

# LEARNING MANAGEMENT SYSTEM USER GUIDE UNIVERSITY OF TECHNOLOGY

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# **University of Technology LMS**

University of Technology LMS is an online course-based learning management system. This web application is designed for creating courses, offering courses to students, and managing web portals.

University of Technology LMS is an online platform where the site admin and course instructors can create courses and make revenue by selling them to the students. On the other side, students can enrich their knowledge by purchasing courses from your application. In this course-based online educational platform. The course instructors can add videos, text, images, and documents as course materials.

# What University of Technology LMS does

University of Technology is an online course-based educational platform. With University of Technology LMS, you can:

- Create and manage courses and quizzes
- Manage users
- Messaging With users
- Manage blogs
- Manage newsletter
- Add or manage themes and addons
- Configure settings

# Who is University of Technology LMS for

University of Technology LMS is the best solution for any course-based online educational platform. University of Technology LMS can fit with any educational institute like school, college, university, training institute, yoga, cooking, painting, you just name it. University of Technology LMS is beneficial for:

- **Students:** The student or newly recruited employee who wants to enrich their knowledge and skills.
- **Instructors:** Who wants to crate and sell the course in their expertise subjects.
- **Admin:** The authority who operates the application creates and earns revenue, manages the user's panel, etc.

#### Basic terms

#### What is a course

In University of Technology LMS, students and instructors can share and enrich their knowledge through a course-based system.

The instructor or course creator has to create lessons, quizzes, and add attachments under the course. Later, the course creator can update, modify, or remove the course. On the other side, students have to purchase the course to enroll in a course. In this learning platform, the course is a medium to connect the users to work together. Multiple instructors can create a course here.

#### Who is an admin

An admin is a user who has the highest number of privileges, permissions, and responsibilities in University of Technology LMS. The admin has to manage the entire system to operate the application.

In this platform, an admin can:

- Create users.
- Manage course and category.
- Manage revenue report menu.
- Grant permission to withdraw the instructor's revenue.
- Add addons.
- Configure and update the entire system settings.
- Accept/reject the application for the instructor.

#### Who is an instructor

The instructor is a user in the University of Technology LMS, who creates and sells courses in their expertise subjects.

An instructor can add, remove, and update the lessons, quizzes, and attachments. They can also overview sales and payout settings. An instructor can earn income by sharing a percentage of the course price after selling the course on this platform. Also, an instructor can continue messaging, and discussing lessons with admin and enrolled students.

#### Who is a student

In University of Technology LMS, students are the users who want to learn or upgrade skills in their favorite subjects.

On this platform, students can purchase or subscribe to a course for enrollment. They can start or continue their enrolled course from the last preview. They can also browse courses and make wishlists. In University of Technology, a student can apply to become an instructor.

#### Course website frontend

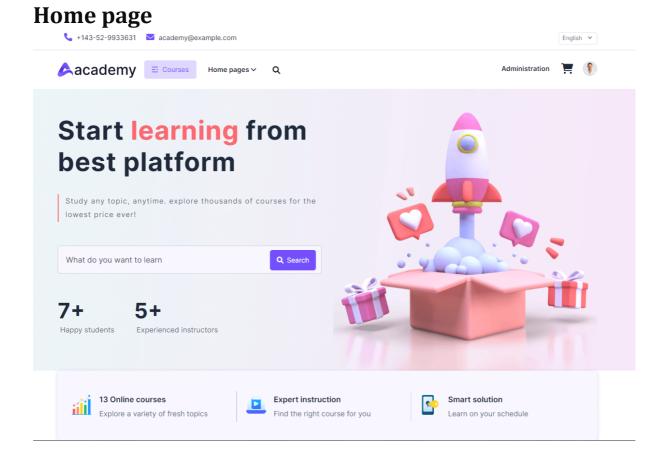


Figure 1. University of Technology LMS Frontend Homepage

Users may access the majority of the view pages without logging in. When users access the University of Technology LMS application for the first time without signup, they will see the Course Search option on the home page and see the top courses and the top 10 latest courses.

# Course categories menu

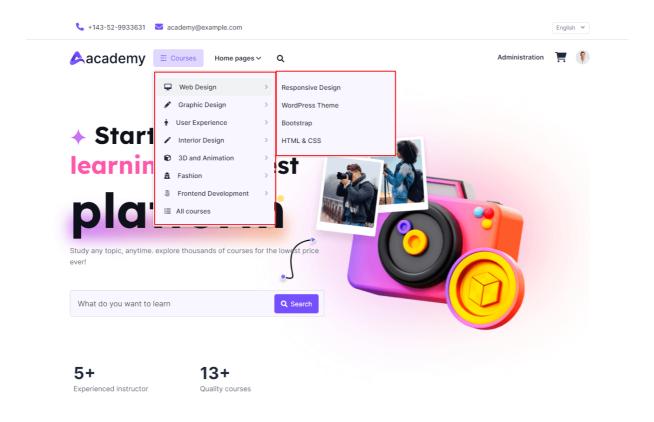


Figure 2. University of Technology LMS Frontend Course Category Menu

On the left side of the home page, a course menu with a drop-down menu includes categories and subcategories. Category and subcategory Select a specific category. Can view all courses in the department at once.

# **Course Search bar** English 🕶 ▲academy = Courses Home pages ~ Q | Search Administration 📜 🦻 Start learning from best platform Study any topic, anytime. explore thousands of courses for the lowest price ever! What do you want to learn 7+ 5+ Happy students Experienced instructors Why learn online?

Figure 3. University of Technology LMS Frontend search bar

Flexibility in scheduling and learning at Convenient access from anywhere with an

Accessibility

Flexibility

your own pace.

Users can find a course using the search box above. Can use the search bar to locate the required courses.

Globalization

Opportunity for global networking and

collaboration with peers worldwide.

Cost-effectiveness

Cost-effective compared to traditional in-

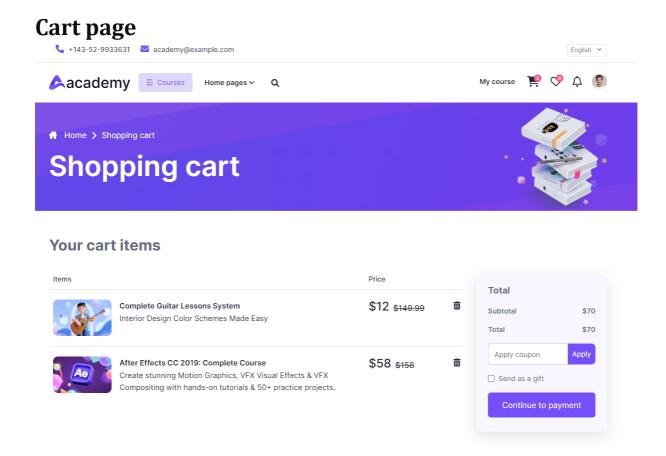


Figure 4. University of Technology LMS Frontend Shopping Cart

When users add their favorite courses to their add to cart, the cart page displays all the courses added to their add to cart.

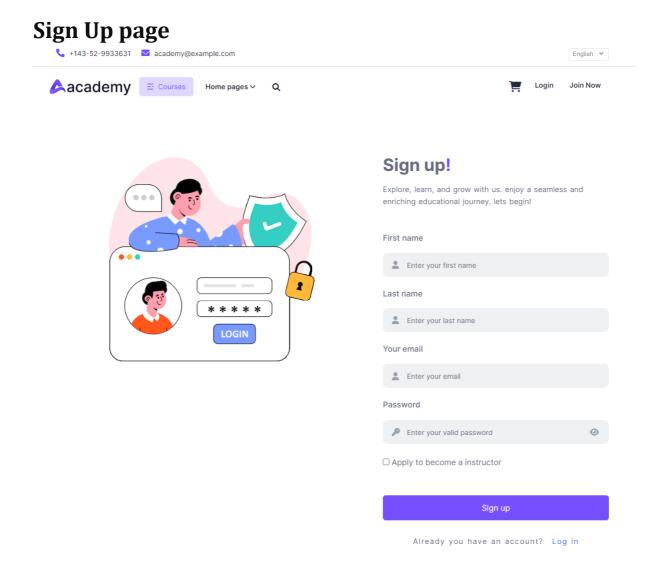


Figure 5. University of Technology LMS Sign up page

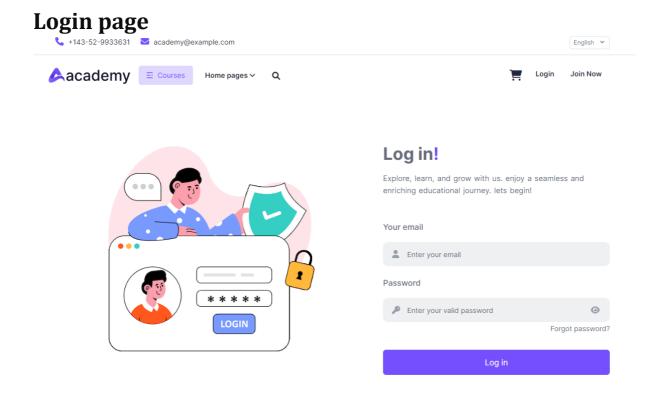


Figure 6. University of Technology LMS Log in Page

There are two buttons on the right side of the home page. the first is to log in. The second is to sign up. If a user already has an account, they do not need to sign up again. Users can purchase the course if they have an account.

## **Top courses**

#### **Top courses**

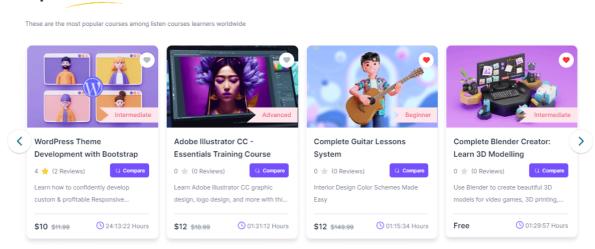


Figure 7. University of Technology LMS Top Course

On the home page are featured top courses. Users quickly find suitable courses.

#### **Top 10 Latest courses**

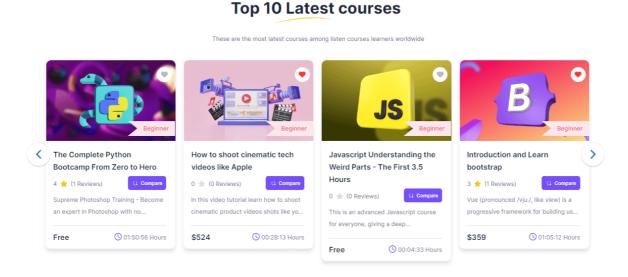


Figure 8. University of Technology LMS Latest Course

The top 10 latest courses the added to the homepage. Users can select the most recent courses and purchases by signing up.

# Course filter page

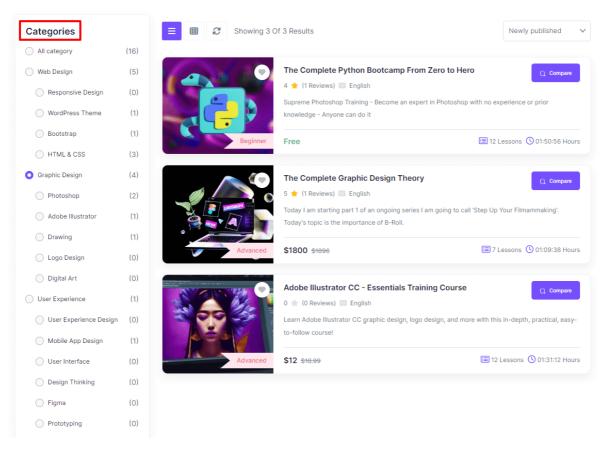


Figure 9. University of Technology LMS Course Filter Page

Users can filter Categories, Price, Level, Language, usage courses before signing up to University of Technology LMS and purchasing courses.

#### **Course List view**

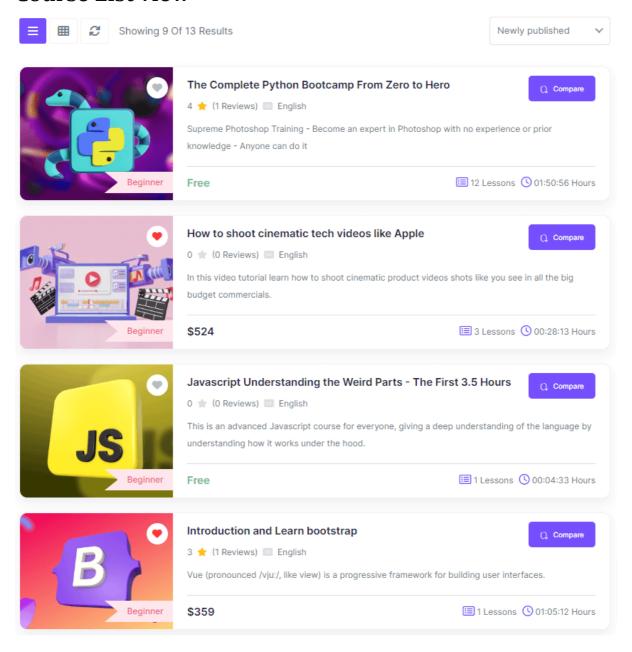


Figure 10. University of Technology LMS Course List View

If the user wants to see all the courses on the course page in a list, they can see it using the list-icon at the top.

# **Course grid view**

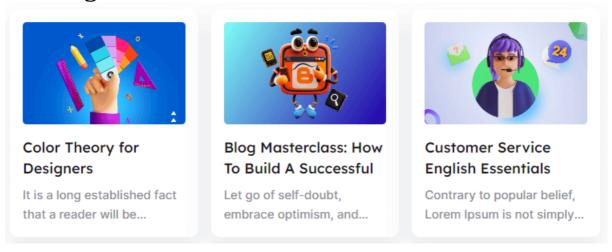
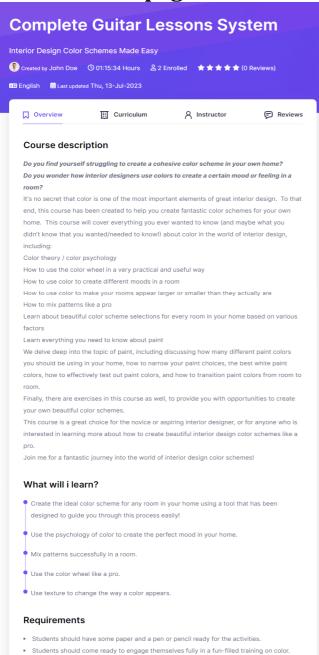
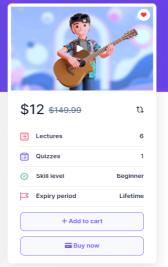


Figure 11. University of Technology LMS Course Grid

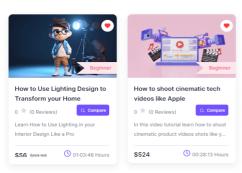
If users want to see all the courses on the course page in a grid, they can see it using the grid icon above.

# Course details page





#### **Related courses**



#### Figure 12. University of Technology LMS Course Details Page

A user can view the course details page. Course ratings, curriculum, course requirements, course description, course previews, and can learn about the instructor without signing up.

