

Basic user manual for the application

Teacher role





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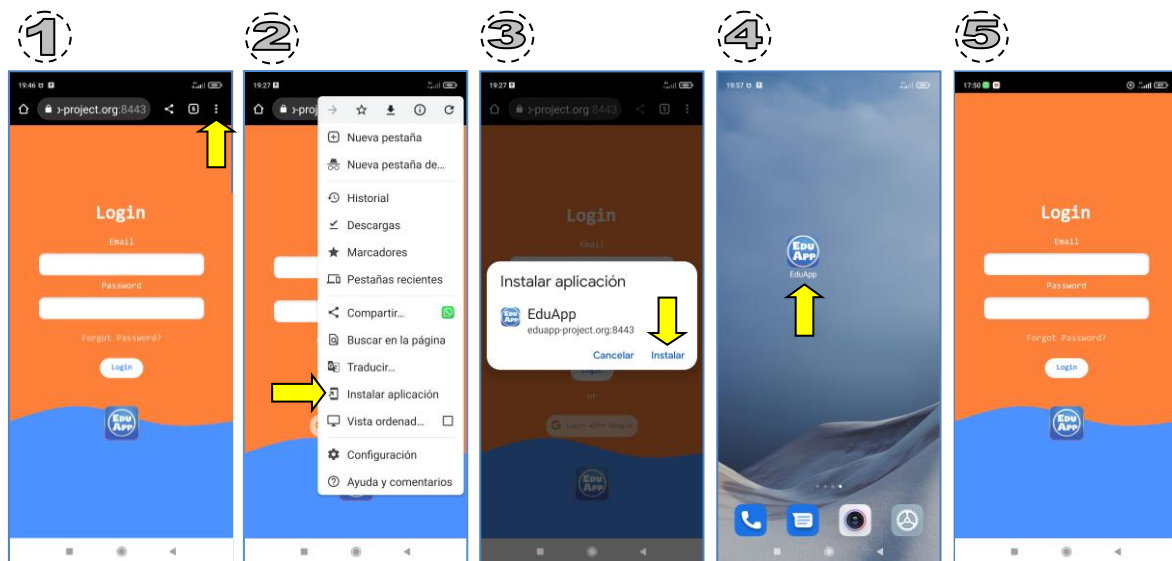
1 How to access the application?

1.1. Access to the application website.

The first time you access the application from your mobile device, you will need a browser, and access the following web address:

<https://eduapp-project.org:8443>

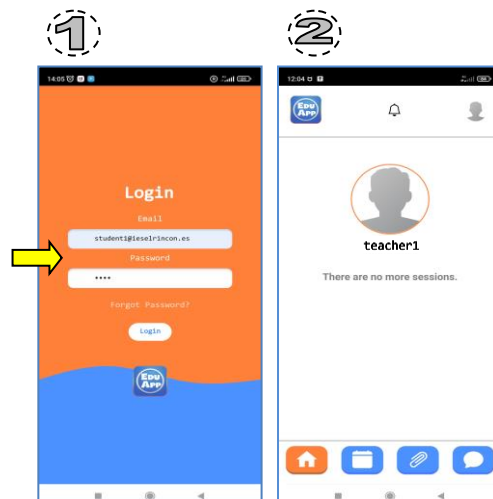
If the Eduapp website has loaded correctly, you can choose to work directly from the browser or install it on your mobile device, by performing the following operation:



If at the time of installation a question appears inviting you to activate the notifications for the Eduapp application, you must accept them so that you can receive notifications every time you receive a message in your chats, and also to be able to receive the notifications sent to you from the administration.

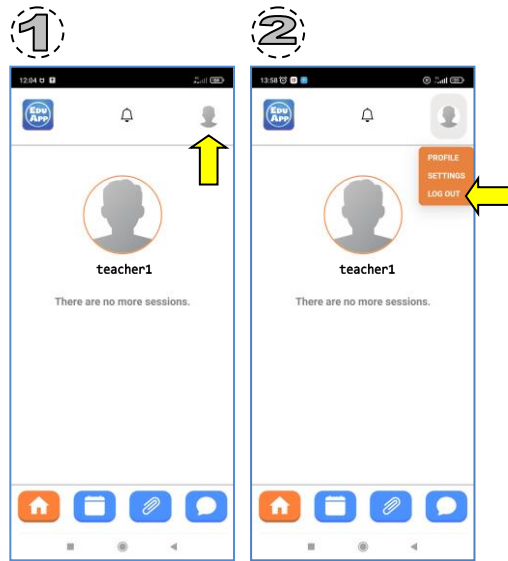
1.2. Login to the application.

With the credentials provided by your school, log in to the application:



