ACADEMY

Course Based Learning Management System

Website Customer Usage Guide
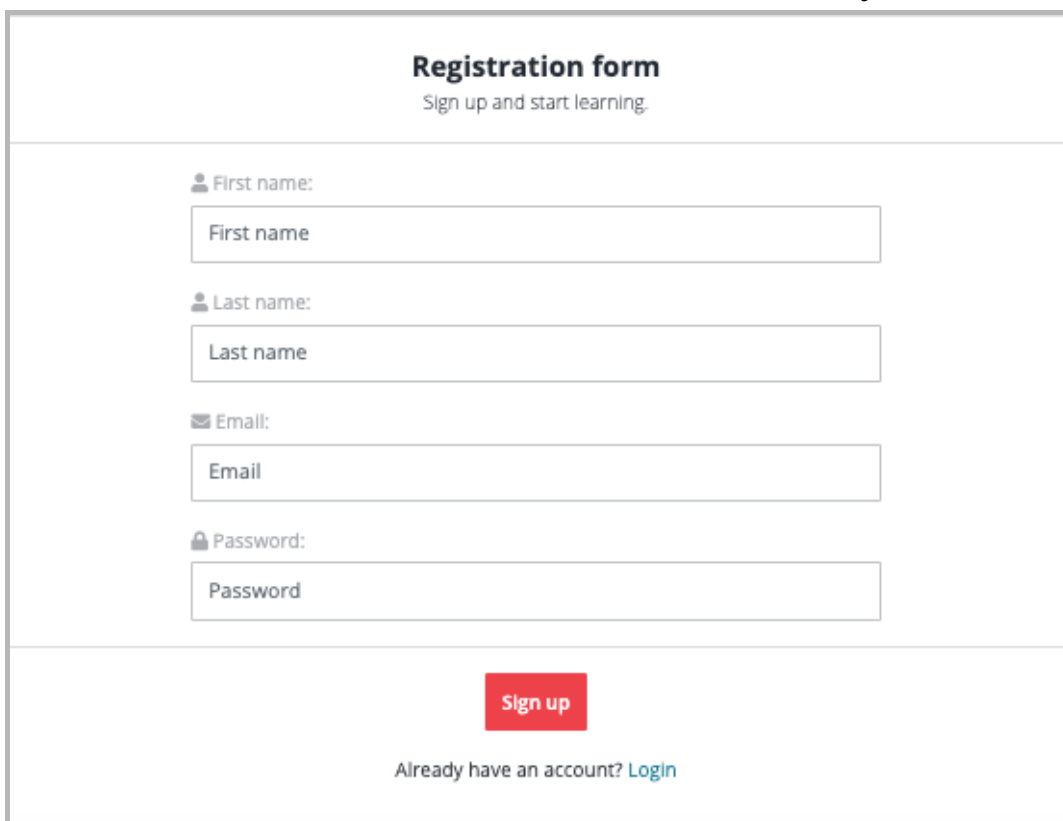
Home:

Users browse most of the view pages without being logged in. But for better experiences we would suggest you to browse this application with a logged in state. Users also can switch the website's language to the preferred one.

- How to Sign Up or Create account?
    - On the right top of the home page there are two buttons. One for Logging in and the other for Signing Up. If a user already has an account he/she does not need to sign up again. For registering himself / herself. For signing up users must provide First name, Last name, a unique Email id and a Password. If the provided Email id does not conflict with other user's email ids then the user will be registered successfully, Sometimes he/she needs to verify his/her email. This feature will be handled by the admin.

- How to Log In to this application?
  - After clicking on the Login button, users will fill out the email and password fields with the valid email and password which they used for creating the account.

- How to get a course list?
  - There are a couple of types of course list. Like Category based course list, Top Courses list, Top 10 latest courses list. If a user wants to get Web Development courses, He/she can select the Web Development category from the Category menu at the top. Under the banner image there are two horizontal lists for Top Courses and Top 10 latest courses.