# **About page**

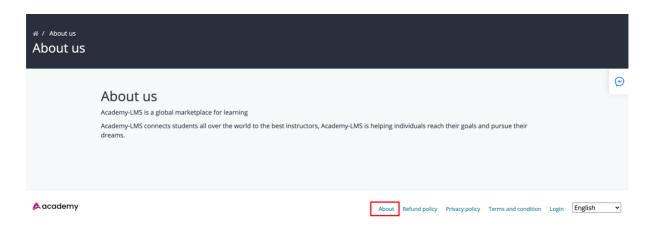


Figure 13. University of Technology LMS About Page

The user can learn about the University of Technology LMS application without signing up by visiting the 'about page' in the menu below.

# **Refund policy**



Figure 14. University of Technology LMS Refund Policy

Users may learn about the University of Technology LMS application's refund policy without signing up by visiting the 'Refund policy page' in the footer menu.

# Privacy policy page

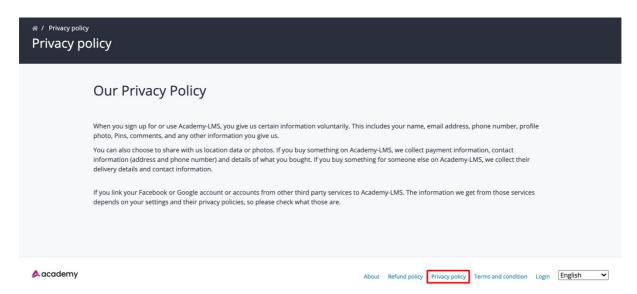


Figure 15. University of Technology LMS Frontend Privacy Policy

The user can check the University of Technology LMS application's privacy policy without signing up by visiting the 'privacy policy page' in the menu below.

# Terms and condition page

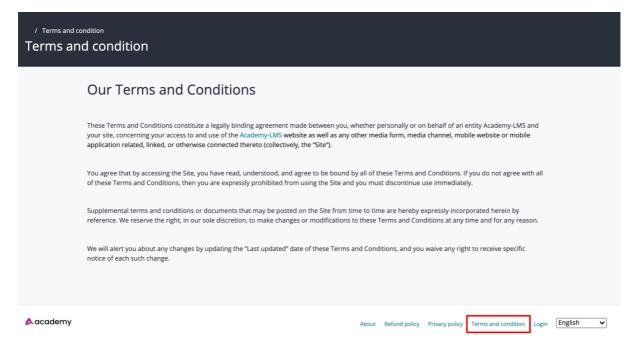


Figure 16. University of Technology LMS Frontend Terms and Conditions

Users will be able to visit the Terms and Conditions page without signing up.





Figure 17. University of Technology LMS Frontend Language Change

Users can also change the language of the website to their chosen one.

**Content safety** 

University of Technology is a learning management system designed to create,

distribute and manage the delivery of educational content.

When you use University of Technology LMS, you have to be very responsive to using

the information about users. You have no authority to publish the information. Also, you

can not use the information for any personal usage. Overall, University of Technology

does not support any unethical content.

You can not use any contents that harm any religion. You are not allowed to make any

political discussion, personal promotion, any abusive words in this application.

**Technical Details** 

University of Technology has a few system requirements. To run the application, you

have to make sure that your web server meets the following minimal prerequisites:

• Built with: PHP

• Framework: Codeigniter

• Minimum Php version : > 7.0

• Database: Mysql

• MySQL Version : > 5.7.0

• Required server: Apache

• cURL status: Required

• Mod rewrite module status: Required

• Minimum Required Physical Memory: 1GB

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## **User Guide**

#### How to create a course

In University of Technology LMS, you can create courses and earn money by selling the courses as an admin. You can add several lessons, attachments, and quizzes to make the course more resourceful. Your instructors can also publish their courses on the application but they need the site admin's approval.

# **Course creation procedure:**

To create the courses, the course creator can follow the steps below:

- Log in as Admin
- Select the "Course" from the left side menu.
- Choose the "Add new course" sub-menu.

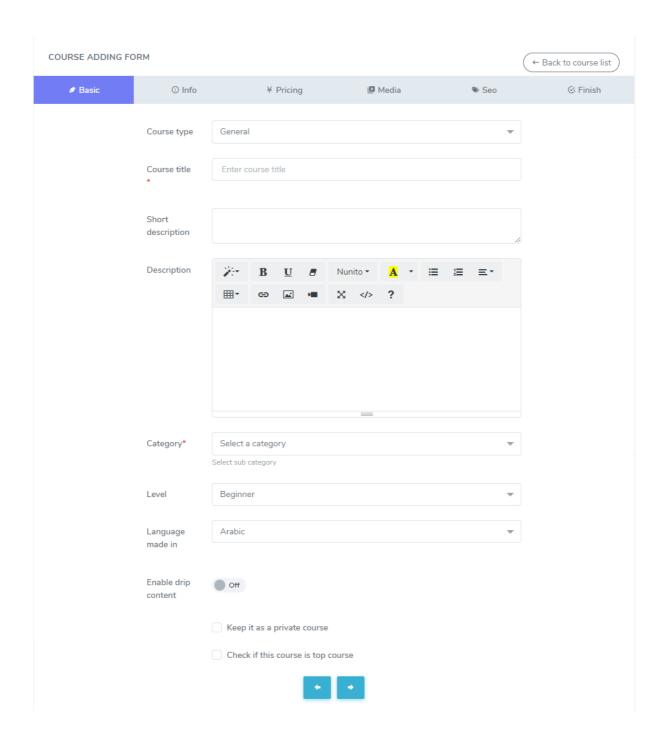
Provide the required information to create a course. Which are:

#### **Basic Data:**

In this form, the course creator has to provide:

- Course title
- Course short description
- Long description
- Course category
- Course level
- Course language
- Enable/disable the drip content feature (Drip content will only work for Youtube, Vimeo, HTML5, and video files)
- Private course selection checkbox
- Top course selection checkbox

After providing the info, click on the "Green right arrow" for the next step.

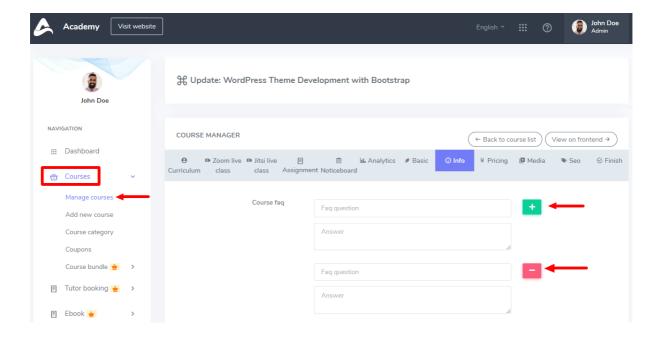


#### Info:

The course creator has to provide course info here. So that, the students can understand the course more effectively before purchasing. Here, the course creator has to provide course FAQs, requirements, and outcomes.

To add the course FAQs, the course creator can follow the steps below:

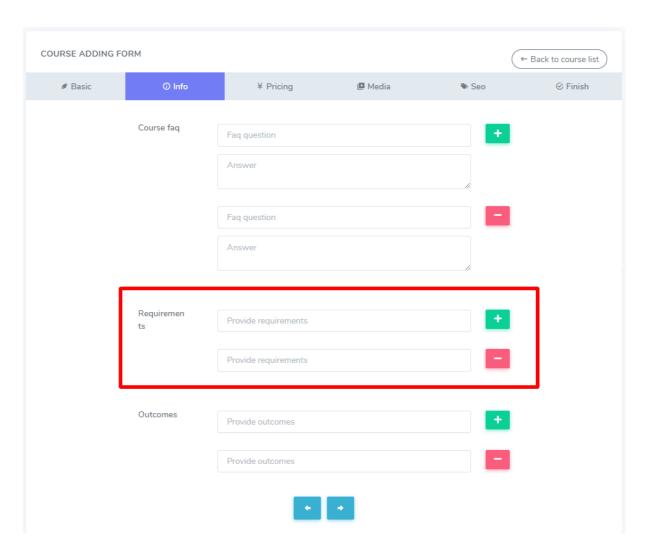
- Navigate to the course managing option.
- Select the "Info" option.
- Add common questions and answers in the "Course FAQ" section.
- Click on the "+" button to add multiple FAQs and "-" for removing a FAQ.



# Frequently asked question

- ? How to update the application version
- Before updating to the new version, make sure that you currently running its previous version. For example, you can not directly update your version 5.9 from 5.5. First, you have to update 5.6 from 5.5, then you have to update 5.7 from 5.6, then update 5.8, and then you can update 5.9. You have to follow the sequence of the number to update the application version. Just like 5.5 > 5.6 > 5.7 > 5.8 > 5.9
- What kind of license should I purchase?
- If you want to build your own website/course portal/project, you can purchase the regular license for each project. Or, if you want to build a website/course portal/project for others/your clients, you have to purchase the extended license for each project.

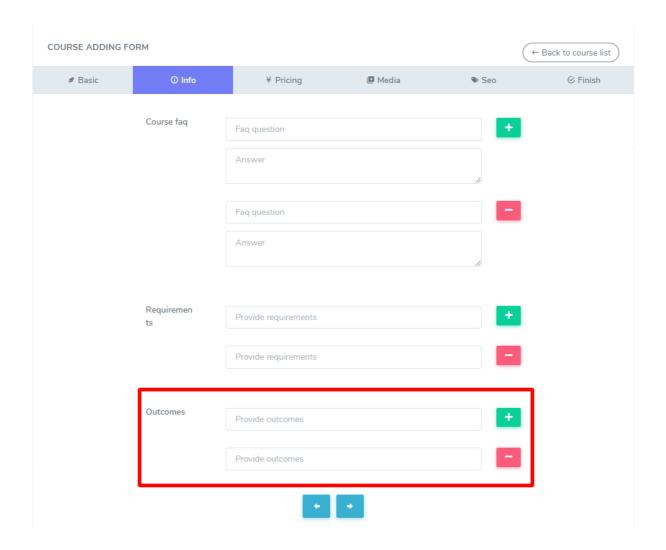
If your course has some prerequisites, you can provide those data in this section. You can provide as much as the course requirement here. To add more requirements, Click on the "+" button. Also, click the "-" button to remove a requirement from the course.



# Requirements

- · Have a basic understanding of HTML, CSS and PHP (all courses I offer)
- Have access to a code editor, free or otherwise. I suggest Coda 2, as that's the editor I
  use exclusively.
- · An Internet connection is required.
- A fresh copy of Bootstrap and WordPress (we will go over this in the beginning of the course).
- Download & Install MAMP (or alternatives we cover this in the course)

In this form, you have to write down the outcome of the course. You can add more than one outcome. You have to click the "+" button to add more requirements. Also, click the "-" button to remove an outcome from the course.



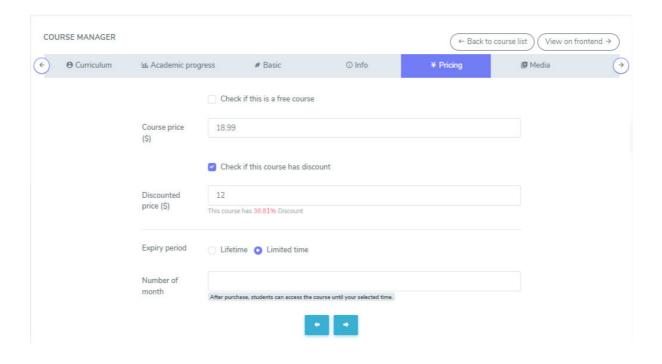
#### What will i learn?

- Have the skills to start making money on the side, as a casual freelancer, or full time as a work-from-home freelancer
- Convert any static HTML & CSS website into a Custom WordPress Theme
- Feel comfortable with the process of turning static websites into dynamic WordPress websites

- Easily create a beautiful HTML & CSS website with Bootstrap (that doesn't look like generic Bootstrap websites!)
- Have a thorough understanding of utilizing PHP to create WordPress websites & themes
- Fully understand how to use Custom Post Types and Advanced Custom Fields in WordPress

#### **Pricing:**

The course instructor can set the price of your course to this panel. Here, they can make a course free or create a discount. Now provide the course price. If they want to sell your course at a discount, then input the discount price. Also, the course instructor can add the course expiry period. The course instructor can make the expiry period lifetime or add customize time.

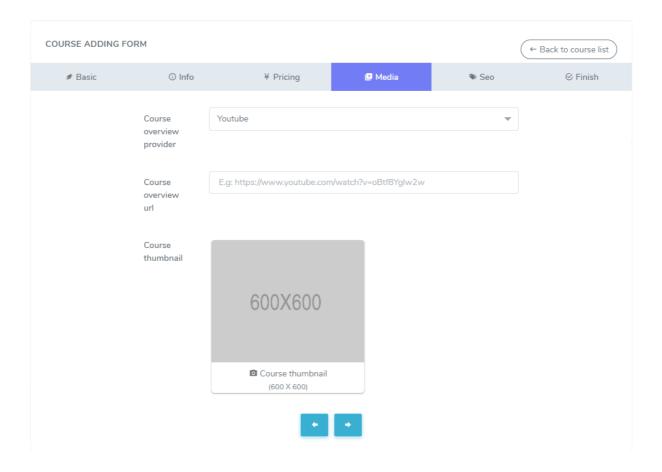


#### Media:

Now, provide the media platform of the course here. The course creator can use:

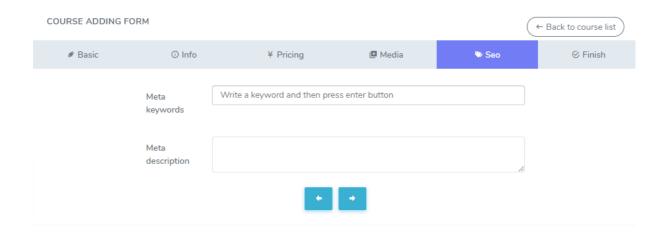
- Youtube
- Vimeo
- HTML5

They have to provide the media platform, course overview URL, and course thumbnail. Also, they can upload it from your device.



#### SEO:

The course creator can SEO the course title from this form in University of Technology. Here, they have to provide your course's meta keywords and descriptions. That's it.



After that, click the "**Submit**" button to complete all forms of adding a course in University of Technology LMS.

### Lesson types

University of Technology LMS offers multiple types of platforms to create your lessons in a course. You can choose the best lesson type to make your course more resourceful. To choose a course lesson type, you can follow the steps below:

- Log in to the application. (Admin/Instructor can choose the lesson type)
- Select the "Courses" option from the left menu.
- Click the "Manage courses" option from the sub-menu.
- Select a course.
- Click on the selected course.

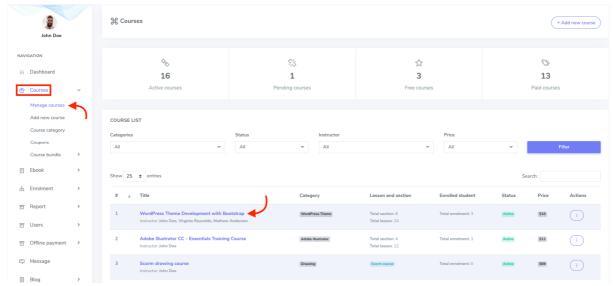


Figure 1. University of Technology LMS Managing A Course Lesson

Select the "Add lesson" button.

