



NAUSS Academic LMS: User Guide for Faculty Member

Submitted To

Name	Designation	Email ID
Ahmed Mohideen Buhari	Project Manager	abuhari@nauss.edu.sa

Submitted By

Name	Designation	Email ID
Yogen Nikam	Sr. Business Analyst	yogen.nikam@hurix.com

Document Control

Version	Author	Reviewer	Authorizer	Issue Date
v1.0	Yogen Nikam	Ekta Mehrotra/ Premnath V	Ashish P	17 June 2024

Table of Contents

Login Page-----	3
Login Instructions-----	3
OTP Authentication-----	4
Faculty Dashboard Screen-----	5
Sections of the Dashboard-----	5
Viewing and Managing Courses-----	7
Course Details-----	7
Course Overview-----	8
Announcements-----	12
Course Content-----	14
Grades-----	17
Participants-----	20
Discussions-----	22
Reports-----	24

Login Page

This guide will walk you through the steps to log in to the LMS. Please follow the instructions below:

Login Instructions

1. Open the Login Page

- Open your web browser and navigate to the NAUSS LMS login page.

2. Enter Your User Name

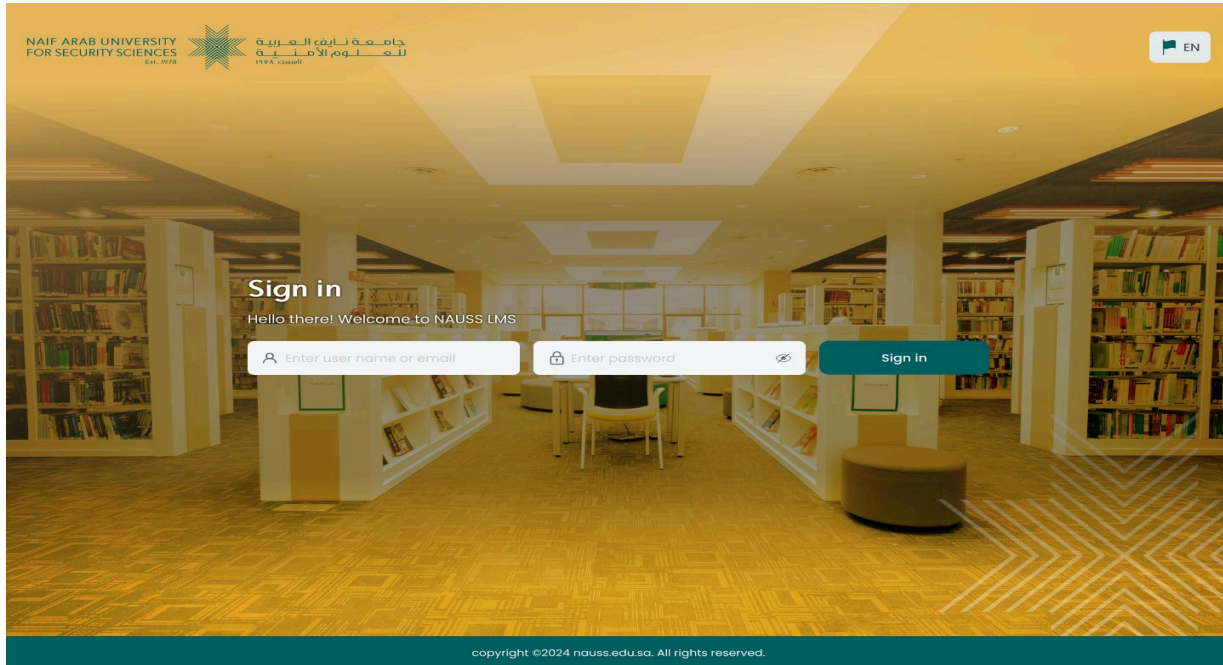
- In the first field, labeled "Enter username," type your username as per the registration within the NAUSS active directory.

3. Enter Your Password

- In the second field, labeled "Enter password," type your password.
- If you want to view the password while typing, click the eye icon next to the password field.
- Password field characters will be as per NAUSS password policy.

4. Sign In

- Once both fields are filled, click the "Sign in" button.
- If a wrong username and/or password is entered then an error message 'Your username and password should be correct' will be displayed.
- If correct details are entered, then follow the below step.



