



User guide Registration System

Preparation



Version
2011

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Introduction:

Registration system is the focus of the educational process.



The established of academic records for students In the registration system according to students' academic plans, registration system will helps in the preparation of students study programs by pre-registration statistical and preliminary registration of student according to the priorities of students and the preparation of schedules and arrangement of courses according to the determinants of rooms and instructors and the times.

So that the students register their study program and courses according to more than one method vary between automatic or manual registration or groups registration.




How to use





To add new records do the following:

1. Click the "Insert Record"  icon
2. Enter the necessary data and
3. Click the "Save" icon  or press F10 to save this operation



To Query do the following:

1. To inquire about a specific condition Click on the enter query icon  (F7), where the screen is cleaned of data and then move to the partial data to be queried and enter the required data and then press the execute query icon  (F8) where the data is displayed according to the condition
2. To inquire about the all conditions Click on the execute query icon  (F8) where the data is displayed
3. If you want to cancel a query that you entered on the screen, press the Cancel Query icon.


To Update do the following:

1. Do the specific inquire steps
2. Move  to the statement you want to update.
3. Enter the required update
4. After entering the new data press.  (F10)


.To delete do the flowing:

1. Select the record to be deleted
2. Press  (Shift + F6) and save icon (F10) .

To clear record do the flowing:


1. To clean the record of the existing data before you save process Click on the clean record icon .(Shift + F4)

Conversion between the major and minor languages:


To convert from the main language of the minor or vice-click on the conversion language icon. 

Conversion from Gregorian to Hijri and vice versa:

To convert from Hijri to Gregorian and vice versa in the fields of history, follow these steps:

1. Move the mouse to the date field that you need to change
2. Press the conversion date icon 

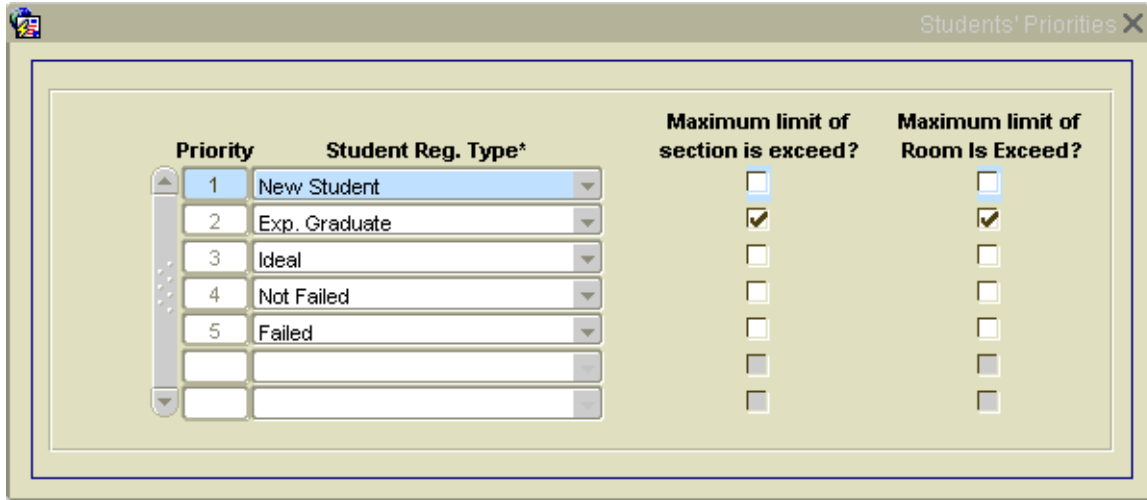
To print do the flowing:

To print a report associated with screen press print icon  (Shift + F8), in case the screen is linked to the report, the report is shown to be able to print it, and if not linked to the report that allows you to print the screen that appears.

\$ Note

Cannot be made the deletion process of classification that was used in subsequent screens. Subsequent

Student priorities



Priority	Student Reg. Type*	Maximum limit of section is exceed?	Maximum limit of Room Is Exceed?
1	New Student	<input type="checkbox"/>	<input type="checkbox"/>
2	Exp. Graduate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3	Ideal	<input type="checkbox"/>	<input type="checkbox"/>
4	Not Failed	<input type="checkbox"/>	<input type="checkbox"/>
5	Failed	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Functionality:

Determine priorities in the automated registration process for students according to the type student

And determine whether

1. Can exceed the actual limit of the section to reaches the Actual limit of the room for each types or not.
2. can exceeded actual limit of the room for each type or not

Types of student includes the following types

- a. new student:

When, the semester of student registration in university is the current semester and there is no course in the student academic record

- b. exp. Graduate
A student the number of hours remaining to him of his plan of study within the academic load which allows the registering in that semester, whether a summer semester or regular semester.
- c. Ideal
A student who registered the course level by level and has no postponement or failure In plan of the course
- d. not failed
A student none committed to the plan He has no fail In any decisions of plan
- e. failed
A student which has a fail In course of the plan, Prevent him to register completely.

Prerequisites:

No

Effects:

Screens that are affected by the priorities of students In this screen are: (auto registration).

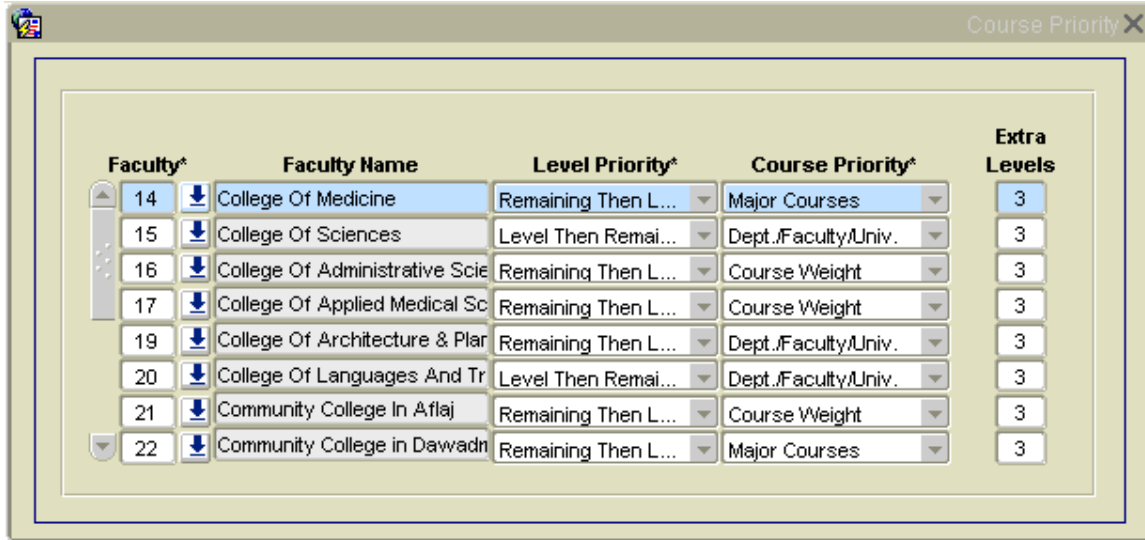
Operations to be tested in the screen:

- Add a new priority.
- Amendment order of priorities. Delete a priority.
- Enter a query for specific data in a particular screen

Suggested data:

priority	Student reg. type	Maximum limit of section is exceed
1	Exp. graduate	<input checked="" type="checkbox"/>
2	ideal	<input type="checkbox"/>

Course priority



Faculty*	Faculty Name	Level Priority*	Course Priority*	Extra Levels
14	College Of Medicine	Remaining Then L...	Major Courses	3
15	College Of Sciences	Level Then Remai...	Dept./Faculty/Univ.	3
16	College Of Administrative Scie	Remaining Then L...	Course Weight	3
17	College Of Applied Medical Sc	Remaining Then L...	Course Weight	3
19	College Of Architecture & Plan	Remaining Then L...	Dept./Faculty/Univ.	3
20	College Of Languages And Tr	Level Then Remai...	Dept./Faculty/Univ.	3
21	Community College In Aflaj	Remaining Then L...	Course Weight	3
22	Community College in Dawadn	Remaining Then L...	Major Courses	3

Functionality:

Determine the priority of the student course Registration, College is determined and priority level either by register the remaining student courses then student's level courses, or register - student's level courses then the remaining courses of students from previous levels. priority of course By registering courses according / college / university Or according to the weight of course In the plan Which are important as a prerequisite for a number of courses Or by major courses According to the categorization of the plan Predefined in the course study plans In addition to identifying the number of levels that follow student's level and be able to Registered his course in it In case it is not the definition of policies of the course priorities According to the certain Faculty Be considered default value for it A by register-level courses then remainder course And registration courses By weight Students can registered courses From level And two levels after which In the case of the definition of the following levels (Zero) will be a registration process Only From the Level of the student.

Prerequisites:

Define faculties in academic hierarchy screen

Effects:

Screens affected by the priorities in this screen (pre-registration statistic, auto registration, automatic group schedule, available courses)

Operations to be tested in the screen:

- Add a new priority.
- Modifying priorities.
- Delete the priority
- Enter a query for specific data in a particular screen

Suggested data:

faculty	Level priority	Course priority	Extra level
1. collage of medicine	Remaining then level	Major course	1
2.Collage of economic	Level then reminding	Dept. faculty, university	2

Pre-registration statistic

Pre-Registration Statistics X

Semester* Campus*

Faculty*

Dept*

Major*

Degree*

Study Type*

From Student*

To Student*

Supposed Pass?
 Plan Type*

No Prereg
 Edition*

Extra Hours* Hr

Requested Courses

Course*	Course Title	Normal Load	Extra Load	Total
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Functionality:

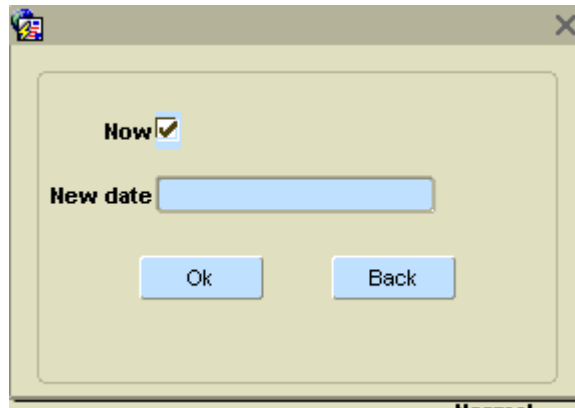
Make statistical of student number that expected admitted to particular course during the semester that was specified. Resulting of it an initial schedule for the student course That could be register To be relying of statistical in two locations:

- Open section in the course schedule for each course based on the numbers required
- Portal by view student available to himIn the registry And choosing the appropriate section for each course

There is also a set of fields for the implementation of the statistical field in addition to extra hours. and that is increase of the number of hours entered study load the student that to improve the student the opportunity to register the highest allowed study load course allowed, It is possible to implement the statistical assumption that the success of students in the courses registered in the current semester or not

It is also possible the implementation of statistical only for students who do not have statistical without statistical work for all students Again with the tick inside the box **No Prereg**

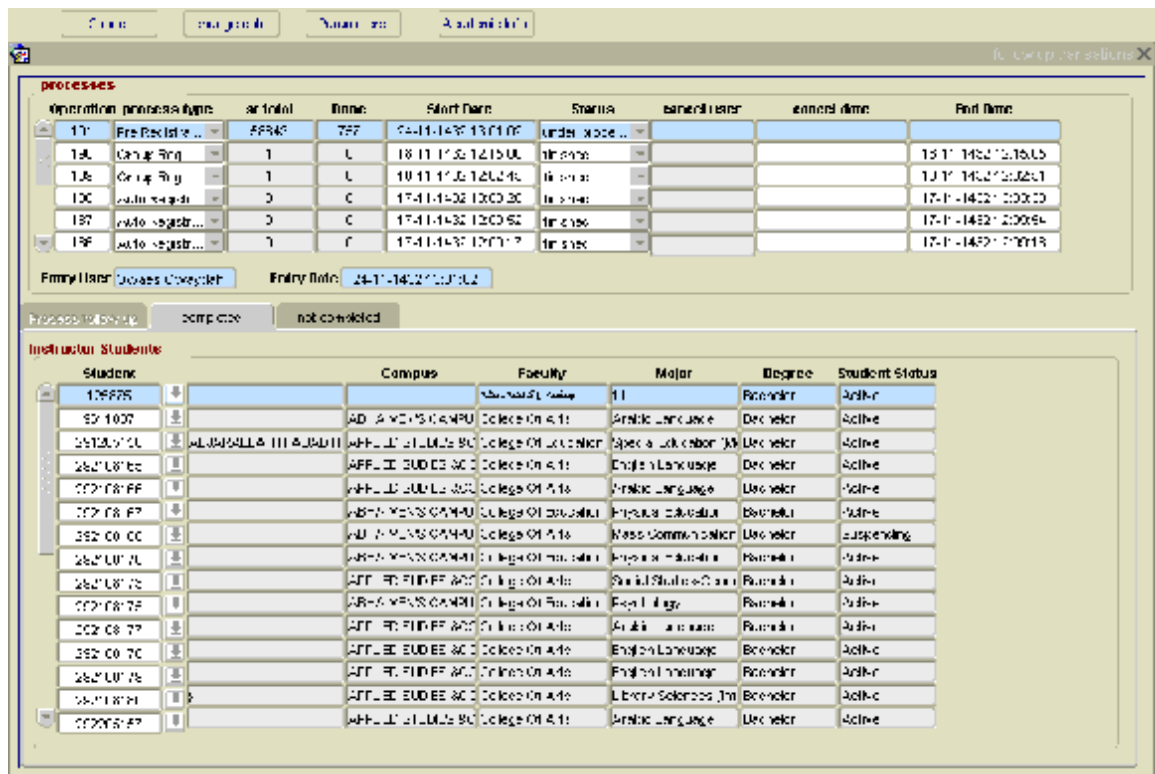
There is also a second way to implement the pre-registration statistical by clicking on the [Statistics Operation](#) , Screen appears, Enter the date and time you want in the field (another date) On the date specified pre-registration statistical Is performed Automatically according to statistical limitations of the screen entered. Previously



When Clicking on [follow up transact...](#) screen in opens, indicating the detailed of statistical data process

There are cases to follow up the process of statistical:

- New
- Under process
- Finished
- Canceled
- Processing error



Functionality:

- Definition of the semester through the Academic Calendar screen.
- Definition of campus of campus during the screen.
- Definition of the college and department and major in the academics biracial screen structure.
- Definition of degree of degrees through the degree screen.
- Definition of the student through the student information screen.
- Definition of types and study plans , to the possibility of a statistical plan, or certain specific version.

