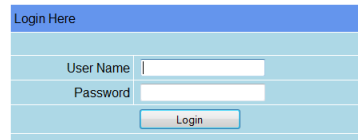


# The Intellectuals School

## User Manual for E-dossier

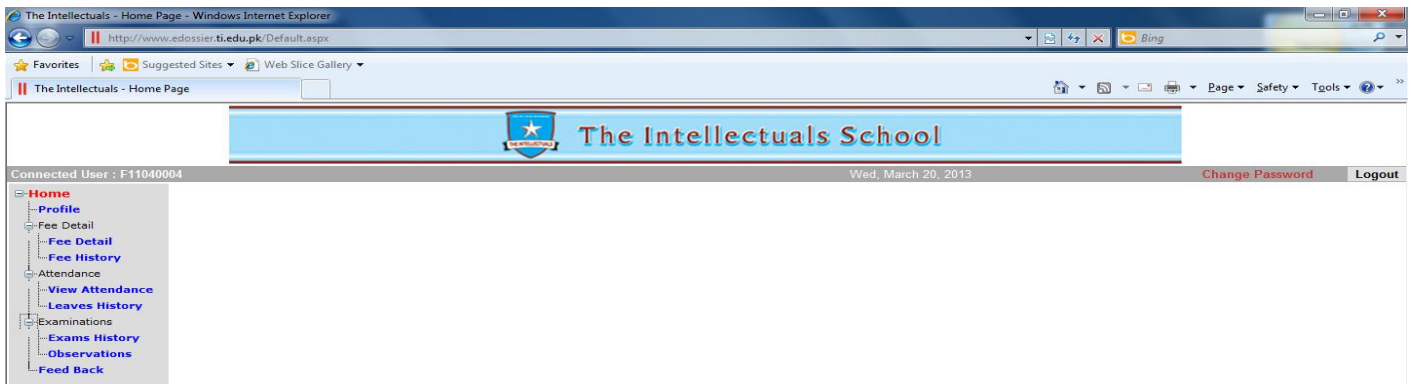
Enter the following address in any suitable web browser. [www.edossier.ti.edu.pk](http://www.edossier.ti.edu.pk)

Enter Username and password given to use. Your user name will be your child student ID.



A login form titled "Login Here" with a light blue background. It contains two input fields: "User Name" and "Password". Below the fields is a "Login" button.

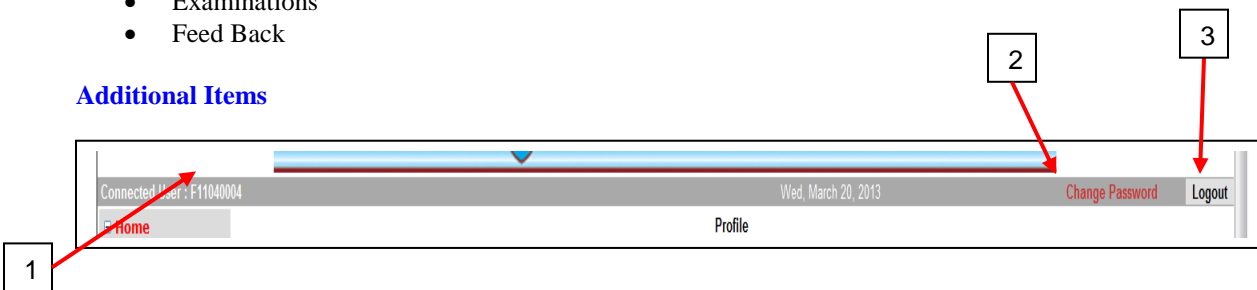
After pressing Login button you will be directed to below displayed page.



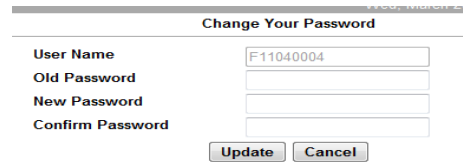
There are six main menu options on left side.

- Home
- Profile
- Fee detail
- Attendance
- Examinations
- Feed Back

### Additional Items



1. Displaying connected users.
2. Link to change your password
  - a. Enter your old password
  - b. Enter new password
  - c. Retype your new password
  - d. Press Update button. This action will change your current password with the new password.
3. Logout button is used to log you out from the e-dossier portal.



A "Change Your Password" form with a light blue background. It contains four input fields: "User Name" (pre-filled with "F11040004"), "Old Password", "New Password", and "Confirm Password". Below the fields are "Update" and "Cancel" buttons.

### Home

When you click home menu it will direct you to home page i.e. the default page when you pressed the login button.