OTP Authentication

After successfully entering your correct username and password on the NAUSS LMS login page and clicking sign-in, you will be directed to an OTP (One-Time Password) authentication page. This guide will help you complete the OTP authentication process.

OTP Authentication Instructions

1. Receive the OTP

- Once you have entered your correct login credentials, an OTP will be sent to your registered mobile number.

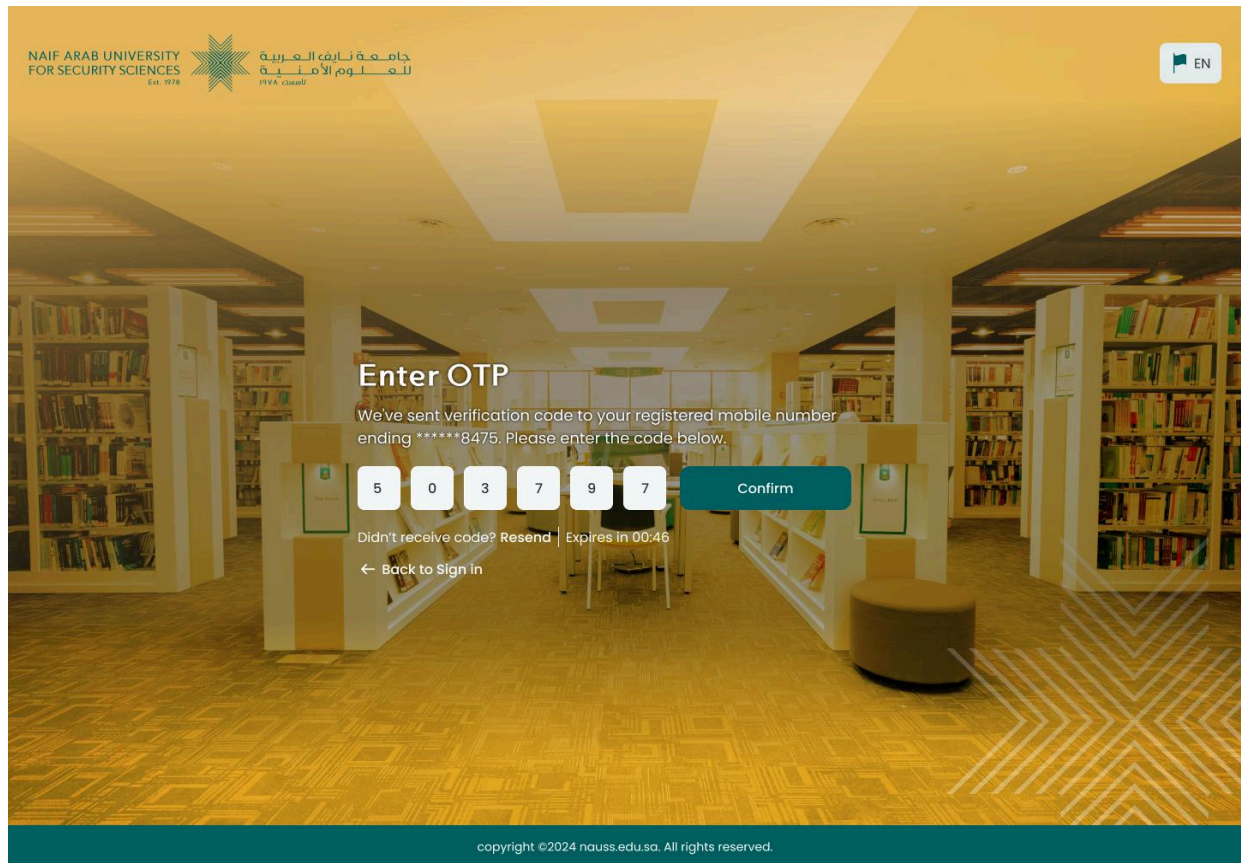
2. Enter the OTP

- You will see six boxes on the OTP authentication page. Enter the OTP you received via SMS into these boxes. Each digit of the OTP should be entered into a separate box.

3. Confirm the OTP

- After entering the OTP correctly, click the "Confirm" button to proceed.
- If the OTP is not received, the User can click 'Resend' and have the OTP resend on the registered mobile number. Users must enter the OTP within one minute as indicated by the 'Resend in' timer countdown on the OTP screen. Users will also have the option to go back to the sign-in page by clicking the 'Back to Sign in' button.

