



## ISLAMIC UNIVERSITY IN UGANDA ONLINE STUDENT E-LEARNING CENTRE USER GUIDE

### GETTING STARTED: HOW TO GO ABOUT THE ELECTRONIC LEARNING PROCEDURE VIA THE STUDENT PORTAL.

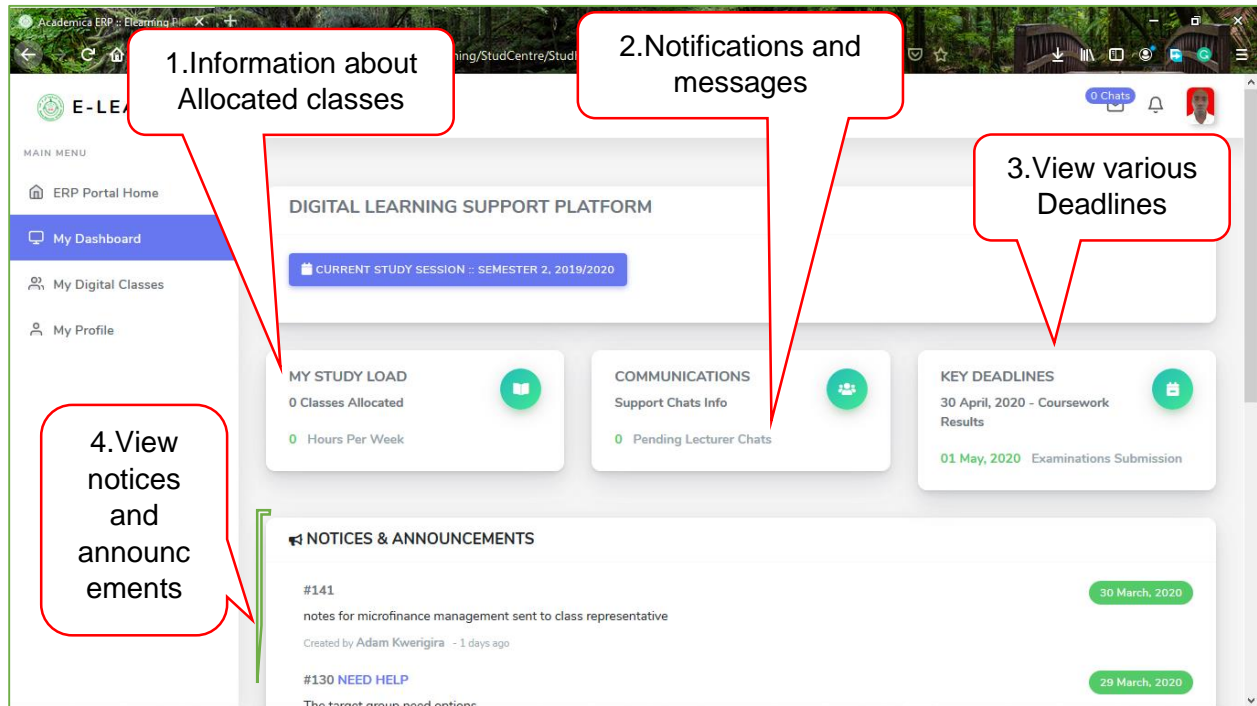
Access the Main ERP and not the portal through these links. Main campus (<https://portalmc.iuiu.ac.ug>), Kampala campus (<https://portalkc.iuiu.ac.ug>), Female's campus (<https://portalac.iuiu.ac.ug>), Arua campus (<https://portalac.iuiu.ac.ug>) and login successfully.

#### 1. After a successful login, list of options displayed on the left hand side of the screen

1.1. Click **E-learning Centre** launch the E-Learning platform.

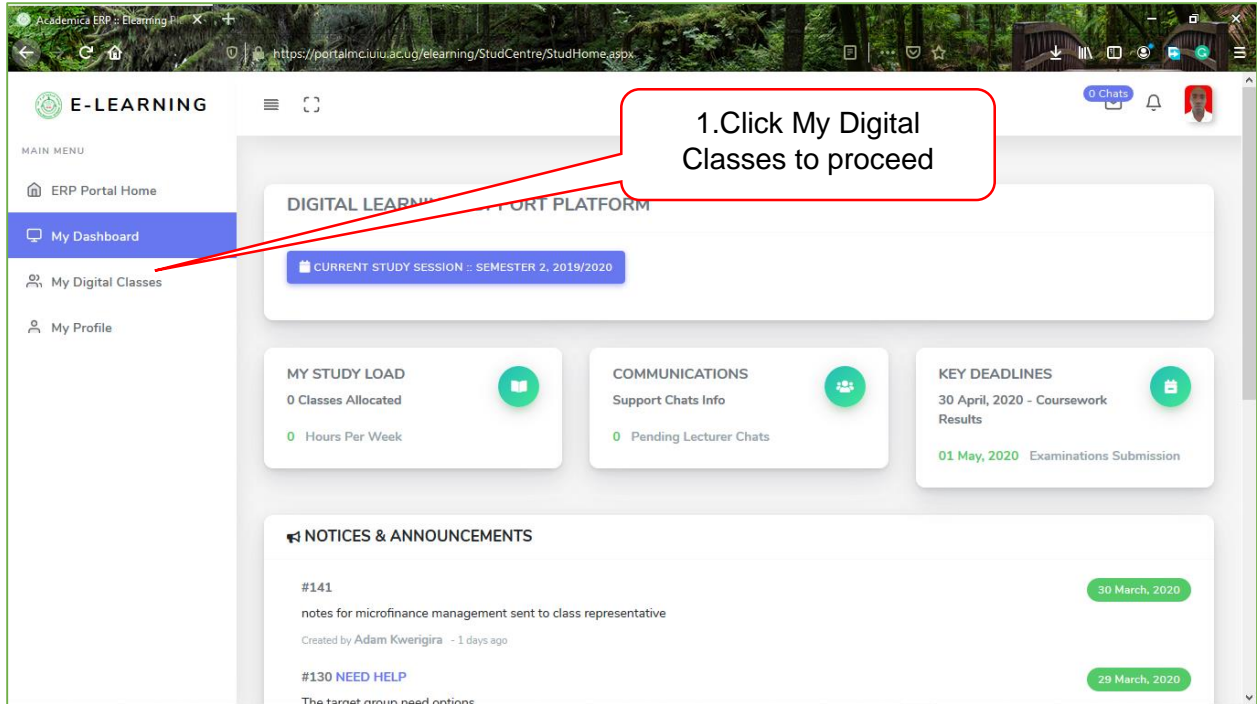
The screenshot shows the Academic ERP Portal interface. The left sidebar contains a menu with the following options: Notifications, My Profile, E-learning Centre, Learning & Registration, Results Centre, Fees Information, Publications Centre, and Library Centre. The 'E-learning Centre' option is highlighted with a red box and a red arrow pointing to a callout box that says "Click here to proceed". The main content area displays "NEWS & NOTIFICATIONS" with two news items from March 2020. The first news item is dated 20th March, 2020, and the second is dated 26 March, 2020. Both items are posted by Dr. Saidat Nakitto.

2. A new page is displayed with various information.
  - 2.1. A student is able to view basic information about the number of classes allocated to and the total hours for per week.
  - 2.2. One gets notifications from this tab and be able to view messages from students by clicking [**View chat**]
  - 2.3. The key deadlines are also displayed from this page for example Coursework results especially submission deadlines.
  - 2.4. Usual notices and announcements are displayed as they appear in the staff portal.



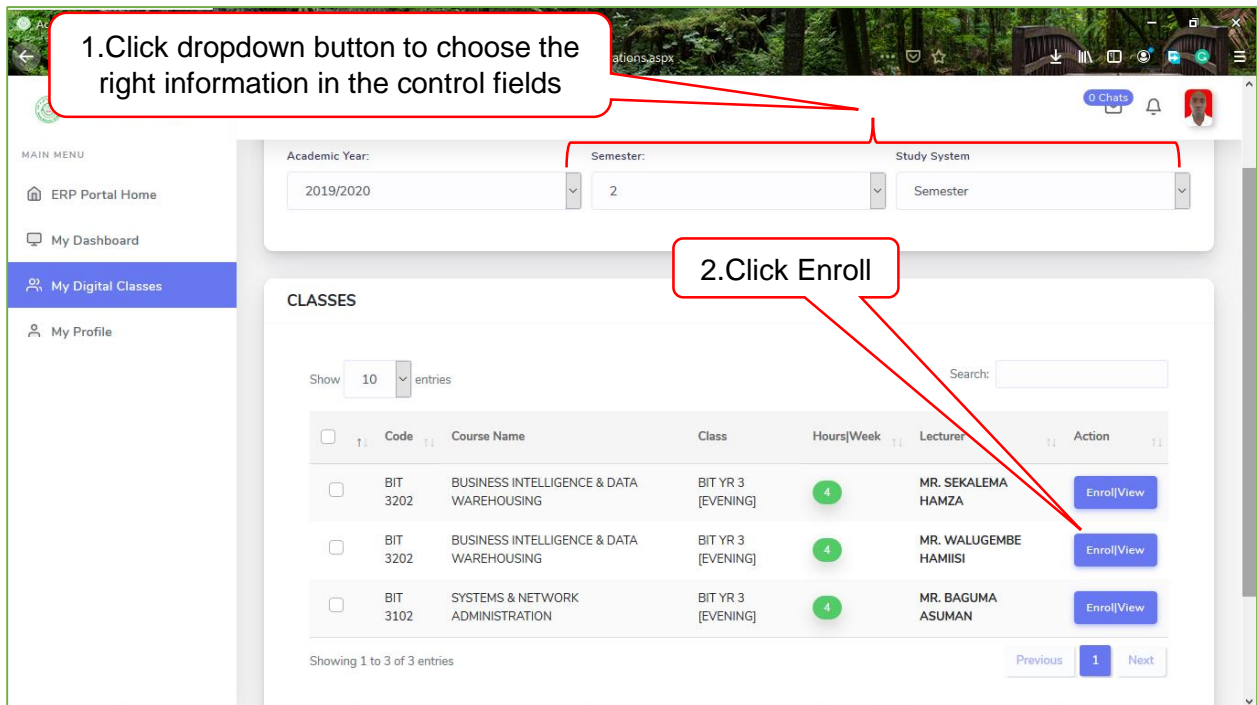
### 3. My Digital Classes.