Effects:

- Make pre-registration statistical
- Make automated registration process

Operations to be tested in the screen:

- Extraction pre-registration statistical by clicking on the **Execute** button.
- Undo of the pre-registration statistical by clicking on the button, **Undo** so the initial student table is deleted.

Suggested data:

semester		campus		collage	
281		mail		(both)	
department	major	plan	edition		
both	Bachelor	both	0		
degree	From student		To student		
Bachelor	0		999999999		

Available course

Available Courses X

Student*
 Semester* Student Reg. Type
 Major Level

Courses

Course*	Course Title	Normal Type*	Crd. Hrs
Total Hrs			

Courses in Timetable

Section*	Activity	section time

Functionality:

Display initial student table, resulting of the implementation of pre-registration statistical which showcases the type of student's registration And major and his academics level, in addition courses appropriate to him that can be registered

Prerequisites:

Implementation of pre-registration statistical through the pre-registration statistical screen.

Effects:

Display initial student table

Screens that affected by the initial study table on this screen : (auto registration).

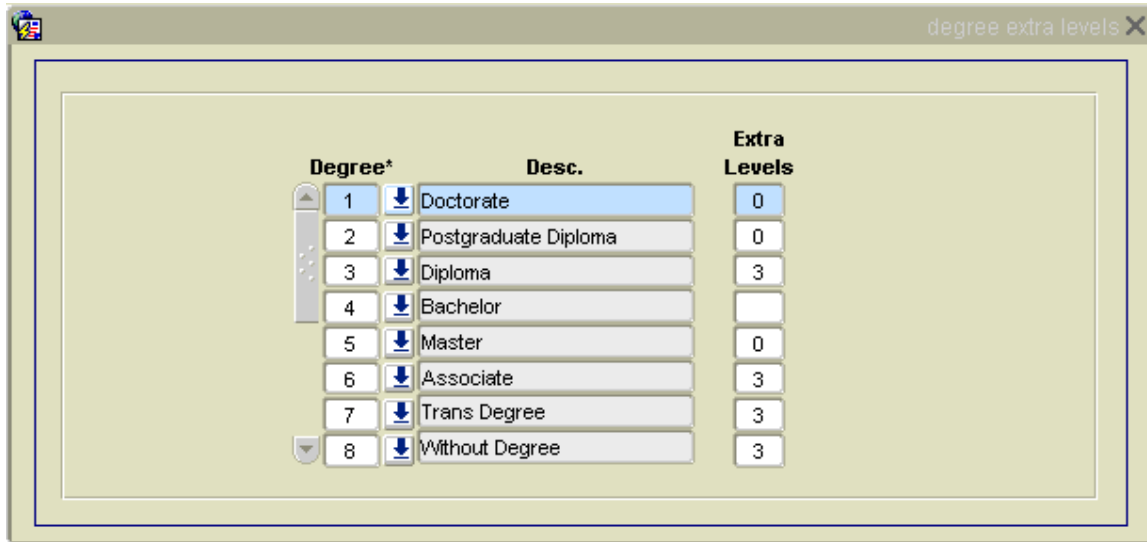
Operations to be tested in the screen:

Enter a query for specific data in a particular screen

Suggested data:

student	semester
248109775	292

Degree extra level



Degree*	Desc.	Extra Levels
1	Doctorate	0
2	Postgraduate Diploma	0
3	Diploma	3
4	Bachelor	
5	Master	0
6	Associate	3
7	Trans Degree	3
8	Without Degree	3

Functionality:

Determine the extra levels of student Which can register in it on the basis of degree, In the case of the definition of the extra levels (zero) The registration process will be only from the level of student In the case of not to define degree Through this screen It will, depending on the value in the field the extra levels that previously defined in course priority Courses screen.

Prerequisites:

Define the degree in degrees screen

Effects:

Screens that affected by the extra levels (pre-registration statistic, auto registration, available courses, auto group schedule)

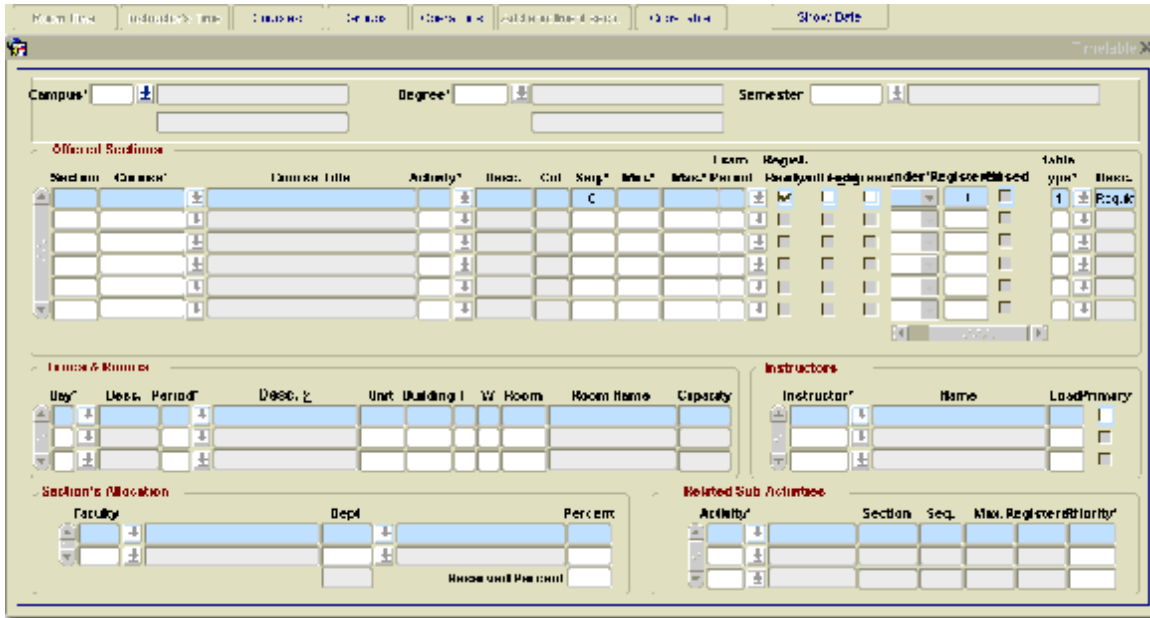
Operations to be tested in the screen:

- Enter a query for specific data in a particular screen
- Enter degrees.
- Modify hg levels.
- Delete a degree.

Suggested data:

degree	disc	Extra level
3	diploma	3

Timetable



The screenshot shows a software interface for creating a timetable. It includes several data entry sections:

- Filters:** Fields for Campus, Degree, and Semester.
- Official Sections:** A table with columns: Section, Course, Course Title, Activity, Desc., Cnt, Seq., Insn., Insn. Percent, Max. Registr., Max. Registr. Priority, and Table type. The first row shows a section for 'C' with a sequence of 1 and a priority of 1.
- Classes & Rooms:** A table with columns: Day, Desc., Period, Desc. 2, Unit, Building, W, Room, Room Name, and Capacity.
- Instructors:** A table with columns: Instructor, Name, and Load/Primary.
- Section's Allocation:** A table with columns: Faculty, Dept, and Percent.
- Related Sub Activities:** A table with columns: Activity, Section, Seq., and Max. Registr. Priority.

Functionality:

Prepare timetable for campus and, during the semester, By entering the course and activity which will be put in that chapter, In case of leaving the sequence (0) Is Get the largest sequence of the scheduled section , In the case of the entry any number of the sequence be adopted. There is sequence the sections According to the campus and semester and name of the section

Prerequisites:

- Define e campuses
- Define degree
- Define semester
- Define course and activities
- Define day
- Define timetable
- Define room
- Define instructor
- Define faculty and department
- Define final exam period

Effects:

- Reserve a certain percentage of seats in certain section to Students belonging to specific college or department.
- Determine the readiness of the sections or denied to register
- Identify the department of each instructor
- link the sub-activities and the main activities of each section
- Screens that are affected by this screen (student transfer, update rooms sections, instructor section, registration and withdrawal, instructor evaluation, section evaluation, ...)

Operations to be tested in the screen:

- Enter a new section for course in the schedule
- modify the entries the section
- Delete the section from the schedule in the case of non-registration of any student in the section.
- Specific entry in the screen to query for data

Suggested data:

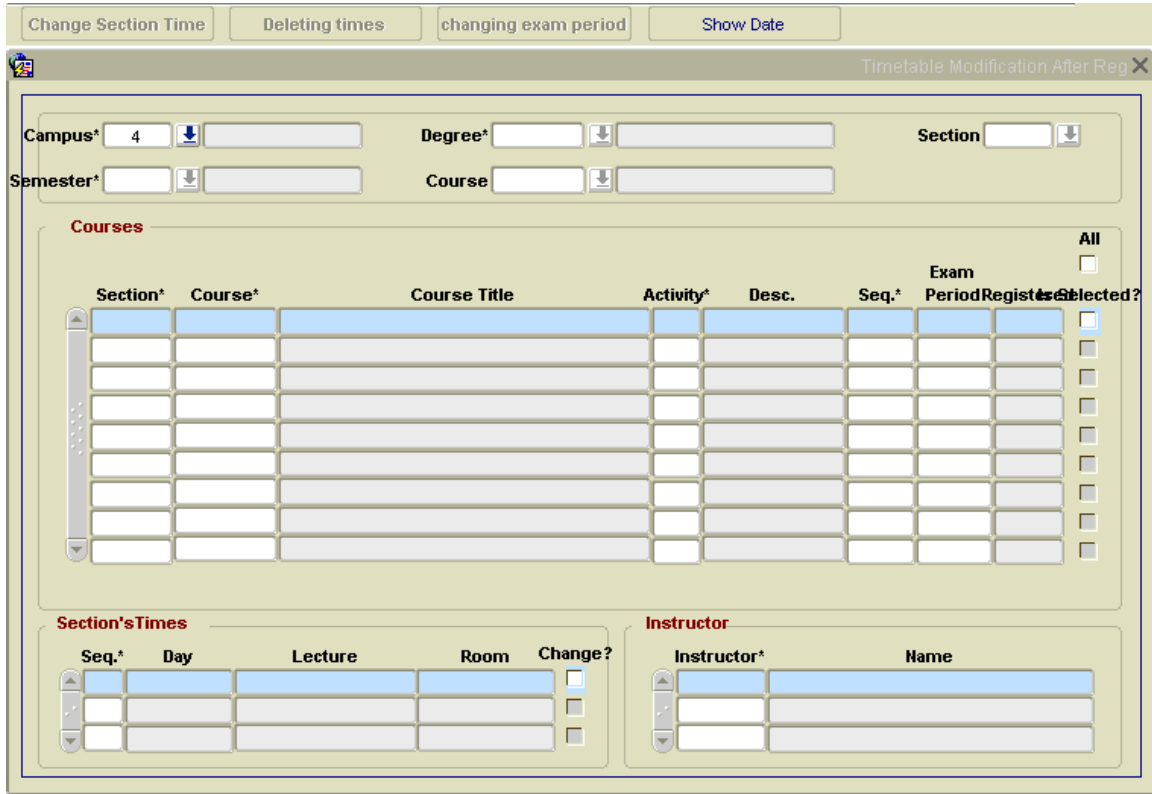
campuses	degree	Semester
Mail campuses	Bachelor	281

offered section :

course	activities	section	mini	max	Registered
101	Theoretical	1	10	15	<input checked="" type="checkbox"/>
101	Theoretical	2	10	15	<input checked="" type="checkbox"/>
101	Theoretical	1	10	15	<input checked="" type="checkbox"/>

101	Theoretical	2	10	15	<input checked="" type="checkbox"/>
101	Theoretical	1	10	15	<input checked="" type="checkbox"/>
102	Theoretical	1	10	15	<input checked="" type="checkbox"/>

Time table modification after Reg.



Functionality:

Modify schedule school to prevent any amendment to the time table screen schedule in case raster of any student in the section, Can change the date of the section to new days and times and new rooms by selecting the section, and then tick the box (change?)