Top courses

WordPress Theme Development with	Adobe Illustrator CC - Essentials Training	User Experience Design Essentials - Adobe XD UI	How to Use Color Like a Pro	Complete Blender Creator: Learn 3D	Sewing 101
Learn how to confidently develop	Learn Adobe Illustrator CC	Use XD to get a job in UI Design,	Interior Design Color Schemes	Use Blender to create beautiful	Building A Strong Sewing
★★★★☆	★★★★★	★★★★★	★★★★★	★★★★★	★★★★★
⚖ Compare $11.99 $10	⚖ Compare $18.99 $12	⚖ Compare $59.99 $12	⚖ Compare $149.99 $12	⚖ Compare Free	⚖ Compare $29.99 $13

Top 10 Latest courses

|					
Supreme Photoshop Training: From Beginner	How to shoot cinematic tech videos like Apple	Introduction and Learn Vue.JS	How To Shoot B-Roll Footage with Peter	How to Use Lighting Design to Transform your	After Effects CC 2019: Complete Course from
John Doe	Jane Doe	John Doe	Jane Doe	John Doe	John Doe
★★★★☆	★★★★★	★★★☆☆	★★★★★	★★★★★	★★★★★
⚖ Compare Free	⚖ Compare Free	⚖ Compare Free	⚖ Compare Free	⚖ Compare Free	⚖ Compare Free