- 3.1. Click **My digital classes** button to view the available digital classes created by the various lecturers.



#### 4. Provide the right information in the control field.

4.1. Click the **Dropdown** button and choose from a list of options under i.e. Academic Year, Semester and Study System.



- 4.2. Click the Enroll/ View button to enroll in a particular class and to enable other functionalities attached to the specific selected class. These include Lecturer Chat, Class Discussions access to uploaded Class Content, Coursework and the like.

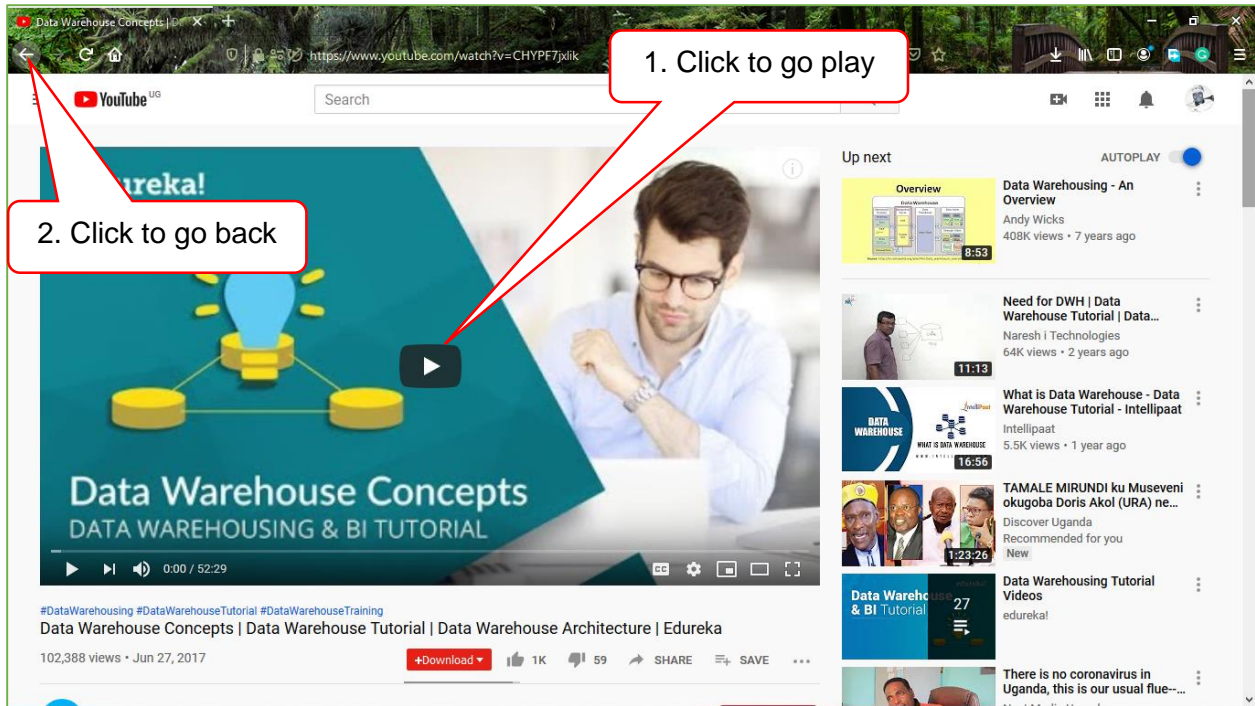
The screenshot displays the E-Learning platform interface. At the top, there is a navigation bar with the 'E-LEARNING' logo and a main menu on the left. The main menu includes options like 'ERP Portal Home', 'E-Learning Home', 'Class Home', 'Class Mates', 'Class Announcements', 'Lecturer Chat', 'Class Discussions', 'Coursework Centre', 'Class Tests', and 'Learning Analytics'. The 'Class Home' option is currently selected. The main content area shows course statistics: '6 Students Enrolled', '13 Students Pending', '11 Weeks' period completed, and '73% Completed'. There are also 'KEY DEADLINES' for '30 April, 2020 - Coursework Entry' and '01 May, 2020 - Examinations Submission'. Below this is the 'COURSE CONTENT' section, which includes a search bar and a table of course items. The table has columns for '#', 'Title', 'Type', 'Upload Date', and 'View'. Two items are listed: 'Big data handling' (video icon, 31-03-2020) and 'Notes: Lecture 6.' (document icon, 27-03-2020). Red callout boxes highlight three key features: 1. 'Course contents appear here' pointing to the course content table. 2. 'Click to watch a video' pointing to the 'View' button for the video item. 3. 'Other functionalities' pointing to the main menu items.

#	Title	Type	Upload Date	View
	Big data handling	Video	31-03-2020	View
	Notes: Lecture 6.	Document	27-03-2020	View

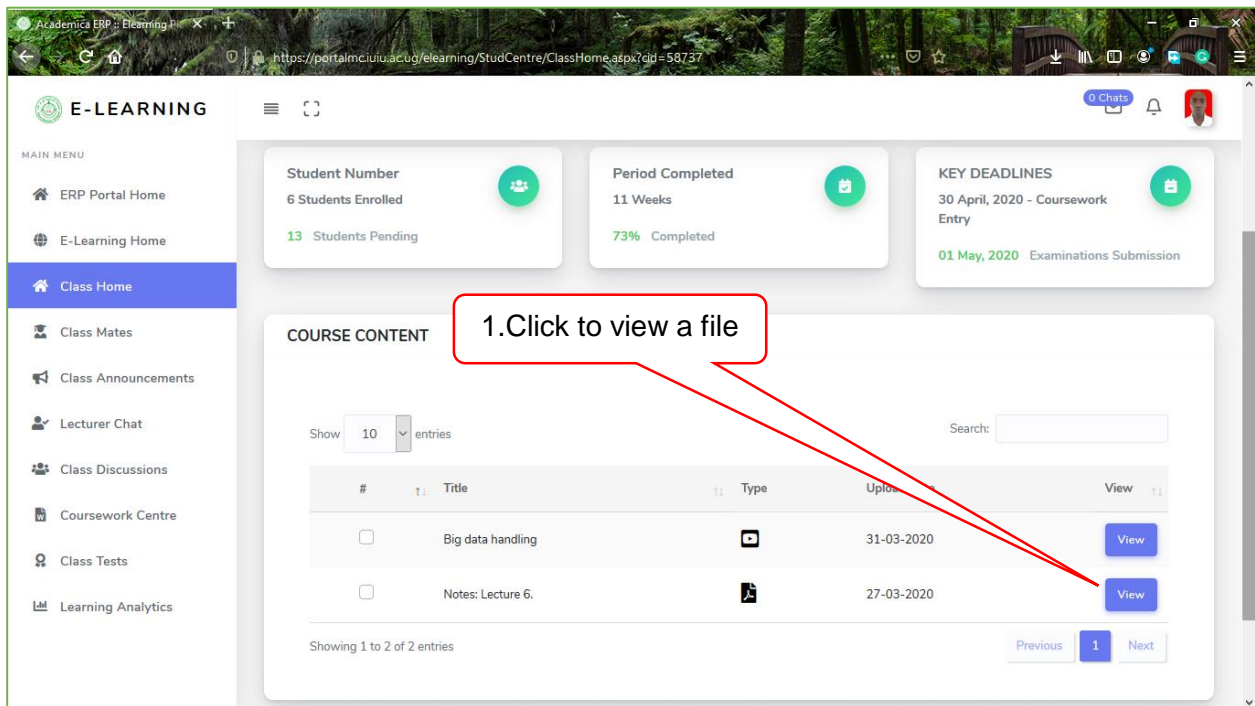
**NOTE:** For a student to be considered enrolled in particular class, he/ she must have click on the **Enroll/ View** button first. And before that you're regarded a pending student under enrollment.

- 4.3. Click the **View** button on a certain course content with video icon under the **Type** column to load the attached video via YouTube.
- 4.4. Click the play button to start watching the video.
- 4.5. Click the back button on your browser to get back to the E-learning platform after watching the video.

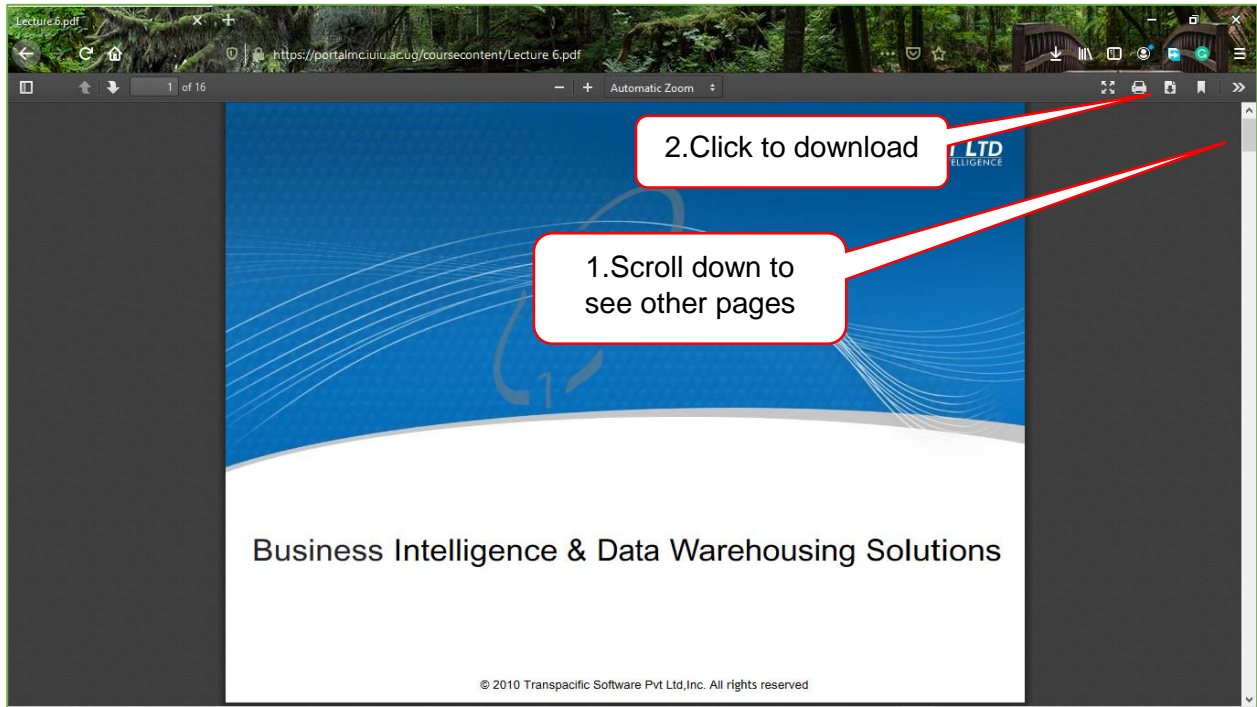
**NOTE:** A student can download a given video for those who have downloaders understand to utilize them to download from YouTube.