Change? and then pressing the button **Change Section Time**, and then select day and time to be to be or room

Can also change test period for the section by clicking on the button **changing exam period**

Also available to deleting times and days, and room of the certain section by clicking on the button **Deleting times** after you select the section to be deleting


Prerequisites:

- Define sections
- implementation of the registration

Effect

- Modify the sections
- Screens that are affected by merging data and modify the section after the registration (student transfer, update rooms sections, instructor section...)

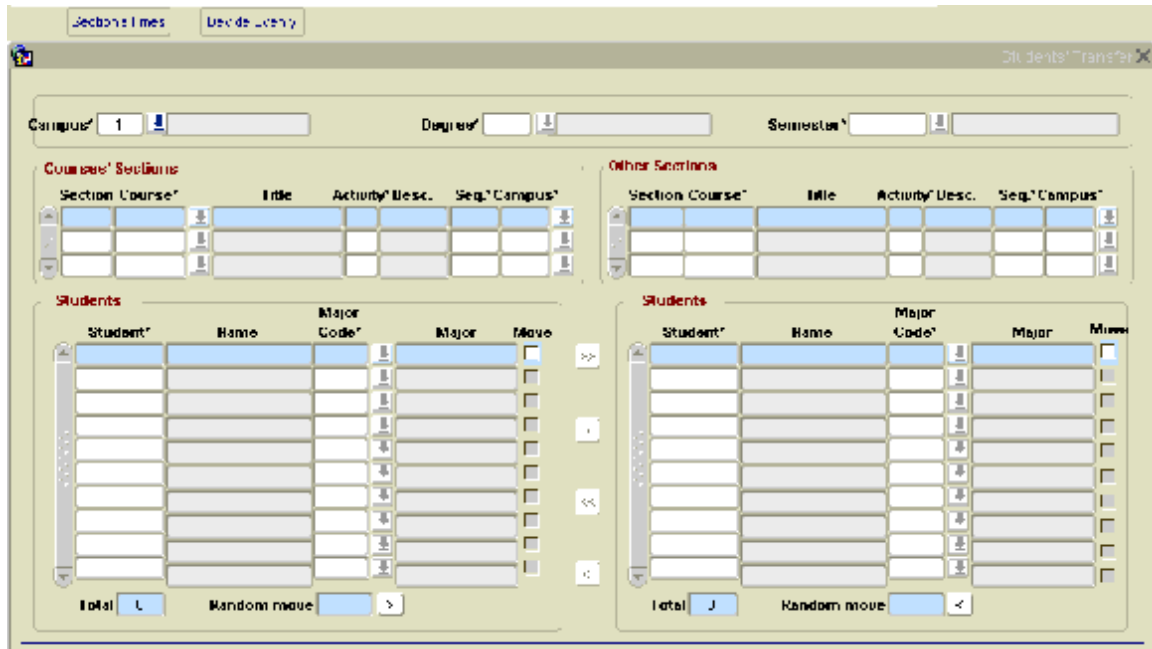
Operations to be tested in the screen:

- modification On the input of the Division In the course schedule
- Print bottom the  print who did not merge the section Or edit the times Because of them
- Specific entry in the screen to query for data

Suggested data:

No.

Student transfer



Functionality:

Transfer student or a group of students from the section in the same campuses to another section.

Or transfer the section from campuses to another campus so that the gender of the section commensurate with the gender of the student.

Selection of the campuses and the degree and semester is displayed the course section and the other section Identifying the students registered in each of them, should not be a closed semester.

Require that there is no conflict In times of student In the new section To complete the transfer process, and the section is not closed.

Additional features that are implemented In the screen Is the transfer of a group of students after selecting the number of students to be transferred randomly in the field **Random move** .

Students can transfer between the two section equally by identifying the section and press the button **Devide Evenly** so that the transfer half of the number automatically and randomly to be the number of students in two sections is even.

In addition the button **Section's Times** which displays the times Studying by the Division During the week.





Prerequisites:


- Implementation of auto registration or registration group or registration and withdrawal
- Define section in time table screen



Effects:



- Transfer students or a group of students from the section to another section in the same campus or another campus

Operations to be tested in the screen:

The transfer of students between the sections by buttons  -  to transfer of student,  -  to transfer of all students

transfer of a group of students after defining number of students to be transferred randomly in the field **Random move**  .

In case of transfer group of students from section to another, The button is activated By selecting more than one student In the group of students, Depending on the direction of the arrows  - 

Transfer students from section To another the button is activated by Identify the student, Depending on the direction of the arrow.  - 

Suggested data:

semester	degree	campus
281	Bachelor	Men campuses

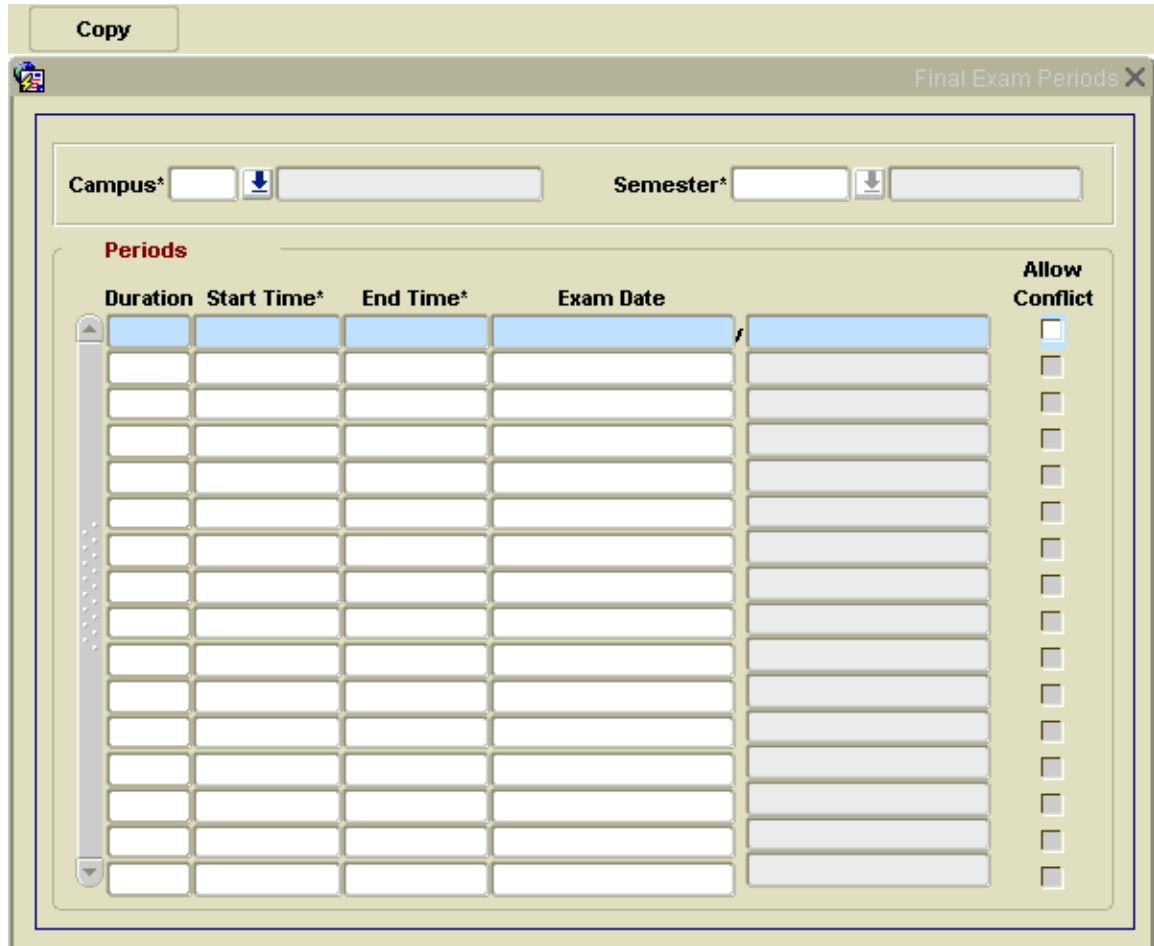
Courses section

course	activates	section	campuses
101 intro. To computer science	Theoretical	١	١ (مقر الذكور)

Other sections

course	activates	section	campuses
101	Theoretical	2	Men campuses

Final exam periods



Copy

Campus* Semester*

Periods

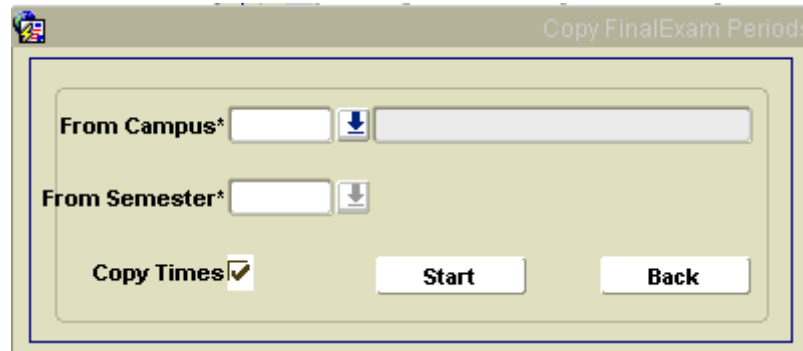
Duration	Start Time*	End Time*	Exam Date	Allow Conflict
				<input checked="" type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

Functionality:

Determine the periods of the final exam, And determine the times Is not Examining the conflict that by placing a check mark in the field of allow conflict.

And possible to make copies of exam periods from the previous semester by clicking on the **Copy** button.

The following screen is displayed:



Prerequisites:

- Define campuses
- Define semesters

Effects:

Screen that effected by this screen (time table)

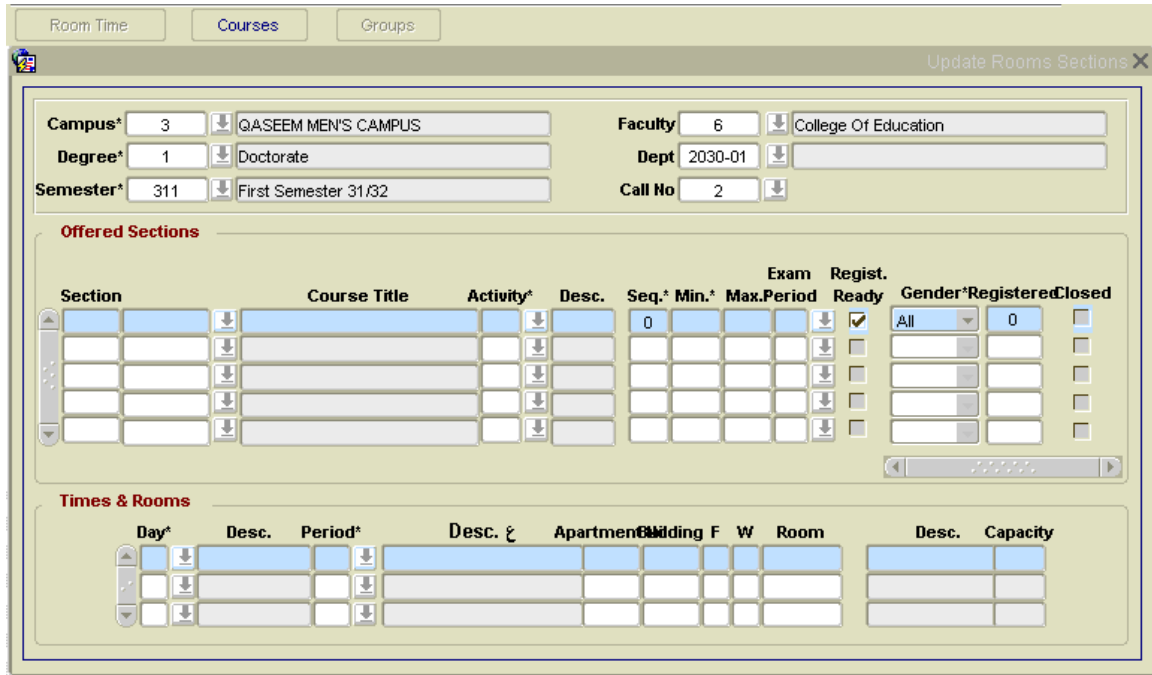
Operations to be tested in the screen:

- Specific entry in the screen to query for data
- Enter exam period.
- Modify exam period.
- Delete exam period

Suggested data:

period	Start time	End time	Exam date
1	08.00	09.00	
2	10.00	11.00	

Update rooms sections



Functionality:

The ability to change room section, by the identification of college and display the section supervisory or the section is fully reserved 100% for college or specific section.

