or subjects. If he/she teaches only one course and/or subject. No need to add any comma. Example: If a teacher takes one course, say III BSc. Then just enter III BSc. If he/she takes II BSc and III BSc, then enter II BSc,III Bsc. Same goes for subjects too.

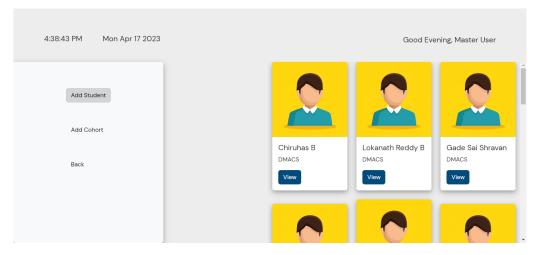
Add Students

Once the "Students" button has been clicked, it will show you all the students that have been already added (if any).

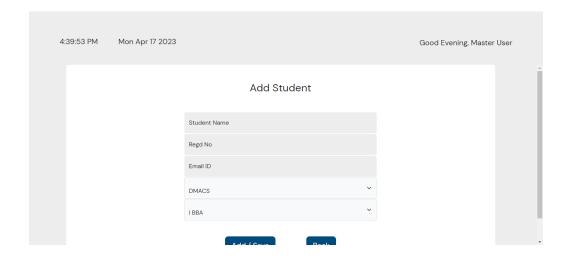




As usual, the sidebar will show you all the actions that can be performed on this page.



Adding a Student is the same as adding the course details.



Create Schedules

Schedules for each teacher need to be created and not for individual classes.

To create a schedule, click on the "Schedules" button on the sidebar.



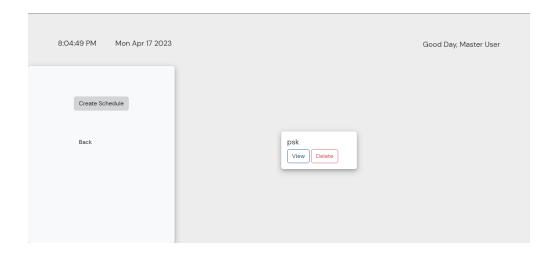
The first screen will ask you to choose which schedules to look at. "Student Schedules" or "Teacher Schedules".

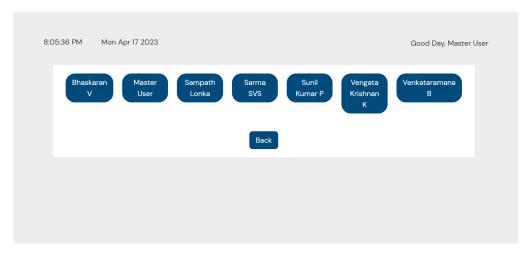


Click on Teacher Schedules and the new page will show all the Teacher Schedules that have already been added (if any).

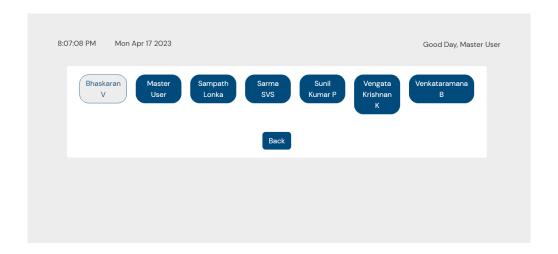


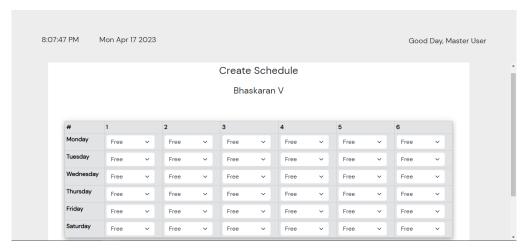
Click on the "Create Schedule" button to start creating a schedule for a teacher. Upon clicking the button on the sidebar, a list of teachers will show up to be selected from.