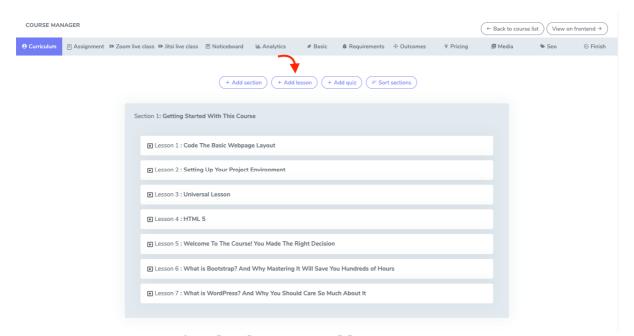


Figure 2. University of Technology LMS Adding A Lesson

In this section, you can get the lesson types like:

- YouTube video
- Vimeo Video
- Video file
- Video URL (MP4)
- Amazon S3 Bucket (Addon)

- Google drive video
- Document file
- Text
- Image file
- Iframe embed

From all these categories, you can select any platform for your lessons.

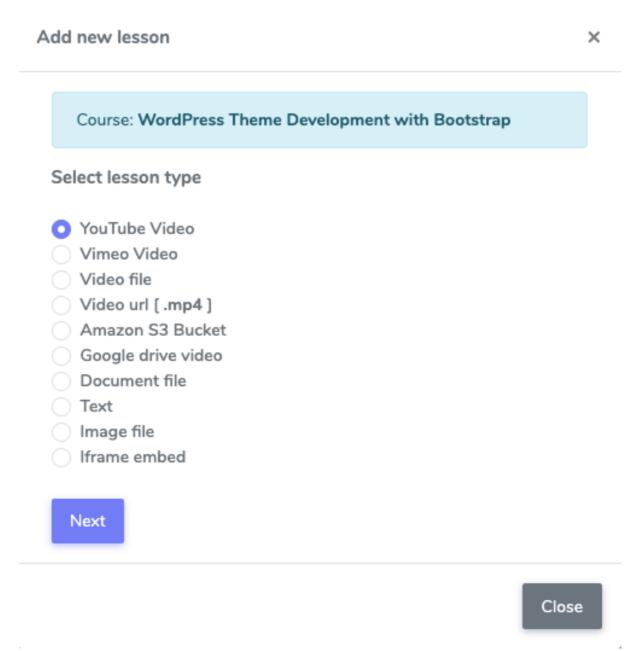


Figure 3. University of Technology LMS Lesson Types

#### How to create a lesson

As an admin or an instructor, you can add several lessons to a course. This doc will help you to create a lesson in University of Technology LMS.

# Admin panel:

To create a lesson as an admin, you have to navigate:

- 1. Log in to the admin panel.
- 2. Select the "**Course**" from the left menu.
- 3. Choose the "Manage course" sub-menu.
- 4. Select the "Edit this course" button from "Action."
- 5. Click on the "**Add lesson**" button from the "**Curriculum**" form.

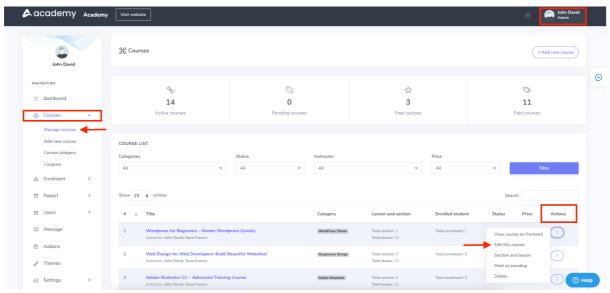


Figure 1. University of Technology LMS Managing A Course (Admin)

And

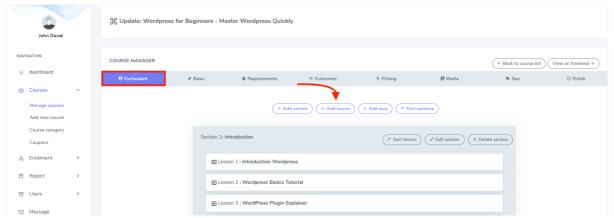


Figure 2. University of Technology LMS Adding Lesson (Admin)

In this new form, you have to select a lesson type. Then tap on the "Next" button.

Calact losson tuno			
Select lesson type			
<ul><li>YouTube Video</li></ul>			
Vimeo Video			
Video file			
Video url [ .mp4 ]			
Amazon S3 Buck	et		
Google drive vide	O		
Document file			
Text			
Image file			
Iframe embed			

Figure 3. University of Technology LMS Selecting Course Type

After selecting the lesson, you have to provide basic information about the selected type.

#### Youtube video

For the youtube video type lessons, you have to provide:

- Provide a title for the new lesson.
- Select a section of the course.
- Provide video URL. (For web application)
- Add video duration manually. (For web application)
- Choose a Lesson provider. (For the mobile application)
- Provide video URL. (For the mobile application)
- Add video duration. (For the mobile application)
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add a new Youtube video lesson.

#### Vimeo Video

To add a Vimeo video lesson, you have to provide the following information:

- Add a title for the new lesson.
- Choose a section.
- Provide video URL. (For web application)
- Add video duration manually. (For web application)
- Choose a lesson provider. (For mobile application)
- Add video URL. (For mobile application)
- Set video duration manually. (For mobile application)
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add a new Vimeo video lesson.

#### Video file

To add a video file lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Upload system video file. (For web and mobile applications)
- Set the video duration manually. (For web and mobile applications)
- Upload the video captions file.
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "**Add lesson**" button to add a new video file lesson.

**NB:** Your students can not download file videos because video file is protected.

# Video URL (MP4)

To add a MP4 lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Add video URL. (For web application)
- Provide video duration. (For web application)
- Add thumbnail (The thumbnail size should be 979 x 551)
- Upload the video captions file.
- Choose a lesson provider. (For mobile application)
- Provide video URL. (For mobile application)
- Add duration manually. (For mobile application)
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add a MP4 lesson.

#### **Amazon S3 Bucket**

Amazon S3 bucket is an addon. After installing this addon to your application, you will get this option in the "**Select lesson type**" form. To add an Amazon S3 Bucket lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Upload video file. (For web and mobile applications)
- Add video duration. (For web and mobile applications)
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add an Amazon S3 Bucket lesson.

## **Google Drive video**

To add a Google Drive video lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Add video URL.
- Set video duration manually.
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add a Google drive video lesson.

#### **Document file**

To add a document file lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Choose a document type. (You can choose Text, PDF, or Document file)
- Add an attachment.
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add a document file lesson.

#### **Text**

To add a text file lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "**Add lesson**" button to add a text file lesson.

## **Image file**

To add an image file lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Upload an attachment.
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add an image file lesson.

#### Iframe embed

To add an image file lesson, you have to provide the following information:

- Provide a title for the new lesson.
- Select a section of the course.
- Add an iframe source. (Only add the source)
- Provide lesson summary.
- Click on the checkbox, if you want to make this lesson free.
- Select the "Add lesson" button to add an iframe embed lesson.

## Instructor panel:

To create a new lesson from the instructor panel, you have to follow the steps:

- 1. Log in to the instructor panel.
- 2. Choose "Course manager" from the left menu.
- 3. Select the "**Edit this course**" button from "**Action**."
- 4. Click on the "**Add lesson**" button from the "**Curriculum**" form.

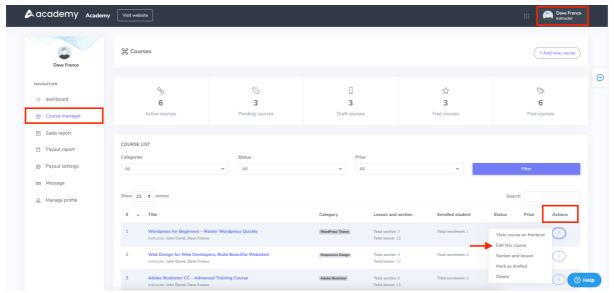


Figure 4. University of Technology LMS Managing A Course Lesson (Instructor)

#### And

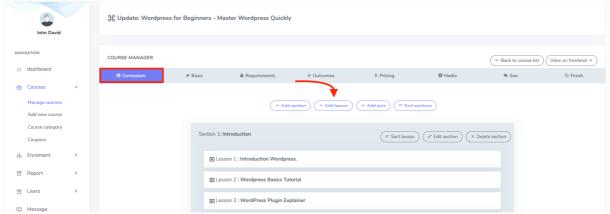


Figure 5. University of Technology LMS Adding A Lesson (Instructor)

After that, you have to follow the process as the admin panel.

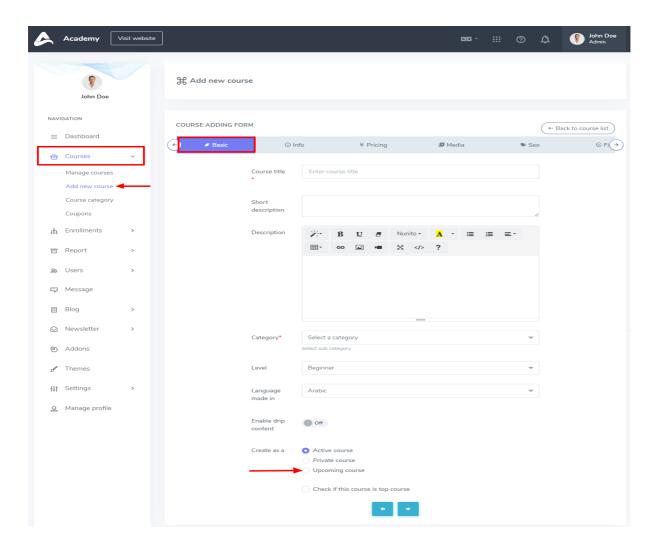
**NB:** Students can not access any type of lesson files from direct URLs.

# How to publish upcoming course

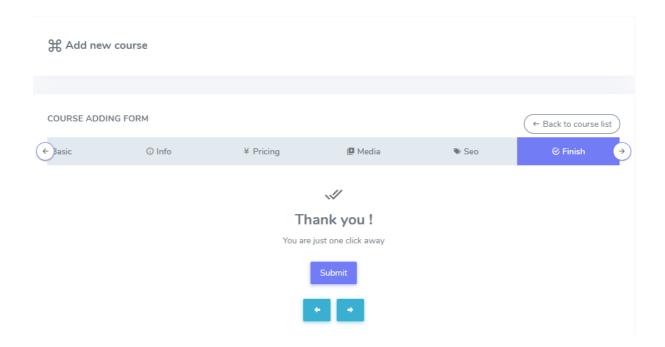
You can publish upcoming courses in University of Technology LMS as a site admin. These upcoming courses will be visible on your application's home page.

To publish the upcoming courses in this application, you can follow the steps below.

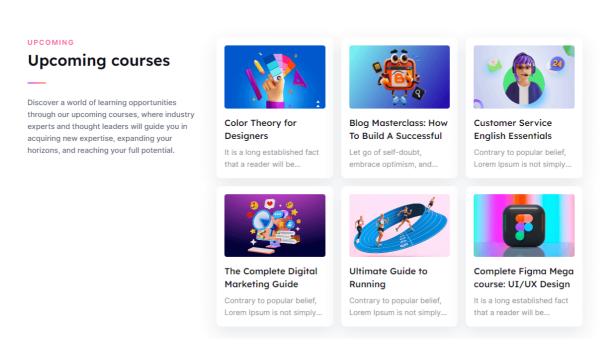
- · Log in to the application as an admin.
- Go to the "Course" option from the left menu.
- Select the "Add new course" option from the sub-menu.
- Provide the required information in the "Basic" form.
- Select the course as "Upcoming Course."



Click on the "Finish" button to publish the course.



Your courses will appear on your home page after publishing.



# How to create a quiz

In University of Technology, you can create multiple kinds of quizzes in a course. These quizzes make the course more effective. In University of Technology, you can create:

- 1. Multiple choise question.
- 2. Single choice question/True-false
- 3. Fill in the blank.

A course instructor can create quizzes in a course within a few clicks. They can also see the quiz results. Also, a course instructor can set the quiz time, marks, and quiz instruction for the course student.

To create a course, a course instructor can follow the steps below:

- Log in to the admin panel.
- Select the "Course" option from the left menu.
- Choose the "Manage course" option from the sub-menu.
- Select the "Edit this course" button from "Action."

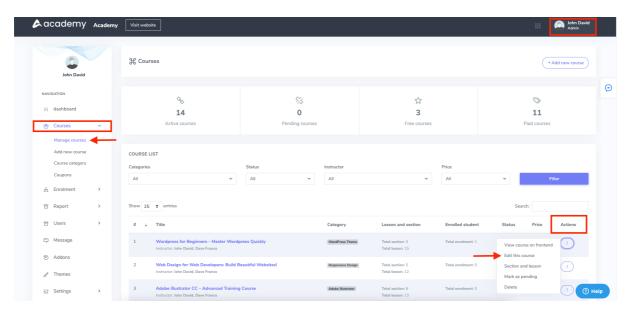


Figure 1. University of Technology LMS Managing Course

• Click on the "Add quiz" button from the "Curriculum" form.

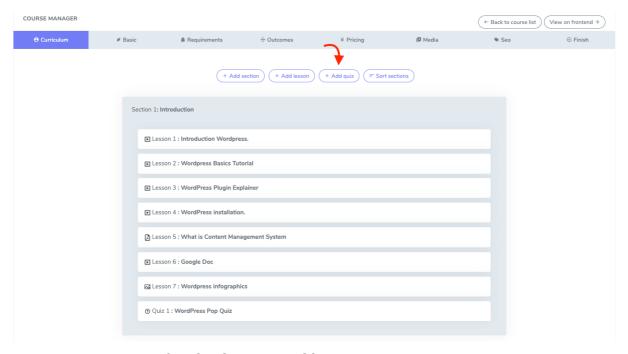


Figure 2. University of Technology LMS Adding Quiz

- Provide quiz title.
- Select a section for the quiz.
- Set the quiz time. (Set the time duration to 00:00:00 for disabling the timer for the quizzes)
- Add total mark.
- Provide instruction for your students.
- Click on the "**Submit**" button.

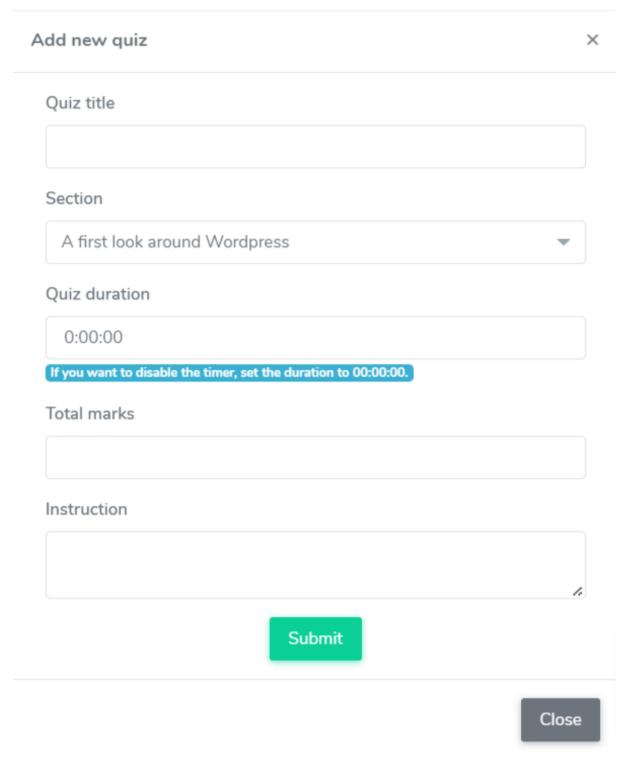


Figure 3. University of Technology LMS Submitting New Quiz

The course instructor can update the quiz. For this, follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Edit" icon.