4.6. Click the view button on a certain course content to open and either view the notice directly or save the for future reference.



4.7. Some computers are set to open files automatically and from their one can be able to download most especially with pdf file, but if the computer prompts you, choose accordingly.



## 5. Class Mates.

5.1. Under this, a student can be able to view a list of his/ her Classmates both enrolled and those on pending.

5.2. Under **Enrolled Students** tab, a list of only enrolled students will appear in the table below.

1. Click to view classmates

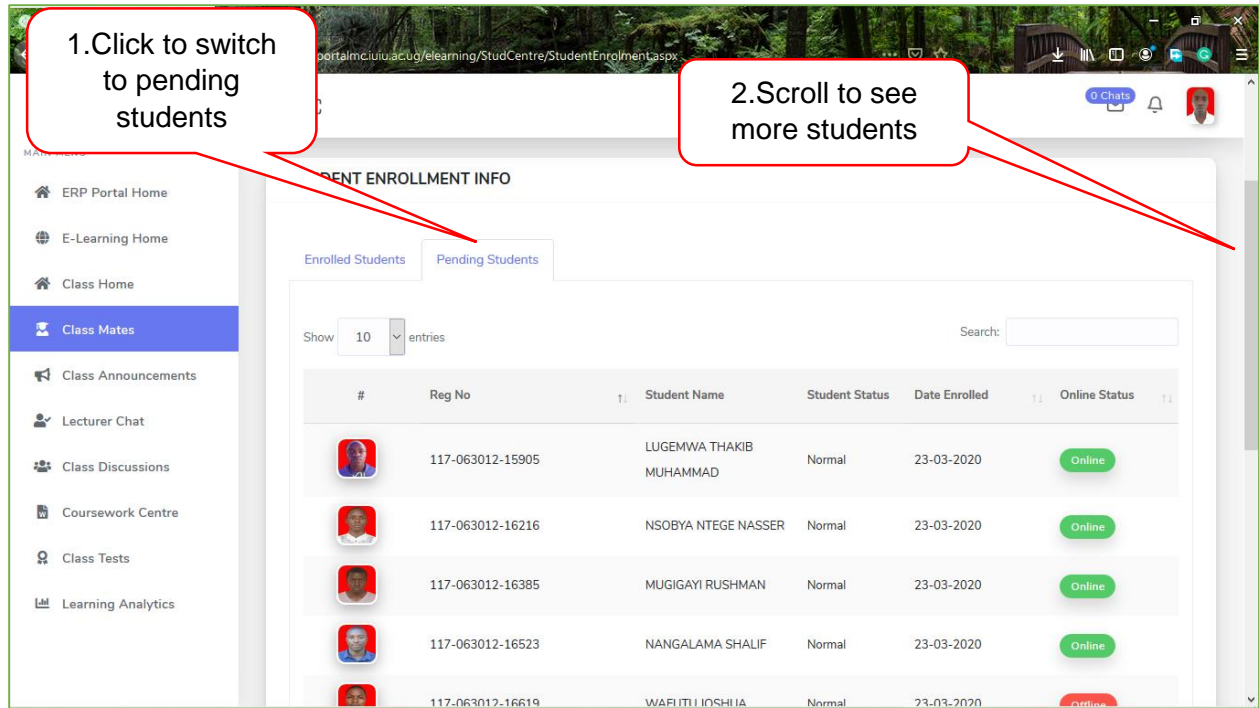
1. Under Enrolled students

STUDENT ENROLLMENT INFO

Enrolled Students Pending Students

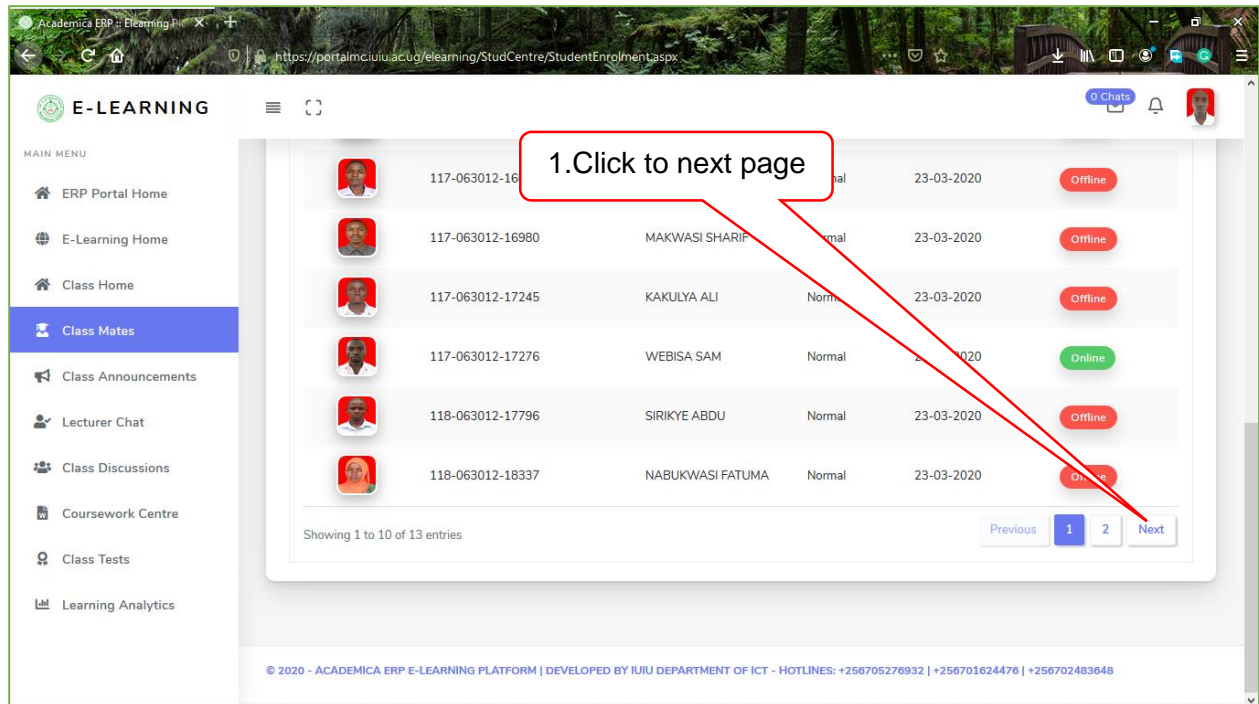
Show 10 entries Search:

#	Reg No	Student Name	Student Status	Date Enrolled	Online Status
	114-063012-11381	ABDU RASUL	Normal	23-03-2020	Online
	117-063012-16268	KATUSHABE IAN	Normal	23-03-2020	Online
	117-063012-17130	MUDUWA VAILET	Normal	23-03-2020	Offline
	117-063012-16321	MUTWALIBI ISSA	Normal	23-03-2020	Offline

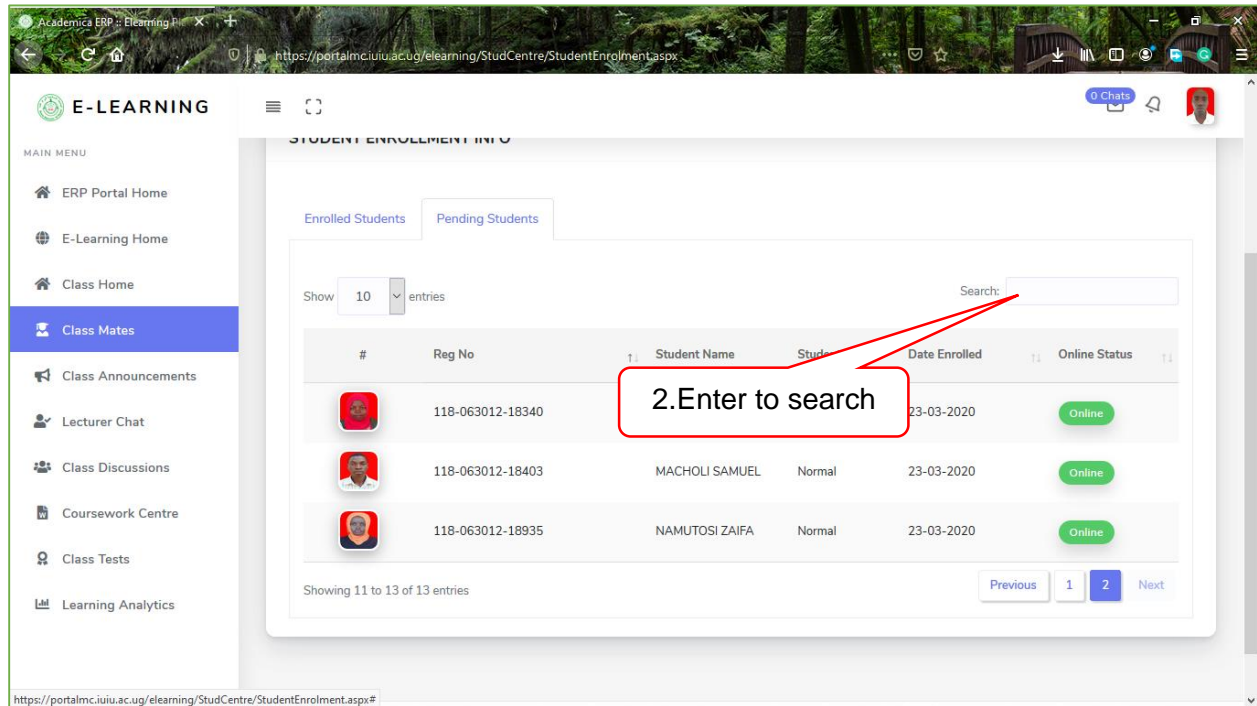


5.3. Click **Pending Students** tab to view a list of students who have not yet enrolled in a particular selected class.

5.4. Scroll down through to the end of the page view more fellow students and in case you can't find some, click the **Next** page button to proceed to the next page where more students will be displayed.