Select the teacher you want to create a schedule for. A page for creating the schedule for the teacher will open.

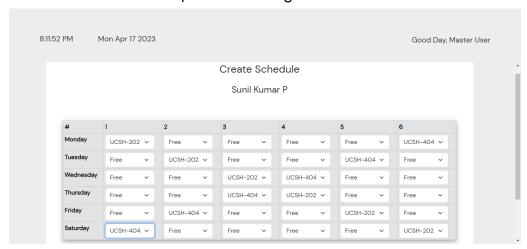




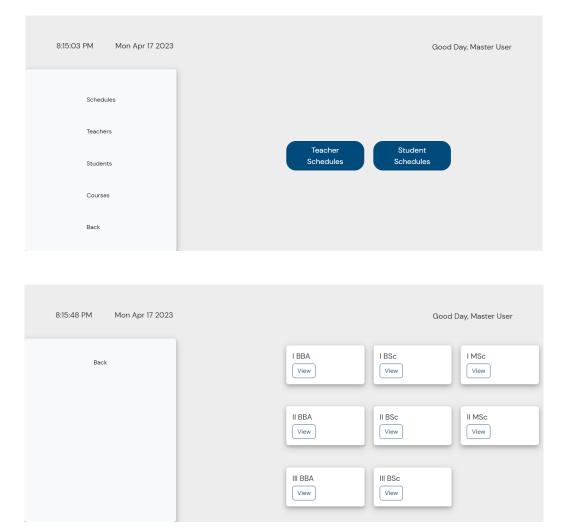
Start assigning the slots for the teachers by clicking on them and choosing the subjects. Once the allocation is done, click the Add/Save button to finish creating the schedule.

NOTE: All the slots are initially marked as "Free", so if you want to have free slots for the teacher, just let that slot be marked as it is.

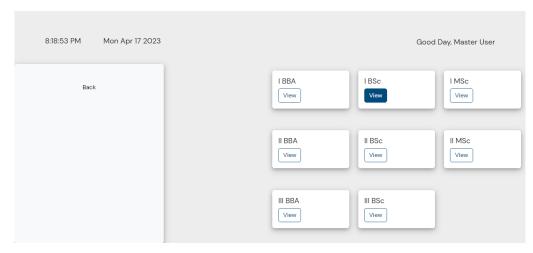
Look at this example for creating a schedule for a teacher.



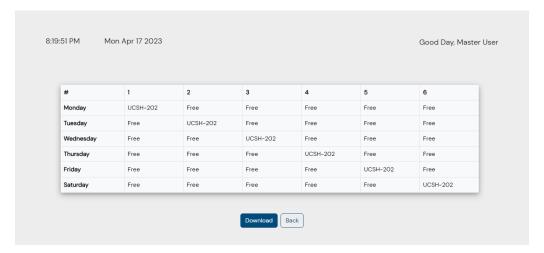
This schedule once created will automatically be filled up in the respective class schedules. Let us check that. Go to the "Student Schedules" page.



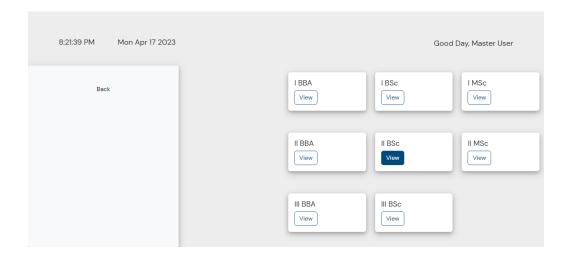
The "Student Schedules" will contain all the schedules for all the courses added by you since it is automatically generated as empty schedules when a course is added. Suppose this teacher teaches "I BSc" and "II BSc", and you have allocated a schedule for him as in the above example, the slots should be allocated for these classes respectively. Let us check that.