- Once the OTP is entered, then click on the confirm button. The user will be directed to the landing page/dashboard upon successful authentication.



Note: Language Selection

- The default language of the login page is English. If the user needs to switch to another language, look for a language option, indicated by a flag icon at the top right corner of the page. Click on the flag icon to switch language to Arabic.

Faculty Dashboard Screen

This guide provides a detailed overview of the dashboard features to help you navigate and utilize the various tools and information available.

Sections of the Dashboard

1. Header Section

- **Profile Icon:** It is Located at the top right, click this icon to view or edit your profile details.
- **Notifications:** The bell icon next to the profile icon displays recent notifications.
- **Language Selection:** Click the flag icon to change the language of the interface.

2. Left Panel (Sidebar Menu)

- **Dashboard:** Returns you to the main dashboard screen from any other page.
- **Support:** Access help and support link.
- **User Guide:** View detailed guides on user roles in LMS.

3. Welcome Message

- Displays a personalized greeting and welcome message.
- Shows the current user's name.

4. Course Navigation

- **Current Courses:** Displays a list of courses currently the user is assigned to.
- **Past Courses:** Displays a list of past courses.
- **Course Details:** Each course card displays:
 - Course title and ID
 - Program name
 - Percentage of students who have accessed the course
 - Semester and year

5. Calendar Section

- **Weekly View:** Displays the schedule for the week.
- **Day/Week Toggle:** Switch between daily and weekly views.
- **Schedule:** Shows course name, submission required (assignment or quiz), and times.

6. Announcements

- Lists recent announcements related to your courses.
- Click on an announcement to view more details.

7. Discussion Forum

- Displays recent discussion topics from the forums of your courses.
- Click on a topic to participate in the discussion.

8. Alerts

- Displays important alerts that need immediate action.

Dashboard

Welcome <User-Name>
Greetings will goes here to welcome the user

Current Courses

Course ID: ADJ552

Symposium on Forensic... Doctorate in Criminal Law
87 % of students accessed
Semester: 1st | Year: 2024

Course ID: ADJ552

Symposium on Forensic... Doctorate in Criminal Law
87 % of students accessed
Semester: 1st | Year: 2024

Course ID: ADJ552

Symposium on Forensic... Doctorate in Criminal Law
87 % of students accessed
Semester: 1st | Year: 2024

07 - 13 April 2024

07 SUN 08 MON 09 TUE 10 WED 11 THU 12 FRI 13 SAT

08 AM

09 AM

10 AM

Course Name will goes here Submit

Announcements

Jun 10 Announcement for course published Basics of Mathematics

Jun 09 Announcement for course published Basics of Chemistry

Jun 08 Announcement for course published Higher secondary biology

Discussion Forum

Apr 02 Discussion for data management Basics of Mathematics

Apr 02 Discussion for data molecules Basics of Chemistry

Apr 02 Discussion for biology Higher secondary biology

Alerts

70% of the students submitted their assignments for MathamatL...

83% of the students completed

Viewing and Managing Courses

1. Access Current Courses:

- Click on a course card under the "Current Courses" section to open the course content overview page.

2. Access Past Courses:

- Click the "Past Courses" tab to view and manage past courses.
- Follow up on alerts by clicking on them to view more details and take necessary actions, such as grading assignments or reminding students about deadlines.

Course Details

Tabs: Course Overview, Announcements, Course Content, Grades, Participants, Discussions, Report

The top navigation tabs allow you to access different sections related to the course:

- **Course Overview:** General information about the course.
- **Announcements:** View and create course-related announcements.
- **Course Content:** Manage the course materials (this guide focuses on this section).
- **Grades:** Access the grading system for assignments and exams.

- **Participants:** View the list of students enrolled in the course.
- **Discussions:** Manage discussion forums for the course.
- **Report:** Access various reports related to course activities.

Course Overview

This section will help you navigate and understand the features and sections available on the Course Overview page, specifically designed for the assigned course.

The Course Overview screen provides essential details about the course, including course information, modes of instruction, learning resources, and general instructions. Below is a breakdown of each section and its functionalities.