- How to search for a course?
  - Users can search for a course on Search field by course title.
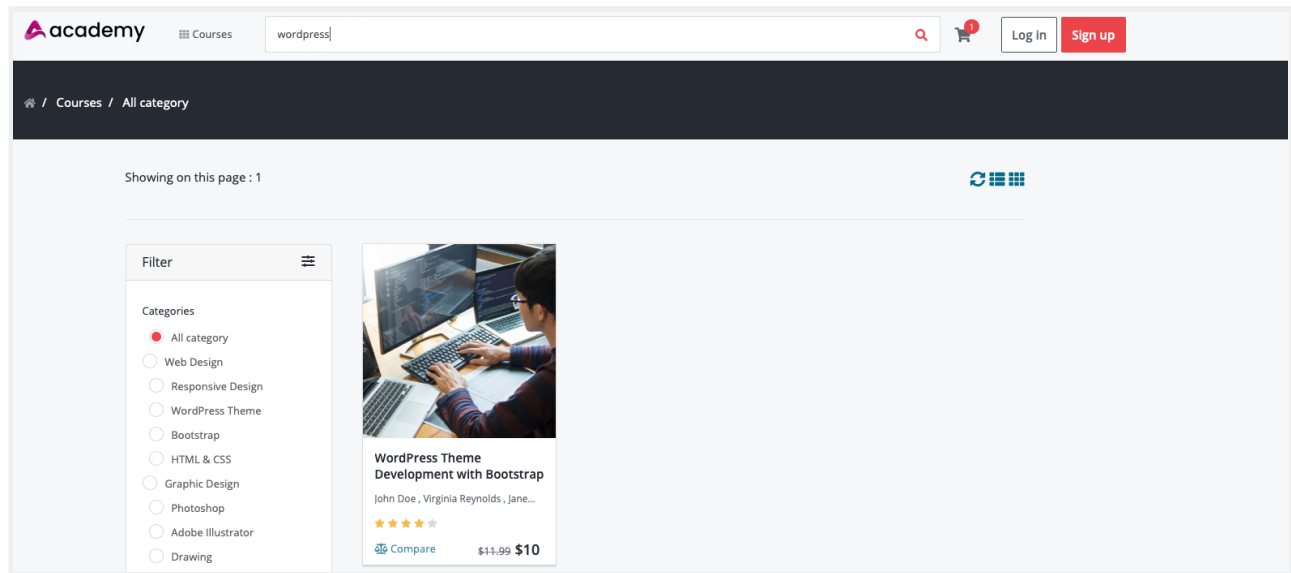
- Wishlisting Courses.
  - Users can add courses to their wishlist. But they will be able to do that if they remain logged in only.
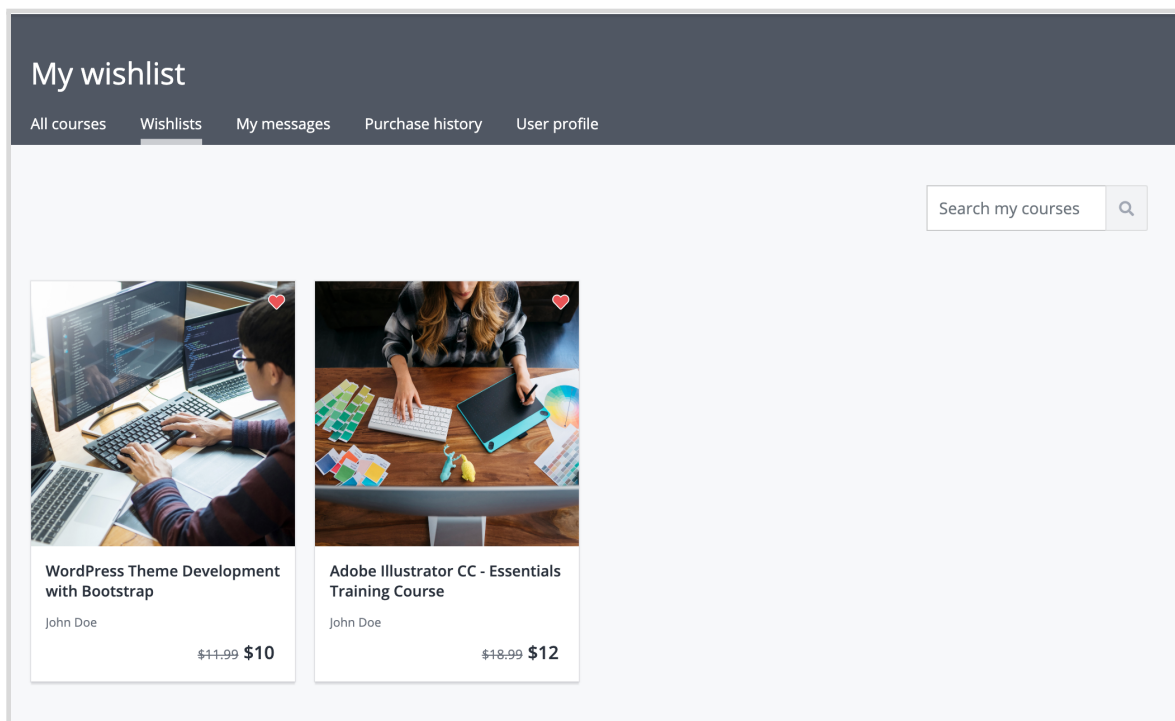
- Adding to Cart.
  - Users can add courses to their cart without being logged in. Logging in requires if any user wants to checkout.
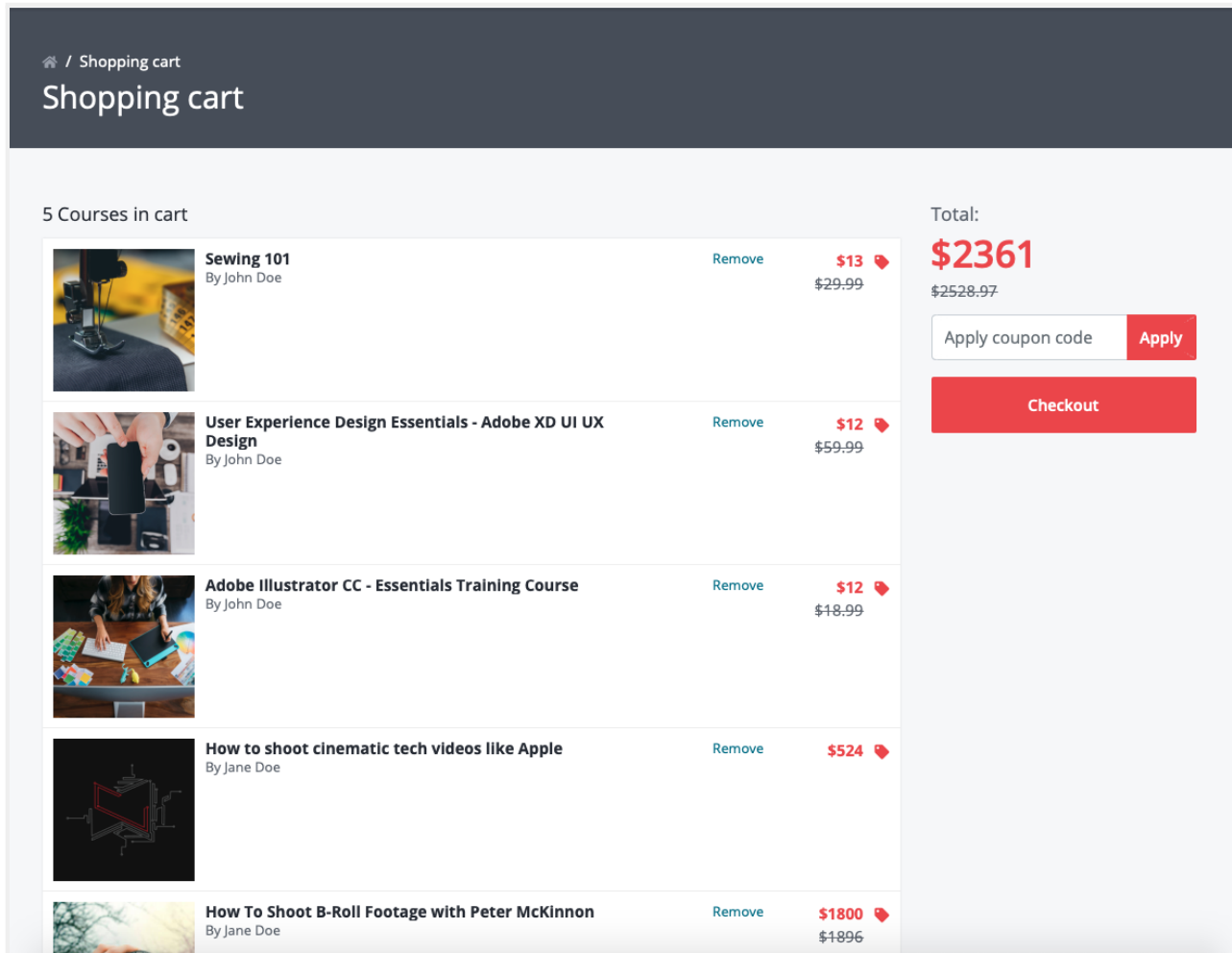
Course Details:

- What is inside Course Details?
  - When a user clicks on a certain course link, it will take that user to the Course Details page. Which describes every single detail about that specific course. Like the Course title, Instructor details, rating and reviews, what a user will learn after finishing that course, what are the prerequisites, lessons list, total time to finish that course, a video overview and the other related courses with the same category and sub

category.
- Users can add courses to their carts and can directly buy it from this page.

Here is an image of the sample course details page.

Course Comparison:

- What is course comparison and how to use it?
    - Users may have multiple choices to buy a course. Course comparison comes in handy to make a good decision.

      Users can compare upto 3 courses side by side to compare these courses.

|	How To Shoot B-Roll Footage with Peter McKinnon	Sewing 101	How to Use Lighting Design to Transform your Home
Has discount	✅	✅	✅
Price	$1800	$13	$56
Made in	English	English	English
Last updated at	Sun, 07-Jul-2019	Sat, 06-Jul-2019	Sun, 07-Jul-2019
Level	Advanced	Beginner	Beginner
Short description	Today I am starting part 1 of an ongoing series I am going to call 'Step Up Your Filmammaking'. Today's topic is the importance of B-Roll.	Building A Strong Sewing Foundation	Learn How to Use Lighting in your Interior Design Like a Pro
Total lessons	7	9	10
Total duration	01:09:38 Hours	01:22:29 Hours	01:03:48 Hours
Number of reviews	1	0	0
Total enrolment	2	0	0
Avg rating	★★★★★	★★★★★	★★★★★
Requirements	• Passion • Having a camera • Enough Time	• Sewing Machine • Iron and ironing board • Scissors, Tape Measure, Straight Pins, Fabric Scissors, All-Purpose craft scissors, Thread, Fabric marker or chalk, Seam Ripper	• Students should have some paper and a pen or pencil ready for the activities. • Students should have access to a printer so they can print out the resources related to the class activities. • Students should come ready to engage themselves fully in a