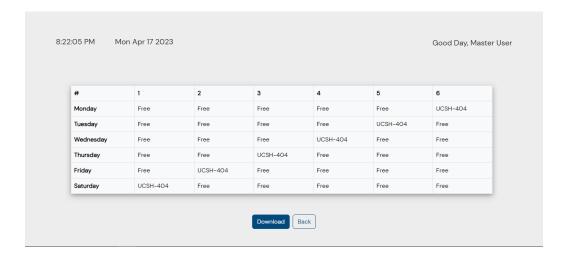


We will open the I BSc's schedule by clicking the view button of that card.



Voila! The correct slots have been allocated for this class and the same goes for the other class's schedule too.



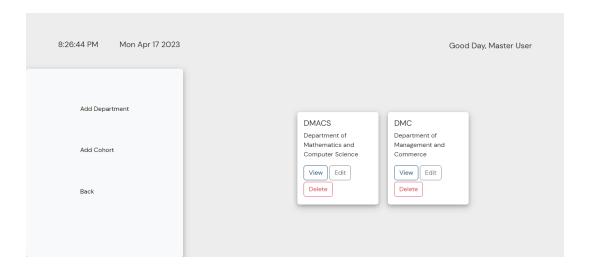


This wraps up the creating and adding ability given to the admin user. Next comes the editing ability.

Edit Course Details

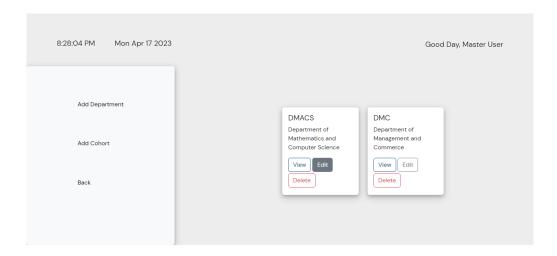
To start editing and making changes to the pre-existing course details, click on the "Courses" button in the main page.





Edit Departments

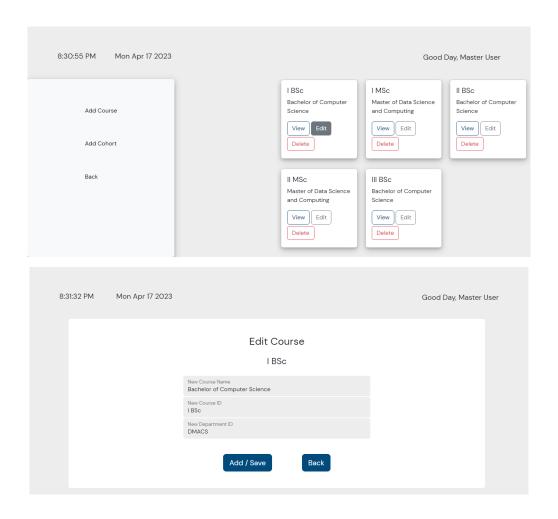
To edit a department, click on the Edit button in the respective card and a Form will open up.



When the form opens, the current details of that department will be entered in the inputs by default. Change the details as you wish and press the "Add/Save" button.

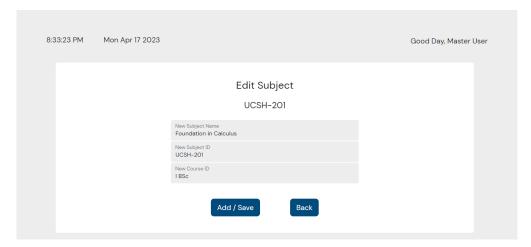
8:28:47 PM	Mon Apr 17 2023		Good Day, Master User
		Edit Department DMACS	
		New Department Name Department of Mathematics and Computer Science New Department ID DMACS	
		Add / Save Back	

Edit Course is exactly the same as the Edit Department



Edit Subject is also the same as the Edit Department and Edit Course





That wraps up the Edit Course Details functionality.