1. Course Information

- **Course ID:** ADU552
- **Academic Program:** Doctorate in Criminal Law
- **Department:** Forensic Sciences
- **College:** Criminal Justice
- **Status:** 'In Draft' (This indicates that the course content is currently being edited and is not yet published) and 'Published' once the user makes the course content editing - mark as complete (in course content section)
- **View Schedule:** Click to view the course schedule.
- **View Course Guide:** Click to access the detailed course guide.

2. Course Details Section

- **Welcome Message:** A personalized message from the course instructor will appear here.
- **Credit Hours:** Information about the number of credit hours for the course.
- **Course Type:** Indicates whether the course is elective or required.
- **Level:** Specifies the academic level of the course (e.g. graduate, master, PhD, etc.)
- **Pre-requisites:** List any prerequisites needed before taking this course.

The screenshot displays the 'Course Overview' page for 'Symposium on Forensic Sciences'. The page includes a navigation menu on the left with options like Dashboard, Support, and User Guide. The main content area shows course details: Course ID: ADJ552, Academic Program: Doctorate in Criminal Law, Department: Forensic Sciences, and College: Criminal Justice. The status is 'In Draft'. There are input fields for 'Welcome message', 'Credit Hours', 'Level', and 'Pre-requisites for this course'. The 'Course Type' is set to 'Elective'. A note at the bottom right states 'Maximum file size: Unlimited, maximum number of files: 1'.

3. Mode of Instruction

This section outlines the different teaching methods employed in the course:

- **Traditional Lectures:** Details on in-person lecture sessions. Enter no. of hours
- **Workshops:** Information on practical, hands-on sessions. Enter no. of hours
- **E-learning:** Online learning components and resources. Enter no. of hours
- **Laboratory:** Laboratory sessions and practical experiments. Enter no. of hours
- **Field Visit:** Field trips and external visits related to the course. Enter no. of hours
- **Case Study:** Case study analyses and related activities. Enter no. of hours
- **Others (if any):** Any additional modes of instruction not covered above. With '+Instructions' additional editable rows can be added.

4. Course Description and Objectives

- **Course Description:** A summary of what the course covers. Provide input in the description field.
- **Course Objectives:** The goals of the course. Provide input in the description field.

← Course Overview

Dashboard / My Courses / Symposium on Forensic Sciences

Mode of Instruction

+ Instruction

Instruction Name

Traditional Lectures	Workshops
Add hours	Add hours
E-learning	Laboratory
Add hours	Add hours
Field Visit	Case Study
Add hours	Add hours
Others	
Add text	Add hours

Course Description *

Enter description here...

Course Objectives *

Enter description here...

5. Learning Resources

- **Required Textbooks:** List of textbooks required for the course. Provide content in the description field.
- **Essential Reference Materials:** Additional reference books and materials. Provide input in the description field.
- **Electronic Materials:** Online resources and electronic documents necessary for the course. Provide input in the description field.
- **Additional Rows:** Extra rows can be added with editable fields by clicking on '+learning resources'

← Course Overview

Dashboard / My Courses / Symposium on Forensic Sciences

Learning Resources

+ Resources

Learning Resources Types

Required Textbooks

Enter Required Textbooks here...

Essential References Materials

Enter References Materials here...

Electronic Materials

Enter Electronic Materials here...

General Instructions and Requisites

6. General Instructions and Requisites

- **Course General Instructions and Requisites:** This section provides the general guidelines and requirements that students need to follow throughout the course. Provide content in the description field.

7. Uploading images and documents

- Course image section: For uploading course image
- Course guides section: For uploading course guides document
- Add schedule section: For uploading course schedule document

Course image

Maximum file size: Unlimited, maximum number of files: 1

You can drag and drop files here to add them or [select a file](#).

8. Action Buttons

- **Edit:** Allows faculty members to edit the course overview.
- **Announcements, Course Content, Grades, Participant, Discussions, Report:** Tabs to navigate to different parts of the course for detailed information and interactions.

Announcements

This section will help you navigate and understand the features and functionalities available on the Announcements page.

The Announcements screen is designed to keep students updated with important information related to the course. It features a list of all announcements made by the faculty

1. Announcements Section

This section displays a list of announcements related to the course. Each announcement includes the title, author, and date of the last post.

- **Show Entries Dropdown:** Select the number of announcements you want to display per page (e.g., 10, 25, 50).