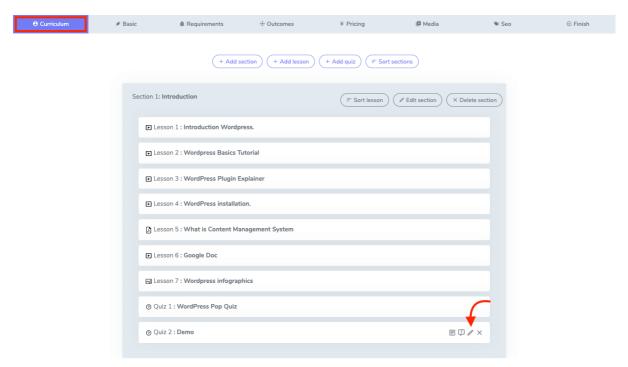


Figure 4. University of Technology LMS Editing A Quiz

- Update the required information.
- Click on the "Submit" button.

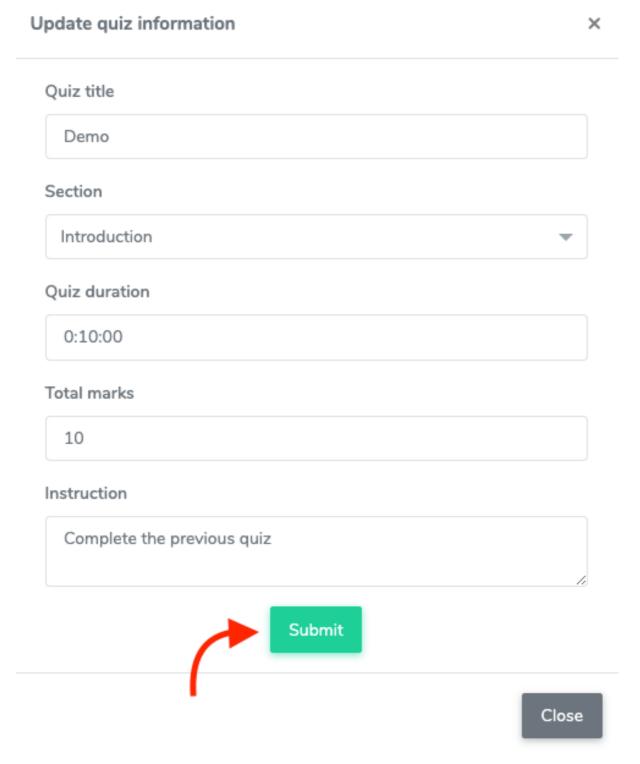


Figure 5. University of Technology LMS Submitting Updated Quiz

To remove a quiz, a course instructor can follow the steps below:

- Select a quiz from the "Curriculum" option.
- Click on the "X" icon.

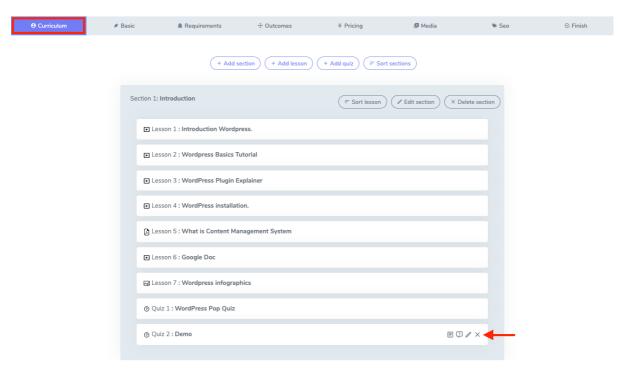


Figure 6. University of Technology LMS Deleting A Quiz

• Click on the "Continue" button for confirmation.

# Multiple choise question

You can provide questions with multiple options and answers in this question type. Your students can choose multiple answers here. To create multiple choice question, follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Question box" icon.

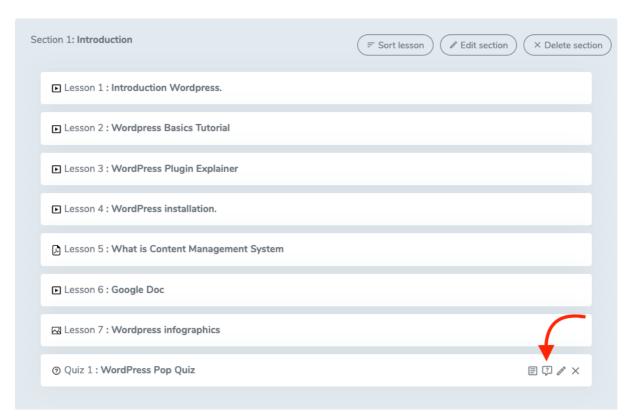


Figure 7. University of Technology LMS Quiz Question

Click on the "Add new question" button.

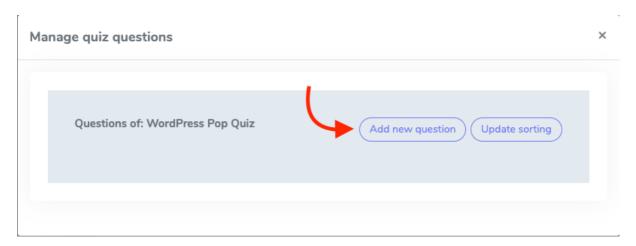


Figure 8. University of Technology LMS Adding New Quiz

 Write down your question in the blank box. (You can change font style, theme, bold, underline, color, add tables, link, video, and image)

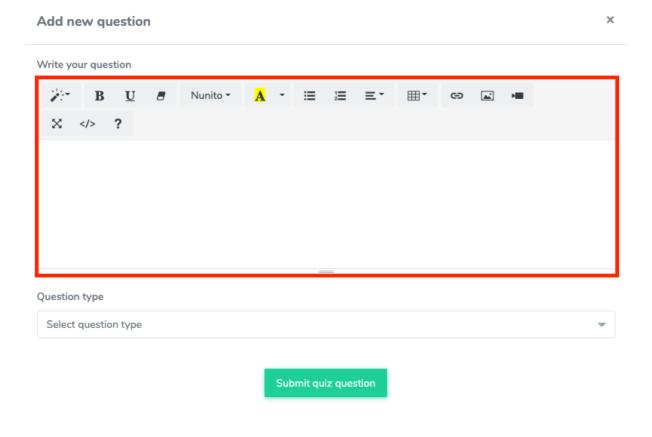


Figure 9. University of Technology LMS Question Adding Field

- Click on the "Select question type" option.
- Choose the "Multiple choice" option.

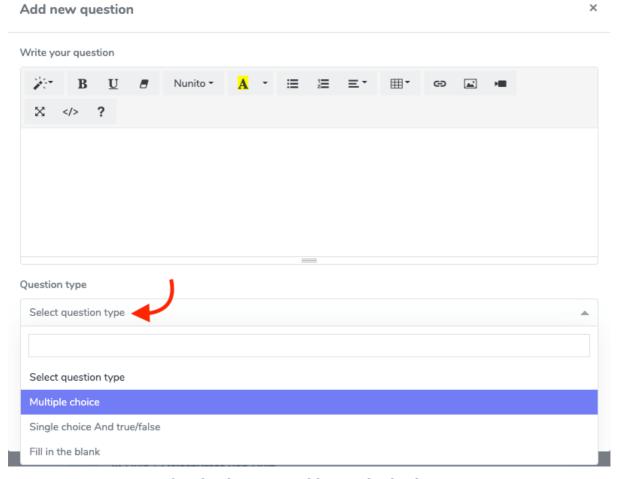


Figure 10. University of Technology LMS Adding Multiple Choice Question

- Provide the number of options.
- Add the options name.
- Click on the bar if the answers are correct. (The course instructor can add multiple correct answers)
- Click on the "Submit quiz question" button.

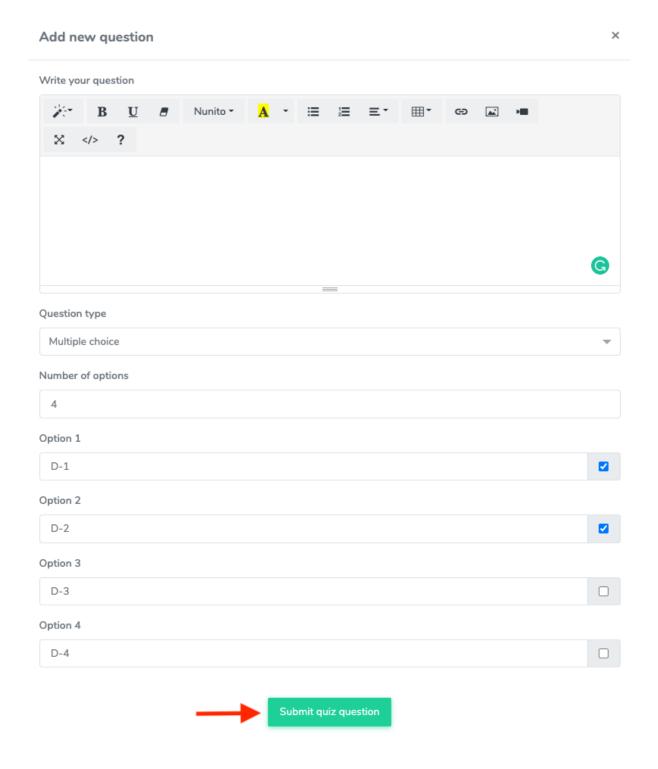


Figure 11. University of Technology LMS Submitting New Multiple Choice Question

The course instructor can update the multiple-choice question at any time. For this, follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Question box" icon.

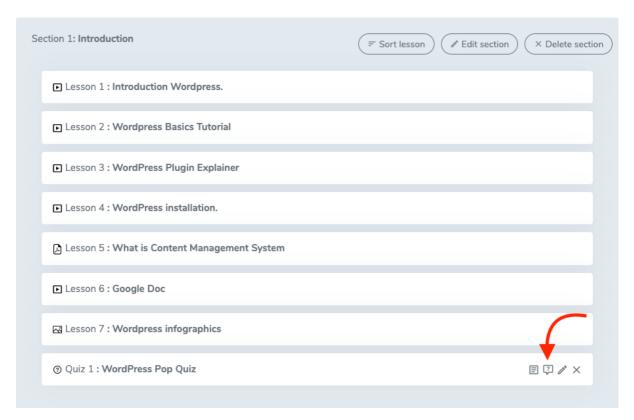


Figure 12. University of Technology LMS Quiz Question

- Select the question.
- Click on the "Edit" icon.

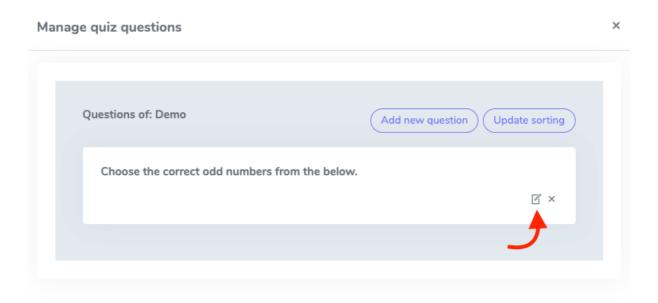


Figure 13. University of Technology LMS Updating Quiz Question

- Update required information.
- Click on the "Submit quiz question" button.

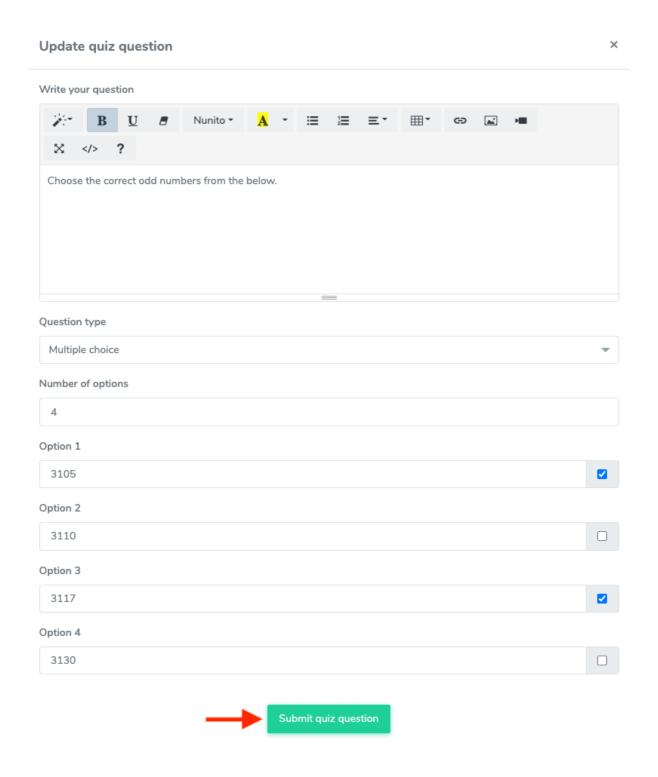


Figure 14. University of Technology LMS Submitting Updated Question

To remove a multiple-choice question, the course instructor can follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Question box" icon.

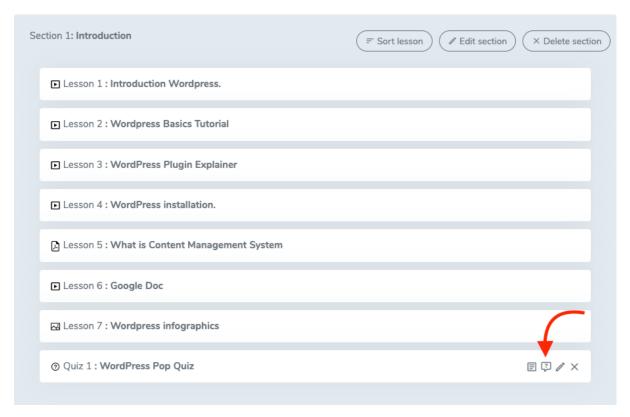


Figure 15. University of Technology LMS Quiz Question

- Select the question.
- Click on the "X" icon.

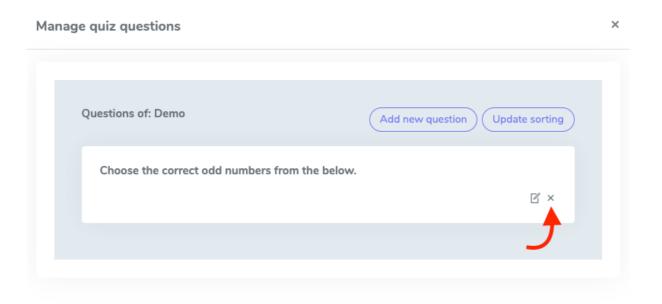


Figure 16. University of Technology LMS Deleting A Quiz Question

• Select the "Continue" button for confirmation.

# Single choice question/True-False

The course instructor can provide questions with a single correct answer in this question type. Your students can choose an answer here. The course instructor can also use single-choice questions as true and false. Set one option for "**True**" and another option for "**False**." Students have to select any one answer.

To create the single choice question, follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Question box" icon.

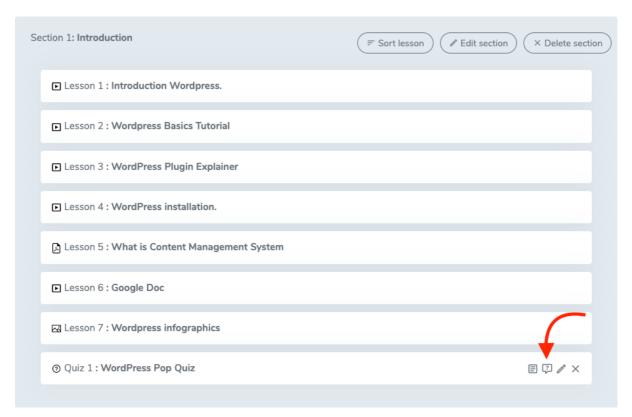


Figure 17. University of Technology LMS Quiz Question

Click on the "Add new question" button.