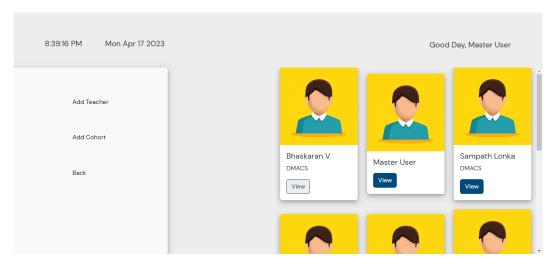
You can also edit the details of the Users added by you if in the case of any error in the data entered.

Edit Users

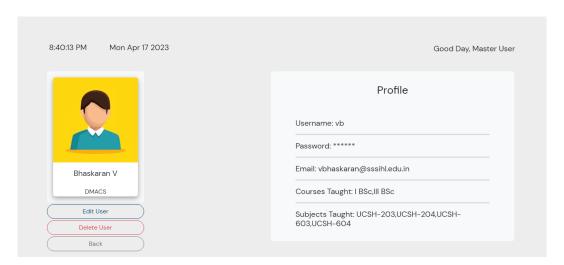
As you did for Adding users, click on either the "Teachers" button or "Students" button depending on which user you want to start editing.

Edit Teachers

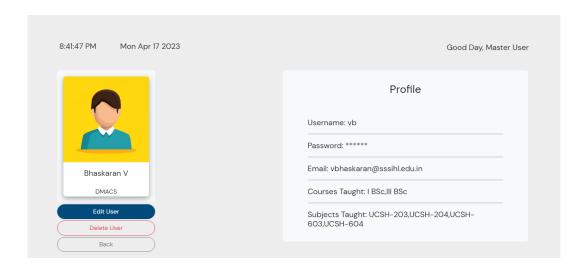
Once in the "Teachers" page, you will get to see all the teachers that have been added. Click on the view button of the respective teacher you want to edit.

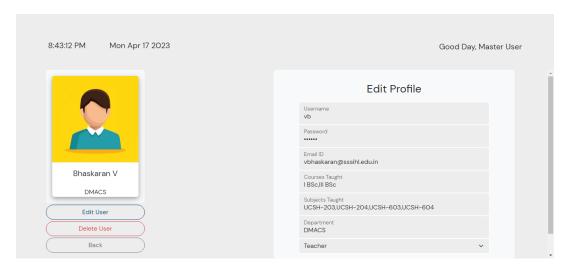


The Profile page of that teacher will open up.



Click on the "Edit User" button to start editing the Teacher's details.

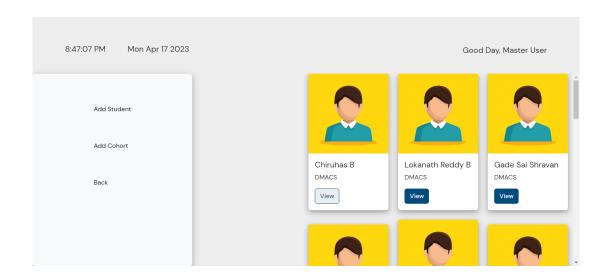


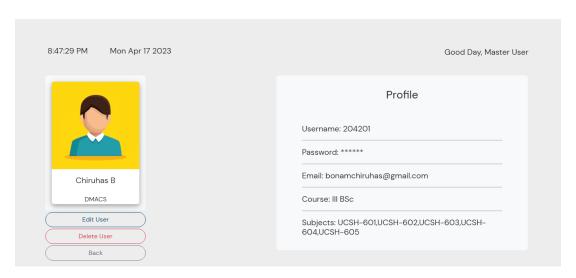


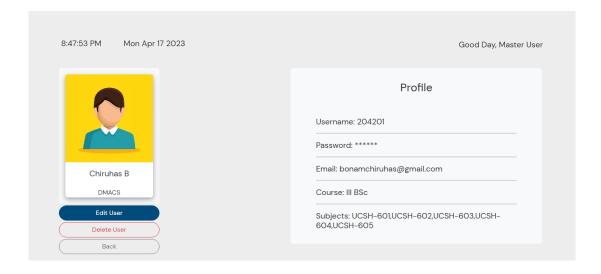
The current details of the teacher will be shown in the inputs. Make changes to the details that you want to edit and click on the "Add/Save" button below. This will make the changes. The changes made will be immediately visible on the page.