- **Search Bar:** This allows you to search for specific announcements by keywords entered in the search bar.
- **Announcements List:** Displays the announcements in a tabular format with columns for:
 - **Announcement:** The title of the announcement.
 - **Started By:** The author who created the announcement.
 - **Last Post:** The date the announcement was last updated or posted.
- **Pagination Controls:** Navigate through multiple pages of announcements. Use the arrows to go to the next or previous page or click directly on the page number. Located at the bottom right

2. Action Buttons

- **+ Announcements:** Allows instructors to create a new announcement. This button is typically available only to those with the appropriate permissions (faculty and E-learning coordinator).

3. How to Create an Announcement (For Faculty)

- **Click on "+ Announcements":** This will open a new form where you can create your announcement.
- **Enter Announcement Title:** Provide a clear and concise title for the announcement.
- **Compose the Announcement:** Write the content of the announcement. Include all relevant details and instructions.
- **Set Posting Date:** Choose the date and time you want the announcement to be posted.
- **Save and Post:** Click the save button to post the announcement. It will then appear in the list for all students to see.

← Announcements

Dashboard / My Courses / Symposium on Forensic Sciences

Show 10 Search + Announcements

Announcement	Started By	Last Post
Social Media Strategies: Tips, Tricks, and Success Stories	John Doe 04 May 2024	John Doe 04 May 2024
SEO Essentials: Techniques for Improving Search Engine Rankings	John Doe 04 May 2024	John Doe 04 May 2024
Email Marketing Mastery: Best Practices and Innovations	John Doe 04 May 2024	John Doe 04 May 2024
Digital Marketing Trends: What's Next in the Industry?	John Doe 04 May 2024	John Doe 04 May 2024
Brand Building in the Digital Age: Strategies for Success	John Doe 04 May 2024	John Doe 04 May 2024
Social Media Strategies: Tips, Tricks, and Success Stories	John Doe 04 May 2024	John Doe 04 May 2024
SEO Essentials: Techniques for Improving Search Engine Rankings	John Doe 04 May 2024	John Doe 04 May 2024
Social Media Strategies: Tips, Tricks, and Success Stories	John Doe 04 May 2024	John Doe 04 May 2024
Email Marketing Mastery: Best Practices and Innovations	John Doe 04 May 2024	John Doe 04 May 2024
SEO Essentials: Techniques for Improving Search Engine Rankings	John Doe 04 May 2024	John Doe 04 May 2024

Showing 1 to 10 of 23 entries < 01 02 03 >

Course Content

The Course Content screen is a central hub for instructors to manage and organize the material and resources for their courses. This guide provides a step-by-step walkthrough of the features and functionalities available on this screen.

The Course Content section is designed to provide a clear and straightforward interface for managing course materials.

1. Add Section

- **+ Add Section:** Click this button to add a new section to your course content.
- **Section Title:** Enter a title for the new section (e.g., "Week 1: Introduction to Forensic Science").

2. Managing Sections

Once sections are added, they will appear in a list format. Each section can be expanded to view and manage its contents.

- **Edit Section:** Click on the section title to edit the title or description.
- **Delete Section:** Click the delete icon to remove the section.
- **Reorder Sections:** Drag and drop sections to reorder them as needed.

3. Adding Content to Sections

Each section can contain various types of content such as documents, links, assignments, quizzes, and multimedia.

- **Add Content:** Within a section, click the "Add an activity or resource" button.
- **Content Types:**
 - **Assignment:** Create and manage assignments.
 - **Quiz:** Create and manage quizzes etc.
 - **Others:** Questionnaire, Virtual meetings, File, etc.

← Course Content

Dashboard / My Courses / Symposium on Forensic Sciences

Course Overview Announcements **Course Content** Grades Participant Discussions Report

Mark As Complete ✓

+ Add Section

🔍 Search

✓ Week 1 ✎

+ Add an activity or resource

← Course Content

EN

Mark As Complete ✓

Add Activities or Resources

Workshop URL Assignment Quiz Questionnaire

SCORM package Page Interactive Content Virtual classroom MS Teams Meeting

File Discussion forums Wiki Folder Glossary

Book Announcements

4. Configure Content: For each content type, fill in the required information such as title, and description, and upload files if applicable.

- **Settings:** Configure settings like availability dates, due dates, and visibility to students.
- **Save:** Click to save the content to the section.