# The Intellectuals School

## User Manual for E-dossier

### Profile

By clicking profile link, you will be displayed with your child profile.

The screenshot displays the 'The Intellectuals - Student Profile' web application. The page is titled 'Profile' and contains several sections of information:

- Basic Information:** Student ID (F11040004), Student Name (ZONASH YOUSAF), Gender (Female), Date of Birth (01-Oct-2006), Mailing Address (H# 467, ST# 51, G-9/1 ISLAMABAD), Permanent Address (MALIKABAD TIMERGARA DISTT DIR(L) KPK), Campus (TI0101 - G-11/1 Campus), and Class (CLASS 1).
- Parents Information:** Father Name (SULTAN YOUSAF), Father NIC # (1530671501237), Occupation (GOVT SERVANT), Land Line (051-2262299), Cell No (0300-5298800), and D.O.A (4/4/2011 12:00:00 AM).
- Emergency Contact:** Fields for Name (s) 1, Relationship, Contact No, Name (s) 2, Relationship, and Contact No.
- Injuries & Medical Conditions:** A section for recording medical history.
- Academic Details:** Previous School (OXFORD HIGH SCHOOL), Address (ST# 43, G-9/1 ISLAMABAD), and Previous School Reg#.

### Fee Detail

By clicking fee history you will be displayed following page. This page contains information of collected fee against your child.

Student's Fee History

Academic Session:

12 Records Found!

Month	Voucher #	Due	Discount	Payable	Paid	Balance	Detail
MAR-12	1203000001	2800	1250	1550	0	1550	<input type="button" value="Detail"/>
FEB-12	1202000001	2500	1250	1250	0	1250	<input type="button" value="Detail"/>
JAN-12	1112000382	2500	1250	1250	0	1250	<input type="button" value="Detail"/>
DEC-11	1111000268	2500	1250	1250	0	1250	<input type="button" value="Detail"/>
NOV-11	1110000061	2500	1250	1250	0	1250	<input type="button" value="Detail"/>
OCT-11	1110000001	2500	1250	1250	1250	0	<input type="button" value="Detail"/>
SEP-11	1111000474	2500	1250	1250	0	1250	<input type="button" value="Detail"/>
AUG-11	1111000437	2500	1250	1250	1250	0	<input type="button" value="Detail"/>
JUL-11	1105000010	2500	1250	1250	1250	0	<input type="button" value="Detail"/>
JUN-11	1105000010	2500	1250	1250	1250	0	<input type="button" value="Detail"/>
MAY-11	1105000017	2500	1250	1250	1250	0	<input type="button" value="Detail"/>
APR-11	1111000305	2500	1250	1250	1250	0	<input type="button" value="Detail"/>
<b>Totals :</b>		<b>30300</b>	<b>15000</b>	<b>15300</b>	<b>7500</b>	<b>7800</b>	

Select the academic session from the dropdown list and press view button. This will display the student fee history for the selected academic session. Further by clicking the detail button will display you the fee voucher of the month.

# The Intellectuals School

## User Manual for E-dossier

### Attendance

By clicking the attendance history link under attendance menu you will be displayed following information. This page displays data of your child leave record.

Student's Leave History

---

Academic Session

12 Records Found!

Month	Total Days	Leaves	Presents	%age	Detail
MAR-12	22	0	22	100.00	<input type="button" value="Detail"/>
FEB-12	22	6	16	72.72	<input type="button" value="Detail"/>
JAN-12	22	2	20	90.90	<input type="button" value="Detail"/>
DEC-11	22	10	12	54.54	<input type="button" value="Detail"/>
NOV-11	22	2	20	90.90	<input type="button" value="Detail"/>
OCT-11	22	1	21	95.45	<input type="button" value="Detail"/>
SEP-11	22	3	19	86.36	<input type="button" value="Detail"/>
AUG-11	22	0	22	100.00	<input type="button" value="Detail"/>
JUL-11	22	0	22	100.00	<input type="button" value="Detail"/>
JUN-11	22	0	22	100.00	<input type="button" value="Detail"/>
MAY-11	22	2	20	90.90	<input type="button" value="Detail"/>
APR-11	22	0	22	100.00	<input type="button" value="Detail"/>
<b>Totals :</b>	<b>264</b>	<b>26</b>	<b>238</b>	<b>90.1475</b>	

Select the academic session from the dropdown list and press view button. This will display month wise leaves record of student in the selected academic session.

By pressing the detail button will further display leaves detail of selected month in detail.