Cart:

- What is inside my cart?
  - As we said before, Users do not need to be logged in to add courses to their cart. But if they want to checkout, they will have to. On the cart page the users will see all the courses that they've added to their cart. They can remove the course from the cart. The total amount will be counted course wise.
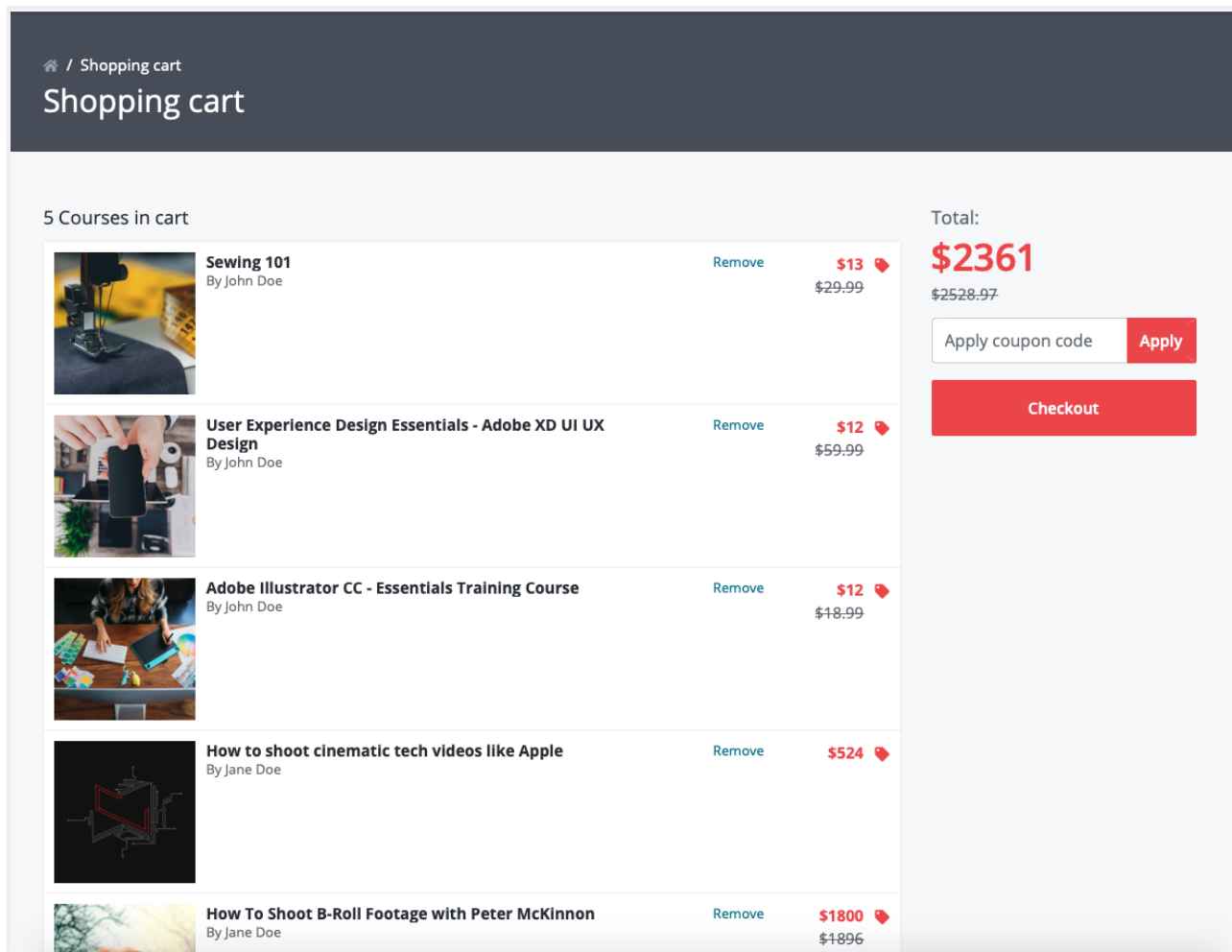
My Courses:

- What is inside My Courses?
  - When a user purchases any course, that course gets added to the My Courses page. Users will access this page only if they remain logged in. My Courses will have all the courses that a user has purchased. Users can rate those courses, see

the course details and can start learning from this page. Users can also search a specific purchased course from here. If a user remains logged in, he/she will see his/her profile image on the right top of the header. On hovering over the profile image a view gets appear which contains a couple of options including My Courses.

My courses

All courses   Wishlists   My messages   Purchase history   User profile

Filter by

Categories ▾   Reset

Search my courses   🔍

User Experience Design Essenti...

100% Completed   ★★☆☆☆
Edit rating

Course detail   Start lesson

WordPress Theme Development wi...

71% Completed   ★★★☆☆
Edit rating

Course detail   Start lesson

Adobe Illustrator CC - Essenti...

25% Completed   ☆☆☆☆☆
Edit rating

Course detail   Start lesson

How To Shoot B-Roll Footage wi...

15% Completed   ★★★★★
Edit rating

Course detail   Start lesson

Wishlists:

- What is inside Wishlists?
    - Wishlist will show all the courses that a user wishlisted. They can see an overview of that course from the wishlists. If they want to check the course details, they can just click on the title of that course. They can see the instructor details by clicking on the instructor thumbnail. Users can also search for specific wishlisted course from here.

My wishlist

All courses   Wishlists   My messages   Purchase history   User profile

Search my courses

WordPress Theme Development with Bootstrap

John Doe

$11.99 **$10**

Adobe Illustrator CC - Essentials Training Course

John Doe

$18.99 **$12**

Purchase History:

- What is Purchase History?
    - Purchase history will show the list of courses that a user has purchased so far.

Start Learning:

- How can we start learning?
    - Clicking on a course from My Courses page will take the user to the Learn Lessons page. It will display all the lessons section wise. Users can click on a section and it will open up and show a list of courses that the section has.

Note:
Hi there, my name is Dan, and I'm an Adobe Certified Instructor. Now together, you and me, are going to learn how to use Adobe XD.

Become an Instructor:

- How to become an instructor?
  - By default the user will be able to access the website, all courses, their profile, message, courses that are purchased by him/her, wishlisted course and cart. If a user wants to do more like create a course and publish it, it will require him/her to become an instructor. For becoming an instructor a user has to apply to the admin. Click over the Instructor menu from the top. If there is no Instructor button on the frontend top bar, that means your admin has disabled the public instructor option. Lets think the Public instructor is enabled and you can see the Instructor button over there. If you click on the instructor button, you will find a form for becoming an instructor. Every valid registered user can become an Instructor.

○ Users can fill up the form and submit the form for admin verification. While submitting the form users can attach required documents with it.