← Course Content

Dashboard / My Courses / Symposium on Forensic Sciences

Course Overview Announcements **Course Content** Grades Participant Discussions Report

Mark As Complete ✓

+ Add Section

Week 1

Assignment: Symposium on Forensic Sciences

Quiz: Level 1

+ Add an activity or resource

Week2

+ Add an activity or resource

5. Search Function

- **Search Bar:** Use the search bar to quickly find specific sections or content within the course. Enter keywords or phrases to filter the content list.

6. Mark As Complete

- **Mark As Complete:** Use this feature to track your progress in adding and organizing course content. Clicking this will mark the entire course content setup as complete and will publish the course for students to view.

Grades

This section will assist you in navigating and understanding the features and functionalities available on the Grades page.

The Grades screen provides a detailed view of the grading information for various assignments, quizzes, and other evaluative activities within the course. It is a vital tool for both instructors and students to track academic progress.

1. Grades Section

This section displays a comprehensive list of graded activities related to the course. Each entry includes details such as the title, type, start, and end dates, and grades for different sections.

- **Show Entries Dropdown:** Select the number of grade entries you want to display per page (e.g., 10, 25, 50).
- **Search Bar:** This allows you to search the table by keywords.
- **Type Dropdown:** Filter the table by type (e.g., Assignment, Quiz).
- **Grades List:** Displays the grade entries in a tabular format with columns for:
 - **Title:** The title of the graded activity.
 - **Type:** The type of activity (e.g., Assignment, Quiz).
 - **Start Date:** The date when the activity was assigned.
 - **End Date:** The date when the activity was due.
 - **Section Grades:** The grades achieved in different sections (e.g., Section A, Section B, Section C).
- **Pagination Controls:** Navigate through multiple pages of grade entries. Use the arrows to go to the next or previous page or click directly on the page number.

← Grades

Dashboard / My Courses / Symposium on Forensic Sciences

Course Overview Announcements Course Content **Grades** Participant Discussions Report

Show 10 Search Section A

Title	Type	Start Date	End Date	Section A	Section B	Section C
Symposium on Forensic Sciences	Assignment	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Quiz	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Quiz	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Assignment	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Quiz	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Assignment	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Assignment	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Quiz	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Quiz	01 May 2024	04 May 2024	98%	98%	98%
Symposium on Forensic Sciences	Assignment	01 May 2024	04 May 2024	98%	98%	98%

Showing 1 to 10 of 23 entries

2. How to Manage Grades (For Faculty)

- **Enter Grades:** Faculty can enter grades for assignments and quizzes by clicking on the specific grade. It will direct the faculty on the assignment/quiz list with relevant details of grades acquired by each student of a particular section.

← Assignment Details

Dashboard / My Courses / Symposium on Forensic Sciences / Assignment Details

Symposium on Forensic Sciences

Start Date: 10 JUN 2023 End Date: 20 JUL 2023

Show 10 Search All Sections

Section	Student ID	Student Name	Mobile No	Submitted Date	Status	Grade
A	23ADF45VX45	Malaimagal Hiregaudr	+91 7766663631	29 Apr 2024	Submitted	95
B	23ADF45VX45	Malaimagal Hiregaudr	+91 7251381930	29 Apr 2024	Submitted	90
A	23ADF45VX45	Malaimagal Hiregaudr	+91 7393651840	29 Apr 2024	Submitted	88
C	23ADF45VX45	Malaimagal Hiregaudr	+91 9310668112	29 Apr 2024	Submitted	85
C	23ADF45VX45	Malaimagal Hiregaudr	+91 6913972772	29 Apr 2024	Submitted	88
B	23ADF45VX45	Malaimagal Hiregaudr	+91 7519483497	29 Apr 2024	Submitted	90
A	23ADF45VX45	Malaimagal Hiregaudr	+91 7014683732	29 Apr 2024	Submitted	88
A	23ADF45VX45	Malaimagal Hiregaudr	+91 7014683732	29 Apr 2024	Submitted	88
B	23ADF45VX45	Malaimagal Hiregaudr	+91 7014683732	29 Apr 2024	Submitted	90

- Again, by clicking on the grade will direct the faculty to the individual student's assignment/quiz details page where the faculty can see student submissions and add/edit grades by clicking on '+Grade'.