To Query about the time of occupancy room click on the **Room Time** button

To see all the groups related to the section press **Groups**

To Query about the course click **Courses** button

Prerequisites:

- Define campuses
- Define semesters
- Define degree
- Define sections
- Define collages and departments

Effects:

Modify section's rooms

Operations to be tested in the screen:

- Specific entry in the screen to query for data
- Modify room of specific section

Suggested data:




semesters	degree	campuses	collage	department
Semester 1 1428/1429	Bachelor	Mail campuses	1	1

- Define time
- Define rooms
- Define instructors
- Define collage and department
- Define final exam period

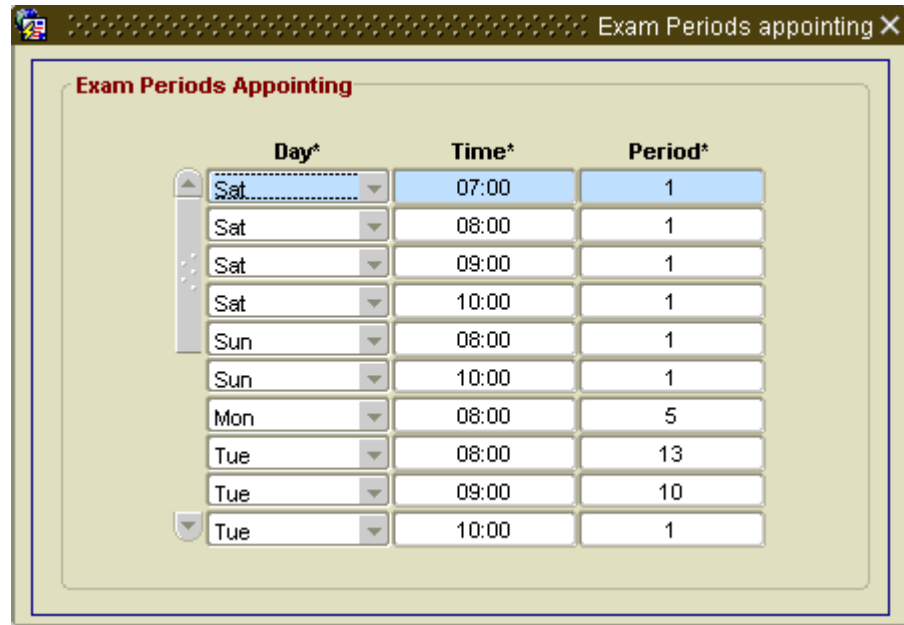
Effects:

Add the courses and sections For the Previous time table

Operations to be tested in the screen:

- Add new sections of course in time table
- When you enter to the times and room group, the  Button is activated, when you press it, section reservations screen is display.
- When you enter to the instructor group, the  Button is activated, when you press it , instructor section screen is display
- When you press  the course data is display in courses screen

Exam periods appointment



Day*	Time*	Period*
Sat	07:00	1
Sat	08:00	1
Sat	09:00	1
Sat	10:00	1
Sun	08:00	1
Sun	10:00	1
Mon	08:00	5
Tue	08:00	13
Tue	09:00	10
Tue	10:00	1

Functionality:

Determine the sections period exam for the section that defined in auto time table screen this screen depends In determining the sections period exam Of the section in the time table screen according to the day and time that was specified Of the section. For the first day and time Be selected Of the section In the field (times and rooms) in the time table screen

Prerequisites:

No

Effect:

Time table screen

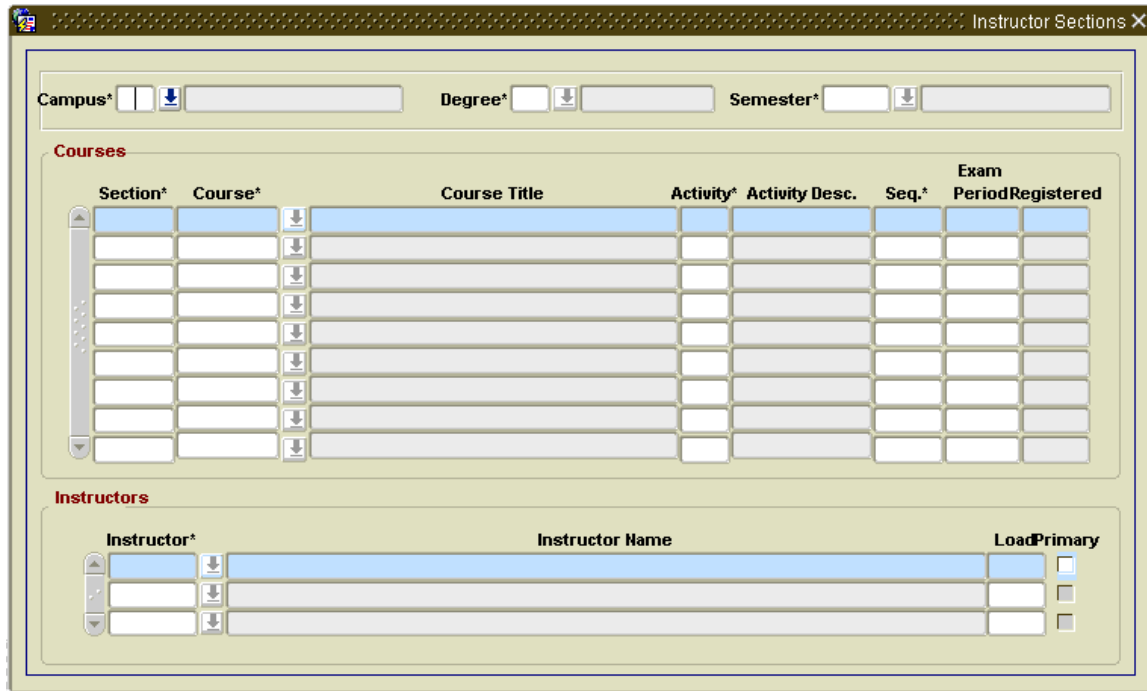
Operations to be tested in the screen:

- Enter (day, time, period) for new exam
- Modify exam period data
- Delete exam period data
- Query for exam dates
- By (day, time or period).

Suggested data:

day	time	period
1	8.00	3

Instructor section



Functionality:

Enter and edit instructor or more, for section specified in time table, with the possibility of determining study load of instructor, to be able to determine the absence or grade of the section

Prerequisites:

- Define semester
- Define campuses
- Define degree
- Define sections
- Define instructors

Effects:

Identify instructor of the section To be able to determine the absence or grade Of the section

Operations to be tested in the screen:

- Enter instructor or more for the section
- Modify section instructors
- Delete instructors
- Specific entry in the screen to query for data

Suggested data:

section	course	Course name	activities	Disc activities	seq	Exam period	registered
1133	101	statistic	4	tutorial	16	88	<input checked="" type="checkbox"/>

instructors	primary
(hazmiy, Hassan mohammed) 462	<input checked="" type="checkbox"/>

Copy timetable and group

Execute
Copy timetable and groups X

Process

Copy Delete

To

Campus*

Degree*

Semester*

Options

Copy Times Copy Allocations
 Copy Rooms New Section Seq
 Copy Instructors

Schedule

Timetable Groups

From

Campus

Degree

Semester

Faculty

Dept

Major

Course

Allocation faculty

Allocation Dept

table type*

Functionality:

Performed to copy or delete, for the previous time table or group tables, Ready in advance, In order to facilitate the process of entry in each semester, the “delete” is for all data entered and saved at once, and the type of operation is determined by clicking the Copy check box or the delete check box, to determine operation for the time table or group select groups check box, Process data identified in the screen’s fields.

There are some functions in the process of copying:

- Copy time: Determine whether the copy operation done by the periods (times, rooms) to the sections to be copied or without
- Copy room: Determine whether the copy operation done by the rooms (times, rooms) to the sections to be copied or without
- Copy instructor: Determine whether the copy operation done by the instructors (group of instructors) to the sections to be copied or without

- Copy allocations: Reserve sections for the same Reservations of colleges and departments Made in The timetable is copied or not
- New section sec: Give any new sequence For all sections Or approve the old sequence

Prerequisites:

- Define campuses
- Define degree
- Define semester
- Define course and course activities
- Define days
- Define timetable
- Define exam schedule

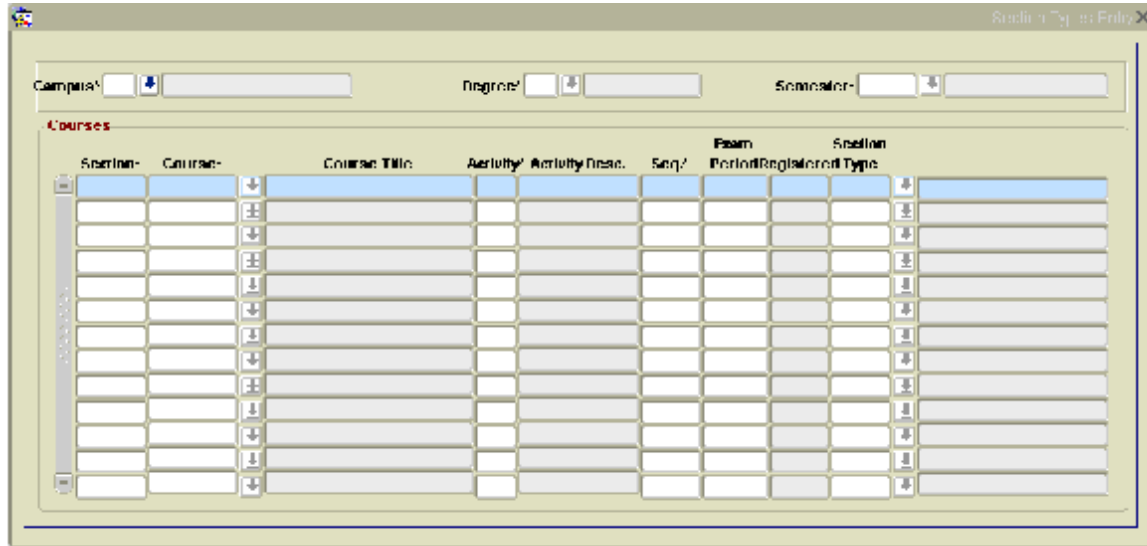
Effects:

Screen that effect by this screen (timetable, group specifications)

Operations to be tested in the screen:

- Delete old groups
- Copy old groups
- Copy data of timetable from the previous semester to current semester
- Copy data of old groups from the previous semester to current semester

Section type entry



Functionality:

Determine the types of sections, such as study of (natural, Full Web Learning, Partial Web Learning) to all sections that have been defined in the time table according to the campuses and degree and the semester.

To determine what the sections, that will be excluded from auto registration and will be fully studied via the Internet (Web Learning) ,Note that the natural types sections, Web Learning types sections Be registered in the auto registration or manual and also if you did not specify any type of study to a specific section well be Automatically within the auto registration or manual, note that determine the type of the section is studying automatically or via Internet through the study section type screen, in academic affairs system.

Prerequisites:

- § Determine study section type in academic affairs system
- § Define time table in time table screen

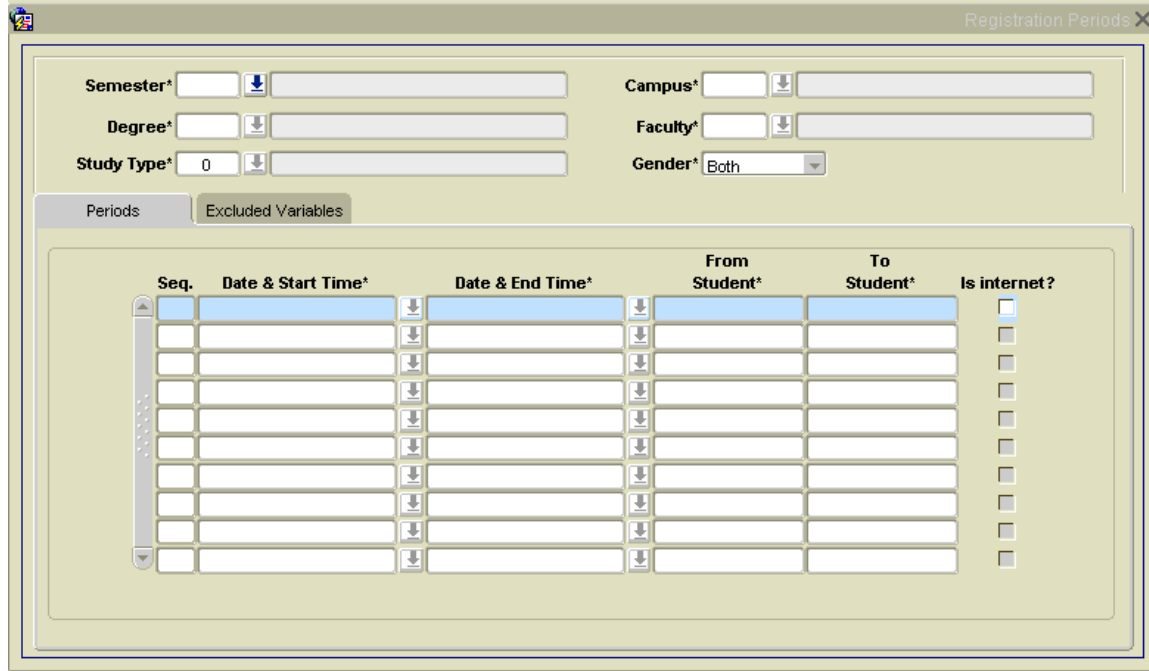
Operations to be tested in the screen:

- § Add new type of section
- § Change type of section
- § Delete type of section
- § Specific entry in the screen to query for data

Effect:

- § Identify the section that study via the Internet and exception of auto gist rations
- § Screen that effected (auto registration, automatic group schedule , time table)