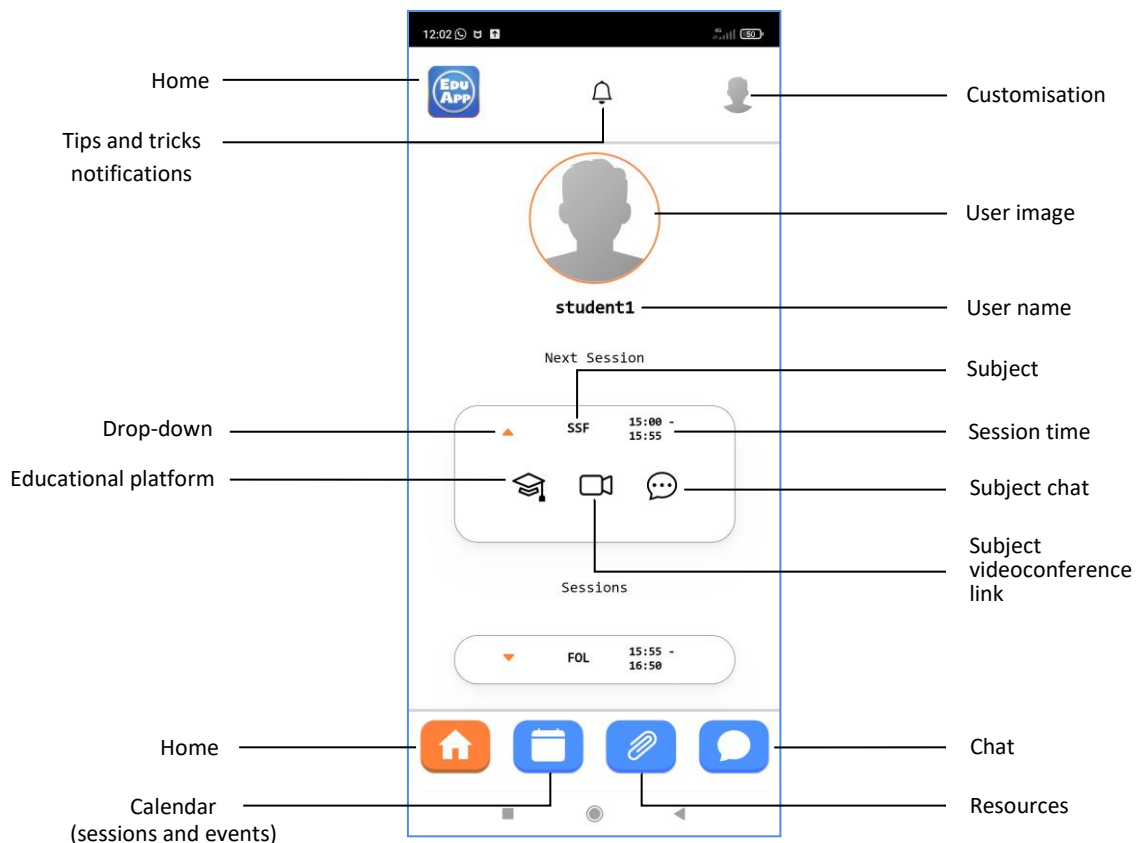
1.3. Logout the application.

To log out the user:

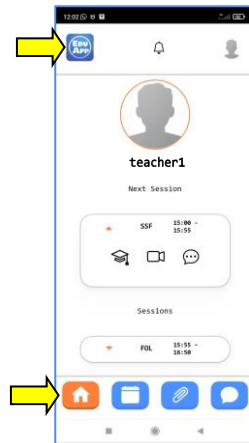


2 Main screen description

Once you access into the application, you find the following main screen:



We can return to this main screen just by clicking on one of the Home buttons.

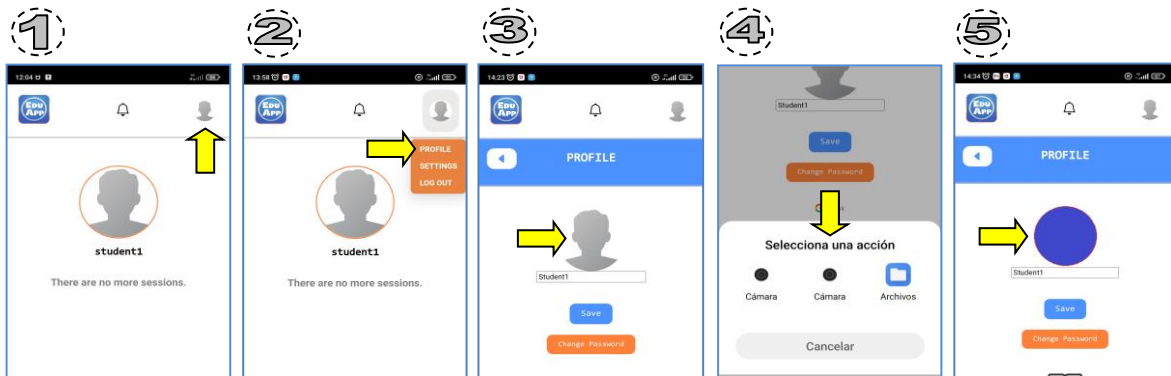


3 Basic customization of the application

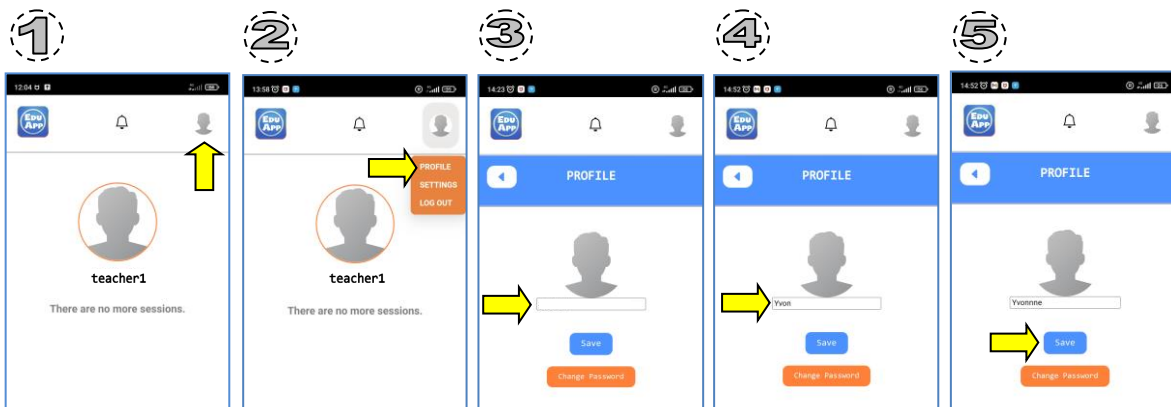
3.1. User settings

Once inside the application, we can customize user parameters.

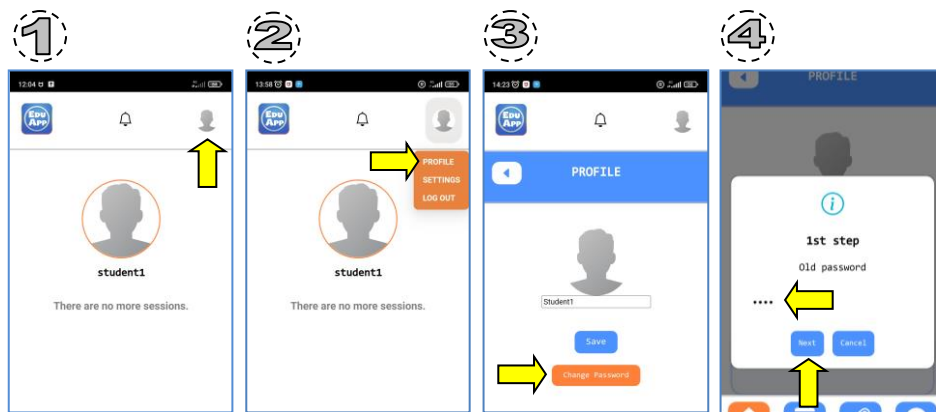
3.1.1. User image.