View Assignment

Dashboard / My Courses / Symposium on Forensic Sciences / Assignment: Symposium on Forensic Sciences

Symposium on Forensic Sciences

Start Date:	End Date:	Student Name:	Student ID:
10 JUN 2023	20 JUL 2023	Aparna Khanapurkar	23ADF45VX45

Assignment Details:

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus pretium tristique pulvinar. Donec mollis, velit sed varius congue, velit nisi egestas nunc, sed lacinia purus nisi id ex. Aenean non arcu vel ligula maximus commodo. Aliquam erat volutpat.

Submission Status + Grade

Submission Status	Submitted for Grading
Grading Status	Not graded
Time Remaining	Assignment was submitted 6 days 13 hours early
Last Modified	Wednesday, 5 June 2024, 10:53 AM
File Submissions	Assignment File 1 Assignment File 2 Turnitin ID: 2396031271
Online Text	Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus pretium tristique pulvinar. Donec mollis, velit sed

- **Edit Grades:** Faculty can edit previously entered grades by clicking on the specific grade entry and updating the information.

Participants

This section will help you navigate and utilize the Participants section efficiently.

The Participants screen provides a comprehensive list of students enrolled in a particular course. It allows faculty to view and manage student details such as section, student ID, name, email, mobile number, last access date, and status.

1. Participants Table

The table contains the following columns:

- **Section:** The section of the course the student is enrolled in (e.g., A, B, C).
- **Student ID:** A unique identifier for each student.
- **Student Name:** The full name of the student.

- **Email:** The student's email address.
- **Mobile No:** The student's mobile phone number.
- **Last Access:** The last date the student accessed the course.
- **Status:** Indicates whether the student is active or suspended.

2. Filters and Search

- **Show Entries Dropdown:** Allows you to choose how many entries to display per page (10, 25, 50, or 100).
- **Search Bar:** Enables you to search for students by name, email, and/or other details.
 - Enter the student's name, email, or other details in the search bar.
 - The table will automatically update to show matching results.
- **Section Filter:** Let you filter the participants by section (All Sections, A, B, C).
 - Click on the "All Sections" dropdown.
 - Select the desired section (A, B, C).

3. Pagination

- **Pagination Controls:** Navigate through multiple pages of participants using the left and right arrows or by clicking on specific page numbers.

4. Sending SMS to participants

- Faculty can send SMS to participants by selecting the checkboxes located to the left of the section column. Faculty can select individual or all participants as needed. Once selected the participants, clicking on the send SMS button located top right corner, next to the filter feature will send the SMS.

The screenshot displays the 'Participants' page for a course titled 'Symposium on Forensic Sciences'. The page includes a navigation menu on the left with options for Dashboard, Support, and User Guide. The main content area shows a table of participants with the following data:

Section	Student ID	Student Name	Email	Mobile No	Last Access	Status
A	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7766663631	29 Apr 2024	Active
B	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7251381930	29 Apr 2024	Active
C	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7393651840	29 Apr 2024	Active
A	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 9310668112	29 Apr 2024	Active
B	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 8913972772	29 Apr 2024	Active
A	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7519483497	29 Apr 2024	Active
C	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7014683732	29 Apr 2024	Active
A	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7014683732	29 Apr 2024	Active
A	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7014683732	29 Apr 2024	Suspended
B	23ADF45VX45	Malaimagal Hiregaudr	lipika.kala@network.com	+91 7014683732	29 Apr 2024	Suspended

Discussions

This section will help you navigate and utilize the Discussions section effectively to facilitate and manage course discussions.

The Discussions screen allows instructors and students to engage in course-related discussions. It provides a platform for collaborative learning, sharing ideas, and addressing questions. Faculty can create, manage, and participate in discussions seamlessly.

The Discussions screen is divided into several key areas:

1. Discussions Table

The table contains the following columns:

- **Section:** The section of the course the discussion belongs to (e.g., A, B, C).
- **Discussion:** The title or topic of the discussion.
- **Started By:** The name of the person who started the discussion.
- **Last Post:** The name of the person who made the last post and the date of the last post.
- **Replies:** The number of replies in the discussion.

2. Filters and Search

- **Show Entries Dropdown:** Allows you to choose how many entries to display per page (10, 25, 50, or 100).
- **Search Bar:** Enables you to search for specific discussions by title, topic, or other details.
- **Section Filter:** Lets you filter the discussions by section (All Sections, A, B, C).