Leaves History Detail

---

4 Records Found!

Leave type	Date	From	To	Total
Absent	30-Dec-2011	30-Dec-2011	30-Dec-2011	1
Absent	12-Dec-2011	12-Dec-2011	12-Dec-2011	1
Absent	08-Dec-2011	08-Dec-2011	12-Dec-2011	5
Absent	07-Dec-2011	07-Dec-2011	09-Dec-2011	3

### Examination

#### Observations

By clicking observation link under examination tab, the following page will be displayed.

Thu, March 21, 2013 [Change Password](#) [Logout](#)

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Student Observations

---

Academic Session

1 Records Found!

S/No	Date	Cadre	Observation	Reporting Official
1	25-Apr-2012	BEHAVIOUR	She was Student of The School for Session 2011-2012 but now She always follows to Sumiya (Her Class Fellow) and does not give proper attention to the studies so she has been guided by the principal and teacher has been guided to not allow her to sit with sumiya during the class.	

Select the academic session from the dropdown list and press view button. You will be displayed information regarding observations of your child if any.

#### Exams History

By clicking exams history link under examination menu. The Following information will be displayed.

# The Intellectuals School

## User Manual for E-dossier

4 Wed, March 20, 2013 [Change Password](#) [Logout](#)

Print Result Card

---

Student ID : F11040004  
 Name : ZONASH YOUSAF  
 Class : CLASS 1  
 Section : Section A  
 Academic Session : 2011-2012


Exam Type	Conduct Date / Month	Total Marks	Obtained Marks	Percentage	Detail
1st Term	OCT 2011	700	343	49.00	<input type="button" value="Detail"/>

Select the academic session from dropdown list and press view button. This action will display information of exams history.

To get further detail press the detail button. By pressing the detail button following page will be displayed.

Print Result Card

1 / 1 Main Report 100%



### The Intellectuals School

#### Result Card - 1st Term

2011-2012 OCT 2011

**Campus** : TI0101 - G-11/1 Campus  
**Student ID** : F11040004  
**Name** : ZONASH YOUSAF  
**Class** : CLASS 1      **Section** : Section A

Subject	Total Marks	Theory	Practical	Total	Grade
URDU	100	50	0	50	E
ENGLISH	100	49	0	49	E
MATHEMATICS	100	50	0	50	E
ISLAMIC EDUCATION	100	50	0	50	E
GENERAL KNOWLEDGE	100	44	0	44	E
GENERAL SCIENCE	100	50	0	50	E
ART AND CRAFT	100	50	0	50	E

### Feed Back

By clicking the feed back menu link. The following page will be displayed.

4 Wed, March 20, 2013 [Change Password](#) [Logout](#)

Feedback

---

Reporting Person   
 Relation   
 Email Address   
 Subject   
 Feedback

1 Records Found!

S/No	Date	Reporting Person	Relation	Email	Subject	Feedback	Edit
1	7/18/2012	SULTAN YOUSAF	FATHER	S_USF@YAHOO.COM	MONTHLY PROGRESS REPORT	DEAR SIR/ MADAM, PLEASE SEND ME PROGRESS REPORT IN HARDCOPY OF THE SUBJECT EXAMS CONDUCTED FOR MY KID. REGARDS, YOUSAF	<input type="button" value="Edit"/>

- a. Press the add button this action will enable the fields for data entry.
- b. After supplying the related information press save button.
- c. To edit the information press edit button. This action will again display information you have entered in the desired fields.

# The Intellectuals School

## User Manual for E-dossier

d. When you press the edit button information will be displayed like following.

Feedback

Reporting Person	SULTAN YOUSAF
Relation	FATHER
Email Address	S_USF@YAHOO.COM
Subject	MONTHLY PROGRESS REPORT
Feedback	DEAR SIR/ MADAM, PLEASE SEND ME PROGRESS REPORT IN HARDCOPY OF THE SUBJECT EXAMS CONDUCTED FOR MY KID. REGARDS, YOUSAF

S/No	Date	Reporting Person	Relation	Email	Subject	Feedback	Edit
1	7/18/2012	SULTAN YOUSAF	FATHER	S_USF@YAHOO.COM	MONTHLY PROGRESS REPORT	DEAR SIR/ MADAM, PLEASE SEND ME PROGRESS REPORT IN HARDCOPY OF THE SUBJECT EXAMS CONDUCTED FOR MY KID. REGARDS, YOUSAF	<input type="button" value="Edit"/>

This will enable update and delete button. If you changed the information then press update button. This action will save your changes. To delete your record simply press delete button.

**Have Very Happy Surfing!**