Registration period -periods

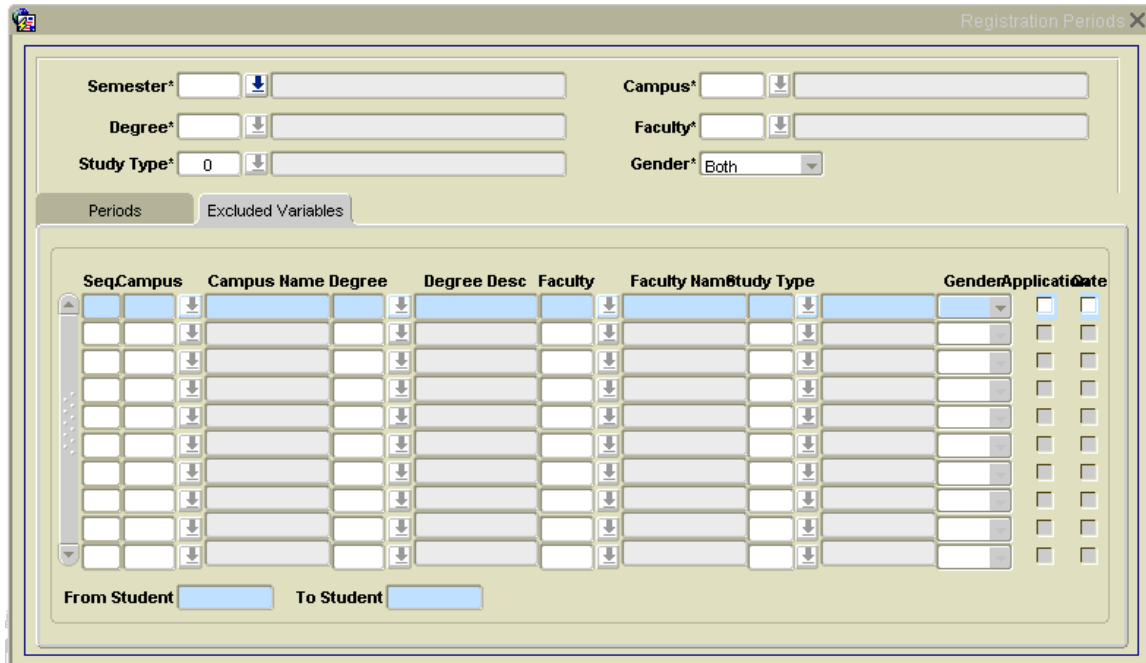


Seq.	Date & Start Time*	Date & End Time*	From Student*	To Student*	Is internet?
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

Functionality:

Determine the times of Student Registration according to the university number and degree, depending on the semester and gender and the campuses of the College

Registration period –excluded variable



Functionality:

Identify students who will be excluded from the registration periods that defined in screen, this is done by identifying the variables on the level (campuses - College - the type of study - Gender) also, is they excluded from the periods of the electronic registrations or application registrations, or both. Selecting the check box in the two fields (gate, application). According to the desire of the exception.

Prerequisites:

- § Define degree
- § Define semester
- § Define campuses
- § Define collage
- § Define study type

Effects

Defined periods of Student Registration. which will affect through the screens (registration and withdrawal Or register via portal)

Operations to be tested in the screen:

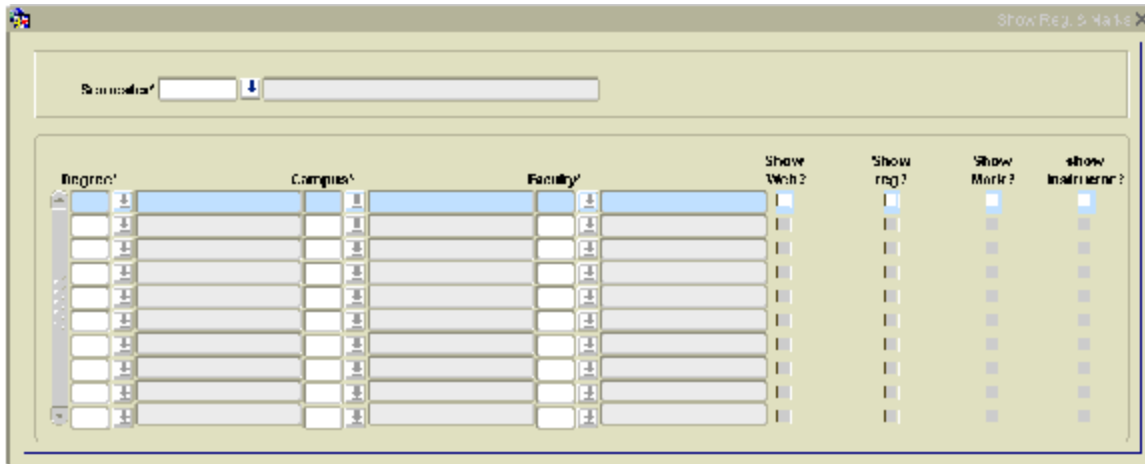
- § Add registration period
- § Modify registration period
- § Delete registration period
- § Add variable to Identify students who will be excluded from the registration periods
- § Specific entry in the screen to query for data

Suggested data:

semester	campuses	degree	collage	gender
281	Mail campuses	1	1	mail

seq	Start date	End date	From student	To student	major
1	10/9/1428 08.00.	25/09/1428	281000000	281999999	<input checked="" type="checkbox"/>

Show reg. and marks



Functionality:

Allowed to show a group of data belonging to semester according to degree and campuses and specific college set

Prerequisites:

- § Define degree
- § Define campus and collage

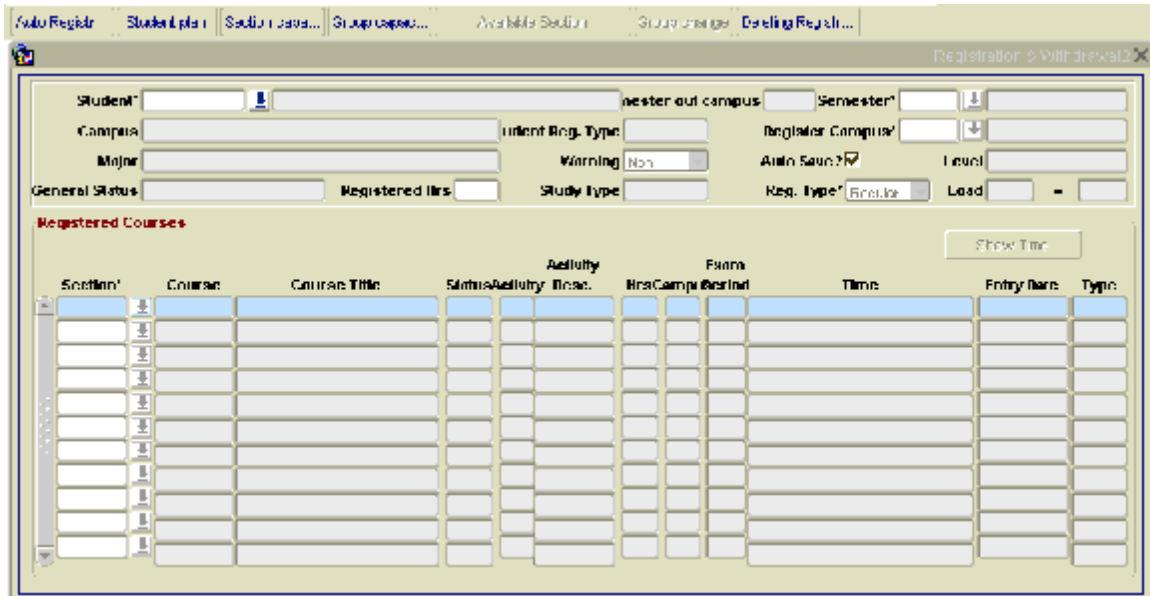
Effect:

Allow to show registration or the results to students to degree and College during to particular semester

Operations to be tested in the screen:

- § Add particular show
- § Edit particular show

Registration and withdrawal



Functionality:

Perform Registration and withdrawal to the student Or the so-called (treatment register) manually, Student number is entered and be reviewed the student's name, In case of definition

semester item in academic calendar today's date is within period beginning and the end of that chapter will be reviewed automatically today's date is within beginning period and end period that semester will be show automatically.

Prerequisites:

- § Define student
- § Define semester
- § Define campus
- § Define time table

Effect:

- § Registration courses for students and identifying section of each course

Operations to be tested in the screen:

- § Registration and withdrawal courses from time table
- § Prevent the modification or withdrawal of the courses which identified markers
- § Through this screen can be A package of excesses by the Powers of the Registrar So the excesses made by register is saved

Suggested data:

student	semester
Ali jamil	281

Courses

course	activities	campuses	الشعبة	Registration and withdrawal
101 math	theoretical	Mail camp	1	withdrawal
101 intro. To computer.	theoretical	Mail camp	1	withdrawal
101 math	theoretical	Mail camp	2	Registration
101 intro. To computer.	theoretical	Mail camp	2	Registration

Auto registration

Execute Undo Confirm Undo Adoption Reg. Process follow up transact...

Auto Registration

Semester*	<input type="text"/>	Campus*	<input type="text"/>	
Faculty*	<input type="text"/>			
Dept*	<input type="text"/>			
Major*	<input type="text"/>	Plan Type*	<input type="text"/>	
Degree*	<input type="text"/>	Edition*	<input type="text"/>	
Study Type*	<input type="text"/>			
From Student*	<input type="text"/>			
To Student*	<input type="text"/>			

Requested Courses
Under-Load Students
Extra Parameters

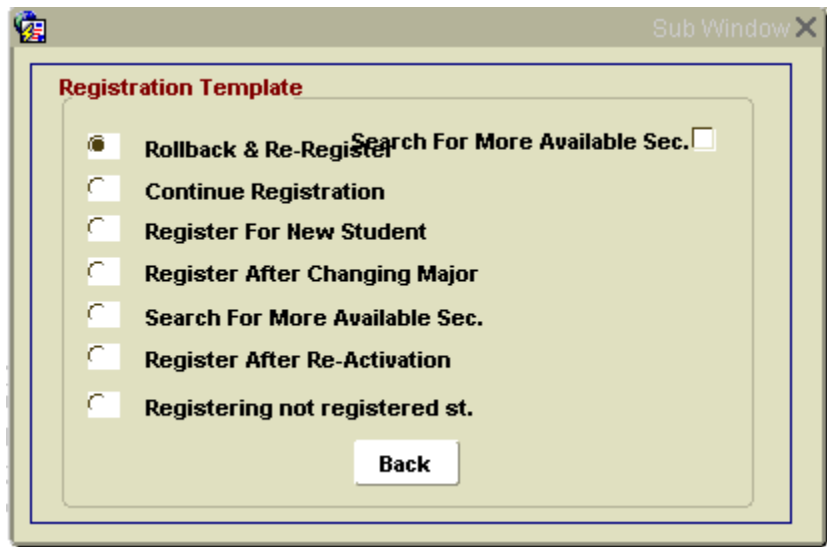
<p style="text-align: center; color: red; font-weight: bold;">Register OR Continue Register OR Rollback For Load</p> <p>Min Load <input type="text"/></p> <p>Max Load <input type="text"/></p>	<p style="text-align: center; color: red; font-weight: bold;">Overloaded For Capacity OF</p> <p>% Section <input type="text"/></p> <p>% Room <input type="text"/></p>
<p style="text-align: center; color: red; font-weight: bold;">.Students Semester Gpa = 1 After Reg</p> <p><input type="checkbox"/> Halting</p>	<p style="text-align: center; color: red; font-weight: bold;">Overload on load of Reg. Statistics</p> <p>Hr Extra Hours <input type="text"/></p>
<p style="text-align: center; color: red; font-weight: bold;">Admitted Students Registration</p> <p>End Date <input type="text"/> Start Date <input type="text"/></p>	<p style="text-align: center; color: red; font-weight: bold;">Register For</p> <p>*Student Reg. Type <input type="text"/></p>

Functionality:

Registration courses for students automatically, Is specify a group of variables and the percentage of section overload for capacity Which managed to exceed the maximum allowable registering in the section Depending on the percentage that have been identified depending on the type of activity And also determine the number of hours that the student chooses In addition the possibility of drop the auto registration automated or manual, or both or select drop For students Who Their load of the lowest load To the maximum load In addition Showing students Registered without load, It is possible to Make the registration process only for students Admitted on a particular date, During the auto registration process and after completing auto registration for students, Students may be suspended If the rate of students in the previous semester = 1 Becomes a commentator and Prevented to doing any transaction

However, after removing the suspension, It is also possible to register for a particular type of students or for all,

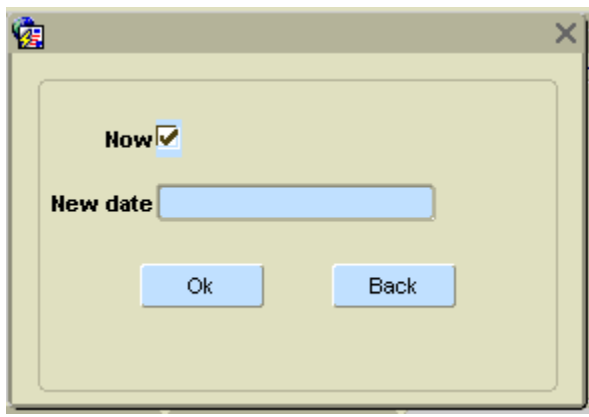
To execute the auto registration process After determine the variables, press the **Execute** button to display Auto Registration screen



To confirm auto registration press **Confirm**

Can undo the confirm of the student registration By pressing the **Undo Adoption** button The user must obtain the validity of that

There is also a second way to execute the auto registration process by clicking on the **Reg. Process**, to display the reg. process screen.



Enter the date and time you want in the (new date) field, the execute of auto registrations is Occurs in the specified date.