4. Add Discussion

- **' + Discussions' Button:** Allows you to create a new discussion topic.
- Fill in the discussion title and description.
- Choose the appropriate section if necessary.
- Click "Create" to post the new discussion.

5. Pagination

- **Pagination Controls:** Navigate through multiple pages of discussions using the left and right arrows or by clicking on specific page numbers.

← Discussions

Dashboard / My Courses / Symposium on Forensic Sciences

Course Overview Announcements Course Content Grades Participant Discussions Report

Show 10 Search All Sections + Discussions

Section	Discussion	Started By	Last Post	Replies
A	Social Media Strategies: Tips, Tricks, and Success Stories	John Doe 04 May 2024	John Doe 04 May 2024	34
B	SEO Essentials: Techniques for Improving Search Engine Rankings	John Doe 04 May 2024	John Doe 04 May 2024	34
B	Email Marketing Mastery: Best Practices and Innovations	John Doe 04 May 2024	John Doe 04 May 2024	34
C	Digital Marketing Trends: What's Next in the Industry?	John Doe 04 May 2024	John Doe 04 May 2024	34
A	Brand Building in the Digital Age: Strategies for Success	John Doe 04 May 2024	John Doe 04 May 2024	34
C	Social Media Strategies: Tips, Tricks, and Success Stories	John Doe 04 May 2024	John Doe 04 May 2024	34
C	SEO Essentials: Techniques for Improving Search Engine Rankings	John Doe 04 May 2024	John Doe 04 May 2024	34
B	Social Media Strategies: Tips, Tricks, and Success Stories	John Doe 04 May 2024	John Doe 04 May 2024	34
A	Email Marketing Mastery: Best Practices and Innovations	John Doe 04 May 2024	John Doe 04 May 2024	34
A	SEO Essentials: Techniques for Improving Search Engine Rankings	John Doe 04 May 2024	John Doe 04 May 2024	34

Reports

This section will help you navigate and utilize the Reports section effectively to track and analyze student performance.

The Reports screen provides a detailed view of students' performance in various assignments and quizzes. It allows instructors to monitor grades, and export data for further analysis.

The Reports screen is divided into several key areas:

1. Reports Table

The table contains the following columns:

- **Section:** The section of the course the student is enrolled in (e.g., A, B, C).
- **Student ID:** A unique identifier for each student.
- **Student Name:** The full name of the student.
- **Assignment Name 1:** The grade for the first assignment.
- **Assignment Name 2:** The grade for the second assignment.
- **Quiz: Name 1:** The grade for the first quiz.
- **Assignment Name 3:** The grade for the third assignment.

2. Filters and Search

- **Show Entries Dropdown:** Allows you to choose how many entries to display per page (10, 25, 50, or 100).
- **Search Bar:** Enables you to search for specific students by name, ID, or other details.
- **Section Filter:** Let you filter the reports by section (All Sections, A, B, C).

3. Export

- **Export Button:** Allows you to export the report data in a desired format (e.g., Excel, pdf).
- Click on the "Export" button.
- Select the desired format (e.g. Excel/PDF).
- The data will be downloaded to your device.

4. Pagination

- **Pagination Controls:** Navigate through multiple pages of reports using the left and right arrows or by clicking on specific page numbers.

← Report

Dashboard / My Courses / Symposium on Forensic Sciences

Course Overview Announcements Course Content Grades Participant Discussions **Report**

Show 10 Search All Sections Export

Section	Student ID	Student Name	Assignment name1	Assignment name2	Quiz : Name1	Assignment Name
A	23ADF45VX45	Malaimagal Hiregaudr	98	98	98	
B	23ADF45VX45	Malaimagal Hiregaudr	95	95	95	
C	23ADF45VX45	Malaimagal Hiregaudr	93	93	93	
A	23ADF45VX45	Malaimagal Hiregaudr	91	91	91	
B	23ADF45VX45	Malaimagal Hiregaudr	90	90	90	
A	23ADF45VX45	Malaimagal Hiregaudr	88	88	88	
C	23ADF45VX45	Malaimagal Hiregaudr	88	88	88	
A	23ADF45VX45	Malaimagal Hiregaudr	88	88	88	
A	23ADF45VX45	Malaimagal Hiregaudr	--	--	--	
B	23ADF45VX45	Malaimagal Hiregaudr	--	--	--	