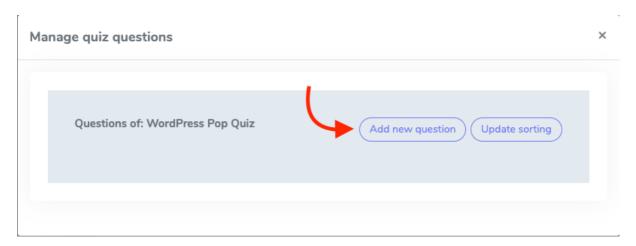


Figure 18. University of Technology LMS Adding New Quiz Question

• Write down your question in the blank box. (The course instructor can change font style, theme, bold, underline, color, add tables, link, video, and image)

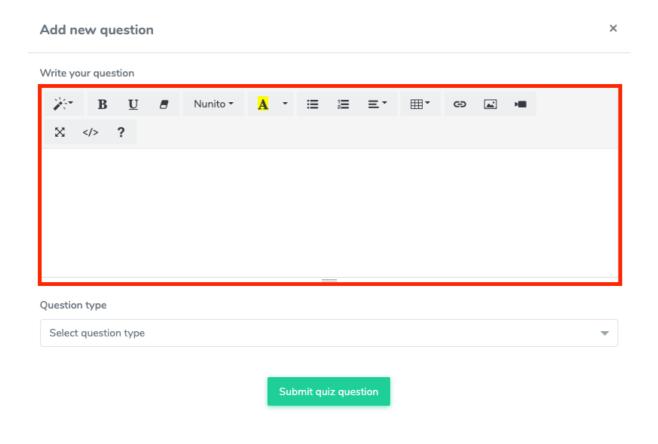
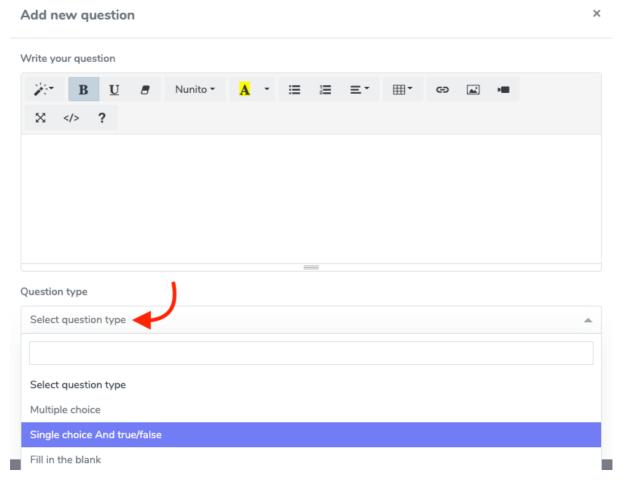


Figure 19. University of Technology LMS Quiz Question Adding Box

• Click on the "Select question type" option.

• Choose the "Single choice" option.



**Figure 20.** University of Technology LMS Selecting Single Choice Or True/False Type Question

- Provide the number of options.
- Add the options name.
- Click on the bar if the answers are correct. (The course instructor can click a correct answer)
- Click on the "Submit quiz question" button.

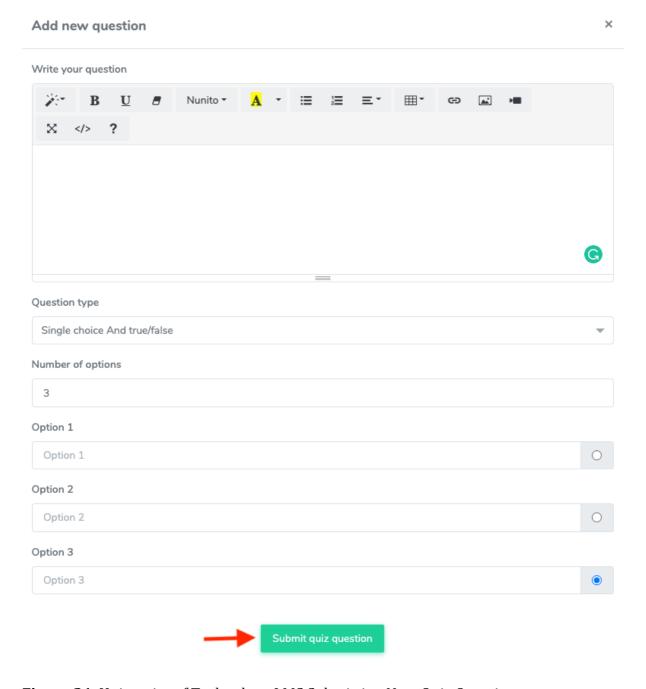


Figure 21. University of Technology LMS Submitting New Quiz Question

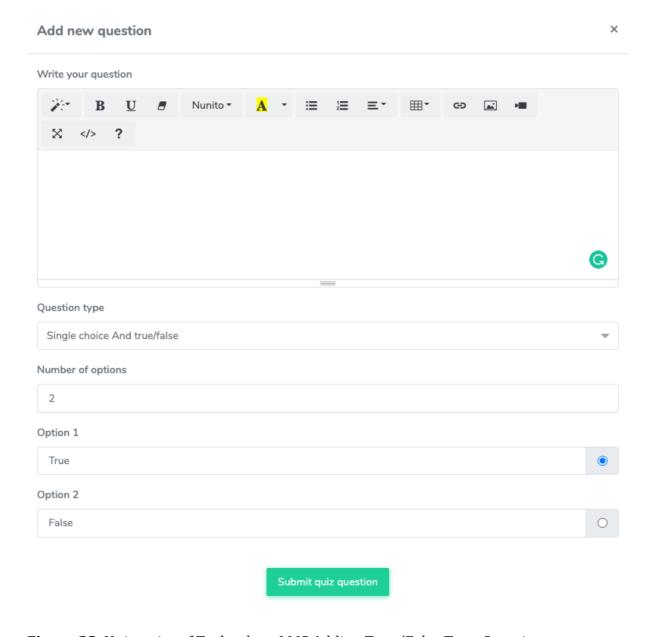


Figure 22. University of Technology LMS Adding True/False Type Question

The course instructor can update the single-choice question/true-false at any time. For this, follow the steps below:

- Select a quiz from the course curriculum.
- Click on the "Question box" icon.

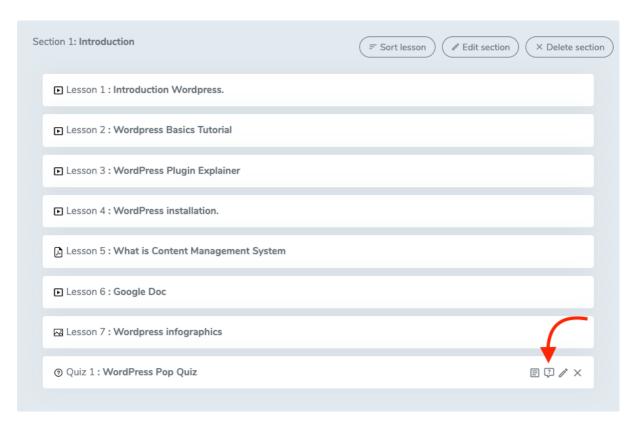


Figure 23. University of Technology LMS Quiz Question

- Select the question.
- Click on the "Edit" icon.

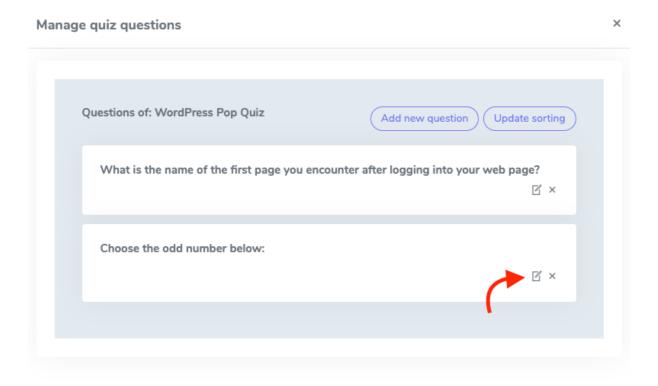


Figure 24. University of Technology LMS Updating Quiz Question

- Update required information.
- Click on the "Submit quiz question" button.

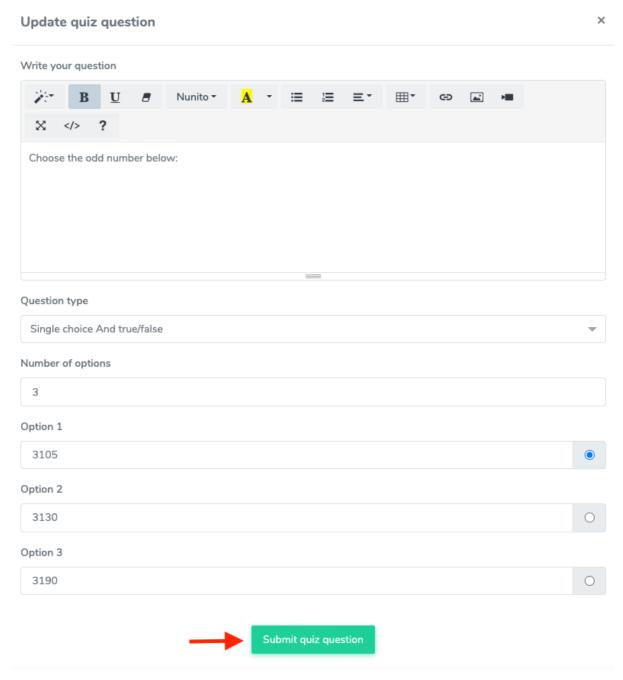


Figure 25. University of Technology LMS Submitting Updated Question

To remove a single-choice question, the course instructor can follow the steps below:

• Select your quiz from the course curriculum.

• Click on the "Question box" icon.

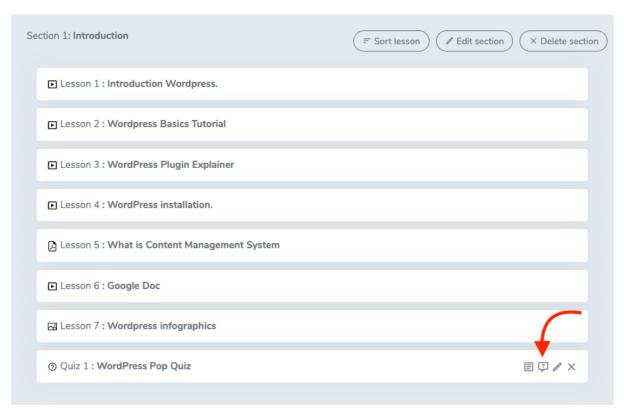


Figure 26. University of Technology LMS QUiz Question

- Select the question.
- Click on the "X" icon.

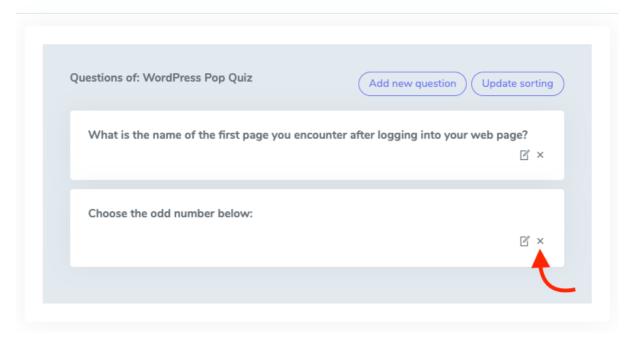


Figure 27. University of Technology LMS Deleting A Quiz Question

• Select the "Continue" button for confirmation.

# Fill in the blank

The course instructor can provide fill-in-the-blank questions in this question type. They can use multiple blanks in a question. Students have to complete the answer by filling in the blanks.

To create the fill in the blank question, follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Question box" icon.

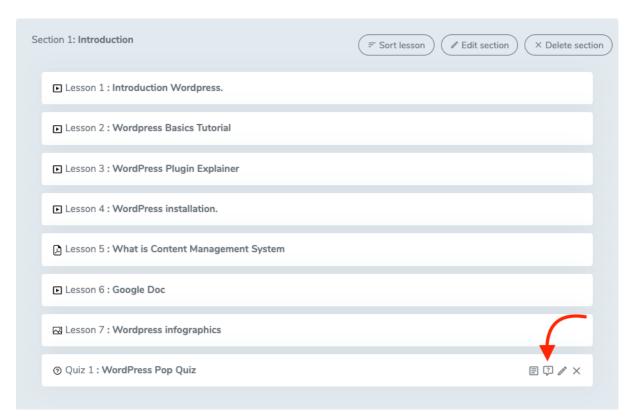


Figure 28. University of Technology LMS Quiz Question

Click on the "Add new question" button.

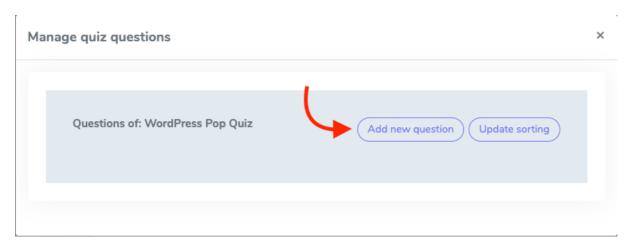


Figure 29. University of Technology LMS Adding New Quiz Question

• Write down your question in the blank box. (The course instructor can change font style, theme, bold, underline, color, add tables, link, video, and image)

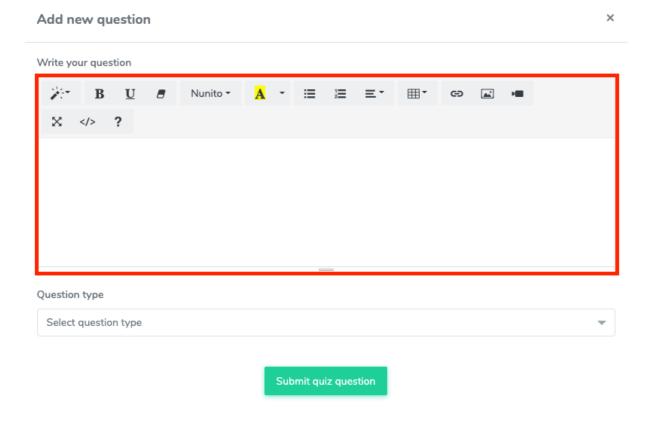


Figure 30. University of Technology LMS Quiz Question Box

- Click on the "Select question type" option.
- Choose the "Fill in the blank" option.

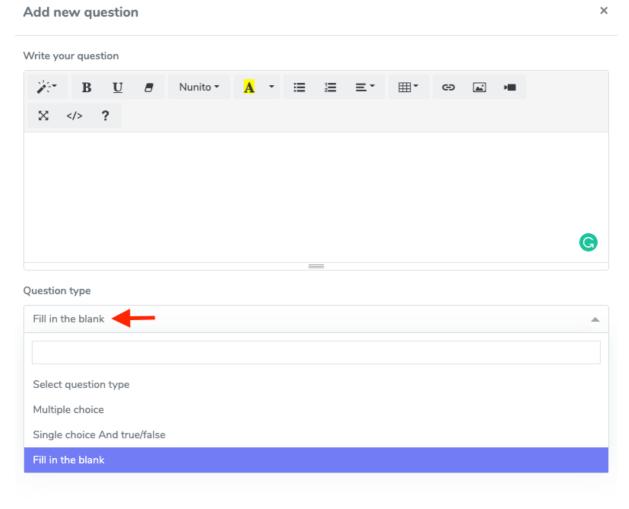


Figure 31. University of Technology LMS Selecting Fill In The Blank Type Question

- Add the words which students have to complete and click on the enter key from your device for adding a single word/phrase. (The course instructor can add multiple words/phrases)
- Click on the "**Submit quiz question**" button.