3.1.2. User name.



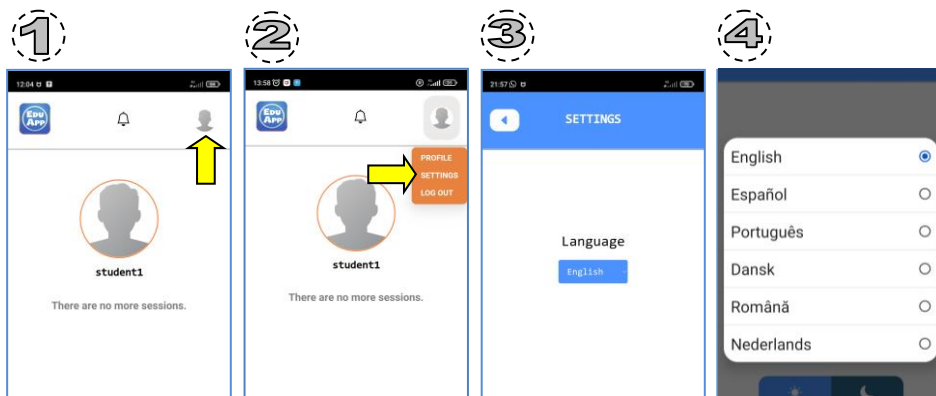
3.1.3. User password.



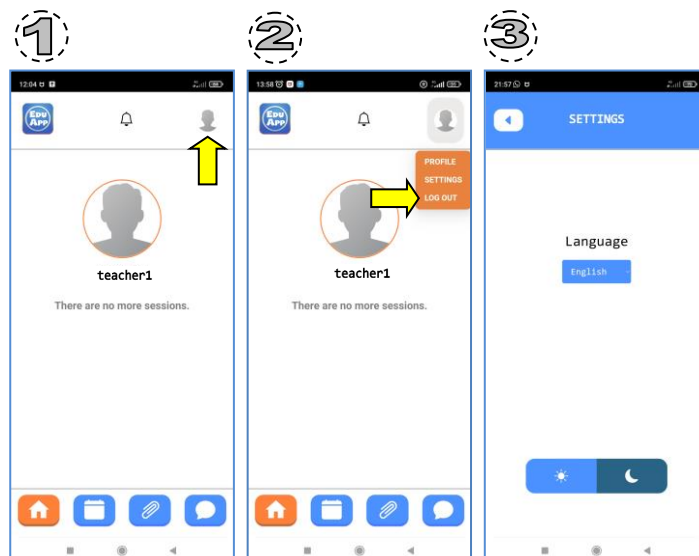
3.2. Basic application settings.

Other configurable parameters for the appearance of the application are language and background colour.

3.2.1. Language selection.



3.2.2. Background colour.



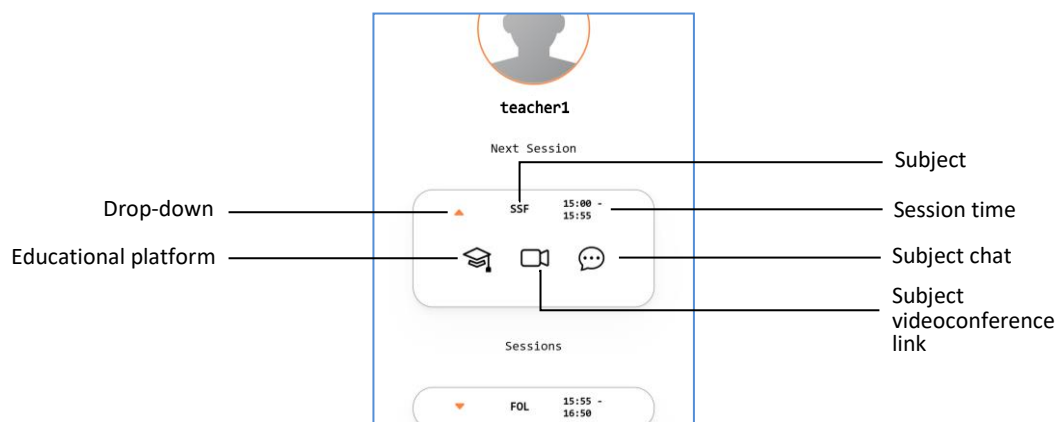
4 Working day sessions

The main screen will display the next session of the day that you should attend (*Next Session*), or the one in progress if it has not yet finished, and the rest of the subsequent sessions that you should attend on the same day (*Sessions*).

If there are no sessions left for that day, the screen will be empty of sessions. (*There are no more sessions*).

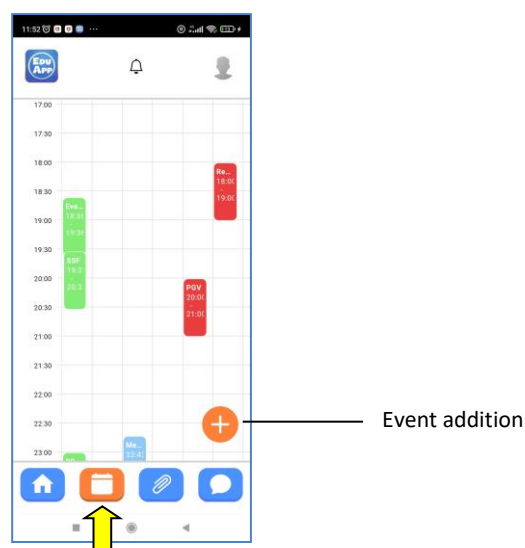
Each session indicates the name of the session and the start and end time of the session.