Prerequisites:

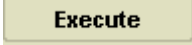
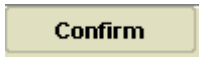
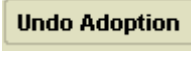
- Prepare pre-registration statistic
- Prepare time table for semester
- Define semester
- Define collage
- Define degree
- Insert student information
- Insert plan type

Effect:

- Register courses for person auto magically
- Screens that are affected by the records in this screen

all screens are dealing with the student's registration and courses

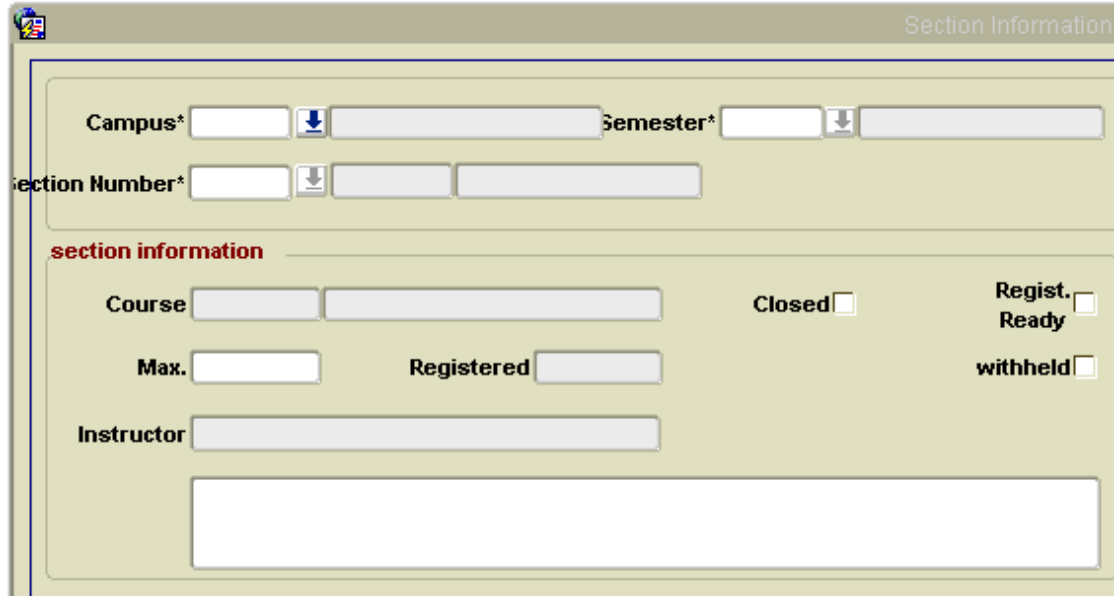
Operations to be tested in the screen:

- Press execute  to display execute screen and define registration type
- To confirm registration press 
- Press  Undo of the registration

Suggested data:

semester		campuses		collage	
281		Mail campuses		all	
department	major	Pan		issue	
all	Bachelor	path		0	
degree		From student		To student	
Bachelor		0		9999999999	
Over load for capacity	Extra hour	Mini load		Max load	
0	0	0		99	

Section information



The screenshot shows a window titled "Section Information". At the top, there are dropdown menus for "Campus*" and "Semester*", followed by a text input for "Section Number*". Below this is a section titled "section information" containing several fields: "Course" (text input), "Max." (text input), "Registered" (text input), "Instructor" (text input), "Closed" (checkbox), "Regist. Ready" (checkbox), and "withheld" (checkbox). There is also a large empty text area at the bottom of the form.

Functionality:

Over load for capacity of certain section, after you determine the required variables and can modify the status of section (closed or not) by determine the **Closed** field, to allow the closure section even if it were not reached to the maximum. cannot be modified the fields (regst. Ready) and (withheld) only for display and is modified by operations button in timetable screen

Prerequisites:

- Determine campuses
- Define degree
- Define sections and activities

Effect:

- Over load certain section
- Determine section status
- Screens that effected by this screen (timetable, registration and withdrawal, auto registration, auto mastic group schedule)

Operations to be tested in the screen:

- Enter over load capacity of section
- Determine section status

Suggested data:

courses	Section capacity	Section status
Chemical	25	Closed <input type="checkbox"/>
Math 1	30	Closed <input type="checkbox"/>

Changing group

Group Students

Changing Groups
X

Campus* Degree* Semester*

Majors

Code*	Major Name	Plan Type*	Plan*	Level*	Level Desc.
		Major			

Groups

Group*	Group Name	Assigned Students*	Registered	Gender*	Regist. Ready
				Male	<input checked="" type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

Functionality:

Increase the number of students in group In addition edit the readiness of the group to be ready for registration or not Through the regist. Ready Also be view students attending in a group by clicking on the button of

Group Students

Effect:

- Increase the number of students
- Screens that effected by this screen (registration and withdrawal, group specification, auto mastic group schedule)

Operations to be tested in the screen:

- Increase the number of students
- determine group status

Suggested data:

Group name	Assigned student	Regst. reddy
1	70	<input checked="" type="checkbox"/>
2	80	<input checked="" type="checkbox"/>

Effect:

Register student in a certain course and certain semester or delete course registration

Operations to be tested in the screen:

- Add student
- Delete student
- Query for data by a specific entry on the screen

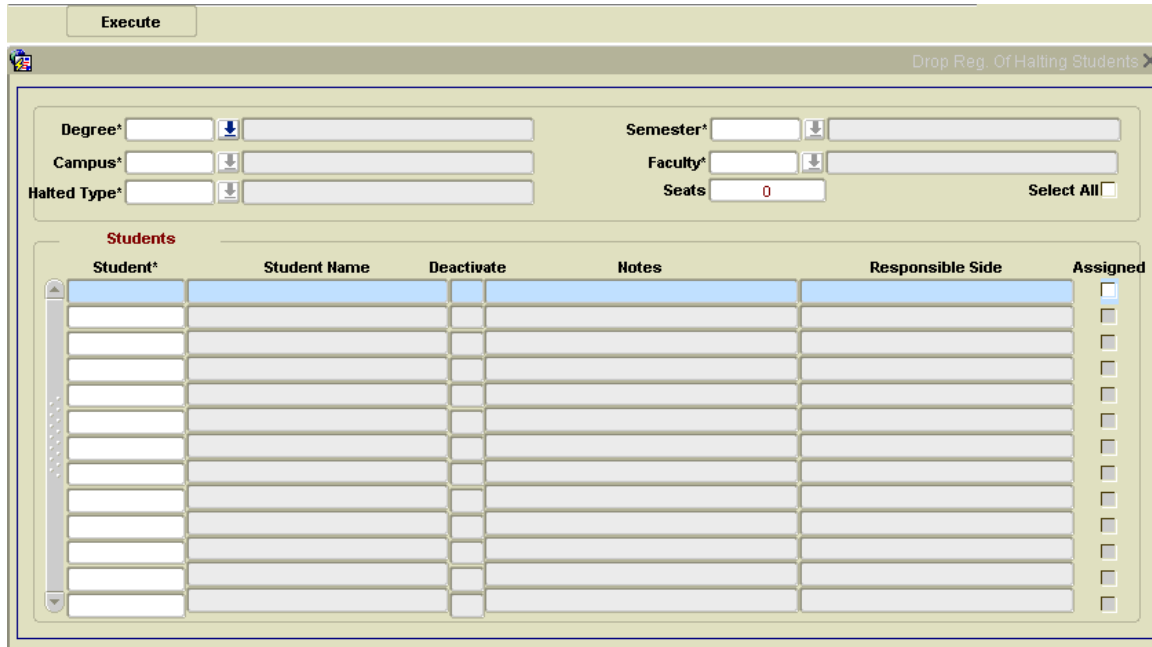
Suggested data:

semester	campus	degree	course	activities	section	Register
281	Mail camp	Bachelor	102 statistic	theoretical	1	1

Student :

Student
42810008

Drop reg. of halting students



Functionality:

Delete the registration of halting students, IN a specific semester after the process of the auto registration and students did not review halting department during the period that have been identified for them.

This is done by identify the variables in the screen, and is review students who qualify then the selection check box in front of student record and then pressing the **Execute** button

Prerequisites:

- Define semester
- Define degree
- Make auto registration for student

Effect:

Delete the registration of halting students

Operations to be tested in the screen:

- Delete registration
- Query for data by a specific entry on the screen

Suggested data:

degree	semester	date
Bachelor	281	21-12-2007

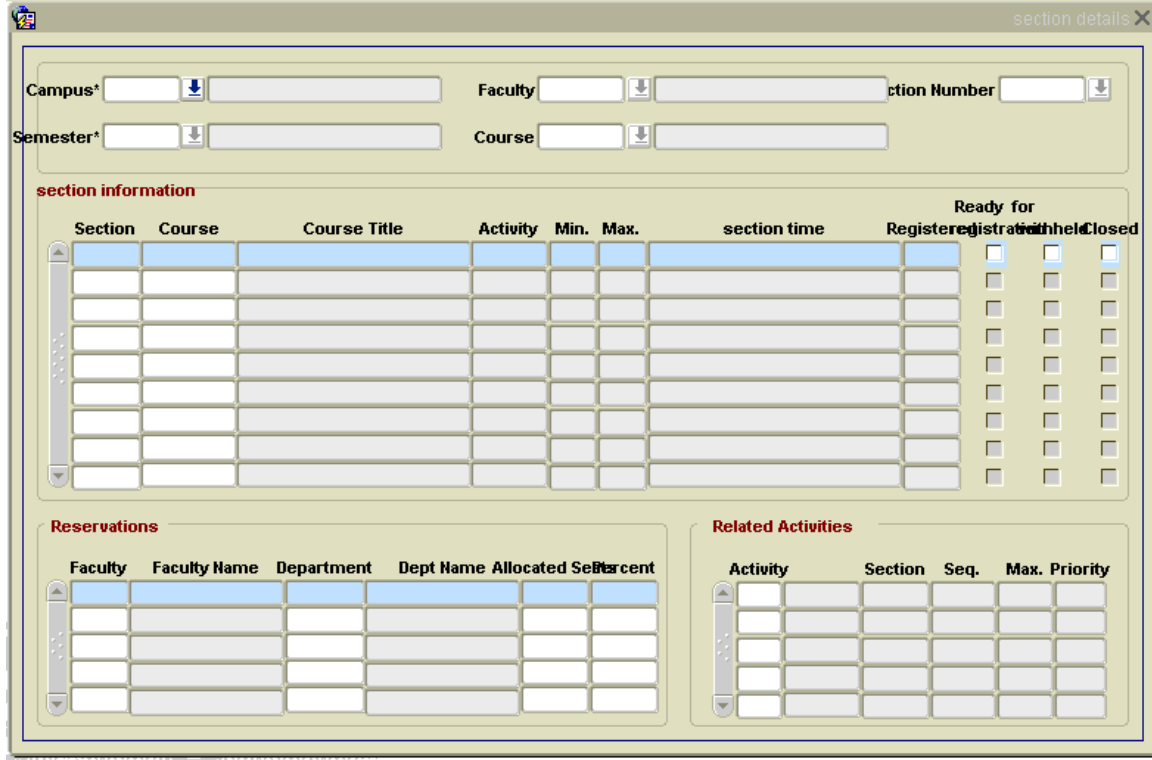
Operations to be tested in the screen:

- Query for data by a specific entry on the screen

Suggested data:

campus	semester	section	order
Mail	Second	chemistry	Student name

Section detail



Campus* Faculty Section Number
 Semester* Course

section information

Section	Course	Course Title	Activity	Min.	Max.	section time	Registered	Ready for registration	Withheld	Closed
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Reservations

Faculty	Faculty Name	Department	Dept Name	Allocated Seats	Percent

Related Activities

Activity	Section	Seq.	Max. Priority

Functionality:

View all sections for campus and semester and showing the detailed data for each sections, with the ability to query whether the section is reserved for a specific college or department. And also know the sub-activities associated with the main course

Prerequisites:

- Define campus
- Define semester
- Define section

Effect:

- No

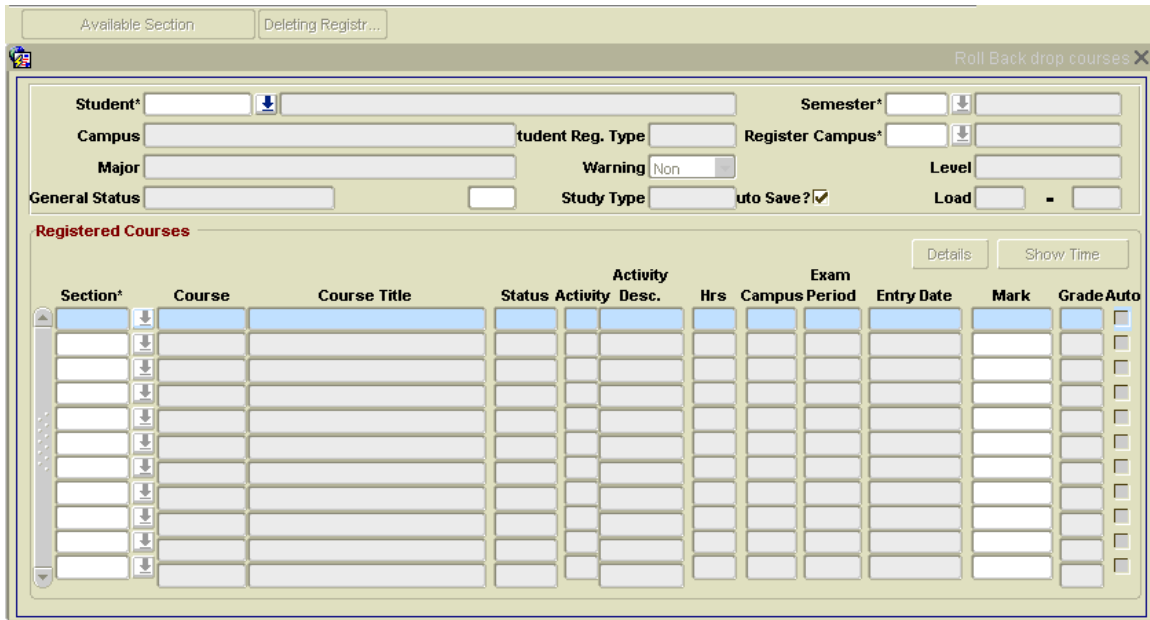
Operations to be tested in the screen:

- Query for data by a specific entry on the screen
- Query of collage and department reservation

Suggested data:

section	course	Course name	activities	mini	max	Section time	Regis.	close
18450	128	written	lecture	0	40	10 am – 11 pm	35	closed <input type="checkbox"/>
18840	101	math	Lecture	8	50	regular	31	closed <input type="checkbox"/>

Roll back course



Functionality:

Make deletion or addition for the student manually of previous semester and closed the ability to enter marks for each section when adding the courses of the previous semester. should you make sure of the validity of the user to registration course of the outside student plan or not will be performed of calculate the rate of student when you finish addition or deletion courses also be view as a result of student after pressing the details button to display result screen.