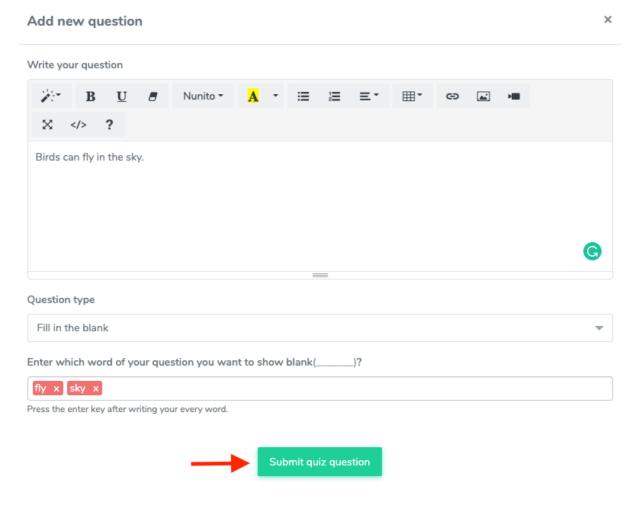


Figure 32. University of Technology LMS Submitting New Quiz Question

The course instructor can update the fill-in-the-blank questions at any time. For this, follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Question box" icon.

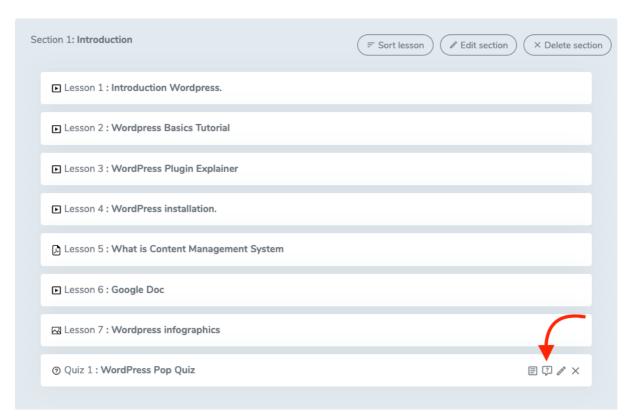


Figure 33. University of Technology LMS Quiz Question

- Select the question.
- Click on the "Edit" icon.

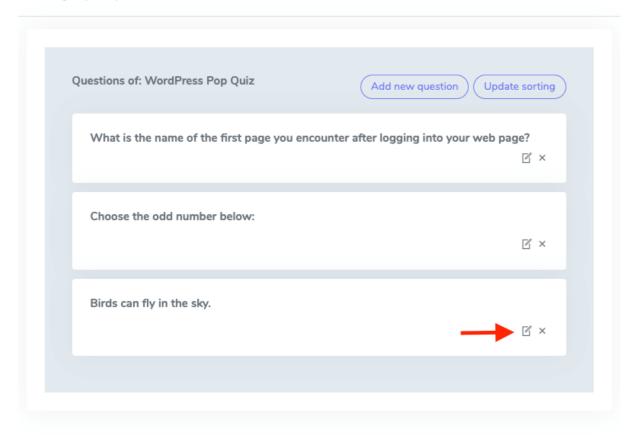


Figure 34. University of Technology LMS Updating Quiz Question

- Update required information.
- Click on the "Submit quiz question" button.

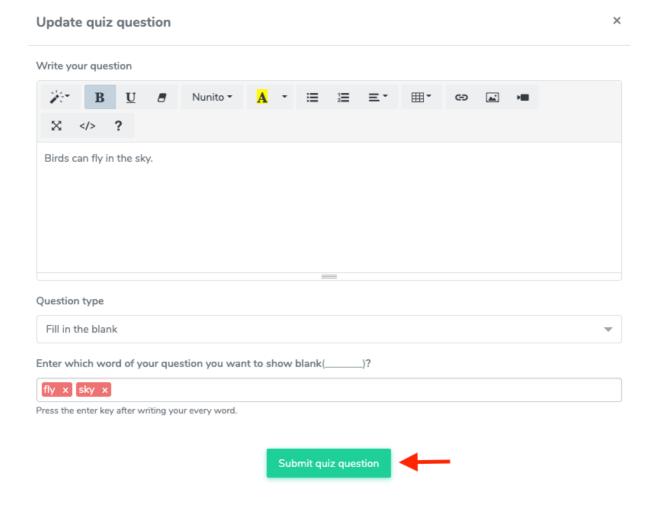


Figure 35. University of Technology LMS Submitting Updated Quiz Question

To remove a fill-in-the-blank question, the course instructor can follow the steps below:

- Select your quiz from the course curriculum.
- Click on the "Question box" icon.

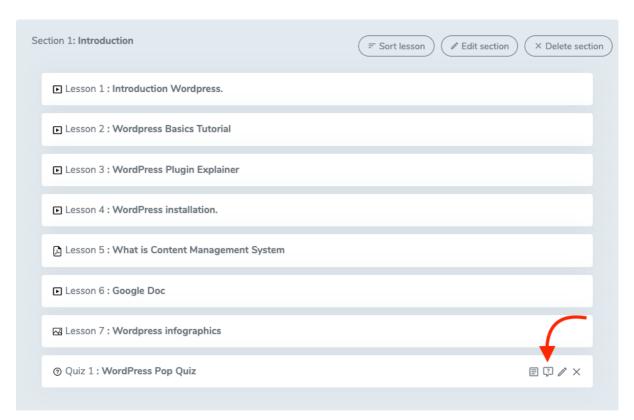


Figure 36. University of Technology LMS Quiz Question

- Select the question.
- Click on the "X" icon.

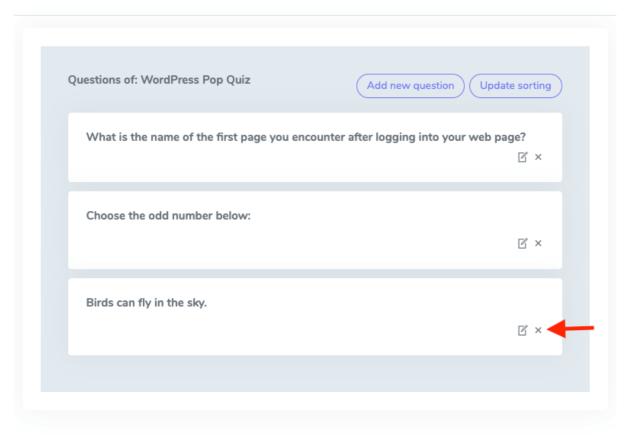


Figure 37. University of Technology LMS Deleting A Quiz Question

• Select the "Continue" button for confirmation.

The course instructor can also sort your questions by dragging and dropping. After that click on the "**Update sorting**" button.

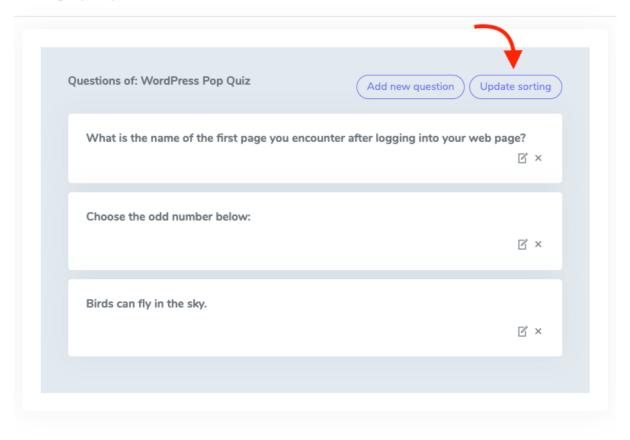


Figure 38. University of Technology LMS Sorting Quiz Question

# **Result:**

The course instructor can see the quiz results. Follow the steps to see the quiz result.

- Select your quiz from the course curriculum.
- Click on the "Page" icon.

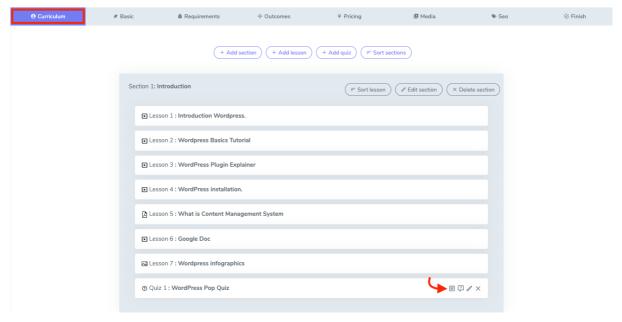


Figure 39. University of Technology LMS Quiz Result

• Click on the "Select student" button.

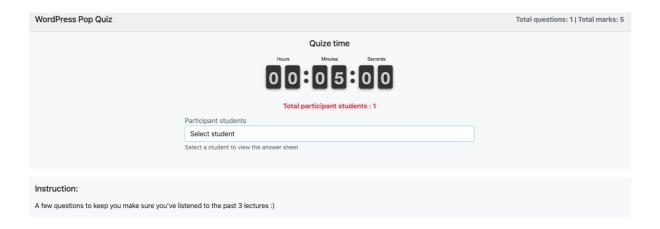


Figure 40. University of Technology LMS Selecting A Student

- Choose a student
- See the student's results with their answer paper.

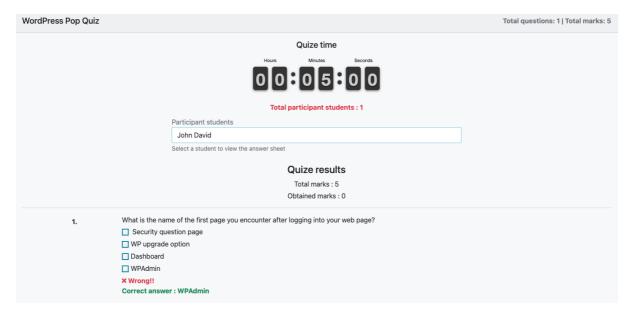


Figure 41. University of Technology LMS Student's Quiz Answer Paper

# How to create course category

In University of Technology, the admin can create the category and sub-category to filter the course easily.

With this doc, we will help you to create the course category.

To create a course category, you have to navigate:

- 1. Log in to the admin panel.
- 2. Select the "**Course**" option from the left menu.
- 3. Click on the "Course category" option from the sub-menu.
- 4. Select the "Add new category" option.

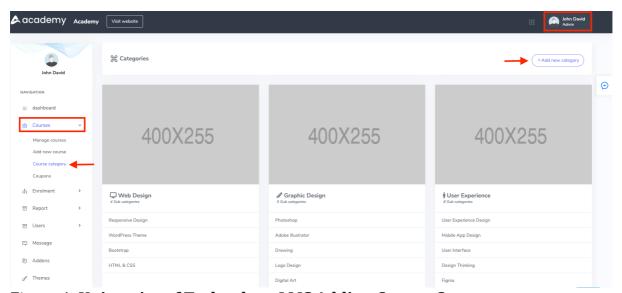


Figure 1. University of Technology LMS Adding Course Category

In this new form, you have to provide:

- Category code
- Category name
- · Parent category
- Icon picker
- Category thumbnail (You can choose from your device)

After that, select the "Submit" button to save your data.

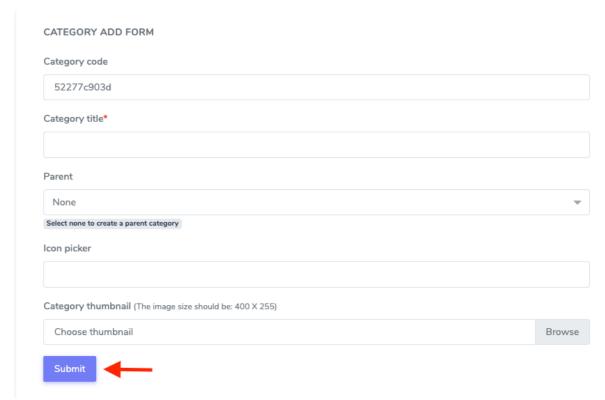


Figure 2. University of Technology LMS Submitting Course Category

To update or modify the category info, you have to select the "**Edit**" button from the category you want.

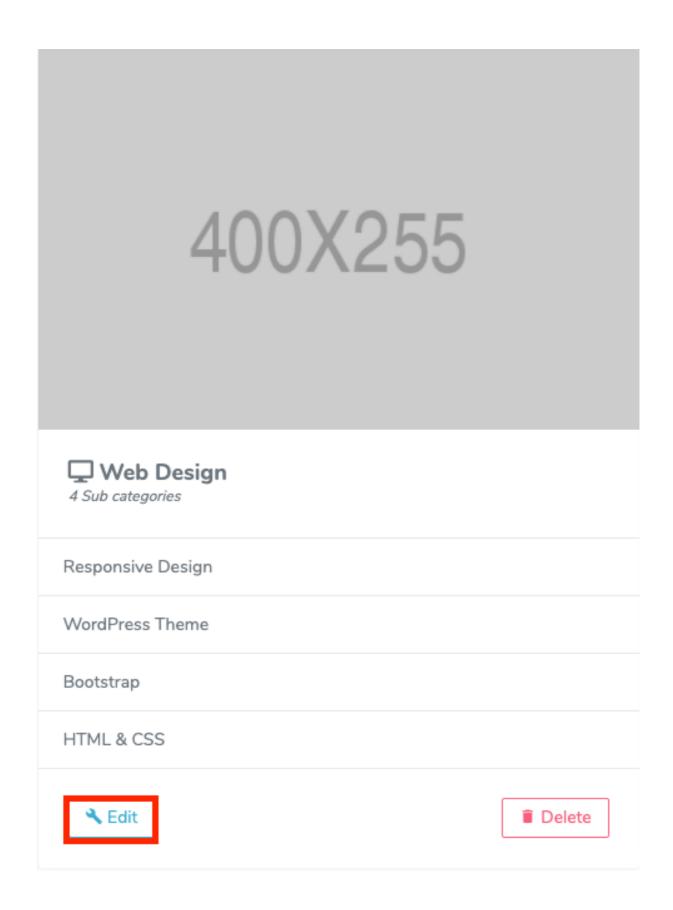


Figure 3. University of Technology LMS Editing Course Category

After updating the provided info, you have to select the "**Submit**" button for confirmation.

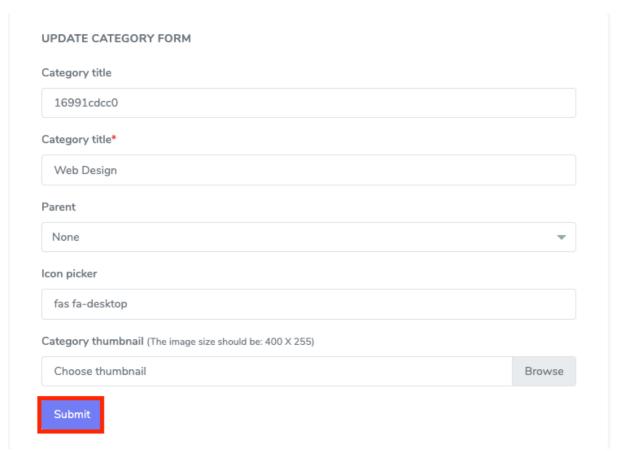


Figure 4. University of Technology LMS Adding a Course Category

To Remove the category, you have to select the "**Delete**" button and select the "**Continue**" option for confirmation.