- 5.5. One can choose to search and filter out a particular student by entering his/her details like the registration number or name in the search text field provided on the top right of the list table.



The screenshot displays the 'E-LEARNING' interface. On the left is a 'MAIN MENU' with options like 'ERP Portal Home', 'E-Learning Home', 'Class Home', 'Class Mates', 'Class Announcements', 'Lecturer Chat', 'Class Discussions', 'Coursework Centre', 'Class Tests', and 'Learning Analytics'. The main content area is titled 'STUDENT ENROLMENT INFO' and has tabs for 'Enrolled Students' and 'Pending Students'. Below the tabs, there is a 'Show 10 entries' dropdown and a 'Search' text field. A table lists three enrolled students with columns for '#', 'Reg No', 'Student Name', 'Study', 'Date Enrolled', and 'Online Status'. A red callout box with the text '2. Enter to search' points to the search field. The table data is as follows:

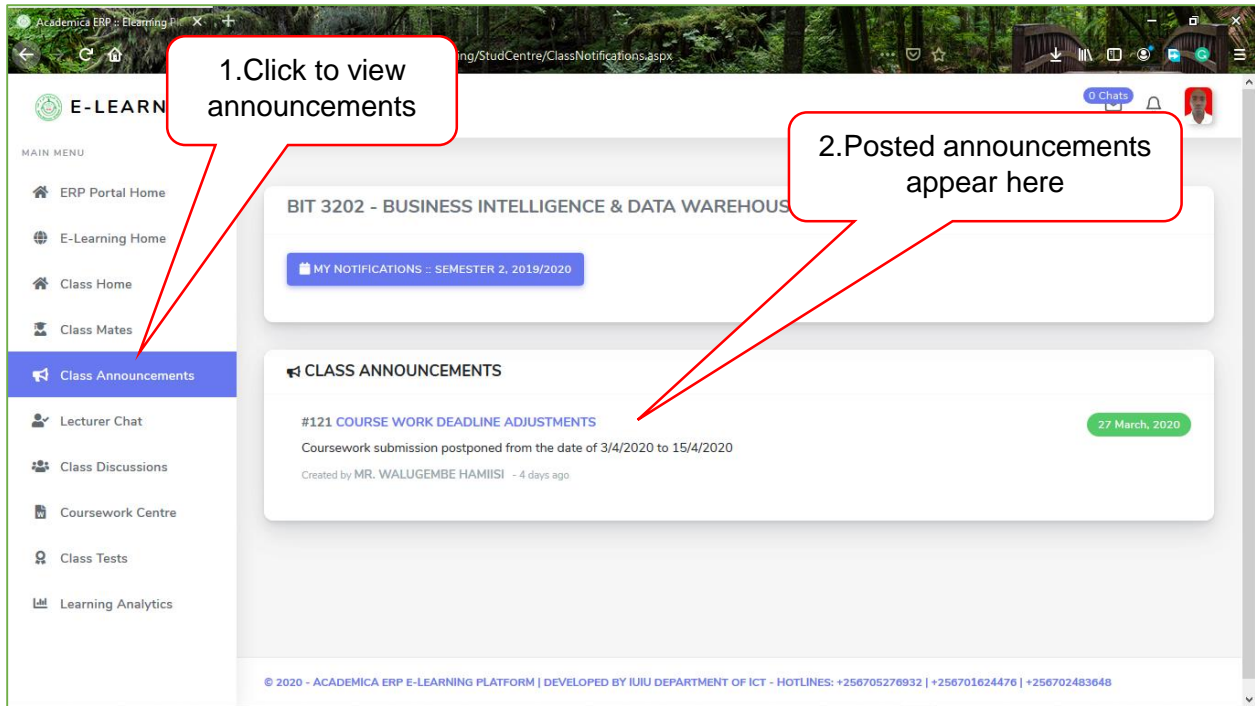
#	Reg No	Student Name	Study	Date Enrolled	Online Status
	118-063012-18340			23-03-2020	Online
	118-063012-18403	MACHOLI SAMUEL	Normal	23-03-2020	Online
	118-063012-18935	NAMUTOSI ZAIFA	Normal	23-03-2020	Online

At the bottom of the table, it says 'Showing 11 to 13 of 13 entries' and includes 'Previous', '1', '2', and 'Next' navigation buttons.

## 6. Class Announcements.

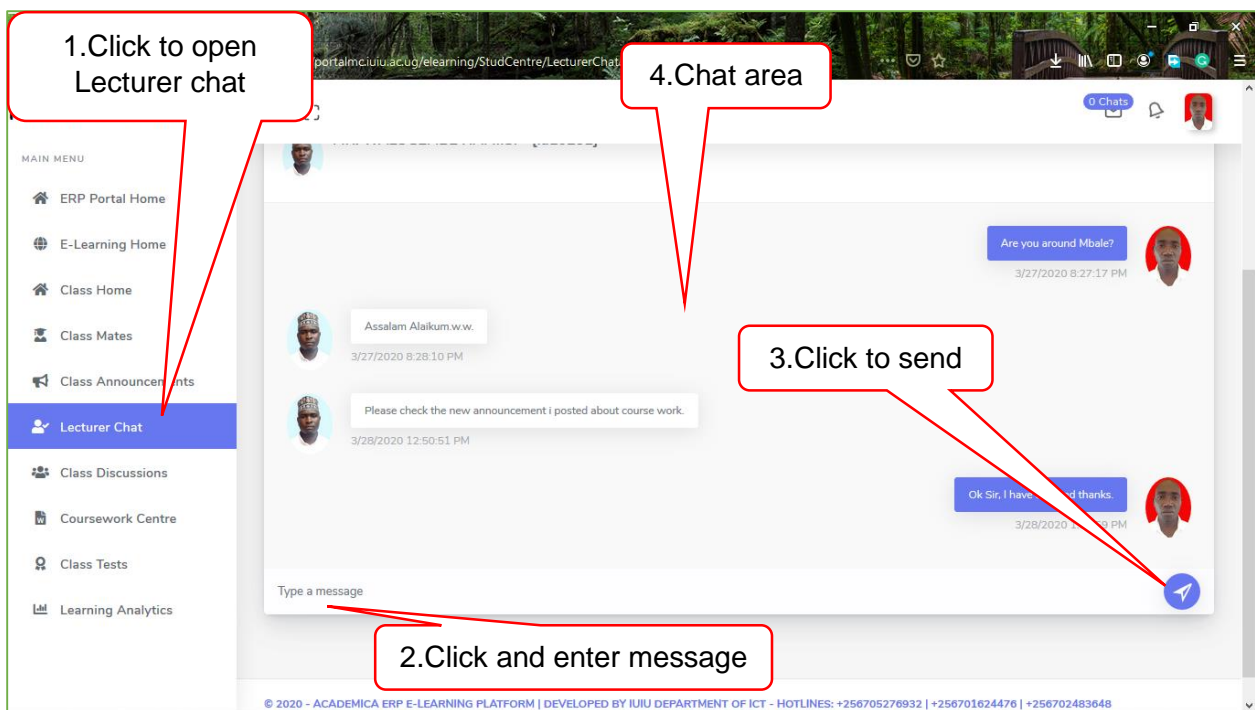
- 6.1. Students are able to access and view announcements by their lecturers concerning a given issue for example deadline adjustments.
- 6.2. Click **Class Announcements** button to view the notices posted by the lecturer as per a current class selected.





## 7. Lecturer Chat.

7.1. This feature allows a student to chat with a lecturer individually, in case one wants to send an individual message to the lecturer he/she can utilize this platform.

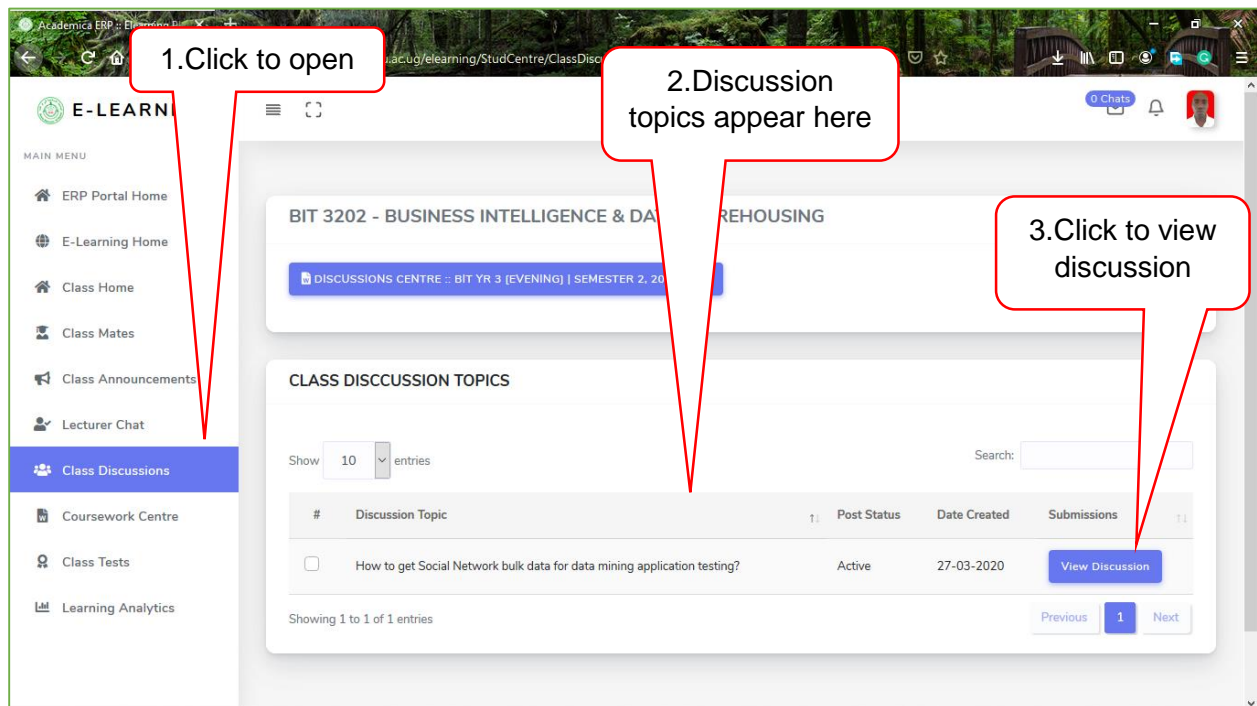


7.2. Click in the text message and enter a message to be sent to the lecturer.

- 7.3. Click the **send** button or press the **Enter** key from the keyboard to submit the message created text message field.
- 7.4. The sent and reply messages will appear in the chat are where both the sender's and replied messages display with profile picture of the sender together with the time and date when sent.