Prerequisites:

- Define student
- Define semester
- Define course and activities
- Define time table

Effects:

Register student course or delete student course

Screen that effected by Roll back course (academic record)

Operations to be tested in the screen:

- Add course
- Delete course
- Query for data by a specific entry on the screen

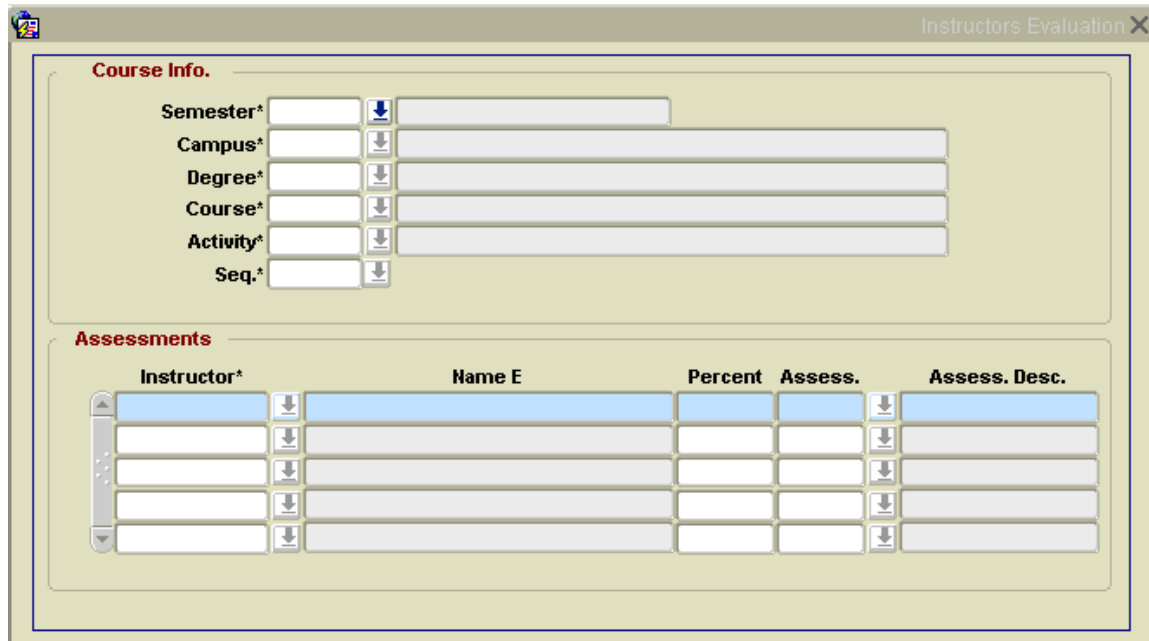
Suggested data:

student	previous - closed- Semester
42810005	281

Section

Add deletion	sequence	course	activities	course
add	1	Mail campuses	practices	101 math
delete	2	Mail campuses	practices	101 computer introduction

Instructor evaluation



Course Info.

Semester*

Campus*

Degree*

Course*

Activity*

Seq.*

Assessments

Instructor*	Name E	Percent	Assess.	Assess. Desc.
<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>
<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>
<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>
<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>
<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="↓"/>	<input type="text"/>

Functionality:

Evaluation of instructor According to the Division.

Prerequisites:

- Define semester
- Define degree
- Define campuses
- Define course and activities
- Define instructor
- Define evaluation

Effects

Save instructor evaluation records for a semester and certain section

Operations to be tested in the screen:

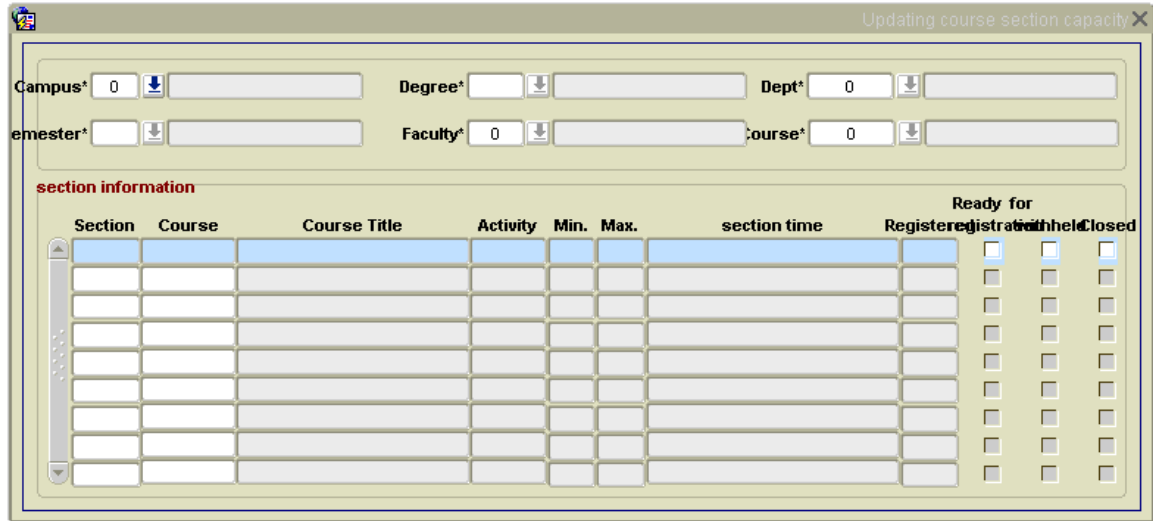
- Add evaluation
- Modify evaluation
- Delete evaluation

Suggested data:

Semester	campuses	degree	course	activities	section
281	Mail camp	Bachelor	101 computer introduction	theoretical	1


المحاضر	النسبة	التقييم
2 ahmad Mustafa	95	Excellent

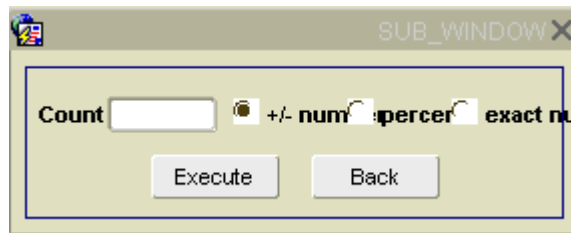
Update course section capacity



Section	Course	Course Title	Activity	Min.	Max.	section time	Ready for	Registered	Held	Closed
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Functionality:

Be modified to increase or decrease (maximum) capacity of the section and shall be collectively for the section that have been queried in screen the modification by status if the students registered in the section Or no students registered If the section are closed modification be also Modified be by selecting variables for the section to be Modified Then after the appearance of the section automatically you press the edit button  to show the editing screen



Count +/- num percent exact nu

Prerequisites:

- Define semester
- Define campuses
- Define degree
- Define course

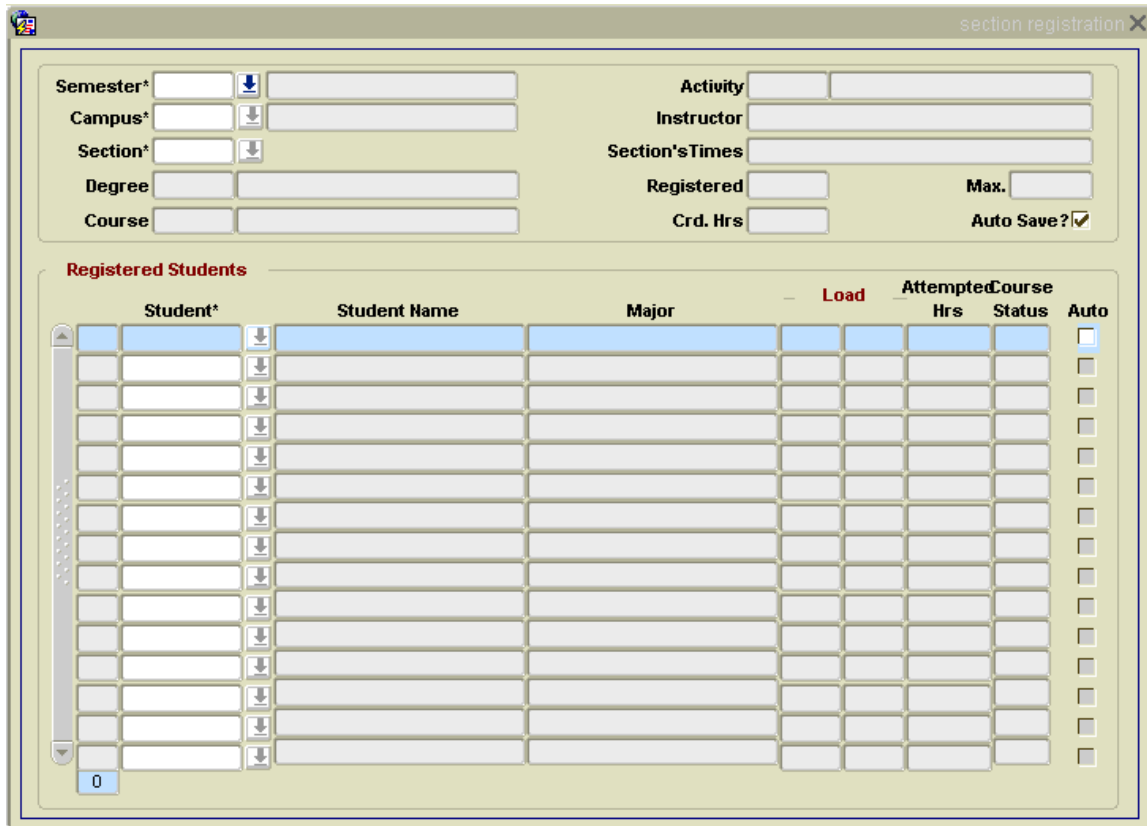
Effects

- Modify section capacity
- Screen that effect by this screen (time table, auto registration, registration and withdrawal, automatic group schedule)

Operations to be tested in the screen:

- Modification of specific section
- Add modify the percentage to a particular Division
- Added modify of the section capacity by introduction of an additional number is located in maximum field

Section registration



Functionality:

Register group of students in section In order to facilitate the manual registration process by Choose the chapter and campuses and the section

Prerequisites:

- Define semester
- Define campuses
- Define course
- Define students
- Define additional calendar

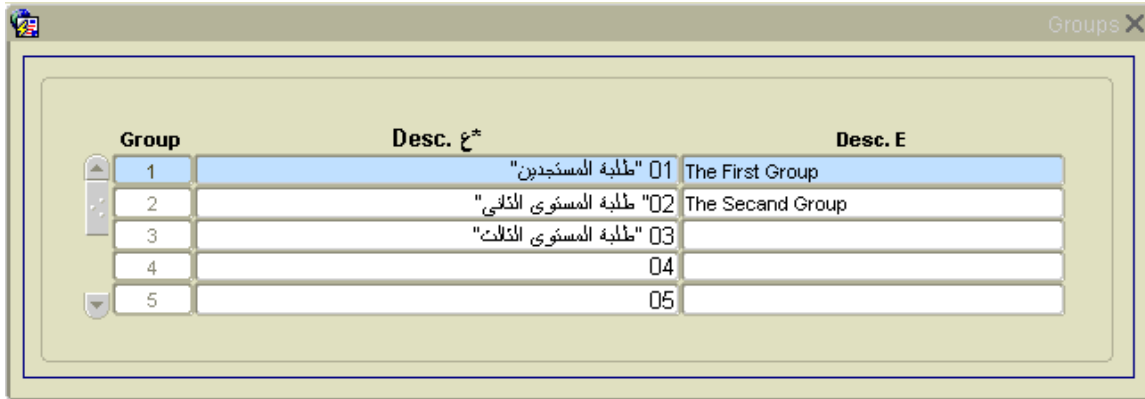
Effects:

- Register group of student in specific section

Operations to be tested in the screen:

- Register student
- Delete student or group of student
- Query of students that are registered in section

Group



Group	Desc. ع*	Desc. E
1	"طلبة المسجلين" 01	The First Group
2	"طلبة المستوى الثاني" 02	The Second Group
3	"طلبة المستوى الثالث" 03	
4	04	
5	05	

Functionality:

Define group's names, to be used later during the group specification screen

Prerequisites:

No.