If we deploy a session, we can access the educational platform, the videoconference room or the subject chat, by clicking on the corresponding icon.

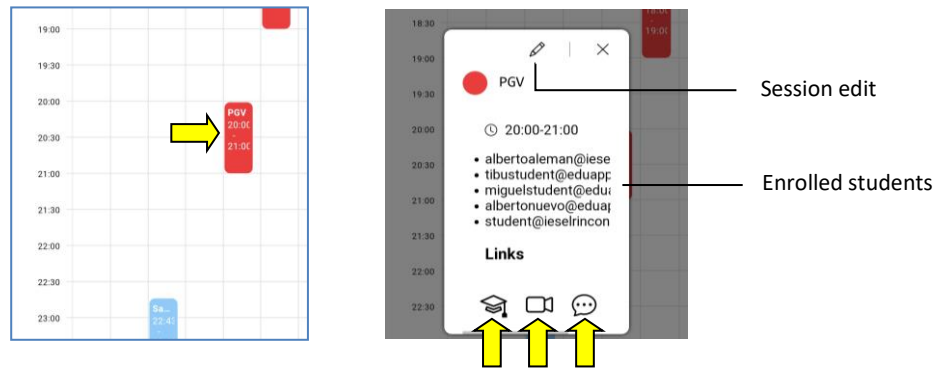


5 Calendar

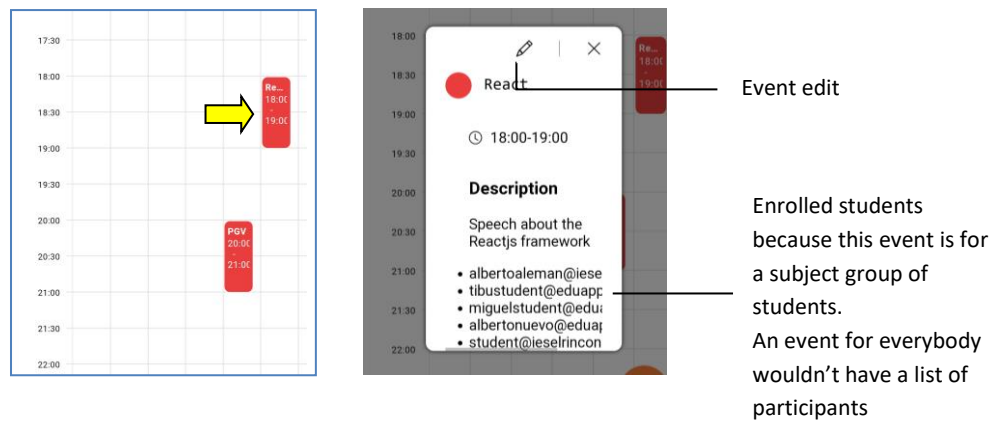
In the calendar you can access to sessions and events:



By clicking on a session we can see it from the box shown:

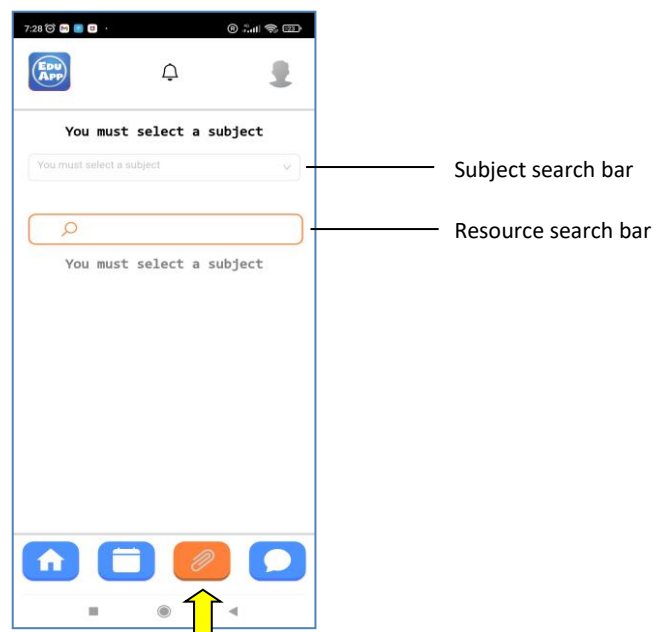


Clicking on an event will take you to the description of that event:



6 Resources

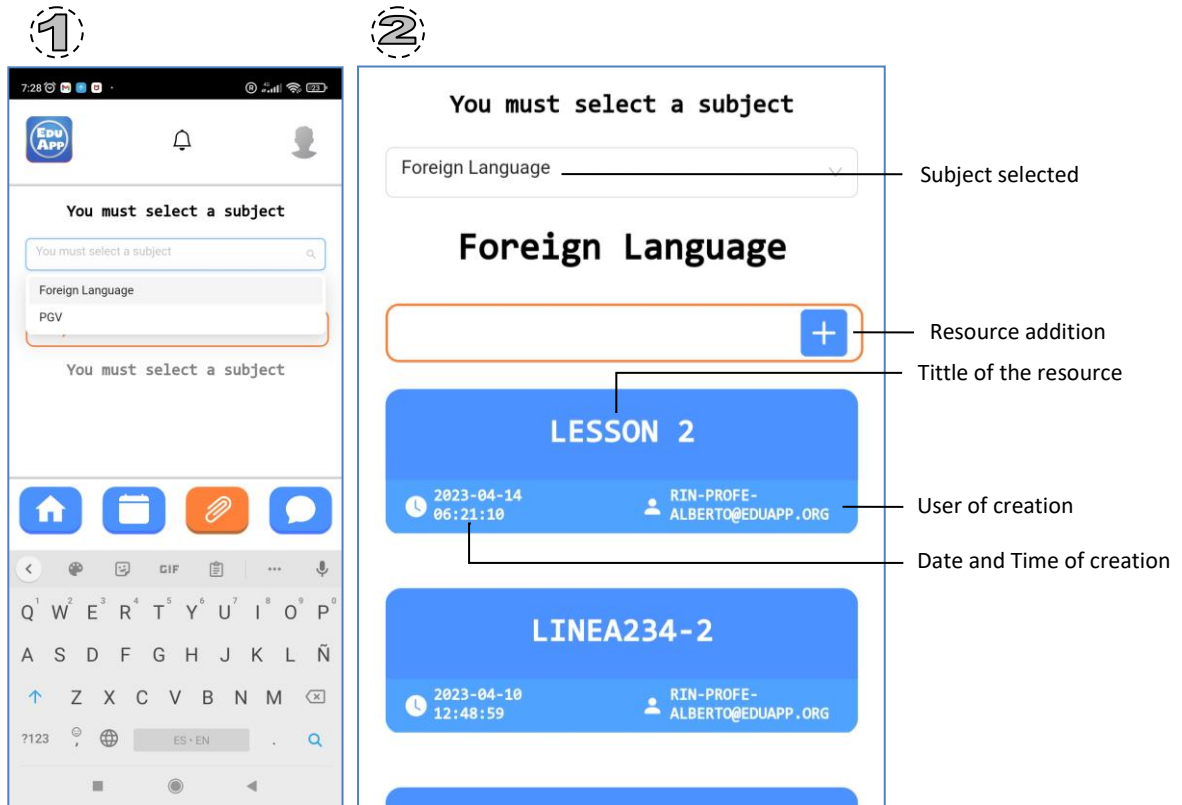
In the resources button we will have access to the subject resources of each of the subjects the teacher is enrolled:



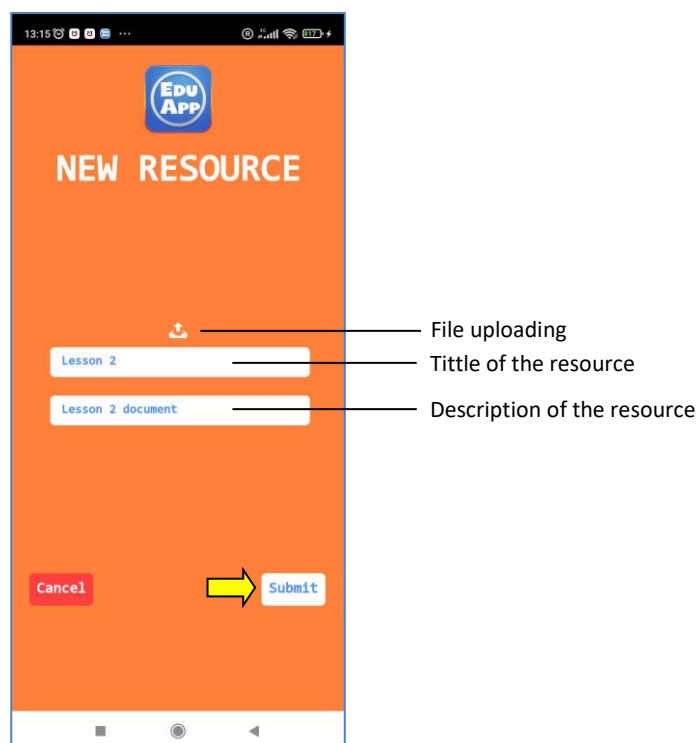
If we click on the first subject search bar, we can select a subject.

Once a subject is selected we can see all the resources created for that subject. You also have a resources search bar.

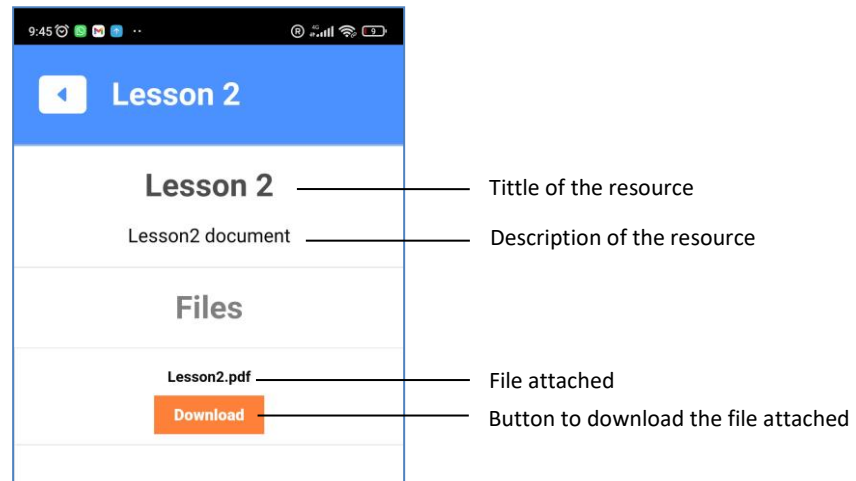
A resource can be any type of file, or even a link to a web page.



To create a resource you have to press the button + :

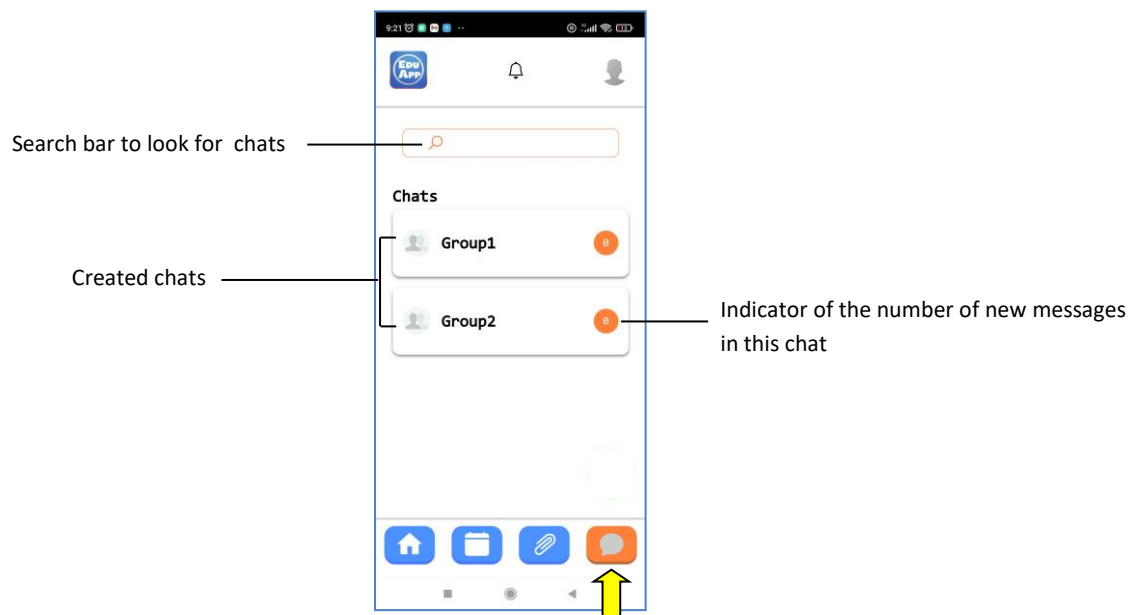


To access the content of this resource click on it:



7 Chat

In the Chat option, all the chats that we have started will appear, or the chats that other users have started and have included us.

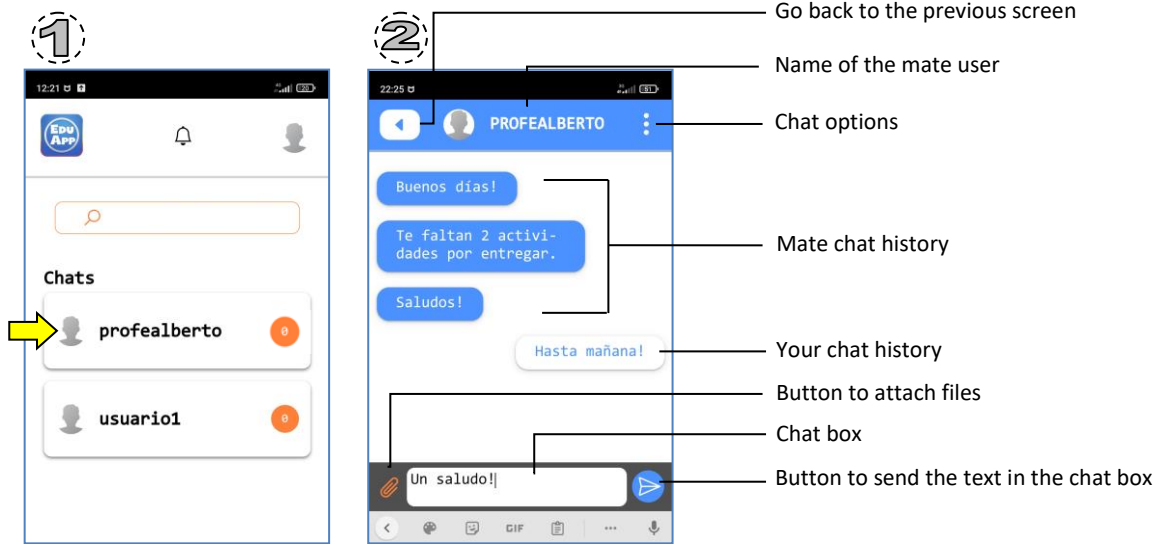


7.1. Direct chat.

A direct chat is a one-to-one chat with another user. This kind of chats has the name of the user we are going to chat to.

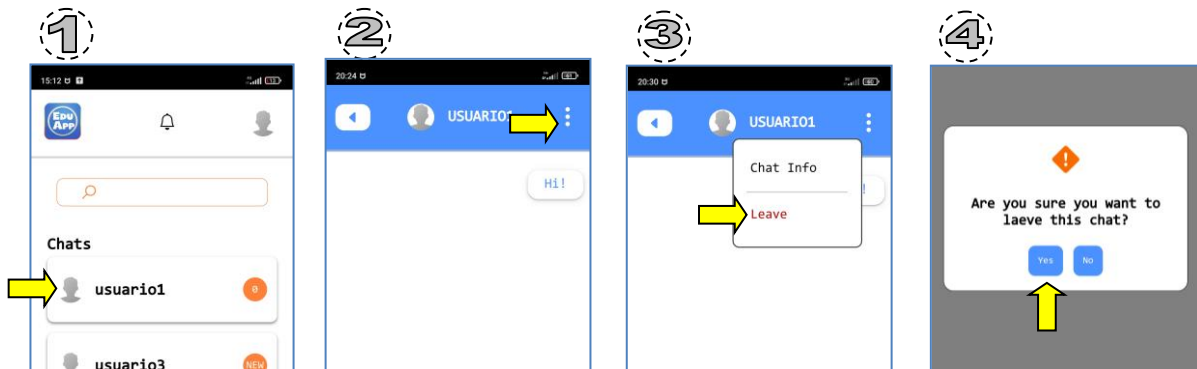
7.1.1. Use of a direct chat.

To use a direct chat, simply click on the chat:



7.1.2. Leaving from a direct chat.

To leave from a direct chat, you must access the chat by clicking on it:



7.1.3. Direct chat information.

Once we are inside a chat, we can access the chat details:

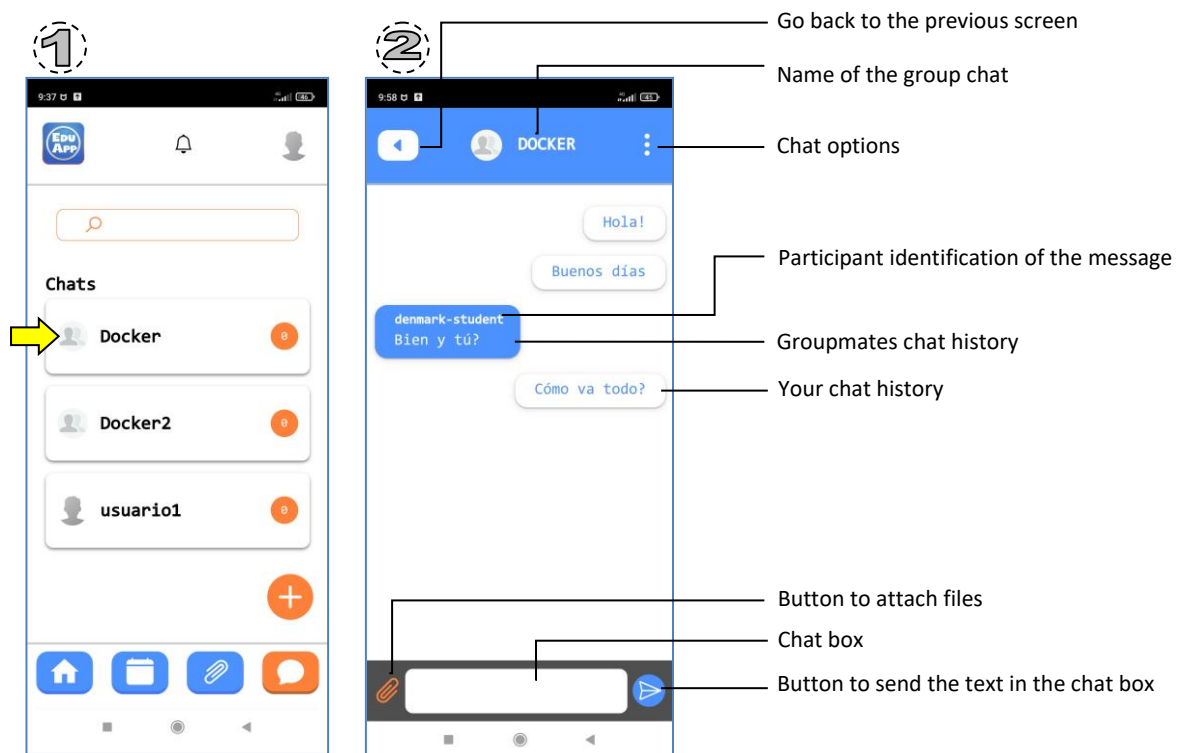


7.2. Group chat.

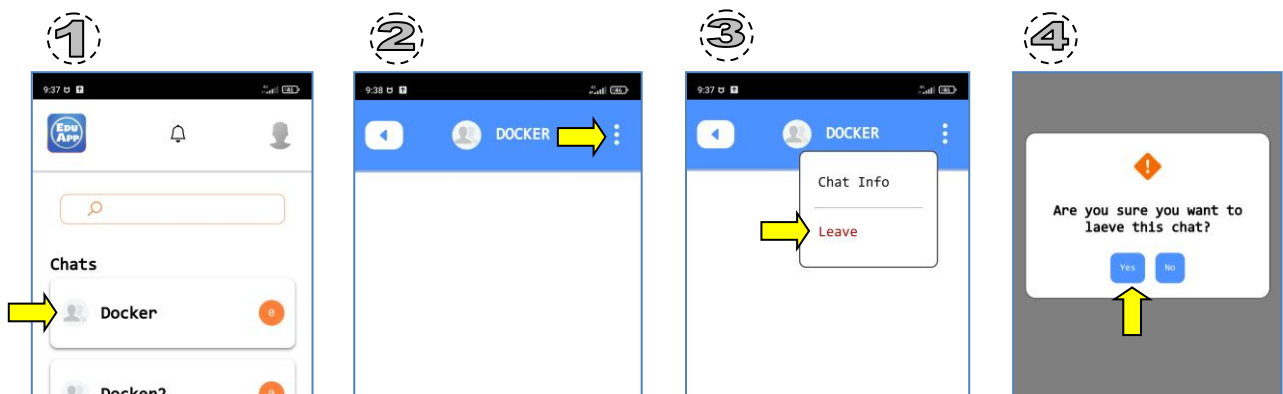
A group chat is a chat we share with more than one user. The creator of a group chat is the administrator of this, and the only one with permissions to add and delete users from the chat. The administrator is indicated with the word “Admin”

7.2.1. Use of a group chat.

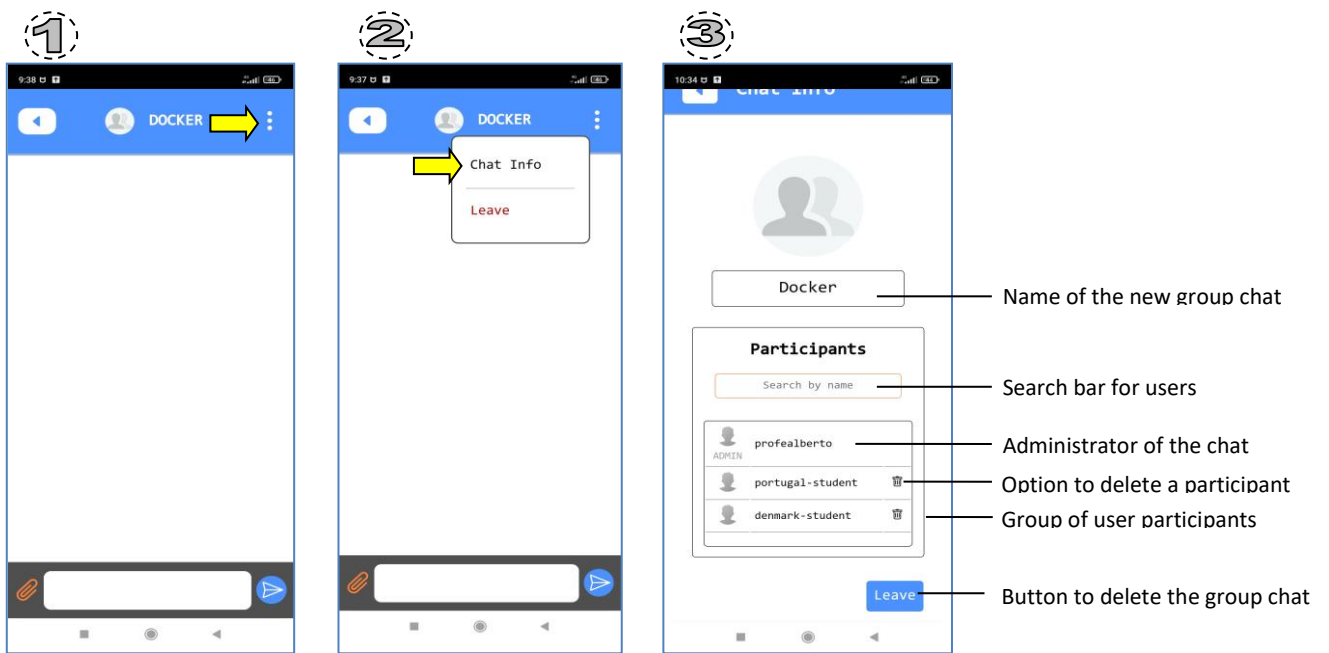
To use a group chat, simply click on the chat you want to:



7.2.2. Leaving from a group chat.



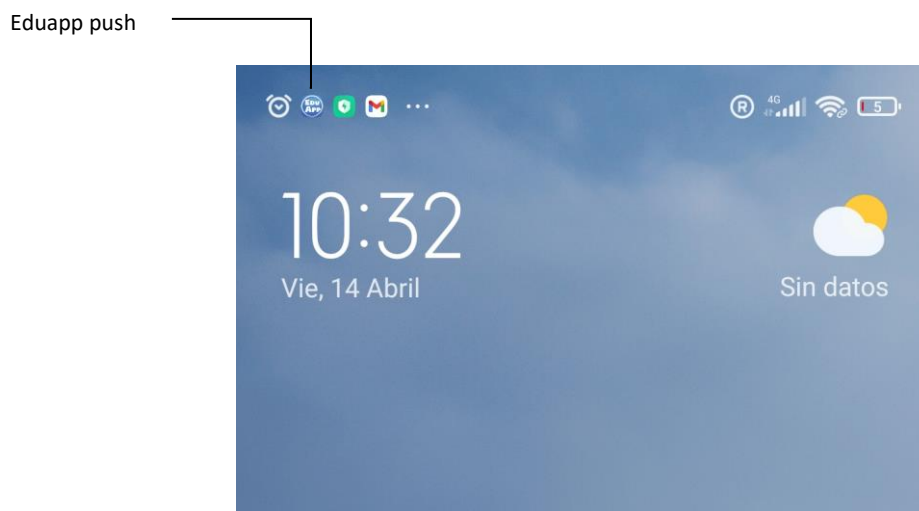
7.2.3. Group chat information.



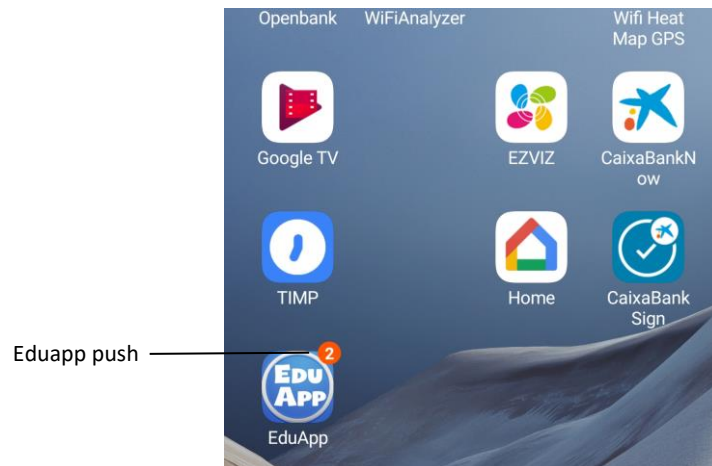
8 Notifications.

You can be notified either, when there is a new message in any of the chats you are included or if the administration decides to send a direct message to you.

In both cases you can find a push in your system. In case of being working in a mobile phone, it is going to be shown in the following way:



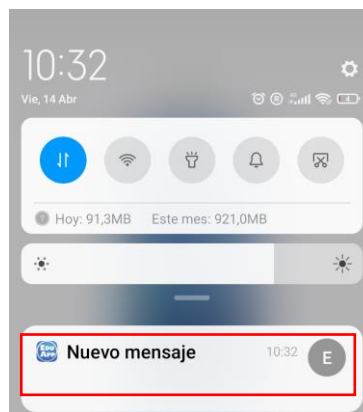
Apart from a bubble notification in the Eduapp icon:



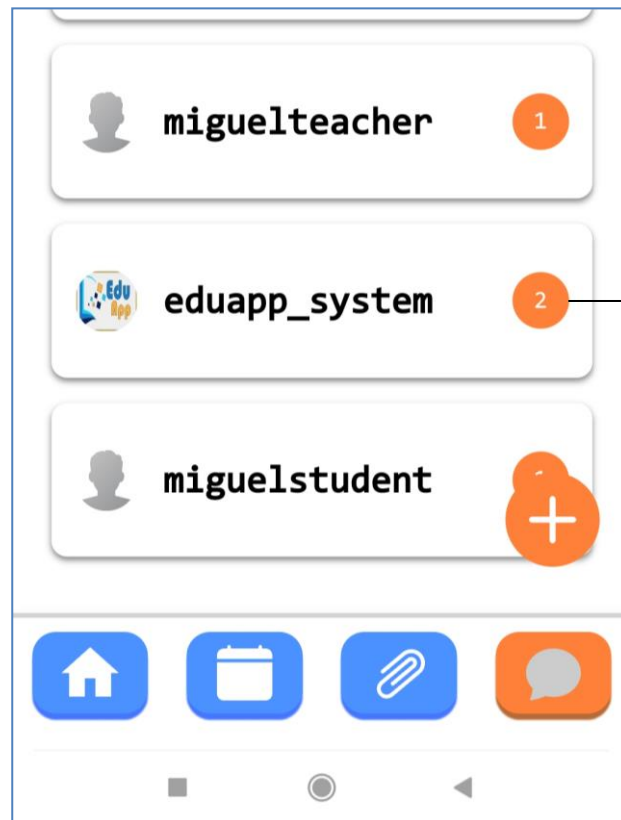
You have to remember to activate notifications for this application in your device.

Sometimes, after activating the notifications you need to close and open the app again to do it effectively.

If we access to this notification, you find this:



And if you click on the message, you go directly to the chat that causes the push notification, or in the case of being a message from the administration, you will get to a chat with the name of the administrator user. In our case, the administrator user is `eduapp_admin`:



Notifications from the administration



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APP**



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