## 8. Class discussions.

- 8.1. Under this feature all class members can be able to contribute towards a discussion topic posted by a lecturer.
- 8.2. Click **Class Discussions** to find the discussion topic.



- 8.3. Click the **View Discussion** button to open the discussion platform where one interacts with other class members and be able to submit his/ her opinion and also view what other members have contributed.
- 8.4. Click and enter your contribution to be posted as your comment in the comments text field.
- 8.5. Click the **Post Comment** button to send your opinion
- 8.6. All the comments appear in the comments area.

1. Click and enter your opinion

2. Click to post

3. Comments appear here

QUESTION: HOW TO GET SOCIAL NETWORK BULK DATA FOR DATA MINING APPLICATION TESTING?

Type your comment and post

Post Comment

Class Comments

Good afternoon everyone. I have failed to understand the question please any more clarification from the class members.  
Posted By ABDU RASUL at 28 March, 2020 1:08

???  
Posted By ABDU RASUL at 28 March, 2020 1:08

## 9. Coursework Centre.

- 9.1. Students are able to access their coursework tasks under this feature
- 9.2. Click **Coursework Center** to display the coursework assignment given by the lecturer and it's details like, Date posted, and the submission deadline

1. Click to view tasks

2. Coursework tasks appear here

COURSEWORK CENTRE :: BIT YR 3 [EVENING] | SEMESTER 2, 2019/2020

COURSEWORK | ASSIGNMENTS INFO

Show 10 entries

Search:

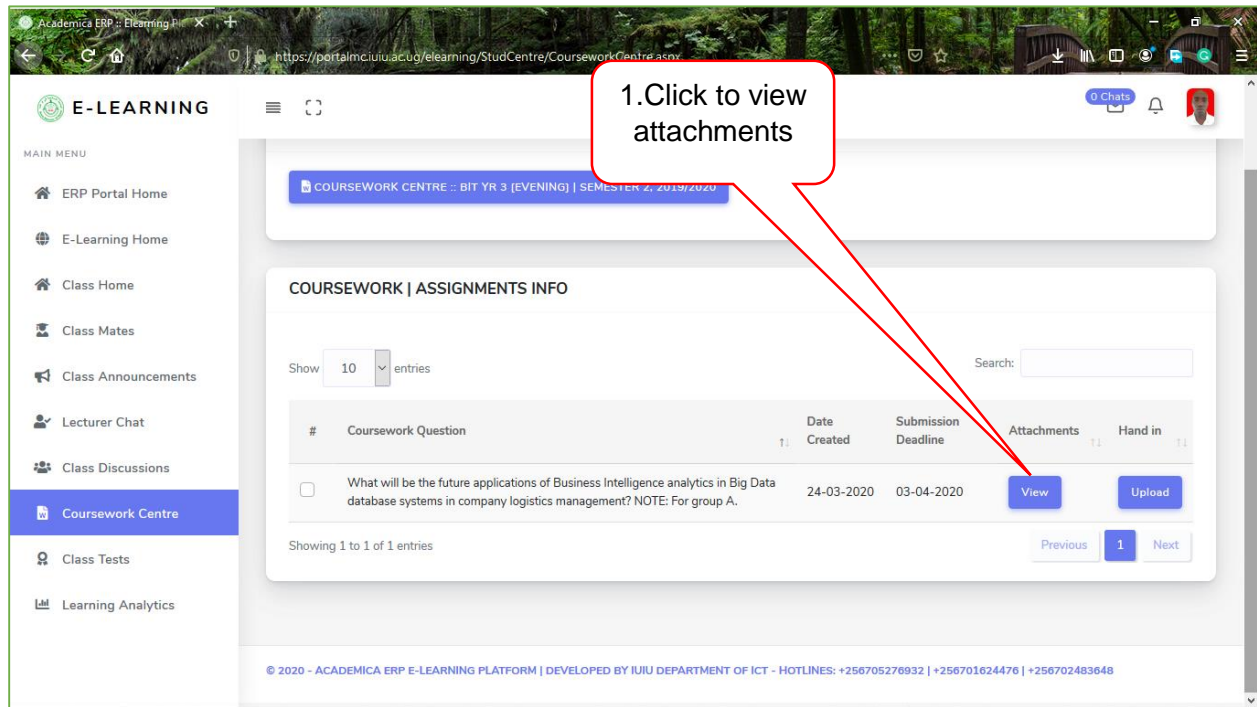
#	Coursework Question	Date Created	Submission Deadline	Attachments	Hand in
<input type="checkbox"/>	What will be the future applications of Business Intelligence analytics in Big Data database systems in company logistics management? NOTE: For group A.	24-03-2020	03-04-2020	<a href="#">View</a>	<a href="#">Upload</a>

Showing 1 to 1 of 1 entries

Previous 1 Next

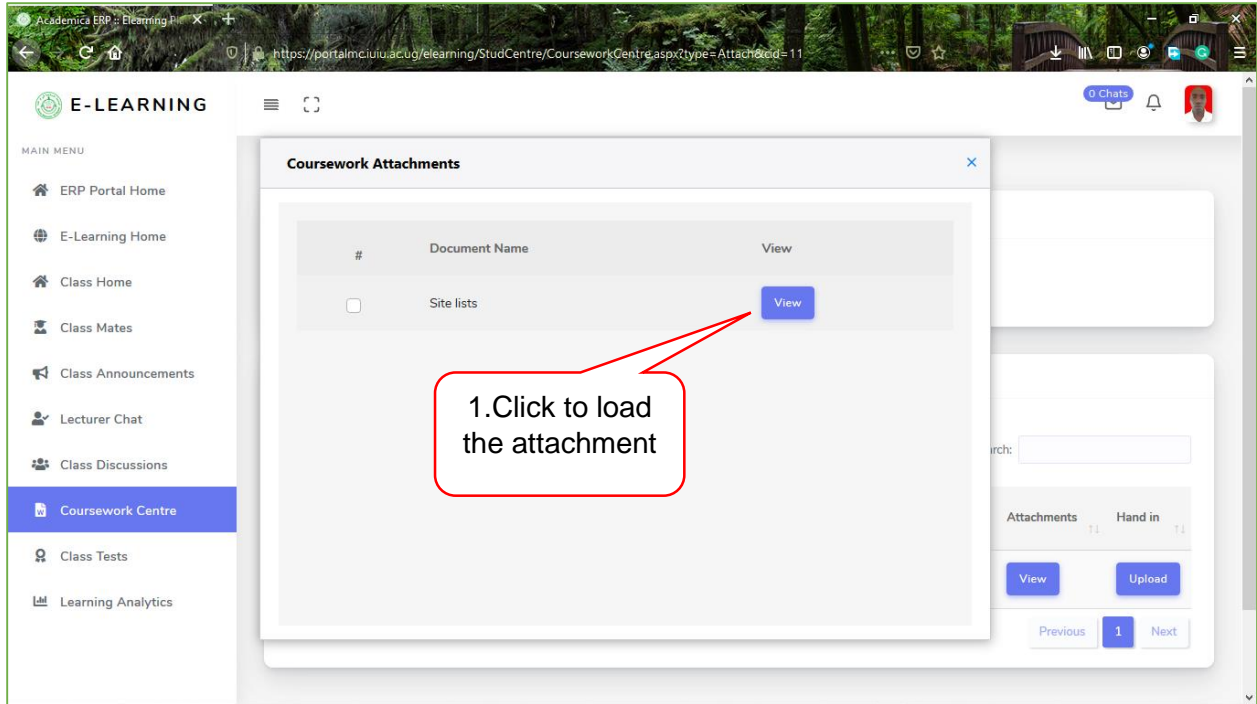
© 2020 - ACADEMICA ERP E-LEARNING PLATFORM | DEVELOPED BY IJUI DEPARTMENT OF ICT - HOTLINES: +256705276932 | +256701624476 | +256702483648

- 9.3. A lecturer can add attachments on a particular coursework task e.g. A file that contains information to guide you while doing that task. So such files are under attachments and to view the attachments Click the **View** button for a particular task.