Effect:

Screen the effect by this screen (group specifications)

Operations to be tested in the screen:

- Enter new group
- Modify group
- Delete group

Suggested data:

code	disc	E disc
1	المستجدون - رياضيات	
2	المستوى الثاني - رياضيات	

Group specification

Group Students Group Schedule Timetable non ready groups

Groups Specification X

Campus* 0 Degree* Semester* Faculty 0

Majors

Code*	Major Name	Plan Type*	Edition*	Level*	Level Desc.
		Major			

Groups

Group*	Group Name	Assigned Students*	Registered	Gender*	Regist. Ready	table type
				All	<input type="checkbox"/>	Regular
					<input type="checkbox"/>	
					<input type="checkbox"/>	
					<input type="checkbox"/>	

Group Courses

Section	Course Code*	Course	Activity	Crd. Hrs	Period	Instructor	ManRegistered	Max.	Exam Period

0

Functionality:

Determine the course schedule for each group based on the major and level depending on the version and the campuses of the degree and the semester, with their courses and the sections of course.

Prerequisites:

- Define campuses
- Define semester
- Define degree
- Define major and type of plan
- Define e group
- Define section

Effect:

Screen effect by this screen (auto registration, addition and withdrawal)

Operations to be tested in the screen:

- Enter major
- Enter group
- Enter section
- Modify group specification
- Delete group
- Preparation group
- Query for data by enter specific data in screen

Suggested data:

campuses	semester	degree
Mail campuses	First semester	Bachelor

Major

Major	Plan type	issue	level
math	major	1	first

Group

code	group	degree	Number of student	Gender
\	math	Bachelor	15	mail

Automatic group schedule

Automatic Group Schedule X

Semester*
 Study Type*
 Dept*
 Major*
 Degree*
 From Student*
 To Student*

Campus*
 Faculty*

Plan Type*
 Edition*
 Undo all student status

Extra Parameters

Register OR Continue Register OR Rollback For Load
 Min Load
 Max Load

Overloaded For Capacity OF
 % Section
 % Room

.Students Semester Gpa = 1 After Reg
 *Halting

Overload on load of Reg. Statistics
 Hr Extra Hours

Admitted Students Registration
 End Date Start Date

Register For
 *Student Reg. Type

Functionality:

Make automated registration process Students based on the group that fit the student and student level. And organize student to only one group it is possible to be recorded from another group

Prerequisites:

Define group and its sections

Effects

Screen that effect by groups (registration and withdrawal, student academic record

Operations to be tested in the screen:

- Implement student registration
- Undo student registration

Suggested data:

semester	campuses		Collage
281	(mail campuses) ١		(all) 0
القسم	major	plan	issue
(both) 0	Bachelor	both	0
degree	From student		To student
Bachelor	0		999999999
Increase section capacity	Additional hours	Mini load	Max load
0	0	0	99

Prerequisites:

- Define groups and group section
- Define students

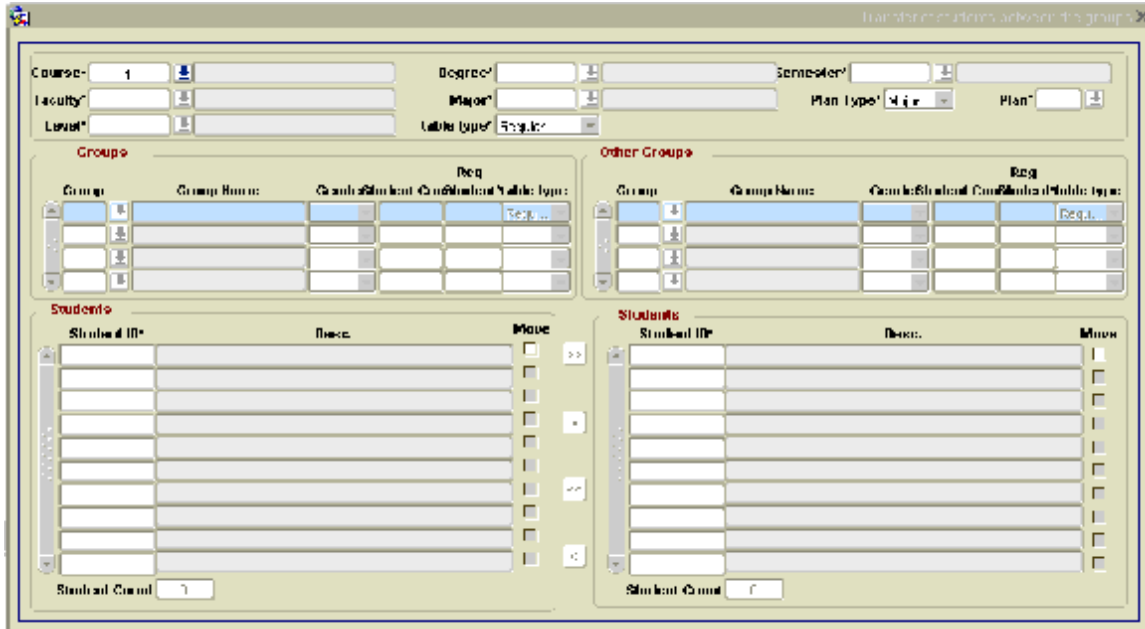
Effects:

Addition group of students to a certain group
Screen effect by this screen (registration and with drawl, automatic group registration, time table)

Operations to be tested in the screen:

- Add student registration
- Query of student which registered in certain group

Transfer of students between the groups



Functionality:

Transfer student or a group of students from one group to another group, by Selection variables which have been previously defined in the group specification screen is displayed students and group registered in each group when the cursor is on a particular group does not show the same group in the left side of the screen And must be specified for any group you want to transfer student or students identified in the (other groups)

Prerequisites:

- Determine groups and group section
- Register student

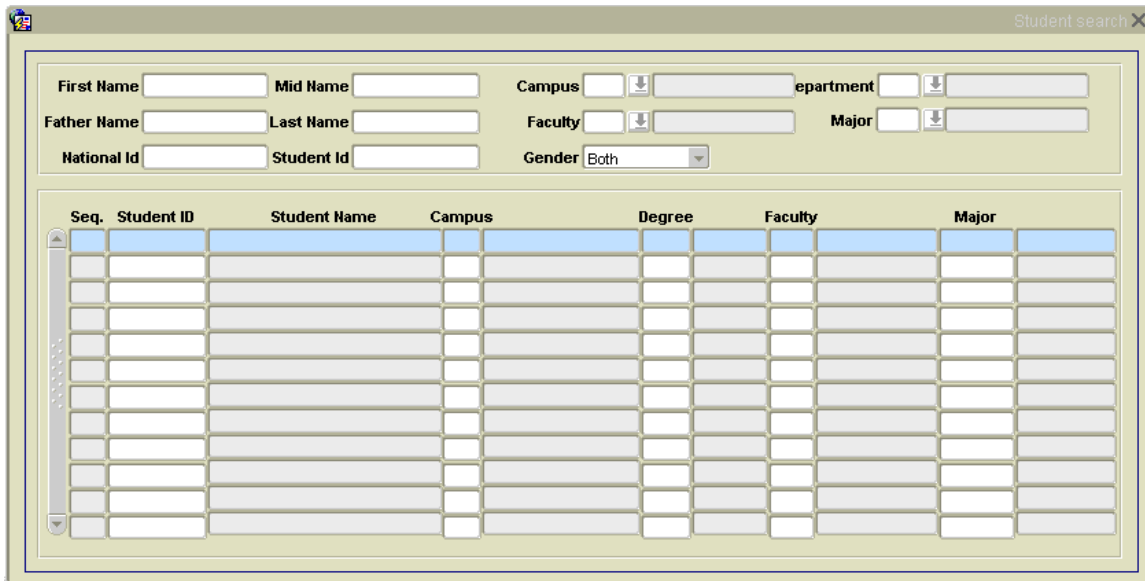
Effects:

- Transfer student or a group of students from one group to another group
- Screen effect by this screen (time table, automatic group registration, and withdrawal, student group)

Operations to be tested in the screen:

- The transfer of students between the groups is done by arrow button

Student name



Functionality:

Search for student data by:

1. Name: enter any part of student name
2. Student ID: enter student ID to display student information
3. Campuses: to display student information in certain campuses
4. Gender : to display student information according to student gender
5. Faculty : to display student information according to the student faculty
6. Department: display student information according to the student department
7. Major: display student information according to the particular major

Can be display Detailed information, And academic information of the student by clicking on the **Students info.** button or

Student Record

Be confirmed of the user powers for the data during the inquiry process, According to the college or campus or Degrees

Prerequisites:

Define student

Effects:

No.

Operations to be tested in the screen:

Search for student according to the types of search

Suggested data:

Determine type and method of search

Prerequisites:

Define student

Effect:

No.

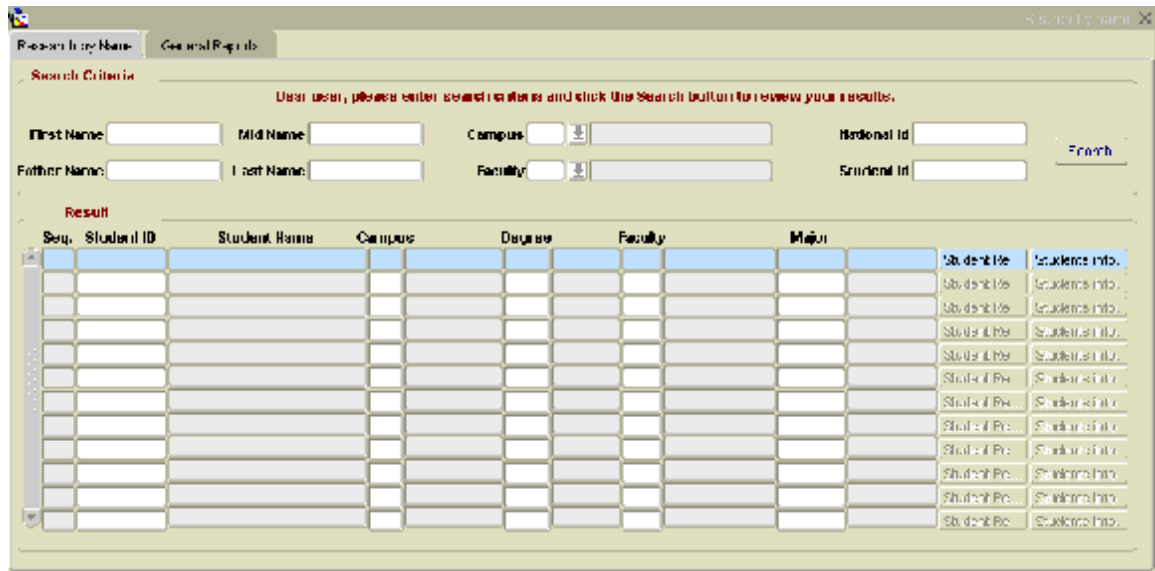
Operations to be tested in the screen:

Search for student according to the types of search

Suggested data:

Determine type and method of search

Search by Name



Functionality:

Search for student data by:

1. Name: enter any part of student name
2. Student ID: enter student ID to display student information
3. Campuses: to display student information in certain campuses
4. Gender : to display student information according to student gender
5. Faculty : to display student information according to the student faculty
6. National ID : display student information according to the student National ID

Can be display Detailed information, and academic information of the student by clicking on the [Student Re...](#) or [Students info.](#)

Be confirmed of the user powers for the data during the inquiry process, According to the college or campus or Degrees

Search by name – general report



Functionality:

Print important reports and statistics for any semester, there are options for the appearance of report pages which is:

- Spreadsheet
- HTML
- HTML CSSS
- PDF

Nine reports and statistics available in the screen and can be printed and benefiting of it which is:

Prerequisites:

Define student

Effects:

No.

Operations to be tested in the screen:

Search for student according to the types of search

Printing deferent report by deferent format

Reports

Students:

- Out of Campus Registration
- Plan's Students
- Unregistered Regular Students
- Registered Students Lists
- Student Schedule
- Student's Remaining Courses
- Student's Status Summary
- Unregistered Students
- Students By Study Load
- Students' Registered Courses
- Registered Students
- Students' Lists
- Outer Visitors In Semester
- Students List - Temp.
- Statistics
- Statistics
- Expected Course Registerd
- Registered Students Info.
- Student Records

Section & group:

- Course's Sections Registration
- Timetable
- Sections With No Rooms
- Sections With No Students
- Incomplete Groups
- Sections Where Enrolled Students
- Students counts in sections
- summer courses request
- Group Specifications
- Section cnt for faculty
- Groups Students
- Decisions made in the table of school plans
- Ready Group And not Ready for Study Plans
- Section not Defined in Groups
- Main Sections with out Instructors

General

- Rooms' Timetable
- Instructor's Timetable
- Rooms' Status
- Room Reserved Times
- Rooms Occupancy Times
- Rooms Occupancy Times-Instructors
- Number Of Student Before Registration
- Students Expected To Register Courses
- Pre-Registration Stat
- Instructor Dependent College
- Instructor's Courses

Registration tests

- Ready or not groups
- Conflict Registration Students
- Out of Plan Courses
- Registered Irregular Students
- Final Exam Conflict
- Student Course Not Registration
- Enrolled students for passed courses