

HIGHER TECHNICAL INSTITUTE

COURSE IN COMPUTER STUDIES

DIPLOMA PROJECT

(USER MANUAL)

A WEB PORTAL FOR TRAINING  
MANAGEMENT PROVISION AND SERVICES

CS/338

NICOLAS VALERKOS

8 JUNE 2005

**HIGHER TECHNICAL INSTITUTE**

**COURSE IN COMPUTER STUDIES**

**DIPLOMA PROJECT**

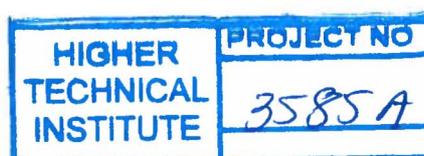
**(USER MANUAL)**

**A WEB PORTAL FOR TRAINING  
MANAGEMENT PROVISION  
AND SERVICES**

**CS/338**

**NICOLAS VALERKOS**

**8 JUNE 2005**



**A WEB PORTAL FOR TRAINING  
MANAGEMENT PROVISION  
AND SERVICES**

**JUNE 2005**

**USERS MANUAL**

**PROJECT BY**

---

**NICOLAS VALERKOS**

**PROJECT SUPERVISOR**

---

**MASOURAS PANICOS**

Index

| Content                                                 | Page      |
|---------------------------------------------------------|-----------|
| <b>1. INTRODUCTION</b> .....                            | <b>2</b>  |
| 1.1 OVERVIEW.....                                       | 2         |
| <b>2. INSTALLATION</b> .....                            | <b>3</b>  |
| 2.1 STEP BY STEP INSTALLATION GUIDE.....                | 3         |
| <i>Introduction</i> .....                               | 3         |
| 2.1.2 <i>STEP 1</i> .....                               | 3         |
| 2.1.3 <i>STEP 2</i> .....                               | 4         |
| 2.1.4 <i>STEP 3</i> .....                               | 5         |
| 2.1.5 <i>STEP 4</i> .....                               | 6         |
| 2.1.5 <i>STEP 5</i> .....                               | 7         |
| <b>3. SYSTEM FUNCTIONALITY</b> .....                    | <b>8</b>  |
| 3.1 ADMINISTRATORS PANEL.....                           | 8         |
| 3.1.1 <i>Login Screen</i> .....                         | 9         |
| 3.1.2 <i>Main Screen</i> .....                          | 9         |
| 3.1.3 <i>Menu Structure</i> .....                       | 10        |
| 3.1.4 <i>End-Users Screen</i> .....                     | 11        |
| 3.1.4.1 <i>View End-Users Screen</i> .....              | 11        |
| 3.1.4.2 <i>Create End-Users Screen</i> .....            | 12        |
| 3.1.4.3 <i>Edit End-Users Screen</i> .....              | 13        |
| 3.1.5 <i>Content Section</i> .....                      | 14        |
| 3.1.5.2 <i>Content Page</i> .....                       | 15        |
| 3.1.6 <i>Courses Categories Section</i> .....           | 18        |
| 3.1.7 <i>News Article Screen</i> .....                  | 20        |
| 3.1.7.1 <i>New News Article Screen</i> .....            | 21        |
| 3.1.8 <i>News Category Screen</i> .....                 | 22        |
| 3.1.9 <i>Organizing Companies Approval Screen</i> ..... | 23        |
| 3.2 SYSTEM CONFIGURATION.....                           | 25        |
| <i>Introduction</i> .....                               | 25        |
| 3.2.1 <i>Configuring the system</i> .....               | 26        |
| 3.2.2 <i>Proper Configuration</i> .....                 | 27        |
| <b>APPENDIX A</b> .....                                 | <b>28</b> |
| THE EDITOR.....                                         | 28        |
| THE CALENDAR.....                                       | 29        |

## **1. INTRODUCTION**

### **1.1 Overview**

This User Manual will give guidance to the person installing the Training Courses Portal and. It provides all the necessary information for the administrator of the Training Courses Portal for the administration panel operations. This Users Manual provides also all the necessary steps that need to be performed in order for the final system to be functional and online. Here you can find guidelines for the programmer needed to be taken under-consideration before going to the coding for future modifications, for example Global variables settings or where php or images files are stored etc.