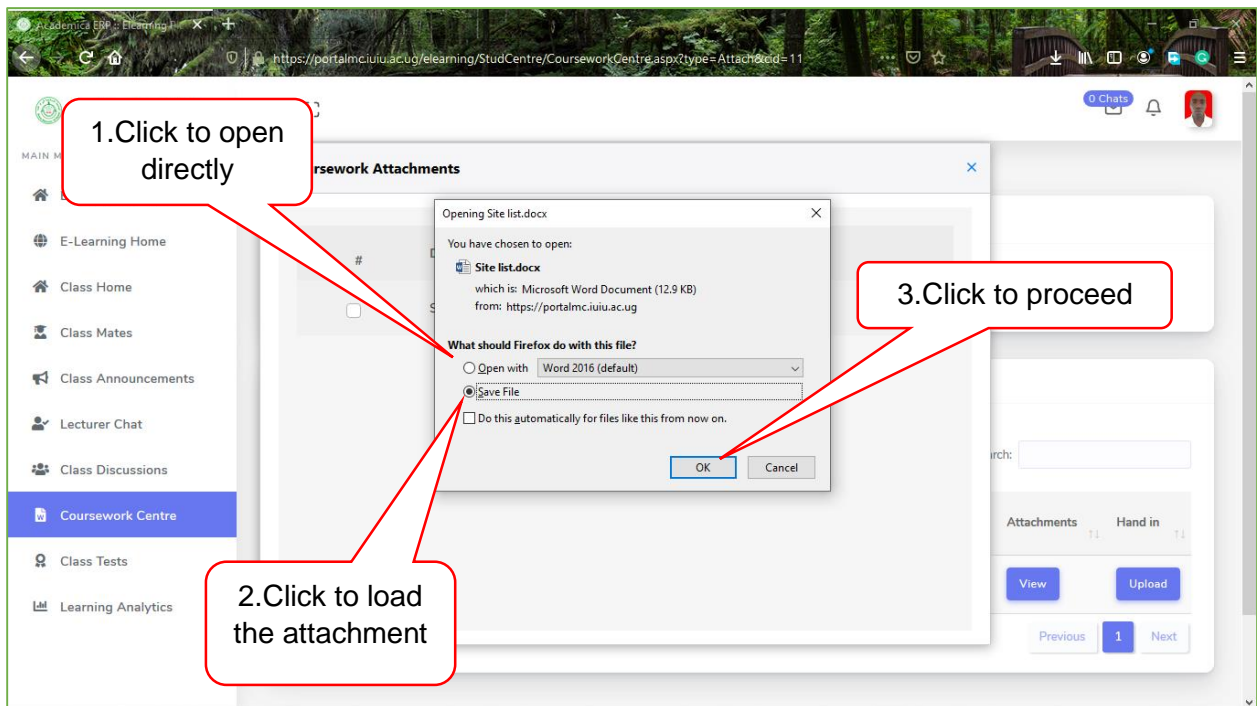


The screenshot displays the 'E-LEARNING' interface. A red callout box with the text '1. Click to view attachments' points to a blue 'View' button in a table. The table lists a coursework question with a 'View' button and an 'Upload' button. The table has columns for '#', 'Coursework Question', 'Date Created', 'Submission Deadline', 'Attachments', and 'Hand in'. The first row contains a checkbox, the question text, the date '24-03-2020', the deadline '03-04-2020', the 'View' button, and the 'Upload' button. The table is titled 'COURSEWORK | ASSIGNMENTS INFO' and includes a search bar and a 'Show 10 entries' dropdown. The footer contains copyright information: '© 2020 - ACADEMICA ERP E-LEARNING PLATFORM | DEVELOPED BY IUIJ DEPARTMENT OF ICT - HOTLINES: +256705276932 | +256701624476 | +256702483648'.

- 9.4. One can choose to open directly or download the attachment file for future reference.
- 9.5. When a list showing attachments will be displayed in a table
- 9.6. Click the **View** button on a particular attachment to load and in case you have been prompted to choose either to open or save the file select appropriately.