○ Once the request gets approved, all the options for the instructor will be visible to the user. Like, Dashboard, Course manager, Sales report, Payout report and Payout settings.
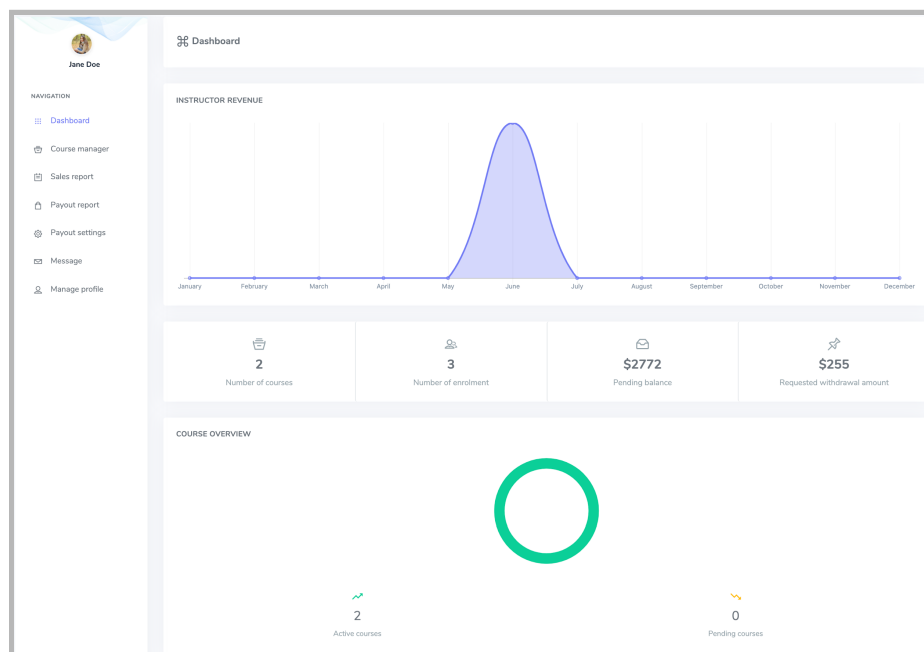
- How to create courses as an Instructor?
  - Creating a course as an Instructor is almost similar to admin's. The only differences are, Admin has to approve the course and Instructor can make the course as Drafted before publishing it.

Sales Report:

- What is the Sales report in the Instructor panel?
  - Details of purchase histories of instructor's courses will be there. Instructors can see who bought his/her courses and when and how much revenue he is getting per purchase.

SALES REPORT

| ☐ June 01, 2020 - June 30, 2020 ▾ | | Filter |

Show 10 ⬍ entries   Search: [   ]

Course name	⬍	Instructor revenue	⬍
How To Shoot B-Roll Footage with Peter McKinnon Enrolled student: Naomi Hill Enrolment date: Wed, 17-Jun-2020 12:00:00		$1260 Total amount: $1800	
How To Shoot B-Roll Footage with Peter McKinnon Enrolled student: Signe Thompson Enrolment date: Wed, 17-Jun-2020 12:00:00		$1260 Total amount: $1800	
How to shoot cinematic tech videos like Apple Enrolled student: Naomi Hill Enrolment date: Wed, 17-Jun-2020 12:00:00		$367 Total amount: $524	

Showing 1 to 3 of 3 entries   ‹ 1 ›

- What is the course commission for instructors?
  - If a course which has been created by an instructor got purchased, Instructor gets a commission of it. That commission percentage is set by Admin.

Payout Report:

- What is a Payout report?
  - As we said before, after every successful course purchase, the Instructor will get a predefined portion of that paid amount. Instructors will be able to see all the payment information in the Sales report. If an Instructor wants to withdraw an amount, he/she can request for it to the admin. Payout report will also have all the requested payout and processed payout which have been raised by an instructor.
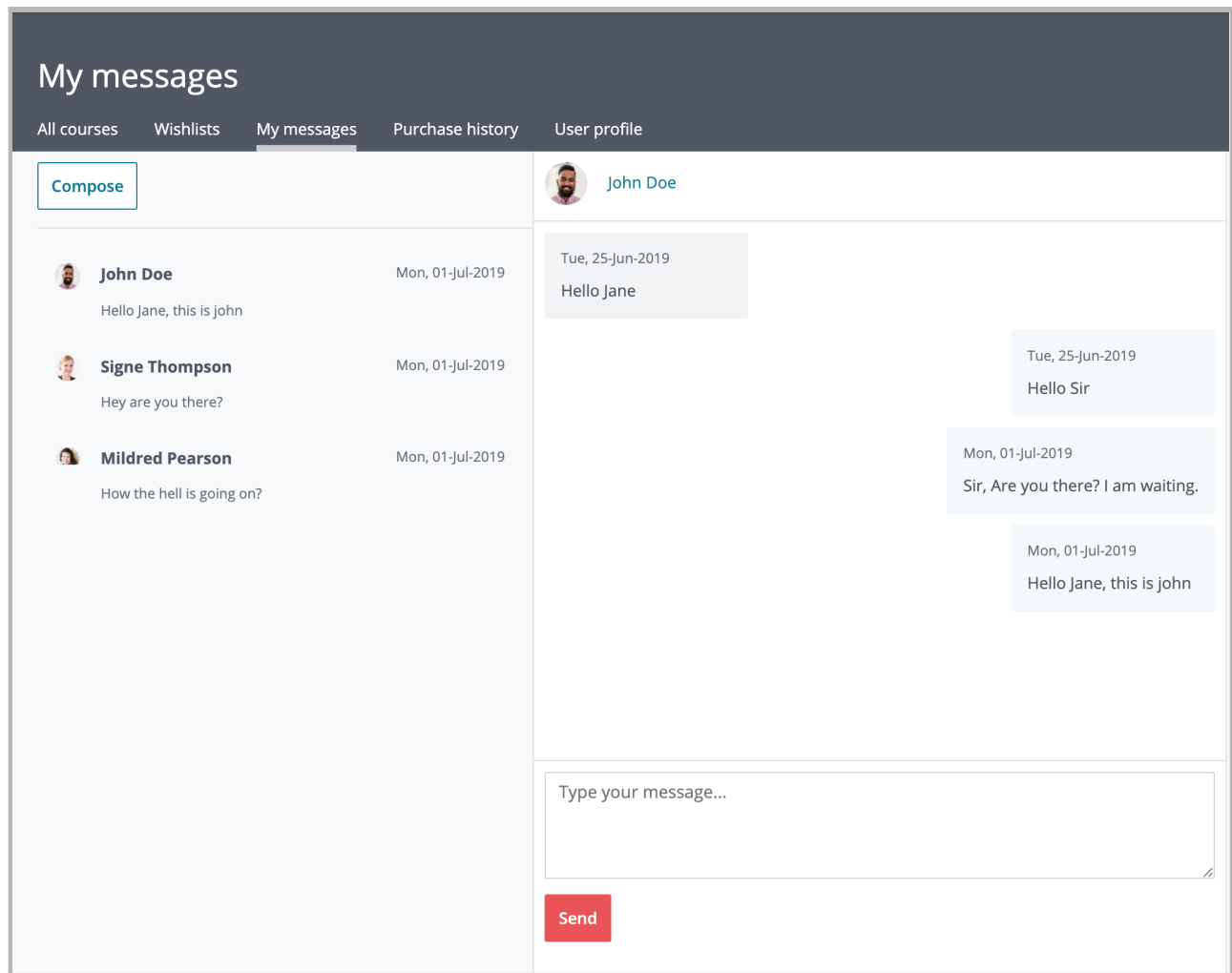

  - An instructor can request only one Payout request at a time. That means if a Payout request status is Pending, he/she can not raise another one. If he / she deletes the existing one, he/she can raise another one.
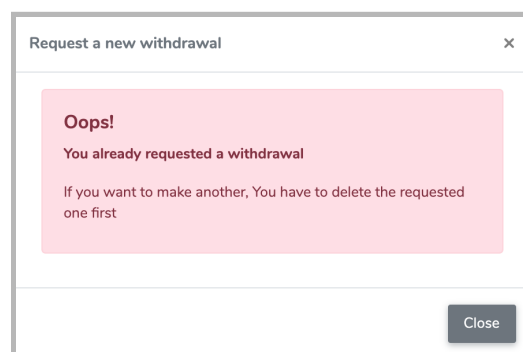
My Messages:

- What is My Messages?
  - User can send messages to the instructor. This menu appears when user hovers over the profile image.

My messages

All courses   Wishlists   My messages   Purchase history   User profile

Compose

John Doe

John Doe   Mon, 01-Jul-2019

Hello Jane, this is john

Signe Thompson   Mon, 01-Jul-2019

Hey are you there?

Mildred Pearson   Mon, 01-Jul-2019

How the hell is going on?

Tue, 25-Jun-2019

Hello Jane

Tue, 25-Jun-2019

Hello Sir

Mon, 01-Jul-2019

Sir, Are you there? I am waiting.

Mon, 01-Jul-2019

Hello Jane, this is john

Type your message...

Send

User Profile:

- Update your profile.
  - Users can update their profile from the User profile menu. This menu appears also when the user hovers over the profile image.