# How to enroll a student manually

In University of Technology LMS, students can be enrolled by purchasing a course, or the admin can manually register a student. In this doc, we will instruct you how to enroll a student manually in this application.

You have to follow the simple steps below:

- 1. Log in to the admin panel.
- 2. Select the "Enrolment" option from the left menu.
- 3. Click on the "Enrol a student" option from the sub-menu.

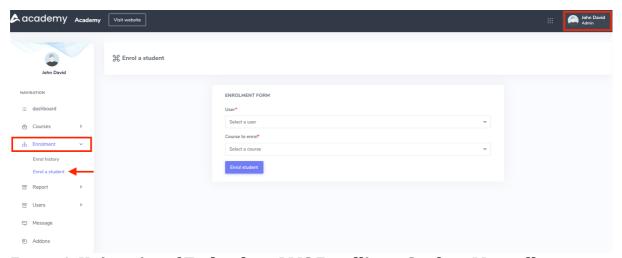


Figure 1. University of Technology LMS Enrolling a Student Manually

You have to select a student and a course to enroll in this form. Then, select the "**Enrol** students" button to add a student to the application.



Figure 2. University of Technology LMS Enrolment Form (Single)

As an admin, you can enroll multiple students in different courses at a time by selecting multiple students and courses.

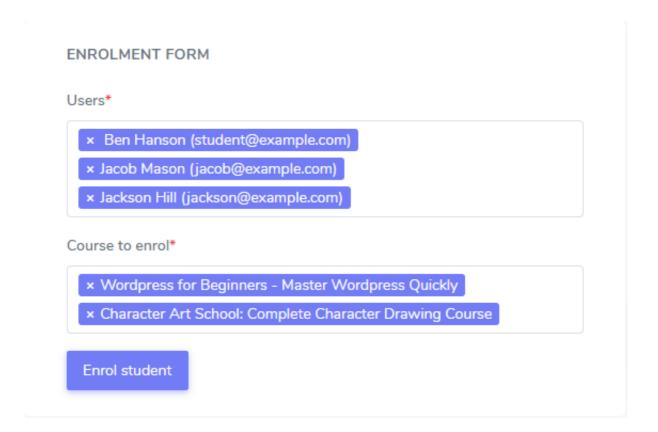


Figure 3. University of Technology LMS Enrolment Form (Multiple)

Manually student enrollment process is complete.

In this panel, you can also overview the enrollment history. For this, you have to navigate:

- 1. Log in to the admin panel.
- 2. Select the "Enrolment" option from the left menu.
- 3. Click on the "**Enrol history**" option from the sub-menu.

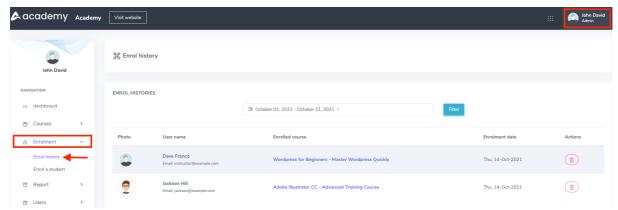


Figure 4. University of Technology LMS Enrolment History

Here, you can overview:

- Student image
- Student name
- Email
- Enrolled course
- Enrolment date
- Delete button

#### Private course

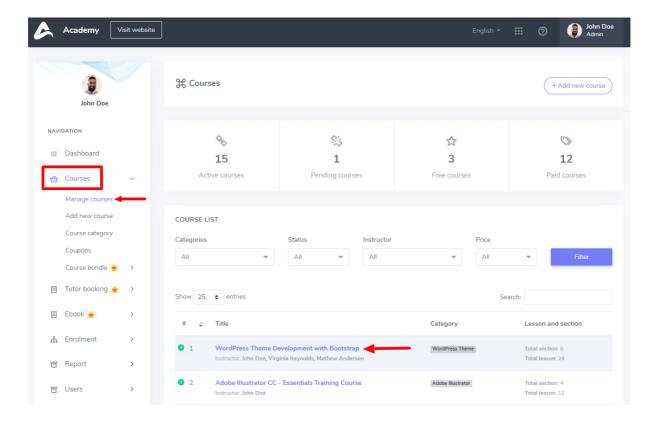
In your application, you can make some courses confidential. If you make the course private, it will no longer be visible in the application's interface, but you can manually enroll your students through the backend. Your instructors can also make their courses private but they must need the site admin's approval.

Your teachers can also make their courses private. For that, they need to receive permission from the site admin. If the site admin approves their permissions, they can publish their private courses to the application. But only the site admin can enroll students in the private courses.

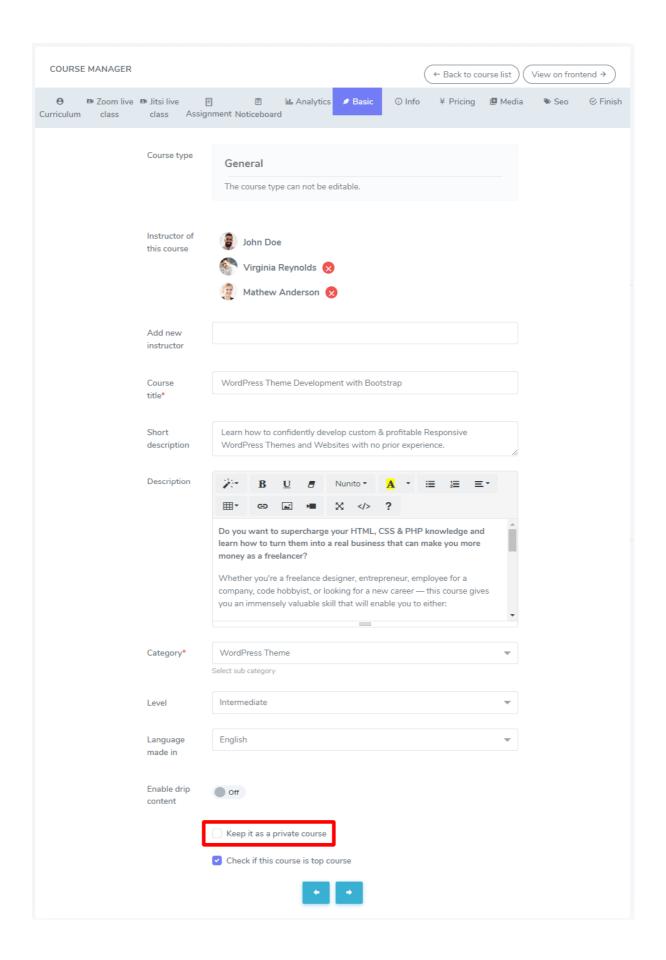
# How to make your course private? (Admin)

To make the course private, you can follow the steps below:

- Log in to the application as an admin.
- Select the "Courses" option from the left menu.
- Click on the "Manage courses" option from the sub-menu.
- Select and click on a course.



- Tap on the "Basic" option.
- Tick on the blue box of the "**Keep it as a private course**" option.



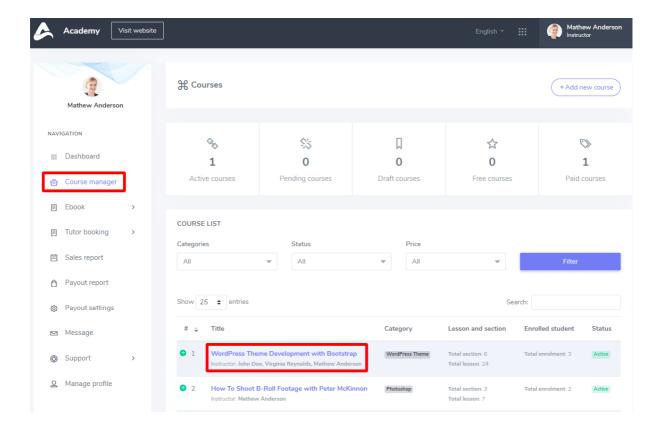
· Manually enroll students from the backend.

**NB:** You can follow the same steps for creating a new private course.

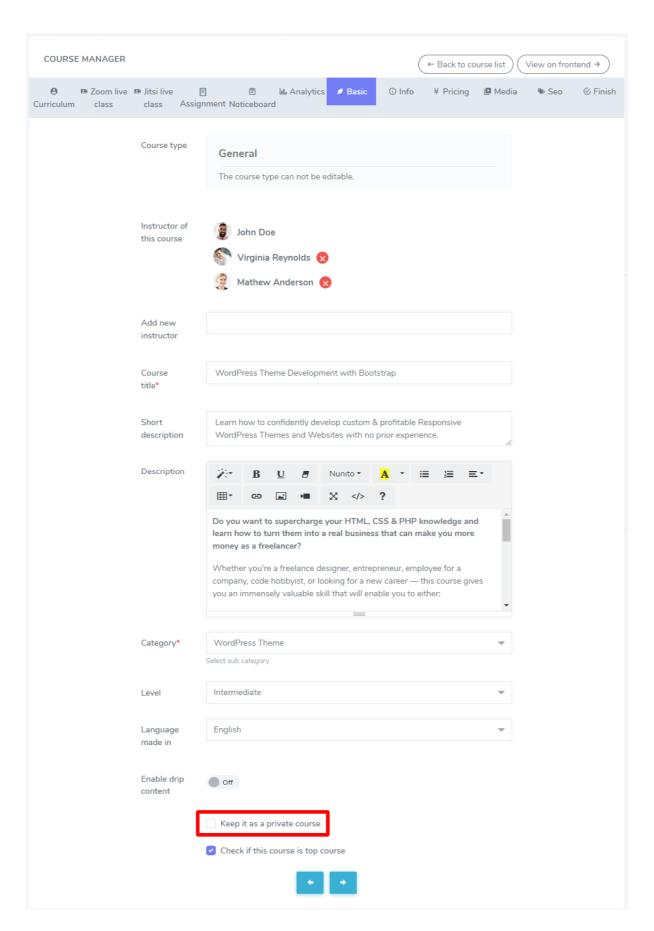
# How to make the course private? (Instructor)

To make the course private, your instructors can follow the steps below:

- Log in to the application as an instructor.
- Navigate to the backend of the application.
- Select the "Course manager" option.
- Select and click on a course.



- Tap on the "Basic" option.
- Tick on the blue box of the "**Keep it as a private course**" option.



**NB:** The instructors can follow the same steps for creating a new private course.

# **Managing Newsletter**

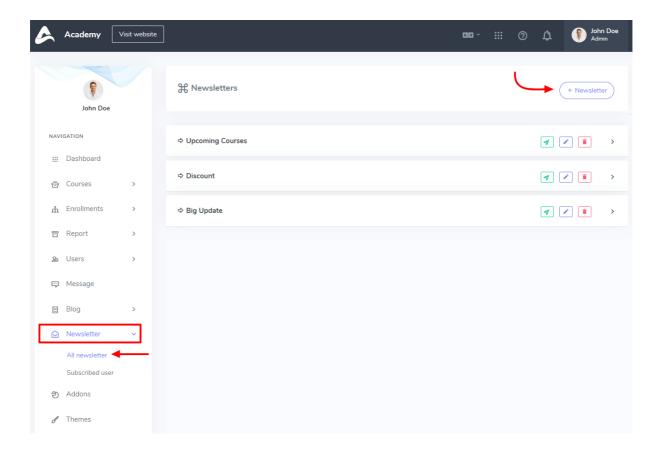
A newsletter is a regular publication that is sent news/information to the subscribers of your application through email. You can share news/information/updates to make your users more engaged in University of Technology LMS. Your users can subscribe to your application from the home page of your application.

You can add, edit, or remove newsletters from your website. Also, you can select your recommended users to send emails, within a few clicks.

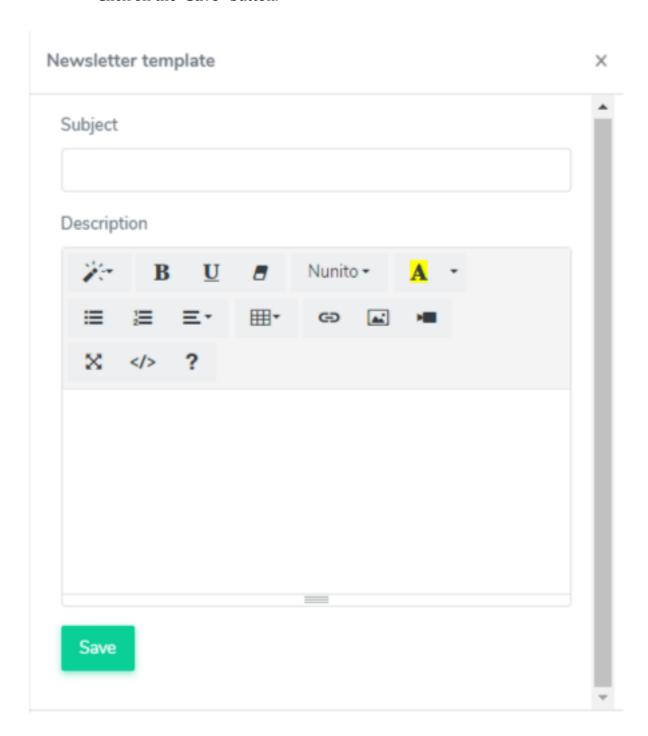
#### How to add a newsletter:

To add a new newsletter to your application, you can follow the steps below.

- Log in as a site admin.
- Select the "Newsletter" option from the left menu.
- Click on the "All newsletter" option from the sub-menu.
- Select the "Newsletter" button.



- Provide the required information.
- Click on the "Save" button.

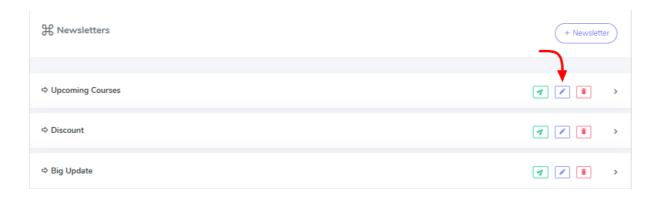


### How to edit the newsletter:

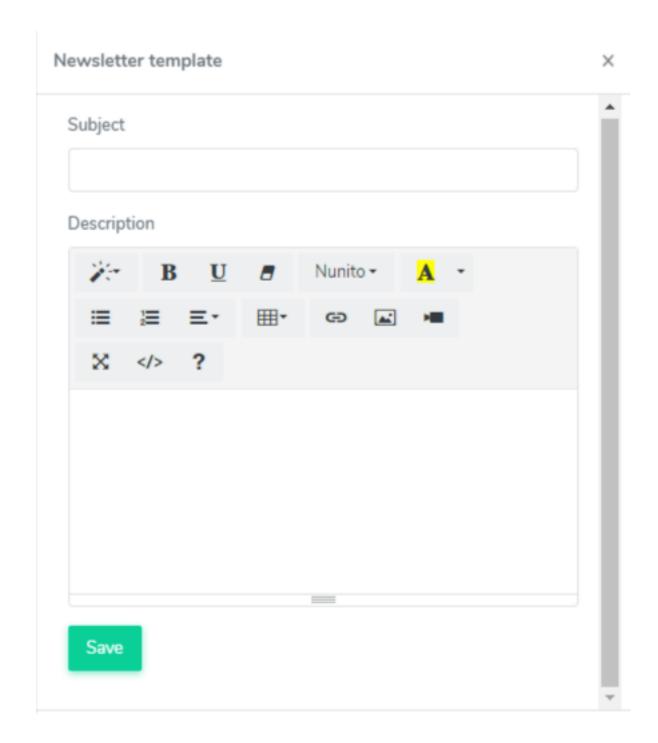
To update your newsletter, you can follow the steps below.