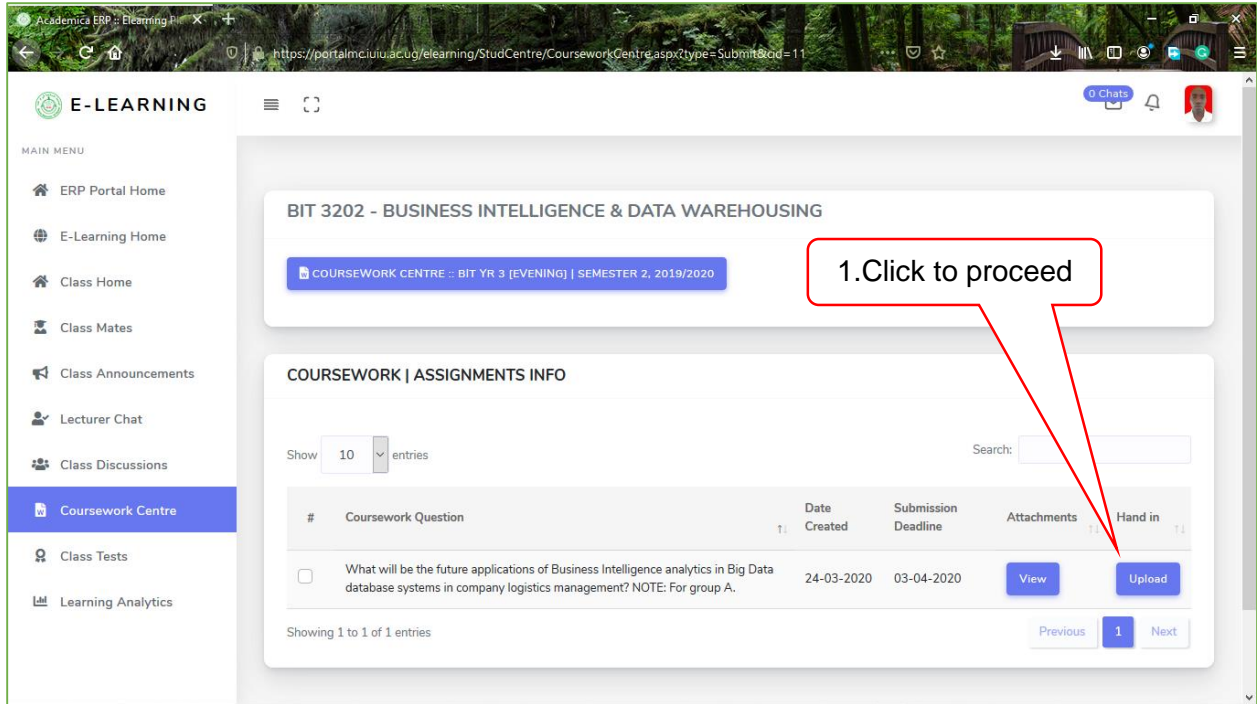


9.7. Choose to save the file in case one wants to download the attachment file for future reference.

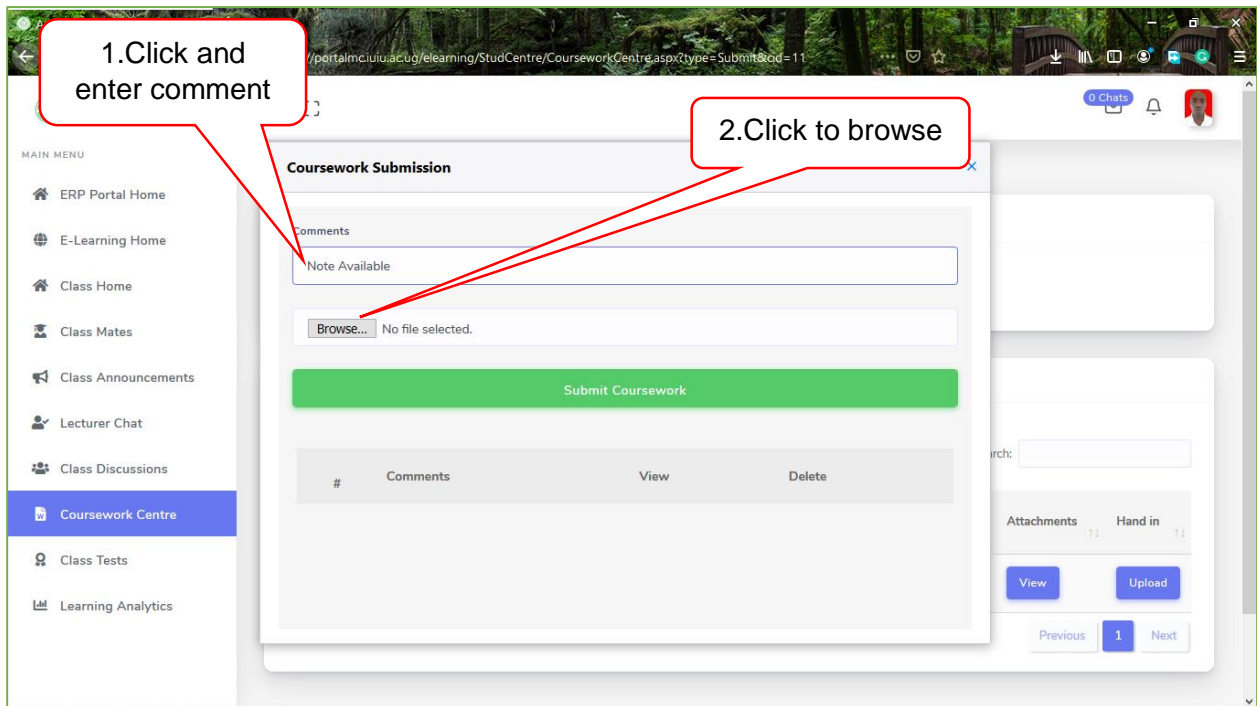


## 10. Submission of the coursework.

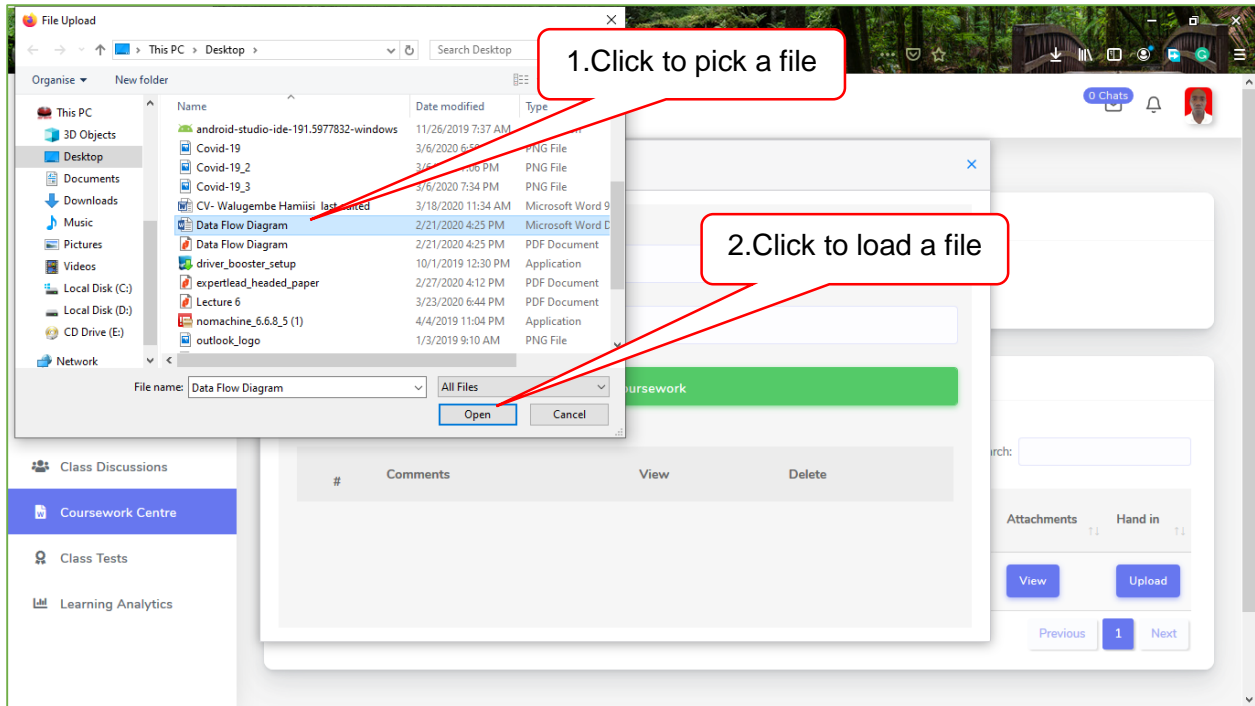
10.1. Under **Coursework Center** click the **Upload** button under the Hand in column in order proceed to other procedures involved in uploading the coursework content.



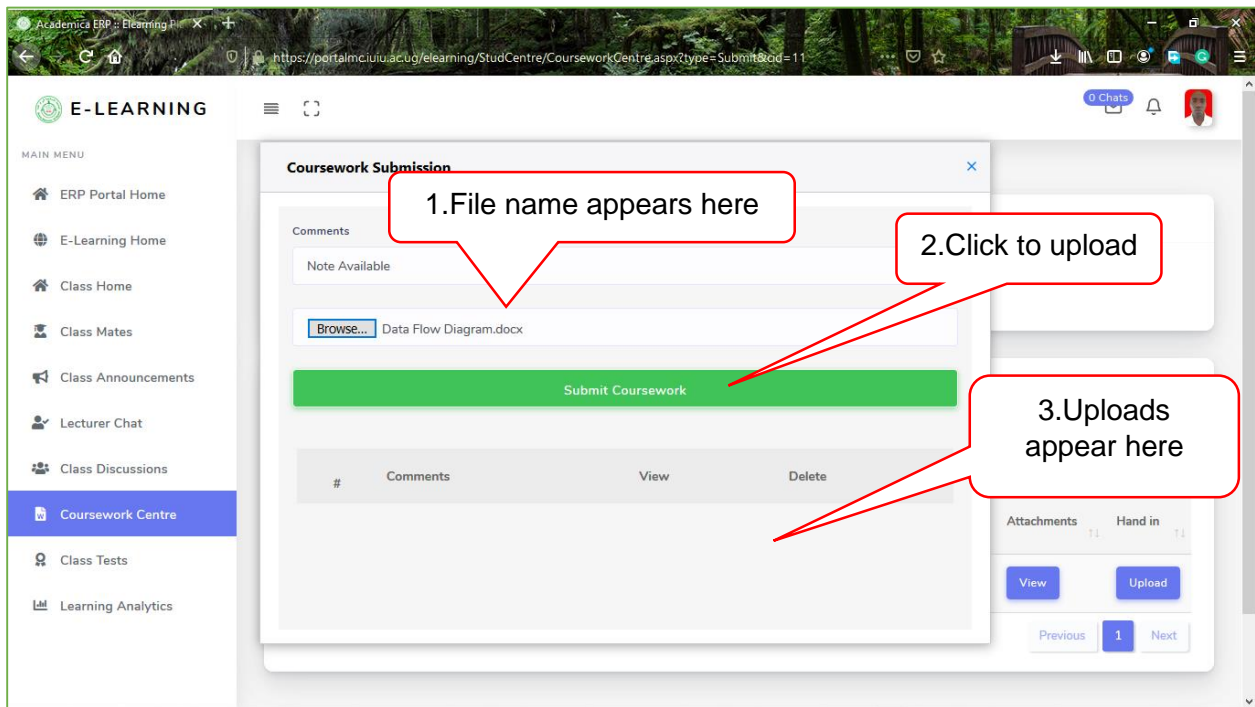
- 10.2. A new coursework submission form will be displayed where one has to provide a comment in the comments field for example Not Available.
- 10.3. Click the **Browse** button to locate the Coursework file.



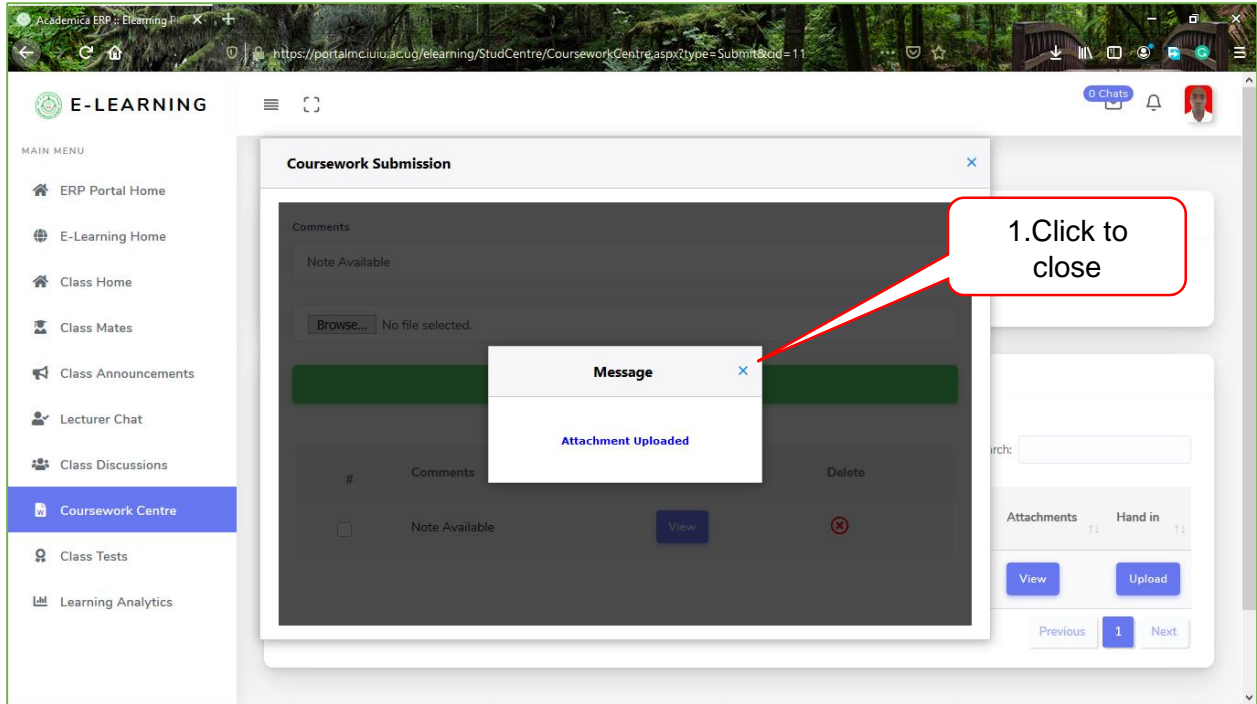
- 10.4. Locate the coursework file to be uploaded from either the local or external drives on the computer.



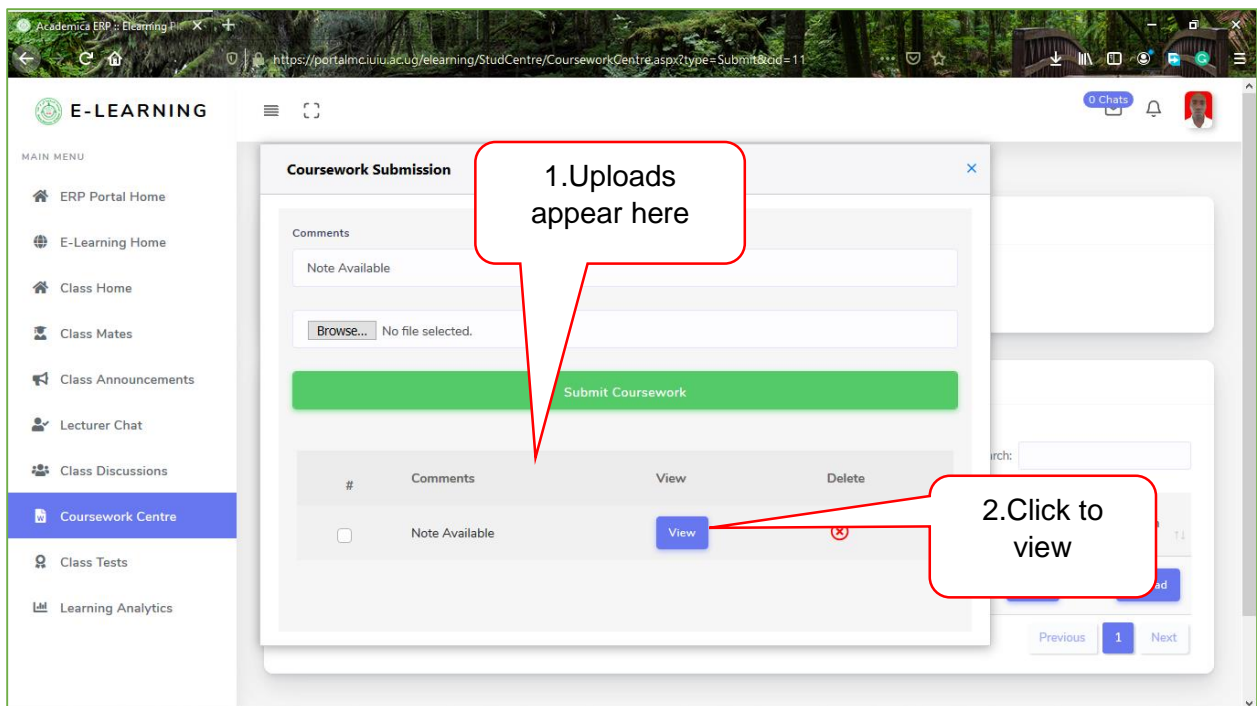
- 10.5. Click to select a particular file to be uploaded
- 10.6. Click the **Open** button to load the file into the system uploader.