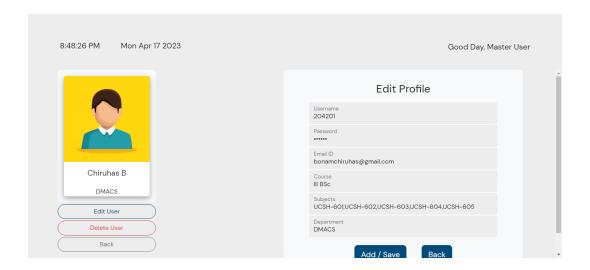
Edit Students

Edit Students is exactly the same as the Edit Teachers. Just make sure to go to the "Students" page by clicking the "Students" button.







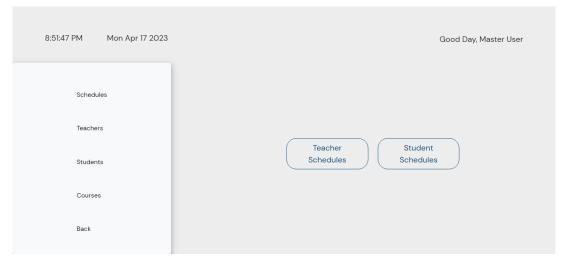


This wraps the Edit User functionality. Now what else can you edit? Well if you remember, you created schedules for Teachers, so you can edit those if needed.

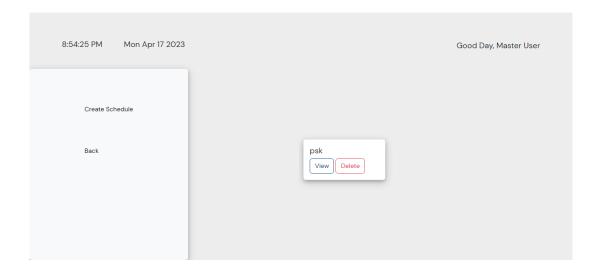
Edit Schedules

As you did for creating schedules, click on the "Schedules" button on the main page to start with the editing process.

Keep in mind that you can create, edit and delete (more on this later) only the teacher schedules and not the student schedules, so click on teacher schedules.



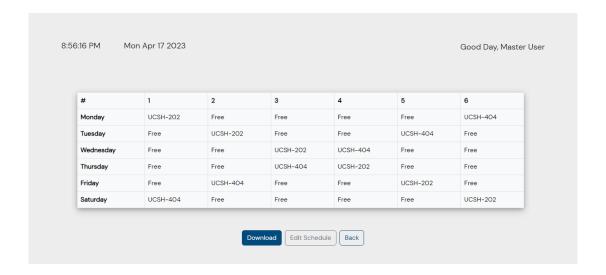
Once you have clicked on it, it should as mentioned earlier show all the schedules that have been created.

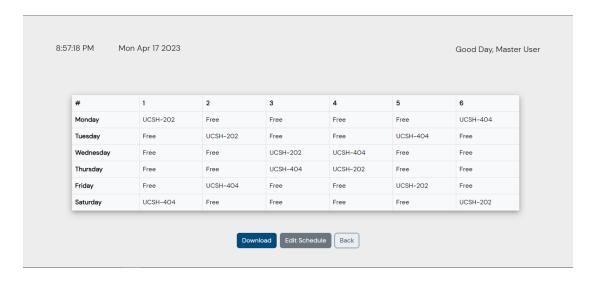


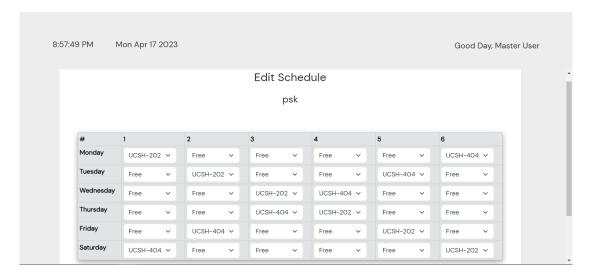
Click the View button of the schedule you want to edit and it should load the current state of the schedule.