• Select a newsletter from the list.

• Click on the edit icon.



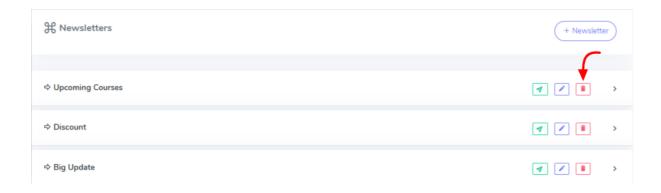
- Update required info
- Click on the "Save" option.



### How to delete newsletter:

To delete your newsletter, you can follow the steps below.

- Select a newsletter from the list.
- Click on the delete icon.



• Click on the "Continue" button for confirmation.

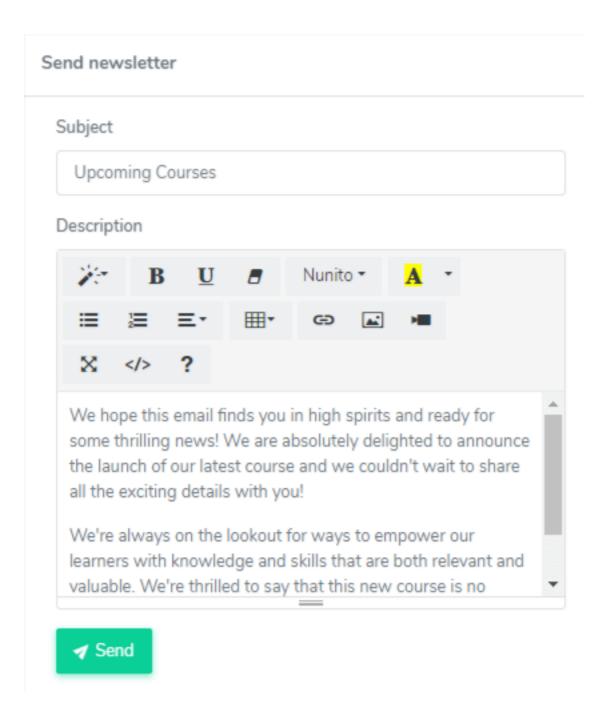
#### How to send a newsletter:

You can send newsletters to your targeted users easily. For this, you can follow the steps below.

- Select a newsletter from the list.
- Click on the send icon.

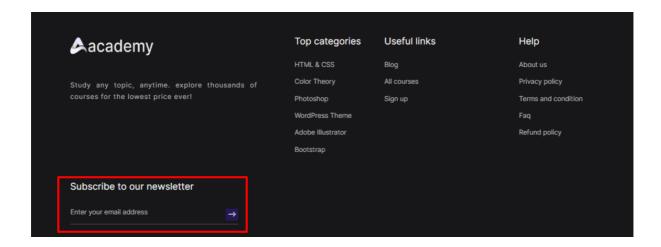


- Provide the required information.
- Click on the "Send" button.



#### How to subscribe to the application:

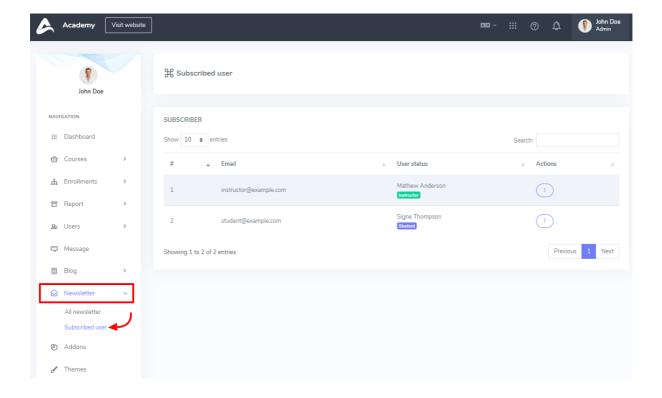
A user can subscribe to the application from the footer section of the home page in University of Technology LMS.



#### **Subscribe users:**

You can also see and delete your subscribe users for newsletters. For this, you can follow the steps below.

- Log in as a site admin.
- Select the "Newsletter" option from the left menu.
- Click on the "Subscribed users" option from the sub-menu.
- You can see your subscribers and you can delete them by clicking on the "Action" button.



# **Student Learning Process**

# Browsing the course website

University of Technology LMS provides the best user experience. A student can browse the course with/without creating an account in this learning management system. As a student, you have to follow the steps below:

- 1. Log in as a student
- 2. Select the "**course**" option.
- 3. Click on the "All course" button.

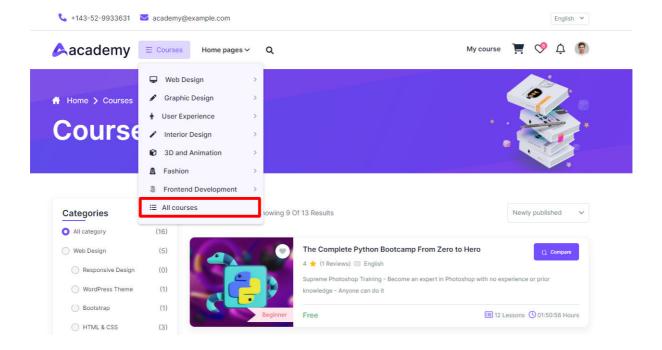


Figure 1. University of Technology LMS Course Browsing

A student can browse a course from the welcome page. Also, they can filter the course based on:

- Category
- Price
- Level
- Language
- Rating etc.

Categories Showing 9 Of 13 Results Newly published All category (16) Web Design (5) Responsive Design WordPress Theme (1) Bootstrap (1) ○ HTML & CSS (3) The Complete Python How to shoot cinematic tech Javascript Understanding the **Bootcamp From Zero to Hero** videos like Apple Weird Parts - The First 3.5 Graphic Design (4) Hours 4 \* (1 Reviews) (1 Compare 0 m (0 Reviews) Photoshop (2) 0 🌟 (0 Reviews) Supreme Photoshop Training - Become In this video tutorial learn how to shoot Adobe Illustrator an expert in Photoshop with no... cinematic product videos shots like y... This is an advanced Javascript course (1) for everyone, giving a deep... Drawing (1) O1:50:56 Hours **(**) 00:28:13 Hours ( 00:04:33 Hours O Logo Design (0) Digital Art (0) User Experience (1) User Experience Design (0) Mobile App Design (1) User Interface Introduction and Learn The Complete Graphic Design How to Use Lighting Design to Design Thinking (0) bootstrap Transform your Home Theory Figma (0) 3 🚖 (1 Reviews) 5 🌟 (1 Reviews) 0 🌟 (0 Reviews) Prototyping (0) Vue (pronounced /vju:/, like view) is a Today I am starting part 1 of an ongoing Learn How to Use Lighting in your Interior Design Like a Pro progressive framework for building us.. series I am going to call 'Step Up Your... Interior Design (3)

As a student, you can compare three courses to select a suitable course for enrollment

Figure 2. University of Technology LMS Filtering the Course

() 01:05:12 Hours

As a student, you can overview every detail about the course when you're browsing. For example, you can see:

\$1800 \$1896 \( \text{\$\text{01:09:38 Hours}}

\$56 \$89.99

O1:03:48 Hours

Course name

Color Theory

Lighting Design

Instructor name

(2)

(1)

\$359

- A summary of the course
- Number of the lessons
- Course duration
- Course language

- Course Level
- Course price
- Rating and so on.

# How to start learning

After completing the enrollment process, you can start learning from this application. For this, you have to navigate:

- 1. Log in as a student.
- 2. Select the "My course" option.
- 3. Click on the "course."

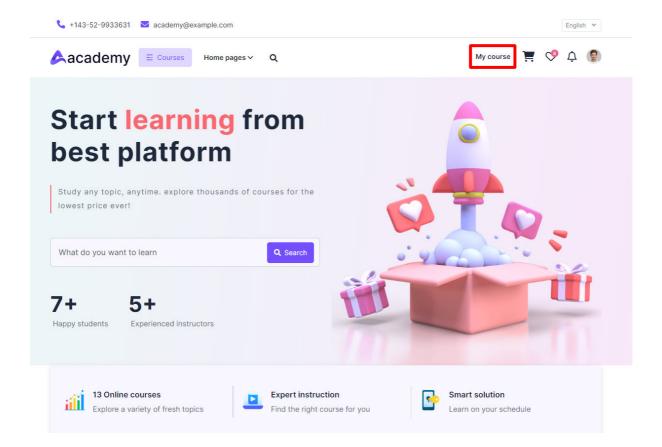


Figure 1. University of Technology LMS My Course

To start learning, you have to start watching the lesson. For this, you have to follow:

- Select a course from the "My course" option.
- Click on the "Start lesson" button to start learning.

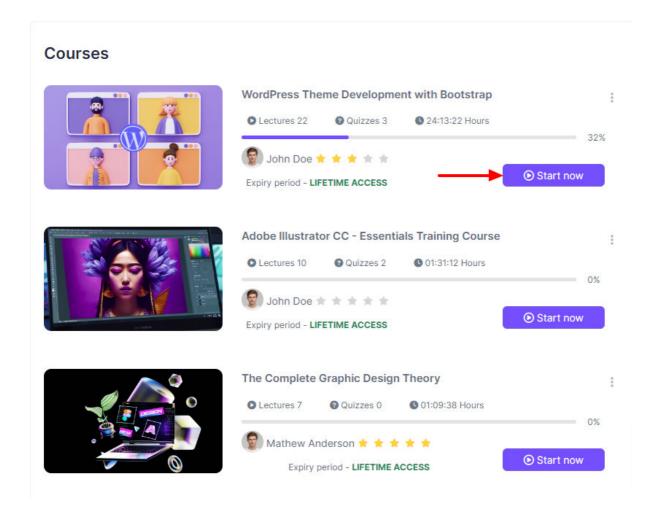
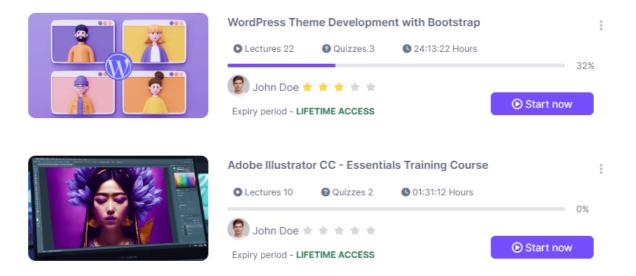


Figure 2. **University of Technology LMS Starting a course** How course progress works

Students can show their course progress. This course progress works in a specific system. If your students:

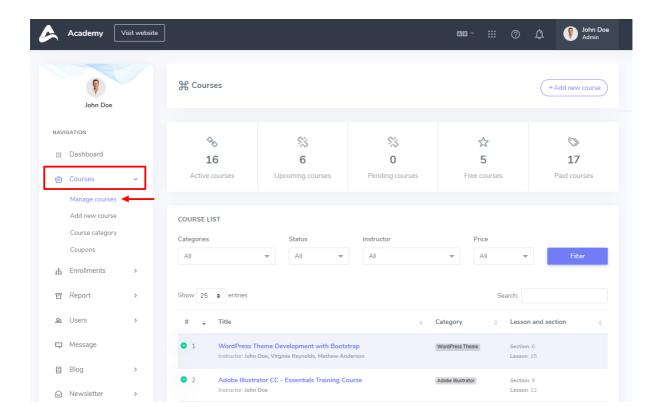
- Provide a ticked mark after watching each lesson.
- Read the attachments and provide a ticked mark.
- Participate in the quizzes and answer the questions and give a ticked mark.

#### Courses

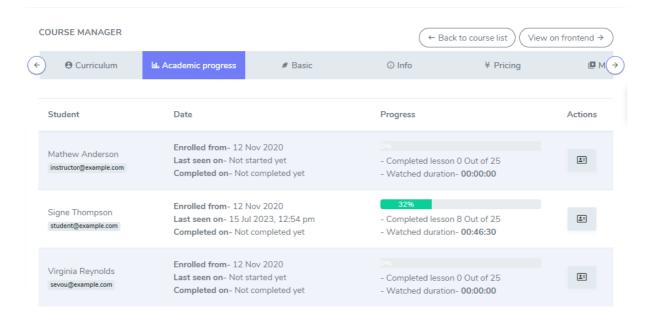


The course instructor can also see individual students' course progress from their panel. For this, the course instructor can follow the steps below.

- Log in as a course instructor.
- Go to the "Course" option from the left menu.
- Click on the "Manage course" option.
- Select a course from the list.



• Navigate to the "Academic progress" option.



# How to complete the quiz

The course students can solve the quiz from their accounts. Your students have to complete the quizzes in the limited time that the course instructor has set. The answers will be submitted automatically after completing the selected time. They can also submit their answers before completing the time. But they can not answer the question again if they submit the answers. The students can not pause the quiz time in any way.

To complete the quiz test, students can follow the steps below:

- Log in to the application as a student.
- Select the "**My course**" option from the home page.

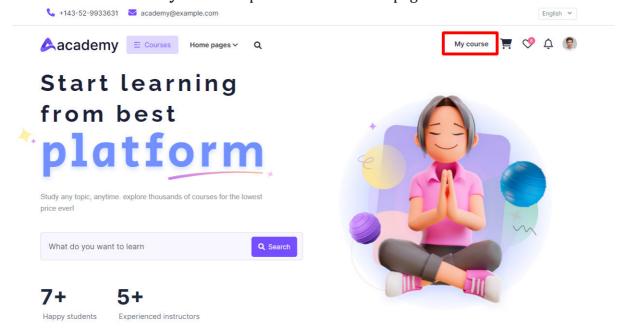


Figure 1. University of Technology LMS My Course

- Choose a Course.
- Click on the "Start lesson" button.
- Select a quiz from the lessons.
- Click on the "Start quiz" button to start the quiz. (The time will start counting by selecting the button)

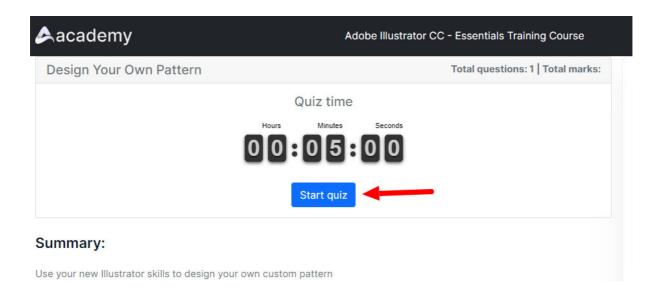


Figure 2. University of Technology LMS Starting Quiz

- Students can provide the answers on the question paper.
- Click on the "Submit" button after providing the answer.



Figure 3. University of Technology LMS Submitting Quiz Test

 Students can see their quiz results and correct answers after submitting their answer papers.



Figure 4. University of Technology LMS Quiz Result With Answer Paper











- School of Engineering & Technology
- School of Law
- School of Pharmacy
- School of Commerce, Management and Computer Application
- School of Basic & Applied Science
- School of Humanities, Arts and Social Sciences
- Doctoral Program

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