- 10.7. Close a notification window that notifies a successful upload by clicking the **X** close button on the top right hand corner of the popup window.

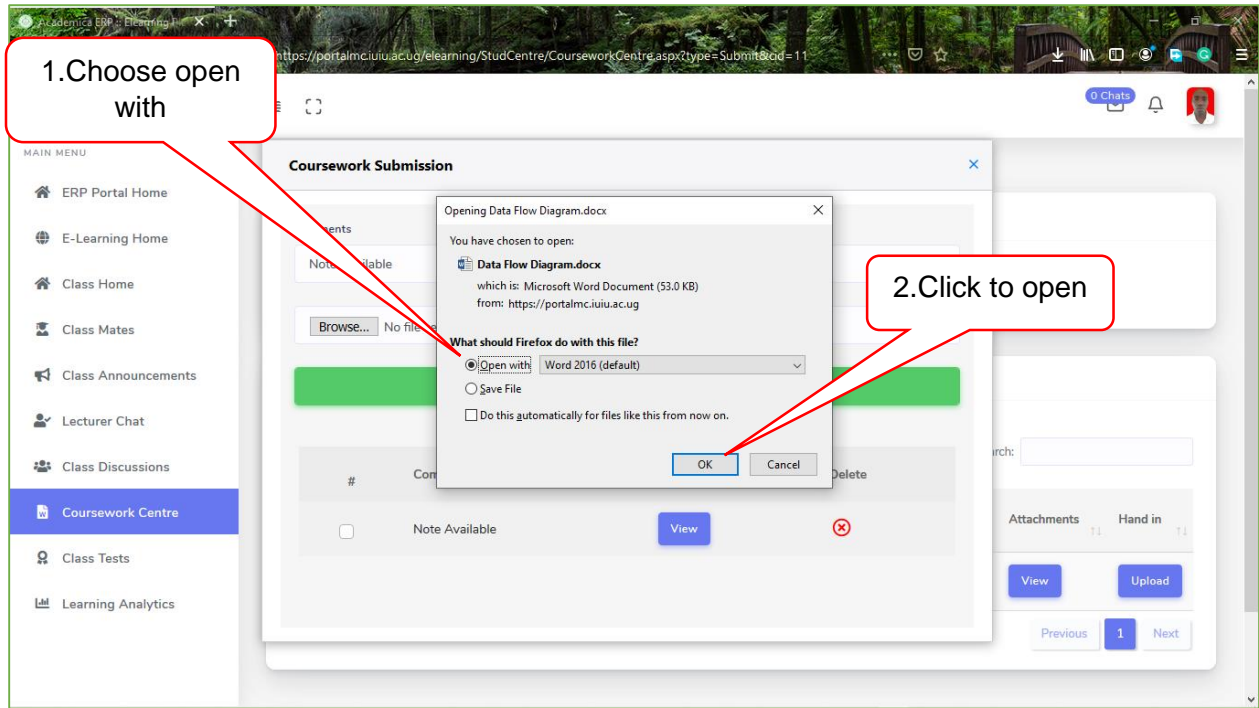


10.8. The submitted content will appear in a table below the **Submit Coursework** button and one can view to confirm whether he/ she has uploaded the right document by clicking the view button.



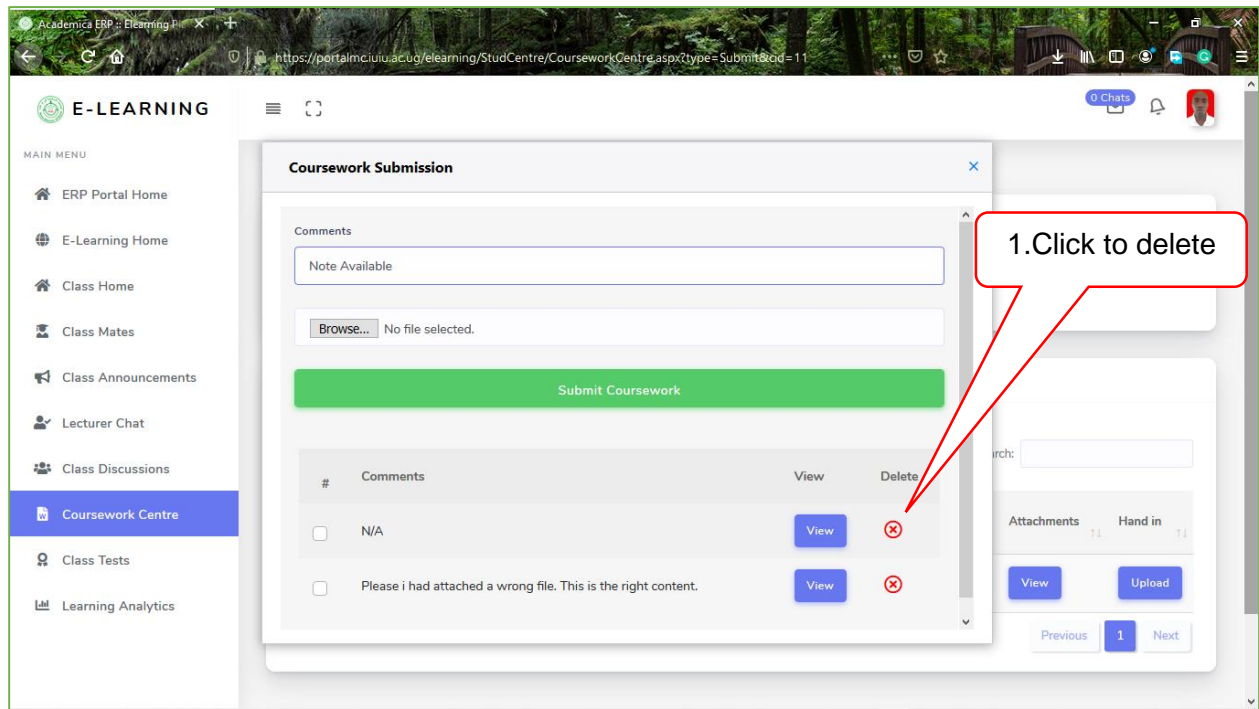
10.9. Click the **View** button to open the and verify that you have uploaded the right coursework file.





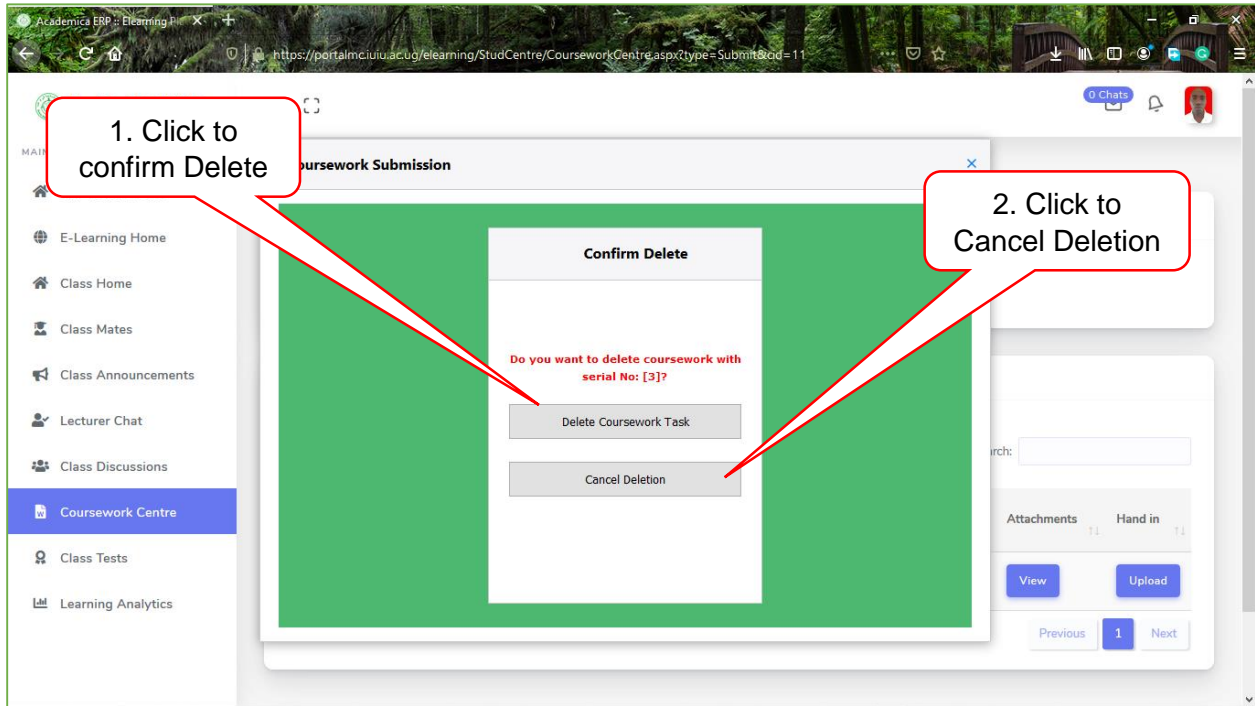
## 11. Deleting a submitted coursework.

11.1. On Coursework submission form, where a student uploads his/ her coursework submission Click the red **Delete** button for a particular submission.



11.2. A popup window will be displayed for a student to confirm the deletion process, Click **Delete Coursework Task** button to complete the process.

11.3. Click **Cancel Deletion** button to terminate the process.



11.4. The table containing the uploaded coursework submissions will display without the deleted submission after an automatic page refresh.