To start editing the schedule, click on the "Edit Schedule" button.







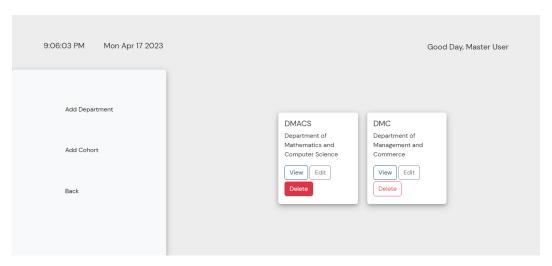
Now you can make the necessary changes and save the edited schedule by clicking the "Add/Save" button. And this wraps up the Edit Schedule functionality. Now we will go over your ability to delete things.

Delete Course Details

As you can already Add and Edit course details, it will be unfair to not give you the ability to delete them.

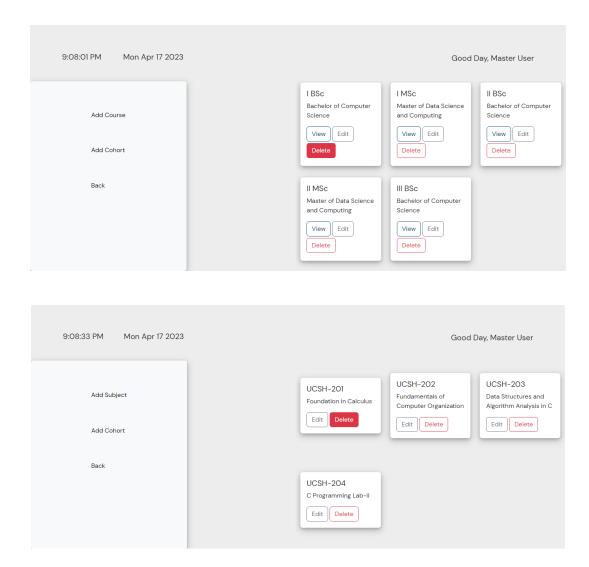
Delete Departments

By now you can see a recurring pattern and if you do, then you are right. Deleting departments has the same steps as editing departments. So shall we?



Go to the Courses page and click on the Delete button of the department you want to delete and poof, it's gone.

Now, as you may have already figured it out, deleting courses and subjects are exactly the same.



And voila, now you know how to delete course details. Now let us move on to deleting users.

Delete Users

You are already becoming a pro at this, so I guess you can already complete the next sentence of mine. Let us do it together. As you did for Adding and Editing users, click on either the "Teachers" button or "Students" button depending on which user you want to delete.

Delete Teachers

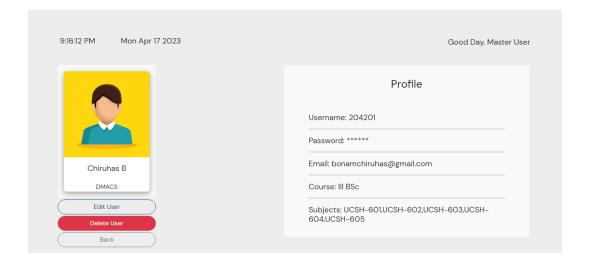
Click on the View button of the teacher you want to delete and once in the profile page just click on the "Delete User" button and you are good to go.



Keep in mind that like in real life, there is no undo button in this application. With great power comes great responsibility. So use it carefully.

Delete Students

Well, it is exactly the same as Delete Teachers as you may have guessed.



Now comes the last part of your Delete powers, which is...

Delete Schedules

I know what you are thinking and you are right. It will be the same steps taken for creating or editing a schedule.

So let's do it. Go to the "Schedules" page. Click on "Teacher Schedules" and then click the "Delete" button of the schedule you want to delete. It's that easy.



Well, that wraps up the Delete functionality.

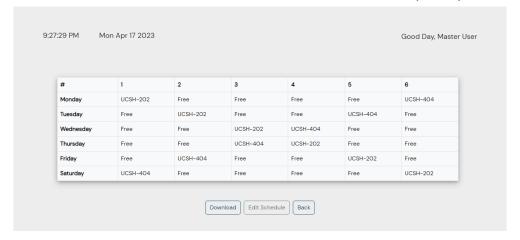
Miscellaneous

As admin you have got a lot of actions you can take in this application as we have seen till now. Well, it does not stop here. Here are a few more abilities you have but we have discussed all the major functionalities you can use above.

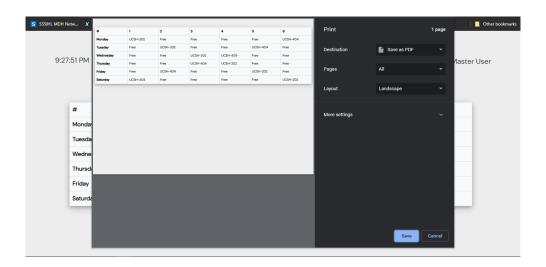
Downloading Schedules

What good is it if you have to always open the app and go to a schedule to just look at it when wanted? Well, don't worry. I have just the right thing for you. You can download the schedules.

Go to Either "Teacher Schedules" or "Student Schedules" based on which schedule you want to download. Just click the view button and that will open up the schedule.



You can see a "Download" button there. Click on it and Voila!! You have it.



Master Reset

I know what you would have thought about when the Delete functionalities were being explained. If there is a scenario where you have to delete everything that has been entered like at the end of the semester. Well, don't worry, you don't have to delete everything one by one manually. You have an amazing power given to you. The Master Reset deletes everything. Basically a reset.

How to do that?

Remember the <u>hidden button</u> that was mentioned in the first few pages of this document? Clicking on that will reveal an option called "Master Reset". Clicking on the master reset button will flush the entire database and log you out.

9:51:34 AM Tue Apr 18 2023	Good Morning, Master User
	Home
	Profile
	Master Reset
Schedules	Logs
	Logout
Teachers	
Students	SAITimetable_Gen
Courses	
Back	

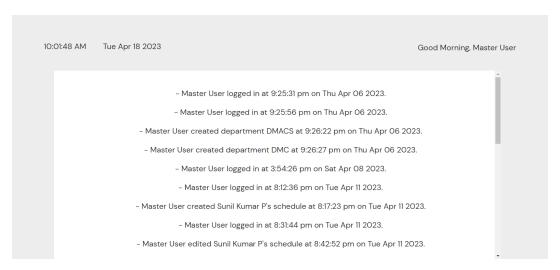
NOTE: As master reset will flush the entire database, your account, i.e. the admin account will also be removed. But don't worry you can easily add your account back in. As you can see in the screenshots, the logged in user is called Master User and that account is a fallback account in case the database is completely empty. This scenario only occurs two times. One, in the starting of the semester due to you clicking on master reset the previous semester thereby clearing the database for next semester or Two, you accidentally clicking on the master reset button or a database failure(This is highly unlikely to happen).

Logs

Logs are important. It helps you keep track of all the activities performed by all the users including you. Any activity done in the app is always logged in the database, even a user login. To access these logs, again go to the hidden button and you will see a "Logs" button.



Click on the button and you should be able to see the logs. It's that easy.



Do note that a few pages like the Profile page and the Logs page do not have a back button visible. Well, the way to go back in these cases again lies in the hidden button. You can see a "Home" button. Click on it to go back.



That wraps up all the tasks you as an admin can perform in this application. Do enjoy using it!!

JAI SAIRAM

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